



# കേരള ഗസറ്റ് KERALA GAZETTE

## അസാധാരണം EXTRAORDINARY

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### KERALA UNIVERSITY OF HEALTH SCIENCES

#### NOTIFICATION

No. 10155/2022/ACI/Gen.A2/AHS/KUHS (4)

11<sup>th</sup> February, 2025

In exercise of the powers conferred by Chapter XXXVI of the First Statutes, 2013 of the Kerala University of Health Sciences, the Academic Council in its 30th meeting held on 16-07-2022 vide item No.30.02 made the BOT Course Regulation conducted by Kerala University of Health Sciences. The 70th Governing Council meeting held on 26-07-2022 has approved the same. The regulations were placed before the Senate at the meeting dated 04-03-2023.

It is hereby notified that the Regulations of BOT Course conducted by Kerala University of Health sciences, as appended.

(Sd.)

Registrar



**BACHELOR OF OCCUPATIONAL THERAPY (BOT-Course Code :022)**  
**Course Regulations-(2024-2025 Academic Year onwards)**

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## Short Title

These Regulations shall be called ‘KUHS BOT Course Regulations 2024’ and shall be binding on the course “**BACHELOR OF OCCUPATIONAL THERAPY**” (abbreviated as BOT) Course Code – 022 affiliated to the Kerala University of Health Sciences unless otherwise mentioned herein and shall come into force from the date of their publication in the Official Gazette. These regulations are applicable for all students admitted to BOT course from the admission year 2024.

## Definitions

In these Regulations, unless the context otherwise requires-

- i. ‘KUHS’ or ‘University’ means Kerala University of Health Sciences
- ii. ‘Act’, ‘Statutes’, ‘Ordinances’, and ‘Regulations’ mean respectively the Act, Statutes, Ordinances and Regulations of the Kerala University of Health Sciences.
- iii. ‘Laws of the University’ means the Act, Statutes, Ordinances, Regulations and Rules of the University as the case may be.
- iv. ‘College’ or ‘Institution’ means those which are conducting course(s) having affiliation with KUHS.
- v. ‘Registration’ means registration in the Kerala University of Health Sciences as a student for undergoing the course mentioned under these Regulations.
- vi. ‘Faculty’ means Faculty mentioned in Act, Statutes, Ordinances, Regulations of KUHS
- vii. ‘Pass Board’ means pass board mentioned in Examination Ordinances and Regulations.
- viii. ‘Competent Authority’ means an authority approved by Government of India /Government of Kerala /Kerala University of Health Sciences.
- ix. ‘University Examination’ means Regular / Main / Annual University Examination, unless specified otherwise.
- x. ‘Supplementary Examination’ means the supplementary examination held by the University following the regular examination.
- xi. ‘MSR’ means Minimum Standard Requirements for a course
- xii. ‘Practical examination’ includes practical/clinical and viva voce
- xiii. ‘State’ means the State of Kerala.
- xiv. ‘Internal examinations’ and ‘Internal marks’ means Sessional examinations and Sessional marks.



### 1.1 Eligibility for Admission

- a. Candidate should have completed 17 years of age as on 31 December of the admission year.
- b. Candidates for admission to the course shall have passed the Higher secondary examination conducted by Board of Higher Secondary Education, Govt. of Kerala or Examinations recognized equivalent there to by the Kerala University of Health Sciences through full time regular mode of study with 50% marks in aggregate for Physics, Chemistry and Biology put together and separate minimum pass marks for Physics, Chemistry and Biology. Aggregate marks should be calculated based on the pass criteria adopted by the concerned Board conducting the qualifying examination.
- c. Relaxation of marks and age in the qualifying examination for SC/ST, Socially and Educationally Backward Communities (SEBC), differently abled candidates, or any other categories as fixed by the competent authority.
- d. Candidate shall be Citizen of India, if not otherwise exempted by competent authority.
- e. Candidate shall be medically fit for undergoing the course.
- f. In case of Grade system, Grade to percentage of marks conversion scheme obtained from University/Board should be submitted along with the application.

### 1.2 Mode of selection to the course

- a. The selection of students for the course shall be merit based, ensuring transparency and fairness. The process shall be as decided by the competent authority approved by the Government of India / Government of Kerala and / or Kerala University of Health Sciences
- b. The cut-off date of admission shall be as prescribed by Government of Kerala and / or KUHS

### 1.3 Number of seats

As decided by KUHS from time to time.

### 1.4 Academic Requirements for conduct of Course:

Minimum Standard Requirements for offering the course in terms of land, infrastructure, equipment, clinical materials, teaching facility, faculty and other human resources etc. shall be as per the MSR of the Course prescribed by KUHS from time to time.

### 1.5 Registration of students

- a. KUHS shall register / admit students, only to the courses and institutions affiliated and recognized by KUHS.
- b. Every College/ Institution shall complete the basic details entry of the admitted students in the University portal on the cut-off date prescribed by KUHS.
- c. Principal / Head of the Institution shall complete the student registration in the University



portal by entering the details required by the University therein, of each student.

- d. After completing the entries, the Principal / Head of the Institution shall download the consolidated report along with the student registration proforma of each student and forward the same to the University.
- e. Principal / Head of the Institution shall be responsible for the genuineness of contents entered in the student registration proforma and related statements uploaded in the University portal.
- f. A declaration in the prescribed format shall be uploaded by the Principal / Head of the Institution in the University portal. The hard copy of declaration in original and the copies of the documents prescribed by KUHS/Government or other competent authority with regards to registration of the students, shall be forwarded to the University along with the consolidated report.

## **1.6 Course Fee**

As stipulated by the Government of Kerala/ KUHS from time to time

## **1.7 Syllabus and Medium of instruction**

Syllabus shall be prescribed by KUHS from time to time. Medium of instruction and examinations shall be in English.

## **1.8 Attendance and course period**

- a. The duration of the course is four and half years including 6 months compulsory rotating internship.
- b. Minimum number of working days shall not be less than 240 days in an academic year.
- c. Minimum 80% attendance in theory and 80% attendance in Practical/ clinical, in each subject separately in each year for appearing for University Examinations. This mandatory requirement cannot be diluted under any circumstances, including maternity/medical leave.
- d. The attendance shall be calculated at least on a monthly basis and displayed on notice board.
- e. The Head of the institution should submit Attendance Performance Certificate(APC) for each candidate on the satisfactory completion of the course before registering for examination of each year.

## **1.9 Condonation of shortage of Attendance**

- a. Condonation of shortage of attendance on genuine grounds, for a subject/subjects (in theory or in practical or both) up to a maximum of 5% can be granted once during the entire course period. The Principals/ Heads of Institutions are empowered to granting condonation for shortage of attendance on recommendation by Head(s) of the Department under intimation to KUHS and with the prescribed fee.



- b. Along with the application for Registration in the Examination, the Principal/Head of the Institution should give an undertaking that the candidate has not availed previously this facility.
- c. A Register showing the details of Condonation granted shall be maintained in the office of the Principal of the colleges, which shall be subjected to verification by the authorized officers of the University.

#### **1.10 Leave and Holidays**

As prescribed by the Government of Kerala / KUHS from time to time.

#### **1.11 Monitoring Learning Progress:**

- a. It shall be the responsibility of every College/institution to see that the learning process of students admitted are monitored and assessed.
- b. The monthly attendance statement of each batch of students shall be forwarded to the University before the 7th of the succeeding month.
- c. The marks of all Internal Assessment Examinations shall be forwarded to the University within 7 days of declaration of the results of that Internal Assessment Examinations.

#### **1.12 Transfer during course and Internship**

- a. Transfer of students to other institutions within or outside the state shall not be permitted normally during the course and internship.
- b. In exceptional cases, the University reserves the right to apply discretion and consider such transfers, subject to the KUHS Ordinance in force.

#### **1.13 Duration permitted for completion of the course**

The duration of the course is four and half years including 6 months compulsory rotating internship. Maximum duration permitted to complete the course shall be 9 years including internship. (Double the normal course duration including internship)

#### **1.14 Internal assessment [Conducted by College]**

- a. There shall be a minimum of 3 periodic assessments, for theory and practical including viva separately, of similar *maximum* marks of which the final one will be University model examination (to familiarize the examination pattern of KUHS).
- b. These are minimum required numbers, but more examinations can be scheduled by departments
- c. Average of the marks of the best two periodic assessments shall be taken as internal assessment mark of the candidate
- d. The class average of internal assessments mark of theory and practical should not exceed



75% of Maximum marks for regular examinations and 80% for supplementary examination.

- e. The class average of internal assessment for an exam shall be calculated based on the total number of candidates in a particular batch appearing for that internal assessment examination.
- f. The candidate must secure the minimum 50% marks for internal assessment in theory and practical separately in each subject in order to be eligible to appear in the university examination of the subject.

### **1.15 Examinations**

As per KUHS Examination Regulations, Ordinances, and Course syllabus from time to time

### **1.16 Criteria for pass**

- a. A candidate shall obtain minimum 50% of marks in each subject in University theory and University practical examinations separately.
- b. The candidate must secure a minimum 50% marks for internal assessment in theory and practical separately in each subject.
- c. In the practical section a candidate shall secure 50% aggregate marks which includes university practical, viva voce and internal assessment taken together.
- d. A candidate failing in one or more subject(s) shall appear for the failed subject(s) as a whole in the next appearance (i.e. Theory, Practical and VIVA).
- e. A candidate shall obtain minimum 50 % of marks in internal assessment and University examinations separately for dissertation.

### **1.17 Grace Mark**

- a. University may grant a maximum of 5 marks or as per University regulations as moderation, either in a subject alone or distribute it among subjects (theory/practical/viva/internal assessment) so as to make the candidate eligible for a pass of a subject/subjects.
- b. The granting of moderation is at the discretion of the concerned pass board constituted by the Controller of Examinations and will not be the right of the candidate.

### **1.18 Criteria for promotion**

- a. A candidate having 80% attendance in theory and 80% attendance in Practical/ clinical, in each subject separately and minimum required internal assessment marks in theory and practical in all the subjects and registered for examination shall be eligible for promotion to next higher class up to final year.
- b. The candidate shall be eligible to register for the final year examination only after passing all the subjects/Papers of the previous years and after submitting dissertation to the



University.

- c. The candidates shall be eligible to start internship after passing the subjects/papers of the final year examinations.

### **1.19 Carry over benefit**

As Per Clause 1.18 above.

### **1.20 Issuance of Mark lists and Certificates**

- a. The mark list shall bear the date of publication of the results of the concerned examination and the passed candidate shall be deemed to have passed the examination on that date.
- b. Digitally signed Mark lists for each examination is downloadable from the website after the declaration of results.
- c. Consolidated mark list shall be issued on request after payment of the required fee, once the candidate has been declared to have passed in all the examinations of the course. The consolidated mark list will have the name of examination in which the candidate has passed and the subject with the details of the marks secured.
- d. The “provisional degree certificate” shall be issued after successful completion of the course, passing all the subjects and completing internship. The provisional degree certificate will be valid for a period of one year from the date of issue of the same or the till the issue of degree certificate, whichever is earlier.
- e. The Degree Certificate shall be issued only after successful completion of course, passing all the examinations and completing internship.

### **1.21 Declaration of class**

<b>Percentage of marks</b>	<b>Class</b>
Below 50%	Fail
Above 50% and less than 60%	Passed with Second Class
Above 60 % and less than 75%	Passed with First Class
75% and above	First Class with Distinction

First class/ distinction may be awarded irrespective of whether the candidate has appeared for regular or supplementary examination.

### **1.22 Declaration of rank**

- a. Rank shall be awarded based on aggregate marks obtained in all subjects in all the regular University examinations of the course.





- b. Only a candidate who successfully completes the course in minimum duration and passes all the subjects in regular examinations shall be eligible for the award of rank

### **1.23 Attempt/Chance**

- a. If a student registers for an examination and then fails to attend the whole examination, then it will not be considered as an attempt /chance.
- b. Partial appearance at any University examination shall be counted as an availed attempt/chance.

### **1.24 Partial Appearance of Examinations**

Partial appearance is permitted in University examinations, provided,

- a. If the candidate satisfies attendance requirements in all subjects of the respective examination, including the subjects in which the candidate is not appearing
- b. If the candidate has the required Internal Assessment marks for the subject which the candidate is appearing for.

### **1.25 Condonation of Break of Study**

Condonation of Break of Study shall be permitted as per the condition stipulated by the University from time to time.

### **1.26 Internship**

The course include Six months Compulsory Rotating Internship. The date of joining of internship shall be immediately after the declaration of results i.e. within ten days. The period of completion of Internship shall not be more than one year from the date of joining of internship. Otherwise the students shall get condonation of break of internship from the University.

### **1.27 Transcript**

Transcript shall be issued by the Kerala University of Health Sciences in the model format approved by the University.

### **1.28 Stipend**

Stipend shall be as per the regulations of the State Government Orders or directions for the course from time to time.

### **1.29 Eligibility for award of Degree**

- a. A candidate who passes all subjects of the course and completes the internship successfully shall be eligible for the award of degree during the ensuing convocation.
- b. Degree is awarded under Faculty of Allied Health Sciences.



**1.30 Saving Clause**

Wherever these Course Regulations are silent on any particular aspect of the Course, the stipulations made in the Academic Regulations of Kerala University of Health Sciences inforce shall apply mutatis mutandis.

