

**ORDINANCE FOR
MASTER'S IN ARCHITECTURE PROGRAMME
ACADEMIC SESSION 2009-2010**

The courses of study for the regular Degree of Master in Architecture and the conditions for admission thereto shall be regulated as below:

1. DURATION OF THE COURSE

Course	Normal duration	Extended duration
Master in Architecture	Two Years (04 semesters)	Three Years

- (a) However, a student, who having passed the second semester examination discontinues her/ his studies, for some justified reasons may be permitted to join the third semester within one year of her/his passing the second semester examination.
- (b) An academic year shall consist of two semesters (**odd & even**) of approximately **20** weeks duration inclusive of the period of examination and semester break. The eligibility criteria for admission to each programme, fee structure, academic calendar, scheme of studies and examinations, examination schedule, sports calendar and cultural activity calendar etc. for the academic year shall be published in the University prospectus.
- (c) English shall be the medium of instructions & examination.

2. ELIGIBILITY C.RITERIA FOR ADMISSION

Master in Architecture course:

- (i) **B.ARCH** or any equivalent degree (as deemed fit considered by the equivalence committee of the University) from any Indian University included in the approved list of the Association of Indian University or any foreign University recognized by the Academic Council of the University for purpose of admission to this course securing at least 50% marks in aggregate or appropriate grade equivalent to 50% marks in credit based system.

Admissions to this programme will be made on academic merit of qualifying examination.

3. GENERAL INSTRUCTIONS TO BE FOLLOWED AT THE TIME OF ADMISSION

- (a) Before accepting the admission, the candidate must also ensure that she/he fulfills the minimum eligibility conditions as laid down herein and by the University for admission to the respective course.
- (b) The admission would be made by the University/Government every academic year in the month of June-July.
- (c) The reservation would be according to the Haryana Govt. / University norms notified in the admission brochure.
- (d) The reserved seats remaining vacant in the first counseling shall be carried forward to the second counseling and filled from respective categories of candidates. The above categories of reserved seats still remaining vacant shall be converted into general category seats in the third counseling & filled out of the merit list of general category candidates in the third counseling.
- (e) Fresh merit list will be prepared for each counseling.
- (f) Only those candidates who present themselves personally on the specified date and time along with the originals of all the documents will be considered for admission.
- (g) The admitted candidates will be required to deposit semester fees (non-refundable), securities (refundable) etc. of amount as decided by the Government/University in cash/ D.D. on the spot at the time of admission.

4. SCHOLARSHIPS

Scholarship may be awarded to students as per the terms and conditions stipulated by the funding agencies.

5. ATTENDANCE CRITERIA & EXAMINATIONS

- (a) The last date for receipt of Examination forms without and with late fee shall be fixed by the University.
- (b) The examination shall be open to a candidate who:
 - (i) Has attended regularly the prescribed courses of studies/subjects for the relevant semester in the Department of the University.
 - (ii) has her/his name submitted to the Controller of Examinations by the Department for having satisfied the Attendance Criterion of attending not less than 75% of the total classes held in the semester in subjects offered to her/him, & not less than 75% classes in each individual subject. The Chairperson of the department may, in bonafide cases, condone deficiency up to 10% in aggregate and/or in individual subjects. The Vice-Chancellor may, however, condone deficiency up to 5% in aggregate and/or in individual subjects, over and above condoned by the chairperson of the department. However, getting condoned is not the right of a student.
 - (ii) whose result declaration is delayed for no fault of her/his or has applied for revaluation may attend classes of the next higher semester provisionally at her/his own risk and responsibility subject to her/his passing the concerned

semester examination. Such a candidate shall also be governed by the clause 5 (c) given below. In case the candidate fails to pass the concerned Semester Examination, her/his attendance and studies in the next higher semester in which s/he was allowed to attend classes provisionally, shall stand cancelled.

- (c) If a candidate, after attending the classes for the course of studies in the Department either not appeared or having appeared in any semester examination has failed in one or more paper(s) for that examination, She/he can appear for such paper(s) at subsequent examinations without attending a fresh course of studies for that semester. Such a candidate may, in the meantime, prosecute her/his studies for the next semester(s) and appear in the examination(s) for the same along with the examination for the lower semester(s).

A Candidate shall be eligible for Promotion to:

III Semester	If passed at least 50% papers of semesters I and II taken together
IV Semester	If passed at least 50% papers of semesters I, II and III taken together

A candidate who has paid dues for the higher class and is dropped for want of fulfillment of any of the above conditions shall not be required to pay her/his dues again on re-admission after fulfillment of the above conditions.

Pass percentage	40% (Grade öDö) for both Sessionals and Portfolio & Theory Examinations
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A candidate who fails to obtain the requisite grade as mentioned above shall **be required to appear** in the concerned subject in the subsequent examination(s) subject to clause 5 (C) . **However if a candidate fails to obtain requisite grade D in sessionals of any of the subjects, he/she shall not be allowed to appear in Theory Examination / Portfolio Examination of that particular subject but he/she is allowed to appear in other subjects, if in those subjects , sessionals are clear and has obtained grade D. He/ She shall again have to repeat the sessionals in the subsequent semesters and obtain grade D to appear in Theory / portfolio Examination in the concerned subject/subjects.**

- (d) The examinations for reappear in any subject(s) in the **odd semester** and that of in the **even semester** shall be held in the respective semesters along with the regular students. **However a special reappear examination may be conducted along with next odd semester examinations, for the students having ‘reappear’ in IV semester only.**
- (e) Amount of examination fee to be paid by candidates shall be as prescribed by the University from time to time.

- (f) Every student shall be required to appear in the examination of:

Theory, portfolio, & other courses as provided in the Scheme of Exams prescribed by the University.
- (g) The theory papers shall be set by external/internal paper setters. The evaluation of theory papers will be done by examiner(s) under the supervision of the Controller of Examinations. The panel of paper setters & examiners (evaluators) shall be supplied by the department approved by its B.O.S.
- (h) Viva-voce of Portfolios/Dissertations shall be conducted jointly by the external and Internal Examiners. If an External Examiner is unable to come, alternate examiner may be appointed with the intimation to the Controller of Examinations in the following preferential order:
 - i) From outside
 - ii) From DCRUST Murthal
- (i) A candidate who is unable to pass Masters in Architecture within a maximum of three consecutive academic years from the date of her/his admission shall lose the right to pursue the degree programme.

6. THESIS/ DISSERTATION

- (a) A candidate shall prepare her/his thesis under the supervision of a teacher of the Department who will act as thesis guide. Any joint supervisor (Intra-departmental, Inter-departmental, External Institution or Industry), may also be associated in supervision, if desirable.
- (b) The evaluation of the thesis will be through sessional and portfolio evaluation. The sessional work will be evaluated by the jury during the semester comprising of Thesis Guide, M. Arch / Thesis Coordinator and one external. The portfolio evaluation will be conducted by a jury of two external experts, Thesis Coordinator, M. Arch Coordinator / Chairman and the concerned thesis guide. The department may issue the new guidelines from time to time.

7. RE-EVALUATION:

Re-evaluation is permitted only for theory courses as per University Rules for Re-evaluation.

8. SESSIONALS

Sessionals in each course shall be evaluated by the teacher concerned. The awards will be forwarded to Controller of Examinations (COE) through the Chairperson before the commencement of each semester exam. The marks awarded to a student in any particular course will be based on her/his performance in class work, tests, , home assignments, seminar, viva-voce & other components, etc. as given under:

S. no.	Components of Sessionals	Weightage
A)	THEORY COURSES:	
1.	Sessional Test ó I	20 %
2.	Sessional Test ó II	20%
3.	Assignment / Quiz/Tutorial/Class Test	60 %

9. GRADING SYSTEM

For the award of grades in a subject, all component-wise evaluation shall be done in marks. The marks would be converted to grades as per the University grading system.

(a) Award of Grades Based on Absolute Marks:

The University will follow system of grading for all (irrespective of no. of students) based on absolute marks (**after applying moderation if any**) as given below:

<u>Range of Marks (%)</u>	<u>Grade</u>
90 to 100	A+
80 to 89	A
70 to 79	B+
62 to 69	B
55 to 61	C+
46 to 54	C
40 to 45	D
Less than 40	F

Note:

- (i) The awards/grades shall be submitted by the teacher concerned through course coordinator to the Chairperson of the department. **The awards/grades should be finalized within 7 days** of the semester examination.
- (ii) In case of any difficulty/issue related to **courses/conduct/moderation of awards/grades/recon-duct of paper**, the matter will be referred to a **departmental monitoring** committee comprising of **Chairperson, senior most teachers by rotation, course coordinator and faculty nominee of the Dean**. The committee will be headed by the chairperson. The committee, on receipt of complaint either from the student or from the teacher, shall meet at the earliest or will give its decision within one week. The decision of the committee shall be final.

(b) **Grade Points**

The grading point of academic performance will be as under:

Academic Performance	Grades	Grade Points
Outstanding	A+	10
Excellent	A	9
Very Good	B+	8
Good	B	7
Average	C+	6
Below Average	C	5
Marginal	D	4
Very Poor	F	0
Absent	G	-
Audit Pass	AP	-
Audit Fail	AF	-
Incomplete Dissertation	X	-

Note:

- 1. Pass Grade is Grade D and higher grades
- 2. Grades E and F are Fail grades

‘F’ Grade

The **F** grades denote poor performance, i.e. failing a subject (or subject component). A student has to repeat all those components of a subject(s), in which s/he obtains -F∅ grades, **until a passing grade is obtained, within the stipulated time of completion of that programme as mentioned in clause 1(a)**

'G' Grade

If a student, who is otherwise eligible for appearing in the semester examination as per the ordinance, but can not appear in the semester examination then s/he will be awarded \neq G \emptyset grade. The candidate will be allowed to take up the examination next time along with regular students and s/he will be awarded the grade as per grade system explained above.

AP/AF Grade

These grades are awarded to qualifying/Non-Credit subject(s) (as per scheme supplied by the concerned departments). The candidate **will not be eligible for award of degree** without qualifying these courses.

Continuous Absence

If a student is continuously absent from the Department for **more than four weeks** without intimation to the Chairperson of Department, her/his name will be struck off from the roll of the department. The re-admission shall not be allowed to the candidate during the same academic session.

'X' Grade

This grade is awarded for incomplete Dissertation work as per guidelines given below and will be converted to a regular grade on the completion of the Dissertation work and its evaluation.

A student who is unable to complete her/his Dissertation may be awarded an \neq X \emptyset grade by the Chairman/Chairperson/chairperson on the recommendation of his/her supervisor.

A student who has been awarded \neq X \emptyset grade shall be required to formally register for the next semester and pay the requisite fee.

\neq X \emptyset grade will be awarded in exceptional circumstances beyond student \emptyset /supervisor \emptyset control. Normally, the following grounds may be considered for the award of \neq X \emptyset grade:

- (i) Technical reasons/grounds such as Supervisor/equipment not being available.
- (ii) Any other reason to the satisfaction of supervisor.

(c) Evaluation of Performance

The performance of a student will be evaluated in terms of Cumulative Grade Point Average (CGPA) which is the Grade Point Average for all the completed semesters at any point of time.

The CGPA is calculated on the basis of all pass grades, except audit courses, obtained in all completed semesters.

CGPA=

$$\frac{\sum(\text{Course credits} \times \text{Grade point}) \text{ for courses with pass grade except audit courses}}{\sum(\text{Course credits}) \text{ of courses with pass grade except audit courses}}$$

