

Guidelines for taking Options from students admitted in dual degree programmes for Continuing or discontinuing the pursuance of the higher degree.

In Dual Degree Programmes, a student shall be asked to choose whether he/she wants to ‘exit’ the programme after the completion of lower qualification (degree /diploma/ certificate) or wants to ‘continue’ with the higher qualification (degree/diploma/certificate) programme.

This option will be taken from the student either in the Spring Term of penultimate year (one less than final year) or in the final year of normal duration of lower qualification (degree /diploma /certificate) depending on the scheme of the programme as follows:-

- a) For all the programmes in which last year of lower qualification is different for ‘exiting’ and ‘continuing’ students, then the option will be taken in the Spring Term of the penultimate year of normal duration of lower qualification.e.g. in a five year B.Tech.–M.Tech, dual degree programme, the last year of B.Tech (lower qualification) is different for continuing and exiting students so the student will be given an option in the Spring Term of 3rd year (as the normal duration of lower qualification i.e., B.Tech. is 4 years) to choose whether he wants to ‘exit’ after B.Tech. degree only, or wants to ‘continue’ for the M.Tech. degree.
- b) For all the Programmes, in which the last year of lower qualification is same for ‘exiting’ and ‘continuing’ students, then the option will be taken in the Spring Term of the final year of normal duration of the lower qualification.e.g. in a five year BBA – MBA, dual degree programme, the last year of BBA (lower qualification) is identical for ‘continuing’ and ‘exiting’ students so the student will be given an option in the Spring Term of 3rd year (as the normal duration of lower qualification, i.e., BBA is 3 years) to choose whether he wants to ‘exit’ after BBA degree only or wants to ‘continue’ with the MBA degree.

It is mandatory for all students of dual degree programmes to fill the option for continuation or discontinuation.

I. Promotion criteria for dual degree integrated programmes for students of all batches admitted before session 2012-13:

1. The students of dual degree integrated programmes who choose/opt to ‘continue’ with higher degree (in the year/term as explained above) shall be promoted to the higher degree subject to fulfillment of the following promotion condition(s):

- (a) The promotion of a student to higher qualification (degree/diploma/certificate) for all programs except where higher degree is M.Phil.,M.Pharmacy and Ph.D is subject to satisfying a minimum CGPA of 5.0 for grade based programmes or a minimum percentage of 45% for marks based programmes.
- (b) The promotion of a student to higher qualification (degree/diploma/certificate) for all programs where lower degree is B.Pharmacy is subject to satisfying a minimum percentage of 50%.
- (c) The promotion of a student to higher qualification (degree/diploma/certificate) for all programs where higher degree is M.Phil. is subject to satisfying a CGPA of 6.2 for grade based programmes or a minimum percentage of 55% for marks based programmes and satisfying other additional conditions such as clearing the entrance examination & interview etc. as conducted by the University.
- (d) Calculation of promotion criteria shall be done after considering the result of re-appear exams conducted in the summer breaks before the start of next academic session.

II. Promotion criteria for dual degree integrated programmes for students all batches admitted from session 2012-13 and onwards:

- (a) The promotion of a student to higher qualification (degree/diploma/certificate) for all programs except where higher degree is M.Phil. and Ph.D is subject to satisfying a minimum CGPA of 5.5 for grade based programmes or a minimum percentage of 50% for marks based programmes.
- (b) The promotion of a student to higher qualification (degree/diploma/certificate) for all programs where higher degree is M.Phil. and Ph.D is subject to satisfying a CGPA of 6.2 for grade based programmes or a minimum percentage of 55% for marks based programmes and satisfying other additional conditions such as clearing the entrance examination & interview etc. as conducted by the University.
- (c) Calculation of promotion criteria shall be done after considering the result of re-appear exams conducted in the summer breaks before the start of next academic session.

The students of dual degree integrated programmes who choose/opt(in the year/term as explained above) to discontinue the pursuance of higher degree i.e. they choose to ‘Exit’ with lower degree shall be promoted to next year(if applicable) of the lower degree subject to fulfillment of the promotion condition as applicable to stand alone programme.

III. Fee applicable in the higher degree of a dual degree integrated programme:

1. For students of all batches admitted in a dual degree integrated programme, the fee to be charged for the higher degree will be the same as was applicable at the time of admission for the concerned standalone higher degree programme.
2. In case a higher degree of the dual degree integrated programme was not being offered as a standalone programme in the year in which the student took admission in a dual integrated programme, the fee applicable for higher degree shall be the fee of this standalone programme in the next academic session. e.g.: if the higher degree programme was not running in the year 2011 and started in the year 2012, then year 2012 fee for the programme shall be charged from the student, who has joined the dual integrated programme in the year 2011.

IV. Process of taking options from students admitted in dual degree integrated programmes for Continuing or discontinuing the pursuance of higher degree is as mentioned below:

1. The student shall be required to choose/opt for continuing or discontinuing the pursuance of higher degree by filling the **ONLINE UNDERTAKING** available on the UMS under the link:

UMS Home Page → UMS Navigation → LMS → Undertaking for Taking Option

2. The different cases for giving options are as follows:

Cases	Student Option to ‘Continue’ with higher degree or ‘Exit’ with lower degree	Student Meets the criteria/condition for promotion To higher degree(as explained above)	Status of student in the next academic session
1	Continue	Yes	Continuing with higher degree and Promoted to next year
2	Continue	No	Continuing with higher degree but Non-Promoted to next

			Year
3	Exit	Yes (if applicable)	Exiting with Lower degree and promoted to next year of lower degree.
4	Exit	No (if applicable)	Exiting with Lower degree but not-promoted to next year of lower degree.

e.g. if a student of B.Tech-M.Tech(Year of Admission-2012) in the Spring Term of Academic Session 2014-15 fills the option ‘continue’ for pursuance of higher degree-M.Tech but fails to satisfy the minimum CGPA requirement for promotion to higher qualification(degree/diploma/certificate) i.e. he has a CGPA of less than 5.5(even after considering the reappear results of examination held in summer of 2014) will be put in ‘Continuing with higher degree but Non-Promoted to next year’ category. He will be required to clear backlogs and will be promoted to the next year(i.e. his M.Tech Programme) only after he meets promotion requirements.

However, if a student of B.Tech-M.Tech(Year of Admission 2012) in the Spring Term of Academic Session 2014-15 fills the option to ‘Exit’ with the lower degree-B.Tech. he will be promoted to the next th year i.e. 4 year of his B.Tech. subject to fulfilling the promotion condition applicable to stand alone B.Tech. programme i.e. having passed a minimum of sixty percent(60%) courses prescribed in the first three years of the programme(all the terms of first, second and third year taken together).

- V. **For the students of BTech-MTech (YOA 2012) the option to change the higher degree can be submitted through this interface, all such cases who want to change the higher degree from BTech-MBA to BTech-Mtech and vice versa will be considered in category of change of program. They have to pay applicable fee for Change of program (COP). The change of program will be applicable as per the eligibility in guidelines of COP.**

Important Note:

1. Only options given **ONLINE** will be considered without processing fee. After prescribed timeline is over **Manual undertaking is to be filled with processing fee** as follows.

S.No.	Period	Compounding Fee
1	Feb 16 th -April 29 th	Rs.1000/-
2	April 30 th –May 30 th	Rs.2000/-
3	June 1 st -upto 1 week from the declaration of result of summer term	Rs.5000/-

2. In case the student encounters any problem while filling the ‘undertaking’, then students are required to approach at the DAA Help Window (Block 32-102 window 2) or should punch his/her query through RMS in the ‘Academics’ section/category immediately.
3. It is advised that the option should be judiciously made after due consultation with parents / guardians and teachers.
4. The interface for giving the option by filling the **ONLINE UNDERTAKING** will be **opened on January 29th , 2015**. A student may change his option any number of times till **February 9th , 2015**. The interface will be **closed at 5:00 PM of February 8th , 2015**.

If any student who has not filled the option or wants to change option after the close of interface he/she will be required to apply in person to DAA Help Window (Block 32-102 window 2) and processing fees will be applicable.