

**MALAVIYA NATIONAL INSTITUTE OF TECHNOLOGY JAIPUR**

**OFFICE OF THE DEAN, ACADEMIC**

F. No. F4/S-V-1/20-21-Acad (46-Senate)/ 1773

Dated: 02/09/2022

**OFFICE ORDER**

In pursuance of decision taken by Senate in its 46<sup>th</sup> meeting held on 17<sup>th</sup> August 2022 under Item No. 46-3.4, the Senate resolved that for continuation of semester promotion and award of degree in UG, PG and Ph.D. programmes, following mercy policy and mechanism be adopted. This mechanism is hereby followed for considering mercy appeals/requests falling under the following categories:

- (i) Continuation of registration in spite of not fulfilling the minimum credits/SGPA/CGPA requirement(s).
- (ii) Extension in duration of academic program beyond the maximum permissible duration.
- (iii) Waiver from meeting minimum attendance requirement.
- (iv) Registration of credits beyond maximum permissible limit.
- (v) Any other item not covered under above points but in violation of rules approved by Senate.

Following steps shall be followed:

1. The appeal/request for mercy shall be submitted by UG/PG student to the Program Advisor and to the supervisor by the Ph.D. student.
2. All appeal/request for mercy related to the Ph.D. student shall be examined and recommended by the DREC of the student.
3. The appeal/request for mercy shall be taken up in the meeting of the DPGC/DUGC.
4. The DPGC/DUGC shall communicate the mercy appeal/request to the Academic Section clearly mentioning the ground/justification and recommendations.
5. All recommendations shall be placed before the SUGB/SPGB for further evaluation of the ground for mercy.
6. Separate recommendation of SUGB/SPGB for each mercy appeal/request shall be placed for consideration and final decision by the Senate.
7. Final decision making and termination for all the mercy appeal/request, irrespective of nature of relief/recommendation will be at the Senate.

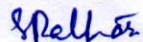
For urgent cases, Chairman Senate is authorized to take decision if all the steps have been followed and get them ratified in the Senate.

  
REGISTRAR

02.09.22

Copy to:

1. All Deans.
2. All Heads of the Departments.
3. All Convener DPGC/DUGC.
4. PS to Director.
5. PA to Registrar.
6. Dealing Assistant.
7. Webmaster for upload on Institute website.
8. Guard file.

  
Dy. Registrar (Academic)