

# **RULES AND REGULATIONS OF M. Pharm COURSE**

## **(Effective from academic year 2003 – 2004)**

**Note:** All the rules and regulations, hereinafter, specified should be read as a whole for the purpose of interpretation.

### **NATURE AND DURATION OF THE COURSES**

5. The normal duration of the course is 2 years (4 semester). In each of the first two semesters, there shall be course work comprising  
Instruction 15 Weeks minimum  
Preparation for examination 10 days  
The third & fourth semester shall be exclusively for dissertation work. However, the dissertation work shall be allotted by the end of second semester.
6. a) Candidates who fail to fulfill all the requirements for the award of the degree as specified hereinafter within four academic years from the time of admission, will forfeit his or her seat in the course.  
b) No candidate shall be allowed to put in attendance or appear at examination for different degrees and different faculties at one and the same time.

### **INSTRUCTION AND EXAMINATION**

7. The academic schedule (Almanac) shall be notified by the university at the beginning of each academic year.
8. The respective colleges shall provide instruction in various subjects in I & II semester. The dissertation work in the III & IV semester shall be done either at the college or at any other place as approved by the university. The medium of instruction and examination shall be in English.
9. At the beginning of II semester, the candidate shall seek admission into the semester by paying the prescribed fee within four weeks from the commencement of the semester as notified in the academic schedule. The candidate who fails to seek admission as above has to seek admission in the subsequent academic year.
10. The candidate shall seek admission into the second year, after being promoted, by paying the prescribed fee as notified by the college. The candidate who fails to seek admission as above has to seek admission into the subsequent academic year. The candidate shall pursue the dissertation work till the end of the second year in which he has been admitted.
11. (i) In order to appear at the final examination of I and II semester the candidate should have pursued a “Regular Course of Study” which means putting in attendance of not less than 75 % aggregate separately in the theory and practical subjects listed in the schemes of instruction and securing not less than 40 % of the combined aggregate of Sessional marks in all the subjects offered in the semester taken together provided that in special cases and for sufficient cause shown, the Vice-Chancellor, on the recommendation of the principal, may condone the deficiency not exceeding 10% in attendance for ill-health when the application submitted at the time of the actual illness is supported by a certificate from an authorised Medical officer and approved by the principal. The fee for Condonation on Medical grounds shall be Rs. 250.00 per semester or as notified by the university from time to time.  
(ii) In order to appear at the final examination of second year (submission of dissertation report), the

candidate should have put in attendance of not less than 75 % in the year and have passed the II semester examination provided that in special cases and for sufficient cause shown, the Vice-Chancellor, on the recommendation of the principal, may condone the deficiency not exceeding 10 % in attendance for ill-health when the application submitted at the time of the actual illness is supported by a certificate from an authorized Medical Officer and approved by the principal. The fee for Condonation on Medical Officer and approved by the principal. The fee for Condonation on Medical grounds shall be Rs. 500.00 or as notified by University from time to time, also the candidate should have presented two seminars on the progress of dissertation work as notified by the college and a pre-submission seminar.

(iii) Attendance at NCC camps / Inter-collegiate / Inter-University / Inter-State / International matches/Debates/Educational excursions or such other Inter-University activities as approved by the authorities will not be counted as absence. However, such absence should not exceed 4 weeks of the total period of any semester or 8 weeks of the total period of second year.

(iv) In any of semesters of the course, if a candidate fails to secure the minimum percentage of attendance and or minimum percentage of Sessional marks as specified, he/she shall have not be eligible to appear in the examination of that semester / year and he/she shall have to get readmitted himself into the corresponding semester / year in subsequent academic session in order to become eligible to appear for the examination. The candidate shall have to seek such readmission within four weeks from the date of commencement of the corresponding semester / year.

(v) The attendance shall be calculated from the date of commencement of the classes as per the almanac communicated by the University.

(vi) The candidates who have put in not less than 40 % attendance in I semester can seek re-admission to the course during subsequent year and such admissions shall be treated as supernumerary. In respect of others who have put in less than 40 % attendance in I semester, they have to seek admission a fresh going through the process of admission.

(vii) The cumulative attendance of the students will be displayed preferably every month, on the Notice board of the college. However, it shall be the responsibility of the student to check his attendance periodically so as to ensure to put on the required attendance.

12. The University at the commencement of the course shall notify the programme of instructions and vacation.

13. The division of marks for sessionals (based on internal assessment by concerned teacher) and University examinations shall be as follows:

Subject	Sessional Marks	Univ. Exam Marks	Duration
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Each Theory subject	30	70	3 hours
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Each Practical subject	30	70	6 hours
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Dissertation (II year)

Dissertation Viva	Grade A/B/C/D/F
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Dissertation Report	Grade A/B/C/D/F
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A: Excellent B: Very Good C: Good D: Fair F: Fail

14. The award of Sessional marks in I and II semesters shall be as follows:

(a) Theory paper

Class test	20 Marks
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Assignment	10 Marks
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(b) Practical Paper

Practical examination 10 Marks  
Comprehensive evaluation 20 Marks

\* (c) Assignment and Seminar 50 Marks

In, I and II semesters, there shall be two class tests each of one and half hour duration. Both the class tests shall be considered for the evaluation of Sessional marks. In case a candidate fail to appear in any of the class tests due to Medical emergency requiring hospitalization or attendance at NCC camps / inter-collegiate / Inter-University / Inter-State / International matches / Debates or such other inter University activities as approved by the University authorities, the candidate shall be allowed to take only one make up class test in those subjects as per convenience of the college. The make up test shall be counted as only one of the tests for the evaluation of Sessional marks. This facility is given to the student if and only if the candidate personally or through parents informs the college on the day of hospitalization along with the Medical Certificate.

15. At the end of the I and II semesters, University examination shall be held as prescribed in the respective schemes of examination.

**Course At the end of I semester At the end of II semester**

Regular Supplementary Regular Supplementary

M. Pharm I sem. II. Sem. II sem. I. Sem.

16. The University examinations at the end of I & II semester (Regular / Supplementary) prescribed for the M. Pharm degree shall be conducted by means of written papers, practicals or by means of any combination of these methods. The University examinations at the end of IV semester shall include evaluation of dissertation submitted and viva voce.

17. All the general rules for examination of Osmania University shall be adhered to.

18. A candidate shall be deemed to have fully passed the end semester examination of any semester, if he / she secures not less than the minimum marks as hereinafter prescribed.

Minimum pass marks in the University examinations of I & II semester be:

Each Theory subject 40 %

Each Practical subject 50 %

Combined aggregate of Sessional marks in

All the subjects of the I or II semester 40 %

19 If a candidate fails to secure the minimum marks in any subject of I and II semester examinations then he shall appear only in the failed subjects (backlog subjects) of the semester.

20. Rules of promotion to various semesters of M. Pharm course

S. No. Promotion Condition to be fulfilled for promotion

1. From M. Pharm I sem to a) Regular course of study of M. Pharm I sem  
M. Pharm II sem. b) Should have passed 50 % of total number of  
Papers of I semester (3 out of 6)

2. From M. Pharm II sem to a) Regular course of study of M. Pharm II sem.  
M. Pharm II year b) Should have passed I semester.

**AWARD OF DIVISION**

21. Candidates who have passed all the examinations of the M. Pharm course shall be awarded one of the following divisions in accordance with the marks secured by them in I & II semester examination taken together.

I Division : 60% and above (I-Division with distinction shall be awarded to those who have secured 70 % and above

II Division : 50 % and above but less than 60 %

Pass Division : All others who have passed the examination

### **IMPROVEMENT OF DIVISION**

22. A Candidate who wishes to improve his/her division may do so within one academic year immediately after having passed all the examinations of the M. Pharm course, by reappearing either at I or II sem. (all subjects pertaining to the semester taken together) examinations. For the award of Division, he / she will have the benefit of the higher of the two aggregates of marks secured in the corresponding semester provided the candidate passed the improvement examination fully.

### **GENERAL RULES OF EXAMINATIONS**

23. All examinations shall be held at the places as it may be decided and at such other centers on such dates as may be notified.
24. Application for permission to appear at every examination shall be made on the prescribed form accompanied by three passport size full face photographs (not profile), which along with the necessary certificates regarding attendance, practical work etc., and the prescribed fee should be sent to the Officer in-charge of examinations of the college on or before the date fixed for this purpose.
25. When a candidate's application is found in order and he/she eligible to appear at examination, the Officer In-charge of the examinations shall furnish him with Hall Ticket with the photograph attached to it enabling the candidate to appear the examination and this Hall Ticket shall have to be produced by the candidate before he can be admitted to the premises where the examination is being held or to a part of the said premises as well as to the examination hall.
26. A candidate who fails to present himself / herself for the examination for any reason whatsoever, excepting shortage of attendance and failure to secure the prescribed minimum in Sessional work and / or tests wherever prescribed or he / she fails to pass the examination shall not be entitled to claim refund of the whole or part of the examination fee not for the reservation of the examination fee for a subsequent examination or examinations.
27. A candidate after he/she has been declared successful in the whole examination shall be given a certificate setting forth the year of examination, the subject in which he/she was examined and, the division in which he/she was placed.

### **TRANSITORY REGULATIONS**

28. Whenever, syllabus/scheme of instruction is changed in a particular semester, two more examinations immediately following thereafter shall be conducted according to the old syllabus / regulations. Candidates not appearing at the examinations or failing in them shall take the examination subsequently according to the changed syllabus/regulations.
29. By any reason a candidate admitted into the course under old scheme of instructions/regulations is promoted /readmitted after the implementation of revised scheme of instructions / regulations shall

join the corresponding semester in the revised scheme of instructions / regulations.

\* Follow the specific Guidelines for Assignment / Seminar / Project work (dissertation report / viva) for awarding marks or grades to the student at the end of course of study / semester.

## **GUIDE LINES FOR ASSIGNMENT, SEMINAR AND PROJECT**

The assignment, seminar and project work should be given due importance in curricula so as to contribute significantly in developing the careers of students. These enable the student to acquire knowledge, skills and competency required to holistic understanding of the field of discipline from which they have to be graduated.

ASSIGNMENT:

Normally assignment provides an opportunity for students to get acquainted with the innovative topics and emerging areas of interest in the field of their discipline of study.

The assignment should mainly focus on the following:

Clarity of Fundamental Concepts (Knowledge of Principles and Ideas)

Collection of Information (Relevant Significance for Now and Future)

Organization (Sequencing of Information)

Conciseness (Effectiveness in Easy to Follow)

Presenting facts (Illustration of Content in Context to Facilitate Learning)

Understanding of Principles

Interpretations (Draw Conclusions through Critical Thinking);

The theory-oriented assignments must be a minimum of 2000 words and a maximum of 5000 words depending upon the chosen topic and also not exceeding 20 pages.

Main Elements of Evaluation of Theory Assignment:

1. Title: 2%
2. Author's Name and Address 2%
3. Table of Contents 2%
4. Nomenclature 2%
5. Abstract or Summary 10%
6. Introduction and Aim 2%
7. Present Method 5%
8. Comment of Present Method 2%
9. Proposed Method 5%
10. Review of Earlier Work 5%
11. Description of experimental or theoretical work 5%
12. Discussion of experimental or theoretical work 5%
13. Conclusions 10%
14. Recommendations 5%
15. Suggested Future program 5%
16. Appendices 3%
17. Bibliography 5%
18. Tables and Illustrations (Graphs, Images etc.,) 5%
19. Other\* 20%

\* This includes interaction with faculty, meeting dead lines (regularity and punctuality), neatness and finished features of the submitting material in appropriate electronic form or written form.

At least three assignments have to be provided in which two of them to be Seminars

The students would enrich their knowledge by widening the scope for library use, internet use, computer use, collection of relevant data, analysis of available data, preparing a document and writing a report. This exercise would also facilitate developing thinking power, reasoning skills and effective writing ability. The Topics may be chosen from Abstracts, Proposals, Reports, Professional papers and journal articles or their course of study.

## **SEMINAR**

The purpose of seminar is to develop self-confidence and communication skills among students so as to enable to achieve the following objectives

1. To encourage self-study by direct study of source material.
2. To develop critical analysis through proper reasoning
3. To train the students in oral presentation of technical reports
4. To promote co-operation and team spirit by intimate interaction between student and student and between student and faculty member.

The following suggestions may be adopted for successful implementation of seminar in accomplishing the said objectives.

1. The class of 24 / 60 may be divided into six groups with about 4 / 10 students in each group and a faculty member (teacher) is assigned to each group.
2. The topic for the seminar lecture to be delivered by student must be fixed in consultation with the student in the first week of the semester or any other convenient time, during which student should be able to pay at least 8 weeks of time to go through the survey of literature available in library and internet facilities and present a typed copy of the report in a prescribed format. If the report is not satisfactory, he should be asked to resubmit the report within another 2 or 4 weeks.
3. The teacher is allowed to go through the report for evaluation within a week and make necessary comments indicating the points of weakness of the report and necessary corrections may be incorporated or deleted before it is approved finally for presentation.
4. The satisfactory reports may be scheduled for presentation, giving at least one weeks notice to the students and faculty members of the department. An abstract of the seminar report may be circulated or exhibited in the notice board in advance so that the students are motivated and can intelligently to participate in the seminar.
5. The student should prepare himself to make power point presentation of seminar topic using the facilities of multimedia aided language lab. The seminar room should have projection and

appropriate audio-visual equipments.

6. Time for presentation of seminar report should be intimated in advance so that the student can prepare accordingly, and should be 15-30 minutes. The student should allot an adequate time of 15 minutes for discussion after the seminar lecture.

A two/four member committee (An External Member can also be included) of the faculty may assess the student performance at the seminar on the following:

- (i) Written Report (50%)
- (ii) Contents in Visual Presentation (use of Animation and Others) (20%)
- (iii) Oral Presentation (Language Command and Sequential Order) (10%)
- (iv) Communication (Eye to Eye Contact and Body Language) (10%)
- (v) Participation in Seminar Discussion (10%)

## **PROJECT:**

The Project Work usually assigned in most of the technical institutions is a design oriented project in order that students compile, synthesize and integrate the knowledge they acquired from different subjects of their undergraduate program. As the interests and career opportunities of the students vary considerably, particularly towards the end of the under graduate program a student may be permitted to take theoretical and / or experimental and / or design project with appropriate data for development of a product or process or optimization of new technique or tool or idea. He may also be given the choice to take the project work problem from any of the allied subjects of particular discipline of his branch of study, provided that the problem of the project is relevant for the application to appropriate industry of his specialization.

The Project Report should normally include the following chapters with details indicated (wherever possible) for the Problem to be investigated.

1. Introduction: Objectives, Hypothesis and Significance
2. Methodology: Materials, Design, and Tools to be Used
3. Results Discussion:
4. Conclusions:
5. References:

## **GRADE %**

**A >80**

**B 60 – 79**

**C 50 – 59**

**D 40 – 49**

**F FAIL**

Only Grading will be accorded for the Project Evaluation (A/B/C/D/F) to Represents achievement as follows:

“A”-- Outstanding relative to the level necessary to meet course requirements. **Excellent**

“B”-- Significantly above the level necessary to meet course requirements. **Very Good**

“C”-- Meets the course requirements in every respect. **Good**

“D”-- Worthy of credit even though it fails to meet fully the course requirements. **Fair**

“F”-- Failure and signifies that the work was either (1) completed but at a level of achievement that is not worthy of credit or 2) was not completed and there was no agreement between the instructor / evaluator and the student that the student would be awarded a Grade. **Fail**

Academic dishonesty in any portion of the academic work for a course shall be grounds for awarding a grade of F for the entire course.