

ORDINANCE NO. 2**Admission of Students to School of Studies and Maintenance of Discipline**

1. In this Ordinance, unless there is anything repugnant in the subject or context :
 - (a) "Equivalent examination" means an examination which has been conducted by :
 - (i) Any recognized Board of Higher Secondary Education, or
 - (ii) Any Indian University other than this University incorporated by any law in force for the time being, and recognized by the University as equivalent to its corresponding examination or the final examination held under the M.P. Madhyamik Shiksha Adhiniyam, 1965 as the case may be.
 - (b) "qualifying examination" means an examination the passing of which makes a student eligible for admission to a particular year in a course of study leading to a Bachelor's or post-graduate degree or diploma conferrable by this University.
2. Admissions to all-courses shall be governed by the following principles:
 - (1) Admission shall not be a matter of right.
 - (2) Eligibility shall not imply admission.
 - (3) Admissions in all Institutions that are constituent units of the University shall be governed as per Regulations made in this behalf. The University shall follow reservation policies of the State as enacted by a relevant Act of the Legislative Assembly.
3. A student seeking admission to a College, University Teaching Department or School of Studies (hereinafter called an Institution) shall, on or before the date prescribed for submission of applications for admission by the Head of the Institution concerned, submit his application on the prescribed form to be obtained from such Institution on payment of the prescribed fee.
4. The application for admission shall among others be accompanied by (i) the School or College Leaving Certificate signed by the Head of the Institution last attended by the student, (ii) true copy of the statement of marks showing that the applicant has passed the qualifying examination, and in the case of a student who passed the examination as private candidate, a certificate signed by two responsible persons certifying to the good character of the applicant. If an applicant for admission, as aforesaid, has passed the qualifying examination from a Board other than the Board of Secondary Education, Madhya Pradesh, or a University other than this University, he shall submit in addition to the School or College Leaving Certificate, an eligibility or a Migration Certificate from the Registrar of such Board or University, as the case may be together with immigration fee of rupees thirty.

Provided that if it does not become possible for the applicant to obtain a migration certificate in time for making the application, he may make the application in time stating that the certificate shall be produced as soon as it is received and for that purpose he may be allowed such time as the University may specify.

Provided that a student who is eligible for second or supplementary examination of the University shall be permitted to take provisional admission to the next higher class within the date prescribed above. If he/she fails to clear the supplementary or pass the second examination the provisional admission in the higher class shall stand as cancelled.

Provided further that the Kulapati shall have powers to grant admission in cases of candidates (i) who qualify for admission as a result of revaluation and who seek admission within 21 days from the date of declaration of the result, (ii) Candidates coming on transfer from other Universities because of the transfer of their Parents/Guardians, beyond the last date for admission as given above on the clear understanding that the attendance of all such students admitted under the provision shall be counted from the date of commencement of the session.'

8. (1) a student shall be enrolled as a member of an institution as soon as he is admitted by the Head of the institution and has paid the prescribed fees.
- (2) A student seeking admission to an institution after the commencement of the session shall be required to pay tuition fees from July of the year.
9. A student, who during an academic session desires to leave the institution of which he has become a member shall give notice in writing to the Head of the Institution of his intention to leave stating reasons therefore and further stating the name of the institution, if any, which he wishes to join. If the change is to another Institution in the same city, the Head of the Institution shall consider the reasons given to justify such a change. If they are strong enough to justify such a change, he may pass orders accordingly.
10. Every student in the University shall at all times be of good behavior, show diligence in studies, maintain decorum and dignity, take proper interest in co-curricular activities and observe all rules of discipline of the Institution of which he is a student and of the University.
11. (1) When a student has been guilty of breach of discipline within or outside the premises of the University or an Institution, or persistent idleness or has been guilty of misconduct, the Head of the Institution at which such student is studying, Kulapati/Registrar/Dean Student Welfare may according to the nature and gravity of the offence :
 - (a) Suspend such a student from attending classes for not more than a week at a time; or
 - (b) Expel such a student from his institution;
 - (c) Disqualify such a student from appearing at the next ensuing examination; or
 - (d) Rusticate such a student.
- (2) Before inflicting any punishment as aforesaid, the Head of the institution shall give the student concerned an opportunity of personal hearing and record the reasons of inflicting the punishment in writing.
- (3) The Head of the Institution concerned shall have power to suspend for such time as may be necessary a student temporarily from the Institution pending inquiry into his conduct in connection with un-alleged offence.
- (4) The period, during with a student remains suspended for completion of an enquiry, shall be reckoned in the calculation of his attendance for appearing at an examination provided he is found innocent.
- (5) Ordinarily, the period of rustication shall not exceed two years. Other Universities shall be informed of the fact of the rustication.
- (6) The rustication of a student from an Institution shall entail the removal of his name from the register of enrolled students.
12. There shall be a Proctorial Board whose constitution/powers/duties shall be such as may be prescribed by Regulations.
13. There shall be a Code of Conduct for students as may be prescribed by Regulations. It shall be compulsory for all students to comply with its provisions. In the event of non- observance of the Code, by a student, it shall be the duty of the Principal of the College/Dean, School of Studies/Registrar of the University to take disciplinary action against him under paragraph 11 above.