



आईएफटीएम विश्वविद्यालय, मुरादाबाद, उत्तर प्रदेश
IFTM University, Moradabad, Uttar Pradesh
NAAC ACCREDITED

Academic Ordinance For Bachelor of Business Administration and Bachelor of Laws

(Amended as per Bar Council of India (BCI) Guidelines
&
Approved by the Academic Council in the Meeting held on 25-09-2021)

IFTM UNIVERSITY

(Established under UP Govt. Act No. 24 of 2010 and approved under section 22 of UGC Act 1956)
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1. Title & Commencement

- i. The Ordinance shall be called as Ordinance for Five years (Ten Semesters) Integrated B.B.A.LL.B. Degree course.
- ii. This ordinance will come into force from the Academic Session 2021- 22.
- iii. The regulation framed is subject to modification from time to time by IFTM University.

2. Eligibility For Admission:

1. Admission in B.B.A.LL.B. Programme will be based on merits/entrance examination. The minimum qualification for admission to this course will be as notified by the university from time to time as per the BCI guidelines.
2. As per Bar Council of India Rules of Legal Education, 2008 no candidate shall be given admission in B.B.A.LL.B. Five years Integrated degree course unless he/she posses at least 45% marks (40% marks in case of SC/ST candidates) in 10+2 programme or any other equivalent programme.
3. Only primary mode of evaluation (CGPA) or Percentage as mentioned in qualifying mark sheet will be considered while verifying eligibility.
4. Foreign National candidates, who apply through Ministry of Human Resource Development, Government of India, are eligible to apply provided that they possess the same minimum qualification.

3. Duration:

1. The duration of B.B.A.LL.B. Degree course shall be ten semesters (Five academic years). The maximum duration for completing the course shall be of EIGHT consecutive academic years. If a student is unable to clear all the semesters of the program within the maximum duration (as specified above), he/she will automatically exit from the program.
2. The maximum total duration shall include the period of absence, withdrawn and different kinds of leave permissible to a student but it shall exclude the period of rustication/suspension/or any other penalty period imposed by the University.
3. The student after successful completion of the ten semesters of the programme shall be awarded B.B.A.LL.B. Degree for which he/she was enrolled.

4. Medium of Instruction

The medium of instructions in general shall be English or Hindi except for language courses and the medium of examination in general shall be English/Hindi except language courses. However, university may notify the medium of instruction for a specific programme.

5. Working days in each semester

Each semester shall consist of not less than 90 working days. The odd semester shall be conducted from the month of June/July to November/December and the even semesters shall be conducted from December/January to May/June in every calendar year.

6. Attendance and Progress

1. As per Bar Council of India Rules of Legal Education, 2008, no student of any of the degree program shall be allowed to take the end semester examination in a subject if the student concerned has not attended minimum 75% of the classes held in the subject concerned and also the moot court room exercises, tutorials and practical training conducted in the subject taken together.
2. Provided that if a student for any exceptional reasons fail to attend 75% of the classes held in any subject, the Dean of the Department may allow the student to take the examination if the student concerned attended at least 65% of the classes held in the subject concerned and attended 75% of classes in all the subjects taken together.
3. Provided further that a list of such students allowed to take the examination with reasons recorded be forwarded to the Bar Council of India.
4. The Dean of School may condone aforesaid shortage in attendance after due consideration of one or more of the following reasons:
 - A. Participation in NCC/NSS Camps, duly supported by a certificate from the Commanding Officer;

- B. Participation in University Team(s)/Games or Inter-state or Inter-University tournament(s) duly supported by a certificate from appropriate authority of the University;
- C. Participation in educational excursion conducted on working days certified by the Dean or Head of the department. These excursions shall not include those organized for the class as a whole;
- D. Participation in any of co-curricular activities organized by the Institute/Department/School, duly certified by competent authority;
- E. Prolonged illness duly certified by the Registered Medical Practitioner;
- F. Any other cogent reason up to the satisfaction of the Head of Department/Dean.

The application must be supported by such documents as considered to be fit for granting such condonation.

7. Programme/Course credit structure

As per the philosophy of Credit Based Semester System, certain quantum of academic work viz. theory classes, practical classes, project report, internship etc. are measured in terms of credits. On satisfactory completion of the courses, a candidate earns credits. The amount of credit associated with a course is dependent upon the number of hours of instruction per week in that course. Similarly, the credit associated with any of the other academic, extracurricular activities is dependent upon the quantum of work expected to be put in for each of these activities per week.

7A. Credits and Grade System

(a) All programmes shall have credits associated with them as per their Lecture/Tutorial/Practical (LTP) structure and shall be determined as follows:

- One lecture hour per week per semester shall be assigned one credit.
- One practical hour per week shall be assigned half credit.

However, the credits associated with every programme will be a whole number, i.e., wherever the sum comes out to be in half credit on calculation following the aforesaid process, the half shall be rounded to the next whole number.

(b) The letter grades based upon the overall marks obtained in a subject will be as follows:

S.No.	Marks	Letter Grade	Grade Point
1.	>=90	A+	10
2.	80-89	A	9
3.	70-79	B+	8
4.	60-69	B	7
5.	50-59	C+	6
6.	40-49	C	5
7.	35-39	D	4
8.	30-34	E	2
9.	<30	F	0

'E' & 'F' Grade will be treated as Carry Over Paper.

In addition to the above grades, there shall be two more letter grades 'I' and 'AB' which shall stand for Incomplete and Absent Grades, respectively.

(c) Semester Grade Point Average (SGPA)

The SGPA is a weighted average of the grade points earned by a student in all the papers credited and described his/her academic performance in a semester. If the grade points associated with the letter grades awarded to a student are $g_1, g_2, g_3, \dots, g_k$, etc. and the corresponding credits are $c_1, c_2, c_3, \dots, c_k$, the SGPA is given by :

$$SGPA = \frac{c_1g_1 + c_2g_2 + c_3g_3 + \dots + c_kg_k}{c_1 + c_2 + c_3 + \dots + c_k}$$

Where, k is the number of papers for which the candidate remains registered during the semester.

(d) Cumulative Grade Point Average (CGPA)

The Cumulative Grade Point Average (CGPA) indicates the overall academic performance of a student in all the papers registered in that particular academic year. It is computed in the same manner as the SGPA, considering all the papers (say, n), and is given by:

$$CGPA = \frac{\sum_{i=1}^n c_1 g_1}{\sum_{i=1}^n c_1}$$

(e) Final CGPA

It is the weighted average of the CGPA of all years of study.

(f) Percentage equivalence of CGPA/Final CGPA

The conversion of CGPA/Final CGPA to exact percentage of marks does not have perfect rationale. However, its equivalent at best can be arrived at by multiplying by 10.00.

7B. Change of Grade already awarded

Letter Grade 'E' will be changed into Letter Grade 'D' up to a maximum of 03 papers at the time of promotion to the next academic year provided he/she can be declared to have passed the academic year without any carry over paper, by changing the Grade.

8. Academic work

A regular record of attendance both in Theory and Practical shall be maintained by the teaching staff of respective courses.

9. Course of study

The course of study for B.B.A.LL.B. shall include Semester-Wise Theory & Sessional. The number of hours to be devoted to each theory, tutorial and practical course in any semester shall not be less than 40 sessions.



B.B.A.LL.B. FIVE YEAR INTEGRATED COURSE

1. Programme Structure

Sem	Total Paper	Core Course		Elective Course (DSE)		Liberal Discipline Course (LD)		Open Elective (OE)		Ability Enhancement Course (AEC)		Total Credits	Total Marks
		TP	TC	TP	TC	TP	TC	TP	T C	TP	TC		
I	6	2	8	-	-	3	12	-	-	1	4	24	600
II	6	2	8	-	-	3	12	-	-	1	4	24	600
III	6	2	8	-	-	3	12	1	4	-	-	24	600
IV	6	2	8	-	-	3	12	1	4	-	-	24	600
V	6	4	16	-	-	1	4	1	4	-	-	24	600
VI	6	5	20	-	-	1	4	-	-	-	-	24	600
VII	5	4	16	1	4	-	-	-	-	-	-	20	500
VIII	5	3	12	2	8	-	-	-	-	-	-	20	500
IX	5	2	8	3	12	-	-	-	-	-	-	20	500
X	5	3	12	2	8	-	-	-	-	-	-	20	500
	56	29	116	8	32	14	56	3	12	2	8	224	5600

S.N.	No. of Elective Papers	Semester	No. of Elective Paper Offered	Credits
1	1	VII	2	4
2	2	VIII	4	4
3	3	IX	5	4
4	2	X	4	4

Note:

1. For each CC and Elective course there will be 3 Lecture hours per week and one hour will be scheduled for tutorials/ moot courts/ project work.

COURSE STRUCTURE

SEMESTER I

S. N.	Paper Code	Paper Name	Category	Credits	Periods			Evaluation Scheme		
					L	T	P	I	E	Total
1.	BBL101	General English	AECC- I	4	3	1	-	30	70	100
2.	BBL102	Principles of Management	LD- 1	4	3	1	-	30	70	100
3.	BBL103	Business Organization	LD- 2	4	3	1	-	30	70	100
4.	BBL104	Micro Economics	LD- 3	4	3	1	-	30	70	100
5.	BBL105	Law of Contract- I	CC- 1	4	3	1	-	30	70	100
6.	BBL106	Constitutional Law- I	CC- 2	4	3	1	-	30	70	100
Total				24	18	6	-	180	420	600

SEMESTER II

S. N.	Paper Code	Paper Name	Category	Credits	Periods			Evaluation Scheme		
					L	T	P	IE	EE	Total
1.	BBL201	Environmental Studies	AECC- II	4	3	1	-	30	70	100
2.	BBL202	Organizational Behavior	LD- 4	4	3	1	-	30	70	100
3.	BBL203	Business Environment	LD- 5	4	3	1	-	30	70	100
4.	BBL204	Macro-Economics	LD- 6	4	3	1	-	30	70	100
5.	BBL205	Law of Contract- II	CC- 3	4	3	1	-	30	70	100
6.	BBL206	Constitutional Law- II	CC- 4	4	3	1	-	30	70	100
Total				24	18	6	-	180	420	600

L= Lecture, T= Tutorial, P= Practical, IE= Internal Exam, EE= External Exam

SEMESTER III

S. N.	Paper Code	Paper Name	Category	Credits	Periods			Evaluation Scheme		
					L	T	P	I	E	Total
1.	BBL301	Legal Language	SEC- I	4	3	1	-	30	70	100
2.	BBL302	Marketing Management	LD- 7	4	3	1	-	30	70	100
3.	BBL303	Human Resource Management	LD- 8	4	3	1	-	30	70	100
4.	BBL304	Financial Management	LD- 9	4	3	1	-	30	70	100
5.	BBL305	Indian Penal Code- I	CC- 5	4	3	1	-	30	70	100
6.	BBL306	Law of Torts & Consumer Protection Act	CC- 6	4	3	1	-	30	70	100
Total				24	18	6	-	180	420	600

SEMESTER IV

S. N.	Paper Code	Paper Name	Category	Credits	Periods			Evaluation Scheme		
					L	T	P	I	E	Total
1.	BBL401	Right To Information	SEC- II	4	3	1	-	30	70	100
2.	BBL402	Management Accounting	LD- 10	4	3	1	-	30	70	100
3.	BBL403	Business Communication Skills	LD- 11	4	3	1	-	30	70	100
4.	BBL404	Business Laws in India	LD- 12	4	3	1	-	30	70	100
5.	BBL405	Indian Penal Code- II	CC- 7	4	3	1	-	30	70	100
6.	BBL406	Administrative Law	CC- 8	4	3	1	-	30	70	100
Total				24	18	6	-	180	420	600

SEMESTER V

S. N.	Paper Code	Paper Name	Category	Credits	Periods			Evaluation Scheme		
					L	T	P	I	E	Total
1.	BBL501	Banking law	SEC- III	4	3	1	-	30	70	100
2.	BBL502	Cost Accounting	LD- 13	4	3	1	-	30	70	100
3.	BBL503	Family Law- I(Hindu Law)	CC- 9	4	3	1	-	30	70	100
4.	BBL504	Criminal Procedure Code- I	CC- 10	4	3	1	-	30	70	100
5.	BBL505	Labour & Industrial Laws-I	CC- 11	4	3	1	-	30	70	100
6.	BBL506	Environmental Law	CC- 12	4	3	1	-	30	70	100
Total				24	18	6	-	180	420	600

SEMESTER VI

S. N.	Paper Code	Paper Name	Category	Credits	Periods			Evaluation Scheme		
					L	T	P	I	E	Total
1.	BBL601	Auditing	LD- 14	4	2	-	-	30	70	100
2.	BBL602	Family Law-II (Muslim Law)	CC- 12	4	3	1	-	30	70	100
3.	BBL603	Criminal Procedure Code- II	CC- 13	4	3	1	-	30	70	100
4.	BBL604	Labour & Industrial Laws- II	CC- 14	4	3	1	-	30	70	100
5.	BBL605	Property Law	CC- 15	4	3	1	-	30	70	100
6.	BBL606	Human Rights & Practices	CC- 16	4	2	1	-	20	30	50
Total				24	18	6	-	180	420	600

SEMESTER VII

S. N.	Paper Code	Paper Name	Category	Credits	Periods			Evaluation Scheme		
					L	T	P	I	E	Total
1.	BBL701	Civil Procedure Code- I	CC- 17	4	3	1	-	30	70	100
2.	BBL702	Law of Evidence	CC- 18	4	3	1	-	30	70	100
3.	BBL703	Company Law	CC- 19	4	3	1	-	30	70	100
4.	BBL704	<i>Interpretation of Statutes / Competition Law</i>	DSE- I	4	3	1	-	30	70	100
5.	BBL711	Professional Ethics & Prof. Accounting System	Clinical- I	4	3	-	2	30	70	100
Total				20	15	4	1	150	350	500

SEMESTER VIII

S. N.	Paper Code	Paper Name	Category	Credits	Periods			Evaluation Scheme		
					L	T	P	I	E	Total
1.	BBL801	Civil Procedure Code- II	CC- 20	4	3	1	-	30	70	100
2.	BBL802	Public International Law	CC- 21	4	3	1	-	30	70	100
3.	BBL803	<i>Intellectual Property Rights / Women & Child Laws</i>	DSE- II	4	3	1	-	30	70	100
4.	BBL804	<i>Trust, Equity & Fiduciary Relations / Forensic Science & Law</i>	DSE- III	4	3	1	-	30	70	100
5.	BBL812	Alternative Dispute Resolution System	Clinical- II	4	3	-	2	30	70	100
Total				20	15	4	1	150	350	500

SEMESTER IX

S. N.	Paper Code	Paper Name	Category	Credits	Periods			Evaluation Scheme		
					L	T	P	I	E	Total
1.	BBL901	Law of Taxation	CC- 21	4	3	1	-	30	70	100
2.	BBL902	Law of Insurance	DSE- IV	4	3	1	-	30	70	100
3.	BBL903	<i>Information Technology Law / National Security Laws</i>	DSE- V	4	3	1	-	30	70	100
4.	BBL904	<i>Cyber Laws/ Nuclear Laws</i>	DSE- VI	4	3	1	-	30	70	100
5.	BBL913	Drafting, Pleading & Conveyancing	Clinical- III	4	3	-	2	30	70	100
Total				20	18	5	1	150	350	500

SEMESTER X

S. N.	Paper Code	Paper Name	Category	Credits	Periods			Evaluation Scheme		
					L	T	P	I	E	Total
1.	BBL1001	Jurisprudence	CC- 22	4	3	1	-	30	70	100
2.	BBL1002	Criminology & Penology	CC- 23	4	3	1	-	30	70	100
3.	BBL1003	<i>UP Land & Land Revenue Laws / White Collar Crime</i>	DSE- VII	4	3	1	-	30	70	100
4.	BBL1004	<i>International Organization / Law & Medicine</i>	DSE- VIII	4	3	1	-	30	70	100
5.	BBL1014	Moot Court Exercise & Internship	Clinical- IV	4	3	-	2	30	70	100
Total				20	15	4	1	150	350	500

10. Examination & Evaluation

- The academic performance of a candidate shall be evaluated in respect of the courses of study prescribed for each semester through the evaluation. The evaluation of students admitted in any of these Programmes shall be based on End Semester Examinations, and Continuous Internal Assessment.
- Out of the total marks (100 marks), 70% shall be allotted for the end semester examinations and 30% shall be allotted to continuous internal assessments during the semester. The scheme of internal assessment shall be as: - There will be two compulsory internal exams of 10 marks each and 5 marks for Assignment and 5 marks for Attendance. If a student fails to give internal exam because of some emergencies/ unforeseen situations, the Dean of the School may permit the student to appear in the special internal exam on the satisfaction of the reason mentioned by the student for not appearing in the regular internal exam.
- External Question Paper shall contain Twenty Compulsory Multiple Choice Questions (1 MCQ= 1 mark) and Ten Long Questions. Students have to attempt any five questions out of Ten long questions. All long questions shall carry equal marks (i.e.10 marks/ question) & there shall be two questions from each unit.
- To qualify the course, a student should required to secure minimum 35% marks in individual paper and minimum of 45% marks in aggregate including the Sessional and External Examination and minimum 50% marks should secure in Practical/ Viva- Voce/ Project Work.

5. The minimum Grade required to pass in each Theory & Practical paper is 'GRADE D'.
6. A candidate who secures less than 45% (4.50 CGPA) marks in a course shall be deemed to have failed in that course. In case a student has secured more than 35% marks in a semester, but obtained less than 45% marks in a semester, he/ she shall reappear in the course to achieve the required aggregate percentage (of 45%) in the semester.
7. Maximum numbers of Carry over paper permissible for promotion to next academic year are 05 theory / practical / project papers.
8. The end semester examinations will be held on such dates as may be notified by the appropriate authority of the University.
9. In case of audit/qualifying paper the minimum grade require to pass is grade D. However, the grade obtained in audit/qualifying paper shall be included in SGPA.

10A. End Semester Examination

There will be two end semester examination in all theory and project subjects viz. odd (I, III, V, VII & IX) semester examination and even (II, IV, VI, VIII & X) semester examination in an academic year.

10B. Carry Forward of Marks

In case, if a student gets the back in a course/paper, the sessional marks of the subject concerned will carried forward in the total of marks when he reappears for the examination of the course in which he has got the back.

10C. Heads of Passing

- (a) The minimum passing marks in each theory subject (including Internal/ Sessional marks) will be 35%.
- (b) The minimum passing marks in each comprehensive viva/project will be 50 %.
- (c) A student , in order to pass must satisfy the following:
Minimum 45% marks in aggregate of a particular academic year inclusive of both semesters of that academic year subject to the conditions of the clause 7B.

10D. Carry Over System

Maximum number of carry over papers (Theory/viva/project) permissible for promotion to next year will be 05.

10E. Promotion

- a. A candidate satisfying all the requirements under clause 10 shall be promoted to the next academic year of study.
- b. A candidate shall be eligible for provisional promotion with carryover (PCP status) to the next academic year of study provided he/she fails to satisfy the requirements of clause 10(5) in not more than permissible carry over paper as mentioned in clause 10D.
- c. If a candidate satisfies the requirement of clause 10 (5) but fails to satisfy the requirement of 10(6) he/she shall be eligible for provisional promotion with carryover (PCP-A {aggregate} status). He/she may choose up to a maximum of any 05 theory papers of that particular academic year as per his/her choice to pass the examination of that.

10F.Ex-studentship

A candidate opting for ex-studentship shall be required to appear in all the theory/practical/viva papers in the end semester examinations of both semesters/ annual examination of the same academic year However, the sessional marks of theory & practical both shall remain the same as those secured earlier.

11.Internship Programme:

A registered student shall have complete min. 20 weeks internship during the entire period of the course.

Provided that internship in any year cannot be more than four weeks and all student shall at least gone through once in the entire academic period with trial and Appellate Advocates.

<i>Evaluation Scheme</i>			
	<i>Internal</i>	<i>External</i>	<i>Total</i>
<i>Theory</i>	<i>30</i>	<i>70</i>	<i>100</i>
<i>Practical/Viva-voce</i>	<i>30</i>	<i>70</i>	<i>100</i>

Question paper pattern for End-semester Examinations

I. Multiple Choice Questions (MCQs) (Internal Choice questions)	=	20 x 1 =	20
II. Long Answers (Answer 1 out of 2)	=	5 x 10 =	50
Total Marks	=		70

Question paper pattern for Internal/ Sessional Examinations

Long Answers (Best 2 out of 3)	2 x 10 =	20 (each mid-sem)
Assignment	1x5 =	5
75% Attendance		5
Total Marks	=	30

12. Award of Division

- (a) The division shall be awarded on the basis of final year result.
- (b) If a student passes all examinations and secure minimum Final CGPA 4.50 to 5.99, he/she shall be eligible for the award of SECOND DIVISION.
- (c) If a student passes all examinations and secure minimum Final CGPA 6.00 to 7.49, he/she shall be eligible for the award of FIRST DIVISION.
- (d) If a student passes all examinations in first attempt without change of Grade and secures minimum Final CGPA 7.50 & above, he/she shall be eligible for the award of FIRST DIVISION WITH HONOURS.

13. Scrutiny and Re-evaluation

- (a) Scrutiny shall be allowed in only theory papers, in which Re-totaling of the marks awarded will be done and only unchecked answers (if any) will be evaluated.
- (b) Re-evaluation of theory/practical papers is not permitted.

14. Unfair Means

Cases of unfair means shall be dealt as per the rules of the University.

15. Result

- (a) The result of a candidate shall be declared on the basis of the performance of both semesters of the same academic year.
- (b) Result of the final year shall be declared on the basis of working out Final CGPA which is the weighted average of CGPA of all years of the study.

16. Improvement

There shall be no provision of Improvement examination in all the courses running in the University.

17. Grade Card

- (a) A copy of the Grade Card shall be issued to each student at the end of each academic year. The duplicate copy, if required can be obtained on payment of prescribed fee.
- (b) The Grade Report Card of a student may be withheld if he/she has not paid his/her dues or if there is a case of indiscipline pending against him/her or for any other such reasons.

18. Re-Admission

A candidate may be allowed for re-admission provided he/she satisfies one of the following conditions:

- (a) A candidate is declared fail.
- (b) A candidate promoted with carry over papers and opts for re-admission.