

**MATMA GANDHI CHITRAKOOT GRAMODAYA
VISHWAVIDYALAYA, CHITRAKOOT**



Ordinance No. 10 (A)

**Chief Minister's Community Leadership
Development Programme**



**Bachelor and Master Degree in Social Work
(Community Leadership and Sustainable Development)**

Open and Distance Learning (ODL) Mode

- BSW (CL & SD): Three/Four Years Undergraduate Programme
- MSW (CL & SD): One/Two Years Master Degree Programme
- Standalone courses: One/Two Years Certificate/Diploma Programme
- Provisions for Internship with various Government Departments for Community Engagement

(As per the provisions of National Education Policy 2020 and Ordinance 14 b, 2021 by Higher Education Department, Government of Madhya Pradesh)

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ORDINANCE No. 10 (A)

This ordinance is issued as per the provisions of National Education Policy 2020 and guidelines issued by UGC for Higher Education Institutions (HEI's) New Delhi, and Dept. of Higher Education under Ordinance No. 14 (B). The provisions of this ordinance shall be applicable from the academic session 2022-23. This special Ordinance is for Graduate and Post-Graduate Degree in Social Work for building community leadership for achieving Sustainable Development Goals (SDGs) at grassroot levels of Madhya Pradesh under the Chief Minister's Community Leadership Development Programme (CMCLDP).

1. Academic Programmes:

The academic programme under this ordinance as follows

- **Three/four years undergraduate degree:** Bachelor's Degree in Social Work (with specialization in Community Leadership and Sustainable Development) popularly known as BSW (CL & SD).
- **One/two years postgraduate degree:** Master's Degree in Social Work (with specialization in Community Leadership and Sustainable Development) popularly known as MSW (CL & SD).
- **One/two years certificate/diploma programme:** as standalone programmes for the requirement of any university students under the community engagement programme and other professionals like government employees, people engaged in development activities/ sector, NGO workers and people representatives etc.
- **Internship (community engagement):** To enrich the knowledge, skill and experience for the students enrolled in other academic programmes/Institutions to earn essential credits for community engagement activities. The ordinance facilitates the mechanism of internship providing platform to work with government departments/agencies at grass-root level for various dimensions of sustainable development.

2. Objectives:

The objectives of the programmes are:

- To develop human capital, i.e., a cadre of trained manpower that would serve as social entrepreneurs, trained workers for community-based organizations and community leaders at grassroots level who will act as a link between the community and welfare programs.
- To provide trained man power to government departments and NGOs working in social sectors.

- To provide higher education opportunities for dropouts from disadvantaged groups of SCs, STs, OBCs, Women, People living below poverty line etc. who could not afford regular education.
- To contribute to increase in growth of Grass Enrollment Rate (GER) in higher education.
- For localizing SDGs and goals of *Aatmnirbhar Madhya Pradesh* (ANMP-2023).
- To develop self-reliant model villages through capacity building of the community.

Chief Minister's Community Leadership Development Programme (CMCLDP)

Chief Minister's Community Leadership Development Programme (CMCLDP) is a unique and innovative initiative of the Government of Madhya Pradesh being implemented since 2015 in collaboration with Mahatma Gandhi Chitrakoot Gramodaya Vishwavidyalaya (MGCGV), Chitrakoot, Satna (MP). The University has a distinction of being first formal rural university of the country founded by Bharat Ratna Nanaji Deshmukh with prime objective to provide academic programmes, research, training and extension activities of rural development. The successful journey of more than three decades revolves as friend of poor, Philosopher of development and guide to government in rural development. This academic training programme has been designed and implemented to develop grassroots level leadership in the communities for localizing sustainable development goals. The syllabi for various modules of this unique programme were designed with the active involvement of Administrators, NGO practitioners and academicians having expertise in implementing the various government programmes and concepts related to the sustainable development. The programme combines the advantages of both- distance learning program, while catering to the large numbers, and the advantages of being taught in a classroom by expert professionals in a small group. The programme runs in Open and Distance Learning (ODL) mode. Mandatory contact classes will be conducted at the Study Centers (Learner Support Centers - LSC) as per the provisions prescribed by University Grant Commission (UGC) as well as Distance Education Bureau (DEB) established in recognized colleges run by Higher Education Department of Govt. of MP in all 313 blocks of the state.

The students under these academic programmes will select a village or an urban habitat as their social laboratory and will do a project under the guidance of trained mentors/officers working in NGOs/related departments. The project work involves setting-up a target of Sustainable Development Goals in consultation with the local community and mobilizes the community to implement certain interventions for achieving the target. The results of the behavioral changes are measured against certain indicators. The process documentation is

submitted in the form of monthly assignments and field projects which constitute their practical work. Each course module is designed in such a way that the practical work is based on easily implementable activities which account for 30% of total evaluation. Thus, community engagement is an integral part of the whole curriculum under the Chief Minister's Community Leadership Development Programme. A large number of students (1.25 lacs) have so far enrolled under this programme and maximum of them have successfully completed and become graduates.

Madhya Pradesh Jan Abhiyan Parishad is a government organization working with the objective to foster state-civil society partnership and to develop the community based voluntary organizations as an integral tool of development. It is acting as an umbrella organization for voluntary sector in Madhya Pradesh and as a bridge between community and the government. The Parishad provides platform to the people who volunteer to work for the development of the society. The Department of Higher Education wide letter number 1703 dated 22-10-2021 transferred the Chief Minister's Community Leadership Development Program to Madhya Pradesh Jan Abhiyan Parishad and allowed the Madhya Pradesh Jan Abhiyan Parishad to use its existing infrastructure facilities in government colleges in 313 blocks to function as study centers (Learner Support Centers - LSCs) of Mahatma Gandhi Chitrakoot Gramodaya Vishwavidyalaya (MGCGV) on Sundays for contact classes of CMCLDP. The practical work of the students under this programme is coordinated by Madhya Pradesh Jan Abhiyan Parishad with the help of experts and closely supervised by the University.

The Government of Madhya Pradesh has issued Ordinance 14 (A & B) to implement National Educational Policy 2020. The ordinance provides the academic framework (credits) for community engagement/internship. The courses run under the Chief Minister's Community Leadership Development Program since 2015 have been revised and brought in alignment with the National Educational Policy 2020 and as per the ordinance 14 (B) issued under the MP Universities Act, 1973 for annual mode. The students of any university can opt any course by registering themselves separately under this program and paying the required fees. Madhya Pradesh Jan Abhiyan Parishad will coordinate their admission, internship with NGOs/Government Departments and practical work under the guidance of experts in the concerned field. The students who successfully completed the credit requirement and the process of examinations will be issued certificates/diploma as per the provisions of this ordinance. MGCGV will also make arrangements for transferring the credits of course of the concerned students to the concerned universities directly so that they can be reflected in the mark sheets issued by the respective universities where the students are pursuing their regular courses.

4. Eligibility Criteria

Students who have successfully completed grade 12 (10+2) school leaving certificate from board of secondary education M.P., Bhopal or an equivalent examination from any other board recognized by the State Government/University, will be eligible for admission to this under graduate programme.

5. Admission Process

The admission shall be made on merit calculated on the basis of criteria notified by the State Government/University, as the case may be, keeping in view the guidelines/norms in this regard issued by the UGC and other statutory bodies concerned and taking into account the reservation policy issued by the Government from time to time.

6. Seats

Student enrolment in the programme/course shall be restricted to the 40 seats per class in each center situated at block level. The in-take capacity shall be determined in advance by the university in accordance with the Guidelines/Norms issued by the state Government/ UGC and other statutory bodies concerned. So, that the same could be suitably incorporated in the admission guidelines for the information of all concerned and uploaded on the institutional website of admission portal of department of higher education. Depending upon the academic and physical facilities available at the center of the university may increase seats to a maximum of 10% of the seats sanctioned for the previous year of this programme for lateral entrants in the second year/ third year/ fourth year first degree programme if the student has successfully completed the first year/second year/third of the same programme in any institution and wants to re-inter in to the programme after a break in studies.

7. Modular Approach

To enable multiple entry and exit points in the academic programme, qualification such as certificate, diploma and degree, are organized in a series of levels in an ascending order from level-5 to level-8. Where the level-5 represents certificate and level-8 represent bachelor degree (Honor's/Research) respectively (Table-1). The four years undergraduate programme shall comprise courses under following subject categories.

SN	Nature of Courses	Credits
1	Major	56

2	Minor	26
3	Generic Electives	18
4	Skill Enhancement Course/Vocational Course	12
5	Ability Enhancement Course/Foundation Course	24
6	Field project/internship/apprenticeship /community engagement and services	24
Total		160

Qualification and credit requirements are given in table-1. The entry and exit for students, who enter the undergraduate programme are as follows:

Qualification, Credits requirements and the entry and the exit for students, who enter the undergraduate programme are as follows:

Table-1: Qualification type and credit requirements

Levels	Qualifications Title	Credit Requirement
Level-5	<u>Undergraduate Certificate</u> in Community Leadership & Sustainable Development (CL & SD) for those who exit after the first year of the undergraduate programme (duration first year of the undergraduate programme)	40
Level-6	<u>Undergraduate Diploma</u> in Community Leadership & Sustainable Development (CCL & SD) for those who exit after the Second year of the undergraduate programme (duration first two years of the undergraduate programme)	80
Level-7	<u>Undergraduate Bachelor Degree</u> in Community Leadership & Sustainable Development (CL & SD) for those who exit after the third year of the undergraduate programme (duration three years of the undergraduate programme)	120
Level-8	<u>Bachelor Degree (Honor's/Research)</u> in Community Leadership & Sustainable Development (CL & S D) for those who exit after the fourth year of the undergraduate programme (duration four years of the undergraduate programme)	160
Level-9	<u>Master Degree</u> in Community Leadership & Sustainable Development (CL & SD) duration one year)	200

First Year (Certificate Level)

Entry-1 : The entry requirement for level -5 is successful completion of class 12 (10+2) MP board of secondary education Bhopal or equivalent examination from any other board recognized by the state government/university. For the study in this programme the entry into the first year of the bachelor's degree is open to those who have met the admission requirements.

Exit-1 : If a student pass all the courses of level-5 and earns requisite number of credits, the student will become entitled for undergraduate certificate in the faculty of her/his major subject. If she/he wants to exit, can exit the programme with under graduate certificate in hand. (a certificate requires 40 credits in level-5)

Second Year (Diploma Level)

Entry-2 : The entry requirement for level-6 in successful completion of level-5. A Programme of study leading to the second year of the Bachelor's Degree is open to those who have met the admission requirements

Exit-2 : If a student passed all the courses of level-5 and level-6 and earns requisite no of credits, the students become entitled for undergraduate diploma in the faculty of her/his major subject. If see/he wants to exit, can exit the programme with undergraduate diploma in hand. (a diploma requires 80 credits with 40 credits in each of the two level)

Third Year (Degree Level)

Entry-3 : The entry requirement for level-7 is successful completion of level-5 and level-6. A programme of study leading to the Bachelor's Degree is open to those who have met the admission requirements.

Exit-3 : If the students passes all the courses of level-5 to 7 (first, second and third years) and earns requisite number of credits. The students become entitled for the undergraduate degree in the faculty of her/his major subject. A bachelor degree requites 120 credits from level five to seven, with 40 credits at the level five, 40 credits at level-6 and 40 credit at level-7.

Fourth Year (Honors/Research Degree Level)

Entry-4 : An individual seeking admission to a bachelor degree (honors/research- Level-8) in a specified field of learning would have completed all requirements of the relevant three year Bachelor Degree (level-7) after completing the requirement of a three years bachelor degree, candidates who meet a minimum CGPA of 7.5 shall be allowed to

continue studies in the fourth year of the undergraduate programme to purpose and complete the bachelor (honor's/research) degree.

Exit-4 : If the student passes all the courses of level-5 to level-8 and earns the requisite credits, the student becomes entitled for undergraduate degree (honor's/research) in the faculty of her/his major subject. A bachelor degree (honors /research) requires a total of 160 credits from level 5 to 8 with 40 credits at level-5, 40 credit at level-6, 40 credits at level-7 and 40 credit at level-8.

Fifth Year (Post Graduate Level)

Entry-5 : An individual seeking admission to a Post Graduate Degree (Master of Social work in Community Leadership and Sustainable Development) (Level-9) would have completed all requirements of the relevant four years Bachelor Degree (level-8).

Exit-5 : If the student passes all the courses of level-9 and earns the requisite credits, the student becomes entitled for Post Graduate Degree in Social Work - Community Leadership and Sustainable Development.

8. Stand Alone Courses

One/two years certificate/diploma programme : For the larger interest of the state and students the courses mentioned in BSW & MSW programmes can also be taken as a stand-alone courses. The students who enrolled in any university programme (UG or PG) can take these courses for their interest and credit requirement under community engagement programme. The professionals who are working in development arena can also access these courses for their capacity building and career enhancement. For this they have to enroll themselves separately for these courses in this university and pay prescribed fee. They have to fulfill the eligibility criteria attendance requirement and all other programme related academic processes. List of the proposed stand-alone courses are enclosed.

The credits will be awarded by the university. The credit can be calculated follows:

- One hour of theory or one hour of tutorial or two hours of laboratory work per week for the duration of 15 week resulting in the award of one credit.
- Credit for internship shall be one credit per week of internship, subject to a maximum of 12 credits in year.
- The credit earned under these Certificate Courses/Diploma Courses are counted for lateral entry into BSW (CL & SD) and MSW (CL & SD).

9. Duration

The minimum duration of the undergraduate degree programme shall be of three academic years whereas that of undergraduate degree leading to honors/research shall be of four academic years. The maximum duration for completion undergraduate degree and undergraduate degree (honors/research) programme for regular student shall be of 6 and 8 years respectively. There shall be no such bar for non-collegiate (private) students.

10. Types of Courses

Each of the subject /categories (1) to (5) as specified in clause 10 shall comprise of courses. Courses are the basic units of education and /or training, types of courses shall be as follows:

10.1 MAIN COURSES

- **Subject-I Core courses - Major (Social Work):** Such courses which shall compulsorily be studied by the student as a core requirement of the programme is core course. The 10 subjects of Social Work are the core course for the study in BSW (CL & SD).
- **Subject-II Core Courses - Minor (Development, Community Leadership and Communication):** Such courses which shall compulsorily be studied by the student as a core requirement of the programme is core course. The 10 subjects of Social Work are the core course for the study in BSW (CL & SD).

10.2 SUBJECT FROM ANY FACULTY

- **Subject-III: Generic Elective Course (Choose any one Academic Streams related to Development Dimensions):** An Elective course chosen generally from an unrelated discipline/subject with an intention to seek exposure of another field is called a General Elective Course (GEC). A core course offered in a discipline/subject may be related as an elective by another discipline/subject and vice versa and such elective may also be referred to as generic elective course. Generally, a course, which can be chosen by the student from a pool or basket of courses, which is specific on specialized or advanced or supportive to the discipline/subject of study of which provides an extended scope or which enables an exposure of some other discipline/meant to nurture the candidate's proficiency or skill is called an Elective course. The following subject (*Initially, the following dimensions of the development are being included in the curricula, however these dimensions may be modified as per the requirements.*) are given for the selection of elective course for the study in BSW (CL & SD): -

- Panchayatiraj and Rural Development

- Women and Child Development
- Natural and organic farming
- Environment and Natural Resources
- Volunteerism and Development
- Livelihood and Skills
- Health and Sanitation
- Legal Specialty
- Culture, Arts and Indigenous Knowledge
- Social Harmony

10.3 SKILL ENHANCEMENT COURSES (SEC)

- **Vocational Course:** The New National Education Policy 2020 has emphasized on the courses of vocational and skill-enhancement in order to make job-oriented skills to higher education. Madhya Pradesh Higher Education Department has taken a positive step in this direction and has made the courses of vocational and skill enhancement along with general academic subjects the most important and effective part of the undergraduate and postgraduate courses. The courses will be decided as per the guidelines of the Department of Higher Education, MP Govt. or the University.

10.4 ABILITY ENHANCEMENT COURSES

- **Ability Enhancement Course (AEC):** The ability Enhancement Course (AEC) are of two types:
 - Ability Enhancement Compulsory Courses (AECC) or Foundation Courses
 - Skill Enhancement Courses (SEC) or Vocational Courses “AECC” courses

These are the courses based upon the content that needs to Knowledge Enhancement in students. The course contents will be followed as decide by the dept. of higher education of MP for the universities and colleges. (As shown in the next table no.-2)

10.5 DISCIPLINE SPECIFIC ELECTIVE COURSES (DSE)

- **Discipline Specific Elective (DSE) course:** Elective courses offered from the main discipline/subject of study are returned to as discipline specific Elective the university may also offer discipline related elective courses of interdisciplinary nature (to be offered by main discipline/subject of study).

10.6 FIELD PROJECT / APPRENTICESHIP / INTERNSHIP / COMMUNITY ENGAGEMENT AND SERVICES

Inter/intra Faculty

- **Dissertation/Project:** An elective course designed to acquire special /advanced knowledge, such as supplement study/support study to a project work and a student study such a course on his own with an advisory support by a teacher/faculty member is called dissertation/project. It is considered as a special course involving application of knowledge in solving /analyzing/exploring a real situation/difficult problem for bachelor degree with honor/research. A project /dissertation work would be of credits, as decided by the competent body the student will do this work under the guidance subject expert.

11. Structure for Undergraduate Programme: Annual System

First Year (Level-5)

A student shall be declared to have successfully completed the level-5 if he/she acquires 40 credits as 12 credits in core courses of the major subject, 6 credits in core course of the minor subject, 6 credits in generic elective, 4 credits in SEC/vocational course, 8 credits in AEC/foundation course and 4 credits in field projects/internship/apprenticeship/community engagement and services.

Second Year (Level-6)

A Student shall be declared to have successfully completed the level 6, If he/she required 40 credits as 12 credits in core course of the major subject, 6 credit in core course of minor subject 6 credit in genes elective, 4 credit in SEC/ Vocational course, 8 credit in AEC/Foundation course and 4 Credit in field projects internship/apprenticeship/ community engagement and services.

Third Year (Level-7)

A Student shall be declared have successfully completed the level-7 if he/she acquires 40 credits as 12 credits in discipline specific elective course of the major subject of 6 credit in core course of the major subject 6 credit in generic elective 4 credits in SEC Vocational Course & credit an AEC/Foundation Course and 4 credits in field projects internship apprenticeship/ community engagement and services preamble related to major and/or Minor Subject.

Fourth Year (Level-8)

(a) **Bachelor with Honors:** A student shall be declared to have successfully completed the level-8 for bachelor with Honors degree, if he/she acquires 20 credits in discipline specific elective courses of the major subject 4 credit course in research methodology, 4 credit in dissertation and 12 credits in internship/apprenticeship related to the major subject.

(b) **Bachelor with Research:** A student shall be declared to have successfully completed the level 8 for bachelor with research degree, if he/she acquires 20 credits in discipline specific elective course of the major subject 4 credit in minor subject and 12 credits for research projects and disciplinary/ interdisciplinary Undergraduate thesis related to the major subject.

The nomenclature of degree shall strictly confer to the relevant provisions of the act/regulations/guidelines.

Fifth Year (Level-9)

Post Graduate Degree: A student shall be declared to have successfully completed the level-9 for Post Graduate Degree, if he/she acquires 20 credit in discipline specific elective courses of the major subject 4 credit course in research methodology, 4 credit in dissertation and 12 credits in internship/apprenticeship related to the major subject.

The nomenclature of degree shall strictly confer to the relevant provisions of the act/regulations/guidelines.

12. Additional Courses

In the categories of minor subject, general elective and skill enhancement course /vocational course a student may earn up to additional 6 credits per year in center tenure of 3-years undergraduate degree elective in each year of the 3-year undergraduate programme.

A student may change the subject of the generic elective in each year of the 3-year undergraduate degree programme.

Level 5
Level 6
Level 7
Level 8
Level 9

Table-2 : Structure for Under-Graduate Programme: Annual System

Year		Main Faculty (as per prerequisite)		Any Faculty	Skill Enhancement Course (SEC)	Ability Enhancement Course (AEC)	Field Project/ apprenticeship/ Internship/ community engagement and Service	Credits in year	Qualification (Credit Requirement)
Level	Year	Subject I	Subject II	Subject III	Vocational Course	Fundamental Course	Inter/intra Faculty		
		Major	Minor	Generic Elective Course					
1	2	3	4	5	6	7	8	9	10
Level 5	I	1. समाज कार्य का परिचय (6)	विकास की अवधारणा एवं क्रियान्वयन (6)	वैकल्पिक धारा में से किसी एक का एक प्रश्नपत्र (6)	व्यावसायिक पाठ्यक्रम में से कोई एक (4)	1. हिन्दी (2) 2. अंग्रेजी (2) 3. पर्यावरण अध्ययन (2) 4. योग एवं ध्यान (2)	4	40	40
		2. समाज कार्य एवं अन्य अवधारणाएँ (6)							
Level 6	II	1. समाज कार्य की पद्धतियाँ (6)	सामुदायिक नेतृत्व (6)	वैकल्पिक धारा में से किसी एक का एक प्रश्नपत्र (6)	व्यावसायिक पाठ्यक्रम में से कोई एक (4)	1. हिन्दी (2) 2. अंग्रेजी (2) 3. स्टार्टअप एवं उद्यमिता (2) 4. महिला सशक्तिकरण (2)	4	40	80
		2. व्यावसायिक समाज कार्य (6)							
Level 7	III	1. सामाजिक वैयक्तिक सेवा कार्य एवं परामर्श (6)	विकास के लिए संघार (6)	वैकल्पिक धारा में से किसी एक का एक प्रश्नपत्र (6)	व्यावसायिक पाठ्यक्रम में से कोई एक (4)	1. हिन्दी (2) 2. अंग्रेजी (2) 3. डिजिटल जागरूकता (2) 4. व्यक्तित्व विकास एवं चरित्र निर्माण (2)	4	40	120
		2. सामाजिक मनोविज्ञान (6)							
Level 8	IV	1. सामाजिक सामूहिक कार्य (समूह एवं संस्थाएँ) (6)	सतत विकास के आयाम (6)	वैकल्पिक धारा में से किसी एक का एक प्रश्नपत्र (6)	-	-	Apprenticeship/ Internship or Research Project (10)	40	160
		2. समाज कार्य अभ्यास के क्षेत्र (6)							
Total Credits		48	30	24	12	24	22	160	-

Table-3 : Structure for Post-Graduate Programme: Annual System

Year		Main Faculty (as per prerequisite)		Any Faculty	Skill Enhancement Course (SEC)	Ability Enhancement Course (AEC)	Field Project/ apprenticeship/ Internship/ community engagement and Service	Credits in year	Qualification (Credit Requirement)
Level	Year	Subject I	Subject II	Subject III	Vocational Course	Fundamental Course	Inter/ intra Faculty		
		Major	Minor	Generic Elective Course					
1	2	3	4	5	6	7	8	9	10
Level 8	IV	1. सामाजिक सामूहिक कार्य (समूह एवं संस्थाएँ) (6)	सतत विकास के आयाम (6)	वैकल्पिक धारा में से किसी एक का एक प्रश्नपत्र (6)	-	-	Apprenticeship/ Internship or Research Project (10)	40	160
		2. समाज कार्य अभ्यास के क्षेत्र (6)							
Level 9	V	1. सामुदायिक कार्य एवं सामाजिक क्रिया (6)	1. मानव संसाधन प्रबंधन (6) 2. औद्योगिक संगठनों में समाज कार्य (6)	वैकल्पिक धारा में से किसी एक का एक प्रश्नपत्र (6)	-	-	Dissertation/ Apprenticeship/ Internship or Research Project (10)	40	-
		2. सामाजिक शोध, सांख्यिकी एवं कम्प्यूटर अनुप्रयोग (6)							
Total Credits		24	24	12	-	-	-	80	-

13. Choice to select the MOOC Course

- a. The college/UTD autonomous college can allowed up to 40% of the total credits i.e.,

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- offered in a particular programme in a year through the online learning course provided under SWAYAM platform or any other MOOC platform recognized by the central government or the state government for credit transfer.
- b. The students will have the choice to opt elective-generic enhancement and ability enhancement course from the courses available within the college/UTD autonomous college or in other UTDs of the same universities but from same level i.e., the programme an alternate choice will also be available to the student to opt courses from Massive Open Online Courses (MOOCs) available at SWAYAM (Study Webs of Active-Learning for Young Aspiring Minds) platform with the permission of the college/UTD.
- c. The students can also opt a course under DSE of major subject from massive open online course (MOOCs) available at SWAYAM platform.
- d. The college university will take a decision for the online courses of SWAYAM if:
- (i) The courses offered on SWAYAM would supplement the teaching learning process in the institution.
 - (ii) Every student opting a course available on SWAYAM platform would be required to register for the course at SWAYM. The student will pay the stipulated fee to SWAYM for registering the course if required.
 - (iii) While along the online learning courses offered by SWAYAM it shall be ensured that the physical facilities like laboratories, computers facilities and library etc. essential for pursuing the courses shall be made available in adequate measure by the college/UTD autonomous college. The present institution must designate course coordinator/facilitator to guide the students throughout the course and to facilitate /conduct the lab/practical session/examination.
- e. The requirement of project/dissertation as notified by the respective college/UTD/autonomous college need to be undertaken by the candidate for the specified credits. The project may be undertaken in any of the national and state laboratories institutes/companies/ industries with the approval of college UTD/ autonomous college.

14. Attendance in Contact Classes

Requirement of attendance will be as per university ordinance governing the examination. In general attendance, at least Seventy-Five percent of theory lectures i.e. 40 class on each Sunday in year and practical's six day per week except Sunday separately will be required in each course to sit in the year end examination.

For special reasons such as prolonged illness deficiency in percentage of attendance not exceeding fifteen percent of the total number of lectures delivered and practical/ sectional held in each course may be condoned by the Vice Chancellor/Principal of autonomous colleges.

15. Examination & Evaluation:

15.1 Generally each course will correspond to an examination paper comprising of external and internal evaluations. The year-end theory examination for Major subject, Minor Subject and Generic Elective will be of 3 hours while Vocational (SEC) and Foundation Course (AECC) will be of 2 hours duration the credit structure for theory/practical/tutorial, internal, external examination and total marks for an examination are shown in the Table 2 & 3 in clause 12.

15.2 Process of Evaluation:

The year-end examination will be conducted as follows-

- The year-end exam will be commenced externally at the end of every year.
- The Annual exam is for 70 marks and the question paper of the year end /external examination should preferably contain long answer, short answer, very short answer and objective types (where needed) questions.
- This exam will be conducted by the University (MGCGVV, Chitrakkot)

The internal assessment is for 30 (15 marks by the mentor for assigned field work done by the students in the field and 15 marks on the annual compiled report/process documents submitted by the students at the end of the year by an external examiner) marks in each paper.

The process of the internal evaluation will be as follows-

- There will be 05 assignments in each paper.
- The students will be awarded 15 marks if they submit process document reports of 05 assignments.
- Remaining 15 marks will be awarded on presenting compiled process document report to the external examiner on the basis of viva-voce exam.

The field work evaluation will be conducted as follows-

The evaluation process for the Field Project/ apprenticeship/ Internship/ community engagement and service will be as follow-

- It is also for 100 (30 internal and 70 external) marks.
- 30 marks will be awarded by the internal examiner.
- 70 marks will be awarded in viva-voce exam by the external examiner on the basis of production of duly signed report and certificate of the students given by the Field/NGO/Institution where they engaged or worked.
- It will be conducted by the university.

15.3 Total marks obtained in year- end examination and continuous evaluation will be considered for awarding the grade in the course as explained in 14.5

The grading will be made on 10-point scale as described below

Table-4

Letter Grade	Grade Points	Description	Range of Marks (%)
O	10	Outstanding	90-100
A+	9	Excellent	80-below than 90
A	8	Very good	70-below than 80
B+	7	Good	60-below than 70
B	6	Above Average	50-below than 60
C	5	Average	40-below than 50
P	4	Pass	35-below than 40
F	0	Fail	0-below than 35
Ab	0	Absent	Absent

If a student obtains **Ab** grade in any course(s) he/she/ will be treated to have supplementary/failed in the course(s). He/she has to reappear in the examination of the courses(s) when conducted by the university/autonomous college. Marks obtained earlier in continuous assessment may be carried forward and added to the marks obtained in repeat year-end examination to decide the grade in the repeat course(s).

The student will be promoted to the next year if he/she secures at last half of the total credits (viz. 20 credits out of 40 credits in annual system) in a year in case the student secures less than half of the total credits in any year. Then the student will be declared fail in that year and he/she will be asked to repeat the entire year and that year will be treated as zero year, in such cases the student will not be promoted to the next year. If a student passes in all the courses offered in any year, then will be declared pass in that year. If a student secures at least half of the total credits in a year and last year in some courses offered in that year then he/she will be provisionally promoted to the next year with supplementary in those courses in which he/she fails. If the student fails to pass all the courses in the next supplementary examination the provisional promotion will be terminated, but he/she will be given second chance to pass the failed course. If the student dose not successfully complete the concerned year even alter the aforesaid second chance, she/he shall be treated as fail in that year and will be asked to repeat the entire year and that year will be treated as zero year. If the 4th year of undergraduate programme is not offered in the present college, the admissions in another college within the same university shall be allowed.

- 5.9 Repetition of a theory/ practical course is allowed only to those candidates who get F or Ab grade in the course or has failed in the year the student has to pay the prescribed fee for repeating the course.
- 5.10 On account of valid reasons, a student may withdraw from a yea, in such case that year will be treated as zero year
- 5.11 In case of zero year the student will not be promoted to the next year till he/she clears that year. The university may allow such a student to re-register in the year in the coming year. The student has to pay annual fee again in such case and may not be eligible for scholarships. If the student with draws within one month from starting of the academic year, then annual fee will not be charged again.

16.12 The provision for revaluation of answer book in annual system will be available as per the existing rules of the University.

16.13 The theoretical and practical courses can be repeated whenever offered or conducted by the University/UTD but within maximum duration of the programme. He/she can avail multiple repeat attempts to pass the course.

Table-5 : Structure of Credit Course (Yearly System)

SN	Course (Credit)	Course Type	Credits Allocated			Distribution of Theory Marks		Distribution of Practical Marks		Tutorial Marks
			Theory	Practical	Tutorial	Internals (Through CCE)	External (Year and Exam)	Internal	External Year End Practical Exam)	
1	Core/GE/DSE(6)	Type-1	6	NA	NA	30	70	NA	NA	NA
2	Core//DSE/GE(6)	Type-2	4	2	NA	30	70	NA	100	NA
3	Core//DSE/GE(6)	Type-3	2	4	NA	30	70	50 (through CCE)	50	NA
4	Core//DSE/GE(6)	Type-4	5	NA	1	30	70	NA	NA	100
5	Core/SEC (Vocational Course) (4)	Type -1	4	0	NA	30	70	Na	NA	NA
6	Core/SEC (Vocational Course) (4)	Type-2	3	1 (P,T,W,etc)	NA	30	70	NA	100	NA
7	Core/SEC (Vocational Course) (4)	Type-3	1	3 (P,T,W,etc)	NA	NA	100	50 (through CCE)	50	NA
8	DSE/SEC(Vocational Course) (4)	Type-4	3	NA	1	30	17	NA	NA	100
9	AECC (Foundation Course) (4)	Type-1	4	NA	1	30	70	NA	NA	100
10	AECC (Foundation Course) (4)	Type-2	2	2	NA	NA	50	NA	50	NA
11	Field-Projects/Internship/Apprenticeship/Community engagement & service (4/6)	NA	(i) Field-project/Internship/Apprenticeship/ community engagement & Service 3/4 credit (75 Marks) (ii) Evaluation of report 1/2 credit (25 Marks)							
12	Research Methodology (4)	Type-4	3	NA	1	30	70	NA	NA	100
13	Dissertation/Research Project (4/6)	NA	Evaluation of thesis 2/4 credits 50 Marks + pre submission viva-vice 1/1 credit (25 marks + external viva-vice 1/1 Credit 25 marks)							

16. Evaluation and Certification of MOOCs and Vocational Courses

The guidelines of the state government/ University/ SWAYAM portal/UGC shall be followed for evaluation and certification of MOOCs. Vocational courses, Field- projects Internship/ Apprenticeship/ Community engagement & services/ Research project

17. Calculation of AGPA/CGPA

17.1 Annual Grade Point Average (AGPA) as a measure of performance of the student in a year it is ration of total credit points secured by a student in various courses registered in that year and the total course credits taken during that year.

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17.2 The Annual grade point Average (AGPA) and Cumulative Grade Point Average (CGPA) will be calculated as weighted average of credit points secured by the student, except the credits of additional courses, if any the AGPA and CGPA shall be rounded off up to 2 decimal places and reported in the grade sheet

The calculation of AGPA and CGPA A in annual system will be done as per follows:

Table-6 Calculation of AGPA

Course	Credits (C)	Grade	Grade Point (GP)	Credit Points (CGP)	AGPA (Total Credit Point/ Total Credit)
Course 1	6	A	8	48	276/40=6.90
Course 2	6	C	5	30	
Course 3	6	B+	7	42	
Course 4	6	O	10	60	
Course 5	4	B	6	24	
Course 6	4	P	4	16	
Course 7	4	A+	9	36	
Course 8	4	C	5	20	
Total	40	-	-	276	

17.3 CGPA is a measure of overall cumulative performance of a student over all the years completed the CGPA is the ratio of total credit points secured by a student in various courses in all the years completed and the sum of the credits of all courses in all the years completed in case of the annual system CGPA will be calculated.

Table-7 Calculation of CGPA :

Year	Credits	AGPA	Credits x AGPA	CGPA
1	40	7.50	30000	-
2	40	7.58	30320	-
3	40	7.32	29280	-
4	40	8.34	33360	-
Total	160	-	122960	-

18. Grade/Division

On completing all requirements for award of the undergraduate certificate /diploma/ degree the CGPA will be calculated and this value will be indicated on the certificate/diploma/degree the 3-year and 4-year undergraduate degree hold also indicate the Division obtained as per follows.

Division	Criterion
First division with distinction	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 8.00 or above.

First division	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 650 above but less than 80.
Second division	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 500 or above but less than 650.
Pass	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 400 or above but less than 500.

- The conversion of CGPA into percentage will be as follow to facilitate its application in other academic matters.
- Equivalent Percentage = $CGPA \times 10$
- The percentage will be rounded off up to second decimal point.
- The student will be examined by the university as per the prevailing syllabus.
- The candidate shall be awarded a certificate/ diploma/ degree when he/she successful earn the minimum requisite credits for the certificate/ diploma/ degree.
- A grade card shall be issued to all the students after every academic year based on the grades earned the course details code, title, number of credits , grades scored along with AGPA of every year and CGPA earned till that Academic year will be displaced in the grade card.
- Grade sheets for the colleges/UGC autonomous college will be prepared based on model Annexure Y-1 to Y-4 for annual system

19. Credit Transfer

- 19.1 The credit transfer shall be implemented as per the policy of the university framed in accordance with the guidelines issued by the UGC from time to time.
- 19.2 The member institution of the Academic Bank of Credit established vide University Grants Commission (Establishment and operation of Academic Bank of credits in Higher Education) Regulations, 2021 shall accept and transfer the credits as per the provisions of this regulation as amended from time to time.
- 19.3 Except for the cases of provisional promotions, the universities established by M.P University Act., 1973 shall facilitate credit transfer of students between then However. The student may be required to fulfill some eligibility criteria. Drawing parity for a course. Framed by the university in which the admission is sought by the student
- 19.4 If any question answer relating to the interpretation of the provisions of this ordinance. It shall be referred to the state government whose decision thereon shall be applicable
- 19.5 The guidance, related to this program be, issued by the statutory bodies e.g. UGC/AICTE/BCI/NCTE/PCI/RCI issued from time to time will be adopted for implementation

In matters not covered under this Ordinance. General rules of the University shall be applicable, otherwise the directions of the state government shall be applicable.

If UGC notifies any change in future in its Regulations in this regard, then the same will be incorporated in the existing ordinance with the approval by the *Kuladhipati* on the recommendation of the Higher Education Department.



मुख्यमंत्री सामुदायिक नेतृत्व क्षमता विकास कार्यक्रम महात्मा गांधी चित्रकूट ग्रामोदय विश्वविद्यालय, चित्रकूट सतना

म.प्र. जन-अभिमान परिषद् के सहयोग से संचालित

मुख्य पृष्ठ | हमारे बारे में | पाठ्यक्रम | गैटर्स | अध्ययन केंद्र | हमारे विद्यार्थी | नवीन सुखवाये | समस्या एवं समाधान | अभियान | सड़िया गिरी | ई-वार्डिंग पोर्टल



श्री शिवराज सिंह चौहान
माननीय मुख्यमंत्री, मध्यप्रदेश शासन

श्रीमद् भगवद् गीता तथा स्वामी विवेकानंद की शिक्षा ने मुझे सदैव प्रेरित किया है कि मैं "मानव सेवा ही ईश्वर सेवा है" के विचार के अनुसार जीवन गान करूँ।


CALENDAR 2023

प्रवेश फॉर्म सत्र 2023-24

वी.एस.डब्ल्यू.
फॉर्म भरने की तिथि तक है।

एस.एस.डब्ल्यू.
फॉर्म भरने की तिथि तक है।

उपखण्ड - विद्या एवं विद्वान् वी.एस.डब्ल्यू. सत्र 2023-24
उपखण्ड - विद्या एवं विद्वान् एस.एस.डब्ल्यू. सत्र 2023-24
अंतिम तिथि : 16-08-2023




**आईये! विकास को जन
आंदोलन बनाये**

माननीय नरेंद्र मोदी जी
भारत के प्रधानमंत्री

प्रदेश के सर्वांगीण विकास के लिए शासन के द्वारा विभिन्न योजनाओं के माध्यम से उपलब्ध संसाधनों का उपयोग करते हुए जनभागीदारी से आमनिर्भर मध्यप्रदेश का सपना साकार करने के लिए मुख्यमंत्री सामुदायिक नेतृत्व क्षमता विकास कार्यक्रम का निर्माण किया गया है

1. इस कार्यक्रम के माध्यम से युवा एक दीर्घकालीन प्रशिक्षण कार्यक्रम में भाग ले सकते हैं। जिसके अंतर्गत उन्हें समस्त शिक्षण उपायों को प्राप्त करवाया जाएगा। यह खास तौर पर प्रारंभिक एवं मध्यम स्तर के छात्रों के लिए है, जो 12वीं पास है वस्तु परिस्थिति अन्य कारणों से उच्च शिक्षा से वंचित रह गए हैं।
2. इस कार्यक्रम के अंतर्गत दीर्घकालीन प्रशिक्षण के अतिरिक्त अल्पकालीन प्रशिक्षण भी दिया जाता है। जिस संभवतः पूर्व कर्तव्य पर सर्टीफिकेट एवं डिप्लोमा प्रमाण पत्र दिए जाएंगे। इसके अंतर्गत किसी भी बुनियादी के निष्पत्ति विद्यार्थी नई प्रमुखताओं को, अंतर्गत जगत्प्रसिद्ध डिप्लोमा के साथ में ले सकते हैं। जिससे उनकी पाठ्यक्रम संबंधी अंतरिक्ष की पूर्ति हो होगी जी साथ में अतिरिक्त सर्टीफिकेट या डिप्लोमा भी मिलेगा। विभिन्न विभागों के शासकीय कर्मचारी/स्वयंसेवा समितियों के निर्वाचित



**मैं अपने लिए नहीं, अपनों के लिए हूँ
अपने वे हैं जो पंडित और उद्धित हैं।**

आइए एक राष्ट्रभक्ति आंदोलन शुरू करें
संस्था: युवावर्गीय सार्वजनिक सूचना केंद्र, सतना

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