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NATIONAL INSTITUTE OF FASHION TECHNOLOGY

NOTIFICATION

THE NATIONAL INSTITUTE OF FASHION TECHNOLOGY ORDINANCES FOR POST GRADUATE DEGREE, UNDER GRADUATE DEGREE, DIPLOMA AND CERTIFICATE PROGRAMMES IN AREA OF FASHION TECHNOLOGY

New Delhi, the 30th January, 2012

No. NIFT/DC/06-07/Degree/42....In pursuance of sub-section (1) of section 27 of the National Institute of Fashion Technology Act, 2006 (28 of 2006), the Senate in its first meeting held on 13th April 2007 made the Ordinances for Post Graduate Degree, Under Graduate Degree, Diploma and Certificate Programmes which has been ratified by the Board in terms of sub-sections (2) and (3) of the said section, in its first meeting held on 16th April 2007.

Short Title & Commencement	1	(1)	These ordinances may be called the National Institute of Fashion Technology for the Post Graduate Degree, Under
Commencement			Graduate Degree, Diploma and Certificate Programme Ordinances, 2007.
		(2)	They shall come into force on 13 th day of April, 2007.

Definitions— In this Ordinance, unless the context otherwise requires	2	(1)	Academic means the activities concerned with teaching and research;
		(2)	Academic Calendar includes dates for various academic activities;
		(3)	Academic Manual means the compilation of rules and regulations in Academic Matters;
		(4)	Academic Plan means the academic plan of department indicating academic work load and credits of various courses offered in the semesters;
		(5)	Academic Programme includes the sequence of academic activities leading to a degree, a diploma or a certificate;
		(6)	Academic Session means two regular semesters (autumn and spring) along with a summer break;
		(7)	Applicant means an individual who applies for admission to any undergraduate, Post Graduate, Diploma or Certificate Programme of the Institute;
		(8)	Centre means an Institute Centre located at New Delhi, Gandhinagar, Chennai, Mumbai, Hyderabad, Bangalore, Kolkata or any other place in India or abroad as may be decided by the Board of Governors;
		(9)	Certificate means any programme offered by the institute up to one year duration as may be approved by the Senate, Academic Affairs Committee and the Board;
		(10)	Convocation means the convocation of the institute;

(11)	Course includes a sequence of topics which can be
(1.7)	covered during a semester;
(12)	Curriculum of a Programme means a prescribed set of courses and other academic activities;
(13)	Degree means the Bachelor's degree viz. Bachelor of Fashion Technology, or the Master Degree viz. Master of Fashion Technology and such other degree of the institute as may be approved by the Senate, Academic Affairs Committee and the Board;
(14)	Diploma means a programme of more than one year but less than two years duration offered by the institute as may be approved by the Senate, Academic Affairs Committee and the Board;
(15)	Elective means the subject offered in specialized field;
(16)	End-Semester Examination means examination conducted at the end of a semester during the prescribed dates;
(17)	Examination means any procedure used to evaluate the academic performance of a student;
(18)	Grade means a letter grade indicating the over all performance of a student in a course;
(19)	Jury means a panel of Faculty and/or Experts for Evaluation purpose;
(20)	Mentor means a faculty nominated by the Department or Centre to advise a student on academic and other matters related to the institute;
(21)	Mid-Term Examination means the examination conducted during the middle of the semester;
(22)	Moderation Policy means the moderation policy of the institute to moderate grades awarded in different courses in a semester;
(23)	Re-Examination means an examination conducted after declaration of results of a semester for the students who were unable to pass or could not appear in the scheduled examination;
(24)	Student means a student registered for any Postgraduate or Undergraduate or Diploma Programme for full time study leading to the Master's Degree or Bachelor's degree or Diploma as the case may be and shall also include a student registered for full time or part time Certificate programme of the Institute;
(25)	Student Twinning Programme means the Student Twinning or Exchange Programme with International Institutes for a period varying from one semester to one year;

Programmes	3	(1)	(a) The institute may offer such Post Graduate Degree and
			Undergraduate Degree programmes and of such
			minimum duration as the Board may approve on the

		recommendation of the Academic Affairs Committee either on its own or on the initiative of Senate.
		Provided that the Standing Internal Advisory Committee – Academic Management System recommends all such programmes.
Undergraduate and		(b) The detailed courses of study for all degree programmes of the institute may be laid down in the regulations as framed under the ordinance 15 and published in the institute prospectus.
Postgraduate Degree Programme		(c) The procedure for starting a new programme, change in the nomenclature of programme, temporarily suspending a programme or phasing out a programme may be such as may be laid down in the regulations recommended by Senate to Board. The process and procedures may be as laid down in the regulations as framed under ordinance 15.
		(d)The minimum entry qualifications for admission to Undergraduate and Post Graduate degree programmes may be such as may be laid down in the regulations as framed under Ordinance 15.
Diploma Programme	(2)	(a)The Institute may also offer independent diploma programmes such as Industry oriented, Training of Trainers programme, full time by one Department or jointly with other departments and proposed by a committee appointed by the Director General, NIFT for the consideration and approval of the Academic Affairs Committee through Senate.
		Provided that the Standing Internal Advisory Committee – Academic Management System recommends all such programmes.
		(b) The detailed courses of study for all diploma programme of the Institute may be laid down in the regulations as framed under the ordinance 15 and published in the prospectus or brochure prepared for these programmes from time to time
Certificate Programme	(3)	(a)The institute may offer such independent programmes in the evening, on week ends and during vacations under the Continuous Education Programme as recommended by Local Academic Standards Committee and approved by Director General.
		Provided that the Standing Internal Advisory Committee – Academic Management System recommends all such programmes.
		(b)The institute may also offer such short term programme jointly with other institutes, organizations and industry as recommended by Local Academic Standards Committee as per the procedure laid down in the regulation framed under the ordinance-15 and published in the Prospectus or Brochure prepared for these programmes from time to time.

Admission	4	(1)	(a) The admission requirements and procedures for all
			categories of students to various degree programmes of the institute shall be as laid down in regulations recommended by Senate and Approved by the Board. The details may be laid down in the regulation as framed under the Ordinance 15.
			(b) The allotment of discipline and centre to a student shall be made at the time of counseling by the institute on the basis of merit according to the preference of the student and the availability of seats. The details may be laid down in the regulation as framed under the Ordinance 15.
			(c) Every student, admitted provisionally or otherwise to any Programme of the Institute, shall submit copies of the qualifying degree/provisional certificate and such other documents as prescribed by the Senate. These documents must be submitted by the prescribed date. The details may be laid down in the regulation as framed under the Ordinance 15.
Undergraduate and Postgraduate Degree Programme			(d) The admission, provisional or otherwise, of any student who either does not submit the required documents by the stipulated date or fails to meet any other stipulated requirement for admission can be cancelled by the Senate. The details may be laid down in the regulation as framed under the Ordinance 15.
			(e) The admission of any student may also be cancelled by the Senate, at any later time, if it is found that the student had supplied some false information or suppressed some relevant information while seeking admission. The details may be laid down in the regulation as framed under the Ordinance 15.
			(f) The Institute may be open to persons of either sex and of whatever race, caste or class, and no test or condition may be imposed as to religious belief or profession while admitting the students.
			(g) The reservation of seats to various programmes shall be as per the regulation. The details are laid down in the regulation as framed under the Ordinance 15.
			In case all the reserved seats for Scheduled Caste, Scheduled Tribes, Other Backward Classes and Physically Handicapped Persons category are not filled even with relaxed admission norms, the same may remain unfilled.
Diploma Programme		(2)	The admission process and other details of various diploma programme may be as laid down in the regulation as framed under the Ordinance 15
Certificate Programme		(3)	The admission process and other details of various certificate programmes may be as laid down in the regulation as framed under the Ordinance 15.

Fee	5	(1)	(a)	The institute may decide on the fee to be charged from students for various components in the beginning of the academic year, after obtaining approval of the senate. The fee shall be fixed keeping in view the instructions issued by the Government in this regard. The same may be laid down in the regulation as framed under the Ordinance 15.
Undergraduate and Postgraduate Degree Programme			(b)	The fee for one or more components may be revised at any time during the academic year on the recommendation of the Standing Internal Advisory Committee – Students Affairs and approved by the Senate. The same may be laid down in the regulation as framed under the Ordinance 15.
			(c)	All issues related to fee may be notified as and when required for the information of the students.
			(d)	The fee to be charged from students for residence in hostels shall be decided as per the recommendations of Local Academic Standards Committee and approved by the Senate. The same may be laid down in the regulation framed under the Ordinance 15.
Diploma Programme		(2)	(a)	The institute may decide on the fee to be charged from students for various components in the beginning of the academic year, after obtaining approval of the senate. The fee shall be fixed keeping in view the instructions issued by the Government in this regard. The same may be laid down in the regulation as framed under the Ordinance 15.
			(b)	The fee for one or more components may be revised at any time during the academic year on the recommendation of the Standing Internal Advisory Committee – Students Affairs and approved by the Senate. The same may be laid down in the regulation as framed under the Ordinance 15.
			(c)	All issues related to fee may be notified as and when required for the information of the students.
			(d)	The fee to be charged from students for residence in hostels shall be decided as per the recommendations of Local Academic Standards Committee and approved by the Senate. The same may be laid down in the regulation framed under the Ordinance 15.
Certificate Programme		(3)	(a)	The institute may decide on the fee to be charged from students in the beginning of the academic year, after obtaining approval of the senate. The same may be laid down in the regulation as framed under the Ordinance 15.
			(b)	The fee to be charged from students for residence in hostels shall be decided as per the recommendations of Local Academic Standards Committee and approved by the Senate. The same may be laid down in the regulation framed under the Ordinance 15.

Registration	6	(1)		The date of initial registration for the Undergraduate or Postgraduate programme may normally be the date on which the student formally registers for the first time in the first year after the admission process is over. This date may be construed as the date of joining the programmes for all intents and purposes. The same may be laid down in the regulation as framed under the Ordinance 15.
Undergraduate and Postgraduate Degree Programme				The Senate may prescribe the normal maximum duration within which each Programme must be completed. However, students who fail to complete their Programme, even within the maximum duration, may be allowed by the Senate to continue in the Programme on the merit of each case. The same may be laid down in the regulation as framed under the Ordinance 15.
			. ,	A student may be required normally to attend every lecture, tutorial and practical class. However, for late registration, sickness or other such exigencies, absence may be allowed as provided for in the regulations. The details may be laid down in the regulation as framed under the Ordinance 15.
				The procedures of registration and re-registration may be laid down in the regulations after approval of the Senate and notified in the Student Rule Book from time to time.
Diploma Programme		(2)		The date of initial registration for the Diploma programmes may normally be the date on which the student formally registers for the first time in the first year after the admission process is over. This date may be construed as the date of joining the programmes for all intents and purposes. The same may be laid down in the regulation as framed under the Ordinance 15.
				The Senate may prescribe the normal maximum duration within which each Programme must be completed. However, students who fail to complete their Programme, even within the maximum duration, may be allowed by the Senate to continue in the Programme on the merit of each case. The same may be laid down in the regulation as framed under the Ordinance 15.
			. ,	A student may be required normally to attend every lecture, tutorial and practical class. However, for late registration, sickness or other such exigencies, absence may be allowed as provided for in the regulations. The details may be laid down in the regulation as framed under the Ordinance 15.
				The procedures of registration and re-registration may be laid down in the regulations after approval of the Senate and notified in the Student Rule Book from time to time.
Certificate Programme		(3)	certif	registration and re-registration procedure of various icate programmes may be as laid down in the regulation amed under the Ordinance 15.

Academic Calendar	7	(1)	 (a) The exact dates for the important academic events scheduled during the Academic Session may be specified in the Academic Calendar and notified for the information of Students, Faculty and others. The details may be laid down in the regulation as framed under the Ordinance 15. In particular, the dates for the following events may be specified:
Undergraduate and Postgraduate Degree Programme			 Orientation, Registration, Payment of Semester Fee, Commencement of Classes, Examinations (including Jury / Viva Voce), Mid-term Examination; Re-Examination Declaration of Results Internship, Field Visit, Vacations, Mid-Semester Recesses. (b) The Academic Calendar, or any change therein during the session, shall require prior approval of the Senate on the recommendation of Standing Internal Advisory Committee — Academic Management System. The details may be laid down in the regulation as framed under the Ordinance 15.
Diploma Programme		(2)	The Academic Calendar for various diploma programmes may be as laid down in the regulation as framed under the Ordinance 15.
Certificate Programme		(3)	The Academic Calendar for various Certificate programmes may be as laid down in the regulation as framed under the Ordinance 15.

Academic Input, Evaluation & conduct of Examination	8	(1)	(a)	A Undergraduate or a Postgraduate student may be required to earn a minimum number of credits through various curricular components like lecture, Practical, Workshop, Field studies, laboratory courses, Seminar, Project etc. at the Institute or at such other Institutions as have been approved by the Institute. For an Undergraduate or Postgraduate programme student, the Dissertation, Project, Design Collection and other similarly designated academic activities may have to be undertaken under the guidance of a guide or supervisor(s) from the institute. The details may be laid down in the regulation as framed under the Ordinance15.
			(b)	A student may be permitted by the Centre Director to carry out in full or part of his Dissertation, Research Project, Design Collection and other similar designated academic activities outside the Institute, provided the same is recommended by Local Academic Standards Committee. The details may be laid down in the regulation on course curriculum and brief framed under the Ordinance 15.
Undergraduate and Postgraduate Degree Programme			(c)	The students may also undertake Dissertation, Research Project, Design Collection and any other such academic activity outside the country with the approval of Director General provided the same is recommended by the Standing Internal Advisory Committee – Academic Management System. The details may be laid down in the regulation on course curriculum and brief framed under the Ordinance 15.
			(d)	In all such above cases (a) to (c), an additional Faculty or Supervisor, from outside Organization or Institute or Industry, if considered necessary, may be engaged by the Centre Director or Director General as the case may be on the recommendation of Local Academic Standards Committee or Standing Internal Advisory Committee — Academic Management System as the case may be. The details may be laid down in the regulation as framed under the Ordinance 15.
			(e)	An Under Graduate or an Post Graduate student may be required to complete all the requirements for the award of the Bachelor's degree or the Master degree in Fashion Technology in a specialized discipline of the parent discipline, as the case may be, within such period as may be specified in the Regulations, including those credits earned under twinning programme at such other institutions as have been recognized by the Institute for this purpose. The details may be laid down in the regulation as framed under the Ordinance 15.
			(f)	Students who fail to appear in any examination, due to bonafide reasons, may be permitted to appear in the Re-Examination as per the procedures laid down in the regulations on re- examination as framed under the Ordinance 15 and approved by the Senate.

		(g) The process & procedure of conduct of examination, duties of examining body, examines & moderators, fulfillment of the requirements to appear for examination and all other such matters connected with the examinations may be as laid down in the regulations as framed under the Ordinance 15 and approved by the Senate.
		(h) The process of evaluation of the course, the award of grades and the Semester Grade Point Average or Cumulative Grade Point Average, the examination and all such matters as may be connected with the running of a Undergraduate and Postgraduate degree programme may be such as may be specified in the regulations as framed under the Ordinance 15 and approved by the Senate.
		(i) In addition to the minimum academic requirements stipulated for Undergraduate and Postgraduate Degree Programmes, the Departments may prescribe additional academic requirements to suit their Programmes.
		Such additional requirements shall require prior approval of the Senate.
		(j) Those students who were admitted in the Institute and are continuing their studies prior to coming into force of this Ordinance shall be permitted to undertake examinations in terms of this ordinance and the regulations made there under.
Diploma Programme	(2)	The process and procedures of academic Input, Evaluation & conduct of Examination and any other related matter for various diploma programmes may be laid down in the regulations as framed under the Ordinance 15.
Certificate Programme	(3)	The process and procedures of academic Input, Evaluation & conduct of Examination and any other related matter for various certificate programmes may be laid down in the regulations as framed under the Ordinance 15.

Academic Programmes Curriculum and Degrees, Diplomas and Certificates	9	(1)	(a) The curriculum of each Degree Programme, required for its successful completion, may require prior approval of the Senate on the recommendation of Standing Internal Advisory Committee – Academic Management System. The details may be laid down in the regulation as framed under the Ordinance 15.
			(b) Any change in the approved curriculum of any existing Degree Programme may also require prior approval of the Senate on the recommendation of Standing Internal Advisory Committee – Academic Management System. The details may be laid down in the regulation as framed under the Ordinance 15.
Undergraduate and Postgraduate Degree Programme			(c) The approved curriculum shall be in the custody of Dean, Chairperson of the Department and Centre Coordinators of the Department. The details may be laid down in the regulation as framed under the Ordinance15.
Frogramme			(d) The award of the Undergraduate or the Postgraduate degree to an eligible candidate may be made in accordance with the procedure laid down in the regulations as framed under the Ordinance 15 and approved by the Senate.
			(e) Those students who were admitted in the Institute prior to coming into force of this Ordinance and have successfully completed the programme after undertaking examinations in terms of this Ordinance and the regulations made there under shall be awarded the Undergraduate or Postgraduate Degree as the case may be, in accordance with the regulations framed under ordinance 15.
			(f) The Convocation of the institute may be held annually to confer degrees to eligible students as per the procedure laid down in the regulation as framed under Ordinance 15.
			(g) The Senate shall approve the format of each Degree to be awarded to a student after successful completion of the Undergraduate or Postgraduate Programme. The details may be laid down in the regulation as under the Ordinance 15.
			Any revision in the format of a Degree would require approval of the Senate.
Diploma Programme		(2)	The Curriculum, Format for Diploma Programme, Award of Diploma and other issues related to such programmes may be as laid down in the regulation as framed under the Ordinance 15.
Certificate Programme		(3)	The Curriculum, Format for Certificate Programme, Award of Certificate and other issues related to such programmes may be as laid down in the regulation as framed under the Ordinance 15.

Students	10	(1)	A Student	of L	Indergra	duate d	or F	ostgrad	uate	degree
Scholarship,			programme	ma	y be	grante	ed	such	scho	olarship,

Award, Medals and			Assistantship, stipend or support from NIFT Development Fund and such awards, prizes and medals as may be
Developmental Activities			specified in the regulations in accordance with the instructions issued by the Government of India and the decision of the Board or Senate from time to time. The details may be laid down in the regulation as framed under the Ordinance 15.
Undergraduate and Postgraduate Degree Programme		(2)	The institute may encourage students to participate in extra curricular activities to develop their overall personality and skills. The procedures for participation in such developmental activities may be laid down in the regulations as framed under the Ordinance 15 and approved by the Senate.
International Twinning & Exchange Programme Undergraduate and Postgraduate	11	(1)	A student registered for Undergraduate or Postgraduate degree in the institute and / or a student registered for degree in a recognized University or Institution abroad and having MOU with the Institute may be admitted and allowed to attend classes and workshop as a student, if sponsored officially by the University or the Institution under Twinning and Exchange Programme. However, the maximum period for which a student will be allowed to avail the facility, may not exceed one year.
Degree Programme		(2)	The selection processes for such activities may be as per the guidelines laid down in the regulations and approved by the Senate, on the recommendation of Standing Internal Advisory Committee – Academic Management System. The details may be laid down in the regulation as framed under the Ordinance 15.
Discipline & Conduct Rules	12	(1)	A student admitted to any of the academic programme of the institute may abide by the Standing Orders laid down in 'Students Rules & Regulations' manual issued by the Institute from time to time. These orders may deal with the discipline of the students in the Campus, Departments, Hostels and outside.
		(2)	The orders may also deal with such other matters as considered necessary for the general conduct of the students, co-curricular and extra-curricular activities. These orders may be approved by the Director General, on the recommendation of Standing Internal Advisory Committee – Students Affairs. The details may be laid down in the regulation as framed under the Ordinance 15.
Faculty Development & Training	13		The procedures and process of Faculty Training and Development opportunities for academic purposes may be such as recommended by Standing Internal Advisory Committee – Academic Management System and approved by Senate as may be laid down in the regulation framed under the Ordinance 15.
Intellectual Property Rights	14		The procedure of implementation of Intellectual Property Rights Policy of the institute may be as laid down in the regulations as framed under the Ordinance 15.

Framing of Regulations	15	Notwithstanding anything contained in the above ordinances, the following regulations under the ordinance and its subsequent amendments or additions or deletions thereto shall be such as may be approved by the Board:				
		a) Academic Planning & Curriculum* Ordinance - 3(i) - (b), (c); Ordinance - 6(i) - (b); Ordinance - 7(i) - (a), (b); Ordinance - 8(i) - (a), (b), (c), (d), (e); Ordinance - 9(i) - (a), (b), (c);				
		b) Admission* □ Ordinance - 3(i), (d); □ Ordinance - 4(i) - (a), (b), (c), (d), (e), (f), (g); □ Ordinance - 5(i) - (a), (d); □ Ordinance - 6(i) - (a);				
		c) Student Matters* Ordinance - 5(i) - (b); Ordinance - 6(i) - (c); Ordinance - 10(i) - (a), (b); Ordinance - 11(i); Ordinance - 12(i) - (a), (b); Ordinance - 13(i) - (a), (b);				
		d) Diploma Programme* Ordinance - 3(ii) - (b); Ordinance - 4(ii); Ordinance - 5(ii); Ordinance - 6(ii); Ordinance - 7(ii); Ordinance - 8(ii); Ordinance - 9(ii);				
		e) CE Programme* Ordinance - 3(iii) - (a), (b); Ordinance - 4(iii); Ordinance - 5(iii); Ordinance - 6(iii); Ordinance - 7(iii); Ordinance - 8(iii); Ordinance - 9(iii);				
		f) Examination & Evaluation* Ordinance - 8(i) - (i), (f), (g), (h), (i); g) Degrees & other Distinctions* Ordinance - 9(i) - (d), (e), (f), (g); h) Faculty Matters* Ordinance - 13(i) - (a);				
		i) IPR Policy* □ Ordinance - 14(i); * reference to Chapter in Academic Manual				

Interpretation of Regulations	16	(1)	Notwithstanding anything contained in the above Ordinances, no regulations may be made in contravention of the decision of the Senate, Academic Affairs Committee, the Board, or the instructions of the Government of India, in regard to the duration of the Undergraduate or the Postgraduate programme, the amount and number of scholarship and the number of students and the procedure thereof.
		(2)	The amendments in regulations for Undergraduate and Postgraduate programme shall be proposed by the Standing Internal Advisory Committee – Academic Management System, which may be considered and

		approved by the Senate or the Board.
Emergent Cases	17	In special circumstances, the Chairperson of the Senate or the Chairperson of the Board may, on behalf of the Senate or the Board, as the case may be, approve amendment, modification, insertion or deletion of an Ordinance(s), which in his opinion is necessary or expedient for the smooth running of a programme; Provided that all such changes shall be brought before the Senate or the Board, as the case may be, in its next meeting for approval.

(Monika S. Garg) Director General