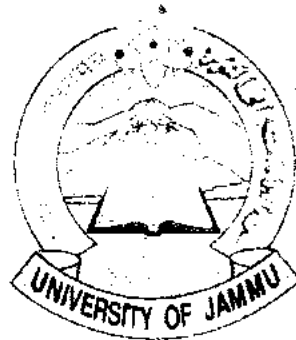


# UNIVERSITY OF JAMMU



## SUPPLEMENTARY AGENDA

### FOR THE MEETING OF **ACADEMIC COUNCIL**

**DATE** : FEBRUARY 26, 2021  
**TIME** : 11:00 A.M.  
**DAY** : FRIDAY  
**VENUE** : BRIGADIER RAJINDER  
SINGH AUDITORIUM,  
UNIVERSITY OF JAMMU,  
JAMMU

# INDEX

ITEM NO.	DESCRIPTION OF ITEM	PAGE NO.
39.	To confirm the action taken by the Vice-Chancellor, in having authorized adoption of Regulations and Curriculum of the following Paramedical courses from the Academic session 2020-21 onwards: <ol style="list-style-type: none"> <li>1. B.Sc. Medical Lab Technology</li> <li>2. B.Sc. Operation Theatre Technology</li> <li>3. B.Sc. Renal Dialysis Technology</li> <li>4. B.Sc. Radiography Technology</li> <li>5. B.Sc. Anesthesia Technology</li> <li>6. B.Sc. Cardiac Care Technology</li> <li>7. B.Sc. Respiratory Care Technology</li> <li>8. B.Sc. Neuro-Science Technology</li> </ol>	495-612
40.	To confirm the action taken by the Vice-Chancellor in according 4% reservation to the Pahari Speaking People for admission to the various UG/PG courses under the ambit of JUET for the Session 2020-21.	613-615
41.	To consider the request of Mr. Amit Ranjan (13-MCA-2K04) to carry out his 6 <sup>th</sup> semester project work in order to complete his MCA course.	616
42.	To consider the request of Ms. Richa Gupta (10-MCA-2K15) to carry out 4 <sup>th</sup> semester dissertation work to complete her M. Tech. (CS) course.	617
43.	To consider the charging of University fee for admission to P.G. Diploma in Bioinformatics (One Year) under UGC Innovative Program.	618
44.	To confirm the action taken by BORS allowing Mr. Ashish Singh Sambyal for Course work Examination in relaxation of statute 4(v) of the statutes governing Ph.D Degree.	619
45.	To consider the matter with regard to the execution and smooth functioning of SWAYAM MOOCs in the University of Jammu and its Affiliated Colleges.	620-680
46.	To report the action taken by the Vice-Chancellor in having promoted the students, conduct of online Examinations, reduction in syllabi, awarding of minimum pass marks etc. to the students of UG.PG Programmes.	681-734
47.	To consider the recommendations passed in a meeting under the Chairmanship of the Vice-Chancellor related to the various academic issues of the Offsite Campuses of the University of Jammu.	735
48.	To consider the matter w.r.t. the reformation of the Curriculum in light of the National Education Policy 2020 under Choice Based Credit System at Under Graduate Level.	736-739
	Any other item with the permission of the Chair.	

**ITEM No.39**

To confirm the action taken by the Vice-Chancellor, in having authorized adoption of Regulations and Curriculum of the following Paramedical courses from the Academic session 2020-21 onwards:

1. B.Sc. Medical Lab Technology
2. B.Sc. Operation Theatre Technology
3. B.Sc. Renal Dialysis Technology
4. B.Sc. Radiography Technology
5. B.Sc. Anesthesia Technology
6. B.Sc. Cardiac Care Technology
7. B.Sc. Respiratory Care Technology
8. B.Sc. Neuro-Science Technology

**NOTE:**

In pursuance to J&K Para-Medical & Nursing Council GMC Srinagar letter No.SPMC/GMC/SGR/AFF/5811-5817 dated 09.10.2019, the Director, Directorate of College Development Council, University of Jammu vide order No. CDC/2020/15523-15533 dated 09.01.2020 (**Annexure-I**) recommended grant of temporary affiliation to start following Paramedical courses with an intake shown below against each course from the academic session 2020-21:

<b>S.No.</b>	<b>Programme/Course</b>	<b>Intake</b>
1.	B.Sc. Medical Lab Technology	20
2.	B.Sc. Operation Theatre Technology	20
3.	B.Sc. Renal Dialysis Technology	20
4.	B.Sc. Radiography Technology	10
5.	B.Sc. Anesthesia Technology	10
6.	B.Sc. Cardiac Care Technology	10
7.	B.Sc. Respiratory Care Technology	10
8.	B.Sc. Neuro-Sciences Technology	10

In order to prepare Statutes, Scheme of Examination and Syllabi for B.Sc. Paramedical Degree Courses, a meeting of the Board of Studies in Nursing was convened on 30.08.2019 (**Annexure-II**). After thorough discussion and deliberations, the Board of Studies finally submitted the Regulations and Curriculum of the following B.Sc. Paramedical Degree courses for approval.

On the recommendations of the Board of Studies, the Vice-Chancellor approved the Regulations and Curriculum of the following B.Sc. Paramedical Degree courses in anticipation of the approval of the Competent Bodies, from the Academic session 2020-21 onwards. The notifications to this effect (**Annexure-III**) were issued which are as under:-

1.	B.Sc. Radiography Technology	No. F.Acd/III/21/1217-1222 Dated 07.08.2020
2.	B.Sc. Respiratory Care Technology	No. F.Acd/III/21/1223-1228 Dated 07.08.2020
3.	B.Sc. Operation Theatre Technology	No. F.Acd/III/21/1229-1234 Dated 07.08.2020
4.	B.Sc. Cardiac Care Technology	No. F.Acd/III/21/1235-1240 Dated 07.08.2020
5.	B.Sc. Anesthesia Technology	No. F.Acd/III/21/1241-1246 Dated 07.08.2020
6.	B.Sc. Renal Dialysis Technology	No. F.Acd/III/21/1247-1252 Dated 07.08.2020
7.	B.Sc. Neuro-Science Technology	No. F.Acd/III/21/1253-1258 Dated 07.08.2020
8.	B.Sc. Medical Lab Technology	No. F.Acd/III/21/1259-1264 Dated 07.08.2020

Hence, the action taken is reported for confirmation.

No. P.Acd/20/603  
Dt. 10-1-2020

UNIVERSITY OF JAMMU  
(NAAC ACCREDITED 'A+' GRADE UNIVERSITY)  
Directorate of College Development Council  
JAMMU (J&K)-180006

No. CDC/2020/15523-15533  
Dated: 9-1-2020

Director (CDC)

### Order

In pursuance to J&K State Para-Medical & Nursing Council GMC Srinagar letter no: SPMC/GMC/SGR/AFF/5811-5817, dated: 9-10-2019 & the principal, Govt. Medical College Jammu letter no: JKPMC-19/111/1616, Dt: 11-12-2019, wherein a committee was constituted by the Vice Chancellor to inspect the Govt. Medical College, Jammu vide this office no: CDC/2019/4253-63, Dated:-12-12-2019, to grant temporary affiliation to start various paramedical Courses from the academic session 2020-21. The said committee visited the GMC Jammu on 14-12-2019 and after recording its observations recommends to grant temporary affiliation to start following Paramedical Courses with an intake shown below against each Course from the academic Session 2020-21.

<u>S.No</u>	<u>Programme/Course</u>	<u>Intake</u>
1.	B.Sc Medical Lab Technology	20
2.	B.Sc Operation Theatre Technology	20
3.	B.Sc Renal Dialysis Technology	20
4.	B.Sc Radiography Technology	10
5.	B.Sc Anesthesia Technology	10
6.	B.Sc Cardiac Care Technology	10
7.	B.Sc Respiratory Care Technology	10
8.	B.Sc Neuro-Sciences Technology	10

The aforesaid recommendations of the committee were approved by the Hon'ble Vice Chancellor in anticipation of the approval of the Competent Body. The temporary affiliation shall, however, be subject to the fulfillment of conditions mentioned in the report.

A copy of the inspection report is being sent herewith for kind perusal and compliance.

*Pasrothia*  
DIRECTOR  
9/1/2020

Encls: Inspection report.

Copy to:

1. Special Secretary to Vice-Chancellor, University of Jammu.
2. Commissioner/Secretary Health and Medical Department, Govt. of J&K, Civil Secretariat.
3. Chairman, BOPEE, J&K.
4. Dean/Principal, Government Medical College, Jammu.
5. Vice President, J&K State Paramedical Council, GMC, Jammu for further necessary action.
6. Deputy/Assistant Registrar (Registration/Exams/Coord/Information/ Academic/ Eval.), University of Jammu.

*SO (Acd)*  
14/1/2020

*14/1/2020*

(20)

**GOVERNMENT OF JAMMU AND KASHMIR**  
**J & K PARA-MEDICAL & NURSING COUNCIL**  
**GOVERNMENT MEDICAL COLLEGE JAMMU / SRINAGAR**

No:- SPMC/ GMC/SGRI/AFF/ 5811-5817

Dated :- 09 / 10 / 2019

The Principal / Dean,  
Government Medical College,  
Jammu.

Sub:- Affiliation with J&K State Paramedical Council for the Session  
2019\_2020.

Reference: - Essentiality Certificate issued by Health and Medical Education  
Department Vide No:- ME/NG/102/2019, Dated :- 15/07/2019.

Sir / Madam,

In reference to the subject cited above; J&K State Paramedical Council Government  
Medical College Jammu / Srinagar has affiliated your Institution for the following Courses as  
per the intake capacity mentioned against each for the Session 2019-2020.

S.No	Programme Course	Seats	Session
1.	B.Sc Medical Lab Technology	20	2019_2020
2.	B.Sc Operation Theatre Technology	20	2019_2020
3.	B.Sc Renal Dialysis Technology	20	2019_2020
4.	B.Sc Radiography Technology	10	2019_2020
5.	B.Sc Anaesthesia Technology	10	2019_2020
6.	B.Sc Cardiac Care Technology	10	2019_2020
7.	B.Sc Respiratory Care Technology	10	2019_2020
8.	B.Sc Neuro-Sciences Technology	10	2019_2020

Further you are directed to comply with the directions of the Council conveyed to you  
from time to time. The Jammu and Kashmir State Paramedical Council reserves the right to  
conduct **surprise Physical Verification** to check the quality of education being imparted to  
the students as per the laid down norms.

Yours Faithfully,

*(Signature)*  
President (Principal/Dean)

*(Signature)*  
J&K State Para-Medical & Nursing Council  
Government Medical College Srinagar

Copy To :-

1. Financial Commissioner H& M E Department Civil Secretariat J&K Jammu / Srinagar for inf.
2. Vice President J&K State Para-Medical & Nursing Council (Principal / Dean ) GMC Jammu for kind information.
3. Director College Development Council (CDC) University of Jammu for information and necessary action.
4. Dean College Development Council (CDC) University of Kashmir for information and necessary action.
5. Registrar J&K State Para-Medical & Nursing Council GMC Jammu for information.
6. P.A to Vice-Chancellor University of Jammu / Kashmir for kind information to Hon'ble Vice Chancellor.
7. Office for records

109/9/19



**J&K STATE PARAMEDICAL / NURSING COUNCIL**  
**GOVERNMENT MEDICAL COLLEGE JAMMU**  
**e.mail : paramedicalcounciljammu@gmail.com**

To

Assistant Registrar (Academic)  
University of Jammu  
Jammu

No: JSPMC-19/38/1057-60

Dated: 26/09/2019

Sub: B.Sc. Paramedical Degree Courses in Govt Medical College, Jammu / New Govt Medical Colleges, matter thereof.

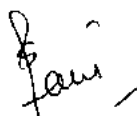
Sir,


Kindly refer to your letter No F.Acd/III/4061-4067 dated 14/08/2019 on the subject cited above, In this connection it is to inform your good self that a Meeting was held in the Office of Dean, Academic Affairs, University of Jammu on 29/07/2019 where in, it was resolved that the Principal, GMC, Jammu may kindly be requested to draft Statutes, Scheme and Syllabi for B.Sc. Paramedical Degree Courses and submit the same to Academic Section of the University for further action. In this behalf a Meeting of Board of Studies was held in the office Chamber of Principal, Govt Medical College Jammu on 30/08/2019 and the matter was deliberated threadbare. The draft Statutes, Scheme and Syllabi thus prepared were discussed in the Meeting and unanimously approved / vetted by the Board Members. A vetted copy of the Syllabi for below mentioned courses is submitted for your information and necessary action at your end,

- 1) B.Sc. Radiography Technology
- 2) B.Sc. Neuro Science Technology
- 3) B.Sc. Anaesthesia Technology
- 4) B.Sc. Cardiac Care Technology
- 5) B.Sc. Renal Dialysis Technology
- 6) B.Sc. Operation Theatre Technology
- 7) B.Sc. Respiratory Care Technology
- 8) B.Sc. Medical Lab Technology

Furthermore, it is to inform you that a Committee has been constituted by the J&K State Paramedical Council to notify Norms / Guidelines for starting above mentioned courses. As and when the same is formulated, it will be communicated to you accordingly.

Yours faithfully,



Principal / Dean,  
Vice President   
J&K State Paramedical Council  
Govt Medical College,  
Jammu

Copy to:

- ❖ Financial Commissioner to Govt, Health and Medical Education Department, Civil Secretariat Srinagar
- ❖ President, J&K State Paramedical and Nursing Council, GMC, Srinagar
- ❖ Registrar, J&K State Paramedical and Nursing Council
- ❖ Sr.PA to Director, CDC for kind information of the Director please.



# UNIVERSITY OF JAMMU

(NAAC ACCREDITED A + GRADE UNIVERSITY)  
Baba Sahib Ambedkar Road, Jammu-180006 (J&K)

## NOTIFICATION (20/Jul/Adp/1)

It is hereby notified for the information of all concerned that the Vice-Chancellor, in anticipation of the approval of the Competent Bodies, has been pleased to authorize the adoption of Regulations & Curriculum governing the degree of **Bachelor of Science in Radiography (B.Sc. Radiography)** from the Academic Session 2020-21 onwards as given in the Annexure-I & II.

*The Regulations & Curriculum of the course is available on the University Website: [www.jammuuniversity.ac.in](http://www.jammuuniversity.ac.in).*

Sd/-  
DEAN ACADEMIC AFFAIRS

No. F.Acd/III/20/1217-1222  
Dated: 07/08/2020

Copy for information & necessary action to:-

1. Dean Faculty of Medical Sciences
2. Principal, GMC, Jammu
3. C.A to the Controller of Examinations
4. Assistant Registrar (Exams/Confidential)
5. Incharge University Website

*Sumit Sharma*  
Deputy Registrar (Academic)  
5/8/2020  
5/8/20



**Regulations & Curriculum for Bachelor of Science  
Degree Courses In**

**B.Sc Radiography**

**Courses offered in Allied Health Sciences:**

1. B.Sc Medical Lab Technology.
2. B.Sc Radiography.
3. B.Sc Cardiac Care Technology
4. B.Sc Operation Theatre.
5. B.Sc Respiratory Care Technology.
6. B.Sc Anesthesia Technology.
7. B.Sc Neuro Sciences Technology.
8. B.Sc Renal Dialysis.

**A. INTRODUCTION**

B.Sc (Allied Health Sciences) course is aimed at training students to prepare them as qualified physician assistants who will be able to meticulously assist the concerned specialist in handling the various illnesses. This program is a taught course that covers relevant topics and specialized areas of knowledge as opted. The aim of this B.Sc Program is to provide a through training to the candidates through formal lectures and or seminars and practical programs which culminate in a internship course that finally prepares the student for the rigors of the medical world.

**B. SHORT TITLE AND COMMENCEMENT**

These Regulations shall be called the "Regulations for B.Sc (Allied Health Sciences) Course". These regulations shall be deemed to have come into force from the academic year \_\_\_\_\_. These regulations are subject to modifications as may be approved by the concerned faculty / Board of studies from time to time.

**C. ELIGIBILITY FOR ADMISSION**

- a) A candidate seeking admission to the Bachelor of Science Degree Courses in the Allied Health Sciences course from Sl.No. 1 to 8 shall have passed the 10+2 or equivalent examination from a recognized Board / University with Physics, Chemistry & Biology as principle subjects of study.

*[Handwritten signatures and initials]*

- b) Lateral entry to second year for allied health science courses for candidates who have passed diploma program from the Government Boards and recognized by Jammu and Kashmir State Paramedical Council and shall have passed 10+2 with Physics, Chemistry & Biology as principal subjects and these students are eligible to take admission on lateral entry system only in the same subject studied at diploma level.

#### NOTE:

- The candidate shall have passed individually in each of the principal subjects.
- Candidates who have completed diploma or vocational course through Correspondence shall not be eligible for any of the courses mentioned above.
- A candidate should have completed the age of 17 Years as on 31<sup>st</sup> December of the year of admission.

#### D. DURATION OF THE COURSE

Duration shall be for a period of three and half years including six months of Internship.

#### E. MEDIUM OF INSTRUCTION

The medium of instruction and examination shall be in English.

#### F. SCHEDULE OF EXAMINATION

The University shall conduct two examinations annually at an interval of not less than 4 to 6 months as notified by the university from time to time. A candidate who satisfies the requirement of attendance, progress and conduct as stipulated by the university shall be eligible to appear for the university examination. Certificate to that effect shall be produced from the head of the institution along with the application for examination and the prescribed fee.

#### G. SCHEME OF EXAMINATION

There shall be three examinations one each at the end of 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> year.

*[Handwritten signatures and initials]*

## ↓ ELIGIBILITY FOR THE EXAMINATION :

The Examination each year shall be open to :

- a) A regular student who produces the following certificates signed by the Head of the Department / Principal of the College :
  - i. Certificate of good character.
  - ii. Certificate that the student attended the required number of lectures as prescribed under statutes.
  - iii. Certificate that the student has qualified the sessionals / Clinicals etc.
  
- b) A candidate who has otherwise eligible to appear in the Examination in the particular year but :
  - i. Could not appear due to genuine reason (to be certified by an appropriate authority.
  - ii. Was unable to pass the examination in any paper (s).

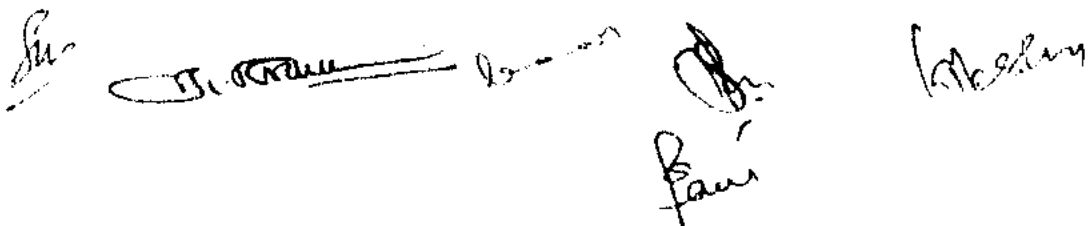
## H. ATTENDANCE

Every candidate should have attended at least 80% of the total number of classes conducted in an academic year from the date of commencement of the term to the last working day as notified by university in each of the subjects prescribed for that year separately in theory and practical. Only such candidates are eligible to appear for the university examinations in their first attempt. A candidate lacking in prescribed percentage of attendance in any subjects either in theory or practical in the first appearance will not be eligible to appear for the University Examination in that subject .The discretionary power of condonation of shortage of attendance to appear for University Examination rests with the University.

## ↓ CONDONATION :

Not with standing anything contrary contained in any provision of these statutes where any candidate falls short of attendance in any year it may be condoned after sufficient cause is shown by him/her in writing in this regard :

- a) By the Head of the Department / Principal of the College up to maximum of 5% of the total lectures delivered in all the papers. In addition to this a maximum of 5% of the total lectures delivered may also be condoned by the Vice-Chancellor.



Provided that no condition in shortage shall be permitted by the Vice-Chancellor unless endorsed and recommended by the Head of the Department / Principal of the College.

#### ↓ PARTICIPATION IN SPORTS EVENTS :

- i. Not with standing anything contrary contained in these statutes, where a candidate participates in any one or more of the activities as specified in the University statutes, he/she may be treated as present on all working days not exceeding 30 days in one academic year.
- ii. The Candidate participating in such event must produce a copy of certificate to the Head of the Department / Principal of the College within seven days from the end of the event, failing which no such benefit shall be given.
- iii. The authority competent to issue the candidate participation certificate shall bring to the notice of the Head of the Department, name, roll no. of the candidate and the date(s) on which the activities were conducted within a week's period from the end of the event.

#### I. INTERNAL ASSESSMENT (IA)

Theory - 20 marks.

Practical - 10 marks. [Lab work- 06 marks and Record-04 marks ]

There shall be a minimum of two periodical tests preferably one in each term in theory and practical of each subject in an academic year. The average marks of the two tests will be calculated and reduced to 20. The marks of IA shall be communicated to the University at least 15 days before the commencement of the University examination. The University shall have access to

the records of such periodical tests.

The marks of the internal assessment must be displayed on the notice board of the respective colleges with in a fortnight from the date test is held.

If a candidate is absent for any one of the tests due to genuine and satisfactory reasons, such a candidate may be given a re-test within a fortnight.

*Sh...*  
*SS. ...*  
*504*  
*P...*  
*K...*

\* There shall be no University Practical Examination in First year.

## J. CURRICULUM

### Subject and hours of teaching for Theory and Practicals

The number of hours of teaching theory and practical, subject wise in first year, second year and third year are shown in Table-I, Table-II and Table-III

Main and Subsidiary subjects are common in first year for all the courses in Allied Health Science.

The number of hours for teaching theory and practical for main subjects in first, Second and Third year are shown in Table-I, II and III.

**Table – I Distribution of Teaching Hours in First Year Subjects**

#### Main Subjects

S.No	Subject	Theory No. of Hours	Practical No. of Hours	Total No. of Hours.
1	Human Anatomy	70	20	90
2	Physiology	70	70	90
3	Biochemistry	70	20	90
4	Pathology – [Clinical Pathology, Hematology & Blood Banking	70	20	90
5	Microbiology	70	20	90
	Total	350	100	450

The classes in main and subsidiary subjects are to be held from Monday to Thursday. On Fridays and Saturdays students shall work in hospitals in the respective specialty or department chosen by them

#### Subsidiary Subjects

English 25 Hours

Health-Care 40 Hours

Hospital posting – 470 Hours Fri day 9am - 1pm and 2pm - 4-30 pm  
Saturday 9am - 1pm

*[Handwritten signatures and initials]*

**Table – II Distribution of Teaching Hours in Second Year Subjects**

**Main Subjects**

S.No	Subject	Theory No. of Hours	Practical No. of Hours	Clinical posting	Total No. of Hours.
1	Physics of Radiology, Radiation Physics & Medical Physics	100	No Practicals		100
2	Radiographic Techniques I*	100	540 Hospital Postings		640
3	Radiographic Photography and Image Processing	100	240		340

**Subsidiary Subjects**

Sociology 20 Hours

Constitution of India 10 Hours

Environmental Science & Health 10 Hours

**Table – III Distribution of Teaching Hours in Third Year Subjects**

**Main Subjects**

S.No	Subject	Theory No. of Hours	Practical No. of Hours	Clinical posting	Total No. of Hours.
1	Diagnostic Imaging Techniques	200	340		540
2	Radiographic Techniques II	100	440		540

*[Handwritten signatures and initials]*

### **Subsidiary Subjects**

Biostatistics	20 Hours
Computer application	10 Hours

\* There shall be no University Practical Examination in First year.

## **K SCHEME OF EXAMINATION**

There shall be three examinations, one each at the end of I, II and III year. The examination for both main and subsidiary subjects for all courses in Allied Health Sciences shall be common in the first year. Distribution of Subjects and marks for First Year, Second year & Third year University theory and practical Examinations are shown in the Table - IV, V & VI.

### **First year examination:**

The University examination for 1st year shall consist of only theory examination and there shall be no University Practical Examination.

### **Second & Third year examination:**

The University examination for 2nd and 3rd year shall consist of Written Examination & Practical.

### **Written Examinations consists of :**

04 papers in the 2nd Year

02 papers in the 3rd Year.

### **Practical examination:**

One combined practical examination, at the end 2<sup>nd</sup> Year and one combined practical examination at the end of the 3<sup>rd</sup> Year.

*Signature*  
*Signature*  
*Signature*  
*Signature*

**Table – IV Distribution of Subjects and marks for First Year University theory Examination.**

A	Main Subject *	Written Paper		Internal Assessment	Total
		Duration	Marks	Theory (Marks)	Marks
1	Basic Anatomy [Including Histology]	3 Hours	80	20	100
2	Physiology	3 Hours	80	20	100
3	Biochemistry	3 Hours	80	20	100
4	Pathology	3 Hours	80	20	100
5	Microbiology	3 Hours	80	20	100
B	Subsidiary Subject **				Total
1	English	3 Hours	80	20	100
2	Health Care	3 Hours	80	20	100

Note \* IA = Internal Assessment

Main Subjects shall have University Examination.

\*\* Subsidiary subjects: Examination for subsidiary

Subjects shall be conducted by respective colleges.

**Table – V Distribution of Subjects and marks for Second Year Examination.**

Paper	Subjects	Theory		IA	Sub Total	Univ Practicals	Practicals		Grand Total
		Theory	Viva-Voca				IA	Sub total	
1	Sec A : Physics of Radiology Sec B : Radiation Physics & Medical Physics	80 (40 + 40)		20 (10 + 10)	100	No Practicals			300
2	Radiographic Photography & Imaging Processing	60	20	20	100	80	20	100	
3	Sec. B : Principles of Radiotherapy	30	10	10	100	80	20	100	300

*Handwritten signatures and marks:*  
 SS. Sharma  
 P. Saini  
 508  
 100/100



**Table – VI Distribution of Subjects and marks for Third Year Examination.**

Paper	Subjects	Theory			Sub Total	Univ Practicals	Practicals		Grand Total
		Theory	Viva-Voca	IA			IA	Sub total	
1	Diagnostic Imaging Techniques	60	20	20	100	80	20	100	300
2	Sec A – Radiographic Techniques I Sec B – Radiographic Techniques II	60 (30 + 30)	20 (10 + 10)	20 (10 + 10)	100				

**L BOARD OF EXAMINERS FOR PRACTICALS :**

- i. Subject to the provisions of these statutes and regulations made thereunder, there shall be a Board of Examiners to conduct viva- voce at the end of every year to evaluate the understanding and comprehension of a candidate in subject(s) taught during that year.
- ii. The Board of examiners shall consist of
  - a. Dean of the Faculty or his/her nominee.
  - b. Head of the Department / Principal of the College.
  - c. External Examiners(s)
- iii. The external examiner shall be chosen out of the panel recommended by the Head of the Department / Principal of the College and approved by the Vice-Chancellor.
- iv. The quorum for the conduct of examination by the Board of Examiners shall be at least 2 including External Examiners.

**M APPOINTMENT AND ELIGIBILITY OF EXAMINERS:**

No person shall be appointed as an examiner in any of the subjects of the professional examinations leading to the award of the degree unless :

- a) He / She has at least five years teaching experience in the subject concerned in a College affiliated to a recognized University as a Faculty member.
- b) If of the rank of an Associate Professor or equivalent and above, with the requisite qualification and experience as given in above sub – clause

*Handwritten signatures and initials:*  
 SS. Prasad  
 P. S. S. S.  
 S. S. S. S.  
 S. S. S. S.

- a. Provided that when an Associate Professor or equivalent and above are not available, an Assistant Professor of 5 Years standing as an Assistant Professor with requisite Qualification and Experience in the subject may be appointed as examiner.
- c) There shall be at least four examiners for upto 100 Students, out of whom not less than 50% must be external examiners. Of the four examiners, the senior – most internal examiner will act as the Chairman and Co-Coordinator of the whole examination programme so that uniformity in the matter of assessment of candidate is maintained. Where candidates appearing are more than 100, two additional examiners (One external and one Internal) for every additional 50 or part thereof appearing, appointed. However, for students upto 50 there shall be two examiners one external and one internal.
- d) Notwithstanding the number of candidates registered for the examination, one external examiner and one internal examiner who shall be the senior of the two internal examiners, in case of more than 100 students, will set and assess one question paper each (Where there are two papers in a subject) or one part of a question paper (where there is only one question paper in the subject). Senior most internal examiner of affiliated College shall be Chairman of the board of paper setters and act as moderator by rotation for one year.
- e) The external examiner shall ordinarily be an in-service teacher in the subject or an allied subject from any college affiliated to a recognized University (Other than Jammu University) Post Graduate Institute.
- f) External examiners (s) shall rotate after two years.
- g) In the case of non-availability of an examiner in a subject, a retired teacher with requisite qualification and teaching experience may be appointed either as external or internal examiner within seven years of super annuation.
- h) The Practical / Clinical and oral examination in each subject shall be conducted jointly by the external and internal examiner(s) and the award sheet containing the marks of practical and / or clinical (including the internal assessment) shall be compiled and signed by all the external and internal

*[Handwritten signatures and initials]*

examiner(s) before it is submitted to the University by the senior-most internal examiner of each affiliated college.

- i) Award sheet containing marks of theory along with duly evaluated and signed answer scripts shall be submitted to the University separately by each examiner.
- j) External examiner(s) shall rotate after two years.
- k) External examiners shall not be from the same University.
- l) Interpretation, if any shall be determined by the Vice-Chancellor in consultation with the Dean, Faculty of Medical Sciences and the decision taken shall be final and binding on all concerned.

## N PASS CRITERIA

### First year examination.

a. **Main Subjects:** A candidate is declared to have passed in a subject, if he/she secures, 50% of marks in University Theory exam and internal assessment added together.

b. **Subsidiary Subjects:** The minimum prescribed marks for a pass in subsidiary subject shall be 35% of the maximum marks prescribed for a subject. The marks obtained in the subsidiary subjects shall be communicated to the University before the Commencement of the University examination.

### Second and Third year Examination

a. **Main Subjects:** A candidate is declared to have passed the Examination in a subject if he/she secures 50% of the marks in theory and 50% in practical separately. For a pass in theory, a candidate has to secure a minimum of 40% marks in the University conducted written examination, and 50% in aggregate in the University conducted written examination, internal assessment and Viva-Voce added together and for pass in Practical, a candidate has to secure a minimum of 40% marks in the university conducted Practical/Clinical examination and 50% in aggregate i.e. University conducted Practical/Clinical and Internal Assessment. In the third year a candidate is declared to have passed only if he/she passes all the two theory papers and one practical examination in a single attempt failing which where in the candidate fails in one or more theory papers and /or practical examination he/she will have to re appear for all the two theory papers and the practical examination in the subsequent attempt.

b. **Subsidiary Subjects:** The minimum prescribed marks for a pass in subsidiary subject shall be 35% of the maximum marks prescribed for a subject. The marks

*Sh* *SS. Aravamudan* *42* *Sh* *Sh* *Sh*

511

obtained in the subsidiary subjects shall be communicated to the University before the commencement of the University examination.

## O CARRY OVER BENEFIT

### First year examination:

A candidate who fails in any two of the five main subjects of first year shall be permitted to carry over those subjects to second year. However, he/se must pass the carry over subjects before appearing for second year examination; otherwise he/she shall not be permitted to proceed to third year.

### Second year examination.

A candidate is permitted to carry over any one main subject to the third year but shall pass this subject before appearing for the third year examination

## P ELIGIBILITY FOR THE AWARD OF DEGREE

A candidate shall have passed in all the subjects of first, second and third year to be eligible for award of degree.

### Distribution of Type of Questions and Marks for various Subjects

Max – Marks : 80 Duration : 3 Hrs

Type of Question	Number of Questions	Marks for each question	Total
Long Essay	3 (2 X 10)	10	20
Short Essay Type	8 (6 x 5)	5	30
Short Answer Type	12 (10 x 3)	3	30

Max – Marks :60 Duration : 3 Hrs

Type of Question	Number of Questions	Marks for each question	Total
Long Essay	3 (2 X 10)	10	20
Short Essay Type	7 (5 x 5)	5	25
Short Answer Type	7(5 x 3)	3	15

Max – Marks: 60 (30 +30) Duration : 3 Hrs

*Sh*  
*SS. Kumar*  
*B. J.*  
*5/2*  
*Int. Sec.*

Type of Question	Number of Questions	Marks for each question	Total
Long Essay	$2 (2 \times 10) + 2 (1 \times 10)$	10	20
Short Essay Type	$3 (2 \times 5) + 3 (2 \times 5)$	5	20
Short Answer Type	$6 (5 \times 2) + 6 (5 \times 2)$	2	20

*Handwritten notes and signatures:*  
 The following text is written in cursive and appears to be a signature or set of initials, possibly including the name "S. S. ...".  
 Below this, there are several more handwritten marks, including what looks like a signature "R. ...".  
 At the bottom center, the number "513" is written in a large, bold, handwritten style.  
 To the right of the "513", there is another handwritten word or phrase that is difficult to decipher but might be "K. ...".

# UNIVERSITY OF JAMMU

(NAAC ACCREDITED A + GRADE UNIVERSITY)  
Baba Sahib Ambedkar Road, Jammu-180006 (J&K)

## NOTIFICATION (20/Jul/Adp/t2)

It is hereby notified for the information of all concerned that the Vice-Chancellor, in anticipation of the approval of the Competent Bodies, has been pleased to authorize the adoption of Regulations & Curriculum governing the degree of Bachelor of Science in Respiratory Care Technology (B.Sc. Respiratory Care Technology) from the Academic Session 2020-21 onwards as given in the Annexure-I & II.

*The Regulations & Curriculum of the course is available on the University Website: [www.jammuuniversity.ac.in](http://www.jammuuniversity.ac.in).*

Sd/-  
DEAN ACADEMIC AFFAIRS

No. F.Acd/III/20/1223-1228  
Dated: 07/08/2020

Copy for information & necessary action to:-

1. Dean Faculty of Medical Sciences
2. Principal, GMC, Jammu
3. C.A to the Controller of Examinations
4. Assistant Registrar (Exams/Confidential)
5. Incharge University Website

Sumita Sharma  
Deputy Registrar (Academic)

5/14

# Regulations & Curriculum for Bachelor of Science Degree Courses In

## B.Sc Respiratory Care Technology

### Courses offered in Allied Health Sciences:

1. B.Sc Medical Lab Technology.
2. B.Sc Radiography.
3. B.Sc Cardiac Care Technology
4. B.Sc Operation Theatre.
5. B.Sc Respiratory Care Technology.
6. B.Sc Anesthesia Technology.
7. B.Sc Neuro Sciences Technology.
8. B.Sc Renal Dialysis.

### A. INTRODUCTION


B.Sc (Allied Health Sciences) course is aimed at training students to prepare them as qualified physician assistants who will be able to meticulously assist the concerned specialist in handling the various illnesses. This program is a taught course that covers relevant topics and specialized areas of knowledge as opted. The aim of this B.Sc Program is to provide a through training to the candidates through formal lectures and or seminars and practical programs which culminate in a internship course that finally prepares the student for the rigors of the medical world.


### B. SHORT TITLE AND COMMENCEMENT

These Regulations shall be called the "Regulations for B.Sc (Allied Health Sciences) Course". These regulations shall be deemed to have come into force from the academic year \_\_\_\_\_. These regulations are subject to modifications as may be approved by the concerned faculty / Board of studies from time to time.

### C. ELIGIBILITY FOR ADMISSION


- a) A candidate seeking admission to the Bachelor of Science Degree Courses in the Allied Health Sciences course from Sl.No. 1 to 8 shall have passed the 10+2 or equivalent examination from a recognized Board / University with Physics, Chemistry & Biology as principle subjects of study.

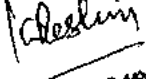
  
Shalita Sharma

  
(MR. J.C. FRANK)

Nunni Dher  
Dher

5/5

  
(SONAM SHARMA)  
Saur

  
Kheema Peshi

- b) Lateral entry to second year for allied health science courses for candidates who have passed diploma program from the Government Boards and recognized by Jammu and Kashmir State Paramedical Council and shall have passed 10+2 with Physics, Chemistry & Biology as principal subjects and these students are eligible to take admission on lateral entry system only in the same subject studied at diploma level.

**NOTE:**

- The candidate shall have passed individually in each of the principal subjects.
- Candidates who have completed diploma or vocational course through Correspondence shall not be eligible for any of the courses mentioned above.
- A candidate should have completed the age of 17 Years as on 31<sup>st</sup> December of the year of admission.

**D. DURATION OF THE COURSE**

Duration shall be for a period of three and half years including six months of Internship.

**E. MEDIUM OF INSTRUCTION**

The medium of instruction and examination shall be in English.

**F. SCHEDULE OF EXAMINATION**

The University shall conduct two examinations annually at an interval of not less than 4 to 6 months as notified by the university from time to time. A candidate who satisfies the requirement of attendance, progress and conduct as stipulated by the university shall be eligible to appear for the university examination. Certificate to that effect shall be produced from the head of the institution along with the application for examination and the prescribed fee.

**G. SCHEME OF EXAMINATION**

There shall be three examinations one each at the end of 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> year.

*[Handwritten signatures and initials]*



### ↓ ELIGIBILITY FOR THE EXAMINATION :

The Examination each year shall be open to :

- a) A regular student who produces the following certificates signed by the Head of the Department / Principal of the College :
  - i. Certificate of good character.
  - ii. Certificate that the student attended the required number of lectures as prescribed under statutes.
  - iii. Certificate that the student has qualified the sessionals / Clinicals etc.
  
- b) A candidate who has otherwise eligible to appear in the Examination in the particular year but :
  - i. Could not appear due to genuine reason (to be certified by an appropriate authority).
  - ii. Was unable to pass the examination in any paper (s).


### H. ATTENDANCE

Every candidate should have attended at least 80% of the total number of classes conducted in an academic year from the date of commencement of the term to the last working day as notified by university in each of the subjects prescribed for that year separately in theory and practical. Only such candidates are eligible to appear for the university examinations in their first attempt. A candidate lacking in prescribed percentage of attendance in any subjects either in theory or practical in the first appearance will not be eligible to appear for the University Examination in that subject. The discretionary power of condonation of shortage of attendance to appear for University Examination rests with the University.

### ↓ CONDONATION :

Not with standing anything contrary contained in any provision of these statutes where any candidate falls short of attendance in any year it may be condoned after sufficient cause is shown by him/her in writing in this regard :

- a) By the Head of the Department / Principal of the College up to maximum of 5% of the total lectures delivered in all the papers. In addition to this a maximum of 5% of the total lectures delivered may also be condoned by the Vice-Chancellor.



Provided that no condition in shortage shall be permitted by the Vice-Chancellor unless endorsed and recommended by the Head of the Department / Principal of the College.

#### ↓ PARTICIPATION IN SPORTS EVENTS :

- i. Not with standing anything contrary contained in these statutes, where a candidate participates in any one or more of the activities as specified in the University statutes, he/she may be treated as present on all working days not exceeding 30 days in one academic year.
- ii. The Candidate participating in such event must produce a copy of certificate to the Head of the Department / Principal of the College within seven days from the end of the event, failing which no such benefit shall be given.
- iii. The authority competent to issue the candidate participation certificate shall bring to the notice of the Head of the Department, name, roll no. of the candidate and the date(s) on which the activities were conducted within a week's period from the end of the event.

#### I. INTERNAL ASSESSMENT (IA)

Theory - 20 marks.

Practical - 10 marks. [Lab work- 06 marks and Record-04 marks ]

There shall be a minimum of two periodical tests preferably one in each term in theory and practical of each subject in an academic year. The average marks of the two tests will be calculated and reduced to 20. The marks of IA shall be communicated to the University at least 15 days before the commencement of the University examination. The University shall have access to

the records of such periodical tests.

The marks of the internal assessment must be displayed on the notice board of the respective colleges with in a fortnight from the date test is held.

If a candidate is absent for any one of the tests due to genuine and satisfactory reasons, such a candidate may be given a re-test within a fortnight.



\* There shall be no University Practical Examination in First year.

## J. CURRICULUM

### Subject and hours of teaching for Theory and Practicals

The number of hours of teaching theory and practical, subject wise in first year, second year and third year are shown in Table-I, Table-II and Table-III

Main and Subsidiary subjects are common in first year for all the courses in Allied Health Science.

The number of hours for teaching theory and practical for main subjects in first, Second and Third year are shown in Table-I, II and III.

**Table – I Distribution of Teaching Hours in First Year Subjects**

#### Main Subjects

S.No	Subject	Theory No. of Hours	Practical No. of Hours	Total No. of Hours.
1	Human Anatomy	70	20	90
2	Physiology	70	70	90
3	Biochemistry	70	20	90
4	Pathology – [Clinical Pathology, Hematology & Blood Banking	70	20	90
5	Microbiology	70	20	90
	Total	350	100	450

The classes in main and subsidiary subjects are to be held from Monday to Thursday. On Fridays and Saturdays students shall work in hospitals in the respective specialty or department chosen by them

#### Subsidiary Subjects

English 25 Hours

Health-Care 40 Hours

Hospital posting – 470 Hours Fri day 9am - 1pm and 2pm - 4-30 pm  
Saturday 9am - 1pm



**Table – II Distribution of Teaching Hours in Second Year Subjects**

**Main Subjects**

S.No	Subject	Theory No. of Hours	Practical No. of Hours	Clinical posting	Total No. of Hours.
1	Medicine relevant Respiratory Technology	50			50
2	Section A Applied Pathology Section B Applied Microbiology	30 30	30 30		120
3	Introduction to Respiratory Technology Care	80	100	650	830
	<b>Total</b>	<b>240</b>	<b>160</b>	<b>650</b>	<b>1050</b>

**Subsidiary Subjects**

Sociology 20 Hours

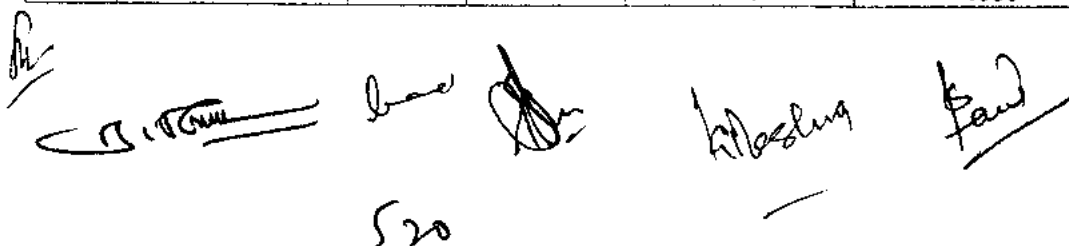
Constitution of India 10 Hours

Environmental Science & Health 10 Hours

**Table – III Distribution of Teaching Hours in Third Year Subjects**

**Main Subjects**

S.No	Subject	Theory No. of Hours	Practical No. of Hours	Clinical posting	Total No. of Hours.
1	Respiratory Care Technology – Clinical	50	50	250	350
2	Respiratory Care Technology – Applied	50	50	250	350
3	Respiratory Care Technology – Advanced	50	50	250	350
	<b>Total</b>	<b>150</b>	<b>150</b>	<b>750</b>	<b>1050</b>


  
 520

### Subsidiary Subjects

Ethics, Database Management	50 Hours
Research & Biostatistics	20 Hours
Computer application	10 Hours

\* There shall be no University Practical Examination in First year.

## K SCHEME OF EXAMINATION

There shall be three examinations, one each at the end of I, II and III year. The examination for both main and subsidiary subjects for all courses in Allied Health Sciences shall be common in the first year. Distribution of Subjects and marks for First Year, Second year & Third year University theory and practical Examinations are shown in the Table - IV, V & VI.

### First year examination:

The University examination for 1st year shall consist of only theory examination and there shall be no University Practical Examination.

### Second & Third year examination:

The University examination for 2nd and 3rd year shall consist of Written Examination & Practical.

### Written Examinations consists of :

04 papers in the 2nd Year

02 papers in the 3rd Year.

### Practical examination:

One combined practical examination, at the end 2<sup>nd</sup> Year and one combined practical examination at the end of the 3<sup>rd</sup> Year.



**Table – IV Distribution of Subjects and marks for First Year University theory Examination.**

A	Main Subject	Written Paper		Internal Assessment	Total
		Duration	Marks	Theory (Marks)	Marks
1	Basic Anatomy (Including Histology)	3 Hours	80	20	100
2	Physiology	3 Hours	80	20	100
3	Biochemistry	3 Hours	80	20	100
4	Pathology	3 Hours	80	20	100
5	Microbiology	3 Hours	80	20	100
B	Subsidiary Subject **				Total
1	English	3 Hours	80	20	100
2	Health Care	3 Hours	80	20	100

Note \* IA = Internal Assessment

Main Subjects shall have University Examination.

\*\* Subsidiary subjects: Examination for subsidiary

Subjects shall be conducted by respective colleges.

**Table – V Distribution of Subjects and marks for Second Year Examination.**

Paper	Subjects	Theory				Practicals			
		Theory	Viva-Voca	IA	Sub Total	Univ Practicals	IA	Sub total	Grand Total
1	Section A – Applied Pathology Section B – Applied Microbiology	50	30	20	150	40	10	50	200
2	Introduction to Respiratory Care Technology	100	30	20	150	40	10	50	200
3	Applied Pharmacology	80		20	100	No Practicals			100
4	Medicine relevant to Respiratory Technology	80		20	100	No. Practicals			100

*[Handwritten signatures and marks]*

522

**Distribution of Subsidiary Subjects and marks for Second Year Examination.**

B	Subsidiary Subject *	Written Paper		Internal Assessment	Total
		Duration	Marks	Theory (Marks)	Marks
1	Sociology	3 Hours	80	20	100
2	Constitution of India	3 Hours	80	20	100
3	Environmental Science & Health	3 Hours	80	20	100


\*\* Subsidiary subjects: Examination for subsidiary Subjects shall be conducted by respective colleges.

**Table – VI Distribution of Subjects and marks for Third Year Examination.**

Paper	Subjects	Theory				Practicals			
		Theory	Viva-Voca	IA	Sub Total	Univ Practicals	IA	Sub total	Grand Total
1	Respiratory Care Technology – Clinical	100	30	20	150	40	10	150	200
2	Respiratory Care Technology – Applied	100	30	20	150	40	10	150	200
3	Respiratory Care Technology – Advanced	100	30	20	150	40	10	150	200
	<b>Total</b>					<b>120</b>	<b>30</b>	<b>450</b>	<b>600</b>

**Distribution of Subsidiary Subjects and marks for Third Year Examination.**

B	Subsidiary Subject *	Written Paper		Internal Assessment	Total
		Duration	Marks	Theory (Marks)	Marks
1	Ethics, Database Management	3 Hours	80	20	100
2	Research & Biostatistics	3 Hours	80	20	100
3	Computer Application	3 Hours	80	20	100


  
 523

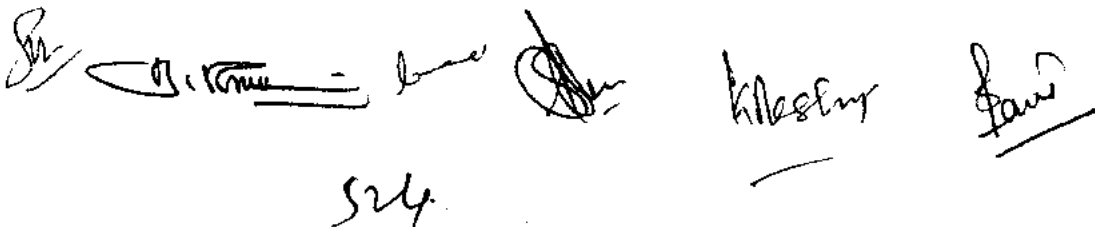
## L BOARD OF EXAMINERS FOR PRACTICALS :

- i. Subject to the provisions of these statutes and regulations made thereunder, there shall be a Board of Examiners to conduct viva- voce at the end of every year to evaluate the understanding and comprehension of a candidate in subject(s) taught during that year.
- ii. The Board of examiners shall consist of
  - a. Dean of the Faculty or his/her nominee.
  - b. Head of the Department / Principal of the College.
  - c. External Examiners(s)
- iii. The external examiner shall be chosen out of the panel recommended by the Head of the Department / Principal of the College and approved by the Vice-Chancellor.
- iv. The quorum for the conduct of examination by the Board of Examiners shall be at least 2 including External Examiners.

## M APPOINTMENT AND ELIGIBILITY OF EXAMINERS:

No person shall be appointed as an examiner in any of the subjects of the professional examinations leading to the award of the degree unless :

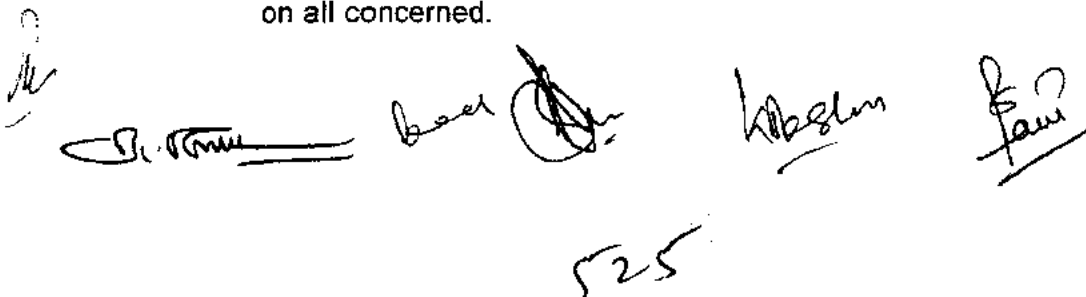
- a) He / She has at least five years teaching experience in the subject concerned in a College affiliated to a recognized University as a Faculty member.
- b) If of the rank of an Associate Professor or equivalent and above, with the requisite qualification and experience as given in above sub - clause
  - a. Provided that when an Associate Professor or equivalent and above are not available, an Assistant Professor of 5 Years standing as an Assistant Professor with requisite Qualification and Experience in the subject may be appointed as examiner.
- c) There shall be at least four examiners for upto 100 Students, out of whom not less than 50% must be external examiners. Of the four examiners, the senior - most internal examiner will act as the Chairman and Co-Coordinator of the whole examination programme so that uniformity in the matter of assessment of candidate is maintained. Where

  
The bottom of the page contains five handwritten signatures in black ink. From left to right, they are: a signature that appears to be 'S. S. S.', a signature that appears to be 'S. S. S.', a signature that appears to be 'S. S. S.', a signature that appears to be 'S. S. S.', and a signature that appears to be 'S. S. S.'. Below the first two signatures, the number '524' is written.



candidates appearing are more than 100, two additional examiners (One external and one Internal) for every additional 50 or part thereof appearing, appointed. However, for students upto 50 there shall be two examiners one external and one internal.

- d) Notwithstanding the number of candidates registered for the examination, one external examiner and one internal examiner who shall be the senior of the two internal examiners, in case of more than 100 students, will set and assess one question paper each (Where there are two papers in a subject) or one part of a question paper (where there is only one question paper in the subject). Senior most internal examiner of affiliated College shall be Chairman of the board of paper setters and act as moderator by rotation for one year.
- e) The external examiner shall ordinarily be an in-service teacher in the subject or an allied subject from any college affiliated to a recognized University (Other than Jammu University) Post Graduate Institute.
- f) External examiners (s) shall rotate after two years.
- g) In the case of non-availability of an examiner in a subject, a retired teacher with requisite qualification and teaching experience may be appointed either as external or internal examiner within seven years of super annuation.
- h) The Practical / Clinical and oral examination in each subject shall be conducted jointly by the external and internal examiner(s) and the award sheet containing the marks of practical and / or clinical (including the internal assessment) shall be compiled and signed by all the external and internal examiner(s) before it is submitted to the University by the senior-most internal examiner of each affiliated college.
- i) Award sheet containing marks of theory along with duly evaluated and signed answer scripts shall be submitted to the University separately by each examiner.
- j) External examiner(s) shall rotate after two years.
- k) External examiners shall not be from the same University.
- l) Interpretation, if any shall be determined by the Vice-Chancellor in consultation with the Dean, Faculty of Medical Sciences and the decision taken shall be final and binding on all concerned.

The bottom of the page features several handwritten signatures and initials. From left to right, there is a small mark, a signature that appears to be 'Dr. Kumar', a signature that appears to be 'Bach', a signature that appears to be 'Kishor', and a signature that appears to be 'Jain'. Below these signatures, the number '525' is written.

## N PASS CRITERIA

### First year examination.

a. **Main Subjects:** A candidate is declared to have passed in a subject, if he/she secures, 50% of marks in University Theory exam and internal assessment added together.

b. **Subsidiary Subjects:** The minimum prescribed marks for a pass in subsidiary subject shall be 35% of the maximum marks prescribed for a subject. The marks obtained in the subsidiary subjects shall be communicated to the University before the Commencement of the University examination.

### Second and Third year Examination

a. **Main Subjects:** A candidate is declared to have passed the Examination in a subject if he/she secures 50% of the marks in theory and 50% in practical separately. For a pass in theory, a candidate has to secure a minimum of 40% marks in the University conducted written examination, and 50% in aggregate in the University conducted written examination, internal assessment and Viva-Voce added together and for pass in Practical, a candidate has to secure a minimum of 40% marks in the university conducted Practical/Clinical examination and 50% in aggregate i.e. University conducted Practical/Clinical and Internal Assessment. In the third year a candidate is declared to have passed only if he/she passes all the two theory papers and one practical examination in a single attempt failing which where in the candidate fails in one or more theory papers and /or practical examination he/she will have to re appear for all the two theory papers and the practical examination in the subsequent attempt.

b. **Subsidiary Subjects:** The minimum prescribed marks for a pass in subsidiary subject shall be 35% of the maximum marks prescribed for a subject. The marks obtained in the subsidiary subjects shall be communicated to the University before the commencement of the University examination.

## O CARRY OVER BENEFIT

### First year examination:

A candidate who fails in any two of the five main subjects of first year shall be permitted to carry over those subjects to second year. However, he/se must pass the carry over subjects before appearing for second year examination; otherwise he/she shall not permitted to proceed to third year.



**Second year examination.**

A candidate is permitted to carry over any one main subject to the third year but shall pass this subject before appearing for the third year examination

**P ELIGIBILITY FOR THE AWARD OF DEGREE**

A candidate shall have passed in all the subjects of first, second and third year to be eligible for award of degree.

**Distribution of Type of Questions and Marks for various Subjects**

Subjects having Maximum Marks = 100		
Type of Question	Number of Questions	Marks for each question
Essay Type	3 (2 X10)	10
Short Essay Type	12 (10 x 5)	5
Short Answer Type	12 (10 x 3)	3

Subjects having Maximum Marks = 80		
Type of Question	Number of Questions	Marks for each question
Essay Type	3 (2 x 10)	10
Short Essay Type	8 (6 x 5)	05
Short Answer Type	12 (10 x 3)	03

Subjects having Maximum Marks = 60		
Type of Question	Number of Questions	Marks for each question
Essay Type	3 (2 x10)	10
Short Essay Type	7 (5 x5)	05
Short Answer Type	7 (5x3)	03


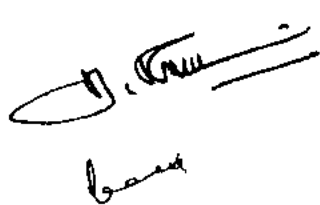



Subjects having Maximum Marks =50		
Type of Question	Number of Questions	Marks for each question
Essay Type	3 (2 x10)	10
Short Essay Type	5(3 x5)	05
Short Answer Type	7 (5 x 3)	03

Type of Question	Number of Questions	Marks	Sub Total
Long Essay (LE)	3 (To attempt 2)	2x10	20
Short Essay (SE)	6 (To attempt 4)	4 x 5	20
Short Answer (SA)	7 (To attempt 5)	5 X 2	10
<b>Total Marks</b>			<b>50</b>

*Handwritten signatures and initials:*

Type of Question	Number of Questions	Marks	Sub Total
Long Essay (LE)	3 (To attempt 2)	2x10	20
Short Essay (SE)	10 (To attempt 8)	8 x 5	40
Short Answer (SA)	12 (To attempt 10)	10 X 2	20
<b>Total Marks</b>			<b>80</b>

Type of Question	Number of Questions	Marks	Sub Total
Long Essay (LE)	3 (To attempt 2)	2x10	20
Short Essay (SE)	14 (To attempt 12)	12 x 5	60
Short Answer (SA)	12 (To attempt 10)	10 X 2	20
<b>Total Marks</b>			<b>100</b>



# UNIVERSITY OF JAMMU

(NAAC ACCREDITED A + GRADE UNIVERSITY)  
Baba Sahib Ambedkar Road, Jammu-180006 (J&K)

## NOTIFICATION (20/Jul/Adp/13)

It is hereby notified for the information of all concerned that the Vice-Chancellor, in anticipation of the approval of the Competent Bodies, has been pleased to authorize the adoption of Regulations & Curriculum governing the degree of **Bachelor of Science in Operation Theatre Technology (B.Sc. Operation Theatre Technology)** from the Academic Session 2020-21 onwards as given in the **Annexure-I & II**.

*The Regulations & Curriculum of the course is available on the University Website: [www.jammuuniversity.ac.in](http://www.jammuuniversity.ac.in).*

Sd/-  
DEAN ACADEMIC AFFAIRS

No. F.Acd/III/20/1229-1234

Dated: 07/08/2020

Copy for information & necessary action to:-

1. Dean Faculty of Medical Sciences
2. Principal, GMC, Jammu
3. C.A to the Controller of Examinations
4. Assistant Registrar (Exams/Confidential)
5. Incharge University Website

*Sumitasharma*  
5/8/2020  
Deputy Registrar (Academic)  
*ajl*

529

**Regulations & Curriculum for Bachelor of Science  
Degree Courses In**

**B.Sc Operation Theatre Technology**

**Courses offered in Allied Health Sciences:**

1. B.Sc Medical Lab Technology.
2. B.Sc Radiography.
3. B.Sc Cardiac Care Technology
4. B.Sc Operation Theatre.
5. B.Sc Respiratory Care Technology.
6. B.Sc Anesthesia Technology.
7. B.Sc Neuro Sciences Technology.
8. B.Sc Renal Dialysis.

**A. INTRODUCTION**

B.Sc (Allied Health Sciences) course is aimed at training students to prepare them as qualified physician assistants who will be able to meticulously assist the concerned specialist in handling the various illnesses. This program is a taught course that covers relevant topics and specialized areas of knowledge as opted. The aim of this B.Sc Program is to provide a through training to the candidates through formal lectures and or seminars and practical programs which culminate in a internship course that finally prepares the student for the rigors of the medical world.

**B. SHORT TITLE AND COMMENCEMENT**

These Regulations shall be called the "Regulations for B.Sc (Allied Health Sciences) Course". These regulations shall be deemed to have come into force from the academic year \_\_\_\_\_. These regulations are subject to modifications as may be approved by the concerned faculty / Board of studies from time to time.

**C. ELIGIBILITY FOR ADMISSION**

- a) A candidate seeking admission to the Bachelor of Science Degree Courses in the Allied Health Sciences course from Sl.No. 1 to 8 shall have passed the 10+2 or equivalent examination from a recognized Board / University with Physics, Chemistry & Biology as principle subjects of study.

*Dr. Shalini Sharma*

*S. J. Frank*  
(MR. J. (FRANK))

530

*Munish Kumar*  
Board

*(SONAM SHARMA)*  
*Soni*

*Kheena Paslay*

- b) Lateral entry to second year for allied health science courses for candidates who have passed diploma program from the Government Boards and recognized by Jammu and Kashmir State Paramedical Council and shall have passed 10+2 with Physics, Chemistry & Biology as principal subjects and these students are eligible to take admission on lateral entry system only in the same subject studied at diploma level.

#### NOTE:

- a. The candidate shall have passed individually in each of the principal subjects.
- b. Candidates who have completed diploma or vocational course through Correspondence shall not be eligible for any of the courses mentioned above.
- c. A candidate should have completed the age of 17 Years as on 31<sup>st</sup> December of the year of admission.

#### D. DURATION OF THE COURSE

Duration shall be for a period of three and half years including six months of Internship.

#### E. MEDIUM OF INSTRUCTION

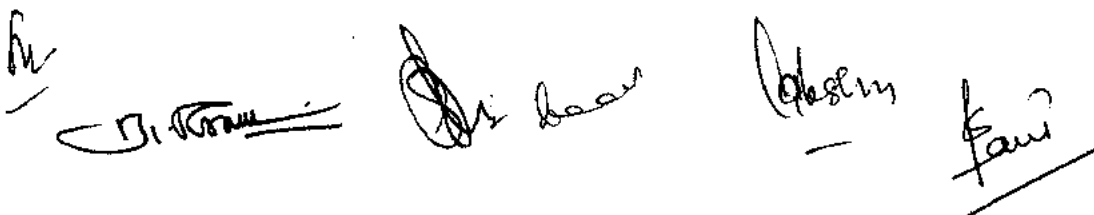
The medium of instruction and examination shall be in English.

#### F. SCHEDULE OF EXAMINATION

The University shall conduct two examinations annually at an interval of not less than 4 to 6 months as notified by the university from time to time. A candidate who satisfies the requirement of attendance, progress and conduct as stipulated by the university shall be eligible to appear for the university examination. Certificate to that effect shall be produced from the head of the institution along with the application for examination and the prescribed fee.

#### G. SCHEME OF EXAMINATION

There shall be three examinations one each at the end of 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> year.



## ↓ ELIGIBILITY FOR THE EXAMINATION :

The Examination each year shall be open to :

- a) A regular student who produces the following certificates signed by the Head of the Department / Principal of the College :
  - i. Certificate of good character.
  - ii. Certificate that the student attended the required number of lectures as prescribed under statutes.
  - iii. Certificate that the student has qualified the sessionals / Clinicals etc.
  
- b) A candidate who has otherwise eligible to appear in the Examination in the particular year but :
  - i. Could not appear due to genuine reason (to be certified by an appropriate authority).
  - ii. Was unable to pass the examination in any paper (s).

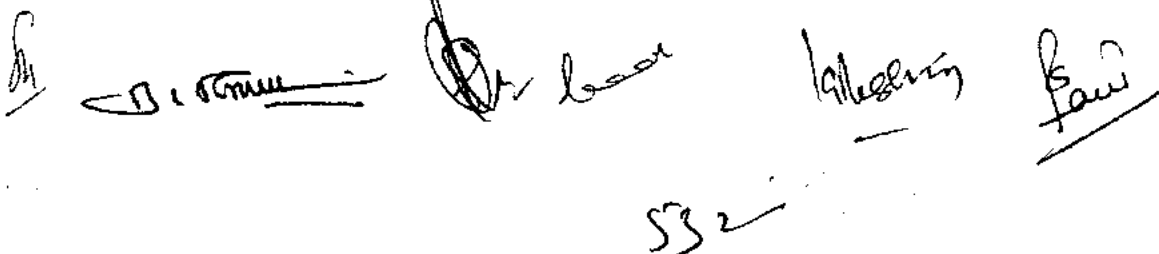
## H. ATTENDANCE

Every candidate should have attended at least 80% of the total number of classes conducted in an academic year from the date of commencement of the term to the last working day as notified by university in each of the subjects prescribed for that year separately in theory and practical. Only such candidates are eligible to appear for the university examinations in their first attempt. A candidate lacking in prescribed percentage of attendance in any subjects either in theory or practical in the first appearance will not be eligible to appear for the University Examination in that subject. The discretionary power of condonation of shortage of attendance to appear for University Examination rests with the University.

## ↓ CONDONATION :

Not with standing anything contrary contained in any provision of these statutes where any candidate falls short of attendance in any year it may be condoned after sufficient cause is shown by him/her in writing in this regard :

- a) By the Head of the Department / Principal of the College up to maximum of 5% of the total lectures delivered in all the papers. In addition to this a maximum of 5% of the total lectures delivered may also be condoned by the Vice-Chancellor.

The bottom of the page contains several handwritten signatures and initials. From left to right, there is a signature that appears to be 'S. S. S.', followed by a signature that looks like 'S. S. S.', then a signature that looks like 'S. S. S.', then a signature that looks like 'S. S. S.', and finally a signature that looks like 'S. S. S.'. Below these signatures, there are some handwritten numbers and marks, including '532' and a checkmark.



Provided that no condition in shortage shall be permitted by the Vice-Chancellor unless endorsed and recommended by the Head of the Department / Principal of the College.

### ↓ PARTICIPATION IN SPORTS EVENTS :

- i. Not with standing anything contrary contained in these statutes, where a candidate participates in any one or more of the activities as specified in the University statutes, he/she may be treated as present on all working days not exceeding 30 days in one academic year.
- ii. The Candidate participating in such event must produce a copy of certificate to the Head of the Department / Principal of the College within seven days from the end of the event, failing which no such benefit shall be given.
- iii. The authority competent to issue the candidate participation certificate shall bring to the notice of the Head of the Department, name, roll no. of the candidate and the date(s) on which the activities were conducted within a week's period from the end of the event.

### I. INTERNAL ASSESSMENT (IA)

Theory - 20 marks.

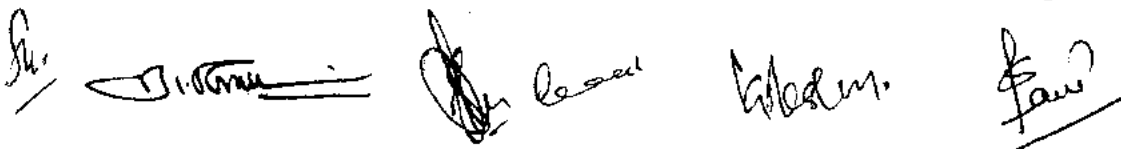
Practical - 10 marks. [Lab work- 06 marks and Record-04 marks ]

There shall be a minimum of two periodical tests preferably one in each term in theory and practical of each subject in an academic year. The average marks of the two tests will be calculated and reduced to 20. The marks of IA shall be communicated to the University at least 15 days before the commencement of the University examination. The University shall have access to

the records of such periodical tests.

The marks of the internal assessment must be displayed on the notice board of the respective colleges with in a fortnight from the date test is held.

If a candidate is absent for any one of the tests due to genuine and satisfactory reasons, such a candidate may be given a re-test within a fortnight.



\* There shall be no University Practical Examination in First year.

## J. CURRICULUM

### Subject and hours of teaching for Theory and Practicals

The number of hours of teaching theory and practical, subject wise in first year, second year and third year are shown in Table-I, Table-II and Table-III

Main and Subsidiary subjects are common in first year for all the courses in Allied Health Science.

The number of hours for teaching theory and practical for main subjects in first, Second and Third year are shown in Table-I, II and III.

**Table – I Distribution of Teaching Hours in First Year Subjects**

#### Main Subjects

S.No	Subject	Theory No. of Hours	Practical No. of Hours	Total No. of Hours.
1	Human Anatomy	70	20	90
2	Physiology	70	20	90
3	Biochemistry	70	20	90
4	Pathology – [Clinical Pathology, Hematology & Blood Banking	70	20	90
5	Microbiology	70	20	90
	Total	350	100	450

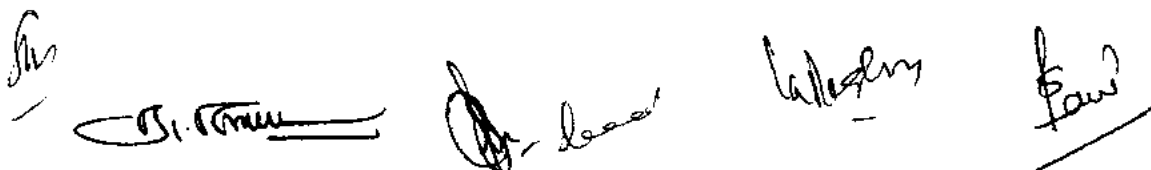
The classes in main and subsidiary subjects are to be held from Monday to Thursday. On Fridays and Saturdays students shall work in hospitals in the respective specialty or department chosen by them

#### Subsidiary Subjects

English 25 Hours

Health-Care 40 Hours

Hospital posting – 470 Hours Fri day 9am - 1pm and 2pm - 4-30 pm  
Saturday 9am - 1pm



**Table – II Distribution of Teaching Hours in Second Year Subjects**

**Main Subjects**

S.No	Subject	Theory No. of Hours	Practical No. of Hours	Clinical posting	Total No. of Hours.
1	Medicine relevant to O.T. Technology	50			50
2	Section A Applied Pathology Section B Applied Microbiology	30 30	30 30		120
3	Introduction to Operation Theatre Technology	80	100	650	830
	<b>Total</b>	<b>240</b>	<b>160</b>	<b>650</b>	<b>1050</b>

**Subsidiary Subjects**

Sociology 20 Hours

Constitution of India 10 Hours

Environmental Science & Health 10 Hours

**Table – III Distribution of Teaching Hours in Third Year Subjects**

**Main Subjects**

S.No	Subject	Theory No. of Hours	Practical No. of Hours	Clinical posting	Total No. of Hours.
1	Operation Theatre Technology – Clinical	50	50	250	350
2	Operation Theatre Technology – Applied	50	50	250	350
3	Operation – Theatre Technology – Advanced	50	50	250	350
	<b>Total</b>	<b>150</b>	<b>150</b>	<b>750</b>	<b>1050</b>

*[Handwritten signatures and initials]*

### **Subsidiary Subjects**

Ethics, Database Management	50 Hours
Research & Biostatistics	20 Hours
Computer application	10 Hours

\* There shall be no University Practical Examination in First year.

## **K SCHEME OF EXAMINATION**

There shall be three examinations, one each at the end of I, II and III year. The examination for both main and subsidiary subjects for all courses in Allied Health Sciences shall be common in the first year. Distribution of Subjects and marks for First Year, Second year & Third year University theory and practical Examinations are shown in the Table - IV, V & VI.

### **First year examination:**

The University examination for 1st year shall consist of only theory examination and there shall be no University Practical Examination.

### **Second & Third year examination:**

The University examination for 2nd and 3rd year shall consist of Written Examination & Practical.

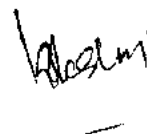
### **Written Examinations consists of :**

04 papers in the 2nd Year

02 papers in the 3rd Year.

### **Practical examination:**

One combined practical examination, at the end 2<sup>nd</sup> Year and one combined practical examination at the end of the 3<sup>rd</sup> Year.



**Table – IV Distribution of Subjects and marks for First Year University theory Examination.**

A	Main Subject *	Written Paper		Internal Assessment	Total
		Duration	Marks	Theory (Marks)	Marks
1	Basic Anatomy [Including Histology]	3 Hours	80	20	100
2	Physiology	3 Hours	80	20	100
3	Biochemistry	3 Hours	80	20	100
4	Pathology	3 Hours	80	20	100
5	Microbiology	3 Hours	80	20	100
B	Subsidiary Subject **				Total
1	English	3 Hours	80	20	100
2	Health Care	3 Hours	80	20	100

Note \* IA = Internal Assessment

Main Subjects shall have University Examination.

\*\* Subsidiary subjects: Examination for subsidiary

Subjects shall be conducted by respective colleges.

**Table – V Distribution of Subjects and marks for Second Year Examination.**

Paper	Subjects	Theory			IA	Sub Total	Practicals			Grand Total
		Theory	Viva-Voca	IA			Univ Practicals	IA	Sub total	
1	Section A – Applied Pathology Section B – Applied Microbiology	50	30	20	150	40	10	50	200	
2	Introduction to Operation Technology	100	30	20	150	40	10	50	200	
3	Applied Pharmacology	80		20	100	No Practicals			100	
4	Medicine relevant to O. T. Technology	80		20	100	No. Practicals			100	

SBT

**Distribution of Subsidiary Subjects and marks for Second Year Examination.**

B	Subsidiary Subject *	Written Paper		Internal Assessment	Total
		Duration	Marks	Theory (Marks)	Marks
1	Sociology	3 Hours	80	20	100
2	Constitution of India	3 Hours	80	20	100
3	Environmental Science & Health	3 Hours	80	20	100

\*\* Subsidiary subjects: Examination for subsidiary Subjects shall be conducted by respective colleges.

**Table – VI Distribution of Subjects and marks for Third Year Examination.**

Paper	Subjects	Theory		IA	Sub Total	Practicals			Grand Total
		Theory	Viva-Voca			Univ Practicals	IA	Sub total	
1	Operation Technology – Clinical	100	30	20	150	40	10	150	200
2	Operation Technology – Applied	100	30	20	150	40	10	150	200
3	Operation Technology – Advanced	100	30	20	150	40	10	150	200
	<b>Total</b>					<b>120</b>	<b>30</b>	<b>450</b>	<b>600</b>

**Distribution of Subsidiary Subjects and marks for Third Year Examination.**

B	Subsidiary Subject *	Written Paper		Internal Assessment	Total
		Duration	Marks	Theory (Marks)	Marks
1	Ethics, Database Management	3 Hours	80	20	100
2	Research & Biostatistics	3 Hours	80	20	100
3	Computer Application	3 Hours	80	20	100

*[Handwritten signatures and marks]*

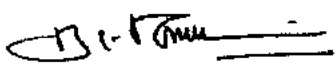

## L BOARD OF EXAMINERS FOR PRACTICALS :

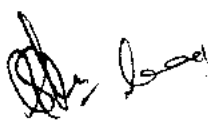
- i. Subject to the provisions of these statutes and regulations made thereunder, there shall be a Board of Examiners to conduct viva- voce at the end of every year to evaluate the understanding and comprehension of a candidate in subject(s) taught during that year.
- ii. The Board of examiners shall consist of
  - a. Dean of the Faculty or his/her nominee.
  - b. Head of the Department / Principal of the College.
  - c. External Examiners(s)
- iii. The external examiner shall be chosen out of the panel recommended by the Head of the Department / Principal of the College and approved by the Vice-Chancellor.
- iv. The quorum for the conduct of examination by the Board of Examiners shall be at least 2 including External Examiners.

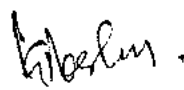
## M APPOINTMENT AND ELIGIBILITY OF EXAMINERS:

No person shall be appointed as an examiner in any of the subjects of the professional examinations leading to the award of the degree unless :

- a) He / She has at least five years teaching experience in the subject concerned in a College affiliated to a recognized University as a Faculty member.
- b) If of the rank of an Associate Professor or equivalent and above, with the requisite qualification and experience as given in above sub - clause
  - a. Provided that when an Associate Professor or equivalent and above are not available, an Assistant Professor of 5 Years standing as an Assistant Professor with requisite Qualification and Experience in the subject may be appointed as examiner.
- c) There shall be at least four examiners for upto 100 Students, out of whom not less than 50% must be external examiners. Of the four examiners, the senior - most internal examiner will act as the Chairman and Co-Coordinator of the whole examination programme so that uniformity in the matter of assessment of candidate is maintained. Where candidates appearing are more than 100, two additional







539

## N PASS CRITERIA

### First year examination.

a. **Main Subjects:** A candidate is declared to have passed in a subject, if he/she secures, 50% of marks in University Theory exam and internal assessment added together.

b. **Subsidiary Subjects:** The minimum prescribed marks for a pass in subsidiary subject shall be 35% of the maximum marks prescribed for a subject. The marks obtained in the subsidiary subjects shall be communicated to the University before the Commencement of the University examination.

### Second and Third year Examination

a. **Main Subjects:** A candidate is declared to have passed the Examination in a subject if he/she secures 50% of the marks in theory and 50% in practical separately. For a pass in theory, a candidate has to secure a minimum of 40% marks in the University conducted written examination, and 50% in aggregate in the University conducted written examination, internal assessment and Viva-Voce added together and for pass in Practical, a candidate has to secure a minimum of 40% marks in the university conducted Practical/Clinical examination and 50% in aggregate i.e. University conducted Practical/Clinical and Internal Assessment. In the third year a candidate is declared to have passed only if he/she passes all the two theory papers and one practical examination in a single attempt failing which where in the candidate fails in one or more theory papers and /or practical examination he/she will have to re appear for all the two theory papers and the practical examination in the subsequent attempt.

b. **Subsidiary Subjects:** The minimum prescribed marks for a pass in subsidiary subject shall be 35% of the maximum marks prescribed for a subject. The marks obtained in the subsidiary subjects shall be communicated to the University before the commencement of the University examination.

## O CARRY OVER BENEFIT

### First year examination:

A candidate who fails in any two of the five main subjects of first year shall be permitted to carry over those subjects to second year. However, he/se must pass the carry over subjects before appearing for second year examination; otherwise he/she shall not permitted to proceed to third year.

### Second year examination.

*[Handwritten signatures and marks]*

*[Signature]* *[Signature]* *[Signature]* *[Signature]* *[Signature]*

540



examiners (One external and one Internal) for every additional 50 or part thereof appearing, appointed. However, for students upto 50 there shall be two examiners one external and one internal.

- d) Notwithstanding the number of candidates registered for the examination, one external examiner and one internal examiner who shall be the senior of the two internal examiners, in case of more than 100 students, will set and assess one question paper each (Where there are two papers in a subject) or one part of a question paper (where there is only one question paper in the subject). Senior most internal examiner of affiliated College shall be Chairman of the board of paper setters and act as moderator by rotation for one year.
- e) The external examiner shall ordinarily be an in-service teacher in the subject or an allied subject from any college affiliated to a recognized University (Other than Jammu University) Post Graduate Institute.
- f) External examiners (s) shall rotate after two years.
- g) In the case of non-availability of an examiner in a subject, a retired teacher with requisite qualification and teaching experience may be appointed either as external or internal examiner within seven years of super annuation.
- h) The Practical / Clinical and oral examination in each subject shall be conducted jointly by the external and internal examiner(s) and the award sheet containing the marks of practical and / or clinical (including the internal assessment) shall be compiled and signed by all the external and internal examiner(s) before it is submitted to the University by the senior-most internal examiner of each affiliated college.
- i) Award sheet containing marks of theory along with duly evaluated and signed answer scripts shall be submitted to the University separately by each examiner.
- j) External examiner(s) shall rotate after two years.
- k) External examiners shall not be from the same University.
- l) Interpretation, if any shall be determined by the Vice-Chancellor in consultation with the Dean, Faculty of Medical Sciences and the decision taken shall be final and binding on all concerned.

S. Kumar

[Signature]

541

[Signature]

[Signature]

[Signature]

A candidate is permitted to carry over any one main subject to the third year but shall pass this subject before appearing for the third year examination

## P ELIGIBILITY FOR THE AWARD OF DEGREE

A candidate shall have passed in all the subjects of first, second and third year to be eligible for award of degree.

### Distribution of Type of Questions and Marks for various Subjects

Subjects having Maximum Marks = 100		
Type of Question	Number of Questions	Marks for each question
Essay Type	3 (2 X 10)	10
Short Essay Type	12 (10 x 5)	5
Short Answer Type	12 (10 x 3)	3

Subjects having Maximum Marks = 80		
Type of Question	Number of Questions	Marks for each question
Essay Type	3 (2 x 10)	10
Short Essay Type	8 (6 x 5)	05
Short Answer Type	12 (10 x 3)	03

Subjects having Maximum Marks = 60		
Type of Question	Number of Questions	Marks for each question
Essay Type	3 (2 x 10)	10
Short Essay Type	7 (5 x 5)	05
Short Answer Type	7 (5 x 3)	03

Subjects having Maximum Marks = 50		
Type of Question	Number of Questions	Marks for each question
Essay Type	3 (2 x 10)	10
Short Essay Type	5 (3 x 5)	05
Short Answer Type	7 (5 x 3)	03

SN

Dr. Anu

(Signature)

Arjun

B. Law



# UNIVERSITY OF JAMMU

(NAAC ACCREDITED A+ GRADE UNIVERSITY)  
Baba Sahib Ambedkar Road, Jammu-180006 (J&K)

## NOTIFICATION (20/Jul/Adp/14)

It is hereby notified for the information of all concerned that the Vice-Chancellor, in anticipation of the approval of the Competent Bodies, has been pleased to authorize the adoption of Regulations & Curriculum governing the degree of **Bachelor of Science in Cardiac Care Technology (B.Sc. Cardiac Care Technology)** from the Academic Session 2020-21 onwards as given in the Annexure-I & II.

The Regulations & Curriculum of the course is available on the University Website: [www.jammuuniversity.ac.in](http://www.jammuuniversity.ac.in).

Sd/-  
DEAN ACADEMIC AFFAIRS

No. F.Acd/III/20/1235-1240  
Dated: 07/08/2020

Copy for information & necessary action to:-

1. Dean Faculty of Medical Sciences
2. Principal, GMC, Jammu
3. C.A to the Controller of Examinations
4. Assistant Registrar (Exams/Confidential)
5. Incharge University Website

*Sumitasharma*  
Deputy Registrar (Academic)  
5/8/20  
5/8/20

543

**Regulations & Curriculum for Bachelor of Science  
Degree Courses In**

**B.Sc Cardiac Care Technology**

**Courses offered in Allied Health Sciences:**

1. B.Sc Medical Lab Technology.
2. B.Sc Radiography.
3. B.Sc Cardiac Care Technology
4. B.Sc Operation Theatre.
5. B.Sc Respiratory Care Technology.
6. B.Sc Anesthesia Technology.
7. B.Sc Neuro Sciences Technology.
8. B.Sc Renal Dialysis.

**A. INTRODUCTION**

B.Sc (Allied Health Sciences) course is aimed at training students to prepare them as qualified physician assistants who will be able to meticulously assist the concerned specialist in handling the various illnesses. This program is a taught course that covers relevant topics and specialized areas of knowledge as opted. The aim of this B.Sc Program is to provide a through training to the candidates through formal lectures and or seminars and practical programs which culminate in a internship course that finally prepares the student for the rigors of the medical world.

**B. SHORT TITLE AND COMMENCEMENT**

These Regulations shall be called the "Regulations for B.Sc (Allied Health Sciences) Course". These regulations shall be deemed to have come into force from the academic year \_\_\_\_\_. These regulations are subject to modifications as may be approved by the concerned faculty / Board of studies from time to time.

**C. ELIGIBILITY FOR ADMISSION**

- a) A candidate seeking admission to the Bachelor of Science Degree Courses in the Allied Health Sciences course from Sl.No. 1 to 8 shall have passed the 10+2 or equivalent examination from a recognized Board / University with Physics, Chemistry & Biology as principle subjects of study.

B. S. Frank  
MR. J. C. FRANK

Shabana Khanam

Menni Dhor  
544

(Sonam Sharma)

Kheema Keshin

Law

- b) Lateral entry to second year for allied health science courses for candidates who have passed diploma program from the Government Boards and recognized by Jammu and Kashmir State Paramedical Council and shall have passed 10+2 with Physics, Chemistry & Biology as principal subjects and these students are eligible to take admission on lateral entry system only in the same subject studied at diploma level.

#### NOTE:

- a. The candidate shall have passed individually in each of the principal subjects.
- b. Candidates who have completed diploma or vocational course through Correspondence shall not be eligible for any of the courses mentioned above.
- c. A candidate should have completed the age of 17 Years as on 31<sup>st</sup> December of the year of admission.

#### D. DURATION OF THE COURSE

Duration shall be for a period of three and half years including six months of Internship.

#### E. MEDIUM OF INSTRUCTION

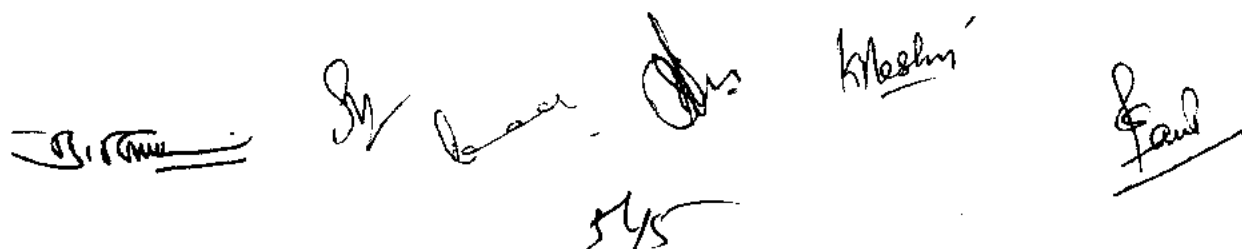
The medium of instruction and examination shall be in English.

#### F. SCHEDULE OF EXAMINATION

The University shall conduct two examinations annually at an interval of not less than 4 to 6 months as notified by the university from time to time. A candidate who satisfies the requirement of attendance, progress and conduct as stipulated by the university shall be eligible to appear for the university examination. Certificate to that effect shall be produced from the head of the institution along with the application for examination and the prescribed fee.

#### G. SCHEME OF EXAMINATION

There shall be three examinations one each at the end of 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> year.

The bottom of the page contains several handwritten signatures and initials. From left to right, there is a signature that appears to be 'B. Kumar', followed by 'Sh. Kumar', 'S/S', 'Kashmir', and 'S. Paul'.

## ↓ ELIGIBILITY FOR THE EXAMINATION :

The Examination each year shall be open to :

- a) A regular student who produces the following certificates signed by the Head of the Department / Principal of the College :
  - i. Certificate of good character.
  - ii. Certificate that the student attended the required number of lectures as prescribed under statutes.
  - iii. Certificate that the student has qualified the sessionals / Clinicals etc.
  
- b) A candidate who has otherwise eligible to appear in the Examination in the particular year but :
  - i. Could not appear due to genuine reason (to be certified by an appropriate authority.
  - ii. Was unable to pass the examination in any paper (s).

## H. ATTENDANCE

Every candidate should have attended at least 80% of the total number of classes conducted in an academic year from the date of commencement of the term to the last working day as notified by university in each of the subjects prescribed for that year separately in theory and practical. Only such candidates are eligible to appear for the university examinations in their first attempt. A candidate lacking in prescribed percentage of attendance in any subjects either in theory or practical in the first appearance will not be eligible to appear for the University Examination in that subject. The discretionary power of condonation of shortage of attendance to appear for University Examination rests with the University.

## ↓ CONDONATION :

Not with standing anything contrary contained in any provision of these statutes where any candidate falls short of attendance in any year it may be condoned after sufficient cause is shown by him/her in writing in this regard :

- a) By the Head of the Department / Principal of the College up to maximum of 5% of the total lectures delivered in all the papers. In addition to this a maximum of 5% of the total lectures delivered may also be condoned by the Vice-Chancellor.

D. Kumar

Sh

Shree

Law

5/10

Provided that no condition in shortage shall be permitted by the Vice-Chancellor unless endorsed and recommended by the Head of the Department / Principal of the College.

#### ↓ PARTICIPATION IN SPORTS EVENTS :

- i. Not with standing anything contrary contained in these statutes, where a candidate participates in any one or more of the activities as specified in the University statutes, he/she may be treated as present on all working days not exceeding 30 days in one academic year.
- ii. The Candidate participating in such event must produce a copy of certificate to the Head of the Department / Principal of the College within seven days from the end of the event, failing which no such benefit shall be given.
- iii. The authority competent to issue the candidate participation certificate shall bring to the notice of the Head of the Department, name, roll no. of the candidate and the date(s) on which the activities were conducted within a week's period from the end of the event.

#### I. INTERNAL ASSESSMENT (IA)

Theory - 20 marks.

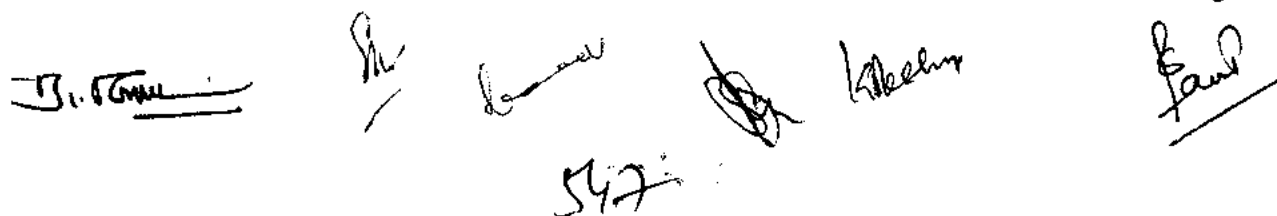
Practical - 10 marks. [Lab work- 06 marks and Record-04 marks ]

There shall be a minimum of two periodical tests preferably one in each term in theory and practical of each subject in an academic year. The average marks of the two tests will be calculated and reduced to 20. The marks of IA shall be communicated to the University at least 15 days before the commencement of the University examination. The University shall have access to

the records of such periodical tests.

The marks of the internal assessment must be displayed on the notice board of the respective colleges with in a fortnight from the date test is held.

If a candidate is absent for any one of the tests due to genuine and satisfactory reasons, such a candidate may be given a re-test within a fortnight.

A series of handwritten signatures and initials are present at the bottom of the page. From left to right, there is a signature that appears to be 'B. S. Kumar', followed by a signature that looks like 'S. K.', then a signature that looks like 'S. K.', then a signature that looks like 'S. K.', then a signature that looks like 'S. K.', and finally a signature that looks like 'S. K.'. Below these signatures, the number '547' is written.

\* There shall be no University Practical Examination in First year.

## J. CURRICULUM

### Subject and hours of teaching for Theory and Practicals

The number of hours of teaching theory and practical, subject wise in first year, second year and third year are shown in Table-I, Table-II and Table-III

Main and Subsidiary subjects are common in first year for all the courses in Allied Health Science.

The number of hours for teaching theory and practical for main subjects in first, Second and Third year are shown in Table-I, II and III.

**Table – I Distribution of Teaching Hours in First Year Subjects**

Main Subjects

S.No	Subject	Theory No. of Hours	Practical No. of Hours	Total No. of Hours.
1	Human Anatomy	70	20	90
2	Physiology	70	70	90
3	Biochemistry	70	20	90
4	Pathology – [Clinical Pathology, Hematology & Blood Banking	70	20	90
5	Microbiology	70	20	90
	Total	350	100	450

The classes in main and subsidiary subjects are to be held from Monday to Thursday. On Fridays and Saturdays students shall work in hospitals in the respective specialty or department chosen by them

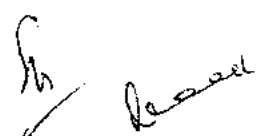
Subsidiary Subjects

English 25 Hours

Health-Care 40 Hours

Hospital posting – 470 Hours Fri day 9am - 1pm and 2pm - 4-30 pm  
Saturday 9am - 1pm









548



**Table – II Distribution of Teaching Hours in Second Year Subjects**

**Main Subjects**

S.No	Subject	Theory No. of Hours	Practical No. of Hours	Clinical posting	Total No. of Hours.
1	Medicine relevant Cardiac Care Technology	50			50
2	Section A Applied Pathology Section B Applied Microbiology	30 30	30 30		120
3	Introduction to Cardiac Technology	80	100	650	830
	<b>Total</b>	<b>240</b>	<b>160</b>	<b>650</b>	<b>1050</b>

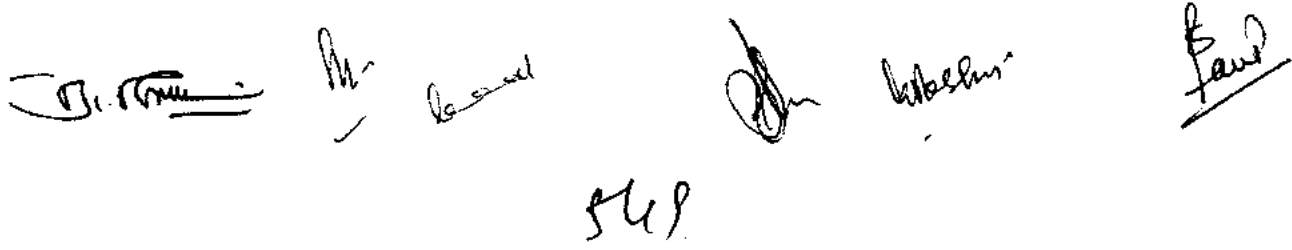
**Subsidiary Subjects**

Sociology	20 Hours
Constitution of India	10 Hours
Environmental Science & Health	10 Hours

**Table – III Distribution of Teaching Hours in Third Year Subjects**

**Main Subjects**

S.No	Subject	Theory No. of Hours	Practical No. of Hours	Clinical posting	Total No. of Hours.
1	Cardiac Care Technology – Clinical	50	50	250	350
2	Cardiac Care Technology – Applied	50	50	250	350
3	Cardiac Care Technology – Advanced	50	50	250	350
	<b>Total</b>	<b>150</b>	<b>150</b>	<b>750</b>	<b>1050</b>


  
 Several handwritten signatures and initials are present at the bottom of the page, including a large signature on the left, a signature in the middle, and a signature on the right. There are also some initials and a large '548' written at the bottom center.

### **Subsidiary Subjects**

Ethics, Database Management	50 Hours
Research & Biostatistics	20 Hours
Computer application	10 Hours

\* There shall be no University Practical Examination in First year.

## **K SCHEME OF EXAMINATION**

There shall be three examinations, one each at the end of I, II and III year. The examination for both main and subsidiary subjects for all courses in Allied Health Sciences shall be common in the first year. Distribution of Subjects and marks for First Year, Second year & Third year University theory and practical Examinations are shown in the Table - IV, V & VI.

### **First year examination:**

The University examination for 1st year shall consist of only theory examination and there shall be no University Practical Examination.

### **Second & Third year examination:**

The University examination for 2nd and 3rd year shall consist of Written Examination & Practical.

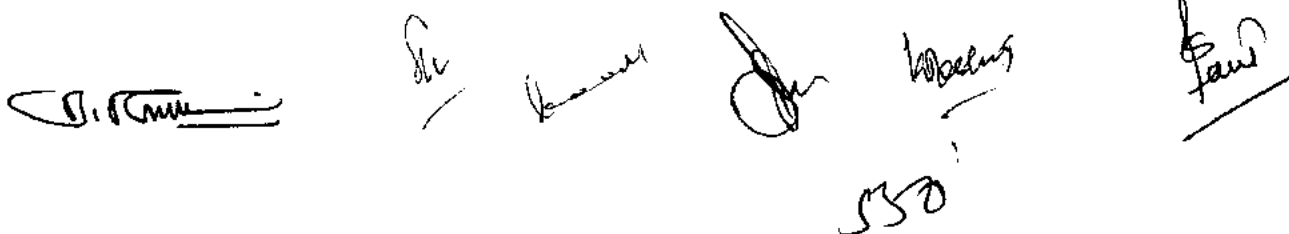
### **Written Examinations consists of :**

04 papers in the 2nd Year

02 papers in the 3rd Year.

### **Practical examination:**

One combined practical examination, at the end 2<sup>nd</sup> Year and one combined practical examination at the end of the 3<sup>rd</sup> Year.



**Table – IV Distribution of Subjects and marks for First Year University theory Examination.**

A	Main Subject *	Written Paper		Internal Assessment	Total
		Duration	Marks	Theory (Marks)	Marks
1	Basic Anatomy [Including Histology]	3 Hours	80	20	100
2	Physiology	3 Hours	80	20	100
3	Biochemistry	3 Hours	80	20	100
4	Pathology	3 Hours	80	20	100
5	Microbiology	3 Hours	80	20	100
B	Subsidiary Subject **				Total
1	English	3 Hours	80	20	100
2	Health Care	3 Hours	80	20	100

Note \* IA = Internal Assessment

Main Subjects shall have University Examination.

\*\* Subsidiary subjects: Examination for subsidiary

Subjects shall be conducted by respective colleges.

**Table – V Distribution of Subjects and marks for Second Year Examination.**

Paper	Subjects	Theory		IA	Sub Total	Practicals			Grand Total
		Theory	Viva-Voca			Univ Practicals	IA	Sub total	
1	Section A – Applied Pathology Section B – Applied Microbiology	50	30	20	150	40	10	50	200
2	Introduction to Cardiac Care Technology	100	30	20	150	40	10	50	200
3	Applied Pharmacology	80		20	100	No Practicals			100
4	Medicine relevant to Technology	80		20	100	No. Practicals			100

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*

55/1

**Distribution of Subsidiary Subjects and marks for Second Year Examination.**

B	Subsidiary Subject *	Written Paper		Internal Assessment	Total
		Duration	Marks	Theory (Marks)	Marks
1	Sociology	3 Hours	80	20	100
2	Constitution of India	3 Hours	80	20	100
3	Environmental Science & Health	3 Hours	80	20	100

\*\* Subsidiary subjects: Examination for subsidiary Subjects shall be conducted by respective colleges.

**Table - VI Distribution of Subjects and marks for Third Year Examination.**

Paper	Subjects	Theory			IA	Sub Total	Practicals			Grand Total
		Theory	Viva-Voca				Univ Practicals	IA	Sub total	
1	Cardiac Care Technology – Clinical	100	30	20	150	40	10	150	200	
2	Cardiac Care Technology – Applied	100	30	20	150	40	10	150	200	
3	Cardiac Care Technology – Advanced	100	30	20	150	40	10	150	200	
<b>Total</b>						<b>120</b>	<b>30</b>	<b>450</b>	<b>600</b>	

**Distribution of Subsidiary Subjects and marks for Third Year Examination.**

B	Subsidiary Subject *	Written Paper		Internal Assessment	Total
		Duration	Marks	Theory (Marks)	Marks
1	Ethics, Database Management	3 Hours	80	20	100
2	Research & Biostatistics	3 Hours	80	20	100
3	Computer Application	3 Hours	80	20	100

B. S. ... *SK* *base* *SS2* *Khalid* *BS*

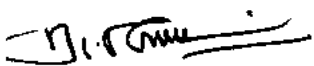
## L BOARD OF EXAMINERS FOR PRACTICALS :

- i. Subject to the provisions of these statutes and regulations made thereunder, there shall be a Board of Examiners to conduct viva- voce at the end of every year to evaluate the understanding and comprehension of a candidate in subject(s) taught during that year.
- ii. The Board of examiners shall consist of
  - a. Dean of the Faculty or his/her nominee.
  - b. Head of the Department / Principal of the College.
  - c. External Examiners(s)
- iii. The external examiner shall be chosen out of the panel recommended by the Head of the Department / Principal of the College and approved by the Vice-Chancellor.
- iv. The quorum for the conduct of examination by the Board of Examiners shall be at least 2 including External Examiners.

## M APPOINTMENT AND ELIGIBILITY OF EXAMINERS:

No person shall be appointed as an examiner in any of the subjects of the professional examinations leading to the award of the degree unless :

- a) He / She has at least five years teaching experience in the subject concerned in a College affiliated to a recognized University as a Faculty member.
- b) If of the rank of an Associate Professor or equivalent and above, with the requisite qualification and experience as given in above sub -- clause
  - a. Provided that when an Associate Professor or equivalent and above are not available, an Assistant Professor of 5 Years standing as an Assistant Professor with requisite Qualification and Experience in the subject may be appointed as examiner.
- c) There shall be at least four examiners for upto 100 Students, out of whom not less than 50% must be external examiners. Of the four examiners, the senior ~ most internal examiner will act as the Chairman and Co-Coordinator of the whole examination programme so that uniformity in the matter of assessment of candidate is maintained. Where candidates appearing are more than 100, two additional









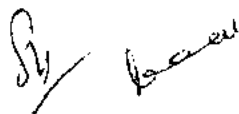




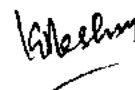
examiners (One external and one Internal) for every additional 50 or part thereof appearing, appointed. However, for students upto 50 there shall be two examiners one external and one internal.

- d) Notwithstanding the number of candidates registered for the examination, one external examiner and one internal examiner who shall be the senior of the two internal examiners, in case of more than 100 students, will set and assess one question paper each (Where there are two papers in a subject) or one part of a question paper (where there is only one question paper in the subject). Senior most internal examiner of affiliated College shall be Chairman of the board of paper setters and act as moderator by rotation for one year.
- e) The external examiner shall ordinarily be an in-service teacher in the subject or an allied subject from any college affiliated to a recognized University (Other than Jammu University) Post Graduate Institute.
- f) External examiners (s) shall rotate after two years.
- g) In the case of non-availability of an examiner in a subject, a retired teacher with requisite qualification and teaching experience may be appointed either as external or internal examiner within seven years of super annuation.
- h) The Practical / Clinical and oral examination in each subject shall be conducted jointly by the external and internal examiner(s) and the award sheet containing the marks of practical and / or clinical (including the internal assessment) shall be compiled and signed by all the external and internal examiner(s) before it is submitted to the University by the senior-most internal examiner of each affiliated college.
- i) Award sheet containing marks of theory along with duly evaluated and signed answer scripts shall be submitted to the University separately by each examiner.
- j) External examiner(s) shall rotate after two years.
- k) External examiners shall not be from the same University.
- l) Interpretation, if any shall be determined by the Vice-Chancellor in consultation with the Dean, Faculty of Medical Sciences and the decision taken shall be final and binding on all concerned.











559

## N PASS CRITERIA

### First year examination.

- a. **Main Subjects:** A candidate is declared to have passed in a subject, if he/she secures, 50% of marks in University Theory exam and internal assessment added together.
- b. **Subsidiary Subjects:** The minimum prescribed marks for a pass in subsidiary subject shall be 35% of the maximum marks prescribed for a subject. The marks obtained in the subsidiary subjects shall be communicated to the University before the Commencement of the University examination.

### Second and Third year Examination

a. **Main Subjects:** A candidate is declared to have passed the Examination in a subject if he/she secures 50% of the marks in theory and 50% in practical separately. For a pass in theory, a candidate has to secure a minimum of 40% marks in the University conducted written examination, and 50% in aggregate in the University conducted written examination, internal assessment and Viva-Voce added together and for pass in Practical, a candidate has to secure a minimum of 40% marks in the university conducted Practical/Clinical examination and 50% in aggregate i.e. University conducted Practical/Clinical and Internal Assessment. In the third year a candidate is declared to have passed only if he/she passes all the two theory papers and one practical examination in a single attempt failing which where in the candidate fails in one or more theory papers and /or practical examination he/she will have to re appear for all the two theory papers and the practical examination in the subsequent attempt.

b. **Subsidiary Subjects:** The minimum prescribed marks for a pass in subsidiary subject shall be 35% of the maximum marks prescribed for a subject. The marks obtained in the subsidiary subjects shall be communicated to the University before the commencement of the University examination.

## O CARRY OVER BENEFIT

### First year examination:

A candidate who fails in any two of the five main subjects of first year shall be permitted to carry over those subjects to second year. However, he/se must pass the carry over subjects before appearing for second year examination; otherwise he/she shall not permitted to proceed to third year.

### Second year examination.

P. T. Mani

P. K. S. S.

[Signature]

W. S. S.

[Signature]

A candidate is permitted to carry over any one main subject to the third year but shall pass this subject before appearing for the third year examination

## P ELIGIBILITY FOR THE AWARD OF DEGREE

A candidate shall have passed in all the subjects of first, second and third year to be eligible for award of degree.

### Distribution of Type of Questions and Marks for various Subjects

Subjects having Maximum Marks = 100		
Type of Question	Number of Questions	Marks for each question
Essay Type	3 (2 X 10)	10
Short Essay Type	12 (10 x 5)	5
Short Answer Type	12 (10 x 3)	3

Subjects having Maximum Marks = 80		
Type of Question	Number of Questions	Marks for each question
Essay Type	3 (2 x 10)	10
Short Essay Type	8 (6 x 5)	05
Short Answer Type	12 (10 x 3)	03

Subjects having Maximum Marks = 60		
Type of Question	Number of Questions	Marks for each question
Essay Type	3 (2 x 10)	10
Short Essay Type	7 (5 x 5)	05
Short Answer Type	7 (5 x 3)	03

Subjects having Maximum Marks = 50		
Type of Question	Number of Questions	Marks for each question
Essay Type	3 (2 x 10)	10
Short Essay Type	5 (3 x 5)	05
Short Answer Type	7 (5 x 3)	03

*Handwritten signatures and marks:*  
 M. Kumar, [Signature], [Signature], [Signature], [Signature], [Signature], [Signature]  
 556





# UNIVERSITY OF JAMMU

(NAAC ACCREDITED A + GRADE UNIVERSITY)  
Baba Sahib Ambedkar Road, Jammu-180006 (J&K)

## NOTIFICATION (20/Jul/Adp/15)

It is hereby notified for the information of all concerned that the Vice-Chancellor, in anticipation of the approval of the Competent Bodies, has been pleased to authorize the adoption of Regulations & Curriculum governing the degree of **Bachelor of Science in Anesthesia Technology (B.Sc. Anesthesia Technology)** from the Academic Session 2020-21 onwards as given in the **Annexure-I & II**.

*The Regulations & Curriculum of the course is available on the University Website:  
[www.jammuuniversity.ac.in](http://www.jammuuniversity.ac.in).*

Sd/-  
DEAN ACADEMIC AFFAIRS

No. F.Acd/III/20/1241-1246  
Dated: 07/08/2020

Copy for information & necessary action to:-

1. Dean Faculty of Medical Sciences
2. Principal, GMC, Jammu
3. C.A to the Controller of Examinations
4. Assistant Registrar (Exams/Confidential)
5. Incharge University Website

*Sumitasharma*  
Deputy Registrar (Academic)  
5/8/2020  
4/8/20

557

## Regulations & Curriculum For Bachelor of Science Degree Courses In

### B.Sc Anesthesia Technology

#### Courses offered in Allied Health Sciences:

1. B.Sc Medical Lab Technology.
2. B.Sc Radiography.
3. B.Sc Cardiac Care Technology
4. B.Sc Operation Theatre.
5. B.Sc Respiratory Care Technology.
6. B.Sc Anesthesia Technology.
7. B.Sc Neuro Sciences Technology.
8. B.Sc Renal Dialysis.

#### A. INTRODUCTION

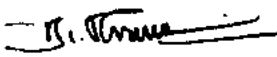
B.Sc (Allied Health Sciences) course is aimed at training students to prepare them as qualified physician assistants who will be able to meticulously assist the concerned specialist in handling the various illnesses. This program is a taught course that covers relevant topics and specialized areas of knowledge as opted. The aim of this B.Sc Program is to provide a through training to the candidates through formal lectures and or seminars and practical programs which culminate in a internship course that finally prepares the student for the rigors of the medical world.

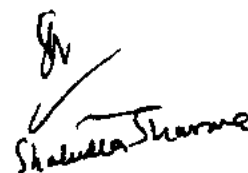
#### B. SHORT TITLE AND COMMENCEMENT

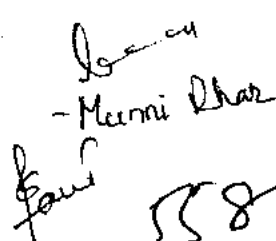
These Regulations shall be called the "Regulations for B.Sc (Allied Health Sciences) Course". These regulations shall be deemed to have come into force from the academic year \_\_\_\_\_. These regulations are subject to modifications as may be approved by the concerned faculty / Board of studies from time to time.

#### C. ELIGIBILITY FOR ADMISSION

- a) A candidate seeking admission to the Bachelor of Science Degree Courses in the Allied Health Sciences course from Sl.No. 1 to 8 shall have passed the 10 +2 or equivalent examination from a recognized Board / University with Physics Chemistry & Biology as principle subjects of study.

  
(MR. J. C. FRANK)

  
Shalika Sharma

  
- Meenu Dhar (Sonam Sharma)

  
Khema Pesh

- b) Lateral entry to second year for allied health science courses for candidates who have passed diploma program from the Government Boards and recognized by Jammu and Kashmir State Paramedical Council and shall have passed 10+2 with Physics, Chemistry & Biology as principal subjects and these students are eligible to take admission on lateral entry system only in the same subject studied at diploma level.

#### NOTE:

- a. The candidate shall have passed individually in each of the principal subjects.
- b. Candidates who have completed diploma or vocational course through Correspondence shall not be eligible for any of the courses mentioned above.
- c. A candidate should have completed the age of 17 Years as on 31<sup>st</sup> December of the year of admission.

#### D. DURATION OF THE COURSE

Duration shall be for a period of three and half years including six months of Internship.

#### E. MEDIUM OF INSTRUCTION

The medium of instruction and examination shall be in English.

#### F. SCHEDULE OF EXAMINATION

The University shall conduct two examinations annually at an interval of not less than 4 to 6 months as notified by the university from time to time. A candidate who satisfies the requirement of attendance, progress and conduct as stipulated by the university shall be eligible to appear for the university examination. Certificate to that effect shall be produced from the head of the institution along with the application for examination and the prescribed fee.

#### G. SCHEME OF EXAMINATION

There shall be three examinations one each at the end of 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> year.

Jc. Kumar

Dr. Jagan

Dr. Kishore

Dr. Jami

Dr. SP

## ↓ ELIGIBILITY FOR THE EXAMINATION :

The Examination each year shall be open to :

- a) A regular student who produces the following certificates signed by the Head of the Department / Principal of the College :
  - i. Certificate of good character.
  - ii. Certificate that the student attended the required number of lectures as prescribed under statutes.
  - iii. Certificate that the student has qualified the sessionals / Clinicals etc.
  
- b) A candidate who has otherwise eligible to appear in the Examination in the particular year but :
  - i. Could not appear due to genuine reason (to be certified by an appropriate authority).
  - ii. Was unable to pass the examination in any paper (s).

## H. ATTENDANCE

Every candidate should have attended at least 80% of the total number of classes conducted in an academic year from the date of commencement of the term to the last working day as notified by university in each of the subjects prescribed for that year separately in theory and practical. Only such candidates are eligible to appear for the university examinations in their first attempt. A candidate lacking in prescribed percentage of attendance in any subjects either in theory or practical in the first appearance will not be eligible to appear for the University Examination in that subject. The discretionary power of condonation of shortage of attendance to appear for University Examination rests with the University.

## ↓ CONDONATION :

Not with standing anything contrary contained in any provision of these statutes where any candidate falls short of attendance in any year it may be condoned after sufficient cause is shown by him/her in writing in this regard :

- a) By the Head of the Department / Principal of the College up to maximum of 5% of the total lectures delivered in all the papers. In addition to this a maximum of 5% of the total lectures delivered may also be condoned by the Vice-Chancellor.

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*  
*[Handwritten signature]*

*[Handwritten initials]*

Provided that no condition in shortage shall be permitted by the Vice-Chancellor unless endorsed and recommended by the Head of the Department / Principal of the College.

#### ↓ PARTICIPATION IN SPORTS EVENTS :

- i. Not with standing anything contrary contained in these statutes, where a candidate participates in any one or more of the activities as specified in the University statutes, he/she may be treated as present on all working days not exceeding 30 days in one academic year.
- ii. The Candidate participating in such event must produce a copy of certificate to the Head of the Department / Principal of the College within seven days from the end of the event, failing which no such benefit shall be given.
- iii. The authority competent to issue the candidate participation certificate shall bring to the notice of the Head of the Department, name, roll no. of the candidate and the date(s) on which the activities were conducted within a week's period from the end of the event.

#### I. INTERNAL ASSESSMENT (IA)

Theory - 20 marks.

Practical - 10 marks. [Lab work- 06 marks and Record-04 marks ]

There shall be a minimum of two periodical tests preferably one in each term in theory and practical of each subject in an academic year. The average marks of the two tests will be calculated and reduced to 20. The marks of IA shall be communicated to the University at least 15 days before the commencement of the University examination. The University shall have access to

the records of such periodical tests.

The marks of the internal assessment must be displayed on the notice board of the respective colleges with in a fortnight from the date test is held.

If a candidate is absent for any one of the tests due to genuine and satisfactory reasons, such a candidate may be given a re-test within a fortnight.

\* There shall be no University Practical Examination in First year.

Dr. Uma

JB/ Dr. Uma Dr. Uma Dr. Uma

## J. CURRICULUM

### Subject and hours of teaching for Theory and Practicals

The number of hours of teaching theory and practical, subject wise in first year, second year and third year are shown in Table-I, Table-II and Table-III

Main and Subsidiary subjects are common in first year for all the courses in Allied Health Science.

The number of hours for teaching theory and practical for main subjects in first, Second and Third year are shown in Table-I, II and III.

**Table – I Distribution of Teaching Hours in First Year Subjects**

#### Main Subjects

S.No	Subject	Theory No. of Hours	Practical No. of Hours	Total No. of Hours.
1	Human Anatomy	70	20	90
2	Physiology	70	20	90
3	Biochemistry	70	20	90
4	Pathology – [Clinical Pathology, Hematology & Blood Banking	70	20	90
5	Microbiology	70	20	90
	Total	350	100	450

The classes in main and subsidiary subjects are to be held from Monday to Thursday. On Fridays and Saturdays students shall work in hospitals in the respective specialty or department chosen by them

#### Subsidiary Subjects

English 25 Hours

Health-Care 40 Hours

Hospital posting – 470 Hours Fri day 9am - 1pm and 2pm - 4-30 pm  
Saturday 9am - 1pm

*Dr. Anand*

*Dr. Anand*

*Dr. Anand*

*Dr. Anand*

*Dr. Anand*

*Dr. Anand*  
562

**Table – II Distribution of Teaching Hours in Second Year Subjects**

**Main Subjects**

S.No	Subject	Theory No. of Hours	Practical No. of Hours	Clinical posting	Total No. of Hours.
1	Medicine relevant to Anesthesia technology	50	-		50
2	Section A Applied Pathology	30	30		120
3	Section B Applied Microbiology	30	30		120
4	Applied Pharmacology	50			50
5	Introduction to Anesthesia Technology	80	100	650	830
	<b>Total</b>	<b>240</b>	<b>160</b>	<b>650</b>	<b>1050</b>

**Subsidiary Subjects**

Sociology	20 Hours
Constitution of India	10 Hours
Environmental Science & Health	10 Hours

**Table – III Distribution of Teaching Hours in Third Year Subjects**

**Main Subjects**

S.No	Subject	Theory No. of Hours	Practical No. of Hours	Clinical posting	Total No. of Hours.
1	Anaesthesia Technology Clinical	50	50	250	350
2	Anaesthesia Technology Applied	50	50	250	350
3	Anaesthesia Technology Advanced	50	50	250	350
	<b>Total</b>	<b>150</b>	<b>150</b>	<b>750</b>	<b>1050</b>

*J. C. ...*

*Beall  
TB*

*Sh*

*K. B. ...  
J. C. ...*

### **Subsidiary Subjects**

Ethics, Database Management	50 Hours
Research & Biostatistics	20 Hours
Computer application	10 Hours

\* There shall be no University Practical Examination in First year.

### **K SCHEME OF EXAMINATION**

There shall be three examinations, one each at the end of I, II and III year. The examination for both main and subsidiary subjects for all courses in Allied Health Sciences shall be common in the first year. Distribution of Subjects and marks for First Year, Second year & Third year University theory and practical Examinations are shown in the Table - IV, V & VI.

#### **First year examination:**

The University examination for 1st year shall consist of only theory examination and there shall be no University Practical Examination.

#### **Second & Third year examination:**

The University examination for 2nd and 3rd year shall consist of Written Examination & Practical.

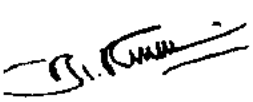
#### **Written Examinations consists of :**

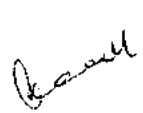
04 papers in the 2nd Year

02 papers in the 3rd Year.

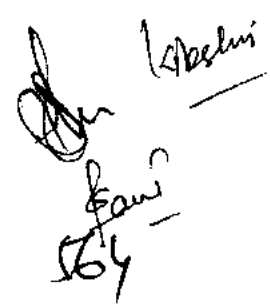
#### **Practical examination:**

Two practical examinations, at the end 2nd Year and one practical examination at the end of the 3<sup>rd</sup> year.







  
Abdelh  
faw  
564



**Table – IV Distribution of Subjects and marks for First Year University theory Examination.**

A	Main Subject	Written Paper		Internal Assessment	Total
		Duration	Marks	Theory (Marks)	Marks
1	Basic Anatomy (Including Histology)	3 Hours	80	20	100
2	Physiology	3 Hours	80	20	100
3	Biochemistry	3 Hours	80	20	100
4	Pathology	3 Hours	80	20	100
5	Microbiology	3 Hours	80	20	100
B	Subsidiary Subject * *				Total
1	English	3 Hours	80	20	100
2	Health Care	3 Hours	80	20	100

Note \* IA = Internal Assessment

Main Subjects shall have University Examination.

\*\* Subsidiary subjects: Examination for subsidiary

Subjects shall be conducted by respective colleges.

**Table – V Distribution of Subjects and marks for Second Year Examination.**

Paper	Subjects	Theory			IA	Sub Total	Practicals			Grand Total
		Theory	Viva-Voca				Univ Practicals	IA	Sub total	
1	Section A – Applied Pathology	50	30		20	150	40	10	50	200
2	Section B – Applied Microbiology	50	30		20	150	40	10	50	200
3	Introduction to Anesthesia Technology	100	30		20	150	40	10	50	200
4	Applied Pharmacology	80			20	100				100
5	Medicine relevant to technology									100

*S. Kumar*

*565*

*h*  
*K. S. Srinivas*

**Distribution of Subsidiary Subjects and marks for Second Year Examination.**

B	Subsidiary Subject *	Written Paper		Internal Assessment	Total
		Duration	Marks	Theory (Marks)	Marks
1	Sociology	3 Hours	80	20	100
2	Constitution of India	3 Hours	80	20	100
3	Environmental Science & Health	3 Hours	80	20	100

\*\* Subsidiary subjects: Examination for subsidiary Subjects shall be conducted by respective colleges.

**Table – VI Distribution of Subjects and marks for Third Year Examination.**

Paper	Subjects	Theory			IA	Sub Total	Practicals			Grand Total
		Theory	Viva-Voca	IA			Univ Practicals	IA	Sub total	
1	Anaesthesia Technology – Clinical	100	30	20	150	120	30	150	600	
2	Anaesthesia Technology – Applied	100	30	20	150	120	30	150	600	
3	Anaesthesia Technology – Advanced	100	30	20	150	120	30	150	600	

**Distribution of Subsidiary Subjects and marks for Third Year Examination.**

B	Subsidiary Subject *	Written Paper		Internal Assessment	Total
		Duration	Marks	Theory (Marks)	Marks
1	Ethics, Database Management	3 Hours	80	20	100
2	Research & Biostatistics	3 Hours	80	20	100
3	Computer Application	3 Hours	80	20	100

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signatures and notes: "566", "Kumar", "Kishor"]*

## L BOARD OF EXAMINERS FOR PRACTICALS :

- i. Subject to the provisions of these statutes and regulations made thereunder, there shall be a Board of Examiners to conduct viva- voce at the end of every year to evaluate the understanding and comprehension of a candidate in subject(s) taught during that year.
- ii. The Board of examiners shall consist of
  - a. Dean of the Faculty or his/her nominee.
  - b. Head of the Department / Principal of the College.
  - c. External Examiners(s)
- iii. The external examiner shall be chosen out of the panel recommended by the Head of the Department / Principal of the College and approved by the Vice-Chancellor.
- iv. The quorum for the conduct of examination by the Board of Examiners shall be at least 2 including External Examiners.

## M APPOINTMENT AND ELIGIBILITY OF EXAMINERS:

No person shall be appointed as an examiner in any of the subjects of the professional examinations leading to the award of the degree unless :

- a) He / She has at least five years teaching experience in the subject concerned in a College affiliated to a recognized University as a Faculty member.
- b) If of the rank of an Associate Professor or equivalent and above, with the requisite qualification and experience as given in above sub - clause
  - a. Provided that when an Associate Professor or equivalent and above are not available, an Assistant Professor of 5 Years standing as an Assistant Professor with requisite Qualification and Experience in the subject may be appointed as examiner.
- c) There shall be at least four examiners for upto 100 Students, out of whom not less than 50% must be external examiners. Of the four examiners, the senior - most internal examiner will act as the Chairman and Co-Coordinator of the whole examination programme so that uniformity in the matter of assessment of candidate is maintained. Where candidates appearing are more than 100, two additional

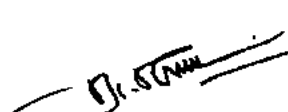
B. K. K. K.



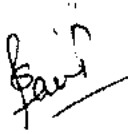
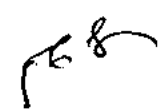
B. K. K. K.

B. K. K. K.

examiners (One external and one Internal) for every additional 50 or part thereof appearing, appointed. However, for students upto 50 there shall be two examiners one external and one internal.

- d) Notwithstanding the number of candidates registered for the examination, one external examiner and one internal examiner who shall be the senior of the two internal examiners, in case of more than 100 students, will set and assess one question paper each (Where there are two papers in a subject) or one part of a question paper (where there is only one question paper in the subject). Senior most internal examiner of affiliated College shall be Chairman of the board of paper setters and act as moderator by rotation for one year.
- e) The external examiner shall ordinarily be an in-service teacher in the subject or an allied subject from any college affiliated to a recognized University (Other than Jammu University) Post Graduate Institute.
- f) External examiners (s) shall rotate after two years.
- g) In the case of non-availability of an examiner in a subject, a retired teacher with requisite qualification and teaching experience may be appointed either as external or internal examiner within seven years of super annuation.
- h) The Practical / Clinical and oral examination in each subject shall be conducted jointly by the external and internal examiner(s) and the award sheet containing the marks of practical and / or clinical (including the internal assessment) shall be compiled and signed by all the external and internal examiner(s) before it is submitted to the University by the senior-most internal examiner of each affiliated college.
- i) Award sheet containing marks of theory along with duly evaluated and signed answer scripts shall be submitted to the University separately by each examiner.
- j) External examiner(s) shall rotate after two years.
- k) External examiners shall not be from the same University.
- l) Interpretation, if any shall be determined by the Vice-Chancellor in consultation with the Dean, Faculty of Medical Sciences and the decision taken shall be final and binding on all concerned.



Checked by    
Fair  

## N PASS CRITERIA

### First year examination.

a. **Main Subjects:** A candidate is declared to have passed in a subject, if he/she secures 50% of marks in University Theory exam and internal assessment added together.

b. **Subsidiary Subjects:** The minimum prescribed marks for a pass in subsidiary subject shall be 35% of the maximum marks prescribed for a subject. The marks obtained in the subsidiary subjects shall be communicated to the University before the Commencement of the University examination.

### Second and Third year Examination

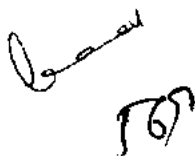
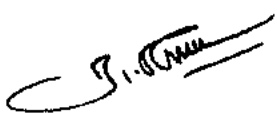
a. **Main Subjects:** A candidate is declared to have passed the Examination in a subject if he/she secures 50% of the marks in theory and 50% in practical separately. For a pass in theory, a candidate has to secure a minimum of 40% marks in the University conducted written examination, and 50% in aggregate in the University conducted written examination, internal assessment and Viva-Voce added together and for pass in Practical, a candidate has to secure a minimum of 40% marks in the university conducted Practical/Clinical examination and 50% in aggregate i.e. University conducted Practical/Clinical and Internal Assessment. In the third year a candidate is declared to have passed only if he/she passes all the two theory papers and one practical examination in a single attempt failing which where in the candidate fails in one or more theory papers and /or practical examination he/she will have to re appear for all the two theory papers and the practical examination in the subsequent attempt.

b. **Subsidiary Subjects:** The minimum prescribed marks for a pass in subsidiary subject shall be 35% of the maximum marks prescribed for a subject. The marks obtained in the subsidiary subjects shall be communicated to the University before the commencement of the University examination.

## O CARRY OVER BENEFIT

### First year examination:

A candidate who fails in any two of the five main subjects of first year shall be permitted to carry over those subjects to second year. However, he/se must pass the carry over subjects before appearing for second year examination; otherwise he/she shall not permitted to proceed to third year.



## Second year examination.

A candidate is permitted to carry over any one main subject to the third year but shall pass this subject before appearing for the third year examination

## P ELIGIBILITY FOR THE AWARD OF DEGREE

A candidate shall have passed in all the subjects of first, second and third year to be eligible for award of degree.

### Distribution of Type of Questions and Marks for various Subjects

Subjects having Maximum Marks = 100		
Type of Question	Number of Questions	Marks for each question
Essay Type	3 (2 X10)	10
Short Essay Type	12 (10 x 5)	5
Short Answer Type	12 (10 x 3)	3

Subjects having Maximum Marks = 80		
Type of Question	Number of Questions	Marks for each question
Essay Type	3 (2 x 10)	10
Short Essay Type	8 (6 x 5)	05
Short Answer Type	12 (10 x 3)	03

Subjects having Maximum Marks = 60		
Type of Question	Number of Questions	Marks for each question
Essay Type	3 (2 x10)	10
Short Essay Type	7 (5 x5)	05
Short Answer Type	7 (5x3)	03

Subjects having Maximum Marks =50		
Type of Question	Number of Questions	Marks for each question
Essay Type	3 (2 x10)	10
Short Essay Type	5 (3 x5)	05
Short Answer Type	7 (5 x 3)	03

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*



# UNIVERSITY OF JAMMU

(NAAC ACCREDITED A + GRADE UNIVERSITY)  
Baba Sahib Ambedkar Road, Jammu-180006 (J&K)

## NOTIFICATION (20/Jul/Adp/16)

It is hereby notified for the information of all concerned that the Vice-Chancellor, in anticipation of the approval of the Competent Bodies, has been pleased to authorize the adoption of Regulations & Curriculum governing the degree of **Bachelor of Science in Renal Dialysis Technology (B.Sc. Renal Dialysis Technology)** from the Academic Session 2020-21 onwards as given in the Annexure-I & II.

The Regulations & Curriculum of the course is available on the University Website: [www.jammuuniversity.ac.in](http://www.jammuuniversity.ac.in).

Sd/-  
DEAN ACADEMIC AFFAIRS

No. F.Acd/III/20/1247-1252  
Dated: 07/08/2020

- Copy for information & necessary action to:-
1. Dean Faculty of Medical Sciences
  2. Principal, GMC, Jammu
  3. C.A to the Controller of Examinations
  4. Assistant Registrar (Exams/Confidential)
  5. Incharge University Website

*Sumitasharma*  
Deputy Registrar (Academic)  
5/8/20  
*5/8* *5/8/20* *OP*

125

## Regulations & Curriculum For Bachelor of Science Degree Courses In

### B.Sc Renal Dialysis Technology

Courses offered in Allied Health Sciences :

1. B.Sc Medical Lab Technology.
2. B.Sc Radiography.
3. B.Sc Cardiac Care Technology
4. B.Sc Operation Theatre.
5. B.Sc Respiratory Care Technology.
6. B.Sc Anesthesia Technology.
7. B.Sc Neuro Sciences Technology.
8. B.Sc Renal Dialysis.

#### A. INTRODUCTION

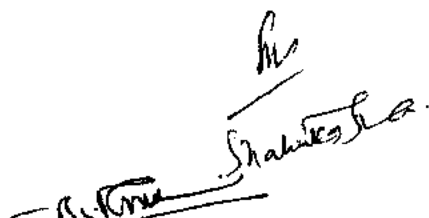
B.Sc (Allied Health Sciences) course is aimed at training students to prepare them as qualified physician assistants who will be able to meticulously assist the concerned specialist in handling the various illnesses. This program is a taught course that covers relevant topics and specialized areas of knowledge as opted. The aim of this B.Sc Program is to provide a through training to the candidates through formal lectures and or seminars and practical programs which culminate in a internship course that finally prepares the student for the rigors of the medical world.

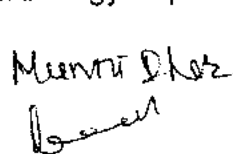
#### B. SHORT TITLE AND COMMENCEMENT

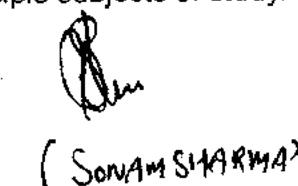
These Regulations shall be called the "Regulations for B.Sc (Allied Health Sciences) Course". These regulations shall be deemed to have come into force from the academic year \_\_\_\_\_. These regulations are subject to modifications as may be approved by the concerned faculty / Board of studies from time to time.

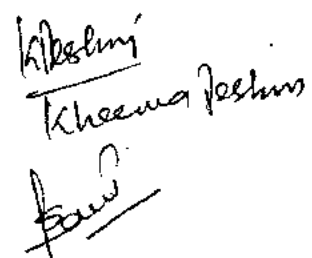
#### C. ELIGIBILITY FOR ADMISSION

- a) A candidate seeking admission to the Bachelor of Science Degree Courses in the Allied Health Sciences course from Sl.No. 1 to 8 shall have passed the 10 + 2 examination or equivalent examination from a recognized Board / University with Physics, Chemistry & Biology as principle subjects of study.

  
(MR. J. C. FRANK).

  
Meenu Dhot

  
(SONAM SHARMA)  
572

  
Kheema Jethim



- b) Lateral entry to second year for allied health science courses for candidates who have passed diploma program from the Government Boards and recognized by Jammu and Kashmir State Paramedical Council and shall have passed 10+2 with Physics, Chemistry & Biology as principal subjects and these students are eligible to take admission on lateral entry system only in the same subject studied at diploma level.

#### NOTE:

- a. The candidate shall have passed individually in each of the principal subjects.
- b. Candidates who have completed diploma or vocational course through Correspondence shall not be eligible for any of the courses mentioned above.
- c. A candidate should have completed the age of 17 Years as on 31<sup>st</sup> December of the year of admission.

#### D. DURATION OF THE COURSE

Duration shall be for a period of three and half years including six months of Internship.

#### E. MEDIUM OF INSTRUCTION

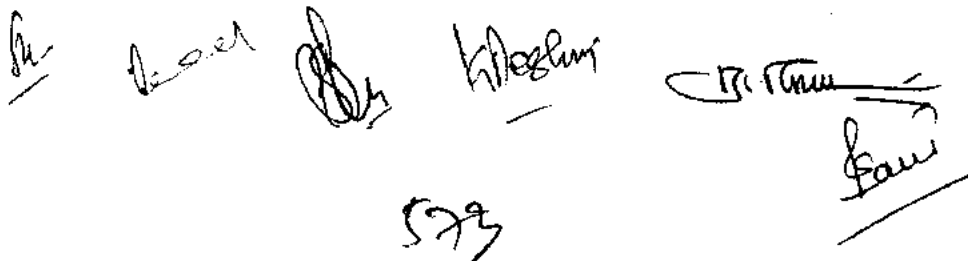
The medium of instruction and examination shall be in English.

#### F. SCHEDULE OF EXAMINATION

The University shall conduct two examinations annually at an interval of not less than 4 to 6 months as notified by the university from time to time. A candidate who satisfies the requirement of attendance, progress and conduct as stipulated by the university shall be eligible to appear for the university examination. Certificate to that effect shall be produced from the head of the institution along with the application for examination and the prescribed fee.

#### G. SCHEME OF EXAMINATION

There shall be three examinations one each at the end of 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> year.

The block contains several handwritten signatures and initials. From left to right, there is a signature that appears to be 'Su', followed by 'A. J. A.', a signature that looks like 'B. S.', and another signature that is partially legible as 'K. J. A.'. Below these, there is a large handwritten number '573'. To the right, there is a signature that appears to be 'B. J. A.' and another signature that looks like 'S. A.'.

#### ↓ ELIGIBILITY FOR THE EXAMINATION :

The Examination each year shall be open to :

- a) A regular student who produces the following certificates signed by the Head of the Department / Principal of the College :
  - i. Certificate of good character.
  - ii. Certificate that the student attended the required number of lectures as prescribed under statutes.
  - iii. Certificate that the student has qualified the sessionals / Clinicals etc.
  
- b) A candidate who has otherwise eligible to appear in the Examination in the particular year but :
  - i. Could not appear due to genuine reason (to be certified by an appropriate authority).
  - ii. Was unable to pass the examination in any paper (s).

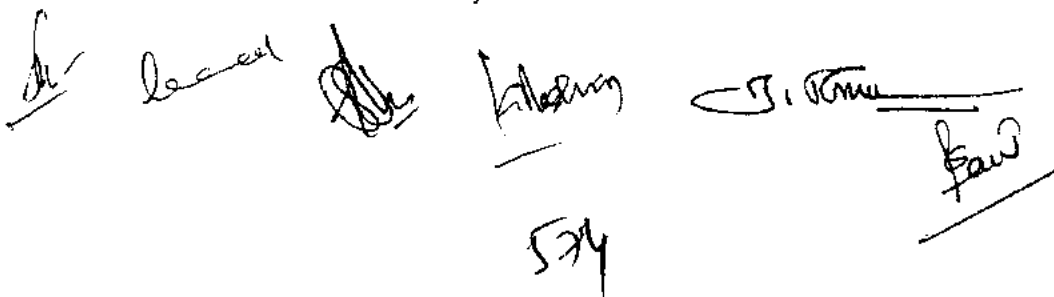
#### H. ATTENDANCE

Every candidate should have attended at least 80% of the total number of classes conducted in an academic year from the date of commencement of the term to the last working day as notified by university in each of the subjects prescribed for that year separately in theory and practical. Only such candidates are eligible to appear for the university examinations in their first attempt. A candidate lacking in prescribed percentage of attendance in any subjects either in theory or practical in the first appearance will not be eligible to appear for the University Examination in that subject. The discretionary power of condonation of shortage of attendance to appear for University Examination rests with the University.

#### ↓ CONDONATION :

Not with standing anything contrary contained in any provision of these statutes where any candidate fails short of attendance in any year it may be condoned after sufficient cause is shown by him/her in writing in this regard :

- a) By the Head of the Department / Principal of the College up to maximum of 5% of the total lectures delivered in all the papers. In addition to this a maximum of 5% of the total lectures delivered may also be condoned by the Vice-Chancellor.

A collection of handwritten signatures and initials at the bottom of the page. From left to right, there is a signature that appears to be 'S. S.', followed by 'S. S.', a signature that looks like 'S. S.', a signature that looks like 'S. S.', a signature that looks like 'S. S.', and a signature that looks like 'S. S.'. Below the signature 'S. S.' on the right, there are the initials 'S. S.' written vertically.

Provided that no condition in shortage shall be permitted by the Vice-Chancellor unless endorsed and recommended by the Head of the Department / Principal of the College.

#### ↓ PARTICIPATION IN SPORTS EVENTS :

- i. Not with standing anything contrary contained in these statutes, where a candidate participates in any one or more of the activities as specified in the University statutes, he/she may be treated as present on all working days not exceeding 30 days in one academic year.
- ii. The Candidate participating in such event must produce a copy of certificate to the Head of the Department / Principal of the College within seven days from the end of the event, failing which no such benefit shall be given.
- iii. The authority competent to issue the candidate participation certificate shall bring to the notice of the Head of the Department, name, roll no. of the candidate and the date(s) on which the activities were conducted within a week's period from the end of the event.

#### I. INTERNAL ASSESSMENT (IA)

Theory - 20 marks.

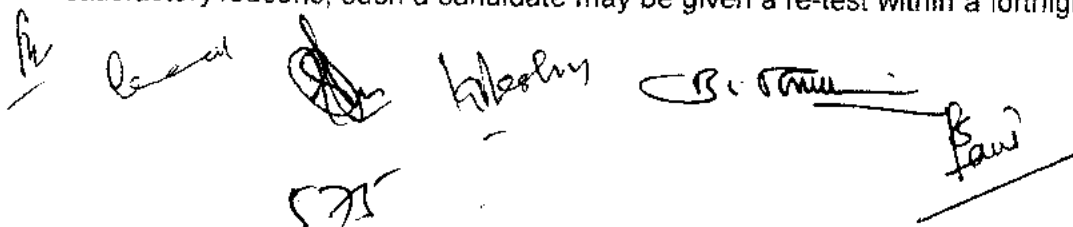
Practical - 10 marks. [Lab work- 06 marks and Record-04 marks ]

There shall be a minimum of two periodical tests preferably one in each term in theory and practical of each subject in an academic year. The average marks of the two tests will be calculated and reduced to 20. The marks of IA shall be communicated to the University at least 15 days before the commencement of the University examination. The University shall have access to

the records of such periodical tests.

The marks of the internal assessment must be displayed on the notice board of the respective colleges with in a fortnight from the date test is held.

If a candidate is absent for any one of the tests due to genuine and satisfactory reasons; such a candidate may be given a re-test within a fortnight.

The bottom of the page contains several handwritten signatures and initials. From left to right, there is a signature that appears to be 'R.', another signature 'S. S.', a signature 'S. S.', a signature 'K. S.', a signature 'S. S.', and a signature 'S. S.' with 'Law' written below it.

\* There shall be no University Practical Examination in First year.

## J CURRICULUM

### Subject and hours of teaching for Theory and Practicals

The number of hours of teaching theory and practical, subject wise in first year, second year and third year are shown in Table-I, Table-II and Table-III

Main and Subsidiary subjects are common in first year for all the courses in Allied Health Science.

The number of hours for teaching theory and practical for main subjects in first, Second and Third year are shown in Table-I, II and III.

**Table – I Distribution of Teaching Hours in First Year Subjects**

#### Main Subjects

S.No	Subject	Theory No. of Hours	Practical No. of Hours	Total No. of Hours.
1	Human Anatomy	70	20	90
2	Physiology	70	70	90
3	Biochemistry	70	20	90
4	Pathology – [Clinical Pathology, Hematology & Blood Banking	70	20	90
5	Microbiology	70	20	90
	Total	350	100	450



The classes in main and subsidiary subjects are to be held from Monday to Thursday. On Fridays and Saturdays students shall work in hospitals in the respective speciality or department chosen by them

#### Subsidiary Subjects

English 25 Hours

Health-Care 40 Hours

Hospital posting – 470 Hours Fri day 9am - 1pm and 2pm - 4-30 pm  
Saturday 9am - 1pm

  
  
 576

**Table – II Distribution of Teaching Hours in Second Year Subjects**

**Main Subjects**

S.No	Subject	Theory No. of Hours	Practical No. of Hours	Clinical posting	Total No. of Hours.
1	Applied Anatomy & Physiology related to dialysis technology	80 (40+40)	30 (15+15)	-	110
2	Pharmacology related to dialysis technology	40	10	-	50
3	Concepts of renal disease & its management	50	100	630	780
4	Applied aspects of pathology & microbiology	80 (40+40)	30(15+15)		110
	<b>Total</b>	<b>250</b>	<b>170</b>	<b>630</b>	<b>1050</b>

**Subsidiary Subjects**

Sociology	20 Hours
Constitution of India	10 Hours
Environmental Science & Health	10 Hours
Nutrition	20 Hours
Basics in Renal Dialysis Technology	20 Hours

**Table – III Distribution of Teaching Hours in Second Year Subjects**

**Main Subjects**

S.No	Subject	Theory No. of Hours	Practical No. of Hours	Clinical posting	Total No. of Hours.
1	Applied dialysis technology Paper -I	125	100	300	525
2	Applied dialysis Technology Paper - II	125	100	300	525
	<b>Total</b>	<b>250</b>	<b>200</b>	<b>600</b>	<b>1050</b>

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*

577

**Subsidiary Subjects**

Ethics, Database Management	50 Hours
Research & Biostatistics	20 Hours
Computer application	10 Hours
Basic Sciences	35 Hours

\* There shall be no University Practical Examination in First year.

**K SCHEME OF EXAMINATION**

There shall be three examinations, one each at the end of I, II and III year. The examination for both main and subsidiary subjects for all courses in Allied Health Sciences shall be common in the first year. Distribution of Subjects and marks for First Year. Second year & Third year University theory and practical Examinations are shown in the Table - IV, V & VI.

**First year examination:**

The University examination for 1st year shall consist of only theory examination and there shall be no University Practical Examination.

**Second & Third year examination:**

The University examination for 2nd and 3rd year shall consist of Written Examination & Practical.

**Written Examinations consists of :**

04 papers in the 2nd Year

02 papers in the 3rd Year.

**Practical examination:**

Two practical examinations, at the end 2nd Year and one practical examination at the end of the 3<sup>rd</sup> year.

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*

**Table - IV Distribution of Subjects and marks for First Year University theory Examination.**

A	Main Subject *	Written Paper		Internal Assessment	Total
		Duration	Marks	Theory (Marks)	Marks
1	Basic Anatomy [Including Histology]	3 Hours	80	20	100
2	Physiology	3 Hours	80	20	100
3	Biochemistry	3 Hours	80	20	100
4	Pathology	3 Hours	80	20	100
5	Microbiology	3 Hours	80	20	100
B	Subsidiary Subject **				Total
1	English	3 Hours	80	20	100
2	Health Care	3 Hours	80	20	100

Note \* IA = Internal Assessment

Main Subjects shall have University Examination.

\*\* Subsidiary subjects: Examination for subsidiary

Subjects shall be conducted by respective colleges.

**Table - V Distribution of Subjects and marks for Second Year Examination.**

Paper	Subjects	Theory				Practicals			Grand Total
		Theory	Viva-Voca	IA	Sub Total	Practicals	IA	Sub total	
1	Concepts of renal disease & its management	100	30	20	150	80	20	100	250
2	Applied aspects of pathology & Microbiology	100	30	20	150	80	20	100	250
3	Applied anatomy & physiology related to dialysis technology	80	-	20	100	No Practical			100
4	Pharmacology related to dialysis technology	80	-	20	100	No Practical			100

*[Signature]*

*[Signature]*

*[Signature]*

*[Signature]*

*[Signature]*

*[Signature]*

578

**Distribution of Subsidiary Subjects and marks for Second Year Examination.**

A	Main Subject	Written Paper		Internal Assessment	Total
		Duration	Marks	Theory (Marks)	Marks
1	Ethics, Database Management	3 Hours	80	20	100
2	Research & Biostatistics	3 Hours	80	20	100
3	Computer Application	3 Hours	80	20	100
4	Basic Sciences	3 Hours	80	20	100

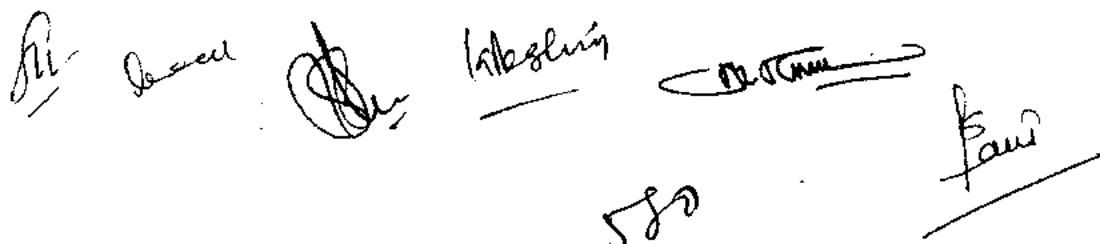
\*\* Subsidiary subjects: Examination for subsidiary Subjects shall be conducted by respective colleges.

**L BOARD OF EXAMINERS FOR PRACTICALS:**

- i. Subject to the provisions of these statutes and regulations made thereunder, there shall be a Board of Examiners to conduct viva- voce at the end of every year to evaluate the understanding and comprehension of a candidate in subject(s) taught during that year.
- ii. The Board of examiners shall consist of
  - a. Dean of the Faculty or his/her nominee.
  - b. Head of the Department / Principal of the College.
  - c. External Examiners(s)
- iii. The external examiner shall be chosen out of the panel recommended by the Head of the Department / Principal of the College and approved by the Vice-Chancellor.
- iv. The quorum for the conduct of examination by the Board of Examiners shall be at least 2 including External Examiners.

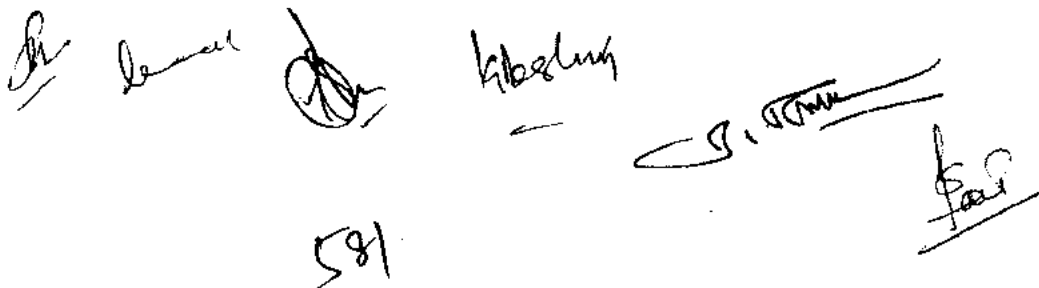
**M APPOINTMENT AND ELIGIBILITY OF EXAMINERS:**

No person shall be appointed as an examiner in any of the subjects of the professional examinations leading to the award of the degree unless :





- a) He / She has at least five years teaching experience in the subject concerned in a College affiliated to a recognized University as a Faculty member.
- b) If of the rank of an Associate Professor or equivalent and above, with the requisite qualification and experience as given in above sub - clause
  - a. Provided that when an Associate Professor or equivalent and above are not available, an Assistant Professor of 5 Years standing as an Assistant Professor with requisite Qualification and Experience in the subject may be appointed as examiner.
- c) There shall be at least four examiners for upto 100 Students, out of whom not less than 50% must be external examiners. Of the four examiners, the senior - most internal examiner will act as the Chairman and Co-Coordinator of the whole examination programme so that uniformity in the matter of assessment of candidate is maintained. Where candidates appearing are more than 100, two additional examiners (One external and one Internal) for every additional 50 or part thereof appearing, appointed. However, for students upto 50 there shall be two examiners one external and one internal.
- d) Notwithstanding the number of candidates registered for the examination, one external examiner and one internal examiner who shall be the senior of the two internal examiners, in case of more than 100 students, will set and assess one question paper each (Where there are two papers in a subject) or one part of a question paper (where there is only one question paper in the subject). Senior most internal examiner of affiliated College shall be Chairman of the board of paper setters and act as moderator by rotation for one year.
- e) The external examiner shall ordinarily be an in-service teacher in the subject or an allied subject from any college affiliated to a recognized University (Other than Jammu University) Post Graduate Institute.
- f) External examiners (s) shall rotate after two years.
- g) In the case of non-availability of an examiner in a subject, a retired teacher with requisite qualification and teaching

Handwritten signatures and initials at the bottom of the page, including a large signature on the left, a signature in the middle, and a signature on the right. Below the signatures, the number '581' is written.

- experience may be appointed either as external or internal examiner within seven years of super annuation.
- h) The Practical / Clinical and oral examination in each subject shall be conducted jointly by the external and internal examiner(s) and the award sheet containing the marks of practical and / or clinical (including the internal assessment) shall be compiled and signed by all the external and internal examiner(s) before it is submitted to the University by the senior-most internal examiner of each affiliated college.
  - i) Award sheet containing marks of theory along with duly evaluated and signed answer scripts shall be submitted to the University separately by each examiner.
  - j) External examiner(s) shall rotate after two years.
  - k) External examiners shall not be from the same University.
  - l) Interpretation , if any shall be determined by the Vice-Chancellor in consultation with the Dean, Faculty of Medical Sciences and the decision taken shall be final and binding on all concerned.

## N PASS CRITERIA

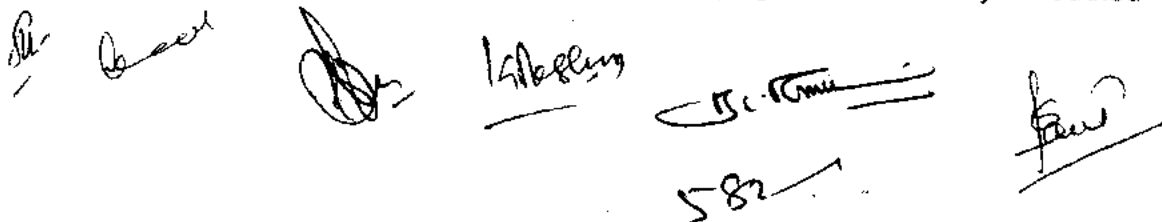
### First year examination.

a. **Main Subjects:** A candidate is declared to have passed in a subject, if he/she secures, 50% of marks in University Theory exam and internal assessment added together.

b. **Subsidiary Subjects:** The minimum prescribed marks for a pass in subsidiary subject shall be 35% of the maximum marks prescribed for a subject. The marks obtained in the subsidiary subjects shall be communicated to the University before the Commencement of the University examination.

### Second and Third year Examination

a. **Main Subjects:** A candidate is declared to have passed the Examination in a subject if he/she secures 50% of the marks in theory and 50% in practical separately. For a pass in theory, a candidate has to secure a minimum of 40% marks in the University conducted written examination, and 50% in aggregate in the University conducted written examination, internal assessment and Viva-Voce added together and for pass in Practical, a candidate has to secure a minimum of 40% marks in the university conducted Practical/Clinical examination and 50% in aggregate i.e. University conducted

The bottom of the page contains several handwritten signatures and initials. From left to right, there is a signature that appears to be 'Dr. ...', another signature, a signature that looks like 'K. ...', a signature that looks like 'S. ...', the number '582' with an arrow pointing to the right, and a final signature.

Practical/Clinical and Internal Assessment. In the third year a candidate is declared to have passed only if he/she passes all the two theory papers and one practical examination in a single attempt failing which where in the candidate fails in one or more theory papers and /or practical examination he/she will have to re appear for all the two theory papers and the practical examination in the subsequent attempt.

b. **Subsidiary Subjects:** The minimum prescribed marks for a pass in subsidiary subject shall be 35% of the maximum marks prescribed for a subject. The marks obtained in the subsidiary subjects shall be communicated to the University before the commencement of the University examination.

### O CARRY OVER BENEFIT

#### First year examination:

A candidate who fails in any two of the five main subjects of first year shall be permitted to carry over those subjects to second year. However, he/se must pass the carry over subjects before appearing for second year examination; otherwise he/she shall not permitted to proceed to third year.

#### Second year examination.

A candidate is permitted to carry over any one main subject to the third year but shall pass this subject before appearing for the third year examination

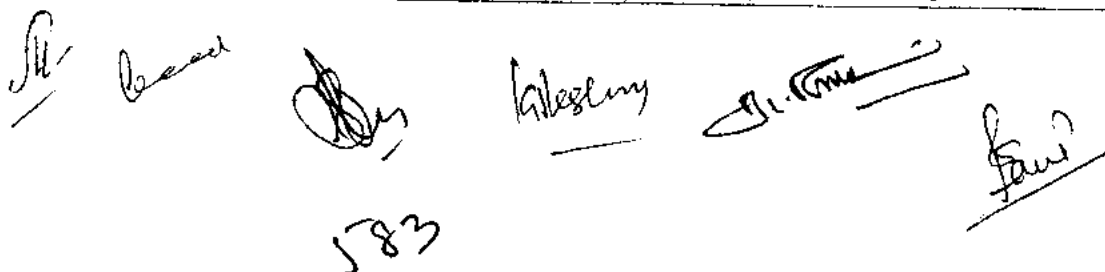
### P ELIGIBILITY FOR THE AWARD OF DEGREE

A candidate shall have passed in all the subjects of first, second and third year to be eligible for award of degree.

#### Distribution of Type of Questions and Marks for various Subjects

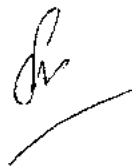
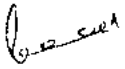


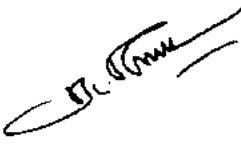

Subjects having Maximum Marks = 100		
Type of Question	Number of Questions	Marks for each question
Essay Type	2	10
Short Essay Type	12 (10 x 5)	5
Short Answer Type	12 (10 x 5)	3

Subjects having Maximum Marks = 80		
Type of Question	Number of Questions	Marks for each question
Essay Type	2	10
Short Essay Type	8 (6 x 5)	5
Short Answer Type	12 (10 x 3)	3


  
 The bottom of the page contains several handwritten signatures and initials in black ink. From left to right, there are: a signature that appears to be 'S.K.', another signature 'Sant', a signature 'S.K.', a signature 'Kishore', a signature 'S.K.', and a signature 'Sant'. Below the 'S.K.' signature on the left, the number '583' is written.

Subjects having Maximum Marks = 60		
Type of Question	Number of Questions	Marks for each question
Essay Type	2	10
Short Essay Type	7 (5 x 5)	5
Short Answer Type	7 (5 x 3)	3

Subjects having Maximum Marks = 50		
Type of Question	Number of Questions	Marks for each question
Essay Type	2	10
Short Essay Type	5 (3 x 5)	5
Short Answer Type	7 (5 x 3)	3



# UNIVERSITY OF JAMMU

(NAAC ACCREDITED A+ GRADE UNIVERSITY)  
Baba Sahib Ambedkar Road, Jammu-180006 (J&K)

## NOTIFICATION (20/Jul/Adp/17)

It is hereby notified for the information of all concerned that the Vice-Chancellor, in anticipation of the approval of the Competent Bodies, has been pleased to authorize the adoption of Regulations & Curriculum governing the degree of Bachelor of Science in Neuro Science Technology (B.Sc. Neuro Science Technology) from the Academic Session 2020-21 onwards as given in the Annexure-I & II.

*The Regulations & Curriculum of the course is available on the University Website: [www.jammuuniversity.ac.in](http://www.jammuuniversity.ac.in).*

Sd/-  
DEAN ACADEMIC AFFAIRS

No. F.Acd/III/20/1253-1258  
Dated: 07/08/2020

Copy for information & necessary action to:-

1. Dean Faculty of Medical Sciences
2. Principal, GMC, Jammu
3. C.A to the Controller of Examinations
4. Assistant Registrar (Exams/Confidential)
5. Incharge University Website

*Sumitashama*  
5/8/2020  
Deputy Registrar (Academic)  
*5/8/20*  
*5/8/20*

*5/8/20*

## Regulations & Curriculum For Bachelor of Science Degree Courses In

### B.Sc Neuro Science Technology

Courses offered in Allied Health Sciences:

1. B.Sc Medical Lab Technology.
2. B.Sc Radiography.
3. B.Sc Cardiac Care Technology
4. B.Sc Operation Theatre.
5. B.Sc Respiratory Care Technology.
6. B.Sc Anesthesia Technology.
7. B.Sc Neuro Sciences Technology.
8. B.Sc Renal Dialysis.

#### A. INTRODUCTION

B.Sc (Allied Health Sciences) course is aimed at training students to prepare them as qualified physician assistants who will be able to meticulously assist the concerned specialist in handling the various illnesses. This program is a taught course that covers relevant topics and specialized areas of knowledge as opted. The aim of this B.Sc Program is to provide a through training to the candidates through formal lectures and or seminars and practical programs which culminate in a internship course that finally prepares the student for the rigors of the medical world.

#### B. SHORT TITLE AND COMMENCEMENT

These Regulations shall be called the "Regulations for B.Sc (Allied Health Sciences) Course". These regulations shall be deemed to have come into force from the academic year \_\_\_\_\_. These regulations are subject to modifications as may be approved by the concerned faculty / Board of studies from time to time.

#### C. ELIGIBILITY FOR ADMISSION

- a) A candidate seeking admission to the Bachelor of Science Degree Courses in the Allied Health Sciences course from Sl.No. 1 to 8 shall have passed the 10 +2 or equivalent examination from a recognized Board / University with Physics Chemistry & Biology as principle subjects of study.

*(MR. J. C. FRANK)*  
*Shantig Sharmar*  
*Munni Dhar*  
*Sonam Sharma*  
*Kheema Beshin*  
*Jain*

- b) Lateral entry to second year for allied health science courses for candidates who have passed diploma program from the Government Boards and recognized by Jammu and Kashmir State Paramedical Council and shall have passed 10+2 with Physics, Chemistry & Biology as principal subjects and these students are eligible to take admission on lateral entry system only in the same subject studied at diploma level.

#### NOTE:

- a. The candidate shall have passed individually in each of the principal subjects.
- b. Candidates who have completed diploma or vocational course through Correspondence shall not be eligible for any of the courses mentioned above.
- c. A candidate should have completed the age of 17 Years as on 31<sup>st</sup> December of the year of admission.

#### D. DURATION OF THE COURSE

Duration shall be for a period of three and half years including six months of Internship.

#### E. MEDIUM OF INSTRUCTION

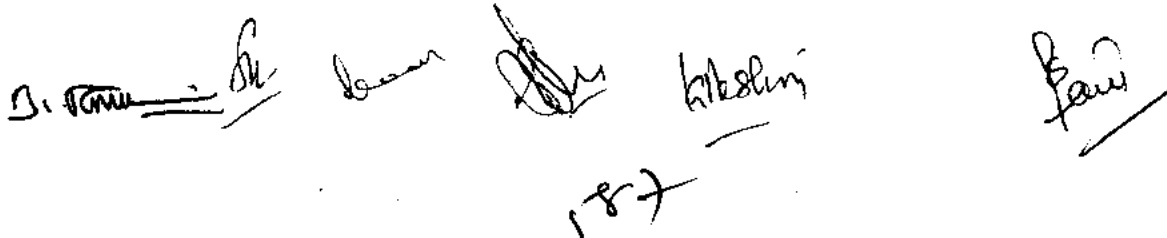
The medium of instruction and examination shall be in English.

#### F. SCHEDULE OF EXAMINATION

The University shall conduct two examinations annually at an interval of not less than 4 to 6 months as notified by the university from time to time. A candidate who satisfies the requirement of attendance, progress and conduct as stipulated by the university shall be eligible to appear for the university examination. Certificate to that effect shall be produced from the head of the institution along with the application for examination and the prescribed fee.

#### G. SCHEME OF EXAMINATION

There shall be three examinations one each at the end of 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> year.



## ↓ ELIGIBILITY FOR THE EXAMINATION :

The Examination each year shall be open to :

- a) A regular student who produces the following certificates signed by the Head of the Department / Principal of the College :
  - i. Certificate of good character.
  - ii. Certificate that the student attended the required number of lectures as prescribed under statutes.
  - iii. Certificate that the student has qualified the sessionals / Clinicals etc.
  
- b) A candidate who has otherwise eligible to appear in the Examination in the particular year but :
  - i. Could not appear due to genuine reason (to be certified by an appropriate authority.
  - ii. Was unable to pass the examination in any paper (s).

## H. ATTENDANCE

Every candidate should have attended at least 80% of the total number of classes conducted in an academic year from the date of commencement of the term to the last working day as notified by university in each of the subjects prescribed for that year separately in theory and practical. Only such candidates are eligible to appear for the university examinations in their first attempt. A candidate lacking in prescribed percentage of attendance in any subjects either in theory or practical in the first appearance will not be eligible to appear for the University Examination in that subject. The discretionary power of condonation of shortage of attendance to appear for University Examination rests with the University.

## ↓ CONDONATION :

Not with standing anything contrary contained in any provision of these statutes where any candidate falls short of attendance in any year it may be condoned after sufficient cause is shown by him/her in writing in this regard :

- a) By the Head of the Department / Principal of the College up to maximum of 5% of the total lectures delivered in all the papers. In addition to this a maximum of 5% of the total lectures delivered may also be condoned by the Vice-Chancellor.

B. P. Kumar

SK

[Signature]

K. Kesavi

558

B. J. J. J.



Provided that no condition in shortage shall be permitted by the Vice-Chancellor unless endorsed and recommended by the Head of the Department / Principal of the College.

#### ↓ PARTICIPATION IN SPORTS EVENTS :

- i. Not with standing anything contrary contained in these statutes, where a candidate participates in any one or more of the activities as specified in the University statutes, he/she may be treated as present on all working days not exceeding 30 days in one academic year.
- ii. The Candidate participating in such event must produce a copy of certificate to the Head of the Department / Principal of the College within seven days from the end of the event, failing which no such benefit shall be given.
- iii. The authority competent to issue the candidate participation certificate shall bring to the notice of the Head of the Department, name, roll no. of the candidate and the date(s) on which the activities were conducted within a week's period from the end of the event.

#### I. INTERNAL ASSESSMENT (IA)

Theory - 20 marks.

Practical - 10 marks. [Lab work- 06 marks and Record-04 marks ]

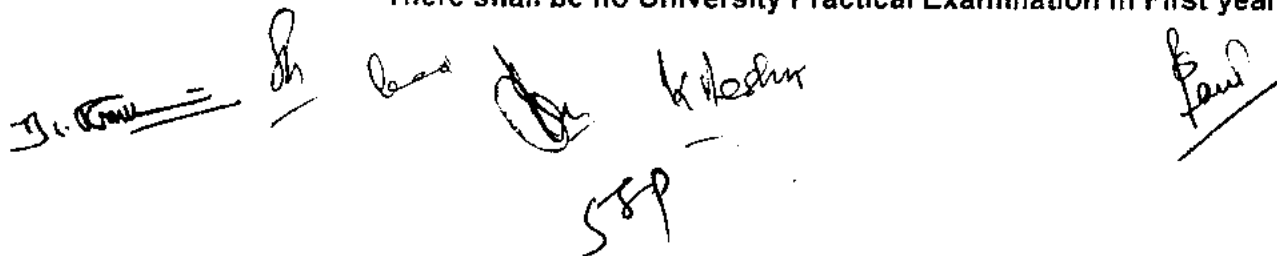
There shall be a minimum of two periodical tests preferably one in each term in theory and practical of each subject in an academic year. The average marks of the two tests will be calculated and reduced to 20. The marks of IA shall be communicated to the University at least 15 days before the commencement of the University examination. The University shall have access to

the records of such periodical tests.

The marks of the internal assessment must be displayed on the notice board of the respective colleges within a fortnight from the date test is held.

If a candidate is absent for any one of the tests due to genuine and satisfactory reasons, such a candidate may be given a re-test within a fortnight.

\* There shall be no University Practical Examination in First year.

Handwritten signatures and initials at the bottom of the page. From left to right: a signature that appears to be 'B. K. ...', a signature 'Sh', a signature 'S. S. P.', a signature 'K. K. ...', and a signature 'B. K. ...'.

## J. CURRICULUM

### Subject and hours of teaching for Theory and Practicals

The number of hours of teaching theory and practical, subject wise in first year, second year and third year are shown in Table-I, Table-II and Table-III

Main and Subsidiary subjects are common in first year for all the courses in Allied Health Science.

The number of hours for teaching theory and practical for main subjects in first, Second and Third year are shown in Table-I, II and III.

**Table – I Distribution of Teaching Hours in First Year Subjects**

#### Main Subjects

S.No	Subject	Theory No. of Hours	Practical No. of Hours
1	Human Anatomy	70	20
2	Physiology	70	20
3	Biochemistry	70	20
4	Pathology – [Clinical Pathology, Hematology & Blood Banking	70	20
5	Microbiology	70	20
6	Computer Basics / Computer Programming	34	34
7	Functional English, Communications and personality development	34	-
8	Health Care	40	-

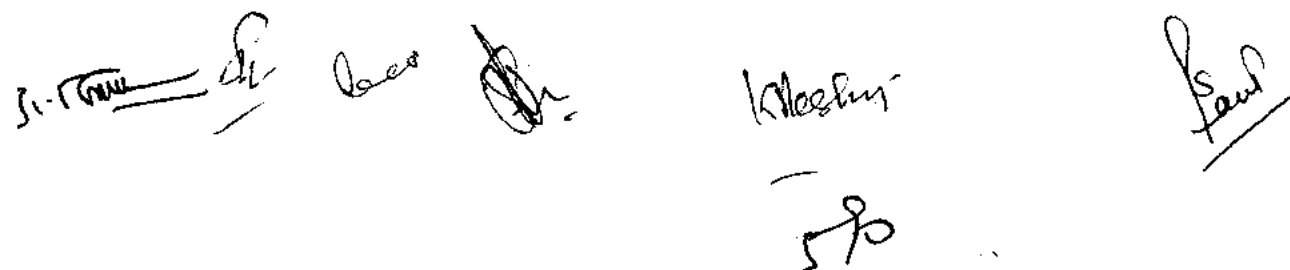
The classes in main and subsidiary subjects are to be held from Monday to Thursday. On Fridays and Saturdays students shall work in hospitals in the respective specialty or department chosen by them

#### Subsidiary Subjects

English 25 Hours

Health-Care 40 Hours

Hospital posting – 470 Hours Fri day 9am - 1pm and 2pm - 4-30 pm  
Saturday 9am - 1pm



**Table – II Distribution of Teaching Hours in Second Year Subjects**

**Main Subjects**

S.No	Subject	Theory No. of Hours	Practical No. of Hours
1	Basic electroencephalography	70	30
2	Physics and Electronics	70	50
3	Pharmacology	50	
4	Medical Psychology	20	

1	Quality Assurance and Accreditation	60	
	Clinical practice in OPD		310

**Subsidiary Subjects**

Sociology 20 Hours

Constitution of India 10 Hours

Environmental Science & Health 10 Hours

**Table – III Distribution of Teaching Hours in Third Year Subjects**

**Main Subjects**

S.No	Subject	Theory No. of Hours	Practical No. of Hours
1	Advanced Neuroscience Technique 1	70	30
2	Advanced Neuroscience Technique 2	70	30
3	Systemic diseases	60	
4	Research methodology & statistics	68	
5	Clinical practice in OPD	-	310

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*

591

### **Subsidiary Subjects**

Ethics, Database Management	50 Hours
Research & Biostatistics	20 Hours
Computer application	10 Hours

\* There shall be no University Practical Examination in First year.

### **K SCHEME OF EXAMINATION**

There shall be three examinations, one each at the end of I, II and III year. The examination for both main and subsidiary subjects for all courses in Allied Health Sciences shall be common in the first year. Distribution of Subjects and marks for First Year, Second year & Third year University theory and practical Examinations are shown in the Table - IV, V & VI.

#### **First year examination:**

The University examination for 1st year shall consist of only theory examination and there shall be no University Practical Examination.

#### **Second & Third year examination:**

The University examination for 2nd and 3rd year shall consist of Written Examination & Practical.

#### **Written Examinations consists of :**

04 papers in the 2nd Year

02 papers in the 3rd Year.

#### **Practical examination:**

Two practical examinations, at the end 2nd Year and one practical examination at the end of the 3<sup>rd</sup> year.

Dr. Anu

Dr. Anu

Dr. Anu

Dr. Anu

592

Dr. Anu

**Table – IV Distribution of Subjects and marks for First Year University theory Examination.**

A	Main Subject *	Written Paper		Internal Assessment	Total
		Duration	Marks	Theory (Marks)	Marks
1	Basic Anatomy [Including Histology]	3 Hours	80	20	100
2	Physiology	3 Hours	80	20	100
3	Biochemistry	3 Hours	80	20	100
4	Pathology	3 Hours	80	20	100
5	Microbiology	3 Hours	80	20	100
B	Subsidiary Subject **				Total
1	Computer Basics / Computer Programming				50
2	Functional English Communications and personality development				50
3	Health Care				50

Note \* IA = Internal Assessment

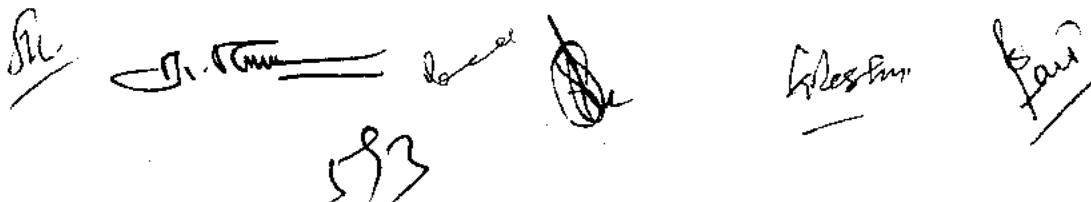
Main Subjects shall have University Examination.

\*\* Subsidiary subjects: Examination for subsidiary

Subjects shall be conducted by respective colleges.

**Table – V Distribution of Subjects and marks for Second Year Examination.**

Paper	Subjects	Theory			Sub Total	Practicals			Grand Total
		Theory	Viva-Voca	IA		Univ Practicals	IA	Sub total	
1	Basic electroencephalography	80	50	20	150	40	10		200
2	Basic Nerve conduction study (NCS)	80	50	20	150	40	10		200
3	Applied Anatomy & Physiology related to neuroscience	80		20	100	No Practical			100
4	Pharmacology	80		20	100	No Practical			100


  
 The bottom of the page contains several handwritten signatures and initials in black ink. From left to right, there is a signature that appears to be 'Dr. [unclear]', followed by 'Dr. [unclear]', a circled signature, another signature, and finally 'Dr. [unclear]'. Below these, the number '593' is written in a large, bold font.

Non University Examination						
1	Medical Psychology				50	
2	Quality Assurance and Accreditation				50	

**Table – VI Distribution of Subjects and marks for Third Year Examination.**

Paper	Subjects	Theory				Practicals			Grand Total
		Theory	Viva-Voca	IA	Sub Total	Univ Practicals	IA	Sub total	
1	Advanced Neuroscience technique 1	80	50	20	150	40	10		200
2	Advanced Neuroscience technique 2	80	50	20	150	40	10		200
3	Systemic disease	80		20		No Practical			100
Non – University Examination									
1	Public Health Epidemiology & Biostatistics		50						

## **L BOARD OF EXAMINERS FOR PRACTICALS:**

- i. Subject to the provisions of these statutes and regulations made thereunder, there shall be a Board of Examiners to conduct viva- voce at the end of every year to evaluate the understanding and comprehension of a candidate in subject(s) taught during that year.
- ii. The Board of examiners shall consist of
  - a. Dean of the Faculty or his/her nominee.
  - b. Head of the Department / Principal of the College.
  - c. External Examiners(s)
- iii. The external examiner shall be chosen out of the panel recommended by the Head of the Department / Principal of the College and approved by the Vice-Chancellor.
- iv. The quorum for the conduct of examination by the Board of Examiners shall be at least 2 including External Examiners.

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*

594

## M APPOINTMENT AND ELIGIBILITY OF EXAMINERS:

No person shall be appointed as an examiner in any of the subjects of the professional examinations leading to the award of the degree unless :

- a) He / She has at least five years teaching experience in the subject concerned in a College affiliated to a recognized University as a Faculty member.
- b) If of the rank of an Associate Professor or equivalent and above, with the requisite qualification and experience as given in above sub - clause
  - a. Provided that when an Associate Professor or equivalent and above are not available, an Assistant Professor of 5 Years standing as an Assistant Professor with requisite Qualification and Experience in the subject may be appointed as examiner.
- c) There shall be at least four examiners for upto 100 Students, out of whom not less than 50% must be external examiners. Of the four examiners, the senior - most internal examiner will act as the Chairman and Co-Coordinator of the whole examination programme so that uniformity in the matter of assessment of candidate is maintained. Where candidates appearing are more than 100, two additional examiners (One external and one Internal) for every additional 50 or part thereof appearing, appointed. However, for students upto 50 there shall be two examiners one external and one internal.
- d) Notwithstanding the number of candidates registered for the examination, one external examiner and one internal examiner who shall be the senior of the two internal examiners, in case of more than 100 students, will set and assess one question paper each (Where there are two papers in a subject) or one part of a question paper (where there is only one question paper in the subject). Senior most internal examiner of affiliated College shall be Chairman of the board of paper setters and act as moderator by rotation for one year.
- e) The external examiner shall ordinarily be an in-service teacher in the subject or an allied subject from any college

The bottom of the page contains several handwritten signatures and initials. From left to right, there is a signature that appears to be 'S...', a signature that looks like 'S. Kumar', a signature that is partially obscured and possibly 'S...', a signature that looks like 'K. S.', and a signature that looks like 'S. S.'. Below the 'S. Kumar' signature, the number '595' is written.

affiliated to a recognized University (Other than Jammu University) Post Graduate Institute.

- f) External examiners (s) shall rotate after two years.
- g) In the case of non-availability of an examiner in a subject, a retired teacher with requisite qualification and teaching experience may be appointed either as external or internal examiner within seven years of super annuation.
- h) The Practical / Clinical and oral examination in each subject shall be conducted jointly by the external and internal examiner(s) and the award sheet containing the marks of practical and / or clinical (including the internal assessment) shall be compiled and signed by all the external and internal examiner(s) before it is submitted to the University by the senior-most internal examiner of each affiliated college.
- i) Award sheet containing marks of theory along with duly evaluated and signed answer scripts shall be submitted to the University separately by each examiner.
- j) External examiner(s) shall rotate after two years.
- k) External examiners shall not be from the same University.
- l) Interpretation , if any shall be determined by the Vice-Chancellor in consultation with the Dean, Faculty of Medical Sciences and the decision taken shall be final and binding on all concerned.

## N PASS CRITERIA

### First year examination.

a. **Main Subjects:** A candidate is declared to have passed in a subject, if he/she secures, 50% of marks in University Theory exam and internal assessment added together.

b. **Subsidiary Subjects:** The minimum prescribed marks for a pass in subsidiary subject shall be 35% of the maximum marks prescribed for a subject. The marks obtained in the subsidiary subjects shall be communicated to the University before the Commencement of the University examination.

### Second and Third year Examination

a. **Main Subjects:** A candidate is declared to have passed the Examination in a subject if he/she secures 50% of the marks in theory and 50% in practical separately. For a

Handwritten signatures and initials at the bottom of the page. From left to right: a signature that appears to be 'S. K.', a signature that appears to be 'S. K.', a signature that appears to be 'S. K.', a signature that appears to be 'S. K.', and a signature that appears to be 'S. K.'. Below the second signature from the left, there are the initials 'S. K.' written in a larger, bolder font.



pass in theory, a candidate has to secure a minimum of 40% marks in the University conducted written examination, and 50% in aggregate in the University conducted written examination, internal assessment and Viva-Voce added together and for pass in Practical, a candidate has to secure a minimum of 40% marks in the university conducted Practical/Clinical examination and 50% in aggregate i.e. University conducted Practical/Clinical and Internal Assessment. In the third year a candidate is declared to have passed only if he/she passes all the two theory papers and one practical examination in a single attempt failing which where in the candidate fails in one or more theory papers and /or practical examination he/she will have to re appear for all the two theory papers and the practical examination in the subsequent attempt.

b. **Subsidiary Subjects:** The minimum prescribed marks for a pass in subsidiary subject shall be 35% of the maximum marks prescribed for a subject. The marks obtained in the subsidiary subjects shall be communicated to the University before the commencement of the University examination.

## O CARRY OVER BENEFIT

### First year examination:

A candidate who fails in any two of the five main subjects of first year shall be permitted to carry over those subjects to second year. However, he/se must pass the carry over subjects before appearing for second year examination; otherwise he/she shall not permitted to proceed to third year.

### Second year examination.

A candidate is permitted to carry over any one main subject to the third year but shall pass this subject before appearing for the third year examination

## P ELIGIBILITY FOR THE AWARD OF DEGREE

A candidate shall have passed in all the subjects of first, second and third year to be eligible for award of degree.

### Distribution of Type of Questions and Marks for various Subjects

Advanced Neuroscience Technique 1		
Type of Question	Number of Questions	Marks for each question
Long Essay Type	4	10
Short Essay Type	7	5
Short Answer Type	10	2

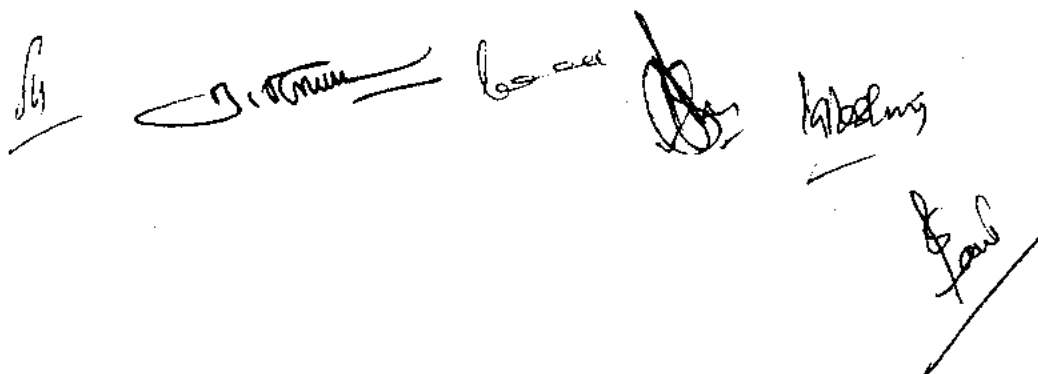
*[Handwritten signatures and initials]*

Advanced Neuroscience Technique 2		
Type of Question	Number of Questions	Marks for each question
Long Essay Type	4	3
Short Essay Type	7	5
Short Answer Type	10	2

Systemic Disease		
Type of Question	Number of Questions	Marks for each question
Long Essay Type	4	10
Short Essay Type	7	5
Short Answer Type	10	2

The mark distribution for all the subjects is as follows

Type of Question	Number of Questions	Marks for each question	Sub-Total
Short essay type	10 (attempt 8)	8 x 5	40
Short answer Type	12 (Attempt 10)	10 x 3	30
Short Answer 5 Questions	07 (attempt 5)	5 x 2	10


  
 A series of handwritten signatures and initials are present below the table. From left to right, they include: a signature that appears to be 'S. G.', a signature that appears to be 'D. Thomas', a signature that appears to be 'G. S. A.', a signature that appears to be 'P. S.', a signature that appears to be 'K. S.', and a signature that appears to be 'S. S.'.

# UNIVERSITY OF JAMMU

(NAAC ACCREDITED A + GRADE UNIVERSITY)  
Baba Sahib Ambedkar Road, Jammu-180006 (J&K)

## NOTIFICATION

(20/Jul/Adp/18)

It is hereby notified for the information of all concerned that the Vice-Chancellor, in anticipation of the approval of the Competent Bodies, has been pleased to authorize the adoption of Regulations & Curriculum governing the degree of Bachelor of Science in Medical Lab Technology (B.Sc. Medical Lab Technology) from the Academic Session 2020-21 onwards as given in the Annexure-I & II.

*The Regulations & Curriculum of the course is available on the University Website: [www.jammuuniversity.ac.in](http://www.jammuuniversity.ac.in).*

Sd/-  
DEAN ACADEMIC AFFAIRS

No. F.Acd/III/20/1259-1264  
Dated: 07/08/2020

Copy for information & necessary action to:-

1. Dean Faculty of Medical Sciences
2. Principal, GMC, Jammu
3. C.A to the Controller of Examinations
4. Assistant Registrar (Exams/Confidential)
5. Incharge University Website

*Sumita Sharma*  
5/8/2020  
Deputy Registrar (Academic)  
*[Signature]*  
4/8/20

588

**Regulations & Curriculum For Bachelor of Science  
Degree Courses In**

**B.Sc Medical Lab Technology**

**Courses offered in Allied Health Sciences:**

1. B.Sc Medical Lab Technology.
2. B.Sc Radiography.
3. B.Sc Cardiac Care Technology
4. B.Sc Operation Theatre.
5. B.Sc Respiratory Care Technology.
6. B.Sc Anesthesia Technology.
7. B.Sc Neuro Sciences Technology.
8. B.Sc Renal Dialysis.

**A. INTRODUCTION**

B.Sc (Allied Health Sciences) course is aimed at training students to prepare them as qualified physician assistants who will be able to meticulously assist the concerned specialist in handling the various illnesses. This program is a taught course that covers relevant topics and specialized areas of knowledge as opted. The aim of this B.Sc Program is to provide a through training to the candidates through formal lectures and or seminars and practical programs which culminate in a internship course that finally prepares the student for the rigors of the medical world.

**B. SHORT TITLE AND COMMENCEMENT**

These Regulations shall be called the "Regulations for B.Sc (Allied Health Sciences) Course". These regulations shall be deemed to have come into force from the academic year \_\_\_\_\_. These regulations are subject to modifications as may be approved by the concerned faculty / Board of studies from time to time.

**C. ELIGIBILITY FOR ADMISSION**

- a) A candidate seeking admission to the Bachelor of Science Degree Courses in the Allied Health Sciences course from Sl.No. 1 to 8 shall have passed the 10 + 2 examination or equivalent examination from a recognized Board / University with Physics, Chemistry & Biology as principle subjects of study.

*Shankar*  
*(MR. J.C. FRANK)*

*Munni Dhar*  
*(Sonam Sharma)*

*God*  
*Jain*

*Kheema Peshis*

- b) Lateral entry to second year for allied health science courses for candidates who have passed diploma program from the Government Boards and recognized by Jammu and Kashmir State Paramedical Council and shall have passed 10+2 with Physics, Chemistry & Biology as principal subjects and these students are eligible to take admission on lateral entry system only in the same subject studied at diploma level.

#### NOTE:

- a. The candidate shall have passed individually in each of the principal subjects.
- b. Candidates who have completed diploma or vocational course through Correspondence shall not be eligible for any of the courses mentioned above.
- c. A candidate should have completed the age of 17 Years as on 31<sup>st</sup> December of the year of admission.

#### D. DURATION OF THE COURSE

Duration shall be for a period of three and half years including six months of Internship.

#### E. MEDIUM OF INSTRUCTION

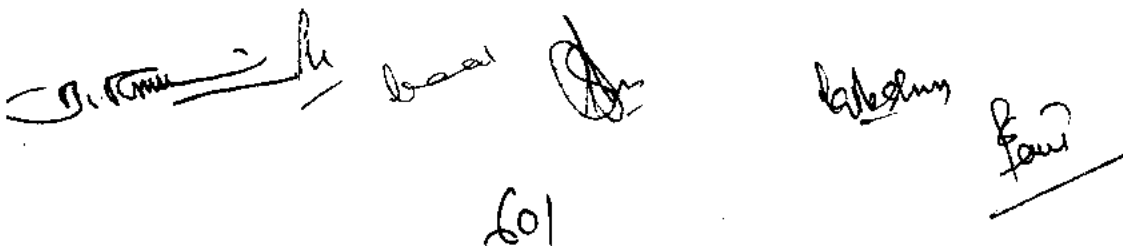
The medium of instruction and examination shall be in English.

#### F. SCHEDULE OF EXAMINATION

The University shall conduct two examinations annually at an interval of not less than 4 to 6 months as notified by the university from time to time. A candidate who satisfies the requirement of attendance, progress and conduct as stipulated by the university shall be eligible to appear for the university examination. Certificate to that effect shall be produced from the head of the institution along with the application for examination and the prescribed fee.

#### G. SCHEME OF EXAMINATION

There shall be three examinations one each at the end of 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> year.

The bottom of the page contains several handwritten signatures and initials. From left to right, there is a signature that appears to be 'G. Kumar', followed by 'S. S.', a circular stamp or signature, 'K. S.', and 'P. S.'. Below these, the number '601' is written in the center, and another signature 'P. S.' is written on the right side.

### ↓ ELIGIBILITY FOR THE EXAMINATION :

The Examination each year shall be open to :

- a) A regular student who produces the following certificates signed by the Head of the Department / Principal of the College :
  - i. Certificate of good character.
  - ii. Certificate that the student attended the required number of lectures as prescribed under statutes.
  - iii. Certificate that the student has qualified the sessionals / Clinicals etc.
- b) A candidate who has otherwise eligible to appear in the Examination in the particular year but :
  - i. Could not appear due to genuine reason (to be certified by an appropriate authority.
  - ii. Was unable to pass the examination in any paper (s).

### H. ATTENDANCE

Every candidate should have attended at least 80% of the total number of classes conducted in an academic year from the date of commencement of the term to the last working day as notified by university in each of the subjects prescribed for that year separately in theory and practical. Only such candidates are eligible to appear for the university examinations in their first attempt. A candidate lacking in prescribed percentage of attendance in any subjects either in theory or practical in the first appearance will not be eligible to appear for the University Examination in that subject. The discretionary power of condonation of shortage of attendance to appear for University Examination rests with the University.

### ↓ CONDONATION :

Not with standing anything contrary contained in any provision of these statutes where any candidate falls short of attendance in any year it may be condoned after sufficient cause is shown by him/her in writing in this regard :

- a) By the Head of the Department / Principal of the College up to maximum of 5% of the total lectures delivered in all the papers. In addition to this a maximum of 5% of the total lectures delivered may also be condoned by the Vice-Chancellor.

*[Handwritten signatures and initials]*

Provided that no condition in shortage shall be permitted by the Vice-Chancellor unless endorsed and recommended by the Head of the Department / Principal of the College.

#### ↓ PARTICIPATION IN SPORTS EVENTS :

- i. Not with standing anything contrary contained in these statutes, where a candidate participates in any one or more of the activities as specified in the University statutes, he/she may be treated as present on all working days not exceeding 30 days in one academic year.
- ii. The Candidate participating in such event must produce a copy of certificate to the Head of the Department / Principal of the College within seven days from the end of the event, failing which no such benefit shall be given.
- iii. The authority competent to issue the candidate participation certificate shall bring to the notice of the Head of the Department, name, roll no. of the candidate and the date(s) on which the activities were conducted within a week's period from the end of the event.

#### I. INTERNAL ASSESSMENT (IA)

Theory - 20 marks.

Practical - 10 marks. [Lab work- 06 marks and Record-04 marks ]

There shall be a minimum of two periodical tests preferably one in each term in theory and practical of each subject in an academic year. The average marks of the two tests will be calculated and reduced to 20. The marks of IA shall be communicated to the University at least 15 days before the commencement of the University examination. The University shall have access to

the records of such periodical tests.

The marks of the internal assessment must be displayed on the notice board of the respective colleges with in a fortnight from the date test is held.

If a candidate is absent for any one of the tests due to genuine and satisfactory reasons, such a candidate may be given a re-test within a fortnight.

*[Handwritten signatures and marks]*  
603

\* There shall be no University Practical Examination in First year.

## J. CURRICULUM

### Subject and hours of teaching for Theory and Practicals

The number of hours of teaching theory and practical, subject wise in first year, second year and third year are shown in Table-I, Table-II and Table-III

Main and Subsidiary subjects are common in first year for all the courses in Allied Health Science.

The number of hours for teaching theory and practical for main subjects in first, Second and Third year are shown in Table-I, II and III.

**Table – I Distribution of Teaching Hours in First Year Subjects**

Main Subjects

S.No	Subject	Theory No. of Hours	Practical No. of Hours	Total No. of Hours.
1	Human Anatomy	70	20	90
2	Physiology	70	20	90
3	Biochemistry	70	20	90
4	Pathology - [Clinical Pathology, Hematology & Blood Banking	70	20	90
5	Microbiology	70	20	90
	Total	350	100	450

The classes in main and subsidiary subjects are to be held from Monday to Thursday. On Fridays and Saturdays students shall work in hospitals in the respective specialty or department chosen by them

Subsidiary Subjects

English 25 Hours

Health-Care 40 Hours

Hospital posting – 470 Hours Fri day 9am - 1pm and 2pm - 4-30 pm  
Saturday 9am - 1pm

*[Handwritten signatures and initials]*

607



**Table - II Distribution of Teaching Hours in Second Year Subjects**

**Main Subjects**

S.No	Subject	Theory No. of Hours	Practical No. of Hours	Clinical posting	Total No. of Hours.
1	Biochemistry II	100	80	170	350
2	Microbiology II	100	80	170	350
3	Pathology II	100	80	170	350
	<b>Total</b>	<b>300</b>	<b>240</b>	<b>510</b>	<b>1050</b>

**Subsidiary Subjects**

Sociology	20 Hours
Constitution of India	10 Hours
Environmental Science & Health	10 Hours

**Table - III Distribution of Teaching Hours in Third Year Subjects**

**Main Subjects**

S.No	Subject	Theory No. of Hours	Practical No. of Hours	Clinical posting	Total No. of Hours.
1	Biochemistry - III	100	80	170	350
2	Microbiology - III	100	80	170	350
3	Pathology - III	100	80	170	350
	<b>Total</b>	<b>300</b>	<b>240</b>	<b>510</b>	<b>1050</b>

**Subsidiary Subjects**

Ethics, Database Management	50 Hours
Research & Biostatistics	20 Hours
Computer application	10 Hours

\* There shall be no University Practical Examination in First year.

*[Handwritten signatures and marks]*

605

## K SCHEME OF EXAMINATION

There shall be three examinations, one each at the end of I, II and III year. The examination for both main and subsidiary subjects for all courses in Allied Health Sciences shall be common in the first year. Distribution of Subjects and marks for First Year, Second year & Third year University theory and practical Examinations are shown in the Table - IV, V & VI.

### First year examination:

The University examination for 1st year shall consist of only theory examination and there shall be no University Practical Examination.

### Second & Third year examination:

The University examination for 2nd and 3rd year shall consist of Written Examination & Practical.

### Written Examinations consists of :

04 papers in the 2nd Year

02 papers in the 3rd Year.

### Practical examination:

Two practical examinations, at the end 2nd Year and one practical examination at the end of the 3<sup>rd</sup> year.

**Table - IV Distribution of Subjects and marks for First Year University theory Examination.**

A	Main Subject	Written Paper		Internal Assessment	Total
		Duration	Marks	Theory (Marks)	Marks
1	Basic Anatomy [Including Histology]	3 Hours	80	20	100
2	Physiology	3 Hours	80	20	100
3	Biochemistry	3 Hours	80	20	100
4	Pathology	3 Hours	80	20	100
5	Microbiology	3 Hours	80	20	100

*Dr. [Signature]*

*[Signature]*

*[Signature]*

606

*[Signature]*

B	Subsidiary Subject **				Total
1	English	3 Hours	80	20	100
2	Health Care	3 Hours	80	20	100

Note \* IA = Internal Assessment

Main Subjects shall have University Examination.

\*\* Subsidiary subjects: Examination for subsidiary

Subjects shall be conducted by respective colleges.

Table – V Distribution of Subjects and marks for Second Year Examination.

Paper	Subjects	Theory			Practicals				
		Theory	Viva-Voca	IA	Sub Total	Univ Practicals	IA	Sub total	Grand Total
1	Biochemistry II	80		20	100	80	20	100	200
2	Microbiology II	80		20	100	80	20	100	200
3	Pathology II	80		20	100	80	20	100	200

Distribution of Subsidiary Subjects and marks for Second Year Examination.

B	Subsidiary Subject *	Written Paper		Internal Assessment	Total
		Duration	Marks	Theory (Marks)	Marks
1	Sociology	3 Hours	80	20	100
2	Constitution of India	3 Hours	80	20	100
3	Environmental Science & Health	3 Hours	80	20	100

\*\* Subsidiary subjects: Examination for subsidiary  
Subjects shall be conducted by respective colleges.

Table – VI Distribution of Subjects and marks for Third Year Examination.

Paper	Subjects	Theory			Practicals				
		Theory	Viva-Voca	IA	Sub Total	Univ Practicals	IA	Sub total	Grand Total
1	Biochemistry III	80		20	100	80	20	100	200
2	Microbiology II	80		20	100	80	20	100	200
3	Pathology II	80		20	100	80	20	100	200

*[Handwritten signatures and initials]*

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*

**Distribution of Subsidiary Subjects and marks for Third Year Examination.**

B	Subsidiary Subject *	Written Paper		Internal Assessment	Total
		Duration	Marks	Theory (Marks)	Marks
1	Ethics, Database Management	3 Hours	80	20	100
2	Research & Biostatistics	3 Hours	80	20	100
3	Computer Application	3 Hours	80	20	100

**L BOARD OF EXAMINERS FOR PRACTICALS:**

- i. Subject to the provisions of these statutes and regulations made thereunder, there shall be a Board of Examiners to conduct viva- voce at the end of every year to evaluate the understanding and comprehension of a candidate in subject(s) taught during that year.
- ii. The Board of examiners shall consist of
  - a. Dean of the Faculty or his/her nominee.
  - b. Head of the Department / Principal of the College.
  - c. External Examiners(s)
- iii. The external examiner shall be chosen out of the panel recommended by the Head of the Department / Principal of the College and approved by the Vice-Chancellor.
- iv. The quorum for the conduct of examination by the Board of Examiners shall be at least 2 including External Examiners.

**M APPOINTMENT AND ELIGIBILITY OF EXAMINERS:**

No person shall be appointed as an examiner in any of the subjects of the professional examinations leading to the award of the degree unless :

- a) He / She has at least five years teaching experience in the subject concerned in a College affiliated to a recognized University as a Faculty member.
- b) If of the rank of an Associate Professor or equivalent and above, with the requisite qualification and experience as given in above sub – clause

*[Handwritten signatures and initials]*

*[Handwritten number: 608]*

- a. Provided that when an Associate Professor or equivalent and above are not available, an Assistant Professor of 5 Years standing as an Assistant Professor with requisite Qualification and Experience in the subject may be appointed as examiner.
- c) There shall be at least four examiners for upto 100 Students, out of whom not less than 50% must be external examiners. Of the four examiners, the senior - most internal examiner will act as the Chairman and Co-Coordinator of the whole examination programme so that uniformity in the matter of assessment of candidate is maintained. Where candidates appearing are more than 100, two additional examiners (One external and one Internal) for every additional 50 or part thereof appearing, appointed. However, for students upto 50 there shall be two examiners one external and one internal.
- d) Notwithstanding the number of candidates registered for the examination, one external examiner and one internal examiner who shall be the senior of the two internal examiners, in case of more than 100 students, will set and assess one question paper each (Where there are two papers in a subject) or one part of a question paper (where there is only one question paper in the subject). Senior most internal examiner of affiliated College shall be Chairman of the board of paper setters and act as moderator by rotation for one year.
- e) The external examiner shall ordinarily be an in-service teacher in the subject or an allied subject from any college affiliated to a recognized University (Other than Jammu University) Post Graduate Institute.
- f) External examiners (s) shall rotate after two years.
- g) In the case of non-availability of an examiner in a subject, a retired teacher with requisite qualification and teaching experience may be appointed either as external or internal examiner within seven years of super annuation.
- h) The Practical / Clinical and oral examination in each subject shall be conducted jointly by the external and internal examiner(s) and the award sheet containing the marks of practical and / or clinical (including the internal assessment) shall be compiled and signed by all the external and internal

B. Kumar

[Signature]

[Signature]

[Signature]

[Signature]

- examiner(s) before it is submitted to the University by the senior-most internal examiner of each affiliated college.
- i) Award sheet containing marks of theory along with duly evaluated and signed answer scripts shall be submitted to the University separately by each examiner.
  - j) External examiner(s) shall rotate after two years.
  - k) External examiners shall not be from the same University.
  - l) Interpretation, if any shall be determined by the Vice-Chancellor in consultation with the Dean, Faculty of Medical Sciences and the decision taken shall be final and binding on all concerned.

## N PASS CRITERIA

### First year examination.

- a. **Main Subjects:** A candidate is declared to have passed in a subject, if he/she secures, 50% of marks in University Theory exam and internal assessment added together.
- b. **Subsidiary Subjects:** The minimum prescribed marks for a pass in subsidiary subject shall be 35% of the maximum marks prescribed for a subject. The marks obtained in the subsidiary subjects shall be communicated to the University before the Commencement of the University examination.

### Second and Third year Examination

- a. **Main Subjects:** A candidate is declared to have passed the Examination in a subject if he/she secures 50% of the marks in theory and 50% in practical separately. For a pass in theory, a candidate has to secure a minimum of 40% marks in the University conducted written examination, and 50% in aggregate in the University conducted written examination, internal assessment and Viva-Voce added together and for pass in Practical, a candidate has to secure a minimum of 40% marks in the university conducted Practical/Clinical examination and 50% in aggregate i.e. University conducted Practical/Clinical and Internal Assessment. In the third year a candidate is declared to have passed only if he/she passes all the two theory papers and one practical examination in a single attempt failing which where in the candidate fails in one or more theory papers and /or practical examination he/she will have to re appear for all the two theory papers and the practical examination in the subsequent attempt.
- b. **Subsidiary Subjects:** The minimum prescribed marks for a pass in subsidiary subject shall be 35% of the maximum marks prescribed for a subject. The marks

*[Handwritten signatures and initials at the bottom of the page]*

obtained in the subsidiary subjects shall be communicated to the University before the commencement of the University examination.

## O CARRY OVER BENEFIT

### First year examination:

A candidate who fails in any two of the five main subjects of first year shall be permitted to carry over those subjects to second year. However, he/she must pass the carry over subjects before appearing for second year examination; otherwise he/she shall not be permitted to proceed to third year.

### Second year examination.

A candidate is permitted to carry over any one main subject to the third year but shall pass this subject before appearing for the third year examination

## P ELIGIBILITY FOR THE AWARD OF DEGREE

A candidate shall have passed in all the subjects of first, second and third year to be eligible for award of degree.

### Distribution of Type of Questions and Marks for various Subjects

Subjects having Maximum Marks = 100		
Type of Question	Number of Questions	Marks for each question
Essay Type	3 (2 X 10)	10
Short Essay Type	12 (10 x 5)	5
Short Answer Type	12 (10 x 3)	3

Subjects having Maximum Marks = 80		
Type of Question	Number of Questions	Marks for each question
Essay Type	10 (8x5)	40
Short Essay Type	12 (10 x 3)	30
Short Answer Type	07 (5 x 2)	10

Subjects having Maximum Marks = 80		
Type of Question	Number of Questions	Marks for each question
Essay Type	3 (2 x 10)	10
Short Essay Type	8 (6 x 5)	05
Short Answer Type	12 (10x3)	03

*[Handwritten signatures and initials]*

*[Handwritten number: 611]*

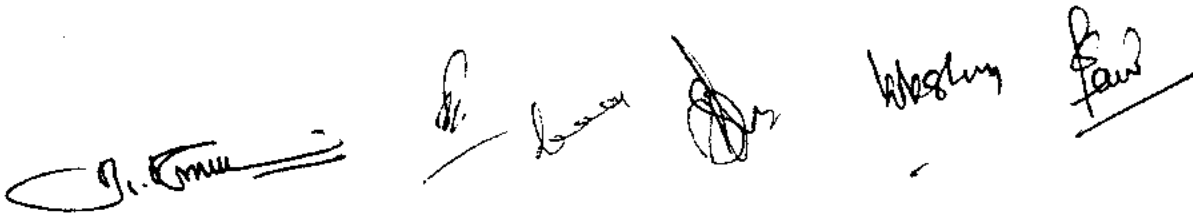
Subjects having Maximum Marks =60		
Type of Question	Number of Questions	Marks for each question
Essay Type	3 (2 x10)	10
Short Essay Type	7 (5 x5)	05
Short Answer Type	7 (5 x 3)	03

Subjects having Maximum Marks =50		
Type of Question	Number of Questions	Marks for each question
Essay Type	3 (2 x10)	10
Short Essay Type	5 (3 x5)	05
Short Answer Type	7 (5 x 3)	03

### Internship

Six month compulsory rotational postings during which students have to work under the supervision of experienced staff in the following areas :

1. Clinical Pathology -1 Month
2. Clinical Biochemistry – 2 Months
3. Clinical Microbiology – 2 Months
4. Blood Banking – 1 Month





**ITEM No.40**

**To confirm the action taken by the Vice-Chancellor in according 4% reservation to the Pahari Speaking People for admission to the various UG/PG courses under the ambit of JUET for the Session 2020-21.**

**NOTE:**

The University of Jammu had been providing admission to the candidates for various UG/PG courses under the ambit of JUET as Open Merit/General Category seats (67%) and also under Reserved Category seats (33%) till the Session 2019-20. Due to the outbreak of COVID-19, the University had to approach the Hon'ble Chancellor for continuation of the existing Reservation Policy for admission to the various UG/PG courses for the session 2020-21 due to limited time frame and urgency of the matter.

**The Hon'ble Chancellor vide communication No. LGS/4/JUET/JU/2020/3204 dated 12/03/2020 intimated that the University may proceed as per the existing Reservation Policy for admission to the various programmes for the Academic Session 2020-21 (Annexure-I)**

Accordingly, the University proceeded for admissions to the various UG/PG courses as per the existing Reservation Policy. In the meantime, various representations were received from the Pahari Speaking People seeking 4% reservation for their wards for admission to the various UG/PG courses as per the Reservation Policy notified under SO 127 dated 20<sup>th</sup> April, 2020 as applicable to the Professional courses by the Govt of J&K, Social Welfare Department, Civil Secretariat, J&K Jammu and its implementation in the Admission Statutes/process.

**The University approached the office of the Hon'ble Chancellor dated 17.09.2020. The Chancellor office vide letter No.LGS/4/JUET/JU/2020/9805 dated 18 November, 2020 has intimated the approval to the aforesaid proposal, during the ongoing session as a special case. (Annexure-II).**

Accordingly the decision of 4% reservation to the Pahari Speaking People over and above the existing intake capacity of the Department by increasing the number of seats proportionately as a special case, as one time exception for the Academic Session 2020-21 and these seats shall be non-convertible in nature, was implemented by the University.

The same is submitted to the Academic Council for ratification.

www.jkrajbhawan.nic.in



Fax Nos: 0191-2544870  
0194-2501414  
EPABX Nos: 0191-2560225, 2547941, 254453;  
0194-2501616, 2501809, 2501313

LIEUTENANT GOVERNOR'S SECRETARIAT  
JAMMU AND KASHMIR  
Raj Bhavan Jammu

No.LGS/4/JUET/JU/2020/3204  
Dated: 12.03.2020

Vice Chancellor,  
University of Jammu,  
Jammu.

Sub: Conduct of Jammu University Entrance Test  
(JUET).

Sir,

This has reference to your office communication No.SS/VC/2020/864, dated 25.02.2020 regarding the subject cited above.

2. In this context, I am desired to convey that keeping in view the urgent nature of the issue and limited time frame, the university for the time being, may proceed as per the existing Reservation Policy for admission to the various programmes for the Academic Session 2020-21.

Yours faithfully,

*(Ajay Bharti)*  
(Ajay Bharti) 12/3/20  
Under Secretary

DAA

3102  
12/3/2020

Chopra

12.03.20

12.3.2020

DAA

HA III for  
W9 2

2984

12/03/2020

614



सत्यमेव जयते

**LIEUTENANT GOVERNOR'S SECRETARIAT  
JAMMU AND KASHMIR  
Raj Bhavan, Jammu**

3738 Annexure-II

*[Handwritten signature]*

15.11.2020

Fax Nos: 0191-2544870 (J)

0194-2501414 (S)

EPABX Nos: 0191-2560225, 2547941, 2544537 (J)

0194-2501616, 2501809, 2501313 (S)

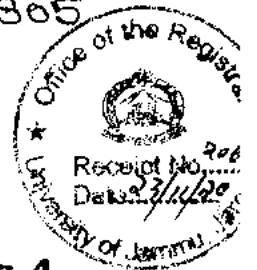
DAA for n/a into Hm  
20.11.20

No.LGS/4/JUET/JU/2020/9805

Dated: 18 Nov, 2020

**Vice Chancellor,**  
University of Jammu,  
Jammu.

DR(LA)



**Sub: To consider the representations for providing 4 percent Reservation in the Admission to various UG/PG programmes of the University of Jammu in favour of Pahari Speaking People.**

Sir,

This has reference to your office communication dated 17.09.2020 (copy enclosed) regarding the subject cited above.

2. In this context, I am desired to convey the approval of the Hon'ble Chancellor (Hon'ble Lieutenant Governor) to the aforesaid proposal, during the ongoing session as a special case.

3. It is requested that the aforesaid approval may kindly be brought up in the next University Council meeting for ratification.

Yours faithfully,

*[Handwritten signature]*  
**(Ajay Bharti)**

Under Secretary

Encls: 1 \_\_\_\_\_

3738  
23/11/2020

Vice-Chancellor, Secretariat  
University of Jammu, JAMMU  
No. 3998  
Date 20/11/2020

615

**ITEM No.41**

**To consider the request of Mr. Amit Ranjan (13-MCA-2K04) to carry out his 6<sup>th</sup> semester project work in order to complete his MCA course.**

**NOTE:**

Mr. Amit Ranjan bearing roll no. 13-MCA-2K04 requested to be allowed to complete his project work of MCA 6<sup>th</sup> semester which he did not join after successfully completing 5<sup>th</sup> semester.

Mr. Amit Ranjan was admitted to MCA programme in the year 2004. As per the statutes governing the MCA programme he was eligible to be permitted to join the sixth semester within two years of his passing the fifth semester, however, he was to pass the course within six years of initial admission.

One time special chance was given by the resolution of 84<sup>th</sup> meeting of the University Council dated 10.04.2018 vide ITEM NO. 84.36 to the candidates to clear their backlogs where their chances or time period debars further appearance.

Mr. Amit Ranjan had paid admission fee in the in the fifth semester at that time which is charged for the year but did not deposit the fee required to join sixth semester which includes Computer Fee, Information Fund, Examination Fee, Examination Maintenance Fund, Practical Fee and Science Fee.

The entire 6<sup>th</sup> (last) semester of MCA course is based on the project work that a student has to carry out at his own in the guidance of a teacher allotted by the department on the allotted real life problem without undergoing any class work or practical work in the department and the evaluation of the work carried out by the student is done by the internal and external examiners.

The 6<sup>th</sup> semester project work may kindly be considered as backlog and in the light of the resolution of 84<sup>th</sup> meeting of the University Council the case of Mr. Amit Ranjan may kindly be considered for further permission to carry out his project work after completing requisite formalities.

**ITEM No.42**

**To consider the request of Ms. Richa Gupta (10-MCA-2K15) to carry out 4<sup>th</sup> semester dissertation work to complete her M. Tech. (CS) course.**

**NOTE:**

Ms. Richa Gupta bearing roll no. 10-MTECH-2K15 requested to be allowed to complete her dissertation work of M. Tech. (CS) 4<sup>th</sup> semester which she discontinued in between because of her personal problems.

Ms. Richa Gupta was admitted to 2 years' M. Tech. (CS) course in the year 2015 and as per statutes governing M. Tech. (CS) course she was to complete the course within a maximum period of 4 years from the date she was admitted.

One time special chance was given by the resolution of 84<sup>th</sup> meeting of the University Council dated 10.04.2018 vide ITEM NO. 84.36 to the candidates to clear their backlogs where their chances or time period debars further appearance.

The entire 4<sup>th</sup> (last) semester of M. Tech. (CS) course is based on the dissertation work that a student has to carry out under the supervision of a teacher allotted by the department without undergoing any class work or practical work in the department and the evaluation of the work carried out by the student is done by the internal and external examiners.

Ms. Richa Gupta successfully entered in the 4<sup>th</sup> semester by fulfilling all conditions and started working on the dissertation under the supervision of a teacher allotted to her. Subsequently, she discontinued due to her personal problem as mentioned above and did not complete her dissertation.

The 4<sup>th</sup> semester dissertation may kindly be considered as backlog and in the light of the resolution of 84<sup>th</sup> meeting of the University Council the case of Ms. Richa Gupta may kindly be considered for further permission to continue her dissertation work.

617

**ITEM No.43**

**To consider the charging of University fee for admission to P.G. Diploma in Bioinformatics (One Year) under UGC Innovative Program.**

**NOTE:**

The UGC had sanctioned P.G. Diploma in Bioinformatics (one year) under Innovative Programme at the School of Biotechnology, University of Jammu for a period of five (05) years i.e. 01.04.2013 to 31.03.2018 vide letter No. F.14-11/2013 (Inno/ASIST) dated: 30-03-2018.

As per the fee structure approved for the course by the University a student has to pay ₹ 23,960/- fee. Over the years the response of the students for the said program has remained poor. One of the reasons stated by the prospective students has been the high fee. Since Post Graduate Diploma in Bioinformatics was UGC funded course and the basic infrastructure for running the course has been developed over the years by the School and the tenure of the course with UGC has been completed on 31.03.2018, therefore, it is proposed that we may be allowed to charge the same fee as in M.Sc. Biochemistry and M.Sc. Microbiology i.e. ₹ 14,400/- for the current academic session: 2021. It may be mentioned that Bioinformatics is considered as Science of the Century and gradually the scope for this subject is increasing. The technically qualified candidate can get absorbed in various companies involved in BIG DATA analysis. The reduction in the fee may help in attracting good numbers of students for this program.

Hence, the matter is submitted for consideration.

6/2

**ITEM No.44**

**To confirm the action taken by BORS allowing Mr. Ashish Singh Sambyal for Course work Examination in relaxation of statute 4(v) of the statutes governing Ph.D Degree.**

**NOTE:**

Mr. Ashish Singh Sambyal was admitted in the Department of Electronics as a Ph.D Scholar on 15.10.2018 under the supervision of Prof. Rakesh Vaid through entrance test held on 7<sup>th</sup> of Sep., 2018. As per record course work of the said scholar started w.e.f. 15<sup>th</sup> of Oct. 2018. The examination of the Course work was held on 10.05.2019 & 14.05.2019. The DRC at its meeting held on 21.06.2019 got the answer sheets of the Course work Examination evaluated. The DRC at its meeting held on 23.09.2019 recommended his case for Ph.D registration w.e.f. 15.10.2018. Accordingly the case of Mr. Ashish Singh Sambyal was placed before the BORS at its meeting held on 09.12.2019 and it was resolved that the case be referred back to DRC for recasting. Revised synopsis be sent to next BORS.

When the revised synopsis of the said candidate was sent to the office of DRS again, on scrutiny of documents it was observed that the said candidate has not passed the Course No: PSELTC702, Title: Research methodology and computational techniques and has got 34 marks out of 75 in the said Course whereas statute 4 (iv) of the statutes governing Degree of Doctor of philosophy prevalent at the time of his admission reads as under:-

**"The HOD shall notify the dates for the conduct of the examination on completion of class work, and get papers evaluated. Qualifying marks in each paper shall be 50%. The students getting 50% or more in each paper shall be declared qualified for final registration to Ph.D course".** The concerned Department was informed accordingly telephonically.

In the BORS at its meeting held on 03.11.2020, it was resolved that the case shall be considered in the next BORS meeting after he qualifies the Course work examination. Accordingly the re-examination of the said candidate for the Course No: PSELTC702 was held on 24.11.2020 by the concerned department.

Statute 4(v) of the statutes governing Degree of Doctor of Philosophy reads as under:-

**"If student is not able to pass a Paper, he/she shall be allowed to reappear in the examination to be held in the next semester (maximum 1 year)".**

The Course work Examination of the candidate was held on 10.05.2019 & 14.05.2019 and re-examination of the paper failed was held on 24.11.2020 i.e. after a period of 2 & 1/2 years.

Hence, the matter is submitted to the Academic Council for consideration of the resolution of the BORS at its meeting held on 03/11/2020 wherein it has resolved that:-

**"the case shall be considered in the next BORS meeting after he qualifies the Course work examination"** in relaxation of the statute 4(v) as mentioned above, as one time exception not to form precedence in future.

**ITEM No.45**

**To consider the matter with regard to the execution and smooth functioning of SWAYAM MOOCs in the University of Jammu and its Affiliated Colleges.**

**NOTE:**

The National Education Policy 2020, and the experience of recent COVID 19 Pandemic, and consequent shifts to the Online Mode of teaching-learning, has emphasized the growing importance of online education in India. Extensive use of technology in teaching and learning, removing language barriers, increasing access to DIVYANG students and streamlining educational planning and management have also been emphasized in NEP 2020. Focus on learner centered pedagogy and blended approach, to address the social, affective and psychomotor dimensions of learning has also been emphasized, to improve the quality of teachers and teaching.

Since the whole world is going through a pandemic, a situation which necessitated that the educational institutions be closed down, it has become imperative that we should be ready with some alternative mode of education and this is where online education platforms like SWAYAM have become more important than before. SWAYAM caters to all learning needs during the pandemic.

As a part of Digital Initiatives 17/17 of the then MHRD, now Ministry of Education, the University of Jammu has already adopted the online courses through the SWAYAM since 2017. The University Council has endorsed the adoption and other modalities of the implementation of SWAYAM (Attached), but the review is held frequently, based on the feedback from the stakeholders- Departments of University, Affiliated Colleges and the students, and the status of SWAYAM is tabled at every University Council meeting.

On the directions of the Vice Chancellor, the Guidelines for Implementation of SWAYAM in the University of Jammu and its affiliated colleges were prepared by the team comprising the UGC SWAYAM Coordinator and the UGC SWAYAM Mentors and the above Guidelines were deliberated in a meeting held under the Chairmanship of Vice Chancellor, where the following issues were discussed:

**A. Academic Issues:**

- 1. Defining a minimum limit of credits to be earned through SWAYAM, since the maximum limit has been set at 10% by the 86<sup>th</sup> University Council held on 11.09.2020 vide: Resolution No: 86.26:**

The matter was discussed and a conclusion was arrived at that a minimum of 4% and a maximum 10% of the total credits should be earned before the commencement of final semester by all students, from SWAYAM MOOCs. It was further discussed that candidates may choose to earn more Credits from SWAYAM Platform, to improve their knowledge, job profile or to become eligible for some advanced Degree or Course, but earning a minimum 4% of the maximum credits limit (e.g. If the maximum credit limit of a particular course is 96 credits, 10% would round off to 10 credits and 4% to 4 credits) of that particular course is a must in order to obtain the University Degree

620



and the candidates will have to submit an undertaking (given in the SWAYAM Guidelines) regarding these at the time of admission, which shall be incorporated in the statutes governing admission in the University of Jammu and its affiliated colleges.

Hence it is proposed that a minimum of 4% be fixed as the lower limit of credits to be earned through SWAYAM MOOCs i.e. one minimum course of 2/4 credits, as the case may be.

2. Defining whether the credits earned by the stakeholders would be within the maximum credit limit of their course or over and above:

The discussion led to the conclusion that for the time being these credits will be over and above the maximum credits to be earned for the particular course. This decision would be reviewed from time to time, as the case may be.

Hence it is proposed that for the present semester the credits earned from SWAYAM be counted over and above the maximum credits to be earned from that particular course.

3. To approve the Weightage for Credits earned by the student on SWAYAM MOOC Course. To give benefit, and due weightage to the credits earned by the student from SWAYAM platform, the following is recommended, which needs to be placed for approval in the forthcoming Academic Council Meeting, in continuation to the SWAYAM Items already sent, as was decided in the review meeting held in the Office Chambers of Hon'ble Vice Chancellor on 15<sup>th</sup> December 2020. The Scheme is thus presented here for approval at the behest of the DAA and for presentation in the Academic Council Meeting.

The following scheme was proposed for approval at Academic Council meeting.

- i) A student is required to complete at least one 4-credit course of his/her choice, from the courses notified by the UGC for that semester, successfully, before the commencement of final semester.
- ii) This will be in addition to the open elective course offered, by the University, in the 3<sup>rd</sup> and 4<sup>th</sup> semesters.
- iii) Both the courses shall be treated as mandatory, SWAYAM MOOC as well as Open Elective course of 3<sup>rd</sup>/ 4<sup>th</sup> semesters, and must be completed successfully.
- iv) The grades/marks/ credits earned from SWAYAM MOOCs shall be reflected in the final semester mark/grade sheet of the student.
- v) However, in order to give the weightage for the SWAYAM MOOC credits/marks/grades earned by the student, the following procedure shall be adopted:
  - a) Credits/marks/grades obtained by the student from SWAYAM MOOCs shall be counted in their final CGPA only if they are better than the Open Elective (Offered by the University) course score, i.e., best of the two; otherwise, MOOC Credits/marks/grades shall not be counted in the determination of CGPA.

821

- b) However, the title, score/grade, credits earned by the student in MOOC shall be, in any case, reflected in the final marks/grade sheet.
- c) The HOD, Departmental Course Coordinator and the student shall decide the better of the two, and the student shall be required to give an undertaking regarding this, in order to avoid disputes.

**4. To approve the SWAYAM Hand-book Guide which contains summary of Guidelines issued from MHRD and FAQ's.**

The National Education Policy 2020, and the experience of recent COVID 19 Pandemic, and consequent shifts to the Online Mode of teaching-learning, has emphasized the growing importance of online education in India. Extensive use of technology in teaching and learning, removing language barriers, increasing access to DIVYANG students and streamlining educational planning and management have also been emphasized in NEP 2020. Focus on learner centered pedagogy and blended approach, to address the social, affective and psychomotor dimensions of learning has also been emphasized, to improve the quality of teachers and teaching.

On the directions of the Hon'ble Vice Chancellor Comprehensive SWAYAM Handbook Guide is prepared for the internal use and not for sale for the departments of University of Jammu and its affiliated colleges, Offsite Campuses by the team comprising of UGC SWAYAM Coordinator and the UGC SWAYAM Mentors. A meeting was held under the Chairmanship of Hon'ble Vice Chancellor, for its consideration and later same is submitted as per the directions sent to the DAA for approval for presentation in the Academic Council Meeting.

**It is proposed that the SWAYAM Handbook Guide (Annexure-I) be placed for approval in Academic Council meeting.**

**5. Approval of SWAYAM Courses by the Academic Committees: As the courses are notified after every 6 months, they cannot be approved for 3 years as is the convention for academic courses in the University.**

Hence it is proposed that the BOS may authorize the Convener to get the courses selected and approved in consultation with the Departmental SWAYAM Coordinators (DSC), who have been nominated by their respective HODs, or College SWAYAM Coordinators (CSC) nominated by the Principal as the case be. This process of approval has to be repeated after every 6 months, when the new courses are notified by UGC and Action Taken may later on be whetted by the Academic Council.

**6. Keeping the Frequently Asked Questions (FAQ's) and difficulties/problems faced/raised from different quarters from stakeholders, in continuation to the Resolution No: 86.26 of the University Council held on 11.09.2020, the following Norms need to be adopted strictly by all Departments/Colleges from the Academic Session 2020-21 onwards, till further any new amendments/notifications issued:**

1. Henceforth, MOOCs through SWAYAM platform shall be mandatory for all students enrolled for a Bachelor's or Master's Degree programme in the University of Jammu or in the affiliated colleges of Jammu University, from the current academic session 2020-21 onwards.



2. **A minimum of one course of either 4 Credit for PG or 2-Credit for UG has to be earned, subject to the maximum of 10% of total Credits for the completion of degree by all regular students of PG/UG stream from the SWAYAM platform depending upon the availability of courses as notified by UGC generally on predefined dates 1<sup>st</sup> June or 1<sup>st</sup> November respectively, every year.**
3. **Courses must be identified by all departments duly approved by Departmental Affairs Committee (DAC) or by Swayam Academic Cell (SAC) as the case be, twice a year as per notification by UGC. The complete information of list of courses opted by the each student of each batch within a weeks time after the commencement of Final Semester, must be sent to the DEAN ACADEMIC AFFAIRS office.**
4. **Departmental Affairs Committee (DAC) / Swayam Academic Cell (SAC) must be empowered for the selection of MOOCs by Convener, BOS in anticipation to the competent authority (DAA) and it shall be placed in the Academic council as a standing item.**
5. **While selecting the course from Swayam platform, the DSC or CSC must ensure a minimum of 6 weeks (32 hrs) and 12 weeks (72 hrs) course to qualify for the 2-credit or 4-credit course respectively.**
6. **MOOCs will be counted as add-on course as of now till further any new directions in this regard.**
7. **The student must complete the SWAYAM course successfully before the commencement of the final semester of a stream or discipline.**
8. **Students can select the MOOC course of their choice from a pool of courses selected by the Departments or Colleges, of any stream or any other course of their choice with prior information to Departmental SWAYAM Coordinator (DSC) or College SWAYAM Coordinator (CSC) and it shall be the duty of the Departmental SWAYAM Coordinator (DSC) or College SWAYAM Coordinator (CSC) to forward these selected approved new courses through the Convener, BOS, under information to Dean Academic Affairs.**
9. **Departments/ Colleges must ensure that all logistic support whatever is required by the student, must be supplemented/extended.**
10. **Student ideally should not select self-paced courses and courses selected must be different from one offered in the course curriculum of semesters as it will lead to duplication of same course and will become irrelevant i.e null and void**
11. **The student must fill an undertaking form, as given in the brochure, and submit the same after duly filled form to their respective Departments/ Colleges for future reviews and record purposes.**
12. **Students must follow the schedule of the host institution in completing the course successfully and for all doubts must contact the Course Coordinator or the Departmental/ College SWAYAM Coordinator (DSC/CSC).**
13. **The student must keep a note of and also supply the information such as registration date/ enrolment id, email-id, phone, name, semester etc. to their respective DSC/CSC.**

14. **SWAYAM Examination fees (if any) or any other fee prescribed** shall be borne by the students only.
15. The student must submit a course completion **certificate as a proof (Photocopy/ print copy)** to their respective DSC/CSC before the beginning of the final semester, failing which their degree will be withheld.
16. A bi-annual data collection of information regarding **SWAYAM enrolment**, as per prescribed format (**Annexure-II**) on **pre-proposed fixed dates**, preferably **5<sup>th</sup> October and 5<sup>th</sup> March**, every year for the sessions of June and November, respectively must be done. This responsibility of sending **soft copy** information as per prescribed format shall lie with the Department/College SWAYAM Coordinator to the Directorate of Internal Quality Assurance (DIQA) to the **email-id: iqac\_ju@yahoo.com with copy to UGC Swayam coordinator to the email-id : neerusha@gmail.com**. The prescribed format will be available by **1<sup>st</sup> of March for November session courses and 1<sup>st</sup> of October for June session course on University website so that same can be filled duly submitted by 5<sup>th</sup> March or 5<sup>th</sup> November as the case be.**
17. There shall be a provision in the final semester marks sheet for incorporating marks/grades earned by the student (**For Examination Section only**).
18. All records of MOOCs related information must be preserved for two years from date of passing out by the student from the department or college as the case be.
19. The fee once paid shall not be refundable.
20. Since there is no re-examination system therefore, candidate has to re-opt in the next cycle/ session if he/she is unable to complete the Swayam course successfully for whatsoever reason.

Above proposed norms are submitted for successful implementation of MOOCs through Swayam and same needs to be circulated / notified among the departments/affiliated colleges/offsite campuses henceforth.

#### **B. Examination Issues:**

1. **Reflection of the credits earned through SWAYAM in the final Grade Sheet/Marks Card, Resolution No: 86.26 of the University Council held on 11.09.2020 (Annexure-III):**

The University Council has already decided about the inclusion of the credits earned by SWAYAM in the final grade sheet/ marks card of the candidates. Only the mechanism has to be worked out, and the necessary exercise has to be carried out by the examination wing of the University.

**Hence it is proposed that the concerned Examination Section be directed for the creation of space in the mark list for the entry of credits to be earned through SWAYAM.**

2. **Entry of credits earned by candidates through SWAYAM, by the Departments/ Colleges:**

Since the candidates would be opting for different courses, to be offered by different Host Institutions, and the receipt of the Course Credits from these may be at differing pace, it was discussed that the Departments should enter

*By*

these credits themselves, as they do for other courses, after verification from the Certificate of Course Completion or any other authenticated document received from the Course Coordinator of that particular course, through their host institution. For Colleges also some mechanism needs to be worked out.

**Hence it is proposed that the Departments of the University be authorised to enter the credits/result received from the SWAYAM MOOCs hosts institutions, once the space is created by the concerned Examination Section for entering these. The mechanism for Colleges would be similar.**

### **3. Examination Fee for SWAYAM:**

The issue was taken up with the E Content unit of UGC, and they have replied that:

*There is no fee for course completion.*

*The exam fee is Rs. 1000 for general and Rs. 500 for SC/ST.*

*The exam fees charged are non-refundable.*

Since students are already paying the examination fees to the University of Jammu for their semester examination. Earning 10% credits through SWAYAM has become mandatory in our University, therefore, students have to essentially appear for its examination to earn these credits.

**Hence, it is proposed that some mechanism be worked out because if the students opt for 10 % of their total credits from SWAYAM, they might have to pay more examination fees, which might lead to their demotivation in opting for SWAYAM MOOCs.**

### **C. Administrative Issues:**

1. Making a Centralized Data Management System for the information required by the University regarding the implementation of SWAYAM Courses from time to time for forward transfer:

**It is proposed that the University needs to create a SWAYAM Data Management System on its website, to enable updating of information and statistics related to SWAYAM regularly from all stakeholders. As information is frequently asked from time to time, this will simplify the accessibility, management and data collection. Feedback from students can also be obtained in a similar manner.**

- 2 **Nomination of the Member Secretary from the Academic Section of the University of Jammu:**

Since the SWAYAM was adopted as one of the 17 by 17 Digital Initiatives, Dr. Ginny Dogra, Dy Director, DIQA, was appointed as the Member Secretary for all of them, but now it requires the involvement of the Academic Section of the University, because most of the changes have to be incorporated in the current Academic Schemes, through their office.

Hence, the matter is submitted for consideration.

625



UNIVERSITY OF JAMMU

Annexure-I

Sumita  
23/02/2024

# ***SWAYAM HANDBOOK GUIDE***

PROPOSED

GUIDELINES/REGULATIONS

FOR

IMPLEMENTATION

OF

SWAYAM (MOOCS) PROGRAMME

***FOR CREDIT TRANSFER UNDER CBCS-2021 ONWARDS***

AT

***UNIVERSITY OF JAMMU & AFFILIATED COLLEGES, JAMMU***

***JAMMU & KASHMIR (UT), INDIA.***

***Adoption of Massive Open Online Courses (MOOCs) offered by various National Co-ordinators at SWAYAM Portal for various UG /PG Programmes in the Stream of Sciences, Humanities, Social Sciences, Technology, in Jammu University and for its affiliated colleges.***

***First Reprint Edition-2021.***

***Compiled & Edited by: SWAYAM Committee Members, University of Jammu.***

***Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>***

***2) <https://swayam.gov.in>***

***For Internal Use only and Not for any Sale.***

626



## UNIVERSITY OF JAMMU

S.No.	Contents	Page No.
1	University of Jammu: Overview	
2	Message from Vice-Chancellor	
3	Message from Dean Academic affairs	
4	Message from UGC SWAYAM Coordinator	
5	SWAYAM Committees	
6	Introduction to SWAYAM	
7	SWAYAM Objectives	
8	Why MOOCs, Research Facts on MOOCs, Official SWAYAM Website	
9	Abbreviations & Definitions	
11	SWAYAM Functionality	
12	National Coordinators	
13	Schedule Dates of New courses	
14	SWAYAM Course Structure	
15	SWAYAM Credit Scheme	
16	General Proposed Rules, Regulations and Requirements for implementation of SWAYAM MOOCs Courses, Amendments University Statutes, Swayam Academic cell, Course Selection Criteria, resources req., Information Dissemination, Swayam activities, pre-requisite for students, one-time information(USC), Format for DSC for Swayam data, Governing body hierarchical structure, General procedural steps (summary)	
17	Roles & Responsibilities	
18	Frequently Asked Questions (FAQ)	

*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

*2) <https://swayam.gov.in>*

*For Internal Use only and Not for any Sale.*

627



UNIVERSITY OF JAMMU

## ***University of Jammu Strives for Excellence***

### ***Vision***

- *Achieving world class excellence in teaching, research and knowledge transfer, and making valuable contributions to the socio-economic development of the region and country.*
- *Imparting quality education to the students, promoting their all-round development by participation in sports, extracurricular and other socially relevant activities, and inculcating the skill of decision making, and democratic values.*
- *Providing state-of-the-art facilities and opportunities for academic growth and to carry out research in the modern areas, particularly, of applied nature, and technology.*
- *Promoting preservation and integration of the cultural diversity of the region, state and country.*

***First Reprint Edition-2021.***

***Compiled & Edited by: SWAYAM Committee Members, University of Jammu.***

***Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>***

***2) <https://swayam.gov.in>***

***For Internal Use only and Not for any Sale.***

628





## UNIVERSITY OF JAMMU

### ***University of Jammu: Overview***

Established in 1969 following bifurcation of the erstwhile University of Jammu and Kashmir, University of Jammu is spread over seven Offsite Campuses at Kathua, Bhaderwah, Udhampur, Poonch, Ramnagar, Reasi and Kishtwar. Accredited as an 'A+' Grade University by the National Assessment and Accreditation Council of India (NAAC), University of Jammu has a mission to become a globally recognized institution of rigorous academic research and teaching. The University offers around 42 post-graduate degree/diploma courses and 15-undergraduate courses including Five-Year Integrated Law. The University hosts faculties including Sciences, Life Sciences, Arts, Social Sciences, Business Studies, Education, Behavioral Sciences, Law, Oriental Learning, Medicine, Engineering, Music and Fine Arts and Ayurvedic Medicine. The University offers Doctoral Programmes (PhD) across all the disciplines/faculties. The University has 29 Government Colleges and more than 155 Private Colleges affiliated to it. The University of Jammu is a Wi-Fi Campus with excellent IT facilities. The University hosts well equipped

Central Library: 'Dhanvantri', with over 5 Lac books with EBSCO, LIBSYS software, CD-ROM database, INFLIBNET, RFID and interconnected computer terminals and the International Resource Centre. The University also hosts the state-of-the-art General Zorawar Singh auditorium, well equipped gymnasium and fitness/health center, child daycare center, canteens and cafeteria. The University provides separate hostel facility for boys and girls. The University also has Human Resource Development Centre for undertaking training of faculty members across disciplines, Directorate of Distance Education for distance learning programmes, Department of Life-Long Learning, Women Studies Centre, Centre for Strategic Studies, International Centre for Cross Cultural Research and Human Resource Management, Directorate of Internal Quality Assurance etc. Organizing Conferences/Seminars/ Workshops/ Youth Festivals/Cultural, Literary and Sports activities is a regular feature in the University. University is actively engaged in extension and outreach activities. Over four thousand students join the post-graduate courses on the campus each Academic Session.

*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

*2) <https://swayam.gov.in>*

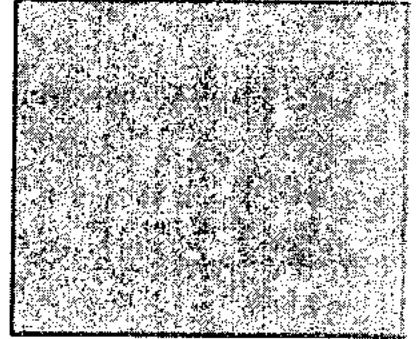
***For Internal Use only and Not for any Sale.***

628



UNIVERSITY OF JAMMU

MESSAGE from Vice-Chancellor



*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

*2) <https://swayam.gov.in>*

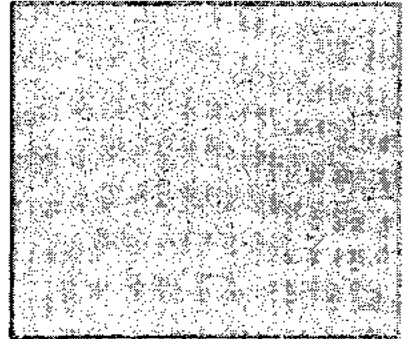
***For Internal Use only and Not for any Sale.***

*5*  
*630*



UNIVERSITY OF JAMMU

**MESSAGE from Dean Academic Affairs**



*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

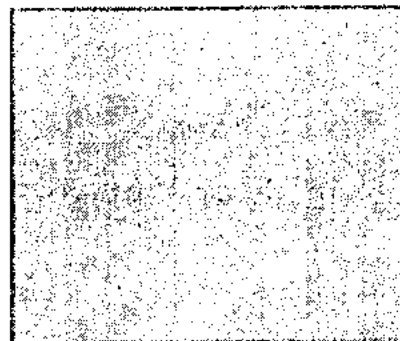
*2) <https://swayam.gov.in>*

***For Internal Use only and Not for any Sale.***



UNIVERSITY OF JAMMU

MESSAGE from Controller of Examinations



*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

*2) <https://swayam.gov.in>*

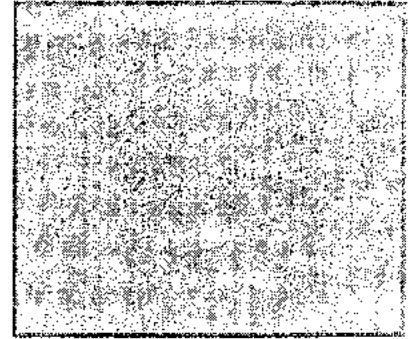
*For Internal Use only and Not for any Sale.*

7/832



UNIVERSITY OF JAMMU

MESSAGE from UGC SWAYAM Coordinator, Jammu University



*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

*2) <https://swayam.gov.in>*

***For Internal Use only and Not for any Sale.***



UNIVERSITY OF JAMMU  
PATRON

Prof. Manoj Kumar Dhar

Vice-Chancellor, University of Jammu, J&K, India.

**University Swayam Governing Body Members**

1. Vice-Chancellor (In chair)
2. Dean Academic Affairs
3. Controller of Examinations
4. Director College Development
5. University UGC Swayam Coordinator.
6. Two Nominees from University & Colleges
7. Dy. Registrar (Academics)

**UGC Swayam Coordinator, Jammu University**

Prof. Neeru Sharma, Department of Home Science

University UGC Swayam Mentors	University SWAYAM Digital Monitoring Cell
Prof Alka Sharma( Co – Coordinator)	Dean Academic Affairs (Convener)
Prof. Samridhi Arora.	Prof Lalit Sen Sharma( Co-Convener)
Prof. Bijender Kumar Bajaj.	Prof. Neeru Sharma
Dr. N Suresh Rao.	Prof. Pankaj Srivastava
Dr. Jeevan Jyoti.	Dr. N Suresh Rao
Dr. Garima Gupta.	Dr. Anil Gupta
	Dr Giny Dogra (Coordinating member)

**UNIVERSITY SWAYAM Member Secretary**

Dy-Registrar Academics, University of Jammu.

First Reprint Edition-2021.

Compiled & Edited by: SWAYAM Committee Members, University of Jammu.

Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>

2) <https://swayam.gov.in>

*For Internal Use only and Not for any Sale.*



## UNIVERSITY OF JAMMU

### Scheme Proposed for Implementation of MOOCS on SWAYAM Platform.

#### INTRODUCTION TO SWAYAM

**SWAYAM** (meaning 'Self') is a Hindi acronym that stands for "Study Webs of Active-Learning for Young and Aspiring Minds" is an Indian Massive open online course (MOOC) platform. SWAYAM was an initiative which was launched by **M.H.R.D [Government of India], now Ministry of Education**, under Digital India, to give a coordinated stage and free entry to web courses, covering all advanced education, High School and skill sector courses. It was launched on **9th July 2017** by **Honorable President** of India. SWAYAM has been developed cooperatively by MHRD (Ministry of Human Resource Development) and AICTE (All India Council for Technical Education) with the help of Microsoft and is equipped for facilitating more than 2,000 courses. The platform offers free access to everyone and hosts courses from Classes 9 till post-graduation level. It enables Professors and Faculty of centrally funded institutes like IITs, IIMs, IISERs, etc. to teach students all around the world. According to SWAYAM, there are around 203 partnering institutes, 2,748 completed courses, 12,541,992 student enrollment, 915,538 exam registrations, and 654,664 successful certificates. **SWAYAM** is a web platform on which **MOOCs** courses are hosted ([www.swayam.gov](http://www.swayam.gov)). These **MOOCs** have teacher-student groups where **MOOC** coordinator/tutor/teacher interacts with the learner. SWAYAM has helped students to attend the courses taught by the best faculty; have virtually access to high quality reading resources, participate in discussion forums; take tests and earn academic grades. There are Refresher Courses for teachers (ARPIT) also under National Mission for Teacher Training (NMTT), on the SWAYAM portal.

The National Education Policy 2020, has stressed on the consequent shift to the Online Mode of teaching-learning, thus reflecting the growing importance of online education in India. Extensive use of technology in teaching and learning, removing language barriers, increasing access to **DIVYANG** students and streamlining educational planning and management have also been

*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

*2) <https://swayam.gov.in>*

*For Internal Use only and Not for any Sale.*



## UNIVERSITY OF JAMMU

emphasized in NEP 2020. Focus on learner centered pedagogy and blended approach, to address the social, affective and psychomotor dimensions of learning has also been emphasized, to improve the quality of teachers and teaching.

As part of Digital Initiatives 17-by-17 of the then MHRD, now Ministry of Education, the University of Jammu has already adopted the online courses through the SWAYAM since 2017. The University Academic Council has endorsed the adoption of SWAYAM courses vide item No. 33, Dated: 23.11.2017, as per the directions of UGC to make amendments required in ordinances, rules, regulations to incorporate UGC (Credit framework for online learning courses through SWAYAM) Regulation, 2016 vide its Para 7. The SWAYAM committee members of the University of Jammu, has prepared a draft for approval through academic council containing guidelines/regulations to be adopted for successful implementation of SWAYAM MOOCS courses and its components at University of Jammu. The SWAYAM committee members proposed the following framework to be followed for the effective implementation of UGC (Credit Framework for Online Learning Courses through SWAYAM) Regulation, 2016. This **handbook is prepared for internal use only** for Departments of University of Jammu and its affiliated colleges of the University. It is designed taking into account guidelines of UGC SWAYAM framework and the feedback from faculty and students received since 2017, for running of UGC SWAYAM MOOCS program and need constant reviews from time to time as per MOE/UGC directions issued from time to time (if any).

### **OBJECTIVE of SWAYAM MOOCs**

- *Courses offered on SWAYAM Platform for anyone, anywhere and anytime.*
- *Free education for all sections of society.*
- *Divyang and those in remote areas, aged and infirm.*
- *Unlimited enrolment of learners.*
- *Strive for cardinal principles: access, equity and quality.*
- *Refundable examination fee.*

***First Reprint Edition-2021.***

***Compiled & Edited by: SWAYAM Committee Members, University of Jammu.***

***Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>***

***2) <https://swayam.gov.in>***

***For Internal Use only and Not for any Sale.***





## UNIVERSITY OF JAMMU

- *No age barrier.*
- *Open Elective Platform for all Learners.*
- *No Course restriction for learners.*
- *Supplement Quality of healthy knowledge and build knowledge based society.*
- *Self-attendance and monitoring system.*
- *Skill development*

### **Why MOOCS**

- *Moocs offer a large number of students an opportunity to study high quality courses online with prestigious University, often at no cost.*
- *Many MOOCS users are graduates seeking to top up their skills and competences*
- *They can be combined with other studies or work.*
- *Can be accessed from any computer at any location including your home.*
- *Ideal for independent study and users can select courses from any institution offering them.*
- *Very helpful in case of persons with disabilities or those who are immobile e.g Aged, Infirm.*
- *MOOCS do not always lead to formal qualifications. There are no entry requirements.*
- *Video-based, they offer interaction either through peer review and group collaboration or automated feedback through objective, online assessments (including quizzes and exams.*

### **Research Facts on MOOCs Worldwide**

- *Low and Middle-income Populations make up 80% of MOOC users, in contrast to wealthier populations reported elsewhere.*

*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

*2) <https://swayam.gov.in>*

***For Internal Use only and Not for any Sale.***

637



## UNIVERSITY OF JAMMU

- *More than 80% of MOOC users only have basic or intermediate ICT skills, challenging the belief that MOOCs are predominantly taken by people with higher-level skills.*
- *Women are more likely than men to complete a MOOC or obtain certification.*
- *Participation by Indians overwhelming on the major platforms such edX, courser, Udacity etc.*
- *According to recent numbers the leading MOOCs platform has 10.5 million enrolled students.*
- *Lack of computers access (4%) or skills (2%) were not found to be barriers any more.*
- *The main motivations of MOOCs users were gaining specific jobs (61%), preparing education (39%) and professional certifications (37%).*
- *Among nonusers the barrier was lack of time (50%).*

### SWAYAM OFFICIAL WEB SITE

- Portal: <https://ugmoocs.inflibnet.ac.in>  
<https://swayam.gov.in>

### ABBREVIATIONS AND DEFINITIONS

- **'SWAYAM'** stands Study Webs of Active Learning for Young Aspiring Minds.
- **'Course'** shall mean a paper which is taught for at least one semester as a part of a subject.
- **'MOOCs'**: Massive Open Online Courses (MOOCs) are such online courses which are developed and made available on the SWAYAM platform of Government of India.
- **'MOOCs Guidelines'** shall mean guidelines on online learning issued by the MHRD vide its orders dated 11th March 2016 and subsequent addendums issued by the MHRD/MOE.
- **'Host institution (HI)'** means institution which offers a particular course on SWAYAM.
- **'Parent Institution (PI)'** means institution where student is enrolled as a regular student.

*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

*2) <https://swayam.gov.in>*

***For Internal Use only and Not for any Sale.***



## UNIVERSITY OF JAMMU

- 'NEP' means National Education Policy
- 'MOE' means Ministry of Education
- 'USC' means UGC SWAYAM Coordinator
- 'USM' means UGC SWAYAM Mentors
- 'DSC' means Departmental Swayam Coordinator
- 'DCC' means Departmental Course Coordinator
- 'CSC' means College Swayam Coordinator
- 'SPOC' means Single Point of Contact.
- 'DLMC' means Digital Learning Monitoring Cell

### SHORT TITLE, APPLICATION AND COMMENCEMENT

- i. This ordinance shall be called the Jammu University Ordinance for SWAYAM MOOC Credit Transfer under CBCS-2020.
- ii. It shall apply to all Departments of University of Jammu, Offsite Campuses, and the Colleges affiliated to University of Jammu.
- iii. It shall come into force from the academic year 2020-2021 onwards.
- iv. It shall be applicable to all the students studying in various semesters, except for the last semester of a degree program.
- v. The integration of MOOCs into curriculum will be limited to Generic, Skill, Open Elective, Ability Enhancement and Discipline Specific Elective Courses only.
- vi. It shall be applicable to the transfer of credits of such students who have enrolled as regular or distance mode students of University of Jammu.

### SWAYAM FUNCTIONALITY

SWAYAM operates MOOCs learning resources in different ways and structure. Learning through SWAYAM has four parts/quadrants: e-Tutorial, e-Content, discussion forums, assessment.

*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

*2) <https://swayam.gov.in>*

***For Internal Use only and Not for any Sale.***



## UNIVERSITY OF JAMMU

- The **first quadrant** is direct teaching, meaning not much of extra work by students; it could include teaching videos, animations, PowerPoint presentations, Podcasts and so on. All these depend on what the subject is and what strategy is adopted by the teacher to teach the students.
- The **second quadrant** is an e-content which could include e-books, illustrations, Case studies, Open source content, Reference link, further reading sources and so on. The students have to keep pace with these and develop backups so before the content changes.
- The **third quadrant** is about clearing student's queries. Discussion forum is a part of it, where students can interact with other students and faculty to clarify their doubts. The discussion forum is like a doubt counter where any student or faculty can answer the question of a student.
- The **fourth quadrant** is self-assessment, to check what a student has viewed, listened to or studied the material and whether he/she is eligible to get the certificate. It could be tests in the form of Multiple-Choice Questions (MCQs), quiz or short answer questions, long answer questions, etc. It can be in the form of online examination or proctored pen and paper examination, at some allotted center, depending on the enrollments in that particular course or as directed by the Coordinators. It. The fourth quadrant also has Frequently Asked Question (FAQs) and their answers to clarify common misconceptions among students.
- The whole scheme is self-instruction based and the learners have to keep the pace with the lectures, assignments and quizzes etc. So that they are able to finish the course in time and earn credits allotted to the course. This needs to be completed one semester before the final semesters, i.e. in 1<sup>st</sup> -3<sup>rd</sup> semesters, or 1<sup>st</sup>-5<sup>th</sup> Semesters, or 1<sup>st</sup> – 9<sup>th</sup> semester as the case maybe.

*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

*2) <https://swayam.gov.in>*

***For Internal Use only and Not for any Sale.***

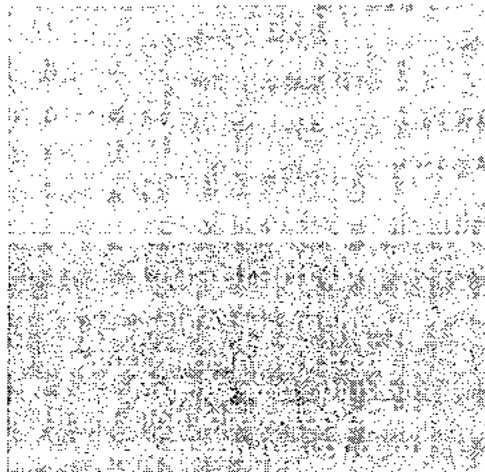


UNIVERSITY OF JAMMU

## FOUR QUADRANT APPROACH

**Quadrant I**  
e-tutorial  
Video Audio, Animation,  
Simulation, Virtual labs

**Quadrant II**  
Web Resources  
Related Links, Open content on  
Internet, Case Studies,  
Anecdotal Information,  
Historical development of  
subjects, Articles



*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

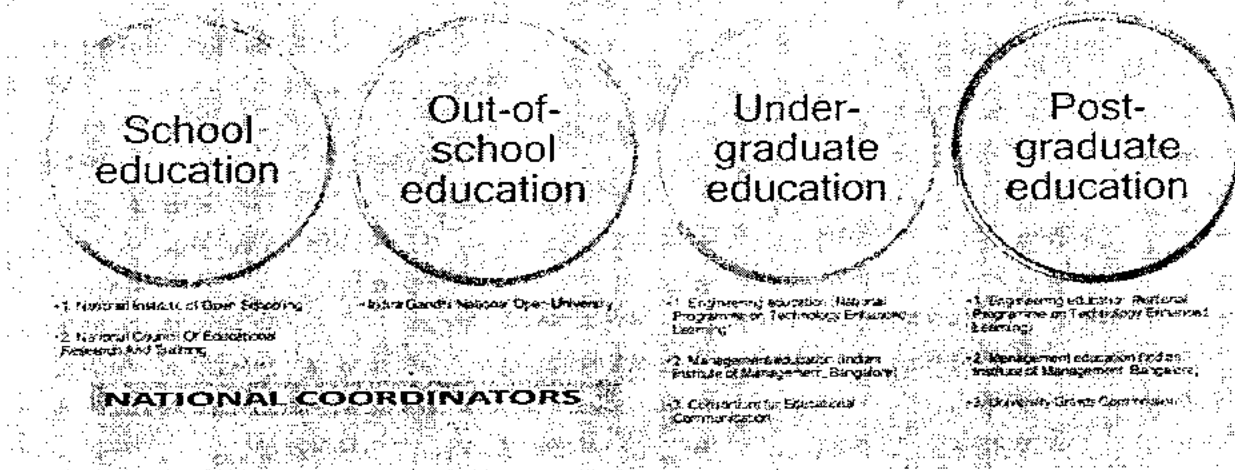
*2) <https://swayam.gov.in>*

*For Internal Use only and Not for any Sale.*



## UNIVERSITY OF JAMMU

### NATIONAL COORDINATORS



Nine national coordinators have been appointed to manage the SWAYAM course contents. Each coordinator has been assigned a particular area for maintenance.

### SCHEDULE DATES OF NEW SWAYAM COURSES

- Notification New courses on Swayam portal on pre-notified dates 1<sup>st</sup> of June and 1<sup>st</sup> of November of every year.

### SWAYAM COURSE STRUCTURE

- **Course type and duration:** There are two types of courses offered through SWAYAM – **Credit and Non-Credit**. **Credit course** is a course taught for at least one semester as part of a subject/ discipline of study. **Non-credit courses** include courses such as awareness programme and specific skill-set training, which are not part of any set curriculum. Such courses can be of shorter duration, usually ranging from two to four months. There are also self-paced courses with inherent flexibility of time to complete the courses. *However, these are recommended*

*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

*2) <https://swayam.gov.in>*

***For Internal Use only and Not for any Sale.***



## UNIVERSITY OF JAMMU

*only for faculty and not for the students as they are strongly advised not to enrol in the non-credit courses.*

- **Course components:** Courses hosted on SWAYAM are available for students in four components: video lectures, downloadable/printable reading material, self-assessment tests through quizzes and tests, and an online discussion forum for clearing doubts.
- **Eligibility:** Online education courses offered through the portal of SWAYAM ([swayam.gov.in](http://swayam.gov.in)) can be accessed by *anyone, anywhere, anytime*.
- **Course fee:** Courses offered via SWAYAM are **free of cost** for residents of India. However, in order to obtain certificate for a particular course, student need to pay a nominal fee which is refundable if the students achieves the qualifying marks in that particular course or as decided from time to time.
- **Certification:** Students who wish to obtain certificates for their courses need to get them registered & enroll on SWAYAM portal for a course. Also, certificates are awarded to students only after successful completion of the course.
- **Credits:** At the end of each course, students will be assessed through a proctored exam. Marks/grades secured by students in the exam shall be transferred to their academic records. To implement the same, UGC has been recommending the Universities to identify courses in which credits can be transferred to students' academic records vide UGC regulations 2016. No institution can refuse, at any stage, for credit transfers.

*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

*2) <https://swayam.gov.in>*

***For Internal Use only and Not for any Sale.***



## UNIVERSITY OF JAMMU

### SWAYAM CREDIT SCHEME

(Table No. 1)

S.No.	Duration	No. of Hours	Credits Recommended
1.	4 weeks	24 hrs	1 credit
2.	6 weeks	32 hrs	2 credits
3.	8 weeks	48 hrs	3 credits
4.	12 weeks	72 hrs	4 credits/4.5 credits
5.	15 weeks	90 hrs	5.5 credits
6.	16 weeks	96 hrs	6 credits

## GENERAL RULES, REGULATIONS & REQUIREMENTS FOR IMPLEMENTATION OF SWAYAM (MOOCS) COURSES FOR REGULAR STUDENTS AT PARENT INSTITUTION

### 1. Amendments in University Statutes

The following amendments have been done at the University level:

Adoption of MOOCs courses is mandatory for all students of the University of Jammu and affiliated Colleges (vide University Council ITEM NO: 84.16: Minutes-84th Meeting of University Council Date: 10.04.2018, detailed in the Academic council Agenda, Dated: 23.11.17), to enable **Blended model** of teaching- learning as desired in the NEP 2020, and previously in the Digital Initiatives 17 by 17 of the MHRD/ MOE.

- Necessary amendments in rules and regulations in the University Statutes/Acts regarding adoption of SWAYAM MOOCS courses would be proposed from time to time.
- Incorporation of credits transfer of SWAYAM courses.

### 2. Constitution of Committees, Appointments, Cell and Reviews

*The following are required and need to be done, only once, for the smooth functioning of SWAYAM courses. These committees can be reviewed after every 3 or 5 years or as decided.*

*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

*2) <https://swayam.gov.in>*

***For Internal Use only and Not for any Sale.***





## UNIVERSITY OF JAMMU

- The UGC SWAYAM Coordinator (USC) and UGC SWAYAM Mentors (USM), Departmental SWAYAM Coordinators (DSC), Departmental Course Coordinators, College Swayam Coordinators (CSC) for affiliated Colleges, to be appointed and their efforts should be supplemented by the statute modifications and notifications from time to time.
- Each Department can have only one Departmental SWAYAM Coordinator (DSC), but can have more than one Course Coordinator (DCC). These roles can be interchanged or combined depending on the faculty strength in the Department or College.
- Creation of **SWAYAM Academic Cell** for each Department or Faculty, for handling approval of new SWAYAM courses from time to time is recommended, as it might not be possible to hold BOS to meet every six months when the new courses are notified by the UGC or other National Coordinators.
- Creation of a Centralized SWAYAM Information Management System (SIMS) for information, accessibility, data and collection management.
- Constituting the Digital Learning Monitoring Cell (DLMC), such that it shall comprise of experts from academics, IT, digital pedagogy and administration to resolve all issues, credits monitoring and queries on SWAYAM.
- Creation of Virtual Query/Help Desk on Jammu University website, along with contact numbers/email-id of members responsible for handling SWAYAM information.
- Creation of **special budget head** for carrying out the SWAYAM activities is recommended.
- **Recommended for approval through academic council; from Swayam platform 6 weeks course (32 hrs) as 2 credits and 12 weeks course (48 hrs) as 4 credits.**

### 3. Creation of SWAYAM Academic Cell (SAC)

It is proposed that as BOS can't meet regularly and since the SWAYAM courses are notified after every 6 months (June & November), therefore these courses cannot be approved for 3 years; hence it is recommended that the SWAYAM Academic Cell( SAC) be created in each

*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

*2) <https://swayam.gov.in>*

***For Internal Use only and Not for any Sale.***



## UNIVERSITY OF JAMMU

Department and respective BOS may authorize the Convener, BOS Departments and the committee members of the SAC to select the newly notified courses, well in time and the action taken may later be vetted through appropriate academic bodies. Similar structure may also be adopted by the affiliated Colleges if approved.

- The respective Convener of BOS shall decide the constitution of SAC, with DSC/CSC as one of the prime members to execute the task of identifying new MOOC courses.

### 4. Course Selection Criteria

- About 2000 courses in all discipline are available on SWAYAM and 1.6 crore students/learners have been enrolled, since its launch in 2017. In January 2020 semester, a total of 574 courses in various disciplines were offered and around 26.03 lakh students/learners got enrolled.
- It is pertinent to mention that UGC has suggested that an institution can allow up to 20 % (which is under review and proposed to be extended up to 40%) of the total courses being offered in a programme in a semester through the online courses offered through SWAYAM platform.
- **Emphasis should be on identification of Job oriented/ready SWAYAM Courses, should be selected for UG/PG level on Swayam portal** which is emphasized in the NEP 2020 also. These courses, selected from SWAYAM platform, **should be such that they are not similar to the present course curriculum, unless absolutely necessitated by dearth of faculty for teaching a particular important course; as it may otherwise lead to duplication and repetition of the same course/s.**
- *The increase in credits limit, with minimum and maximum to be earned by learners, can be decided gradually through appropriate University bodies, at a later stage once, stabilization is achieved on SWAYAM implementation within the University. At present to start with only one MOOC course of 4-credit is recommended from Swayam platform for students of all streams of UG/PG programmes respectively, till any further notifications/directions from the University authorities from time to time.*
- Swayam Credit Scheme, as proposed by University Academic Council, vide its meeting dated 23.11.2017, is given below which needs amendment i.e only one course of 4-credit for all streams (UG/PG) henceforth is recommended .

*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

*2) <https://swayam.gov.in>*

***For Internal Use only and Not for any Sale.***



UNIVERSITY OF JAMMU

(Table No. 2)

Streams	PG	UG	No. of SWAYAM Courses to be Enrolled by the student	Proposed Semesters for Enrolment (As case be i.e 4 /6/10 semester programmes)	In lieu of open elective course OR As Add-on course	Credits Reflection into Marks sheet / Grade Sheet
Arts	2-credits					
Others	4-credits	2-credits	Only one Course	1 <sup>st</sup> to 3 <sup>rd</sup> / 1 <sup>st</sup> to 5 <sup>th</sup> / 1 <sup>st</sup> to 9 <sup>th</sup>	Add-on	Final Semester

It may be noted that SWAYAM will have 3 components: Online Courses for Teachers, students/learners, preparation of e-content.

i) SWAYAM Resources & Requirements

The following are requirements that are necessary for the smooth functioning of SWAMAY courses:

- Availability of Un-interrupted and fast Internet facility, 24x7, is must to enable the learners and faculty members to access MOOCS and related information anywhere, anytime, within the University or Offsite Campuses thereby avoiding any further hiccups and inconveniences. Colleges may also make similar modifications in their infrastructure to enable smooth transition to the Blended mode of education.
- Timely creation of data repository for MOOC courses so that same can be made accessible to all stakeholders of SWAYAM information.

First Reprint Edition-2021.

Compiled & Edited by: SWAYAM Committee Members, University of Jammu.

Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>

2) <https://swayam.gov.in>

*For Internal Use only and Not for any Sale.*

642



## UNIVERSITY OF JAMMU

- Bi-annual centralized mechanism for data collection of information regarding **SWAYAM**, as per prescribed format (**Annuxure-1**), on **pre-proposed fixed dates**, preferably **5<sup>th</sup> of October and 5<sup>th</sup> March**, every year for the sessions of June and November, respectively. This responsibility of sending information lies with the Departmental/Colleges SWAYAM Coordinators.
- Feedback from students can also be obtained in a similar manner.
- Recording facility of Lectures preferably a **Centralized Digital Multi-Media Cell** for e-content development and for other related activities.
- Creation of Departmental labs with at least 10 Computer Systems, with high speed internet, networked printers and power backups of minimum 2 hrs.
- Virtual Class rooms with multimedia facilities.
- Activation of **Social Media** platforms, especially **YouTube**, as the MOOC lectures is mostly embedded in it, and which is also a mandatory requirement as per MHRD/MOE directions.
- Provision of Digital Devices and Pre-loaded Tablets for teaching-learning.
- Tools like two-way audio interface and two-way videos are needed.
- Regular Review meetings of **SWAYAM** Committee Members, along with authorities, on need basis to preview progress made and status of SWAYAM courses.
- **SWAYAM Prabha** is an integral component of SWAYAM (MOOCs) programme which requires installation & configuration of TV sets along with setup boxes, dish antenna for the tuning of SWAYAM channels for learners at Departmental level.

### ii) **SWAYAM Information Dissemination**

- Popularization of SWAYAM courses through Social Media platforms.
- Dissemination of SWAYAM information through Admission Brochures, Notice Boards, University Web Portals, prominent places in University where students gather, print and electronic media, needs to be done at the beginning of the semester, and on six monthly basis (when the new

*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

*2) <https://swayam.gov.in>*

*For Internal Use only and Not for any Sale.*

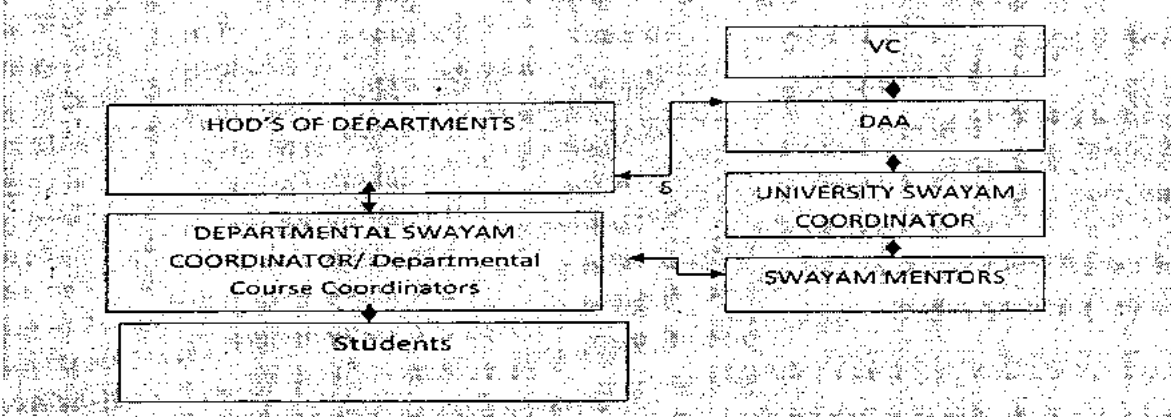


## UNIVERSITY OF JAMMU

courses are notified).The posters or other hand-outs supplied by UGC should be displayed at prominent places within the University/ Offsite or College Campus/es.

- Distribution of Printed pamphlets to students.
- Providing sensitization/ orientation sessions on SWAYAM, online/offline, as the case may be, to all the students in the beginning of Semester (1<sup>st</sup>) by all Departmental SWAYAM Coordinators in the Offsite Campuses/ Affiliated Colleges/ Departments.
- Departmental Swayam coordinator (DSC) of each department must mentor the students, in course selections and assist hand hold of students where necessary.

### STRUCTURAL FLOW CHART FOR COMMUNICATION WITH REGARD TO SWAYAM



Similar structure must also be adopted by the affiliated colleges for their internal communications hence forth.

### iii) Proposed SWAYAM Activities

#### At University level

- Online use of digital technology for training/workshops/ SEMINARS/Webinars for planners/ teachers/ learners to be encouraged as a regular feature.

*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

*2) <https://swayam.gov.in>*

***For Internal Use only and Not for any Sale.***



## UNIVERSITY OF JAMMU

- UGC-HRDC University of Jammu may conduct training for all concerned on MOOCs Development.
- Motivation of younger faculty in skill enhancement for development of e-content through enterprise of interest (EOI).
- Dissemination of SWAYAM information to all quarters with need-based review meetings.
- Bi-annual data collection on student/learners enrolment for SWAYAM courses and disseminates the same to the concerned quarters.
- Liaison with host institutions for course registration, credits to be earned by student and credit transfer issues, if any.
- Identification of Job oriented courses and ensuring of resources at all places for smooth functioning of SWAYAM.
- Spreading of SWAYAM awareness through conduct of programmes among masses using, Print, Electronic and Social Media etc.
- Invited lectures in refresher/orientation courses of HRDC, University of Jammu.
- Incorporation of marks/grade reflection in final year mark sheet.
- Amendments in University act /decisions from time to time with regard to Swayam as per direction of MHRD

### At Departmental level

- Briefing the students about Swayam during the induction programme in the department.
- Providing all resources required for students
- Dissemination SWAYAM information to all quarters.
- Coordination with UGC SWAYAM coordinator for all purpose/matters on SWAYAM
- DATA collection on SWAYAM enrolment semester wise and sending to desired quarters.
- Channelizing mechanism for the usage of SWAYAM prabha channels to the students.
- Collecting and entering of marks/grade obtained by all students on SWAYAM course in one go to the COE, Jammu as per policy/mechanism adopted.
- Review meetings-on SWAYAM status on need basis.

*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

*2) <https://swayam.gov.in>*

***For Internal Use only and Not for any Sale.***



## UNIVERSITY OF JAMMU

- Identifications and monitoring of new courses and extending all support to the students.

### **At Student level (Pre-requisite for Students)**

*The following must be ensured by students, DSC, CSC in the beginning of 1<sup>st</sup> semester:*

- Provide all Pre-requisite personal information such email, valid mobile number etc to their respective DSC/CSC for all future communications.
- Each and every student/ learner needs to give undertaking by filling Declaration form in the 1<sup>st</sup> semester itself, duly signed that he/she will peruse at least one 4-credit course or courses (as per University policy on SWAYAM) from SWAYAM platform as per the format given in JUET Brochure. Sample of it is also given below and submit the same after duly filling to the respective DSC/CSC for record and review purpose.
- Resources must be used provided by their respective departments for the completion of Swayam course.
- Attending SWAYAM programmes organised if any by the University
- Completion of one 4 credit course at least (or as per policy adopted from time to time) through Swayam platform before commencement of end/final semester.
- Student can enrol more than one course however only one will be counted at present of 4 credit which of course is mandatory, which he/she can choose from any stream of their choice or from pool chosen by the respective department.
- Passing of Swayam course successfully is mandatory for all students.
- Handing over Xerox copy of course completion certificate after receiving from Host institution to their respective DSC.

***First Reprint Edition-2021.***

***Compiled & Edited by: SWAYAM Committee Members, University of Jammu.***

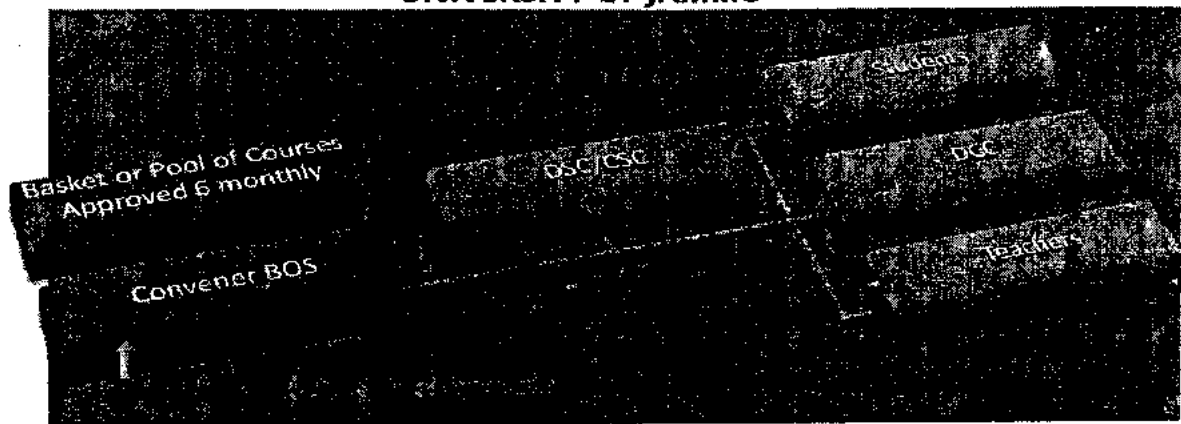
***Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>***

***2) <https://swayam.gov.in>***

***For Internal Use only and Not for any Sale.***



UNIVERSITY OF JAMMU



- All students must first register on SWAYAM portal and then get enrolled for a course or courses as the case may be on or before 3<sup>rd</sup>/5<sup>th</sup>/ 9<sup>th</sup> Semesters, as the case may be and complete the course successfully.
- Student must complete all assignments, tests as per schedule given by the Host institutions, which are mandatory to earn the required credits and obtain a course completion certificate from the host institution.
- Examination fee if any will be borne by student.
- For all queries / doubts, the learners will have to contact their DCC & DSC/CSC, who will further get the clarifications sought from the USC or USMs.

**Declaration form for the Student  
TO WHOM IT MAY CONCERN  
DECLARATION BY STUDENT**

Name: \_\_\_\_\_ S/L/O: \_\_\_\_\_ Roll No: \_\_\_\_\_  
 Mobile No: \_\_\_\_\_ a mail: \_\_\_\_\_  
 Department/College: \_\_\_\_\_ Session: \_\_\_\_\_

I, \_\_\_\_\_ have read the instructions/information given in the Jammu University Admission brochure. Accordingly, I will choose (one/s or three) courses as per University policy of (7/11 credits from 5) SWAYAM platform and complete them successfully on or before the completion of my 3<sup>rd</sup>/5<sup>th</sup>/9<sup>th</sup> semesters as the case be and provide the course completion certificate/Result to the respective DSC/CSC of the department concerned for further needful, failing which my results may be withheld.

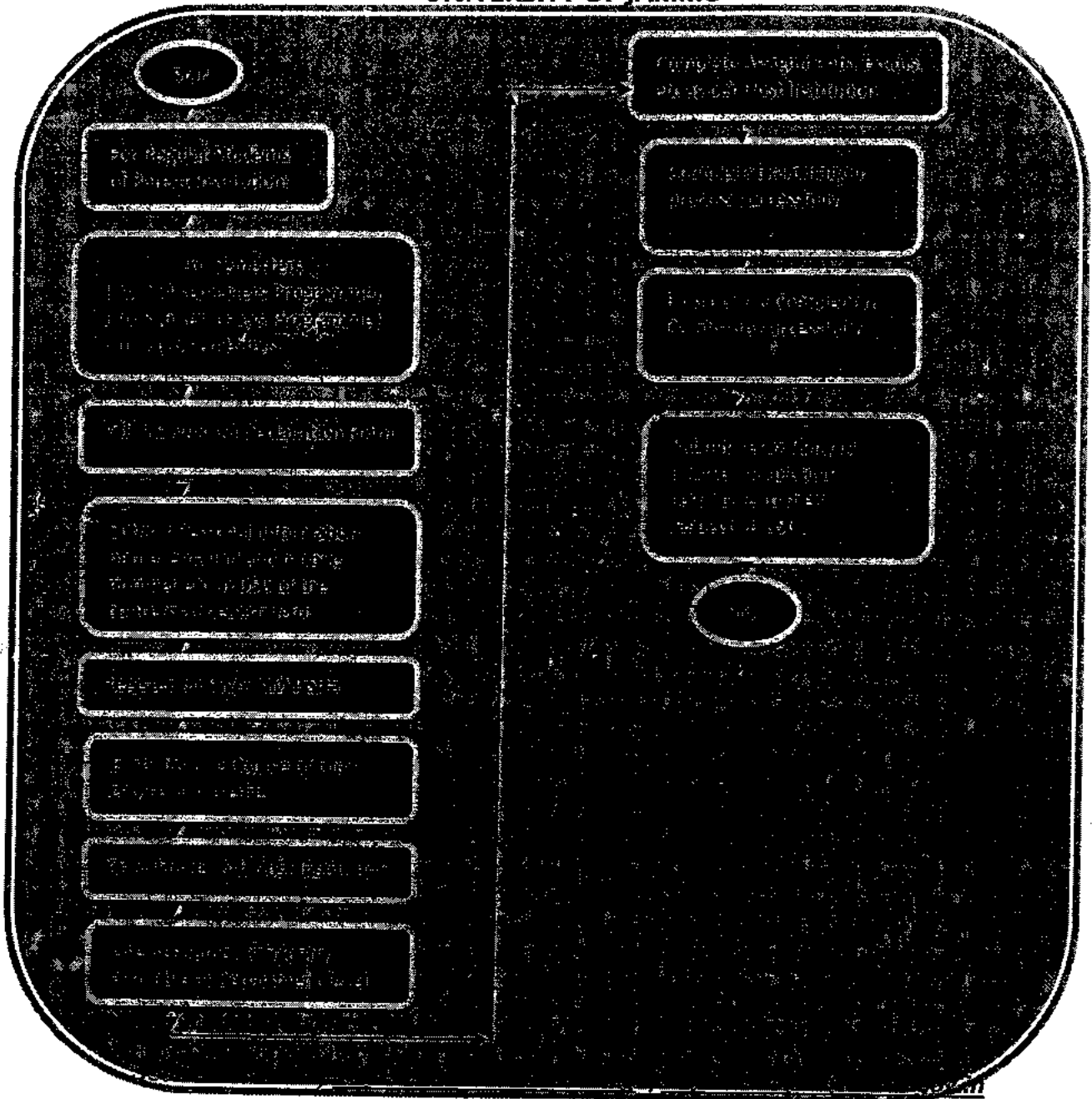
Date: \_\_\_\_\_  
 Place: \_\_\_\_\_ Signature of candidate: \_\_\_\_\_

652





# UNIVERSITY OF JAMMU



2) <https://swayam.gov.in>

***For Internal Use only and Not for any Sale.***

657



## UNIVERSITY OF JAMMU

### iv) One Time Information for UGC SWAYAM Coordinator Jammu University

Format for Mentors, Monitoring member nominated by University or for DSC/DCC/CSC members nominated by each Department must be sent to USC as per format given below.

S No	Name	DSC/DCC/CSC (by Dept.) Mentor/Monitoring (by University / College)	Course (if applicable)	Mobile Number	Email-id	Department
------	------	--	---------------------------	------------------	----------	------------

### v) FORMAT FOR SENDING SWAYAM DATA By SWAYAM COORDINATORS (DSC/CSC)

#### Annexure-1

The data regarding number of students enrolled for a course must be sent as per the **sample format** given below. All concerned are requested to send soft copy of the data to the centralized SIMS and UGC Swayam Coordinator (make an e mail id separately), Jammu University for onward transmission to the concerned quarters. Soft copy of list of enrolled of the students must be sent by 5<sup>th</sup> of October for the courses opted for June session; and by 5<sup>th</sup> of March, for the courses opted for November session, every year. Preserve an updated list for ready reference. Do not send the list of students who have just registered at the SWAYAM portal, rather always send the semester-wise list of students who have enrolled for a course of their choice as per format given below.

1. First step student must register at the UGC Swayam portal.
2. Second step student must enrol for a course of their choice of 4 credits from the pool approved by the BOS or the SAC, as the case may be.

*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

*2) <https://swayam.gov.in>*

***For Internal Use only and Not for any Sale.***

29  
654



UNIVERSITY OF JAMMU

ANNUXURE-1

Sample For Sending Swayam Data

Department/ College Name	COMPUTER SCIENCE / MIAM COLLEGE				
Name of Departmental SWAYAM Coordinator (DSC)	PROF. RICHA SHARMA				
Departmental Coordinator (DCC)	Course	Mobile Number	Swayam course noted By the students (Course File)	Semester Wise	Total No. of Students Enrolled
Dr. Rajeev Gupta		9481224557	CLOUD COMPUTING	2 <sup>nd</sup> SEM	20

vi) General procedural steps to be followed (SUMMARY)

University Academic Council decisions vide: Resolution No: 86.26 of the University Council held on 11.09.2020, the following Norms need to be followed strictly by all Departments/Colleges/ Offsite

First Reprint Edition-2021.

Compiled & Edited by: SWAYAM Committee Members, University of Jammu.

Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>

2) <https://swayam.gov.in>

*For Internal Use only and Not for any Sale.*

CS



## UNIVERSITY OF JAMMU

Campuses, from current academic session onwards, till any further new amendments / notifications issued from time to time by the competent authorities with regards to SWAYAM COURSES/information.

1. Henceforth, MOOCs through SWAYAM platform shall be mandatory for all students enrolled for a Bachelor's or Master's Degree programme in the University of Jammu or in the affiliated colleges of Jammu University, from the current academic session 2020-21 onwards.
2. A minimum of one course of either 4 Credit for PG or 2-Credit for UG has to be earned, subject to the maximum of 10% of total Credits for the completion of degree by all regular students of PG/UG stream from the SWAYAM platform depending upon the availability of courses as notified by UGC generally on predefined dates 1<sup>st</sup> June or 1<sup>st</sup> November respectively, every year.
3. Courses must be identified by all departments duly approved by Departmental Affairs Committee (DAC) or by Swayam Academic Cell (SAC) as the case be, twice a year as per notification by UGC. The complete information of list of courses opted by the each student of each batch within a weeks time after the commencement of Final Semester, must be sent to the DEAN ACADEMIC AFFAIRS office.
4. Departmental Affairs Committee (DAC) / Swayam Academic Cell (SAC) must be empowered for the selection of MOOCs by Convenor, BOS in anticipation to the competent authority (DAA) and it shall be placed in the Academic council as a standing item.
5. While selecting the course from Swayam platform, the DSC or CSC must ensure a minimum of 6 weeks (32 hrs) and 12 weeks (72 hrs) course to qualify for the 2-credit or 4-credit course respectively.
6. MOOCs will be counted as add-on course as of now till further any new directions in this regard.
7. The student must complete the SWAYAM course successfully before the commencement of the final semester of a stream or discipline.
8. The complete
9. Students can select the MOOC course of their choice from a pool of courses selected by the Departments or Colleges, of any stream or any other course of their choice with prior information to Departmental SWAYAM Coordinator (DSC) or College SWAYAM Coordinator (CSC) and it shall be the duty of the Departmental SWAYAM Coordinator (DSC) or College SWAYAM Coordinator (CSC) to

*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

*2) <https://swayam.gov.in>*

***For Internal Use only and Not for any Sale.***

31  
656



## UNIVERSITY OF JAMMU

forward these selected approved new courses through the Convener, BOS, under information to Dean Academic Affairs.

10. Departments/ Colleges must ensure that all logistic support whatever is required by the student, must be supplemented/extended.
11. Student ideally should not select self-paced courses and courses selected must be different from one offered in the course curriculum of semesters as it will lead to duplication of same course and will become irrelevant i.e null and void
12. The student must fill an undertaking form, as given in the brochure, and submit the same after duly filled form to their respective Departments/ Colleges for future reviews and record purposes.
13. Students must follow the schedule of the host institution in completing the course successfully and for all doubts must contact the Course Coordinator or the Departmental/ College SWAYAM Coordinator (DSC/CSC).
14. The student must keep a note of and also supply the information such as registration date/ enrolment id, email-id, phone, name, semester etc. to their respective DSC/CSC.
15. SWAYAM Examination fees (if any) or any other fee prescribed shall be borne by the students only.
16. The student must submit a course completion certificate as a proof (Photocopy/ print copy) to their respective DSC/CSC before the beginning of the final semester, failing which their degree will be withheld.
17. A bi-annual data collection of information regarding SWAYAM enrolment , as per prescribed format (Annexure-1 enclosed) on pre-proposed fixed dates, preferably 5<sup>th</sup> October and 5<sup>th</sup> March, every year for the sessions of June and November, respectively must be done. This responsibility of sending soft copy information as per prescribed format shall lie with the Department/College SWAYAM Coordinator to the Directorate of Internal Quality Assurance (DIQA) to the email-id: iqac\_ju@yahoo.com with copy to UGC Swayam coordinator to the email-id : neerusha@gmail.com. The prescribed format will be available by 1<sup>st</sup> of March for November session courses and 1<sup>st</sup> of October for June session course on University website so that same can be filled duly submitted by 5<sup>th</sup> March or 5<sup>th</sup> November as the case be.

*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

*2) <https://swayam.gov.in>*

*For Internal Use only and Not for any Sale.*

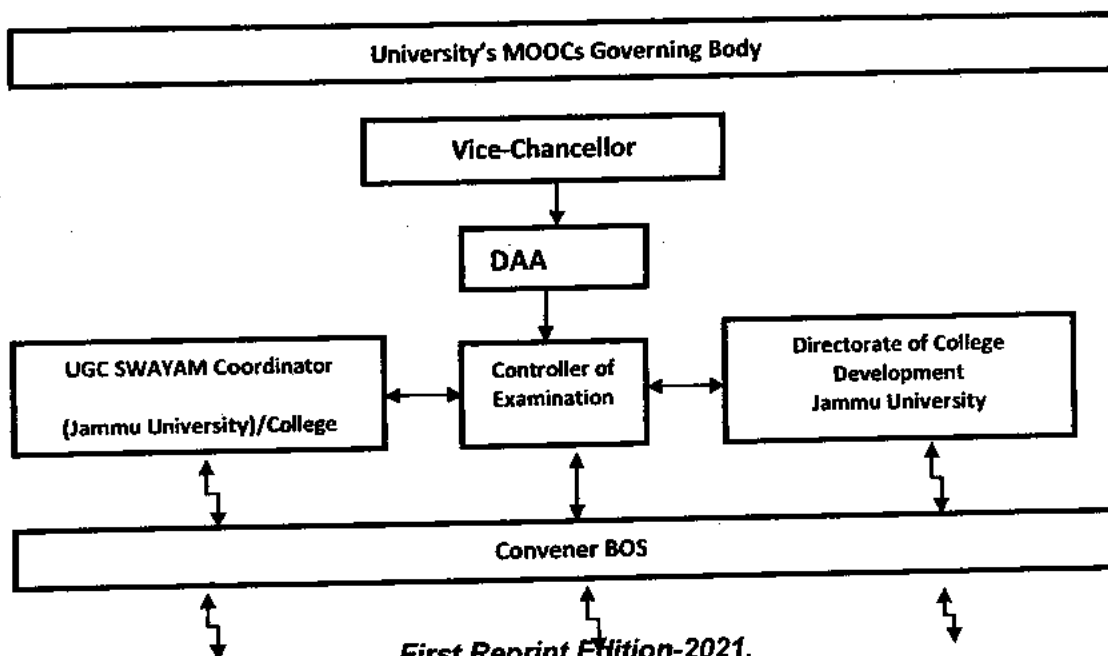


## UNIVERSITY OF JAMMU

18. There shall be a provision in the final semester marks sheet for incorporating marks/grades earned by the student (For Examination Section only).
19. All records of MOOCs related information must be preserved for two years from date of passing out by the student from the department or college as the case be.
20. The fee once paid shall not be refundable.
21. Since there is no re-examination system therefore, candidate has to re-opt in the next cycle/ session if he/she is unable to complete the Swayam course successfully for whatsoever reason.

(Repeat desired steps mentioned above for every new session for successful completion and implementation of SWAYAM chapter in University of Jammu).

### vii) Proposed Hierarchical Structure for MOOCs governing body



First Reprint Edition-2021.

Compiled & Edited by: SWAYAM Committee Members, University of Jammu.

Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>

2) <https://swayam.gov.in>

*For Internal Use only and Not for any Sale.*



## UNIVERSITY OF JAMMU



### Roles and Responsibilities at University Level

#### a) Role of Dean Academic Affairs (DAA)

1. Conduct of review meetings with SWAYAM Committee members on need basis.
2. All Notifications/Circulars/Orders regarding SWAYAM to be issued by The DAA office to all quarters, and the office of DAA should ensure its posting on Jammu University Website.
3. Ensuring that updated information on SWAYAM is printed and available in JUET Brochure every year before the new admission commences.

#### b) Role of Examination Wing (COE)

1. Ensuring of reflection of credits earned by student on SWAYAM Course/s in the end Semester mark sheet/ grade sheet.
2. The Office of COE must ensure that University Exam dates should not clash with SWAYAM exams dates. To avoid any inconvenience to the students, the information must be supplied by the DSC/CSC through the Conveners, BOS to the office of the COE.
3. Coordination with all concerned with SWAYAM to resolve any issues if any, on need basis.

#### c) Role of HOD

1. To forward the new list of courses to DAA office as per the format given below for notifications by 25<sup>th</sup> June and 25<sup>th</sup> November every year after consulting with DSC and committee members of departmental SWAYAM Academic Cell (SAC).

S No	Course title	Credits	Duration	Commencement Date
------	--------------	---------	----------	-------------------

2. To forward consolidate list of credits earned by student through SWAYAM course to COE office in one go before completion of final semester.

*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

*2) <https://swayam.gov.in>*

***For Internal Use only and Not for any Sale.***

659



## UNIVERSITY OF JAMMU

3. Coordination with DSC, DCC and monitoring of SWAYAM courses status through review meetings.
4. Ensuring of timely dispatch of SWAYAM related information to the concerned quarters.
5. Concerned department must keep SWAYAM record at least for 3 years after successful pass out by the student from the institution and record must be maintained academic year wise / semester wise.

### d) SWAYAM ACADEMIC CELL (SAC)

1. New Courses to be offered to students from SWAYAM platform must be decide by 25<sup>th</sup> June and 25<sup>th</sup> November for the courses offered on 1<sup>st</sup> June and 1<sup>st</sup> November respectively.

### e) Role of University UGC SWAYAM Coordinator (USC)

1. The University SWAYAM Coordinator (USC), also called single point of contact (SPOC) as per UGC, shall disseminate the information to all USM, DSM, CSCs/ concerned officials for all purpose/matters related to SWAYAM & coordinate with all concerned with SWAYAM.
2. Organise trainings/workshop on MOOCs awareness quarterly basis.
3. Conduct bi-annual review meetings with Swayam committee members to review Swayam status if required.
4. Direct all concerns to ensure the resources are in place and on other Swayam related activities.

### f) Role of UGC SWAYAM Mentors (USM)

1. All Mentors appointed by University to register at SWAYAM portal i.e. <https://ugcmoocs.inflibnet.ac.in> only once.
2. To coordinate with DSC & DCC to clarify doubts (if any).
3. To popularize MOOCs through social media such as Face-book, Twitter , WhatsApp; display on Departmental Notice boards, Canteen , Campus Main Gates, Posters, Hostels, Radio Jingles , Press Release in local papers etc.
4. Disseminating of MOOCs information to students of rural/urban through awareness programmes through workshops or other means.

*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

*2) <https://swayam.gov.in>*

***For Internal Use only and Not for any Sale.***





## UNIVERSITY OF JAMMU

5. To deliver invited lectures within University for affiliated colleges, students /staff on request basis in the orientation/refresher programmes if needed.
6. Coordination with UGC SWAYAM Coordinator USC for all purpose.

### **g) Roles of Departmental SWAYAM Coordinators (DSC), Departmental course Coordinators (DCC) and College Swayam Coordinators (CSC).**

1. To coordinate & communicate with University UGC Swayam coordinator & mentors.
2. Providing information on SWAYAM, assisting in Course selection, extending library & lab facilities to the students.
3. Departmental SWAYAM coordinators shall keep track of new courses (1<sup>st</sup> June and 1<sup>st</sup> November every year) well in time for the next forthcoming sessions.
4. DSC of each Department must brief 1<sup>st</sup> Semester students on SWAYAM COURSES in beginning of every new academic session about mode of exam, credits, University policy etc.
5. DSC will handle queries of students and will Monitoring of declaration form to be filled by student and will send total enrolled students semester wise as per above format given at point 10 (annexure-1) and pre-specified dates.
6. DSC will guide the students for Job oriented course selection and get it approved before information to DAA office through HOD.
7. DSC will coordinate with DCC at Departmental level for running SWAYAM courses smoothly and gives wider publicity where required.
8. All roles of DSC will be performed by CSC. DSC & DCC will ensure that a student registers and enrol for a course as per the policy adopted by University from time to time.

### **h) Role of Digital Monitoring Learning Committee (DMLC)**

1. Supervise all resources; rules/regulations that are laid down are in place and followed properly and assist University SWAYAM coordinator for all purpose /matters related to Swayam.
2. Monitor credits earned & transfer are done in timely manner.
3. Report Swayam related issues to the concerned quarter of University.

*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

*2) <https://swayam.gov.in>*

*. For Internal Use only and Not for any Sale.*



**UNIVERSITY OF JAMMU**

**i) Role of Departmental Offices**

The departmental staff members of offices must coordinate and provide all logistic support needed from time to time to all departmental SWAYAM coordinators or UGC Swayam coordinator in maintaining all Swayam related records including communication letters issued.

\*\*\*\*\*

*First Reprint Edition-2021.*

**Compiled & Edited by: SWAYAM Committee Members, University of Jammu.**

**Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>**

**2) <https://swayam.gov.in>**

***For Internal Use only and Not for any Sale.***



UNIVERSITY OF JAMMU

**INFORMATION ON SWAYAM**

<b>SNO [A]</b>	<b>ABOUT SWAYAM</b>
1.	<b>What is SWAYAM?</b> SWAYAM (Study Webs of Active-learning for Young Aspiring Minds); India Chapter of Massive Open Online Courses. SWAYAM is an indigenous developed IT platform, initiated by Government of India, which is instrumental for self-actualization providing opportunities for a life-long learning.
2.	<b>For which standard &amp; discipline, the Courses shall be delivered through SWAYAM?</b> The SWAYAM shall facilitate hosting of all the courses, taught in classrooms from 9th class till post-graduation and hundreds of courses covering virtually every course that is taught at the university/college/school level and these shall be offered by best of the teachers in India. The curriculum based. course contents shall also cover diverse disciplines such as arts, science, commerce, performing arts, social sciences and humanities subjects, engineering, technology, law, medicine, agriculture etc. in higher education domain (all courses would be certification-ready in their detailed offering).
3.	<b>Can any person in the world register a Course on SWAYAM?</b> Yes, any person in the world can register a Course on SWAYAM.
4.	<b>What Courses are planned &amp; who can deliver the MOOCs on SWAYAM?</b> Learner can choose from hundreds of courses, virtually every course that is taught at the university/college/school level and these shall be offered by best of the teachers in India and elsewhere. More than 1,000 specially chosen teachers and lecturers from across the Country have participated in preparing these courses.
5.	<b>Who shall produce &amp; deliver the MOOCs on SWAYAM?</b> MHRD has appointed nine National Coordinators viz UGC, NPTEL, CEC, IGNOU, NCERT, NIOS, IIMB, NITTR & AICTE which have been assigned a specific sector for preparation of online courses

*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

*2) <https://swayam.gov.in>*

***For Internal Use only and Not for any Sale.***

662



## UNIVERSITY OF JAMMU

	for SWAYAM.
6.	<b>What are the Format / pedagogy for MOOCs productions?</b> The courses hosted on SWAYAM will be in 4 quadrants – (1) video lecture with multimedia, (2) specially prepared reading material that can be downloaded/printed. (3) self-assessment tests through tests and quizzes and (4) an online discussion forum for clearing the doubts. Steps have been taken to enrich the learning experience by using audio-video & multi-media and state of the art pedagogy/technology.
7.	<b>Are the Courses on SWAYAM going to be on charge basis?</b> The courses delivered through SWAYAM are available free of cost to the learners, however students wanting certifications shall be registered and offered a certificate on successful completion of the course, with a little fee. At the end of each course, there will be an assessment of the student through proctored examination and the marks/grades secured in this exam could be transferred to the academic record of the students. UGC has already issued
8.	<b>Will a Learner earn Credits &amp; certificate after going through the MOOCs on SWAYAM?</b> The courses delivered through SWAYAM are accessible by any learner free of cost. However student having registered a course, having submitting the Assignments as per Requirements of the course, shall at the end of each course, be accessed through a proctored examination. A student having successfully completed the course shall get a Certificate that shall be issued by Host Institute. The marks/grades secured in this proctored examination could be transferred to the academic record of the students from Host Institute.
9.	<b>Has the Government issued any policy regarding transfer of credits earned by a student through MOOCs on SWAYAM?</b> UGC has already issued the UGC (Credit Framework for online learning courses through SWAYAM) Regulation 2016 advising the Universities to identify courses where credits can be transferred on to the academic record of the students for courses done on SWAYAM.
10.	<b>Is the SWAYAM a 'New Plan' proposal not included in the current Plan period?</b>

*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

*2) <https://swayam.gov.in>*

***For Internal Use only and Not for any Sale.***



## UNIVERSITY OF JAMMU

	The proposal is continuing scheme from the past Plan periods. It continues the work started under the NME-ICT programme and creates the IT platform for hosting the MOOCs content.
11.	<b>What is the genesis of launching the SWAYAM?</b> In order to improve Gross Enrollment Ratio (GER), from 20% at present to 30% by 2020; Government of India has felt that conventional mode of education shall alone not be sufficient to achieve this goal and has decided to utilize ICT in a big way, in education.
12.	<b>Will the Courses launched on SWAYAM to address issues concerns shortage and quality of teachers?</b> To address the issue that quality teachers are not available in central, state and private universities/institutes in the country, besides a large number of such institutes have a number of vacancies of academicians not being filled since long; Ministry of HRD, has embarked on a major and new initiative called SWAYAM, which will provide one integrated platform and portal for online courses, using information and communication technology and covering all higher education subjects and skill sector courses to ensure that the every student in our country has access to the best quality of higher education at the affordable cost to all students across the country irrespective of geographical barriers.
13.	<b>Has Government embarked upon an ICT Programme in the Past?</b> The Cabinet Committee on Economics Affairs on 2 <sup>nd</sup> Jan 2009 has approved 'National Mission on Education through Information & Communication Technology' (NMEICT), a Centrally Sponsored Scheme, with an outlay of 4612 Cores, to leverage the potential of ICT for all learners in Higher Education Institutions in any- time, any- where mode. Through this mission it is intend to achieve composite goals of ensuring access with equity and excellence in higher Education and bridging the digital divide that exist in our society today.
14.	<b>Has MHRD had any experience in developing similar material?</b> Through NMEICT, massive effort has been launched to create e-Content for all courses starting from Under Graduation to Post -Graduation. NPTEL (for engineering), UGC (for non-engineering, post-graduation), CEC (for non-engineering graduation), NIOS (for school level). Most of this content is

*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

*2) <https://swayam.gov.in>*

***For Internal Use only and Not for any Sale.***



## UNIVERSITY OF JAMMU

	<p>electronic, but does not have the specifications of MOOCs, which an interactive system. This content needs to be repurposed into MOOCs pedagogy. Similarly, more content needs to be created to ensure that all courses from the School to PG level are available in the MOOCs format. Under NMEICT, NPTEL (a group of 7 IITs &amp; IISc ) has developed e-content in 23 Disciplines numbering 933 Courses, CEC has developed e-content in 20 Undergraduate Subjects and shall further be completing e- content in 57 Subjects in four quadrants, further, UGC is completing e-content in 77 Post Graduation subjects, similarly other institutes are engaged in development of e-content.</p>
15.	<p><b>Is SWAYAM a part of Digital India Programme?</b></p> <p>As per 'Digital India' Initiative; Government of India is emphasizing on the use of ICT for education in a big way. Ministry of HRD, has accordingly embarked on a major and new initiative called SWAYAM, which will provide one integrated platform and portal for online courses, using information and communication technology and covering all higher education subjects and skill sector courses to ensure that the every student in our country has access to the best quality of higher education at the affordable cost.</p>
16.	<p><b>What are the Objectives of SWAYAM schemes?</b></p> <p>Major objectives of the proposal are as follows:</p> <ol style="list-style-type: none"><li>Creation of content on courses from School Secondary level till Post Graduation, covering all disciplines, to be made available on the SWAYAM platform.</li><li>Repurposing of e-content courses already developed under NMEICT to fit into SWAYAM Pedagogy / Andragogy.</li><li>Develop India MOOCs platform named as SWAYAM (Study Webs of Active- learning for Young Aspiring Minds) for hosting and running thousands of courses simultaneously.</li><li>Provide robust Internet Cloud (with CDN) and sufficient bandwidth for concurrent viewings of 1 Million users.</li><li>Conduct of examination and award of certificates to participants having successfully completed the course.</li><li>Provide recommendations to institutions to implement CBCS on Swayam.</li></ol>
17.	<p><b>Targets to be achieved through SWAYAM?</b></p>

*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

*2) <https://swayam.gov.in>*

***For Internal Use only and Not for any Sale.***



## UNIVERSITY OF JAMMU

	The specific target proposed is addressed to the needs of students studying in Universities, Colleges and CFIs and the learners in the country.
18.	<b>What are the outcomes of the SWAYAM</b> The anticipated outcomes of SWAYAM are: i. Creation of fresh content on 600 courses from Secondary to all levels of Higher Education, in all disciplines. ii. Repurposing of e-content courses numbering 1400 already developed under NMEICT to fit into SWAYAM Pedagogy / Andragogy. iii. Develop India MOOCs platform named as SWAYAM (Study Webs of Active-learning for Young Aspiring Minds) for hosting and running about 2000 courses and repeating it three times during a year. iv. Conduct of examination and award of certificates to participants having successfully completed the course. v. Provide recommendations to Institutions regarding implementation of Choice Based Credit System (CBCS) on SWAYAM Courses.
19.	<b>Does the Ministry provide funding for development of MOOCs to the Institutions?</b> The Ministry provides funding for creation of MOOCs (a) Fresh MOOCs Compliant e-content (b) For repurposing e-contents to MOOCs Compliant Contents, as per the 4-quadrant approach, defined in the MOOCs Guidelines. The PIs/SMEs are also paid honorarium, for preparation of the content and for running the Course. Besides funds are also paid for engaging Teaching Assistances, Course Reviewers, conduct of Workshops and Human Resource Support.
20.	<b>How many courses are expected to be Launched?</b> In the first instance up to 247 MOOCs as under are expected to be launched, by the six National MOOCs Coordinators (NMCs):- NPTEL,UGC,CEC,IGNOU,NCERT,NIOS.
21.	<b>Are Skill based courses also to be covered under SWAYAM?</b> The SWAYAM shall also cover Skill based courses, which cover both post-higher secondary school skills that are presently the domain of polytechnics as well as industrial skills certified by the sector skill councils of various Ministries.

*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

*2) <https://swayam.gov.in>*

***For Internal Use only and Not for any Sale.***



## UNIVERSITY OF JAMMU

22.	<p><b>What are salient features on transfer of Credits earned through SWAYAM by a student to the Institute where the student is studying?</b></p> <p>The University Grants Commission in exercise of the powers conferred by clause (f) and (g) of sub-section (1) of Section 26 of the UGC Act 1956(No.3 of 1956), has in its 515 the Meeting held on 20th May 2016 approved the 'Credit Framework for online learning courses through SWAYAM) Regulation 2016. It states: The parent Institution shall give the equivalent credit weight age to the students for the credits earned through online learning courses through SWAYAM platform in the credit plan of the program. No university shall refuse any student for credit mobility for the courses earned through MOOCs. The SWAYAM shall notify to the Registrars of all the Institutions &amp; the Institutions shall, consider through their Competent Authority, the online learning courses being offered through the SWAYAM platform; and keeping in view their academic requirements, decide upon the courses which it shall permit for credit transfer. Provided that an Institution can only allow up to 20% of the total courses being offered in a particular program in Semester through the online learning courses provided through SWAYAM platform.</p>
23.	<p><b>What is the Scope of the SWAYAM Project</b></p> <p>Scope of SWAYAM shall be:-</p> <ol style="list-style-type: none"><li>1. Curriculum based course contents covering diverse disciplines such as arts, science, commerce, performing arts, social sciences and humanities subjects, engineering, technology, law, medicine, agriculture etc. in higher education domain (all courses would be certification-ready in their detailed offering)</li><li>2. School education (9-12 levels) modules and teacher training as well as teaching and learning aids to children of India to help them learn subjects for better preparedness for competitive examinations for admissions to professional degree programmes.</li><li>3. Skill based courses which cover both post-higher secondary school skills that are presently the domain of polytechnics as well as industrial skills certified by the sector skill councils of various Ministries.</li><li>4. Advance curriculum and professional certification under a unified scheme in higher education domain that can be tailored to meet the demands of choice based credit system (CBCS) currently being implemented in India</li><li>5. Curricula and courses that can meet the needs of life-long learners of Indian citizens in India and abroad. All course contents will have clear and designated outcomes for learners and follow a suitable pedagogy (child learning) or andragogy (adult learning) and will provide model curricula in</li></ol>

**First Reprint Edition-2021.**

**Compiled & Edited by: SWAYAM Committee Members, University of Jammu.**

**Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>**

**2) <https://swayam.gov.in>**

***For Internal Use only and Not for any Sale.***





## UNIVERSITY OF JAMMU

	respective branches for Universities and institutions to adopt.
<b>[B]</b>	<b>REGISTERING ON SWAYAM</b>
1.	<b>How can I register on Swayam?</b> Go to and click "Register as Student" to register yourself.
2.	<b>What are the required information for registering on Swayam?</b> Your Name, Email ID is essential information for registration on Swayam Platform.
3.	<b>Can I sign up using Face book or Google +account</b> Yes you can.
4.	<b>How would I know that my account is verified, Will I receive an email notification?</b> Yes, you will be receiving email notification from <a href="mailto:support@swayam.gov.in">support@swayam.gov.in</a>
5.	<b>I forgot my login password. Is there any provision to reset my password?</b> Click "forgot password" option and follow steps to retrieve/recreate your password.
6.	<b>Can a learner see the last login information on Swayam portal?</b> Yes, the last login information will be visible to the learner at the top right corner of the screen under his/her username.
<b>[C]</b>	<b>FINDING A COURSE</b>
1.	<b>How can I search a course on Swayam?</b> You can search with your own keywords or you can choose categories listed on Swayam.gov.in.
2.	<b>How can I select a course on Swayam?</b> After you have search a category or a keyword, a list of courses will appear. You may click the course-title of the course that you find suitable, detailed course-page of that course would appear. You may enroll yourself on the course-page itself.
3.	<b>How can I know which course will be suitable to enroll into?</b> Course-page would have the detailed information about the eligibility and other information.
4.	<b>Are the courses on Swayam portal free or paid?</b> All courses on Swayam are Free, however, there will be prescribed fees for appearing the Exam for

*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

*2) <https://swayam.gov.in>*

***For Internal Use only and Not for any Sale.***

*669*



## UNIVERSITY OF JAMMU

	respective course (MOOC).
5.	<b>Can I search category wise courses on Swayam?</b> Yes, you can.
6.	<b>Can I search a course on a specific topic?</b> Yes, you can search a course on a specific topic.
7.	<b>Can I search and find a course from any specific University?</b> You can go to the specific University/Institute page and search the courses being offered by Institute/University.
8.	<b>Can I search highly recommended courses or courses with best reviews in Swayam portal?</b> Yes
9.	<b>Where can a learner find, course syllabus &amp; details of course credit?</b> The learner will be able to find the syllabus & course credit details on the course detail page.
10.	<b>Where can a learner find, course syllabus &amp; details of course credit?</b> The learner will be able to find the syllabus & course credit details on the course detail page.
<b>[D]</b>	<b>COURSE ENROLLMENT</b>
1.	<b>How to find out the eligibilities for the courses?</b> In the Course-page, all the details of the eligibility are mentioned.
2.	<b>Can I enroll into multiple courses once I got myself registered with Swayam portal?</b> Yes, you can enroll in multiple courses (MOOCs) on Swayam after registration.
3.	<b>Is there any time limit or deadline to the courses where I am enrolled?</b> For participation in a course which is a scheduled course, students cannot enroll after the course is started. For a <b>Self-paced</b> course there is no deadline.
4.	<b>When can I enroll into the course?</b> You can enroll in a self-paced course at any time of your choice. Scheduled courses support student enrolment from 60 days before the course is scheduled to start.
<b>[E]</b>	<b>ASSIGNMENT GRADING</b>
1.	<b>Can a learner see the maximum marks which are attached to each assignment?</b> Yes
2.	<b>How can a learner keep track of the assignments?</b>

*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

*2) <https://swayam.gov.in>*

***For Internal Use only and Not for any Sale.***



## UNIVERSITY OF JAMMU

	The learners have a separate assignment details page within the course from which they can access all assignments and see pertinent data such as due date, date submitted, maximum marks and marks obtained and grade obtained.
<b>[F]</b>	<b>COURSE &amp; ITS SETTINGS</b>
1.	<b>How can I send personal message to faculty?</b> You can find the option to send personal message to the faculty on the Course-page after you are enrolled, under the option of overview.
2.	<b>Will I receive notification emails when new post is added?</b> Yes
3.	<b>Where can I start a discussion for a particular topic?</b> In the "Activity" feed inside courses.
4.	<b>Will it be visible to all the students enrolled in that course?</b> Yes, since it is open forum.
5.	<b>Will I be able to see other students as well who are participating in the course?</b> Yes
6.	<b>Can I change the start date of my course?</b> Yes, you can change the start date of your course. Please follow the steps:- 1. Login to the Swayam portal with your registered id. 2. Go to the course for which you want to change the start date. 3. Click on the course settings icon available on the right hand side of the course page. 4. Select the Change Start Date option and set the new date for your course.
7.	<b>How to add equations in a test?</b> <a href="https://www.youtube.com/watch?v=lmuCScn82LA&amp;feature=youtu.be">https://www.youtube.com/watch?v=lmuCScn82LA&amp;feature=youtu.be</a>
<b>[G]</b>	<b>COURSE PARTICIPATION</b>
1.	Once you get enrolled into the course you need to go to the course schedule to access all the course material assigned by the faculty.

*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

*2) <https://swayam.gov.in>*

***For Internal Use only and Not for any Sale.***

67



## UNIVERSITY OF JAMMU

	Once you get enrolled into the course you need to go to the course schedule to access all the course material assigned by the faculty.
2.	<b>Do I have to watch all the videos in the course to earn credit?</b> Yes, completion of the course includes watching of the videos and going through the course materials.
3.	<b>Can I also access the content offline incase my internet is not working?</b> No, you need an active internet connection to access your content on Swayam portal.
4.	<b>Can I submit my assignments online?</b> Yes, It can be done!
5.	<b>I am not able to access my content within the course, What could be the reason?</b> Please check if your internet connection is working and refresh your computer screen.
6.	<b>While accessing video content, I was unable to hear any sound, Why it is so?</b> Please check your system audio if it is working fine.
7.	<b>Do learners have an option where they can track all their recent activities?</b> Yes, learners post login will be able to see a complete Dashboard on their screen which will include their learner calendar, recent conversations, courses, Due assignments & Tests etc.
8.	<b>Is Pre-Survey form mandatory to the course learners?</b> Yes. The learner will not be able to access course schedule, assignment, content etc. till the time learner do not submits the pre-course survey.
9.	<b>What will happen if the learner tries to access the courseware without submitting the survey?</b> The system will redirect the learner to fill & complete the survey form first.
10.	<b>When a learner does become eligible to take a post course survey?</b> A learner becomes eligible for a post course survey only when she/he has met the completion criteria of the course.
11.	<b>What different activities can a learner do within a discussion forum?</b> There are three levels threaded discussions which can be used by the learners to post in the

*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

*2) <https://swayam.gov.in>*

***For Internal Use only and Not for any Sale.***



## UNIVERSITY OF JAMMU

	discussion forum. There can be multiple discussion topics which can be initiated by any one of the learners who are already enrolled in the course. Each discussion topic can have multiple responses and each response can have multiple comments.
12.	<b>Can a learner switch between an open discussion and a group discussion of his own?</b> Yes, Learner has the privilege to switch between the open and group discussion, provided that learner is a part of specific group discussion, otherwise learner will only be able to send messages in an open discussion.
13.	<b>Where all can a learner find the 'article' feature in their login Id?</b> Articles will be available for learners to consume as a part of course content. Articles will also be available in the learner's course calendar.
14.	<b>How can a learner play the closed caption while watching the video?</b> Learner will see the CC option once they play the video, and can choose the language of their choice.
15.	<b>How will a learner come to know that she/he has successfully completed the course?</b> The learner can see the completion status on the My courses listing page as shown in the below image. The learner can also take the post course survey if the same has been uploaded by the Instructor on a particular course.
16.	<b>How will the student know that a particular content is mandatory for course completion?</b> Within the course schedule, corresponding to every mandatory content, there will be an 'encircled' icon displayed. If the student will hover the cursor over that icon, then student will be able to see message saying 'this activity counts towards course completion.
17.	<b>How can learners get the course participation certificate once everything has been consumed from their end?</b> Once all requirements are met and the Post Course survey is taken, a link to download the Course Participation certificate will be displayed on the My Courses listing page.
18.	<b>Can I cancel a grievance I submitted?</b> Yes, you can. Just visit your grievances page, select the grievance you want to cancel, and you will

*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

*2) <https://swayam.gov.in>*

***For Internal Use only and Not for any Sale.***

675



## UNIVERSITY OF JAMMU

	see the option to cancel it. Grievances that have already been addressed cannot be cancelled.
19.	<b>Can I send a message directly to the course coordinator of a course I am enrolled in?</b> Yes, you can. You will have access to an inbox on your Course page on the left pane. From this page you can compose and send a message that will directly reach your course coordinator. You can see responses from the course coordinator on this page, and choose to reply as well.
20.	<b>How can I attend a Live Class?</b> Just click on the Live Class, either from your learner calendar or from the course schedule page. When it is time for the class, the instructor will start it and you can take part in it. Just make sure that you allow the Flash plug in to access your audio and video. Your attendance will be marked automatically.
21.	<b>Do I need to mark my attendance for live classes?</b> Your attendance will be Marked automatically.
22.	<b>Is there a mechanism for me to submit a grievance I might have?</b> Yes. After logging onto your learner account in SWAYAM, you can click on the "Grievances" link in the footer of the page to access your personal Grievances page. On this page, you will see a list of the grievances you might have submitted, with associated details. You will also see an option to submit a new grievance. Please note that this option should be exercised with caution, and frivolous grievances should not be filed. It is advised that you avail this option only after exhausting other, customary means of redressal, for instance, reaching out to your course instructor or teaching assistant directly for assistance. You can file a grievance under the following heads. <ol style="list-style-type: none"><li>1. Against Registrar (Accepting)</li><li>2. Against Registrar (Receiving)</li><li>3. Against course coordinator</li><li>4. Against teaching assistant</li><li>5. Against course content</li><li>6. Against fellow student</li><li>7. Against SWAYAM platform</li><li>8. Others</li></ol>

*First Reprint Edition-2021.*

*Compiled & Edited by: SWAYAM Committee Members, University of Jammu.*

*Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>*

*2) <https://swayam.gov.in>*

***For Internal Use only and Not for any Sale.***



**UNIVERSITY OF JAMMU**

If you are a SWAYAM mobile app user, you will receive a notification when the status of your grievance changes. Additionally, you will receive an email on your registered email id. You can view the redressal notes by viewing details of the grievances on the Grievances page of the SWAYAM web portal.

\*\*\*\*\*

***First Reprint Edition-2021.***

***Compiled & Edited by: SWAYAM Committee Members, University of Jammu.***

***Sources used: 1) <https://www.aicte-india.org> , <https://swayamprabha.gov.in>***

***2) <https://swayam.gov.in>***

***For Internal Use only and Not for any Sale.***

695

(Annexure-II)

SAMPLE				
Department/ College Name	COMPUTER SCIENCE /MAM COLLEGE			
Name of Departmental SWAYAM Coordinator(DSC)	PROF. RICHA SHARMA			
Departmental Course coordinator (DCC)	Mobile Number	Swayam Course opted By the students (Course Title)	Semester Wise	Total No. of Students Enrolled
Dr Rajeev Gupta	9481234567	CLOUD COMPUTING	2 <sup>ND</sup> SEM	20





**ACTIONS TAKEN FOR MAKING SWAYAM A PART OF THE ACADEMICS OF THE UNIVERSITY OF JAMMU**

**Approval of the University Council**

1. **Item No: 86.26:** Minutes of the 86th Meeting of University Council  
Date: 11.09.2020

RESOLVED that the inclusion of number of credits for the courses of the Post Graduate with the University of Jammu should be as follows:-

RESOLVED that the introduction of MOOCs (Massive Online Open Courses) through SWAYAM (Study Web of Active Learning by Young and Aspiring Minds) as a part of Digital Initiatives for Higher Education by the MHRD, Govt. of India in the University of Jammu.

2. **Item No :84.16:** Minutes of the 84th Meeting of University Council  
Date: 10.04.2018

To consider the introduction of MOOCs (Massive Online Open Courses) through SWAYAM (Study web of Active Learning by Young and Aspiring Minds) as a part of Digital Initiatives for Higher Education by the MHRD, Govt. of India in the University of Jammu.

- Resolution: (a) RESOLVED that the introduction of MOOCs (Massive Online Open Courses) through SWAYAM (Study Web of Active Learning by Young and Aspiring Minds), as part of Digital Initiatives for Higher Education by the MHRD, Govt. of India, be approved.
- (b) Resolved further that a report on the functioning of MOOCs should be tabled at each Council meeting.

*[Handwritten signatures]*

## 2. ITEM PRESENTED IN THE ACADEMIC COUNCIL (2017)

Agenda: Academic Council

Dated: 23.11.2017

### ITEM NO.:33

**Introduction of MOOCs (Massive Online Open Courses) through SWAYAM (Study Web of Active Learning by Young and Aspiring Minds) as a part of Digital Initiatives for Higher Education 17-by-17, University of Jammu.**

#### NOTE:-

To widen access to higher education and to bring down the cost by using technological advances, Massive Online Open Courses (MOOCs) have emerged as viable model for imparting conventional and online education. Indian version of MOOC has been launched on an indigenous platform known as SWAYAM (Study Web of Active Learning by Young and Aspiring Minds) which has been initiated by Government of India to achieve the three cardinal principles of Education Policy- Access, Equity and Quality. The Notification regarding this was issued on 19th July, 2016. SWAYAM is an IT platform developed and made functional by the MHRD, GOI for purpose of offering MOOCs on which Courses are available from 9<sup>th</sup> Class to PG. SWAYAM shall notify online courses on 1st June and 1st November, every year to the Registrars of Institutions. Up to 20% of the total courses being offered in a particular program in a Semester, can be earned through SWAYAM. Every institution shall within 4 weeks from the date of issue of regulations decide through their Competent Authority the amendments required in their Ordinances, Rules and Regulations etc to incorporate provisions of these regulations. All Institutions have to consider, through their Competent Authority, online learning courses being offered through SWAYAM platform keeping in view their academic requirements and decide upon the courses which it shall permit for credit transfer. Transfer of Credits will be done for such students who are enrolled as regular/part-time students of any educational institution in India. A Need has been felt to develop synergy between anytime-anywhere e learning and traditional classroom based chalk and talk method. SWAYAM courses follow the following Approach:

### FOUR QUADRANT APPROACH

**Quadrant I**  
e-content  
Video/Audio  
e-books/illustrations

**Quadrant II**  
e-content  
PDF/e-books/illustrations,  
video demonstrations,  
documents and interactive  
simulations

**Quadrant III**  
e-content  
Video/Audio  
e-books/illustrations  
documents and interactive  
simulations

**Quadrant IV**  
e-content  
Video/Audio  
e-books/illustrations,  
video demonstrations,  
documents and interactive  
simulations

R

678

Online Courses shall be made available by the PI identified by the National MOOC Coordinator, through Host Institution, as per the schedule finalized by him/her (National MOOC Coordinator: National level agency designated by the Government for coordinating production of online courses and overseeing their quality. Host Institution: Institution duly recognized / approved by the regulating authority to which PI/ Subject Matter Expert (SME) belongs to

*A Teaching Department of the University of Jammu may be authorized to introduce different courses available under MOOCs. From the next Academic Session i.e. 2018-19 the Courses may be offered to the willing candidates by the Departments. Decision regarding Offsite Campuses also needs to be taken. They can also offer Electives and Open Electives in CBCS.*

**IMPORTANT POINTS FOR THE KIND CONSIDERATION OF THE ACADEMIC COUNCIL:**

1. Notification of the courses under MOOCs, as per HRDC guidelines, on 31<sup>st</sup> of June and 1<sup>st</sup> of November every year, so that the students may enroll well in time
2. Allowing online courses of SWAYAM if:
  - a) Non availability of suitable staff for running a course in the institution.
  - b) The facilities for offering the elective papers are not available in the institution but are available on SWAYAM platform
  - c) The courses offered on SWAYAM would supplement the teaching learning process in the institution
  - d) While allowing MOOCs the availability of following facilities has to be ensured by the Parent Institution (Parent Institution: Where the student is enrolled as regular/part time student).
  - e) free and in adequate measure:
    - Laboratories
    - Computer facilities
    - Libraries
3. The Parent Institution must designate a Course Coordinator/ Facilitator to guide the students throughout the course and to facilitate them. The process has already started and many Departments have done so
4. Host Institution and PI shall be responsible for evaluating the students registered in their courses:
  - PI shall award marks and grades as per the evaluation scheme
  - The final marks/grades shall be communicated to the student 4 weeks from the date of completion of final examination
  - The Parent Institution shall incorporate marks/ grades in the mark sheet so that it counts for final award of degree/diploma by the University with the proviso that the programs in which Lab/Practical Component is involved the parent institute will evaluate the student and accordingly incorporate marks/ grades in the Overall grade
  - A certificate regarding successful completion of the MOOC shall be signed by the PI and issued through the Host Institution and sent to the Parent Institution

up

679

5. The Examinations Wing shall ensure the incorporation of marks in the Grade Sheet so that it counts for the final grade or CGPA. Equivalent credit weight-age to the students for the earned credits has to be given.
6. The University shall not refuse any student for credit mobility
7. **Approval for the Courses.** The approval of the Academic Council for these Courses shall be sought by the Departments through their Board of Studies, but for the coming semester the Academic Council may approve the scheme for introduction of such courses and transfer of credits
8. **Publicize the Courses.** The courses have to be publicized by Printing Posters, WhatsApp Messages, Facebook Posts and Twitter Accounts for outreach and benefit to people
9. The University shall provide opportunities to the teachers to train themselves in running these courses
10. **Monitoring Cell** Establishing a *Digital Learning Monitoring Cell* for review of present digital resources and suggesting ways for improving their utilization.

Submitted for the consideration of the Academic Council please

### Minutes: Academic Council held on 23.11.2017

3.

#### 3.33 ITEM NO. 33

- 3.33.1 Considered the introduction of MOOCs (Massive Online Open Courses) through SWAYAM (Study Web of Active Learning by Young and Aspiring Minds) as part of the Digital Initiatives for Higher Education by MHRD, Govt. of India i.e. 17-by-17 and to be accordingly implemented by the University of Jammu.
- 3.33.2 **RESOLVED** that the introduction of MOOCs (Massive Online Open Courses) through SWAYAM (Study Web of Active Learning by Young and Aspiring Minds) as part of the Digital Initiatives for Higher Education by MHRD, Govt. of India i.e. 17-by-17 and to be accordingly implemented by the University of Jammu, **be endorsed.**



**ITEM No. 46**

**To report the action taken by the Vice-Chancellor in having promoted the students, conduct of online Examinations, reduction in syllabi, awarding of minimum pass marks etc. to the students of UG/PG Programmes.**

**Note:**

Due to outbreak of COVID-19 in the mid of March, 2020, like other States of India, complete lockdown was imposed in the U.T. of Jammu & Kashmir owing to which the University of Jammu too was closed w.e.f. 22.03.2020 and the entry of students was fully banned in the University. University Hostels were closed and all examinations which were being conducted at the time of imposition of lockdown and those which were scheduled thereafter, had either been postponed, cancelled or rescheduled. Due to this whole examination system got disturbed and the students were put to great inconvenience with regard to their academic career.

In order to assuage grievances of students and in pursuance of various notifications and guidelines pertaining to COVID-19 issued by the Govt. of India/UGC from time to time, the University has offered following concessions/relaxations to the stakeholders:

1. UG 6th Semester (CBCS & Non-CBCS) off-line examinations were conducted by giving option to the students to attempt 40% questions only in each paper.
2. UG 5th Semester (Supplementary) students were promoted awarding minimum pass marks.
3. UG 1st or 3rd semester students were declared as pass by awarding minimum pass marks in their backlog in single paper.
4. UG 1st Semester CBCS (Regular-winter-zone and all private candidates) and 3d semester CBCS (Private candidates) have been given the option of attempting only 40% questions in each paper.

5. UG 1st, 2nd and 3rd years candidates have been treated as pass as per UGC guidelines.
6. Conduct of online Examinations of B.E./B.Tech./B.Arch. and Post-Basic Nursing programmes.
7. Conduct of online Examinations of B.A.LL.B (5 years), LL.B. (3 years), LL.M., B.Ed. (Semester/ Annual pattern), MCA, MBA etc.
8. Conduct of online Examinations of PG programmes (Terminal Semesters CBCS/Non CBCS) as per UGC Guidelines.
9. Providing option to the students of odd Semesters of Engineering, LL.B. and B.A.,LL.B. to appear in the ensuing examinations either in off-line or on-line mode.
10. UG 2<sup>nd</sup> and 4<sup>th</sup> Semesters (CBCS/Non-CBCS Private students) were promoted as per UGC Guidelines

Copies of notifications/office notes/minutes of the meetings in regard to the above matters are attached herewith in seriatim as **Annexures 1 to 10.**

Hence the matter with regard to extending above concessions/relaxations to the students due to Covid-19 Pandemic from March 2020 onward be treated as one time exception not to form precedent in future. The matter is submitted to the Academic Council for consideration.

# UNIVERSITY OF JAMMU

## NOTIFICATION

**EXAMINATIONS OF UNDER-GRADUATE 6<sup>TH</sup> SEMESTERS (B.A./B.SC./B. COM. ETC.)  
(2019-2020)**

In supersession to the earlier notification issued by the University Vide Notice No: JU/Exams/UG/20/4080-4160, Dated: 29<sup>th</sup> May 2020, it is notified for the information of all the end /terminal semester students of Under Graduate courses (Non professional) that their theory examinations shall commence from **15<sup>th</sup> September 2020**. The exams are being conducted as per the directions of the UGC and the Hon'ble Supreme Court of India. The University of Jammu, while taking the opinion of the Nodal Principals of all the colleges (which falls under the jurisdiction of the Jammu University), it has been decided that the end semester examinations shall be conducted through the conventional mode (pen and paper) with the following relaxation:

**“that, as onetime exception due to the prevailing situation, the students shall have to attempt only 40% of the total number of questions asked from the entire paper irrespective of the Units/ Sections as may appear in their question paper.**

The colleges where the centres would be created for the conduct of the exams, their Principals shall ensure that the SOP's as issued by the UT Govt. of J&K /Regulatory bodies are respected in letter and spirit.

  
01.09.2020

**CONTROLLER OF EXAMINATIONS**

No: SPA/COE/20/1490-1550

Dated: 01.09.2020.

Copy to:-

1. Special Secretary to the Vice-Chancellor for the kind information of the Hon'ble Vice-Chancellor please.
2. Sr. P.A. to the Dean, Academic Affairs for the kind information of the Dean, Academic Affairs please.
3. Sr. P.A. to the Registrar for the kind information of the Registrar, please
4. Sr. P.A. to the Director, Directorate of Distance Education, the University of Jammu for the information of the Director (DDE), please.
5. Sr. P.A. to the Director, Colleges Development Council for the information of the Director, CDC, please.
6. Principals of all the affiliated Government Degree Colleges.
7. Deputy Registrar (C.A. to CE), University of Jammu, Jammu.
8. All Officers of the Examination Wing.
9. I/c University website ([www.jammuuniversity.ac.in](http://www.jammuuniversity.ac.in)) & [www.coeju.com](http://www.coeju.com)) with the request to get the Notification uploaded on the website.




## UNIVERSITY OF JAMMU

### NOTIFICATION

In the interest of those students, who had backlog in the 5<sup>th</sup> Semester Examination (CBCS and Non-CBCS) and have cleared papers of 6<sup>th</sup> Semester and are desirous to apply for admission to Post-graduate Programmes of the University of Jammu, the University, as a special case, has decided as under: -

- i) All the students who had backlog in the 5<sup>th</sup> Semester and could not appear due to non-holding of 5<sup>th</sup> Semester supplementary Examination shall be treated as pass by awarding minimum marks in the backlog paper/s.
- ii) The result of such candidates shall be available on the website for downloading the Marks Cards by or before 9<sup>th</sup> of January 2021.
- iii) All such candidates are advised to separately follow the instructions issued by the Office of the Dean, Academic Affairs for Post-graduate admissions.
- iv) Any candidate not satisfied with his/her marks, shall be allowed to appear in the 5<sup>th</sup> Semester examination to be conducted shortly by the University. Such candidates shall submit written request on plain paper to the Assistant Registrar (Examinations UG) for appearing in the examination and no fee shall be charged from them. Such candidates as mentioned, will be awarded best of two scores.

  
Controller of Examinations

No: SPA/COE/21/ 03-09

Dated: 6<sup>th</sup> January 2021.

Copy to: -

1. Special Secretary to the Vice-Chancellor for the kind information of the Hon'ble Vice-Chancellor please.
2. Sr. P.A. to the Dean, Academic Affairs for the kind information of the Dean, Academic Affairs please.
3. Sr. P.A. to the Registrar for the kind information of the Registrar please
4. Sr. P.A. to the Director, Directorate of Distance Education, University of Jammu for the information of the Director (DDE) please.
5. Sr. P.A. to the Director, Colleges Development Council for the information of the Director, CDC please.
6. Assistant Registrar (Exams. UG).
7. Mr. Ravi Kant Verma, Programmer (Exams. Computer) with the request to get the Notification uploaded on the University website i.e. [www.coeju.com](http://www.coeju.com)






## UNIVERSITY OF JAMMU

### NOTIFICATION

It is hereby notified for the information of all concerned candidates of B.A./B. Sc/B.Com./BBA/BCA/B.A.English (H)/B.Com.(H) Semester 1st and 3<sup>rd</sup> (CBCS and Non-CBCS) Examination 2020, who have cleared all the semesters and have re-appear in one paper only either in 1<sup>st</sup> or 3<sup>rd</sup> Semester shall be treated as pass by awarding minimum marks in the backlog paper.

Any candidate not satisfied with his/her marks, may appear in 1<sup>st</sup> or 3<sup>rd</sup> Semester examination, as the case may be, being conducted by the University w.e.f. 16<sup>th</sup> February 2021 onwards. Such candidates shall be awarded best of two scores i.e. minimum marks awarded for treating him/her pass or the marks secured by him/her after appearing in the examination.

  
 Controller of Examinations

No: SPA/COE/21/12-19

Dated: 15<sup>th</sup> January 2021.

Copy to: -

1. Special Secretary to the Vice-Chancellor for the kind information of the Hon'ble Vice-Chancellor please.
2. Sr. P.A. to the Dean, Academic Affairs for the kind information of the Dean, Academic Affairs please.
3. Sr. P.A. to the Registrar for the kind information of the Registrar please
4. Sr. P.A. to the Director, Directorate of Distance Education, University of Jammu for the information of the Director (DDE) please.
5. Sr. P.A. to the Director, Colleges Development Council for the information of the Director, CDC please.
6. Assistant Registrar (Exams. UG/Eval.UG).
7. Mr. Ravi Kant Verma, Programmer (Exams. Computer) with the request to get the Notification uploaded on the University website i.e. [www.coeju.com](http://www.coeju.com)

# UNIVERSITY OF JAMMU



## NOTIFICATION

**EXAMINATIONS OF B.A/B.SC./ B.COM/B.B.A/B.C.A ETC.(CBCS) FOR 1ST SEMESTER (REGULAR-WINTER ZONE COLLEGES & ALL PRIVATE CANDIDATES) AND 3<sup>RD</sup> SEMESTER PVT. CANDIDATES (2019-2020)**

Due to the prevailing Covid-19 pandemic situation and in the interest of students, it is notified for the information of all the candidates of B.A/B.SC./ B.COM/B.B.A/B.C.A etc.(CBCS) for 1st semester (Regular-Winter Zone Colleges & all Private candidates) and 3<sup>rd</sup> semester Pvt. candidates (2019-2020) the examinations of which are going to start w.e.f. 16<sup>th</sup> Feb. 2021 onwards that the examinations shall be conducted through the conventional mode (pen and paper) with the following relaxation:-

**“as an onetime exception due to the prevailing situation, the students shall have to attempt only 40% of the total number of questions asked from the entire paper irrespective of the Units/ Sections as may appear in their question paper”.**

**For CBCS (the Question Paper divided into different Sections) excluding English and Music subjects. All the candidates are advised to complete the said exams within one and half hour (i.e. 1:30 hrs ) and attempt any one question from Section-A, any two questions from Section-B and any one question from Section-C, so that the candidate should attempt paper of 32 marks i.e. 40% of the total marks of the question paper. In those question papers where the pattern is different, the students will have to attempt at least 40% of the total marks of the question paper out of the given Sections/Units.**

  
**CONTROLLER OF EXAMINATIONS**  


No: SPA/COE/21/12469-86  
 Dated: 1<sup>st</sup> Feb 2021.

Copy (Digital/hard)to: -

1. Special Secretary to the Vice-Chancellor for the kind information of the Hon'ble Vice-Chancellor please.
2. Sr. P.A. to the Dean, Academic Affairs for the kind information of the Dean, Academic Affairs please.
3. Sr. P.A. to the Registrar for the kind information of the Registrar, please
4. Sr. P.A. to the Director, Directorate of Distance Education, the University of Jammu for the information of the Director (DDE), please.
5. Sr. P.A. to the Director, Colleges Development Council for the information of the Director, CDC, please.
6. Principals of all the affiliated Government Degree Colleges.
7. Deputy Registrar (C.A. to CE), University of Jammu, Jammu.
8. All Officers of the Examination Wing.
9. I/c University website ([www.jammuuniversity.ac.in](http://www.jammuuniversity.ac.in)) & [www.coeju.com](http://www.coeju.com)) with the request to get the Notification uploaded on the website.

# UNIVERSITY OF JAMMU, JAMMU

**MINUTES OF THE MEETING OF THE PRINCIPALS OF THE AFFILIATED COLLEGES HELD ON 15.01.2021 IN THE OFFICE OF THE OF THE CONTROLLER OF EXAMINATIONS, UNIVERSITY OF JAMMU AT 3 P.M. FOR CONDUCTING EXAMINATIONS OF B.A/B.SC./ B.COM/B.B.A/B.C.A ETC.(CBCS) FOR 1ST SEMESTER (REGULAR-WINTER ZONE COLLEGES & ALL PRIVATE CANDIDATES) AND 3<sup>RD</sup> SEMESTER PVT. CANDIDATES (2019-2020) EXAMINATION DUE TO PREVAILING COVID-19 PANDEMIC SITUATION.**

## AGENDA OF THE MEETING

At the outset, the Controller of Examinations welcomed all the Principals of the Colleges and other members. The Controller of Examinations placed the following two items before the Principals for discussion:

### ITEM No.1

**TO FINALIZED THE EXAMINATION SCHEDULE FOR THE CONDUCT OF B.A/B.SC./ B.COM/B.B.A/B.C.A ETC.(CBCS) FOR 1ST SEMESTER (REGULAR-WINTER ZONE COLLEGES & ALL PRIVATE CANDIDATES) AND 3<sup>RD</sup> SEMESTER PVT. CANDIDATES (2019-2020)**

It was resolved that the examination for the above said Semesters be conducted w.e.f. 16<sup>th</sup> Feb. 2021 onwards because of most of the Colleges are located in Winter Zone are snowbound and as such inaccessible for the students of far flung area.

### ITEM No.2

**FOR INTERNAL ASSESMENT AND PRACTICAL EXAMINATIONS**

The following was also resolved:

- a. that the Internal Assessment of theory part shall be evaluated on the basis of home assignment and
- b. that the practical awards shall be awarded on the basis of marks secured in theory examination.

### ITEM No.3

**MODALITIES ABOUT EXAMINATION AT THE UNDER-GRADUATE LEVEL FOR NON-PROFESSIONAL COURSES:**

It was resolved that the Principals of the Colleges, where the examination centres have been constituted for the conduct of the above exams, shall ensure that the SOPs as issued by the UT Govt. of J&K /Regulatory bodies be adhered to in letter and spirit. The following instructions will be announced

by the supervisory staff before the commencement of examination on each date:

**“ as an onetime exception due to the prevailing situation, the students shall have to attempt only 40% of the total number of questions asked from the entire paper irrespective of the Units/ Sections as may appear in their question paper”.**

For CBCS (the Question Paper divided into Sections) excluding English and Music subjects i.e. All the candidates are advised to complete the said exams within one and half hour (i.e. 1:30 hrs ) and attempt any one question from Section-A, any two questions from Section-B and any one question from Section-C, so that the total attemptation should be of 32 marks i.e. 40% of the total marks of the question paper. In those question papers where the pattern is different, the students will have to attempt at least 40% of the total marks of the question paper out of the given Sections/Units.

The meeting terminated with a vote of thanks to the chair.

*RL*  

---

*Angi-*  
*Bengal*  
*Pratik*  
*Tushar*  
*Arjun*  
*202*  
*Binit*  
*Arjun*  
*17/12*

*RL*  
*RL*  

---

*AD*  
*Long*  
*Mr*  
*RL*  
*Pr*

*RL*

688

**UNIVERSITY OF JAMMU****NOTICE****FOR THE INFORMATION OF ALL THE STUDENTS OF VARIOUS COURSES OF THE UNIVERSITY**

Pursuant to the decisions taken by the Academic Council at its meeting held on 4<sup>th</sup> of June 2020, in view of the prevailing COVID-19 pandemic and respecting the mandate of the UGC (Regulations), it is hereby notified for the information as under: -

**A. B.A./B.Sc/B.Com./BBA/BCA/Honours Courses (CBCS and Non-CBCS)/B.Ed. (Semester system/annual pattern)/B.A.,LL.B (5 Years)/LL.B. (3 Years).**

Adhering to the guidelines issued by the University Grants Commission coupled with the directions of the Hon' ble Minister of Human Resource Development, Government of India, terminal examination i.e. last semester shall be conducted on the pattern of Multiple Choice Questions to be answered on the OMR Sheets. The question papers shall be set from the Course contents delivered/syllabi completed before the lockdown, based on the report of the Nodal Principal of the Colleges/Principals, etc. The tentative dates for holding of these examinations shall be from the end of July 2020 and which separate dates sheets shall be issued in next 15 days and the same shall be available on the University websites ([www.jammuuniversity.ac.in](http://www.jammuuniversity.ac.in) and [www.coeju.com](http://www.coeju.com)) for which the students are advised to remain in touch with the University websites. Under the given circumstances, it shall not be possible to give separate intimation course-wise and the Roll Nos. shall also be available on-line on the University websites.

**B. MBBS/MD/MS/Diploma/BDS/BAMS/B.Sc. Nursing etc. Courses.**

The date sheets issued by the University for the MBBS/MD/MS/Diploma Courses are available on the University website and the date sheet for holding the BDS Course shall be issued in due course of time.

**C. For M.A/M.Sc.M.com.(Private/DDE students) and M.Ed. or equivalent Post-graduate Courses (Non-Choice Based Credit System).**

The University Grants Commission's guidelines for holding examinations of terminal semester of M.A./M.Sc./M.Com and M.Ed. shall be followed and the date sheets shall be available on the University website by the end of June 2020 for the examinations to be started by the end of August 2020, for which the students are advised to remain in touch with the University websites.

**D. Annual Pattern of Under-Graduate General Course students Part-II and Part-III – Old Annual Pattern.**

For the Part-III students, the date sheet for the examination of the remaining papers shall be issued and will be available on the University websites by the end of June 2020. For the students of Part-II, who had appeared in some of the papers/subjects in accordance with the date sheet issued earlier, their earlier examinations shall be set aside and detailed notification for their evaluation on the basis of their performance in the Internal Assessment of Part-II and their

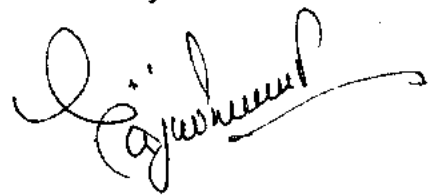
awards of Part-I, shall be issued separately alongwith the scheme for Part-I students.

**E. BE/B.Tech. Course**

For the students of BE/B.Tech. 8<sup>th</sup> Semester, there shall be examination on the pattern of Multiple Choice Questions to be answered on the OMR Sheets as is enumerated above for the Under-graduate Course at Point-A and the rest of the semesters i.e. 2<sup>nd</sup>, 4<sup>th</sup> and 6<sup>th</sup>, the decision shall be taken separately and shall be notified on the University websites. The date sheet for holding of 8<sup>th</sup> semester examination shall be issued and uploaded on the University websites by 25<sup>th</sup> of June 2020 for the examinations starting in 3<sup>rd</sup> week of July 2020.

In order to sum up the terminology of the purposed process as stated above for the kind information of all the stake holders of University of Jammu, it is reiterated that the University of Jammu is strictly following the regulations as made by the MHRD/ UGC and other professional courses regulatory bodies of the country. We are holding only the end semester (terminal) Examination on MCQ-OMR basis for the syllabi covered before the lockdown the college(s) based on the information collected by the college Nodal Principal. As regards to the intermediate examination (2<sup>nd</sup> /4<sup>th</sup> semester), the process of promotion to the next semester that is 3<sup>rd</sup>, 5<sup>th</sup>, 7<sup>th</sup> & 9<sup>th</sup> (wherever applicable) for (B.A./B.Sc/B.Com./BBA/BCA/Honours Courses (CBCS and Non-CBCS)/B.Ed. (Semester system/annual pattern)/B.A.,LL.B (5 Years)/LL.B. (3 Years), it is completely left out the course teacher to give internal assessment/assignments to the students for the course covered by him/her before the lockdown and prepared the award and submit the same (based on the waitage of the course). Thus there is no question of any formal/ informal examination for the intermediate semesters of any course offered by the University of Jammu except the Engineering and Medical courses for which the guidelines of regulatory bodies are being followed. Further it is for the information of all the stake holders that the scheme proposed by the University of Jammu is exactly in line with the mandate given by the National regulatory bodies and is also not different from what other Universities of the Union Territory of J&K are offering.

The above is being notified for the broader information for all concerned and the Examinations shall be conducted by following all the safety norms/precautions/social distancing, staggered shifts, etc. as soon as the conditions are considered conducive for the safety of all concerned.



**CONTROLLER OF EXAMINATIONS  
UNIVERSITY OF JAMMU**

No: SPA/COE/2-0/1350-1449

Dated: 6<sup>th</sup> June 2020.

Copy to: -

1. Special Secretary to the Vice-Chancellor for the kind information of the Hon'ble Vice-Chancellor please.
2. Sr. P.A. to the Dean, Academic Affairs for the kind information of the Dean, Academic Affairs please.
3. Sr. P.A. to the Registrar for the kind information of the Registrar please

**C. For M.A./M.Sc./M.com.(Private/DDE students) and M.Ed. or equivalent Post-graduate Courses (Non-choice Based Credit System)**

The University Grants Commission's guidelines for holding examinations of terminal semester of M.A./M.Sc./M.Com and M.Ed. shall be followed and the date sheets shall be available on the University website by the end of June 2020 for the examinations to be started by the end of August 2020, for which the students shall be advised to remain in touch with the University website.

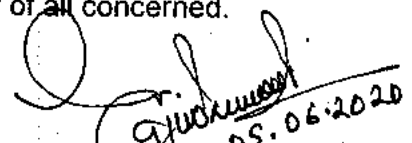
**D. Annual Pattern of Under-Graduate General Course students Part-II and Part-III (Old Annual Pattern)**

For the Part-III students, the date sheet for the examination of the remaining papers shall be issued and will be available on the University website by the end of June 2020. For the students of Part-II, who had appeared partially in the papers/subjects in accordance with the date sheet issued earlier, their earlier examinations shall be set aside and detailed notification for their evaluation on the basis of their performance in the Internal Assessment of Part-II and their awards of Part-I, shall be issued separately alongwith the scheme for Part-I students.

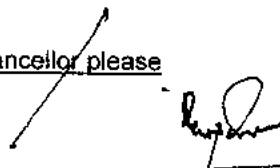
**E. BE/B.Tech. Course**

For the students of BE/B.Tech. 8<sup>th</sup> Semester, there shall be examination on the pattern of Multiple Choice Questions to be answered on the OMR Sheets as is enumerated above for the Under-graduate Course at Point-A and the rest of the semesters i.e. 2<sup>nd</sup>, 4<sup>th</sup> and 6<sup>th</sup>, the decision shall be taken separately and shall be notified on the University website. The date sheet for holding of 8<sup>th</sup> semester examination shall be issued and uploaded on the University website by 25<sup>th</sup> of June 2020 for the examinations starting in 3<sup>rd</sup>/4<sup>th</sup> week of July 2020.

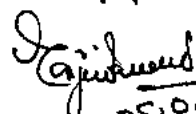
The above shall be notified for the broader information for all concerned and the Examinations shall be conducted by following all the safety norms/precautions/social distancing, staggered shifts, etc. as soon as the conditions are considered conducive for the safety of all concerned.

  
05.06.2020  
Controller of Examinations

Vice-Chancellor please

  
5.6.2020

Sr.P.A to prepare a note for  
permission to publish the notice in  
some widely circulated newspapers  
of the UT of J&K.

  
05.06.20

# UNIVERSITY OF JAMMU

## JAMMU

### NOTE :

For the last few weeks, brain storming has been going on to find out best possible options to get out of the situation which has arisen due to existing lockdown and the consequent erosion of the examinations for various Post-graduate/Under-graduate (Professional/Non-Professional) Courses. Yesterday, the 4<sup>th</sup> of June 2020, in the meeting of the Academic Council, the issue pertaining to the examinations was threadbare discussed and some decisions were taken. The minutes of the Academic Council meeting may take a few days for being formally issued, it has been desired that, based on the decisions taken in the meeting of the Academic Council, a notice be got published in the News Papers for the information, reference and record of all concerned and the public at large.

The decisions taken, point-wise, are enumerated below for consideration of the approval and if approved, the draft notice is placed opposite on the file for approval and its publication in three column 20 cm space prominently in the Daily Excelsior, Sate Times, Amar Ujala and Greater Kashmir in Srinagar:-

**A. B.A./B.Sc/B.Com./BBA/BCA/Honours Courses( CBCS and Non-CBCS)/B.Ed. (Semester system/annual pattern)/B.A.,LL.B (5 Years)/LL.B. (3 Years).**

Adhering to the guidelines issued by the University Grants Commission coupled with the directions of the Hon' ble Minister of Human Resource Development, Government of India, terminal examination i.e. last semester shall be conducted on the pattern of Multiple Choice Questions to be answered on the OMR Sheets. The question papers shall be set from the Course contents delivered/syllabi completed before the lockdown, based on the report of the Nodal Principal of the Colleges/Principals, etc. The tentative dates for holding of these examinations shall be from end of July 2020 and separate date sheets shall be issued in next 15 days and the same shall be available on the University website (i.e. [www.jammuuniversity.ac.in](http://www.jammuuniversity.ac.in) and [www.coeju.com](http://www.coeju.com)) for which the students are advised to remain in touch with the University website. Under the given circumstances, it shall not be possible to give separate intimation course-wise and the Roll Nos. shall also be available on-line on the University website.

**B. MBBS/MD/MS/Diploma/BDS/BAMS/B.Sc. Nursing, etc. Courses**

The date sheet issued by the University for the MBBS/MD/MS/Diploma Courses are available on the University website and the date sheet for holding the BDS Course shall be issued in due course of time.



# UNIVERSITY OF JAMMU

## JAMMU

### NOTE :

Placed opposite in the file is a public notice, as already approved by your goodself that requires immediate publication in some widely circulated News Papers of the Union Territory of Jammu & Kashmir. Since the scheme of examinations for the Under-graduate/Post-graduate (Professional and Non-Professional) Courses is being notified as a one time exception due to COVID-19 pandemic and as the students are located in different districts of both the divisions of the Union Territory, it is requested that the public notice be allowed to be published in the following News Papers: -

1. Daily Excelsior
2. Greater Kashmir
3. State Times
4. Amar Ujala

The expenditure on account of publication cost shall be met out of the Examinations Maintenance Fund grant of the Examination Wing.

  
06.06.2020  
Controller of Examinations

Vice-Chancellor please



6.6.2020

UNIVERSITY OF JAMMU

It is hereby notified for the information of all the concerned that the Examination of B.E 1<sup>st</sup> & 3<sup>rd</sup> Semesters of (Private) candidates upto 2017 batch will be conducted through online mode however such candidates shall not be allowed to appear with regular B.E 1<sup>st</sup> & 3<sup>rd</sup> Semesters students in ensuing Regular Examinations.

Dy. Registrar (Examination-Prof-I)

No. Exam./Prof/21/ 233-42  
Dated 12/02/21

Copy:- for the kind information of the :-

1. Spl. Secy. to the Vice- Chancellor for the kind information of the Escemed Vice Chancellor please.
2. Sr. P.A to the Registrar/ Controller of Examinations, University of Jammu.
3. Sh. Raman Gupta I/c. Computer Centre (Convener of the Committee), University of
4. The Principal, GCET, MIET, MBS, YCET and BCET Colleges of Engg. & Tech. for information and Circulation among all concerned.
5. Examination core Committee, GCET.
6. Dy. Registrar ( CA to CE) for information.
7. Sr. Programmer ( Examination Wing) for uploading it on [www.eneju.com](http://www.eneju.com)



# UNIVERSITY OF JAMMU

NOTE :

Minutes of the meeting held in the office Chambers of the Hon'ble Vice Chancellor on 27.01.2021 to discuss the conduct of BE Examinations:

Present:

*Registrar*

Dean Faculty of Engineering

Dean Students Welfare

Director, CDC

I/c Examination GCET

After threadbare discussions the following decisions were taken:

1. As per University statutes there is no provision for the supplementary Examinations of BE 1<sup>st</sup> & 3<sup>rd</sup> Semesters. However, keeping in view the career prospects of pass out students, it is proposed that online Examinations shall be conducted for BE 1<sup>st</sup> & 3<sup>rd</sup> semester private candidates upto 2017 batch through online mode and such candidates shall not be allowed to appear with regular BE 1<sup>st</sup> & 3<sup>rd</sup> semesters students in ensuing regular Examinations.

*Same*  
27/1/21

*ADMS*  
27/1/21

*Passouts*  
27/1/2021

*[Signature]*

Submitted for approval.

*[Signature]*  
27/1/21

Controlle of Examination  
695

*[Signature]*

Approved on

may kindly please place across the file a notification  
for conducting online examination of B.E 1st 2nd  
Semester examination of Pvt. Candidate for  
approval

Controller of Examination

Admin. Officer  
11/2/21

Officer  
11/2/21



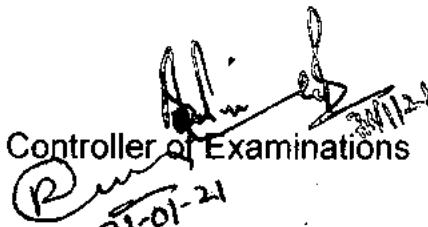
## UNIVERSITY OF JAMMU

### NOTIFICATION

Consequent upon the issuance of Order No. 18-JK (HE) of 2021 dated 28<sup>th</sup> January 2021 by the Government of Jammu & Kashmir with regard to re-opening of Colleges/Universities in the Union Territory of Jammu & Kashmir, it is hereby notified for the information of all concerned that henceforth all the examinations for the regular students of Engineering and Law disciplines shall be conducted in an offline mode.

However, keeping in view the technological constraints and COVID-19 situation, the candidates of Bachelor of Engineering/B.Tech./B.Arch (regular odd semesters i.e. 1<sup>st</sup>, 3<sup>rd</sup>, 5<sup>th</sup> & 7<sup>th</sup> Semesters), LL.B – Three Years (3<sup>rd</sup> & 5<sup>th</sup> Semesters - regular) and B.A.LL.B – Five Years (3<sup>rd</sup>, 5<sup>th</sup>, 7<sup>th</sup> and 9<sup>th</sup> Semesters - regular) and LL.M (2<sup>nd</sup> Semester – regular) shall have open choice and the candidates are required to attempt any four questions irrespective of sections/units. The pattern of the Question Papers shall be as per the statutes in vogue.

In case of any difficulty/doubts w.r.t. the syllabus, the Principals/Directors of the Institutions are requested to conduct remedial/doubt clearing sessions for the benefit of the students.

  
Controller of Examinations  
31-01-21

No: SPA/COE/21/1248-68

Dated: 31.01.2021.

Copy to: -

1. Special Secretary to the Vice-Chancellor for the kind information of the Hon'ble Vice-Chancellor please.
2. Sr. P.A to the Dean, Academic Affairs for the kind information of the Dean, Academic Affairs please.
3. Sr. P.A to the Registrar for the kind information of the Registrar please
4. Dean, Faculty of Law, University of Jammu for information.
5. Head, Department of Law, University of Jammu for information.
6. Principal/Dean, Faculty of Engineering, Government College of Engineering & Technology, Jammu for information.
7. Sr. P.A to Dean, Students Welfare, University of Jammu for information.
8. Sr. P.A. to the Director, Colleges Development Council for the information of the Director, CDC please.
9. All Officers of the Examination Wing.
10. Mr. Ravi Kant Verma, Programmer (Exams. Computer) with the request to get the Notification uploaded on the University website i.e. [www.coeju.com](http://www.coeju.com)

# UNIVERSITY OF JAMMU

## JAMMU

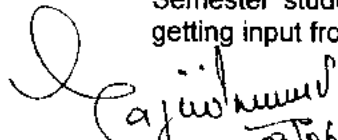
### NOTE :

The revised scheme sent by the Dean, Faculty of Engineering to Controller of Examinations was placed before the Committee attended by the undersigned – a copy of which is placed opposite in the file. In the interest of the students at large, the matter was deliberated in the light of the following facts: -

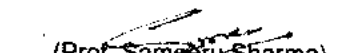
- i) The AICTE has not issued any separate guidelines and the letter addressed to the Technical Colleges available on the website, states that the guidelines issued by the UGC are to be followed.
- ii) Perusal of the UGC guidelines guides towards the holding of physical examination for Bachelor of Engineering 8<sup>th</sup> semester students and the scheme for promotion of students of BE/B.Tech. 2<sup>nd</sup>, 4<sup>th</sup> and 6<sup>th</sup> Semester based on their assignment for the current semester and awards earned by them in previous semester.
- iii) For the engineering students, arising out of the discussion, it was felt that the application of this scheme will be harsh in the light of the following points: -
  - a) The engineering students are from both the Union Territories i.e. Leh and Kashmir part of the Jammu & Kashmir Union Territory.
  - b) Holding of physical examination shall entail with it the likely delay as far as the evaluation part is concerned due to the SOPs, guidelines applicable and the cautious approach associated with the evaluation.
  - c) The holding of examination on the basis of MCQ for the 8<sup>th</sup> Semester students was found to be technically non-feasible due to the technical nature of the Course and the Branches involved.
  - d) Holding of online examination get limited due to 2G availability of internet speed and students will not be able to login and assess the same.

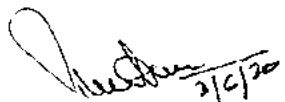
In the light of the above, the Committee is constraint to recommend as under, which is primarily on the basis of the scheme being following by the NIT, Srinagar: -


1. For the Bachelor of Engineering 8<sup>th</sup> Semester students, the scheme proposed on the pattern of the NIT, Srinagar is hereby recommended for approval.
2. Since the NIT, Srinagar has yet to formalize the scheme for 2<sup>nd</sup>, 4<sup>th</sup> and 6<sup>th</sup> Semester students, it shall be appropriate to decide on the same after getting input from the NIT about the finalization of the same.

  
(Prof. Rajni Kant) 03/06  
Controller of Examinations

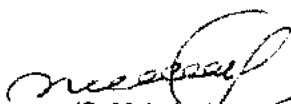
  
(Prof. Kulwant Singh)  
Director, DDE (Former COE)

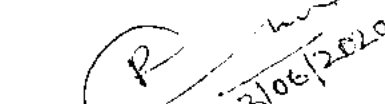
  
(Prof. Sameer Sharma)  
Dean, Faculty of Engineering

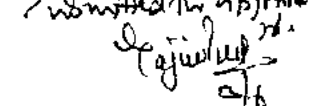
  
(Prof. P.K. Srivastava) 3/6/20  
Deptt. of Geology

  
(Prof. K.K. Kapoor) 3/6/2020  
Deptt. of Chemistry

  
(Prof. Ravinder Tickoo) 20  
Nodal Principal

  
(S. Mahajan)  
Former COE

  
(Dr. Raj Kumar) 3/06/2020  
Deputy registrar (CA to COE)

Submitted for approval  
  
03/6

CE

Please see my comment  
opposite. 03/6

Vice-Chancellor's Office



2

- ii) (a) As per the statutes of University of Jammu, the internal assessment is calculated as: 40% weightage of Assignment + 40% weightage of Sessional Tests + 20% weightage of Attendance. In order to meet the necessary attendance requirements, the attendance of the students may be marked as per their enrollment in the online classrooms. The internal assessment is proposed to be based on the two assignments submitted by the students through Online mode. Two No. Sessional tests may be conducted online comprising of tutorials/Quizzes/Viva/ MCQ's/ Presentations/ numerical based questions by the concerned faculty member in consultation with the respective Head of Department as per the course content of the individual course.

**Instructions for the Colleges:**

*The previous record of the student may be formed as the basis for marking internal assessment with a rider that the same is marked within the limit i.e not exceeding 10% over the highest marks/% secured ever by the student in any of the previous semesters. This would help in curbing mal practice at individual level.*

- (b) Evaluation of Laboratory Courses shall also be done through online mode as found suitable by the concerned faculty in consultation with the concerned Head of the Department as per the Lab. Contents.
- (c) All the internal assessment awards of the students shall be submitted to the Controller of Examinations on or before 30<sup>th</sup> of June 2020.
- iii) The Colleges may be authorized to conduct online viva-voce of the projects and prepare award rolls for submission to the University of Jammu for declaration of the results on time. The Colleges will advise the students to submit the Project Report in PDF format alongwith the presentation before 20th June,2020 to be presented at the time of viva-voce examination to their respective Project Guides/Institutions. The Evaluation should be done online through SKYPE/ Google Meet/or any other online medium as found suitable; by the panel of examiners as per the University Statutes.

The meeting terminated with a vote of thanks to the Chair

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*

700

*[Handwritten signature]*

*[Handwritten signature]*  
Submitted for approval  
& permission to issue notifications

*[Handwritten signature]*  
Vice-Chancellor



# UNIVERSITY OF JAMMU JAMMU

**NOTE:**

"A" marked on note sheet 1 involves the major change in the Statutes!

Also is this as per UGC/AICTE guidelines?

How many Engineering Institutions are following this pattern? List be attached along with notifications?

*[Signature]*

20.5.2020

Returned + the issues be discussed again by the Committee.

*[Signature]*

The scheme as proposed at "A" involves a change that is not covered under UGC/AICTE rules. Since the proposed scheme emanates from the methodology being adopted by NIT Srinagar, therefore, the Dean Engineering is of the opinion that the statutory deviation from the existing practice be treated as justified. The evaluation pattern for 8<sup>th</sup> sem students as proposed by GCET and NIT Srinagar is presented below for the sake of comparison and adoption:

- (a) 40% of the marks shall be decided/awarded based on previous semesters best performance (50% in case of NIT Srinagar)
- (b) 60% shall be based on the performance in the test/viva-voce/project work conducted in the current semester through different available online modes (50% in case of NIT Srinagar).

Since the proposed scheme has already been approved by the committee, the same is submitted for your kind consideration & approval pl.

Submitted pl. *[Signature]*  
22/05/20

701

*[Signature]*

The arguments/scheme proposed by the Dean, Engineering is not based on UGC/AICTE norms. No where it has been recommended that best score from 1-7 Semesters be taken into consideration. How can marks obtained in a course 'A' during a Semester say 'X' be considered for a course 'H' of Semester 8? Therefore, the Committee must discuss it in detail again keeping in view the fact that University has to follow UGC/AICTE guidelines in letter and spirit as desired by Hon'ble Chancellor, etc.

Signature

25.5.2020

CE

Dean Engineering to respond.

Signature  
26.05.20

Dean Engineering has submitted a revised proposal wherein she has suggested terminal year exam as per the laid down criterion of NIT Srinagar. (Annexure-I placed opposite).

Minutes of the meeting held on 03.06.2020 are placed opposite. May pd. be approved (with/without) change.

I reiterate the comments given above at 'A' & do not find minutes in line with UGC guidelines & directions of Hon'ble Chancellor and the Scheme notified by Univ. for UG + PG Courses.

Signature  
03/06/20.

Signature  
Vice-Chancellor, J.S.  
3.6.2020

CE

# UNIVERSITY OF JAMMU, JAMMU

MINUTES OF THE MEETING OF THE COMMITTEE CONSTITUTED BY THE HON'BLE VICE-CHANCELLOR HELD ON 08-07-2020, AT 2:30 PM IN HIS OFFICE CHAMBER CONCERNING THE MODALITIES TO BE ADOPTED BY THE UNIVERSITY FOR CONDUCTING VARIOUS EXAMINATION BECAUSE OF THE REVISED GUIDELINES ISSUED BY UGC

## PRESENT

1. Prof. Manoj K. Dhar (Vice-Chancellor)
2. Prof. Rajni Kant (Controller of Examinations)
3. Prof. Pankaj Srivastava (Member Syndicate)
4. Prof. K.K.Kapoor
5. Dr. Sameeru Sharma (Dean, Faculty of Engineering)
6. Dr Ravinder Tikoo (Nodal Principal)
7. Sh. Sanjeev Mahajan
8. Dr Raj Kumar

At the outset, the Vice-Chancellor welcomed the members of the committee and asked the Controller of Examinations to place on the table the agenda items for discussion which are as under:-

### 1. MODALITIES ABOUT EXAMINATION AT THE UNDER-GRADUATE LEVEL FOR NON-PROFESSIONAL COURSES:

The Committee deliberated upon the matter in the context of the UGC letter regarding "Revised guidelines on examinations and academic calendar for the Universities because of COVID-19 Pandemic" received vide reference D.O.No.F.1-1/2020 (Secy.), dated: 6<sup>th</sup> July 2020.

The salient features of the revised UGC guidelines are reproduced as under:

#### 1. Mode of Terminal Semester/ Final Year Examinations (2019-20)

The Universities are required to complete the examination process by the end of September-2020 in offline (pen & paper) / online/blended (online + offline) mode by observing the prescribed protocols/ guidelines related to COVID-19 pandemic.

#### 2. Provision of Examination through Special Chance

In case a student of the terminal semester/ final year is unable to appear in the examination conducted by the University for whatsoever the reason(s) may be, he/she may be allowed to appear in special examinations for such course(s)/ paper(s), which may be conducted by the university as and when feasible so that the student is not put to any inconvenience/ disadvantage. The above provision shall be applicable only for the current academic session 2019-20 as a one-time measure.

#### 3. A backlog of Papers in Respect of Terminal Semester(s)/ Final Year Students

The students of terminal semester/ final year students having backlog should compulsorily be evaluated by conducting examinations in offline (pen & paper) / online/blended (online + offline) mode as per feasibility and suitability.

4. The guidelines regarding intermediate semester/ year examinations will remain unchanged as notified by the UGC on 29th April 2020.

5. The relevant details, if need be, about the Admissions and Academic Calendar in the Universities and Colleges shall be issued separately in place of those mentioned in the earlier guidelines issued on 29th April 2020.

*[Handwritten signature]*

703

*[Handwritten signature]*

*[Handwritten signature]*

6. Notwithstanding the above guidelines regarding the conduct of examination and commencement of next academic session, every university/ institution has to ensure that it is prepared in all respects to carry out the academic activities following necessary protocols/guidelines/ directions/advisories issued by the Central/State Governments and MHRD/ UGC from time to time, because of COVID-19.

The new notification will be in supersession of earlier notification issued by the University vide Notice No. SPA/COE/2020/1350-1449, dated: 06-06-2020.

To deliberate on the methodology for the intermediate semesters of UG examinations (2<sup>nd</sup> and 4<sup>th</sup> Semesters), it was decided that the Controller of Examination shall write to the Nodal Principal requesting him to direct all the College Principals to prepare the Internal Assessment Awards of the 2<sup>nd</sup> and 4<sup>th</sup> semesters (Regular) and submit the same both in soft as well as the hard form to the Controller of Examination latest by 31<sup>st</sup> August 2020.

As per the UGC guidelines, the University shall initiate necessary measures for the declaration of results of 2<sup>nd</sup> & 4<sup>th</sup> Semesters by taking a total of 100 Marks, out of which 50% weightage shall be of the marks obtained by the student in the previous semester i.e. 1<sup>st</sup> & 3<sup>rd</sup> and the rest of the 50% weightage shall be the internal assessment submitted by the concerned candidate for the current semester i.e. 2<sup>nd</sup> and 4<sup>th</sup> Semesters.

Further, the colleges shall bifurcate the Internal Assessment into two components i.e. 30 marks out of 50 based on Internal Assignment and 20 marks as another crucial parameter of Attendance / Viva-Voce, etc. etc. as deemed fit by the teacher concerned

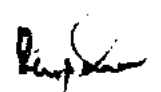
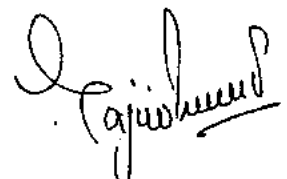

The above scheme shall be adopted for the successful candidates of the previous semesters (1st and 3rd) only and the re-appear /backlog candidates of the previous semesters i.e., 1st and 3<sup>rd</sup> shall not be covered under this scheme till they clear their backlog in the previous semesters (1st and 3rd).

**2. TO EXPLORE THE POSSIBILITIES OF CONDUCTING PROFESSIONAL COURSES EXAMINATIONS ESPECIALLY BACHELOR OF ENGINEERING (B.E.).**

The Committee was of the considered opinion that the above formula may also be applied in respect of the Bachelor of Engineering students. However, the Dean Faculty of Engineering apprised the members that a large number of final year Engineering students are approaching her office with the plea that they are applying for their placement in national / multi-national Companies and require Provisional Certificates. She also informed the members that other Universities are issuing Provisional Certificates to their students.

The Hon'ble Vice-Chancellor asked the Dean Faculty of Engineering to take all the principals of Professional (B.E) Colleges into confidence and make a survey of the students to <sup>who want it</sup> sit in offline/online examination and submit a concrete proposal regarding the conduct of terminal examination of B.E. student to the University for consideration of the Committee.

The meeting terminated with a vote of thanks to the chair.

1.  2.  3. 4. 5. 6. 7. 8. 

Vice-Chancellor, U.

704

# UNIVERSITY OF JAMMU

## NOTICE

**FOR THE INFORMATION OF ALL THE STAKEHOLDERS OF UNDER -  
GRADUATE ENGINEERING EXAMINATIONS (B.E/B.TECH) 2ND, 4TH AND  
6TH SEMESTERS (2020)**

1. As per the UGC guidelines, the University shall initiate necessary measures for the declaration of results of 2nd, 4th & 6th Semesters students. The overall assessment/grading shall, however, be composite of 50% marks/weightage awarded based on the performance of the student in the previous semester i.e. 1st, 3rd & 5th and the remaining 50% weightage/marks shall be based on internal assessment of the candidate for the current semester i.e. 2nd, 4th & 6th Semester, evaluated as per the prevailing statutes of the University of Jammu for Engineering, as the case may be.
2. The prevailing structure of the marks certificate about maximum marks allotted for internal /external examinations shall remain the same.
3. The above scheme shall be adopted for the successful candidates of the previous semester (1st, 3rd & 5th ) only and the re-appear / backlog candidates of the previous semesters i.e. 1st, 3rd and 5th shall not be covered under this scheme till they clear their backlog in the previous semesters (1st,3rd and 5th ).
4. The Internal Assessment as per the scheme shall be conducted for all the students of Semesters 2nd, 4th & 6th by the concerned college/institute and forwarded to the University.

However, for terminal / end-semester examinations for the various programmes run by the University of Jammu, a separate notification shall be issued.

  
**CONTROLLER OF EXAMINATIONS**

*P. V.*  
18/8/2020

No: SPA/COE/2 0/1592-1601

Dated: 18<sup>th</sup> August 2020.

Copy to: -

1. Special Secretary to the Vice-Chancellor for the kind information of the Hon'ble Vice-Chancellor, please.
2. Sr. P.A. to the Dean, Academic Affairs for the kind information of the Dean, Academic Affairs, please.
3. Sr. P.A. to the Registrar for the kind information of the Registrar, please
4. Sr. P.A. to the Director, Directorate of Distance Education, the University of Jammu for the information of the Director (DDE), please.
5. Sr. P.A. to the Director, Colleges Development Council for the information of the Director, CDC, please.
6. Principals of all Engineering Colleges.
7. Deputy Registrar (C.A. to CE), University of Jammu, Jammu.
8. All the concerned officers of the Examination Wing.
9. I/c University website ([www.jammuuniversity.ac.in](http://www.jammuuniversity.ac.in)) & [www.coeju.com](http://www.coeju.com)) with the request to get the Notification uploaded on the website.

**MINUTES OF THE MEETING OF THE COMMITTEE HELD ON 08-02-2021 AT 11:30PM IN THE OFFICE OF THE CONTROLLER OF EXAMINATIONS REGARDING THE MODALITIES TO BE ADOPTED TO CONDUCT THE OFFLINE/ONLINE REGULAR EXAMINATIONS OF ODD SEMESTERS OF B.E./B.TECH./B.ARCH., LLB (THREE AND FIVE YEARS) ETC. IN THE UNIVERSITY OF JAMMU, JAMMU.**

**PRESENT**

1. Prof. Jasbir Singh  
(Controller of Examinations, JU)
2. Dr, Raj Kumar
3. Sh. Ajay
4. Sh. Mahim Jatindera

At the outset, the Controller of Examinations apprised the members of the committee about the agenda item for discussion regarding the modality to be adopted for the conduct of offline/online regular examinations of B.E./B.TECH./B.ARCH., LLB (three and five years) etc.

After threadbare discussion, the following decisions were taken for the modality to be adopted to conduct offline/online examinations:

**B.E./B.TECH./B.ARCH.**

It was decided that the Dean, Faculty of Engineering be requested to provide the following information to the office of the Controller of Examinations as per the minutes of the meeting of the committee held in the office of the Hon'ble Vice Chancellor:

- a. To provide the guidelines/ procedure to be followed for the conduct of offline/online examinations of regular B.E./B.TECH./B.ARCH (odd Semesters i.e. 1<sup>st</sup>, 3<sup>rd</sup>, 5<sup>th</sup> and 7<sup>th</sup> ) to the Controller of Examinations, University of Jammu.
- b. To provide the Panel of paper setters and evaluators to the Controller of Examinations, University of Jammu, so that the process for the conduct of offline/online examinations be initiated accordingly.
- c. The initiative to hire the outside agency for printing purposes or other facilities required by the Controller of Examinations, University of Jammu for the conduct of offline/online examinations may be taken after getting proper information from the Dean, Faculty of Engineering and Exams. Evaluation Section.

*P. Singh*  
8/2/2021

*Ajay*  
2/2/21

*Mahim*  
9/2/21  
706

**LLB (THREE AND FIVE YEARS) ETC**

The following were discussed with regard to the conduct of offline/online regular examinations of LLB (three and five years) etc.:

- a. That the regular offline/online examinations of LLB (three and five years) of 9<sup>th</sup> Semester be conducted on priority basis and for the same, get the updated panel of paper setters from the concerned Dean and set the question papers accordingly.
- b. That the date sheet of the same be communicated after the completion of the process of setting of question papers.


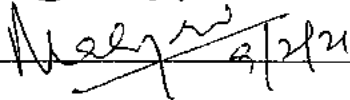
**POST BASIC NURSING AND BAMS (1<sup>ST</sup> SEM)**

The modalities to be adopted for the conduct of online examinations of POST BASIC NURSING and BAMS (1<sup>ST</sup> SEM) were also discussed during the meeting.

The meeting terminated with the vote of thanks to the chair.

**Signature of the Members**

1.   
3. 

2.   
4. 



Annexure-7

**OFFICE OF THE DEAN ACADEMIC AFFAIRS**  
**UNIVERSITY OF JAMMU, JAMMU**

(NAAC ACCREDITED 'A+' UNIVERSITY)  
Website: <https://jammuuniversity.ac.in> Tel. 0191-2456892

**Notification No. 09**

**Guidelines for conducting Terminal Semester Examination for B.A. LL.B (5 Years) and LL.B (3 Years) Programmes of the University of Jammu in the Main Campus / Affiliated Law Colleges for the Session 2019-20:**

In view of the extraordinary circumstances due to spread of COVID-19 pandemic and subsequent guidelines issued by the various agencies viz. MHA, MHRD, UGC and UT of J&K, the following guidelines are adopted for holding the examinations of the students of the **Terminal Semester of B.A. LL.B (5 Years) and LL.B (3 Years) Programmes** of the University of Jammu in the Main Campus and Affiliated Law Colleges:

- a) The Major examination of the Terminal Semesters shall be conducted in the form of Open Book Examination. Out of total 100 marks allocated for each Semester examination, 75 marks shall be assigned to written component and remaining 25 marks to Oral examination for each paper.
- b) For Written Examination, the question paper shall be sent through e-mail or whatsapp etc 5 minutes before the start of the examination and the students will be asked to return the written sheets not later than 15 minutes after the maximum time of the examination through email or whatsapp etc.
- c) The time limit of the examination shall be 2 hours and 30 minutes. The students shall be asked to attempt any 05 questions out of the 10 questions set from the entire syllabus of the Course.
- d) The students shall be directed to write the answer on the self attested white sheets marked with page numbers.
- e) The Nodal Departments shall complete the entire examination process within one month time from the date of the notification.
- f) After the conduct of the theory examinations, the written assignments for the practical papers shall be provided by the Nodal Departments.
- g) The students of the Terminal Semester/ having backlog of previous Semesters shall be evaluated by conducting examinations by the Nodal Departments as per the above mentioned procedure.

**Guidelines for Terminal Semester Papers:**

- i) The setting of the paper and evaluation of the scripts shall be undertaken by the HoD/ Director of the Nodal Department in order to ensure safe and smooth conduct of the examination of the terminal semester.
- ii) The questions for the Open Book examinations shall not be conventional/direct. These should be of conceptual and analytical nature.
- iii) The entire process of Oral and Written examinations in each course be completed in not more than three consecutive days of the schedule/date sheet issued by the Head/ Director of the Nodal Department for each paper.
- iv) Question papers shall be sent to the candidates and answer sheets shall be received on an e-mail ID of the Head/ Director of the Nodal Department only. In order to perform this job, the HODs are requested to create a separate e-mail for the purpose.
- v) Paper setting and evaluations should be done by the permanent faculty of the University.

No: DAA/20/ 8046-96  
Dated: 24-09-2020

24/09/20  
Dean Academic Affairs

**Copy to:**

1. Spl. Secy to the Vice-Chancellor, University of Jammu for information of the Vice-Chancellor please
2. Sr. P.A to the Dean Academic Affairs for information please.
3. Sr. P.A to the Dean Research Studies/Registrar/ Director DDE/COE/ Dean Planning & Dev./ I/c Librarian/ DSW/ Provost Hostels (Boys/Girls)/ Director DIQA for information please.
4. All Campus Deans for kind information and further necessary action please.
5. Director Colleges Development with a request to intimate the same to the affiliated Law Colleges.
6. Chief Coordinator / Directors/ Rectors of the Offsite Campuses for information and further n.a please
7. All Heads/Directors of the Teaching Departments for information and further necessary action please.
8. I/c University Website with the request for getting it uploaded on the University website.
9. Deputy Registrar (AA)





OFFICE OF THE DEAN ACADEMIC AFFAIRS  
UNIVERSITY OF JAMMU, JAMMU

Web-site: www.jammuuniversity.ac.in

Ph: 2456892 EPABX: 2117, 2116

**NOTIFICATION No. 06**

**Guidelines for conducting Terminal Semester Examination for various UG/PG Programmes of the University of Jammu in the Main Campus and Offsite Campuses for the Session 2019-20:**

This is for the information of all concerned that in view of the extraordinary circumstances due to spread of COVID-19 pandemic and subsequent guidelines issued by the various agencies viz MHA, MHRD, UGC and UT of J&K, the following guidelines shall be adopted for holding the examinations of the students of the **Terminal Semesters** for the various **Under Graduate/Post Graduate** programmes of the University of Jammu in the Main Campus and Offsite Campuses.

- a. The Major examination of the Terminal Semesters shall be conducted in the form of Open Book Examination. Out of total 60 marks allocated for Major examination in CBCS, 40 marks (66.66%) shall be assigned to written component and remaining 20 marks (33.33%) to Oral examination.
- b. For Written Examination, the question paper shall be sent through e-mail or whatsapp etc 5 minutes before the start of the examination and the students will be asked to return the written sheets not later than 15 minutes after the maximum time of the examination through email or whatsapp etc
- c. The time limit of the examination shall be 2 hours and 30 minutes. The students shall be asked to attempt any 5 questions out of the 10 questions set from the entire syllabus of the Course.
- d. The students shall be directed to write the answer on the self attested white sheets marked with page numbers.
- e. For the End Semester Project Work, the examination shall be conducted through power point presentations on virtual platform using Google meet/Webex/Skype etc followed by viva-voce examination.
- f. With regard to the practical examination of the End Semester, the written part shall be of 50% weightage and the examination shall be similar to the open book method as above, for the duration of one hour followed by an exhaustive viva-voce (50% weightage) to be conducted after the presentation. **This practice will also be applicable to the Inter-mediate semesters.**
- g. All the departments are required to complete the entire examination process by 30<sup>th</sup> September 2020.
- h. The students of the Terminal Semester/Final Year having backlog of previous Semesters shall be evaluated by conducting examinations by the concerned departments/Offsite Campuses as per the above mentioned procedure.

*Sumitasharma*  
Deputy Registrar  
(Academic Affairs)  
11/9/2020

No DAA/20/7589-7650  
Dated 11/9/2020

Copy to:

- 1. Spl Secy to the Vice Chancellor for the kind information of the Vice-Chancellor, University of Jammu, Jammu
- 2. Sr. P.A to the Dean Academic Affairs/Dean Research Studies
- 3. Sr. P.A to the Dean Students Welfare
- 4. All Deans of the various Faculties
- 5. All Heads/Directors/Rectors of the University of Jammu and Offsite Campuses
- 6. Sr. P.A to the Registrar/ Controller of Examinations/Colleges Development Council
- 7. Chief Coordinator Campuses/Coordinator Campuses
- 8. Dy. Director DIQA
- 9. Dy. Registrar (Academic Affairs)
- 10. *to website for uploading on the univ. website etc.*



**OFFICE OF THE DEAN ACADEMIC AFFAIRS  
UNIVERSITY OF JAMMU, JAMMU**

(NAAC ACCREDITED 'A+' UNIVERSITY)

Website: <https://jammuuniversity.ac.in>

Tel. 0191-2456892

**Notification No. 08**

In continuation to the **Notification No. 06** (Guidelines for Terminal Semester Examinations under CBCS scheme) issued by the office of the Dean Academic Affairs vide No.DAA/20/7589-7650 dated 01/09/2020, this is for the information of all concerned that the following guidelines for Terminal Semester Papers issued by the office of the DAA vide Notification No. 07 dated 15/09/2020 are applicable to the CBCS courses also.

**Guidelines for Terminal Semester Papers:**

- (i) The setting of the paper and evaluation of the scripts shall be undertaken by the Nodal Departments in order to ensure safe and smooth conduct of the examination of the terminal year/semester.
- (ii) The questions for the Open Book examination shall not be conventional/direct. These should be of conceptual and analytical nature.
- (iii) The entire process of Oral and Written examination in each course be completed in not more than two consecutive days of the schedule/date sheet issued by the concerned Head of the Department/Nodal Department.
- (iv) Question papers shall be sent to the candidates and answer sheets shall be received on the e-mail ID of the Head of the Department only. In order to perform this job, the HODs are requested to create a separate e-mail for the purpose.
- (v) The **Open Course examination** will not be held and average of the marks obtained by the students in rest of the courses in the Semester be awarded proportionately.

*Sumilashama*  
Dy Registrar 17/9/2020  
Academic Affairs

No. DAA/20/7895-7945  
Dated: 17/9/2020


**Copy to:**

1. Spl. Secy to the Vice-Chancellor, University of Jammu for information of the Vice-Chancellor please
2. Sr. P.A to the Dean Academic Affairs for information please
3. Sr. P.A to the Dean Research Studies/Registrar/ Director DDE/COE/ Dean Planning & Dev / I/c Librarian/ DCD / DSW/ Provost Hostels (Boys/Girls)/ Director DIOA for information please
4. All Campus Deans for kind information and further necessary action please
5. Chief Coordinator / Directors/ Rectors of the Offsite Campuses for information and further n/a please
6. All Heads/Directors of the Teaching Departments for information and further necessary action please
7. I/c University Website with the request for getting it uploaded on the University website
8. Deputy Registrar (AA)

**UNIVERSITY OF JAMMU**

**NOTIFICATION**

In partial modification to Notification No: SPA/COE/21/1248-68 dated 31.01.2021, it is hereby notified for the information of all the students of I.L.B (3 years) and B.A, LL.B (5 years) that the examinations of these courses shall be held through both, Off-line/On-line modes. Those students who opt for off-line mode of examination (with open choice) shall be required to attempt only four questions out of nine questions from the first three Units of each course. However, the students who opt for on-line mode of examination shall be governed by the examination pattern already notified by the office of the Dean, Academic Affairs vide Notification No. 13 dated 18-12-2020 relating to other PG Departments of the University of Jammu.

  
Controller of Examinations

No. SPA/COE/21/140-16/  
Dated: 05-02-2021

**Copy to:**

1. Special Secretary to the Vice-Chancellor for the kind information of the Esteemed Vice-Chancellor please.
2. Sr. P.A. to the Dean, Academic Affairs for the kind information of the Dean, Academic Affairs please.
3. Sr. P.A. to the Registrar for the kind information of Registrar please.
4. Dean, Faculty of Law, University of Jammu
5. Head, Department of Law, University of Jammu for information.
6. Director, The Law School, University of Jammu for information.
7. Sr. P.A to Dean, Students Welfare, University of Jammu,
8. Sr. P.A to the Director, Colleges Development Council for the information of the Director, CDC, please
9. All Officers of the Examination Wing.
10. Programmer (Computer/Examinations) with the request to get uploaded the Date sheet on the websites:  
[www.coeju.com](http://www.coeju.com).

# UNIVERSITY OF JAMMU

## NOTIFICATION

In partial modification to Notification No: SPA/COE/21/1248-68 dated 31.01.2021, it is hereby notified for the information of all the students of LL.B (3 years) and B.A, LL.B (5 years) that the examinations of these courses shall be held through both, Off-line/On-line modes. Those students who opt for off-line mode of examination (with open choice) shall be required to attempt only four questions out of nine questions from the first three Units of each course. However, the students who opt for on-line mode of examination shall be governed by the examination pattern already notified by the office of the Dean, Academic Affairs vide Notification No. 13 dated 18-12-2020 relating to other PG Departments of the University of Jammu.

Controller of Examinations

No. SPA/COE/21/

Dated: 05-02-2021

Copy to:

1. Special Secretary to the Vice-Chancellor for the kind information of the Esteemed Vice-Chancellor please.
2. Sr. P.A. to the Dean, Academic Affairs for the kind information of the Dean, Academic Affairs please.
3. Sr. P.A. to the Registrar for the kind information of Registrar please.
4. Dean, Faculty of Law, University of Jammu
5. Head, Department of Law, University of Jammu for information.
6. Director, The Law School, University of Jammu for information.
7. Sr. P.A to Dean, Students Welfare, University of Jammu,
8. Sr. P.A to the Director, Colleges Development Council for the information of the Director, CDC, please
9. All Officers of the Examination Wing.
10. Programmer (Computer/Examinations) with the request to get uploaded the Date sheet on the websites:  
[www.coeju.com](http://www.coeju.com).

D.A.  
Controller of Examinations  
[Signature]  
5/2/21



## UNIVERSITY OF JAMMU

### NOTIFICATION

Consequent upon the issuance of Order No. 18-JK (HE) of 2021 dated 28<sup>th</sup> January 2021 by the Government of Jammu & Kashmir with regard to re-opening of Colleges/Universities in the Union Territory of Jammu & Kashmir, it is hereby notified for the information of all concerned that henceforth all the examinations for the regular students of Engineering and Law disciplines shall be conducted in an offline mode.

However, keeping in view the technological constraints and COVID-19 situation, the candidates of Bachelor of Engineering/B.Tech./B.Arch (regular odd semesters i.e. 1<sup>st</sup>, 3<sup>rd</sup>, 5<sup>th</sup> & 7<sup>th</sup> Semesters), LL.B – Three Years (3<sup>rd</sup> & 5<sup>th</sup> Semesters - regular) and B.A.LL.B – Five Years (3<sup>rd</sup>, 5<sup>th</sup>, 7<sup>th</sup> and 9<sup>th</sup> Semesters - regular) and LL.M (2<sup>nd</sup> Semester – regular) shall have open choice and the candidates are required to attempt any four questions irrespective of sections/units. The pattern of the Question Papers shall be as per the statutes in vogue.

In case of any difficulty/doubts w.r.t. the syllabus, the Principals/Directors of the Institutions are requested to conduct remedial/doubt clearing sessions for the benefit of the students.

No: SPA/COE/21/1248-68

Dated: 31.01.2021

  
Controller of Examinations  
31-01-21


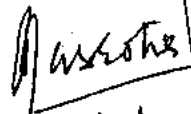
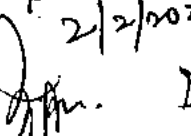

Copy to -

1. Special Secretary to the Vice-Chancellor for the kind information of the Hon'ble Vice-Chancellor please.
2. Sr. P.A. to the Dean, Academic Affairs for the kind information of the Dean, Academic Affairs please.
3. Sr. P.A. to the Registrar for the kind information of the Registrar please.
4. Dean, Faculty of Law, University of Jammu for information.
5. Head, Department of Law, University of Jammu for information.
6. Principal/Dean, Faculty of Engineering, Government College of Engineering & Technology, Jammu for information.
7. Sr. P.A. to Dean, Students Welfare, University of Jammu for information.
8. Sr. P.A. to the Director, Colleges Development Council for the information of the Director, CDC please.
9. All Officers of the Examination Wing.
10. Mr. Ravi Kant Verma, Programmer (Exams. Computer) with the request to get the Notification uploaded on the University website i.e. [www.coeju.com](http://www.coeju.com)

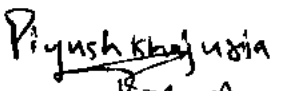
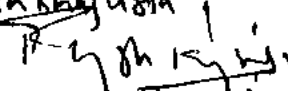
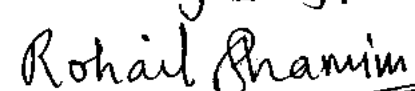
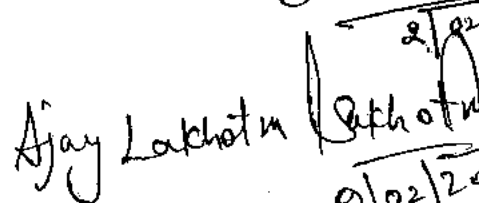

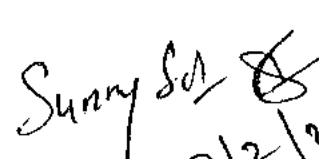
The students of the Law School, University of Jammu and other affiliated Law Colleges of the University who were protesting for holding their examination online like other exams of the University, after a series of meetings with their representatives, their demands were deliberated threadbare and following issues were resolved amicably between the University authorities and the students viz-a-viz conduct of examinations of B.A. LL.B (Five years) / LL.B (Three years):


1. That the University shall issue a notification for holding both **Offline/Online** examinations. The students shall be given following two options:
  - a. Those students who opt for offline examination (with open choice) shall be required to attempt Four questions out of Nine questions from first three Units only.
  - b. The students who opt for online examinations shall be governed by the examination pattern already in vogue, as per notification No.13 issued by the Office of Dean Academic Affairs on 18.12.2020 relating to other PG Departments of the University.

University Representatives

1.  DAA
2.  Dean Law  
2/2/2021
3.  DSW.
4.  (Head Department)  
02.02.2021

Students Representative

1.  Piyush Khajuria  

2.  Rohail Shamim  
2/2/21
3.  Ajay Lakhotia  
  
2/02/2021
4.  Sunny Sol  
2/2/21

2A Exam. P-I. urgent Sp. ...  




# UNIVERSITY OF JAMMU

## JAMMU

NOTE :

The students of BE/B.Tech/B.Arch. of all the affiliated/constituent Engineering Colleges of the University of Jammu who were protesting for holding their examination online like other exams of the University, after a series of meetings with their representatives, their demands were deliberated threadbare and following issues were resolved amicably between the University authorities and the students :

1. That the University shall issue a notification for holding both **Offline/Online** examinations of regular odd semesters (1<sup>st</sup>, 3<sup>rd</sup>, 5<sup>th</sup> & 7<sup>th</sup>) The students shall be given following two options:
  - a. Those students who opt for offline examination (with open choice) shall be required to attempt four questions out of eight questions set from 80% of the syllabus of each course.
  - b. The students who opt for online examinations shall be governed by the examination pattern already in vogue, as per notification No.13 issued by the Office of Dean Academic Affairs on 18.12.2020 relating to other PG Departments of the University.

### University Representatives

*S. S. S. S.*  
Dr. Sameer Slama  
(Dean, Faculty of Engg)

Wice-Chancellor:

*[Signature]*

3/2/21

### Students Representatives

- | Name:                    | Signature          |
|--------------------------|--------------------|
| 1. Villas (BCEET)        | <i>[Signature]</i> |
| 2. Nafeel Iqbal (YCEET)  | <i>[Signature]</i> |
| 3. Retik Mannas (YCEET)  | <i>[Signature]</i> |
| 4. Gurminder Singh (MBS) | <i>[Signature]</i> |
| 5. Jash Sharma (BUT)     | <i>[Signature]</i> |
| 6. Vinay Kumar (BCEET)   | <i>[Signature]</i> |

UNIVERSITY OF JAMMU  
JAMMU

NOTE:

may kindly please place alongside notification regarding conduct of online/offline examination of B.E regular/odd semesters (1<sup>st</sup>, 3<sup>rd</sup>, 5<sup>th</sup> and 7<sup>th</sup>) for kind perusal and approval. Submitted.

Gyan  
11/2/21

Controller of Examination Speaks

Dalvi  
11/2/21

Spoken.

Resubmitted

These guidelines have been drafted by Dean, Faculty of engineering, consequent upon the decision taken in deliberation that took place in committee room (re-structured). The minutes of the meeting are submitted for approval by the Hon'ble Vice-Chancellor.

Gyan  
12/2/21

Controller of Examination

Dalvi  
12/2/21

Vice-Chancellor - Singh  
13.2.2021

Dr. (Exam) Borker  
13/2/21



# University of Jammu

## Notification

**Subject :** Guidelines for conducting Final/End Semester Examination for UG Programmes in B.E./E Tech./B.Arch. of regular Odd Semesters( 1 st , 3 rd , 5 th and 7 th ) for the Session 2020-2021.

This is in continuation of the decision taken by the University dated 3<sup>rd</sup> February, 2021 to issue a notification for holding both offline/online examination for the Engineering courses cited above in the subject . For the information of the concerned students , the Guidelines in this regard are issued as under.

a) The Students shall be given the option of taking either Offline or Online Exams as per their suitability. All students will be required to submit their choice of Exam mode beforehand to the University, as per the date notified; to facilitate the conduct of the exam.

b) The students who opt for the Offline Examination shall be required to attempt any four questions (Open Choice) out of a total of Eight questions set from 80% of the syllabus of each course. The curtailment in Syllabi shall be intimated to the students shortly and the duration of the examination will be 3 hours; each question shall have equal weightage, for a total of 100 marks .

c) The Online exam in all courses shall be conducted in the form of Open Book Examination.

i) The candidates shall have to attempt five questions out of the total eight with no open choice and syllabus curtailment (as per the normal pattern). However the answers to the questions shall not exceed 10 pages. More than 10 pages shall not be considered for evaluation.

ii) Out of the total marks of 100, 67% weightage shall be assigned to the written component and the remaining 33% weightage shall be assigned to the Oral Examination to be held separately in offline mode after the written Exam as per a separate schedule that will be intimated to the candidates.

iii) The questions for the Open Book examination shall not be conventional/direct. These shall be Conceptual and Analytical.

iv) For the written Online Examination the question paper shall be sent through email whatsapp etc 5 minutes before the start of examination and the students shall be required to return the written sheets in the form of Pdf not later than 30 minutes after the maximum time of the examination through mail on the specified email address.

v) The Duration of the Exam shall be 2 Hours and 30 minutes as per the time schedule /Date sheet to be notified by the University and an extra 30 minutes shall be provided to facilitate the uploading of the answer sheets. The answer sheets shall not be accepted after the stipulated time.

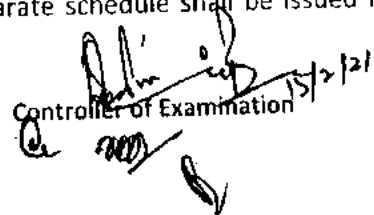
vi) The students have to write the answer on the self-attested white sheets of standard A4 size marked with their page numbers.

vii) To facilitate the smooth conduct of examinations, the offline mode of examinations shall be held first as per the date sheet to be notified by the University followed by the Online exam. The oral Component of the Online examination shall be held after the last online exam and a separate schedule shall be issued for the same to be held in the offline mode.

No. Exam./Prof/21/12-88-87,8  
Dated 15/02/21

Copy for the kind information of the :-

1. Spl. Secy. to the Vice-Chancellor for the kind information of the Esteemed Vice Chancellor please.

  
Controller of Examination 15/2/21

# University of Jammu

## Notification

**Subject** : Guidelines for conducting Final/End Semester Examination for UG Programmes in B.E./B.Tech./B.Arch. of regular Odd Semesters( 1<sup>st</sup> , 3<sup>rd</sup> , 5<sup>th</sup> and 7<sup>th</sup> ) for the Session 2020-2021.

This is in continuation of the decision taken by the University dated 3<sup>rd</sup> February, 2021 to issue a notification for holding both offline/online examination for the Engineering courses cited above in the subject . For the information of the concerned students , the Guidelines in this regard are issued as under.

a) The Students shall be given the option of taking either Offline or Online Exams as per their suitability. All students will be required to submit their choice of Exam mode beforehand to the University, as per the date notified; to facilitate the conduct of the exam.

b) The students who opt for the Offline Examination shall be required to attempt any four questions (Open Choice) out of a total of Eight questions set from 80% of the syllabus of each course. The curtailment in all Syllabi shall be intimated to the students shortly and the duration of the examination will be 3 hours; each question shall have equal weightage, for a total of 100 marks .

c) The Online exam in all courses shall be conducted in the form of Open Book Examination.

i) The candidates shall have to attempt five questions out of the total eight with no open choice and no syllabus curtailment (as per the normal pattern). However the answers to the questions shall not exceed 10 pages. More than 10 pages shall not be considered for evaluation.

ii) Out of the total marks of 100, 67% weightage shall be assigned to the written component and the remaining 33% weightage shall be assigned to the Oral Examination to be held separately in offline mode after the written Exam as per a separate schedule that will be intimated to the candidates.

iii) The questions for the Open Book examination shall not be conventional/direct. These shall be Conceptual and Analytical.

iv) For the written Online Examination the question paper shall be sent through email whatsapp etc 5 minutes before the start of examination and the students shall be required to return the written sheets in the form of Pdf not later than 30 minutes after the maximum time of the examination through mail on the specified email address.

v) The Duration of the Exam shall be 2 Hours and 30 minutes as per the time schedule /Date sheet to be notified by the University and an extra 30 minutes shall be provided to facilitate the uploading of the answer sheets. The answer sheets shall not be accepted after the stipulated time.

vi) ~~The students have to attempt 5 questions out of 8 questions from the complete syllabus, as per the existing exam pattern.~~ The students have to write the answer on the self-attested white sheets of standard A4 size marked with page numbers.

To facilitate the smooth conduct of examinations, the offline mode of examinations shall be held first, as per the date sheet to be notified by the University followed by the Online exam. The oral Component of the Online examination shall be held after the last online exam and a separate schedule shall be issued for the same to be held in the offline mode.

Controller of Examination

No. Exam./Prof/21/ \_\_\_\_\_

Dated \_\_\_\_\_

*D. FA / AA*  
*Controller*  
*Q*  
Vice-Chancellor ..

*[Signature]*

13/2  
718

*[Signature]*  
15/2/21  
DR. E. H. D. S.



ram verma <ramvermaju@gmail.com>

---

**Guidelines of conduct of B.E/B.Tech and B.Arch regular semester exams**

2 messages

PRINCIPAL <gcet\_jammu1994@rediffmail.com>

To: ram verma <ramvermaju@gmail.com>


Wed, Feb 10, 2021 at 1:36 PM

Sir

PFA in word format for your kind perusal and further necessary action at your end.

Regards

Govt.College of Engineering & Technology  
Chak Bhalwal Jammu  
Ph (Off):01912623087

 Off-Online\_Engg..doc  
34K

---

ram verma <ramvermaju@gmail.com>

To: ajayx2020@gmail.com

Wed, Feb 10, 2021 at 4:07 PM

[Quoted text hidden]

 Off-Online\_Engg..doc  
34K

## UNIVERSITY OF JAMMU

## NOTICE

**FOR THE INFORMATION OF ALL THE STAKEHOLDER OF UNDER-GRADUATE EXAMINATIONS (B.A/B.SC./B. COM. ETC.) SEMESTERS II & IV (2020)**

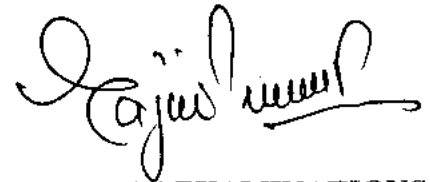
In supersession of the earlier notifications issued by the University vide notice No: JU/Exams/UG/20/4080-4160, Dated: 29th May 2020 & No: SPA/COE/2-0/1350-1449, Dated: 6th June 2020 and because of the prevailing COVID-19 pandemic and also respecting the mandate of the UGC (Regulations), it is hereby notified for the information as under: -

As per the UGC guidelines, the University shall initiate necessary measures for the declaration of results of 2nd & 4th Semesters by taking a total of 100 Marks, out of which 50% weightage shall be of the marks obtained by the student in the previous semester i.e. 1st & 3rd and the rest of the 50% weightage shall be the internal assessment of the candidate for the current semester i.e. 2nd and 4th Semester as the case may be.

Further, the colleges shall bifurcate the Internal Assessment into two components i.e. 30 marks out of 50 based on Internal Assignment and 20 marks as another crucial parameter of Attendance / Viva-Voce, etc. as deemed fit by the teacher concerned

The above scheme shall be adopted for the successful candidates of the previous semesters (1st and 3rd) only and the re-appear /backlog candidates of the previous semesters i.e., 1st and 3rd shall not be covered under this scheme till they clear their backlog in the previous semesters (1st and 3rd).

For terminal / end-semester examinations for the various programmes run by the University of Jammu a separate notification shall be issued.



**CONTROLLER OF EXAMINATIONS**

No: SPA/COE/2 0/1567-82

Dated: 11<sup>th</sup> August 2020.

Copy to: -

1. Special Secretary to the Vice-Chancellor for the kind information of the Hon'ble Vice-Chancellor please.
2. Sr. P.A. to the Dean, Academic Affairs for the kind information of the Dean, Academic Affairs please.
3. Sr. P.A. to the Registrar for the kind information of the Registrar, please
4. Sr. P.A. to the Director, Directorate of Distance Education, the University of Jammu for the information of the Director (DDE), please.
5. Sr. P.A. to the Director, Colleges Development Council for the information of the Director, CDC, please.
6. Head, Department of Law, the University of Jammu for information.
7. Director, The Law School, the University of Jammu for information.
8. Principals of all the affiliated Government Degree Colleges.
9. Principals of Medical Colleges.
10. Principals of Dental Colleges/Nursing Colleges/Ayurveda Colleges for information.
11. Principals of all Engineering Colleges.
12. Deputy Registrar (C.A. to CE), University of Jammu, Jammu.
13. All Officers of the Examination Wing.
14. I/c University website ([www.jammuuniversity.ac.in](http://www.jammuuniversity.ac.in)) & [www.coeju.com](http://www.coeju.com)) with the request to get the Notification uploaded on the website.
15. For any other information please communicate on the following Mobile Numbers with in working hours: 9419102780, 9796402254, 9419159360

**NOTE:**

Minutes of the meeting of the Committee held on 26<sup>th</sup> May 2020 at 11.30 a.m. in the Office Chambers of the Controller of Examinations to discuss the conduct of B.A./B.Sc./B.Com. Examinations only:

**PRESENT**

1. Prof. Rajni Kant,  
Controller of Examinations.
2. Prof. Kulwant Singh,  
Director, DDE & Former Controller of Examinations
3. Prof. P.K. Srivastava,  
Post-graduate Department of Geology.
4. Prof. K.K. Kapoor,  
Post-graduate Department of Chemistry.
5. Prof. Ravinder Tickoo,  
Nodal Principal.
6. Sh. S. Mahajan,  
Former Controller of Examinations.
7. Dr. Raj Kumar,  
Deputy Registrar (CA to COE).
8. Sh. Ashwani Kumar,  
Assistant Registrar (Evaluation Non-Professional).
9. Sh. Nawang Tundup,  
Assistant Registrar (CA to COE)

In continuation to the earlier decision of 21<sup>st</sup> May 2020, the Committee met again on 26<sup>th</sup> May 2020 at 11.30 a.m. in the Office of the Controller of Examinations. As per decision 1 (e), further recommendations are as under: -

1. The College shall conduct Internal Evaluation (which can be Internal Assessment/Assignment) for Semester 2<sup>nd</sup> and 4<sup>th</sup> students. 50% weightage shall be given to the internal evaluation and the remaining 50% weightage to the average marks secured by the student in the preceding semester. The College shall complete the internal evaluation, if not done earlier, during the first 10 days of the start of the class work for the next semester. It is stressed here that this is as per the UGC scheme of 50% weightage to the previous semester awards and 50% weightage to the internal evaluation awards of the semester in question.
  2. For 2<sup>nd</sup>/4<sup>th</sup> Semester private students, the Committee recommends 50% weightage for the internal assessment already evaluated/awarded in the 2<sup>nd</sup>/4<sup>th</sup> semester and the remaining 50% weightage to be added from the preceding semester score of the subject passed by him/her.
- For the students of 2<sup>nd</sup>, 4<sup>th</sup> and 6<sup>th</sup> Semesters of the Directorate of Distance Education, the calculation of result shall be 50% weightage to the Internal Assessment awards received from the Directorate of Distance Education and the rest 50% weightage shall be calculated on the basis of the performance in the immediate previous semester (his/her passed subject)

The meeting terminated with a vote of thanks to the Chair.

*Submitted for approval*

*Dr. Rajni Kant  
26.5.2020  
Chairman*

*Similar exercise  
needs to be undertaken  
for Practicals in Science  
Subjects.*

*C.E.*

*Meharave  
26.5.20*

*Kulwant Singh  
26/5/20*

*Prof 2  
26.5.2020*

*Dr. Raj Kumar  
26/5/20*

*Sumendu  
26/5*

*Dr. Ashwani Kumar  
26.05.20*

*Dr. Nawang Tundup  
26/5/2020*

# UNIVERSITY OF JAMMU

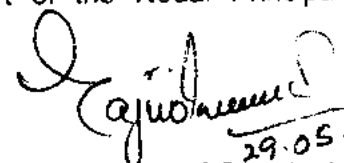
## NOTIFICATION

**Reg: Under-Graduate Examinations (B.A/B.Sc./B. Com.) Semester, II, IV & VI (2020).**

We all are aware of the fact that due to the prevailing COVID-19 pandemic, the University examinations for under-graduate courses (B.A/B.Sc/B.Com.) Semesters-II, IV & VI could not be held as per earlier schedules. Therefore, while respecting the mandate of the UGC (Regulations), and pursuant to the recommendations of the Committee constituted by the University on Examinations, it is hereby notified for the information of all the students of Under-graduate Courses (B.A/B.Sc/B.Com) – Semester-II, IV and VI that the University, in anticipation of the approval of the Competent Bodies, has adopted the following scheme for the progression of students of intermediate Semester-II and IV to the next Semester (III & V), as a one time exception for the year 2020: -

1. The College shall conduct Internal Evaluation (which can be Internal Assessment/Assignment) for Semester 2<sup>nd</sup> and 4<sup>th</sup> students. 50% weightage shall be given to the internal evaluation and the remaining 50% weightage to the average marks secured by the student in the preceding semester (i.e. Semester I & III respectively). The College shall complete the internal evaluation, if not done earlier, during the first 10 days of the start of the class work for the next semester post lockdown. This is as per the UGC scheme of 50% weightage to the previous semester awards and 50% weightage to the internal evaluation awards of the semester in question.
2. For 2<sup>nd</sup>/4<sup>th</sup> Semester private students, the Committee recommends 50% weightage for the internal assessment already evaluated/awarded in the 2<sup>nd</sup>/4<sup>th</sup> semester and the remaining 50% weightage to be given to the preceding semester score of the subject passed by the candidate.
3. For the students of 2<sup>nd</sup>, 4<sup>th</sup> and 6<sup>th</sup> Semesters of the Directorate of Distance Education, the calculation of result shall be 50% weightage to the Internal Assessment awards received from the Directorate of Distance Education and the rest 50% weightage shall be given to the performance in the preceding semester (passed subject).

However, the terminal examination for Under-graduate 6<sup>th</sup> Semester shall be conducted on the pattern of Multiple Choice Questions (MCQ) to be answered on OMR sheets by following all the safety norms/precautions, social distancing, staggered shifts, etc. as soon as conditions are considered conducive. The question papers shall be set from the course content delivered/syllabi completed (based on the report of the Nodal Principal of the Colleges) before the lockdown or during the lockdown

  
29.05.2020  
Controller of Examinations

No: JU/Exams/UG/20/4080-4160

Dated: 29<sup>th</sup> May 2020.

Copy to: -

1. Special Secretary to the Vice-Chancellor for the kind information of the Hon'ble Vice-Chancellor please
2. Sr. P.A. to the Dean, Academic Affairs for the kind information of the Dean, Academic Affairs please
3. Sr. P.A. to the Registrar for the kind information of the Registrar please
4. Sr. P.A. to the Director, Directorate of Distance Education, University of Jammu for the information of the Director (DDE) please.
5. Sr. P.A. to the Director, Colleges Development Council for the information of the Director, CDC please.
6. Principals of all the affiliated Government Degree Colleges.
7. Deputy Registrar (C.A. to CE), University of Jammu, Jammu.
8. All Officers of the Examination Wing.

# UNIVERSITY OF JAMMU

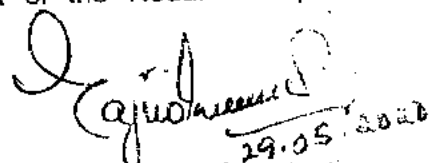
## NOTIFICATION

Reg: Under-Graduate Examinations (B.A/B.Sc./B. Com.) Semester, II, IV & VI (2020).

We all are aware of the fact that due to the prevailing COVID-19 pandemic the University examinations for under-graduate courses (B.A/B.Sc/B.Com.) Semesters-II, IV & VI could not be held as per earlier schedules. Therefore, while respecting the mandate of the UGC (Regulations), and pursuant to the recommendations of the Committee constituted by the University on Examinations, it is hereby notified for the information of all the students of Under-graduate Courses (B.A/B.Sc/B.Com) – Semester-II, IV and VI that the University, in anticipation of the approval of the Competent Bodies, has adopted the following scheme for the progression of students of intermediate Semester-II and IV to the next Semester (III & V), as a one time exception for the year 2020: -

1. The College shall conduct Internal Evaluation (which can be Internal Assessment/Assignment) for Semester 2<sup>nd</sup> and 4<sup>th</sup> students. 50% weightage shall be given to the internal evaluation and the remaining 50% weightage to the average marks secured by the student in the preceding semester (i.e. Semester I & III respectively). The College shall complete the internal evaluation, if not done earlier during the first 10 days of the start of the class work for the next semester post lockdown. This is as per the UGC scheme of 50% weightage to the previous semester awards and 50% weightage to the internal evaluation awards of the semester in question.
2. For 2<sup>nd</sup>/4<sup>th</sup> Semester private students, the Committee recommends 50% weightage for the internal assessment already evaluated/awarded in the 2<sup>nd</sup>/4<sup>th</sup> semester and the remaining 50% weightage to be given to the preceding semester score of the subject passed by the candidate.
3. For the students of 2<sup>nd</sup>, 4<sup>th</sup> and 6<sup>th</sup> Semesters of the Directorate of Distance Education, the calculation of result shall be 50% weightage to the Internal Assessment awards received from the Directorate of Distance Education and the rest 50% weightage shall be given to the performance in the preceding semester (passed subject).

However, the terminal examination for Under-graduate 6<sup>th</sup> Semester shall be conducted on the pattern of Multiple Choice Questions (MCQ) to be answered on OMR sheets by following all the safety norms/precautions, social distancing, staggered shifts, etc as soon as conditions are considered conducive. The question papers shall be set from the course content delivered/syllabi completed (based on the report of the Nodal Principal of the Colleges) before the lockdown or during the lockdown

  
29.05.2020  
Controller of Examinations

No: JU/Exams/UG/20/4080-4160

Dated: 29<sup>th</sup> May 2020.

Copy to: -

1. Special Secretary to the Vice-Chancellor for the kind information of the Hon'ble Vice-Chancellor please.
2. Sr. P.A. to the Dean, Academic Affairs for the kind information of the Dean, Academic Affairs please.
3. Sr. P.A. to the Registrar for the kind information of the Registrar please.
4. Sr. P.A. to the Director, Directorate of Distance Education, University of Jammu for the information of Director (DDE) please.
5. Sr. P.A. to the Director, Colleges Development Council for the information of the Director, CDC please.
6. Principals of all the affiliated Government Degree Colleges.
7. Deputy Registrar (C.A. to CE), University of Jammu, Jammu.
8. All Officers of the Examination Wing.



# UNIVERSITY OF JAMMU JAMMU

NOTE:

Re-submitted (dt. 15.05.2020)

Ref.

Note of the Exam. wing dt. 14.05.2020

This is to submit that a file has been submitted by the Examination wing wherein a committee under the patronship of the Dean Academic Affairs has been constituted for the examination related matters for holding of the examinations of the PG/UG etc. this year.

It is resubmitted and proposed that a committee comprising (i) CoE (ii) Prof. Kulwant Singh, Director DDE/Former Controller and (iii) Sh. Sanjay Kalyan, Administrator GZA/Former Controller has already been constituted for all examination related matters. In view of COVID-19 to prepare a detailed plan of action in the matter and the committee is also stands already notified as well.

It is submitted that the committee already earlier constituted may do the job mandated to the committee by the Univ. while the office of the Dean Academic Affairs and the Dean Academic Affairs person himself will assist and guide in the matter as regard. and any orders required to be issued should be issued by the office of the DAA as per request on the recommendation of the committee/Univ.

So the committee of the (i) CoE (ii) Prof. Kulwant Singh (iii) Sh. Sanjay Kalyan may do the job as assigned as it would be independent for the DAA office to do the examination related work in the wake of a separate examination wing and a designated Controller of examination and his staff to do the job.

Submitted please.

*[Signature]*

15.05.2020  
DAA

①  
CE

For urgent  
action

④ V.C. pl.

*[Signature]*

15.5.2020

⑨ Sr. PA to CoE  
please  
*[Signature]*

⑧ File is returned to S.S. to V.C please

File No. 724

Sumit - DAA/5985  
10/1/2020



The detailed proposal for the conduct of UG - Non-Professional Exam (SEM 2-6) is placed opposite for further deliberations and action in broader forum comprising all Deans & All HODs (as convenor BOSs).

(10)

Submitted for further n/a n/a.

*[Signature]*  
19.05.20

(11)

Vice-Chancellor n/a.

The matter needs to be reconsidered by the Committee as nowhere in the UGC guidelines there is provision of Promotion on the basis of previous Semester Scores. As per the directions of Hon'ble Chancellor, UGC guidelines have to be followed in letter & spirit. Also there are lot of Statutory changes being suggested.

*[Signature]*  
20.5.2020

(12)

CE

The para above the suggestions (marked as \*) clearly suggests that the proposal is not exactly in line with UGC norms.

It is resubmitted with the request that the matter, being of utmost complexity, be handled at the level of Campus Deans / Convenor Board of Studies ~~and college nodal principal be also invited~~ and be re-examined for concrete recommendation where college nodal principal may be a special invitee.

725

*[Signature]*

- 1 -

# UNIVERSITY OF JAMMU

## JAMMU

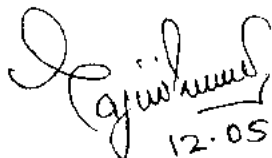
**NOTE:**

This is with reference to webex meeting held under the Convenership of the Hon'ble Vice-Chancellor on 12<sup>th</sup> May 2020 at 12.00 Noon regarding the assessment about the completion of courses at the Under-graduate level. To have an assessment of the Courses completed/amount of course content delivered, uptill March 20<sup>th</sup>, 2020 (or during the lock-down period) for the II, IV and VI Semester of Under-graduate studies, the Nodal Principal of the Colleges be asked to organize a meeting with all College Principals and provide information about all the Courses so that the University further takes it up with the concerned Conveners of the Boards of Studies for concrete action plan for the conduct of II, IV and VI Semester examinations.

Based on the data to be provided by the Nodal Principal in the form of %age of courses completed and the Minor-I or/and Minor-II tests conducted/to be conducted, the Academic Section of the University shall place the same before the Conveners of the Boards of Studies for proposing examination schemes which shall necessarily be different from the existing ones. Since the component of Marks for theory as well as practicals varies in case of various subjects, a uniform scheme thus will not be helpful. Therefore, it is requested that the data flows from the Office of the Nodal Principal be placed before a Committee for further deliberations with concerned Conveners of the Board of Studies so that a comprehensive policy is evolved for moving ahead in the academic business. A Committee of the following is thus proposed which may please be approved with/without modifications: -

- |   |                    |
|---|--------------------|
| 1. Dean, Academic Affairs                                     | - Convener         |
| 2. Controller of Examinations                                 | - Member           |
| 3. Director, Colleges Development Council                     | - Member           |
| 4. Director, Directorate of Distance Education                | - Member           |
| 5. Sh. Sanjeev Mahajan<br>(Former Controller of Examinations) | - Member           |
| 6. Deputy Registrar (Academic)                                | - Member Secretary |

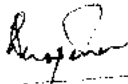
Submitted for approval and necessary action please.

  
12.05.2020  
Controller of Examinations

SPA/COE/24/1347  
87 13.5.20

(2)

Vice-Chancellor please

  
13.5.2020

(4) DR (Academic)

then notify the  
committee for  
further action.  
13/5/20

(3) SS to VC

726

# UNIVERSITY OF JAMMU JAMMU

NOTE:

Resubmitted for further m/a pl.

(13)

*[Signature]*  
20/5

Vice-Chancellor pl.

(14)

*[Signature]*  
20.5.2020

Pl. put up in the meeting of Campus Deans, Conveners of various B.O.S. & Principals of affiliated Colleges (Nodal & some representatives).

Controller of Examinations

(15)

The meeting, as desired, was held on May 20<sup>th</sup> 2020 & the minutes are attached opposite as Annexure-II. Another meeting, as a follow up of the earlier one, was held on May 26<sup>th</sup> 2020 in the office of COE. The minutes are placed opposite as Annexure-III.

Submitted for approval pl.

*[Signature]*  
26.05.2020

(16)

Vice-Chancellor pl.

The minutes stand approved (Annexure-III) M.

Submitted to Dean Acad. Affairs for appropriate action pl.

For u.a. as required

*[Signature]*  
26/5

(17)

Dean Acad. Affairs

*[Signature]*  
27.05.2020  
(New type)

Examinations


(6)

(16) Deputy Registrar (AA) / Academic

"A" As per practice a draft notification is required to be submitted which is not there in the file. It is submitted that the file may be re-submitted to the office of the Controller of the Examinations as per above for early disposal.

Submitted please.

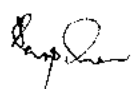
Sumit Kumar  
28/05/2020

(19) ~~DA A please~~   
28.05.2020

No: DAA/20/6137  
Dt: 28-5-2020

(20) ~~V.C. pl~~

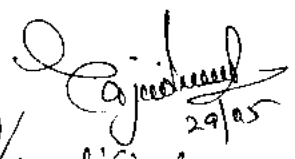
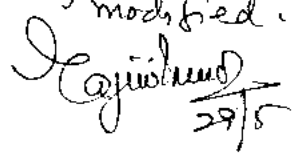
As per 'A' above  
Pl. get a draft notification prepared and send to JAA for issuance of the same. Also pl. mention about Practicals as communicated to me by you, yesterday on phone.


  
28.5.2020

(21) CE

on phone,  
As directed by the HVC, the ~~office~~ office of the UG must take out the notification today itself.

Ms. Ajita, pl. do the needful soon.

(22) Draft notification may pl. be approved/modified.  
  
29/5  
  
29/5

(23) Vice-Chancellor   
29.5.2020

728

# UNIVERSITY OF JAMMU JAMMU

NOTE:

(24) SO (Acad)

In reference to the notification placed in the file, it seems okayed in all respect, it is one time exception and shall have to be reported to the Competent bodies.

Submitted (1). E  
29/5

(25)

A  
B

DRAFT while the notification placed opposite is submitted for approval in as far as the UoJ is concerned, the worthy Vice Chancellor Univ. of Jammu may have seen a news item regarding the issue pertaining to the University of Kashmir and the authenticity of which is unascertained by this office.

submitted please.

Sumita  
29/05/2020

(26)

D.A.A. pl \* A [submitted for approval pl  
\* B submitted for information please.  
Sumita  
29.5.2020

(27)

V.C. pl  
Sumita  
29.5.2020

No. F.Acd/I/20  
Dated 12/5/2020

Pl. Keep the directions of Hon'ble Minister of HRD, Govt. of India regarding holding of Terminal Semester/year examinations also in the file for records and future reference.

## UNIVERSITY OF JAMMU

**Sub: COVID-19 Lockdown: Proposal for Under-graduate (Non-professional) Courses Examinations (for the period 2019-20).**

The Committee met in the Office of the Controller of Examinations on 18<sup>th</sup> May 2020 at 12.30 p.m. and perused the report submitted by a Committee of the Officers of the Examination Wing, which is given at Annexure-I.

### P R E S E N T

1. (Prof. Rajni Kant)  
Controller of Examinations
2. Prof. Kulwant Singh,  
Director, DDE (Former Controller of Examinations)
3. Sh. S. Mahajan,  
Joint Registrar (DDE)  
(Former Controller of Examinations)
4. Dr. Ravinder Tikoo,  
Nodal Principal  
(Special Invitee)

After discussing the entire issue pertaining to the Non-professional Courses semester examinations of the University of Jammu and noted as under: -

- i) The result of Under-graduate Semester-I (CBCS) is expected to be declared by May 31, 2020.
- ii) The result of Under-graduate Semester-III (CBCS & Non-CBCS) is expected to be declared by May 31, 2020.
- iii) The result of Under-graduate Semester-V (Non-CBCS) has already been declared and efforts are being made for the declaration of result of Semester-V (CBCS) by May 31, 2020.
- iv) As per the information provided by the Nodal Principal, more than 80% of the syllabus for Semester-II, IV & VI Session 019-20 has been completed. However, Internal Assessment has not been conducted.

The guidelines issued by the University Grants Commission, were also perused which, inter alia, provides that -

***"1. Terminal semester/year examinations for PG/UG Courses/Programmes may be conducted by Universities as suggested in the academic calendar keeping in mind the protocols of 'social distancing'.***

***2. For intermediate semester/year students, the Universities may conduct examinations, after making a comprehensive assessment of their level of preparedness, residential status of the students, status of COVID-19 pandemic spread in different region/state and other factors.***

***In case the situation does not appear to be normal in view of COVID-19, in order to maintain "social distancing", safety and health of the students, grading of the students could be composite of 50% marks on the basis of the pattern of internal evaluation adopted by the Universities and the remaining 50% marks can be awarded on the basis of performance in previous semesters only***

*Rajni Kant*

*Rajni*

*730*

*[Signature]*

*(if available). The internal evaluation can be continuous evaluation, prelims, mid-semester, internal assignments or whatever name is given for student progression.*

*In the situations where previous semester or previous year marks are not available, particularly in the first year of annual pattern of examinations, 100% evaluation may be done on the basis of internal evaluation.*

*If the students wishes to improve the grades, he/she may appear in special exams for such subjects during next semester".*

However, as internals have not been held, as such, the Committee is constraint to suggest as under, under the given circumstances: -

### **Suggestions:**

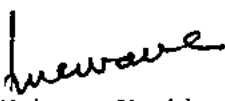
- A. The students of Semester-II (CBCS) be promoted to Semester-III on the basis of their score of Semester-Ist.
- B. The students of Semester-IV (CBCS & Non-CBCS) be also promoted to Semester-V on the basis of their Semester-III awards.
- C. The Internal Assessment shall be awarded on proportional basis as per the marks secured in the external examination.
- D. The terminal semester examination for Semester-VI (CBCS & Non-CBCS) is recommended with the following options: -

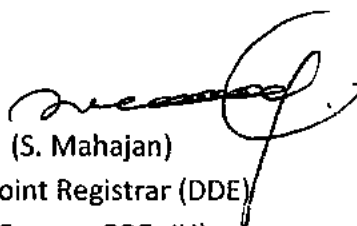
OP-i) The students be given a chance for open-choice, i.e. they be asked to do any five questions irrespective of the Units mentioned in the Syllabi/Question Paper, which shall be held in the Month of July 2020 (first fortnight).

OP-ii) The students be examined on the basis of MCQs. The Convener, Board of Studies shall be responsible for the setting of 04 series (A – D) of Question Papers. They shall provide Answer Keys for each series of the Question Papers.

OP-iii) The students be given the average score for each subject/course on the basis of marks obtained in the same subject/course in the preceding semester; provided all the Courses of preceding semester have been passed by the candidate.

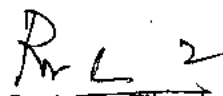
Further, the candidate who is failing by 5% of marks in each course/subject may be considered for grace of 5% of marks in that subject enabling him/her to pass the same. This shall be applicable to Semester-VI students appearing in 2020.

  
(Prof. Kulwant Singh)  
Director, DDE &  
(Former COE, JU)

  
(S. Mahajan)  
Joint Registrar (DDE)  
(Former COE, JU)

  
(Prof. Rajni Kant)

Controller of Examinations

  
(Dr. Ravinder Tikoo)  
Nodal Principal (Special Invitee)

# UNIVERSITY OF JAMMU, JAMMU

**MINUTES OF THE MEETING OF THE COMMITTEE CONSTITUTED BY THE HON'BLE VICE-CHANCELLOR HELD ON 08-07-2020, AT 2:30 PM IN HIS OFFICE CHAMBER CONCERNING THE MODALITIES TO BE ADOPTED BY THE UNIVERSITY FOR CONDUCTING VARIOUS EXAMINATION BECAUSE OF THE REVISED GUIDELINES ISSUED BY UGC**

## PRESENT

- |    |                         |                                |
|----|-------------------------|--------------------------------|
| 1. | Prof. Manoj K. Dhar     | (Vice-Chancellor)              |
| 2. | Prof. Rajni Kant        | (Controller of Examinations)   |
| 3. | Prof. Pankaj Srivastava | (Member Syndicate)             |
| 4. | Prof. K.K.Kapoor        |                                |
| 5. | Dr. Sameeru Sharma      | (Dean, Faculty of Engineering) |
| 6. | Dr Ravinder Tikoo       | (Nodal Principal)              |
| 7. | Sh. Sanjeev Mahajan     |                                |
| 8. | Dr Raj Kumar            |                                |

At the outset, the Vice-Chancellor welcomed the members of the committee and asked the Controller of Examinations to place on the table the agenda items for discussion which are as under:-

### **1. MODALITIES ABOUT EXAMINATION AT THE UNDER-GRADUATE LEVEL FOR NON-PROFESSIONAL COURSES:**

The Committee deliberated upon the matter in the context of the UGC letter regarding "Revised guidelines on examinations and academic calendar for the Universities because of COVID-19 Pandemic" received vide reference D.O.No.F.1-1/2020 (Secy.), dated: 6<sup>th</sup> July 2020.

The salient features of the revised UGC guidelines are reproduced as under:

#### **1. Mode of Terminal Semester/ Final Year Examinations (2019-20)**

The Universities are required to complete the examination process by the end of September 2020 in offline (pen & paper) / online/blended (online + offline) mode by observing the prescribed protocols/ guidelines related to COVID-19 pandemic.

#### **2. Provision of Examination through Special Chance**

In case a student of the terminal semester/ final year is unable to appear in the examination conducted by the University for whatsoever the reason(s) may be, he/she may be allowed to appear in special examinations for such course(s)/ paper(s), which may be conducted by the university as and when feasible so that the student is not put to any inconvenience/ disadvantage. The above provision shall be applicable only for the current academic session 2019-20 as a one-time measure.

#### **3. A backlog of Papers in Respect of Terminal Semester(s)/ Final Year Students**

The students of terminal semester/ final year students having backlog should compulsorily be evaluated by conducting examinations in offline (pen & paper) / online/blended (online + offline) mode as per feasibility and suitability.

4. The guidelines regarding intermediate semester/ year examinations will remain unchanged as notified by the UGC on 29th April 2020.

5. The relevant details, if need be, about the Admissions and Academic Calendar in the Universities and Colleges shall be issued separately in place of those mentioned in the earlier guidelines issued on 29th April 2020.

*[Handwritten signature]*

732

*[Handwritten mark]*

*[Handwritten mark]*

*[Handwritten signature]*

*[Handwritten signature]*



6. Notwithstanding the above guidelines regarding the conduct of examination and commencement of next academic session, every university/ institution has to ensure that it is prepared in all respects to carry out the academic activities following necessary protocols/guidelines/ directions/advisories issued by the Central/State Governments and MHRD/ UGC from time to time, because of COVID-19.

The new notification will be in supersession of earlier notification issued by the University vide Notice No. SPA/COE/2020/1350-1449, dated: 06-06-2020.

To deliberate on the methodology for the intermediate semesters of UG examinations (2<sup>nd</sup> and 4<sup>th</sup> Semesters), it was decided that the Controller of Examination shall write to the Nodal Principal requesting him to direct all the College Principals to prepare the Internal Assessment Awards of the 2<sup>nd</sup> and 4<sup>th</sup> semesters (Regular) and submit the same both in soft as well as the hard form to the Controller of Examination latest by 31<sup>st</sup> August 2020.

As per the UGC guidelines, the University shall initiate necessary measures for the declaration of results of 2<sup>nd</sup> & 4<sup>th</sup> Semesters by taking a total of 100 Marks, out of which 50% weightage shall be of the marks obtained by the student in the previous semester i.e. 1<sup>st</sup> & 3<sup>rd</sup> and the rest of the 50% weightage shall be the internal assessment submitted by the concerned candidate for the current semester i.e. 2<sup>nd</sup> and 4<sup>th</sup> Semesters.

Further, the colleges shall bifurcate the Internal Assessment into two components i.e. 30 marks out of 50 based on Internal Assignment and 20 marks as another crucial parameter of Attendance / Viva-Voce, etc. etc. as deemed fit by the teacher concerned


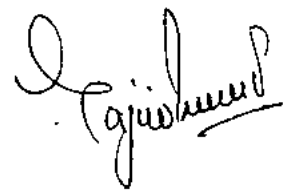

The above scheme shall be adopted for the successful candidates of the previous semesters(1st and 3rd) only and the re-appear /backlog candidates of the previous semesters i.e., 1st and 3<sup>rd</sup> shall not be covered under this scheme till they clear their backlog in the previous semesters(1st and 3rd).

**2. TO EXPLORE THE POSSIBILITIES OF CONDUCTING PROFESSIONAL COURSES EXAMINATIONS ESPECIALLY BACHELOR OF ENGINEERING (B.E.).**

The Committee was of the considered opinion that the above formula may also be applied in respect of the Bachelor of Engineering students. However, the Dean Faculty of Engineering apprised the members that a large number of final year Engineering students are approaching her office with the plea that they are applying for their placement in national / multi-national Companies and require Provisional Certificates. She also informed the members that other Universities are issuing Provisional Certificates to their students.

The Hon'ble Vice-Chancellor asked the Dean Faculty of Engineering to take all the principals of Professional (B.E) Colleges into confidence and make a survey of the students to <sup>who want to</sup> sit in offline/online examination and submit a concrete proposal regarding the conduct of terminal examination of B.E. student to the University for consideration of the Committee.

The meeting terminated with a vote of thanks to the chair.

1.  2.  3. 4.  
Vice-Chancellor, U. 5.  
6. 7. 8. 

733

**UNIVERSITY OF JAMMU**

**Public Notice**

Due to COVID-19 pandemic and as per the U.G.C guidelines issued from time to time, the University of Jammu has taken the following measures to protect the academic interests of its students:

- (1) Under-Graduate 6<sup>th</sup> semester examinations of B.A/B.Sc./B.Com./BBA/BCA/ B.Com.(H), etc., (CBCS & Non-CBPCS) with 60% relaxation in the syllabi on the basis of open choice pattern were conducted and results stand declared.
- (2) The result of private students of intermediate semesters of UG Course i.e. 2<sup>nd</sup> and 4<sup>th</sup> semesters (CBCS/Non-CBPCS) have already been declared whereas result of regular students of 2<sup>nd</sup> and 4<sup>th</sup> semesters is under compilation and is expected to be declared shortly. However, candidates of these semesters having backlogs in previous semesters, have to appear in the examinations to be conducted by the University to clear the backlog paper/s.
- (3) Students of UG 5<sup>th</sup> Semester (Supplementary) Examination 2019 (CBCS & Non-CBPCS), which examination could not be held during the month of June/July 2020 due to Covid-19 lockdown restrictions, were passed by awarding minimum pass marks in the backlog papers of the said semester enabling them to apply for admission to PG Programmes.
- (4) Students who had cleared all the semesters and were to re-appear in one paper only, either of 1<sup>st</sup> or 3<sup>rd</sup> semester, have been treated as pass by awarding minimum pass marks in the backlog paper.
- (5) Any students not satisfied with the criteria of awarding minimum pass marks, has been given the option to appear in the 1<sup>st</sup> or 3<sup>rd</sup> semester examination, as the case may be, which shall commence w.e.f. 16<sup>th</sup> February, 2021. Such a student shall, however, be awarded best of the two scores i.e. the minimum marks awarded to pass him/her in the said semester or the marks which will be secured by him/her in the examination to be conducted by the University.
- (6) As per the recommendations of the Principals of Colleges located in winter zone, UG 1<sup>st</sup> semester CBCS (Regular-winter-zone and all private candidates) and 3<sup>rd</sup> semester CBCS (Private candidates) shall be held w.e.f. 16<sup>th</sup> Feb. 2021 on open choice pattern and the candidates shall have to attempt 40% questions only.

Now, therefore, the academic standards laid down by the University cannot be compromised by providing promotion/s at each stage of the three year degree course which will adversely impact the career of the students. As such, all the students are advised to remain in touch with the University website [www.coeju.com](http://www.coeju.com) for regular updates pertaining to the schedule of examinations to be conducted by the University in future.

No: SPA/CE/21/120-34  
Date: 18-01-21

  
CONTROLLER OF EXAMINATIONS

Copy to:

1. Special Secretary to the Vice-Chancellor for kind information of the Hon'ble Vice-Chancellor
2. All Officers of the Examination Wing

**ITEM No. 47**

**To consider the recommendations passed in a meeting under the Chairmanship of the Vice-Chancellor related to the various academic issues of the Offsite Campuses of the University of Jammu.**

**NOTE:**

It is submitted that the various academic issues related to the Offsite Campuses of the University of Jammu were discussed in a meeting held on 16.02.2021 under the Chairmanship of the Vice-Chancellor, University of Jammu and the following was resolved:

1. The Central admission procedure is required to be framed and adopted in the University and the same be operationalized under the supervision of the Office of the Dean Academic Affairs.
2. The Offsite Campuses should introduce self financing short term skill based novel courses instead of replicating teaching courses already offered at the Main Campus.
3. The Offsite Campuses should be flexible and nimble so that they cater to the present needs of society, environment and industry.
4. The Choice Based Credit System in the Master's Degree Programmes be introduced in the Offsite Campuses with MOOCs and SWAYAM programmes as option for open courses. The Nodal Department shall be the Mentor Department for admission as well as paper setting and evaluation of the Major Test. The system be adopted as per the following:
  - (i) Minor-1 & Minor-2 Tests shall be conducted by the Offsite Campuses.
  - (ii) Major Test shall be conducted under the supervision of the Nodal Department.
5. The Offsite Campuses shall act as facilitation centres of the Main Campus for the affiliated Colleges of the area.

Hence, the above mentioned recommendations are submitted for considerations.

ITEM No. 48

Government of Jammu of Kashmir  
Higher Education Department  
Civil Secretariat, Jammu

Meeting of Curriculum Reforms Committee NEP 2020

Meeting No. 1

Meeting Date: 31-12-2020 | 11:30 AM

Venue: Office Chamber of the Commissioner/ Secretary, Higher Education Department;

Chairman

Sh. Talat Parvez Rohella  
Commissioner/Secretary,  
Higher Education Department

Members

1. Dr. M.Y Peerzada,  
Director Colleges J&K.
2. Prof. Yasmeen Ashai,  
Dean Academic Affairs Cluster University  
Srinagar
3. Prof. Bhupinder Singh,  
Dean Academic Affairs, Cluster University  
Jammu.
4. Prof. Mohanmad Shafi,  
Chief Coordinator (CBCS) University of  
Kashmir
5. Prof. Parikshit Singh Manhas,  
University of Jammu
6. Dr. S.P Saraswat,  
Principal GCW, Parade
7. Dr. Sameru Sharma,  
Principal GCET, Jammu.

A meeting of the Curriculum Reforms Committee constituted vide Government Order No. 456-HE of 2020 dated 21.08.2019 for curriculum reforms in the HEIs of UT of J&K was held under the chairmanship of Commissioner/Secretary on 31-12-2020 at 11:30 AM in his office Chambers. Director Colleges Dr. M.Y Peerzada and other members of the committee attended the meeting.

The chair after formally welcoming the esteemed members apprised them about the need to revisit the curriculum in the light of NEP 2020 and requested all the Dean Academic Affairs (Members)/ their nominees to work cohesively and in synergy for enriching the curriculum as per NEP 2020.

While discussing the agenda of the meeting, Commissioner/Secretary held that while the core competency courses of the CBCS system in vogue should be given due preference until UGC notifies a new scheme of curriculum in line with goals of NEP 2020, however some interventions in the current scheme are required so that the ability and employability of the students is enhanced.

He further directed that for effective implementation of the decisions taken in the meeting by the committee members after discussions and agreement thereof, should be forwarded to the affiliating Universities of Jammu and Kashmir and the Cluster Universities of Jammu Srinagar, so

forms part of the agenda of Academic Councils of these universities for consideration and implementation.

After the readbare discussion on each agenda item, the following decisions were taken:

Agenda Item	Proposal	Description	Decision
Agenda Item 1	Integration of Skill Courses in the regular Curriculum, by adding more skill courses to the already introduced SECs basket in different domains.	<p>NEP-2020 aims to overcome the social status hierarchy associated with vocational education and requires integration of vocational education programs into mainstream education in all education institutions in a phased manner. By 2025, at least 50% of learners through the school and higher education system shall have exposure to vocational education, for which a clear action plan with targets and timelines will be developed.</p> <p>In order to achieve this vision of the policy, skill courses will be introduced as certificate courses as a part of the regular curriculum whereas the vocational programmes will be separate vertical leading to certificate, diploma and BVoC courses with specific duration which will be offered in the selected Colleges as community college scheme of UGC. Curriculum structure of these courses will be built upon the quality parameters as prescribed by National Occupation Standards and UGC guidelines for curricular aspects, assessment criteria and credit system of skill based vocational courses. Under the skill basket courses will be credit-based modular programmes of 18 Credits (NSQF Level 4 Certificate) each of 6 credits (2 Theory + 4</p>	<p>Universities shall adopt skill basket of 18 credits in different domains leading to certificate as a part of regular curriculum. The HED shall provide necessary infrastructure and trained faculty in colleges to run such courses. The hub colleges have already signed MoUs with professional institutions in the UT for mentoring of these colleges in the specific domains. The affiliating universities have also agreed to implement these modules by signing the MOU as a party.</p> <p>In addition to the above, affiliating Universities shall also take steps to adopt certificate skill courses offered by affiliating colleges of the universities which have been allowed to run Community College Scheme of UGC with credit scheme as under (18 Skill+12 General Education credits)</p>

737

		Practical) in different skill domains and will be integral part of the regular curriculum as SECs. The students will earn these 18 credits as a part of regular curriculum and will be assessed by the certifying body at the end of programme/degree whichever is earlier. A student after earning a certificate will have a choice to upgrade his/her skill competency up to the level of B.VoC.	
Agenda Item 2	Introduction of credits for extracurricular and other related activities for the UG (General) Integrated and Honor Courses.	Under CBC System, provision has been kept for devising a policy by the institutions for providing academic credits to the students engaged in Extra Curriculum Activities/ General Interest/Hobby/Sports/NCC/NSS/Related Courses etc. it has been observed that some students have keen interest in extra-curricular activities and they excel in their field of interest and even sometimes have brought laurels to the institution and for themselves as well. Since, such students invest lot of time in such activities out of their academic scheduled which necessitates to be recognized as academic credits for such students in their final transcripts. Participation in such activities reflected in the transcript also helps in admission and jobs at national as well international level.	<p>1. Universities shall devise policy for recognizing extra-curricular, cocurricular and other related activities as academic non-evaluative credits.</p> <p>2. Agreed to introduced the non-evaluative credits for extracurricular (NCC, NSS, Sport, Community Works etc.) and Co-curricular activities (Research, innovation, etc.) credits will reflect in their final transcripts. Jammu/Kashmir University have already adopted credits for extracurricular and co-curricular activities but need to add more activities in existing basket.</p>
Agenda Item 3	Introduction of Aptitude, Soft Skills/Personality Development/ Psycho-Social and Mental Health Wellbeing of six Credits each for 1st and 2nd Semesters as a part of	The development of capacities that promote student communicative skills, personality, and wellness such as fitness, good health, psycho-social well-being, and sound ethical grounding are	The members agreed to reframe the syllabus of ability enhancement courses and to introduce courses like aptitudes, life skill, Personality Development/ Psycho-Social and Mental

	Ability Enhancement/ Compulsory course Component for the UG (General), integrated and honors courses	critical for high-quality learning.	Health Wellbeing as 04 credits of one semester, for the UG (General), integrated and honors courses.
Agenda Item 4	Introduction of Project/Dissertation/Case Studies/Apprenticeship/In ternship of 8 credits in the Term End Semester for Integrated, Honors, and General Degree Courses.	In order to build a sense of research aptitude, community service, skill and value-based education among the students introduction of Project/Dissertation/Case Studies / Apprenticeship/Internship of 8 credits in the term semester for Integrated, Honors, and General Degree Courses is necessary intervention. The students shall complete this course during the vacations and the arrangement for the same shall be made by the institution at its own level or with the collaboration of any industry partner.	1. It is agreed that affiliating Universities shall introduce Project/Dissertation /Case Studies/Apprenticeship / Internship of appropriate credits as an optional course in the term semester for Integrated, Honors, and General Degree Courses.  2. The Higher Education Department shall provide incentives/stipend to such students within the state and outside the state for Project/Dissertation/ Case Studies/Apprenticeship/Intern ship.

The meeting ended with the vote of thanks to the Chair.

*(Sanjeev Rana)*  
(Sanjeev Rana)  
Additional Secretary  
Higher Education Department

Dated: 04.01.2021

No. HE/CBCS/Reforms/2020

Copy to the: -

1. Principal Secretary to the Hon'ble Lt. Governor
2. Director Colleges HED, J&K
3. OSD to Hon'ble Advisor (B) to the Lt. Governor
4. Principal GCET, Jammu
5. Principal GCW Parade.
6. PS to Vice Chancellor University of Kashmir.
7. PS to Vice Chancellor University of Jammu.
8. PS to Vice Chancellor Cluster University, Jammu.
9. PS to Vice Chancellor Cluster University, Srinagar.
10. PS to Commissioner/ Secretary Higher Education Department.