

SCHOOL OF LAW  
ACADEMIC RULES AND REGULATIONS, 2022  
(UNDERGRADUATE PROGRAMME)



DHANALAKSHMI SRINIVASAN UNIVERSITY  
SAMAYAPURAM,  
TRICHY - 621 112  
INDIA

LAW OF REGULATIONS



**DHANALAKSHMI SRINIVASAN UNIVERSITY**  
Samayapuram, Tiruchirappalli – 621 112.

**UNDER GRADUATE PROGRAMME**  
**ACADEMIC RULES AND REGULATIONS, 2022**  
**SCHOOL OF LAW**

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Contact	: dean.law@dsuniversity.ac.in



## DHANALAKSHMI SRINIVASAN UNIVERSITY

### SCHOOL OF LAW

ACADEMIC RULES AND REGULATIONS, 2022 (To be implemented to 2022 batches from I semester)

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**DHANALAKSHMI SRINIVASAN UNIVERSITY**  
**SCHOOL OF LAW**  
**ACADEMIC RULES AND REGULATIONS, 2022**  
**(Updated after 2<sup>nd</sup> Board of Studies)**

**Common to all B.A.,LL.B.(Hons.), B.B.A.LL.B.(Hons.)**  
**& B.Com.,LL.B.(Hons.)**  
**INTEGRATED COURSE**  
**DEGREE OF BACHELOR OF LAWS**

**1. Regulations**

1.1 Rules and Regulations for the B.A. LL.B., (Hons.), BB.A. LL.B., (Hons.) and B.Com. LL.B.,(Hons.) Bachelor Degree Programmes (Semester system).

1.2 The regulation provided here in shall applicable to the students admitted to B.A.,LL.B.(Hons.), B.B.A.LL.B.(Hons.) and B.Com., LL.B.(Hons.), School of Law, Dhanalakshmi Srinivasan University, Trichy.

1.3 The system of instructions and education in the university will be Semester Course Credit System.

**2. Short title**

These regulations shall be called “School of Law - Academic Rules and Regulation - 2022.”

**3. Preliminary definitions**

In these regulations, unless the context otherwise requires:

**3.1. “Programme”** means Degree programme, that is B.A. LL.B., (Hons.), BB.A. LL.B., (Hons.) and B.Com. LL.B.,(Hons.) Bachelor Degree Programmes.

**3.2. “ Head of Institution”** means the Dean School of Law.

**3.3. “Controller of Examination (COE)”** means the authority of the University who is responsible for all activities of the University Examinations.

**3.4. “University”** means Dhanalakshmi Srinivasan University, Trichy.

**3.5. Academic Year:** means a period consisting of two consecutive semesters including the inter-semester break as announced by the University/ Deans of the School of Law

**3.6. Academic Coordinator/ Faculty advisor** means a teacher of the faculty who has been nominated by the dean concerned to look after academic matters of a particular year of the degree programme. He/ She will attend to registration, preparation of time tables, and distribution of courses, regulation of credit load and maintenance of individual student’s records of the concerned batch.

**3.7. Academic counselor / Mentor** means the Dean of the school will allot a group of not less than five students to be nominated Academic Counselor. The Academic counselor will counsel the group of students in curricular and extra-curricular activities for the entire period of degree programme by conducting periodical meetings.



**3.8. Curriculum:** This is a group of courses and other specified requirements for the fulfillment of the degree programme.

**3.9. Curricula and Syllabi:** Curricula and Syllabi are a list of approved courses for the Degree Programme wherein each course is identified with a six-letter code, courses offered year, programme code and specific number to identify the number of papers.

**3.10. Course:** A course is a teaching unit of a discipline to be covered within a semester as detailed in the Curricula and Syllabi approved by the appropriate bodies of the University.

**3.11. Credit Load:** This means the total number of credits of all the courses a student registers during that particular semester and the total credit is 216.

**3.12. A credit:** Credit in the course means the full paper shall be of 4 credits, meaning thereby, that in order to cover the paper in a teaching-learning context three class hours for one-hour duration and one hour of tutorial/ moot court/project work (2 hours week inthesis regarded as one hour input) per week would be required.

**3.13. Grade Point:** This means the total marks in percentage obtained in a course divided by 10 and rounded to two decimal places.

**3.14. Credit Point:** This means the grade point multiplied by the credit load of the course.

**3.15. Cumulative Grade Point Average (CGPA):** This means the total credit points of the courses completed by the student divided by the 55 total credits of the courses. The CGPA is to be worked out and then rounded to two decimals.

**3.16. Duration of Semester:** This means the duration of each semester of 90 working days inclusive of the mid-semester but excluding the study Holidays practical examinations, and final theory examinations.

**3.17. Transcript Card:** This is the consolidated report of the academic performance of a student issued by the University on completion of the curriculum.

**3.18. Class Grade Chart:** This means a grade chart prepared by the Controller of Examinations indicating marks obtained by the students belonging to a particular class for each course.

**3.19. Statement of Marks:** This means a report of grades, credit points and CGPA obtained by a student in a particular semester.

**3.20. Reappearance:** An examination written for the failed courses by a student without undergoing regular classes/courses.

**3.21. Coordinator:** Means a faculty member who has been designated by the Dean to look after the varsity of UG Degree programme.

#### **4. Class committee**

4.1 Every class (Comprising of sections) of the Under graduate programme will have a class committee consisting of faculty and students. The class committees for the B.A. LL.B., (Hons.), BB.A. LL.B., (Hons.) and B.Com. LL.B.,(Hons.) Bachelor Degree Programmes of each semester will be constituted by the Head/Dean of the concerned Faculty.

4.2 The constitution of the Class Committee for the School of Law of each semester will include the following members:

4.2.1 All teachers of the Courses

4.2.2 Four students from the class to be chosen ;by the students of the class.

4.2.3 Faculty Adviser (s) of the respective class.

4.2.4 One senior faculty of the concerned Department and not associated with teaching of the class, to be nominated by the concerned Head of the Department/Dean, to act as the chairperson of the Class Committee.

4.3 The basic responsibilities of the Chairperson of the Class Committee:

4.3.1 To review periodically the progress of the classes.

4.3.2 To discuss problems concerning curriculum and syllabus, the conduct of the classes as well as non-academic issues concerning students.

4.3.3 To define the method of assessment in the courses in consultation with class committees and announcing to the students at the beginning of the semester.

4.3.4 To organize the class committee meeting at least twice a semester, one just before in-semester examination and one just before practical examinations.

4.3.4 To prepare the minutes of the meeting with the assistance of faculty advisers and duly signed by the HOD/Senior faculty, sent the same to the Dean (FAS) within 7 days from conduct of the meeting. The minutes shall also be circulated to the class committee members and displayed in the notice board.

## **5. Admission**

5.1 Candidate should have completed the Higher Secondary Examination (10+2) recognized by the concerned State or Central Board of Education and secured above 50% marks in such qualifying examinations. The candidates who belong to SC/ST have a 5% relaxation in the above marks.

5.2 The candidates shall not have completed the age of 21 years as of every academic year.

5.3 NRI Candidates, claiming under the Non-Resident Indians (NRI) category, should have secured not less than 50%% in the qualifying examination.

5.4 Candidates aspiring to apply for B.Com. LL.B. [Hons.] must have studied Commerce as a subject in the Higher Secondary Examination.

5.5 The candidates should get eligible scores under Dhanalakshmi Srinivasan University Joint Entrance Test. This test is conducted at every year of admission. Or The admissions for integrated courses are based on the marks obtained by the candidates in the CLAT examination.

Preference will be given to those who secured the highest scores in CLAT/ DSUJET.



## 6. Programmes offered

B.A., LL.B.(Hons.), B.B.A.LL.B.(Hons.) & B.Com. LL.B.(Hons.), programmes under the School of Law, Dhanalakshmi Srinivasan University, Trichy.

## 7. STRUCTURE OF PROGRAMMES

7.1 The entire under graduate programmes consists of 5 academic years and distributed 2 semesters in each year. The following streams are distributed over entire 10 semester as listed below:-

7.1.1 **Compulsory course** Courses corresponding to the major and minor stream of the concerned under graduate programme.

7.1.2 **Elective course** Courses under the category of additional courses offered by the school of law to give specialization over the under graduate degree programmes.

7.1.3 **Extension activity** Courses offered by department of physical and Health education Yoga/ Physical education /NSS /NCC.

## 7.2 Undergraduate course component for integrated Five Years' course:

**7.2.1 In Social Science and Language (For B.A., LL.B. (Hons.)):** One major subject with two minors, besides, English is a compulsory subject. Students are expected to learn at least one Foreign or Indian Language. There shall be 6 papers in major and three papers each in minor and in languages.

Courses offered would be Economics, Political Science, Philosophy, Journalism & Mass Communication and History. English can also be taken as a major. Other languages offered shall be notified at the time of admission.

**7.2.2 Business Management (For BBA, LL.B. (Hons.))** Major and Minor subjects or Compulsory and Optional subjects/papers may be taken from the following papers/ subjects Business Communication, Business Mathematics, Quantitative Analysis, Business Statistics, Business Environment, Accounts and Finance, Management Theory and Practice, Human Resource Management, and Marketing Management. Language policy shall remain the same. However one can take English as a major or minor, where there is a system of major and minor, with other management subjects. University is advised to design the course by looking into the course and standard prescription, if any by the Bar Council of India or UGC as the case may be.

**7.2.3 In Commerce (leading to B.Com, LL.B(Hons.)):** Major and minor courses are to be selected from the list of subjects like Accounts, Advanced Accounting, Secretarial Practice, Business Administration, Management Accounting, Audit Practice etc. It is advised that the University follow the Curriculum Development Committee Report of UGC if it is there, in designing the course and stipulating the standard.

The syllabus has to be comparable to the syllabus prescribed by leading Universities in India in three-year Bachelor degree programs in BA, B.Sc, B.Com, BBA etc taking into account the



standard prescribed by the UGC/AICTE and any other respective authority for any stream of education.

### **7.3. Moot court exercise and Internship**

**This paper may have three components for 30 marks each and viva for 10 marks.**

7.3.1 Moot Court (30 Marks). Every student may be required to do at least three moot courts in a year with 10 marks for each. The moot court work will be on the assigned problem and it will be evaluated for 5 marks for written submissions and 5 marks for oral advocacy.

7.3.2 Observance of Trial in two cases, one Civil and one Criminal (30 marks):

Students may be required to attend two trials in the course of the last two or three years of LL.B. studies. They will maintain a record and enter the various steps observed during their attendance on different days in the court assignment. This scheme will carry 30 marks.

7.3.3 Interviewing techniques and Pre-trial preparations and Internship diary (30 marks):

Each student will observe two interviewing sessions of clients at the Lawyer's Office/Legal Aid Office and record the proceedings in a diary, which will carry 15 marks. Each student will further observe the preparation of documents and court papers by the Advocate and the procedure for the filing of the suit/petition. This will be recorded in the diary, which will carry 15 marks.

7.3.4 The fourth component of this paper will be a Viva Voice examination of all the above three aspects. This will carry 10 marks.

### **7.4 Number of courses per semester**

Each semester's curriculum shall normally have a blend of lecture and practical courses not exceeding 7 courses. The total number of courses per semester shall not exceed 8. Each course shall have credits assigned as per clause 7.5.

### **7.5 Credit assignment**

Each course is assigned a certain number of credits based on the following:

<b>Course period per week</b>	<b>Credits</b>
Class Hour	1
Tutorial	1
Moot court	1
Project	1
<b>Total</b>	<b>4</b>

### **7.6 Period of internship**

7.6.1. Each registered student shall have completed a minimum 20 weeks for Five Year Course stream during the entire period of legal studies under NGO, Trial and Appellate Advocates, Judiciary, Legal Regulatory authorities, Legislatures and Parliament, Other Legal

Functionaries, Market Institutions, Law Firms, Companies, Local Self Government and other such bodies as the University shall stipulate, where the law is practiced either in action or in dispute resolution or management.

7.6.2. Provided that internship in any year cannot be for a continuous period of more than Four Weeks and all students shall at least go through once in the entire academic period with Trial and Appellate Advocates.

7.6.3. Each student shall keep an Internship diary in such form as may be stipulated by the University concerned and the same shall be evaluated by the Guide in Internship and also a Core Faculty member of the staff each time.

#### **7.7 Industrial visit / court visit**

7.7.1. Every student is required to go for at least one industrial visit/ Court visit every semester starting from the first year of the programme. The Heads/Deans of the Departments shall ensure that necessary arrangements are made in this regard.

7.7.2. Industrial visit/ Court visit are compulsory. If any student is absent for visit, the student will be marked absent for all compensating classes on the day of the visit.

7.7.3. The Dean of School of Law is empowered to organize all Industrial visit and Court visit by following the University norms.

7.7.4. The student should wear proper uniform during Industrial visit Court visit and during University official functions.

#### **7.8 Medium of instruction**

The medium of instruction is English for all courses, examinations, Seminar presentations, and viva and research submission.

### **8. Personality and character development**

All students shall enroll, on admission, in any one of the personality and character development programmes NCC/NSS/NSO/YRC and undergo training -/ conduct activities for about 80 hour and attend a camp of about seven days. The training shall include classes on hygiene and health awareness and also training in first-aid. Alternately, activities of science, literature and arts also help for personality and character development. So, students shall conduct and participate actively in Science club/Literary Forum/Fine Arts activities for 80 hours and participate in at least ONE event.

8.1. National Cadet Corps (NCC) will have about 20 parades. National Service Scheme (NSS) will have social service activities in and around the College / Institution.

8.2. National Sports Organization (NSO) will have Sports, Games, Drills and Physical exercises.



8.3. Youth Red Cross (YRC) will have activities related to social services in and around College/Institution. While the training activities will normally be during weekends, the camp will normally be during vacation period.

8.4. Literary Club like 'Tamil Ilakkiya Mandram' shall be formed, which shall organize colourful literary events to propagate good humanist values, morals and ethics reflected in the literature.

8.5. Fine Arts Club like music, painting and documentary films with social themes shall be encouraged.

8.6. Intellectual property law club, which shall organize awareness program on Intellectual property and its important in society.

Students who enroll and take active participation in anyone of the above activities for 80 hours and participate at least one event/ programme will be given a certificate by the Head of the Institution and the copy of the same shall be forwarded to the Controller of Examinations for the purpose of record and scrutiny.

## **9. System of education**

### **9.1 Maximum duration of programme**

#### **9.1.1 Rules for maximum time to complete the integrated program**

9.1.1 According to the system, the students of the various courses of the 5-year integrated honors degree programme are permitted to pursue their higher classes and carry forward their backlog papers and have to clear their papers through the regular semester by the School of Law.

9.1.2 During such an extended period of two years, such candidates (he/she) cease to be regular student of the university. If a student he/she has not clears the backlog of papers in an extended period (two years) after the normal programmes of study shall not be eligible to be qualified for the degree.

9.1.3 Duration of programme A student is ordinarily expected to complete the B.A., LL.B.(Hons.), B.B.A.LL.B.(Hons.) & B.Com., LL.B.(Hons.), in 10 semesters. Every year students will undergo two semesters in a year.

9.1.4 Each semester shall normally consist of 90 working days. The concerned course professor shall complete the full content of the specified syllabus for the course being taught.



9.1.5 School of Law may conduct additional classes for improvement, special coaching, the conduct of model tests etc., over and above specified periods. But for the calculation of attendance requirements for writing the end semester examinations by the students, the following methods shall be used;

Total no. of periods attended each course of concern semester Percentage of attendance:

..... x 100  
Total no. of periods each course of the semester.

School of law will normally follow immediately after the last working day of the semester as per the academic schedule prescribed from time to time. In exceptional situations, the following methods may be adopted to calculate attendance.

Total no. of periods attended in all the courses per semester Percentage of attendance:

..... x 100  
Total no. of periods in all the courses per semester.

9.2 Credit Requirements The minimum credit requirement for the B.A.,LL.B.(Hons.), B.B.A.LL.B.(Hons.)& B.Com., LL.B.(Hons.), programme is 216 credits.

9.3 Maximum Credit Load A student can register for a maximum of 32 credits during a semester.

9.4 Course Teacher The Dean concerned, in consultation with the respective Head of the Department, will nominate the course teacher for each course at the beginning of the semester. The course teacher shall be responsible to the Head of the Department in all matters connected with the conduct of the course. The Head of the Department will monitor the progress of the course(s) of the respective Department.

9.5 Class Time Table At the beginning of each semester, the Dean of the college will prepare the class time table with the help of Coordinator of the respective year and announce the same.

9.6 Working Days and Time Schedule Except Sundays, Saturdays and other listed holidays, all other days of a week are working days for the students. Normal Working Hours: 9 A.M. to 5.00 P.M. Saturdays are considered as non-academic day and utilized for club activities.

9.6.1 Depending upon the need, the respective Dean will decide about the timings. Time schedule may vary in each teaching campus to suit the local needs.

9.8 Commencement and Closure of Semesters the date of commencement and closure of semesters as well as inter-semester break shall be announced by the Deans of the college after the approval of academic calendar. The schedule of the final theory examinations shall be announced by the Controller of Examinations in consultation with Deans of school. The University should approve any deviation after dates are announced.

9.9 Inter-semester Break A break of about 15 (fifteen) days shall normally be allowed between any two consecutive semesters. A longer inter-semester break during summer may be allowed every year, subject to a maximum of 30 days during May-June and December.

9.10 Academic Calendar A common academic calendar shall be prepared by the Faculty Dean



(Law) every year by including the date of registration, date of mid semester examinations, final theory examinations, inter-semester break and summer holidays for all the undergraduate programmes. The Deans of all Colleges shall schedule the academic activities within the specified period without deviation.

9.11 Condensation of Semesters The Dean concerned has the responsibility to adhere to the common Academic Calendar. However, under extraordinary situation upon the recommendation of Dean and with the permission of the University, condensation of semester may be made up to a maximum of 10 days to cope up for examination schedule. The loss of classes in such cases should be compensated by special time table.

## **10. Registration of courses**

10.1 A course shall be offered only once in an academic year during the semester as listed in the course curricula and syllabi.

10.2 All eligible candidates shall register the requisite courses at the beginning of each semester IN PERSON or ONLINE under the guidance of the Co-ordinator. IN ABSENTIA registration will not be permitted under any special / needy circumstance.

10.3 Registration without fine: The courses prescribed for a semester can be registered on the date scheduled in the academic calendar. The registration is also permitted on the second day (which is the first working day of the semester) without fine.

10.4 Registration with fine: Late registration shall be permitted by the Deans concerned up to seven working days inclusive of the date of registration on payment of a late registration fee.

10.5 Procedure to get permission for late registration: The student concerned shall apply with proper reason to the Dean concerned through the Academic Counselor and Coordinator to get the permission of the Dean for the late registration of the courses. Beyond the prescribed time limit, no student shall be permitted to register the courses for a particular semester.

## **11. Attendance requirements for completion of the semester**

11.1 A minimum of 80 per cent attendance separately in theory and practical of the concerned course is a must, failing which the student shall not be permitted to appear for both final theory and practical examination in the course concerned and grade 'E' (incomplete) will be awarded.

However, in case of students securing attendance below the prescribed limit of 80% of Overall attendance but above 70%, the head of the institution is empowered to condone the absence for valid reasons. In all other cases, the power of condonation is available with the Dean, School of Law.

11.2 Students with up to 70% attendance owing to medical reasons may submit an application to the Dean to condone the shortage of attendance along with a genuine medical certificate. The Dean will constitute a committee consisting of three members under his Chairmanship. The committee after due deliberations will accept or reject the application. In case the application is accepted, the student may appear for the examination. In case the application is rejected the student will not be eligible to move to the next semester to continue the program. In such cases, students who come under this category shall re-do the



semester to continue their studies.

11.3 He/she earns a progress certificate from the Head of the Institution for having satisfactorily completed the course of study in all subjects of the semester concerned. His/her conduct is found to be satisfactory and same certified by the Dean, head of the institution For the concerned semester students, for calculating 80% attendance the number of working days will be calculated only from the date of joining of the student. Students failing to attend the classes/ examinations on unofficial grounds will be treated as 'absent'.

11.4 Students deputed for sports, cultural meets, etc., with the prior permission of the Deans of the colleges shall be given attendance for the period of absence. However, students under this category must have attended a minimum of 70% of classes in the total theory and practical classes conducted.

11.5 Upon failure of the above-mentioned conditions, the student must re-register for the course when offered again, with the permission of the Dean.

Students securing less than 70% under any circumstances shall not be allowed to appear for the external examinations and they shall redo the semester.

11.6 If a student for any exceptional reason fails to attend 80% of the classes held in any subject, the vice-chancellor of the university or his authorized representative of the University, as the case may be, may allow the student to take the test if the student concerned attended at least 65% of the classes held in the subject concerned and attended 70% in all the subjects taken together.

11.7 In case the student has 65 per cent attendance, the Dean, if convinced, may put up a case with justification to the Vice Chancellor along with an application from the student to condone the shortage. The Vice Chancellor will constitute a committee consisting of three members under his Chairmanship to consider the application.

11.8 The committee after due deliberations will accept or reject the application. In case the application is accepted, the student may appear for the examination. In case the application is rejected the student will not be eligible to move to the next semester to continue the program. In such cases, students who come under this category shall re-do the semester to continue their studies.

11.9 Importantly, those students who are likely to be short of the required minimum attendance, are advised to undergo remedial classes (as planned by the Dean of the School) to reduce the shortage of attendance and to appear for the end-semester examinations.

11.10 Those students with a shortage of attendance, even after the aforesaid provisions, are not eligible to move to the next semester/ annual to continue the program. In such case, students who come under this category shall re-do the semester/ annual to continue their studies.

#### **11.11 Condonation of attendance shortage**

Students may apply for condonation of attendance shortage on the following grounds:

11.11.1 Medical grounds or

11.11.2 Bereavement or serious illness in the immediate family.

11.11.3 Any other compassionate grounds.



11.11.4 Condonation of attendance shortage shall only be considered when a student has attended at least 65% of classes held in the subject concerned and attended 70% in all the subjects taken together.

In case of medical grounds, the application shall be supported by a Doctor's certificate, diagnostic reports, medical prescriptions and Hospital Discharge summary (If applicable). The School of Law shall verify that a student was incapacitated, such that they could not attend classes based on their application.

In case of bereavement or serious illness in the immediate family, the application shall be supported by proof of relationship and the relevant circumstances, which the school of law shall verify. The attendance status of every student shall be reflected on the School of Law online portal, and students shall keep track of the same.

## 12. System examination and evaluation

12.1 **Theory / Clinical Examination:** An examination schedule be approved by the Dean and the Controller of Examinations for the mid-semester and final examinations, respectively, shall be final. A laptop is mandatory for e-classroom and online examinations. Duration for Internal Examination : 1 hour 10 minutes (Online/handwritten)

### 12.1.1 Mid Semester Examinations

Writing the mid-semester examination is a per-requisite for writing the final theory and practical examinations. Students failing to write mid-semester examination will not be permitted to attend the classes further in the course concerned. The mid-semester examination mark list should reach the office of the Controller of Examinations within fifteen days from the date of conduct of mid- semester examinations

### 12.2 Scheme of the Examination in all Theory, and Practical Papers

**The break-up of the scheme of examination in the course shall be**

12.2.1 Internal Assessment : 40 marks

12.2.2 University Examinations (End Semester exam) : 60 marks

All courses shall have two components: Continuous Assessment Examination and University Examination. The following table deals with the split-up for Continuous Assessment Test.

### 12.3 Continuous Assessment Test

**. The details of the segment of internal assessment in Theory Papers shall be as follows**

S.No	Particulars	Marks
1	Continuous Assessment Test: CAT -1, CAT-2 and CAT-3. (Best of Two CAT Marks average considered for the 15 Marks)	15 Marks
2	Research paper/project submission and Viva	25 Marks

**Total Marks****40 Marks****Continuous Assessment Test Pattern**

S.No	PARTS	PARTICULARS	MARK FOR EACH QUESTION	NO OF QUESTIONS	TOTAL MARKS
1	A	Answer any 1 out of 2	10	1	10
2	B	Answer any 2 out of 3	5	2	10
3	C	Mention relevant provisions of law & decided cases with cogent reasons. Answer any 4 out of 5	2.5	4	10
Total exam hours		1 Hour and 10 Minutes	Total marks		30

**12.4 Missing examination**

A student who fails to attend a mid-semester examination due to unavoidable circumstances shall be permitted with prior approval of the Dean to take up missing examination of the particular course, subject to payment of fees for each missing mid-semester examination. Students deputed for official programmes of the University are exempted from paying the fee for missing test. Such missing examinations should be completed outside the regular class hours within 15 working days of the respective examinations. Attendance will not be given for taking up missing examinations. The missing examinations are allowed only for mid-semester examinations and not for final theory and practical examinations

**12.5 University exam**

The University exam will be conducted for 100 marks and same converted into 60 marks;

The minimum pass marks for University Examination is 30 out of 60; every student who has secured an overall 50% shall be considered to have passed the concerned courses.

The evaluation of the answer script of the written test held in the Continuous Assessment Test shall be done by the respective school. **Continuous Assessment Test conducted for 30 marks and**



same convert into actual 15 marks. He/she may reappear in the Continuous Assessment Test only when the concerned paper is offered in the current semester. In case of reappearance in the Continuous Assessment Test students must compulsorily undergo the written test, Research submission, and Viva.

#### University exam pattern

S.No	PARTS	PARTICULARS	MARK FOR EACH QUESTION	NO OF QUESTIONS	TOTAL MARKS
1	A - Essay	Answer any 3 out of 5	12	3	36
2	B – Short Answers	Answer any 6 out of 8	8	6	48
3	C - Problems	Mention relevant provisions of law & decided cases with cogent reasons: Answer any 4 out of 6	4	4	16
<b>Total exam hours</b>		<b>3 Hours</b>	<b>Total marks</b>		<b>100</b>

#### 12.6 Practical paper

Practical papers start from the 7<sup>th</sup> to the 10<sup>th</sup> semester. These papers involved various activities like a Case study, research paper preparation, Observation of proceedings in the Legal Aid Center, Mediation, Conciliation, Negotiation, Preparation of Pleadings, Moot Court preparation and practice. There are four practical papers available in the last two years in Five Years-Integrated Course.

#### 12.7 Postponement of final examination

Whenever the Government declares holidays on the dates of final examinations, the examination that falls on the particular date will be postponed to the date after the last examination as per the original examination schedule. It may be done for any other unforeseen events.

12.7.1 Fees due clearance certificate have to be produced by every student before taking the final examinations.

12.7.2 The minimum grade point to be secured for a pass in a course is 5.00.

Student has to maintain a minimum CGPA of 6.00 out of 10.00 at the end of final year (X semester) to become eligible for the award of degree.

12.7.3 Reappearance examination for the undergraduate failed subjects shall be conducted. Once in six



months, during the semester breaks for 100 marks \*

#### 12.7.4 Award of letter grades

The minimum grade point to be secured for a pass in a course is 5.

RESULT/ PERCENTAGE	LETTER OF GRADE	GRADE POINT
91-100	O	10
81-90	A <sup>+</sup>	9
76-80	A	8
71-75	B <sup>+</sup>	7
61-70	B	6
50-60	C	5
BELOW -50	RA	0
ABSENT	AB	0

A student has to maintain a minimum CGPA of 5.00 out of 10.00 at the end of the final year to become eligible for the award of a degree.

CUMULATIVE GRADE POINT AVERAGE	CLASS OF DIVISION
9.1-10	O- Excellent
8.1-9.0	A <sup>+</sup> -Very Good
7.6-8.0	A-Good
7.1-7.5	B <sup>+</sup> -Above Average
6.1-7.0	
5.0-6.0	
Below 5	

The reappearance examination for the undergraduate failed subjects shall be conducted once in six months for 100 marks.

#### 12.6 Eligibility for the award of the degree

A student shall be declared to be eligible for the award of the B.A., LL.B.(Hons.), B.B.A.LL.B.(Hons.) & B.Com., LL.B.(Hons.).

The degree provided the student has:-

12.8.1 Successfully gained the required number of total credits as specified in the curriculum corresponding to the student's programme within the stipulated time.

12.8.2 Successfully completed the course requirements, appeared for the End-semester examinations and passed all the subjects within the period as prescribed in clauses 9.1.3 and.

12.8.3 No disciplinary action is pending against the student.

12.8.4 Students were eligible to get a degree after completing 216 credits in their program.

12.8.5 The award of the degree must have been approved by the School of Law, Dhanalakshmi Srinivasan University.

### **12.7 Revaluation of answer scripts**

12.7.1 A student seeking revaluation of an answer script of an end-semester examination (or Repeat) shall apply to the School of Law, and provide reasons for seeking such revaluation. After examining the reasons, the School of Law shall place the request before the Registrar if it deems that the reasons have any basis. If the Registrar approves the request for revaluation, the Controller of Examination shall forward the answer script, along with the answer key prepared by the question setter, for revaluation.

12.7.2 Candidates who have failed any subject are eligible, to apply for revaluation, review and to get their photocopies of their answer books on payment of fees prescribed for the same. An application for revaluation shall be made by the student to the School of Law after paying the prescribed fees and within 10 days from the date of declaration of results, if the School of Law, Dhanalakshmi Srinivasan University is in session. If the result is declared during vacations, the request shall be made within 10 days from the date of the re-opening of the School of Law, Dhanalakshmi Srinivasan University. In no case shall a request for revaluation be entertained after the expiry of the relevant period.

12.7.3 In case of revaluation being successful, the student shall be awarded the grade as per the revaluation. If the difference between the original marks awarded and marks obtained in revaluation is more than 10 marks, the script shall be sent to a third evaluator, and the marks awarded by the third evaluator shall be final.

12.7.4 Return of evaluated answer papers The evaluated answer papers of mid- semester shall be shown to the students after the examination. Discrepancies if any, in awarding marks, the student can approach the teacher concerned immediately, for rectification. Evaluated final theory answer papers may be retained up to six months by the Controller of Viva-voce Examinations after the conduct of examination and then disposed off. The same is. Applicable to re-examination also.

12.7.5 In the event of a candidate who has failed to secure minimum required marks to pass in the subject shall be permitted to write the re-appearance either final theory or practical or both examinations.

12.7.6 A student who desires to forego the chance of re-examination is also permitted to re-register the failed courses as and when the course(s) are offered with the permission of the Dean concerned on payment of re-registration fee as specified by the University.

12.7.7 Late for Examination The students who are late by 30 minutes shall not be allowed to enter the examination hall. Similarly no student will be allowed to leave the examination hall within 30 minutes of the commencement of the examinations.



### **13. Question paper setting and evaluation**

13.1 The mid semester question papers will be set and answer papers evaluated by the course teacher concerned and the mid semester examination is on digital / handwritten mode.

13.2 The semester final theory question paper for all the courses will be set by the controller of examinations after obtaining question papers from External / Internal examiners outside the university.

13.3 The practical examination will be conducted and evaluated by the internal examiner.

13.4 The controller of examination will arrange for evaluation of semester final theory papers with External/ Internal examiners.

### **14. Discontinuance and readmission**

14.1 Discontinuance is normally not permitted. However, if a student intends to temporarily discontinue the programme in the middle of a semester/year for valid reasons (such as Internships, Abroad lab visits, accident or hospitalization due to prolonged ill health) and wishes to re-join the programme in the next academic year, he/she shall apply in advance to the Dean through the Head of the Department, stating the reasons. The application shall be submitted no later than the last date for registering for the semester examinations. Discontinuance is permitted only once during the entire period of the degree programme.

14.2 A student detained in a semester due to a shortage of attendance may be re-admitted in the same semester in the next academic year for the fulfilment of academic requirements. The academic regulations under which a student has been readmitted shall be applicable. However, no grade allotments or CGPA calculations will be done for the entire semester in which the student has been detained

### **15. Redoing a course**

Redoing a course means re-registering for a course, attending all classes, fulfilling the attendance requirements earning fresh continuous Assessment marks and appearing for end semester examination. A student has to redo a course in the following condition:-

If a student is prevented from writing the end-semester examination of any course due to lack of attendance, the student has to register for that course again when offered next and redo the course.

### **16. Approval of final results, and transcripts**

**16.1. Award of Degree:** The degree for the different undergraduate programmes shall be awarded during annual convocation conducted in the University under the seal of the University to candidates who have successfully completed the graduation requirements (Credit requirement).

**16.2. Eligibility for the award of the degree** The successful completion of all the prescribed courses included in the Curricula and Syllabi and an Cumulative Grade Point Average (CGPA) of 5.00 shall be minimum requirement for the award of the Degree. For calculating the class



equivalents for CGPA in UG programme an CGPA of 8.1 and above will be graded as first class with distinction if he takes every course in first attempt, if he re-appears will be awarded only first class and that of above 7.1 to 8.0. Will be graded as second class and 6.0 to 7.0 will be graded as third class.

**16.3.** Approval of Final Results for Certificates and Transcripts: The Vice-Chancellor shall approve the final results. The Registrar shall issue Provisional Certificates, Transcripts, and Migration Certificates to the Candidates.

**16.4.** The Transfer Certificate and Conduct Certificate shall be issued by The Registrar of DSU.

**16.5.** The Vice-Chancellor is empowered to withhold or cancel the degree awarded when a mistake willfully committed by a student is detected at a later date regarding the registration, CGPA and other requirements for successful completion of the respective degree programme.

**16.6. Amending or canceling the result:** If it is established that the result of a candidate has been vitiated by malpractice, fraud or other improper conduct and that he/she has been a party to malpractice connivance or improper conduct of another student, the Vice Chancellor shall have the powers at any time to amend the results of such a candidate and to make such declaration as the Vice Chancellor may deem necessary on that behalf including the return of prize, scholarship money and debarring the candidate from the University for such periods as may be specified and to cancel the results of the candidate in such manner as the Vice Chancellor may decide.

#### **17. Preparation of statement of marks**

17.1 Preparation of Class Grade Charts: The Controller of Examinations shall prepare the class grade charts for the subjects registered in a semester and a copy shall be sent to the departments concerned for record. Defects, if any, should be reported to the Controller of Examinations within 5 working days after the receipt of class grade charts.

17.2 Preparation of Statement of Marks: The semester statement of marks shall be prepared by the Controller of Examinations. The Deans of Colleges should send the mid-semester marks in typed hard and soft copy (or email) within 15 days after the conduct of the examination. The final practical marks should be in hard and soft copy (or mail) within 10 days after the completion of 90 working days. This should also accompany the attendance particulars of regular students to incorporate the attendance in the class grade chart by the Controller of Examinations.

17.3 Calculation of CGPA: To arrive at the Cumulative Grade Point Average (CGPA) at the end of the semester, the Grade Point of each course is multiplied by the credit hours of the course to obtain the credit points. Then the sum of the credit points secured by the student in all the courses taken till the end of semester is divided by the total number of credit hours of the courses, provided that the credit hour and credit points of courses which have been repeated are not counted more than once for this purpose.

17.4 While calculating CGPA the credit hours of courses in which the student secured "E" grade (for lack of 80% attendance) will be deducted since it will be repeated by re-registration. The CGPA shall be rounded to nearest two decimals

#### **18. Award of gold medals**

18.1 Gold Medal(s) shall be awarded on the basis of the criteria fixed for the said Gold medal. Gold medals based on certain streams of study, they shall be awarded on the basis of the highest



average of grades obtained in the courses of that stream.

If two or more students also secure the same CGPA, then the Gold Medal shall be awarded to the student who has higher grades overall. In case the two contenders have equal overall grades, then the grades in the compulsory courses shall be taken into account.

18.2 The University shall also issue Certificates indicating the name of the Medal awarded to the students. The University may also consider issuing other Certificates of Merit or overall conduct at any convocation organized by the University

18.3 A student who has been fined or has been expelled from the Hostel / University for any act of indiscipline shall not be eligible for the award of gold medal(s). A student who has failed in any course and has cleared the course in a Repeat/ Backlog Examination shall not be eligible for the award of gold medals.

### **19. Malpractices in examinations and misconduct of students**

19.1. The Chief superintendent / COE shall be responsible for dealing all cases of unfair means by students in writing records, assignments and examinations as applicable

19.2. The invigilator or the course teacher concerned shall report each case of unfair means with full details of the evidence of malpractice and written explanation of the student concerned to the Dean immediately.

19.3. The Chief superintendent / COE shall take appropriate action on receipt of the report and the penalty may be given as per the University norms defined.

### **20. Discipline**

Every student is required to observe disciplined and decorous behavior both inside and outside the school of law and not to indulge in any activity which will tend to bring down the prestige of the School of Law / Dhanalakshmi Srinivasan University. The head of the institution shall constitute a disciplinary committee consisting of the Dean, School of Law, and other senior faculties from the School of Law, to enquire into acts of indiscipline and notify the university about the disciplinary action recommended for approval.

If a student indulges in malpractice in any of the University/ Internal examinations he /she shall be liable for punitive action as prescribed by the University from time to time.

### **21. Ragging-an offence**

21.1. Extract of Tamil Nadu Government Gazette - Extra ordinary dt.29.01.97 (Bill No.8 of 1997 Tamil Nadu Prohibition of Ragging ACT) In this Act, unless the context otherwise requires, "Ragging" means display of noisy, disorderly conduct, doing any act which causes or is likely to cause physical or psychological harm or raises apprehension or fear or shame or embarrassment to a student in any educational Institution and includes:

21.2. Teasing, abusing or playing practical jokes on or causing hurt to such student or Asking the student to do any act or perform something which such student will not, in the ordinary course



willingly act or perform. Ragging within or outside any educational institution is prohibited.

21.3. Whoever directly or indirectly commits, participates in, abets or propagates "Ragging" within or outside any educational institution, shall be punished with imprisonment for a term which may extend to two years and shall also be liable to fine which may extend to ten thousand rupees. Any student convicted of an offence under section 4 shall also be dismissed from the educational institution and such students shall not be admitted in any other educational institution.

21.4. Without prejudice to the foregoing provision, whenever any student complains of ragging to the head of an educational institution, or to any other person responsible for the management of the educational institution, they shall inquire into the same immediately and if found true shall suspend the student who has committed the offence from the educational institution..

21.5. The Deans of concerned School will have full powers to punish any student who violates the rules by imposing a fine, suspension or expulsion. Dean's decision is final and he need not assign any reason or explanation for the punishment awarded. These rules will be altered or amended, and further rules may be added if necessary. All the rules for the time being in force should be observed by the students.

21.6 Students found involved in ragging or in any other misconduct, or if a complaint is received from the affected student(s) to that effect, will be immediately expelled from the current semester and the Registrar shall further constitute a committee to probe and conduct enquiry into the matter and based on the report of the committee, the Dean shall pass the final orders on merit of case within three working days.

21.7 Unlawful Activities In case of students found involved in any unlawful activities either within or outside the Hostel/College Campus, besides expulsion both from the Hostel and College, at the discretion of the Dean, the matter will be reported to the Police of the jurisdiction to be dealt with, in accordance with the appropriate law in force.

## **22. Conduct of academic audit**

22.1. Every educational institution shall strive for a better performance of the students by conducting the internal assessments as mentioned in 12.1. In order to ensure the above, Academic Audit is to be done for every course taught during the semester. For the internal assessments conducted for each course as per details provided in 12.1, the academic records shall be maintained in the form of documentation for the individual assignments / case study report / report of mini project submitted by each student and assessment test question paper and answer script.

22.2. Report of industrial training/internship shall also be maintained, if applicable. Further, the attendance of all students shall be maintained as a record.

22.3. The Head of the Institution shall arrange to conduct the Academic Audit for every course in a semester by forming the respective committees with an external course expert as one of the members drawn from a Technical Institution of repute near the institute.

22.4. The University or any inspection team appointed by the University may verify the records of Academic Audit report of the courses of both current and previous semesters, as and when required.

## **23. Tuition fees and other fees**



#### 23.1 Fee for Newly Admitted Candidates

23.1.1 Newly admitted candidates will pay the fees to the DSU. The students shall register the course only after payment of all the fees.

23.1.2 Candidates who discontinue after first semester are not eligible for refund of any other fees.

23.2 The existing students shall pay tuition fees and other fees before starting the concerned Academic year. Otherwise, fees default students will not be eligible to attend regular classes. Thereafter, name of students will be struckoff from the register.

23.3 In case of a student who re-registers with junior batch, he/she has to pay the tuition fee applicable to the junior batch semester.

#### **24. Revision of regulations, curriculum and syllabi**

The School of Law /Dhanalakshmi Srinivasan University may revise, amend or change the Regulations, Curriculum, Syllabus and scheme of examinations through the Board of Studies and Academic Council as and when deemed to be fit. It may be amended each and every semester of the academic year.

#### **25. Removal of difficulties**

22.1 If any difficulty arises in giving effect to the provisions of these regulations, the Vice-Chancellor may issue necessary orders which appear to him to be necessary or expedient for removing the difficulty.

22.2 Every order issued by the Vice Chancellor under this provision shall be laid before the Academic Council of the University immediately after the issuance. Academic Council

22.3 Notwithstanding anything contained in the rules and regulations, the shall make changes whenever necessary.

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