RAJIV GANDHI PROUDYOGIKI VISHWAVIDYALAYA, BHOPAL
Established under Act No. 13 of 1998

Ordinance No.28
(Section 39 and 40 (1))

Ordinance for 3-years Diploma Programme
Based on Multi-Point Entry and Credit System (MPECS)
(Implemented from Academic Year 2005-2006)

***This ordinance shall be applicable to students admitted from* Academic Year 2005-2006.**

1.0 THREE YEARS DIPLOMA PROGRAMMES

Rajiv Gandhi Proudyogiki Vishwavidyalaya, Bhopal awards first Diploma in disciplines of Engineering/Technology or Vocation/Occupation based disciplines as approved by All India Council of Technical Education (AICTE), New Delhi of three-years duration, hereinafter called 3-YDP, shall be designated as DIPLOMA IN respective Branch.

1.1 This Diploma shall include the branches of AUTOMOBILE ENGG., CHEMICAL ENGG., CIVIL ENGG., COMPUTER SCIENCE AND ENGG. (Only for Co-Polytechnics), CONSTRUCTION TECHNOLOGY AND MANAGEMENT, ELECTRICAL ENGG., ELECTRONICS AND TELECOMMUNICATION ENGG. (Only for Co-Polytechnics), MECHANICAL ENGG., REFINERY AND PETROCHEMICALS ENGG., PLASTIC TECHNOLOGY, PRINTING TECHNOLOGY, REFRIGERATION AND AIR-CONDITIONING ENGG., TEXTILE TECHNOLOGY.

1.2 The studies and examinations of these Diploma programmes shall be on the basis of Multi-Point Entry and Credit System (MPECS).

2.0 RULES FOR ADMISSION/ RE-ADMISSION

2.1 The minimum qualification for admission to the following Diploma programmes (Admission through PPT conducted by VYAPAM):

CIVIL ENGG., ELECTRICAL ENGG., ELECTRONICS & TELECOMMUNICATION ENGG. (Co-ed Polytechnics Only), MECHANICAL ENGG.,

shall be the passing of 10th class or higher examination under (10+2) education scheme with Science (Physics and Chemistry) and Mathematics as main subjects conducted by M.P. Board of Secondary Education or an equivalent examination from a recognized Board. The eligible candidates specified above should secure a place in the merit/waiting list prepared by V.P.P. Mandal, Bhopal for admissions to Diploma Programmes.

2.2 The minimum qualification for admission to the following Diploma programmes (Admission BASED ON INSTITUTION WISE MERIT):

AUTOMOBILE ENGG., CHEMICAL ENGG., COMPUTER SCIENCE AND ENGG. (Only for Co-Ed Polytechnics), CONSTRUCTION TECHNOLOGY AND MANAGEMENT, REFINERY AND PETROCHEMICALS ENGG., PLASTIC TECHNOLOGY, PRINTING TECHNOLOGY, REFRIGERATION AND AIR-CONDITIONING ENGG., TEXTILE TECHNOLOGY.

shall be the passing of 10th class under (10+2) education scheme with Science (Physics and Chemistry) and Mathematics and by obtaining minimum 50% marks collectively in that, conducted by M.P. Board of Secondary Education or an equivalent examination from a recognized Board /University .

Candidates for above programmes shall be admitted to the Colleges/Institution by Merit based on the percentage of total marks obtained in Science (Physics and

Chemistry) and Mathematics in qualifying examination. SC/ST and OBC candidates are not required to obtain minimum 50% marks.

In general, Admission/Re-admission to all diploma programme shall be governed by the rules framed by respective Directorate of Technical Education from time-to-time or any other competent authority of the State Government of Madhya Pradesh or RGPV..

3.0 RULES FOR MAXIMUM DURATION OF THE PROGRAMME

3.1 There shall be normally 90 days of teachning in every term.

3.2 A candidate may provisionally continue his/her studies in higher term/ class after the examinations of the semester he/she appeared are over. However, his/her eligibility shall be evaluated only after the results of term are declared, in which he/she had appeared.

3.3 The maximum duration for passing all the courses (theory, practicals and Industrial Training etc.) of the programme shall be FIVE years for 3 years Diploma Programmes, no separate time will given to students for medical or any other reason, whatsoever. Candidates debarred from examination due to UFM cases or any other reason will also have to clear their Diploma programme in the duration mentioned above. Names of those candidates, who are unable to clear their Diploma programme in the stipulated period, will be struck off from the roll list of the college and enrolment register of the University.

3.4 If such a candidate decides again to enroll himself/herself for any of the Diploma programme, he/she will have to seek fresh admission as per the rule mentioned in clause 2.0 above and on seeking a fresh admission, such candidates will be entitled for any credit or exemption from University for the courses passed by them in the previous awarded diploma programme of study.

4.0 RULES FOR EXAMINATIONS

4.1 There shall be University Examination at the end of each term (broadly classified in the enclosed schemes at ***Annexure***

4.2 These examinations comman to all branches shall be named as follows:-

(a) First year (Branch wise)
- First term Diploma Exam. (Term normally From July to December)
- Second term Diploma Exam (Term normally January to June)

(b) Second year (Branch wise)
- Third term Diploma Exam. (Term normally From July to December)
- Fourth term Diploma Exam (Term normally January to June)

(c) Third year (Branch wise)
- Fifth term Diploma Exam. (Term normally From July to December)
- Sixth term Diploma Exam (Term normally January to June)

4.3 The examinations of odd (first, third and fifth) terms shall generally be held in the months of November-December. Similarly the examinations of even (second, fourth and sixth) terms shall generally be held in the months of May-June, the dates of which shall be notified to all the concerned Colleges/Institutions.

5.0 ELIGIBILITY FOR APPEARING IN THE EXAMINATION.

5.1 The candidate is required to complete the minimum of 75 percent of attendance in each components of course in which s/he desires to appear in the term examination. The head of the institution should certify this.

5.2 The candidate will be required to complete the sessional work (if any), i.e. the term work and/or laboratory work prescribed for the courses in the scheme of examination duly certified by the head of the institution. The completion of the sessional work in a course means that the candidate has successfully completed the sessional work i.e., term work (if any) and laboratory work (if any) by attending the theory and practical classes regularly and has secured a minimum of sixty percent of the prescribed sessional marks in each component of course. The

sessional work (Term work/Lab. Work, if any) must be completed and submitted in the institution at least 15 days before the commencement of theory examination.

5.3 A candidate who has filled up the examination form prescribed by the University and has deposited the requisite amount of examination fees, but fails to fulfill condition at S.No.5.1 and/ or 5.2 above will be detained from appearing in the TERM examination.

5.4 The candidate who has been debarred by the University for a specified period shall only be allowed to take up any examination only after the expiry of the specified debarration period provided he/she fulfils all other conditions of eligibility.

5.5 A candidate, who has filled the examination form and deposited the required amount of examination fees and also completed the condition mentioned in Clause 5.2 but could not appear in the term EXAMINATION. For appearing in the next term Examination, he/she will have to fill up the examination form and deposit prescribed examination fees. Fees already paid by him/her for the earlier Term Examination shall not be adjusted/refunded.

5.6 A candidate who has neither filled the EXAMINATION form nor deposited the required amount of EXAMINATION Fees for the Term Examination and/ or detained due to lack of prescribed attendance or submission of sessionals as prescribed in Clause 5.2 above will have no claim for appearing in the term examination and such candidate will have to seek fresh admission in the same class in the next academic session as a regular candidate if he/she so desires and will have to repeat the course. The student will be granted re-admission by the principal of the concerned institution against the seats earmarked for the repeater candidate, if available.

5.7 In case of change in curriculum of a Diploma programme, University shall conduct minimum two examinations in the previous curriculum and thereafter (if the need be) students shall have to appear in the equivalent courses of new and revised curriculum, however University shall conduct examination of those courses of previous curriculum, which do not have equivalent courses in the revised curriculum.

6.0 COURSES FOR WHICH A CANDIDATE CAN REGISTER AND APPEAR IN A TERM EXAMINATION.

6.1 In a term the student can register such numbers of courses, as prescribed in the scheme of studies for that term.

6.1.1 Students of first term, those are eligible for exemption in some subjects of first term, on the basis of higher qualification, may register up to equal number of subjects prescribed for third term.

6.1.2 Students of second term, those are eligible for exemption in some subjects of second term, on the basis of higher qualification, may register up to equal number of subjects prescribed for fourth term.

6.1.3 Students of third or fourth term, those have studied some subjects of that term in first or second term in lieu of exempted subjects, may register up to equal number of subjects prescribed for fifth or sixth term, respectively.

6.1.4 Students of fifth term those have studied some subjects prescribed for fifth term during third term as stated in 6.1.3, may register up to equal number of subjects prescribed for sixth term, provided, this enables them to complete the studies of all remaining subjects prescribed for sixth term.

6.2 RULES FOR PROMOTION TO HIGHER TERM/CLASS

6.2.1 A candidate who has appeared in First term examination will be promoted to the second term irrespective of the number of courses (subjects) cleared by him/her.

6.2.2 A candidate who has appeared in second term examination will not be promoted to the third term unless he/she clears all the theory papers and practical examinations of first and second term except up to four theory papers and two practical examinations of first and second terms taken together.

6.2.3 A candidate who has appeared in Third term examination will be promoted to the fourth term irrespective of the number of courses (subjects) cleared by him/her.

6.2.4 A candidate who has appeared in fourth term examination will not be promoted to the fifth term unless he/she clears all the theory papers and practical examinations of first to fourth terms except up to four theory papers and two practical examinations of first to fourth terms taken together.

6.2.5 A candidate who has appeared in fifth term examination will be promoted to the sixth term irrespective of the number of courses (subjects) cleared by him/her.

6.3 The students, who have not registered for any new/ fresh courses shall, treated as ex-student for examinations. He may appear in failed subjects only.

7.0 RULES FOR EARNING CREDITS IN A COURSE.

7.1 To earn the credit in a course, a candidate has to obtain a minimum of 33% marks in each theory component, a minimum of 40% in each practical component and a minimum 60% mark in each sessional work, i.e., each term work and or lab. work. If a candidate does not obtain the minimum percentage of marks prescribed in any of the above components, he/she will not earn credit of that course.

7.2 There will be no minimum pass marks for the progressive assessment tests.

7.3 A candidate who has been admitted with higher qualification i.e. 12^{th} of 10+2 scheme, then as mentioned in clause 2.0 can be given exemption in certain courses of foundation category as approved by respective Board of studies, on the basis of subjects with which the candidate has passed the higher qualification and he/she shall be deemed to have earned the credits in these courses of foundation category and will be awarded minimum passing marks in those courses .

7.4 The result of the candidate, who has earned credits in all courses of Applied Technology and Diversified category, but has failed to clear any course/s (subject/s) of other categories will be **WITHHELD**.

7.5 Concerned Polytechnics/Institutions may issue a provisional statement of marks on demand to candidates who have earned full credits required for the award of Diploma of that programme, till such time the University declares its result or issues original mark sheet of that Programme or College/Institute.

7.6 In case any discrepancy in respect of any candidate is noticed regarding his eligibility or otherwise even after declaration of result, the University reserves the right to amend or cancel the result of such candidate.

8.0 RULES FOR PASSING EXAMINATIONS

8.1 BASIS OF MARKS

8.1.1 The basis of marks obtained in each term examination shall be the scheme of examination of courses for individual categories i.e. Foundation course, Hard core, Soft core, Basic Technology. Applied Technology and Diversified courses, as prescribed by respective Board of Studies and duly approved by Academic Council of University.

8.1.2 For the evaluation of End of the term exam in Practicals, one external examiner shall always be there from outside the College/Institution and one internal examiner from the College/Institution.

8.1.3 In the schemes of Diploma programmes, where flexibility has been provided to students for selection of courses, once a student in a particular group of electives has made the choice of elective course, it cannot be changed for future study/examination.

9.0 RULES FOR AWARD OF DIVISION AND DIPLOMA

9.1 To be eligible for the award of Diploma in any programme, a candidate should earn the requisite number of credits prescribed in the scheme of examination through successful completion of the course including credits earned at the time of admission to the programme.

9.2 A candidate shall be declared to be eligible for the award of Diploma in First Division Honours, First Division, Second Division or pass Division depending on the percentage of combined aggregate marks obtained by the candidate in Applied Technology and Diversified category of courses of study.

The percentage determining the Division/class will be as under: -

a) A candidate securing 75% marks or above in aggregate will be awarded FIRST DIVISION HONOURS.

b) A candidate securing 65% marks or more in aggregate but less than 75% will be placed in FIRST DIVISION.

c) A candidate securing 50% marks or more in aggregate but less than 65% marks will be placed in SECOND DIVISION.

d) Candidates securing less than 50% marks in aggregate but secures the minimum pass marks in each theory, practical subjects and Industrial training will be placed in PASS DIVISION.

9.3 Concerned Polytechnic College/Institution may issue a provisional statement of marks on demand to such students who have cleared all the courses specified for that programme, till such time University declares its result or issues original mark sheet of that Programme or College/Institute.

9.4 In case any discrepancy in respect of any candidate is noticed regarding his/her eligibility or other wise even after declaration of result, University reserves the right to amend or cancel the result of such candidate.

10.0 RULES FOR CONDONATION OF DEFICIENCY IN MARKS

With a view to moderate hard line cases in the examination, the following rules shall be observed:

10.1 Deficiency up to 5 marks be condoned to the best advantage of the candidate for passing the examination in each category of course group limited to maximum of two theory i.e. FOUNDATION COURSES, HARD CORE COURSES, SOFT CORE COURSES, BASIC TECHNOLOGY COURSES, APPLIED TECHNOLOGY COURSES AND DIVERSIFIED COURSES TO THE BEST ADVANTAGE of the student provided he/she clear the category of the course group by the award of such grace marks.
This facility shall be available only to those candidates who pass that particular category of examination in full (i.e. in all theory, practical and sessional in first attempt) by availing 5 grace marks in courses registered in current term. Grace marks will not be awarded in Practicals/Sessional/Progressive test.

10.2 While declaring result of the candidate no marks shall be added to or subtracted from the aggregate for the deficiency condoned as above. However, he/she will pass the courses (subjects) cleared through clause 10.1. After condoning the deficiency the candidate's result shall be declared in the division, for which the aggregate obtained by him/her entitles.

10.3 One grace mark will be awarded to the candidate who is failing/missing honours /missing first division by one mark, by the Vice-Chancellor in the DIPLOMA examination. This benefit will not, however, be available to a candidate getting advantage under clause 10.1

11.0 DECLARATION OF MERIT LISTS

University shall declare branch wise final merit list, only after the main examination of the regular final term for DIPLOMA, on the basis of the integrated performance of all the three years. The merit list shall include the first ten candidates securing at least First Division and passing all the term examinations in single attempts.

12.0 RULES FOR ATTENDANCE

12.1 Candidates appearing as regular students for any end of the term examination are required to attend 75 percent of the lectures delivered and of the practical classes held separately in each course of study, provided that a short fall in attendance up to 10% and a further 5% can be condoned by the principal of the college and Vice-Chancellor of the University, respectively, for satisfactory reasons.

12.2 If a student remains absent from classes, without assigning any reason, he/she will have to pay fine as prescribed by the University.

13.0 RULES FOR IMPROVEMENT OF DIVISION IN FINAL DIPLOMA

13.1 If a candidate has passed a final term examination in which he/she has earned all the credits required for award of the respective Diploma he/she shall be permitted to reappear in immediate next examination for improvement in division provided the candidates makes an application within TWO MONTHS from the date of passing/declaration of result of the said programme. Candidates will be allowed to appear as an ex-student in all the theory examination of applied and diversified category courses ***except Industrial training,*** of the respective Diploma programme.

13.2 Result of such candidates will be declared only when an improvement in candidate's division takes place and they will be given new mark-sheets, otherwise their original mark-sheet submitted with the examination form shall be returned to them.

13.3 Opportunity to improve division shall be given once only.

13.4 In case of change in curriculum, candidate will be allowed to improve division in the old curriculum, till the University is conducting examination *of old curriculum*.

13.5. Re-valuation and Re-totaling is not allowed in the cases of improvement in division.

14.0 RULES FOR PURSUING SECOND DIPLOMA PROGRAMME

Candidates are allowed to enroll for second Diploma programme of the University, after acquiring one Diploma of Engineering/Technology disciplines, but admission for above course is as per clause 2.0.

JURISDICTION:
In the event of any legal dispute, the jurisdiction will be limited to the Honorable High Court of Madhya Pradesh.