STUDENT HANDBOOK

2025 - 2026

(For Guidance & Compliance by Students)

AMITY UNIVERSITY
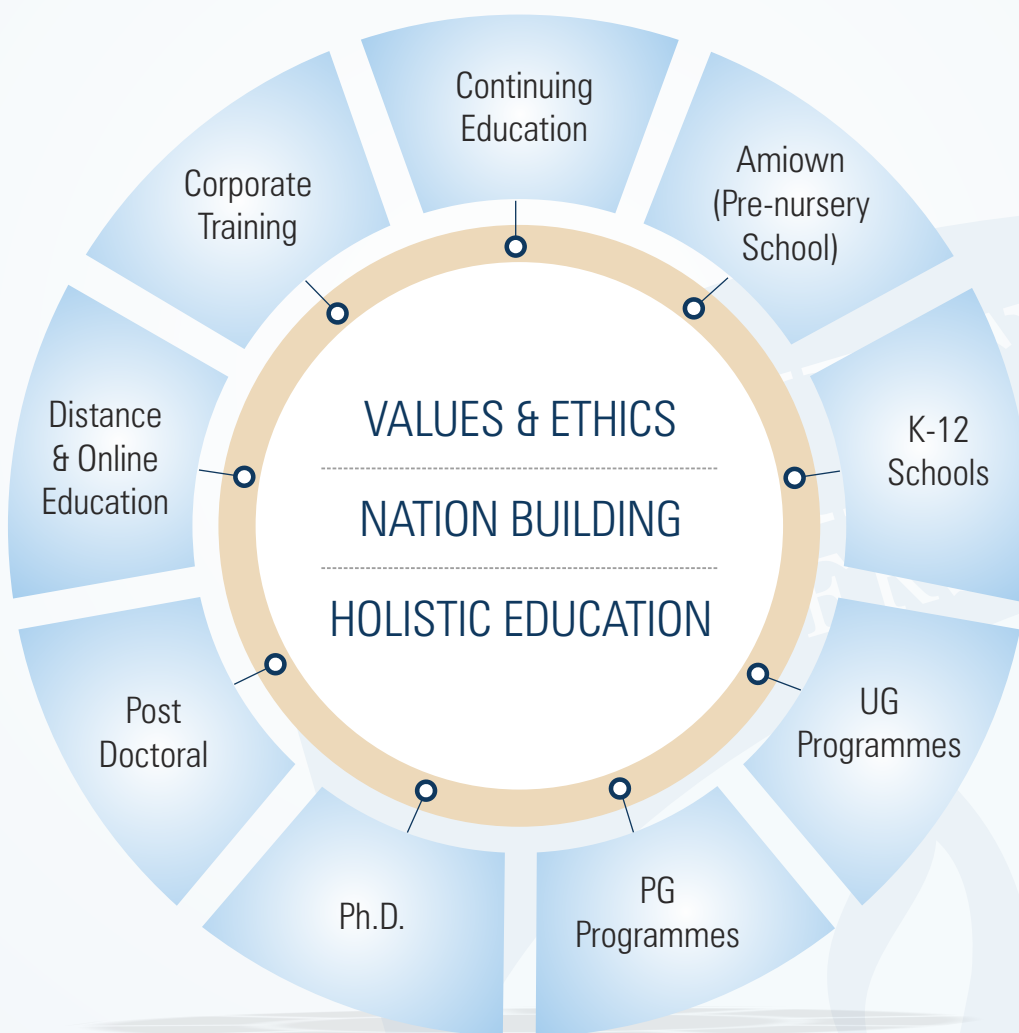
CONTENTS

Amity Education Group is one of India's leading private non-profit education groups, offering globally benchmarked education right from pre-school to post-doctoral level. Amity's fast expanding global network of institutions has resulted in campuses at Dubai, Abu Dhabi, London, Singapore, New York, San Francisco, Sharjah, Mauritius, Tashkent, Amsterdam and South Africa with further plans of establishing campuses in 25 countries in the next few years.

Continuing Education

Amiown (Pre-nursery School)

Corporate Training

VALUES & ETHICS

K-12 Schools

Distance & Online Education

NATION BUILDING

HOLISTIC EDUCATION

UG Programmes

Post Doctoral

Ph.D.

PG Programmes

Amity has over 2,00,000 students, 7,00,000 alumni, 6,000 faculty members and scientists, 1,200 acres of hi-tech campuses, 12 Universities (in the states of Uttar Pradesh, Haryana, Madhya Pradesh, Rajasthan, Jharkhand, West Bengal, Maharashtra, Bihar, Punjab, Chhattisgarh, Hyderabad and Karnataka), 16 overseas campuses and 28 Schools & pre-schools.

Amity's focus to transform the future of world education by a true convergence of knowledge, application, opportunity, ethics and excellence and path-breaking innovations in science & technology, a globally benchmarked curriculum, infrastructure, strong industry links and global exposures have directly resulted in excellent career opportunities. Amity Institutes are emerging amongst the most sought-after education destinations.

Amity's growth and excellence are inspired by the visionary leadership of its Founder President, Dr. Ashok K. Chauhan, a pioneering entrepreneur and philanthropist. Guided by his vision to make India a global knowledge superpower, Dr. Chauhan has been instrumental in building Amity Education Group focusing on innovation, quality, and social responsibility. Under the dynamic leadership of Chancellor Dr. Atul Chauhan, Amity has continually raised the bar for academic excellence, research, and global engagement. Their commitment to nation-building through education continues to shape Amity's strategic direction and global impact

1.1 AMITY UNIVERSITY UTTAR PRADESH

Amity University Uttar Pradesh (AUUP) prioritizes holistic and inclusive learning experience. AUUP's goal is to nurture well-informed students with strong critical thinking, creativity, and research skills. AUUP fosters a global perspective and a well-disciplined intellect.

The University has a strong focus on Outcome Based Education (OBE), with fully flexible choice-based credits to offer multi-disciplinary and holistic education to the students. The student-centric programmes and courses have well-defined objectives and learning outcomes aligned with institutional mission and the requirements of Industry 5.0. Programmes are relevant to local/regional/national and global developments. Based on student-centric Teaching and Learning methods which help in effective course delivery.

As per Fully Flexible Choice Based Credit System (CBCS), students are given choices to opt for courses that are discipline specific, interdisciplinary/multidisciplinary in curricula to meet students' interests and aspirations and foster innovations for employability/entrepreneurship.

In its endeavor to enhance quality research and academic excellence, the University has entered numerous national and international collaborations and MoUs. Such partnerships have led to capacity building as well as capability to handle comprehensive training and consultancy services across various fields. These MoUs offer students and faculty opportunities for the Semester Abroad Programme (SAP), 3 Continental Programmes, Student Exchange Programmes, projects, dissertations, research collaborations, joint publications, advanced program entries, and expert-led value addition sessions.

Amity students and faculty have made significant achievements, filing over 2530 patents, of which 441 have been granted in the last three years. They have published over 31,498 Scopus-indexed research papers, accumulating approximately 260,000+ citations in Scopus and Web

of Science indexed journals, and boasting an h-index of 178. To promote holistic student development, Amity has facilitated interactions with over 100 global gurus and Nobel laureates, as well as 3,000 plus corporate leaders and distinguished alumni.

Environmental sustainability initiatives include practices like use of renewable energy, rainwater harvesting, use of sewage and effluent treatment plants, zero water discharge, no smoking zone and sustainable waste management system etc. Amity is the world's largest University campus having Platinum certification by US Green Building Council, Leadership in Energy and Environment Design (LEED) which is world's foremost green building rating system. AUUP is the India's first University campus with a 1MW roof-top solar power plant on campus.

The University is also committed to bridge the gap between academics and industry. Amity's overall focus on employability and industry centric experiential learning for students has led to hundred percent campus placements for desirous and eligible students.

The vibrant Amity Alumni community consists of more than 700,000 strong alumni and comprises highly successful professionals working in top Fortune 500 companies, Research organizations, Central and State Govt. Bodies, having own successful enterprise or have been selected for further studies by leading universities such as Stanford, Oxford, Cambridge, and MIT.

Amity has produced great leaders, entrepreneurs, artists, engineers, technologists, scientists, writers, and above all wonderful human beings, who are strengthening the brand of Amity through their untiring efforts and knowledge in all walks of life.

Amity is a trend setting University backed by visionary leadership committed to fulfilment of its Vision and Mission.

1.2 AUUP VISION, MISSION AND CORE VALUES

VISION
Building the nation and the society through providing total, integrated and trans-cultural quality education and to be the global front runner in value education and nurturing talent in which Modernity Blends with Tradition.

MISSION
To provide education at all levels in all disciplines of modern times and in the futuristic and emerging frontier areas of knowledge, learning and research and to develop the overall personality of students by making them not only excellent professionals but also good individuals, with understanding and regard for human values, pride in their heritage and culture, a sense of right and wrong and yearning for perfection and imbibe attributes of courage of conviction and action.

CORE VALUES

Academic Excellence
University strives for uncompromising quality and highest standard of excellence in teaching, learning, research and scholarship across various disciplines.

Integrity & Ethics
University upholds the highest ethical values, integrity and professionalism and an unwavering commitment to academic freedom, transparency and accountability.

Diversity & Mutual Respect
University nurtures an environment of safety, trust & mutual respect and embeds equality & diversity in its Strategy by ensuring that the strategic plans are fair and inclusive.

Expansion of Horizons of Knowledge
University is driven by research and innovation and ensures continuous engagement in scholarly activities in the pursuit of innovation, creativity and excellence.

Shared Governance
University encourages shared decision-making through a process that rests upon collaborative consultation, open flow of information, diverse involvement and collective deliberations of all stakeholders.

Social Responsibility
University creates and nurtures an inclusive environment where everyone can develop their full potential and contribute to the interest of the society as a whole.

Environmental Responsibility
University is acutely aware of its environmental responsibilities and embraces the principle of sustainable development to ensure that any adverse environmental impact of its activities is minimized.

Service
University seeks to serve the diverse, personal and professional development needs of its constituents and encourage the habit of engagement, caring, and civic responsibility by emphasizing a connection between service, excellence, and career growth.

1.3 AUUP GRADUATE ATTRIBUTES

The University has set fifteen Graduate Attributes :

- Discipline Knowledge & Expertise
- Self-Directed and Active Learning
- Research and Enquiry
- Information & Communication Technology Skills
- Critical Thinking & Problem-Solving Abilities
- Communication Skills
- Creativity, Innovation & Reflective Thinking
- Analytical & Decision-Making Ability
- Leadership & Teamwork
- Multicultural Understanding & Global Outlook
- Integrity and Ethics
- Social & Emotional Skills
- Employability, Enterprise & Entrepreneurship
- Lifelong Learning
- Environment & Sustainability

2.0 ACADEMIC PHILOSOPHY AND ACADEMIC SYSTEM

2.1 ACADEMIC PHILOSOPHY AND ACADEMIC SYSTEM

The University aims to provide multidisciplinary, holistic and inclusive education to all students since its inception. AUUP has implemented a fully flexible Choice Based Credit System with Outcome Based Education (OBE) that imparts interdisciplinary and multidisciplinary education and encourages research and innovation in education cut across all disciplines. The curriculum is designed to develop cognitive abilities amongst the students during the study at Amity to become T-shaped Professionals.

2.1.1 Semester System

The University follows the semester system. Each semester consists of 15-18 weeks of teaching and learning as per UGC and other relevant statutory bodies. However, few programmes are also in annual mode.

2.1.2 Credit Hours System

Amity University follows the guideline set by UGC / AICTE & other relevant Regulatory bodies and such other norms which are widely applied by national and international Accrediting Bodies for determining the amount and level of credit to be awarded for courses, regardless of format or mode of course delivery.

2.1.3 Credit Hour Standard

A credit hour is a unit of measure representing the equivalent of a Class Contact Hour (one hour) of instruction per week over the entire semester of minimum 15 weeks.

Credit defines the quantum of content/syllabus prescribed for the course. It may be a unit prescribed for a course and is determined by the number of hours of instructions required per week. Thus, in each course, credit will be assigned on the basis of the number of hours required per week for lectures/tutorials/lab work/field work/studio to complete the course in a single semester of 15 to 18 Weeks duration with a minimum of 15 weeks teaching. If a course is taught by administering L, T, P, Studio & Self work components, one possible distribution of learning hours/week for a credit unit in that course could be as follows:

Category	Course Category	Credits Hours for 1 Credit	Minimum Hours of Engagement in a Semester
Taught Course	Lecture	1 hrs / week	15 Hours
	Tutorial	1 hrs / week	15 Hours
	Practical	2 hrs / week	30 Hours
	Self Work/Field Work	2 hrs / week	30 Hours
	Architectural Studio	2 hrs / week	15 Hours *As per CoA
Continuous Evaluation	Minimum 3 assessment components in a course to be given for internal Evaluation as per CLOs		

2.2 NATIONAL EDUCATION POLICY 2020

The NEP 2020 outlines several key features for higher education in India such as Multidisciplinary Approach, Four-Year Undergraduate Program, Academic Credit Bank, Research and Innovation, Teacher Training and Professional Development, Internationalization, Technology Integration.

As per the NEP 2020, quality higher education must aim to develop good, thoughtful, well-rounded, and creative and employable individuals. The Higher Education Institutions (HEI) must enable an individual to study one or more specialized areas of interest at a deeper level. The HEI must also develop character, ethical and Constitutional values, intellectual curiosity, scientific temper, creativity, spirit of service, and 21st century capabilities across a range of disciplines including sciences, social sciences, arts, humanities, languages, as well as professional, technical, and vocational disciplines.

2.3 MULTIDISCIPLINARY EDUCATION

University programmes are designed to inculcate multidisciplinary learning and abilities across all faculty of studies and have been aligned to the NEP 2020 by:
- Fully flexible Choice Based Credit system (CBCS) courses from different Faculty of Studies/domains.
- Courses and projects in the areas of Human Values Community Engagement and Service, Environmental Education, and Value-based Education.
- Providing Value-based education that includes the development of humanistic, ethical, Constitutional, and universal human values, of truth (satya), righteous conduct (dharma), peace (shanti), love (prem), nonviolence (ahimsa), scientific temper, citizenship values, and

also life-skills; lessons in seva/service and participation in community service programmes as an integral part of all programme for holistic development.
- Empowering learners to become aware of and understand global issues and to become active promoters of more peaceful, tolerant, inclusive, secure, and sustainable society.
- Providing opportunities for internships/apprenticeship with local industry, businesses, artists, crafts person etc. as well as research internships with faculty and researchers of the University or other HEIs/research institutions, so that students are actively engaged with the creative side of their learning and, as a by-product, further improve their employability.

AUUP is offering multidisciplinary learning education as per UGC Curriculum and Credit Framework for Under Graduate Programmes.

2.4 ACADEMIC BANK OF CREDITS (ABC)

University has registered to implement the provisions of Academic Bank of Credit (ABC) as per National Education Policy (NEP) 2020 which will digitally store the academic credits earned from various recognized HEIs so that the degrees from an HEI can be awarded taking into account credits earned. Credits awarded to a student for a programme from an institution can be transferred / redeemed by another institution upon students' consent. Students can accumulate credits from prior learning experiences under ABC. It is mandatory for all students to register for their ABC/APAAR ID.

2.5 INTERNSHIP/APPRENTICESHIP EMBEDDED DEGREE PROGRAMMES

Apprenticeship/Internship is considered as the most efficient and promising structured training for exposure to the real working environment. This has enormous potential to combine work-based learning with theoretical knowledge of related disciplines. Therefore, the University has embedded apprenticeship/internship in curriculum in various programmes. Through apprenticeship/internship, students are actively engaged with the practical side of their learning like problem-solving, creative thinking, digital skills, teamwork etc. Apprenticeship/Internship of 20 credit units will be offered during the 5th & 6th semester of the 3 years and 5th & 7th Semester in 4 years programmes.

2.6 SIMULTANEOUS TWO DEGREES

To create new possibilities for life-long learning & involve critical and interdisciplinary thinking and to prepare students for more meaningful and satisfying lives and work roles and enable economic independence an opportunity for earning two degrees simultaneously has been provisioned by Amity University as follows:

- A student can pursue two academic programmes, one in full-time physical mode and another in Open and Distance learning (ODL) or Online mode: or up to two ODL / Online programmes simultaneously. Degree or Diploma programmes under these guidelines shall be governed by the Regulations notified by the UGC-DEB and the respective statutory/professional councils, wherever applicable.

2.7 MULTIPLE ENTRY AND EXIT OPTIONS AND CREDIT REQUIREMENTS

As per National Education Policy 2020 (NEP-2020) and UGC Curriculum and Credit Framework for Undergraduate Programmes (CCFUP) 2022, during the three years Bachelor programme /four years Bachelor with Honors / Honors with Research, students get opportunities for multiple exits and entries in the programme by earning a Undergraduate Certificate/Diploma/Degree after the completion of minimum credit units as per following:

Students are allowed to exit at the end of 1st Year, 2nd Year and 3rd Year after filling in an undertaking giving the reasons for exit at the end of even semester examination. The students desiring to exit should earn the minimum credit units required as per MFW for that year. It is compulsory for students to opt for exit to undertake 4-6 credits skills-enhancement course(s) during the summer break. The skills-enhancement course(s) planned should be of the same level as the year of exit.

A student on successful completion of one year of the programme will be awarded an undergraduate certificate, on successful completion of two years of the programme will be awarded undergraduate diploma, on successful completion of three of the programme bachelor's degree and on completion of four years of the programme Honors or Honors with Research for 4 Year degree as per approved programmes framework and structure.

Students are allowed to re-enter within a period of three years and complete four year degree programmes within the maximum period of seven years.

2.8 LATERAL ADMISSIONS

- "Lateral Entry" shall mean admission of candidates in various Programmes of the University other than MEME on fulfilling the required conditions for their professional growth and career advancements.
- The candidates who fulfil the admission eligibility conditions shall be given opportunities for professional growth and career improvement, through lateral entry into Programmes of general, technical and professional education.
- The lateral entry of the candidates shall not be allowed in the first year of the Programme of study.

2.9 COMMON CURRICULUM COURSES

To integrate cross-cultural issues relevant to gender, environment and sustainability, human values and professional courses for employability enhancement. University has included different types of courses in the curriculum, some enhance professional competencies while others aim to develop general competencies like social & ethical values, human values, environment sensitivity etc., thereby leading to the holistic development of students. The students undertake a number of activities to inculcate these values. The courses on Ethics, Behavioral Science (BS), Communication Skills (CS), Business Communication (BC), and Environmental Studies (EVS), Aptitude and Reasoning Ability (ARA), Artificial Intelligence (AI), Human Value & Community Outreach (HVCO), Professional Ethics (PE), Foreign Business Language (FBL) are embedded in the curriculum of all UG & PG programmes.

2.10 MULTIPLE LANGUAGE OPTIONS

Amity University offers various Foreign Business Languages (FBLs) / Indian Languages in all programmes. Students have to compulsorily opt for one of the following Languages in every semester for 02 credits.

- French
- German
- Spanish
- Japanese
- Chinese
- Arabic
- Russian
- Sanskrit

2.11 CAREER ASPIRATION BASED COURSES

As per the Student Career Aspiration Survey, a Progressive Value-Added Course / Programme of minimum 30 hours per semester for imparting transferable and life skills is designed for the career progression of the students. Credits from this course are not included in the SGPA/CGPA calculation.

These courses are supported by different university departments such as AICE, ACED, AIDC, and others.

2.12 GENDER SENSITIVITY

At Amity University, gender sensitization is accomplished through amalgamation of theory and practice. Gender-related courses are inbuilt in various degree programmes offered as open/ domain electives. Through these courses students are apprised about conceptual, theoretical and analytical understanding about gender as a social construction and various approaches to work towards gender equity within India and from a cross-cultural perspective.

2.13 SEMESTER ABROAD PROGRAMME (SEMAP)

Students may do a semester abroad depending on the MoU's with various universities across the globe under dual degree/twinning programmes arrangements.

2.14 STUDY ABROAD PROGRAMME (SAP)

Study Abroad Programme (SAP) is offered to students of all disciplines which is important for global exposure. The students visit any one country of their choice, complete pre-defined credits units under the international faculty. The advantage of SAP is hands-on experience of gaining knowledge of foreign culture, industry, and economic dynamics. It provides the students with an opportunity to interact with foreign faculty and carry out focused projects under their expert guidance. For further details please go to URL **https://www.amity.edu/sap/**

2.15 THREE CONTINENT PROGRAMMES (3C PROGRAMMES)

Amity is a pioneer in developing and initiating 3C programmes in India. In this program, students gain unique exposure through studying in 3 different continents namely Asia, Europe and America. While the initial Semesters are completed at Amity University, as part of the program students spend 3 Months in U.K. and 3 Months in US.

Students in this program will pursue part of their Programme in India undergoing rigorous training in various technologies, cross-cultural issues, foreign languages and international practices. They will then proceed to spend a substantial portion of this programme in the UK & USA. Industry interaction, cultural awareness, foreign language training, and experience in the latest technological environment will allow each student to gain a deep insight of what it takes to be a truly global leader.

2.16 STUDENT EXCHANGE PROGRAMME (SEP)

Students get the opportunity to go to different Universities all over the world and international students visit Amity campus as part of the student exchange programme.

2.17 INTERNATIONAL PROGRAMMES

Amity University offers under Global Study Programme, a unique international lateral transfer program, where the students spend one or two years at Amity in India and the balance number of years of the degree at a university of their choice abroad.

The final award of a degree is from the Foreign University at a fraction of the cost compared to studying for the entire duration abroad. Key advantages are the students can earn degrees from top international universities and provision for post study related work permits etc.

For further details, students are requested to consult their Programme Leader/ Head of Institution.

2.18 TWINNING PROGRAMME, JOINT DEGREE PROGRAMME AND DUAL DEGREE PROGRAMME

Twinning Programme, Joint Degree and Dual Degree Programmes, shall be a collaborative arrangement whereby students enrolled with Amity University Uttar Pradesh (AUUP) may undertake their programme of study partly at AUUP and partly in the Foreign Higher Educational Institution as per UGC guidelines.

Under twinning /Joint Degree/ Dual Degree Programmes, credits earned by the students at a Foreign Higher Educational Institution shall be counted towards the degree awarded by the AUUP or/jointly with foreign Higher Education Institutions.

The table below summarises the credits requirements and award of degrees for different programmes. Institutions will be collaborating and sign MoUs with the Foreign Higher Education Institutions for the under-mentioned programmes:

Programme	Percent (%) Credits to be earned out of total credits required for the Degree		Award of Degree by
	At AUUP	At Foreign Higher Education Institution	
Twinning Programme	>=70%	Should not exceed 30% through SEMAP/SAP/SE	AUUP only
Joint Degree Programme	30%-70%	30%-70%	Single certificate to be awarded jointly by AUUP and Foreign Higher Education Institution
Dual Degree Programme	30%-70%	30%-70%	Degrees to be awarded separately and simultaneously by AUUP and Foreign Higher Education Institution

2.19 ACADEMIC CALENDAR

Every year Academic Activity commences with the planning of Block Academic Calendar. Detailed Annual Academic Calendar at Institution/Programme level is aligned with University Block Academic Calendar and mentions the dates scheduled for following events/activities/meetings:

Academic/Examination Related
- Registration/Re-registration
- APW Submission
- GSSC Milestones
- Last Teaching Day
- Date of Important Submissions
- NTCC Calendar
- Ph.D Calendar
- Examination Calendar
- Autumn Break/Winter Break

Meetings
- CR Meetings
- Club-Committee Meetings
- Mentor-Mentee Meetings
- IQAC Meetings
- Faculty Meetings

Events
- Sangathan
- University Fresher's Party
- Scholarship Award Function
- Amity Youth Festival
- Conference/Workshops and other Events Calendar
- Convocation

Guest Lectures/Training and Workshops
- Student Development Programmes
- Expert Lectures/Seminars/Webinars
- Industry Interaction & Placement Activity Calendar
- Industry Visit
- Industry Internship
- Block Placement/Fieldwork
- Dissertation / Apprenticeship

3.0 EXAMINATION & ACADEMIC PROGRESSION

The Examination Department of Amity University Uttar Pradesh is governed by Regulation R01- "Conduct of Examinations, Scheme of Evaluation and Discipline among Students in Examinations".

Evaluation of the student's learning outcomes is done through Continuous Evaluation during the semester and through End Semester Examinations as per following for each course:

- Continuous Internal Assessment (CIA) – 20% or 25% or 30% or 40% or 50%
- End Semester Examination / Comprehensive VIVA–80% or 75% or 70% or 60% or 50%

Components of CIA

Case Discussion / Presentation	:	Class Test(s) Written Case Analysis Quiz(es)- Quiz(es)
Home Assignment(s)	:	Term Paper(s)
Lecture Summaries	:	Project/ Seminar/ Viva
Group Presentation	:	Attendance (5 marks) (for course specific details, course curriculum may be referred)

Programme level learning outcomes are assessed through direct and indirect methods including Comprehensive Examination, Rubrics, Survey etc.

3.2 MINIMUM & MAXIMUM DURATION OF ACADEMIC PROGRAMMES

- The minimum period for completion of a Programme shall be specified in the Scheme of Teaching & Examination and Syllabi for concerned Programme as approved by the Academic Council on the recommendations of the Board of Studies as per Regulations of UGC and other relevant Regulatory Bodies such as Bar Council of India (BCI), Rehabilitation Council of India (RCI), Pharmacy Council of India (PCI), Council of Architecture (CoA), National Council of Teacher Education (NCTE) and others.

Programme	Minimum Duration of Academic Programme (N*)	Maximum Duration of Academic Programme	Maximum Permissible Year
Undergraduate	3 Years	N+2	5 Years
	4 Years	N+2	6 Years
	5 Years	N+2	7 Years
Postgraduate	1 Years	N+1	2 Years
	2 Years	N+1	3 Years
	3 Years	N+2	5 Years
Dual Degree/Integrated	5 Years	N+2	7 Years
For Programmes under Councils - Council of Architecture (CoA)			
CoA – UG	5 Years	N+3	8 Years
CoA – PG	2 Years	N+1	3 Years
Pharmacy Council of India (PCI)			
PCI – UG	4 years	N+N	8 years *
PCI – PG	2 Years	N+N	4 Years *
Rehabilitation Council of India (RCI)			
RCI – UG	2 Years	N+1	3 Years *
	3 Years	N+2	5 Years *
	4 Years	N+2	6 Years *
RCI – PG	1 Year	N+2	3 Years *
	2 Years	N+2	4 Years *
	4 Years	N+2	6 Year *
Bar Council of India (BCI)			
BCI – UG	5 Year	N+2	7 Years
	3 Year	N+2	5 Years
BCI – PG	2 Year	N+1	3 Years
National Council for Teacher Education (NCTE)			
NCTE – UG	1 Year	N+ 1	2 Years *
	2 Years (D. El.Ed)	N+1	3 Years *
	4 Years (B.El.Ed)	N +2	6 Years *
NCTE – PG	1 Year	N+1	2 Years *
	2 Years	N+1	3 Years *
Indian Association of Physiotherapy (IAP)			
IAP – UG	4 Years	N + 2	6 Years
IAP – PG	2 Years	N + 1	3 Years
All India Occupational Therapists Associations (AIOTA)			
AIOTA – UG	4 Years	N + 2	6 Years
AIOTA – PG	2 Years	N + 1	3 Years

'N' represents the minimum duration of the Programme.
* Additional one year is not allowed on the programmes.

Maximum Duration of Academic Programme :

- as per Council of Architecture (CoA), for B. Arch.: N+3 years,
- as per Pharmacy Council of India (PCI) : N+N years i.e., for B. Pharma 4+4 = 8 years and M. Pharm 2+2=4 years.

On request from the student and recommendation of HoI/Dean, Hon'ble Vice Chancellor may grant extension of one more year i.e., N+1+(1) for completing a programme up to 2 years duration and N+2+(1) for the programmes of more than 2 years duration on payment of 25% of the Academic fee of year/semester (as applicable) + Rs.15,000/- Re-admission fee + Examination fee for each course (as applicable) to qualify for award of Degree after clearing the backlog, improving course grades, SGPA & CGPA as the case may be.

- As per NEP 2020, during the Three/Four years bachelor programmes with Honours / Honours with Research, students get opportunities for multiple exits and entries in the programme with a Certificate/Diploma/Degree after the successful completion of minimum credit units ((on completion of 1 Year, 2nd Year or 3rd Year) as per Regulations of the University.

3.3 END SEMESTER EXAMINATION /YEAR EXAMINATIONS

- The examinations shall be held for all such academic programmes as are approved by the Academic Council and as it may notify from time to time for awarding degree, diploma, certificates, as per the prescribed schemes of Teaching & Examinations and Syllabi as approved by the Academic Council.
- Examinations shall be open to regular students i.e., students who have undergone a course of study in the Departments / Constituent Units and those registered under Online Mode/ ODL Mode for a specified period of that programme of study in the scheme of Teaching & Examination and Syllabi.
- The Academic Council may allow any other category of candidates to take the University Examination for any specified academic programme subject to the fulfillment of such conditions as may be laid down by the Academic Council from time to time.

3.4 NOTIFICATION OF EXAMINATION SCHEDULE

The schedule of End Semester Examinations including practical will be notified by the Controller of Examinations as per the approved Calendar of Examination Activities based on Block Academic Calendar.

3.5 ATTENDANCE

- Students are expected to have 100% attendance. Students and their parents can monitor their attendance regularly on Amizone.

- Every teaching faculty handling a class will take attendance till the last session of the course as per LTP structure and session plan. The percentage of attendance from the date of commencement of class up to last day of teaching will be calculated for the issuance of Examination Admit Cards by the Examination Department.
- If a student is continuously absent for a period of two weeks without permission, a notice will be sent to the student and to his Parents/Guardian by Course Faculty / Programme Leader & HoI/HoD, with a copy to the office of the Dean of the respective domain and Dean (Student Support & Academic Affairs).
- If a student remains absent continuously for 30 days without permission, his/her name will be struck off. Such a student may apply for re-admission with applicable fee within a week. The Head of Institution will examine student's performance in all semesters and back log of papers and forward recommendations to the office of Dean (SS&AA) to decide as to whether the student should be given re-admission or not. The student granted re-admission will be required to pay the prescribed re-admission fee of Rs. 15000/- and will be governed by the Academic Regulations. The attendance will be calculated from the commencement date of the semester and not from the date of re-admission.
- Relaxation of maximum 25% of the attendance may be allowed to cater for sickness (after submission of valid medical certificate) or other valid reason beyond the control of the students for which written permission of HoI/ HoD is mandatory.
- A student whose attendance is less than 75%, whatever may be the reason for shortfall, will not be permitted to appear in the End Semester Examination (ESE) unless, under extreme and special circumstances, the student is permitted by the Hon'ble Vice Chancellor by condoning attendance up to 5% in a course with B+ cap on Grade.
- However, Attendance Rules of relevant Regulatory Bodies/AUUP will be applicable whichever is higher.
- Minimum Attendance criteria applicable on the programmes under Regulatory bodies is as under:

Regulatory Body	Minimum Attendance Criteria to appear in the End Semester Examination
RCI	80% Course Work, 90% for Practicum & 100% in School Internship
PCI	80%
NCTE	80% Normal & 90% in School Internship
BCI	75%
CoA	75% subject to student is passed in Continuous Internal Assessment
IAP (Physiotherapy Association)	75%
AIOTA (Occupational Therapy Association)	75%

- Marks allotted to attendance as under:

Percentage of Attendance (%)	Marks
More than 95	5
More than 90 and up to 95	4
More than 85 and up to 90	3
More than 80 and up to 85	2
More than 75 and up to 80	1
Up to 75	0

- In case of programmes under Pharmacy Council of India, marks allotted to attendance is as under:

Percentage of Attendance	Theory	Practical
95 – 100	4	2
90 – 94	3	1.5
85 – 89	2	1
80 – 84	1	0.5
Less than 80	0	0

3.6 SUBMISSION OF EXAMINATION FORM

- Students appearing in any of the Examinations of the University will fill up the Examination Form Online on AMIZONE as per the Calendar of Examination Activities including the students on Academic Break/pass out batches. However, students who have admission under Lateral Entry may fill up the Off-Line Examination Form (only if Examination Form is not available Online on Amizone)
- Students are required to strictly adhere to the dates of various examination activities as per the Calendar of Examination Activities.

3.7 EXAMINATION ADMIT CARDS

- Students who are eligible for the End Semester/ Year Examination or Supplementary Examination and successfully submitted the Examination Forms, HoI/HoD will approve the Examination Form and Admit Card will be generated by the Examination Department. No student is permitted to take any examination without the valid Admit Card issued by the Examination Department along with Amity Identity Card in the original.

- After issuance of original stamped Admit Card by the institution, Duplicate Admit Card will be issued only by the Examination Department as per University norms. Any student found in possession of the Photocopy Admit Card will be considered as an act of indiscipline and the answer sheet of the student will be cancelled by the Examination Department.

- In Physical Mode of Examination (On campus), any requests for Duplicate Admit Card will be attended by the Examination Department as per the following timelines:

Commencement Time of Exam	Time of Issuing Admit Card
10.00 A.M.	09.00 – 10.20 A.M.
02.00 P.M.	01.00 – 02.20 P.M.

- No request of the student for issuance of Duplicate Admit Card will be considered in any circumstances after notified time of the day, even after payment of fee.
- Fee/Charges for issuance of Duplicate Admit Card is Rs. 1,000/-. Students will be required to pay in cash/online at the Special Counter, set up at the entrance of the Examination Department. Students may also pay the requisite fee using the following link on their Amizone ID:

  Amizone → Examination → Examination Form → Click Here to Apply for Duplicate Admit Card.

In case of application for the issuance of Duplicate Admit Card through Amizone ID, Duplicate Admit Card will be issued by the Examination Department only after the confirmation of requisite Fee for Duplicate Admit Card.

3.8 CONDUCT OF EXAMINATION

- The examinations shall be held for all such academic programmes as are approved by the Academic Council and as it may notify from time to time for awarding Degree, Diploma, Certificates, as per the prescribed Schemes of Syllabi, Teaching & Examinations approved by the Academic Council.
- The Academic Council may allow any other category of candidates to take the University Examination for any specified academic Programme subject to the fulfillment of such conditions as may be laid down by the Academic Council from time to time.
- Examinations will be conducted in Physical Mode (face-to-face) within the University campuses Centrally under the supervision of the duly constituted Block Examination Management Committee (BEMC).
- The Chairperson/Co-Chairperson of Block Examination Management Committee (BEMC) or Centre Superintendent shall have the power to call upon any student appearing at Physical/Offline Mode of Examinations (On campus – Face to Face) to give a specimen signature for the purpose of identification.
- Permission to appear/ re-appear at university examination may be withdrawn before or during the course of the examination which, in the opinion of the Hon'ble Vice Chancellor, justifies the student's expulsion.

- Notwithstanding anything contrary to these Regulations, no student who is undergoing any restriction at the time of submitting the application form or during the period of examination or who was expelled during the academic year just preceding the date of examination at which he/she intends to appear shall be admitted to the examination.

- Detailed Guidelines on Conduct of Examinations such as dates for submission of Examination Forms, issuance of Examination Admit Cards, issuance of Duplicate Admit Cards, instructions to examiners, Examination Centre Superintendents, invigilators, other members of staff engaged in examination duty shall be approved by the Hon'ble Vice Chancellor. The Examination Centres shall be advised through Guidelines to take all steps for proper conduct of examinations such as proper supervision and invigilation, effective security cordoning off of the examination centers from the range of loudspeakers and other interference and taking stern action in all cases involving copying and use of unfair means, misbehavior or misconduct by the students during examinations.

3.9 MODE OF EXAMINATIONS

The University conduct examinations for all the students in 100% Physical Mode at the AUUP campuses for all the courses except Ability Enhancement Courses which will be conducted Online on Amizone as under:

Type of Courses	Mode for Conduct of Examination
Theory Examinations of Core Courses/Allied Courses, Electives etc.	Face to Face within the University Campuses
Assessment of NTCC/Lab Based/ Studio Based courses or Thesis courses and Clinical Courses	
Assessment of Human Value & Community Outreach (HVCO), Community Outreach (CO), Social Responsibility & Community Engagement (SRCE), Universal Human Values (UHV) & Entrepreneurship Awareness Camp (EAC)	
Examinations of Ability Enhancement Courses (Foreign Languages, Behavioural Science, Communication Skills/Business Communications)	MCQ Mode on Amizone

However, directives of respective Regulatory Bodies (CoA, RCI, PCI, BCI, NCTE etc.) will be applicable, wherever required.

3.10 STUDENT SUPPORT SYSTEM

Amity University Uttar Pradesh provides support to its students through all aspects of their university experience, from first contact to beyond graduation with the objective of holistic development of students, to help students become more self-aware and empower them to make better decisions to effectively reach their academic and career goals. During Online examinations, students will be provided support through Institutional Examination Help Desks (IEHD), University Examination Help Desks (UEHD) and University IT Help Desks (UITHD) by connecting through various digital platforms such as MS Team etc. Students may contact their PL and Institutional Examination Help Desk (IEHD), if they face any technical issues during online examinations.

3.11 DISCIPLINARY CONTROL OF STUDENTS IN EXAMINATIONS

During examinations, the students shall be under the disciplinary control of the Block Examination Management Committee (BEMC) who will issue necessary instructions. If a student disobeys instructions or misbehaves with any member of the supervisory staff or University Observer or representative or the invigilators/Proctors at the Centre / Online, he/she may be expelled from the examination for that session. The Examination Centre Superintendent shall immediately report the facts of such a case with full details of evidence to the Controller of Examinations through Chairperson-BEMC who will refer the matter to the Examination Discipline Committee. The said Committee will make recommendations for disciplinary action to the Hon'ble Vice Chancellor as it may deem fit and will also be reported to the Academic Council/Executive Council.

The students shall maintain proper discipline during the examinations. They shall not make use of any unfair or dishonest means or indulge in disorderly conduct during the examinations.

3.11.1 Acts of disorderly conduct in the examination, whether theory or practical or viva examination include:

- Misbehavior in the examination hall with the Centre Superintendent, the Invigilator on duty, the Examiner conducting a theory or practical or viva examination or the members of flying squads, the observers, the representatives of the University or the other staff working at the Examination Centre, or with any other student, in or around the examination center, or threat to life of examination staff, observers, members of flying squads etc. before, during or after the examination hour.
- Intentionally tearing off the answer sheet(s) or a part thereof or a continuation sheet or any other specific response sheet used in the examination.
- Causing damage to laboratory equipment, books in library and other institutional properties.

- Disturbing or disrupting or instigating others to disturb/disrupt the examination.
- Instigating others to leave the examination room.
- Carrying any weapons into the examination centre.
- Carrying photocopy or scanned copy of admit card.
- Any act not specified above as determined by the Academic Council.

3.11.2 Acts of Unfair Means

The following shall be deemed to be the act of unfair means:

- Talking to another student or any person, inside or outside the examination hall, during the examination without the permission of a member of the supervisory staff.
- Leaving the examination hall without handing over the answer sheet and/ or continuation sheet, if any, or any other specifically designed response sheet to the Invigilator or Supervisor concerned or Centre Superintendent or the authorized officer of the University deputed to the examination centre and taking away, tearing off or otherwise disposing off the same or any part thereof.
- Writing matters connected with or relating to a question or solving a question on anything (such as piece of paper or cloth, scribbling pad or question paper), other than the answer sheet, the continuation sheet, or any other response sheet specifically provided by the University to the student.
- Writing or sketching abusive or obscene expressions on the answer sheet or the continuation sheet or any other response sheet.
- Deliberately disclosing one's identity or making any distinctive marks in the answer sheet for that purpose.
- Making appeal to the Examiner/Evaluator soliciting favour through the answer sheet or through any other mode.
- Possession by a Student or having access to books, notes, paper or any other material, whether written, inscribed or engraved, or any other device, which could be of help or assistance to him in answering any part of the question paper.
- Possession of mobile phone, smart watch, laptop or any electronic device which can be of help or assistance to the student in answering any part of the question paper.
- Concealing, destroying, disfiguring, swallowing, running away with, causing disappearance of or attempting to do any of these things in respect of any book, notes, paper or other material or device, used or attempted to be used by a student for assistance or help in answering a question or a part thereof.
- Passing on or attempting to pass on, during the examination hours, a copy of a question paper, or a part thereof, or solution to a question paper or a part thereof, to any other student or to any person.

- Smuggling into the examination hall and/ or receiving/attempting to receive an answer sheet or a continuation sheet, or any other form of response sheet or a solution to a question paper or to a part thereof or taking out or arranging to send an answer sheet or continuation sheet, or replacing or attempting to get replaced the answer sheet or continuation sheet or any other response sheet during or after the examination with or without the help of or in connivance with any person connected with the examination, or through any other agency, whatsoever.
- Approaching or influencing directly or indirectly a paper setter, examiner, evaluator, moderator, tabulator or printer or any other person connected with the university examination with the object, directly or indirectly, of influencing him to leak out the question paper or any part thereof, or stealing/procuring the question paper from any source before the examination or to enhance marks, or favorably evaluate, or to change the award in favour of the student.
- Any attempt by a student or by any person on his behalf to influence, or interfere with, directly or indirectly, the discharge of the duties of a member of the supervisory or inspecting staff of an examination centre before, during or after the examination. Provided that without prejudice to the generality of the provision of the clause, this would include any such person who:
  – Abuses, insults, intimidates, assaults any member of the supervisory or inspecting staff, or threatens to do so.
  – Abuses, insults, intimidates, assaults any other student, or threatens to do so, shall be deemed to have interfered with or influenced the discharge of the duties of the Supervisory and the inspecting staff within the meaning of this para.
- Copying, attempting to copy, taking assistance or help from any book, notes, paper or any other material or device or from any other student, to do any of these things or facilitating or rendering any assistance to any other student to do any of these things.
- Arranging to impersonate any person, whosoever he may be, or for himself or impersonating for the other student at the examination.
- Forging a document or using a forged document knowing it to be forged in any manner relating to the examination.
- Any other act of omission or commission declared by the Academic Council/Executive Council to be unfair in respect of any or all examinations.

3.11.3 Penalties for Indiscipline

- The Examination Discipline Committee may recommend penalties as per Para 30(8) of R01, Regulation on conduct of Examination, Scheme of Evaluation and Discipline among Students in the Examination.
- The entire online examinations including viva-based examinations taken by the students get recorded as a video with logs. Any breach of conduct (as given in Regulations 01) by a student during the examinations will be reported to the Examination Discipline

Committee (EDC) for further action. Hence, it is advised to take the examinations seriously and do not indulge in any unfair means of activity.

- A candidate against whom an enquiry is pending about his allegedly having resorted to the use of dishonest or unfair means, or disorderly conduct in the examination or against whom action is initiated under the provisions of the preceding clause shall, if he takes or has taken any subsequent examination, be deemed to have been only provisionally admitted to that subsequent examination. That subsequent examination will stand cancelled, and his result thereof shall not be declared if on account of the punishment imposed on him as a result of the said enquiry or action, he would not have been entitled to take that examination but for his provisional admission thereto.

3.11.4 Appeals and Review

a) A student on whom any punishment has been imposed may, within 30 days from the date of the receipt of the communication on that behalf, make a representation to the Vice Chancellor for review of his/her case. The Vice Chancellor, if it deems necessary may, refer it back to the Examination Discipline Committee (EDC) for review. The recommendations of the EDC on the Appeal shall be placed before the Vice Chancellor who will there upon review the case and pass such orders as he/she may consider fit or may refer it to the Academic Council for advice.

b) In the case of a student who has been expelled from the University in terms of provisions of these regulations, the Academic Council on the recommendations of the Vice Chancellor, on the expiry of three years or such period as specified after such expulsion exempt a student from further operation of the punishment awarded.

c) If within four months from the publication of the results, it is brought to the notice of the Controller of Examinations that a student was guilty of the use of dishonest or unfair means at the examination in respect of which his/her result was declared, the provisions of these regulations shall apply mutatis mutandis to the case of such a student provided that before imposing any penalty including the penalty of cancellation of his/her result, he/she shall be given another opportunity to show cause against the proposed punishment and his/her explanation, if any, shall be considered by the Academic Council on the Recommendation of EDC.

3.12 Result Declaration

Results are prepared and declared as per Regulation R01 – Regulations on Conduct of Examinations, Scheme of Evaluation and Discipline among Students in Examinations.

3.13 Grading System

- The level of students' academic performance as the aggregate of continuous evaluation and End Semester Examination shall be reflected by letter grades on a Ten Point Scale according to the connotation as per Table A:

TABLE-A

Grade	Qualitative Meaning	Grade Point Attached
A+	Outstanding	10
A	Excellent	9
A-	Very Good	8
B+	Good	7
B	Fair	6
B-	Satisfactory	5
C+	Pass	4
F	Fail	0
I	Incomplete	0
(F) DE	Debarred	0
AB	Absent	0
U	Unsuccessful	-
S	Successful	-

Conversion of numerical marks into letter grades. Two types of Grading are done i.e., Absolute Grading in Class of upto 30 students and Relative Grading in Class of more than 30 students.

- Relative Grading is done using Statistical Method in accordance with Table B to ensure the uniformity in spread of scores regardless of the nature of curricular areas.

TABLE-B

Lower Range of Marks	Grade	Upper Range of Marks
$\bar{x} + 1.5\,s <$ And 80	A+	100
$\bar{x} + 0.75\,s <$	A	£ $\bar{x} + 1.5\,s$
$\bar{x} <$	A-	£ $\bar{x} + 0.75\,s$
$\bar{x} - 0.75\,s <$	B+	£ $\bar{x}$
$\bar{x} - 1.5\,s <$	B	£ $\bar{x} - 0.75\,s$
$\bar{x} - 2.25\,s <$	B-	£ $\bar{x} - 1.5\,s$
	C+	£ $\bar{x} - 2.25\,s$ But not less than 40 for PG and 35 for UG
	F	£ $\bar{x} - 2.25\,s$ And/or less than 40 for PG and 35 for UG

The mean(x-) and the standard deviation (s) of marks obtained of all the students in a course shall be calculated and the grades shall be awarded to a student depending upon the marks and the mean and the standard deviation as per table B.

- In Absolute Grading, the minimum cut off for various grades shall be assessed as given in Table C.

TABLE-C

Grade	Qualitative Value of Grade	Minimum Percentage of marks for letter Grade for PG/Dual/Integrated Programmes	Minimum Percentage of marks for letter Grade for UG
A+	Outstanding	80	80
A	Excellent	75	70
A-	Very Good	68	65
B+	Good	60	50
B	Fair	52	50
B-	Satisfactory	45	45
C+	Pass	40	35
C	Border Line	35	30
F	Fail	Less than 35	Less than 30

- In the case of Non-credit and Audit Courses which are not reckoned for calculation of SGPA (Semester Grade Point Average) and CGPA (Cumulative Grade Point Average), the students shall be awarded "S" Grade for satisfactory performance and "U" Grade for unsatisfactory performance.
- The Semester performance of a student will be indicated as "Semester Grade Point Average (SGPA). The SGPA will be weighted average of Grade Points of all letter grades received by a student for all the Course units in the semester. The formula for computing SGPA is given below:

1st Semester

Course Code	Associated Credits	Grade Awarded	Credits Earned	Grade Point	Point Secured
(1)	(2)	(3)	(4)	(5)	(6)
MAL 101	5	C (+)	5	4	20
MAL 102	4	B+	4	7	28
MAL 103	4	A	4	9	36
MAL 104	3	B	3	6	18
MAL 105	4	F	0	0	00
MAL 106	4	B (-)	4	5	20
Total	**24**		**20**		**122**

Total associated credits in the semester (Total of column 2) = 24 Earned credits in the semester (Total of column 4) = 20

Points secured in the semester (Total of column 6) = 122

$$SGPA = \frac{Points\ secured\ in\ the\ semester}{Total\ Assoicated\ Credit\ Units\ Semester\ I} = \frac{122}{24} = 5.08$$

CGPA is not applicable in 1st semester.

2nd Semester

Course Code	Associated Credits	Grade Awarded	Credits Earned	Grade Point
(1)	(2)	(3)	(4)	(5)
MAL 101	5	A (+)	5	10
MAL 102	5	B (+)	5	7
MAL 103	5	C (+)	5	4
MAL 104	4	A	4	9
MAL 105	4	B	4	6
MAL 106	5	B (-)	4	5
MAL 107	3	F	4	0
Total	**31**		**28**	

$$SGPA = \frac{Points\ Secured\ in\ II\ Semester}{Total\ Assoicated\ Credits\ in\ Semester\ II} = \frac{190}{31} = 6.13$$

$$CGPA = \frac{Cumulative\ Points\ secured\ in\ all\ passed\ courses\ in\ I\ \&\ II\ Semester}{Cumulative\ Associated\ Credit\ Units\ In\ I\ \&\ II\ Semester} = \frac{312}{55} = 5.67$$

In the case of the Annual system of evaluation of student performance, Annual Grade Point Average (AGPA) should be assessed as per the above guidelines.

The final year Grade Card will indicate Cumulative Grade Point Average (CGPA) and shall be calculated as Para 5.5.1 (vi) and shall be based only on Grade Points obtained in courses for which units have been earned.

vii) Software made to suit the requirements of AUUP Grading system prepares the Histogram and awards Grade to each course independently based on the above Guidelines given in Para 5.5.1 (I) using statistical formula and taking care of all outlines.

viii) An approximate and indicative equivalence between CGPA and percentage of marks can be assessed by simple mathematical calculation i.e. CGPA multiplied by 10.

3.14 PASSING CRITERIA

A student has to fulfill the following conditions to successfully complete any academic programme of the University:

- Student who has earned minimum number of credits prescribed for the concerned programme as per the Course Structure, Curriculum and Scheme of Examinations, shall be declared to have passed the programme of study. Credit Units for each programme shall be decided by the Board of Studies of each Institution. The minimum Credit Units prescribed for a programme shall include the Credit for Ability Enhancement Courses (AEC)/Basket courses (BC). However, Passing and Credit Earned in AEC/BC is mandatory. Further, students may take up to 15% extra credits under Choice Based Credit System (CBCS) and students of SAP may take up to 20% extra credits.
- Continuous Internal Assessment (CIA)
  - The weightage of End Term Examination (ETE) to Continuous Internal Assessment Evaluation (CIA) is 50 - 80% to 50 - 20%.
  - The conditions for qualifying separately in CIA shall not be mandatory unless specified by any Regulatory body.

In the case of the programme under the Council of Architecture, passing separately in CIA is mandatory as it is below:

Programmes	Programmes	Minimum Passing Criteria in CIA Component
UG	B. ARCH	45%
PG	M. ARCH, MUD, M. PLAN	50%

In the case of the B. P.Ed. & M. P.Ed. under NCTE, passing separately in CIA is mandatory as under appear in the End Semester Examination:

Programmes	Programmes	Minimum Passing Criteria in CIA Component for Theory Courses	Minimum Passing Criteria in CIA Component for Practical Courses
UG	B. P.Ed.	40%	50%
PG	M.P.Ed.	40%	50%

– The Internal assessment will be completed within the semester and the result will be forwarded to the Examination Department within three days after last day of class. Students who have missed the IAE/assignments/tests will be awarded '0' marks.

– There will be no provision for re-appearing in any component of Internal Assessment in subsequent semesters. HoIs may conduct make up tests, if required, due to valid reasons, within the same semester.

– The students who are unable to score passing SGPA & CGPA for award of degree/diploma because of having obtained a maximum of 5 marks in the Internal assessment in any course/courses shall be eligible to repeat the internal assessment of the relevant course/courses in the following cases:

a) Extended Period (N+1) or (N+2) or beyond as the case may be

b) Year Back

To make up the deficiency in/of SGPA/CGPA to be eligible for award of degree. Such students shall be required to pay re - admission fee of Rs.15 000/- along with 25% academic fee of the current academic year/ semester (as applicable) and back paper fee for each course. These students shall be required to attend the classes for Continuous Internal Assessment and obtain a minimum of 75% attendance on the course concerned.

– The students who are already qualified in internal assessment of all components as prescribed in the Scheme of Teaching and Evaluation, will not be eligible to re-appear for improvement of qualifying score of internal assessment.

a) A student is required to secure a minimum of 30% marks to pass in the End Semester Examination and minimum aggregate marks of 35% in UG and 40% in PG/Dual degree / Integrated courses to be considered 'PASS' in each course unit.

b) For successful completion of the programme, students should secure a minimum Semester Grade Point Average (SGPA) in each term/semester separately and a minimum Cumulative Grade Point Average (CGPA) at the end of final year of the programme as under:

Programme	Passing SGPA	Passing CGPA
Undergraduate		
Certiﬁcate	4.00	5.00
6 Months/ 1 Year/ 1.5 Year Diploma		
2 Year Degree/ Diploma		
3 Year Degree/ Diploma	4.50	5.00
4 & 5 Year Degree		
Postgraduate		
Diploma (PG Level 01 Year)		5.00
Adv. PG Diploma (PG Level 1.5 Years)		5.50
PG Diploma (1/ 2 Years)	5.00	
1 / 2 / 3 Year PG Degree		6.00

Note: Passing criteria of respective Statutory Councils (CoA, RCI, PCI, BCI, NCTE etc.) is applicable in some of the programmes as under:

Passing Criteria as per Rehabilitation Council of India

Programme	Regulatory	Passing SGPA	Passing CGPA
Under Graduate			
2 Year Degree/ Diploma	RCI	5.00	5.00
3 Year Degree / Diploma	RCI	5.00	5.00
4 & 5 Year Degree	RCI	5.00	5.00
Postgraduate			
1 /2 / 3 Year PG Degree	RCI	5.00	6.00

Passing Criteria as per Pharmacy Council of India

Programme	Regulatory	Passing SGPA	Passing CGPA
Undergraduate			
4 & 5 Year Degree	PCI	5.00	5.00
Postgraduate			
1 /2 / 3 Year PG Degree	PCI	5.00	6.00

Passing Criteria as per NCTE

Programme	Regulatory	Passing SGPA	Passing CGPA
Undergraduate			
2 Year Degree / Diploma	NCTE	4.50	5.00
Postgraduate			
1/2/3 Year PG Degree	NCTE	5.00	6.00

Passing Criteria as per Bar Council of India

Programme	Regulatory	Passing SGPA	Passing CGPA
Undergraduate			
3 Year Degree & 5 Years LAW Degree Programmes	BCI	4.50	5.00
Postgraduate			
1 Year PG Degree	BCI	5.00	6.00

Passing Criteria as per Council of Architecture

Programme	Regulatory	Passing SGPA	Passing CGPA
Undergraduate			
4 & 5 Year Degree	COA	5.00	5.00
Postgraduate			
2 Year PG Degree	COA	5.00	6.00

Passing Criteria as per *Indian Association of Physiotherapists (IAP)*

Programme	Regulatory	Passing SGPA	Passing CGPA
Undergraduate			
4.5 Years	IAP	5.00	5.00
Postgraduate			
2 Years	IAP	5.00	6.00

Passing Criteria as per AICOT

Programme	Regulatory	Passing SGPA	Passing CGPA
Undergraduate			
4.5 Years	AICOT	5.00	5.00
Postgraduate			
2 Years	AICOT	5.00	6.00

c) A student who has re-appeared/repeated the examination of course unit(s), the best of the two scores obtained shall be taken into consideration for calculating the SGPA and CGPA and eligibility for award of a degree.

d) The student must pass in Summer Training/Internship, Project, Dissertation (wherever prescribed), by securing the passing Grade as per Regulations and Guidelines of Non-Teaching Credit Courses.

e) On successful completion of the programme, students shall be placed in Divisions as below:

CGPA		Equivalent Division
UG	PG/ Integrated & Dual (UG+PG)	
8.50 and above	8.50 and above	First Division with Distinction
6.50 but less than 8.50	6.50 but less than 8.50	First Division
5.00 but less than 6.50	6.00 but less than 6.50	Second Division

f) In the National Education Policy 2020 (NEP 2020), multiple entry and exits are allowed. After the first year, if a student desires to exit from the programme, a certificate is offered by the University. Similarly, in exit after second year, Diploma is offered and after third year degree is offered.

3.15 PROMOTION AND ACADEMIC PROGRESSION CRITERIA

Promotion will be considered at the end of each academic year for all the programmes except the programmes under Pharmacy Council of India (PCI). A student will be eligible for promotion from 1st year to 2nd year, 2nd year to 3rd year and so on, if he/she meets the passing criteria as mentioned in para 5.6. However, a student may be promoted from 1st year to 2nd year, 2nd year to 3rd year and so on provided she/he has minimum SGPA and CGPA as under:

	UG Programmes	PG Programmes	Integrated/DD (UG+PG)
SGPA for Promotion	3.50	4.50	4.00 (First 3 Yrs.) 4.50 (After 3 Yrs.)
CGPA for Promotion	4.50	5.00	5.00

- Promotion from 1st year to 2nd year- If a student does not fulfill the passing/promotion criteria, may be promoted to 2nd year on the recommendation of HoI and will be placed on "Academic Probation" provided student has cleared at least 60% of number of courses /Credit units earned.
- Promotion from 2nd year to 3rd year and subsequent years-
  – A student will be promoted from 2nd year to 3rd year only if he/she will meet the passing criteria of SGPA (in both the semesters) and CGPA of the 1st year and minimum SGPA and CGPA of Promotion Criteria in the second year.
  – Similarly, students will be promoted from 3rd year to 4th year if they meet the passing criteria of SGPA and CGPA for the previous semesters up to the second year and minimum SGPA and CGPA of promotion criteria in the third year.
  – Promotions to subsequent years will also be based on the same criteria as above.
- In case of programme under Pharmacy Council of India (PCI), promotion criteria as notified by PCI will be applicable.
- Students who do not qualify for promotion to next semester/year as per Regulations of the University, are required to opt for the Academic Year Back in the following forms and will be required to submit the undertaking (OTP based) on Amizone: -
  – Academic Break
  – Repeat Year
  – Academic Break (semester)+ Repeat Semester
  – Or Withdraw from Programme

On the recommendation of HoI, CoE will examine the cases of the students and submit them for approval by the Vice Chancellor. The decision will be taken by the Vice Chancellor based on the performance of the students and recommendations of HoI.

- Promotion Criteria for the Programmes under Pharmacy Council of India (PCI):
  – B. Pharm

A student shall be eligible to carry forward all the courses of I, II and III semesters till the IV semester examinations. However, he/she shall not be eligible to attend the courses of V semester until all the courses of I and II semesters are successfully completed.

A student shall be eligible to carry forward all the courses of III, IV and V semesters till the VI semester examinations. However, he/she shall not be eligible to attend the courses of VII semester until all the courses of I, II, III and IV semesters are successfully completed.

A student shall be eligible to carry forward all the courses of V, VI and VII semesters till the VIII semester examinations. However, he/she shall not be eligible to get the course completion certificate until all the courses of I, II, III, IV, V and VI semesters are successfully completed.

– M. Pharm

A student shall be eligible to carry forward all the courses of I and II semesters till the III semester examinations. However, he/she shall not be eligible to attend the courses of IV semester until all the courses of I, II and III semesters are successfully completed.

Academic Probation

If a student fails to secure minimum passing SGPA & CGPA for award of degree in any semester and is promoted to next academic year by meeting the Promotion Criteria shall automatically be on Academic Probation for one year to improve his/her SGPA/CGPA and shall undergo counseling sessions with the assigned faculty. The faculty concerned should monitor the performance of the student and shall submit a report to the HoD/HoI.

- Promotion with Academic Probation (PAP)
  - Students who fail to meet the passing criteria but are meeting the Promotion Criteria as laid down in the Regulations of the University are promoted to the next Academic Year and will be placed on Academic Probation for one year.
  - The student who does not clear the passing criteria as laid down in the Regulations of the University at the end of the Academic Probation will not be eligible for promotion to the subsequent years. He/she will have the option either to take a year back (Repeat the year/semester or Academic Break) for one year or withdraw from the programme.
- Promotion with Academic Warning (PAW)

PAW category is applicable in case of students for promotion from 2nd year to 3rd year, 3rd year to 4th year and so on. Students who fail to get promoted under PAP, may be promoted to next Academic year under following conditions:

  - If a student meets passing/promotion SGPA & CGPA criteria but has back papers in any of previous semesters.
  - If a student has scored Passing Criteria of SGPA in all semesters except one, in which he/she has Promotion Criteria of SGPA in previous year(s) and has Promotion Criteria of SGPA & CGPA in current year.
- All students who are promoted to next year under PAP/PAW category will be required to submit an Undertaking (Online on Amizone) stating that they are under Academic Probation/ Warning and will be required to score minimum passing/promotion SGPA & CGPA criteria at the end of Academic Probation/ Warning Period as per Regulations of the University.

Year Back – Repeat Year/ Academic Break / Academic Break + Repeat Semester

Students who do not qualify for promotion to next semester/year will be given Academic Year Back in the following forms:

A) Repeat the Year
- At the end of the year (after result of even semester/year) if a student has scored passing criteria as given above in para2.6 in all previous semesters but has
  - Performed poorly in the last 2 semesters and scored SGPA/CGPA less than promotion criteria e.g. having SGPA of less than 2.5 and CGPA of less than 3.5.
  - Has been debarred in most of the courses and has not given continuous Internal Assessment.
- These students will:
  - Apply to the Head of Institution and give an Undertaking online on Amizone.
  - Take admission in the odd semester of that year, attend all classes including practical with junior batch and appear in both Continuous Internal Assessment as well as End Term Examination of that year.
  - Pay the prescribed Academic Fee of the Year.
  - Any exams given by the student in the previous year(s) for the repeat year will be treated as null & void.
  - Such Students will be treated as student of one-year lower batch. However, the enrolment number will continue to remain the same. The students will attend the classes of all courses as prescribed for lower batch.

B) Academic Break
- Students who apply for Academic Break and the case is recommended by the Head of Institutions for justifiable reasons to be recorded, can be granted Academic Break of one year for programmes of two years duration and two Academic Breaks of one year each for programmes of three years and above duration, if approved by the Vice Chancellor, under the following circumstances:
  - The student has been continuously ill.
  - Career advancement
  - Justified personal reasons.
- However, the total period to qualify for the course will not exceed the prescribed N+1year for up to two years programmes and N+2 years for three years and above programme.
- The student granted Academic Break shall be required to pay the fee for Guided Self Study Course (GSSC) and Examination Fee for of those courses in which he/she is re-appearing and will re-appear as Ex-Student.

The student will be required to pay the prescribed Re-admission fee and the prevailing Academic fee. Students who repeat the year will be required to pay the prescribed Academic Fee of the prevailing year.

3.16 RECHECKING OF ANSWER SHEETS

- The answer sheet of a student in any examination shall not be re-assessed under any circumstances. However, after the publication of the results of the University examinations, if a student, whether passed or failed, has strong grounds and belief that some mistake has been made in connection with his results, he may apply to the Controller of Examinations through HoD/HoI online on Amizone for re-checking of his/her answer sheet in one or more courses as the case may be on payment of prescribed fee within two weeks (14 days) of the date of declaration of results.
- Rechecking is applicable only for those courses whose End Semester Examination is conducted in Proctored / Physical mode except practical examinations. Rechecking is also not applicable for the courses whose examinations is conducted Online on Amizone in Multiple Choice Questions (MCQ) format as evaluation is through system only based on the pre-uploaded answer keys.
- Whereas, the re-checking does not mean re-assessment or re-evaluation of the answer sheet, the Controller of Examination may appoint any Officer to see that:
  - there is no mistake in the grand total on the title page of the answer sheet.
  - the total of various parts of a question has been correctly made at the end of each question.
  - all totals have been correctly brought forward on the title page of the answer sheet.
  - no portion of any answer has been left un-evaluated.
  - total marks in the answer sheet tally with the marks sheet.
  - the answer sheet or any part thereof has not been changed/detached.
- In the event of detection of any omission or mistake in the script or in the compilation of the result of a student, the matter shall be reported to the Controller of Examinations who will get the omission rectified by referring the answer sheet to the concerned examiner.
- If the re-checking revealed, course to the provisions of the Regulations any discrepancy by virtue of which the marks of the student are revised, the record shall be corrected accordingly which will be updated on Amizone and can be viewed by the student. Revised grade sheet shall be issued after the previous grade sheet is surrendered.
- If any such student refuses to surrender his/her previous grade sheet as required under the provisions of the Regulation shall be treated to have misbehaved and shall be dealt with by the Examination Discipline Committee under the relevant provisions of the Regulations.
- The Vice Chancellor shall also have the powers to affect the recovery of the Grade Sheet by force through any of the law enforcing agencies.

3.17 ISSUANCE OF GRADE CARD

In the Grade Cards, the courses undertaken by the student during semester are shown with letter grades. The letter Grade so assessed shall be shown along with its equivalent grade point, an over-all AGPA/SGPA and CGPA.

Duplicate Grade Card shall be issued against payment of fee as prescribed and submission of First Information Report (FIR) from nearest Police Station for loss of Grade Card.

3.18 SUPPLEMENTARY EXAMINATIONS

- After the declaration of results of the Final End Semester Examinations, Supplementary Examinations are conducted within thirty days for the final & pre-final year students only who have not secured passing grades or were debarred/detained from appearing in any examination and they made up the deficiency in attendance as per provisions in the Regulations. For this purpose, the students of one-year courses shall be deemed as final year students.

- Students who were on Academic Break and due to not meeting the passing/promotion criteria at the end of academic session and are again likely to get year back 2nd time, may be permitted to appear in the Supplementary Examinations of the year with a view to clear backlogs, improve grades and meet the promotion SGPA/CGPA as per Regulations of the University.

- A student who fails to appear or qualify in Supplementary Examinations shall re-appear in the examinations when scheduled for the next batch of students within the time span prescribed for the programme.

- A student wishing to appear/re-appear in the Supplementary Examination shall submit the Examination Form and pay the requisite fee Online on Amizone within the date announced by Examination Department. HoD/HoI will approve the Supplementary Examination Form of the students as per date notified in the Calendar of Examination Activities.

- Better of two scores obtained after Supplementary Examination in repeat course unit(s) shall be taken into consideration for calculating the SGPA and CGPA and eligibility for award of a degree/diploma.

- Pre-final year students appearing in Supplementary Examination may be promoted to next semester under Provisionally Promoted category. They will be required to submit an Undertaking Online stating that if the student after result of Supplementary examination fail to score minimum passing/promotion criteria to become eligible for promotion to next semester/year, he/she will either Repeat the Year or take Academic Break or Withdraw from the Programme. However, students with '0' SGPA or debarred in majority of the courses in the last semester may not be allowed to appear in Supplementary Examination and will not be promoted to next semester/year.

3.19 SUMMER SEMESTER

Summer semester is not a regular semester. Summer semester courses are offered during summer break in a shorter duration of 6-8 weeks (after completion of Even Semester Examinations) with an objective to offer students the opportunity to extend their study into the summer term thus enabling them to catch up on progress to a degree or improve academic

performance. Summer semester is conducted for a maximum of 15 credit units and up to 05 courses. It is an opportunity for our students to lighten the load of the semester ahead or improve academic standing or to clear the back papers, avoid year back and make up for those courses which are pre-requisites to advance level courses. Students who do not meet the required SGPA/CGPA criteria may also use this opportunity to repeat the course and improve the grades. The industry led courses are also offered during the Summer Semester, which can be utilized for credit transfer in previous/subsequent semesters as per model framework. Students may also explore new courses of interest. The examinations of the Summer Semester are conducted prior to commencement of the next academic session, so that students can be given an additional opportunity to improve their academic performance and probably also avert their Year back.

3.20 'I' Category: Student who has fulfilled the minimum attendance requirement in any course unit but is unable to attend the End Semester Examination due to genuine unavoidable circumstances may be awarded 'I' Grade in that course unit. Students will be required to inform the HoI/HoD before the commencement of the End Semester Examination of the course/courses telephonically and seek approval for absence in the End Semester Examination. Students will also be required to produce valid documentary proof within 7 days of the last date of examination and submit it to HoI/HoD. The examination for such 'I' category students will be conducted with the Supplementary Examinations irrespective of the semester. The maximum Grade awarded in the course unit falling under "I" category will be 'B+'.

Students will be permitted to write the examinations only with their valid Identity Card along with the valid Admit Cards issued by the Examination Department before the End Semester Examination. No student will be permitted to appear in the examinations without valid Amity Identity Cards and Admit Cards in their original language. If any student found without valid Amity Identity Card and Admit Card or carrying photocopy/scanned copy of the Admit Card in the Examination Hall during the examination, will be considered as an act of indiscipline and Answer sheet of the students will be cancelled by the Examination Department. In case of loss of Admit Cards, rules for Duplicate Admit Cards will be applicable.

3.21 IMPROVEMENT OF SCORE IN EXTENDED PERIOD

Students who fail to qualify during normal period of programme may reappear in End Semester Examinations of the course units of the concerned term in which he/she desires to improve his/her performance, when these examinations are held on normal schedule in next academic session to:
- Secure minimum C+ grade (Grade Point 4) in a failed course unit.
- Improve SGPA for a semester if not meeting minimum passing criteria of SGPA.
- Improve CGPA if not scored minimum qualifying CGPA for the programme.

Student who has scored C+ Grade in all the courses and scored minimum required SGPA /CGPA shall not be eligible to re-appear in course unit examination with a view to improve SGPA or overall CGPA.

Improvement in the score of courses completed by a student prior to his lateral entry in the University shall not be allowed.

3.22 REFUND OF EXAMINATION FEE OF BACK PAPER

- Back paper Examination fee, if any, once paid shall not be refunded or transferred to subsequent examination even if the student fails to present himself for the examination, except in the following cases:
  - If re-checking of answer sheet, resulted into correction in result and student is declared pass in the course(s), 90% of the examination fee deposited meant for examination shall be refunded.
  - If the student expires before appearing in the examination, 100% of the fee shall be refunded to the legal heirs.
- The claim for refund of any fee, if admissible under the Regulations, must be made within one year after the fee is deposited. No claim shall be entertained thereafter.

3.23 CREDIT TRANSFER / LATERAL ADMISSION / PROGRAMME TRANSFER/CBCS/ACADEMIC BANK OF CREDIT

Students who secure lateral admission from some other institution / university, will be given credit transfer as per the course mapping done by the institution and approved by the Equivalence Committee.

3.24 ACADEMIC AWARDS MEDALS

Toppers would be those who have secured the highest aggregate CGPA in the programme in which they are awarded the qualifications in first attempt. The candidate should not have repeated any course for achieving highest aggregate and should not have any disciplinary/ misconduct case during his studies, in the university.

The students to be considered for scholarship/ award should have passed all the examinations in the first attempt in the end semester examination scheduled for his/her programme. Students appearing in Supplementary/Back paper examinations/Summer Semester (for repeating the course) are not eligible.

The University may award an overall trophy to one student for the best overall performance in academics and other activities, general behaviour etc. if the strength of students in a programme is 60 or more.

3.25 SALVERS AND CERTIFICATES

The University may award Salvers and Certificates to the students on various traits/performance/ achievements on the basis of actual number of students in a programme as under:

- Up to 30   =   up to Two
- Between 31 & 120   =   up to three
- Between 121 & 180   =   up to Five
- Exceeding 180   =   up to Seven

3.26 ISSUANCE OF PROVISIONAL CERTIFICATE

The provisional certificate is issued to the students on successful completion of the programme as per passing criteria, before the Convocation of the year based on the request of the students through institution. The Provisional Certificates are valid till degree issued to the students.

3.27 CONVOCATION

Convocation is a memorable occasion in one's life. Convocation is held every year in the month of November/December in Noida Campus of the University or at such other places as approved by Executive Council for award of Degrees/Diplomas, Medals (Gold, Silver and Bronze), Trophies, Citations and Corporate Awards to successfully qualified Graduands of several Programs. A few selected eminent personalities having outstanding contribution in their respective fields, are also conferred upon honorary degrees to acknowledge their work.

Alumni are specially invited for the Convocation, and during the ceremony, they handover the flag to the passing out graduands to welcome them for being part of the great Amity Alumni Family.

3.28 DISPATCH OF DEGREES AFTER CONVOCATION

- Students who are unable to attend the Convocation can request for dispatch of the degree at the time of registration for Attending/Not Attending the convocation either offline or online.
- The fee for collection of degree after the Convocation is as under:

Year after within Convocation	India Address / Self Collection	International Address
1st	Rs. 1000/ -	Rs. 3500/ -
2nd	Rs. 2000/ -	Rs. 4500/ -
3rd	Rs. 3000/ -	Rs. 5500/ -
4th	Rs. 4000/ -	Rs. 6500/ -
5th	Rs. 5000/ - (Fixed afterwards)	Rs. 7500/ - (Fixed af terwards)

- For online application, student will have to apply for collection of degree (either in person or by post) through link "Apply for Degree" available on his/her Amizone ID with prescribed fee.
- Degree along with Consolidated Grade Cards and Value-Added Certificates will be dispatched through Speed Post/Courier. Degree can be dispatched outside India on payment of $50 or equivalent INR.
- Degree may be collected by the student in person from the Examination Department of the University through respective institution on producing of proof payment made on Amizone and Photo Identity proof.

Under any circumstances, Degree cannot be handed over to anyone else, except concerned student.

3.29 ATTESTATION OF GRADE CARDS/ DEGREES

- Photocopy of Grade Cards / Degree may be attested by the Controller of Examination on payment of prescribed fee.
- Students need to bring the original documents along with photocopies to be attested.
- Provide address of university / organization, if attested copies are required to be placed in a sealed envelope.

3.30 OFFICIAL TRANSCRIPT

Official Transcript is a Statement of Grades given in a prescribed format, issued on request from the student with requisite fee. The University will issue Official Transcript to a student for seeking admission to pursue higher studies in foreign universities/institutions as per the guidelines.

3.31 ISSUANCE OF OTHER CERTIFICATES – BONAFIDE / MEDIUM OF INSTRUCTION/ BACKLOG / CONVERSION OF CGPA TO PERCENTAGE

These certificates are issued on request from the students through respective institution after payment of requisite fee for the same.

3.32 ALTERNATE DEGREE / DIPLOMA / CERTIFICATE

Award of alternate degree is an additional help extended to students who do not qualify for the award of degree in which they have been admitted. It will not be claimed as a right. Decision of the Vice Chancellor on recommendation of University Equivalence Committee will be final. No representation against the decision of Vice Chancellor shall be entertained.

Alternate Degree is awarded to the students who are unable to qualify SGPA/CGPA criteria for award of degree within the prescribed duration of N+1+1/ N+2+1 as applicable, where N indicates the duration of the programme in years.

Students who do not qualify for award of degree for which they have been taken admission, remains with entry level qualification i.e. students taken admission in B. Tech/ B.Sc. will have only 10+2 qualifications. Similarly, students taken admission in Post Graduate programmes remain with qualification of Graduate degree.

Students considered for award of alternate degree will be required to pay Rs.15,000 / - or as prescribed by the Competent Authority as transfer fee from their original programme to alternate programme for which degree is awarded.

Note: Not withstanding anything stated above, the students are advised to read the AUUP Regulations (one) Conduct of Examinations, Scheme of Evaluation and Discipline among Students in Examinations (Available on Amizone) for better clarity in regard to Academic activities of university which shall prevail, if found in consistent with this document.

3.33 ASSESSMENT OF ATTAINMENT OF STUDENT LEARNING OUTCOMES

Amity University Uttar Pradesh (AUUP) focuses on holistic, and Outcome Based Multidisciplinary Education. A well-defined Frameworks for fully flexible Choice Based Credit System (CBCS) for multi-disciplinary education and Outcome Assessment is in place. Programme Review and Outcome Assessment Committee (PROAC) defines Program Structure, Course Curriculum along with Programmme Learning Outcomes aligned with Graduates attributes, defining Assessment plan for attainment of learning outcomes and ensuring development of requisite skills and competencies for Employability & progression by incorporating Stake Holders Feedback, industry requirements and student career aspirations. Internal Quality Assessment Cell (IQAC) is active at Institution, domain, and university level.

The Mission, Graduate Attributes, Programme Educational & Operational Objectives and Outcomes at University, Domain, Institution and Programme level are aligned. The student learning outcomes are clearly stated at programme level and are instrumental in achieving the mission and objectives of the University.

The University has two methods of assessment of Course Level Learning Outcomes (CLOs) of the students as assessed through Continuous Assessment (CA), Professional Skill Development Activity (PSDA) and End Semester Examination. The Programme Learning Outcome (PLOs) of the students are assessed through direct and indirect measures as under:

3.34 (I) DIRECT MEASURES

- **Comprehensive Examination:** This consists of an evaluation of the students on Program Level outcomes where evaluation is taken yearly based on the overall outcome of the different parameters ranging from Knowledge Management, IT skill to Problem- solving skills created and many others thus evaluating the students' capability in handling the Program Level Outcome. Comprehensive examinations are conducted during even semester examination for all the programmes.

- **Scoring Rubrics:** Rubrics is another multidimensional tool used in evaluating students' work under the three broad categories namely Communication Skills, Behavioural Skills, Global Outlook, Entrepreneurship Skills, Social Work, Environment Sustainability & NTCC. Students of all the programme are assessed at the end of even semester through these rubrics.

(II) INDIRECT MEASURES

- **Exit Survey:** This method is used to assess the level of satisfaction of graduating students on a wide array of program attributes, to identify areas for program improvement, and to help measure change the student underwent over time. Exit survey is conducted for all the students of final year of their respective programs during ESE.
- Attainment of Learning Outcomes & Graduate Attributes

For all the direct and indirect measures, for assessing specific Programme Learning Outcomes (PLOs), target for achievement level is defined. Based on OAP results, assessment level of PLOs is analysed and accordingly action plan for improvement is planned.

On successful attainment of PLOs and GAs, students are also awarded a certificate of attainment of LOs from the University. If any student has not attended PLOs, is required to re-appear for assessment before Convocation.

Further, the PROAC assesses the learning outcomes at Programme Level and Institution Level to review the programme and curriculum. The University QAE analyses the result of attainment of learning outcomes for reviewing the existing policy, strategy and action plan.

4.0 AMIZONE

INTRODUCTION

Amizone - Amity Intranet Zone (https://www.amizone.net) is a single point of access for all the information, services and resources to the students, parents, faculty and staff of Amity. Amizone is a web-based application which features a centralized database with role-based access. This helps students, parents, faculty and staff to access data from anywhere and anytime on web/mobile for:

- Admission
- Scholarships
- Regulations and Guidelines
- Registration-cum-Enrollment Process / Re-registration
- Academics - programmes, programme structure, course curriculum, course choices, master session plan, timetable, attendance, assessment scheme, faculty feedback, recorded classes, block academic calendar, fee calendar, programme academic calendar.
- Examination - examination calendar, examination schedule, examination form submission, admit card generation, results.
- CR meetings, Mentor-Mentee meetings
- Events, Conferences, Seminars, Workshops, Guest Lectures, Industry Visits etc.
- Co-curricular, extra-curricular and sports activities
- Research and administrative activities,
- Venue/guest house/hostel booking
- Placements
- Alumni relations
- Convocation
- Student Handbook, anti-ragging booklet etc.
- Repository of all data of Amity University Uttar Pradesh (AUUP).
- Amity Learning Management System (A-LMS) which has been built on Modular Object-Oriented Dynamic Learning Environment (MOODLE) and customised for AUUP.
- Online Fee Bills and Receipts
- Online Undertaking, Affidavits, and Indemnity Bond
- Documents Upload for Students
- Aspirational Survey
- Proficiency Test
- **Documents Download, Notices, Pre-reads etc.:** Students can access/view/download them from Student Document -> Document Downloads tab of their Amizone accounts.

Academic Calendar: Different types of calendars are available on Amizone e.g. Programme Calendar, Examination Calendar, Non-Teaching Credit Courses (NTCC)/ Supervised Independent Learning (SIL) Calendar, Events and Activities Calendar, Industry Engagement and Placement Calendar, Class Representative Meeting Calendar, Mentoring Calendar etc.

Programme Handbook has programme mission, programme description, programme structure, Programme Educational Outcomes (PEOs), Programme Learning Outcomes (PLOs), Programme Operational Objectives and Outcomes (POOs), Outcome Assessment Plan (OAP) will be visible to student on Amizone.

Learning Resources: Amizone provides access to the resources like Amity Learning Management System (A-LMS), E-Content and E-resources, Virtual Labs, Amity E-Library, Access to online journals, National Digital Library of India and Research Repository.

Teaching-Learning and Assessment is done through Amizone w.r.t. Class Time Table and Course Groups, attendance monitoring, planning and progress monitoring of various Non-Teaching Credit Courses (NTCC)/ Supervised Independent Learning (SIL) courses, Conduct of Outdoor Activity Based Courses, Value Additions Sessions by Experts, Student Feedback on Course Delivery, Lab details (Linked to course structure) etc.

Assessment of Student Learning Outcomes is done through Amizone with regard to Assessment of Course Learning Outcomes (CLOs), Assessment of Programme Learning Outcomes (PLOs), Comprehensive Examination, Rubrics, Exit Survey.

Examination Related Activities: Amizone is used for different examination activities i.e. Examination Notice, Examination Forms, Examination Schedule, Examination Admit Cards, Results etc.

Extra-Curricular Activities: The students can participate in different extra-curricular activities through Amizone. These activities include Club-Committee, Inter-Institutions Competitions, Human Values Quarter, Sangathan, Amity Youth Festival, International Yoga Day etc.

Student Support and Achievements: Amizone has the provisions of suggestions / complaint box, mentor allocation and management system, class representative system and student surveys.

Placement-related updates and information are regularly shared with students through pop-ups and the Notice Section on Amizone.

CONVOCATION

The link to join the Convocation is activated on the Amizone IDs of passed-out students at 'Amizone Home→ Convocation'. Eligible students complete their registration through this link prior to attending the Convocation.

5.0 STUDENT SUPPORT

Student Support is established to ensure success of each of the student of AUUP and to assist them with a standard, non-discriminatory admission process, ensuring quality and equitable support and welfare of all students enrolled in its academic programs.

It promotes –
- inclusive, equitable campus culture.
- effective support arrangements for differently abled students.
- campus safety and security.
- availability of adequate learning, sports, residential and leisure infrastructure.
- excellent facilities and resources for both face-to-face and online delivery.
- provision of library facilities and other learning resources, including digital resources.
- encouragement of students with academic merit scholarships.
- encouragement to students to excel in sports by granting sports scholarships.
- encouragement of wards of martyred defense personnel with 100% scholarships.
- Encouragement of students from economically disadvantaged families with merit cum-means scholarships.
- effective complaint and grievance processing.
- effective record-keeping to safeguard student records.
- assistance with skills development.
- provision for student feedback.

5.1 STUDENT SUPPORT

5.1.1 Dean Student Support & Academic Affairs

Students are advised to write their issue at studentsupport@amity.edu to connect with Prof. (Dr.) Alpana Kakkar, Dean (Student Support & Academic Affairs). They can reach to Dean (SS &AA) on 9311266484, if they don't receive any response within 24 hours from studentsupport@amity.edu.

Further, there is an Online Student Support Helpline number (0-80458-26489) manned by a team of senior faculty members of AUUP. Students can dial the helpline number which is open 24x7 for students.

5.1.2 Dean Student Welfare

The office of DSW promotes culture of care and wellbeing in the campus by helping the students to deal with challenges they face in academics or in personal life, including supporting mental and physical health. The Office of the Dean of Students includes student services: Co-curricular & Extracurricular activities, Counselling Services for Students, Campus Life,

Student Conduct and Integrity, Student Emergency Services, Student Housing Services, Scholarships, International Student Facilitation Centre, Events and Grievance Redressal Cell. In addition to the student welfare, DSW also ensures student discipline along with proctorial teams. DSW is supported by a team of Dy DSW, Asst DSW, Director (SWS) and faculty support team.

Students are advised to contact the DSW (dsw@amity.edu) and team with respect to any problems they may face inside or outside the campus. All interactions with students are kept strictly confidential.

5.1.3 Programme Leaders

Each programme within the university has a designated Programme Leader appointed from among the faculty members who is responsible for academic leadership, teaching and learning, planning, assessment and enhancement of an academic programme while working closely with other faculty members and student class representatives.

5.1.4 International Student Support Faculty Coordinators

They assist the Dean of Student Welfare to coordinate and organize extracurricular activities and events to promote opportunities and support for international students. They provide significant support to international students in academic advising and cultural awareness.

5.2 Student Leadership and Representation in various decision-making bodies

AUUP has well established system of engaging students in university decision making and governance committees. Student representation enables students to make a meaningful contribution to quality assurance, to enhancing teaching and learning, the student experience and outcome for students.

- IQAC at the institutional level have student representatives to propose ideas and suggestions on quality issues of their concern.
- Students are appointed as Class Representatives, one male and one female student, so that they can bring up their concerns and views on issues related to lectures, assessment, resources, health and safety, and other general concerns. Monthly CR Meetings are conducted during the semester.
- Students are encouraged to organize Club and Committee level activities as President, Vice President, Member Secretary, Treasurer and members on rotation to develop their leadership and team management skills.
- Students organize and coordinate various University level student events like the annual sports meet.

The RPSS department regularly conducts various satisfaction surveys, and annual comprehensive examinations for assessing attainment of student learning outcomes for improvement of student learning at programme level for developing action plan for improvement. The analysis reports generated from this data are shared with HoIs, Dean (SS&AA) and University IQAC to review the teaching-learning processes and resources and develop action plan.

5.3   MENTORING SYSTEM

Mentoring forms an indispensable and significant aspect of a student's life. Mentor-Mentee System is an invaluable program of AUUP where each student at the University is nurtured holistically by four Mentors- Faculty Mentor, Industry Mentor, Alumni Mentor, Parent Mentor and supported by one Buddy. It becomes the students' endeavor to understand the intricacies of Life both professionally and personally on this grooming platform provided by Amity through the 4-Tier mentoring system.

5.4 AMITY CENTRE FOR GUIDANCE & COUNSELING (ACGC)

Students face difficulties like separation from their families, growing up and learning to function as independent adults, developing new and closer relationships, as well as defining and establishing themselves in a possible career. The counseling center is committed to providing a broad range of high quality, innovative and ethical services that address the psychological, educational, social and development needs of students.

Students are advised to make full use of the ACGC whenever they wish to share their thoughts regarding emotional, personal & professional needs and can contact Toll-Free 24 x 7 Counselling Helpline 1800-10- Amity (1800-10-26489).

All interactions with students are kept strictly confidential. Students can avail the facility if required.

5.5 AMITY WOMEN HELP DESK

Amity Women Help Desk has been established as a part of the measures undertaken for the welfare of the female fraternity of the University. Following the UGC mandate, it focuses on women safety and security in all respects and provides support services to ensure safe environment. Female students, faculty and staff members may contact Amity Women Help Desk 24X7 for any kind of complaints (sexual, physical, psychological /emotional harassment etc.,), queries and suggestions. The same may be posted on Amizone (Amity intranet). The women help Desk acts as a link between the complainant and Redressal Authority in the University and ensure grievance redressal within a stipulated period of time.

Please contact: **Ms. Sagina Hooda,** Member Secretary
Contact details: Tel: 0120 -4392433, Mobile: 9818476297
Email: shooda@amity.edu

5.6   INTERNATIONAL STUDENTS FACILITATION CENTRE

The University has an International Students Facilitation Centre (ISFC); under the Dean of Student Welfare (dsw@amity.edu), to advise and facilitate the International Students. For further details please go to URL http://auup.amity.edu/international-student.aspx

5.7 SCHOLARSHIPS & FINANCIAL ASSISTANCE

To reward the hard work and academic excellence achieved by meritorious students in their academic endeavors in various programmes, Scholarships, Awards, Medals & Special Awards are granted to the students at Amity University Uttar Pradesh. In addition, the University grants academically deserving students, scholarships during the programme of study and financial aid in the form of various discounts.

Please see Regulation 7- on Scholarships, Awards, Medals & Special Awards https://amizone.net/amizone/ webforms/orientation Docs/89c14cfe-0-R-07%20(u pdated).pdf

5.8 STUDENT CAREER ASPIRATION, SUPPORT & PROGRESSION

Amity University Uttar Pradesh provides support to its students through all aspects of their university experience, from first contact to beyond graduation with the objective of holistic development of students, to help students become more self-aware and empower them to make better decisions to effectively reach their academic and career goals.

Amity University actively supports students' career goals through skill development, counselling, and capacity-building initiatives. A Career Aspiration Survey (CAS) is conducted to understand students' interests and guide them accordingly.

The University offers a wide array of specialized services, value-added programs, and targeted guidance through the following centers:
- Corporate Resource Center (CRC)
- Industry Interaction Cell (IIC)
- Amity Technical Placement Center (ATPC)
- Amity Innovation Incubator (AII)
- Amity Institute for Competitive Examinations (AICE)
- Amity Centre for Entrepreneurship Development (ACED)
- Amity Innovation & Design Center (AIDC)
- Amity SSB Academy (ASSBA)
- Amity Centre for Guidance & Counselling (ACGC)
- Amity Skill Development Centre (ASDC)

5.9 MILITARY TRAINING CAMP (MTC)

During MTC, students imbibe the value of discipline and a spirit of patriotism, commitment and perseverance by participating in a variety of activities like parasailing, trekking, shooting, rock climbing/rappelling, etc. which test their mental and physical agility. For further details please go to URL https://www.amity.edu/mtc/

5.10 STUDENT SUPPORT SERVICES

5.10.1 Health Care Facilities

- To ensure resilient mental and physical health of the students, AUUP has well established health care facilities.
- Students may please note that they are advised to get themselves inoculated against communicable diseases at their own initiative and expense.

Students are covered under group Mediclaim policy in the case of accident and are provided medical treatment of up to Rs75,000/- in the following hospitals (only on admission for more than 24 hours) - Kailash Hospital (Noida), Indraprastha Apollo Hospital (New Delhi), Noida Medicare Centre, Vinayak Hospital (Noida).

- 24 x 7 Ambulance Services are available on the campus.

5.10.2 Amity Legal Aid Cell

Legal Aid Cell set up in Amity Law School; Noida has the sanction of the District Legal Service Authority Gautam Budh Nagar to undertake suitable steps in ensuring free legal aid to the poor.

5.10.3 Support Facilities for Divyangjans

Amity University has provision for various disability services and provides reasonable adjustment advice and support for students with a disability or health condition. The Campus Infrastructure has been developed to facilitate students with disabilities. Ramps and elevators are available in all the buildings on the Campus, in compliance with the 'Persons with Disabilities Act'.

The support services are aimed at encouraging independence, responsibility and autonomy and to ensure that students with a disability realize their full academic potential despite their disability.

The Disability Services are part of the Office of Dean Student Welfare who is the principal point of contact and support for students with disabilities and works closely with others in the administration and academic departments of the University. This is to ensure that appropriate arrangements relating to teaching and assessment are made for students with disabilities, whilst maintaining the academic integrity and core requirements of the individual courses.

- Sufficient number of wheelchairs are available in the University.
- All multi-floor blocks have been facilitated with Lifts.
- Battery Operated Car is available within the campus for mobility.
- Rest Rooms separate for both genders are available.
- Scribe for examinations is available on demand.
- Accessible and modified Toilet facilities are available.
- Ramps & Rails are provided at the entrance of each building to facilitate them.
- To assist visually challenged students Braille software is available.
- Special skill development programmes are conducted. Students who require any help are requested to contact DSW office.

5.10.4 Safety & Security

Amity University has 24-hour, 365 days security on the campus. With the goal of providing a safe and secure environment, the security department manages the entry/exit points to ensure that only authorized people are allowed inside the campus.

Access to the campus is through the gates and is controlled through security guards, turnstiles/boom barriers (using Amity ID Card, biometric/face recognition) to check on people entering/leaving the campus. A network of surveillance cameras, patrolling gypsies' vehicles, alert campus marshals, security dogs, and control room complement the overall security architecture.

Students can use their Amity ID Card and biometric/face recognition at gates to open turnstiles to enter the campus.

Security and personal safety are important issue for everyone and rely on students, faculty, and staff compliance to not only with the laws of the State but also the rules and regulations of AUUP.

Please click the URL to read the student security, safety and parking guidelines.

https://amizone.net/adminamizone/webForms/studenthandbook/SECURITY_GUIDELINES_ON_SAFETY_OF_STUDENTS.pdf

5.10.5 Control Room

To report a crime, emergency, or suspicious activity, you may call the University Control Room at 0120-4392777/2880/2881.

5.10.6 Amity ID Card

The Amity ID Card is the official Amity University identification card for students, faculty, staff, and other members of the University. Students are required to wear their ID cards around their necks all the while on campus. It is compulsory to wear ID cards during examinations.

5.10.7 Hostel Accommodation

- Hostel accommodation is allotted to bonafide and eligible students. A Separate girls and boys\hostel facility is available. Admission to the hostel will be provisional and will be given for one academic year only. Amity University Uttar Pradesh (AUUP) has the right to refuse admission to the hostel to any student who in its opinion is not considered suitable for admission either on medical grounds or for reasons of conduct, etc. The University also reserves the right to refuse permission to students to continue in residence.
- **Student Housing Services:** The office of DG Hostels is responsible for hostel facilities for the students.
- **Admission:** Fresher students are given hostel accommodation by the admission office. AC / non-AC rooms are available in the hostel for girls and boys. Senior Students are given hostel by hostel office by approving application.

- **Registration Process:** After payment of hostel fees, students are allocated hostel rooms. They are to complete the hostel registration process. Arrival dates for hostel accommodation are notified as per the commencement date of the courses. The hostel fee is for one academic year. On completion of academic year students are to vacate the hostel. If they wish to continue in the hostel they have to re-register for the hostel.
- Amity is a Ragging Free University. Incidence of ragging or abetment of ragging will be severely dealt with by appropriate action such as expulsion from the hostel / university and/or FIR with the police. Detailed instructions are contained in the 'Regulations/Directive for Banning Ragging & Anti Ragging Measures' Booklet uploaded on Amizone. Students are required to study it carefully, make a vow not to indulge in any form of ragging activity and comply with all the instructions therein.

Please see Regulation 6 – on Hostel Accommodation using following link: https://amizone.net/amizone/ webforms/orientation Docs/096bef95-f-R-06.pdf

5.10.8 Laundry Services

Laundry is free of cost for hostellers. Limited number of clothes, as prescribed, can be given for washing and ironing twice a week. Two days are earmarked for each hostel. Each student is given a docket number for laundry.

- Laundry, upkeep of the rooms, medical facility on campus and sports facility are free for hostel students.
- Mess facility is not included in the fees. Students have to pay for each meal.

5.10.9 Sports Complex

Sports & Fitness: A swimming pool, a state-of-the-art Gym, Horse Riding, Cricket, Lawn Tennis, Basketball, Volleyball, Football, Badminton, Squash, Indoor Shooting Range etc. are available on the campus. Yoga classes are conducted for the students in the morning and evening. Students are requested to contact Director Sports/Director ASPESS or Dean Student Welfare for help and guidance.

5.10.10 Arcadia

With state-of-the-art facilities, it aims at promoting sports, fitness and entertainment. The infrastructural layout of Arcadia is such that it can accommodate large number of students for social gatherings and parties. The facilities like pool, Snooker, Bowling, Table Tennis etc. are available at Arcadia.

5.10.11 Cafeteria and Food Plaza

The University has air-conditioned cafeterias, which provide a variety of vegetarian meals (Indian, South- Indian, Chinese and Continental) on payment. The cafeterias remain open from 7.30 a.m. to 10 p.m.

Students are not allowed to carry their meals to their rooms, except in case of illness (with prior permission from the Warden).

- For any complaint or suggestion, hostel residents can inform the Cafeteria Management Committee in writing with a copy to Director Hostels and DSW.
- Other facilities include Daily-needs Store, a Saloon, a florist, a bookshop and a stationery shop which provides photocopying, scanning, printing and binding facilities. The shop also undertakes courier services, recharge of mobile phones and ticketing. In addition, there is a food court which houses outlets of Dominos, Mama Mia, Bikanerwala, Mrs. Kaur's Cookies, Amul Milk, Parlor, Café Coffee Day, Dosa Plaza & Subway.

5.10.12 Clubs & Committees

Student Clubs are excellent platforms for exploring the inner potential of the students as per their interests. There are two types of clubs –
- University Level Clubs
- Institutional Level Clubs

Students are advised to check their Amizone to see the details of the club.

5.11 HEALTH SERVICES

5.11.1 Amity Clinic

First-aid Medical Treatment is available within the campus. Amity Clinic has resident Doctors (male & female) and nursing staff. Students can approach the Doctors in the Clinic for consultation on all working days of the University Campus Noida. The clinical services are available to the hostellers 24 x7.

5.11.2 Conventional Health Services: Amity University also provides the following health services:

- Physiotherapy OPD - Amity Institute of Physiotherapy (AIPT) has Physiotherapy OPD services, free of cost, offered for all, located at Gate no 1 of the university.
- **Ayurveda OPD:** Students can consult the Ayurveda Doctors during the Ayurveda OPD Clinic located in F-3 Block, Ground Floor at the campus.
- **Homeopathy OPD:** Homeopathic Doctors are available in the Homeopathic OPD Clinic located on Lower Ground Floor, F-3 Block, Sector 125, Noida, AUUP Campus.

5.12 EVENTS ON THE CAMPUS

Amity University organizes 'Sangathan', Amity Youth Festival, Amity Human Value activities (Quarter/Year), Freshers party for 1st year Students' and Farewell for outgoing batch, AMIMUN - Annual International Conference, UN designated International days like – International Youth Day, International Day of Democracy , International Day for the Preservation of the Ozone Layer, International Day of Awareness of Food Loss and Waste, International Day of Non-Violence, etc.

5.13 AMITY COMMUNITY RADIO

Amity Community Radio Amity helps to be aware and sensitize students, neighboring community for various development aspects of our society like education, health, water and sanitation, address social issues at the community level and connect rural population with the government. Amity University is one of the largest Universities connecting Youth with society. Radio Amity with its tag – line "Udan hai umango ki" has been providing a platform to the needy community to showcase their talent and to speak on their daily life issues. Giving identity to the voices of the people.

5.14 OTHER SERVICES

5.14.1 Reprographic facilities & Stationery shops:- The University has Stationery Shops with reprographic facilities in every Academic Bock to cater to the students' needs.

5.14.2 Banks and ATM & Post Office: A full-fledged branch of Indian Bank, Punjab National Bank and HDFC Bank operates from inside the campus providing good banking facilities to staff as well as students. Four ATMs are also available inside the campus, facilitating the students' requirements for 24-hour banking. A post office functions on the campus (near Gate 4A).

5.14.3 Parking: All student vehicles, registered with security, are parked on campus (including motorcycles and cars belonging to students). Students are advised to check the Amizone notice for parking rules from time to time. Please click the URL for the student parking guidelines. https://amizone.net/adminamizone/webForms/ student handbook / student_parking_guidelines.pdf

5.14.4 Transport: The University operates a daily University bus service providing safe and reliable student transport from various areas of the National Capital Region, subject to the availability of seats on established routes and the amount is charged as per the fee structure of that area. Students are advised to contact the Admin Department with the details.

5.15 STUDENT GRIEVANCE REDRESSAL

- To make students' stay in AUUP comfortable and stress free, the University has a multi layered student grievance redressal system. Students having a problem will approach the Collegiate/Departmental/ Institutional Student Grievance Redressal Committee at his/her College/Department/Institution. Student problems that cannot be resolved at the department level will be referred to by the University Level Committee. The issue will definitely get resolved within a short period of time.
- The suggestions / grievances by students/parents can also be sent online through Amizone.
- In addition, problems related to wellbeing of students warranting urgent attention can be submitted directly to the Dean Student Welfare (dsw@amity.edu) and/or Students Satisfaction and Happiness Mission (SSHM) at sshm@amity.edu

- Problem / suggestions are monitored / resolved.
- Student grievances not being covered by the mechanism stated above & below or their grievances not being addressed adequately shall be referred to the 'University Grievance Redressal Committee' constituted as per UGC Regulation notified vide F.No. 14-4/2012(CPP-II) dated 6th May 2019.
- Pursuant to regulation of UGC on provision of Equity in HIE's as notified in the Gazette of India, dated January 19th , 2013, all the issues related to "Equity" as defined in the said UGC Regulation shall be dealt by 'Equal Opportunity Cell' constituted for the purpose.

5.16 STUDENT SUPPORT, WELFARE AND DISCIPLINE COMMITTEES

- Scholarship Award Committee
- Student Discipline Committee
- Hostel Management Committee
- Cafeteria Management Committee
- Anti-Narcotics Committee
- Anti-Ragging Committee
- Anti Ragging Monitoring & Execution Cell
- Student Grievance Redressal Committee
- Examination Discipline Committee
- Proctorial Board

5.17 ANIT RAGGING

Amity is a Ragging Free Campus. Ragging is a criminal offence and in accordance with the judgement of the Hon'ble Supreme Court of India dated 08/05/2009, in Civil Appeal No. 887/2009, UGC has notified that 'Regulation on curbing the menace of Ragging in Higher Educational Institutions, 2009'.

In compliance with the UGC regulation and supporting the students, Amity has established:
- Anti-Ragging Monitoring Cell (AMC)
- Anti-Ragging Committee (ARC)
- Anti-Ragging Sub - Committee (ARSC) at institutional level.
- Anti-Ragging Squad

At the time of admission, students and their parents are required to submit an anti-ragging undertaking through the Amizone. Also, as per the UGC directives, students and parents are required to submit anti – ragging undertaking on UGC portal.

For any assistance, students can reach out to the University via the Helpline at 0120- 4392880/81.

5.18 STUDENT DISCIPLINE AND CODE OF CONDUCT

The objective of AUUP Student Code of Conduct is to facilitate a disciplined, healthy, and congenial atmosphere for peaceful stay and study. All students, including hostel residents, are required to maintain standards of behavior expected of AUUP students both inside and outside the campus. As Amitians, they are expected to consider each other as part of a family and be friendly and courteous to each other.

Student discipline is an important aspect of university life. It plays an important part in providing a conducive learning environment for all.

AUUP's regulations on discipline and code of conduct aim to instil the values and ethics of the Amity education system, encouraging students to uphold the spirit of an "AMITIAN" through their conduct and approach to academics and life. Regularly reviewed, these guidelines maintain a balanced stance by recognizing good conduct and addressing violations.

All the students are advised not be involved in any kind of anti – national activity inside or outside of the campus failing which punitive action shall be taken as per the law of the land.

Ethics and Code of Conduct
The aim of education is the intellectual, professional, personal and ethical development of the individual. The educational process is ideally conducted in an environment that encourages reasoned discourse, intellectual honesty, openness, and respect for the rights of all individuals. Self -discipline is necessary for the fulfilment of such goals. The Students' Ethics is insisted on promoting this environment in the University, not limiting to areas stated herein below:
• Respect for self
• Respect for others
• Respect for University Assets
• Respect for University Authority
• Honesty, Professional and Academic Integrity, Demeanor
• Student Code of Conduct

6.0 OFFICE OF STUDENT SUCCESS

With over three decades of remarkable accomplishments and countless success stories, Amity University has emerged as a model for holistic and progressive development of students. As a forward-thinking University committed to global outlook, we uphold a vision of academic excellence, value-based education, and life skills development grounded in respect, responsibility, accountability, trust, and transparency. Academic success and happiness are deeply interconnected. Happiness, a state of positive emotion and fulfilment, plays a vital role in overall satisfaction and personal growth.

In alignment with this vision, we have established the Office of Student Success (OSS)—a centralized initiative designed to nurture student success and well-being from admission to graduation and beyond. The Office of Student Success aims to provide a comprehensive, inclusive, and continuous support system that shapes and enhances the student journey—from entry into the University to the life even after graduation.

The Office of Student Success is more than a service unit—it's a commitment to every student's personal and academic journey. By addressing every touchpoint in the student lifecycle with empathy, clarity, and strategic intent, OSS fosters a culture of success, well-being, and life-long connection with the University.

Office of Student Success also serves as the final touchpoint for resolution of any issues and problems remaining unresolved at all the levels provided by the University for resolution. Students can easily approach OSS for resolution of such issues with full details of the efforts already made by them for resolution.

7.0 ESCALATION MATRIX (AUUP)

Problem Area	Level	Designation
Academics	1	HoI
	2	Dean (SS&AA)
	3	Dean (Academics)
	4	Addl. Pro Vice Chancellor Acad
	5	Vice Chancellor
Administration	1	Block Admin Officer
	2	Dy Director Admin
	3	Addl. Pro Vice Chancellor SS
	4	Vice Chancellor
On Admission Merit Scholarship	1	Director Admissions
	2	Dean Students Welfare
	3	Addl. Pro Vice Chancellor SS
	4	Vice Chancellor
Scholarship During Programme	1	HoI
	2	Dean Student Welfare
	3	Addl. Pro Vice Chancellor SS
	4	Vice Chancellor
Boys Hostel	1	DG – Hostels
	2	Dean Students Welfare
	3	Chairman – HMC
	4	Addl. Pro Vice Chancellor SS
	5	Vice Chancellor

Girls Hostel	1	DG – Hostels
	2	Dean Student Welfare
	3	Chairman – HMC
	4	Addl. Pro Vice Chancellor SS
	5	Vice Chancellor
Cafeteria	1	Dy Director Admin
	2	Sr Director Admin
	3	Chairman Cafeteria Mgmt. Committee
	4	Addl. Pro Vice Chancellor SS
	5	Vice Chancellor
Examination & Result	1	HoI
	2	Controller of Examinations
	3	Addl. Pro Vice Chancellor SS
	4	Vice Chancellor
Fees	1	HoI
	2	Dy Finance Officer
	3	Dean (SS & AA)
	4	Addl. Pro Vice Chancellor SS
	5	Vice Chancellor
Identity Card	1	HoI
	2	Dean (SS & AA)
	3	Dean Student Welfare
	4	Addl. Pro Vice Chancellor SS
	5	Vice Chancellor
IT	1	HoI
	2	Sr Vice President IT
	3	Director – IQAC

	4	Addl. Pro Vice Chancellor Acad
	5	Vice Chancellor
Security	1	Senior Manager (Security)
	2	Director Security
	3	Sr Director Admin
	4	Dean Student Welfare
	5	Addl. Pro Vice Chancellor SS
	6	Vice Chancellor
Transport	1	Sr Admin Officer
	2	Dy Director Admin
	3	Dean Student Welfare
	4	Addl. Pro Vice Chancellor SS
	5	Vice Chancellor
Amizone	1	Vice President AKC Data Systems
	2	Dean (SS&AA)
	3	Addl. Pro Vice Chancellor SS
	4	Vice Chancellor
Extra-Curricular Activities	1	HoI
	2	Dean Student Welfare
	3	Addl. Pro Vice Chancellor SS
	4	Vice Chancellor
Research	1	HoI
	2	Dean (Research, Innovation & Extension Activities Outcome)
	3	Addl. Pro Vice Chancellor Research
	4	Vice Chancellor
Discipline	1	HoI

	2	Proctor
	3	Dean Students Welfare
	4	Chairman SDC
	5	Addl. Pro Vice Chancellor SS
	6	Vice Chancellor
Infrastructure (Lab/ Lab Equipment)	1	HoI
	2	Dean (SS&AA)
	3	Addl. Pro Vice Chancellor Acad
	4	Vice Chancellor
Library	1	HoI
	2	Director-Library Services
	3	Dean (SS&AA)
	4	Addl. Pro Vice Chancellor Acad
	5	Vice Chancellor
Maintenance (Hostels)	1	Dy Director Maintenance
	2	Director Maintenance
	3	Sr Director Admin
	4	DG Hostels
	5	Dean Student Welfare
	6	Addl. Pro Vice Chancellor SS
	7	Vice Chancellor
Maintenance (Academics)	1	Block Admin Officer
	2	Director Maintenance
	3	Sr Director Admin
	4	Dean Student Welfare
	5	Addl. Pro Vice Chancellor SS
	6	Vice Chancellor

Office	Contact No.	Mobile Noss	Email
Addl. Pro Vice Chancellor & Dean, Faculty of Management Studies	0120-4392333	9810070464	sbansal1@amity.edu
Addl. Pro Vice Chancellor & Dean (Academics)	0120-4392220	8130977443	skkhatri@amity.edu
Addl. Pro Vice Chancellor & Dean, Faculty of Biosciences & Biotechnology	0120-4586908	9871003672	ctandon@amity.edu
Addl. Pro Vice Chancellor & Dean, Students Research	---	9891227240	mkdutta@amity.edu
Registrar	0120-4392815	9650354489	registrar@amity.edu
Dean Student Welfare	0120-4392202	9810694992	dsw@amity.edu
Controller of Examinations	0120-4392821	9717385777	coe@amity.edu
Dean Student Support & Academic Affairs	0120-4392952	9311266484	akakkar@amity.edu
Dean, Faculty of Fashion & Design	0120-4392123	7428793934	pjoshi2@amity.edu
Dean, Faculty of Hospitality & Tourism	0120-4735691	9811228801	msajnani@amity.edu
Dean, Faculty of Science & Technology	0120-4392884	9810833703	srattan@amity.edu
Domain Head - Faculty of Education	0120- 4392399	9311379250, 9599914539	sksrivastava3@amity.edu
Dean, Health & Allied Sciences	0120- 4586855	9810566870	bcdas@amity.edu
Dy Dean, Engineering & Technology	0120-4392531	9818070242	kmsoni@amity.edu
Proctor Office	0120-4392090	9999972473	proctor@amity.edu

Office	Contact No.	Mobile Noss	Email
Sr. Director (Administration) Office	0120-4392848	8130400113	jpsingh1@amity.edu
Director (Admission) Office	0120-4392732	9910045368	bchakravarty@amity.edu
Director (Library Services) Office	0120-4392	9810373815	djotwani@amity.edu
Director General (Hostels) Office	0120-4392743	9810502872	chhayac@amity.edu
Director (Security)	0120-4392271	9540722233	directorsecurity @amity.edu
Chief Fire Officer	0120-4392966	9810219212	skmudliar@amity.edu
Director (Sports) Office	0120-4392729	---	directorsports @amity.edu
Amity Centre for Guidance and Counselling (ACGC*) Toll-Free 24 x 7 Counselling Helpline	1800-10-26489	---	acgc@amity.edu
Anti-Ragging Control Room	0120-4392880/ 881	---	dsw@amity.edu
Student Grievance Redressal	0120-4392202	---	dsw@amity.edu
University Control Room 24x7	0120-4392777	—----	
Amity Clinic	0120-4392624	8447942926	tsingh8@amity.edu
Student Support Helpline 24x7	---	80458-26489	studentsupport @amity.edu helpdesk@amity.edu

9.0 LIST OF IMPORTANT UNIVERSITY OFFICES & THEIR CONTACT DETAILS (GREATER NOIDA)

Name	Contact	Email
Prof. (Dr.) Ajay Rana Director General, AUGN Campus	9818811756	dg@gn.amity.edu
Brig. H. S. Dhanny, Dean	9999857199	hsdhanny@gn.amity.edu
Prof. S Vikram Singh, Dy Director	8285576230	svikram@gn.amity.edu
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Dr. Gaurav Mishra, Proctor	9971860896	gmishra@gn.amity.edu
Mr. Kailash Bhadola Director Admin	9711509764	kbhadola@gn.amity.edu

Name	Contact	Email
Dr. Rajiv Semwal Asst Proctor	9205232308	rsemwal@gn.amity.edu
Ms. Ritu Warden, Girls Hostel	9810955475	rbhadouria@gn.amity.edu
Mr. Madan Chauhan Warden Boys Hostel	9720524913	mschauhan@gn.amity.edu
Supervisor, Security-Main Gate AUGN Campus	0120-5065331	kbhadola@gn.amity.edu
Sports Officer	9452808176 8826550685	aschauhan@gn.amity.edu lattri@gn.amity.edu
Toll-Free 24x7 Counselling Helpline	18001033320	admissions@gn.amity.edu
Prof. Shivranjan In-charge Anti-Ragging	9354047485	sranjan@gn.amity.edu
Dr. M.L. Azad In-Charge Student Grievance Committee	9718163189	mlazad@gn.amity.edu
Central Library (AUGN Campus)	9560161588	rsingh@gn.amity.edu
University Campus Control Room	9315714259	ssingh@it.amity.edu

Name	Contact	Email
Prof. (Dr.) Anil Vashisht Pro Vice Chancellor	9810139348	avashisht@lko.amity.edu
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Dean Student Welfare & Dy. Director Academic Affairs	9163889427	rverma2@lko.amity.edu
Dean Research	9335229466	qrahman@lko.amity.edu
Professor & Director ASL	9839025061	kkray@lko.amity.edu
Director AIBAS /AIRS & Head (Clinical Psychology)	7080105454	szaidi@lko.amity.edu
Professor & Director ALS	9818601249	tkchandola@lko.amity.edu
Professor & Offg. Incharge AIIT	9415617702	sksingh1@amity.edu
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Dy. Dean Research	9621808784	jksrivastava@lko.amity.edu
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Director HR	8299618808	nsingh5@lko.amity.edu
Director Security	9838363040	amehrotra@amity.edu
Director Administration & Hostels	7680076084	vjaitley@lko.amity.edu
Chief Proctor	7376237707	sptripathi@lko.amity.edu