

॥ न्यायस्तत्र प्रमाणं स्यात् ॥



NATIONAL LAW UNIVERSITY DELHI



SAKSHAM



Academic Support Policy of National Law University Delhi

In view of the requirement for additional academic support for students, the University is instituting an Academic Support Policy. It is envisaged under two tracks, a general track which is open to all students who need academic support, subject to capacity and availability of the spots, and a special track for students who need reasonable accommodation in addition to academic support for reasons of disability. The total number of spots available for both tracks is 20 students per batch. The components of the Policy are:

TRACK ONE: General Academic Support

I. Eligibility :

(i) Any student enrolled in the first semester is eligible. The determination for the selection of 20 spots will be based on a variety of factors, including social and educational background, language proficiency, regional background, health conditions, etc.

ii) For all other batches, any student having a CGPA below 3 or below or anyone who has failed in more than two subjects in the previous academic year is eligible.

Or

(iii) Any other student may also apply, and the allocation shall be made depending on the availability of spots after accommodating students eligible under II. The determination will be based on a variety of factors, including academic performance in previous semesters, social and educational background, language proficiency, regional background, health conditions etc.

II. Elements of the Policy

(i) Weekly Tutorials by faculty /teaching assistant:

- One hour every week per subject as per the schedule outlined in the timetable for compulsory papers. The weekly classes shall be engaged as a doubt-clearing session. Seminar course faculty will engage in any doubt clearing session (upto 2 sessions in a semester) based on an individual request by the student.
- Further efforts shall be made towards providing additional academic support by assessing individualized requirements to overcome learning constraints (evaluations are not included) which will allow the student to cope with academic demands. In cases of additional academic support, Academic Associates/Teaching Assistants shall be professionally trained by an external agency.
- Attendance for classes held as part of the policy should be maintained at least 70%. If the attendance falls below 70%, the coordinator shall take appropriate intervention to help the student meet the criteria.
- Oversight by the Dean of Academics in association with the attendance section of the Examination Department.

(ii) Library/Academic Writing Activity:

- Special Orientation for access and utilization of Library Databases with an emphasis on hands-on training, i.e. learning by doing.

- Academic writing workshops and publication support – Planning and oversight by Dean RP&SD and implementation/coordination by Librarian/Library Staff.

(iii) Language support classes:

- Coordination with the British Council/any other external agency for the conduct of outcome-based language classes catered towards individualised learning needs that potentially meet the demand of the law school curriculum.
- Such classes shall be preferably undertaken by the student before the beginning of the semester (May-July every year) and the grading shall be submitted to the university before the beginning of the semester.
- Planning and oversight by Professor of English and implementation/coordination by Librarian/Library Staff.

(iv) IT Support:

- Special training sessions on the use of MS Office, Turnitin other internet tools are required for academic purposes with an emphasis on hands-on training, i.e. learning by doing.
- Oversight and Deputy Registrar in association with the IT Department.

(v) Support for Co-curricular Activities:

- Workshops/training sessions for participation in Moot Court and ADR competitions- Oversight by the Faculty Advisor Moot Court Committee and ADR Committee in association with respective committees.
- Special orientation and CV support for opportunities and career building- Oversight by Faculty-in-charge of RCC in association with RCC.
- Any other activity as proposed by the oversight committee to address a wider set of activities.
- Oversight by Faculty-in-charge of RCC.

(vi) Institutionalizing Student Mentor-Mentee Programs:

Interested students from 3rd, 4th and 5th Years may be invited to be mentors for students eligible under this policy to assist them in academic activities during the semester to facilitate better learning and comprehension. Steps shall be taken towards institutionalisation of this policy by providing extra credits and financial incentives for those students offering support to special needs students under Track I and Track II. The committee may decide on the financial compensation, number of mentorship hours etc. differently for the two tracks and on satisfactory performance of the mentors during the semester. Mentors part of track II shall be provided with professional training to address special needs students in the context of the mentorship programme. (Oversight by Faculty-in-charge, SIEC in association with SIEC).

TRACK TWO: Academic Support for Students with Special Needs

I. Eligibility Criteria:

Only students with PWD certificates/PWD cards issued by the Government of India/ State Government shall be eligible under this track.

II. Elements of the Policy

(i) Students who are a part of this track will be able to avail all benefits of elements pertaining to track I.

(ii) Evaluation/ Assessment: In lieu of 25 marks mid-term examination, the eligible student (based on individualized needs assessment), shall be assigned activities by the subject faculty. Such activities may focus on the recommendations offered by experts. In the case of seminar courses and clinic papers, the faculty member shall assign activities-based assignments for up to 25 marks. - Oversight by UG Council and examination department.

(iii) Grace Marks Policy for PWD students: Students eligible under this track can avail 5 marks grace per paper shall be considered in the promotional year (for clearing the paper) after all opportunities for examination have been exhausted. The general grace marks policy shall not apply to PWD students. No other exemptions/accommodations shall be provided in the end-terms except the availability of a scribe/extra time as per the extant policy for PWD students.

(iv) Offering at least one or two slots in the Center chairs/faculty projects as part of the Anubhuti Project Exemption Policy. Oversight by Dean, Academic Affairs in association with the examination department.

(v) Yearly sensitization and orientation programme for faculty and students separately to understand how our interactions must enable special needs students within and outside the classroom.

Reporting Requirements

(i) The office of the Dean (Academics) shall be responsible for overall implementation of this policy. The coordinator appointed under this policy shall be responsible for overall administrative coordination and implementation of the policy under the guidance of Dean (Academics). A meeting of the oversight committee shall be convened at least once in every semester, preferably at the beginning of the semester, to evaluate the overall working of the scheme, review the reported activities from the previous semester and to suggest necessary changes in its implementation. An annual financial expenditure budget shall be prepared under the supervision of the Oversight Committee to implement various aspects of the policy.

(ii) All activities conducted under this policy should be reported to the oversight committee by way of a report every semester. Every faculty/department responsible under the scheme shall report to the Dean (Academic Affairs) appointed under this scheme and prepare the report.

(iii) A tracker of respective activities and a separate tracker of each student availing benefit under the scheme shall be maintained. The tracker would be utilised to identify the kind of intervention needed by the student to improve their academic and co-curricular performance.

(iv) If the Oversight Committee finds that any specific student enrolled under the scheme has not been attending or not availing benefits under the scheme, such student shall be de-enrolled.

(v) The list of eligible students shall be prepared every semester by the Dean's office and circulated to the Oversight Committee for implementation of this scheme.

(vi) Other departments of the University (for example, communications and social media, admissions, administration, hostel, estate management etc.) shall duly cooperate in conducting activities under the scheme as and when required by the coordinator.

Oversight Committee

Patron: Prof (Dr) G.S. Bajpai, Vice Chancellor, NLU Delhi

Convener and Administrator: Prof (Dr) Anju Tyagi, Dean (Academics)

Joint Convener: Prof Maheshwar Singh, Dean Student Welfare

Coordinator: Sh. Narender Singh, Manager (Student Services)

Members :

1. Prof (Dr) Prasananshu, Professor of English
2. Prof (Dr) Bharti Kumar, Faculty-in-charge, SIEC
3. Prof (Dr) Anup Surendranath, Dean (RP&SD)
4. Dr. Risham Garg, Faculty-in-Charge RCC
5. Dr. Nidhi Gupta, Member Undergraduate Council and Faculty-in-charge ADR
6. Dr. Yogesh Pai, Convenor, Undergraduate Council
7. Dr. Priya Rai, Librarian
8. Sh. Manish Kumar, Deputy Registrar
