

ORDINANCE NO – 114

Department of Lifelong Learning

(Approved by Governor Office letter no.: 4077/6167/2012/रास/पू-4 dated 03.08.2012)

- 1- (i) There shall be various part-time (As shown in appendix – 'A') courses in the **Department of Lifelong Learning** of the University.
- (ii) The Course/Courses for each Examination shall extend for the period/duration as mentioned in col. No. 3 of Appendix - 'A'.
- (iii) No Examination under this Ordinance shall be held earlier than the year 2000.
- 2- The Examination for each Course/Courses shall be held by the Department every year on such date as may be fixed by the Shiksha Samiti in this behalf, the Saidm date/dates being or Ordinarily at least one month for the Courses of Three months duration and two months earlier for 6th months courses before the commencement of the examination examinations.
- 3- Subject to the complience within the requirements of the Ordinances and regulations of the Vishwavidyalaya the persons are eligible for the Admission to the respective course/courses examination/examinations as mentioned in columms No. 4 of Appendix - 'A' of the Ordinance.
- 4- An "Internal Candidate" seeking admission in the respective course/courses. Shall have passed not less than 15 daye/3 months/6 months Previously the examination or equivalent examination on prescribed form for admission in the respective course/courses mentioned in the column No. 2 of Appendix - 'A' of the Ordinance.
- 5- (i) A student of the (Teaching) Department seeking admisso in the Examination shall since passing an examination or equivalent examination required in column No- 4 of the Appendix - A of the Ordinance have :-
 - (a) Prossecuted for the prescribed duration (3 months/ 6 months/ 15 days) of the regular course of study in prescribed for the ourse/courses in the Department.
 - (b) Applied for admission on the prescribed form within the prescribed limit with examination fees of Rupees 1 to the Vishwavidyalaya thugh the H.O.D.

Definition:- "Prosecution of a regular course of study" means attendance of at least 75% of the lectures delivered in the course of instruction for the exami-nation, the completion fo 75% of such work, the attendece being calcula-ted up to a date four weeks for 3 months duration courses and 8 weeks period is prescribed.

- 6- Any defieiciency in attendance at the course of study for the examination at the classes may be condoned in accordance with the provisions of the relevant Ordinance.
- 7- Every candidate seeking admission in the respective course/courses shall be examined an shown against each course/courses in column No. 5 of the Appendix - 'A' of the Ordinance.
- 8- (i) Every application for admission to the respective examination shall be in the prescribed form and shall reach to the Registrar/H.O.D. within time limit prescribed in this behalf.

- (ii) The application shall be accompanied by a fee of Rs.----- including Rs.----- for the supply of mark sheet of the respective examination.
- 9- On the report of the Head of the Deptt. Of K.K.S. may refuse a admission to or exclude any candidate from the examination at any stage, if it is satisfied that such candidate is not a fit person to be admitted thereto. The reason for such exclusion shall be recorded.
- 10- The papers/made for each examination the maximum Grade prescribed therefore and the minimum required in each theory and practical (Whereboth) theory and practical examination conducted) and prescribed in column 6 & 7 of the **Appendix- A** for examination where only practical examination is conducted, for passing the examination shall be as detailed in column No. 7 of the Appendix - 'A'.
- 11- (i) In order to be successful at the concerned examination, an examinee shall obtain not less than the minimum marks Grade prescribed column No. 6 & 7 of the **Appendix - 'A'**.
- (ii) Successful examinee obtaining 60% proanove marks shall be awarded 'A' Grade Candidates obtaining 45% but less than 60% marks shall be awarded 'B' Grade and candidates getting 33% but below the 45% marks shall be awarded 'C' Grade.
- (a) Grade shall, be awarded on the basis of marks obtained by the candidate.
- (b) In determining the Grade the marks obtained by the examinee shall be taken in to account.
- 12- (i) Not with standing any thing contained in the ordinance the deficiency in the case of candidates failing by one marks shall be condoned.
- (ii) Grace marks in both theory and practical shall not be awarded.
- (iii) One Grace mark shall be awarded to the examinees those who have offered courses having provision for practical examination only.
- (iv) If a candidate passes the examination on the marks from the examiners without the benefit of the sub-paras(i) and (ii) of this paragraph, but misses Grade by one marks only, his aggregate shall be raised by one marks so as to entitle him to get the 'A' or 'B' or 'C' Grade as the case may be.
- (v) The merit/Grade of candidate at an examination shall be determined by the marks secured by a candidate from the examiners as mentioned in the note of the Appendix - 'A'.
- (vi) A candidate passing an examination by condonation of deficiency of marks shall not be placed in the merit list.
- 13- The syllabi for the each examination/examinations shall be published separately in the prospectus for the examination/course concerned.
- 14- As soon as possible after examination but not later the 30th of June next following, the k.k.s. shall publish a list of examineen successful at the examination in the 'A', 'B', 'C' Grade separately, the names of the examinees obtaining first three places in the 'A' Grade being arranged in order of merit. The merit list shall be separate for each of the examination.
- 15- A successful examunee shall receive a certificate in a form prescribed by the Shiksha Samiti.

Ordinance relating to part-time certificate course for adults -

The standing Committee of Academic Council in its business meeting on 24th August, 1999 reloived on the subject (Issues with the permission of the chair i.e. V.C. No.

6.) to constitute a sub committee to run part-time certificate course. Accordingly the sub-committee committee comprised of Dr. (Prof.) Indirani Chakravarty. Chairman, Dr. R.K.Shrivastava Dean, Faculty of Arts and Shri Kashinath Tiwari, project officer, Adult Education as members.

The above sub-committee recommended the following rules and regulations regarding parttime certificate course Adult students. The list of the courses and duration is enclosed (**Annexure - I**)

1- TUTION FEES –

- (a) Rs. 300/- for Three Months or less than 3 months duration per individual student for each course.
- (b) Rs. 600/- for more than 3 months up to 6 months duration per individual student for each course.

2- HONORARTUM TO TEACHERS-

- (a) The students, having the requisite qualification and studying in University Teaching Departments shall be given preference for imparting. The Concern knowledge. In addition to the teachers, employees, accompanists, technicians are the local, subject experts, shall be engaged in teaching. The Honorariu, to the teaching personnel, shall be Rs. 500/- per month for each course. The course will be help of more than one teacher.
- (b) The remuneration to the subject experts shall be Rs. 50/- per lecture demonstration. The project officer shall arrange. The conveyance for subject experts to the learning center.

3- Planning preparation for conducting the course. Public contact and supervision.....

The project officer shall contact the public belonging to rural and urban areas and various teaching institutions as oreoaratuib fir cibdyctubg the ciyrse,=. He will also supervise, The classes from time to time and manage conveyance for the subject experts guests and examiners to reach the Teaching/Learning centers. The university will bear the expenses in curred for the above terms.

4- REQUISITE NUMBER OF STUDENTS-

Then shall be minimum number of students for conducting the course subjected.

5- Maximum Marks. Alloted for the courses

- (a) M.M. 200 is prescribed for the courses covering three months or less duration.
- (b) M.M. 300 is prescribed for the course covering 6 months or upto 3 months duration.

6- EDUCATION SESSION-

The above mentioned course can be started from any months during the Academic session. It should be notedad and made as surel that the carriculam of the courseought to be completed within the session. Secondly, the particular course. Can be respected for more than once during the Academic session.

7- THE EXAMINATION FEES-

The examination fees prescribed for each Adult student's Rs. 100/- It should be deposited to the University concerned with mid session of the courses.

8- PASSING MARKS & GRADES-

The adult student has to obtain 33% of Maximum Marks in theory and practical/Viva voce examination to pass the course. The successful candidate will be placed in grade -A-, -B- and -C- on the basis of Marks obtained as below :

Obtained Marks	-	Grade
60% and above	-	A
Below 60% upto 45%	-	B
Below 45% upto 33%	-	C

9- THEORY & PRACTICAL/VIVA-VOCE EXAMINATIONS-

There shall only practical Examinations in the following courses :

Tabla, Vocal Music, Light Music, Harmonium, Kathak Dance,

Hindi/English shorthand, Folk Music, T.V. repairing, Tailoring and Needle Craft, serigraphy (Screen printing) photographic Crafts.

There shall be Theory and practical/Viva-voce examinations in communication English Museum and Mass Education and Applied Astrology.

The duration of communicative English will be of six months. The total aggregate will be 200 marks 100 for Theory and 100 for practical and Viva-voce.

Museum and Mass Education and Applied Astrology shall be of three months duration, the aggregate will be 200 marks and for Theory and practical Viva-voce. The marks allotted is 100 in each.

10- REMUNERATION OF SETTING OF DURATION PAPER (THEORY) AND VALUATION-

- | | | |
|---------------------------------------|---|------|
| (a) Setting of Question paper per set | - | 50/- |
| (b) Valuation Work (per answer book) | - | 2/- |

10- REMUNERATION FOR PRACTICAL/VIVA-VOCE EXAMINATION

(Amendment Approved wide Governern's letter No. 7080/3446/2004/RS/U. 4 Date 3-12-2004)

The remuneration will be Rs. 5/- per adult student made of appointing Examiners-

A panel of Examiners shall be prepared by the Dean, Faculty of Arts and the Project Officer or Head of The ACEEFO and HOD or his nominee of the subject concerned. The names of the experts of the subject not available in the university shall be proposed by the Head/Project Officer ACEEFO for inclusion in the committee. The Moderation committee shall consist of the same members as mentioned above. The panel of Examiners will comprise of Local Experts of the related subject.

11- ADMISSION TO THE FALLURE AND DROP-OUT ADULTS-

There is provision of Re-admission for the Drop-out Adults (who has failed).

12- ATTENDANCE IN THE CLASS-

And pursuing more than one course.

The attendance in the must be 75% The desirous adult can pursue two courses of study at a time. Provided, the The time table should not collide.

- 13- The duration of Hindi, short-Hand, T.V. repairing and Tailoring cum Needle Craft, shall be six months.

Appendix –A

SCHEMES/DETAILS OF PAPERE (THEORY/PRACTICAL, VIVA-VOCE)FOR VARIOUS PART-TIME CERTIFICATE COURSE

S. No.	Name of the course	Duration	Min. qualification for Admission or its equivalent Exames	Details of papers/ Examination	Min. Passing Marks		Maximum Marks	
					Theory	Practical Viva-Voce	Theory	Practical Viva-Voce
1	2	3	4	5	6	7	8	9
1	Museum and mass Education	3 Months	10+2 Pass or recognize equivalent examination	Theory and Practical Viva-Voce	33%	33%	100	100

2	Applied Astronomy (Jyotish)	3 Months	10 th Pass or Recognise equivalent examination	Theory and Practical Viva-Voce	33%	33%	100	100
3	Elementary Classical Vocal	3 Months	5 th Pass or recognize equivalent examination	Only practical Viva-Voce	-	33%	-	200
4	Elementary Tabla Playing	3 Months	5 th Pass or recognize equivalent examination	Only practical Viva-Voce	-	33%	-	200
5	Elementary harmonium Playing	3 Months	5 th Pass or recognize equivalent examination	Only practical Viva-Voce	-	33%	-	200
6	Elementary Light Music	3 Months	5 th Pass or recognize equivalent examination	Only practical Viva-Voce	-	33%	-	200
7	Elementary Kathak Dance	3 Months	5 th Pass or recognize equivalent examination	Only practical Viva-Voce	-	33%	-	200
8	Alpana, Batik, Badhej and Thappe	3 Months	5 th Pass or recognize equivalent examination	Only practical Viva-Voce	-	33%	-	200
9	Leather and Weaving Crafts	3 Months	5 th Pass or recognize equivalent examination	Only practical Viva-Voce	-	33%	-	200
10	Kasida, Gudia and Daper	3 Months	5 th Pass or recognize equivalent examination	Only practical Viva-Voce	-	33%	-	200
11	Dhatu Dhalai	3 Months	5 th Pass or recognize equivalent examination	Only practical Viva-Voce	-	33%	-	200
12	Communicative English	6 Months	10 th Pass or Recognised equivalent examination	Theory and Practical Viva-Voce	33%	33%	100	200
13	Hindi-Shorthand	6 Months	10 th Pass or Recognised equivalent examination	Only practical Viva-Voce	-	33%	-	300
14	English-Shorthand	6 Months	10 th Pass or Recognised equivalent examination	Only practical Viva-Voce	-	33%	-	300
15	T.V. Repairing	6 Months	8 th Pass or Recognised equivalent examination	Only practical Viva-Voce	-	33%	-	300
16	Sewing and Embroidery	6 Months	5 th Pass or Recognised equivalent examination	Only practical Viva-Voce	-	33%	-	300
17	Communicative Hindi	6 Months	10 th Pass or Recognised equivalent examination	Theory and Practical Viva-Voce	33%	33%	100	200
18	Repairing of Musical	6 Months	5 th Pass or Recognised equivalent	Only practical	-	33%	-	300

	Initrumeter		examination					
19	Photography	6 Months	5 th Pass or Recognised equiva-lent examination	Only practical Viva-Voce	-	33%	-	300
20	Compurter	6 Months	8 th Pass or Recognised equiva-lent examination	Theory and Practical Viva-Voce	33%	33%	100	200
21	Elementry Grade Drawing Examination	6 Months	5 th Pass or Recognised equiva-lent examination	Only practical	-	33%	-	300
22	Folk Music	6 Months	5 th Pass or Recognise equiva-lent examination	Only practical	-	33%	-	300
23	Yoga	3 Months	5 th Class Pass or Recognised equiva-lent examination	Only practical Viva/profarmace	33%	33%	100	200
24	Creative Theatre	6 Months	8 th Pass or Recognised equiva-lent examination	Theory and Practical Viva-Voce	33%	33%	100	200
25	Children Theatre	6 Months	Class I running (age group 5 to 14 only)	Only practical Viva-Voce	-	33%	-	300
26	Interior Decoration	6 Months	10 th Pass or Recognise equiva-lent examination	Theory and Practical Viva-Voce	33%	33%	100	200
27	Fashiaon Design	6 Months	10 th Pass or Recognise equiva-lent examination	Theory and Practical Viva-Voce	33%	33%	100	200
28	Serigriphy (screen Printing)	15 days	10 th Pass or Recognise equiva-lent examination	Only practical Viva-Voce	-	33%	-	200

29	Elementary Bharat Natyam	3 Months	5 th Pass or Recognise equiva-lent examination	Only practical Viva-Voce	-	33%	-	200
30	Elementary Flute Playing	3 Months	5 th Pass or Recognise equiva-lent examination	Only practical Viva-Voce	-	33%	-	200
31	Elementary Violin/Sitar/Guitar Palyng	3 Months	5 th Pass or Recognise equiva-lent examination	Only practical Viva-Voce	-	33%	-	200
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32	Communicative Chhattisgarhi	6 Months	10 th Pass or recognised equivalent examination	Theory & Practical Viva-voce	33%	33%	100	200

- Note :-**
- For passing the examination minimu 33% is necessary for both each in Practical/Viva-Voce and Theory examination.
 - For the course having provision for only practical examination minimu 33% is essential.
 - Candidate obtaining 50% and above marks shall be awarded -AØGrade.
 - For the courses having provision for practical examination only 60% or above shall be awarded -AØGrade.
 - The candidate getting from 45% to 59% marks shall be awarded -BØGrade.
 - For the courses having provision for practical examination only from 45% to 59% marks shall be awarded -BØGrade.
 - The candidate getting from 33% to 44% marks shall be awarded -CØGrade.

9. For the courses having provision for practical examination only from 33% to 44% marks shall be awarded 'C' Grade.

Note : 2 Sir. No. 29, 30 & 31 amended and approved wide Governor letter No. F. 23-4/06/RS/U.4 Dated 27-7-2006