

**MAHARASHTRA NATIONAL LAW UNIVERSITY MUMBAI
ACADEMIC & EXAMINATION REGULATIONS 2017
LL.M. PROGRAMME**

These regulations have been drafted to comprehensively govern and regulate the conduct of LL.M. programme at the Maharashtra National Law University Mumbai.

This regulation shall supersede all the earlier regulations, rules, notifications and circulars with respect to the LL.M. Programme.

1. Title and commencement

1.1 These regulations shall be called LL.M. Regulations 2017 [in short LLMR 2017].

1.2 These regulations shall come into effect from the academic year 2017-18.

2. Definitions

a. *Act* means the Maharashtra National Law University Act 2014 [Act No. VI of 2014]

b. *Academic Council* is the Academic Council of the University under Section 21 of the Act

c. *Board of Examination* means the Board of Examination constituted by the University

d. *Ex-student* refers to one who has studied in the Faculty for at least one term (Semester/Trimester) preceding the date of the examination and has filled up the examination form but failed or has failed to appear in the examination, though otherwise eligible.

e. *CPGLS* means and refers to the Centre for Post Graduate Legal Studies as specified under UGC Guidelines for introduction of One Year LL.M. Degree Programme, 2012.

f. *Regular Student* is one who has pursued a regular course of study and obtained prescribed attendance mentioned in the ordinances and is eligible to appear in the examination.

g. *University* means the Maharashtra National Law University Mumbai

h. *Vice- Chancellor* means the Vice Chancellor of University

i. *Registrar* means the Registrar of University

j. *HoD* means Head of Department of Post Graduate Department

3. Centre for Post Graduate Legal Studies

There shall be a Centre for Post Graduate Legal Studies [CPGLS in short] constituted by the Vice Chancellor at the commencement of an academic session which shall be responsible for the general supervision of LL.M. Degree

at the University. CPGLS shall perform the functions in accordance with this Regulation.

3.1 Powers & functions

- (i) The CPGLS shall have overall authority to supervise and conduct the academic administration of the LL.M. Programme. It shall make necessary recommendations on course content, syllabus design, conduct of examination and evaluation, Dissertation and such other related matters.
- (ii) The CPGLS shall maintain annual record on the conduct of course of admitted batch of students for the corresponding year, detailing the progress of the course and curriculum from the stage of admission to issuance of transcript to the students.

3.2 Composition

The CPGLS shall be constituted as follows:

- Chairperson [A senior faculty not below the rank of Associate Professor]
- Nine Members [Three Associate Professors & above, and other Assistant Professors out of whom one will be the Course Coordinator-PG]
- The CPGLS shall be constituted by the Vice Chancellor

3.3 Tenure

Each CPGLS shall function for the academic session for which it has been constituted.

4. LL.M. Programme

4.1 Course

The course offered is One Year LL.M. Degree in conformity with the UGC Guidelines for introduction of One Year LL.M. Degree Programme, 2012. (Notification dated 18.01.2013)

The list of subjects etc. to be offered by the University during any Semester/Trimester shall be as approved by the Academic Council, as the case may be.

4.2 Duration

Duration of the course is one year, arranged in two Semester/ three Trimesters.

The intense academic activity during each Semester/Trimester will be for at least 12 weeks of teaching/research/practical assignments/seminar presentations focusing on the specialization offered, in and outside the classroom.

Students are allowed a maximum of two years from the date of admission to complete the requirements of the degree

4.3 Credits

The Programme will be of Twenty-Four (24) Credits comprising of

- i. three (3) mandatory courses of three (3) credits each
- ii. six (6) optional courses with two (2) credits each
- iii. one Dissertation of three (3) credits.

4.4 Attendance

Every student has to secure a minimum of 80% attendance in all the subjects taken individually in each Semester/Trimester to be eligible to appear in the end-Semester/Trimester examination. Student, who falls short of requisite attendance, shall not be permitted to take the end of the course/ end Semester/Trimester examination.

NOTE

Shortfall in attendance may be condoned on grounds of illness of the student and other special grounds of co-curricular / assigned University academic and administrative activities authorised by the CPGLS. The recommendation of the CPGLS on this behalf may be approved at the Vice-Chancellor on merit.

Provided that minimum attendance requirement prescribed by the UGC shall be maintained.

4.5 Evaluation Process

The evaluation of students in the course will be continuous.

4.5.1 Each paper will be evaluated for 100 marks as under:

- a. One or more Research Article/ Seminar Paper/Research Project of 30/35 marks with an internal division of marks between the various components viz. literature review, synopsis, draft, final submission and viva/presentation or as indicated by the course for the relevant academic year.

Provided that-

- i. While assigning the research topics, the last dates for submission of each component and presentation/viva shall have to be stipulated in the academic calendar.
- ii. Viva/presentation shall be allowed only after final submission of the research article.
- b. Mid-Semester/Trimester Examination for 20/15 marks (one hour duration);
- c. End-Semester/Trimester Examination 50 marks. (two hours duration)

4.5.2 All papers shall have uniform method of examination as above and evaluation pattern except dissertation. However, the CPGLS with prior approval of the Vice-Chancellor may introduce changes in the research

component and evaluation process to adapt the best practice through continuous monitoring.

4.5.3 Repeat / Improvement examination will be held for students who were either absent with prior approval or had failed in the Semester/Trimester examination or who wish to improve their grade provided a repeat examination on the subject is conducted for other reasons in this clause.

4.5.4 The repeat examination shall be conducted only once (excluding the main examination) and grade secured at the repeat examination shall carry 'R' (Re-appear) at the top of the Grade secured. The same shall be recorded in the Grade Sheet.

4.6 *Question Papers*

4.6.1 The question paper setting for the written examination shall be prepared either by the teacher who instructed the course or by an expert from within or outside the University nominated by the Vice-Chancellor.

4.7 *Evaluation of Scripts*

The evaluation of answer scripts of the written examination shall be done by the concerned course teacher and/or the external examiner appointed by the Vice-Chancellor.

4.8 *Transparency*

- (iii) The CPGLS shall ensure that there is clear transparency in matters of academic supervision and evaluation process.
- (iv) Clarifications, if any, relating to evaluation and marks obtained in various components at the respective stage of examination and evaluation process must be cleared within 7 days of publication of results.
- (v) The examination committee may allow students to view their answer books in the presence of the concerned examiner and/or an expert nominated by the Vice-Chancellor.
- (vi) There shall be no scheme of re-evaluation of answer scripts.

4.9 *Dissertation*

4.9.1 Dissertation is an integral component of postgraduate programmes. Topics of Dissertation shall be proposed and submitted by students within six weeks of the commencement of the first Semester/Trimester. The CPGLS will assign guide to students for their Dissertation. Each student shall ensure finalization of their Dissertation proposal in consultation with

the guide within 90 days of start of academic year or on the scheduled date as mentioned in the academic calendar, notified by CPGLS.

- 4.9.2 The dissertation proposal shall contain -
- a. Brief elucidation about the research problem substantiated by literature survey, defined research objective, research questions, relevance of the study and scheme of chapters, the research design and the timeframe.
 - b. It shall be within 3000 words.
 - c. The students shall consult as intensively as possible with the guide subject to the mutual time slots.
 - d. The dissertation shall have to conform to the standards of a well-documented research thesis.
 - e. The word limit for the Dissertation shall generally be between 15,000 to 18,000 words excluding table of contents, table of cases, table of statutes, abbreviations, foot notes, bibliography, appendix etc.
 - f. The Cover page, Supervisor's Certificate, Student's Declaration and the preface shall be as prescribed in the annexure.
 - g. The date of submission of dissertation shall be 31st March of the academic year or a date specified in the academic calendar, notified by CPGLS.

4.9.3 Dissertation will be evaluated for 100 Marks.

4.9.4 The evaluation of the Dissertation shall be done by the guide and an external examiner who shall be appointed by the Vice-Chancellor from a panel of experts provided by the concerned guide. The dissertation will be evaluated both by the internal supervisor and the external examiner, and the average marks of the two shall be computed to arrive at the final mark.

4.10 Plagiarism, Unfair Means and Malpractices

Students shall submit their written seminar paper/ assignments and dissertations as original work. Plagiarism in seminar paper/ assignments and dissertations shall constitute a serious academic malpractice. Plagiarism, use of unfair means, malpractices and other such academic misconduct shall be dealt as per the University Academic Misconduct Regulations. Plagiarism shall mean and include as is defined in the University Academic Misconduct Regulations.

4.11 Unauthorised break

A student taking admission in LL.M programme shall not be allowed to pursue any other full time programme / course in the University or elsewhere in the entire duration of the programme. Further, if a student leaves the programme after passing some of the Semester/Trimesters courses and takes up a part time/full-time programme/ course elsewhere, then he/she shall be debarred to continue the programme further in the University.

Note: Academic calendar shall be notified at the beginning of every academic year.

4.12 Delayed submission

The CPGLS will ensure that every student completes his/her academic assignments including Dissertation within the stipulated time. Failure to do so automatically disqualifies a student to obtain a degree. The CPGLS may, however, in extreme cases hardship and on circumstances beyond the control of the student concerned, recommend condonation of delay in submission of any assignment by a student on the following conditions:

- a. A written application shall be made by the defaulting student to the Chairman, CPGLS stating the facts leading to the delay in submission.
- b. The said application must be submitted before the last date of submission of the particular assignment is over.
- c. Defaulting student will commit the deadline by which the submission shall be made, with clear stipulation that if the permission is granted, it shall be once and final.
- d. The student concerned shall pay the delay fine @ Rs. 100/- (Rupees hundred) per day for the days permission is granted.
- e. Each case of recommendation for condonation by the CPGLS, approval of the Vice Chancellor will be sought.

4.13 *Minimum Qualifying marks*

Every student is required to secure a minimum of **50 % of marks** in the seminars/ projects/ assignment/ mid-term examination and end-term examination taken together.

- i. Until the minimum standard in seminar/project assignment ect. is achieved three options will be given to revise/ repeat and submit the component of the assignment/ examination.
- ii. The CPGLS will formally resolve on specific issues of repeat performances, and take necessary approval from the Vice-Chancellor.
- iii. The score cards will be declared in grades and credits only.

5. Semester/Trimester Grade Point Average [SGPA/TGPA] & Cumulative Grade Point Average [CGPA]

5.1 Computation of SGPA/TGPA/ TGPA and CGPA

As per the UGC recommendations the following procedure to compute the Semester/Semester/Trimester Grade Point Average (SGPA/TGPA/TGPA) and Cumulative Grade Point Average (CGPA) is considered:

- i. The SGPA/TGPA/TGPA is the ratio of sum of the product of the number of

credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student, i.e

$$\text{SGPA/TGPA (Si)} = \frac{\sum(C_i \times G_i)}{\sum C_i}$$

$$\text{TGPA (Ti)} = \frac{\sum(C_i \times G_i)}{\sum C_i}$$

where C_i is the number of credits of the i th course and G_i is the grade point scored by the student in the i th course.

- i. The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semester/Semester/Trimesters of a programme, i.e.

$$\text{CGPA} = \frac{\sum(C_i \times S_i)}{\sum C_i}$$

where S_i/T_i is the SGPA/TGPA/TGPA of the i th Semester/Trimester and C_i is the total number of credits in that Semester/Trimester.

- ii. The SGPA/TGPA/TGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.

Illustration of Computation of SGPA/TGPA/TGPA and CGPA and Format for Transcripts

- i. Computation of SGPA/TGPA/TGPA and CGPA

Illustration for SGPA/TGPA/TGPA

Course	Credit	Grade letter	Grade Point	Credit Point (Credit x Grade)
Course 1	3	A	6.5	3 x 6.5 = 19.5
Course 2	3	A+	7.0	3 x 7.0 = 21.0
Course 3	3	B	5.5	3 x 5.5 = 16.5
Course 4	2	A	7.0	2 x 7.0 = 14.0
	11			71.0

Thus, SGPA/TGPA = 71/11 = 6.45

Illustration for CGPA

Semester/Trimester 1	Semester/Trimester 2
Credit : 11	Credit : 13

SGPA/TGPA/TGPA : 6.45	SGPA/TGPA/TGPA: 6.96
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$$\text{Thus, CGPA} = \frac{11 \times 6.45 + 13 \times 6.96}{24} = 6.72$$

ii. Transcript (Format): Based on the above recommendations on Letter grades, grade points and SGPA/TGPA/TGPA and CCPA, the Board of Conducting Examinations may issue the transcript for each Semester/Trimester and a consolidated transcript indicating the performance in all Semester/Trimesters.

5.2 *Cumulative Grade Point Average (CGPA)* is deduced at by dividing the sum of the Grade Values and the Course Credits in each course by the total number of credits in all the courses as per following table:

Grade	Grade Point	Percentage	Division
O	8.0	80 and above	Outstanding
D	7.5	75-79	Distinction
A+	7.0	70-74	Excellent
A	6.5	65-69	Higher First Division
B+	6.0	60-64	First Division
B	5.5	55-59	Higher Second Division
P	5.0	50-54	Second Division
F	0.0	Below 50	Failure

Explanation:

1. Letter grades O, D, A+, A, B+, B and P in a course mean that the candidate has passed that course.
2. The F grade denotes poor performance, i.e., failing in the course. A student has to appear at subsequent examination(s), if provided under the regulations in all courses in which he/she obtains "F" grade, until a passing grade is obtained.
3. Letters 'Ab' means Absent, 'UM' means Unfair Means, 'R' means Repeat and 'I' means improvement wherever used in the Score Sheet.

5.3 *Rules relating to the award of grace marks:* After tabulation the University shall award grace marks as per the following guidelines:

- i. A student who fails only by three (3) marks in an individual course shall be awarded grade "P" (in place of grade "F") of Grade Point 5 in the concerned subject.
- ii. Grace marks will not be awarded for making up shortfall in minimum SGPA/TGPA/TGPA/CGPA or improving the grade.

Provided that the SGPA/TGPA/TGPA and CGPA shall be computed up to 2 places of decimal.

6. Division

A candidate who has passed in all the papers/ courses of I & II Semester/Trimesters of the One Year LL.M program taken together shall be declared as 'Passed'. Such passed candidates will be awarded with the division/grade according to the following performance criteria:

Grade	Grade Point	Percentage	Division
O	8.0	80 and above	Outstanding
D	7.5	75-79	Distinction
A+	7.0	70-74	Excellent
A	6.5	65-69	Higher First Division
B+	6.0	60-64	First Division
B	5.5	55-59	Higher Second Division
P	5.0	50-54	Second Division
F	0.0	Below 50	Fail

Marks below 54.5 will be reckoned as 54.0 while the marks 54.5 and above will be considered as 55. The same criteria will be applicable to 59, 64, 69,74 and 79 as above percentage of marks as at column 3.

7. Ranking

- (1) Ranking shall be given to only those candidates who pass all the courses of the programme in one attempt, and without taking any extension for delayed submissions of dissertation etc.
- (2) Notwithstanding any provision in the Regulation to the contrary, the student who, having been duly admitted to a regular examination of the course, but was unable to take that examination in full or in part due to some cogent reasons, however completed the course with in the stipulated time period will be eligible for ranking. The marks obtained by him/her at the aforesaid examination shall be considered as the basis for the University ranking and other distinctions.
- (3) In order to get the benefit of this provision, the student should claim that he/she is eligible for this benefit and get a decision in writing from the examination department after proving his/her eligibility for ranking.

8. Award of Degree

Candidates who have completed all the courses cumulating to requisite credits and Dissertation and obtained at least a 'P' grade in all courses and Dissertation and secured Cumulative Grade Point Average (CGPA) of 5 out of 8 shall be awarded the LL.M. (Master of Laws) Degree.

9. Removal of difficulty

The Vice Chancellor, on the recommendation of the Committee to be constituted by the Vice Chancellor, shall have power to make such modifications, alterations or amendments in this Regulation as may be necessary to remove any difficulties arising during a period of first five years from the date of commencement of this Regulation. The amendment so made will be reported to the Academic Council and the Executive Council in its next meeting.

10. Interpretations

In case of any doubt regarding any of the provisions of these Regulations, the matter shall be reported in writing to the CPGLS, who, upon receipt of such letter, shall forthwith clarify the matter. In case of further doubt, an appeal may be made to the Vice Chancellor, who, after having the matter examined by independent expert or experts, offer his interpretation, which shall be final and binding.
