

# Handbook of Information 2011-2012



Miranda House  
University of Delhi

## Miranda House

Miranda House, one of the premier women's institutions of Delhi University, is also one of its oldest. Set up in response to a demand to further education for women, its foundation stone was laid on 7 March 1948 by Lady Edwina Mountbatten.

The first Principal of Miranda House was Ms. Veda Thakurdas, who had earlier headed the Islamia Women's College, in the nationalist 1930s. The then Vice-Chancellor of Delhi University, Sir Maurice Gwyer, named the college Miranda, after Shakespeare's heroine in *The Tempest*. Incidentally, Miranda was also his daughter's name.

Miranda House is one of the few Delhi University maintained colleges. The Principal of Miranda House is Dr. Pratibha Jolly, under whose able stewardship, the College proposes to reach new heights. She is a physicist and an educationist of acclaim, having contributed extensively in the fields of teaching pedagogy in Indian schools and colleges. Miranda House can boast of some of the best teaching departments of the University. The Humanities and Social Sciences section of the college has thirteen departments, which are among the most experienced in the University. Miranda House had pioneered the introduction of science courses for women in Delhi University. Initially classes were held in the University and the B. Sc. (General) classes were started in the College premises in 1963, while the Science Honours Section was started in 1971. The College has a dedicated science block with modern laboratory facilities, among the very best in the University.

Miranda House has a fantastic library building which houses almost one lakh volumes and many journals, periodicals and newspapers. The College encourages active participation in Sports, NCC and NSS activities. There are tennis and basketball courts, a mini gym, and open grounds for track and field events. The College has installed a Paper Recycling Plant for waste paper disposal and its productive use and also has a vermiculture unit for environment friendly garbage

disposal.

With more than 3000 students, the College has a long tradition of liberal education. The College has consistently maintained high academic standards, while at the same time providing space to the students to freely express themselves and take up social responsibilities, in response to the needs of a changing world. The Miranda House Alumnae Association became a registered body in 2003. The College is proud of its alumnae, who belong to various professions where they have contributed dynamically and earned a name for themselves and the Institution.

The College motto cherishes the hope that learning and academic pursuit will be a lifelong habit to anyone who goes through its portals.

## ADMINISTRATION



Principal	Dr. Pratibha Jolly <i>Department of Physics</i>
Vice Principal	Dr. Sushma Moitra <i>Department of Botany</i>
Bursar	Ms. Mallika Verma <i>Department of Physics</i>

## ADMINISTRATIVE SECTION

Administrative Officer	Mr. P. K. Mohanty
Section Officer	Mr. R. N. Sharma
Senior Assistant	Mr. Kanwar Sain
Assistant	Mr. Bal Krishan
Assistant	Ms. Neeru Handa
Assistant	Mr. Jagdish Prasad
Care-taker	Mr. Mahesh Chand
Driver	Mr. Yodh Raj
Gestetner Operator	Mr. Harbans Lal

## ACCOUNTS SECTION

Section Officer	Mr. Dhan Bahadur
Senior Assistant	Mr. Sudhir K. Aggarwal
Senior Assistant	Mr. Jyoti Prakash
Assistant	Ms. Neelam Thukral

## Co-Curricular

### Activity

Sports & Physical Education  
National Cadet Corps  
National Service Scheme

### Convenor

Dr. Amita Rana, *Department of Physical Education & Sports*  
Lt. (Dr.) Ritu Ahlawat, A.N.O., *Department of Geography*  
Dr. Nisha Bala Tyagi, *Department of Philosophy*

## Societies

### Activity

Student Union  
Proctorial Committee  
Editorial Ventures  
Placement Cell  
Adventure Club  
Debating Society  
English Dramatics  
Film Society  
Fine Arts Society  
Gandhi Study Circle  
Hindi Dramatics  
MH Environment Society  
Music, Dance, Choreography  
Quiz Society  
SPIC MACAY  
Tula, MH Consumer Club  
Women's Development Cell

### Convenor

Ms. Meeta Kumar, *Department of Economics*  
Dr. Srimanjari, *Department of History*  
Dr. Urvashi Dhameja, *Department of Political Science*  
Dr. Amrita Tripathi Sheikh, *Department of Chemistry*  
Dr. Poonam Kumria, *Department of Geography*  
Dr. Anindita Sarkar, *Department of Geography*  
Dr. Ira Singh, *Department of English*  
Dr. Sangeeta Rai, *Department of Hindi*  
Dr. Sudeshna, *Department of Geography*  
Dr. Nisha Bala Tyagi, *Department of Philosophy*  
Dr. Rama Yadav, *Department of Hindi*  
Dr. Bani Roy, *Department of Chemistry*  
Dr. Avantika Berwa, *Department of Sociology*  
Dr. Mallika Pathak, *Department of Chemistry*  
Dr. Rajaram, *Department of Tamil*  
Dr. Jayashree Pillai, *Department of Political Science*  
Ms. Roma Debabrata, *Department of Bengali*

**Office Hours (Monday to Friday) 9.00 am to 5.00 pm**

**Students Dealing (Monday to Friday) 9.30 am to 12.30 pm only**

### Note

**It is the endeavour of the College to provide efficient and fast service to students. However, students may note that instantaneous processing of requests is not possible and some tasks could take at least one day or longer where indicated in this booklet, for instance, in issue of student transcripts. Hence students are urged to plan well ahead of last moment for submission of essential documents within the College as well as to outside agencies.**

## Student Documents

- — Identity Card
- — E-mail Id
- — Transfer of Course/ Subject
- — Bona fide Certificate
- — Migration Certificate
- — Withdrawal
- — Removal
- — Transcripts
- — DTC Pass
- — Rail/ Air Concession

## **Identity Card**

All students are required to carry their student identity card to the college. A fine of five rupees will be imposed on students who are found to be in the college campus without an identity card. If the original is lost and the loss is genuine, a duplicate card will be issued on payment of a fine of fifty rupees at the Principal's discretion. Identity cards must be returned when examination tickets are issued.

## **Transfer of Course/ Subject**

As all courses taught in Semester mode from this year the facility of transfer from one course/subject is not available. This is in accordance with the guidelines of the University of Delhi.

## **Bona fide Certificate**

Students are required to apply to the college office for the bona fide/character certificate. The office will issue the certificate on the next working day between 9.30 am to 1.00 pm.

## **Migration Certificate**

The transfer/ leaving certificate will be issued after two days on obtaining the clearance from the concerned departments.

The migration certificate, duplicate mark-sheet and degree certificate are issued from the University after applying in the prescribed forms available from the University office.

## **Withdrawal**

A student wishing to leave the College, must apply in writing to the Principal and her application must be countersigned by her parent/guardian. All fees, fines and other dues will be charged up to the end of the month in which the formal withdrawal takes place. In case a student drops out without such a formal withdrawal, her security deposit will be forfeited and adjusted towards the dues.

## **Removal**

The Principal has the power to strike off from the College rolls the name of any student who is grossly irregular in attendance or is not amenable to college discipline or is guilty of negligence in studies or is unfit for the course or is in default of payment of fees.

## **Transcripts**

A fee of Rs. 50 per transcript is charged. Postal charges are additional.

Applications for transcripts must be addressed to the Principal, Miranda House, on the prescribed form available at the College Office. The following documents must be attached:

- (i) Copy of university mark sheet for each of the three years.
- (ii) List of paper names where they are not specified on the mark sheet.
- (iii) Receipt for the transcript fee paid.

A minimum processing time of 7 working days has to be allowed.

Transcripts may be collected every Friday between 2 pm and 4 pm.

## **DTC Pass**

Students may get DTC pass at concessional rates, as per DTC rules for students, from Miranda House DTC Pass Counter.

## **Rail/ Air Concession**

This is available to the student only when proceeding to join her parents in their home town from college or vice-versa, during vacations. For this purpose the permanent home address declared on the Admission Form is final. It must be clearly understood that the rail/ air concession facilities cannot be extended for visiting, for instance, a hill station or a place other than the permanent home. Moreover, these facilities can be availed only during approved vacations.

Any change of permanent address should be notified directly by the parents as soon as the change takes place and not at the time when a concession is desired.

The college office is responsible to the Railway Authorities for proper and genuine issue of the concession and has to follow rules laid down by the Railway Authorities in this respect.

## **WUS Membership**

The College is affiliated to the Health Centre of the World University Services (WUS) located very close to the College. Student members are given medical attention on payment of a nominal fee.

## Fee and Financial Assistance

- — Payment of fee
- — Refund of fee
- — Individual Bank Accounts
- — Financial Assistance
- — University Scholarship Schemes
- — State Government Scholarship Schemes
- — Scholarships for Reserved Category

## Payment of Fee

- Full dues will be realized at the time of admission. The detailed programme of the fee collection is displayed on the Notice Boards of the College from time to time.
- Fees and other charges as mentioned in the College Prospectus are payable in one installment at the time of admission. It will be the responsibility of the student concerned to pay her college dues, if any, on the dates notified.
- The fee slip must be preserved carefully. Duplicate slip will entail a fine of Rs. 5 each time.
- A late fee payment of Rs. 5 per day of default will be charged if a student fails to pay her dues on or before the due date.
- The names of such defaulting students will be struck off from the college rolls in case they do not pay their college dues in time.
- No fees will be collected by the cashier without an Identity Card.
- A student who finds it impossible to pay fees on the specified date may apply in advance of the said date stating the reason thereof.
- All remittances to the institution on account of fee, late payment must be made in cash. Fee Booklet/ Slip should be kept permanently and produced for verification whenever demanded.
- A student intending to leave the college must apply to the Principal in writing. The fee will be charged up to the last day of the month in which the application for withdrawal is submitted.
- A student leaving the College without intimation to the Principal will forfeit her entire security deposit/ caution money and will also be liable to pay the balance dues standing in her name.



## Refund of Fee

- The Rules shall be determined by the Delhi University from time to time and duly announced through the Notice Board of the College.

## Individual Bank Accounts

Resident students may open individual bank accounts at the State Bank of India Branch which is functioning in the College premises and keep the account operative as long as they remain bona fide students of the college.

## Financial Assistance

- Financial assistance and fee concession, whether fresh or on renewal, is granted to students who apply for it on a prescribed application form by 31 August.
- All students whose parent's income is less than Rs. 84,001 per annum are eligible for this assistance. This income includes pay, bonus, allowances, etc. except house rent allowance. An income certificate is required to be submitted along with the application as per the following guidelines:
  - (i) Salaried persons including those who have retired are required to submit the last pay certificate or pension order duly signed and stamped by the Head of Office.
  - (ii) Professional persons (lawyers etc.) are required to submit the latest income-tax assessment copy duly certified.
  - (iii) Business persons are required to submit an affidavit on court paper or income-tax assessment copy duly certified or a certificate from M. P., M.L.A. etc.
- Fee concession may be withdrawn from a student who is found guilty of misconduct or breach of discipline, is irregular in attendance, is negligent in studies leading to poor performance in tests and examinations.

- Fee concession and financial assistance will not be renewed if a student is not promoted to the next higher class on the basis of Part I or Part II examination as the case may be.
- When more than one student from the same family is studying in the college, the younger sister gets a concession of Rs. 3 per month on the tuition fee. Applications are to be made on the prescribed form by 30 September.
- The applicants will have to submit recommendation from their department/ departments along with the application.
- The college financial assistance will be in the form of full or partial concession from tuition fee or other annual charges.
- If a student eventually gets any other scholarship and if (a) the amount exceeds the financial assistance given to her by the college, assistance will be withdrawn; and (b) if the scholarship amount falls short of the college assistance, only the balance shall be paid.
- If a student who has been given financial assistance wants to withdraw from the College, she will be treated as an ordinary student and will be charged as per rules. The Principal will have the power to waive this charge whenever it is absolutely necessary.
- Applications for financial assistance will be scrutinized by a college committee.
- Students of M. Sc., except Mathematics, should apply to the Faculty of Science for fee concession by 15 September.
- A book grant of approximately thousand rupees, donated by Dr. R. Bhar, a former teacher of the Mathematics Department of the College is available for needy students availing fee concession.

## University Scholarship Schemes

Delhi University has several scholarship schemes for meritorious and financially needy students. Some of the schemes for undergraduate courses are as follows:

1. *Prof. J. C. Luthra Shrimati Kesra Bai Luthra Endowment Scholarship*: One each in the first year of Botany, Zoology, Physics or Chemistry Honours (in such a way that as far as possible 50% are women recipients) for students passing senior school examination not below high second class (Rs. 100 per month each).
2. *Shrimati Kesra Bai Luthra Memorial Scholarship*: One to a meritorious and needy student joining the Ist year of B. Sc. Honours in Botany or Zoology after passing out from Delhi Central Board with at least high second division (Rs. 100 per month).
3. *Dr. Shrimati V. Hora Endowment Scholarship*: One to a student who passed out from Delhi Central Board with a first division and joins B. Sc. Zoology Honours and is in need of financial assistance to pursue her studies (Rs. 100 per month).
4. *Delhi University Women's Association Scholarship*: Awarded to two deserving and needy students (who are daughters of jawans) who have passed from Delhi Central Board and join the first year (Rs. 100 per month each).
5. *Shri Uggersain Memorial Endowment Scholarship*: Awarded to a candidate who passes out from Delhi Central Board with a first division and joins the first year and whose parent's income does not exceed Rs. 1,000 per month.
6. *Dr. V.K.R.V. Rao Endowment Scholarship*: To a deserving and needy student coming from the family of class IV or III employees of the University who after passing out from Delhi Central Board has joined the first year (Rs. 65 per month).
7. *Ganga Sant Scholarship*: To a meritorious student who joins the first year B. A. Sanskrit Honours and is in need of financial

assistance. Failing that, B. A. Honours Mathematics, failing that any other Honours course (Rs. 50 per month).

8. *Subodh Chandra Amiya Banerjee Scholarship*: To two meritorious and needy students whose parent's income does not exceed Rs. 500 per month and who joins first year (Rs. 50 per month each).
9. *D. D. Kapoor Scholarship*: To a student whose parent's income does not exceed Rs. 500 per month and who joins first year of B. A. Economics Honours (Rs. 100 per month).
10. *Shri Balak Ram Scholarship*: To a meritorious student whose parent's income does not exceed Rs. 500 per month and who joins the first year B.A./ B.Sc. Mathematics Honours (Rs. 75 per month).
11. *All India Entrance Scholarship*: Fifty in number for three years of an Honours degree (Rs. 250 per month).
12. *Pandit Man Mohan Dar Endowment Scholarship*: To deserving or needy undergraduate students of B. A. Honours Sanskrit and Science subjects, viz. Physics, Chemistry, Botany, Zoology, Mathematics (Rs. 100 per month each).

## State Government Scholarship Schemes

Students coming from other States may find out from their respective State Education Departments whether scholarships are available for pursuing college education.

## Scholarships for Reserved Category

For a student belonging to the approved Scheduled Caste/ Scheduled Tribe, there is a scheme of post-matriculation scholarship awarded by the government of the state or union territory to which the student belongs. Such students may contact the concerned state authorities for details.

**For more details, look for notifications on the College Notice Board from time to time.**

## Facilities

- — Library
- — Digital Resource Centre at the Library
- — Amba Dalmia Resource Centre for the Visually Challenged
- — Digital Resource Centre at the College
- — Wi-fi

## **Library**

- The Library is open from 8.00 am to 5.00 pm on week days and from 9.00 am to 1.00 pm on Saturdays.
- During examinations and preparation period, the library is open from 8.00 am to 7.30 pm on weekdays.
- All bona fide students are admitted as members. To get enrolled as a member, students must fill up the prescribed application form available at the library counter. Students cease to be members when their names are no longer in the college rolls.
- A member will get as many tickets as the number of books she is entitled to borrow.

## **Conditions of Loan**

- Before entering the library, the gate register is to be signed by the member and identity card to be shown at the counter. Personal books and belongings should be deposited at the counter and a token collected.
- On each occasion a book is borrowed, a reader's ticket is to be given at the counter after showing the identity and membership cards. The ticket will be returned to the reader only when the book is returned.
- Books can be borrowed for a period of fourteen days. M. A./ M. Sc. students can borrow four books at a time. All other students can borrow three books at a time. There is also a book bank/ text book loan facility through which students can borrow books for a maximum period of one year on the recommendation of the subject teacher.
- Before leaving the counter a member shall satisfy herself that the book issued to her is in good condition. It is her responsibility to ascertain that all pages are intact. In the event of missing pages she must get the official on duty to sign the preceding page. At the time of return the official will check the

pages. If up to twenty pages are found missing the members will have to replace the missing pages and if necessary get the book rebound at her own cost. For more than twenty missing pages the book has to be replaced.

- Periodical publications, directories, important and valuable books and any other reading material classified as reference books shall not be issued out.
- A book, which is on loan, may be reserved for borrowing by other members on filling up a requisition slip available at the counter.
- All books should be returned within the due date and before the date of issue of examination tickets, whichever is earlier. Failure to do so, will invite a penalty to be determined from time to time.
- If the student has to replace a book, and if the book is not available in the market or its present cost cannot be ascertained, then the student will be liable to pay three times the original cost of the book, and will also be suspended from using the library facilities for a term.
- Tickets are non-transferable. Members are not allowed to sub-lend the library books or transfer the privilege of using their tickets.
- A member who has lost a ticket shall immediately report the loss in writing directly to the Librarian.
- The member, however, will continue to be responsible for any loss, which the library may suffer through the loss or misuse of her card and ticket.
- If a book is kept for over a month after the due date or is kept overdue several times, the student may lose her membership.
- Books on loan can be recalled anytime by the Librarian.

**Most Departments also have their own Departmental Library.**

## **Digital Resource Center at the Library**

Located on the first floor of the Library it is equipped with thirty network computers which provide access to internet, e-resources and journals available on the Delhi University Library System.

- Users are required to enter their details in a register, before using the Center.
- This Internet facility is provided by the Delhi University Computer Centre (DUCC) and meant for Research and Teaching purpose only.
- Accessing sites other than the academic ones (e.g. Orkut, Facebook etc.) is forbidden .
- Downloading music is strictly prohibited.
- All users are under surveillance. Strict disciplinary action will be taken if forbidden sites are opened.
- Students are not allowed to create their own login with password.
- Flash drives and CDs are not permitted inside the Center.
- Students violating rules will be banned from using the Center.

## **Amba Dalmia Resource Center for the Visually Challenged at the Library**

Located on the ground floor of the Library, it is equipped with computers with JAWS and SAFA softwares. It has a good collection of Braille books and magazines, audio cassettes, Daisy audio recorded books and tape recorders.

- Braille books are issued for 14 days.
- Braille magazines are issued for 3 days.
- First year students can borrow cassettes for a period of three years.
- Tape recorders are issued to undergraduate students for one month and to post graduate students for three months.

## **Digital Resource Center at the College**

Located in Room numbers 108 and 109, this is equipped with 80 networked computers which provide access to internet, e-resources and journals which are subscribed by the University. The terms and conditions for using this facility are the same as in the Digital Resource Center @ the Library.

## **Wi Fi in the College**

Internet connectivity is available everywhere in all the lecture rooms, laboratories, auditorium, hostel rooms, and the vast open areas around our college campus through the University network by means of high speed Wi Fi coverage converge across the campus. Through this facility students will be able to have internet access to e journals and online database to which the University subscribes. Internet access through Wi Fi will require is a must as Wi Fi access will not be possible if appropriate login ID is not generated for an individual Network and System Administrator in the College.

## Academics

- — Absence and Leave
- — Attendance
- — Internal Assessment
- — Written Assignments/Tutorials
- — House Examinations
- — Attendance Marks
- — Conduct Rules at Examinations
- — Promotion Rules for all the Under-Graduate Courses in Semester Scheme

## Absence and Leave

- Students must be present in the College from the first day of every term. Resident students are generally expected to come into residence a day before the term begins, unless instructed otherwise.
- Students who are absent for one full term or more at a stretch without prior permission are liable to have their names removed from the rolls.
- Students must apply for leave in writing at the onset of illness. Medical leave applications must be supported by a certificate from a recognized medical practitioner. All leave applications must clearly state the roll number, class, name and subjects taken as well as the names of teachers teaching those subjects. Such applications should be submitted to the respective departments (for Honours courses) and to the conveners of B.A./ B.Sc. Programmes, within one week of rejoining classes.

## Attendance for Annual Mode

- The rules for minimum attendance requirements must be strictly followed.
- A candidate for the B. A. (Honours), B. A. Programme, B. Sc. (Honours) and B. Sc. (General), Part I or Part II or Part III Examination shall not be deemed to have satisfied the required conditions of attendance unless she has attended, in all the subjects taken together, not less than two thirds of the lectures and practicals, separately, held in the College in each academic year provided that a student of the I year class who does not fulfill the required conditions of attendance, as above, but has attended, in all the subjects taken together, no less than 40 per cent of lectures and practicals, separately, held during the I year, may, at the discretion of the Principal of the College, be allowed to appear at the Part I Examination; but such a candidate shall be required to make up the deficiency at lectures and practicals, as

the case may be, of the I year, during the II year.

Provided further that a student of the II Year class, who does not fulfill the required conditions of attendance as above, but has attended in all the subjects taken together, not less than 40 per cent of the lectures and practicals, separately, during the II year class, may at the discretion of the Principal of the College, be allowed to appear at the Part II examination provided that she makes up the deficiency of the II Year by combining the attendance of the first year class.

Provided further that a student of the II Year class, who was short of attendance at the end of the I Year class, but was allowed to appear at the I Year examination, subject to her making up the deficiency of attendance during II year, and who has not been able to make up the deficiency as above, but has attended in all the subjects taken together, not less than 55 per cent of the lectures and practicals separately, held during the I Year class and the II Year class, taken together, may, at the discretion of the Principal of the College, be allowed to appear at the Part II examination, subject to her making up the deficiency of the two years taken together, as above during the III Year class.

Provided further that a student of the III Year class who does not fulfill the required conditions of attendance as above, but has attended, in all the subjects taken together, not less than 40 per cent of the lectures and practicals, separately, held during the III Year class, shall be allowed to appear at the Part III Examinations, if by combining the attendance of the III Year with the attendance of I and II Years, the candidate has put in two-thirds of attendance in all the subjects taken together, separately in lectures and practicals, held during the three years.

- a) As per ordinance VII 9 (a) subject to the provision of sub-clauses (b) & (c)
- (i) In the case of a student who is selected as a member of the NCC to participate in the annual NCC Camps or is deputed to



undertake Civil Defence work and allied duties or in the case of a student who is enrolled in the National Service Scheme and is deputed to various public assignments by or with the approval of the Head of the institution concerned or a student who is selected to participate in sports or other activities organized by the Inter-University Board or in national or international fixtures in games and sports approved by the Vice-Chancellor or a student who is required to represent the University at the Inter University Youth Festival, or a student who is required to participate in periodical training in the Territorial Army or a student who is deputed by the College to take part in Inter-College sports or fixtures, debates, seminars, symposia or social work projects or a student who is required to represent the College concerned in debates and other extracurricular activities held in other Universities or such activities approved by the Vice-Chancellor for this purpose, in calculating the total number of lectures etc. delivered in the College, or in the University, as the case may be, for this course of study in each academic year, the number of lectures etc., in each subject delivered, during the period of absence for that purpose shall not be taken into account.

(ii) The Principal of the College may consider, on the basis of the Medical Certificates produced, exceptionally hard cases of students who had fallen seriously ill or had met with an accident during the year disabling them from attending classes for a certain period, with a view to determining whether the lectures etc. delivered during the said period, or a part thereof, could be excluded for purposes of calculation of attendance of the year and decide each case on its own merits.

b. The College shall notify on the notice board the final attendance position of each of the students within three days of the dispersal of the classes in the last session of the academic year. Not later than five days, thereafter, a student may, by an application to the Principal of the College, claim

benefit of exclusion of lectures under sub-clause (a) above on grounds to be specified and accompanied by the relevant documents. All such applications submitted within time shall be considered and disposed of by the Principal of the College at least 3 days prior to the commencement of the examination, in which the student is intending to appear.

- c. The benefit of exclusion of lectures contemplated in categories (i) or (ii) of sub-clause (a) above, either separately or jointly, shall in no case exceed 1/3 of the total number of lectures delivered.
- In case of M. A./ M. Sc. attendance, the rules are laid down by the faculty departments concerned, as follows:
  - I. Faculty of Arts: 66% in Seminars/ Tutorials/ Lab Work etc.
  - II. Faculty of Social Sciences: 75% of Seminars/ Tutorials/ Practicals.
  - III. Faculty of Mathematics: 66% of Tutorials and 75% of Practicals.
  - IV. Faculty of Science: 66% of Tutorials and 75% of Practicals.
  - V. Faculty of Music and Fine Arts: 66% of Seminars/Tutorials/ Practicals.

Under all circumstances, the minimum attendance requirements are strictly followed and students will be allowed to appear for their final University Examinations only on fulfillment of the minimum attendance requirements.

### **Amended Ordinance VII Clause 2 (2) for Semester Mode**

The required conditions shall not be deemed to have been satisfied in respect of the following degrees unless the candidate has attended not less than two-thirds of lectures and practicals, separately, delivered in his/her college or the University, as the case may be, for the cause of study in each academic year or academic semester, as the case may be.

## Internal Assessment

Internal assessment has been made applicable to the students from the academic session 2003-04 onwards. The important features of the internal assessment scheme are as follows:

At its meeting held on 18 July 2003, the Academic Council considered the recommendations of the Task Force constituted by the Vice-Chancellor, chaired by Professor S K Tandon, to work out the modalities for internal assessment in pursuance of the Executive Council Resolution No. 05 dated 1 May 2003, and resolved as follows:

1. (i) That Internal Assessment be made applicable to the students admitted from the academic session 2003-04 onwards (i.e. to begin with for the first year students) in both undergraduate and post-graduate degree courses.
- (ii) That Internal Assessment marks be shown separately in the Marks Sheet issued by the University and these marks be added to the semester examination marks for determining the division of the student.
2. That 25% of the maximum marks in each paper in undergraduate courses be assigned for Internal Assessment and the remaining 75% marks for the annual/ semester University Examination; that the time duration and other modalities of the annual/ semester Examination with respect to this 75% component shall remain as per existing schemes of examination for various undergraduate courses:
  - (i)
    - (a) That 10 % weightage be assigned to House Examinations to be conducted by each college preferable in the beginning of the third term or else, towards the end of the second term for all courses where annual examinations are held. That the House Examination be conducted for all subjects in Pass course and B. Sc. (General) and all papers of the Main Subject in Honours courses. (The conduct of the House Examination should be completed in not more than 7 to 8 working days; there should be no gaps in between except

Sundays or gazette holidays).

- (b) That, ordinarily, before the conduct of the House Examination, at least two-thirds of the syllabus would be covered in papers taught over the full academic year, and at least one-half of the syllabus would be covered for papers taught over one semester.
- (c) That the duration of each paper in the House Examination shall be the same as the duration in the University Examination. That the maximum marks for each paper of the House Examination shall be 100 or the same as the maximum marks in the corresponding University Examination. The marks obtained shall be subsequently scaled down appropriately carrying fractions wherever they occur.
- (d) That the scripts of the House Examination be shown to the students (who may be allowed to make a photocopy of their own scripts if they so wish) and collected back to be preserved till the result of the University Examination is declared. That the University reserves the right to scrutinize some or all the scripts of any paper in any course in a college during this period. That a copy of the question paper shall be sent to the Examination Branch of the University and a proper record of the question papers of the House Examination shall be maintained by the College.
- (e) That every teacher shall submit a copy of the result of the House Examination in the College Office immediately after the scripts have been shown to the students and that he/ she shall maintain a record of the marks with him/ her.
- (ii)
- (f) That each student shall be assessed on the basis of written assignments/ tutorials as well as on the basis of project reports/ term papers/ seminars. That 10% weightage shall be for such written assignments, and project report/ presentations/ term papers/ seminars. In the beginning of the session, every teacher shall provide a list of questions

for written assignments/ tutorials and an illustrative list of topics on which students can prepare projects. Each student shall be given at least one written assignment per paper in each term, subject to a minimum of 12 written assignments per year for all the papers taken together.

That the total marks for assignments (one or more) during each term shall be 25 per paper which adds up to 75 marks per paper per annum. 25 marks per paper per annum shall be for projects/ term papers/ seminars. The average marks obtained for assignments per paper per term shall be considered. The total of the marks obtained for written assignments per paper per term shall be considered. The total of the marks obtained for written assignments in the three terms and the marks for projects/ term papers/ seminars for each paper, which adds to 100, shall then be sealed down appropriately carrying the fractions wherever they occur.

- (b) That where the maximum marks in a paper are less than 100, for example 50 marks, the nature written assignments/ tutorial work shall stand adjusted **pari passu**.
- (c) That the score of written assignments/ tutorials shall be submitted to the college office at the end of each term along with the attendance record, and the score for project reports/ term papers/ seminars shall be submitted at the end of the third term.

(iii)

- (a) That 5% weightage be given for regularity in attending lectures and tutorials. That the credit for regularity in each paper, based on attendance, shall be as follows.

More than 67% but less than 70%	-	1 mark
70% or more but less than 75%	-	2 marks
75% or more but less than 80%	-	3 marks
80% or more but less than 85%	-	4 marks
85% and above	-	5 marks

Medical certificates shall be excluded while calculating credit towards marks to be awarded for regularity, though such certificates shall continue to be taken into account for the purpose of calculating eligibility to appear for examinations as per the existing provisions of Ordinance VII.2.(9)(a)(ii).

- (b) That the attendance for each term be compiled by the College administration and displayed on the Notice Board within a week of the end of the first and second terms respectively, and the date is to be announced later for third term; that each teacher shall maintain a record of the term-wise attendance of each student for lectures and tutorials separately.
- (c) At the end of the third term, the attendance of every student in each paper in lectures and tutorials be summed up, converted into percentage, and marks awarded for Internal Assessment by the teacher.
- (iv) That the marks scored by the candidates in all the three components (i.e. House Examination, written assignments, and attendance) be summed up, and scaled down appropriately for papers in which maximum marks are less than 100. The Internal Assessment marks for each paper shall then be rounded-off to the nearest whole number. These Internal Assessment marks shall be communicated to the University each year as per University Roll Numbers, along with a soft copy.

### Internal Assessment for Semester Mode

10% Weightage is assigned to class Tests/Quizzes and 10% Weightage is given to Assignments/Projects by the College for all subjects in B.A., B.Sc. Courses and all papers of the Main Subjects in Honours Courses. 5% Weightage is to be given for regularity in attending lectures and tutorials/practicals.

3. That there shall be a Moderation Committee for Internal Assessment in each college, discipline-wise, which shall comprise of the senior most teacher in the department, the teacher-in-charge of the department and the previous teacher-in-charge of the department provided that if, for any reason, the membership of the Committee falls below 3, the Principal of the college shall nominate suitable members from among the teachers of that department/ college to fill the vacancies.
4. That, with the introduction of Internal Assessment, the maximum marks for the University Examination in each paper shall stand reduced accordingly. For example:  
for a 100 marks paper, the University Examination shall be of 75 marks.  
for a 75 marks paper, the University Examination shall be of 55 marks  
for a 50 marks paper, the University Examination shall be of 38 marks  
for a 33 marks paper, the University Examination shall be of 25 marks.
5. That the promotion criteria shall be as per the existing Ordinances for University Examinations, as applicable to respective courses. In addition, the same criteria shall apply to the total of the University Examination and the Internal Assessment, taken together.
6. (i) That there shall be a Monitoring Committee for Internal Assessment at the University level consisting of the Dean of Colleges as the Chairperson along with three other Deans, one of whom shall be a member of the Executive Council, and the Controller of Examinations as Member-Secretary. That the Committee shall monitor receipt of Internal Assessment marks from various colleges and ensure timely compliance. If a college fails to submit the Internal Assessment marks in time, the University shall not declare the result for such a course in that College. The responsibility for non-declaration of the result of any course in any college in such circumstances will be solely that of the college.
- (ii) That there shall be a Monitoring Committee for Internal Assessment in every college, which shall be chaired by the Principal of the College and will be made up of the Vice-Principal (and in case there is no Vice-Principal, the Bursar), Secretary Staff Council, and two senior faculty members to be nominated by the Principal. This Committee shall be responsible for the entire process of Internal Assessment in the College, including redressal of grievances, if any.
7. (i) That in the case of students who repeat one or more paper(s), or all papers of Part I or Part II or Part III, the Internal Assessment marks shall be carried forward.
- (ii) That in the following special cases, in lieu of the Internal Assessment, students shall be awarded marks (for the previous years papers) in the same proportion as the marks obtained in that paper in the University examination:
  - a. Students who migrate from other Universities to the University of Delhi in the II Year.
  - b. Students who fail in the Part I Examination of Honours Courses and join Pass/ General Courses in the II year; and
  - c. Students who transfer from I year Pass/ General Courses to Honours Courses in the II Year.
- (iii) Students who migrate from non-formal streams in the University of Delhi (i.e., School of Correspondence Courses and Continuing Education, Non-Collegiate Women's Education Board and External Candidates Cell) to the regular stream and vice versa, shall carry as such the marks obtained in the preceding year (s).
8. That tutorials be held regularly for the post-graduate courses of the University by the concerned Department in cooperation with Colleges; that at least 25 per cent marks be assigned for Internal Assessment in each paper of the post-graduate courses. That the

Internal Assessment in post-graduate courses may be based on regularity and attendance, class tests and house examinations, and written assignments, projects/ term papers/ seminars/ field work. That Departments may assign 5 per cent for regularity and attendance, 10 per cent for class tests and house examinations and 10 per cent for and written assignments, projects/ term papers/ seminars/ field work. That post-graduate courses where the weightage of Internal Assessment is 25 per cent or more may continue with the existing schemes.

9. That in the case of a student who is selected as a member of the NCC to participate in the annual NCC Camps or is deputed to undertake Civil Defence work and allied duties, or in the case of a student who is enrolled in the National Service Scheme and is deputed to various public assignments by or with the approval of the Head of the institution concerned, or a student who is selected to participate in sports or other activities organized by the Inter-University Board or in national or international fixtures in games and sports approved by the Vice-Chancellor, or a student who is required to represent the University at the Inter-University at Youth Festival, or a student who is required to participate in periodical training in the Territorial Army, or a student who is deputed by the College to take part in Inter-College sports, fixtures, debates, seminars, symposia or social work projects, or a student who is required to represent the college concerned in debates and other extra-curricular activities held in other Universities or such other activities approved by the Vice-Chancellor, the following provision will apply:
- (i) A student in the categories listed above, will have to fulfill the requirement of written assignments and projects/ term papers/ seminars/ field-work with the flexibility, however, that he/ she may, if necessary, be allowed additional time for submission of written assignments.
  - (ii) A student in the categories listed above, who is unable to write the House Examination on account of his/ her participation in such aforesaid activities, may be assessed

by the College through an alternative mode in lieu of the House Examination. This may be done only in exceptional circumstances.

- (iii) A student in the categories listed above, will get the benefit of attendance for Internal Assessment for the classes missed as per the existing provisions or Ordinance VII.2.(9)(a)(i).
10. (i) That the University reserves the right to review, and if necessary moderate the marks in Internal Assessment in any paper/ papers in any College/ Department.
- (ii) That the respective University Moderation Committees in each subject shall moderate, if necessary, the Internal Assessment marks across Colleges.
11. That the scheme for Internal Assessment be followed, for the present, in the regular stream only with exclusions as per the Appendix. This scheme of Internal Assessment shall not be applicable to the School of Correspondence Courses and Continuing Education, Non-Collegiate Women's Education Board and External Candidates Cell.

## Conduct Rules at Examinations

- No candidate who is late by more than half an hour shall be admitted to the examination hall, and no candidate must leave the examination hall in the first half an hour.
- Each candidate must show her Admission Ticket, if demanded.
- Candidates must not leave the examination hall without handing over their answer books to the invigilator on duty.
- Each candidate will fill up the required information on her answer book before beginning to write the answers.
- No candidate shall tear a leaf or a part of it from an answer book or a continuation sheet.
- Candidates should write their roll numbers on the question paper, immediately after receiving it.

- Candidates are forbidden to write answers (or anything else) on the question paper or on the blotting paper or on scales and other instruments.
- Candidates are forbidden to remove any paper from the room, except the question paper.
- Wherever instructed, candidates should not write their names or the name of their college or any other distinctive mark leading to disclosure of their identity or that of their institution, in their answer books or continuation sheets.
- Mobile phones are strictly prohibited in the examination hall.

According to **Ordinance X-A**, the use of dishonest or unfair means in the examination are as follows:

- Assisting in any manner whatsoever any other candidate in answering the question paper during the course of the examination.
- Taking assistance from any other candidate or any other person or from any book, paper, notes or other materials in answering the paper during the course of the examination.
- Carrying into the examination hall any book, paper, notes, or other material, likely to be used by the candidate, directly or indirectly, in connection with the examination.
- Smuggling in answer books or continuation sheets.
- Taking out or arranging to send out answer books, or any of its pages or continuation sheets.
- Replacing or getting replaced answer books, its pages or continuation sheets.
- Impersonation during examination.
- Deliberately disclosing one's identity or making any distinctive mark in the answer book for that purpose.
- Communicating with or talking to any other candidate or unauthorized person/s in or around the examination room

during the course of the examination.

Disorderly conduct in the examination includes:

- Misbehaviour in connection with the examination, with the Superintendent, the invigilator on duty or with any other candidate in or around the examination centre, during or after the examination hour.
- Leaving the examination room before the expiry of half an hour without handing over the answer book to the invigilator or without signing the attendance sheet.
- Intentionally tearing off the answer book or pages thereof or the continuation sheets.
- Disturbing or disrupting the process of examination.
- Inciting others to leave the examination hall or to disturb or disrupt the examination.
- Carrying into the examination centre any weapon of offence.

A candidate who is found guilty of using dishonest or unfair means or disorderly conduct during the examination may be disqualified from the examination for which she is a candidate. Further the candidate may be debarred from appearing at any future examination of the University for a further period to be stated or be expelled from the University and declared not a fit and proper person to be admitted to any further examination of the University.

## **Promotion Rules of All the Under-Graduate Courses Under the Semester Scheme**

### **1. Pass percentage & promotion Criteria.**

- a) The minimum marks required to pass any paper in a semester shall be 40% in theory and 40% in Practical, wherever applicable. The student must secure 40% in the End Semester Examination and 40% in the total of End Semester Examination & Internal Assessment of the paper for both theory & practical separately.

- b) A student shall be eligible for promotion from 1<sup>st</sup> year to 2<sup>nd</sup> year of the course provided she/he has passed 50% paper of I and II semester taken together.
- c) Similarly, a student (irrespective of Part I results) shall be eligible for promotion from 2<sup>nd</sup> year to 3<sup>rd</sup> year of the course provided she/he has passed 50% papers of III and IV semester taken together.
- d) Students who do not fulfill the promotion criteria (b) & (c) above shall be declared fail in the Part concerned. However, they shall have the option to retain the marks in the papers in which they have secured Pass marks as per Clause (a) above.
- e) A student who has to reappear in a paper prescribed for Semester I/III/V may do so only in the Semester examinations to be held in November/December. A student who has to reappear in a paper prescribed for Semester II/IV/VI may do so only in the examination to be held in April/May.

## 2. Reappearance in passed papers:

- a) A student may reappear in any theory paper prescribed for a semester, on foregoing in writing her/his previous performance in the paper/s concerned. This can be done in the immediate subsequent semester examination only (for example, a student reappearing in a paper prescribed for Semester I examination, may do so along with subsequent Semester II examination and not along with paper for Semester V).
- b) A candidate who have cleared the papers of Part III (V & VI Semester) may reappear in any paper of V or VI Semester only once, a the immediate subsequent examination on foregoing in writing her/his previous performance in the paper/s concerned, within the prescribed span period.

(Note: The candidate of this category will not be allowed to join nay

postgraduate courses)

- c) In the case of reappearance in a paper, the result will be prepared on the basis of candidate's current performance in the examination.
- d) In the case of candidate, who opts to re-appear in any paper/s under the aforesaid provision, on surrendering her/his earlier performance but fails to re-appear in the paper/s concerned, the marks previously secured by the candidate in the paper/s in which she/he has failed to re-appear shall be taken into account while determining her/his result of the examination held currently.
- e) Reappearance in Practical examination shall not be allowed.
- f) A student who reappear in a paper shall carry forward the internal assessment marks, originally awarded.

## **Discipline**

- — Code of Conduct
- — Prohibition of Ragging
- — Punishment for Ragging
- — Policy on Sexual Harassment



## **Code of Conduct**

1. **Ordinance XV** of the University has laid down the procedure for maintenance of discipline among students of the University.
2. No member of the University community academic staff member or student member, shall engage in conduct likely to disrupt teaching, study, examinations, research, administration, or to obstruct any officer of the University or College in the performance of his/ her duties, or damage, deface any property of the University or of any College or occupy or use any of the same otherwise than in accordance with the rules or other provisions made therefore by the University or College authority concerned.
3. All problems arising in the University can be dealt with as problems to be resolved in the University community provided a well understood code of conduct is observed by all concerned.
4. The procedures of student welfare which need to be strengthened and expanded should be kept separate from the procedures of student discipline.
5. Any action that is coercive in nature or constitutes a threat to life or property within the University shall be recognized as a law and order problem to be dealt with accordingly.

## **Students are to note the following general rules**

- Students must not congregate in the foyer and corridors, or speak loudly near the classrooms and office block.
- Students should not receive personal visitors in the College during college hours. In cases of extreme urgency, the Principal may be contacted for permission.
- The office telephones are not meant for use by students except in cases of emergency.
- Day scholars are not allowed inside the Hostel or the rooms of the residents.

- Students are expected to attend all department events and other College functions.
- Day students should not have their personal letters addressed to the College.
- The College office is open to students for transacting business on all working days between 9.30 am to 12.30 pm only. Students should not go to the office frequently during College hours, since most of the information is available on the notice boards.
- Students may see the College Notice Board for the list of holidays and declared holidays.
- Students should be careful of their personal belongings like handbags, books, umbrellas, etc. and collect these before leaving. Efforts are made to retrieve all lost property but the college can take no responsibility in this matter. Students are advised not to bring large sums of money, jewellery or other valuables to the college.
- Whenever the residential address of any student changes, the same should be immediately informed to the College with a confirmation from the parents.
- Students shall conduct themselves properly towards all members of the staff and towards their fellow students. Insubordination, unbecoming language or improper conduct such as teasing etc., shall be severely dealt with. Students should not indulge in misconduct at the time of examinations or during the time of elections to the student bodies.
- No student suffering from any contagious or infectious diseases will be permitted in the College.

**Ignorance of any rule will not be accepted as an excuse. Anything printed in this booklet is liable to change anytime hereafter and will be applicable accordingly. Any such changes will be communicated through the Notice Board.**

## Prohibition of Ragging

According to **Ordinance XV-C**, ragging means any act, conduct or practice by which dominant power or status of senior students is brought to bear on students freshly enrolled or students who are in any way considered junior or inferior by other students and include individual or collective acts or practices which

- Involve physical assault or threat to use physical force.
- Violate the status, dignity and honour of women students.
- Violate the status, dignity and honour of students belonging to the SC/ST.
- Expose students to ridicule and contempt and affect their self esteem.
- Entail verbal abuse and aggression, indecent gestures and obscene behaviour.

Students of the College are expected to behave responsibly, both inside and outside the College.

**Ragging in any form is a criminal offence and is strictly prohibited. Any occurrence should be immediately reported to the Proctorial Committee.**

## Punishment for Ragging

**Ordinance XV C** has laid down rules regarding prohibition and punishment for ragging:

- If any incident of ragging gets reported to the Vice- Chancellor by any authority then the student involved in ragging can be expelled for a specified term.
- Non students involved in any incident of ragging will be proceeded as under the Criminal Law of India. They will be rendered ineligible for a period of five years from seeking enrolment in any of the institutions of the University of Delhi.

**The Principal of the College is authorized under the Ordinance to take immediate action on any information of the occurrence of**

**ragging. Any student found ragging freshers may be either expelled, rusticated for a specified period or the results of the student/s concerned in the examination in which they appeared be cancelled.**

## **Policy on Sexual Harassment**

According to **Ordinance XV-D**, the University of Delhi is committed to maintain and create an academic and work environment free of sexual harassment for students, academic staff and non-teaching staff of Delhi University. The Ordinance will also apply to outsiders and residents on the Delhi University campus, to the extent specified under the rules and procedures.

Sexual Harassment shall include, but will not be confined to, the following:

- When submission to unwelcome sexual advances, requests for sexual favours, and verbal or physical conduct of a sexual nature are made, either implicitly or explicitly, a ground for any decision relating to employment, academic performance, extracurricular activities, or entitlement to services or opportunities at the Delhi University .
- When unwelcome sexual advances, verbal and non-verbal and/ or physical conduct such as loaded comments, remarks or jokes, letters, phone calls or e-mails, gestures, exhibition of pornography, lurid stares, physical contact, stalking, sounds or display of a derogatory nature that have the purpose and/ or effect of interfering with an individual's performance or of creating an intimidating, hostile or offensive environment.
- When a person uses, with a sexual purpose, the body or any part of it or any object as an extension of the body in relation to another person without the latter's consent or against the person's will, such conduct will amount to sexual assault.
- When deprecatory comments, conduct or any such behaviour is based on the gender identity/ sexual orientation of the person

and/ or when the classroom or other public forum of the University is used to denigrate/ discriminate against a person or create a hostile environment on the basis of a person's gender identity/sexual orientation.

At the level of the College, all complaints of these nature, must be routed through the College Complaints Committee, to be comprised of

- Two teacher representatives to be elected or nominated as per procedure.
- Two non-teaching staff representatives of the College (of which one must be from Group D) to be elected/ nominated as per procedure.
- Three student representatives to be elected from a Gender Sensitizing Committee of students comprising of one elected representative of each class.
- At least one of the three representatives should be a second year undergraduate.
- Two persons with known contribution to women's issues, to be co-opted by the Committee from outside the College. One of these may preferably have a legal background.
- The Chairperson (Woman) to be elected from amongst the members.
- The Member Secretary to be elected out of these categories should be a woman.

**At least 50% of the members in each category have to be women.**

**The term of each member (other than students) shall be two years. The previous Committee will continue till the new committee is constituted. The College should ensure that the new committee is constituted latest by 20 September every year.**

## Awards and Fellowships

- — College Prizes
- — Academic Prizes
- — Endowment Prizes
- — For Resident Scholars
- — For the Visually Challenged

## **College Prizes**

### **Awards of Excellence**

The College has instituted two Awards of Excellence for overall performances to be awarded to students after a rigorous verification of their records by a duly constituted Staff Council Awards Committee. In addition, there is the coveted Principal's Medal. These awards are as follows:

### **Golden Jubilee Awards**

The Silver Jubilee Award was instituted with donations made by the then Principal, and members of the faculty in the Silver Jubilee year (1973). The first award was made in the 1974-75 session. The teaching faculty and the Principal upgraded this as the Golden Jubilee Award in 1997-98.

The Golden Jubilee awards are given to two third year students – one from Humanities and Social Sciences and one from the Sciences.

### **Eligibility**

*Academic:* Humanities & Social Sciences 55% marks, Sciences 60% marks. Applicants should ordinarily have cleared concurrent/ subsidiary subjects and house examinations and also have the requisite attendance as per university guidelines.

*Extracurricular/ Co-curricular:* Participation in at least two categories of activities from amongst (a) Cultural/ Extracurricular activities; (b) organization of department/ College functions; and (c) NCC/ Sports/ Social Service.

### **Procedure for applying**

Applications with complete biodata including details of academic and extracurricular activities, along with an essay on a specified topic are to be submitted to Teacher-in-charge by a notified date.

### **Selection Criteria**

Interview: 35%; extracurricular activities: 15%; co-curricular activities: 20%; Academics: 30%.

### **The Professor Savitri G. Burman Awards of Excellence**

This was instituted in the Golden Jubilee year 1998 by Shri S. K. Burman for two second year students, one from Humanities and Social Sciences and one from the Sciences (including B. Sc. Honours Mathematics).

The modalities for selection are the same as for the Golden Jubilee Award (excluding the essay).

### **Principal's Medal**

The Principal at her discretion gives medal to a student whose contribution to a cause is exemplary in nature.

### **Academic Prizes**

1. University Rankers prizes in the form of book coupons worth Rs. 2500 are awarded to the students who have obtained a University Rank in the North Campus.
2. Academic Prizes in the form of book coupons worth Rs. 1500 are awarded to the students on the basis of highest marks obtained in the M. A./ M. Sc. Previous Examination, B.A./ B.Sc. Part I and Part II annual examination.
3. Academic Prizes in the form of book coupons worth Rs. 1500 are awarded to students on the basis of highest marks obtained in the B. A./ B. Sc. Part I and II, III annual examinations.

### **Endowment Prizes**

The following endowment prizes are awarded in the form of books on Founder's Day:

**Neeta Bhattacharya Memorial Prize:** Donated by Shri S. Bhattacharya in memory of his daughter Neeta, who died while a student of Miranda House. This is awarded to a second year Chemistry Honours student who stands first among the Miranda House students in the Part-I annual examination.

**Rajeshwari Razdan Memorial Prize:** Donated by the parents of late Rajeshwari Razdan a former member of the staff. This is awarded to the best student of B. A. Honours Sanskrit in the final year examination.

**Agnes Scott Prizes :** Donated by Miss Nancy P. Groseclose, a visiting Professor from Agnes Scott College, USA under the US-India College Exchange Programme. This is awarded to the best student in Zoology selected by the Department of Zoology of the College.

**G. Pershad Memorial Prize:** Donated by Mrs. Premila Raghubir former member of the staff, in memory of her father the late Shri Govind Pershad. This is awarded to two best students in English one in B. A. Honours and one in B. A. Programme.

**Gayatri Dasgupta Memorial Prize:** Donated by Smt. Leena Dasgupta in memory of Gayatri, her daughter, who died while a student of Miranda House. This is awarded to the best student of English Honours in the final year examination.

**Gauri Radhakrishnan Prize:** Donated by Shri J. Radhakrishnan, father of Gauri, a former student of Miranda House. This is awarded to the best student of B. Sc. Honours Chemistry in the final year examination.

**Smt. Mallan Devi Bhalla Prizes:** Donated by Shri B. B. Singh Bhalla, in memory of his godmother, late Smt. Mallan Devi Bhalla and awarded to the best students of B. A. Honours Economics Part I, Part II, Part III, M. A. Part I and Part II (five prizes in all).

**Kasturi Memorial Prizes:** Donated by Dr. R. Bhar, a former faculty member of Miranda House, (i) A silver Medal to the student of B. A./ B. Sc. Honours Mathematics who secures the highest aggregate marks in Mathematics Honours in the final examination at the end of Part III; (ii) A book prize to a student of B. A./ B. Sc. Programme who secures the highest marks in Mathematics in the final examination at the end of Part III.

**Seema Bhasin Medal:** Donated by Smt. Shakuntala Bhasin in memory of Seema Bhasin, her daughter, who died while a student of B. Sc. Mathematics of Miranda House. This is awarded to a Miranda House student who gets the highest marks in B. Sc. Honours Mathematics Part II.

**Usha Thiagarajan Memorial Prize:** Donated by Mr. Thiagarajan in memory of Usha, his daughter who died while a student of B. A. Mathematics of Miranda House. This is awarded to two Miranda House students who stand first in Part I & II annual examinations, respectively.

**Urvashi Memorial Scholarships:** Two scholarships donated by Shri P. N. Choudhry in memory of his daughter Urvashi, who died while a student of M. A. Previous English. One prize awarded to the third year English Honours student who secures the highest marks in the final examination and joins M. A. in English and the other to the M. A. Part I English student who secures the highest marks in M. A. Part I examination among Miranda House students.

**Smt. Prem Gulati Memorial Prizes:** Donated by Shri. D.N. Gulati in memory of the mother of Sangeeta, who did her M. A. in Mathematics from Miranda House in 1998. Two prizes are awarded, one of Rs. 220 to a student who secures first position in B. A./ B. Sc. Honours Mathematics and another of Rs. 300 to a student who secures first position in M. A./ M. Sc. Mathematics final year.

**Lakshmi Krishnaswami Prizes:** Donated by Shrimati Sushila Krishnaswami in memory of Lakshmi, her daughter, who did her B. Sc. General from Miranda House in 1977. Two prizes in the form of books are awarded; one prize of Rs. 1000 to a student of M. Sc. final year in Botany who secures the highest marks in the M. Sc. Previous examination and another prize of the same amount to a student of B. Sc. Honours final year class in Botany who secures the highest marks on the basis of the combined Part I and Part II examinations.

**Bhagyawati Rustagi Scholarships:** Donated by Shri Rameshwar Dayal, these are awarded in the following way:

1. On the basis of XII class results: It is to attract good students to the subject. It is to be awarded by the department in the end of the I term or in the beginning of II term:
  - a. Two scholarships of Rs.1000 each to two students who will opt Sanskrit Honours course. She should secure at least 70% marks in Sanskrit in XII class.
  - b. One scholarship of Rs.1000 to a student having at least 65% marks in Sanskrit in XII and opting Sanskrit as one of the disciplines in B.A. Programme.
2. A scholarship of Rs.2000 to the topper of third year Honours, securing at least 70% marks in aggregate. In case of tie, half-yearly marks of third year Honours can be taken into account.

**Santosh Bhutani Memorial Scholarships:** Donated by Miss Damyanti Bhutani, sister of late Santosh Bhutani who was a member of the administrative staff of the College. One scholarship of Rs. 200 per month for three years to be given to the daughter of a karamchari working in Miranda House who receives the highest marks in the Senior Secondary XII class examination. The scholarship is to be rotated between Humanities/ Social Science group one year and to the Science group in the following year. The Scholarship will be awarded for the three year undergraduate degree (preferably in Miranda House) or an equivalent vocational course. In case of failure in any annual examination, the scholarship will be discontinued. The Scholarship holder must be a daughter of Karamchari, including a legally adopted daughter. While determining the eligibility, concession given to the daughters of Miranda House employees in getting admission in the College will not be added in the marks secured by them. If there is no candidate in a year, two candidates will be considered in the following year subject to availability of funds. The Principal will administer the fund operative from 1994-95 with

power to exercise her discretion in granting the scholarship even if some of the above conditions are to be relaxed on individual merit.

**Financial aid in memory of A. C. Janakiamma:** Donated by the family members of the late Dr. A. C. Janakiamma who was Principal of Miranda House from year 1971-81, out of her last will. The management has decided that the interest earned on the corpus is to be used for financing the needs of individual students who can be identified every year.

**Meera Singla Memorial Scholarships:** Donated by Mr. P. C. Singla, husband of late Meera Singla, who was a lecturer in the Physics Department of the College. Two scholarships will be awarded: one scholarship of Rs. 100 per month to a second year Physics Honours student and one scholarship of Rs. 150 per month to a third year Physics Honours student. They must have secured 75% and above in PCM at the senior secondary level. The second year awardee must have an aggregate of 60% and above in the main subject in the B. Sc. Honours first year examination, along with the highest marks in the Mathematical Physics paper. The third year awardee must have an aggregate of 60% and above in the main subject in the B. Sc. Honours first and second year examination along with the higher marks in the Mathematical Physics papers. The awardee will not be eligible to avail of any other scholarship during the tenure of these scholarships. In case the awardee opts not to avail of this scholarship, the scholarship will be given to the next student in order of merit.

**Madan Mohan Chopra Memorial Scholarship:** Donated by Shri Man Mohan Chopra, a former member of the Administrative Staff, in memory of Madan Mohan Chopra, his younger brother, who worked in the office in 1971-72. One award of Rs. 200 to be given to a final year student of B. Sc. Applied Physical Science, securing the highest marks on the basis of the combined Part I and Part II examination including practical papers. In case of a tie, the award amount will be equally distributed.

**Sumana Dutta Memorial Gold Medal:** Donated by Mrs. Nibedita Dutta, in memory of her daughter Sumana Dutta B. A. Economics Honours, 1994. Sumana died tragically in a rail accident in August, 1995. A Gold Medal to be given to a student of third year Economics Honours with the following: Average second division marks in the first and second year University examinations along with regular attendance in lecture and tutorial classes. An interest in organizing and participating in various cultural and extracurricular activities of the College and department will also be considered. An exemplary respect for human values, care, concern and compassion for people around her; smiling and soft spoken; with a thirst for knowledge.

**Dr. Lakshmidhara Dayawanti Memorial Scholarship:** Instituted by Dr. S. Ahuja a teacher in the Chemistry Department of Miranda House, and her family, in memory of their parents. To be awarded to one student from II year B. Sc. Honours Chemistry, selected by the Chemistry Department on the basis of the following: (i) performance in the University Examination (ii) performance in the House Examinations (iii) attendance record (iv) behaviour and conduct in the class (v) Extracurricular activities.

**Prof. M. N. Srinivas Memorial Prizes:** Donated by Mrs. U. Khurana, a retired teacher of the Department of Sociology, Miranda House, in memory of her teacher, Prof. M. N. Srinivas. Three cash prizes along with merit certificates are to be awarded to three deserving students of B. A. Honours Sociology. Rs 1000 (approx.) is to be given to the Third year B. A. Honours student who is the overall topper in three years. Rs. 500 (approx.) to be given to the second year B. A. Honours student with the highest marks in first and second year combined. Rs. 500 (approx.) to be given to the first year B. A. Honours topper in the College.

**Sanyukta & D. N. Chaudhari Endowments:** Donated by Mrs. S. Chaudhari, a former senior lecturer of Miranda House. This is awarded to two Miranda House students of B. A. Honours in the languages viz. English, Sanskrit, Hindi, Bengali (and such other Modern Indian Language that may be added to the curriculum in future), who secure the highest and next highest maximum marks in the aggregate in the final year examination at the end of the third year.



**Urmila Sharma Memorial Prize:** Instituted by Shri Rajinder Sharma in memory of his sister late Ms. Urmila Sharma who was a staff member. To be awarded to the final year student of B. A./ B. Sc. Mathematics Honours who secures the highest marks in the combined Part I & Part II (Main Papers) of the University Examination.

**Shyam Deviki Kaul Memorial Award:** By Dr. Usha Tikoo, Reader in Botany Department Miranda House in the name of her parents, awarded to a student selected by the teachers of the Botany Department among outgoing students of the third year.

**Dr. Saroj Kesar Meritorious Award:** Rs. 2000 is awarded to a third year student of B. Sc. Honours Zoology, scoring the highest marks in Physiology and Functional Histology.

**Nirmal D. Sagar Gold Medal:** Instituted by Mr. Daya Sagar in the memory of Late Smt. Nirmal Sagar, Lecturer in the Department of Physics. Awarded to the best student of B. Sc. Honours Physics, selected by the teacher of the Department.

**Anu Bedi Scholarship:** Instituted by Mr. Parkesh Bedi of USA in memory of his daughter Anu Bedi who died in the Kanishka air crash in 1985. It is awarded to a student of second year B. Sc. Life Science/ B. Sc. Applied Physical Science/ B. A. Honours Mathematics/ All B. Sc. Honours subjects on the basis of merit cum means. An applicant's consistency in terms of merit will be decided on the basis of the following weighted criteria:

School level marks on basis of which she was admitted to College (PCB/PCM)	10%
Result of Delhi University Examination I year	30%
Result of House Examinations of II year	25%
Assessment of assignments of first and second term of second year	25%
Attendance of first and second term of second year	10%

The student with the highest composite score will receive the award. The award will be announced on Founder's Day. The student will be awarded Rs. 6000 when she joins third year in July.

**Saroj Bedi Scholarship:** Instituted by Mr. Parkesh Bedi of USA in memory of his wife Saroj Bedi who died in the Kanishka air crash in 1985. It is awarded to a student of second year B. A. Programme/ B. A. Honours on the basis of merit cum means.

An applicant's consistency in terms of merit will be decided on the basis of the following weighted criteria:

School level marks on basis of which she was admitted to college	10%
Result of Delhi University Examination of first year.	30%
Assessment of assignments of first and second term of second year.	25%
Attendance of first and second term of second year.	10%

The student with the highest composite score will receive the award. The award will be announced on Founder's Day. The student will be awarded Rs. 6000 when she joins third year in July.

**Miranda House Department of Political Science Prizes:** One for a first year Political Science Honours student who secures the highest marks in the internal assessment examination held that year. One for a second year Political Science Honours student who secures the highest total of marks combined in the University of Delhi annual first year Political Science Honours Examination and the second year internal assessment examination.

**Sudha Prerna Puraskar:** Instituted by Dr. Sudha Kumar, a retired faculty of Hindi Department, there are two prizes in this category.

- To be awarded to a student of Hindi Honours who secures the highest total Marks in the first and second year University of Delhi Examination.
- To be awarded to a student of B.A. Programme on the basis of best performance in Hindi in part I & II, taken together.

**Kanta Venugopal Medal in Genetics:** Instituted by Ms. Sucheta and Prof. M. N. Murty, to be awarded to a student of Botany Honours who

has secured an aggregate of 60% and above in the University examination along with the highest marks in the Genetics paper scoring at least a minimum of 65% marks and having cleared subsidiary subjects.

**Chandra Sathiraju Medal in Biochemistry:** Instituted by Ms. Sucheta and Prof. M. N. Murty, to be awarded to a student of Zoology Honours who has secured an aggregate of 60% and above in the University Examination along with the highest marks in the Biochemistry paper scoring at least a minimum of 65% marks and having cleared subsidiary subjects.

**Anukriti Medal:** Anukriti Medal to be awarded to the best participant in the Hindi Dramatics Society The name of the medal will be *Dr. Shail Kumari Medal for Best Student in Anukriti*.

**Dr. Anjali Kawatra Awards:** Two awards of Rs. 6000 each for students of Miranda House (one for Science and one for Humanities) will be awarded as *Dr. Anjali Kawatra Awards for Excellence*. Each award also carries a trophy.

**Diamond Jubilee Alumnae Association Awards:** Two awards of Rs. 5000 each for second year students, to be given at the Annual Alumnae function. For the student awards, applications will be invited from second year students of all courses, i.e. B.A. Honors, B.Sc. Honors, B.A. Programme, B.Sc. Applied Physical Science, and B.Sc. Life Science. Applicants must have secured the first or second position in their class in Miranda House in the University of Delhi first year Annual Examination. All eligible candidates will be required to apply on a prescribed form and submit an essay of 750 words on a specified topic. The selection will entail an interview and the criteria will have weighted emphasis on academics (60%); extracurricular and co-curricular activities (20%); the essay and the interview (20%).

**S. S. Ahulwalia Award:** Dr. V. W. Ahulwalia, retired teacher of Philosophy established the award of Rs. 5000 in memory of her late husband to be given on the founder's day of the college to a deserving second year student of B. A. Honours in Philosophy, keeping in view

the marks obtained in the first year Annual Examination and the second year House Examination. The student will be chosen by a committee consisting of the Principal and other members.

**Mohan Lal K. B. Mehta Memorial Award:** Instituted by Mrs. Nutan Mehta, in memory of her husband Mr. K. B. Mehta, former non-teaching employee of the College and awarded to the best *NCC Cadet* on the Founder's Day of the college.

**Bela Gupta Memorial Scholarships:** Six fellowships amounting to Rs.15000 instituted by Dr. Kaushalya Gupta, retired teacher of Sanskrit in memory of her mother. The fellowships are to be awarded to First, Second and Third year Sanskrit students of Honours course as well as B.A. Programme as per the criteria mentioned below:

1. Scholarships on the basis of Class XII result to be given by the Department of Sanskrit at the end of first term or in the beginning of second term:
  - a. Two scholarships of Rs.2500 each on merit cum need basis to be given to students having at least 70% marks in Sanskrit in Class XII and opting Sanskrit Honours course in B.A.
  - b. Two scholarships of Rs.1000 each to two students on merit basis having secured at least 75% marks in Sanskrit in Class XII and opting for Sanskrit Honours course in B.A.
  - c. One scholarship of Rs.1000 to a students having 70% marks in Sanskrit in Class XII and opting for Sanskrit as one of the Discipline Course in B.A. Programme.
2. Scholarships on the basis of performance in the B.A. Exam to be given on the Founder's Day:
  - a. Toppers of B.A. first year and second year Sanskrit honours securing at least 70% in final exam will be given Rs.2000 each. In case of a tie, marks of half yearly exam will be taken into consideration.
  - b. Three scholarships of Rs.1000 each to the student having at least 65% marks in B.A. Programme in first, second and third year

final examination. It will be given on merit basis.

**N. N. Kesar Memorial Award for Competence in the Field of Vocal Music:** Instituted by Dr. Saroj Kesar, retired teacher of Zoology, in the memory of her husband, an award of Rs. 2000 to be given to the most talented vocalist amongst the students of the College. The selection will be through an Annual Intra-college competition to be organized by the College Music and Dance Society.

**Shri SAI-Kesar Endowment Fund for the needy student:** Instituted by Dr. Saroj Kesar, retired teacher of Zoology. Scholarships of Rs. 1500 each to provide financial assistance to two needy students of B.Sc. (H) Zoology/ B. Sc. Life Sciences of II and III year. The eligible candidates will have to apply to the Principal through their respective departments and the selection of the students will be done by the faculty of the Department.

**Totto Chan Award for Creative Teaching in School Internship:** Instituted by Department of Elementary Education, award carries a cash prize of Rs.1000 and is given for best creative teaching in School Internship.

**Department of Elementary Education Award:** Instituted by the Department of Elementary Education, this award is given for all round performance of a student and carries a cash prize of Rs.1000.

**Dr. Anita Tandon Award:** Instituted by Prof. S.K. Tandon in memory of his wife, Dr. Anita Tandon who was an Associate Professor in Department of Chemistry of this college, the award carries a cash prize of Rs.5000 and is given to a student who scores the highest marks in Organic Chemistry paper of the Ist year B.Sc. Chemistry (Hons) course.

**Shri K.M. Rustogi & Kesar Devi Rustagi Memorial:** Instituted by Dr. Urmil Rustogi, a retired Associate Professor Department of Sanskrit in memory of her parents-in-law, this is to be awarded to the best student in a paper Reading/Debate/Conversation Inter-College competition for Under-Graduate and Post Graduate students of Sanskrit.

**Department of Sanskrit Award:** Five faculty members of the Department Sanskrit have instituted this award which will be given in the form of prizes to the students in various Departmental activities.

### **D.S. Kothari Centre Science Award**

#### ***Baseline Tests***

A series of Baseline Science Tests have been held in Miranda House in the academic session 2008-09 and 2009-10 under the DS Kothari Centre for Research and Innovation in Science Education. There are three tests, one each in Biology, Chemistry and Physics respectively. Since all the Tests are held on different days, students can participate in as many Tests as they want to. From 2010-11, two more Baseline Tests will be held in Geography and Mathematics respectively. All tests are open to all Miranda House students of first, second and third years, irrespective of the course of study. A nominal entry fee of Rs. 50 is charged to ensure responsible participation, with special concession for students participating in multiple tests.

Each Baseline Test consists of forty multiple-choice questions and two problems. The Tests are designed to evaluate the students' understanding of basic concepts in the relevant discipline through a series of carefully designed questions. The questions are not routine examination style questions and require understanding and application of concepts rather than rote learning.

In addition to certificates, the top three scorers of each Written Baseline Test are awarded cash prizes as follows:

First Prize	:	Rs.1000
Second Prize	:	Rs. 750
Third Prize	:	Rs. 500

#### **Science Award**

The top three scorers in the Biology, Chemistry and Physics Baseline Tests will be short-listed for a Presentation Round consisting of an individual Powerpoint exposition on an interdisciplinary scientific

topic of contemporary interest. On the basis of the Presentation Round, one student will be selected for the Science Award, carrying a cash prize of Rs.2000 and a certificate. The Organizing Team may decide to institute a Runner Up award based on quality of expositions. There is also a Best Interjector Prize in the Presentation Round.

### **Subira Award for Science Innovation**

Instituted by Aparna Garimala a student of Physics (1996-99), this will be the most prestigious award at Miranda House. The award is to support a single motivated and research oriented science student. The applications will be evaluated on the basis of a project report and presentation describing a scientific investigation undertaken by the student regarding a real-world issue or a thought experiment or an innovation (a product or service) designed and created by the students to solve an existing real-world issue, problem or question. The proposals will be evaluated for creativity, originality and innovative thinking along with a sound understanding of the relevant fundamental scientific concepts. Preference will be given to projects that include a working model of the solution; describe low-cost solutions that solve problems for a large group of people; are feasible, practical and executable.

### **Fellowships for Resident Scholars**

**Sanyukta and D. N. Chaudhari Fellowship for Resident Scholars:** In the Diamond Jubilee year 2007-08, three fellowships of Rs 5000 per annum each, on the basis of merit cum means, were instituted by Shri D. N. Chaudhari. The fellowships are awarded to first, second and third year resident student of the hostel.

*Selection procedure:* Resident students of Miranda House Hostel are required to apply for the fellowship on forms available in the College Office. All applications must attach proof of parental income. Ten candidates (from each year) with the lowest incomes will be called for an interview.

*Eligibility:* Residents receiving financial assistance/ fee concession for the college fee from Miranda House are eligible. Residents who are in receipt of a waiver of the Hostel Establishment charges will not be eligible. Residents receiving scholarships/ financial assistance exceeding the college fee from any other source are not eligible.

*General Rules:* Getting the fellowship in one year does not guarantee receipt in the following years. Recipients of the fellowship must be in the top 25% of their class in the University Examination, to be able to apply for renewal of the fellowship and must compete for it.

### **Fellowships for the Visually Challenged Students**

**Amba Dalmia fellowships:** Two scholarships of Rs. 5000 each, instituted by Ms. Manju Kapur Dalmia are awarded to two visually challenged students for their academic merit, motivation and all round performance, on the basis of an interview.

**Savitri Devi fellowship:** Instituted by Dr. Pratibha Jolly in memory of her aunt, an annual scholarship of Rs. 5000 is awarded to a visually challenged student of second year on the basis of her academic merit, motivation and all round performance, on the basis of an interview.

**Yashoda fellowship in memory of Prof. Vinod Sena (two in number):** Instituted by the Yashoda Charitable trust in memory of Prof. Vinod Sena to be awarded to a physically disabled student. The award is for Rs. 5000 a year (Rs. 1000 for books and stationery and Rs. 400 per month for the ten working months of the year). Selection of the awardee will be on the basis of the following criteria: (a) seriousness of the disability; (b) economic status of the student's family; (c) academic merit.

**Yashoda fellowship in memory of Ms. Manorama Manchanda:** Instituted by the Yashoda Charitable trust. Rs. 5000 to be awarded preferably to an undergraduate student of music, unless another student with disability would benefit more by it. Selection criteria: (a) seriousness of the disability; (b) economic status of the student's family; (c) academic merit.

**Yashoda fellowship in memory of Sant Darshan Singh:** Instituted by the Yashoda Charitable trust. Rs. 5000 to be awarded to any a dis..... with disability. Selection criteria: (a) seriousness of the disability; (b) economic status of the student's family; (c) academic merit.

**The Yashoda fellowship in memory of Mr. and Mrs. Datta (three in number):** Instituted by the Yashoda Charitable trust. Rs. 5000 to be awarded preferably to an under graduate student of Music, unless another student with disability would benefit more by it. Selection criteria: (a) seriousness of the disability; (b) economic status of the student's family; (c) academic merit.

**The Yashoda fellowship in memory of Mr. C. L. Manchanda:** Instituted by the Yashoda Charitable Trust, Rs. 5000 to be awarded preferably to an undergraduate student with interest in Sports.

**The Yashoda fellowship in memory of Sister Camermans:** Instituted by the Yashoda Charitable Trust, Rs. 5000 to be awarded preferably to an undergraduate student.

**The Yashoda fellowship in memory of Kate Tillis:** Instituted by the Yashoda Charitable Trust, Rs.5000 to be awarded to a physically challenged student of an undergraduate course.

**Buti Foundation Awards:** Instituted by Buti Foundation established by Dr. Bimla Buti, a renowned physicist. There are three awards consisting of a citation and amounting to Rs.10000 each for the best visually challenged students of first, second and third year respectively.

8th						
7th						
6th						
5th						
4th						
3rd						
2nd						
1st						
PERIOD	MON	TUE	WED	THU	FRI	SAT

### COLLEGE TIME – TABLE

I Period	-	08.40 to 09.35 am
II Period	-	09.35 to 10.30 am
III Period	-	10.30 to 11.25 am

### COFFEE BREAK – 11.25 TO 11.35 AM

IV Period	-	11.35 to 12.30 pm
V Period	-	12.30 to 01.25 pm

### LUNCH BREAK – 1.25 TO 1.45 PM

VI Period	-	01.45 to 02.40 pm
VII Period	-	02.40 to 03.35 pm

**Every Wednesday is earmarked for various co-curricular and extra curricular activities. The timetable for that day is:**

I Period	-	08.40 to 09.25 am
II Period	-	09.25 to 10.10 am
III Period	-	10.10 to 10.55 am

### COFFEE BREAK – 10.55 TO 11.05 AM

IV Period	-	11.05 to 11.50 pm
V Period	-	11.50 to 12.35 pm

### ACTIVITY PERIOD – 12.35 TO 1.55 PM

VI Period	-	01.55 to 02.45 pm
VII Period	-	02.45 to 03.35 pm
VIII Period	-	03.35 to 04.30 pm

### Academic Calender Semester Scheme 2011-2012

#### Semester-I/III/V/VII

1. Thursday, 21 July 2011  
Classes Begin
2. Saturday, 1 October 2011 to Sunday, 9 October 2011  
Mid-Semester Break
3. Monday, 10 November 2011  
Classes begin after Mid-Semester Break
4. Saturday, 19 November 2011 to Saturday, 10 December 2011  
Dispersal of Classes, Preparation leave and Conduct of Examination
5. Saturday, 11 December 2011 to Sunday, 1 January 2012  
Winter Break

#### Semester-II/IV/VI/VIII

1. Monday, 2 January 2012  
Classes Begin
2. 4 March 2012 (Sunday) to 11 March 2012 (Sunday)  
Mid-Semester Break
3. Monday, 12 March 2012  
Classes begin after Mid Semester Break
4. Tuesday, 1 May 2012 to Monday, 21 May 2012  
Dispersal of Classes, Preparation leave and conduct of Exams/ Annual Examinations
5. Tuesday, 22 May 2012 to Sunday, 15 July 2012  
Summer Vacations

For the courses that continue in annual mode (2 year/3 year) there shall be House Examinations during this period.

For the courses that continue in annual mode (2 year /3 year) there shall be Annual Examinations during this period.

