

OFFICE OF THE DEAN
School of Chemical and Life Sciences
Jamia Hamdard

11/8/2021

ACADEMIC CALENDAR 2021-22

(As per the UGC guidelines as adopted in the 157th meeting of SC to AC)

Activity	Odd Semester July 2021 – Dec 2021						Even Semester Jan 2022 – Jun 2022	
	Sem I	Sem III	Sem V	Sem II	Sem IV	Sem VI		
Commencement of classes	<i>Oct 1, 2021</i>	<i>Sept 01, 2021</i>	<i>July 12, 2021</i>	<i>Mar 22, 2022</i>	<i>Mar 22, 2022</i>	<i>Jan 04, 2022</i>		
Preparatory break	Feb 11 – Feb 20, 2022	Feb 01 – Feb 12, 2022	Nov 26 – Dec 05, 2021	Aug 05 – Aug 11, 2022	Aug 05 – Aug 11, 2022	May 21 – May 29, 2022		
End semester examination/ dissertation	Feb 21 – Mar 14, 2022	Feb 13 – Mar 14, 2022	Dec 06 – Dec 24, 2021	Aug 12 – Aug 29, 2022	Aug 12 – Aug 29, 2022	May 30 – Jun 17, 2022		
Semester break	Mar 15 – Mar 20, 2022	Mar 15 – Mar 20, 2022	Dec 25 – Jan 02, 2022	Aug 30 – Sept 04, 2022	Aug 30 – Sep 04, 2022	Jun 18 – Jun 26, 2022		
Declaration of results	<i>Mar 21, 2022</i>	<i>Mar 21, 2022</i>	<i>Jan 03, 2022</i>	<i>Sept 05, 2022</i>	<i>Sept 05, 2022</i>	<i>Jun 27, 2022</i>		
Re-registration to next semester*	Students will be required to RE-REGISTER and submit the Re-admission/ Semester promotion form, which can be obtained from the Office of the department at the time of each semester examination, but will be required to be submitted only after the declaration of results. HODs shall ensure compliance in letter and spirit.							
PhD Coursework examination	Aug 22-30, 2021			Feb 1-8, 2022				

Founder's Day: September 14 2021

Note: The internal assessment/ sessional examinations will be conducted by the concerned teacher as per the JH examination guidelines.

Copy to:

- (i) All Heads of the Departments and I/C, CTCR, SCLS
- (ii) Secretary to the Vice Chancellor
- (iii) PA to Registrar
- (iv) Guard-File (Academic Calendar, SCLS)

(Prof. Shakir Ali)
Dean, SCLS

11/8/2021

JAMIA HAMDARD
(Deemed to be University)
HAMDARD NAGAR, NEW DELHI-110062

Minutes of the Meeting (MoM) of the 157th Standing Committee of the Academic Council held on 27/07/2021 at 3.00 P.M. in the Board Room, Vice-Chancellor's Office, Jamia Hamdard.

1.	Prof. M. Afshar Alam, Vice-Chancellor	-	Chairman	
2.	Prof. Y.K. Gupta, Outside Expert	-	Member	- Attended online
3.	Prof. Shakir Ali, Dean, S.C.L.S.	-	Member	
4.	Prof. Vidhu Aeri, Dean, S.P.E.R.	-	Member	
5.	Prof. S.M. Arif Zaidi, Dean, S.U.M.E.R.	-	Member	
6.	Prof. Farhan Jalees Ahmade, Dean, S.I.S.T.	-	Member	
7.	Prof. Manju Chhugani, Dean, S.N.S.A.H.	-	Member	
8.	Prof. S. Mehartaj Begum, Dean, S.H.S.S.	-	Member	
9.	Prof. Shibu John, Dean, S.M.B.S.	-	Member	
10.	Mr. S.M. Khan, Dean, S.M.M.C.	-	Member	
11.	Mr. Mirza Wazir Hussain, CoE	-	Permanent Invitee	
12.	Prof. S. Raisuddin, Director, IQAC	-	Permanent Invitee	
13.	Prof. Suhel Parvez, Chairman, CACC	-	Permanent Invitee	
14.	Prof. M. Sarwar Alam, Proctor	-	Special Invitee	
15.	Prof. Reshma Nasreen, DSW	-	Special Invitee	
16.	Mr. S.S. Akhtar, Registrar	-	Secretary	

The meeting started with recitation from the Holy Quran by Syed Irfanul Haque.

The Chairman welcomed all the members including Prof. Y.K. Gupta, External Member and briefed the members that our priority is to focus on the NIRF Ranking, NAAC, I.o.E. status to JH etc.. He, further informed on the ongoing development made in respect of enhancement of maintenance grants for JH from the MoE / UGC.

After that the Chairman requested the Secretary to start the proceeding of the meeting. The Secretary thanked the chairman and started the proceeding of the house by taking agenda item one by one as below:

SC 157 (1): TO CONFIRM THE MINUTES OF 156TH STANDING COMMITTEE OF THE ACADEMIC COUNCIL HELD ON 1/06/2021.

Since the Minutes of the 156th Standing Committee circulated to all the members. and no comments received, the SC resolved to confirm the Minutes of the 156th meeting of the Standing Committee of Academic Council held on 1/06/2021".

SC 157 (2): TO APPROVE THE MINUTES OF THE BOARD OF STUDIES, DEPARTMENT OF BOTANY, SCLS HELD ON 05/07/2021.

Prof. Shakir Ali, Dean, SCLS suggested that the BoS in the Minutes has mentioned 'Dual Degree Programme – Botany' that is not in conformity of the approved nomenclature of the course, so it may be removed / replaced as 'Integrated programme with exit option after completion of B.Sc.'.



Dr. Afshar Alam

The SC accepted this suggestion and resolved to approve the Minutes of the meeting of the Board of Studies, Department of Botany, SCLS held on 5/07/2021"

SC 157 (3): TO APPROVE THE MINUTES OF THE BOARD OF STUDIES, DEPARTMENT OF MOLECULAR MEDICINE, SIST HELD ON 23/07/2021.

The House discussed the recommendations / proposals of the BoS as under:

- Prof. Mridu Dudeja, Dean, HIMSR appreciated the progress made in respect of introduction of M.Sc. Medical Virology Programme from the academic year 2021-2022 and told that there would be overwhelming response from the students as this is the need of the time. She, further, assured all possible support from HIMSR (Microbiology Deptt. / Labs) and HAHC Hospital, in future, if required during running this programme.
- Prof. Y.K. Gupta, Former HoD, Pharmacology, AIIMS, Delhi and external member in the SC informed the house that the next 20 years the subject / area of medical virology will be in the centre stage of all life sciences courses, hence, he lauded the whole team for initiating to start this course and suggested to focus on three very important things i.e. syllabus, training and Lab, to make this course more viable in global scenario.
- Prof. Gupta, further, suggested that currently there is an opportunity to work on having agreement / tie up with the Bharat Biotech and other companies / organizations working on vaccines (specially for COVID-19 Pandemic)
- The Chairman suggested for constitution of a Advisory Board for Medical Virology Programme with some Senior Professors including Prof. Y.K. Gupta and requested the HoD, Molecular Medicine to work with HIMSR on the joint research proposal to be submitted SERB-DST for funding. He also suggested that a team consisting of Prof. Farhan J. Ahmed, Dean, SIST, Dr. A. Silvapandian, HoD, Molecular Medicine and Dr. Mairaj Ahmed Ansari, Department of Biotechnology (Dean, SIST will be Coordinator and Dr. Mairaj Ahmed Ansari as a Co-coordinator) to prepare draft MoU with the companies working on virology and vaccines.
- The Chairman was of the view that intake should be 20 (with emphasis on NRI/IS & FNs)

The House accepted the above suggestions and authorized the Vice-Chancellor to take action in this regard.

The SC resolved to approve the Minutes of the meeting of the Board of Studies, Department of Molecular Medicine, S.I.S.T. held on 23/07/2021"

SC 157 (4): TO APPROVE THE MINUTES OF THE BOARD OF STUDIES IN THE RUFIDA COLLEGE OF NURSING UNDER SCHOOL OF NURSING SCIENCES & ALLIED HEALTH HELD ON 17/06/2021.

Dr. Farhan J. Ahmed

Ms. Veena Sharma, Principal, RCN was present in the house to brief the members on the issues in the meeting.

The SC resolved to approve the Minutes of the meeting of the Board of Studies in the Rufaida College of Nursing held on 17/06/2021.

SC 157 (5): TO DISCUSS THE PROPOSAL OF DEAN, SCHOOL OF NURSING SCIENCES AND ALLIED HEALTH (SNSAH) REGARDING INTRODUCTION OF CERTIFICATE COURSE OF GERIATRIC CARE ASSISTANT AND NURSING ASSISTANT IN COLLABORATION WITH BUSINESS AND EMPLOYMENT BUREAU (BEB).

The house deliberated the proposal of the Dean, SNS&AH to start two certificate programmes in nursing. Dean, SNS&AH has briefed the house It has been very success in US and Europe, but, now in India the demand of Geriatric Care Assistant is increasing and this is the need of hours, therefore, the SNS&AH has initiated to start this programme in joint collaboration with Business and Employment Bureau (BEB) to train Geriatric Care and Nursing Assistant targeting jobs in the market. Moreover, there is no need to take any permission from the INC or Delhi Nursing Council to run these programmes.

The Chairman was of the view that instead of 3 months, the Geriatric Care Assistant Programme may be of 6 months so as to fall in line with the guidelines of the UGC's Vocational courses / programmes as we are planning to start skilled based some courses under vocational programmes.

The House suggested that instead of mentioning "Medically fit" mention "He/she should be medically fit to carry this programme".

After discussion, the SC resolved to approve the proposal of Dean, SNS&AH to offer two certificate programmes in joint collaboration with BEB from the academic session 2021-2022 as mentioned below:

GERIATRIC CARE ASSISTANT PROGRAMME:

- 6 Months Full Time (Regular) Program
- Intake – 30 or may be increased depending on the number of applicants decided by the competent authority.
- Eligibility Criteria:
Passed 10th Examination or Equivalent from a recognized board.

Or

- Auxiliary Nurse Midwifery Certificate from INC recognized school of Nursing.
- Commencement of Program: Thrice in a year.
- Fees: INR 6000/-

CERTIFICATE COURSE OF NURSING ASSISTANT PROGRAM:

- 6 Months Full Time (Regular) Program (In collaboration with BEB)

Dr. A/B Khan 12/02

- Intake – 30 or may be increased depending on the number of applicants decided by the competent authority.
- Eligibility:
 - Have passed Matriculation / 10th Examination
 - Age limit – 17 to 45 years
 - Have ability to communicate in Hindi and basic English
 - He/she should be medically fit to carry this programme.
- Commencement of Program: August and February every academic year.
- Fees: INR 10,000/- + INR 5000/- Security Deposit (Refundable)

However, the certificate shall be issued by the Jamia Hamdard without mentioning BEB.

The SC, further suggested the Dean, SNS&AH to modify and restructure the syllabus of Geriatric Care Programme as the course will be 6 months duration instead of three.

SC 157 (6): TO APPROVE THE MINUTES OF THE BOARD OF STUDIES, DEPARTMENT OF TAHAFFUZI-WA-SAMAJI TIBB, SCHOOL OF UNANI MEDICAL EDUCATION AND RESEARCH (SUMER) HELD ON 31/05/2021.

Dean, SUMER has informed the house that introduction of PhD programme in the subjects of Unani Medicine was discussed in the School Board and the BoS.

The house was of the opinion that PhD guide should be Professor having PhD degree with one or two Co-guides. It was also suggested that we should follow the pattern of JMI, AMU and DU for offering PhD in Unani Medicine.

“After discussion, the SC resolved to approve the introduction of PhD programme in Tahaffuzi-wa-Samaji Tibb as recommended by the BoS provided that the same be offered in conformity with the norms, guidelines of the UGC, AYUSH / CCIM.”

SC 157 (7): TO APPROVE THE MINUTES OF THE BOARD OF STUDIES, DEPARTMENT OF BIOCHEMISTRY, SCHOOL OF CHEMICAL AND LIFE SCIENCES (SCLS) HELD ON 26/03/2021 AND 5/07/2021.

Prof. Rana Zaid, HoD, Biochemistry was present to brief the house on the issues resolved in the both BoS meetings.

The Chairman suggested to add 'Research Ethics' in the paper of Research Methodology in the B.Sc. (Biochemistry) programme.

The SC noted the above suggestion and resolved to approve the minutes of the Board of Studies, Department of Biochemistry, SCLS held on 26/03/2021 and 5/07/2021.

Dr. Zahid Khan

SC 157 (8): TO APPROVE THE MINUTES OF THE BOARD OF STUDIES, DEPARTMENT OF CHEMISTRY, SCHOOL OF CHEMICAL AND LIFE SCIENCES (SCLS) HELD ON 01/05/2021.

The SC resolved to approve the Minutes of the Board of Studies, Department of Chemistry, SCLS held on 01/05/2021.

SC 157 (9): TO APPROVE THE MINUTES OF THE BOARD OF STUDIES, HAMDARD INSTITUTE OF LEGAL STUDIES AND RESEARCH (HILSR), SCHOOL OF LAW HELD ON 19/06/2021.

Dean, HILSR briefed the house on the syllabus of BA-LLB VII Semester as recommended by the BoS.

The SC, after discussion, resolved to approve the Minutes of the Board of Studies, HILSR held on 19/06/2021.

SC 157 (10): TO REPORT THE ACTION TAKEN BY THE VICE-CHANCELLOR IN RESPECT OF GRANTING FEE CONCESSION TO FOREIGN STUDENTS BELONGING FROM SAARC COUNTRIES AND OTHER WAR TORNED NATIONS.

The SC discussed this proposal in details. The Chairman informed the house that due to COVID-19 Pandemic and global economic slowdown, number of students from abroad is on decline. In view to get more NIRs and FNs admitted, mostly in the courses where seats are remain vacant, we have tie up with 56 Schools situated across GCC Countries through Dubai based consultant firm.

He further, informed that due to various genuine reasons, a decision has been taken to grant 50% discount in total course fee to the students belonging from the following countries:

- Students from the SAARC countries.
- Students from Tibet nationality
- Students from Yemen
- Students from Libya

The Chairman was also of the view that the same discount may also be given to the students belonging from Iraq and Iran.

The SC, while, noting and confirming the above action taken by the Vice-Chancellor, also resolved to approve the fee discount up to 50% in total course fee for Iranian and Iraqi students from coming academic year 2021-2022. Further, it was suggested that letters may be sent to the Ambassador of Iran and Iraq in India intimating them regarding this decision.

SC 157 (11): TO REPORT THE ACTION TAKEN BY THE VICE-CHANCELLOR IN RESPECT OF GRANTING PERMISSION FOR WAIVING OFF THREE MONTHS PERIOD IN THE DURATION OF ONE YEAR INTERNSHIP FOR THE STUDENTS ENROLLED IN THE DEPARTMENT OF PARA MEDICAL SCIENCES.

The SC noted and confirmed the action taken by the Vice-Chancellor in respect of granting permission for waiving off three months period in the duration of one year internship for the students enrolled in the Department of Para Medical Sciences as brought out in the agenda as a very special case.

SC 157 (12): TO APPROVE THE MINUTES OF THE BOARD OF STUDIES, DEPARTMENT OF BIOTECHNOLOGY, SCLS HELD ON 9/07/2021.

The SC resolved to approve the Minutes of the Board of Studies, Department of Biotechnology, SCLS held on 9/07/2021.

SC 157 (13): TO APPROVE THE MINUTES OF THE BOARD OF STUDIES, CENTRE FOR TRANSLATIONAL AND CLINICAL RESEARCH, SCLS HELD ON 17/07/2021.

The SC resolved to approve the Minutes of the Board of Studies, Centre for Translational and Clinical Research, SCLS held on 17/07/2021.

SC 157 (14): TO CONSIDER THE REMOVAL OF WEEKEND PROGRAMME / PART TIME PROGRAMME FROM THE M.TECH. (CS) DEGREE.

The SC discussed the request of Mr. Ahmad Talha Siddiqui regarding re-issue of his M.Tech. (CS) degree without mentioning Weekend Programme. After discussion, it was resolved to accept this request now and in future, if such request comes, however, fee of Rs. 5000/- (Five thousand only) will be charged for reissuing the same.

SC 157 (15): TO CONSIDER THE REQUEST OF TWO M.PHARM STUDENTS (FOREIGN NATIONALS) FOR ALLOWING THEM TO APPEAR IN VIVA VOCE EXAMINATION AND CLEARING, LATER ON, THE BACKLOG PAPER WITH THEIR JUNIORS.

The SC resolved to approve the request as brought out in the agenda as a onetime issue without making any precedence in future.

SC 157 (16): TO CONSIDER THE PROPOSAL RECEIVED FROM COL RAJ KUMAR, SC, ADM. OFFICER REGARDING INCLUSION OF NCC AS A GENERAL ELECTIVE CREDIT COURSE AT JAMIA HAMDARD

The house deliberated this proposal in detail and appreciated the Chairman for coming with one of the emerging ideas to include the NCC as general elective credit course based on CBCS.

The Chairman informed the house that we should opt CBCS for NAAC as one elective subject with 2 credits or as in conformity with the UGC guidelines and if we start NCC as elective course, Jamia Hamdard would become first university in Delhi-NCR for introducing the same. Further, he informed that efforts are being taken to have NCC Female Brigade also at Jamia Hamdard with Male. The HoD concerned may coordinate with the 17 NCC Battalion.

After deliberations, the SC resolved to approve the proposal of Col Raj Kumar, SC, Adm Officer, NCC Gp HQ Delhi 'C' to introduce NCC as a general elective credit course and further liaisons and communications to have NCC Female Brigade at Jamia Hamdard.

Further, SC resolved to constitute the following committee for recommending and implementing the proposal as approved above and brought out in the agenda:

- | | | |
|--|---|----------|
| 1. Prof. M. Sarwar Alam, Proctor | - | Chairman |
| 2. Prof. Farhan J. Ahmad, Dean, S.I.S.T. | - | Member |
| 3. Prof. Vidhu Aeri, Dean, S.P.E.R. | - | Member |
| 4. Prof. Shibu John, Dean, S.M.B.S. | - | Member |
| 5. Prof. Reshma Nasreen, DSW | - | Convener |

SC 157 (17): TO DISCUSS THE UGC GUIDELINES ON EXAMINATIONS AND ACADEMIC CALENDAR IN VIEW OF THE COVID-19 PANDEMIC.

The Chairman informed the house that the University is strictly following all COVID-19 guidelines notified by the governing councils including the UGC from time to time in respect of conduct of classes, examinations and other academic activities. After receiving the above guidelines of the UGC, a meeting of all Deans, Registrar, Controller of Examinations was held under the chairmanship of Vice-Chancellor on 20th July 2021. Minutes of the meeting was also attached along with agenda item for kind perusal of the members.

Dean, SUMER requested for granting permission to allow 3rd and Final Year students for practical training at Majeedia Unani Hospitals, whereas, the students will be divided in 3-4 batches to restrict the gathering.

The SC agreed on the request of Dean, SUMER provided that the COVID safety norms are not violated. Further, he was advised to follow the action taken or is being taken by the HIMSR in this regard.

"The SC, after detailed deliberations, resolved to adopt the UGC guidelines on examinations and academic calendar as brought out in the agenda.

Further resolved that portal will continue open for online admission forms for UG programmes and admissions in B.Pharm. and B.Sc. (H) Nursing will be based on the score of NEET. If seats are remain vacant, then non-NEET candidates may also be considered for admission in these two courses."

SC 157 (18): TO PERUSE THE RECOMMENDATIONS OF THE COMMITTEE IN ITS MEETING HELD ON 14/07/2021 TO DISCUSS THE ISSUES REGARDING STARTING OF M.Sc. BIOINFORMATICS AND M.Sc. VIROLOGY

Dr. Afshan A/ur

PROGRAMMES IN THE DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING AND THE DEPARTMENT OF MOLECULAR MEDICINE RESPECTIVELY.

The SC perused the recommendations of the Committee regarding starting of M.Sc. Bioinformatics and M.Sc. Medical Virology programmes in the Department of Computer Science and Engineering and Department of Molecular Medicine respectively and authorized the Vice-Chancellor to take further action in this regard.

SC 157 (19): TO START A COURSE IN M.A. IN PUBLIC POLICY AND GOVERNANCE WITH AN INTAKE OF 25 STUDENTS.

The Chairman informed the house that the 40th AC and the BoM had already approved this course, but due to less applications received, it was not started during the academic session 2020-2021.

The SC resolved to start M.A. in Public Policy and Governance programme with a minimum intake of 20 from the academic year 2021-2022 in the Centre for Federal Studies as brought out in the agenda.

SC 157 (20): TO START A COURSE IN M.A. IN INTERNATIONAL STUDIES.

The Chairman briefed the house on the proposal of Mr. Tarmeez Ahmed, Former Ambassador of India to Saudi Arabia to start 2 Years full time M.A. in International Studies, initially with intake of 20. The program is proposed to be offered in the Hamdard Institute of International Studies, Jamia Hamdard with the support of the HNF-HECA.

The house appreciated this proposal and hoped that this programme will be more in demand for diplomats, bureaucrats and foreign nationals.

The SC resolved to approve this proposal, in principle, to start 2 Years full time M.A. in International Studies as brought out in the agenda item initially with intake of 20 in the Hamdard Institute of International Studies from the academic year 2021-2022 subject to approval of the FC and the BoM.

SC 157 (21): TO CREATE A DEPARTMENT FOR HUMANITIES AND APPLIED SCIENCES IN THE SCHOOL OF ENGINEERING SCIENCES AND TECHNOLOGY AS PER THE AICTE REQUIREMENT.

The SC resolved to approve, in principle, the creation of Department of Humanities and Applied Sciences in the School of Engineering Sciences and Technology (SEST) as brought out in the agenda subject to the approval of the P&MB, FC and the BoM.

Further resolved to set up a Career and Counseling Cell in the Department of Humanities and Applied Sciences as it is one of the requirements of the NAAC.

SC 157 (22): TO CREATE A POST FOR THE ASSISTANT PROFESSOR (ENGLISH), ASSISTANT PROFESSOR (PHYSICS) AND ASSISTANT PROFESSOR

Dr. N. Khan 2/2

(MATHS) FOR THE DEPARTMENT OF APPLIED SCIENCES OUT OF THE POSTS SANCTIONED IN THE SCHOOL OF ENGINEERING SCIENCES AND TECHNOLOGY.

The SC resolved to approve, in principle, to create a position of Assistant Professor in the subjects of English, Physics, Maths and also Chemistry as proposed and discussed subject to approval of the FC and the BoM.

ANY OTHER ITEMS:

SC 157 (23): TO APPROVE THE MINUTES OF THE BOARD OF STUDIES, DEPARTMENT OF PARA MEDICAL SCIENCES, SCHOOL OF NURSING SCIENCES AND ALLIED HEALTH HELD ON 26/07/2021.

The SC resolved to approve the Minutes of the meeting of the Board of Studies, Department of Para Medical Sciences dated 26/07/2021, whereas, along with other issues the SC also granted one time approval in favour of 14 students of all specialties who crossed their span period as a onetime mercy chance to clear the papers.

SC 157 (24): TO APPROVE THE MINUTES OF THE BOARD OF STUDIES, DEPARTMENT OF MEDICAL ELEMENTOLOGY AND TOXICOLOGY HELD ON 17/7/2021.

The SC resolved to approve the Minutes of the meeting of the Board of Studies, Department of Medical Elementology and Toxicology, SCLS.

SC 157 (25): TO CONSIDER THE DCPT&OT GUIDELINES FOR CONDUCT OF EXAMINATIONS FOR THE ACADEMIC SESSION 2020-2021

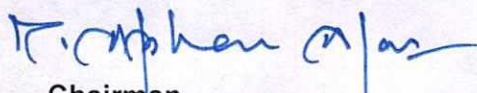
The SC discussed the matter brought out by the HoD, Rehabilitation Sciences who informed the house that the DCPT&OT guidelines directed all the institutions within the NCT of Delhi to conduct the Physiotherapy and Occupational Therapy programs of 1st, 2nd, 3rd & Final Year BPT and BOT students and 1st and 2nd year MPT and MOT students through conventional mode.

The SC noted the same and resolved to conduct the examinations as per the DCPT&OT guidelines.

The meeting ended with a vote of thanks.


Secretary

Standing Committee of AC


Chairman
Standing Committee of AC

MINUTES OF THE MEETING OF THE VICE CHANCELLOR WITH THE DEANS OF THE SCHOOLS TO DISCUSS THE UGC'S NEW GUIDELINES ON EXAMINATIONS AND ACADEMIC CALENDAR IN VIEW OF THE COVID-19, HELD ON 20th JULY 2021 AT 11.45 A.M. IN THE BOARD ROOM OF THE VICE CHANCELLOR OFFICE.

Present:

1. Prof. (Dr.) Mohammad Afshar Alam, Vice Chancellor: In the Chair
2. Mr. S.S. Akhtar, Registrar
3. Prof. Shakir Ali, Dean, School of Chemical & Life Sciences
4. Prof. Farhan J. Ahmed, Dean, School of Interdisciplinary Sciences and Technology
5. Prof. Manju Chhugani, Dean, School of Nursing Sciences and Allied Health
6. Prof. Syed Mehertaj Begum, Dean, School of Humanities & Social Sciences
7. Prof. Shibu John Dean, School of Management & Business Studies
8. Mr. S.M.Khan, Dean, Hamdard Institute of Legal Studies and Research
9. Prof. S.M. Arif Zaidi, Dean, School of Unani Medical Education and Research
10. Prof. Vidhu Aeri Dean, School of Pharmaceutical Education and Research
11. Prof. M.S. Alam, Proctor
12. Dr. Farheen Siddiqui, Department of Computer Science, School of Engineering Sciences & Technology
13. Mr. Mirza Vazir Hussain, Controller of Examinations

The Vice Chancellor informed the Members about the new UGC Guidelines on Examinations and Academic Calendar in view of the COVID-19 Pandemic-July, 2021. It was briefly informed that Hon'ble Supreme Court upheld the UGC's guidelines of July 6, 2020 regarding terminal semester/ final year examinations; the earlier UGC guidelines on examination and academic calendar dated April 29, 2020, July 6, 2020 and September 24, 2020. The new guidelines recently were issued by UGC Secretary vide Letter No. F.1-1/2021 (Secy) dated 16.7.2021 (**Flag-1**) regarding examinations and academic calendar for universities, colleges, institutions deemed to be universities. The important points of the new UGC's Guidelines in brief are as under:

Examinations: The new guidelines shall apply for the current academic session 2020-21. Further, the Terminal Semester/ Final Year Examinations (2020-2021) will be compulsorily conducted in offline (pen & paper)/ online/ blended (online + offline) mode by no later than August 31, 2021 following the prescribed protocols/ guidelines related to the COVID-19 pandemic. For intermediate semester/year students, assessment shall be based on internal evaluation and previous semester as suggested in 2020 guidelines.

Academic Calendar: The provisions contained in the UGC Guidelines dated 24.09.2020 shall be applicable for the academic session 2021-2022. For

students of the intermediate semester/year, the Higher Education Institutions may start their academic session (in online/offline/blended mode) as early as possible, following the guidelines/directions related to the COVID-19 pandemic issued by the appropriate government/competent authority. In addition, the following guidelines shall also apply regarding the academic calendar for the first-year under-graduate and post-graduate students in Higher Education Institutions:

1. U.G.C. will be issuing necessary instructions to ensure that the admission process by the colleges and institutions should commence only after the declaration of results by the C.B.S.E. and I.C.S.E., including the State Boards.”

Accordingly, Higher Education Institutions shall ensure that the admission process for undergraduate courses/programmes for the academic session 2021-2022 commences only after the declaration of results by the CBSE, ICSE and State Boards. It is expected that all the School Boards will declare their results for the class/grade-XII examinations by July 31, 2021.

2. Admissions to the first year courses/programmes for the session 2021-2022 shall be completed by no later than September 30, 2021. The last date for admissions to fill up the remaining vacant seats shall be October 31, 2021. The relevant documents of the qualifying examination can be accepted up to December 31, 2021.
3. The academic session 2021-2022 shall commence latest by October 1, 2021 for first semester/year students.
4. Accordingly, Higher Education Institutions shall follow the calendar given below for the academic session 2021-2022:

Admission Process for Undergraduate Level Programmes (in view of point no. 1 of Academic Calendar)	To Commence only after the declaration of results by the C.B.S.E. and I.C.S.E., including the State Boards. It is expected that School Boards will declare the results of the class/grade-XII examinations by 31.07.2021.
Completion of Admission Process for Undergraduate and Postgraduate Programmes in online/offline/blended mode	30.09.2021
Commencement of Classes for intermediate semester/year students in online/offline/blended mode	As early as possible
Commencement of Classes of	*Latest by 01.10.2021

Undergraduate and Postgraduate students' Fresh batch (First Semester/Year)		
Preparatory Break	**To be planned by the Higher Education Institutions	
Conduct of Examinations		
Semester Break		
Commencement of Classes for Even Semester		
Preparatory Break		
Conduct of Examinations		
Semester Break begins		
Semester Break ends		31.07.2022
Commencement of Next Academic Session for this batch		01.08.2022

*If there is a delay in declaration of result of the qualifying examinations, Higher Education Institutions may plan and start the academic session by October 18, 2021. The teaching-learning process may continue in offline/online/ blended mode.

**Higher Education Institutions may plan for classes, breaks, conduct of examinations, semester break etc. during the period October 1, 2021 to July 31, 2022 following necessary protocols/ guidelines/ directions/ advisories issued by the Central /State Governments and competent authorities from time to time, in view of the COVID-19 pandemic.

5. In view of the financial hardships being faced by parents due to lockdowns and related factors, a full refund of fees should be made on account of all cancellations of admissions/ migrations of students up to October 31, 2021 for the academic session 2021- 2022 as a special case. It is made clear that the entire fee, including all charges, should be refunded (i.e. there should be zero cancellation charges) on account of cancellations/ migrations up to October 31, 2021. Thereafter, on cancellation/ withdrawal of admissions up to December 31, 2021, the entire fee collected from a student should be refunded in full after deducting not more than Rs.1000/- as processing fee.
6. The guidelines issued by the UGC on April 29, 2020 and July 6, 2020 highlighting the modes of teaching, conduct of examinations, importance of physical & social distancing etc. should be read along with the present guidelines and shall remain mandatory, but the present guidelines shall prevail in the event of any conflict.
7. The present guidelines are subject to the advisories/directives issued by the apex statutory bodies/councils concerned, e.g., AICTE, NCTE, BCI, NMC, DCI, INC, PCI, AYUSH etc. regarding examinations and academic calendars.

Notwithstanding the present guidelines regarding the conduct of examinations and commencement of the next academic session, every Higher Education Institution shall ensure that it is prepared in all respects to carry out the academic activities following necessary protocols/guidelines/ directions/ advisories issued by the Central/State Governments or competent authorities from time to time, in view of the COVID-19 pandemic.

The above mentioned UGC Guidelines were discussed at length and following was resolved:

- Since the final semester /year and Intermediate semesters/yers already conducted in some schools and are under progress/scheduled in some other schools, it is resolved to go ahead into the examinations for both final years and intermediate semesters/years with online/offline/blended mode. All the exams may be held before 31st August 2021 positively. Hence the conversion formulae last year may not be adopted for this year.
- The dates mentioned in the above mentioned Academic Calendar 2021-22 for Commencement of classes of UG and PG students' Fresh batch (First Semester/Year) will be as per schedule i.e. 01.10.2021. The dates of Preparatory Break, Conduct of Examinations, Semester Break, Commencement of Classes for Even Semester, Preparatory Break, Conduct of Examinations, Semester Break begins etc will be planned by Jamia Hamdard and informed due course.
- The Calendar as mentioned in the above mentioned UGC Guidelines is adopted for Admissions-2021-22 and should be adhered.
- The dates of Semester Break ends and Commencement of Next Academic Session (2022-23) for this batch will be adopted as per the above UGC Guidelines.

The meeting ended with a vote of thanks to the Chair.


26-7-21
Registrar

Hon'ble Vice Chancellor

**UGC Guidelines on Examinations and
Academic Calendar in view of
the COVID-19 Pandemic**



**University Grants Commission
Bahadur Shah Zafar Marg
New Delhi**

July, 2021

UGC Guidelines on Examinations and Academic Calendar in view of the COVID-19 Pandemic – July, 2021

I. Introduction

Keeping in view the prevailing situation due to the COVID-19 pandemic; the order of the Hon'ble Supreme Court of India regarding the cancellation of School Board examinations for class/grade-XII; the earlier order of the Hon'ble Supreme Court upholding the UGC's guidelines of July 6, 2020 regarding terminal semester/ final year examinations; the earlier UGC guidelines on examination and academic calendar dated April 29, 2020, July 6, 2020 and September 24, 2020; and, the larger interest of students, the following guidelines are being issued by the UGC in respect of examinations and the academic calendar for universities, colleges and institutions deemed to be universities (who are collectively called "**Higher Education Institutions**" in these guidelines) in continuation of the earlier guidelines.

II. Examinations

The provisions as contained in the guidelines issued earlier as mentioned above shall apply for the current academic session 2020-21. Further, the Terminal Semester/ Final Year Examinations (2020-2021) be compulsorily conducted in offline (pen & paper)/ online/ blended (online + offline) mode by no later than August 31, 2021 following the prescribed protocols/ guidelines related to the COVID-19 pandemic.

For intermediate semester/year students, assessment shall be based on internal evaluation and previous semester as suggested in 2020 guidelines.

III. Academic Calendar

The provisions contained in the UGC Guidelines dated 24.09.2020 shall be applicable for the academic session 2021-2022. For students of the intermediate semester/year, the Higher Education Institutions may start their academic session (in online/offline/blended mode) as early as possible, following the guidelines/directions related to the COVID-19 pandemic issued by the appropriate government/competent authority.

In addition, the following guidelines shall also apply regarding the academic calendar for the first-year under-graduate and post-graduate students in Higher Education Institutions:

1. The Hon'ble Supreme Court of India's order dated June 22, 2021 in Writ Petition(s) (Civil) No. 522 of 2021 (Mamta Sharma versus Central Board of Secondary Education & Others) has noted as follows:

“....Attorney General for India by pointing out that U.G.C. will be issuing necessary instructions to ensure that the admission process by the colleges and institutions should commence only after the declaration of results by the C.B.S.E. and I.C.S.E., including the State Boards.”

Accordingly, Higher Education Institutions shall ensure that the admission process for undergraduate courses/programmes for the academic session 2021-2022 commences only after the declaration of results by the CBSE, ICSE and State Boards. It is expected that all the School Boards will declare their results for the class/grade-XII examinations by July 31, 2021.

2. Admissions to the first year courses/programmes for the session 2021-2022 shall be completed by no later than September 30, 2021. The last date for admissions to fill up the remaining vacant seats shall be October 31, 2021. The relevant documents of the qualifying examination can be accepted up to December 31, 2021.
3. The academic session 2021-2022 shall commence latest by October 1, 2021 for first semester/year students.
4. Accordingly, Higher Education Institutions shall follow the calendar given below for the academic session 2021-2022:

Admission Process for Undergraduate Level Programmes (in view of point no. 1 of Academic Calendar)	To Commence only after the declaration of results by the C.B.S.E. and I.C.S.E., including the State Boards. It is expected that School Boards will declare the results of the class/grade-XII examinations by 31.07.2021.
Completion of Admission Process for Undergraduate and Postgraduate Programmes in online/offline/blended mode	30.09.2021
Commencement of Classes for intermediate semester/year students in online/offline/blended mode	As early as possible
Commencement of Classes of Undergraduate and Postgraduate students' Fresh batch (First Semester/Year)	*Latest by 01.10.2021
Preparatory Break	**To be planned by the Higher Education Institutions
Conduct of Examinations	
Semester Break	
Commencement of Classes for Even Semester	
Preparatory Break	
Conduct of Examinations	
Semester Break begins	
Semester Break ends	31.07.2022
Commencement of Next Academic Session for this batch	01.08.2022

*If there is a delay in declaration of result of the qualifying examinations, Higher Education Institutions may plan and start the academic session by October 18, 2021. The teaching-learning process may continue in offline/ online/ blended mode.

**Higher Education Institutions may plan for classes, breaks, conduct of examinations, semester break etc. during the period October 1, 2021 to July 31, 2022 following necessary protocols/guidelines/directions/advisories issued by the Central/State Governments and competent authorities from time to time, in view of the COVID-19 pandemic.

5. In view of the financial hardships being faced by parents due to lockdowns and related factors, a full refund of fees should be made on account of all cancellations of admissions/ migrations of students up to October 31, 2021 for the academic session 2021-2022 as a special case. It is made clear that the entire fee, including all charges, should be refunded (i.e. there should be zero cancellation charges) on account of cancellations/ migrations up to October 31, 2021. Thereafter, on cancellation/ withdrawal of admissions up to December 31, 2021, the entire fee collected from a student should be refunded in full after deducting not more than Rs.1000/- as processing fee.
6. The guidelines issued by the UGC on April 29, 2020 and July 6, 2020 highlighting the modes of teaching, conduct of examinations, importance of physical & social distancing etc. should be read along with the present guidelines and shall remain mandatory, but the present guidelines shall prevail in the event of any conflict.
7. The present guidelines are subject to the advisories/directives issued by the apex statutory bodies/councils concerned, e.g., AICTE, NCTE, BCI, NMC, DCI, INC, PCI, AYUSH etc. regarding examinations and academic calendars.

Notwithstanding the present guidelines regarding the conduct of examinations and commencement of the next academic session, every Higher Education Institution shall ensure that it is prepared in all respects to carry out the academic activities following necessary protocols/guidelines/directions/advisories issued by the Central/State Governments or competent authorities from time to time, in view of the COVID-19 pandemic.