

A NAAC B++ GRADED

MARWARI COLLEGE, RANCHI



[A CONSTITUENT UNIT OF THE RANCHI UNIVERSITY, RANCHI]

Centre For Vocational Studies

Approved By The UGC/Ministry. Of HRD Jharkhand

INFORMATION BROCHURE

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Marwari College, Ranchi

A Growing Institute Of Ranchi University, Ranchi

Marwari College, Ranchi was established in the year 1963 by Marwari Shiksha Trust, which has a glorious history of establishing many educational institutions in Ranchi and other areas.

Marwari College has two wings :

- (i) Boys' section runs in a three storied magnificent building situated in the serene vicinity of Ranchi Lake and has a distance of only quarter Km. from the Main Road, Ranchi the capital of Jharkhand.
- (ii) Girls' Section, housed in a reputed building with spacious campus, in the very heart of the city near Ranchi Telephone Exchange,

Marwari College, Ranchi is an esteemed institution in Jharkhand and has set a milestone in teaching, administration, reforming results and literary activities. On 26th November 1980, it became a constituent Unit of Ranchi University, Ranchi and has been included by the UGC, New Delhi in the list of the colleges under section 2 (1) of the UGC Act.

The Special Features Of The College :

1. No. of teaching staff in this college is about 100, comprising 16 Professors, 43 Readers and the rest lectures.
2. No. of students in boys' section and girls' section is about 10,000 and 6,000 respectively.
3. There are separate teaching arrangements for Arts, Science and Commerce Subjects in both boys' and girls' section.
4. The number of Commerce teachers are 18 which is the highest among the colleges of the State.
5. All faculties, especially the Commerce Faculty, have written an outstanding and glorious history of success and have always remained on the top of the list in the Intermediate and Ranchi University Degree examinations.
6. The P.G. Dept. of Commerce has the same story of success to reveal since its inception in the year 1997. M.Com. students have come up with the flying colours and added special flavour to the Commerce faculty.
7. Study centre of IGNOU was opened in the year 1995. The number of students enrolled is more than any other study centre of IGNOU in Jharkhand State.
8. The Teaching Centre of Biotechnology upto B.Sc. Hons level came into existence in 1996 with the financial grant of UGC and acceptance of Ranchi University, Ranchi. Successful students have been selected for different higher education and institutions and courses and job.

9. In the year 1998, the Girls' Section witnessed a new chapter induction of Science faculty.
 10. Computer Application Course upto B.Sc. and B.Com level was started in the year 1999 with the acceptance of the UGC and Ranchi University, Ranchi.
 11. Computer Maintenance Course upto B.Sc. level also came into inception in the year 2000 with the acceptance of the UGC and Ranchi University, Ranchi.
 12. Ranchi University Centre for Vocational Courses (Monitoring Cell) was established in 2000 to streamline these courses under Ranchi University, Ranchi.
 13. A simple spoken Sanskrit Centre was started in 2002 with the full grant of UGC, Delhi.
 14. The department of Human Resource Development (HRD), Higher Education, Government of Jharkhand has allowed to start the following courses in Marwari College, Ranchi vide Letter No. 5/P2-07/01/M-215 dated 26/3/03 under self-financing scheme from 2002-03 session.
 - i. Information Technology - Degree Course
(Available Seats - 90) 80 + BPL 10 iv) Bio Tech. 80 + BPL 10
 - ii. Fashion Designing - Degree Course
(Available Seats - 90) 80 + BPL 10 v) BCM 80 + BPL 10
 - iii. Computer Application - Degree Course
(Available Seats - 90) 80 + BPL 10 vi) BBA 80 + BPL 10
- (For details, please see the regulations and guidelines regarding self - financing schemes)
15. The students of biotechnology and computer application have achieved excellent horizons after completing their degree courses from this college. The students of biotechnology have immense scope in the field of agriculture. Pharmaceuticals. Food industries. Fertilizers. Environment Science and Technology including Animal and Human sciences, research oriented career and self-entrepreneurship etc. Our students of Computer Application have joined either postgraduate courses in different prestigious institution of India and abroad or have joined jobs in different sectors of informations and cyber world.
 16. Marwari College, Ranchi offers the following Vocational/Professional/Courses :
 - i. Bio-Technology - B.Sc. (Hons) 3 years degree course.
 - ii. (a) Computer Application - B.Sc. (Hons) 3 years degree course.
(b) Computer Application - B.Com. (Hons) 3 years degree course.
 - iii. Computer Maintenance - B.Sc. (Hons) 3 years degree course.
 - iv. Information Technology - B.Sc. (Hons) 3 years degree course.
 - v. Fashion Designing - B.A. (Hons) 3 years degree course.

- vi. B.B.A. - BA (Hons.) 3 Years degree course.
B.Com (Hons) 3 Years degree course.
B.Sc. (Hons) 3 Years degree course.

LOCATION :

Boys' section runs in a three storied building situated in the vicinity of Ranchi Lake.

The girls' section housed in a well-maintained specious building situated in the heart of the city near Ranchi Telephone Exchange.

Regulations for the Bachelor's Examination of Vocational Courses in Science, Social Science and Commerce for the academic session beginning 2008-09

Notwithstanding anything contrary to the provisions contained in Ranchi University Code Part - IV (Regulations) for the Bachelor's examination in science, social science and commerce and the amendments therein, following vocational courses, the provisions for the bachelor's examination are introduced which shall be effective from the academic session beginning 2008-09.

The new full-time vocational courses at the degree level introduced and to be introduced in Faculty of Science, Social Science and Commerce, on self financial basis, shall be as under :

Courses Offered in Marwari College, Ranchi.

Faculty Of Science :

- 1. Information Technology
- 2. Biotechnology
- 3. Computer Maintenance
- 4. B.B.A.

Faculty Of Social Science :

- 1. Fashion Designing
- 2. B.B.A.

Faculty Of Commerce :

- 1. Bachelor Of Business Administration (BBA)
- 2. Computer Application

Duration Of The Courses :

The Bachelor of Science (Hons) / Arts (Hons) / Commerce (Hons) in Vocational Subjects as mentioned above shall cover a period of three full-time academic sessions and shall be known as in the first year of study, as the B.Sc (Hons Vocational) B.A. (Hons Vocational) / B.Com (Hons Vocational Part - I ; in the second year of study as the B.Sc. (Hons. Vocational) / B.A. (Hons Vocational) / B.Com (Hons Vocational) Part - II and in the third year of study, as the B.Sc (Hons Vocational) / B.A. (Hons Vocational) / B.Com (Hons Vocational) Part - III.

Course Fee :

(1) Annual Course Fee : For all vocational (H) Subjects

- (a) For the general category — Rs.8500.00
(b) For ST/SC — Rs.8000.00

As per direction of the university 10 seats in each vocational course are reserved for the students coming under BPL category out of which top five meritorious students' are exempted from course fee rest five shall have to pay 50% of the total course fee & examination fee.

A candidate found eligible for admission in Hons Vocational Course in Part - I shall have to pay an annual fee of the course in each part in addition to the University Examination Fee, the quantum of which shall be decided by the Ranchi University administration subject to revision from time to time. The University shall issue guidelines for the purpose in the beginning of each academic session.

Candidates under BPL Category should apply their admission form with xeroxed copy of Red Ration Card and other necessary documents to avail BPL quota.

If selected in entrance examination, they have to produce all original certificates to prove their BPL Quota at the time of admission.

Course Structure :

There shall be similar course structure of 1200 marks extended over three academic sessions of all Vocational Honours courses mentioned above to fit in as per the following layout.

Part - I	Theory Paper's Practical Papers	- 4 Papers of 50 marks each. - 4 Papers of 50 marks each (25 marks for internal Assessment and 25 marks for ext. Assessment).
Part - II	Theory Papers Practical Papers	- 4 Papers of 50 marks each. - 4 Papers of 50 marks each. (25 marks for internal Assessment and 25 marks for ext. Assessment).
Part - III	Theory Papers Practical Papers	- 2 Papers of 50 marks each following by one paper of Entrepreneurship Development of 100 marks. - Papers of 50 marks each (25 marks for internal Assessment and 25 marks for external assessment) followed by a Project and On the Job Training (I & II) of 100 marks (50 marks for internal assessment and 50 marks for external assessment)

In addition to these Hons Papers, a candidate shall be examined in two non-vocational subsidiary subjects comprising four papers, 100 marks each, one/two languages as General Studies as per the course structure outlined in Table - I

Table - I : Summarized Course structure for the Bachelor's examination of vocational courses.

Year Hons Papers-1a	Marks	Subsidiary Sub.	Marks	Composition	Marks	General Studies	Marks	Total Mark
Part I Paper-1a	50	Paper-1	100	1-paper	100	—	—	700
Paper-2a	50	Sub.-1						
Paper-3a	50	Paper-1	100					
Paper-4a	50	Subject-II						
Paper-1b (Pra.)	50							
Paper-3b (Pra.)	50							
Paper-3b (Pra.)	50							
Paper-3b (Pra.)	50							
Paper-3b (Pra.)	50							
Part II Paper-5a	50	Paper-I	100	1-paper	100	—	—	700
Paper-6a	50	Sub.-I						
Paper-7a	50	Paper-I	100					
Paper-8a	50	Paper-II						
Paper-5a Pract.	50							
Paper-6a Pract.	50							
Paper-7a Pract.	50							
Paper-8a Pract.	50							
Part III Paper-9a	50							500
Paper-10a	50							
Paper-9b	50							
Paper-9b Pract.	50							
Paper-11 Project and / On Job. Training (I & II)	100							
12 Papers	1200	4 Papers	400	2 Papers	200	1 Paper	100	1900

Eligibility For Admission :

A student may be admitted to the vocational course for the degree of Bachelor of Science (Hons Vocational) / Commerce (Hons Vocational) if he/she has passed the intermediate examination recognised by the University as equivalent thereto.

Provided that for admission to the course of instruction for the Honours Vocational Degree in any subject it shall be necessary for a student to score above than the required cut-off marks in the "**Aptitude Test**" to be conducted by the College for Admission in the beginning of academic session.

In addition to the "**Aptitude Test**", the pre-requisites for admission in different Vocational Honours Course shall be as illustrated in Table - II

Test shall be conducted as per following :

(a) Bio-tech	Phy 25 Marks
	Che 25 Marks
	Bot 25 Marks
	Zoo 25 Marks
(b) (i) BCA (B.Sc.H)	Phy 25 Marks
	Che 25 Marks
	Math 25 Marks
	Eng 25 Marks
(ii) BCA (B.Com H)	Eng 25 Marks
	Eco 25 Marks
	BO 25 Marks
	GK 25 Marks
(c) I.T.	Phy 25 Marks
	Che 25 Marks
	Math 25 Marks
	Eng 25 Marks
(d) BCM	Phy 25 Marks
	Che 25 Marks
	Math 25 Marks
	Eng 25 Marks
(e) BBA	G.K. 50 Marks
	Eng 50 Marks
(f) F.D.	G.K. 50 Marks
	Eng 50 Marks

Table - II Details of requisites for Admission Courses :

Course Title	Eligibility
Information Technology	I.Sc./10+2 with Mathematics, Minimum 45% marks in aggregate
Fashion Designing	I.Sc./I.Com/I.A. 10+2 with Minimum 45% marks in aggregate
Biotechnology	I.Sc./10+2 with Biology, Minimum 45% marks in aggregate
Computer Maintenance	I.Sc./10+2 with Mathematics, Minimum 45% marks in aggregate
BBA	I.Sc./I.Com/I.A. 10+2 with Minimum 45% marks in aggregate
Computer Application	I.Sc./I.Com 10+2 with Mathematics (for I.Sc.), Minimum 45% marks in aggregate

Medium Of Instruction :

The medium of instruction and the medium of examination in all the vocational subjects shall be English.

Age Limit :

No person shall be qualified for admission in any vocational courses unless he/she is 17 years of age as on the 1st of October in the academic year in which he/she seeks admission. Although relaxation in age limit up to a maximum period of one year may be given by the Vice-Chancellor on individual merit of each case.

Subsidiary Subjects Offered :

A student selected for admission in vocational subjects shall have to select two non-vocational subjects as subsidiary papers for Part-II examination for the subject mentioned in the respective faculty as per the structure given below.

Faculty Of Science :

Course Title	Non-Vocational Subjects
Information Technology	Mathematics and Physics
Biotechnology	Any two of the following : Chemistry, Botany, Zoology
Computer Maintenance	Mathematics and Physics
Computer Application	Physics and Mathematics
Business Administration and BCA (Commerce)	Any two subjects from the following : Business Organization, Principles of Economics and Banking, Economics Development of India.

In addition to above selection in each faculty, a candidate shall choose either (a) or (b) for 'Composition' in Part - I and Part - II and one paper of 100 marks

on 'Environmental Science' in Part - III.

- (a) Hindi-One full paper of 100 marks for each of the Part - I and Part - II Examinations.
- (b) Hindi - (50 marks) and any one of the following languages (50 marks) for each of the Part - I and Part - II examination (a) English (b) Urdu (c) Bengali (d) Regional Language. Provided that a candidate on non-Indian domicile may take a full paper in English (higher standard) in lieu of (a) above,

A minimum number of lectures, practicals, tutorials, etc. shall be prescribed in each vocational subjects.

Eligibility For University Examination :

1. There shall be University Examination at the end of the first, the second, and the third year of study to be known respectively as the B.Sc. (Hons Vocational / B.A. Hons Vocational / B.Com Hons Vocational Part - II and Part - III examination.
2. In order to appear in the Part - I examination, a candidate shall be required (a) attendance not less than 75% of the total number of lectures delivered and not less than 65% of the tutorial classes held in each subject of group of subjects opted by him.
 - (b) attendance no fewer than 75% of the total number of practical classes held in the subjects in which practical classes are prescribed.
 - (c) Appearance in at least one examination to be conducted by the college concerned in each academic session and to satisfy the Principal of the College concerned on the basis of this examination and his performance in tutorial and practical classes that he has made sufficient progress and
 - (d) Provided further that in case of a student who is absent in the classes college as to represent the college or the university or the state at the instance of the university with the permission of the university either for republic day celebrations, sports, games or cultural activities for a total period of not less than working days in the session, minimum number of lectures, tutorials and practicals to be attended by him/her in each subject shall be reduced accordingly by the number of lectures, tutorials and practical delivered to the college during his/her absence.
3. If any student after his/her study for the period prescribed by the regulations for the Part - I Examination, fails to satisfy the conditions laid down in regulation as (2) above under Eligibility for Examination, he/she shall be required to satisfy all the conditions in a subsequent academic year before being admitted to the examination.
4. If a student who after satisfying the above condition, is sent up by the college at the Part - I Examination, either fails to appear in the examination or fails to pass that examination, he/she may appear at

the examination of the subsequent year without further attendance at lectures provided that he/she produces, in addition to the certificates prescribed in the application form, certificates to the following effect to the Principal of the college at which he/she last attended.

- (a) That he/she has satisfied the condition laid down by these regulations for appearing at the Part - I Examination in any previous academic year.
- (b) That he/she not joined any other college as a regular student in the academic year of examination.
5. No student shall be admitted and enrolled to the B.Sc. (Hons. Vocational) / B.A. (Hons. Vocational) / B.Com. (Hons. Vocational) Part - II class unless he/she has passed Part - I Examination successfully.
6. In order to qualify as to appear at the Part - II examination, a candidate must have passed in Part - I Examination and further must have attended required number of theory and practical/tutorial classes and must have met all the conditions laid down for appearing at the Part - I Examination.
7. No student shall be admitted directly at the B.Sc. (Hons. Vocational) / B.A. (Hons. Vocational) / B.Com. (Hons. Vocational) Part - II Examination level.

Examination :

8. **Duration of Examination :** The examination in the vocational theory papers shall be of three hours duration and the examination in the vocational practical papers shall be of six hours durations.
9. **Pass Marks in Vocational Hons. Papers :** In order to pass in vocational Hons. papers in each Part of University examination, a candidate must obtain at least 45% marks in theory papers taken together and also must get at least 10 marks out of 25 marks in external assessment and not less than 23 marks out of total 50 (including external assessment and internal assessment) in each practical paper. In practical papers / OJT of 100 marks divided into 50 marks of external assessment and 50 marks of internal assessment, a candidate must secure at least 23 marks in external assessment and 45 marks including internal and external assessment.
10. **Pass Marks in Subsidiary and Compulsory Papers :** In order to pass in subsidiary papers, a candidate must obtain not less than 33 % of the total marks in each subject of the examination provided that in subject involving practical examination he/she must obtain not less than 23 marks in the theory portion and 10 marks in the practical portion of each of the paper.
11. In order to pass the Honours degree examination a candidate must have passed the Hons Part - I Part - II and Hons Part - III examination separately.
12. A candidate who passes the Hons Examination obtaining not less than 60 of the total marks in the Hons subject in all the three parts of the

university examination taken together shall be placed in the First Class.

13. The remaining successful candidate shall be placed in the second class.
14. A candidate who passes the B.Sc. (Hons Vocational) / B.A. (Hons Vocational) / B.Com. (Hons Vocational) examination taken together shall be declared to have passed with Distinction in the subject.

Moderation of Results :

15. If a candidate for the Hons Part - III examination fails to secure first or second class by not more than five marks in the Hons Vocational subject but has passed in General Studies he/she shall be awarded the marks required to enable him/her to secure first or second class as the case may be, and his/her results shall be declared accordingly.
16. If a candidate for the Honours Part - III examination, who has passed in Hons subject, but fails to pass in General Studies papers by not more than five marks, he/she shall be awarded the marks required to enable him/her to pass in the subject and his/he results shall be declared accordingly.

Publication of Results and Award of Degree :

10. As soon as possible right after the examination the Vice-Chancellor, acting on behalf of the Academic Council, shall publish a list of the successful candidates arranged in two categories, namely, first class and second class, the name of candidates passing out in the first class shall be arranged in order of merit and names of those passing out in the second class shall be published accordingly to colleges in the respective categories in alphabetical order. Every successful candidate shall receive a certificate in the form to be prescribed by the Academic Council.

These regulations for the three years degree vocational courses is in effect from the academic session 2004-2005 itself.

RANCHI UNIVERSITY, RANCHI

REGULATION FOR PART - TIME OPTIONAL

❖ **CERTIFICATE**

❖ **DIPLOMA**

❖ **ADVANCE DIPLOMA COURSE**

**Concurrent with the regular full-time
three years Bachelor's courses for the
academic session beginning 2004-2005**

Regulation for Part-Time optional Certificate/Diploma/Advance Diploma Courses concurrent with the regular full three years Bachelor's courses for the academic session beginning 2005

Notwithstanding anything contrary to the provisions contained in Ranchi University Code Part - VI (Regulations) for the bachelor's examination in Science, Social Science, Humanities and Commerce and the amendments therein, following part-time optional vocational courses on Self-Financing Basis concurrent with the regular full-time bachelor's courses are introduced which shall be effective from the academic session beginning 2005

And, whereas, the new Part Time optional vocational courses at the degree level leading to a certificate/diploma/advance diploma concurrent with the regular bachelor's degree have been designed in concurrence with the UGC directives/guidelines to meet the demand for increased qualitative and analytical skills in the emerging areas of professional studies. These courses to be introduced on self-financing basis shall be as under :

Certificate / Diploma / Advance Diploma Courses Offered :

1. Bioinformatics (B-in)
2. Computer Data Care Management (DCM)
3. Advertising Sales Promotion & Sales Management (ASPSM)
4. Insurance
5. Yoga
6. Industrial Chemistry
7. Event Management / Mass Communication

And, whereas, the above mentioned courses shall be imparted as per the syllabus framed by Ranchi University in accordance with the UGC guidelines in that respect, the duration of the courses as determined by the UGC shall be as under :

Certificate Course	—	1 Year
Diploma Course	—	2 Years
Advance Diploma Course	—	3 Years

And whereas it shall not be mandatory for students of the full-time Bachelor's courses to opt for the above-mentioned part-time vocational Certificate / Diploma / Advance Diploma Courses, but only those students of the college, who are pursuing their full-time bachelor's course, are eligible to opt for these above-mentioned courses..

Eligibility For Admission :

Whereas a student admitted in the first year of the 3-year full-time regular degree courses shall have the option to be admitted in any one of the part time certificate courses in concurrence with the degree courses in line with the guidelines as specified in the syllabus of the course.

Provided that for admission to the course of instruction for the add-on vocational courses in any subject, it shall be necessary for a student to have obtained qualifying marks in the 'Aptitude Test' to be conducted by the college for admission in certificate course in the beginning of academic session. Changes to the selection of courses may be made during the first two weeks of the first year subject to approval of the college and such changes shall not be reflected in the transcript.

And whereas it shall be optional for student of either Part II, Part III of the full time bachelor's courses to join the one year certificate courses in any of the subjects mentioned therein. No student shall be admitted to the three year Diploma Courses in the same subject unless he/she has completed and declared successful in the certificate course therein.

And whereas it shall be optional for a Diploma holder in any of the courses mentioned herein whether to go for the Advance Diploma level studies. No student shall be admitted to the Advance Diploma Course unless he/she passed the Diploma Examination in the same subject.

Course Fee :

Whereas for such subjects of certificate/diploma/advance diploma, which shall have practicals as the essential segment of the courses, the fee per annum shall be

- ❖ Rs.5000.00 (Five Thousand Only) for General Category Students, and
- ❖ Rs.4500.00 (Four Thousand Five Hundred Only) for SC/ST/BC1

For Non-Practical Courses, the fee per annum shall be

- ❖ Rs.3500.00 (Three Thousand Five Hundred Only) for General Category Students &
- ❖ Rs.3000.00 (Three Thousand Only) for SC/ST/BC1.

The students shall be required to deposit examination fee of,

- ❖ Rs.500.00 (Five Hundred Only) at the time of submission of examination form.

Course Structure :

There shall be two theory papers, each of 75 marks, two practical papers of 50 marks each followed by a project paper of 50 marks. These theory and practical/project papers in each certificate/diploma/advance diploma subjects shall extend over three academic session, two theory papers of 75 marks each and two practical papers of 50 marks each followed by a project paper of 50 mark in Part-I Certificate, two theory papers of 75 marks each and two practical papers of 50 marks each followed by a project paper of 50 marks in

Part - II (Diploma) and two theory papers of 75 marks each and two practical papers of 50 marks each followed by a project paper of 50 marks in Part - III (Advance Diploma)

The Course Structure is summarized below :

Paper	Marks		Examination	No. of Lecture Hours	
	Theory	Practical		Hours	Hours
Part I					
1	75		3		75
2	75		3		75
3		50 (25+25)	3		100 hrs.
4		50 (25+25)	3		100 hrs.
5		50 (Ext.)	3		
Part II					
6	75		3		75
7	75		3		75
8		50 (25+25)	3		100 hrs.
9		50 (25+25)	3		100 hrs.
10		50 (Ext.)	3		
Part III					
11	75		3		75
12	75		3		75
13		50 (25+25)	3		100 hrs.
14		50 (Ext.)	3		100 hrs.
15		50 (Ext.)	3		

Eligibility for examination :

There shall be a university examination at the first, the second, and third year of study to be known respectively as the Certificate, Diploma, Advance Diploma Examination.

In order to qualify as to appear at the certificate examination, a candidate shall be required to :

- (a) Attend not less than 75 % of the total number of lectures delivered and not less than 75 % of the practical classes held in each subject.
- (b) Appear in at least one examination to be conducted by the College concerned in each academic session and to satisfy the Principal of the College concerned on the basis of this examination and his/her performance in practical classes that he/she has made sufficient progress, and

- (c) Produce certificate required in the application form to be prescribed for the purposes
- (d) Provided that in the case of students transferred from one college to another, requirements mentioned before shall be deemed to have been satisfied if they have been complied with partly in one college and partly in another.
- (e) Provided further that in case of a student who is absent from the college as to represent the college or the university or the state at the instance of the university or with the permission of the permission of the university in republic day celebration, sports, games or culture activities for a total period of not less than that to be attended in each subject shall be reduce by number of lectures and practical delivered to the college during the absence.

If a student after study for the period prescribed by the regulation for the certificate examination, fails to satisfy the conditions laid down herein in the regulation, he/she shall be required to satisfy all the conditions in a subsequent academic year before being admitted to the examination.

If a student, who after satisfying the above-mentioned condition, is presented by a college at the certificate examination, fails to appear at the examination or fails to pass that examination, he/she may appear at the examination of a subsequent year without further attendance at lectures provided that he/she produces, in addition to the certificate prescribed in the application form, certificates to the following effects from the Principal of the College at which he/she last attended.

Examinations :

Duration of Examinations : The examination in the diploma vocational theory papers shall be of three hours duration and the examination in the vocational practical papers shall be of six hours duration.

Pass Marks : In order to pass in Certificate/Diploma/Advance Diploma Vocational papers in each Part of University Examination, a candidate must obtain at least 45 % marks in theory paper and also must get at least 23 marks out of 50 (25 Exl. + 25 Int.) marks in practical/project paper, taken together of internal and external Marks.

In order to pass the Advance Diploma Examination, a candidate must have passed the Certificate, Diploma Examination Separately.

A candidate who passes the Certificate/Diploma/Advance Diploma Examination obtaining not less that 60 % of the total marks in the subject in all the three parts of the University Examination taken together shall be placed in the First Division.

The remaining who passes the add-on course examination obtaining 75% marks or above in any subject in all the three parts of the examination taken together shall be declared to have passed with Distinction in the subject.

Moderation of Results :

If a candidate for the Certificate/Diploma/Advance Diploma Examination fails to secure First or Second Class by not more than five marks in the Diploma Vocational subject but has passed in practical on project papers he/she shall be awarded the marks required to enable him/her to secure First or Second class as the case may be, and his/her results shall be declared accordingly.

Publication of results and award of Diploma :

As soon as possible just after the examination the Vice-Chancellor, acting on behalf of the Academic Council, shall publish a list of the successful candidates arranged in order of merit and names of those passing in the second division shall be published according to colleges in the respective categories in alphabetical order. Every, successful candidate shall receive a certificate in the form to be prescribed by the Academic Council.

General Rules :

1. **Certificate Course :** The course will be of 30 credits. Each credit will have 15 hours of workload out of which 10 credits should necessary be assigned to field work/project work/training. The proof of this should be submitted during examination e.g. work experience certificate/ dissertation/report etc. duly issued and signed by the concerned institution.
2. **Diploma Course :** The course will be of 60 credits (30 credits earned during certificate course) each credit will have 15 hours of workload out of this 10 credits should necessarily be assigned to field work/ project work/training. The proof of this should be submitted during the examination.
3. **Advanced Diploma Course :** The Course will be of 90 credits (60 credits earned together during certificate and diploma courses respectively). Each credit will have 15 hours of workload. Out of this 10 credits should necessarily be assigned to field work/project work/ training. The proof of this (field work/project work/training) should be submitted during the examination.

4. Certificate/Diploma/Advance Diploma in Career Oriented Programmes will be permitted to complete certificate/diploma/advance diploma in the same subject/courses or by completing the credits from other interdisciplinary career oriented courses.
5. There will be no watertight compartments and students will have the freedom to diversify into various fields not necessarily related with their core discipline.

For instance, a student pursuing a bachelor's degree in a science subject could side by side pursue a course in Event Management. Similarly a student with Arts background may have the option to pursue a course in Science Journalism.

Medium of Instruction :

The medium of instruction and the medium of examination in all the vocational subjects shall be English.

Number of Seats :

A maximum number of forty students will be admitted in certificate/diploma/advance diploma courses.

Reservation :

The reservation of the seats for different diploma vocational courses shall be as per admission rules of the university for students belonging of SC/ST/BC (Annexure-I) and other categories.

Enforcement of Regulations :

These regulations for the three years part-time diploma vocational courses shall come into effect from the academic session 2005 itself.

**BACHELOR OF BIOTECHNOLOGY
SUMMARY CHART**

Paper	Description	Marks		Exam Hours	Total Lectures
		Theory	Practical		
Part I					
Theory					
1a	Biochemistry	50		3	30
2a	Math & Computers	50		3	26+10
3a	Cell Biology	50		3	30+30
	Genetics				
4a	Microbiology	50		3	35
Practical					
1b	Biochemical Techniques – I		25+25	6	50
2b	Biochemical Techniques – II		25+25	6	50
3b	Microbiological Techniques – I		25+25	6	70
4b	Microbiological Techniques – II		25+25	6	70
	On the Job Training I				
Part II					
Theory					
5a	Biophysics	50		3	35
6a	Molecular Biology	50		3	55
7a	Immunology	50		3	35
8a	Animal Cell Culture	50		3	25+40
	Recombinant DNA Technology				
Practical					
5b	Methods in Molecular and Cellular Biology – I		25+25	6	63
6b	Methods in Molecular and Cellular Biology – II		25+25	6	63
7b	Immunological Methods – I		25+25	6	38
8b	Immunological Methods – II		25+25	6	38
Part III					
Theory					
9a	Animal Cell Biotechnology	50		3	35
10a	Plant Biotechnology	50		3	15+30
	Environmental Biotechnology				
12	Entrepreneurship Development	100		3	40
Practical					
9b	Culture Methods – I		25+25	6	30
10b	Culture Methods – II		25+25	6	30
11.	On the Job Training (Part I & II)	100 (50 + 50)			30 days
	Project Report (Part III)				90 days

BACHELOR OF COMPUTER APPLICATION SUMMARY CHART

Paper	Description	Marks		Exam. Hours	Lecturers
		Theory	Practical		
Part I					
Theory					
1a	Introduction to Computer Science & Information Technology	50		3	40
2a	Operating System	50		3	35
3a	C & DATA Structure	50		3	40
4a	System Analysis & Design	50		3	35
Practical					
1b	Practical on 1a.		25+25	3	6Hr/Week
2b	Practical on 2a.		25+25	3	6Hr/Week
3b	Practical on 3a.		25+25	3	6Hr/Week
4b	Practical on 4a.		25+25	3	6Hr/Week
Part II					
Theory					
5a	Programming in C++	50		3	40
6a	Database Management System	50		3	35
7a	Networking, Data Communication	50		3	40
8a	E-Commerce and Application	50		3	40
Practical					
5b	Practical on 5a.		25+25	3	6Hr/Week
6b	Practical on 6a.		25+25	3	6Hr/Week
7b	Practical on 7a.		25+25	3	6Hr/Week
8b	Practical on 8a.		25+25	3	6Hr/Week
Part III					
Theory					
9a	Web Technology	50		3	30
10a	Java Programming	50		3	45
12	Entrepreneurship Development	100		3	75
Practical					
9b	Practical on 9a.		25+25	3	6Hr/Week
10b	Practical on 10a.		25+25	3	6Hr/Week
11	[a] On the Job Training (Part I & II) [b] Project Report (Part III)		100 (50+50)	3	30 days 90 days

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BACHELOR OF COMPUTER MAINTENANCE

SUMMERY CHART

Part I		Marks	Exam. Hrs	No. of Lectures
Theory Papers :				
1a.	Basic Analog and Digital Electronics I	50	3	40
2a.	Computer Organisation I	50	3	40
3a.	Basic Analog and Digital Electronics II	50	3	45
4a.	Computer Organisation II	50	3	45
Practical Papers :				
1b	Practical on 1	25+25	3	6Hr/Week
2b	Practical on 2	25+25		6Hr/Week
3b	Practical on 3	25+25		6Hr/Week
4b	Practical on 4	25+25	3	6Hr/Week
Part II				
Theory Papers :				
5a.	Microprocessor Interfacing and Computer Hardware I	50	3	45
6a.	Testing and Debugging Methods and Tools I	50	3	40
7a.	Microprocessor Interfacing and Computer Hardware II	50	3	40
8a.	Testing and Debugging Methods and Tools II	50	3	45
Practical Papers :				
5b	Practical on 05	25+25	3	6Hr/Week
6b	Practical on 06	25+25		6Hr/Week
7b	Practical on 07	25+25		6Hr/Week
8b	Practical on 08	25+25	3	6Hr/Week
Part III				
Theory Papers :				
9a	PC Maintenance and Trouble Shooting I	50	3	35
10a	PC Maintenance and Trouble Shooting II	50	3	45
12	Entrepreneurship Development	100	3	40
Practical Papers :				
9b	PC Maintenance I (Hardware & Software)	25+25	3	6Hr/Week
10b	PC Maintenance II (Lan, Installation & Testing)	25+25	3	6Hr/Week
11	a] On the Job Training (Part I & II)	100 (50+50)		30 days
	b] Project Report (Part III)			90 days

Full Marks : **Part – I Theory 200** **Practical 200** **Total 400**
 Part – II Theory 200 **Practical 200** **Total 400**
 Part – III Theory 200 **Practical 200** **Total 400**

BACHELOR OF INFORMATION TECHNOLOGY SUMMARY CHART

Paper	Description	Marks		Exam. Hours	No. of Lectures
		Theory	Practical		
Part I					
Theory					
1a	Computer organisation, Architecture and system analysis & design	50		3	40
2a	Operating System	50		3	35
3a	Data Structure & Programming in C	50		3	40
4a	Database & Data Handling Methodology	50		3	35
Practical					
1b	Practical based on 1a		25+25	3	6Hr/Week
2b	Practical based on 1a and 2a		25+25	3	6Hr/Week
3b	Practical based on 2a		25+25	3	6Hr/Week
4b	Practicals on 4a		25+25	3	6Hr/Week
Part II					
Theory					
5a	Networking, Data Communication	50		3	40
6a	Relational Database Management System	50		3	35
7a	PROGRAMMING USING C++	50		3	35
8a	Programming In Visual Basic	50		3	40
Practical					
5b	Practical based on 5a		25+25	3	6Hr/Week
6b	Practical based on 5a and 6a		25+25		6Hr/Week
7b	Practical based on 7a		25+25		6Hr/Week
8b	Practicals on 8a		25+25	3	6Hr/Week
Part III					
Theory					
9a	Web Technology	50		3	30
10a	Programming In Java	50		3	45
12	Entrepreneurship Development	100		3	75
Practical					
9b	Practicals based on 9a		25+25	3	6Hr/Week
10b	Practical based on 10a		25+25	3	6Hr/Week
11	[a] On the Job Training (Part I & II) [b] Project Report (Part III)		100 (50+50)		30 days 90 days

BACHELOR OF FASHION DESIGNING
SUMMARY CHART

Paper	Description	Marks	Exam hrs	No. of Lecture
Part 1: Theory Papers				
1a	Fashion Theory	50	3	40
2a	Garment Construction	50	3	35
3a	Sketching	50	3	40
4a	Surface Ornamentation	50	3	35
Practical Papers				
1b	Project based on 1a	25+25		Project
2b	Practical based on 1a and 2a (Garment Const. And Comp. Paintbrush)	25+25	3hrs	6hrs\week
3b	Project based on 2a	25+25		Project
4b	Practical based on 4a	25+25	3hrs	6hrs\week
Part 2 Theory Papers				
5a	Textile Science	50	3	40
6a	Garment Construction	50	3	35
7a	Sketching	50	3	40
8a	Surface Ornamentation	50	3	35
Practical Papers				
5b	Project based on 5a	25+25		Project
	Practical based on 5a and 6a	25+25	3	
6b	(Garment Const and Comp Coreldraw)			6hrs\week
7b	Project based on 7a	25+25		Project
8b	Practical based on 8a	25+25	3	6hrs\week
Part 3 Theory Papers				
9a	Garment Const . & Production Management	50	3	30
10a	Sketching And Surface Ornamentation	50	3	45
12	Entrepreneurship Development	100	3	75
Practical Papers				
9b	Practical based on 9a (G. Const)	50	3	6hrs\week
	Practical based on 9a (Comp.Publisher)	25+25		
10b	Project based on 10a (Sketching)	50	3	Project
	Practical based on 10a (S. Ornamentation)	25+25		6hrs\week
11	On Job Training I & II, Project Report based on Market Research	100 (50+50)	3	6hrs\week

BACHELOR OF BUSINESS ADMINISTRATION SUMMARY CHART

Paper	Description	Marks	Exam hrs.	No. of Lectures
Part I				
Theory Papers :				
1	Introduction to Business Accounting	100	3	50
2	Management concepts & organizational	100	3	50
3	Behavior	100	3	50
4	Business Economics Business Communication	100	3	50
Part II				
Theory Papers :				
5	Introduction to Marketing Management	100	3	50
6	Introduction to Financial Management	100	3	50
7	Legal Aspects of Business.	100	3	50
8	Management Information System.	100	3	50
Part III				
Theory Papers :				
9	Entrepreneurship & Small Business	100	3	50
10	ELECTIVE-I*	100	3	50
11	ELECTIVE-II*	100	3	50
12	Project	100	3	90 days

ELECTIVE AREAS

(CANDIDATE CAN SELECT ANY TWO ELECTIVES FROM ANY ONE SPECIALIZATION AREA)

MARKETING AREA

Fundamentals of Buying Behaviour
International Marketing
Creative Advertising & Sales

FINANCE AREA

Banking Concepts and Practice
Securities & Securities Market
International Finance

PERSONAL AREA

Manpower Planning
Industrial Relation
Industrial & Labour Legislation

आवश्यक सूचना

सर्वोच्च न्यायालय के आदेशानुसार छात्र एवं छात्राओं को सूचित किया जाता है कि रैगिंग में शामिल न हो। यदि कोई भी छात्र एवं छात्रा रैगिंग में सम्मिलित पाये जाते हैं तो उनको महाविद्यालय से निष्कासित करते हुए कानूनी कारवाई की जाएगी। यदि परिसर में रैगिंग हो रहा हो तो इसकी सूचना तत्काल रैगिंग स्कायड के पदाधिकारियों को दे।