



Academic Council Meeting

Date – 27th September 2023

Agenda

Minutes + Attendance



NLU
M E G

NATIONAL LAW UNIVERSITY MEGHALAYA

NOTICE

Dated Shillong, the 19th September, 2023

NO. NLUM/32/AC/2023/566 The Vice - Chancellor, National Law University of Meghalaya is pleased to convene a meeting of the Academic Council of the National Law University Meghalaya on 27th September, 2023 at 4:00 P.M. at Mayurbhanj, Nongthymmai, Shillong - 14.

AGENDA:-

- 1) Report of the Vice - Chancellor.
- 2) Any other matter with permission of the Chair.

All related documents will be furnished in due course.

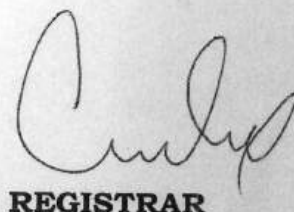


REGISTRAR

Memo No. NLUM/32/AC/2023/566A Dated Shillong, the 19th Sept, 2023

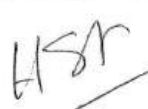

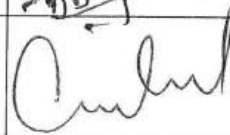


Copy to :-

- 1) The Vice Chancellor, National Law University of Meghalaya, Shillong for favour of kind information and necessary action.
- 2) The Private Secretary to Hon'ble Mr. Justice H.S. Thangkhiew, Senior Judge, High Court of Meghalaya for favour of his Lordship's kind information and necessary action.
- 3) The Registrar General, High Court of Meghalaya, Shillong for favour of your kind information and necessary action.
- 4) The Prof. Nirmal Kanti Chakrabarti, Vice - Chancellor, WBNUJS, Kolkata for favour of kind information and necessary action. **(connecting link will be shared).**
- 5) The Prof. David Syiemlieh, Former Chairman, Union Public Service Commission for favour of kind information and necessary action.
- 6) Shri. Manan Kumar Mishra, Sr. Advocate nominated member, Bar Council of India for favour of kind information and necessary action **(connecting link will be shared).**
- 7) Smti. N.G. Shylla, Advocate, Meghalaya State Bar Council, Shillong for favour of kind information and necessary action.
- 8) Mr. Debu Lyngdoh, Joint Secretary, Law Department, Government of Meghalaya for favour of kind information and necessary action.
- 9) Office File.



REGISTRAR

**ATTENDANCE SHEET FOR THE ACADEMIC COUNCIL MEETING HELD ON 27TH
SEPTEMBER, 2023 AT 4: 00 P.M. IN THE NATIONAL LAW UNIVERSITY OF
MEGHALAYA, MAYURBHANJ COMPLEX, SHILONG IN THE PRESENCE OF THE
FOLLOWING MEMBERS:**

Sl. No.	Name	Designation	Signature
1.	Hon'ble Mr. Justice H.S. Thangkhiew	Senior Judge, High Court of Meghalaya	
2.	Prof. Indrajit Dube	Vice- Chancellor	
3.	Shri. E. Kharumnuid	Registrar General High Court of Meghalaya, Shillong	
4.	Smti. K.M. Lyngdoh Nongbri	Registrar	
5.	Prof. Nirmal K. Chakrabarti	Vice- Chancellor WBNUJS, Kolkata	Attended online
6.	Prof. David Syiemlieh,	Former Chairman UPSC	
7.	Shri. Manan Kumar Mishra	Sr. Advocate, Nominated Member, Bar Council of India	
8.	Smti. N. G. Shylla	Advocate, Nominated Member, Bar Council of Meghalaya	
9.	Shri. Debu Lyngdoh	Joint Secretary, Law Department, Shillong	
10.			
11.			
12.			
13.			

National Law University Meghalaya
3rd Academic Council Meeting
27 September 2023

AGENDA

1. Report of Vice-Chancellor
 - a) Approval of guidelines for faculty members attending Seminars/Conferences/Workshops within the country and abroad in person and attending Seminars/Conferences/Workshops online. **Annex 1**
 - b) Approval of guidelines of membership fees for faculty for National/International Professional Bodies. **Annex 2**
 - c) Approval for issuing notification for undergraduate and post-graduate admissions for the next Academic Year 2024-29 and the number of seats thereof
 - d) Approval for Guidelines for Financial Assistance for the Students of NLU Meghalaya Travelling Outside the Country. **Annex 3**
 - e) Approval for guidelines for Need Based Financial Assistance for Students. **Annex 4**
 - f) Approval for guidelines of University Research Fellowship for PHD Programme at NLU Meghalaya. **Annex 5**
 - g) Approval for continuation of online based entrance examinations for UG and PG courses (Megh UAT and Megh PAT).
 - h) Recruitment of additional eighteen (18) faculties.
 - i) Approval for operationalizing one new school and discipline in National Law University Meghalaya.
 - a. School of Taxation Economics and Finance
 - j) Approval of the Academic Calendar 2024-2025.
 - k) Approval of the Holiday List for the current Calendar Year 2023-2024. **Annex 6**
 - l) Approval for operationalizing the PG Programme - MS (Public Policy Analytics). **Annex 7**
 - m) Approval for including teachers' representatives in the different Councils as per the First Statute 2023, National Law University Meghalaya.
 - n) In principle, approval to start micro credit master's degree programme at NLUM as per the Academic and Examination regulation 2023.
2. Any other relevant matters with permission of the chair.

Annexure B

Minutes of the Meeting of the 3rd Academic Council Meeting held on the 27th September 2023 in the Conference Hall of National Law University Meghalaya, Mayurbhanj Complex, Nongthymmai, Shillong and virtually via MS Teams

A. The third meeting of the Academic Council of National Law University Meghalaya (NLUM) was held on the 27th of September, 2023 in the Conference Hall of National Law University Meghalaya, Mayurbhanj Complex, Nongthymmai, Shillong and virtually via MS Teams. The meeting was chaired by the Vice-Chancellor (VC) in the presence of the following members:

1. Hon'ble Mr. Justice H.S. Thangkhiew, Senior Judge, High Court of Meghalaya.
2. Prof. Nirmal K. Chakrabarti, Vice – Chancellor, WBNUJS, Kolkata (joined online)
3. Prof. David Syiemlieh, Former Chairman UPSC
4. Shri. E. Kharumnuid, Registrar General, High Court of Meghalaya
5. Smti. K. M. Lyngdoh Nongbri, Registrar, National Law University Meghalaya
6. Shri. Debu Lyngdoh, Jt. Secretary, Law Department, Govt of Meghalaya (Invitee)

B. The following items were placed before the Academic Council in its third meeting held on the 27th of September 2023. The agenda items were passed by the Finance Committee in its first meeting held on 16th September 2023 and the Academic Committee has unanimously approved the same as per the details marked in the annexures.

- i. Guidelines for faculty members attending Seminars/Conferences/Workshops within the country and abroad in person and attending Seminars/Conferences/Workshops online. **Annex 1**
- ii. Guidelines of membership fees for faculty for National/International Professional Bodies. **Annex 2**
- iii. Notification for undergraduate and post-graduate admissions for the next Academic Year 2024-29 and the number of seats as below: -
 - a. UG Programs – 50 (State) + 50 (Rest of Country) + 50 (International)

- b. PG Programs (LLM: Major in Corporate Law) – 10 (State) + 10 (Rest of Country) + 5 (International)
 - c. PG Programs (LLM: Major in Criminal Law) – 10 (State) + 10 (Rest of Country) + 5 (International)
 - d. PG Programs (Masters of Science: Policy Science Analytics) – 20 (State) + 20 (Rest of Country) + 20 (International)
 - iv. Guidelines for Financial Assistance for the Students of NLU Meghalaya Travelling Outside the Country. **Annex 3**
 - v. Guidelines for Need Based Financial Assistance for Students. **Annex 4**
 - vi. Guidelines of University Research Fellowship for PHD Programme at NLU Meghalaya. **Annex 5**
 - vii. Continuation of online based entrance examinations for UG and PG courses (Megh UAT and Megh PAT).
 - viii. Recruitment of additional eighteen (18) faculties.
 - ix. Approval for operationalizing two new schools and discipline in National Law University Meghalaya.
 - a. School of Taxation Economics and Finance
 - b. School of Corporate Laws and Business Management
 - x. Academic Calendar 2023-2024.
 - xi. Holiday List for the current Calendar Year 2023-2024. **Annex 6**
 - xii. Operationalizing the PG Programme - MS (Public Policy Analytics). **Annex 7**
 - xiii. Approval for including teachers' representatives in the different Councils as per the National Law University Meghalaya Act 2022. The VC had recommended Dr. Tamal Nath, Associate Professor and Dr. Basil Diengdoh, Associate Professor to be included in the same which was unanimously agreed to.
 - xiv. Approval for starting micro credit master's degree programme at NLUM as per the Academic and Examination regulation 2023.
- C. Another point of discussion raised by Professor David Syiemlieh with regards to the suggestion of Justice H. S. Thangkhiew to involve National Law University Meghalaya (NLUM) for the AI Tool used in transcription services at the Meghalaya High Court was for the creation of a Language Bank of local languages (Khasi, Jaintia & Garo) in NLUM to which the council unanimously adhered to in anticipation of NLUM to be a pioneer in the usage of AI tools and services.
- D. The meeting ended with a vote of thanks by the Chair to all members present.

**Guidelines for Financial Assistance for Attending International/National
Conferences/Seminars/Workshops For Faculty
2023**

ANNEXURE 1

1. Introduction

The National Law University Meghalaya [NLU Meg] recognises the significance of promoting academic excellence and facilitating intellectual growth through participation in peer-reviewed conferences, seminars, and workshops within the country and abroad where his/her papers are being accepted for oral presentation. This policy document outlines the financial assistance/reimbursement guidelines for faculty members attending these scholarly activities.

2. Objective

To foster learning and knowledge dissemination while facilitating faculty members' engagement with the National and International Scholarly Community.

3. Scope

This policy applies to all Tenured/Visiting/Permanent faculty members of NLU Meg.

4. Guidelines

4.1 Conferences/Seminars/Workshops Attendance

4.1.1 Selection Criteria

Faculty members are encouraged to participate in conferences/seminars/workshops that align with their expertise and contribute to advancing legal knowledge.

4.1.2 Notification

Faculty members must notify and seek approval from the competent authority before the event.

4.2 Financial Assistance for In-Person Attendance

4.2.1 Travel

A faculty member is eligible for reimbursement of economy class airfare/AC train fare of appropriate tier for conferences/seminars/workshops within the country/abroad.

4.2.2 Visa Costs

In the case of international conferences/seminars/workshops, the actual cost of visa procurement will be reimbursed upon submission of the bills/receipts, excluding travel expenses incurred to procure the Visa.

4.2.3 Registration Fees

The actual registration fees for the conference/seminar/workshop will be reimbursed, supported by valid receipts.

4.2.4 Daily Allowance

Faculty members attending the conference/seminar/workshop in the country will be entitled to be reimbursed according to the Central Government Guideline of Dearness Allowance per day, while attending the conference seminar/workshop abroad are entitled to a daily allowance of up to \$200 USD to cover accommodation and food expenses. This allowance is admissible for the conference days plus two additional days for travel and preparation.

4.3 Financial Assistance for Remote or Online Mode of Attendance

A faculty member is eligible for reimbursement of actual registration fees paid for attending the conference in remote and online mode.

4.4 Financial Assistance in Advance

A faculty member is eligible for advance disbursement of the aforementioned expenses subject to intimation and submission of itinerary and dates for travel in advance to the start date of the conference/seminar/workshop, including visa fees incurred, actual registration fees to be paid, and daily allowance expenses according to the Central Government Guideline of Dearness Allowance per day or up to \$200 USD for abroad to cover accommodation and food expenses, admissible for the conference days plus two additional days for travel and preparation. It is also mandatory for the faculty member to submit all the original bills/receipts/invoices and travel documents including tickets and boarding passes upon rejoining the University, and within 15 days of doing so. In case the faculty member failed to attend the conference/seminar/workshop he /she will return the advance amount within 30 days of the end of the conference/seminar/workshop. The advance disbursement for attending the conference/seminar/workshop should be made within the fifteen days of the approval of the applications.

5. Claims Process

5.1 Submission of Claims

Faculty members are required to submit, through the proper channel(s), a detailed claim within 15 days of their return, accompanied by original bills/tickets/invoices,

boarding passes, certificates of attendance, and the full paper presented at the Conference/Seminar/Workshop.

5.2 Approval of Claims

Claims will be scrutinised and approved by the Finance and Accounts Officer based on the adherence to the guidelines mentioned in this policy.

5.3 Disbursement

Upon approval, the amount will be disbursed within 60 days from the date of approval of the submitted claims, through the designated bank channel or if advance has been extended the amount will be adjusted accordingly.

6. Presentation of the accepted paper in the University for the benefit of stakeholders

Faculty members are expected to make an oral presentation of the accepted paper before joining the conference or within 15 days of returning from the conference/seminar/workshop.

7. Amendments

NLU Meg reserves the right to amend this policy from time to time based on the prevailing circumstances and financial considerations.

**NLU Meg Faculty Conference/Seminar/Workshop Attendance Financial
Assistance/Reimbursement Proforma
PART-A**

Faculty Member Information

Full Name : _____
Designation : _____
Email : _____
Phone : _____

Event Details

Event Name in Full: _____

Type (Peer-reviewed Conference/Seminar/Workshop): _____

Location (City, Country): _____

Event Dates (dd/mm/yyyy): From _____ to _____

Event Website (if applicable): _____

Selection Criteria

How does this event align with your field of expertise and contribute to knowledge in the domain? Explain briefly below:

Approval and Notification

Date (dd/mm/yyyy) of Notification to Competent Authority:

Approval Status (Approved/Not Approved):

Financial Assistance Details (please tick where applicable)

☐ I have received an official invitation/communication in relation to the conference / seminar / workshop and will submit the same as an enclosure.

Travel

☐ Economy class airfare (for international/national conferences)

- ☐ AC train fare of appropriate tier (for international/national conferences)
☐ Other modes of transportation used

Visa Costs (for international conferences)

- ☐ I have incurred visa procurement costs and will submit authentic bills and receipts for reimbursement.

Registration Fees

- ☐ I have paid the registration fees and will submit valid receipts for reimbursement.

Daily Allowance (for international conferences)

- ☐ I am entitled to a daily allowance of up to \$200 USD for accommodation and food expenses.
☐ The allowance covers the conference days plus two additional days for travel and preparation.

Financial Assistance in Advance

- ☐ I am submitting all relevant information (invitation, itinerary, advance booking of travel) 60 days or two months in advance seeking financial assistance to attend a conference / seminar / workshop.

Claims Submission

- ☐ I confirm that I have submitted a detailed claim within 15 days of my return.
☐ I have included all relevant original bills, boarding passes, certificates of attendance, and the full paper presented at the event.

Approval of Claims

- ☐ I understand that claims will be scrutinised and approved by the Financial Department based on policy guidelines.

Disbursement

- ☐ I acknowledge that, upon approval, the amount will be disbursed within 60 days from the date of approval through the designated bank channel and through the proper channel.

Compliance and Reporting

- ☐ I commit to submitting a comprehensive report within 15 days of my return, summarising my learnings, knowledge acquired, and the benefits of attending the event to the competent authority.

Policy Compliance

- ☐ I confirm my understanding and compliance with the policy and its guidelines.

Faculty Member's Full Name:

Faculty Member's Signature:

Date (dd/mm/yyyy):

Please attach all necessary supporting documents and submit this proforma through the proper channel(s) as per the policy.

Guidelines for Faculty Membership of Various International and National Academic and Professional Bodies and Associations

2023

ANNEXURE 2

1. Introduction

Faculty members of National Law University Meghalaya [NLU Meg] can choose to be part of various international and national academic and professional bodies and associations depending on their field of expertise and research interests. NLU Meg recognizes the importance of this kind of faculty engagement with international and national academic and professional bodies and associations in enhancing the quality of education and research, benefiting both our faculty and the institution.

2. Objective

A comprehensive policy to provide financial assistance and reimbursement of membership fees to our esteemed faculty members. This policy underscores the institution's commitment to facilitating faculty development and research excellence by supporting their membership in relevant academic associations.

3. Policy Framework

3.1 Scope and Eligibility

This policy applies to all tenured/permanent/visiting faculty members of NLU Meg eligible to apply for financial assistance under this policy.

The faculty member must have a proven research interest or expertise relevant to the academic association they intend to join.

The tenured/permanent/visiting faculty members renewing their incumbent memberships to the international and national academic and professional bodies and associations are also eligible.

3.2 Recognized Associations

The university will provide financial assistance for memberships in international and national academic and professional bodies and associations that are recognized by the institution.

Faculty members are encouraged to provide supporting documentation to demonstrate the relevance and benefit of their chosen association to their academic and research pursuits.

3.3 Financial Assistance Limit

The maximum annual financial assistance for membership fees shall be Rs. 10000/- (Indian Rupees) and/or \$300 USD (United States Dollars) annually per faculty member across all membership(s).

3.4 Application Process

Faculty members must submit a formal application for financial assistance addressed to the Office of the Registrar, National Law University Meghalaya [NLU Meg], Shillong - 793014.

The application should include details such as the name of the international/national academic/profession body/association, purpose of membership, membership no./ID no. (if available), and a copy of the membership fee invoice.

The application should also outline how the membership will contribute to the faculty member's professional development, research, or the university's academic objectives.

3.5 Review and Approval

Applications will be reviewed by a designated committee within the university.

The committee will assess the relevance of the membership to the faculty member's academic and research interests and the university's goals.

Approved applications will be forwarded to the Finance Department for disbursement.

3.6 Disbursement of Funds

Once an application is approved, the membership fee reimbursement will be processed by the Finance Department.

The reimbursement amount will be subject to the maximum limit specified in this policy and to the timeline determined by the disbursing authority.

3.7 Reporting Requirement

Faculty members receiving financial assistance must submit an annual report detailing their engagement and activities within the academic association, along with the benefits accrued to the university and their professional growth. Further, information pertaining to membership(s) to international and national academic and professional bodies and associations must mandatorily be submitted for updating the official website faculty profile within 30 days of receipt of the confirmation of membership(s). The same information may also be mandated to be furnished in requirement of any other public information disclosure, as necessary.

4. Policy Review

This policy will be subject to periodic review and evaluation to ensure its effectiveness and relevance to the university's academic and research goals, and its consonance with the academic and other regulations of NLU Meg.

5. Policy Compliance

It is mandatory that information provided under these guidelines is accurate and complies with NLU Meg's policy on financial assistance for faculty membership in international or national academic or professional bodies and associations and all necessary supporting documents, including the membership fee invoice/receipt and any additional documentation related to the application is duly submitted for scrutiny.

NLU Meg Financial Assistance/Reimbursement for Membership Proforma

PART – A

Faculty Member Information

Full Name :

Designation :

Email :

Phone :

Academic/Profession Body/Association Information

Name of Academic Association with relevant acronym/abbreviation (begin below)

Type (International/National):

Purpose of Membership:

Membership Fee Details:

Membership Fee Amount (in numerals and in words):

Currency Type (INR/USD/Other):

Membership Fee Invoice/Receipt (attach a copy):

***Please attach all necessary supporting documents, including the membership fee invoice/receipt and any additional documentation related to the application.*

PART – B

Application Review and Approval

Submitted to Competent Authority for review (Yes/No):

Date of Review:

Signature and Stamp of Competent Authority:

Date:

Approval Status

Financial Assistance/Reimbursement (Rs. 10000/- for national or maximum \$300 USD for international)

(Approved/Not Approved):

Comments/Remarks (if any):

Disbursement Information

Finance Department Approval (Yes/No):

Date of Approval:

Signature of the Finance Officer:

Date:

**Guidelines for Financial Assistance for the Students of NLU Meghalaya Travelling
Outside the Country**

2023

ANNEXURE 3

1. Academic Placements:

- a. Academic placements refer to opportunities for students to engage in research assistantships, internships, or any other roles within the university's academic programmes out of the country.
- b. Eligibility for academic placements will be based on the student's academic performance, relevant coursework, and recommendations from faculty members.
- c. Financial support, full or partial as may be decided, for academic placements may include travel allowance (one round trip), and visa procurement and processing fees, if applied for, and subject to the availability of funds.

2. Professional Placements:

- a. Professional placements encompass internships and work experience in any organisation in the domain of law, policy, technology, and any related domain.
- b. Eligibility for professional placements will be based on a student's academic performance, relevant coursework, and demonstrated interest in a particular field, and recommendations from faculty members.
- c. Financial support, full or partial as may be decided, for professional placements may include travel allowance (one round trip), and visa procurement and processing fees, excluding the travel cost to acquire the same, if applied for, and subject to the availability of funds.

3. Industry-Related Placements:

- a. Industry-related placements involve opportunities for students to gain practical experience in sectors related to law, such as finance, policy domain, human rights, environmental law, technology, or any other related field.
- b. Eligibility for industry-related placements will be determined based on the relevance of the placement to the student's academic and career goals.
- c. Financial support, full or partial as may be decided, for industry-related placements may include travel allowance (one round trip), and visa procurement and processing fees, excluding the travel cost to acquire the same, if applied for, and subject to the availability of funds.

4. Trimester-Off Programme:

- a. NLU Meghalaya may offer trimester-off programs that allow students to engage in alternative learning experiences, including internships, research projects, or study abroad programs.
- b. Eligibility and financial support, full or partial as may be decided, for the trimester-off program will be determined on a case-by-case and need-based basis, considering the academic merits of the proposal and the availability of funds.

5. Participation in International Events:

- a. Students may seek financial support to participate in international events such as Moot Court competitions, conferences, seminars, workshops, Model United Nations (MUN), Hackathons, and Skill Development Workshops, among others, which will be reviewed on a case-by-case and need-based basis, subject to the availability of funds.
- b. Eligibility for financial support will be based on the relevance of the event to the student's academic and career goals, as well as the potential benefits to the university.
- c. Financial support, full or partial as may be decided, for participation in international events may include travel allowance (one round trip), and visa procurement and processing fees, excluding the travel cost to acquire the same, accommodation (limited to a fixed per diem and limited to the number of days of the event, subject to scrutiny by the approving authority) if applied for, and subject to the availability of funds.

6. Committee Review:

- a. A committee will be constituted by the Vice Chancellor, comprising of faculty and officers of the University, to review and evaluate placement and funding requests.
- b. The committee will consider the student's academic performance, engagement in university activities, and parental/guardian consent in making placement and funding decisions.
- c. These guidelines aim to facilitate the financial assistance for the international placement of undergraduate and postgraduate students at NLU Meghalaya in 2023 and ensure that opportunities for academic, professional, and industry-related growth are accessible to eligible students. The university is committed to supporting its students in their pursuit of excellence in the field of law and related disciplines.

**Guidelines for Need-Based Financial Assistance for Meritorious Students at National
Law University Meghalaya
2023**

ANNEXURE 4

1. Introduction

National Law University Meghalaya [NLU Meg] recognizes the importance of providing financial assistance to meritorious students from economically weaker backgrounds of the state and from the rest of the country to ensure equitable access to quality legal education. This policy framework outlines the guidelines and procedures for need-based financial assistance, including the necessity to submit income certificates issued by the competent authority.

2. Definitions

Economically Weaker Background: Refers to students whose family income falls below a specified threshold, as determined by the university and in consonance with the prescribed guidelines. This income document must be issued and countersigned by the Issuing/Competent Authority, that is, the designated government authority responsible for verifying and countersigning income certificates, as per applicable state or central government regulations.

Income certificate: An income certificate is a document that certifies the annual income of a person or a family. It is issued by the state or district authorities, such as the village Tahsildar, the collector, the district magistrate, the sub-divisional magistrate, or the revenue circle officers. The income threshold shall be prescribed/assessed as per the norms determined by the University.

3. Eligibility Criteria

To be eligible for need-based financial assistance, a student must meet the following criteria:

- a. Be enrolled as a full-time student in a recognised program at NLU Meg.
- b. Demonstrate financial need, supported by a valid income certificate countersigned by the competent authority. Demonstrate domiciliation for those students who fall under the same.
- c. These guidelines shall be applicable to all students domiciled in the state of Meghalaya and enrolled in a recognized program at NLU Meg, and for students from outside the state of Meghalaya who fall within the top twenty ranks in the entrance examination of the NLU Meg and who have enrolled in a recognized program at the University.
- d. Financial assistance for subsequent years following the application for the first year will include academic and extracurricular performance-based indicators, among any other criteria prescribed therein including re-issuing of income certificates or any other documents, to determine whether the financial assistance merits continuation.

4. Application Process

Eligible students must submit a formal application for financial assistance during the designated application period, fulfilling the following requirements:

- a. The application should include all required documentation, including income certificates of the parent/s/guardian/s countersigned by the competent authority.
- b. Incomplete or late applications may not be considered.
- c. The approval of financial assistance will cover the academic year only.

5. Evaluation and Awarding Process

- a. NLU Meg's Need-based Financial Aid Committee will review all applications.
- b. The committee will assess financial need based on the information provided in the application and the income certificates.
- c. Financial assistance will be awarded on a case-by-case basis, considering the severity of financial need and only if applied for.

6. Income Certificate Requirement

- a. Students must submit income certificates of one or both parents and/or guardian or who is financially supporting the upbringing, as applicable, countersigned by the competent authority.
- b. In cases where one parent is deceased or legally separated, the income certificate of the contributing parent must be submitted. Where available, in case of guardianship, the death certificates of both parents must be submitted and/or adoption papers furnished.

7. Confidentiality

- a. All financial information provided by students will be treated with the utmost confidentiality.
- b. Only authorised personnel involved in the financial aid process will have access to this information.

8. Award Types

- a. Financial assistance may be awarded in the form of full/partial scholarships, grants, loans, waivers or a combination thereof, as determined by the Financial Aid Committee.

9. Review and Renewal

- a. Students awarded financial assistance will be required to reapply for financial assistance each academic year and submit as enclosures the full academic and extracurricular record till the date of re-application.
- b. Renewal of financial assistance will be contingent on continued financial need and academic performance.
- c. The terms of the financial assistance will be defined on a case-by-case basis by the approving authority designated for the purpose.

10. Compliance with Regulations

- a. NLU Meg will comply with all relevant state and central government regulations related to need-based financial assistance and income certificate verification.
- b. The Vice Chancellor will constitute the committee comprising of the faculty and the officers of the University, as and when is deemed appropriate and the same shall be notified.

11. Transparency and Reporting

- a. NLU Meg will provide transparent information about the availability of financial assistance in the application process.
- b. The university will maintain records of financial assistance awarded and report on these activities as required.
- c. The matter(s) will be reported to the Finance Committee and Executive Council in the subsequent meeting(s).

12. Periodic Review

This policy framework will be subject to periodic review and revision as necessary to ensure its continued effectiveness in meeting the needs of economically disadvantaged students at NLU Meg. This policy framework aims to establish clear guidelines for need-based financial assistance while emphasizing the importance of income certificate verification as a means to assess and address financial need accurately.

**NLU Meg Application for Financial Assistance on Need-Basis Proforma
PART-A**

Student Information

Full Name (in block letters):

Entrance Examination score, if applicable (Score [out of] / Total Marks):

Interview Score, if applicable: (Score [out of] / Total Marks):

Entrance Test Roll No.:

Program enrolled in:

Email :

Phone :

Whether domiciled in the state of Meghalaya (YES/NO):

If NO, then please mention the state, country you belong to:

Full Name of Contributing Parent/Guardian (should match the income certificate and in block letters):

(Please attach self-attested photocopy of Aadhar/other government issued ID of the Contributing Parent/Guardian)

Full Address and Contact of Contributing Parent/Guardian (begin below and in block letters)

Address Line 1 _____

Address Line 2 _____

Address Line 3 _____

Village/Town/City _____

District/Province _____

PIN/ZIP _____

Financial Assistance Declaration Form (please read and tick)

☐ I hereby declare and affirm that all the documents, certificates, and information submitted by me in support of my application are true, accurate, and complete to the best of my knowledge and belief. I understand that any false or misleading information provided may result in the rejection of my application and may have legal consequences including returning and/or bearing the costs of the full amount of financial assistance disbursed/waived/awarded/credited. I further understand that I may be required to provide additional documentation or undergo verification procedures to validate the information provided in my application. I am aware of my responsibility to promptly inform NLU Meg of any changes or updates to the submitted information. I acknowledge that NLU Meg reserves the right to take appropriate actions, including the cancellation or revocation of any approvals, based on the accuracy and truthfulness of the information provided.

☐ I have enclosed a valid income certificate signed by the competent issuing/signing authority.

☐ I am submitting all other relevant information to support my application.

Approval of Claims

☐ I understand that claims will be scrutinised and approved by the Financial Department based on policy guidelines.

Compliance and Reporting

☐ I commit to submitting any other relevant documents as requisitioned to the competent authority.

Policy Compliance

☐ I confirm my understanding and compliance with the policy and its guidelines.

Full Name of Student Applicant:

Signature:

Date (dd/mm/yyyy):

Please attach all necessary supporting documents and submit this proforma through the proper channel(s) as per the policy.

**Guidelines for University Research Fellowship for Ph.D. Programme at NLU
Meghalaya**

2023

ANNEXURE 5

1. Eligibility Criteria:

The University Fellowship is available to candidates admitted to the Ph.D. program at NLU Meghalaya for the year 2023 as per the eligibility criteria in the Doctor of Philosophy Regulations 2023 of National Law University Meghalaya.

To be eligible for the Fellowship, candidates must have a strong academic record and meet the admission criteria set by the university.

Fellowship applicants must have a well-defined research proposal that aligns with the university's research focus areas, and also if the eligible candidate has qualified through the entrance examination process, if notified.

2. Application Process:

After selection into the doctoral programme, the Fellowship will be notified, and applicants must submit a separate Fellowship Application along with a Statement of Purpose (maximum 2000 words).

The Fellowship application should include, among other details, information about the candidate's academic and other achievements (social/work/volunteer etc.), research proposal, and a statement of financial need.

The Fellowship application deadline/period will be determined and communicated by the university and should be adhered to by all applicants.

The Fellowship may also entail transfer of an incumbent Research Assistant from an ongoing project to this Fellowship programme and vice versa.

3. Selection Process:

A Fellowship Selection Committee will be constituted by the Vice Chancellor comprising of the faculty and other officers of the University, to evaluate Fellowship applications.

The committee will assess applicants based on academic merit, the quality of the research proposal and Statement of Purpose, and financial need.

Shortlisted candidates may be called for an interview or presentation to further assess their suitability for the Fellowship.

4. Fellowship Benefits:

The Institute Fellowship will cover a portion of the Ph.D. program fees, including tuition, registration, and examination fees.

The Fellowship may also provide a stipend or research grant to support the candidate's research work during the Ph.D. program.

The Fellowship may also comprise of waivers and exemptions of any fees as may be determined by the Selection Committee.

5. Duration of Fellowship:

The University Fellowship will typically be awarded for the duration of the Ph.D. program, subject to the candidate's satisfactory academic progress and compliance with the Fellowship terms and conditions, and provided the applicant does not avail any other Fellowship, which may be withdrawn if the latter condition is met.

6. Fellowship Renewal:

Fellowship recipients are required to maintain a minimum academic performance as specified in the Fellowship terms and conditions to retain the Fellowship.

The Fellowship may be reviewed annually based on the candidate's academic performance and research progress.

7. Reporting and Accountability:

Fellowship recipients are expected to provide regular updates on their research progress to the university and the Doctoral Research Committee.

Any changes in the research proposal or academic status should be promptly communicated to the university.

8. Termination of Fellowship:

The Fellowship may be terminated if the recipient fails to meet the academic and research requirements or violates the Fellowship's terms and conditions or has otherwise left the doctoral programme.

9. Disbursement of Funds:

Fellowship funds will be disbursed in accordance with the university's financial procedures and policies.

10. Fellowship Agreement:

Successful Fellowship applicants will be required to sign a Fellowship agreement outlining the terms and conditions of the award.

These guidelines aim to facilitate the awarding and administration of the University Fellowship for the Ph.D. Programme at NLU Meghalaya in 2023. The university is committed to supporting outstanding doctoral candidates in their research pursuits and academic endeavors.



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NATIONAL LAW UNIVERSITY MEGHALAYA

ANNEXURE 6

List of Holidays for National Law University Meghalaya for FY 2023-2024

Holiday List National Law University Meghalaya for the calendar Year 2023	
17 th July	U Tirot Sing Day
15 th August	Independence Day
7 th September	Janmashtami
18 th September	Unitarian Day
28 th September	Id-e-Milad
2 nd October	Gandhi Jayanti
23 rd – 27 th October	Durga Puja
12 th - 13 th November	Diwali
23 rd November	Seng Kut Snem
27 th November	Guru Nanak Birthday
To be Notified	Nongkrem Dance
To be Notified	Wangala Dance
12 th December	Pa Togan Sangma
18 th December	Death Anniversary of U Soso Tham
19 th December	Semester Break
24 th -26 th December	Christmas Holidays

National Law University Meghalaya

MASTER OF SCIENCE PROGRAMME (PUBLIC POLICY ANALYTICS) MS (PUBLIC POLICY ANALYTICS)

Program Objectives:

The program aims to provide participants with a comprehensive and interdisciplinary understanding of public policy by integrating essential theoretical frameworks and empirical methodologies from political science, economics, econometrics, and data science. The goal is to equip participants with the intellectual and analytical capabilities necessary for scrutinizing, evaluating, and addressing complex policy challenges in today's rapidly evolving sociopolitical landscape.

The program emphasizes acquiring and applying computer programming skills and quantitative analytical techniques to interpret large datasets, conduct precise empirical analyses, and formulate evidence-based policy recommendations. Alongside a solid grounding in theory, the curriculum offers practical engagement with real-world policy issues, providing participants with a balanced blend of theoretical knowledge and pragmatic skills.

The program also aims to foster a spirit of intellectual inquiry and critical thinking, enabling graduates to become adaptive leaders in policy-making roles. The program aspires to create well-rounded, highly skilled professionals who can apply multidisciplinary perspectives and empirical rigor to formulate, implement, and evaluate public policy.

Eligibility Criteria for the Master of Science Program (Public Policy Analytics):

The Master of Science Programme (Public Policy Analytics) is open to candidates from diverse academic backgrounds, including social sciences, humanities, arts, sciences, and engineering. The program encourages interdisciplinary learning and welcomes students with varying academic interests. Candidates must have completed a four-year undergraduate program, a higher degree, or a professional degree (equivalent to at least 10 + 2 + 4 or a respective degree in a particular country/system) to be eligible for the program. There are no specific restrictions on the discipline of the under-graduate degree. Candidates whose primary language of instruction during their undergraduate studies is not English may be required to demonstrate proficiency in English through standardized tests such as TOEFL or IELTS. In the first tri-semester, candidates will undergo self-taught and advisory courses totaling eight credits (typically four courses, each with two credits) as the foundation for the program. The choice of these foundation courses will depend on the candidate's academic background.

- ***For Candidates With Social Science, Humanities, or Arts Backgrounds:*** Foundation courses will be on data science-based topics to provide the foundation for policy analysis and law.
- ***For Candidates With Science or Engineering Backgrounds:*** Foundation courses will be related to policy science to ensure a solid understanding of legal and policy concepts.

Program Structure

First Year						
1st Trimester	Subject Category	Subject Name	Credit	Pedagogy	Level	Number
	Advisory & Foundation	Self-Taught Course	8	0-0-0	600	
	Core	Policy Analysis Fundamentals	3	3-0-0	400	
		Data Science for Policy Analysis	3	3-0-0	400	
		Research Methodology	2	2-0-0	400	
	Depth Elective	Group 1-3	2	2-0-0	500	
		Group 1-3	2	2-0-0	500	
	Open Elective		2	2-0-0	500	
2nd Trimester	Core	Data Analytics for Public Policy	3	3-0-0	400	
	Depth Elective	Group 1-3	2	2-0-0	500	
		Group 1-3	2	2-0-0	500	
	Open Elective		2	2-0-0	500	
	Advisory	Advanced Writing	2	0-0-0	600	
		Critical Policy Thinking	7	0-0-0	600	
		Research Led Course	10	0-0-0	600	
3rd Trimester	Core	Public Policy and Law	3	3-0-0	400	
		Political Economy and Economic Development	2	2-0-0	400	
	Depth Elective	Group 1-3	2	2-0-0	500	
		Group 1-3	2	2-0-0	500	
	Open Elective		2	2-0-0	500	
	Advisory	Critical Policy Thinking	7	0-0-0	600	
		Research Led Course	10	0-0-0	600	
		Seminar	2	0-0-0	500	

Second Year						
4th Trimester	Subject Category	Subject Name	Credit	Pedagogy	Level	Number
		Dissertation	10	0-0-0	600	
	Advisory	Advanced Writing	2	0-0-0	600	
		Advanced Teaching Learning	2	0-0-0	600	
5th Trimester		Dissertation	10	0-0-0	600	
	Advisory	Research Led Course	10	0-0-0	600	
		Advanced Teaching Learning	2	0-0-0	600	
		Seminar	2	0-0-0	500	
6th Trimester		Dissertation	20	0-0-0	600	
		Viva Voce	2	0-0-0	500	
Total Credit Load			140			

MS (Public Policy Analytics) Depth Electives

Group 1	Subject No.	Group 2	Subject No.	Group 3	Subject No.
Advanced Policy Analysis		Stakeholder Analysis and Engagement		Machine Learning for Public Policy	
Energy and Environmental Policy		Applied Econometrics for Policy Analysis		Time Series Analysis for Policy Analytics	
Policy Evaluation and Impact Assessment		Public Finance and Budgeting		Statistical Analysis for Policy Analytics	
Urban Policy and Planning		Behavioral Economics		Probabilistic Models for Policy Analytics	
Economic Development and Trade Policy		Crisis Management and Emergency Response		Artificial Intelligence & Policy	
Education Policy		Introduction to Public Administration and Governance		Statistical Learning for Policy Analysis	
International Policy Analysis		Ethics and Governance		Deep Learning for Policy Analytics	
National Security and Defense Policy		Human Resource Management for Public Policy		Continual Learning for Policy Analytics	
Policy Communication and Advocacy		Leadership in Public Administration		Data Mining for Policy Analytics	
Policy Entrepreneurship		Public Administration and Technology		Recommender Systems for Policy Analytics	
Policy Simulation Modeling		Public Administration Ethics		Financial Engineering for Policy Analytics	
Social Policy and Welfare Analysis		Public-Private Partnerships in Policy		Social Network Analysis for Policy Analytics	
Technology and Innovation Policy		Global Governance and International Affairs		Predictive Analytics for Policy Analytics	
Transportation Policy				Data Science for Compliance Monitoring	
Health Policy				Data Science for	

				Intellectual Property Analysis	
				Data Science for Risk Assessment	
				Legal Information Mining and E-Discovery	

MS (Public Policy Analytics) Open Electives

Subjects	Subject No.
Sustainable Development Goals	DP50403
Markets, Policies, and Institutions	DP50408
Environmental Policy	DP50503
Energy Policy	DP50501
Competition Policy	DP50502
Urban Governance	DP50401
Rural Governance	DP50402
Policy Networking and Negotiations	DP50403
Ethics in Policy Making	DP50405
Healthcare Management	DB50406
Technology Management	DB50407
Conflict Resolution and Negotiations	DB50501
Principles of Audit	DB50503
Legal Information Mining and E-Discovery	DS50501
Artificial Intelligence & Ethics	DS50504
Artificial Intelligence & Law	DS50505
Scientific Research Methodology	DS50508
Law, Policy & Governance	DP50406