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PLACEMENT CELL
Dr B R AMBEDKAR COLLEGE OF LAW
ANDHRA UNIVERSITY,
VISAKHAPATNAM, ANDHRA PRADESH



University Vision

"Create New Frontiers of Knowledge in Quest for
Development of the Humane and Just Society"

RULEBOOK FOR PLACEMENTS, INTERNSHIP AND MOOT COURT ACTIVITIES



College Vision

"Create eminent jurists who uphold justice
and assist legal luminaries, social
engineers through inculcating continuous
excellence in legal education and research"

College Mission

"To be the frontier in imparting
Comprehensive legal education of global
standards with firm roots in constitutional
commitments, juridical, juristic social values"



RULEBOOK FOR COMMITTEES

ADVISORY BOARD

PATRON-IN-CHIEF



Prof. PGVD PRASAD REDDY
Vice Chancellor
Andhra University

PATRON



Prof. V VIJAY LAKSHMI
Principal
Dr B R Ambedkar College of Law

EXECUTIVE COUNCIL



Prof. (Hon) V RAJYA LAXMI
Former Chairperson BOS



Prof. D SURYA PRAKASH RAO
Chairman, Faculty of Law



Prof. S SUMITRA
Former Principal



Dr K SITA MANIKYAM
Placement Officer
Chairperson BOS



Dr LVK PRASAD
Co-Ordinator Student Activities



Dr K PALLAVI
NSS Programme Officer

STUDENTS



S SHIVA
5/5 BA LLB



B KRISHNA PRASAD
3/3 LLB



Ms N RAMYA
5/5 BA LLB



ABOUT THE UNIVERSITY

Andhra University is one of the oldest educational institutions in the country and also the first to be conceived as a residential, teaching and affiliating University, mainly devoted to post-graduate teaching and research. Ever since its inception in 1926, it has an impeccable record of catering the educational needs and solving the sociological problems of the region. The University has always been ranked in the finest Institutions category in the country. Year by year, the University improves NIRF and other rankings. The University is accredited by the NAAC with 'A' grade and is also an ISO 9000-2015 certified Institution.



ABOUT THE COLLEGE



Law college was established in Andhra University in the year 1945 to meet a long felt need for a college of law in this part of the country, which was then a part of Madras Province. As a mark of respect towards the great son of India and Chief Architect of the Indian Constitution, the college has been renamed as Dr B R Ambedkar College of Law in 1989. The College of Law is also ranked in the finest law colleges category in the country. Ranked 10th in 2019 and 15th in 2018 in NIRF and also secured other good rankings. The college is well known for its well qualified faculty with diverse domain specific and special research backgrounds. Faculty members have distinguished themselves by participating in International academic meets including exchange programs and did substantial Post-Doctoral research. Dr B R Ambedkar College of Law is focused to serve legal fraternity by mainly aiming on research in different aspects of law. During its course of journey since its inception, law college has awarded more than 250 PhD's to research scholars all over India and also awarded more than 20 PhD's to International Students from various countries. Dr B R Ambedkar College of Law provides multi-dimensional development of students and scholars. Women Grievance Redressal Cell, Legal Aid Clinic along with societies for cultural & extra-curricular activities, Placement & Consultancy Cell and also National Service Scheme of the college address different issues of the students and are instrumental to maintain academic culture in the college. Innovative pedagogical teaching approaches, various training programmes to students ranging from subject knowledge to soft skills keep Dr B R Ambedkar College of Law as one of the most sought-after law college. Dr B R Ambedkar College of Law has rarest traditional law library and is very famous not only in Andhra Pradesh but also in Telangana.



OBJECTIVES

DR. B R AMBEDKAR COLLEGE OF LAW, ANDHRA UNIVERSITY provided this Rule Book to regulate the Core Committee and other allied committees of our college to be fair and in just manner and aims at facilitating such activities to their best potential and to secure all its students:

- 1) **KNOWLEDGE DISTRIBUTION** utilizing available resources;
- 2) **EQUALITY** of opportunity;
- 3) **GENDER INCLUSIVITY** in all activities; with **LIBERTY**; and **FRATERNITY**; integrity of the institution with
- 4) **HUMAN DIGNITY**



RULEBOOK FOR COMMITTEES

OUR MOTTO

CORE COMMITTEE

1. To **uphold highest standards of fairness, responsibility and integrity** in all activities of the college. Shall **promote team work** and work together, to meet the needs of the Committees and expectations of the Institution.
2. **Committed** to develop a harmonious relationship among the students, keeping the present academic interests and the careers ought to be pursued by students (providing nexus between 'who we are' and 'who we want to be').
3. **Keep the Institution in high esteem** and respect all its edicts. Shall value all fellow students; encourage their development and reward their performances.
4. **Accountable** personally as well as collectively for fulfilling the commitments and agendas.
5. Keep the **cordial relationship** among all stake holders of the college.

PLACEMENT COMMITTEE

1. **Create an ideal interface** between industry expectations vis-a-vis student capabilities.
2. To **make sure** that the **students are ready to contribute** for the growth of organization they are going to be placed.
3. **Impart Logical reasoning and Analytical skills** to students and strengthen their legal knowledge base with rigorous training.
4. To **achieve 100% placement** year upon year, would groom all the students by enlightening them about latest job trends / opportunities in different companies and law firms.

INTERNSHIP COMMITTEE

1. To **provide Internships** which would **enable real-life experience** in legal career.
2. To provide **real exposure to the actual job awaiting ahead** and enhance capacity building with working spirit.
3. To expose law students to the practical legal environment and **enlighten** them **regarding the current scenarios** of various legal public and private organizations.
4. To provide **possible opportunities for internships, personality development** and to strengthen legal knowledge of students.

MOOT COURT COMMITTEE

1. **Assist fellow students** to develop practical knowledge and skills in **drafting, pleading, improving research ability** through collection of relevant information on various aspects of law.
2. To **develop advocacy skills** among students **by organizing moot training workshops** and conducting **intra-college or inter-college, inter university and national competitions.**



RULEBOOK FOR COMMITTEES

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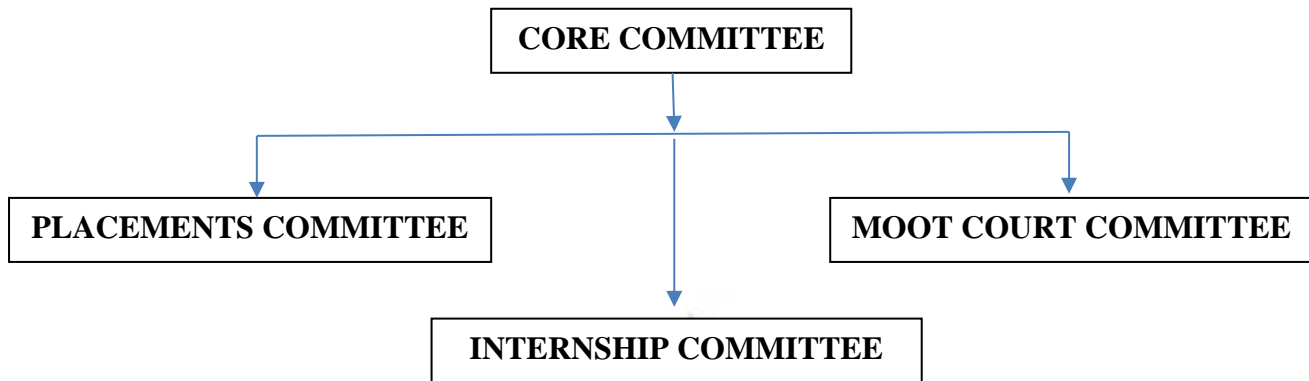
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RULEBOOK FOR COMMITTEES
ORGANISATION CHART OF COMMITTEES



There shall be Four Committees handling various functions and activities related to students in Dr B R Ambedkar College of Law, Andhra University.

**PART-I
INTRODUCTION**

ARTICLE 1: Title and extent of operation of the Rulebook-

This Rulebook shall be called Rulebook for the Committees, for Dr. B R Ambedkar College of Law, Andhra University.

**PART-II
GENERAL EXPLANATIONS**

ARTICLE 2: Definitions – Defines various important words as follows: -

- (i) **Advisors:** Advisors shall be selected by the Core Committee. Such Advisors may be Judicial Officers, Academicians, Senior Advocates, Corporate Heads, Human Resource Personnel and other eminent persons from various fields.
- (ii) **Chairperson:** The Chairperson shall be the Principal of Dr. B R Ambedkar College of Law, Andhra University.
- (iii) **President:** There shall be a President to all three committees, such President shall be the Professor - in- charge appointed by the Principal of the Institution. The Presidents shall be ex-officio members to the Core Committee.
- (iv) **Prime Student Members:** A Prime Student Member shall be the student head of the assigned Committee. In Core Committee, there shall be three Prime Student Members representing the three Committees.
- (v) **Student Members:** Student Members shall be students belonging of 3 Years and 5 Years LLB, selected by the President and functioning under respective Prime Student Member or President of a Committee.

PART-III



RULEBOOK FOR COMMITTEES
THE CORE COMMITTEE

ARTICLE 3: Establishment and constitution of the Core Committee- There shall be a Core Committee for Dr. B R Ambedkar College of Law, Andhra University.

ARTICLE 3A: Composition of the Core Committee- The Core Committee shall consist of;

- (i) Chairperson
- (ii) Presidents of all three Committees (Three members)
- (iii) Advisors (Nine members)
- (iv) Prime Student Members (Three members: One from each Committee)

ARTICLE 3B: Chairperson - Principal, Dr. B R Ambedkar College of Law shall be the ex-officio Chairperson of the Core Committee. Chairperson may delegate the powers to any advisory member, preferably from the teaching faculty of the College.

ARTICLE 3C: Committee Presidents - There shall be a President to all three committees (Placement, Internship and Moot Court Committees). Such President shall be the Professor - in- charge appointed by the Chairperson. The concerned Presidents of all three Committees shall be ex-officio members of the Core Committee.

ARTICLE 3D: Advisors- There shall be Advisors to the Core Committee, such advisors shall be nominated amongst eminent persons in the field of law.

- (1) The committee shall consist of nine advisors;
 - (i) Two members shall be either from present or retired faculty of the College;
 - (ii) Two members shall be from Bar;
 - (iii) Two members shall be from judicial officers of District Court, Visakhapatnam;
 - (iv) Two members shall be from the industry;
 - (v) One member shall be a professor of other University.
- (2) All Advisors shall be nominated by the Chairperson in consultation with the Placement Officer.
- (3) The Chairperson decision is final.

ARTICLE 3E: Prime Student Members- There shall be three Prime Student Members representing all three Committees respectively.

There shall be three Prime Student Members who shall have a minimum GPA of 5.5 in their previously cleared semester exams.

Such members shall be appointed normally by the Chairperson of the Core Committee.

ARTICLE 3F: Functions and Duties of Prime Student Members – Mandatory provisions provided in this article shall be followed by the Prime Student Members while exercising their rights and duties;

- (i) The Prime Student Members shall, only serve as the representative of their respective Committees, such representation shall include the interest and opinion of their Committee Members.
- (ii) The Prime Student Members have no decision making or voting rights within the Core Committee and their membership is only assistance in nature.
- (iii) Any representation by such Prime Student Members shall be made with the collective opinion of their concerned Committees.

ARTICLE 3G: Duration of Core Committee-

- (i) The Core Committee, generally, shall continue to function for one academic year from the date of appointment.
- (ii) In case of vacancy of seat in the Core Committee due to retirement or resignation, such vacancy shall be filled as soon as possible before the expiration of the tenure.



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- (iii) The Core Committee ceases to operate, after the expiration of one year, however it continues until the appointment to the new Core Committee is made.
- (iv) The Chairperson can reconstitute the same members for the next tenure also.
- (v) After expiry of the tenure, the Core Committee shall be immediately reconstituted, in accordance with the procedure laid down in the Rulebook.
- (vi) Regarding removal of any difficulty, the decision of the Principal, Dr. B R Ambedkar College of Law (Ex-officio chairperson) is final.

ARTICLE 3H: Removal Provisions-

- (i) The Core Committee itself or on the recommendation of the Disciplinary Board, Dr. B R Ambedkar College of Law, shall remove the membership of any of the three Prime Student Members on the grounds mentioned in Article 3I.
- (ii) Memberships of the three Prime Student Members shall be suspended for a period of one month which may even extend up to three months.
- (iii) On satisfaction of the explanation given by the suspended member, the suspension may be lifted.

ARTICLE 3I: Grounds for Removal-

- (i) Membership of a Prime Student Member or other student members of the Committees may be suspended, if such person is violating any of the provisions of the Rulebook or University Disciplinary Code of Conduct.
- (ii) Membership may be suspended, if such member has been absent for three consecutive Core Committee meetings without prior intimation to the President or without valid reason.
- (iii) Membership may be suspended if the member is found intentionally negligent towards his/her duties as envisaged under the Rulebook.
Any violation of the law of the land or University rules may lead to direct suspension.
- (iv) The Chairperson shall have exclusive inherent powers to take *suo moto* cognizance of any event and may proclaim edict with either retrospective or prospective effects.
- (v) Suspension proceedings under Article 3I clause (iii) may be initiated only on an official complaint (in writing) by the faculty or any student of Dr. B R Ambedkar College of Law, Andhra University to the Core Committee.
- (vi) Complaint received under Article 3I clause (v) may be referred to a Disciplinary Board. Such Board shall be constituted by the Chairperson of the Core Committee.
- (vii) Membership may also be suspended if the member has backlogs in any of the previous semesters.

ARTICLE 3J: Functions, Powers and Duties of the Core Committee-

- (i) The Committee shall have advisory and supervisory rights, such rights shall be subject to the decision of the Principal, Dr. B R Ambedkar College of Law, Andhra University
- (ii) Any advice by the Core Committee shall be final and binding over all other Committees.
- (iii) The Core Committee shall maintain a Register of Record. All relevant information regarding the administration of the Core Committee shall be updated in such Register. It shall be the duty of the Prime Student Members to maintain the Register up to date.
- (iv) The Core Committee, if it thinks fit, shall constitute a Disciplinary Board. Such Board shall be headed by a Professor In-charge, as directed by the Chairperson of the Core Committee. The decision made by such Board shall be final, generally subject to the authority of Principal.
- (v) The directions and edict by the Core Committee shall be binding on the subordinate Committees.
- (vi) The members of all Committees including Core Committees shall hold their positions for the tenure they are being nominated.
- (vii) The Principal, Dr. B R Ambedkar College of Law shall have an exclusive inherent power to dissolve the entire Core Committee or any of the three Committees or all three Committees and constitute a new one when the tenure is over or on ground of discipline.



ARTICLE 3K: Amendment of the Rulebook-

- (i) Core Committee, such Committee may amend the Rulebook by way of addition, variation or repeal any provision of the Rulebook in accordance with the procedure laid down by the Core Committee.

ARTICLE 3L: Overriding Power

- (i) All decisions or actions of the President or Prime Student Member or student members, shall be subject to the approval of the Principal, Dr B R Ambedkar College of Law.

PART-IV

THE PLACEMENT COMMITTEE

ARTICLE 4: Establishment and constitution of the Placement Committee- There shall be a Placement Committee for Dr. B R Ambedkar College of Law, Andhra University and such committee shall discharge its duties during the pleasure of the Core Committee. Subject to the powers of the Core Committee, the Placement Committee shall govern all matters regarding placements.

ARTICLE 4A: Composition of the Placement Committee- The committee shall consist of:

- (1) President
- (2) Prime Student Member
- (3) Student members (Fifteen members)

Additional 10 Student Members can be co-opted on need basis by the Placement Committee to be approved by the Principal of the College.

ARTICLE 4B: President- There shall be a President for the Placement Committee, such President shall be ex-officio member of the Core Committee.

- (1) The Placement Officer of Dr. B R Ambedkar College of Law, Andhra University shall be the President.
- (2) Where the seat of Placement Officer is vacant, any person from the faculty shall be appointed by the Chairperson of the Core Committee i.e., Principal of the College.

ARTICLE 4C: Prime Student Member- There shall be a Prime Student Member representing the Placement Committee in the Core Committee. He / She shall be the student head of the Committee.

The President of the Placement Committee, on valid reasons, may recommend any one student to the Core Committee, for the position of Prime Student Member.

ARTICLE 4D: Student Members-

- (1) There shall be Student Members for proper functioning of the Placement Committee, the number of such Student Members shall not exceed fifteen.
- (2) Other additional interested students can be taken as Student Members on first come first serve basis. The membership of the Student Members shall be more than five members. In the case of vacant position of any Student Member, Placement Committee shall induct new Student Members as soon as possible.

ARTICLE 4E: Qualification for Prime Student Member and Student Members - All students of BA LLB (5 years course), LLB (3 years course), LLM and PhD scholars of Dr B R Ambedkar College of Law, Andhra University, shall be eligible to act as Prime Student Member and Student Members of the Placement Committee.

Provided that the students who are acting as Prime Student Member and Student Members shall have a minimum GPA of 5.5 in their previously cleared semester exams.

Also, further provided that the Student Members shall not have been debarred and pass in first attempt.



ARTICLE 4F: Selection of Student Members- All student members shall be selected by the Placement Committee.

- (i) The students who are interested and have past experience in co-curricular activities may be given priority during the selections.
- (ii) The decision of the Placement Committee regarding selection of student members and additional student members shall be final.
- (iii) New members shall be selected through interview.
- (iv) Selection may also be done in any other procedure prescribed by the Core Committee.

ARTICLE 4G: Duration of Prime Student Member and Student Members etc.-

- (1) The term of Prime Student Member, all Student Members and all Additional Student Members shall be one academic year generally.
- (2) After the expiration of tenure, all students shall go through selection process.

ARTICLE 4H: Suspension of Student Membership- The committee itself or on the recommendations of the Core Committee, President of the Placement Committee may suspend the membership of any Student Member.

ARTICLE 4I: Grounds for Suspension- The Placement Committee may suspend the membership of any Student Member, if it comes to its notice that the member is engaging in activities which are violating the provisions of the Rulebook or rules of the University.

- (i) Membership may also be suspended if member does not appear for consecutive meetings without prior approval from the President or without any valid reasons.
- (ii) Student Member may also give written resignation to the Committee provided the core committee should satisfy the reason given for resignation.

ARTICLE 4J: Effect of suspension- A suspended member for the duration of the suspension cannot participate in any administration or organizing activities of the Placement Committee and shall not represent the committee as an active member.

ARTICLE 4K: Functions of the Placement Committee-

- (1) The functions of the committee shall be subject to the directions and discretion of the Core Committee.
- (2) The primary functions of the committee shall be:
 - (i) To organize mock interviews to be held within the college exclusively for the students of Dr B R Ambedkar College of Law.
 - (ii) To organize mini-workshops. Such workshops shall be done in a holistic manner covering all possible dimensions of placements.
 - (iii) To submit annual report regarding the placement performances of the students and the working of the committee in general after holding annual general meeting, such report shall be submitted to the Chairperson.
 - (iv) To hold annual general meeting wherein the annual report shall be discussed. The meeting shall be headed by the President, shall be the last official event of the committee before expiry of tenure.
- (3) Subject to the decision of the Core Committee, the Committee shall have the power to prepare a set of rules for proper administration of the committee.



ARTICLE 4L: Powers and Duties-

- (1) The committee shall have the sole authority to regulate all the activities relating to placements in Dr B R Ambedkar College of Law, Andhra University.
- (2) It shall be the sole discretion of the committee to choose law firms and companies to which Dr B R Ambedkar College of Law shall send invitations.
- (3) The Placement Committee shall have the power to impose any reasonable penalty on any student participating in an internal or external activity organized by the Committee for gross violation of rules.
- (4) The Placement Committee should function according to the University norms.

PART-V

INTERNSHIP COMMITTEE

ARTICLE 5: Establishment and constitution of the Internship Committee- There shall be an Internship Committee for Dr. B R Ambedkar College of Law, Andhra University and such committee shall discharge its duties during the pleasure of the Core Committee. Subject to the powers of the Core Committee, the Internship Committee shall govern all matters regarding internships.

ARTICLE 5A: Composition of the Internship Committee- The committee shall consist of:

- (1) President
- (2) Prime Student Member
- (3) Student members (Fifteen members)

Additional 10 Student Members can be co-opted on need basis by the Internship Committee to be approved by the Principal of the College.

ARTICLE 5B: President- There shall be a President for the Internship Committee, such President shall be ex-officio member of the Core Committee.

Any person from the faculty of law shall be eligible for an appointment as President, such person shall be appointed by the Chairperson of the Core Committee.

ARTICLE 5C: Prime Student Member- There shall be a Prime Student Member representing the Internship Committee in the Core Committee. Such Prime Student Member shall be the student head of the Committee. The President of the Internship Committee, on valid reasons, may recommend any one student to the Core Committee, as Prime Student Member.

ARTICLE 5D: Student Members-

- (1) There shall be Student Members for proper functioning of the Internship Committee, the number of such Student Members shall not exceed fifteen.
- (2) Other additional interested students can be taken as Student Members on first come first serve basis. The membership of the Student Members shall be more than five members. In the case of vacant position of any Student Member, Internship Committee shall induct new Student Members as soon as possible.

ARTICLE 5E: Qualification for Prime Student Member and Student Members - All students of BA LLB (5 years course) and LLB (3 years course) of Dr B R Ambedkar College of Law, Andhra University, shall be eligible to act as Prime Student Member and Student Members of the Internship Committee.

Provided that the students who are acting as Prime Student Member and Student Members shall have a minimum GPA of 5.5 in their previously cleared semester exams generally.



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Moreover, the Student Members shall not have been debarred and pass in first attempt in the previous exams.

ARTICLE 5F: Selection of Student Members- All student members shall be selected by the Internship Committee.

- (i) The students who are interested and have past experience in co-curricular activity may be given priority during the selections.
- (ii) The decision of the Internship Committee regarding selection of student members and additional student members shall be final.
- (iii) New members shall be selected through interview.
- (iv) Selection may also be done in any other procedure prescribed by the Core Committee.

ARTICLE 5G: Duration of Prime Student Member and Student Members, etc.-

- (1) The term of Prime Student Member, all Student Members and all Additional Student Members shall be one academic year generally.
- (2) After the expiration of tenure, all students shall go through selection process.

ARTICLE 5H: Suspension of Student Membership- The committee itself or on the recommendations of the Core Committee, President of the Internship Committee may suspend the membership of any Student Member.

ARTICLE 5I: Grounds for Suspension- The Internship Committee may suspend the membership of any Student Member, if it comes to its notice that the member is engaging in activities which are violating the provisions of the Rulebook or rules of the University.

- (i) Membership may also be suspended if member does not appear for consecutive meetings without prior approval from the President or without any valid reasons.
- (ii) Student Member may also give written resignation to the Committee provided the core committee should satisfy the reason given for resignation.

ARTICLE 5J: Effect of suspension- A suspended member for the duration of the suspension cannot participate in any administration or organizing activities of the Internship Committee and shall not represent the committee as an active member.

ARTICLE 5K: Functions of the Internship Committee-

- (1) The functions of the committee shall be subject to the directions and discretion of the Core Committee.
- (2) The primary functions of the committee shall be:
 - (i) To organize skill development programmes which shall be held within the college premises exclusively for the students of Dr B R Ambedkar College of Law.
 - (ii) To organize mini-workshops, such workshops shall be done in a holistic manner covering all possible dimensions of Internships.
 - (iii) To organize seminars, such seminars shall be done in a holistic manner covering various dimensions of law.
 - (iv) To submit annual report regarding the Internship performances of the students and the working of the committee in general after holding annual general meeting, such report shall be submitted to the Chairperson.
 - (v) To hold annual general meeting wherein the annual report shall be discussed. The meeting shall be headed by the President, shall be the last official event of the committee before expiry of tenure.
- (3) Subject to the decision of the Core Committee, the Committee shall have the power to prepare a set of rules for proper administration of the committee.



ARTICLE 5L: Powers and Duties-

- (1) The committee shall have the sole authority to regulate all the activities relating to Internships in Dr B R Ambedkar College of Law, Andhra University.
- (2) It shall be the sole discretion of the committee to choose or approve various internship programmes or opportunities.
- (3) The Internship Committee shall have the power to impose any reasonable penalty on any student participating in an internal or external activity organized by the Committee for gross violation of rules.
- (4) The Internship Committee should function according to the University norms.

PART-VI

MOOT COURT COMMITTEE

ARTICLE 6: Establishment and constitution of the Moot Court Committee- There shall be a Moot Court Committee for Dr. B R Ambedkar College of Law, Andhra University and such committee shall discharge its duties during the pleasure of the Core Committee. Subject to the powers of the Core Committee, the Moot Court Committee shall govern all matters regarding Moot Courts.

ARTICLE 6A: Composition of the Moot Court Committee- The committee shall consist of:

- (1) President
- (2) Prime Student Member
- (3) Student members (Fifteen members)

Additional 10 Student Members can be co-opted on need basis by the Placement Committee to be approved by the Principal of the College.

ARTICLE 6B: President- There shall be a President for the Moot Court Committee, such President shall be ex-officio member of the Core Committee.

Any person from the faculty of law shall be eligible for an appointment as President, such person shall be appointed by the Chairperson of the Core Committee.

ARTICLE 6C: Prime Student Member- There shall be a Prime Student Member representing the Moot Court Committee in the Core Committee, he shall be the student head of the Committee.

The President of the Moot Court Committee, on valid reasons, may recommend any one student to the Core Committee, as Prime Student Member.

ARTICLE 6D: Student Members-

- (1) There shall be Student Members for proper functioning of the Moot Court Committee, the number of such Student Members shall not exceed fifteen.
- (2) Other additional interested students shall be part of the Additional Student Members.

Provided that the membership of the Student Members shall be more than five members. In the case of vacant position of any Student Member, Moot Court Committee shall induct new Student Members as soon as possible.

ARTICLE 6E: Qualification for Prime Student Member and Student Members - All students of BA LLB (5 years course) and LLB (3 years course) of Dr B R Ambedkar College of Law, Andhra University, shall be eligible to act as Prime Student Member and Student Members of the Moot Court Committee.

Provided that the students who are acting as Prime Student Member and Student Members shall have a minimum GPA of 5.5 in their previously cleared semester exams generally.

Moreover, the Student Members shall not have been debarred and pass in first attempt.



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ARTICLE 6F: Selection of Student Members- All student members shall be selected by the Moot Court Committee.

- (i) The students who are interested and have past experience in co-curricular activity may be given priority during the selections.
- (ii) The decision of the Moot Court Committee regarding selection of student members and additional student members shall be final.
- (iii) New members shall be selected through interview.
- (iv) Selection may also be done in any other procedure prescribed by the Core Committee.

ARTICLE 6G: Duration of Prime Student Member and Student Members etc.-

- (1) The term of Prime Student Member, all Student Members and all Additional Student Members shall be one academic year generally.
- (2) After the expiration of tenure, all students shall go through selection process.

ARTICLE 6H: Suspension of Student Membership- The committee itself or on the recommendations of the Core Committee or President of the Moot Court Committee may suspend the membership of any Student Member.

ARTICLE 6I: Grounds for Suspension- The Moot Court Committee may suspend the membership of any Student Member, if it comes to its notice that the member is engaging in activities which are violating the provisions of the Rulebook or rules of the University.

- (i) Membership may also be suspended if member does not appear for consecutive meetings without prior approval from the President or without valid any reasons.
- (ii) Student Member may also give written resignation to the Committee provided the core committee should satisfy the reason given for resignation.

ARTICLE 6J: Effect of suspension- A suspended member for the duration of the suspension cannot participate in any administration or organizing activities of the Moot Court Committee and shall not represent the committee as an active member.

ARTICLE 6K: Functions of the Moot Court Committee-

- (1) The functions of the committee shall be subject to the directions and discretion of the Core Committee.
- (2) The primary functions of the committee shall be:
 - (i) To organize intra-college and inter-college moot court competitions which shall be held within the college premises exclusively for the students of Dr B R Ambedkar College of Law, Andhra University (It may be organized by the faculty of the college) and other colleges and universities.
 - (a) In the case where “intra-college moot court competition” ought to be organized, the Moot Court Committee after consulting the Core Committee shall have exclusive power to appoint an organizing team to conduct such competition.
 - (b) Such “organizing team” for intra-college competition may be headed by the President, Moot Court Committee or any other Professor-in-charge appointed by the Core Committee. It shall also consist of student members.
 - (c) the committee shall have exclusive jurisdiction in framing required rules for such internal competition.
 - (d) In the case where “inter-college moot court competition” ought to be organized, the Moot Court Committee after consulting the Core Committee shall have exclusive power to appoint an organizing team to conduct such competition.
 - (e) Such “organizing team” may be headed by the President, Moot Court Committee or any other Professor-in-charge appointed by the Core Committee.



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- (f) The Moot Court Committee shall select students as per the requirements of the “organizing team”, such students shall be members of the organizing team.
- (g) All decisions and actions shall be kept confidential.
- (h) Student members of such “organizing team” shall not be eligible to participate in the concerned competition.
- (i) To organize such “inter-college moot court competition” the Moot Court Committee shall initially prepare a resolution, such resolution shall cover all aspects regarding the competition.
- (j) Certificates, awards and prizes shall be fixed only after consulting the Core Committee.
- (k) Nothing in this part shall derogate from the powers of Moot Court Committee under this Rulebook to create its own identity to regulate the affairs of the competitions, such identity may be an independent bank account and contact number or email address for proper accountability and communication respectively.
- (l) Notwithstanding anything in this Rulebook, the Principal or Hon’ble Vice-Chancellor decisions are final.
 - (ii) To organize workshops, such workshops shall be done in a holistic manner covering all possible dimensions of Moot Courts.
 - (iii) To organize seminars, such seminars shall be done in a holistic manner covering various dimensions of law.
 - (iv) To submit annual report regarding the Moot Court performances of the students and the working of the committee in general after holding annual general meeting, such report shall be submitted to the Chairperson.
 - (v) To hold annual general meeting wherein the annual report shall be discussed. The meeting shall be headed by the President, shall be the last official event of the committee before expiry of tenure.
- (3) The Moot Court Committee shall ensure that, programmes and events are conducted on regular basis; such programmes and events shall aim to strengthen and improve students argumentative, research, drafting and pleading skills.
- (4) Subject to the decision of the Core Committee, the Committee shall have the power to prepare a set of rules for proper administration of the committee.

ARTICLE 6L: Powers and Duties-

- (1) The committee shall have the sole authority to regulate all the activities relating to Moot Court activities in Dr B R Ambedkar College of Law, Andhra University.
- (2) It shall be the sole discretion of the committee to choose or approve various Moot Court competitions, programmes or opportunities.
- (3) The Moot Court Committee shall have the power to impose any reasonable penalty on any student participating in an internal or external activity organized by the Committee for gross violation of rules.
- (4) The Moot Court Committee should function according to the University norms.

ARTICLE 6MA: Restrictions on Members-

- (1) The member shall not be officially a part of any other student committee (except core committee) in the College.
- (2) Any member participating in a Moot Court Competition being organised by the committee shall temporarily be discharged from his responsibility as a member of the committee in any manner except that as a participant till the end of the completion of that particular event.

ARTICLE 6MB: Restrictions on Prime Student Member and Student Members-

- (1) The Prime Student Member shall not participate in any moot court competitions conducted by the committee while holding the posts.
- (2) The Prime Student Member and Student Members may recuse themselves from selection process of



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memorial, when any of the student member of the committee have submitted their memorials as part of any event being conducted by the Moot Court Committee.

ARTICLE 6N: Duties of the Moot Court Committee- It shall be the duty of the committee to ensure utmost transparency, fairness and non-arbitrariness in the execution of all its activities.

ARTICLE 6O: Moot Court Committee meetings-

- (1) The committee shall ordinarily conduct a meeting for all student members in every fortnight.
- (2) Attendance to such meetings shall be compulsory for all student members.
- (3) The Chairperson, President with the permission of chairperson or Prime Student Member may convene a meeting for the student members and additional student members.

ARTICLE 6OA: Quorum of the meetings- The quorum of such meetings may be 2/3 of the total student members.

ARTICLE 6OB: Procedure for the meetings-

- (1) A clear three days' notice shall be issued regarding time, place of the meeting on the concerned notice board (or on groups created on social media for this specific purpose) and the committee blog. Members shall also be notified of time and place by email (either official college email account or personal account).
- (2) Every such notice shall contain the agenda of the meeting. Members may add their respective issues to the agenda by an application to the Prime Student Member.
- (3) In case of urgent issues, a fresh issue not contained in the agenda may be raised in the meeting only with the prior approval of President.
- (4) The secretary (who shall be nominated by President from the selected student members and looking after the committee records) shall maintain the minutes of the meeting.

ARTICLE 6P: Procedure for the Resolutions-

- (1) Resolutions shall clearly contain the reasons for its introduction and shall also contain a comprehensive plan for its implementation.
- (2) Fresh resolutions may be introduced by any member with the prior approval of the Prime Student Member who is authorized by President.
- (3) Pending Resolutions to be discussed at a particular meeting regarding the committee affairs shall appear on the agenda for that meeting.
- (4) Resolutions shall be discussed by the committee in detail.
- (5) Discussion may at the request of majority members be postponed to the next meeting.
- (6) Resolution shall be passed by a simple majority of all members present through voting.
- (7) Each member shall have one vote.
- (8) Voting shall take place by raising hands. In rare cases, where the circumstances demand, then by secret ballot.
- (9) Abstention from voting will require the prior permission of the Prime Student Member and valid reasons shall be given.
- (10) The Prime Student Member shall act as the speaker and moderator at such meetings and shall also count the votes and declare a resolution as passed or not.
- (11) In all resolutions the Prime Student Member can only exercise a casting vote.
- (12) Once the votes have been casted, they shall be immediately counted at the same meeting by the speaker and he / she shall declare the resolution as passed or not.

ARTICLE 6Q: RULES FOR INTERNAL / INTER COLLEGE MOOT COURT COMPETITIONS

- (1) The committee shall have exclusive jurisdiction in framing rules for the internal moot court competitions for the selection of teams (pre-selected pool) for intra or inter university, national level moot court competitions.



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- (2) Separate internal competitions will be organised to select teams for specific topics like constitutional law, international law etc. based on the interest and capability of participants for moot court competitions.
- (3) Themes shall be selected based on earlier held nationwide moot court competitions.
- (4) The committee shall come out with a comprehensive list of all moot court competitions to be held that year with their themes, dates, venues, level of competition and past performance of the University college in the same. Teams will be given this list prior to their registration for internal moot court competitions.
- (5) Teams will be required to register in advance for participation in either of the two moot court competitions.
- (6) Teams will be required to submit a memorial and take part in a researcher's test. On the basis of ranks in these two selection-processes, a maximum of ten teams will be selected for the oral rounds of both internal moot court competitions.
- (7) Of these ten teams from both internal moot court competitions, only the top five teams will be eligible to represent the university college in inter-college, inter-university or national law moot court competitions respectively.
- (8) Number of teams selected under Article 6Q clause (6) may vary and has to be decided by the chairperson of the committee.

ARTICLE 6QA: ALLOCATION OF MOOTS IN MOOT COURT COMPETITIONS

- (1) The moot court committee shall allocate inter-college, inter-university, national or international moot court competitions based on the performance of teams in respective internal moot court competitions.
- (2) Only teams participating in a specific subject (for example – constitutional law), shall be sent to the concerned subject dealing moot court competitions and teams participating in other generic or mixed subjects, shall be eligible for that particular kind of moot court competitions. Team can opt for moot court competitions subject to their rank and availability.

ARTICLE 6QB: RULES FOR SCREENING PROCESS

- (1) Every team shall have to go through a screening process conducted at a time prior to submission of memorial for the moot allocated to them, at a time and place to be notified by the Moot Court Committee.
- (2) Teams shall clear the screening process and be declared fit for participation in the moot allocated to them failing which, they and no other team member shall be allowed to represent the university college in the same.
- (3) Judges for such screening process may be faculty or external judges who will be appointed at the sole discretion of the committee.
- (4) The decision of the judges in the screening process shall be final and binding.

PART-VII

MAINTAINING RECORDS

ARTICLE 7: Maintenance of register and records- The Core Committee and all three committees i.e. the Placement, Internship and Moot Court Committee, shall maintain such register and records giving details of all the members, general meetings, annual meetings programmes, suspensions, accounts, etc. as may be prescribed by the Core Committee.

PART-VIII

DELEGATION OF POWER

ARTICLE 8: The Chairperson may delegate his/her power to concerned Presidents or any faculty member.



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- (1) The President may delegate his/her power; provided that, such delegation shall be within reasonable restrictions or prior approval of Chairperson.
 - (i) Powers of President shall be delegated, either unconditionally or subject to conditions as may be specified, only to a faculty member.
- (2) Prime Student Member may delegate the duties, either unconditionally or subject to conditions as may be specified. Such delegation shall to delegated to Student Member subject to the prior approval.

SCHEDULE I

TASKS OF PLACEMENT CELL

(To be carried out by Placement Committee)

1. Preparation of an attractive Placement Brochure every year by highlighting student and Institution achievements.
2. Organizing pre-placement seminars by companies and advocates.
3. Getting the pre-placement job announcement form filled in by the representatives of visiting companies and advocates.
4. Regularly updating database of students interested in placements.
5. Maintaining database of reputed law firms, companies, advocates and establishing strategic links for campus recruitments.
6. Gathering information about job fairs and all relevant recruitment advertisements.
7. Coordinating with companies and advocates to learn about their recruitment Procedures.
8. Identifying the needs and expectations of the companies, advocates to assist them in recruiting our college students.
9. Organizing pre-placement training for students.
10. Collecting feedback from employers about our earlier placed students and identify areas of improvement.
11. Sending resumes of the interested students to the prospective companies.
12. Assist companies by conducting pre-interview screening tests to the interested students in order to check whether they are meeting the needs of the companies.
13. Assist companies in conducting their pre-placement talks with students through both online and offline modes.
14. Assist the companies during the conduct of final interviews of the shortlisted students on any date of mutual convenience.
15. To request companies for submission of desired waiting list candidates if the selected students opted for another organisation.
16. To assist Placement Cell in gathering any additional information from law firms, companies, Advocates which may increase the intake of students in that company.



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