

INSTITUTE OF MANAGEMENT SCIENCES

UNIVERSITY OF LUCKNOW

LUCKNOW

Revised ordinances regarding admission, examination etc. to be effective from session 2015-16 onwards

In these ordinances, unless context otherwise requires:

1. Institute means the Institute of Management Sciences
2. OSD means the OSD of the Institute of Management Sciences
3. Director means the director of the Institute of Management Sciences
4. Program Director/ Coordinator means the In charge of a particular program
5. These ordinances shall be applicable from the academic session 2015-16
6. (a) The degree of MBA (CM)/MBA (F&C)/MBA(MS)/MBA(Marketing)/MBA (HR & IR)/ MBA (Retail Management)/ MBA (Tourism)/ MBA (RDM)/ MBA (Agribusiness)/ MBA (IB) shall be conferred on graduates who have pursued a course of study as prescribed by this University for not less than four semesters spread over two years and have passed the examinations prescribed under the relevant ordinances.
(b) The degree of MBA (part time) shall be conferred on graduates who have pursued a course of study as prescribed by this university for not less than six semesters spread over three years and have passed the examinations prescribed under the relevant ordinances.
(c) The degree of PGDFMPM shall be conferred on graduates who have passed a course of study as prescribed by this university for not less than two semesters spread over one year and have passed the examinations prescribed under the relevant ordinances.
(d) The degree of BBA/BBA (MS)/BBA (IB) shall be conferred on those candidates who have pursued a course of study as prescribed by this university for not less than six semesters spread over three years and have passed the examinations prescribed under the relevant ordinances.
(e) The degree of MBA 5 Year program shall be conferred on those candidates who have pursued a course of study as prescribed by this university for not less than ten semesters spread over five years and have passed the examinations prescribed under the relevant ordinances.

Eligibility

7. (i) For courses mentioned under 6(a)

A bachelor's degree under the 10+2+3 system in any field of study awarded by a university or institute incorporated by law and recognized by this university with minimum 50% marks (45% marks for SC/ST candidates) in the aggregate shall constitute the minimum requirement for admission to these programs. Candidates who have completed a two year bachelor degree up to 1984 are also eligible.

(ii) Persons Nominated (Employees in Officer Grade) by Government; Army; Corporate (NSE/BSE Listed Companies) Will be allowed direct admission to the MBA Programs mentioned at 6 (a) & 6(b). Such admissions will be allowed only on the approval of Honorable Vice Chancellor.

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(iii) **Additional requirement for course mentioned under 6(b):**

Besides the eligibility criteria mentioned under section 7(i) above a candidate seeking admission to this course should have two years supervisory level experience after graduation.

(iv) **For courses mentioned under 6(c)**

A bachelor's degree under the 10+2+3 system in any field of study awarded by a university or institute incorporated by law and recognized by this university with minimum 45% marks (40% marks for SC/ST candidates) in the aggregate shall constitute the minimum requirement for admission to these programs. Candidates who have completed a two years bachelor degree up to 1984 are also eligible.

(v) **For courses mentioned under 6(d)**

Intermediate/ Higher secondary (i.e. 10+2) or its equivalent examination conducted by any Board incorporated by Law & recognized by this university with minimum of 50% marks in aggregate (45% for SC/ST candidates) shall constitute the minimum requirement for admission to the programs.

(vi) **For course mentioned under 6(e)**

intermediate/ Higher secondary (i.e 10+2) or its equivalent examination conducted by any Board incorporated by Law & recognized by this university with minimum of 60% marks in aggregate (55% for SC/ST candidates) shall constitute the minimum requirement for admission to the programs.

NUMBER OF SEATS

8. There shall be 60 seats in each program. Persons mentioned at 7 (ii) will be in addition to the 60 seats mentioned here. The category of nominated students will normally not be more than 5% of the seats in each MBA Program of IMS.

ADMISSION PROCEDURE

9. **For courses mentioned under 6(a)**

The admission shall be made through an All India Test basis i.e. CAT and/or LUMAT including GD&PI (except for cases mentioned at 7 (ii)).

10. **For courses mentioned under 6(b, c & d)**

The admission shall be made through merit on the basis of marks obtained in previous examination/ or merit of the entrance test.

11. **For course mentioned under 6(e)**

The admission shall be made through merit on the basis of marks obtained in previous examination/ or merit of the entrance test.

SCHEME OF EXAMINATION

12. The semester examination shall be held at the end of the semester and each student shall have to appear in all the papers as prescribed in the syllabi.
13. In order to be eligible to appear in the semester examination a candidate must have attended a minimum of 75% of the classes in both theory and practical separately.
14. (a) All the theory papers shall be divided into two parts as under:
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|------|--------------------------|----------|
| (i) | Internal evaluation | 30 marks |
| (ii) | Semester end examination | 70 marks |

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(b) The marks of internal evaluation shall be divided into three parts as follows:

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|-------|--------------------------------|----------|
| (i) | Tests and cases | 15 marks |
| (ii) | Assignments/Presentations | 10 marks |
| (iii) | Class participation/Attendance | 05 marks |

(c) Semester end Examination of 70 marks in MBA Programmes (including last two years of MBA 5 Year Programme) will have two parts:

(i) Descriptive examination of 30 marks for one and a half hour.

(ii) Objective question based examination of 40 marks for one and a half hour.

15. Wherever required 70 marks allotted for semester end examination in the computer related papers of MBA Programmes, papers may be divided into two parts:

(i) Descriptive examination of 30 marks.

(ii) Objective question based examination or practical examination of 40 marks.

16. (i) Summer training/projects/tour report/industry report/field work report/practical assignment shall be examined in the ratio of 70 and 30 for external and internal assessment respectively.

(ii) The rate of honorarium for external evaluation of summer training projects/industry visit report/comprehensive projects in all MBA programs of IMS would be at the rate of RS.200 per project subject to minimum of five projects to be evaluated by any single external/internal expert in any program.

17. The above mentioned examination rules will apply for IMS exams. However, wherever there is lack of clarity or rules mentioned here are silent the rules of examination applicable to Lucknow University regular examination shall apply.

18. Semester end examination in each paper shall be divided into two parts of 1 ½ hours duration each.

19. (a) The candidate obtaining minimum 40% marks in each paper (including 40% marks in external examination separately) with an aggregate of minimum 50% marks shall be declared successful in examination. The successful candidates for Other than MBA Programs will be placed in different division as under:

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|------|-----------------|--------------------------------------|
| (i) | Second division | below 60% of the aggregate marks |
| (ii) | First division | 60% and above of the aggregate marks |

For MBA Programs CBCS rules mentioned elsewhere in these ordinances will apply.

(b) In case of back paper, internal marks obtained by the candidate as a regular candidate will be carried forward. In case the candidate fails to appear for internal examination and his/her marks

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cannot be carried forward then the internal marks will be assigned in proportion of the marks obtained in the semester end examination. While in case of exempted candidate internal marks obtained by the candidate will be taken in proportion of marks obtained in the end semester examination.

(C) If candidate fails to pass in one paper or in aggregate, five marks grace would be given in only one paper, if required. If He/ She fails in more than one paper than the grace marks will not be available.

20. The final result of the candidate shall be declared on the basis of combined results of all the semester examinations.

21. A candidate securing 75% or more marks in any paper shall be declared to have passed in that paper with **DISTINCTION**. A candidate securing 75% or more marks in the combined aggregate of all the semester examinations shall be declared to have passed the program with **HONORS**. For MBA Programs CBCS rules mentioned elsewhere in these ordinances will apply.

22. Rules regarding scrutiny, back paper etc. for all the courses are as follows:

(a) Back paper facility shall be allowed to following candidates:

(i) Those who pass in individual papers but fail in the aggregate will be allowed back paper in up to two papers in all programmes of IMS.

(ii) Who fail in maximum of any two papers in one semester in other than MBA programmes of IMS. Back paper shall be allowed in maximum of two papers of any one semester in these programmes.

(iii) Scrutiny facility will be available to students of all courses as per the general provisions of University of Lucknow.

(iv) The back paper facility will also be provided in Viva Voce/ training or project report only once in respective end semester examination in consecutive year.

(b) The candidates belonging to category (a) (ii) & and the MBA students shall be promoted to the next semester of the continuing course but will be required to reappear in the paper in which they have failed and have been allowed to reappear as back paper candidate.

(c) Category 22 a(i) will also be promoted however, they will be required to secure aggregate of 50% by appearing in back papers failing which they will be treated as failed.

(d) No candidate shall be allowed to reappear in back paper examination of any subject after the expiry of two consecutive attempts.

(e) A candidate who fails in a regular semester examination or in a back paper examination (two attempts) shall be allowed to appear in that semester end examination only as exempted candidate (in consecutive year) on the payment of prescribed fees.

(f) Candidates who have not deposited regular semester fee and wishes to appear as exempted candidate in the subsequent year will be allowed to appear as exempted candidate only on submission of semester fee + exempted student fee.

23. Seventy Five percent attendances in each paper shall be compulsory.

24. The Viva-voce examination shall be conducted by three examiners viz.,

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- (i) The concerned programme director/coordinator/ OSD, IMS or his Nominee
- (ii) Two external examiners

25. Those candidates who fail to fulfill the condition of participating in summer training/ study tour and submitting a report of the same shall not be entitled to appear in the viva voce examination.

26. The maximum period allowed for the completion of the concerned programme shall be under:

- i) Three year Under graduate Management Programme- Six Years
- ii) One - Year Post Graduate Diploma Programme- Two Years
- iii) Two year MBA programmes- Six Years
- iv) Three year MBA Part-time Programme- Six years
- v) Five year MBA Integrated course- Eight Years

27- a. All MBA programmes of IMS will follow choice based credit system (CBCS) from July 2015 as follows:

Semester	No. of core paper	Foundation papers	Elective papers	Total Credit
I	08 (credit & compulsory)	01 (non credit & compulsory)	Nil	24
II	06 (credit & compulsory)	01 (non credit & compulsory)	02 (supportive to the discipline of the study) credit and compulsory	24
III	02 (credit & compulsory)	02 (01 credit & 01 non credit) both compulsory For MBA (HR & IR) there will 03 papers including 02 credit Papers	i. 3-5 (02 to 04 for MBA (HR & IR) papers supportive to the discipline of study ii. For expanded range of study up to two papers from any stream of specialization available in the same semester of any of the IMS MBA programme. Total number of elective papers to be studied by the students will be 05 (04 for MBA (HR & IR)).	24
IV	02 (credit & compulsory)	Research project/business plan (credit Equivalent to two credit papers) compulsory	i. 2 to 4 papers supportive to the discipline of study (Credit) ii. For expanded range of study up to two papers from any stream of specialization available in	24

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			<p>the same semester of any of the IMS MBA programme.</p> <p>Total number of elective papers to be studied by the students will be 05.</p>
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B. Following system of grades and grade points will be followed under CBCS

Grades and Grade Points

Letter Grade	Grade Point
O (Outstanding)	10
A+ (Excellent)	9
A (Very Good)	8
B+ (Good)	7
B (bove Average)	6
C (Average)	5
P (Pass)	4
F (Fail)	0
Ab (Absent)	0

- (i) A student obtaining Grade F shall be considered failed and will be required to reappear in the examination.
- (ii) For non credit courses "Satisfactory" or 'Unsatisfactory' shall be indicated instead of the letter grade and this will not be counted for the computation of SGPA / CGPA.

2B. Computation of SGPA and CGPA

The following system for computation of Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) as recommended by UGC will be followed:

- i. The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student, i.e.

$$SGPA (S_i) = \sum(C_i \times G_i) / \sum C_i$$

Where C_i is the number of credits of the i th course and G_i is the grade point scored by the student in the i th course.
- ii. The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semester of a programme, i.e.

$$CGPA (S_i) = \sum(S_i \times C_i) / \sum C_i$$

Where S_i is the SGPA of the i th semester and C_i is the total number of credits in that semester.

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

29. MBA students have to pass in at least 12 out of 16 credit papers in every year for getting promoted to the next year of course i.e. in case he/ she fails in up to four papers in a year he will be promoted to next year but will be required to pass in the failed papers through the back papers. The credit earned in 12 or more papers where he has passed will remain intact. Even if the student passes in less than 12 credit papers he will not be promoted but the credit in the passed papers will remain intact and the student can reappear in the failed papers next years. However, the number of maximum number of years available for passing the exam is sacrosanct and the student has to complete all 32 credit papers of four semesters, irrespective of back papers, during this maximum time span. Failing which they will not be entitled for the MBA degree. For the five year Integrated MBA program student will be required to pass in at least 9 of the 12 credit papers in the first three years each. For the remaining the person will have to pass in 12 out of 16 credit papers and will be entitled to back paper as applicable to other MBA student. Other provisions mentioned here for MBA programs will equally apply to Five Year Integrated MBA.

In case of failure in up to four papers for the MBA program (as mentioned above) students can change the electives if they so desire (from amongst the elective offered from the same semester (subject to other provisions of these ordinance and subject to availability)). In case of core papers no change will be allowed. In non credit courses also student will have to secure at least 50% equivalent for being eligible for degree, back paper will be available for these courses as well (in addition to the other back papers available to the student). All these provisions applicable to other MBA Programmes will be equally applicable to MBA 5 Years Programme.

All students will be promoted from first to second and from third to fourth semester.

30. (i) Wherever there is a need to take tour/tours outside Lucknow, the students will bear the expenses of the tour(s) on a pool basis, if required (University may decide part or full expense of the tour).

(ii) The Director/OSD, IMS may conduct foreign study tour/international industry visit, subject to the approval of Hon'ble Vice Chancellor, to give international exposure on contributory basis.

31. IMS will admit students for PhD degree. Permanent Teachers of the University associated with IMS as OSD/ Director, Programme Directors/ Coordinator and those others who are recommended by IMS Board of Studies and approved by the Vice Chancellor will be eligible for becoming Supervisor. Permanent teachers of the University will be allowed to enroll students as per the limit laid down by University statutes (Maximum number of PhD enrolment for individual Teacher will not exceed the statutory limit of enrolment prescribed for each category of teachers, including enrolment in parent department). PhD ordinances of the University shall apply. Persons Nominated by Government and BSE, NSE Listed Corporate will be considered for direct admission on the approval of Vice Chancellor.

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