



Approved by the Executive Council: 17<sup>th</sup> August 2022

# NATIONAL LAW SCHOOL OF INDIA UNIVERSITY ACADEMIC AND EXAMINATION REGULATIONS, 2022

## CHAPTER I: GENERAL

### 1. PRELIMINARY

#### 1.1. Short title and commencement

- (a) These Regulations shall be called the NLSIU Academic and Examination Regulations (“**Regulations**”) and shall apply to the B.A., LLB (Hons), LL.B (Hons), LL.M. and Masters Programme in Public Policy programmes conducted by the National Law School of India University (“**University**”).
- (b) These Regulations shall supersede all the earlier Academic and Examination Regulations, rules and policies of the University, along with the amendments thereto. Any amendments to these Regulations that may be made from time to time shall be binding.
- (c) These Regulations shall come into force from the II trimester of the Academic Year 2022-23 for the B.A., LLB (Hons), LL.M. and Masters Programme in Public Policy, provided that any appointments under these Regulations may be made at any time after the notification. These Regulations shall come into force from the I trimester of the Academic Year 2022-23 for the LL.B (Hons) programme.
- (d) It is further clarified that the Regulations shall be implemented for students admitted in previous years, in such a manner, so as to prevent any undue disadvantage or arbitrariness.
- (e) Any word or phrase, unless specifically defined in the Regulations, shall carry its ordinary meaning.
- (f) Removal of difficulties: If any unforeseen difficulty arises in the implementation of these regulations, the same may be resolved using the discretionary power of the Vice Chancellor in accordance with Clause 18(5) of the Schedule to the National Law School of India Act, 1986.

#### 1.2. Definitions

Any word or phrase, unless specifically defined in the Regulations, shall carry its ordinary meaning. In these Regulations, unless context otherwise requires:

- (a) “*Academic Administration Department*” shall be the staff members that support the Programme Chairs in the implementation of these Regulations;
- (b) “*Academic Council*” shall mean the Academic Council constituted pursuant to Section 11 of the National Law School of India Act, 1986;
- (c) “*Carried forward course*” shall mean a course in which a student secures an “F” grade or an attendance shortage, which the student must re-enrol for in the subsequent academic year/s.
- (d) “*Class Representative*” means the student elected from each year to represent their class.
- (e) “*DARIC*” means the University’s Disciplinary matters Advisory Review and Investigation Committee constituted under the NLSIU Principles of Conduct, 2002;
- (f) “*Immediate family*” means Persons related to a student in terms of being a sibling, spouse, child, parent, in-laws, or grandparent;
- (g) “*Project assignments*” means independent research papers submitted as part of course evaluation.
- (h) “*Re-admission*” means the enrolment in courses in which the student has secured an “F” grade or has an attendance shortage, in respect of students who are not promoted under these



Regulations from the previous academic year;

- (i) “*Re-registration*” means the enrolment in courses in which a student has secured an “F” grade or has an attendance shortage, which have been carried forward from the previous academic year under these Regulations;
- (j) “*Trimester*” means the academic term period of 12 weeks. There shall ordinarily be 3 trimesters in a single Academic Year;
- (k) “*Viva voce*” means the oral evaluation of the student. For the purposes of these Regulations, use of the term *viva voce* shall also mean to include “project presentations”.

## 2. AUTHORITIES UNDER THESE REGULATIONS

### 2.1. Programme Chairs

- (a) The Vice-Chancellor shall appoint the following Chairs and Vice-Chairs for each programme under these Regulations and in the manner prescribed:
  - i. One Undergraduate Chair and two Undergraduate Vice-Chairs, in-charge of the Five Year B.A., LLB (Hons) Programme;
  - ii. One Master’s in Law Chair and one Master’s in Law Vice-Chair, in-charge of the One Year LL.M programme;
  - iii. One Three Year LLB Chair and one Three Year LLB Vice-Chair in-charge of the Three Year LL.B (Hons) Programme;
  - iv. One MPPP Chair and one MPPP Vice-Chair in-charge of the Master’s Programme in Public Policy.

The term “Programme Chair(s)” may refer to each of the above officers, including the Programme Vice-Chairs, or any of them collectively, unless otherwise specified.

- (b) Each Programme Chair and Programme Vice-Chair shall be from the faculty teaching the programme, nominated by the Vice-Chancellor.
- (c) The term of the Programme Chairs and Programme Vice-Chairs shall ordinarily be two years.
- (d) The Programme Chairs and Programme Vice-Chairs shall be collectively responsible for the administration and implementation of these Regulations every year. They shall endeavour to take decisions after appropriate consultation wherever necessary.
- (e) The Vice-Chairs shall discharge their responsibilities under the supervision and direction of the Programme Chair.

### 2.2. Functions of the Programme Chairs and Vice Chairs

The Chairs and Vice Chairs shall:

- (a) oversee the implementation of these Regulations in respect of their relevant programme.
- (b) stipulate the model marking scheme for Project Assignments.
- (c) act upon complaints and grievances referred to it under the Regulations.
- (d) refer all disputes arising out of the Regulations to the Academic Review Committee for resolution.

### 2.3. Academic Review Committee

- (a) The Academic Review Committee (“**ARC**”) shall comprise the Programme Chairs appointed under these Regulations. The ARC shall additionally include the Chair of the Ph.D. Degree Programme.
- (b) The ARC shall be chaired by the Dean (Academics), who shall be nominated from among the members of the ARC by the Vice-Chancellor on a rotational basis.



- (c) The term of the Dean (Academics) shall ordinarily be two years.
- (d) The ARC shall meet at least once every month to redress grievances on the implementation of these regulations; review and recommend academic policies of the University; supervise and design the delivery of the academic programmes.

**2.4. Academic Administration Department**

The Academic Administration Department (hereinafter “AAD”) shall consist of the staff members that support the Programme Chairs in the implementation of these Regulations. They shall be responsible for all notifications and communication to the student body in connection with the Regulations. Provided that any other relevant authority may also share communications with the Student Body with the permission of the AAD.

**3. GRADE POINTS AND CGPA**

**3.1. Grade point scale**

Students will be evaluated through letter grades on a seven-point scale with the corresponding grade values given below:

<b>Grade</b>	<b>Grade Description</b>	<b>Grade point</b>	<b>Percentage (of marks)</b>
O	Meets the highest standards for the assignment or course	7	70% and above
A+	Meets very high standards for the assignment or course	6	65% to 69.99%
A	Meets high standards for the assignment or course	5	60% to 64.99%
B+	Meets most of standards for the assignment or course	4	55% to 59.99%
B	Meets basic standard for the assignment or course	3	50% to 54.99%
C+	While acceptable, falls short of meeting basic standards in several ways	2	45% to 49.99%
C	Lowest passing grade	1	40% to 44.99%
F	Failing, very poor performance	0	Below 40%

*Provided*, in the case of the LL.M. Programme, the Grade Point Scale is as follows:

<b>Grade</b>	<b>Grade Description</b>	<b>Grade point</b>	<b>Percentage (of marks)</b>
O	Meets the highest standards for the assignment or course	7	70% and above
A+	Meets very high standards for the assignment or course	6	65% to 69.99%
A	Meets high standards for the assignment or course	5	60% to 64.99%



B+	Meets most of standards for the assignment or course	4	55% to 59.99%
B	Meets basic standard for the assignment or course	3	50% to 54.99%
F	Failing, very poor performance	0	Below 50%

### 3.2. Cumulative Grade Point Average

- (a) The Cumulative Grade Point Average (“CGPA”) indicates the overall academic performance of a student in all Courses registered up to and including the latest completed Academic Term/trimester.
- (b) The CGPA should be calculated as the sum of Grade Points earned for each course (Grade Value x Course Credits) divided by the Total number of course credits attempted.

#### *Illustration:*

S. No.	Course	Course Credits	Grade	Grade value	Grade Points / Course (No. of credits * Grade value)
1.	Introduction to Public Policy	2	A	5	10
2.	Principles of Economics	2	B+	4	8
3.	Politics and Society in India	2	B	3	6
4.	Introduction to Data Systems	4	A+	6	24
5.	Transformative Constitutionalism	3	B	3	9
6.	Reading Judgements and Statutes	2	O	7	14
	<b>Total</b>	<b>15</b>			<b>71</b>
	<b>CGPA = 71/15 = 4.73/ 7.00</b>				

## 4. ATTENDANCE REQUIREMENTS

- 4.1. All students must attend a minimum of 75% of classes, lectures, tutorials, clinic, field work or such other academic or curricular session held in every course, including elective courses, conducted during the trimester, as specified by the Academic Administration Department.
- 4.2. **Unauthorised exit from the class**
- (a) If a student leaves a class without permission, after having obtained attendance for that hour, the teacher concerned shall intimate the Academic Administration Department, who shall



deduct 3 hours of attendance from the overall classes attended by the student at the end of the trimester. The teacher shall inform the student about the loss of attendance.

(b) Repeated violations shall result in disciplinary action by the University.

4.3. Failure to meet the attendance requirement in *any one course* shall lead to re-registration in the said course in the next Academic year. The student will have to compulsorily make up the shortfall of attendance and write the exam, or fulfil the evaluation components as required. The student may carry forward the marks for internal assessment, where applicable.

*Provided*, submitting a new Project and viva is optional if the student secured more than 50% in the previously submitted project and viva. If the student chooses to redo the project and viva, the marks attained in the fresh attempt would be considered for all purposes.

*Provided further*, if the said course is an elective Course which is not offered again, the student will have to compulsorily re-register for an alternate elective course, fulfil the attendance requirement and all evaluation components in the next academic year.

4.4. Failure to meet the attendance requirements in *more than one course* in the academic year, including carried forward courses from the previous year, shall lead to *compulsory re-admission* to the same class. In case of re-admission, the student shall fulfil all attendance and evaluation requirements *de novo*.

**Illustration 1:** If a student has less than 75% attendance in two courses in the 2<sup>nd</sup> year, the student shall be compulsorily re-admitted to the 2<sup>nd</sup> year and shall not be promoted to the 3<sup>rd</sup> year.

**Illustration 2:** If a student has less than 75% attendance in one course carried forward from 1<sup>st</sup> year and in one course of the 2<sup>nd</sup> year, the student shall be compulsorily re-admitted to the 2<sup>nd</sup> year and shall not be promoted to the 3<sup>rd</sup> year.

4.5. **Condonation of attendance shortage**

Students may apply for condonation of attendance shortage on (i) medical grounds or (ii) bereavement or serious illness in the immediate family:

(a) Condonation of attendance shortage shall only be considered when a student has attended at least 66% of the classes held in that trimester.

(b) Students seeking condonation shall submit an online application within 6 days of resuming classes.

(c) 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 University shall verify that a student was incapacitated, such that they could not attend classes on the basis of their application.

(d) 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 University shall verify.

4.6. **Attendance status** – The attendance status of every student shall be reflected on the University's online portal, and students shall keep track of the same.

5. **PROJECT ASSIGNMENTS**

This Regulation shall apply to all courses where a Project assignment is a mandatory component of evaluation.



5.1. **Project topics**

Project topics for the trimester shall be notified by the AAD within the first week of the commencement of the trimester. No change of topic shall be permitted by the course teacher after one week of the notification of the project topics, and any change in the topic must be in writing with the permission of the course teacher. However, this rule will not apply if students are required to choose their own topics.

5.2. **Project Submission**

- (a) The deadline for submission of projects shall be notified by the AAD to all students shall be announced at the commencement of the trimester [hereinafter “**notified date of submission**”].
- (b) The students shall submit their projects in soft copy on the online portal no later than 11:59pm on the notified date of submission.

5.3. **Penalty for late submission of Project Assignments:**

- (a) If a student does not submit the project before 11.59 pm on the notified date of submission, half a mark (0.5) shall be deducted from the total marks scored by the student in the concerned course for each day of late submission up to the sixth day, including holidays.
- (b) Projects delayed by more than 6 days shall not be accepted by the AAD.

**Illustration** – If the submission date was 1<sup>st</sup> of the month, no submissions will be accepted from 12:00 am on 8<sup>th</sup> of the month onwards.

5.4. **Project Extensions**

- (a) Notwithstanding Reg.5.3. above, the respective Programme Chair may grant a Project extension for a maximum period of **six (6)** days from the notified date of submission in the following circumstances:

- (i) The student has submitted an application on medical grounds or bereavement or serious illness in the immediate family:
  - 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 University shall verify that a student was incapacitated, such that they could not submit their project on the basis of 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 University shall verify.
- (ii) The student is differently abled.

- (b) The deduction of marks shall be calculated from the extended date of submission until six days from the original date and no projects shall be accepted after 6 days from the original notified date of submission.

**Illustration 1:** If the original project submission date is 1<sup>st</sup> of the month and the extended date is 4<sup>th</sup> of the month, (3 days extension out of maximum possible 6 days), a student submitting the project on 5<sup>th</sup> of the month will lose ½ a mark and not 1½ marks.



**Illustration 2:** Where the original project submission date is 1<sup>st</sup> of the month and the extended date is 4<sup>th</sup> of the month, no submissions shall be accepted from 12:00am on the 8<sup>th</sup> of the month onwards.

#### 5.5. **Non-submission of Project Assignments**

The failure to submit a project in a course that includes a mandatory project component will result in an automatic 'Fail Grade' in that course, and the same will be carried forward by the student to the next Academic Year. Students who do not submit their projects will not be allowed to participate in the viva-voce or write the mid-term (if any), end-term or repeat exam for the course concerned.

#### 5.6. **Plagiarism**

Plagiarism i.e. passing off someone else's work as one's own, by copying words, phrases and ideas without proper citation, is strictly prohibited by the University. Notwithstanding anything in the NLSIU Principles of Conduct, 2002, in case of a suspected case of plagiarism, the following process shall be followed:

- (a) Course teachers who suspect plagiarism shall report the project and the author to the AAD, who shall refer the complaint to the relevant Programme Chair. The Course teacher shall indicate as to why they suspect that the project is plagiarized.
- (b) On receiving such written intimation, the Programme Chair shall seek a written explanation from the student as to why action should not be taken against them on grounds of plagiarism ("Show-Cause notice"). The similarity report (if any) and the course teacher's remarks shall be provided to the student.
- (c) After receiving the written explanation (if any) from the student, the Programme Chair shall determine whether the project submitted by the student amounts to plagiarism.
- (d) A student found to have engaged in plagiarism by the Programme Chair shall be given zero marks for the plagiarized project and viva, and will not be permitted to write the mid-term (if any), final or repeat exam held in that course. The student will have to compulsorily re-register for the course in the next academic year. A second violation will lead to suspension for a trimester.
- (e) In the event the student found to have engaged in plagiarism has already written the final or repeat exam for the concerned course prior to the decision of the Programme Chair, the marks for the same shall stand cancelled.
- (f) A student aggrieved by the decision of the Programme Chair may request a review of the decision by the ARC. The ARC's decision shall be final.

#### 5.7. **Multiple Submissions**

The procedure prescribed in Reg.5.6. above shall be followed in all cases where a student is suspected to have submitted the same paper, or substantially the same paper, in more than one course.

#### 5.8. **Viva Voce and Project Presentations**

- (a) Viva voce/presentations shall be scheduled after class hours. They may be rescheduled at the discretion of the Course teacher or the coordinating teacher, as applicable.



- (b) All viva voce / presentations shall be conducted by the course teacher and the coordinating teacher, if any, in the presence of a minimum of 3 students.
- (c) Students shall be awarded zero marks for their viva-voce/ presentation if they fail to attend the same as per schedule, without prior written permission of the AAD.
- (d) Viva voce is a part of the examination process. The AAD shall announce the schedule of vivas and presentations at the beginning of the trimester.

### 5.9. Project Exemptions

- (a) Project exemptions may be granted to students, except those enrolled in the LL.M. or MPPP, who participate or win in moot court competitions and client counselling or negotiation competitions, as provided below:
  - (i) Students who have participated in national moot court competitions (except the Bar Council of India Moot Court Competition) or in a national or international client counselling or negotiation competition involving written submissions, are eligible to apply for **one** project exemption.
  - (ii) Students who have won national moot rounds and subsequently qualify for the international round of the said moot, or who have participated in any moot specifically designated for project exemptions (as notified by the Programme Chairs), are eligible to apply for **two** project exemptions.
- (b) Project exemptions may be granted to students belonging to any programme, who have participated in any other University-authorized research activity, which can be submitted in lieu of a Project, as recommended by their respective Programme Chairs and approved by the Vice-Chancellor.
- (c) All project exemption applications shall be submitted at least one week before the date of the notified deadline for first submission.
- (d) The student shall apply for exemption in the course whose submission date is closest to the date of submission of moot memorials/research activity. However, if in the relevant trimester there is a course related to the moot/research activity subject the student must seek an exemption only in that specific course.

**Explanation:** If the memorial submission is closest to the first submission then exemption can be sought for a subject in that submission and not for subjects in the second half. If submissions are during vacations, then exemptions can be taken from among the second half submissions of the previous trimester.

- (e) The moot memorial or written submission submitted in lieu of the project shall be evaluated on the total of the project and presentation/viva voce marks. The memorials/written submissions should be submitted to the AAD within 3 days of the memorial/written submission deadline for the relevant competition. A faculty member nominated by the respective Programme Chair shall evaluate the memorial. The score obtained by the students must be released before the declaration of results for the trimester.
- (f) No Viva voce shall be conducted for the course in which the student has been granted an exemption;
- (g) Under no circumstances shall a student avail of more than 2 exemptions in a trimester or 4 exemptions in any given academic year. B.A., LL.B students shall be permitted no more than 10 exemptions during their course period; 3 Year LL.B students no more than 6





exemptions during their course period; and MPPP students no more than 4 exemptions during their course period.

## 6. ELECTIVE COURSES

### 6.1. Offering of Elective Courses

- (a) A list of elective courses, with the course outline, shall be notified at least 7 days before the trimester begins, along with instructions on the mode of registration.
- (b) Elective courses offered by any full-time programme under these Regulations may be made available to students enrolled in any other full-time programme under these Regulations, subject to the approval of the respective programmes' Programme Chair.
- (c) All requirements for elective courses, such as presentations and written exams, must be completed in the same trimester and cannot under any circumstances be deferred to the following trimester(s).
- (d) All written assignments or course-specific evaluations except for Elective Paper submissions shall be administered by the respective course faculty per instructions prescribed in the Course Description notified.
- (e) Under no circumstances shall students be permitted to opt out of the elective course registered after the commencement of the classes.
- (f) Barring in exceptional circumstances, the number of students in each elective course shall not be less than 10 and more than 40.

### 6.2. Elective course structure

- (a) Unless otherwise approved by the respective Programme Chair, all elective courses must cover a minimum of 40 class hours.
- (b) The marking scheme for elective courses (except Teaching electives) shall consist of the following components:
  - Class participation – 10 marks
  - Written submissions / Seminar Paper – 60 marks
  - Viva voce/Paper presentation – 30 marks

Any deviation from the above must have the prior approval of the Programme Chair and should be reflected in the course outline.

*Provided*, for elective courses offered to MPPP students, evaluation shall consist of a minimum of three sub-components and maximum of six sub-components. No subcomponent shall exceed more than 40% marks. The marking scheme for each elective must be presented to and approved by the MPPP Chair.

### 6.3. Elective Paper topics

Elective Paper topics shall be finalised on such date as determined by the Course Teacher. *Provided*, the date shall be no later than three weeks from the commencement of the trimester. Students who wish to change their paper topic must obtain the written permission of the course teacher, however no change of topic shall be permitted by the Course Teacher after the expiry of three weeks from the commencement of the trimester.



**6.4. Deadline for Elective Paper submission**

The deadline for all elective written submissions/elective papers shall be as per the course outline but not later than the last date of classes ordinarily held in the trimester.

**6.5. Elective Paper submission regulations**

Except as specifically provided in this Regulation, the provisions pertaining to 'Project Submissions' (Reg.5.2), 'Non-submission of projects (Reg.5.5)', 'Plagiarism' (Reg.5.6), 'Multiple Submissions' (Reg.5.7), 'Viva voce and Project presentations' (Reg.5.8) and 'Project Exemptions' (Reg.5.9) shall apply equally to Elective Courses.

**6.6. Offering of Teaching Electives**

- (a) Any course teacher who has taught at the University for more than one year has the option of selecting one Teaching Elective student from the 5th year B.A., LLB class, 3rd Year LL.B class or LL.M. class.
- (b) The courses open for the Teaching Elective shall be notified by the AAD one month before the end of the previous trimester.
- (c) The selected students shall be intimated at least two weeks before the end of the previous trimester.
- (d) No student shall be allowed to take more than one teaching Elective course in a trimester.
- (e) Students applying for a second Teaching Elective in a subsequent trimester may be selected only if that student is the sole applicant.
- (f) Students going on an exchange program cannot apply for a teaching Elective in a trimester in which they are likely to leave before completion of the course.
- (g) Students applying for a Teaching Elective course shall submit an application stating their grade in the concerned subject, along with a Statement of Purpose, within three days of the notification of Teaching Elective offerings.
- (h) Teaching Elective students shall be chosen on the basis of the following guidelines:
  - Grade obtained in the concerned course (as given in the transcript);
  - Work done by the students in the course subject area;
  - Communication skills

**6.7. Teaching Elective attendance requirement**

Students are required to attend a minimum of 30 class hours of the total number of classes held, failing which they will need to re-register for an alternate course in the next trimester. Students are advised to carefully study the course schedule to avoid clashing hours with regular/Elective courses, in order to meet the attendance requirement.

**6.8. Teaching Elective marking scheme**

The marking scheme for teaching Electives shall comprise the following components:

- Teaching (4 - 6 hours) and assistance in project consultation - 30 marks
- Assistance in preparation of reading materials and research - 20 marks
- Assistance in project consultation and review of six projects – 20 marks
- Assistance in organising Viva-voce – 10 marks
- Submission of a Written Paper (3000 words) – 20 marks

**7. EXAMINATION**



**7.1. General Terms**

- (a) The schedule of examinations for each trimester shall be notified at least one week before the date of first examination.
- (b) Results for each course, along with the answer key used for evaluation or note on evaluation criteria, shall be submitted by the course teacher to the Examination Department no later than ten (10) days after the date of the examination.
- (c) Students' marks and grades obtained in each subject shall be reflected on the online portal. The University will maintain a record of the result separately.
- (d) The AAD shall also declare the aggregate results of the cohort in each course and make available anonymised copies of the highest-marked answer for each question of the examination.

**7.2. Examination Malpractice**

- (a) Examination malpractice includes, but is not limited to, any of the following acts:
  - i. Gaining unauthorised access to documents, including examination question papers, answer sheets, records, or other confidential documents, whether physically, by employing electronic means, or otherwise, at any given point of time;
  - ii. Removal of an answer sheet from the venue of examination, after the commencement of the examination;
  - iii. Carrying of electronic equipment into the examination hall, without prior written permission to do so;
  - iv. Carrying in any material into the exam hall which is not permitted by the course teacher or university authorities;
  - v. Any communication, whether by words, gestures or otherwise, with other candidates in the examination hall, during the examination;
  - vi. Deliberate revelation of identity of the candidate on the answer sheet, so as to vitiate the examination results;
  - vii. Any other activity that, in the opinion of the invigilator, amounts to malpractice;
  - viii. Any attempt to commit any of the above.
- (b) Notwithstanding the provisions of the NLSIU Principles of Conduct, 2002, upon the discovery of, or reasonable suspicion of, any examination malpractice, any faculty member, or member of the university staff, shall immediately refer the said instance to the AAD. Students suspected of examination malpractice during an ongoing examination shall be permitted to complete their examination, after confiscation of any unauthorised material or device or replacement of any compromised answer sheet or question paper as necessary.
- (c) The AAD shall refer the complaint to the relevant Programme Chair, with intimation to the student concerned. The Programme Chair shall decide on malpractice after due consideration of the complaint and providing an opportunity to the student concerned to explain the circumstances in writing. Pending the decision of the Programme Chair, the examination result of the concerned student in that course shall be withheld.
- (d) A student found guilty of examination malpractice shall be awarded '0' marks for the relevant examination and will not be permitted to write the end-term or repeat examinations



held in that course. The student will have to compulsorily re-register for the course in the next academic year. A second violation will lead to suspension for a trimester.

*Provided*, if the student was permitted to write any examination in the same academic year while the Programme Chair's inquiry and decision was pending, and the student is subsequently found guilty of examination malpractice, then the result of such examination shall be cancelled.

- (e) A student aggrieved by the decision of the Programme Chair may request a review of the decision by the ARC. The ARC's decision shall be final.

### 7.3. Viewing of Answer papers

Students shall have the right to view and may discuss their written examination answers with the course teacher after the declaration of results. The course teacher shall allow students a period of **three working days** from the date of declaration of results to avail of this right.

*Provided*, students who have failed in the third trimester may discuss the end-term papers up to 2 days before the commencement of the repeat examination.

### 7.4. Grievance redressal

- (a) If a student wishes to contest the grade awarded in the end-term examination of any course, they may submit an online application addressed to the AAD, under the following circumstances:
- (i) there is an arithmetic error, in which case, the AAD shall rectify the error;
  - (ii) there is an instance of non-marking of an answer in the original marking, in which case, the AAD shall refer the question to the course teacher who originally evaluated the answer-sheet;
  - (iii) there is any other clear and substantial error in evaluation, in which case, the AAD shall refer the question to the course teacher who originally evaluated the answer-sheet.
- (b) The grade obtained in the revaluation shall be final.
- (c) Pending the results of revaluation, the student shall be permitted to write the Repeat examination (if any). If upon completion of revaluation, the student obtains passing marks, the marks scored in the revaluation shall be final.

### 7.5. Repeat Examination

- (a) Repeat examinations will be conducted at the end of the academic year for students who obtain an 'F' grade. Students, except those enrolled in the LL.M programme, with a C or C+ grade may also opt to write repeats to improve their grade, if necessary, to achieve a CGPA of 3.00.
- (b) The repeat or improvement examination shall be for the marks assigned to the examination component of the course, and the remaining shall be the marks already obtained for the project and viva voce or other evaluation component, as the case may be.
- (c) Students who wish to attempt a repeat examination shall apply for the same, individually in each subject where an examination is sought, and shall pay the requisite fee **3 days prior** to the date of the exam.
- (d) **Elective courses** - In case a student fails in an elective course, they may resubmit an improved written submissions/seminar paper on the same topic within ten days of the declaration of results, with or without a fresh paper presentation.



*Provided*, if the ground for failure was due to late submission or non-submission of the paper, such students will have to compulsorily re-register for an additional elective course in the next Academic Year.

- (e) **Clinical Courses** – There shall be no repeat examination for the Litigation Clinic and Placement Clinic courses as there are no components of examination to be repeated.
- (f) In case a student scores less marks in the repeat or improvement examination, the marks obtained in the end-term examination shall be treated as final and the marks scored in the repeat or improvement examination shall be disregarded.

#### 7.6. **First Attempts/ Medical First Attempt**

- (a) Students who are unable to appear for the term examinations in any mandatory course, may apply to sit for the Repeat examinations at the end of the academic year or in a subsequent trimester, which shall be recorded as a First Attempt (FA), on one or more of the following grounds:
  - (i) Representation, which shall not include memorial submission, of the University in competitions to be notified by the University, the dates of participation for which fall within three days of the date of the examination. A student may claim FA only for the specific exam which falls within three days and not any other exam;
  - (ii) Medical conditions rendering the student unable to attempt or write the examination, which shall be known as a Medical First Attempt(MFA);
  - (iii) Bereavement of immediate family necessitating the student's absence from the examination;
- (b) An application for First Attempts shall be submitted online. It shall be accompanied by:
  - (i) in cases of representing the University in any competition, a detailed travel plan including official communications regarding dates of participation and travel records;
  - (ii) in case of medical reasons, the doctor's certificate and Hospital Discharge summary, if applicable
  - (iii) in case of bereavement, travel documents and proof of relationship.
- (c) Applications must be verified and considered by the respective Programme Chair and reasons for grant or refusal of the application must be recorded. In the case of participation in a competition, the student shall apply for the First Attempt at least ten days prior to the date of examination.

*Provided*, in cases where the student is prevented from making an application prior to the examination due to bona fide reasons, they shall make such application no later than **ten** days after the date of the examination, and explain the cause of delay.

- (d) If the student who has been granted a First Attempt is absent for the First Attempt examination, it shall be counted as a 'Fail' grade, and the student will need to re-register for the course in the next academic year.
- (e) No repeat examination fees shall be paid by students who are taking the repeat examination as a **first attempt**.

#### 7.7. **Communication of Transcripts**

Transcripts shall be issued to the students, and in case of B.A., LLB (Hons) students, additionally sent to the parents of students within one week of the announcement of results.



### 7.8. Transcript References

- A first attempt examination on medical grounds shall contain the letters “MFA” in the transcript, which reads as “Medical First Attempt”;
- A first attempt examination on any other grounds shall not bear any reference in the transcript;
- In case of re-registration, the grade must carry “RR”;
- In case of Repeat examination, the grade must carry “R”;
- In case of Special Repeat examinations (per applicable programme regulations), the grade must carry “SR” instead of “R”;
- In case a student repeats the course / repeats the same year more than once, the grade must carry as many Repeats as he / she repeats;
- A repeat examination in a course where the student had received a grade of ‘C+/ C’ shall be referenced by “I” which reads as ‘improvement’.

## 8. PROMOTION

8.1. A student will be promoted to the next programme year or graduate, as the case may be, only if **ALL** of the following conditions are fulfilled:

- (a) The student has obtained a minimum CGPA of 3.00 at the end of the academic year;
- (b) Does not have an ‘F’ grade in more than 3 (three) courses;
- (c) Does not have an attendance shortage in more than 1 (one) course;
- (d) Does not have an ‘F’ grade or attendance shortage in any of the carried forward courses.

**Illustration 1:** If at the end of a student’s 2<sup>nd</sup> year, they have secured an ‘F’ grade or attendance shortage in a carried forward course from 1<sup>st</sup> year, they shall not be eligible for promotion to the 3<sup>rd</sup> year.

**Illustration 2:** If at the end of a student’s 2<sup>nd</sup> year, they have secured an ‘F’ grade in one course from 2<sup>nd</sup> year, they shall be eligible for promotion to the 3<sup>rd</sup> year.

8.2. **Completion of carried-forward courses:** If a student has a carried forward course from the previous academic year, the student may pass this course in the following manner:

- (a) By writing the examination when held at the end of the relevant trimester/Repeat examination at the end of the academic year in the month of June;
- (b) By completing the attendance requirements, if necessary as per Regulation 4.3 and 4.4; and
- (c) By mandatorily submitting a new project and undergoing viva, if they obtained less than 50% of the total marks for their previous project and viva. *Provided*, a student having a C/C+ grade may also choose to submit a new project and redo the viva even if they have obtained 50% or more of the total marks in the previous project and viva.

8.3 **Completion of course components by re-admitted students**

- (a) A re-admitted student shall fulfil all attendance and evaluation requirements *de novo* in the subjects they received an F grade in the previous academic year.
- (b) Re-admitted students who have obtained C or C+ in a subject in the previous academic year shall be allowed to write an improvement examination in those subjects, if necessary, to achieve a CGPA of 3.00. They may also choose to submit a new project and redo the viva



even if they have obtained 50% or more of the total marks in the previous project and viva.

## 9. EXCHANGE PROGRAMMES

9.1. An **Exchange Programme Coordinator** (hereinafter “EPC”) shall be notified by the Vice-Chancellor before the start of the Academic Year.

### 9.2. Offer of Exchange Programmes

The EPC shall coordinate the details of potential exchange programmes at foreign universities, before the end of the previous academic year, in consultation with the Programme Chairs as the case may be, in order to align the same with the academic programme of the University. The EPC shall notify students approaching their Final Year of the available exchange programmes.

### 9.3. Selection and approval

Students in their Final Year of any multi-year programme may apply for exchange programmes that will be approved by the EPC taking into due consideration the following factors such as:

- (a) Whether the student can reasonably fulfil all the academic requirements of his/her current academic year such as attendance, submission of essays/projects, viva voce in person, examinations, etc.
- (b) Whether the student can reasonably fulfil all the other pending academic requirements of the previous academic years such as attendance, project submission, viva voce, examination in re-registered mandatory or Elective courses.
- (c) Whether the student can fulfil the Internship programme requirements of the University.
- (d) Whether the student has faced any serious disciplinary action or is facing any pending disciplinary enquiries.
- (e) Whether students have achieved a minimum CGPA of 4.0/7 by the end of their penultimate year. Provided, students belonging to the SC/ST categories must have achieved a minimum CGPA of 3.5/7 by the end of their penultimate year.
- (f) Whether the student was promoted to their final year without having been detained in any previous academic year due to failure to fulfil the required promotion criteria.
- (g) In the case of MPPP students, whether the MPPPC has provided its prior approval to the student’s application.

### 9.4. Transfer of credits

- (a) All students who have gone on exchange to a foreign university must complete 16 credits in that university. Completion of any further credits will not offset credits at NLSIU.
- (b) The grades obtained by a student during their exchange programme shall not be included to calculate their final CGPA at NLSIU.
- (c) The name of the foreign university, courses taken, and grades obtained by a student on exchange shall be indicated in the student’s Official Transcript separately.

## 10. ACADEMIC HONOURS

10.1. **Gold Medals** - Gold medals shall be awarded to deserving students at the Convocation on the basis of the following criteria:

- (a) The student should not have written a repeat examination;
- (b) For gold medals based on CGPA, the CGPA at the end of the final year shall be used.
- (c) For gold medals allocated for specific subjects, the average marks secured in the mandatory courses comprising that subject shall be used.
- (d) For gold medals awarded to postgraduate students based on their Dissertation, the student securing highest grade/marks in the research project notified and evaluated by the respective



Programme Chairs will be considered;

(e) For any other gold medals, faculty selection based on predetermined criteria shall be used.

10.2. At the beginning of every academic year, academic honours for the previous year shall be awarded to two students in each programme, except the LL.M. programme, with the highest increase of CGPA in the previous academic year, in every year. The honourees shall receive a Certificate of Merit and a Book Grant of Rs. 2,500.

## 11. MISCELLANEOUS

11.1. Use of mobile phones, laptops, tablets or any other electronic gadgets in any manner in the classroom shall attract a compulsory fine of Rs. 2000/-. *Provided*, laptops may be used in the classroom, if permitted by the concerned teacher.

11.2. Any other behaviour of students not in keeping with the discipline and decorum of the class shall be brought to the notice of the Programme Chairs in writing by the Course teacher. The Programme Chair may refer the matter to DARIC for appropriate disciplinary action.

11.3. **Reasonable accommodations for Persons with Disabilities:** In case of a disability or health reasons, a student may request the AAD for reasonable accommodations including:

- (a) Appointing a scribe;
- (b) Additional time;
- (c) Accessible course materials, assignments etc.;
- (d) Any other reasonable accommodation that may be considered necessary for such students to have an equal opportunity to participate in their academic programme.

## CHAPTER II: FIVE YEAR B.A., LLB (HONS)

The provisions under this Chapter shall apply only to students enrolled in the B.A., LLB (Hons) programme of the University.

### 12. Credit Structure

Every successfully completed course, including compulsory courses, electives & clinical courses shall earn a student **4 (four)** credits.

### 13. Number of Courses

- (a) The University shall ordinarily offer 12 (twelve) courses (including compulsory and elective courses) in each year of the academic programme.
- (b) Every student shall successfully complete 60 courses comprising 240 credits (including compulsory and elective courses) and a Compulsory Clinical Course on Internship (4 credits) with a minimum CGPA of 3.00 within the maximum period of 8 years, to be awarded the B.A., LL.B. (Hons.) Degree.

*Provided*, in exceptional circumstances, the ARC may recommend to the Academic Council to consider an appropriate extension beyond 8 years.

### 14. Core Course Marking Scheme

- (a) All core courses shall be marked on a total of 100 (One hundred) marks, including a written examination carrying 60 (sixty) marks. The remaining 40 (forty) marks shall be marks obtained on projects and viva voce. For clinical courses, the examination scheme shall be





- governed by rules as notified by AAD.
- (b) The mid-term examination is optional for all courses, and may be conducted at the teacher's discretion with prior information to the AAD and students by way of notification in the course outline.
  - (c) Projects shall be evaluated on a total of 30 marks as per the criteria approved by the ARC. Any deviation from the same has to be approved by the Undergraduate Chair.
  - (d) The course teacher may choose either a project presentation or viva voce component for their course evaluation, which shall carry 10 (ten) marks.
  - (e) Repeat examinations shall be evaluated on 60 marks. The remaining 40 marks shall be the marks already obtained for the project and viva voce or a newly submitted project and viva subject to Reg.4.4., Reg.8.2 or Reg.8.3.
  - (f) Any deviation from the scheme in this regulation must be approved by the Undergraduate Chair.

### **CHAPTER III: THREE YEAR LL.B (HONS)**

The provisions under this Chapter shall apply only to students enrolled in the LL.B. (Hons) programme of the University.

#### **15. Credit Structure**

- (a) Every successfully completed core course shall have variable credit scores of between **2 (two) and 4 (four)** credits.
- (b) Each credit shall ordinarily entail 15 hours of classroom teaching.
- (c) Courses having a credit score of 2 credits shall not include a project/research paper component.

#### **16. Number of Courses**

- (a) The University shall ordinarily offer at least 12 (twelve) and up to 15 (fifteen) courses (including core courses, elective, clinical courses and practicums) in each year of the academic programme equalling 48 (Forty-eight) credits per academic year.
- (b) The number of optional elective courses required to be completed shall be as prescribed by the Course Curriculum.
- (c) Every student shall earn a total of 148 credits with a minimum CGPA of 3.00 within the maximum period of 5 years, to be awarded the LL.B. (Hons.) Degree.

*Provided*, in exceptional circumstances, the ARC may recommend to the Academic Council to consider an appropriate extension beyond 5 years.

#### **17. Course Marking Scheme**

- (a) All courses shall be marked on a total of 100 (One hundred) marks, which shall include a mandatory written examination carrying 60 (sixty) marks. The remaining 40 (forty) marks shall be marks obtained on projects, response/reaction papers, assignments etc. as may be decided by the Course Teacher and approved by the LL.B. Chair. Any deviation from the same shall be approved by the LLB Chair, and shall be reflected in the final course outline. For clinical courses, the examination scheme shall be governed by rules as notified by AAD.
- (b) Projects (if any) shall be evaluated on a total of 30 marks as per the criteria approved by ARC. Any deviation from the same shall be approved by the LL.B Chair, and reflected in the final course outline. The course teacher may choose either a project presentation or viva voce component for evaluation, which shall carry 10 (ten) marks.
- (c) Repeat examinations shall be evaluated on 60 marks. The remaining 40 marks shall be the



marks already obtained for the project and viva voce (or a newly submitted project and viva subject to Reg.4.4., Reg.8.2. or Reg.8.3) or response/reaction papers, assignments etc. as the case may be.

#### **CHAPTER IV: ONE YEAR LL.M.**

The provisions under this Chapter shall apply only to students enrolled in the LL.M. programme of the University.

#### **18. Credits Structure**

Every successfully completed course, including compulsory courses, electives & clinical courses shall earn a student **4 (four)** credits. The successful completion of the LL.M Dissertation shall earn a student of **8 (eight)** credits.

#### **19. Number of Courses**

(a) Every student shall successfully complete 12 courses comprising 48 credits (including compulsory and elective courses) and their LL.M Dissertation (8 credits) with a minimum CGPA of 3.00 within the maximum period of 3 years, to be awarded the LL.M. Degree.

*Provided*, in exceptional circumstances, the ARC may recommend to the Academic Council to consider an appropriate extension beyond 3 years.

(b) The number of optional elective courses required to be completed shall be as prescribed by the Course Curriculum.

#### **20. Project Marking Scheme**

The marks assigned to continuous evaluation components including projects and viva voce, response/reaction papers, assignments etc., shall be pre-approved by the LL.M Chair before the commencement of the course. Not more than 50% of the total course evaluation component shall consist of a written examination component, with the remaining consisting of continuous evaluation components.

#### **21. Examination Marking Scheme**

(a) The concerned subject teacher may decide the examination scheme for their course, in consultation with the LL.M Chair. The emphasis of the evaluation scheme shall be on continuous evaluation, including but not limited to projects, response/reaction papers, assignments etc. Once approved it cannot be changed without prior approval of the LL.M Chair.

(b) Written examinations, if any, shall be held at the end of the trimester they are taught in. The total marks for the written examination shall not exceed 50 (fifty) marks.

(c) For clinical courses, the examination scheme shall be governed by rules as notified by AAD.

(d) The mid-term examination is optional for all courses, and may be conducted at the teacher's discretion with prior information to the LL.M Chair and students.

#### **22. Special Repeat Examination**

Notwithstanding Reg.8.1., in the case of LL.M. students, a special repeat examination shall be held only where a student cannot graduate in view of failure of only one course at the end of the programme.

*Provided* that if a student has failed a course owing to non-submission or late submission of a project and consequent penalisation under Reg.5.3. or Reg.5.5, they will be permitted to resubmit a new project, and a viva voce shall be conducted as part of the special repeat



examination process. The marks obtained in the project so resubmitted, viva voce conducted and secured in the special repeat examination shall constitute the final marks awarded to the student in that course.

### 23. LL.M. DISSERTATION

#### 23.1. General Terms:

- (a) During the course of their academic year, a student shall work on a research project which carries 200 marks (8 credits) for which they will submit a dissertation carrying 150 marks and make a presentation carrying 50 marks.
- (b) In the First Trimester, the AAD shall invite students to submit two topics which they propose for their Dissertation, in their order of preference;
- (c) On receipt of the topics, the LL.M Chair shall scrutinise the feasibility of the research on the topics; and identify a faculty member to supervise the Dissertation. The AAD shall notify the student of the supervisor nomination, after obtaining willingness from the concerned faculty member;
- (d) No change of allotted dissertation guide or research area will be allowed, except if the supervisor is unavailable due to resignation, retirement, or leave;
- (e) **The dissertation must demonstrate the following:**
  - i. It is the outcome of original research;
  - ii. Familiarity with relevant research literature on the subject matter and ability to critically engage with it;
  - iii. Ability to design a research project and apply appropriate research methods to address the research question(s) raised;
  - iv. Ability to analyse the data to answer the research question(s) and to draw conclusions from such analysis; and
  - v. The ability to apply conceptual tools and theories appropriate to examining, explaining, and understanding of the research area chosen.
- (f) The student shall make a presentation of their research work to the supervisor at least one week before the final submission. The presentation carries 50 marks.

#### 23.2. Submission and evaluation of Dissertation

- (a) Three sets of hard copies of Dissertation shall be submitted to AAD. In addition to this, the student is required to submit a soft copy on the online portal on the date of submission of the hard copy.
- (b) If the student does not submit the dissertation within the stipulated time, they will have to compulsorily apply for re-admission in the next Academic Year.
- (c) The Dissertation shall be evaluated by the supervisor and two other panel members for a total of 150 marks. The final marks secured shall be the average of the three.
- (d) If a student fails their Dissertation, they may re-submit the Dissertation for 150 marks within one month from the date of declaration of results.

*Provided*, re-submission shall only be allowed to a student who had submitted the dissertation originally within the last notified date of submission.

### **CHAPTER V: MASTERS PROGRAMME IN PUBLIC POLICY (MPPP)**

The provisions under this Chapter shall apply only to students enrolled in the Master's Programme in Public Policy of the University.



24. **Credit Structure**
- Every successfully completed course shall have variable credit scores of between **2 (two) and 4 (four)** credits.
  - Each credit shall ordinarily entail 15 hours of classroom teaching.
25. **Number of Courses**
- Every student shall pass the prescribed and optional courses (including elective courses, seminars, field-work or client-led projects and dissertation) amounting to 84 credits with a minimum CGPA of 3.00 within the maximum period of 4 (four) years, to be awarded the Master of Public Policy Degree.  
*Provided*, in exceptional circumstances, the ARC may recommend to the Academic Council to consider an appropriate extension beyond 4 years.
  - All students are required to compulsorily undertake at least four (4) elective courses offered over the duration of their programme.
26. **Seminar Courses**
- Prescribed and elective courses may be structured as Seminar courses, that shall not be taught courses, rather guided reading of scientific papers by seminar participants and reporting of findings of original fieldwork or research shall form the content of seminar courses.
  - The duration of such Seminar courses shall be determined by the credit weight (i.e., 1 credit = 15 hours).
  - The evaluation of seminar courses may follow innovative approaches, but shall largely follow the evaluation scheme of electives. The scheme of evaluation shall be approved by the MPPP Chair.
27. **Field-work**
- All students shall compulsorily undertake a Fieldwork study comprising three (3) weeks of stay in a community at the beginning of the II Trimester of the 1st year.
  - The student shall maintain a Field Diary documenting their experience and signed by the nodal agency.
  - The MPPP Chair shall organise orientations, and communicate evaluation plans prior to the commencement of fieldwork.
28. **Client-led Project**
- All students shall compulsorily undertake a Client-led project comprising four (4) weeks of working with a Client organization at the beginning of the III Trimester of the 1st year.
  - The student shall maintain a Field Diary documenting their experience and signed by the Client supervisor.
  - The MPPP Chair shall organise orientations, and communicate evaluation plans prior to the commencement of the Client-led project.
29. **PROJECT ASSIGNMENTS**
- 29.1. **Project Marking Scheme**
- Projects shall be evaluated on a total of 20 marks as per the criteria approved by ARC. Any deviation from the same has to be approved by the MPPP Chair.
  - The course teacher may choose either a project presentation or viva voce component for their course evaluation, which shall carry 10 (ten) marks.



29.2. **Deadline for Project Submission**

Students shall submit their project assignments twenty days prior to the commencement of the end-term examinations of the trimester. The last date for submission shall be announced by the AAD on the day of the commencement of the trimester.

30. **MPPP DISSERTATION**

30.1. **General terms**

In the second year of the programme, students shall work on a research project and submit a dissertation which carries 250 marks (10 credits):

- (a) A Dissertation Monitoring Committee (DMC) appointed by the MPPP Chair shall administer the provisions under this Regulation and provide detailed guidelines to the students, subject to the approval of the MPPP Chair, including its evaluation pattern.
- (b) No change of allotted dissertation guide or research area will be allowed;
- (c) DMC shall identify a faculty member to supervise the research work, and notify the candidates, after obtaining willingness from the concerned faculty.
- (d) **The dissertation must demonstrate the following:**
  - i. It is the outcome of original research;
  - ii. Familiarity with relevant research literature on the subject matter and ability to critically engage with it;
  - iii. Ability to design a research project and apply appropriate research methods to address the research question(s) raised;
  - iv. Ability to analyse the data to answer the research question(s) and to draw conclusions from such analysis; and
  - v. The ability to apply conceptual tools and theories appropriate to examining, explaining, and understanding of the research area chosen.

30.2. **Dissertation Format:**

The dissertation must be not less than 50 (fifty) pages and not more than 70 (seventy) pages, inclusive of the text, footnotes/endnotes, illustrations (figures, charts, maps, and diagrams), tables, and bibliography/references. In addition, each dissertation may include 20 (twenty) pages of appendices.

30.3. **Supervision**

For each student, a supervisor will be appointed in the beginning of second year. Every student is entitled to approximately 15 hours of face-to-face consultation with the supervisor, or the equivalent if part of the supervision is conducted via email.

30.4. **Non-submission of the Dissertation**

If the student has not submitted the dissertation within the stipulated time, he/she will have to compulsorily apply for re-admission in the next Academic Year.

31. **Examination Marking Scheme**

- (a) Written examinations for all mandatory courses and elective courses (which have an examination component) shall be held at the end of the trimester they are taught in.
- (b) For courses with a project component, the total marks for the written examination shall be 50(fifty). The remainder of the evaluation shall consist of project (20 marks), viva voce (10 marks) and internal assessment (20 marks)



- (c) For courses without a project component, the total marks for the written examination shall be a minimum of 60 and a maximum of 70 marks. The remainder of the evaluation shall consist of internal assessment (minimum 30 and a maximum of 40 marks).
- (d) Repeat examinations shall be evaluated on the total marks for written examination component. The remaining marks shall be the marks already obtained for the other evaluation components such as project, presentation, viva voce or internal assessment.
- (e) Prior to releasing the results, the MPPP Chair shall consider the marks awarded by individual faculty members and moderate the marks if necessary.

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