

**KERALA AGRICULTURAL UNIVERSITY**

Proceedings

KAU- Education- New clauses incorporated in the Regulations for MBA in Agri-Business Management Programme, 2013 - Orders issued

**DIRECTORATE OF EDUCATION**

No. Acad B2/2021/101/6071(ii)

Dated: 13/07/2022

Read: - 1. Minutes of the 135<sup>th</sup> meeting of the Academic Council held on 04.08.2020  
2. Minutes of the 137<sup>th</sup> meeting of the Academic Council held on 31.12.2021

**ORDER**

A proposal for examining and correcting the anomalies in Academic Regulations of KAU was placed before the 135<sup>th</sup> meeting of the Academic Council held on 04.08.2020. The Academic Council has constituted a committee consisting of Director of Education, Controller of Examinations, Academic Officers of all three faculties and University Librarian for examining and correcting the anomalies in Academic Regulations and Library Rules.

The amendments in Academic Regulations proposed by the above committee have been approved by the Academic Council in its 137<sup>th</sup> meeting held on 31.12.2021.

In consonance with the decision of the Academic Council, the following clauses as included in the Regulations for other Programmes are incorporated in the Regulations for MBA in Agri-Business Management Programme, 2013 at appropriate places and existing clauses are renumbered accordingly.

1. Definitions
2. Malpractice in Examinations
3. Eligibility for the award of degree
4. Issue of Certificate/Transcript
5. Award of degree
6. Amending/Cancelling the result
7. Convocation and
8. Removal of difficulties.

Sl. No	Clause	Existing clauses	Incorporated clauses
1	3	3	Renumbered as Clause 4
2	New Clause 3		<b>Clause 3 – Definitions</b> In these regulations unless the context otherwise requires: <b>3.1.</b> ‘Academic Year’ means a period consisting of two consecutive semesters including the inter-semester breaks as announced by the University. <b>3.2.</b> The ‘first year’ of study shall be the first and second semesters, following a student’s admission. The ‘second year’ of study shall be the third and fourth semesters. <b>3.3.</b> ‘Advisor’ means a teacher of the Faculty who has been nominated by the Dean/Head of the Institution to advise a particular student in academic matters.

		<p><b>3.4.</b> 'A course' is a unit of instruction or segment of subject matter (as specified in the course catalogue) to be covered in a semester. It has specific number, title and credits.</p> <p><b>3.5.</b> 'Course catalogue' is a list of approved courses for MBA (ABM) programme.</p> <p><b>3.6.</b> 'Credit' is the weekly unit of work assigned for any particular course as per the course catalogue. A lecture class of one hour or a practical class of two/three hours duration per week shall count as one credit.</p> <p><b>3.7.</b> 'Credit load' of a student during a semester is the total number of credits of all the courses he/she registers during that particular semester.</p> <p><b>3.8.</b> 'Credit point' means the grade point multiplied by credits of the course.</p> <p><b>3.9.</b> 'Curriculum' is a group of courses and other specified requirements for the fulfilment of the degree programme.</p> <p><b>3.10</b> 'Dean' means the Dean of the College / Institution concerned.</p> <p><b>3.11</b> 'Dean of Faculty' means Dean of the Faculty concerned.</p> <p><b>3.12.</b> 'Department' means a Department in the College/teaching institution offering degree programmes. Scientists of a discipline working in the research stations/projects will be the members of the Department of the teaching institution concerned.</p> <p><b>3.13.</b> Grade point earned for a course is a value in 0 to 10.0 point scale. It is arrived by adding the products of theory-marks secured (out of 100) and theory-credits, the practical-marks secured (out of 100) and practical-credits, divided by the total credits hours (theory + practical) and further divided by 10. The grade point will be limited to two decimals without rounding.</p> <p><b>3.14.</b> Grade Point Average (GPA): It is the value of the total credit points obtained by student in various courses at the end of each semester divided by the total credit hours taken by him/her in that semester. The grading is done on a 10.0 point scale. The GPA shall be rounded off to two decimal places.</p>



			<p><b>3.15.</b> Overall Grade Point Average (OGPA): It is the quotient of cumulative credit points obtained by a student in all the courses taken by him/her from the beginning of the first semester divided by the total credit hours of all the courses which he/she had completed upto the end of a specified semester from the first semester. It shows the overall performance of a student in all the courses taken up to the period of reckoning. The OGPA shall be rounded off to two decimal places.</p> <p><b>3.16.</b> 'Repeat course' is a course repeated by a student for want of attendance or secured zero grade in that course when registered earlier.</p> <p><b>3.17.</b> 'Re-examination course' is a course registered by a student in which he/she had satisfactory attendance and secured a grade point of 5.0 or less when registered earlier. A student need not attend classes for a re-examination course. However, he/she shall appear for all the stipulated examinations in that semester. Students having grade point of zero will not be allowed for re-examination course.</p> <p><b>3.18.</b> 'Student' means a student as defined in the Kerala Agricultural University Act.</p> <p><b>3.19.</b> 'Teacher' means a teacher as defined in Kerala Agricultural University Act.</p> <p><b>3.20.</b> 'Transcript' is the consolidated report of grade points indicating OGPA secured by the student, issued by the University.</p>
3	4	Reservation	Renumbered as Clause 5
4	5	Selection Process	Renumbered as Clause 6
5	6	Procedure for Registration	Renumbered as Clause 7
6	7	Withdrawal of courses	Renumbered as Clause 8
7	8	Addition of courses	Renumbered as Clause 9
8	9	Temporary Discontinuance and re-admission	Renumbered as Clause 10
9	10	Permanent Discontinuance	Renumbered as Clause 11
10	11	Liquidation damage	Renumbered as Clause 12
11	12	Pedagogy	Renumbered as Clause 13
12	13	Duration and Structure of the programme	Renumbered as Clause 14
13	14	Medium of instruction	Renumbered as Clause 15
14	15	Credit requirements of the programme	Renumbered as Clause 16

15	16	Credit Load in a semester	Renumbered as Clause 17
16	17	Attendance	Renumbered as Clause 18
17	18	Scheme of Evaluation	Renumbered as Clause 19
18	19	Absence from internal examination (quiz/mid-term etc.)	Renumbered as Clause 20
19	20	Absence from final external examination	Renumbered as Clause 21
20	21	Internal Marks and Grade reports	Renumbered as Clause 22
21	22	Re-examination/Repetition of courses	Renumbered as Clause 23
22	23	Transparency in Assessment	Renumbered as Clause 24
23	<b>New Clause 25</b>		<p><b>Clause 25</b>  <b>Malpractice in Examinations</b></p> <p>a) If any student indulges in malpractice, the invigilator /supervisor for the examination shall enter his remarks on the answer paper under his signature. The candidates shall not be allowed to complete the examination and shall be sent out of the hall.</p> <p>b) Before the candidate is allowed to leave the hall, a statement may be obtained from him/her and the invigilator/supervisor concerned shall report in writing to the Director, MBA (ABM) immediately with full details and remarks and the Director, MBA (ABM) shall forward the same to the Head of the Institution for further action. If a student refuses to give a statement, the fact may be recorded by the invigilator / supervisor.</p> <p>c) The Head of the Institution shall appoint a committee consisting of not less than three teachers not below the rank of Associate Professor to enquire into the alleged malpractice.</p> <p>d) The committee shall submit its findings within a specified time to the Head of the Institution whose decision in the matter shall be final.</p> <p>e) In case the Head of the Institution is convinced that the student is guilty, he may be given a suitable punishment which may include debarring the student for a specified period from attending classes or recommending to the University the dismissal of the student.</p>
24	24	Guidelines for Minor Project work	Renumbered as Clause 26
25	25.2	Evaluation of Minor Project Report	Renumbered as Clause 27
26	26	Guidelines for Major Project	Renumbered as Clause 28



		work									
27	26.1	Evaluation of Major Project report	Renumbered as Clause 29								
28	25	Structure of the Project Report	Renumbered as Clause 30								
29	27	Governing Body	Renumbered as Clause 31								
30	28	Advisory Board	Renumbered as Clause 32								
31	29	Placement Cell	Renumbered as Clause 33								
32	30	Dress Code	Renumbered as Clause 34								
33	New Clause 35		<p><b>Clause 35</b>  <b>Eligibility for the Award of degree</b>  Successful completion of all the approved courses for the MBA (ABM) degree programme with and Overall Grade Point Average (OGPA) of 6.00/10.00 shall be the minimum requirement for the award of the Degree. The Division with which the student has passed the programme shall be classified as below:</p> <table border="1" data-bbox="1034 1025 1394 1240"> <thead> <tr> <th>OGPA</th> <th>DIVISION</th> </tr> </thead> <tbody> <tr> <td>6.00 – 6.99</td> <td>II Division</td> </tr> <tr> <td>7.00 – 7.99</td> <td>I Division</td> </tr> <tr> <td>8.00 and above</td> <td>I Division with Distinction</td> </tr> </tbody> </table> <p>Degree Certificates should show the Divisions secured by the student.</p>	OGPA	DIVISION	6.00 – 6.99	II Division	7.00 – 7.99	I Division	8.00 and above	I Division with Distinction
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34	New Clause 36		<p><b>Clause 36</b>  <b>Issue of Certificate/Transcript</b>  The Vice-Chancellor shall approve the final results and the University shall issue provisional degree certificate and transcript to the students. It shall be the privilege of the Vice-Chancellor to withhold the result of a student on any ground that may appear valid to him. The student shall apply for the issue of provisional/Degree Certificate and/or transcript.</p> <p><b>36.2</b> The transcript shall contain all the courses undergone and the grades secured by the student.</p> <p><b>36.3</b> A recently taken passport size photo shall be affixed in the transcript of the student, at the time of issue.</p> <p><b>36.4</b> Last four digits of the Unique ID/Aadhaar number shall be given in the transcript and certificate.</p>								

35	New Clause 37	Clause 37 : Award of degree
36	New Clause 38	Clause 38 : Amending or Cancelling the result
37	New Clause 39	Clause 39 : Convocation
38	New Clause 40	Clause 40 : Removal of difficulties

By order of the Academic Council

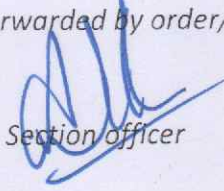
**Dr. S. GOPAKUMAR**  
**DIRECTOR OF EDUCATION**

To

The Deans of Faculty/Deans/Academic Officers of all Colleges

Copy to: PS to VC/PA to Registrar/Steno to Director of Education/ Steno to Controller of Exams./Joint Registrar (Acad)/Section Officers-Acad A/B/C/D /SF

//Forwarded by order//

  
Section officer