



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

**Academic Ordinance**  
**for**  
**Master of Education (M.Ed.) Programme**  
**(w.e.f. Session 2018-19)**

(Amended with CBCS as per UGC Guidelines  
&

Approved by the Academic Council in the Meeting held on 25<sup>th</sup> September 2021)

**IFTM UNIVERSITY**

(Established under U.P. Govt. Act No.24 of 2010 and approved under section 22 of UGC Act 1956)

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# REGULATIONS

## 1. Short Title and Commencement

These regulations shall be called as “The Regulations for the Master of Education (M.Ed.) Degree Programme of the IFTM University, Moradabad”, from the Academic Year 2021-22. The regulations framed are subject to modifications from time to time as per NCTE/UGC/UP State Government norms.

## 2. Minimum qualification for admission

Candidates seeking admission to the M.Ed. programmes should have obtained at least 50% marks or an equivalent grade in the following programme:

- a) B.Ed.
- b) B.A.-B.Ed.
- c) B.Sc.-B.Ed.
- d) B. El. Ed.
- e) D. El. Ed. with an undergraduate degree (with 50% marks in each)

## 3. Duration of the program

The M.Ed. Programme shall be of duration of two academic years including field attachment for a minimum of 4 weeks and research dissertation. Student shall be permitted to complete the programme requirements of the two-year programme within a maximum period of three years from the date of admission to the programme. The summer should be used for field attachments/practicum/other activities.

## 4. Medium of instruction and examinations

Medium of instruction and examination shall be in Hindi and English.

## 5. Working days

There shall be at least two hundred working days each year, exclusive of the period of admission and inclusive of classroom transaction, practicum, field study and conduct of examination. The institution shall work for a minimum of thirty six hours in a week (five or six days) during which faculty and students concerned with the conduct of the programme shall be available for interaction, dialogue, consultation and mentoring students. The odd semesters 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

The minimum attendance of students shall have to be 80% for all course work and practicum and 90% for field attachment.

## 7. Program/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, co/extra-curricular 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.	$\geq 90$	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:

$$CGPA = \frac{\sum_{i=1}^n c_i g_i}{\sum_{i=1}^n c_i}$$

**(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.

## 9. Course of study

The course of study for M. Ed 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.

### M.Ed. 2 Years PG Programme

S. No.	Course Code	Title of the Course	Hours per week			Credits	Evacuation Scheme		
			L	T	P		Internal	External	Total
<b>Semester - I</b>									
<b>Total Theory Paper - 05</b>									
<b>Total Practical - 02</b>									
1	MEDCC101	Philosophical Perspectives of Education	3	1	--	04	30	70	100
2	MEDCC102	Psychological Foundation of Education – Understanding Learner	3	1	--	04	30	70	100
3	MEDCC103	Introductory Methods of Educational Research	3	1	--	04	30	70	100
4	MEDCC104	Educational Technology and ICTs	3	1	--	04	30	70	100
5	MEDCC151	<b>Practicum –</b> 1. Psychology Practical 2. Educational Excursion	--	--	4	04	100	--	100
<b>Select any one (Elective Course) of the Following -</b>									
6	MEDEC105	Guidance and Counselling	3	1	--	04	30	70	100
	MEDEC106	Inclusive Education	3	1	--				
	MEDEC107	Curriculum Studies	3	1	--				
<b>Select any one (Vocational Course) of the Following -</b>									
7	MEDVC101	<b>Compulsory Yoga Education with any one-</b> Personality Development / Communicative English / Community Service / Village Tour / Educational Tour/ Literary Activities / Cultural Activities / Awareness Campaign / Aesthetic Activities	3	1	--	00	30	70	100
<b>Total Number of Credits for Semester-I</b>						<b>24</b>			
<b>Semester- II</b>									
<b>Total Theory Paper - 05</b>									
<b>Total Practical - 02</b>									
8	MEDCC201	Sociological Foundation of Education	3	1	--	04	30	70	100
9	MEDCC202	Psychological Foundation of Education – Understanding	3	1	--	04	30	70	100

		Teaching Learning Process							
10	MEDCC203	Advanced Methods of Educational Research	3	1	--	04	30	70	100
11	MEDCC204	Socio-Economic Perspectives of Education	3	1	--	04	30	70	100
12	MEDCC251	Research Proposal and Review Writing	--	--	4	04	100	--	100
<b>Select any one (Elective Course) of the Following -</b>									
13	MEDEC205	Measurement and Evaluation	3	1	--	04	30	70	100
	MEDEC206	Human Rights and Value Education	3	1	--				
	MEDEC207	Futurology of Education	3	1	--				
<b>Select any one (Vocational Course) of the Following-</b>									
14	MEDVC201	<b>Compulsory Yoga Education with any one-</b> Personality Development / Communicative English / Community Service / Village Tour / Educational Tour/ Literary Activities / Cultural Activities / Awareness Campaign / Aesthetic Activities				00	30	70	100
		3	1	--					
<b>Total Number of Credits for Semester-II</b>						<b>24</b>			
<b>Total Number of Credits for 1<sup>st</sup> Year</b>						<b>48</b>			
<b>Semester - III</b>									
<b>Total Theory Paper - 05</b>									
<b>Total Practical - 02</b>									
15	MEDCC301	Historical and Political Perspectives of Education	3	1	--	04	30	70	100
16	MEDCC302	Research in Education – Data Analysis & Report Writing	3	1	--	04	30	70	100
17	MEDCC303	Educational Management, Administration, Leadership and Planning	3	1	--	04	30	70	100
18	MEDIN351	One month Internship, its report and viva	--	--	4	04	100	--	100
<b>Select any one (Elective Course) of the Following -</b>									
19	MEDEC304	Inclusive Education	3	1	--	04	30	70	100
	MEDEC305	Comparative Education							
	MEDEC306	Issues & Curricular Concerns at Secondary and Senior Secondary Level of Education							
<b>Select any one (Open Elective) of the Following -</b>									
20	MEDOE301	Education for Happiness	3	1	--	04	30	70	100

	MEDOE302	Understanding The Self							
	MEDOE303	Lifelong Learning							
	MEDOE304	Any MOOC							
	<b>Select any one (Vocational Course) of the Following -</b>								
21	MEDVC301	<b>Compulsory Yoga with any one-</b> Personality Development / Communicative English / Community Service / Village Tour / Educational Tour/ Literary Activities / Cultural Activities / Awareness Campaign / Aesthetic Activities	3	1	--	00	30	70	100
<b>Total Number of Credits for Semester-III</b>						<b>24</b>			
<b>Semester - IV</b>									
<b>Total Theory Paper - 05</b>									
<b>Total Practical - 02</b>									
22	MEDCC401	Historical, Political and Economic Perspectives in Education	3	1	--	04	30	70	100
23	MEDCC402	Teacher Education: Perspective, Research and Issue	3	1	--	04	30	70	100
24	MEDRC451	Dissertation and its Viva-Voce with Writing a Research Paper for Publication	--	--	8	08	30	70	100
	<b>Select any one (Elective Course) of the Following -</b>								
25	MEDEC403	Issues & Curricular Concerns at Elementary Level of Education	3	1	--	04	30	70	100
	MEDEC404	Vocational Education							
	MEDEC405	Computer Applications in Education							
	<b>Select any one (Open Elective) of the Following -</b>								
26	MEDOE401	Value and Peace Education	3	1	--	04	30	70	100
	MEDOE402	Special Education							
	MEDOE403	Environmental Education							
	MEDOE404	Any MOOC or ODL course							
	<b>Select any one (Vocational Course) of the Following -</b>								
27	MEDVC401	<b>Compulsory Yoga Education with any one-</b> Personality Development / Communicative English / Community Service / Village Tour / Educational Tour/	3	1	--	00	30	70	100

		Literary Activities / Cultural Activities / Awareness Campaign / Aesthetic Activities						
<b>Total Number of Credits for Semester-IV</b>					<b>24</b>			
<b>Total Number of Credits for 2<sup>nd</sup> Year</b>					<b>48</b>			
<b>Total Number of Credits for 1<sup>st</sup> Year</b>								
<b>Total Number of Credits for 1<sup>st</sup> Year</b>					<b>48</b>			
<b>Total Number of Credits for 2<sup>nd</sup> Year</b>					<b>48</b>			
<b>Total Credits of Degree</b>					<b>96</b>			

\*CC- Core Course, EC- Elective Course, OE- Open Elective, RC- Research Course, IN- Internship, VC- Value added Course (Non Credited)

## 10. Examinations/Assessments

### 10A. Internal/ Sessional Examination

- (a) The minimum Grade required to pass in each Theory & Practical paper is 'GRADE D'
- (b) A candidate, in order to pass must satisfy the requirement of Minimum CGPA of 4.50 in a particular academic year inclusive of both semesters of that academic year subject to conditions of clause 10D.
- (c) In case of audit/qualifying paper the minimum Grade required to pass is Grade D. However, the Grade obtained in audit paper shall not be included in SGPA.

### 10B. End-Semester Examination

There will be two End Semester Examinations in all theory and project subjects viz. Odd (I and III) Semester Examination and Even (II and IV) Semester Examination in an academic year.

### 10C. Carry Forward of Marks

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

### 10D. 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.

#### **10E. Carry Over System**

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

#### **10F. Promotion**

(a) A candidate satisfying all the requirements under clause 10A 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 10A (a) in not more than permissible carry over paper as mentioned in clause 10D.

(c) If a candidate satisfies the requirement of clause 10A (a) but fails to satisfy the requirement of 10A (b) he/she shall be eligible for provisional promotion with carryover (PCP-A {aggregate} status). He/she may choose up to a maximum of any 04 theory papers of that particular academic year as per his/her choice to pass the examination of that.

#### **10G. Ex-studentship**

A student of M.Ed. course, who has completed all the desired activities/internal tests/attendance etc. throughout the semester but could not appear in the examination or appeared in the examination but failed in more than one papers, may be allowed to appear in the examination of next semester as an ex-student. The internal marks received in previous semester shall be carried over.

#### **11. Evaluation of Performance**

(a) **Programmes:** Evaluation of performance of the students in a programme shall be a continuous process based on their performance in the class test, quizzes, assignments and the end semester examinations.

#### **(b) Theory papers in semester system (Maximum Marks: 100)**

The evaluation will be done through two class test and one end semester examination.

This will be in addition to quizzes, assignments, attendance, etc. Each class test will carry a

weightage of 10 marks, and the end semester examination will carry a weightage of 70 marks. The remaining 10 marks will be awarded on the basis of attendance and performance in quizzes and assignments.

### **Full Course**

Time: 3 Hours

Maximum Marks: 70

#### **Types of Questions**

1. Long Answer Type question

5 Questions x 14 Marks = 70

**Total = 70**

#### **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.

## **19. Duration for completion of the programme**

The duration for the completion of the program shall be fixed as double the actual duration of the program and the students have to pass within the said period, otherwise they have to get fresh Registration.