



SVKM'S
Narsee Monjee Institute of Management Studies
Deemed-to-be UNIVERSITY

STUDENT RESOURCE BOOK

(2024-25) – Part II

School of Law

(Indore Campus)

Prepared & verified by:

A handwritten signature in blue ink, appearing to read "Gaurav Moghe".

Mr. Gaurav Moghe
Deputy Registrar, Indore

A handwritten signature in blue ink, appearing to read "Anshuman Jaswal".

Dr. Anshuman Jaswal
Director, Indore

Message from Director
Dear Friends,

On behalf of all members of School of Law Indore I welcome you all for joining the NMIMS family in Indore in the academic year 2024-25.

We are ranked the no. 1 business school in M.P. Although we have our presence in the region for last six years, but our proven record of providing the best Management graduates to the society. We pride ourselves with putting efforts in delivering an excellent student experience that prepare you to be industry ready. We provide favorable environment to our faculty and students to combine their intellectual capacity and professional experience into real life applications and societal impacts. We aim, regularly, to help students liberate their potential, strengthen their skillsets, discover their passion and gain the confidence necessary to be positive agents of change in a rapidly-changing and increasingly complex world.

Our Faculty and Staff are dedicated towards creating a healthy and innovative teaching learning experience for our students. They are friendly, welcoming and supportive.

Attaining excellence as an academic institution is as much about emphasis on the program architecture and structure as about faculty quality and the teaching-learning process.

The Student Resource Book (SRB) is the vehicle through which we communicate to students the program architecture, curricula, academic guidelines & course rules & regulations. I am happy to release the SRB of the School of Law (SOL) at NMIMS, Indore for 2024-25.

The SRB is in three (3) parts:

- Part 1: General Rules & Regulations
- Part 2: School Specific Inputs of NMIMS Indore
- Part 3: Annexures

NMIMS attaches great importance to 'values', which is woven into the DNA of the systems, policies and activities in the institute. We trust that each one of you who has been selected through a meritocratic process is a person committed to abiding values particularly those of honesty and integrity, sincerity, commitment, and teamwork which together with the right blend of competence will make you leaders in the years to come.

Wishing you all very best for a happy and fruitful two years.

Dr. Anshuman Jaswal
Director, Indore Campus

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Note: - **SRB Part II has to be read in conjunction with the SRB Part I.**

1.1 Academic Guidelines:

- 1.1.1.** The use of cell phones in class rooms is strictly prohibited. Strict action would be taken against students using cell phones in the class room or even keeping cell phones on silent mode. On violation of this rule, the cell phone would be confiscated and would be returned only after a written apology.
However, a student may be allowed to use a cell phone after seeking special permission from concerned faculty, for a specific period and for academic purposes only.
- 1.1.2.** All the Technical/Electronic equipment can be handled by students only in the presence of a faculty or any such authority. The class would collectively bear the losses for repairing the damaged equipment in case of the concerned students not accepting his/her fault. All furniture in the classroom has to be used in a proper manner. Any damage to furniture will result in collecting fine from the responsible student or the entire class if the concerned student not accepting his/her fault.
- 1.1.3. All official communication will be done only through the Student Portal,** therefore all students should visit the Student Portal regularly before and after the classes, while entering and after leaving the campus, so as not to miss any urgent notification. Any information /notification will not be available by any other source of communication.
- 1.1.4.** Misconduct of any sort from any student would be strictly dealt with. Any student resorting to any indecent, unruly behavior or causing a disturbance, annoyance, or raising voice for any reason which results in irritating or disturbing any other person, shall be considered as 'misconduct' and would be dealt with accordingly. Parents will be intimated and called to the school if their ward is responsible for any misconduct.
- 1.1.5.** It is compulsory for the students to wear Court formals on every Monday and Friday and, on other days students must wear Business formals, the same will be strictly enforced. (Also refer 2.21 of this SRB, Part I)
- Dress code Court formal: White formal Shirt, Black Trouser, Black shoes.**
- 1.1.6.** Students are requested to adhere to the deadline for the submission of projects, presentations, reports, assignments, forms, and any other submission to the University or the faculty concerned. And/or the date declared for viva shall be final under all circumstances. Do not approach faculty members and others in the University to change or extend deadlines. Under exceptional circumstances, written request from a parent may be considered with the deduction of 2 marks with every passing day. Students would be expected to get a letter from their parents for not seeking such condonation in future.
- 1.1.7.** Students are requested to monitor their attendance regularly. All doubts regarding attendance should be clarified with concerned faculty within appropriate time (at the end of each class during recess or at the end of class hours of the day.)
- 1.1.8.** If the student is marked absent even when present, he/she should immediately inform the concerned faculties by submitting a written application justifying his/her stand. Students can check their attendance on Student Portal. If the student has any issue or finds any discrepancy in their attendance, they should inform the office in writing regarding the same within 3 days of the publication of attendance record through the concerned faculty. No claim shall be entertained under any circumstances after that.

1.1.9. Parents of the students will be intimated with attendance record of their ward if the student has less than 80% attendance on monthly basis through email/sms/ phone call. Students have to notify the administrative office in case of change in any contact information of parents and permanent residential address. Parents will be called to school to discuss the consequences of remaining absent.

1.1.10. If the student remains absent due to any medical issues, they should submit medical certificate along with copy of all the medical reports and leave application form to the office within 3 days of joining back the classes after medical leave.

If the student remains absent other than medical difficulties, such as event participation through college, family exigencies, death in the family, or any other cause, they must submit a leave application form together with the necessary documentation to the office within three days of returning to classes after leave. No certificate or leave application form shall be entertained after that, under any circumstances.

In case of event participation signature of the concerned faculty Convenor is required on the leave application along with parents' permission.

1.1.11. Students are required to be in Campus on all days of the semester. If they are leaving the city on personal or institutional work, they are required to obtain prior permission from the Dean/ Program Chair. This applies even to those students who are representing the University for social, cultural, and co-curricular events.

1.1.12. Final attendance of the Semester will be published on the Student Portal. If the student has any issues regarding attendance, the student will submit an application to the Course coordinator addressing to the Dean in writing, the same will be placed before an appellate committee consisting of Dean, Assistant Registrar, Coordinator and program chair of KPMSOL. The decision of the appeal committee will be final.

1.1.13. If students require any of the classrooms after the regular lectures for conducting any activity of the school, written permission has to be taken by the concerned students from the Course coordinator/ administrative office of the School, to occupy the classroom. For any damage in the classroom during this period, the concerned student/students have to bear the damages.

1.1.14. Mid term will be held approximately after completion of eight weeks. If you miss the exam, there won't be another opportunity, unless there is a medical emergency, a family exigency or there are other unavoidable circumstances, in which case you will be granted a second chance and final chance after submitting the necessary documents.

1.1.15. List of Awards:

1.1.16. Preamble:

A policy for acknowledging academic achievements by students is a directional step towards promoting excellence in their performance on a sustainable basis. This framework and process for honoring the students with an academic award is to recognize the level of high scholarship and achievements, demonstrated by top few achievers.

The award list will include –

1.1.16.1. 'Best All-rounder Award'

1.1.16.2. 'Dean's list'

1.1.17. Best All-rounder Award

1.1.17.1. Students who have displayed their best performance in academics, co-curricular, and extra-curricular activities at the end of the year. Applications will be called from students and addressed to the Dean for consideration.

1.1.17.2. A committee will be constituted comprising of external experts and internal members of KPMSOL to screen nominations based on pre-set parameters for the award to be decided by the Committee from year to year.

1.2. Program Validity:

In continuation to the re-admission rules explained in Part I of this SRB, the maximum duration permissible for completion of the program (in years) is mentioned in the table below:

Sr. No.	Name of the program	Duration of the program (in years)	Maximum duration permissible for completion the program (in years)
1	B.A., LL.B (Hons.)	5	7
2	B.B.A., LL.B (Hons.)	5	7

1.3 Discipline Norms and Penalty:

In continuation to the Discipline Norms and Penalty explained in Part I of this SRB, the names of committee members of the school are as follow:

1.3.1. Anti-Ragging Committee and Disciplinary Committee

S. No	Name	Designation	Email ID	Contact No.
1.	Dr. Anshuman Jaswal	Chairperson	anshuman.jaswal@nmims.edu	9810770435
2.	Mr. Gaurav P. Moghe	Member Secrty	gaurav.moghe@nmims.edu	9516611151
3.	Dr.Suman Chakraborty	Member	suman.chakraborty@nmims.edu	8904916912
4.	Dr. Vikas Khare	Member	vikas.khare@nmims.edu	9098216248
5.	Dr. Ashutosh Hajela	Member	ashutosh.hajela@nmims.edu	8305697711
6.	Dr. Rajeev Srivastava	Member	rajeev.srivastava@nmims.edu	9425759386
7.	Police Station	ACP	acp.gandhinagar.indore@mppolice.gov.in	7049108757
8.	NGO representative	NGO		
9.	Mr. Manish Shastri	Parent	manishshastri41709@gmail.com	9993224249
10.	Mr. Arnav Tiwari	Student Council	arnavtiwari3628@gmail.com	9977002977

1.3.2. Woman Grievance Redressal Committee and Internal Committee

S. No	Name	Designation	Email ID	Contact No.
1.	Dr. Anshuman Jaswal	Chairperson	anshuman.jaswal@nmims.edu	9810770435
2.	Dr. Shubhangi Jore	Member	shubhangi.jore@nmims.edu	9425066461
3.	Dr. Monica Bhatia	Member	monica.bhatia@nmims.edu	8889330770
4.	Dr. Nidhi Asthana	Member	nidhi.asthana@nmims.edu	9691238294
5.	Dr. Shruti Sharma	Member	shruti.sharma@nmims.edu	9893220288
6.	Dr. Shilpa Sankpal	Member	shilpa.sankpal@nmims.edu	9826178074
7.	Dr. Sopnamayee Acharya	Member	sopnamayee.acharya@nmims.edu	9827267412

8.	Ms. Ritupriya Gurtoo	Member	ritupriya.gurtoo@nmims.edu	9302991132
9.	Ms. Sunishtha Moghe	Member	sunishtha.moghe@nmims.edu	9302991132
10.	Mr. Premansh Sharma	Member Secretary	premansh.sharma@nmims.edu	9981014786

1.3.3. Collegiate Student Grievance Redressal Committee:

S. No.	Name	Designation	Email ID	Contact No.
1.	Dr. Anshuman Jaswal	Chairperson	anshuman.jaswal@nmims.edu	9810770435
2.	Mr. Gaurav .P. Moghe	Member Secretary	gaurav.moghe@nmims.edu	9516611151
3.	Dr. Suman Chakraborty	Member	suman.chakraborty@nmims.edu	8904916912
4.	Dr. Vikas Khare	Member	vikas.khare@nmims.edu	9098216248
5.	Dr. Ashutosh Hajela	Member	ashutosh.hajela@nmims.edu	8305697711
6.	Dr. Rajeev Srivastava	Member	rajeev.srivastava@nmims.edu	9425759386

2. Placement Guidelines:

NMIMS is a premier University of the country and the B-school is in existence for over four decades. Over the years it has earned recognition from industry & professional associations, corporates, peer group institutions and accreditation agencies. All these laurels and recognitions would have been incomplete without the support of the corporate world. Our alumni occupy senior positions in leading companies across sectors.

NMIMS is also a great place to recruit potential young managers and business leaders. Leading companies across sectors consider our students for recruitments/ internships. As we have cordial relations with the corporate world, many companies have supported us even during tough times. We would like to continue this mutually symbiotic relationship. Hence, it is expected that students understand this sentiment and behave responsibly at all times. Any untoward incident will jeopardize this association and have serious repercussions for placements and for the future.

The corporate world expects students to display high standards of professional knowledge, capability and excellence. Recruiters also look for candidates who are clear about their long-term plans, the sector they want to be in and profile they want to undertake.

Career guidance and Placement assistance is offered to students of various programs across Schools & Campuses. The Placement Office facilitates the process of CV building, mock interviews, guest session for better industry exposure, internships & placement opportunities. Efforts are made to market the programs with their merits with an endeavour to get companies to offer internships/recruit students. The selection process specified by the company is followed by the Placement cell in order to facilitate the employers with the best legal minds. The Placement Committee of students is actively involved in various placement activities – starting from the very first year till their final year the placement cell representatives contact/visit companies located in metros & major cities for placement presentations and also coordinate various activities during the placement processes.

The Placement Office devises placement guidelines that are in the larger interest of the School and students, in consultation with students and faculty.

Students are expected to maintain decorum and abide by the guidelines during placement processes. In the event of non-conformance to the placement guidelines, the School reserves the right to initiate corrective actions.

The Placement process typically involves –

- Batch Preparation (Opt in/ Opt out statistics)
- Pre Placement Talks (Mock interviews as soft skill sessions)
- Internships/Projects
- Final Placements

2.1. Batch Preparation:

The Comprehensive Batch Preparation Program is to enhance the suitability of candidates and orient them to industry practices and expectations.

- a. Interactive sessions with alumni/industry experts in various profiles that help students to gain clarity on role/fit, understanding expectations of the company, future prospects - career evolution, right approach for cracking interviews, listen to first-hand experience & get a feel of life in a particular profile etc.
- b. Interaction with seniors who have undergone internships in companies.
- c. Assigning seniors or alumni as mentors to guide students.
- d. Mock interviews with alumni/corporates to get a direct feedback from people in relevant industries.
- e. Guest talks and workshops on various topics from corporates.
- f. Resume building as per guidelines
- g. Soft skills training etc.

2.1.1 Prior to the commencement of the selection process it is expected that students should be having a fair idea about their interest, sector and specialization or at least have some long term vision of where they want to be and should direct their efforts accordingly. A bit of clarity will help students land a good internship/job. An opt in opt out form is circulated by the placement cell in order to understand the statistics of the students who are interested to opt for the Placement drive.

2.1.2 Hence students should do a thorough research about the company, the business, the sector, other players in the sector, the financials etc. and be prepared with a background and fact file prior to the process. Also some additional information – the number of interns/recruits in the past, whether the company has a PPO policy, the roles offered, the experience of seniors who interned with the company etc. will be of help.

2.1.3 The Placement Office also involves companies in a number of Campus Engagement activities – contests, projects, workshops, seminars, and guest talks etc. that would benefit a larger number of students and also help in promoting the excellent quality of the batch.

2.1.4 Based on the guidelines, students will have to prepare their resume that would encapsulate info about academics, work experience, internship, co-curricular activities, extracurricular activities, projects, awards, achievements, hobbies etc.

2.2 Pre-Placement Talk – PPT

PPT's are a medium wherein the company officials disseminate information regarding the company, the profile, the compensation etc. and clarify the queries of students. The company officials invest time and effort to disseminate info and the interactive session will make them feel visiting our campus was worth it. Hence students are requested to participate and ask relevant questions in such sessions. Every student who has opted in for the Placement cell needs to be present in such sessions.

2.3 Internships/Projects

2.3.1 The Placement Office along with the student placement representatives makes all efforts to reach out for internships across varied sectors, companies and profiles. Based on ones' interests and capabilities one should seek internships. Choosing the correct company for internships and performing up to the mark is of utmost importance.

- 2.3.2 The Internships are not only a window to the corporate world but also a relationship-building tool for NMIMS school of law, the more we build such relations the maximum we fetch such opportunities for our students. It allows the companies to have a look at the talent at NMIMS, thereby strengthening the Final Placement drive.
- 2.3.3 Internships are an integral part of the curriculum for securing the degree. It is a great learning platform for our students and goes a long way in shaping the learning obtained in the classroom. This experience is of immense use to students to enable them to acclimatize themselves to the intricacies of the corporate world.
- 2.3.4 The project is expected to build on the theoretical learning with practical experience and help students to identify the gaps in their learning, which they can attempt to fill in. They could also discover areas of interest and future career options.
- 2.3.5 Interactions during the internships both with other interns as well as employees help students to understand the expectations/needs of the organization, the sector in general, to identify the gaps in their learning and in orienting oneself towards the sector and developing the required skill sets to emerge as the most suitable candidate. Once a student is selected for an internship opportunity, it is advised not to back out from the same as this behaviour of a student stands unacceptable and a student shall be blacklisted from the cell if he/ she practice such behaviour.
- 2.3.6 Internships also hold a special significance as it is an apt mechanism for companies to spot bright talent early. Many companies have structured internship process which is used as a 'testing ground' to gain a direct understanding of the skill and ability of students leading to declaration of PPO's/PPI's. NMIMS too encourages candidates to work towards such offers that are based on internship performance.
- 2.3.7 Pre Placement Offer (PPO) is an Offer by the company to the intern acknowledging the excellent work done during the internship. Pre Placement Interview (PPI) is an opportunity by the company for the intern to be directly selected for the interview for final placements. Thus, the students should be careful in applying to the companies of their choice and should put in all efforts to convert the internship into an Offer. Thus, the seriousness of this cannot be overstated. It is compulsory for the students to share such data with the placement cell as and when asked to for record building purpose.
- 2.3.8 While feedback from the company is sought, the internship is also evaluated by School that could involve faculty guide monitoring the performance; periodic report submissions, evaluations, Viva Voce etc.

2.4 Final Placements

- 2.4.1 Leading companies across sectors aspire to recruit students of NMIMS. Each company has its own set of characteristics or qualities that they look for in a candidate. Hence, the company devises the eligibility criteria and selection process accordingly.
- 2.4.2 The process of selection starts with inviting applications based on the eligibility, profile, project, stipend/compensation details shared by the company. The applications of applicants are then sent to companies. Students are required to check their emails/Placement Portal/Student Portal, etc. regularly for information updates.
- 2.4.3 Every effort will be made to facilitate the placement process. However, it is the effort of the student that gets him/her selected for the job. Not getting selected for internships or

during final placements in the first few companies should not lead to panic. Students are advised not to switch profiles in anxiety or haste.

2.4.4 Companies could have one or multiple rounds for selection – case analysis, group discussion, group exercises, interviews etc. Reasons like location, family issues etc. should not be constraints to students. They are expected to be mobile and have the capability to adjust and adapt and respond to emergent situations successfully.

2.4.5 Students who wish to drop out of the placement process are expected to formally notify the Placement Office vide the ‘Opted Out Form’ mentioning the reason, which could be higher studies, entrepreneurship, family business, seeking placements on their own giving with the names of such companies and details. The reason being, to iron out any hitches that may crop up later as the Placement Office approaches many companies and would like to continue the cordial relationship with them.

Placement department will be share guidelines related to Resume, PPT, ws, PPO’s/PPI’s, Final Placements etc. with the batch, and it is expected that students should follow the same. It also reserves the right to change, modify the guidelines in the best interest of the batch. Students are free to approach the Placement Office for any queries or guidance.

2.5. Internship Policy

Each registered student has to complete a minimum of 20 weeks of internship during the five years of course under NGO, Trial and Appellate Advocates, Judiciary, Legal regulatory authorities, Legislatures, and Parliament, other Legal Functionaries, Market Institutions, Law Firms, Companies, Local Self Government and other such bodies as the School may stipulate, where the Law is practiced either in action or in dispute resolution or in management.

Provided that an internship in any year cannot be for a continuous period of more than four weeks and all students shall at least gone through once in the entire academic period with Trial and

Appellate Advocates.

2.5.1. Each year, students will get a 4-week window during their summer vacation (Mid-April to end of June) and 2 weeks window during winter vacation (in the month of December) for the Compulsory Internship.

2.5.2. Each Year, the internship will be evaluated on the basis of 20 Marks. The bifurcation of the marks will be a) Internship Report (10 Marks) and b) Viva (10 Marks) will be done at the end of final year on the basis of internship carried out in every semester and internship diary has to be submitted to the placement cell in the month of January of final year. For this purpose each student shall maintain Internship diary in the format as prescribed by the School

2.5.3. At the end of 5 years, the total marks out of 100 will be reflected in the Mark sheet of the Students as directed by BCI.

2.5.4. Internship details

YEAR	INTERNSHIP DETAILS
I	NGO, Trial Court, Research under guidance of Faculty
II	Lower Courts, Tribunals, Start-ups etc.
III	High Courts, Law Firms, In-House etc.
IV	High Courts, Law Firms, In-house, Judiciary etc.
V	Long Term Internship/Internship in any of the above

- 2.5.5. Note: The aforesaid classification is only illustrative. In the first and second year, students will be encouraged to work in NGOs/ Trial Courts in their respective home-towns.
- 2.5.6. At no given point of time should it be assumed by the students that it is entirely the responsibility of the University to find internships for students.
- 2.5.7. The University shall be under no obligation to provide internship to students as per the student preference with respect to location/work/timings etc.
- 2.5.8. In the other Semester Break, i.e., October-November, the students shall be at liberty to go for their optional internship if they so desire.
- 2.5.9. The student should maintain the internship report and internship dairy as per the format specified by the Placement cell and should submit their internship certificate copy as and when directed to.

3. Guidelines for International Student Exchange Program (Wherever applicable)

3.1 Introduction

NMIMS Deemed-to-be-University has developed an extensive International Students Exchange Program in order to provide a cross cultural exposure and a global perspective to the students apart from classroom teaching. This is managed by Department of International Linkages of the University. The Exchange Program has become increasingly popular with the students and every year students get a chance to spend Semester/Trimesters at a partner Institute. With the dedicated efforts of the International Linkages department, efforts are ongoing to have larger number of students to avail of this unique opportunity in every school. Students at NMIMS also benefit from interacting with overseas students who visit us as part of NMIMS Inbound exchange program and International Immersions.

3.2 Preamble

In a world that is increasingly interdependent, it is imperative for the NMIMS Deemed-to-be-University to have an internationalization agenda. This involves creation of a multi ethnic environment in our programs on our campus. This can happen only when students from different countries and communities join NMIMS programs.

This policy on internationalization seeks to clarify the philosophy behind the NMIMS Deemed-to-be-University's Internationalization program and sets out the eligibility of students to apply for an international exchange program. It also sets out the selection criteria and guidelines for assessing applications and the expectations from the students going for the exchange program. This policy also lays out the facilities for international students in our programs and also the expectations from them. We expect our foreign students to conduct themselves at par with other Indian students.

To aggressively pursue the internalization agenda, NMIMS has signed MOUs with leading Universities. MOUs applicable for NMIMS schools as given below:

1. Kirit P. Mehta School of Law (KPM SOL)

Benjamin N. Cardozo School of Law – Yeshiva University

3.3 Eligibility

Students are selected by respective Deans of Schools on a competitive basis that reflects the academic standing, motivation, seriousness of purpose, communication skills, social maturity and adaptability. International students coming to our campus are recommended by respective partner's university on merit basis and language proficiency in English.

All full time program students are eligible to apply for the exchange program if they have:

- 3.3.1 Completed the eligibility year of program as defined by respective Deans/Directors of school
- 3.3.2 Have a minimum CGPA of 2.25 and above as defined by respective Deans/ Directors of School.
- 3.3.3 Eligibility of International students coming to our campus recommended by the partner university should satisfy the eligibility criteria as per the memorandum of understanding signed between the Universities/ Schools.

3.4 Selection Criteria and Conditions

- 3.4.1 As defined by respective Deans/Directors of Schools
- 3.4.2 Defined by MoU between Partner University and NMIMS for incoming students

3.5 Cost and Expenses

Costs and expenses for participating in the exchange program are governed by the MOU signed by NMIMS and the host School.

In addition of the above, all students are required to pay for their:

- 3.5.1 Accommodation and daily living expenses including study materials
- 3.5.2 Travel Expenses
- 3.5.3 Passport and visa costs
- 3.5.4 Insurance cover
- 3.5.5 Any other incidental costs

3.6 Application procedure for students and Expectations from students

- 3.6.1 Students have to apply in specified application form as defined by respective Deans/ Directors of schools. Candidates with completed and accurate application will be interviewed by the International Linkages office. Successful candidates will then be nominated to the respective partner universities following which they have to complete the online application as instructions received from Partner University via email.
- 3.6.2 The list of courses that a student intends to take up in the partner institute should be clearly mentioned. For those who wish to apply in more than one institute, the lists of the courses in each of these institutes should be mentioned.
- 3.6.3 Upon joining the partner institute, the courses the students intend to take up should be finalized and communicated for approval to the NMIMS School authorities
- 3.6.4 Students need to ensure that they do not get any fail grade in the courses undertaken in the partner institute because many partnering institutes do not conduct re-examination.
- 3.6.5 Other criteria as defined by Deans/Directors of the Schools.

3.7 Code of Conduct

While abroad, the students are subjected to the rules and regulations of the host institution, the laws of the host country and the student code of conduct from NMIMS Deemed-to-be-University. Each student is an ambassador of NMIMS Deemed-to-be-University and should conduct in an appropriate manner at all times that is reflective of the code of conduct required by NMIMS and that of the overseas host institution.

3.8 Enclosures:

Undertaking to be given by student of NMIMS Deemed-to-be University's student going on International Immersion.

Note: Schools to ensure that copy of Application Form compulsorily reaches Director-International Linkages department for records.

4. Examination Guidelines

(Internal Continuous Assessment (ICA) / Term / Trimester / Semester End Examination (TEE/ SEE), Passing Criteria, Grading system, method of calculation of CGPA, Re-Examination, exceptional cases – medical etc.)

Examination weightages and credits:

Break up for continuous evaluation of each course will be as under:

A student would undergo continuous assessment for each course/subject in all the semesters/trimesters. Various components of such continuous assessment would be as decided by the respective course/ subject teacher/ faculty and approved by Dean /Director of the school/ campus concerned.

Component	Marks
ICA Components: Mid Term / Unit Test / Project/ Assignment / Presentation/ Weekly Tests / Case Study/ Quizzes / any other (School)	0
SEE – Term /Trimester / semester-end examination (University)	0
total	100

PASSING STANDARDS FOR EACH COURSE (SUBJECT):

Semester-end-exam Passing Criteria for each Course:

To pass in a particular course, in any of the Term /Trimester / Semester End examination or re-examination, a student must fulfil all of the following criteria:

- Secure a minimum of 40% marks in the Term /Trimester / Semester end examination of that course and
- Secure a minimum of 40% aggregate marks out of the total marks (that is, internal continuous

assessment plus assessment of the Term /Trimester / Semester end examination) allotted to the course.

- For a course which has only internal continuous assessment component, passing will be at 40%. **Students who fail to fulfil above passing criteria would be awarded ‘F’ grade.**

Non – fulfillment of Passing Criteria:

A student, who has failed to fulfil the passing criteria as given above, will be required to appear for term / trimester / semester-end re-examination which will be conducted immediately after declaration of results of the said regular term / trimester / semester-end examination. **The internal continuous assessment marks will be carried forward for the term / trimester / semester-end re-examination.**

To be eligible to appear for term / trimester / semester-end re-examination, a student has to submit an online re-examination application available on student’s SAP portal. **A student who does not fill in online re-examination form will be denied permission to appear at the examination.**

It is the responsibility of such students to keep him/ her informed about such examination dates (time table). If, in any case, students feels that he/she wants to improve their ICA, they are eligible to take re admission for the complete academic year. In case of re-admission, the earlier results will stand null & void and student cannot claim the credits of the course/s passed earlier. Students have to appear as fresh candidates for both Internal Continuous Assessment & Term End Examinations.

Only one re-examination will be conducted for each course immediately after declaration of results of final examination and there will not be any further re-examination for whatsoever reason.

Remedial classes would be organized by the School for all the students who fail to fulfil the passing criteria, before the conduct of the re-examination. However these remedial classes will be on demand from students and if a student registers for remedial classes, he / she is expected to maintain 100% attendance. If any student feels that he / she can manage without remedial classes, students can study on their own and appear for the re-examination, later on, such students cannot complaint, that their doubts were not cleared by faculty.

Note: Remedial classes will be conducted by the faculty on demand, if number of students are more than 10. Otherwise, students can get their doubts cleared from the faculty on one to one basis.

Progression to the subsequent year of the Programme (Semester Pattern)

A student who has failed to fulfil the passing criteria of odd semester’s courses after re-examination, will be allowed to attend the classes and appear at the examination/ re-examination of even semesters.

However, a student who fails to fulfil the passing criteria at the end of the academic year (Both the semesters) will not be permitted to progress to the next year of the program.

A student will be promoted to the subsequent year of the programme only when he/ she has no F grade at the end of the year after eligible re-examination/s.

In case, the student fails even in the re-examination/s of either odd or even semesters, which are so held, he/ she will not be promoted to the next year of the programme. Such student/s will have the following options:

- To seek readmission in the subsequent year for the entire academic year.

Or

- Appear for the Term end examination of the course/s in which the student has got “F” grade, in the subsequent year. In such a case, the ICA marks of the course/s will be carried forward of the

previous year in which the student had got “F” grade. The student will be required to pay only the re-examination fees. In case of obtaining F grades even in this attempt, student will be given another re-examination chance to clear the same. In total, year-back students will have only two re-exam attempts during the academic year.

Grading System:

The University follows a letter grading system leading to the award of a Ten-Point Grade Point Average (GPA) for each term and Cumulative Grade Point Average (CGPA) for all the terms until date.

‘Letter grades’ and corresponding ‘grade points’ are as under:

Percentage of Marks		Grade	Points	Performance
90	100	O	10	Outstanding
80	89.99	A+	9	Excellent
70	79.99	A	8	Very Good
60	69.99	B+	7	Good
55	59.99	B	6	Above Average
50	54.99	C	5	Average
40	49.99	P	4	Pass
0	39.99	F	0	Fail
0	0	AB	0	Absent

Calculation of GPA (Grade Point Average):

Grade point Average for a term will be computed by dividing, the sum of product of grade point of each course/subjects and credit value assigned to each respective course by the sum of credits assigned to all the courses / subjects for the related term.

$$GPA = \frac{\sum CG}{\sum C}$$

Calculation of CGPA (Cumulative Grade Point Average):

Cumulative Grade Point Average up to and including a term will be computed by dividing the sum of product of grade point of each course / subject and credit value assigned to each respective course by the sum of credits assigned to all the courses / subjects up to and including the related term till date.

$$CGPA = \frac{\sum CG}{\sum C}$$

Here:

C = Credit value assigned to a course /subject

G = Grade point value assigned to a student for course / subject corresponding to the letter grade (refer table given)

GPA = Grade point Average shall be calculated for individual term and referred to as Semester/ Trimester Grade Point Average.

If a student has failed to fulfil passing standard under any head in any subject (i.e. ‘Semester/ trimester End Examination’ and/ or ‘aggregate’), he/ she shall be deemed to have failed in that subject.

General rules:

- 3.1.1 A student who remains absent from trimester / semester examination/s due to any reason in any Course shall be marked as 'AB' in the result/ grade sheet/ transcript for the Course/s in which he/ she has remained absent. All such students will be allowed to appear at re-examination in the said Course. A student who remains absent in the re-examination would not be able to avail any further re-examination chance.
- 3.1.2 In order to receive the degree, diploma, certificate, the student will have to pass all the examinations (Credit/Non-Credit) of all the years. Student should ensure that he/she has cleared his/her all dues from the respective departments like Admission, Accounts, Library, Hostel, etc. Also, mandatory admission documents are submitted.
- 3.1.3 Grievance Redressal (Revaluation/Verification of answer books): In case a student is not satisfied with the result/ grade received by him/her in a particular Course, he/ she may follow the 'Grievance Redressal Procedure' as given in part I of student resource book in case he/ she desires.
- 3.1.4 The fees for re-examinations and re-admission will be decided by the University from time to time.
- 3.1.5 In case of any disputes/differences, decision of the University shall be final and binding on the students. If a student desires to institute any legal proceedings against the University, such legal proceedings shall be instituted only in court at Mumbai in whose jurisdiction the application is submitted by the student and not in any other court.
- 3.1.6 Modification in criteria/rules: On the recommendation of the Board of Studies of the School and the Board of Examinations, the Academic Council shall have the sole discretionary right to modify all or any of the above criteria at any time without prior notice.

These rules would be applicable to all the students who took admission/re-admission in and after the academic year 2024-25.

4.1 B.A., LL.B. (Hons.) & B.B.A., LL.B. (Hons.) 5-years integrated undergraduate program:

Examination weightages and credits

Break up for continuous evaluation of each course will be as under:

A student would undergo continuous assessment for each course/subject in all the semesters/ trimesters. Various components of such continuous assessment would be as decided by the respective course/ subject teacher/ faculty and approved by Dean /Director of the school concerned.

ICA – No passing marks, but compulsory to appear, to be eligible for appearing in Term-End Examinations. (Kindly refer to the **Passing Standards for Each Course (Subject)**)

The components of evaluation for both the Five Year Integrated Programs would be as follows:

ICA guidelines for B.A., LL.B. (Hons.) and B.B.A., LL.B. (Hons.). (Compulsory Component *)

Internal Evaluation – Total of 50 Marks

B.A. , LL.B. (Hons. / B.B.A., LL.B. (Hons.)	ICA Marks Distribution
Test 1 (Mid Term Test)	20 Marks
Quiz	10 Marks
Group Discussion	10 Marks
Class Participation	10 Marks

External Evaluation – Total of 50 Marks

End-Term Examination (This is a compulsory component will be conducted at University level.)

Note: Above components are not applicable to Clinical Papers which are completely ICA Based.

5. List of E resources subscribed by NMIMS

Sr. No.	Database	Sr. No.	Database	Sr. No.	Database
	LIBRARY SOFTWARE		RESEARCH DATABASES		FINANCE LAB
1.	Koha	17.	CMIE: Economic Outlook	32.	Bloomberg
	GRAMMAR/PLAGIARISM CHECK SFT.	18.	CMIE: Prowess IQ		SWAYAM / NDL
2.	Grammarly	19.	EViews 8	33.	National Digital Library
3.	Turnitin	20.	ISI Emerging Markets	34.	SWAYAM
	ELECTRONIC JOURNAL DATABASES	21.	SPSS: AMOS	35.	Consortium for Educational Communication (CEC)
4.	EBSCO	22.	STATA		
5.	JSTOR		COMPANY DATABASE		
6.	Co-Design	23.	Capitaline AWS		
7.	Current Science		STATISTICAL DATABASE		
8.	Ergonomics in Design	24.	IndiaStat		
9.	Design and Culture	25.	EPWRF India Time Series		
10.	Design for Health		LAW DATABASES		
11.	The Design Journal	26.	<u>American Journal of International Law</u>		
12.	Design Issue	27.	<u>International Legal Materials</u>		
	ENGINEERING DATABASES	28.	Law & Literature		
13.	DELNET	29.	Live Law		
14.	NPTEL		MARKETING DATABASES		
	E-BOOKS DATABASES	30.	WARC		
15.	E-brary		CASE STUDY DATABASE		
16.	Pearson E-Books	31.	Harvard Business School Publishing		

6. Course Structures & Guidelines

Kirit P. Mehta School of Law					
<i>Name of the Program - B.A., LL.B. (Hons.)</i>					
Batch : - 2024-29					
Semester - I			Semester - II		
S.No.	Subject Name	Credits	S.No.	Subject Name	Credits
1	Indian Political System	3	1	Western Political Thought	3
2	Introduction to Sociology	3	2	Research Methods in Sociology	3
3	History of Ancient & Medieval India	3	3	History of British & Independent India	3
4	Statistical Foundations with Excel	3	4	Microeconomics	3
5	Law of Torts	4	5	Law of Contracts I	4
6	Legal Methods	4	6	Legal English	3
7	General English	3	7	Moot Court (Clinical)	3
8	Philosophy	2	8	Journalism & Mass Communication	2
			9	French	0
	Total	25		Total	24
Total credits in 1st year = 49					

Kirit P. Mehta School of Law					
<i>Name of the Program - B.A., LL.B. (Hons.)</i>					
Batch : - 2024-29					
Semester - III			Semester - IV		
S.No.	Subject Name	Credits	S.No.	Subject Name	Credits
1	International Relations	3	1	Public Policy & Governance in India	3
2	Indian Political Thought	2	2	Access to Justice and Governance in India	2
3	Sociology of Law	3	3	Environmental Sociology	3
4	History of Modern India & Europe	3	4	History of Modern USA	3
5	Macroeconomics	3	5	Institutional Economics	3
6	Constitutional Law I	3	6	Constitutional Law II	3
7	Law of Contracts II	4	7	Law of Crimes II : CrPC	4
8	The Bharatiya Nyaya Sanhita, 2023 (IPC)	4	8	Company Law I	3
			9	Family Law I (Marriage and Divorce Laws)	4
	Total	25		Total	28
Total credits in 2nd year = 53					

Kirit P. Mehta School of Law

Name of the Program - B.A., LL.B. (Hons.)

Batch : - 2024-29

Semester - V			Semester - VI		
S.No.	Subject Name	Credits	S.No.	Subject Name	Credits
1	Family Law II (Succession and Inheritance Laws)	4	1	Intellectual Property Law	4
2	CPC & Limitation Act	4	2	Human Rights	3
3	Banking & Insurance Law	3	3	Public International Law	4
4	The Bharatiya Sakshya Adhinyam, 2023 (Law of Evidence)	4	4	Alternative Dispute Resolution (Clinical)	4
5	Environmental Law	4	5	International Humanitarian Law and Refugee Law	3
6	Company Law II	3	6	International Trade Law	3
7	Administrative Law	4			
8	Elective (ANY TWO)		7	Elective (ANY TWO)	
	Cyber Law	2		Air & Space Law	2
	Maritime Law	2		Law and Technology	2
	Media and Entertainment Law	2		Private International Law	2
	Sports Law	2			
	Total	30		Total	25

Total credits in 3rd year = 55

Kirit P. Mehta School of Law					
<i>Name of the Program - B.A., LL.B. (Hons.)</i>					
Batch : - 2024-29					
Semester - VII			Semester - VIII		
S.No.	Subject Name	Credits	S.No.	Subject Name	Credits
1	Interpretation of Statutes	4	1	Labour and Industrial Law II	3
2	Principles of Taxation I	3	2	Principles of Taxation II	3
3	Labour and Industrial Law I	3	3	Land Laws	3
4	Transfer of Property Act	4	4	Mediation & Conciliation Law & Practice (Clinical)	3
Specialisation - (Any One Group) I - Business Law*			Specialisation - (Any One Group) I - Business Law*		
1	Corporate Governance	2	1	Direct Taxation with respect to Business	2
2	Mergers and Acquisitions	2	2	Special Contracts in Business	2
3	Insolvency and Bankruptcy Laws	2	3	Competition Law	2
4	Investment Law & Financial Market Regulations	2	4	Foreign Direct Trade & Investment	2
II- Intellectual Property Law*			Intellectual Property Law *		
1	IPR Management	2	1	Copyright	2
2	Patent Right Creation and Registration	2	2	IPR in Pharma Industry	2
3	Traditional Knowledge Farmers' Breeders' Rights	2	3	IPR Litigation	2
4	Law of Trademark and Design	2	4	Other Forms of IPR Creation and Registration	2

Kirit P. Mehta School of Law					
<i>Name of the Program - B.A., LL.B. (Hons.)</i>					
Batch : - 2024-29					
Semester - VII			Semester - VIII		
	III- Crime & Criminology*			III- Crime & Criminology*	
1	Criminal Sociology	2	1	Comparative Criminal Procedure	2
2	Penology, Victimology and Correctional Institutions	2	2	Women & Criminal Law	2
3	Offences Against Child & Juvenile Offence	2	3	International Criminal Law	2
4	White Collar Crime & Financial and Systematic Fraud	2	4	IT Offences	2
	IV Constitutional Law *			IV Constitutional Law *	
1	Comparative Constitution	2	1	Civil Society and Public Grievance	2
2	Affirmative Action and Discriminative Justice	2	2	Law of Preventive Detention and Externment	2
3	Citizenship and Immigration Law	2	3	Legislative Drafting	2
4	Gender Justice and Feminist Jurisprudence	2	4	Health Law	2
	Elective (ANY TWO)				
1	Election Law	2			
2	Forensic Science and Law	2			
3	Law relating to Customs & Customs Tariff	2			
	Total	26		Total	20
Total credits in 4th year = 46					

Kirit P. Mehta School of Law					
<i>Name of the Program - B.A., LL.B. (Hons.)</i>					
Batch : - 2024-29					
Semester - IX			Semester - X		
S.No.	Subject Name	Credits	S.No.	Subject Name	Credits
1	Drafting, Pleading and Conveyancing(Clinical)	3	1	Dissertation (Empirical Project)	0
2	Moot Court Exercise & Internship (Clinical)	2	2	Professional Ethics & Accounting System(Clinical)	3
3	Meta Skills, ICT & Practical Training Clinical)	1			
	Total	6		Total	3
Total credits in 5th year = 9					

Total Program credits = 212

Total no of courses in the program= 74

Name of the School - Kirit P. Mehta School of Law					
Name of the Program - B.B.A., LL.B. (Hons)					
Batch : - 2024-29					
Semester - I			Semester - II		
S.No.	Subject Name	Credits	S.No.	Subject Name	Credits
1	Principles of Management	3	1	Strategic Management	3
2	Principles of Marketing	3	2	Customer Relationship Management	3
3	Financial Accounting	3	3	Cost Accounting	3
4	Statistical Foundations with Excel	3	4	Microeconomics	3
5	Torts	4	5	Law of Contracts I	4
6	Legal Methods	4	6	Legal English	3
7	General English	3	7	Moot Court (Clinical)	3
8	Business Environment	2	8	ICT & Business Management	2
			9	French	0
	Total	25		Total	24
Total credits in 1st year = 49					

Name of the School - Kirit P. Mehta School of Law					
Name of the Program - B.B.A., LL.B. (Hons)					
Batch : - 2024-29					
Semester - III			Semester - IV		
S.No.	Subject Name	Credits	S.No.	Subject Name	Credits
1	Business Ethics & CSR	3	1	Human Resource Management	3
2	Environmental Management	2	2	Entrepreneurial Management	2
3	Consumer Behaviour	3	3	Integrated Marketing Communication	3
4	Management Accounting	3	4	Financial Management	3
5	Macroeconomics	3	5	Institutional Economics	3
6	Constitutional Law I	3	6	Constitutional Law II	3
7	Law of Contracts II	4	7	Law of Crimes II : CrPC	4
8	The Bharatiya Nyaya Sanhita, 2023 (IPC)	4	8	Company Law I	3
			9	Family Law I (Marriage and Divorce Laws)	4
	Total	25		Total	28
Total credits in 2nd year = 53					

Name of the School - Kirit P. Mehta School of Law						
Name of the Program - B.B.A., LL.B. (Hons)						
Batch : - 2024-29						
Semester - V				Semester - VI		
S.No.	Subject Name	Credits		S.No.	Subject Name	Credits
1	Family Law II (Succession and Inheritance Laws)	4		1	Intellectual Property Law	4
2	CPC & Limitation Act	4		2	Human Rights	3
3	Banking & Insurance Law	3		3	Public International Law	4
4	Bharatiya Sakshya Adhiniyam, 2023 (Law of Evidence)	4		4	Alternative Dispute Resolution (Clinical)	4
5	Environmental Law	4		5	International Humanitarian Law and Refugee Law	3
6	Company Law II	3		6	International Trade Law	3
7	Administrative Law	4				
8	Elective (ANY TWO)			7	Elective (ANY TWO)	
	Cyber Law	2			Air & Space Law	2
	Maritime Law	2			Law and Technology	2
	Media and Entertainment Law	2			Private International Law	2
	Sports Law	2				
	Total	30			Total	25
Total credits in 3rd year = 55						

Kirit P. Mehta School of Law						
Name of the Program - B.B.A., LL.B. (Hons)						
Batch : - 2024-29						
Semester - VII				Semester - VIII		
S.No.	Subject Name (Compulsory)	Credits		S.No.	Subject Name (Compulsory)	Credits
1	Interpretation of Statutes	4		1	Labour and Industrial Law II	3
2	Principles of Taxation I	3		2	Principles of Taxation II	3
3	Labour and Industrial Law I	3		3	Land Laws	3
4	Transfer of Property Act	4		4	Mediation & Conciliation Law & Practice (Clinical)	3
	Specialisation (Any One Group) I - Business Law*				Specialisation (Any One Group) I - Business Law*	
1	Corporate Governance	2		1	Direct Taxation with Respect to Business	2
2	Mergers and Acquisitions	2		2	Special Contracts in Business	2
3	Insolvency and Bankruptcy Laws	2		3	Competition Law	2
4	Investment Law & Financial Market Regulations	2		4	Foreign Direct Trade & Investment	2
	II- Intellectual Property Law*				II- Intellectual Property Law*	
1	IPR Management	2		1	Copyright	2
2	Patent Right Creation and Registration	2		2	IPR in Pharma Industry	2
3	Traditional Knowledge Farmers' and Breeders' Rights	2		3	IPR Litigation	2
4	Law of Trademark and Design	2		4	Other Forms of IPR Creation and Registration	2

Name of the School - Kirit P. Mehta School of Law					
Name of the Program - B.B.A., LL.B. (Hons)					
Batch : - 2024-29					
Semester - VII			Semester - VIII		
S.No	III - Crime & Criminology*	Credits	S.No.	III-Crime & Criminology*	Credits
1	Criminal Sociology	2	1	Comparative Criminal Procedure	2
2	Penology, Victimology and Correctional Institutions	2	2	Women & Criminal Law	2
3	Offences Against Child & Juvenile Offence	2	3	International Criminal Law	2
4	White Collar Crime & Financial and Systematic Fraud	2	4	IT Offences	2
	IV - Constitutional Law			IV- Constitutional Law	
1	Comparative Constitution	2	1	Civil Society and Public Grievance	2
2	Affirmative Action and Discriminative Justice	2	2	Law of Preventive Detention and Externment	2
3	Citizenship and Immigration Law	2	3	Legislative Drafting	2
4	Gender Justice and Feminist Jurisprudence	2	4	Health Law	2
	Elective (Any Two)				
1	Election Law	2			
2	Forensic Science and Law	2			
3	Law relating to Customs & Customs Tariff	2			
	Total	26		Total	20
Total credits in 4th year = 46					

Name of the School - Kirit P. Mehta School of Law					
Name of the Program - B.B.A., LL.B. (Hons)					
Batch: - 2024-29					
Semester - IX			Semester - X		
S.No.	Subject Name	Credits	S.No.	Subject Name	Credits
1	Drafting, Pleading and Conveyancing (Clinical)	3	1	Dissertation (Empirical Project)	0
2	Moot Court Exercise & Internship (Clinical)	2	2	Professional Ethics & Accounting System (Clinical)	3
3	Meta Skills, ICT & Practical Training (Clinical)	1			
Total		6	Total		3
Total credits in 5th year = 9					

Total Program credits = 212

Total no. of courses in the program = 74

6.1 Selection criteria for Specialization and Electives in 4th Year in 3rd Year respectively

1. Specialization and electives will be allowed strictly on the basis of CGPA scores.
2. In the fourth year, minimum number of students required for a specialization will be 6% of the total students. While the maximum number of students allowed for a course will be 40% of the total students, or maximum seats offered, whichever is lower. The maximum number of seats offered for specialization in the fifth year are given below which is subjected to change depends upon the number of divisions :

Business Law – 120 seats,
Intellectual Property Law – 60 seats,
Constitutional Law– 60 seats,
Crime & Criminology – 60 seats.

3. Elective papers:
There will be 02 elective subjects in Semester V,VI and VII, so student has to study total 06 elective subjects which are compulsory in 3rd and 4th year.
4. Students would be given the option to express their choice of specialization/ elective by marking all four Specializations/ electives in the order of preference. Student CGPA scores would govern the allotment of a particular Specialization/ elective to the Student. The Dean's discretion will be final.

7. Approved Academic Calendar of all programs

Academic Calendar for the Academic Year: 2024-2025

SVKM's NMIMS

Academic Calendar for the Academic Year: 2024-2025

School Name: Kirit P. Mehta School of Law, Campus: Mumbai

Name of the Campus: Navi Mumbai/Indore/Bangalore/Hyderabad/Chandigarh

Program Name/s: B.A., LL.B. (Hons.) / B.B.A., LL.B. (Hons.) - Year I

Details	Semester	Start date	End Date	No. of Days/No. of weeks (Excluding Sundays/holidays)
Term I – (22nd July 2024 to 24th December 2024)				
Orientation /Induction Program	I	22 July 2024 (Monday)	27 July 2024 (Saturday)	6
Academic Instruction Duration (Regular Classes)	I	29 July 2024 (Monday)	07 December 2024 (Saturday)	96
# Mid Term Test \ Internal Continuous Assessment		18 September 2024 (Wednesday)	21 September 2024 (Saturday)	4
# Re Mid Term Test week	I	14 October 2024 (Monday)	19 October 2024 (Saturday)	6
Loquitor/IMCC/INMC (Non- instructional day) Tentative	I	July 2024	October 2024	5
Diwali Vacation		28 October 2024 (Monday)	03 November 2024 (Sunday)	7
Term End Exams	I	11 December 2024 (Wednesday)	24 December 2024 (Tuesday)	12
Winter Vacation		26 December 2024 (Thursday)	01 January 2025 (Wednesday)	7
Re-Exams	I	10 February 2025 (Monday)	20 February 2025 (Thursday)	10
Term II - (02nd January 2025 to 15 May 2025)				
*Academic Instruction Duration (Regular Classes)	II	02 January 2025 (Thursday)	26 April 2025 (Saturday)	90
Navrang Fest /ADRC /SOLMun/CRC (Non-instructional day)Tentative		January 2025	March 2025	5
# Mid Term Test \ Internal Continuous Assessment		22 February 2025 (Saturday)	27 February 2025 (Thursday)	5
# Re Mid Term Test		10 March 2025 (Monday)	13 March 2025 (Thursday)	4
Term End Exams		28 April 2025 (Monday)	15 May 2025 (Thursday)	15
Re-Exams		01 July 2025 (Tuesday)	10 July 2025 (Thursday)	9

Summer Vacation	For Faculty	20 May 2025 (Tuesday)	30 June 2025 (Monday)	42
	For Students (Internship Break)	16 May 2025 (Friday)	05 July 2025 (Saturday)	51
Commencement of First Year in next Academic year (AY 2025-26)	(2nd Week of July 2025)		-----	

*Academic instructions days are calculated after deducting non-instructional days for different events which are subject to change when actual dates are declared by the committees

Regular Lectures will be conducted during Mid Term Test: Yes

SVKM's NMIMS

Academic Calendar for the Academic Year: 2024-2025

School Name: Kirit P. Mehta School of Law, Campus: Mumbai

Name of the Campus: Navi Mumbai, Indore, Bangalore, Hyderabad -Year II to V, Chandigarh -Year II to IV

Program Name/s: B.A., LL.B. (Hons.) / B.B.A., LL.B. (Hons.) - Year II to V

Details	Semester	Start date	End Date	No. of Days /weeks (Excluding Sundays/holidays)
Term I – (8th July 2024 to 30th November 2024)				
Academic Instruction Duration (Regular Classes)	III/V/VIII/ X	08 July 2024 (Monday)	09 November 2024 (Saturday)	91
# Mid Term Test \Internal Continuous Assessment		26 August 2024 (Monday)	31 August 2024 (Saturday)	5
# Re Mid Term Test		18 September 2024 (Wednesday)	23 September 2024 (Monday)	5
Loquitor/IMCC/INMC (Non-instructional day) Tentative dates		July 2024	October 2024	5
Diwali Vacation		28 October 2024 (Monday)	03 November 2024 (Sunday)	7
Term End Exams	III/V/VIII/ X	11 November 2024 (Monday)	30 November 2024 (Saturday)	17
Internship Break		02 December 2024 (Monday)	24 December 2024 (Tuesday)	20
Winter Vacation		26 December 2024 (Thursday)	01 January 2025 (Wednesday)	7
Re-Exams		22 January 2025 (Wednesday)	01 February 2025 (Saturday)	10
Term II - (02nd January 2025 to 15th May 2025)				
*Academic Instruction Duration (Regular Classes)	IV/VI/VIII/X	02 January 2025 (Thursday)	26 April 2025 (Saturday)	90
Navrang Fest /ADRC /SOLMun/CRC (Non-instructional day)Tentative dates		January 2025	March 2025	5
# Mid Term Test \Internal Continuous Assessment		22 February 2025 (Saturday)	27 February 2025 (Thursday)	5
# Re Mid Term Test	IV/VI/VIII/ X	10 March 2025 (Monday)	13 March 2025 (Thursday)	4
Term End Exams		28 April 2025 (Monday)	15 May 2025 (Thursday)	15
Re-Exams		01 July 2025 (Tuesday)	10 July 2025 (Thursday)	9
Summer Vacation - For faculty		20 May 2025 (Tuesday)	30 June 2025 (Monday)	42
For Students (Internship Break)		16 May 2025 (Friday)	05 July 2025 (Saturday)	51
Convocation	(2 nd Week of August 2025)			
Commencement of First Year in next Academic year (AY 2025-26)	(1st Week of July 2025)		-----	

*Academic instructions days are calculated after deducting non-instructional days for different events which are subject to change when actual dates are declared by the committees

Regular Lectures will be conducted during Mid Term Test: Yes

8. LIST OF HOLIDAYS FOR THE YEAR 2024 (To be Campus Specific)

SVKM's NMIMS Deemed to be University

Classes/Lectures will be conducted, if required (except on the National Holidays i.e. January 26, August 15, May 01 & October 02) Note:

Calendar 2024		NMIMS (Mumbai, Navi Mumbai, Shirpur & Dhule)	NMIMS (Bangalore)	NMIMS (Hyderabad)	NMIMS (Indore)	NMIMS (Bhubaneswar)	NMIMS (Chandigarh)						
List of Holidays for the year 2024													
DATE	DAY	OCCASION	OCCASION	OCCASION	OCCASION	OCCASION	OCCASION						
1/1/2024	Monday			1	New year								
15-Jan-24	Monday		1	Makar Sankranti	2	Sankranti/Pongal							
17-Jan-24	Wednesday						1	Guru Gobind Singh Parkash Purb					
26-Jan-24	Friday	1	Republic Day	2	Republic Day	3	Republic Day	1	Republic Day	2	Republic Day		
14-Feb-24	Wednesday					2	Basant Panchami						
8-Mar-24	Friday				4	Mahashivratri	2	Mahashivratri	3	Mahashivratri	3	Mahashivratri	
25-Mar-24	Monday	2	Holi	3	Holi	5	Holi	3	Holi	4	Holi	4	Holi
29-Mar-24	Friday	3	Good Friday	4	Good Friday	6	Good Friday			5	Good Friday		
30-Mar-24	Saturday					4	Rang Panchami						
1-Apr-24	Monday							5	Odisha Day				
9-Apr-24	Tuesday	4	Gudi Padwa	5	Ugadi	7	Ugadi						
11-Apr-24	Thursday	5	Ramzan-eid	6	Ramzan-eid	8	Ramzan-eid	5	Ramzan-eid				
17-Apr-24	Wednesday					6	Ram Navmi	6	Ram Navmi				
1-May-24	Wednesday	6	Maharashtra Day	7	Labor Day								
14-Jun-24	Friday							7	Pahili Raja				
15-Jun-24	Saturday							8	Raja Sankranti				
17-Jun-24	Monday					9	Bakri eid						
15-Aug-24	Thursday	7	Independence Day	8	Independence Day	10	Independence Day	7	Independence Day	9	Independence Day	6	Independence Day
19-Aug-24	Monday									7	Rakshabandhan		
26-Aug-24	Monday					8	Janmasthami	10	Janmasthami	8	Janmasthami		
27-Aug-24	Tuesday	8	GopalKala										
7-Sep-24	Saturday	9	Ganesh Chaturthi	9	Ganesh Chaturthi	11	Ganesh Chaturthi	9	Ganesh Chaturthi	11	Ganesh Puja		
16-Sep-24	Monday									9	Eid -e-Milad		
17-Sep-24	Tuesday	10	Anant Chaturdashi										
2-Oct-24	Wednesday	11	Gandhi Jayanti	10	Gandhi Jayanti	12	Gandhi Jayanti	10	Gandhi Jayanti	12	Gandhi Jayanti	10	Gandhi Jayanti
10-Oct-24	Thursday									13	Maha Saptami		
11-Oct-24	Friday		1	Mahanavami, Ayudha Pooja						14	Maha Ashtami/Navmi		
12-Oct-24	Saturday	12	Dushera	12	Dushera	13	Dushera	11	Dushera	15	Vijaya Dashmi	11	Dushera
31-Oct-24	Thursday	13	Diwali (Narak chaturdashi)	13	Diwali (Narak chaturdashi)	14	Diwali (Narak chaturdashi)	12	Diwali (Narak chaturdashi)			12	Diwali (Narak chaturdashi)
1-Nov-24	Friday	14	Diwali (Laxmipujan)	14	Diwali (Laxmipujan) Karnataka Rajyothsava	15	Diwali (Laxmipujan)	13	Diwali (Laxmipujan)			13	Diwali (Laxmipujan)
2-Nov-24	Saturday	15	Diwali (Balipratipada)	15	Diwali (Balipratipada)			14	Diwali (Balipratipada)			14	Diwali (Govardhan Puja)
15-Nov-24	Friday							15	Gurunanak Jayanti			15	Gurunanak Jayanti
25-Dec-24	Wednesday	16	Christmas	16	Christmas	16	Christmas	16	Christmas	16	Christmas	16	Christmas
Holidays falling on Sunday													
14-Jan-24	Sunday												
7-Jul-24	Sunday									1	Rath Yatra		

For Employees whose weekly off is other than Sunday.

All those employees who are having weekly off other than Sunday and if the Holiday falls on Sunday not declared by the University then their w/o will be considered as Sunday for that week.

9. People you should know

School Administration

Name	Designation	Email ID	Contact No.
SCHOOL ADMINISTRATION			
Name	Designation	Email ID	Contact No.
Dr. Ashutosh Hajela	Associate Dean – SOL	ashutosh.hajela@nmims.edu	07312581513
Prof. Rajneesh Dubey	Assistant Professor – Law	rajneesh.dubey@nmims.edu	Ext. 1641
Dr. Rayees Bhat	Assistant Professor – History & Political Science	rayees.bhat@nmims.edu	Ext. 1642
Dr. Kiran Gehani	Assistant Professor – General Management	kiran.gehani@nmims.edu	Ext. 1643
Prof. Sagar Jain	Assistant Professor – Law	sagar.jain@nmims.edu	Ext. 1644
Prof. Ritupriya Gurtoo	Assistant Professor – Law	ritupriya.gurtoo@nmims.edu	Ext. 1645
Prof. Aman Deep Singh	Assistant Professor – Law	aman.singh@nmims.edu	Ext. 1646
Prof. Sunishtha Moghe	Assistant Professor – Law	sunishtha.moghe@nmims.edu	Ext. 1648
Prof. Sachin Bhardwaj	Assistant Professor – Law	sachin.bhardwaj@nmims.edu	Ext. 1649
Prof. Dhawal K. Singh	Assistant Professor – Law	dhawal.singh@nmims.edu	Ext. 1651
Prof. Riddhi Pasari	Asst. Professor–Economics	riddhi.pasari@nmims.edu	Ext. 1652
Prof. Aayushi Kumari	Assistant Professor – Law	aayushi.kumari@nmims.edu	Ext. 1653
Prof. Priyansh Sharan	Assistant Professor – Law	priyansh.sharan@nmims.edu	Ext. 1654
Prof. Arjit Pandey	Assistant Professor – Law	arjit.pandey@nmims.edu	Ext. 1655
Prof. Prachi Kotia	Assistant Professor – Law	prachi.kotia@nmims.edu	Ext. 1647

ACCOUNTS DEPARTMENT

1. Issuing Fee Structure
2. Handling Fee related matters
3. Handling payment of duplicate ID card

Name	Designation	Email ID	Contact No.
Mr. Jayram Kushwah	Assistant (Accounts)	jayram.kushwah@nmims.edu	07312581522

CAMPUS BOARDLINE			
Name	Designation	Email ID	Contact No.
Ms. Priya Dubey	Receptionist	priya.dubey@nmims.edu	07312581500
DIRECTOR OFFICE			
Name	Designation	Email ID	Contact No.
Dr. Anshuman Jaswal	Director	director.indore@nmims.edu	07312581520

ACADEMIC ADMINISTRATION			
<ol style="list-style-type: none"> 1. Communication of Academic related matters – Time Table, Syllabus 2. Student Attendance related matters 3. Student Leave related matters – Medical Leave, Event Exemption etc. 4. Student Portal related matters 5. Bonafide Letter 			
Name	Designation	Email ID	Contact No.
Mr. Gaurav P. Moghe	Deputy Registrar	gaurav.moghe@nmims.edu	07312581515
Mr. Kapil Soner	Coordinator (Academics)	kapil.soner@nmims.edu	07312581504

EXAMINATION			
<ol style="list-style-type: none"> 1. Examination Portal 2. Exam related matters – Exam Time Table, Mark-sheet etc. 			
Name	Designation	Email ID	Contact No.
Mr. Hitesh Koshti	Asst. Registrar	hitesh.koshti@nmims.edu	07312581529
Mr. Rahul Jain	Coordinator (Exam)	rahul.jain@nmims.edu	07312581531

IT & BMS DEPARTMENT			
<ol style="list-style-type: none"> 1. Issue of ID Card & duplicate ID Card 2. Issue of NMIMS Email ID and Password Resetting 3. Issue of WiFi ID & Password 			
Name	Designation	Email ID	Contact No.
Mr. Nitesh Sharma	Asst. Manager - IT	nitesh.sharma@nmims.edu	07312581518
Mr. Vijendra Bhawsar	Desktop Engineer	vijendra.bhawsar@nmims.edu	07312581519
Mr. Banti Malviya	BMS Operator	banti.malviya@nmims.edu	07312581586

GENERAL ADMINISTRATION, TRANSPORT, HOSTEL			
<ol style="list-style-type: none"> 1. Event related matters 2. Transport related matters 3. Hostel related matters 			
Name	Designation	Email ID	Contact No.
Mr. Nishant Bansal	Admin Officer	nishant.bansal@nmims.edu	07312581516 / 6261777134
Mr. Dilraj Singh Jhala	Assistant (Admin)	dilraj.jhala@nmims.edu	07312581521
Mr. Devender Singh	Rector – Boys Hostel	rector.indore@nmims.edu	07312581550
Mr. Arvind Kaurav	Warden – Boys Hostel	wardenboyshostel.indore@nmims.edu	07312581550
Mrs. Anita Bajpai	Warden – Girls Hostel	wardengirlshostel.indore@nmims.edu	07312581555

ADMISSION DEPARTMENT

1. Admission related matter
2. Admission cancellation related matter
3. Document collection – Original Transfer Certificate & Original Migration Certificate
4. Change/update in Personal Data

Name	Designation	Email ID	Contact No.
Mr. Virendra Kanojiya	Admission Counsellor	virendra.kanojiya@nmims.edu	07312581505

SECURITY & MAINTENANCE DEPARTMENT

Name	Designation	Email ID	Contact No.
Captain Jahan Singh	Security Officer	jahan.singh@nmims.edu	151526
Mr. Balbir Singh Tomar	Maintenance Engineer	balbir.tomar@nmims.edu	151523
Mr. Pradeep Tiwari	Maintenance Engineer	pradeep.tiwari@nmims.edu	151524

PLACEMENT

Name	Designation	Email ID	Contact No.
Mr. Rudresh Agaskar	Joint Director, Placements	rudresh.agaskar@nmims.edu	07312581506
Mr. Harsh Khanna	Asst. Director Placements	harsh.khanna@nmims.edu	07312581507
Mr. Abhijeet Nayak	Placement Executive (Law)	abhijeet.nayak@nmims.edu	07312581508

LIBRARY

Name	Designation	Email ID	Contact No.
Mr. Yogesh Kawale	Assistant Librarian	yogesh.kawale@nmims.edu	07312581517
Ms. Kumari Vandana	Library Assistant	kumari.vandana@nmims.edu	Ext. 1617
Ms. Anjana Saxena	Library Assistant	anjana.saxena@nmims.edu	Ext. 1617