

NATIONAL LAW UNIVERSITY AND JUDICIAL ACADEMY, ASSAM
ADDENDUM to ACADEMIC REGULATIONS
ONE YEAR LL.M. DEGREE PROGRAMME
(From the Academic Year 2015-2016)

APPLICABILITY:

This regulation shall apply to **ONE YEAR LL.M. DEGREE PROGRAMME**.

A. DEFINITIONS:

- ❖ Academic Programme/Programme shall mean a programme of courses and/or any other component leading to a Master's Degree
- ❖ An Academic Year shall imply a period of approximately 12 months, commencing from August and ending on May/ June (first week).
- ❖ Semester shall imply one half of an academic year consisting of approximately 6 months, that entails activities devoted towards completion of prescribed course syllabi and the related examinations.
- ❖ Academic Council (AC) shall mean the Academic Council of National Law University and Judicial Academy, Assam.
- ❖ Course shall mean a component of the academic programme, with a distinctive code no. and specific credits assigned to it.
- ❖ Student shall mean a person admitted to the academic programme to which this regulations is applicable.
- ❖ University shall mean National Law University and Judicial Academy, Assam.

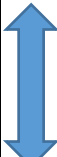

B. The University shall hold examinations for the **ONE YEAR LL.M. DEGREE PROGRAMME** as stipulated in the Academic Calendar in accordance with the prescribed scheme of teaching, examinations and syllabi as approved by the Academic Council.

C. PROGRAMME CONTENT & DURATION

- ❖ **ONE YEAR LL.M. DEGREE PROGRAMME** shall comprise of courses and/or other components as specified in the prescribed syllabus of the programme with the approval of the Academic Council. Each course shall be assigned a weightage in terms of specified credits.
- ❖ The minimum period required for completion of a programme shall be the specified duration i.e., one (1) year.
- ❖ The maximum permissible period for completing a programme for which the prescribed programme duration is n semesters, shall be (n + 2) semesters. All the programme requirements shall have to be completed in (n + 2) semesters.

INTAKE AND RESERVATION:

The intake capacity for the **ONE YEAR LL.M. DEGREE PROGRAMME** shall be 30 (Thirty) candidates with the following break up:

SL. NO.	CATEGORY	SEATS		 <div>VERTICAL</div>
1	General Category/UR	23*		
2	Schedule Caste [@7%]	02*		
3	Schedule Tribe (plains)[@10%]	03*		
4	Schedule Tribe (hills)[@5%]	02*		
Total No. of Seats		30		 <div>HORIZONTAL</div>
		PwD	PRA	
		1	10	

*Out of the seats allocated to different categories, as outlined above, 1 seat shall be reserved for PwD and 10 seats for PRA

1. CENTRE FOR POST-GRADUATE LEGAL EDUCATION

The Vice-Chancellor shall constitute the **Centre for Post-Graduate Legal Education Committee** comprising of:

- All **Professors, Associate Professors and such other Faculty Members** who have been assigned to teach LL.M. Courses. The Vice-Chancellor shall nominate one Professor as Chairperson of the Centre.
- The Committee shall supervise overall functions of One Year LL.M. Degree Programme and shall make necessary recommendations on academics, examinations and other academic related matters.

2. SCHEME OF EVALUATION

2.1. Scheme of Evaluation

The following shall be the scheme of evaluation for each course :

- Each of the courses shall carry a maximum of 100 marks and the dissertation shall carry a maximum of 200 marks.
- The Evaluation for mandatory papers (except Research Methods and Legal

Writing Course, which shall be evaluated through continuous evaluation process as decided by the Committee) and optional papers for each course shall be as follows:

End Semester / End of Course Examination: 100 Marks		
1.	The Evaluation for seminar papers shall be as follows for each course:	
	Research paper	70 Marks
	Presentation	30 Marks
2.	The Distribution of marks for dissertation shall be as follows :	
	Dissertation	150 Marks
	Viva-voce	50 Marks

2.2. Setting of Question Papers

The teacher teaching the subject shall set two (2) Question Papers in the prescribed format provided by the university on each course taught in a given semester.

2.2.1. For LL.M. Degree Programme the Semester End Examination question paper shall consist of five questions out of which four questions are to be attempted. All questions carry equal marks. The duration for theory examination shall be three hours for 100 marks. However, where a subject / paper is jointly or collaboratively taught by two or more than two teachers respectively, each one of them shall be required to set the questions for the part of syllabi / module taught by him/her. Provided that the Vice-Chancellor may, in certain appropriate circumstances, get the paper set / paper vetted by an external subject expert / examiner. The question papers generally shall be as far as possible, application based.

2.2.2. Answer scripts of the written examination shall be evaluated by the concerned course teacher or the examiner (external/internal) appointed by the Vice-Chancellor.

2.2.3. Dissertation shall be evaluated by an external examiner who shall be appointed by the Vice-Chancellor from a panel of experts provided by the concerned supervisor through Chairperson of the Centre for Post-Graduate Legal Education Committee.

4. ATTENDANCE

- 4.1. Every student shall be required to attend a minimum of 75% (Seventy Five Percent) of the classes held in a semester and a minimum of 65% (Sixty Five Percent) of the classes held in each subject with an aggregate attendance of 70% in all courses conducted during each semester for students who fail to attend classes on genuine medical grounds.
- 4.2. If any student falls short of mandatory attendance specified above, s/he shall not be allowed to appear in the Semester End Examination as well in the Re-Appeal/Repeat Examination. A student shall not be permitted to submit Seminar Paper if the student fails to secure the requisite attendance. Such student shall be required to re-register for the course subsequently in the semester when the course is offered.
- 4.3. Benefits of additional lectures may be given to those students who shall represent the University (with prior written permission from the Vice-Chancellor) in academic programmes as well as in co-curricular activities. These, *inter alia*, may include participation and representation in Academic Exchange Programmes, Conferences, Seminars, Study Sessions, Summer Programmes, Symposia, Training Programmes, Workshops, and in Debates, Declamations, Mock Parliaments, Mock Trials, Moot Court Competitions, Quiz and other competitions.
- 4.4. In cases of serious medical ailments, when a student is admitted as an 'In Patient' in a doctor's clinic / nursing home / hospital (government or private) recognized by the University, or otherwise remains confined to bed on the written recommendations of a registered medical practitioner (including a medical specialist or a surgeon), the number of classes missed by the student concerned due to his serious illness shall be deducted from the total number of classes held and his/her attendance shall be calculated accordingly.
- In genuine cases, where hospitalization is not necessary, the Examination Committee will accept Medical Certificate from a qualified Medical Practitioner.
 - The decision of the Examination/ Attendance Consideration Committee on acceptance or rejection of the Medical Certificate produced by the student shall be final.
 - Only such student, who has less than 70% mandatory attendance, may apply for grant of medical leave provided s/he has secured minimum of 65% attendance in each course conducted in a given semester..
 - Students are required to submit Medical Leave Forms along with medical

record within a week of the student returning from the leave.

- No medical leave certificate issued / submitted *post facto* shall be considered under any circumstances.

4.5. Notwithstanding anything mentioned in the above paragraphs, no relaxation is permissible below 65% (Seventy Percent) even on medical grounds.

4.6. Additional lectures for participation in academic/co-curricular activities and concession to be given on the basis of application for medical treatment shall be considered by an Attendance Consideration Committee (ACC) constituted by the Vice-Chancellor for this purpose. The decision of the Committee shall be final.

4.7. Cases of extreme hardship relating to shortage of attendance, if any, may be placed before the Executive Council of the University on the recommendations of the aforementioned Attendance Consideration Committee.

4.8. In case it is detected that a student had submitted a false/forged document (including a certificate of participation/medical certificate) to the University to seek false attendance / additional lectures, s/he will not be allowed to sit in the examination and disciplinary action shall be taken against him/her.

5. SEMINAR SUBMISSION AND EVALUATION

5.1 While assigning the Seminar titles to the students, the teachers concerned shall fix the last dates for submission of draft / final Seminar report.

5.2 The last date for submission of Seminar Paper shall not go beyond the following : Seminar - I - 31st of October; Seminar - II - 15th of December and Seminar - III - 30th of March. Submission after the prescribed date shall result in proportionate reduction of marks as per the instruction of the teacher with due approval from the Chairperson of the Centre for Post-Graduate Legal Education Committee.

- (i) Every student is required to secure a minimum of 35 marks out of 70 assigned to the Seminar writing; and a minimum of 50 marks out of 100 marks for both Seminar writing and Presentation put together.
- (ii) A student who fails to secure the minimum of 35 marks out of 70 marks in the Seminar writing; 50 marks out of 100 marks in total Seminar writing and Presentation is required to re-submit the Seminar Report after revision for evaluation before the commencement of the next Semester. If he / she fails to secure the minimum marks after re-submission also, he / she is treated as

failed in the course and is required to re-register for the course subsequently in the relevant Semester when the course is offered and shall submit new draft on a new topic and do the presentation.

Provided that in exceptional cases the Vice-Chancellor may permit the students to resubmit their Seminar Paper before re-registering in the next academic year upon the recommendation of the Chairperson of the Centre for Post Graduate Legal Education.

(iii) Seminar presentations shall be allowed only after submission of the final draft / approved rough draft.

(iv) Students are required to submit their Seminar Reports as original work.

N.B. *Plagiarism in Seminar Paper shall constitute a serious academic mal-practice which shall be dealt with as per the University Academic Misconduct Regulations. Plagiarism shall mean and include as is defined in the University Academic Misconduct Regulations.*

6. SEMESTER END / REPEAT AND IMPROVEMENT EXAMINATION

6.1 Semester End Examination will be conducted at the end of the Course / Semester. The exam will be evaluated for 100 marks and will be of three hours duration.

6.2 Repeat / Improvement Examination will be held for students who were either absent with prior written permission or had failed in the Semester End Examination or who wish to improve their grade.

6.3 The Repeat Examination shall be conducted only once (excluding the main examination) and grade secured at the repeat examination shall carry the letter 'R' (Reappear) indicating that the grade was obtained after 'Repeat Exam'. The same shall be recorded in the Grade Sheet.

6.4 Only the Students who appear for Semester End Examination and secure pass marks are entitled to apply for improvement examination and shall take the examination at the time of repeat examination. Students who fail in the end of the course / semester end examination cannot apply for improvement examination. The grade secured by the student at the improvement examination shall be taken as the final grade and will carry the letter 'I' (Improvement) secured indicating that the grade was obtained after 'Improvement Exam' and will be recorded in the Grade Sheet. Improvement in Seminar is not allowed

6.5 A candidate to be successful has to obtain a minimum of 50 marks or the equivalent grade, i.e., C in every course/dissertation. However, the candidate who fails to obtain the minimum grade (i.e., C) shall be given one more chance

(repeat-examination) to complete the course. If the student fails in the course in End of Course / Semester End Examination and also in the Repeat Examination, the student shall have to re-register for the course next year in the relevant Semester.

Provided that, in exceptional cases the Vice-Chancellor may permit the student to take a Special Examination in the subject / subjects failed before re-registering in the next academic year upon the recommendation of the Chairperson of the Centre for Post Graduate Legal Education. The Special Examination will be allowed provided that the student takes special instruction class arranged for him / her.

- 6.6** A candidate who is to appear in the Repeat/Re-appear/Re-registered/Special Examination shall be required to fill up the prescribed Application Form and deposit the required fee (Rs.700/- for Repeat Examination; Rs.1000/- for Re-registered Examination; Rs.1,500/- for Special Examination, if any) at least two (2) days before the scheduled Examination.
- 6.7** No student shall be allowed to absent himself / herself from any examination except with prior written permission of the Vice-Chancellor on a written request with reasons. A student who is absent without permission shall be declared 'failed' and may be allowed to take repeat examination. However, the grade secured at the repeat examination shall carry the letter ®.
- 6.8** Once a student is declared as 'failed' for whatever reason, his / her Grade Sheet shall carry ®. Likewise, a student who is not allowed to take the End of Course / Semester End Examinations for shortage of attendance and has been allowed to re-register, the Grade Sheet issued subsequently shall carry ®.

7. DISSERTATION

- 7.1.** The word limit for the Dissertation shall be between 15,000 to 20,000 words excluding table of contents, table of cases, table of statutes, abbreviations, footnotes, bibliography, appendix etc.
- 7.2.** The Cover page, Supervisor's Certificate, Student's Declaration and the manner of giving Acknowledgements shall be given as prescribed by the Centre for Post-Graduate Legal Education.
- 7.3.** The last date for submission of dissertation shall be the 30th of June.
i. Schedule for the submission of Dissertations shall be as follows:

Without Late Fee	Up to May 20
With Late Fee of Rs.1000	Up to May 30
With Late Fee of Rs.2000	Up to June 20
With Late Fee of Rs.5000	Up to June 30

7.4. The Dissertation shall be sent to an external expert nominated by the Vice-Chancellor from among the panel of experts suggested by the Supervisor through the Chairperson, Centre for Post-Graduate Legal Education. However, the Vice-Chancellor may add names of experts and send Dissertation to the same, if he so decides.

7.5. The examiner shall enter the award of marks in the prescribed Proforma and return the same to the University.

7.6. Candidate must secure a minimum of 50% marks in the Dissertation.

7.7. After a candidate qualifies in external examiner's evaluation for the Dissertation there will be a viva-voce which will be evaluated for 50 marks.

7.8. If a candidate secures 'F' grade in Dissertation or fails to submit the Dissertation within the time permitted he / she shall have one more chance to submit a revised Dissertation within such time as specified by the University.

8. AWARD OF GRADES

8.1. A student shall be awarded Semester Grade Point Average (SGPA) / Cumulative Grade Point Average (CGPA) and Grades based on the following criteria:

MARKS OBTAINED	LETTER GRADE	GRADE POINT	Description
80 and Above	O	10	Outstanding
70-79.99	A ⁺	9	Excellent
65-69.99	A	8	Very Good
60-64.99	B ⁺	7	Good
55-59.99	B	6	Above average
50-54.99	C	5	Average
Less than 50	-----	0	Fail

8.2. The Semester Grade Point Average (SGPA) shall be calculated as under:

$$\text{SGPA (Si)} = \Sigma(\text{Ci} \times \text{Gi}) / \Sigma \text{Ci} ,$$

where Ci is the number of credits of the ith course and Gi is the grade point scored by the student in the ith course

8.3. The Cumulative Grade Point Average (CGPA) shall be calculated as under:

$$\text{CGPA} = \Sigma(\text{Ci} \times \text{Si}) / \Sigma \text{Ci}$$

where Si is the SGPA of the ith semester and Ci is the total number of credits in that semester.

8.4. The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.

In case any clarification regarding the Class/Division in which students have been placed is required, the following points may be referred to:

- Students who have obtained 70% (A⁺) and above will be placed in First Class with Distinction
- Students who have obtained 60% (B) and above will be placed in First Class
- Students who have obtained 50% (C) and above will be placed in Second Class

8.5. The following abbreviations shall be used in the Grade Sheet:

AB	Absent
NA	Not Allowed
R	Repeat
W	Withheld (Result)
I	Improvement
F	Failed

8.6. A student admitted to One Year LL.M. Degree Programme shall have to complete all the prescribed requirements within a maximum period of two (2) years from and including the year of admission in order to be eligible for the award of the Degree.

9. EVALUATION OF ANSWER SCRIPTS

Evaluation of answer scripts shall be done by the teacher teaching the subject. Provided that the University may, in certain circumstances, get the answer sheets evaluated by an external subject expert / examiner.

9.1. Re-Evaluation of Answer Scripts

- i. Re-evaluation of answers scripts will be allowed only in the case of theory papers. A student cannot apply for re-evaluation of more than 2 papers in a semester.
- ii. The answer script shall be re-evaluated by a competent faculty member (external/internal as decided by the Vice-Chancellor of the university), other than the teacher who had evaluated the script the first time.
- iii. Request for re-evaluation has to be submitted in the appropriate format along with requisite testimonials and a fee of Rs.2000/- per paper within 10 days of result declaration. If the result is declared during vacations, the request shall be made within one week of re-opening of the University.
- iv. Selection of the papers in which one wishes to seek revaluation has to be done carefully. No second application for additional papers shall be accepted.
- v. When a student applies for re-evaluation, s/he has to surrender her/his original performance and accept the revised performance in which:
 - a) there may be no change of marks, or
 - b) there can be increase in marks
- vi. It may be noted that:
 - a) If the award of the Re-evaluation varies from the Original award up to and including +5% of the maximum marks, the original award will stand as it is.
 - b) If the award of the first Re-evaluator is beyond +5% and up to +10%, the average of the marks of Original Examiner and the first Re-evaluator will be taken.
 - c) If the award of the Re-evaluator varies from the original award by more than + 10% of the minimum marks, the answer script will be examined by a Second Re-evaluator (Other than original and first) and the average of the two nearest awards out of the three awards thus available (including the original award) shall be taken as final.
- vii. In case a student takes repeat examination and also applies for re-evaluation, the grade obtained in re-evaluation shall be considered as final. However, if s/he fails in re-evaluation, the grade obtained in repeat shall be considered as final.

10. FUNCTIONS OF MODERATION COMMITTEE

The Vice Chancellor shall appoint a Moderation Committee every Academic Year for the purposes enlisted below:

10.1. Disposal of Complaints Relating to Examination

- i. In case of any complaint received with regard to a question paper, the matter shall be reported to the Moderation Committee by the Coordinator/Convener, Examination Committee
- ii. Complaints, if any, regarding a question paper shall not be entertained after 24 (twenty four) hours of conduct of that examination regarding which the complaint is made. The complaint shall be made in writing to the Coordinator/Convener, Examination Committee
- iii. The Coordinator/Convener, Examination Committee shall forward the complaints to the Registrar after taking comments in writing from the subject teacher within two days of submission of the written complaint. The Registrar shall then take the comments of the paper setter, if s/he is different from the one who taught the subject. Otherwise the Registrar shall place the matter before the Moderation Committee for seeking their recommendations for moderation of result, if any.
- iv. The Moderation Committee shall, upon examination of the report shall make recommendations to the Vice-Chancellor whose decision shall be final in this regard.

10.2. Moderation of question papers and results of all concerned Programs

- A. In case the moderation done in a question paper is more than 30% (that is, the changes incorporated go beyond merely editing), the case shall be reported with full justification to the Coordinator/Convener, Examination Committee, who shall have the power to change the paper, if necessary.
- B. The grades obtained by students shall be moderated by the Moderation Committee as below:
 - i. In case the Moderation Committee detects some errors in the tabulation sheet, the mistake may be rectified by the committee itself. The members of the Moderation Committee shall affix their signature on the tabulation sheet for each such modification.
 - ii. The Moderation Committee shall be entitled to award grace marks up to a maximum of three (3) marks to students who have marginally failed to score the requisite pass marks. The results tabulated and moderated as above, shall be put up to the competent authority by the

Coordinator/Convener, Examination Committee for approval before declaration of results.

11. UNFAIR MEANS AND MALPRACTICES

Unfair Means and other academic misconduct shall be dealt with as per the University Academic Misconduct Regulations.

12. AWARD OF GOLD MEDAL

12.1 Gold Medal(s) shall be awarded in the respective course/s on the basis of their highest grades / marks obtained.

12.2 Student who has been found ineligible as per the University Academic Misconduct Regulations shall not be eligible for award of gold medal(s).

13. AWARD OF DEGREE

Candidates who have completed all the courses cumulating to requisite credits and Dissertation obtaining at least a 'C' grade in all the courses and Dissertation and Secured Cumulative Grade Point Average (CGPA) of 5 out of 10 shall be awarded the LL.M. (Master of Laws) Degree.
