# K L UNIVERSITY

# ACADEMIC RULES & REGULATIONS – COMPLETE DETAILED HANDBOOK

Applicable for Students Admitted in 2015–2016 (Non-Engineering Programs)

# 1. Programs Offered

The University offers Undergraduate, Postgraduate and Integrated programs under Non-Engineering streams.

- B.Com (3 years) – Minimum CGPA: 4.50
- B.Com (Hons) (3 years) – Minimum CGPA: 4.50
- BCA (3 years) – Minimum CGPA: 4.50
- B.Sc – Visual Communication (3 years) – Minimum CGPA: 4.50
- BA – Journalism & Mass Communication (3 years) – Minimum CGPA: 4.50
- BFA (4 years) – Minimum CGPA: 4.50
- BHM-CT (4 years) – Minimum CGPA: 4.50
- BBA-MBA Integrated (5 years) – Minimum CGPA: 4.50
- MBA (2 years, multiple specializations) – Minimum CGPA: 5.50
- M.Com (Professional) (2 years) – Minimum CGPA: 5.50

## 2. Academic Structure

The academic year consists of two semesters:

- Odd Semester (July/August – December)
- Even Semester (December/January – April/May)
- Each semester spans approximately 15–18 weeks (80–90 instructional days)
- Summer Term (May–July) may be offered at University discretion (Maximum 3 courses)

Programs are delivered under Choice Based Credit System (CBCS) and Outcome Based Education (OBE) framework.

## 3. Attendance & Detention Policy (VERY IMPORTANT)

- Minimum 75% attendance required in each course.
- Minimum 40% internal marks required for eligibility to write Semester-End exam.
- Condonation up to 10% allowed (65%–74%) on valid medical or official grounds.
- Attendance below 65% → Automatic detention.
- Detained students must re-register for the course when offered next.

## 4. Evaluation System

- Total Marks per Course: 100
- 50% Continuous In-Semester Evaluation
- 50% Semester-End Comprehensive Examination
- Minimum 40% required in Semester-End exam separately (theory & lab)
- If failed → Reappear for Semester-End exam
- If detained → Repeat full course

## 5. Absolute Grading System

| Grade | Grade Points | Marks Range |
| --- | --- | --- |
| O | 10 | 85–100 |
| A+ | 9 | 80–84 |
| A | 8 | 65–79 |
| B+ | 7 | 60–64 |
| B | 6 | 50–59 |
| C | 5 | 45–49 |
| P | 4 | 40–44 |
| F | 0 | <40 |

SGPA = Σ (Credits × Grade Points) / Σ Credits

CGPA = Σ (Semester Credits × SGPA) / Σ Credits

Percentage Conversion Formula: (10 × CGPA) – 7.5

## 6. Degree Classification

- Second Class: CGPA below 6.5
- First Class: CGPA 6.5 – 7.49
- First Class with Distinction: CGPA $\geq$ 7.5 (All courses cleared in first attempt)
- Betterment disqualifies eligibility for distinction medals

## 7. Backlog & Betterment Rules

- 'F' Grade $\rightarrow$ Must reappear for Semester-End examination.
- Maximum 4 consecutive attempts allowed to clear a course.
- After 4 failed attempts $\rightarrow$ Re-register for course.
- Betterment allowed only if CGPA $\leq$ 6.75 (Theory component only).
- Betterment not allowed for Internship, Projects, Practice School.

## 8. Internship & Research Requirements

- Internship duration: 8–12 weeks (depending on program).
- MBA requires Management Research Project (MRP).
- M.Com requires Course Research Project (CRP).
- Practice School may replace project in some programs.

## 9. Registration Rules

- Registration must be completed before 5th working day of semester.
- Pre-requisites must be satisfied.
- Elective offered only if minimum 20–30% students opt.
- Branch Change NOT permitted.
- Credit Transfer allowed subject to MoU and conditions.
- Maximum program duration = 2× prescribed duration.

## 10. Academic Governance & Discipline

- Academic Council is highest academic authority.
- Academic Counseling Board reviews students with CGPA < 5.50.
- Students with multiple failures may face course load restrictions.
- Rustication possible on disciplinary grounds (VC decision).

## 11. Awards & Medals

- Gold & Silver Medals awarded to top two students.
- Must secure First Class with Distinction.
- Betterment grades not considered.