# ANNAMACHARYA UNIVERSITY

**(Estd A.P. Private Universities (Establishment and Regulation) Act, 2016)**
**(University listed in UGC as per section 2(f) of the UGC Act, 1956)**

**RAJAMPET - 516126, Annamayya District, A.P., INDIA**

## COLLEGE OF LAW

**ACADEMIC REGULATIONS (AU25), COURSE STRUCTURE AND SYLLABI**

**For the students admitted to 3- Year L.L.B (Hons) Degree Program from the Academic Year**

**2025-26**

# VISION AND MISSION OF THE UNIVERSITY

## VISION

To be a globally recognized university by providing value-based education and promoting innovation and research for societal betterment

## MISSION

The mission of the University is:

1. To embody ‘Vidwan Sarvatra Pujyathey’.
2. To deliver high-quality education by encouraging research, innovation, and critical thinking
3. To nurture upright individuals by fostering an inclusive environment and inspiring service to society

**ACADEMIC RULES AND REGULATIONS OF 3 Year L.L.B (Hons) DEGREE PROGRAMME**

**APPLICABLE FOR THE STUDENT BATCHES ADMITTED FROM THE ACADEMIC YEAR 2025-26**

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## 1. PREAMBLE

Annamacharya University, Rajampet is a private University, established under the brownfield category as per the Andhra Pradesh Private Universities (Establishment and Regulation) Act of 2016 (Act No. 3 of 2016), subsequently amended by Act No. 2 of 2024, as published in the Extraordinary Gazette of Andhra Pradesh via gazette notification G.O.Ms. No. 13 dated 13.03.2024. The University Grants Commission (UGC) has included it in the list of UGC-listed Universities vide letter No. F.8-22/2024(CPP-I)/PU) /148904, dated 02.04.2025.

Annamacharya University, Rajampet, relentlessly aims to achieve academic excellence by implementing new initiatives in teaching-learning and evaluation processes. Based on the directions of the University Grants Commission (UGC), New Delhi, Bar Council of India, the university has adopted the BCI curriculum with minor modifications to match the needs, expectations, and skill sets of students in the state, from the academic year 2025-26.

### OBJECTIVES:

The objectives of offering the 3 Year L.L.B (Hons) Degree Programme are:

- To empower students to focus on conceptual and empirical knowledge in law.
- To encourage depth and breadth in understanding complex cases.
- To provide broad training with a well-sequenced curriculum over a sufficient length of time, giving students adequate preparation in law field, either for higher studies or professional career

### ACADEMIC COUNCIL

The academic council in a private university plays a pivotal role in maintaining and enhancing the academic standards and quality of education. The academic council coordinates and exercises general supervision over the academic policies of the university.

### BOARD OF STUDIES (BoS)

College of Law will have a Board of Studies the Dean / Head of the department will serve as the Chairman of the Department Board of Studies. The Board of Studies has been constituted as per the guidelines of the university statutes. The rules, regulations, curriculum, syllabus, and other academic matters shall be approved by the Board of Studies before being placed in the Academic Council and subsequently the Board of Management.

Office of the Dean, Academics:

The office of the Dean, Academics, is responsible for the implementation of the decisions taken on academic matters by the Academic Council. The office:

- Receives, processes, and maintains all records relating to the programs, including curricula, courses offered, academic calendar, registration, assessments, and grades.
- Disseminates information pertaining to all academic matters, issues necessary memoranda/orders, and acts as a channel of communication between the students, instructors, and departments.

- Provides information about various academic programs, rules, and regulations to students.

## 2. REGULATIONS COMMENCEMENT

- The regulations are quite comprehensive and include definitions of key terms, semester system, credit system, grading system, and other relevant details.
- The regulations detailed herein shall apply to all the regular programmes offered by the University.
- The regulations shall be applicable and come into force to the student batches admitted from the academic year 2025-26.
- The University may revise, amend or change the regulations, scheme of examinations and syllabi, from time to time, if found necessary and on approval from the Academic Council of the University, keeping the recommendations of the Board of Studies (BoS) in view.
- Any or all such amendments shall be effective from such date and to such batches of students including those already undergoing the Programme, as may be approved through Academic Council of the University.
- These regulations shall be called AU25 Regulations.

## 3. ELIGIBILITY FOR ADMISSION

### 3.1. Admission into 3 Year L.L.B (Hons) Degree Programme.

The eligibility criteria for admission into 3 Year L.L.B (Hons) degree Programme offered at Annamacharya University shall be as prescribed by Statutes and Ordinances of the University and Higher Education Department, the Government of Andhra Pradesh. The criteria are given below:

- The candidate shall be an Indian National / NRI.
- The candidate should have completed 16 years of age as on 31st December of the academic year for which the admissions are being conducted.
- The admission into 3 Year L.L.B (Hons) will be through LAWCET Examination for Indian Students conducted by Andhra Pradesh State Council of Higher Education (APSCHE) and as per the Rules of the Bar Council of India and the Govt. of A.P.
- The Candidates for 3-year L.L. B (Hons) degree Programme should have passed any Graduate Degree (10+2+3 pattern) of a recognized University or any other examination recognized as equivalent by the Universities concerned with 45% of aggregate marks for general category, 42% for BC category and 40% for SC / ST. If any candidate secured less than 45%, 42% and 40% respectively in graduation as stated above, he / she should have secured same percentage or more on the aggregate in any additional graduation or post- graduation.

### Admission of Foreign / NRI Students for 3 Year L.L.B (Hons) Program:

- Students should have earned their qualifying degree from a University / Institute recognized by the Association of Indian Universities / similar Indian body.

- Students nominated by Foreign Governments may be accepted to 3 Year L.L.B (Hons) programmes, without any further test / interview, if their request for admission is routed through MHRD / any agency of the Government of India.
- Seats in each Programme in the University are classified into two categories i.e., Brownfield and Greenfield.

**Greenfield Category:**

- Furthermore, the admission rules for the brownfield university regarding any additional intake, new courses, or additional courses approved after conversion shall follow the regulations applicable to a greenfield university. The university shall reserve 35% of seats in Law courses, and other programs for the Government Quota and admit students in accordance with the rules prescribed for any additional intake in existing programs, as per the Andhra Pradesh Private Universities (Establishment and Regulation) Act, 2016. Category – A Seats (35% of seats). These seats shall be filled through counselling as per the rank secured by a candidate in the Common Entrance Test (AP LAWCET) conducted by the Government of Andhra Pradesh (APSCHE) and as per other admission criteria laid down in the GOs. Category - B Seats (65% of seats). These seats shall be filled by the University through AUET and the GOs issued by the Government of Andhra Pradesh from time to time.

**3.2 Authority for Admission:**

Any matter related to admission to the 3 year L.L.B (Hons) degree Programme, the decision of the Office of the Director, Admissions is final.

**3.3 Revoking / Cancellation of Admission:**

All students admitted provisionally to any program must submit copies of their original mark sheets, provisional certificates, and any other documents required by the Director of Admissions by the last date specified in the Academic Calendar of Annamacharya University. The Registrar, based on the recommendation of the Director of Admissions, may cancel the admission of any student who fails to submit the prescribed documents by the specified date or does not meet other stipulated requirements. Additionally, the Registrar may cancel the admission later if it is discovered that the student provided false information, suppressed information, misrepresented facts, or forged documents while seeking admission or thereafter, and report the matter to the Vice Chancellor.

## 4. MEDIUM OF INSTRUCTIONS

The medium of instruction shall be English for all the courses including their content delivery and examinations, tutorial or practical work or Seminar & Clinical Legal Education as prescribed in the Programme curriculum

## 5. PROGRAMME STRUCTURE

The structure of the 3 Year L.L. B (Hons) Programmes offer at Annamacharya University is based on the National Education Policy (NEP) 2020 as defined by the Government of India and the curriculum / course structure as

suggested by the BCI in its Model Curriculum.

**Semester Scheme**

- The 3 Year L.L. B (Hons) Programme offered at Annamacharya University follows semester scheme pattern.
- The duration of a 3 Year L.L.B (Hons) Programme shall be of 3 academic years
- Each academic year shall have 2 semesters i.e., odd and even semesters and shall be counted as I Semester, II Semester, III Semester, IV Semester, V Semester and VI Semester
- Each semester shall consist of 16 weeks of instruction.
- Each semester is structured to provide credits totaling to 190 credits for the entire 3 Year L.L.B (Hons) Programme.
- Each semester shall have Continuous Internal Evaluation (CIE) and Semester End Examination (SEE).
- Each student is required to secure a total of 190 credits with a CGPA ≥ 5 for the completion of the 3 Year L.L. B (Hons).
- A student after securing admission into a 3 Year L.L.B (Hons) at Annamacharya University shall pursue and acquire the 3 Year LL.B(Hons) degree in a minimum period of three academic years i.e., 6 semesters and a maximum period of six academic years i.e., 12 semesters starting from the date of commencement of I semester, failing which the student shall forfeit the seat in 3 Year L.L.B (Hons) Programme.

## 6. COURSES AND CREDIT STRUCTURE

**Credit**:

A credit is a unit by which the course work is measured. It determines the number of hours of instructions required per week. Each course has a certain number of credits assigned to it, depending upon whether it is a lecture or tutorial or practical work or Seminar & Clinical Legal Education and the number of periods assigned per week. The credits are assigned according to the following pattern:

- 1 credit for each lecture period/week
- 1 credit for each tutorial period/week
- 1 credit for each practical session period/week
- 0.5 credit for each Seminar & Clinical Legal Education period / week

**Academic Year:**

Two consecutive (one odd + one even) semesters constitute one academic year. Each course is assigned certain number of credits. One credit is equivalent to one hour of teaching (Lecture/Tutorial) or one hour of practical work tutorial or practical work or Seminar & Clinical Legal Education per week.

**Type of Courses:**

| *Type of Courses* | *Courses Category* | *Number of Courses recommended by Annamacharya University* | *Credit Distribution* | *Percentage Of total Credits (%)* | *Recommended No. Of courses by BCI* |
|---|---|---|---|---|---|
| Foundation | Foundation | 4 | 24 | 12.63 | - |
| Core | Professional Core | 16 | 96 | 50.53 | 20 |
| Elective Course | Open elective | 2 | 12 | 6.32 | 6 |
| Seminar | Seminar & Clinical Legal Education | 5 | 10 | 5.26 | - |
| Practical Training | Clinical Papers | 4 | 24 | 12.63 | 4 |
| Honors | | 4 | 24 | 12.63 | 8 |
| **Total** | | **35** | **190** | **100** | **38** |

**Structure of the Program**

The 3 Year L.L.B (Hons) Programme has a curriculum, with syllabus consisting of:

- **Core courses,** which give a broad base in the main field of study in the academic Programme concerned.
- The **Foundation Courses** are courses based upon the content that leads to knowledge enhancement.
- **Elective courses** chosen by the student in consultation with the faculty adviser.
- **Elective Course:** Elective course is a course which can be chosen from a pool of papers. It may be supportive to the discipline of study Providing an expanded scope
- Enabling an exposure to some other discipline/domain Nurturing student's proficiency/skill.
- **Open electives** shall be offered for other disciplines.
- The program will also include **seminars, Legal-Aid, Legal Literacy Camps, Lok Adalats and Practical Training** I to IV papers in the VI Semesters as prescribed by the Bar Council of India and the Board of Studies in the curriculum and syllabus and approved by the Academic Council**.**

## 7. Evaluation Process

The performance of a student in each semester shall be evaluated course-wise with a maximum of 100 marks for a Course.

- For a course, the distribution shall be 40 marks for Internal Evaluation and 60 marks for End-Evaluation. The distribution is detailed:

### 7.1 Internal Evaluation

For a Theory Course, 40 marks are allotted for Internal Evaluation. Two Internal examinations (Theory Internal Examinations) shall be conducted for a Theory Course during a semester, and they shall be evaluated for 40 marks of which 30 marks are given for Continuous Internal Examination and 10 marks for assignment.

#### 7.1.1 Theory Internal Evaluation

Theory Continuous internal examination shall have Part A & Part B. In Part A, which is compulsory, five short answer questions each of which carries 1 mark. There shall be no sub questions or bits. The examination shall be conducted for 2 hours. Part B shall contain three either or type questions (Total six questions from 1 to 6). Each question shall carry 10 marks. 30 marks allotted for Part B shall finally be scaled down to 25 marks. The questions shall be set/ moderated such that the student can comfortably answer each question within the stipulated time.

Question paper pattern for Continuous Internal Examination (30 Marks) shall be as follows:

**PART A:** Five short answer questions - 5 x 1 = 5 Marks

**PART B:** 30 Marks (will be scaled to 25 marks)

(i) There shall be three questions with internal Choice i.e., 'either' or 'choice.'

(ii) The student shall answer three questions.

First Theory Continuous Internal examination shall be conducted as per the syllabus of I & II units. The second Continuous internal examination shall be conducted as per the syllabus of III, IV and V units. 80% weightage for the best performance and 20% the other shall be considered. Final value shall be rounded up.

**Assignment (Theory)**

The assignment shall contain essay-type questions, out-of-the-box thinking questions, etc. The assignments are given by the concerned teacher for 10 marks from the first two units. The second assignment shall be given from the rest of the syllabus. The first assignment should be submitted before the first internal examination, and the second assignment should be submitted before the second internal examination. The number of questions is limited to 5. There shall be at least two assignments in a semester, and the average performance of the two assignments will be considered.

## 7.2 End Evaluation

### Theory End Evaluation

As specified in 7.0, Theory End Evaluation is done for 60 marks. Semester End examination of theory subjects shall be conducted at the end of semester. There shall be Regular and Supplementary End Examinations. Theory Semester End Examination shall be conducted for 60 marks and is of 3 hours duration. Theory Semester End Examination shall have Part A & Part B. In Part A, which is compulsory, five short answer questions each unit of which carries two marks, shall be given. There shall be no sub-questions or bits or fill-up the blanks. Part B shall contain five either or type questions (Total 10 questions with internal choice). 50 marks allotted for Part B and each question shall carry 10 marks. There will be one question from each unit. The examination shall be conducted for 3 hours.

**Question paper pattern for Semester End Examination (60 Marks) shall be as follows:**

**PART A: 5 x 2 = 10 Marks**

(i) There shall be one question from each unit.

(ii) Part A is compulsory.

**PART B: 5 x 10 = 50 Marks**

(i) Five questions with internal choice will be given.

(ii) There shall be one question from each unit with Internal Choice i.e., 'either' or 'choice.' (iii) Sub questions may also be given.

## 7.3 Evaluation of Practical Training

**Practical Training - I:** (Drafting, Pleading and Conveyancing)

Out of 100 marks 90 marks are allotted for record work, and 10 marks are allotted for viva-voce. The record work should be evaluated by a Board consisting of one University nominee, the Dean of the College of Law and the teacher concerned. The viva-voce examination shall be conducted by the same Board.

**Practical Training - II**: (Professional Ethics and Accounting System)

Out of 100 marks, 80 marks are allotted for university semester end examination with 3 hours duration and 20 marks are allotted for viva-voce. The viva-voce examination shall be conducted by the Board consisting of one University nominee, The Dean of the College and the teacher concerned.

**Practical Training - III:** (Alternative Dispute Resolutions)

Out of 100 marks 50 marks are allotted for the University semester end examination with 1 ½ hours duration and 50 marks are allotted for record work. The record work shall be evaluated by a Board consisting of one University nominee, the Dean of the College and the teacher concerned (Senior Legal Practitioner).

**Practical Training - IV:** (Moot Court Proceedings & Internship)

Out of 100 marks 90 marks are allotted for record work, and 10 marks are allotted for viva-voce. The record work shall be evaluated by a Board consisting of one University nominee, the Dean of the law College and the

teacher concerned. The viva-voce examination shall be conducted by the Board consisting of the Dean of the law college and the teacher concerned and a Senior Legal Practitioner other than the part time faculty of the law college.

### 7.4 Supplementary Theory / Lab End Examinations

- Supplementary examinations shall be conducted along with regular semester end examinations.
- During Semester End Examinations of even semester, supplementary examinations of odd semester shall be conducted and during semester end examinations of odd semester, supplementary examinations of even semester shall be conducted.
- Advanced supplementary shall be conducted only for VI semester Students in view of their higher education pursuits.
- In case of seminars and comprehensive viva-voce examinations, supplementary seminar / comprehensive viva-voce will be conducted along with the next batch of students. If the next batch of students is not available, a separate supplementary examination will be conducted.

### 7.5 Challenge Evaluation, Revaluation and Recounting

Students may visit Examination Section Webpage for Norms and Procedures for Challenge Evaluation, Revaluation, Recounting of Answer Scripts. (Refer to Appendix I) and malpractice case (Refer to Appendix II)

## 8 ATTENDANCE REQUIREMENTS AND DETENTION POLICY

- A student shall maintain a minimum required attendance of 75% in Aggregate of all the subjects in a semester.
- Shortage of attendance up to 10% i.e., attendance between 65% to 75% in aggregate, may be condoned by the University Academic Committee based on the rules prescribed by the Academic Council of the University from time to time.
- A stipulated fee shall be payable towards condonation of shortage of attendance.
- Shortage of attendance below 65% shall in no case be condoned. A stipulated fee shall be payable towards condonation of shortage of attendance to the University as per following slab system.
    - **Slab:** Less than 75 % attendance but equal to or greater than 65% a normal condonation fee can be collected from the student.
- Students whose shortage of attendance is not condoned OR who have not paid the stipulated fee OR who have not cleared any other due to the University in any semester are not eligible to write the Semester End Examination **(SEE).**
- Students, who do not meet the minimum required attendance of 65% in a semester, shall be detained in that semester and their registration for that semester shall stand cancelled. They shall not be promoted to the next semester.
- Students detained in a semester shall seek re-admission into that semester as and when offered.
- Academic regulations applicable to the semester in which re-admission is sought shall be applicable to the re-

admitted student.

- In case, there are any professional electives and /or open electives, the same may also be reregistered, if offered. However, if those electives are not offered in the later semesters, then alternate electives may be chosen from the same set of elective courses offered under that category. Any student against whom any disciplinary action is pending shall not be permitted to attend Semester End examination (SEE) in that semester.

## 9 MINIMUM ACADEMIC REQUIREMENTS AND AWARD OF THE DEGREE

The following academic requirements must be satisfied in addition to the attendance requirements mentioned in section 8.

i) A student shall be promoted from first year to second year if he/she fulfills the minimum attendance requirement as per university norms.

ii) Students who fail to earn 190 credits as indicated in the course structure within six academic years from the year of their admission shall forfeit their seat on the L.L.B (Hons) course and their admission shall be cancelled.

## 10 Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

As a measure of the student's performance, a 10-point Absolute Grading System using the following Letter Grades and corresponding percentage of marks shall be followed: After each course is evaluated for 100 marks, the marks obtained in each course will be converted to a corresponding letter grade as given below, depending on the range in which the marks obtained by the student fall.

**Structure of Grading of Academic Performance**

| Range in which the marks in the subject fall | Grade | Grade points assigned |
|---|---|---|
| 90 & above | Superior | 10 |
| 80 - 89 | A (Excellent) | 9 |
| 70 - 79 | B (Very Good) | 8 |
| 60 - 69 | C (Good) 7 | 7 |
| 50 - 59 | D (Average) | 6 |
| 40 - 49 | E (Pass) | 5 |
| < 40 | F (Fail) | 0 |
| Absent | Ab (Absent) | 0 |

i) A student obtaining Grade 'F' or Grade 'Ab' in a subject shall be considered failed and will be required to reappear for that subject when it is offered the next supplementary examination.

ii) For non-credit audit courses, "Satisfactory" or "Unsatisfactory" shall be indicated instead of the letter grade and this will not be counted for the computation of SGPA/CGPA/Percentage.

***Computation of Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA)***:

The Semester Grade Point Average (SGPA) is the ratio of sum of the product of the number of credits with the grade point scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student, i.e.,

$$SGPA = \frac{\sum(C_i * G_i)}{\sum C_i}$$

Where $\boldsymbol{C_i}$ is the number of credits of the $\boldsymbol{i^{th}}$ subject and $\boldsymbol{G_i}$ is the grade point scored by the student in the $\boldsymbol{i^{th}}$ course

The Cumulative Grade Point Average (CGPA) will be computed in the same manner considering all the courses undergone by a student over all the semesters of a program, i.e.,

$$CGPA = \frac{\sum(C_i * S_i)}{\sum C_i}$$

Where $\boldsymbol{S_i}$ is the SGPA of the $\boldsymbol{i^{th}}$ semester and $\boldsymbol{C_i}$ is the total number of credits up to that semester.

Both SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts. While computing the SGPA the subjects in which the student is awarded Zero grade points will also be included.

Grade Point: It is a numerical weight allotted to each letter grade on a 10-point scale. Letter Grade: It is an index of the performance of students in a said course. Grades are denoted by the letters S, A, B, C, D, E and F.

**10.1 Award of Class:**

After a student has satisfied the requirements prescribed for the completion of the program and is eligible for the award of B. Tech. Degree, he/she shall be placed in one of the following four classes:

| **Class Awarded** | **CGPA Secured** |
|---|---|
| First Class with Distinction | ≥7.5 |
| First Class | ≥6.5 <7.5 |
| Second Class | ≥5.5 <6.5 |
| Pass Class | ≥5.0 <5.5 |

**10.2 Conversion of SGPA into percentage**

In case of a specific query by students/employers regarding Semester Grade Point Average (SGPA)/ Cumulative Grade Point Average (CGPA) into percentage, the following formulae will be adopted for notional conversion of CGPA into percentage.

**CGPA to Percentage conversion Formula – (CGPA – 0.5) x 10.**

**11. Transcripts**

After successful completion of the entire Programme of study, a transcript containing performance of all academic years will be issued as a final record. Duplicate transcripts will also be issued, if required, after payment of requisite fee. Partial transcript will also be issued up to any point of study to a student on request.

**12. Transitory Regulations**

Discontinued, detained, or failed candidates are eligible for re-admission as and when the semester is offered after fulfilment of academic regulations. Candidates who have been detained for want of attendance or not fulfilled academic requirements or who have failed after having undergone the course in earlier regulations or have discontinued and wish to continue the course are eligible for admission into the unfinished semester from the date of commencement of class work with the same or equivalent subjects as and when subjects are offered, subject to Section 2 and they will follow the academic regulations into which they are re-admitted Candidates who are permitted to avail gap year shall be eligible for re-joining into the succeeding year of their 3-year L.L.B (Hons) from the date of commencement of class work, subject to Section 2 and they will follow the academic regulations into which they are re-admitted.

**13. Re-admission of Students**

A student who has not satisfied the minimum attendance requirement in any semester may repeat that semester, after obtaining written permission from the Registrar and cancelling the previous record of attendance and academic performance (viz; internal evaluation and external evaluation marks) of the semester or year. This facility may be available by any student at the maximum twice for a 3-year L.L.B (Hons) Programme.

**14. Minimum Instruction Days for a Semester**

The minimum instruction days for each semester shall be 16 weeks.

**15. Student transfers**

Student transfers shall be as per the statutes and ordinances of the Annamacharya University and guidelines issued by the Government of Andhra Pradesh from time to time.

**16. Announcement of results**

- Results review committee comprising of Vice Chancellor, Registrar, Dean Academics, Chairman of various boards of studies, Controller of Examinations and Deputy Controller of Examinations will monitor the results and gives the permission for announcement of results.
- After review meeting results are loaded into university website from which students can access their results by entering Hall Ticket number. And also results in form of hard copy are available with respective Deans / Heads of the departments.

**17. General Instructions:**

- The academic regulations should be read as a whole for purpose of any interpretation.
- Malpractices rules-nature and punishments are appended.

- Where the words "he", "him", "his", occur in the regulations, they also include "she", "her", "hers", respectively.
- In the case of any doubt or ambiguity in the interpretation of the above rules, the decision of the Vice Chancellor / Registrar / Governing body is final.
- Any legal issues are to be resolved in **Rajampet** Jurisdiction.
- The University may change or amend the academic regulations or syllabi at any time and the changes or amendments shall be made applicable to all the students on rolls with effect from the dates notified by the University.

## Appendix I:

**Norms and Procedures for Challenge Evaluation/Revaluation/Recounting Revaluation / Recounting:**

- The students who wish to apply for Revaluation/Recounting of his/her answer-books(s) must submit his/her application on the prescribed from together with the requisite fee to the Controller of Examinations before expiry of 15 days excluding the date of the declaration of his/her examination result. Application not received in the prescribed form or by the due date or without the requisite fee shall be rejected.
- After Recounting / Revaluation, records are updated with changes if any and the student will be issued a revised memorandum of marks. If there are no changes, the student shall be intimated the same through a notice.
- No Revaluation / Recounting for Laboratory Examination.
- The students are informed to be more careful in furnishing the information while applying for Recounting / Revaluation. The applications with insufficient information will be summarily rejected and the student has to forfeit the amount paid in this connection.

**Challenge valuation:**

- Applications are invited from the students who wish to apply for Challenge Valuation in the subjects of the Regular and Supplementary examinations.
- The student will apply for Challenge valuation in a specified application and should be routed through the HOD concerned.
- The students who have applied for the revaluation for a paper(s) of an examination are only eligible for the Challenge Valuation of that paper(s) of that examination.
- A Fee of Rs. 10000/- (Ten Thousand Rupees Only) for each paper is to be paid within the last date for challenge valuation.
- A Xerox copy of the answer script will be provided to the student on receipt of the payment of fee and date and time of the valuation will be informed to the student, so that valuation will be done in the presence of the teacher attended in support of the student nominated by the HOD concerned.
- The HOD concerned will nominate a teacher of the concerned subject to observe the valuation in support of the student. This will be done at the request of the student.
- If the marks obtained in the challenge valuation are more than or equal to 15% of the maximum marks with respect to the original marks obtained in the first valuation, then the marks obtained in the Challenge valuation will be awarded to the student and the University will pay back Rs 9,000 (Nine thousand rupees only) to the student. If the student status changes from fail to pass, an amount of Rs. 5000 will be refunded to the student. Otherwise, there will not be any change in the result of the student and original marks will be retained and the student will forfeit the fee paid.
- No Challenge valuation for seminar Examination and Practical training

## APPENDIX II:

**Rules for Disciplinary Action for Malpractices / Improper Conduct in Examinations**

Malpractices identified by squad or special invigilators or invigilators. Punishments shall be given to the students as per the guidelines below. The case is to be referred to the malpractice committee. Malpractice committee

1. The Vice Chancellor, Chairman
2. Registrar, Member
3. Principal / Dean of respective College / School, Member
4. Dean, Academics, Member
5. Heads of the Department of respective Dept. / School, Member
6. Controller of Examinations, Member Secretary

**Note**: Whenever the performance of a student is cancelled in any subject/subjects due to Malpractice, he has to register for End Examinations in that subject/subjects consequently and has to fill in all the norms required for the award of Degree.

| | Nature of Malpractices/Improper conduct | Punishment |
|---|---|---|
| | **If the candidate:** | |
| 1.(a) | Possesses or keeps accessible in examination hall, any paper, note book, programmable calculators, Cell phones, pager, palm computers or any other form of material concerned with or related to the subject of the examination (theory or practical) in which he is appearing but has not made use of (material shall include any marks on the body of the candidate which can be used as an aid in the subject of the examination) | Expulsion from the examination hall and cancellation of the performance in that subject only. |
| 1.(b) | Gives assistance or guidance or receives it from any other candidate orally or by any other body language methods or communicates through cell phones with any candidate or persons in or outside the exam hall in respect of any matter. | Expulsion from the examination hall and cancellation of performance in that subject only of all the candidates involved. In case of an outsider, he will be handed over to the police and a case is registered against him. |
| 2 | Has copied in the examination hall from any paper, book, programmable calculators, palm computers or any other form of material relevant to the subject of the examination (theory or practical) in which the candidate is appearing | Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted to appear for the remaining examinations of the subjects of that semester/year. The Hall Ticket of the candidate is to be cancelled and sent to the registrar, Annamacharya University |
| 3 | Impersonates any other candidate in connection with the examination | The candidate who has impersonated shall be expelled from examination hall. The candidate is also debarred for four consecutive semesters from class work and all University examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat. The performance of the original candidate |

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| | | who has been impersonated, shall be cancelled in all the subjects of the examination (including practical's and project work) already appeared and shall not be allowed to appear for examinations of the remaining subjects of that semester/year. The candidate is also debarred for four consecutive semesters from class work and all University examinations, if his involvement is established. Otherwise, the candidate is debarred for two consecutive semesters from class work and all University examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat. If the imposter is an outsider, he will be handed over to the police and a case is registered against him. |
| 4 | Smuggles in the Answer book or additional sheet or takes out or arranges to send out the question paper during the examination or answer book or additional sheet, during or after the examination. | Expulsion from the examination hall and cancellation of performance in that subject and all the other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all University examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat. |
| 5 | Uses objectionable, abusive or offensive language in the answer paper or in letters to the examiners or writes to the examiner requesting him to award pass marks | Cancellation of the performance in that subject only |
| 6 | Refuses to obey the orders of the Chief Superintendent/Assistant — Superintendent / any officer on duty or misbehaves or creates disturbance of any kind in and around the examination hall or organizes a walk out or instigates others to walk out, or threatens the officer-in charge or any person on duty in or outside the examination hall of any injury to his person or to any of his relations whether by words, either spoken or written or by signs or by visible representation, assaults the officer-in-charge, or any person on duty in or outside the examination hall or any of his relations, or indulges in any other act of misconduct or mischief which result in damage to or destruction of property in the examination hall or any part of the University campus or engages in any other act which in the opinion of the officer on duty amounts to use of unfair means or misconduct or has the tendency to disrupt the orderly conduct of the examination. | In case of student of the University, they shall be expelled from examination halls and cancellation of their performance in that subject and all other subjects the candidate(s) has (have) already appeared and shall not be permitted to appear for the remaining examinations of the subjects of that semester/year. If the candidate physically assaults the invigilator/officer-in-charge of the Examinations, then the candidate is also debarred and forfeits his/her seat. In case of outsiders, they will be handed over to the police and a police case is registered against them. |

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| 7 | Leaves the exam hall taking away answer script or intentionally tears of the script or any part thereof inside or outside the examination hall. | Expulsion from the examination hall and cancellation of performance in that subject and all the other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all University examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat. |
| 8 | Possess any lethal weapon or firearm in the examination hall. | Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred and forfeits the seat. |
| 9 | If students of the university, who is not a candidate for the particular examination or any person not connected with the University indulges in nay malpractice or improper conduct mentioned in class 6 to 8. | Student of the university expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred and forfeits the seat. Person (s) who does not belong to the University will be handed over to police and, a police case will be registered against them |
| 10 | Comes in a drunken condition to the examination hall. | Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. |
| 11 | Copying detected on the basis of internal evidence, such as, during valuation or during special scrutiny. | Cancellation of the performance in that subject only or in that subject and all other subjects the candidate has appeared including practical examinations and project work of that semester / year examinations, depending on the recommendation of the committee. |
| 12 | If any malpractice is detected which is not covered in the above clauses 1 to 12 shall be reported to the University for further action to award suitable punishment. | |