

Dated: July 4, 2015

OFFICE MEMORANDUM

Subject: Detention Policy

The undersigned is directed to notify, as under, the **Detention Policy** duly approved by the Hon'ble Chancellor DAV University vide OM No. PS/DAV University/ 27452 dated June 15, 2015:-

The University has been following a semester system for all its programmes. Each of the semesters has elements of Surprise Test (ST), Mid Semester Test (MST) and End Term Examination (ETE, i.e. the Final examination). To be eligible for appearing in the ETE (Final Examination) each student has to fulfill the following conditions:

1. Payment of full semester fee and hostel charges, bus charges or dues of any other kind, if any.
 - 1.1 A student who is likely to be detained on the basis of non-payment of fee or any other dues, but who has fulfilled the attendance condition is permitted to appear in the final examination (ETE) but his/her result is shown as 'Result Later on', till the student concerned has paid the total amount due. Once the cause of detention on account of non-payment of fee or other charges is removed the result of the concerned student will be declared. The student is then issued the Detailed Marks Card (DMC) as per his/her performance.
2. Minimum 75% overall attendance.
 - 2.1 If the detention is due to the student not meeting with the minimum attendance norm then the student will not be allowed to appear in the final examination.
 - 2.2 Such a student therefore loses that particular semester and has to, later on, re-register himself/herself for the missed semester.
 - 2.3 Such students shall be given 2 options to re-register for the semester for which they are detained.
 - 2.3.1 In first option a student can re-register himself/herself with the immediate junior batch and in such case, a student has to pay a fee of a semester in advance as continuation fee which will be adjusted in the last semester of the Programme.
 - 2.3.2 In second option, a student can re-register himself or herself for the semester detained at the end of the

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Programme whenever offered by paying the applicable semester fees.

- 2.3.3 In both the cases, the student will be allowed only with an undertaking and the option so chosen would be irrevocable.
- 2.4 A case where student is detained in Semester I and Semester II, he/she has to re-register with immediate junior batch. In such case the student will not be given the other option.
- 2.5 The case where the student has been detained for the third time, he/she has to exit the programme.
- 2.6 Such students shall be issued for the detained Semester a Detailed Marks Card with the result showing as 'Detained on account of shortage of attendance' wherein all the marks secured by student in ST/MST or practical examination shall also become nil.
- 2.7 For such students the maximum duration to get through the course would be considered from the batch in which he/she was admitted for the first time in the University i.e. the period of completion of the degree shall be 4 years for 2 year degree, 5 years for a 3 year degree and 6 years for a 4 year degree programmes.
- 2.8 Under no circumstances a student will be allowed to register for two semester simultaneously.
- 2.9 A student shall be given a Medical Leave upto 15 days in a semester provided medical certificate is submitted from CMO / SMO / MO of a Govt. Hospital or if taken from a private Hospital / Nursing Home / Doctor it has to be counter signed by Civil Surgeon / CMO / SMO of a Govt. Hospital or by the University authorized Doctor is to be submitted.
- 2.10 If a student has left the University and wishes to re-join, he/she will be considered for re-admission in the light of the detention policy.

The Vice-Chancellor has the right to amend any of these rules or may frame new rules, if so required.

All concerned are requested to implement the policy as above and may also be brought to the notice of all the students.

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Superintendent (EA)

To:

- (i) Dean (Academics)
- (ii) Examination Cell
- (iii) Accounts Department
- (iv) DAVIS
- (v) Director Public Relations for updation on University website.