

DHANALAKSHMI SRINIVASAN UNIVERSITY



**SCHOOL OF LAW
CURRICULUM AND SYLLABUS- 2025
(UNDERGRADUATE PROGRAMME)**

DEAN

ACADEMIC DEAN

REGISTRAR

VICE CHANCELLOR



DHANALAKSHMI SRINIVASAN UNIVERSITY
Samayapuram, Tiruchirappalli – 621 112

ACADEMIC RULES AND REGULATIONS -2025
SCHOOL OF LAW

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DHANALAKSHMI SRINIVASAN UNIVERSITY
Samayapuram, Tiruchirappalli – 621 112

SCHOOL OF LAW
ACADEMIC RULES AND REGULATIONS, 2025
(To be implemented from I semester of 2025 batch on wards)

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DHANALAKSHMI SRINIVASAN UNIVERSITY
SCHOOL OF LAW
ACADEMIC RULES AND REGULATIONS, 2025

(Updated after 5th 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. GENERAL RULES AND REGULATIONS

1.1 Title

These regulations shall be called the Rules and Regulations governing the B.A. LL.B. (Hons.), B.B.A. LL.B. (Hons.), and B.Com. LL.B. (Hons.) Bachelor Degree Programmes (Semester System) of the School of Law, Dhanalakshmi Srinivasan University, Trichy.

1.2 Applicability

The regulations provided herein shall apply to all students admitted to the B.A. LL.B. (Hons.), B.B.A. LL.B. (Hons.), and B.Com. LL.B. (Hons.) programmes under the School of Law, Dhanalakshmi Srinivasan University, Trichy.

1.3 Commencement

These regulations shall come into force with effect from the Academic Year 2025–2026 and shall remain in force until amended or repealed by the competent authority of the University.

1.4 System of Instruction

The system of instruction and education in the University shall be based on the Curriculum-based Credit System with a semester pattern of evaluation, in conformity with the guidelines of the University Grants Commission (UGC) and the Bar Council of India (BCI) Rules on Legal Education.

2. SHORT TITLE

These regulations shall be called the “**School of Law – Academic Rules and Regulations – 2025**” of Dhanalakshmi Srinivasan University, Trichy.

3. PRELIMINARY DEFINITIONS:

In these Regulations, unless the context otherwise requires:

3.1. “Programme” means the Integrated Five-Year Degree Programmes, namely B.A. LL.B. (Hons.), B.B.A. LL.B. (Hons.) and B.Com. LL.B. (Hons.) offered by the School of Law.

3.2. “Head of Institution” means the Dean, School of Law, Dhanalakshmi Srinivasan University.

3.3. “Controller of Examinations (COE)” means the authority of the University responsible for all activities relating to the conduct of examinations, evaluation, and declaration of results.

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 notified by the University/Dean of the School of Law.

3.6. “Academic Coordinator / Faculty Advisor” means a faculty member nominated by the Dean to oversee the academic matters of a particular year of the Degree Programme. The Academic Coordinator shall attend to registration, preparation of timetables, distribution of courses, regulation of credit load, and maintenance of individual student records for the concerned batch.

3.7. “Academic Counsellor / Mentor” means a faculty member nominated by the Dean, with a ratio of 1:20 students, who shall guide and counsel the allotted group of students in curricular, co-curricular, and extra-curricular activities throughout the programme by conducting periodic meetings.

3.8. “Curriculum” means the structured set of courses and other academic requirements prescribed for the fulfilment of the Degree Programme.

3.9. “Curricula and Syllabi” mean the approved list of courses for the Degree Programme, each course being identified by a unique course code consisting of, courses offered year, programme code, semester number, and paper number in sequence as approved by the appropriate bodies of the University.

3.10. “Course” means a teaching unit of a subject/discipline to be covered within a semester, as detailed in the Curricula and Syllabi.

3.11. “Credit Load” means the total number of credits of all the courses a student registers for during a particular semester. The total credit requirement for the Degree Programme shall be not less than 224 credits, in line with BCI and UGC guidelines.

3.12. “Credit” means the unit of weight assigned to a course, reflecting the academic value of learning in terms of instruction hours and learning outcomes.

a. A Full Paper shall ordinarily carry 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 tutorials/moot court exercises/project work), amounting to approximately 36 class hours per week and 30 minimum lecture per week.

b. A value-added courses shall carry two credits.

c. Each clinical paper shall ordinarily carry 4 Credits.

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

3.14. “Credit Point” means the grade point multiplied by the credit load of the course.

3.15. “Cumulative Grade Point Average (CGPA)” means the weighted average of the Grade Points earned by the student in all courses completed, calculated as the ratio of the total Credit Points earned to the total Credits prescribed, rounded to two decimal places.

3.16. “Duration of Semester” means a period of **90 working days** of instruction, inclusive of Continuous Assessment Test, but excluding study holidays, practical examinations, and end-semester theory examinations.

3.17. “Transcript Card” means the consolidated report of the academic performance of a student issued by the University on successful completion of the curriculum.

3.18. “Class Grade Chart” 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” means a report issued to a student at the end of each semester, indicating the grades, credit points, and CGPA obtained.

3.20. “Reappearance” means 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. COURSE COMMITTEE

4.1 Each common theory course offered to more than one group of students shall have a “Course Committee” comprising all the teachers teaching the common course with one of them nominated as course coordinator. The nomination of the course coordinator shall be made by the Dean, School of Law / Dean (Academics) depending upon whether all the teachers teaching the common course belong to a single department or to several departments. The Course Committee shall meet as often as possible and ensure uniform evaluation of the tests and arrive at a common scheme of evaluation for the tests. Wherever it is feasible, the Course Committee may also prepare a common question paper for the test(s).

5. CLASS COMMITTEE

5.1 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.), B.B.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 department.

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

- a. All teachers of the Courses
- b. Four students from the class to be chosen; by the students of the class.
- c. Faculty Advisor (s) of the respective class.
- d. 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.

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

- a. To review periodically the progress of the classes.
- b. To discuss problems concerning curriculum and syllabus, the conduct of the classes as well as non-academic issues concerning students.
- c. 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.
- d. To organize the class committee meeting at least twice a semester, one just before in-semester examination and one just before practical examination.
- e. To prepare the minutes of the meeting with the assistance of faculty advisors 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.

6. ADMISSION:

6.1 Minimum Academic Qualification: Candidate should have completed the Higher Secondary Examination (10+2) recognized by the concerned State or Central Board of Education and secured above 45% marks in such qualifying examinations. The candidates who belong to SC/ST have a 5% relaxation in the above marks.

6.2 Age Limit for Admission: The maximum age limit for admission into the Five-Year Integrated Law Degree Programme shall be:

- a. 20 years in case of candidates belonging to the General Category; and
- b. 22 years in case of candidates belonging to the Scheduled Castes (SC), Scheduled Tribes (ST), and Other Backward Classes (OBC).

6.3 The candidates applying under the Non-Resident Indian (NRI) category shall have passed the qualifying examination with not less than 50% marks in aggregate.

6.4 The candidates aspiring to apply for B.Com.LL.B.[Hons.] must have studied Commerce as

a subject in the Higher Secondary Examination.

6.5 The candidates seeking admission to the Five-Year Integrated Law Degree Programme shall appear for an entrance examination conducted by the University or as prescribed by the Institution. The purpose of entrance examination is to testify the proficiency of the candidate in Legal Aptitude, General Knowledge and Current affairs.

6.6 Admission through CLAT: Students who possess a valid Common Law Admission Test (CLAT) score shall also be eligible to seek admission to the Five-Year Integrated Law Degree Programme, subject to fulfilling the minimum academic and age eligibility criteria prescribed by the Bar Council of India (BCI), the University Grants Commission (UGC), and the Admission Policy of the University.

7. 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.

8. STRUCTURE OF PROGRAMMES:

8.1 Duration of the Programme: The entire Undergraduate Law Programme shall extend over five academic years, each year consisting of two semesters, making a total of ten semesters.

8.2 Course Categories

- a. Compulsory course:** Courses corresponding to the major and minor stream of the concerned under graduate programme. These form the core legal subjects prescribed by the Bar Council of India.
- b. Honour's course:** Courses offered under the category of additional or specialized subjects by the School of Law to provide in-depth knowledge and focused expertise within the Undergraduate Law Programme.
- c. Value added Course:** value added courses are offered by the School of Law to enhance professional skills, employability, and interdisciplinary knowledge.
- d. Extension activity:** Courses offered by department of physical and Health education Yoga/ Physical education /NSS /NCC.

8.3 Undergraduate course component for integrated Five Years' course:

- a. In Social Science and Language (For B.A., LL.B.):** 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.

- b. **Business Management (For BBA, LL.B.)** 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.
- c. **In Commerce (leading to B. Com, LL.B.):** 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.

8.4. Moot court exercise and Internship:

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

- a. 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.
- b. 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.
- c. 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.

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

8.5 Number of courses per semester: -

Each semester shall normally comprise a blend of lecture-based and practical courses, designed to provide balanced theoretical and experiential learning. The number of courses per semester shall ordinarily not exceed seven (7).

8.6 Credit assignment:

a. Credit Allocation

- Credit allocation for all courses shall be periodically reviewed to ensure compliance with the Bar Council of India Rules of Legal Education, 2008 (as amended) and the University's academic requirements.
- The total minimum credits required for the award of the Five-Year Integrated Law Degree Programme shall not be less than 224 Credits.

b. Course Representation

- Each course shall be represented in L–T–P–C format, where:
 - L = Lecture hours per week
 - T = Tutorial hours per week
 - P = Practical/Clinical/Workshop hours per week
 - C = Credits assigned to the course
- This format shall be clearly indicated in the syllabus and scheme of instruction for every semester.

8.7 Period of internship:

a. Each registered student shall have completed a minimum of 20 weeks internship in case of 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 practised either in action or in dispute resolution or management.

b. 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.

c. 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

Core Faculty member of the staff each time.

8.8 Industrial visit / Court visit:

a. 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.

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

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

d. The student should wear proper uniform during Industrial visit Court visit and during university official functions.

8.9 Medium of instruction:

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

9. 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.

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

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

9.3. 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.

9.4. 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.

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

9.6. 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 any one 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.

10. SYSTEM OF EDUCATION

10.1 MAXIMUM DURATION OF PROGRAMME:

10.1.1 RULES FOR MAXIMUM TIME TO COMPLETE THE INTEGRATED PROGRAMME:-

- a. Normal Duration: A student is ordinarily expected to complete the B.A. LL.B. (Hons.), B.B.A. LL.B. (Hons.), or B.Com. LL.B. (Hons.) programme in 10 semesters (5 academic years). Each academic year shall comprise two semesters, and each semester shall normally consist of 90 working days. The course professor shall complete the full content of the syllabus for each course during the semester.
- b. Extended Duration / Backlog Clearance: Students who are unable to clear certain papers during the regular semesters may be permitted to carry forward backlog papers and complete them through the regular semester offerings by the School of Law. Such extended period for clearing backlog papers shall not exceed two additional years beyond the normal programme duration. During this extended period, the student shall cease to be a regular student of the University. Students who fail to clear backlog papers within the maximum permissible period (normal duration + 2 years) shall not be eligible for the award of the degree.
- c. Maximum Duration for Repeat / Redo Students: A student who fails to meet the academic or attendance requirements in a semester or year may be permitted to repeat the semester(s) or redo the courses as per University Regulations. Such a student shall be allowed to repeat/redo a maximum of two times during the entire Five-Year Integrated Law Programme. The maximum permissible duration for completing the degree, including repeat/redo's and backlog clearance, shall be seven (7) years from the date of initial admission. Students exceeding the maximum duration limit shall cease to be eligible for the award of the degree, regardless of the number of courses cleared.
- d. Additional Instruction / Remedial Classes: 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:

$$\frac{\text{.....}}{\text{Total no. of periods each course of the semester}} \times 100$$

- a. 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:

$$\frac{\text{.....}}{\text{Total no. of periods in all the courses per semester}} \times 100$$

10.2 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 224 credits.

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

10.4 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.

10.5 Class Time Table: At the beginning of each semester, the Dean of the University will prepare the class time table with the help of Co-ordinator of the respective year and announce the same.

10.6 Working Days and Time Schedule: Except Sundays and other listed holidays, all other days of a week including Saturdays are working days for the students. Normal Working Hours: 9 A.M. to 5.00 P.M.

10.7 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.

10.8 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 School of Law after the approval of academic calendar. The schedule of the final theory examinations shall be announced by the Controller of Examinations in consultation with Dean of the

School of Law. The University should approve any deviation after dates are announced.

10.9 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.

10.10 Academic Calendar: A common academic calendar shall be prepared by the Faculty Dean (Law) every year by including the date of registration, date of Continuous Assessment Test, Practical examinations, final theory examinations, inter-semester break and summer holidays for all the undergraduate programmes. The Deans of the School of Law shall schedule the academic activities within the specified period without deviation.

10.11 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.

11. REGISTRATION OF COURSES

- a. A course shall be offered only once in an academic year during the semester as listed in the coursecurricula and syllabi.
- b. 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.
- c. 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.
- d. 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.
- e. 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.

12. ATTENDANCE REQUIREMENTS FOR COMPLETION OF THE SEMESTER:

- 12.1 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. If a student, for exceptional reasons, fails to secure the minimum requirement of 80% attendance but has attended not less than 70% of classes in all the subjects, the Dean, School of Law, may, at his/her discretion and on being satisfied with the reasons furnished, permit the student to appear for the University Examinations.
- 12.2 Students who secure up to 70% attendance owing to medical reasons may submit an application to the Dean, School of Law, along with a genuine medical certificate, seeking condonation of shortage of attendance. The Dean shall constitute a Committee consisting of three members under his/her Chairmanship to examine such applications. After due deliberation, the Committee may either accept or reject the application. If the application is accepted, the student shall be permitted to appear for the University Examinations. If the application is rejected, the student shall not be eligible to proceed to the next semester and shall be required to re-do the semester in order to continue the programme.
- 12.3 A student shall be eligible to appear for the University Examinations only if he/she earns a Progress Certificate from the Head of the Institution, certifying that the student has satisfactorily completed the course of study in all subjects of the semester concerned, and if his/her conduct is found to be satisfactory as certified by the Dean and the Head of the Institution. For First-Year, First-Semester students, the calculation of the required 80% attendance shall be made from the date of joining of the student. Students who fail to attend classes or examinations on unofficial grounds shall be treated as absent.
- 12.4 Students who are deputed to represent the University/College in sports, cultural meets, or other official activities, with the prior permission of the respective Deans, shall be granted attendance for the period of such absence. However, in order to be eligible, such students must have attended a minimum of 70% of the total theory and practical classes conducted during the semester.
- Students who fail to satisfy the above-mentioned conditions shall be required to re-register for the course when it is offered again, with the permission of the Dean. Any student securing less than 70% attendance, under any circumstances, shall not be permitted to appear for the End Semester examinations and shall be required to re-do the semester in order to continue the programme.

12.5 If a student, for any exceptional reasons, fails to secure the minimum of 80% attendance in any subject, the Vice-Chancellor of the University or his/her authorized representative, may, at their discretion, permit the student to appear for the University Examination, provided that: The student has attended at least 65% of the classes held in the subject concerned; and attended 70% of classes in all subjects taken together.

12.6 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.

12.7 The Committee constituted by the Vice-Chancellor shall, after due deliberation, either accept or reject the application for condonation. If the application is accepted, the student shall be permitted to appear for the University Examinations. If the application is rejected, the student shall not be eligible to proceed to the next semester/academic year, and shall be required to re-do the semester/academic year in order to continue the programme.

12.8 Students who are likely to fall short of the required minimum attendance are strongly advised to attend remedial classes organized by the Dean of School of Law in order to reduce the shortage of attendance and become eligible to appear for the end-semester examinations.

12.9 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.

12.10 Condonation of attendance shortage:

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

- (i) Medical grounds or
- (ii) Bereavement or serious illness in the immediate family.
- (iii) Any other compassionate grounds.
- (iv) 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.
- (v) 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.
- (vi) 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

theSchool of Law online portal, and students shall keep track of the same.

13 SYSTEM EXAMINATION AND EVALUATION: -

13.1 Theory / Clinical Examination: An examination schedule be approved by the Dean and the Controller of Examinations for the Continuous Assessment Test and final theory and practical examinations, respectively, shall be final. A laptop is mandatory for e-classroom and online examinations. Duration for Continuous Assessment Test: 90 minutes (Online/ handwritten)

13.1.1 Continuous Assessment Test

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

13.2 Scheme of the Examination in all Theory, and Practical Papers: -

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

- Internal Assessment : 40 marks
- University Examinations (End Semester exam) : 60 marks

All courses shall have two components: Continuous Assessment Test and University Examination.

The following table deals with the split-up for Continuous Assessment Test.

Continuous Assessment Test:

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

Total Marks	40 Marks
Components	Weightage
Continuous Assessment Test I	5 Marks
Continuous Assessment Test II	5 Marks
Continuous Assessment Test III	5 Marks
Assignment	5 Marks
Presentation	5 Marks
Viva Voice	10 Marks
Attendance	5 Marks
Total	40 Marks

ATTENDANCE PERCENTAGE:

Attendance Percentage	Weightage
81% - 85%	2 MARKS
86% - 90%	3 MARKS
91% - 95%	4 MARKS
96% - 100%	5 MARKS

Continuous Assessment Test Pattern: -

S.No.	PART	PARTICULARS	MARKS FOR EACH QUESTION	NO. OF QUESTIONS	TOTAL MARKS
1.	PART- A problem based questions (law papers)/ short answers (non-law papers)	Answer any two out of 3 mention relevant provisions of law and decided cases with cogent reasons.	5	2	10
2.	PART – B Brief answers	Answer any 2 out of 3	12	2	24
3.	PART-C Essay type	Answer any 1 out of 2	16	1	16
TOTAL HOURS OF EXAM: 90 MINUTES			TOTAL MARKS:50		

13.3 Missing examination: -

A student who fails to attend a Continuous Assessment Test 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 Continuous Assessment Test. 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.

13.4 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 50 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	Part -A Problem based questions	Answer any 4 out of 5 Mention relevant provisions of law & decided cases with cogent reasons:	5	4	20
2	Part- B- Brief answers	Answer any 4 out of 5	12	4	48
3	Part-C- Essay Type	Answer any 2 out of 3	16	2	32
Total hours of exam:3 Hours			Total Marks: 100		

13.5 Practical Paper:-

Practical papers start from the 7th to the 10th semester. These papers involved various activities like a Case study, research paper preparation, Observation of proceedings in the LegalAid 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.

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

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

13.8 The student has to maintain a minimum CGPA of 5.00 out of 10.00 at the end of final year (X- semester) to become eligible for the award of degree.

13.9 Reappearance examination for the undergraduate failed subjects shall be conducted once in six months, during the semester breaks for 100 marks.

13.10 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 ⁺	9
76-80	A	8
71-75	B ⁺	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 – 10.0	O – Excellent
8.1 – 9.0 7.6 – 8.0	A ⁺ – Very Good A – Good
7.1 – 7.5	B ⁺ – Above Average
6.1 – 7.0	B – Average

5.0 – 6.0	C – Pass Class
Below 5.0	F – Fail / Not Eligible

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

13.11 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:-

- a. Successfully gained the required number of total credits as specified in the curriculum corresponding to the student's programme within the stipulated time.
- b. Successfully completed the course requirements, appeared for the End-semester examinations and passed all the subjects within the period as prescribed.
- c. No disciplinary action is pending against the student.
- d. Students were eligible to get a degree after completing 224 credits in their program.
- e. The award of the degree must have been approved by the School of Law, Dhanalakshmi Srinivasan University.

13.12 REVALUATION OF ANSWER SCRIPTS:

- a. A student seeking revaluation of an answer script of an end-semester examination (or Repeat) shall apply to the Dean, School of Law, and provide reasons for seeking such revaluation. After examining the reasons, Dean, 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.
- b. 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.
- c. 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.

- d. 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.
- e. 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.
- f. 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.
- g. 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.

14. QUESTION PAPER SETTING AND EVALUATION: -

- 14.1 The Continuous Assessment Test question papers will be set and answer papers evaluated by the course teacher concerned and the Continuous Assessment Test examination is on digital / handwritten mode.
- 14.2 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.
- 14.3 The practical examination will be conducted and evaluated by the internal examiner.
- 14.4 The controller of examination will arrange for evaluation of semester final theory papers with External/ Internal examiners.

15. DISCONTINUANCE AND READMISSION

- 15.1 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.

15.2 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 fulfillment 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.

16. 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.

17. APPROVAL OF FINAL RESULTS, AND TRANSCRIPTS

17.1. 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).

17.2. Eligibility for the award of the degree: A minimum Cumulative Grade Point Average (CGPA) of 5.00 in all the prescribed subjects included in the Syllabi is mandatory for the successful completion of course and for the award of the Degree. Further, a CGPA of 7.5 and above will be graded as first class with distinction, provided that the student complete all the courses in first attempt, a CGPA above 6.50 to 7.49 will be graded as First class and above 6.00 to 6.49 will be graded as second class and 5.0 to 5.99 will be graded as third class. The CGPA less than 5.0 is not eligible for degree award.

17.3. 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.

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

17.5. 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.

17.6. 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.

18. AWARD OF GOLD MEDALS

- a. 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.
- b. 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
- c. 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. CONDUCT OF ACADEMIC AUDIT

- 19.1.** Every educational institution shall strive for a better performance of the students by conducting the internal assessments as mentioned in 13.1. 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 13.1, 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.
- 19.2.** Report of industrial training/internship shall also be maintained, if applicable. For laboratory courses students' record shall be maintained. Further, the attendance of all students shall be maintained as a record.
- 19.3.** 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.

19.4. 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.

20. MALPRACTICES IN EXAMINATIONS AND MISCONDUCT OF STUDENTS

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

20.2. 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.

20.3. 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.

21. DISCIPLINE:

Every student is required to observe disciplined and decorous behaviour 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.

22. RAGGING-AN OFFENCE

22.1. 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:

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.

22.2. 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.

22.3. 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.

22.4. 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.

22.5 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.

22.6 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.

23. PREPARATION OF STATEMENT OF MARKS

23.1 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.

23.2 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.

23.3 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.

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.

24. TUITION FEES AND OTHER FEES

24.1 Fee for Newly Admitted Candidates

- a) Newly admitted candidates will pay the fees to the DSU. The students shall register the course only after payment of all the fees.
- b) Candidates who discontinue after first semester are not eligible for refund of any other fee except caution money deposit.

24.2 The existing student shall pay tuition fees and other fees before starting the concerned academic year.

24.3 In case of student who re-register with the junior batch. He/She has to pay the tuition fee applicable to the junior batch semester.

25. 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 will be amended each and every semester of the academic year.

26. REMOVAL OF DIFFICULTIES

26.1 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.

26.2 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

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