

M.B.A. ORDINANCES, RULES AND REGULATIONS

ORDINANCES	
1	Master of Business Administration (M.B.A) programme offered by the Institute shall be governed by the Rules and Regulations prescribed in this document.
2	A student becomes eligible for the award of the M.B.A. degree after fulfilling all the academic requirements and extra-academic activities as prescribed by this M.B.A. Rules and Regulations.
3	The programme shall be offered by the School of Business.
RULES AND REGULATIONS	
ACADEMIC CALENDAR	
1.1	Each academic session is divided into two semesters of approximately eighteen weeks duration (with at-least seventy working days for classes in each semester): an odd semester (July -- December) and an even semester (December -- April).
1.2	The Senate approved schedule of academic activities for a session, inclusive of dates for registration, end-term, mid-semester and end-semester examinations, inter-semester breaks etc, shall belaid down in the Academic Calendar for the session.
1.3	In each semester, there will be two terms and each term is half of a semester.
CATEGORIES OF STUDENTS	
2.1	The students shall be admitted only under regular category for M.B.A. programme. These students will work full-time for their degree. However, foreign nationals who are proficient in English and working professionals in government organization or otherwise sponsored by the respective organizations shall be considered under sponsored category as well. Sponsored category students will also work on full-time basis.
ADMISSION	
3.1	<p>a) The number of seats in the programme for which admission is to be made in the IIT Guwahati will be decided by the Senate of IIT Guwahati. Seats are reserved for candidates belonging to OBC-NCL, GEN-EWS, Scheduled Castes (SC), Scheduled Tribes (ST), and physically challenged (PwD) candidates as per the Government of India rules.</p> <p>b) Admission to M.B.A. programme, under regular category, shall be through open advertisement, as per the timelines decided by the consortium of IITs offering M.B.A. programmes.</p> <p>c) Admission to M.B.A. programme, under sponsored category, shall be through open advertisement, as per the timelines decided by the institute.</p>

	d) The Senate prescribes the admission modalities and guidelines.
3.2	<p>Minimum eligibility criteria for admission:</p> <p>a) A Bachelor's degree or a Master's degree with at least 60% marks or a minimum CPI or CGPA of 6.0 on a 10-point scale. For SC/ST/PWD candidates, a relaxation of 5% in marks (i.e. min. 55%) or equivalent in CPI or CGPA (i.e. min. 5.50 on a 10-point scale) is permissible.</p> <p>b) The Bachelor's degree or equivalent qualification obtained by the candidate must entail a minimum of three years of education after completing higher secondary schooling (10+2) or equivalent.</p> <p>c) In addition, for regular category students, a valid score in the Common Admissions Test (CAT) conducted by Indian Institutes of Management (IIMs) is required.</p> <p>d) For sponsored candidates should have two years of relevant work experience after graduation.</p>
3.3	If, at any time after admission, it is found that a candidate has not fulfilled all the requirements stipulated in the offer of admission, the Dean of Academic Affairs may revoke the admission of the candidate and report the matter to the Senate.
3.4	The Institute reserves the right to cancel the admission of any student and ask him/her to discontinue his/her studies at any stage of his/her career on the grounds of unsatisfactory academic performance or on disciplinary grounds. The criteria for the former will be governed by these Rules and Regulations, while the criteria for the latter will be governed by the Rules and Regulations of the Ordinance on Code and Conduct of Students .
RESIDENCE	
4.1	The institute is wholly residential and all students shall be required to reside in, and be members of hostel to which they are assigned at the time of registration.
4.2	Under special circumstances, the Director may permit a student to reside with his/her Parent/Guardian in the Institute Campus or within a reasonable distance from the Institute. Such a student shall, however, be attached to a hostel and will be required to pay seat rent according to rules, and Hostel establishment charges fixed by the Hostel Affairs' Board. However, this permission may be withdrawn at the discretion of the Institute, at any time considered appropriate by it, without assigning any reason.
4.3	No married accommodation shall be provided to any student.
4.4	All students must abide by the rules and regulations of the hostel as may be framed from time to time by the Hostel Affairs' Board.
ATTENDANCE	
5.1	a) Students are required to attend all the classes (Lectures, Tutorials/Studios, Laboratories,

	<p>Practical, Workshops etc) for which they have been registered.</p> <p>b) Students will have to attend all classes. A student will be debarred from appearing in an end-term examination if his/her attendance falls below 75 percent and will be awarded an “F” grade in that course.</p> <p>c) A student will not be awarded a certificate in Extra Academic activities if his/her attendance falls below 75 percent.</p>
LEAVE OF ABSENCE	
5.2	<p>a) If the period of leave is for a short duration (less than two weeks), prior application for leave shall have to be submitted to the Head of the School stating fully the reasons for the leave requested for along with supporting document(s). Such leave will be granted by the Head of the School.</p> <p>b) Absence for a period not exceeding two weeks in a term due to sickness or any other unavoidable reasons for which prior application could not be made may be condoned by the Head of the School provided he/she is satisfied with the explanation.</p> <p>c) If the period of absence is likely to exceed two weeks, a prior application for grant of leave will have to be submitted through the Head of the School to the Dean of Academic Affairs with supporting documents in each case; the decision to grant leave shall be taken by the Dean of Academic Affairs on the recommendation of the Head of the School.</p> <p>d) Field visits relating to Project Works of the programme, if required, shall be considered as Academic Leave, subject to the condition that proposals for such field visits are recommended by the Head of the School and approved by the Dean of Academic Affairs.</p> <p>e) The Dean of Academic Affairs may, on receipt of an application, also decide whether the student be asked to withdraw from the course for that particular term because of long absence.</p> <p>f) The leave of absence as per Clauses 5.2 (a) to 5.2 (c) will not be condoned for attendance.</p>
5.3	It will be the responsibility of the student to intimate the Warden of the hostel in which he/she is residing, and the concerned instructors regarding his/her absence before availing the leave.
5.4	In exceptional circumstances, the Dean of Academic Affairs in consultation with the Chairman, Senate may relax any of the above requirements.
CONDUCT AND DISCIPLINE	
6.1	Students shall conduct themselves within and outside the precincts of the Institute in a manner befitting the students of an institution of national importance. The Institute has a separate ordinance Code and Conduct of Students which is applicable to all students of the Institute.
COURSE STRUCTURE	
7.1	Teaching of the courses shall be reckoned in credits; Credits are assigned to the courses

	<p>based on the following general pattern:</p> <ul style="list-style-type: none"> • One credit for each lecture period per term • One credit for each lecture period per term • Half credit per hour for each Laboratory or Practical or Seminar or Project session per term.
7.2	In order to qualify for an M.B.A. degree of the Institute, a student is required to complete the credit requirement as prescribed in the curriculum for a particular programme. The credit requirements for a programme will be in the range of 155-175 credits.
7.3	<p>No term will normally have more than six lectures-based courses and four laboratory courses. However, in special cases, students may be permitted to take seven lecture-based subject to the recommendation of Faculty Advisor and approval of School Postgraduate Programme Committee (SPPC).</p> <p>The composition, tenure and functions of SPPC, are indicated at Annexure-I.</p>
7.4	M.B.A Programme will have a curriculum and syllabi for the courses approved by the Senate. SPPC will discuss and recommend the syllabi of all the postgraduate courses offered by the School from time to time before sending the same to the Institute postgraduate Programme Committee (IPPC). The IPPC will consider the proposals from the School and make recommendations to the Senate for consideration and approval. For all approved courses, the copyright will be with IIT Guwahati.
7.5	Medium of instruction, examination and project reports will be in English.
7.6	Faculty Advisor: To help the students in planning their courses of study and getting general advice on the academic programme, the school will assign a Faculty Advisor(s) for each batch of students.
7.7	<p>a) There will be option for semester long courses, while some courses are half-semester courses.</p> <p>b) Half-semester courses will have end-term examinations of two-hour duration.</p> <p>c) There can be summer internship project at the end of first year that is to be carried out in industry, government, or non-government organizations.</p>
7.8	The curriculum of the programme is distributed into eight terms.
REGISTRATION	
8.1	Every student is required to register for approved courses through the assigned Faculty Advisor at the commencement of each semester on the day fixed for such registration and notified in the Academic Calendar. The Dean Academic Affairs may cancel the registration of one or more courses if they are found to violate some rules or if there are restrictions imposed due to disciplinary reasons.

8.2	Students who do not register on the day announced for the purpose may be permitted late registration up to the notified day in the Academic Calendar on payment of an additional fee.
8.3	Only those students will be permitted to register who have: <ul style="list-style-type: none"> a) cleared all Institute, Hostel and Library dues and fines (if any) of the previous semesters, b) paid all required advance payments of Institute and Hostel dues for the current semester and c) not been debarred from registering on any specific ground.
8.4	During registration following conditions must be fulfilled: <ul style="list-style-type: none"> a) A student must have obtained a minimum CPI of 5.0. b) Normally, the number of credits registered for during a semester should not be less than 30 credits and should not exceed 50 credits. The L-T-P loading for a semester should not exceed 30 contact hours per week.
8.5	<ul style="list-style-type: none"> a) Students obtaining grade 'F' in any compulsory subject in any semester may clear it in the subsequent summer term examination or must repeat it in the next appropriate term/semester when it is offered. b) Those who obtain grade 'F' in an elective subject may similarly clear the backlog in the summer term examination or, alternatively, register for any elective subject from within the same group of electives offered in the next semester/term. c) In case of failure in Laboratory/Practical subject the student will have to re-register for it in the next appropriate semester/term.
8.6	A student who obtains a CPI lower than 5.00 with grade 'DD' in some subjects or grade 'F' in some subjects may be permitted by the Dean of Academic Affairs on the recommendations of the SPPC to repeat one or more DD graded subjects along with the failed subjects, provided, the subject(s) is /are being offered therein.
8.7	When a student re-registers for a subject, in accordance with clause 8.5 and clause 8.6 above, his/her new grade will be used for Term Performance Index calculation, whereas for CPI calculation, the better of the two grades (the old and the new) of that subject will be considered.
8.8	Students may add and drop subject(s) with the concurrence of the Faculty Advisor, and under intimation to the concerned course instructors and the academic section provided this is done within the date mentioned in the Academic Calendar and as per the conditions given in clause 8.4 above.
8.9	<ul style="list-style-type: none"> a) As per the timelines given in the academic calendar, every student is required to register for each semester by paying the requisite registration fee, while the courses are to be registered every term based on the curriculum structure. b) A student can drop a course registered in a particular term within 5th week of the respective term, subject to fulfilment of other clauses of registration.

	c) A student can opt for crediting additional courses within the prescribed limit of credits provided the student has no backlog courses and secured at least CPI 8.0 at the end of previous term.
SUMMER TERM COURSE	
9.1	A summer term course may be offered by the school on the recommendation of SPPC and with the approval of the Dean of Academic Affairs. A student shall be allowed to register for a maximum of four term courses during a summer term.
9.2	Summer term courses will be announced by the Academic Affairs Office at the end of the even semester before the commencement of the end semester examination. A student will have to register for summer term courses by paying the prescribed fees within the stipulated time in the announcement.
9.3	The total number of contact hours in any summer term course will be the same as in the regular term course. The assessment procedure in a summer term course will also be similar to the procedure for a regular semester course.
DURATION OF THE PROGRAMME	
10.1	Minimum duration of the M.B.A. programme shall be 2 years (four semesters) and its maximum duration shall be 3 years (six semesters).
TEMPORARY WITHDRAWAL FROM THE INSTITUTE	
11.1	A student who has been admitted to the programme of the Institute may be permitted to withdraw temporarily from the Institute on the grounds of prolonged illness or grave calamity in the family for a period of one semester or more, provided: <ul style="list-style-type: none"> a) he/she applies to the Institute within at least 6 weeks of the commencement of the semester or from the date he last attended his/her classes whichever is later, stating fully the reasons for such withdrawal together with supporting documents and endorsement of his/her guardian. b) the Institute is satisfied that, counting the period of withdrawal, the student is likely to complete his/her requirements of the M.B.A Degree within the time limits specified in Clause 10 above. c) there are no outstanding dues or demands in the Institute/ Hostel /School/ Library.
11.2	A student who has been granted temporary withdrawal from the Institute under the provisions of Clause 11.1 will be required to pay fees/charges (except tuition fees and hostel dues) till such time as his/her name is on the Roll List. However, fees once paid will not be refunded.
11.3	Normally, a student will be permitted only one such temporary withdrawal during his/her tenure as a student of the programme.
TERMINATION FROM THE PROGRAMME	

12.1	<p>A student is required to leave the Institute on the following grounds:</p> <ul style="list-style-type: none"> a) If a student fails to secure a CPI of 5.0 at the end of any semester. However, a student securing a CPI below 5.0 may be allowed to continue in the following semester on the recommendation of SPPC and with the approval of IPPC. Subsequently the student will be issued a warning. Students who secure a CPI below 5.0 in two consecutive semesters will not be allowed to continue in the postgraduate programme. b) If a student is absent for more than 3 (three) weeks in a term without sanctioned leave his/her name will be struck off the rolls. c) A student may also be required to leave the Institute on disciplinary grounds. d) On having been found to have produced false documents or having made false declaration at the time of seeking admission. e) On having been found to be pursuing regular studies and/or correspondence courses (leading to degree or diploma) in any other college, university or an educational institution. f) On having been found to be concurrently employed and performing duty or carrying out business in contravention to academic schedules of the Institute and without approval from the Institute.
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GRADING SYSTEM

13.1	<p>Based on the performance of a student, each student is awarded a final letter grade in each subject at the end of the term. The letter grades and the corresponding grade points are as follows:</p> <table border="1" data-bbox="606 1232 1069 1883"> <thead> <tr> <th><u>Grade</u></th> <th><u>Grade Point</u></th> </tr> </thead> <tbody> <tr> <td>AS</td> <td>10 (Outstanding)</td> </tr> <tr> <td>AA</td> <td>10 (Excellent)</td> </tr> <tr> <td>AB</td> <td>9</td> </tr> <tr> <td>BB</td> <td>8</td> </tr> <tr> <td>BC</td> <td>7</td> </tr> <tr> <td>CC</td> <td>6</td> </tr> <tr> <td>CD</td> <td>5</td> </tr> <tr> <td>DD</td> <td>4</td> </tr> <tr> <td>F</td> <td>0</td> </tr> </tbody> </table>	<u>Grade</u>	<u>Grade Point</u>	AS	10 (Outstanding)	AA	10 (Excellent)	AB	9	BB	8	BC	7	CC	6	CD	5	DD	4	F	0
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13.2	<p>A student is considered to have completed a subject successfully and earned the credits if he secures a letter grade other than I, X or F in that subject. A letter grade F in any subject implies</p>
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	a failure in that subject.
13.3	<p>The Transitional Grades I and X</p> <p>a) The teacher of a subject may award the grade 'I' to a student if the latter was compelled to absent himself from the end term examination on account of: (i) Illness or accident which disabled him from appearing at the examination. (ii) A calamity in the family at the time of the examination, which, in the opinion of the Institute, required the student to be away from the campus. A student will be eligible for the award of grade 'I' only if his/her attendance at classes and performance in other components of assessment are complete and satisfactory.</p> <p>b) The teacher of a subject may award the grade 'X' to a student if the overall performance of the student in the course is good, but is likely to get grade 'F' based on his/her end semester/term examination.</p> <p>c) All 'I' and 'X' grades awarded by teachers must be converted by them to appropriate letter grades and communicated to the Academic Section (through Head of the School) within two days of the respective make up examination. Any outstanding 'I' and 'X' grades two days after the last scheduled make up examination will be automatically converted to an 'F' grade.</p>
13.4	<p>A Semester Performance Index (SPI) will be computed for each semester. The SPI will be calculated as follows: $SPI = (C1 \cdot G1 + C2 \cdot G2 + C3 \cdot G3 + \dots + Cn \cdot Gn) / (C1 + C2 + C3 + \dots + Cn)$ where, n is the number of courses registered during the semester,</p> <p>C_i is the number of credits allotted to a particular course, and</p> <p>G_i is the grade points corresponding to the grade awarded for the course.</p> <p>A Term Performance Index (TPI) will be computed for each semester. The TPI will be calculated as follows: $TPI = (C1 \cdot G1 + C2 \cdot G2 + C3 \cdot G3 + \dots + Cn \cdot Gn) / (C1 + C2 + C3 + \dots + Cn)$</p>
13.5	<p>A Cumulative Performance Index (CPI) will be computed at the end of each semester and communicated to the students along with the SPI and the grades obtained by them for that semester.</p> <p>The CPI gives the cumulative performance of the student from the first semester up to the end of the semester to which it refers, and will be calculated as follows:</p> <p>$CPI = (C1 \cdot G1 + C2 \cdot G2 + C3 \cdot G3 + \dots + C_m \cdot G_m) / (C1 + C2 + C3 + \dots + C_m)$</p> <p>where, m is the number of courses registered up to that semester,</p> <p>C_i is the number of credits allotted to a particular course, and</p> <p>G_i is the grade points corresponding to the grade awarded for the course.</p> <p>Whenever a student repeats or substitutes a course in any semester, the lower grade(s) obtained by him/her in the course is to be ignored in the computation of CPI from that semester onwards.</p>

13.6	TPI, SPI and CPI will be rounded off to the second place of decimal and recorded as such. Whenever these CPI are to be used for the purpose of determining the merit ranking of a group of students, only the rounded off values will be used.
13.7	When a student gets the grade 'I' or 'X' for any course during a semester, the TPI/SPI for that term/semester and the CPI at the end of that semester will be tentatively calculated ignoring 'I' and 'X' graded course(s). After conversion of 'I' and 'X' grade(s) to appropriate grade(s), the SPI and CPI for that semester will finally be recalculated after taking the converted grade(s) into account.
13.8	The faculty advisor may permit a student to register for an audit course provided the course instructor allows auditing a course. Students auditing a course and satisfying minimum attendance criteria of 75% shall be awarded the grade "AU". The audit course and the grade "AU" shall not carry any credits and grade points.

ASSESSMENT OF PERFORMANCE

14.1	<p>There will be continuous assessment of a student's performance throughout the term/semester and grades will be awarded by the teacher concerned or the appropriate committee appointed for this purpose on the following basis.</p> <ol style="list-style-type: none"> a) In case of <ol style="list-style-type: none"> i. Theoretical subjects, the evaluation will be based on instructors assessment, quizzes, End-term, mid semester examination and end semester examination, and ii. Sessional subjects (Laboratory/Design/Drawing/Studio/Workshop etc.), the evaluation will be on the basis of attendance, assessment of the tasks assigned and end-term or end semester test/viva. b) The evaluation of the project work will be based on sessional work assigned by the supervisor, seminar, project report and project evaluation committees' assessment (also see Clause 14.2 below). c) The end-term will be conducted centrally by the Academic Section of the Institute every Term. The durations of the examinations will be 2 hours. No course can have an examination of shorter durations. The class-tests or quizzes will be organized by the instructor concerned. d) The weightage assigned to different components of assessment will be announced by the concerned instructor(s) in the beginning of the term. e) The final grades for a subject must be submitted after the end-semester/term examination by the concerned instructor(s) to the Head of the School for onward transmission to the Deputy/Assistant Registrar (Academic) within the date stipulated in the academic calendar.
14.2	Evaluation of Projects:

	<p>a. The project course can be in multiple stages, each spread over a term. At the end of every stage (excluding final stage), the student is required to submit a report of his/her work by a prescribed date to the Secretary, SPPC and present it to an Internal Project Evaluation Committee constituted by the SPPC. After passing of any stage, the subsequent stage of the work is continued in the following term. Otherwise, the student requires to re-register in the subsequent term and work for clearing the respective stage. For the final stage project, the supervisor(s) shall forward a list of examiners (comprising of at least two faculty members from the school, in addition to the supervisor(s) and one member from outside the school or an external expert) through the Secretary, SPPC to Head of the School. The Head will then forward the list of examiners to the Chairman IPPC for the approval, at least 7 days before submission of the thesis. The supervisor(s) will fix the date of oral examination; make an announcement (through notices and e-mail) and forward the thesis to the examiners. The oral examination of an MBA Project shall be held as per the announced schedule, and it shall be an open one. The committee shall evaluate the project and award a grade.</p> <p>b) Extension of time from the announced last date for submission of the project report may be granted by the SPPC in the case of students with insufficient progress in the project work. In such a case the concerned students will be temporarily awarded 'I' grade. Further, if the reports are not submitted within the allowed period of time, the 'I' grade will be automatically converted to 'F' grade.</p> <p>c) Summer Internship: A student is required to submit a report of his/her summer internship project by a prescribed date to the Secretary, SPPC. The SPPC shall constitute an evaluation committee for evaluating the projects and award a grade.</p>
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METHOD OF AWARDING LETTER GRADES

15.1	The instructor(s) shall submit two copies of letter grades to the Head of the School, by the due date specified in the Academic Calendar. The Head of the School will forward all grades to the Academic Section by the due date specified in the Academic Calendar.
15.2	All evaluated work in a subject except end semester/term answer scripts will be returned to the students promptly. End semester/term examination answer scripts and the sheet containing details of marks converted to grades, shall be preserved by the teacher(s) concerned for a period of one semester.
15.3	Changes in Grades Already Awarded: If a student feels that he/she has not been awarded a deserving grade in a course, he/she may request the instructor of the course within one week of the start of the next term, to show him/her the end-semester/term answer script in order to ensure that all the questions have been evaluated properly. In case of any change in grade, the same with due justification has be communicated by the Instructor to the Dean of Academic Affairs through the Head of the School.

EXAMINATIONS	
16.1	In assessing the student's attainment in subjects (Theory, Laboratory, Studio and Sessional), seminars, project work etc., the system of continuous assessment is adopted by the Institute. In conformity with this practice, there will be an end semester/term examination for every theoretical subject -- in addition to the instructors' assessment and quizzes etc.
16.2	student may be debarred from appearing in the end term examination due to the following reasons: a) If any disciplinary action is taken against him/her. b) On recommendation of a teacher, if i. his/her attendance in the Lecture/Tutorial/Studio/ Practical classes has not been satisfactory during the semester, and/or, ii. his/her performance in the sessional work done during the semester/term has been unsatisfactory.
MAKE-UP EXAMINATIONS	
17.1	Students who have missed an end-term examination on valid reasons and have been awarded "I" grade are eligible for a make-up examination. They should make an application to the Dean of Academic Affairs through the Instructor/Head within seven days from the date of the examination missed explaining the reasons for their absence.
17.2	No make-up examination will be scheduled for the class test and quizzes. It is entirely up to the instructor to ascertain the proficiency of the student by whatever means considered appropriate to him/her if he/she is satisfied of the bonafides of the case.
17.3	Official permission to take a make-up examination will be given under exceptional circumstances such as admission to a hospital due to illness and a calamity in the family at the time of examination. Students residing in the hostels should produce a medical certificate issued by the Institute Medical Officer only. Students who are permitted to stay outside the campus or who have been authorised to be away from the Institute should produce a medical certificate from a Medical Officer not below the rank of a Civil Surgeon and endorsed by the Institute Medical Officer. Certificates from private medical practitioners will not be accepted. The Dean of Academic Affairs can use his/her discretion in giving permission to a student to take a make-up examination.
17.4	Students who are awarded "X" grade by the teachers are also eligible for the make-up examination.
17.5	Make-up examination will be held as per dates notified in the Academic Calendar. Make-up examinations at any other time can be held only with the permission of the Dean of Academic Affairs.
WITHHOLDING OF GRADES	

18.1	Grades shall be withheld when the student has not paid his/her dues or when there is a disciplinary action pending against him/her.
ELIGIBILITY FOR THE AWARD OF M.B.A. DEGREE	
19.1	<p>A student shall be declared to be eligible for the award of the degree if he/she has</p> <ol style="list-style-type: none"> a. completed all the credit requirements for the degree with grade DD or higher grade in each of the subjects (Theoretical, Laboratory, Workshop, Sessional etc), Seminar, Project etc; b. obtained a CPI of 5.0 or more at the end of the semester/term in which he/she completes all the requirements for the degree; c. no dues to the Institute, School, Hostels, Library; and d. no disciplinary action is pending against him/her.
19.2	The award of M.B.A. degree must be recommended by the Senate and approved by the Board of Governors of the Institute.
SUPPLEMENTARY EXAMINATIONS	
20.1	Supplementary examination system is not applicable to M.B.A. programme

Annexure I

SCHOOL POSTGRADUATE PROGRAMME COMMITTEE (SPPC)		
Composition:		
(i)	Head of the School (ex-officio)	Chairman
(ii)	Six faculty members to be nominated by the Head of the school of which one will be nominated by the Head of the school as the member secretary.	Members
(iii)	One faculty member from another School/department. The school/department will be chosen by the committee. The faculty member from the chosen school/department will be nominated by the head of that department/school.	Members
(iv)	One student with CPI NOT less than 7.5 to be elected by the M.B.A. students and one student to be elected by the Ph.D. students of the second year or higher.	Members
Tenure: Two years for faculty members and one year for student members.		
Functions:		
(i)	To oversee the conduct of all postgraduate courses of the School.	
(ii)	To ensure academic standard and excellence of the courses offered by the school.	
(iii)	To discuss and recommend the syllabi of all the postgraduate courses offered by the School from time to time before sending the same to the Institute Postgraduate Programme Committee (IPPC)	
(iv)	To consider any matter related to the postgraduate programme of the School.	