E-mail : info@barcouncilofindia.org Website : www.barcouncilofindia.org



Tel.:(91) 011-4922 5000 Fax:(91) 011-4922 5011

# भारतीय विधिज्ञ परिषद् BAR COUNCIL OF INDIA

(Statutory Body Constituted under the Advocates Act, 1961)

21, Rouse Avenue Institutional Area, Near Bal Bhawan, New Delhi - 110002

BCI: D: 408 /2019 (LE/Std. 14/15/16.06.2019)

21.06.2019

- 1. The Registrar,
  Raffles University,
  Japanese Zone, NH-48,
  Neemrana, Alwar,
  Rajasthan 301 705
  e-mail:
  registrar@rafflesuniversity.edu.in
- 2. The Principal/Head of the Deptt., School of Law, Raffles University, Japanese Zone, NH-48, Neemrana, Alwar, Rajasthan - 301 705

#### **Interim Consent Letter**

Sub: Extension of approval to School of Law, Raffles University, Neemrana, Alwar, Rajasthan for imparting five year BA LL.B (Hons.) integrated course with intake of two sections of 60 students in each section and five year BBA LL.B. (Hons.) integrated course with an intake of one section of 60 students for a period of two years i.e. for the academic years 2019-2020 and 2020-2021 and fresh approval for imparting three year LL.B degree course with an intake of two sections of 60 students in each section for a period of two years i.e. for the academic years 2019-2020 and 2020-2021 subject to the condition that the University to pay the balance fee of Rs. 10.5 lakhs and other conditions mentioned in the inspection report.

The earlier period from the year 2016-17, 2017-18 and 2018-19 be also regularised.

Sir,

The Standing Committee of the Legal Education Committee of the Bar Council of India at its meeting held on 14th, 15th and 16th June, 2019 considered the inspection report of School of Law, Raffles University, Neemrana, Alwar, Rajasthan submitted by the inspection team of the Bar Council of India.

After consideration, Committee is of the view that School of Law, Raffles University, Neemrana, Alwar, Rajasthan be granted extension of approval for imparting five year BA LL.B (Hons.) integrated course with intake of two sections of 60 students in each section and five year BBA LL.B. (Hons.) integrated course with an intake of one section of 60 students for a period of two years i.e. for the academic years 2019-2020 and 2020-2021 and fresh approval for imparting three year LL.B degree course with an intake of two sections of 60 students in each section for a period of two years i.e. for the academic years 2019-2020 and 2020-2021 subject to the condition that the University to pay the balance fee of Rs. 10.5 lakhs and other conditions mentioned in the inspection report.

Color

Type by: SG

The earlier period from the year 2016-17, 2017-18 and 2018-19 be also regularised.

# Specific conditions imposed by the inspection team and approved by the Committee:-

- 1. The University/ CLE to amend its program structure / syllabus by increasing the number of social science/management subjects from the existing number of 14 to 20.
- 2. The CLE to upgrade the Library by investing minimum amount of Rs. 2 lakhs per course per academic year.
- 3. The CLE to ensure appointment of regular and permanent faculty members by giving them UGC scales of pay as per 7<sup>th</sup> pay commission norms.
- 4. The CLE to ensure that the students are provided with more clinical experience/ exposure as part of their teaching learning process.

The University/College is directed to also fulfill the other conditions stipulated as per Legal Education Rules 2008 and by the Committee, failure of which may lead to subsequent necessary and proper action being taken in this regard:

- The Institution is directed to establish the Legal Aid Centre as per Clause-11, Schedule-III of Rule-11 of the Part-IV of the Legal Education Rules – 2008.
- Institution should ensure the payment of salary to teachers as per Rules 22 schedule III, Part IV of BCI Rules.
- 3. The library should be furnished as per Clause 15 of Schedule III of Legal Education Rules 2008 given below:-

Minimum Library requirement: To start with, a Law Library shall have a set of AIR manual, Combo offer of CD of AIR Pvt. Ltd. (containing electronic version of AIR Supreme Court and High Court Data bases Research (four connections each) Cr. L.J. Data Base 1950-2015 1950-2015(four connections) AIR Privy Council Data Base 1900-1950 (four connections) AIR Mannual latest 6th Edition(1-45 Vols.) AIR Journal 2015, Cr. L.J. 2015, L.I.C. 2015, AIR Civil Cases 2015, AIR Law Lines 2015, AIR Cheque Dishonour Reports 2015, AIR Accident Claims and compensation 2015, Institution shall get electronic versions updated every year by AIR Pvt. Ltd. Central Acts and Local Acts, Criminal law journal, SCC, Company cases, Indian Bar Review, selected Judgements on Professional Ethics and Journals with the back volumes for at least ten years and also such number of text books in each subjects taught during the period according to the minimum standard ratio of ten books for each registered students. For running integrated program, text

Ofer

books of such other subjects are also to be kept in the similar minimum ratio.

- 4. The institution should keep in mind that minimum 10 sets of Indian Bar Review, selected judgments and professional Ethics published by Bar Council of India Trust and the AIR volumes/set must be promptly ordered for the library if not already ordered, as it is an essential requirement to run a law college which is stipulated by Bar Council of India, Legal Education Rules 2008 framed under a Parliament Act.
- 5. The institution is directed to make a minimum investment as provided below for upgrading it's library as per the following guideline:-

"Today with the increasing cost of journals, books, wi-fi, e-library and online facilities including I.T. facilities, the minimum investment by each university should be Rs. 10 lakhs for each year. However for any university/deemed university in rural area, the investment should be Rs. 5 Lakh and for all other affiliated colleges in the urban area it should be Rs. 2 lakhs and in rural area it should be Rs. 1 lakh."

- 6. Teacher Student ratio shall be as per Schedule-III, Rule-11, Clause-17, Part-IV of Bar Council of India Rules.
- Institution is directed to inform the timings of the classes.
- 8. A Centre of Legal Education must ensure that not less than three percent seats are reserved for persons with disabilities.
- 9. Centre of Legal Education shall equip itself to provide appropriate facilities in terms of the physical infrastructure, academic infrastructure and any other facilities required for the effective participation of disabled students, teachers and staff in their respective activities. For e.g. (a) ramps in public buildings and (b) Braille symbols and auditory signals in elevators or lifts.

# The same shall be verified during the next inspection.

Further, the University/College must specify the timing of the college which has not been given. College should also maintain the timing which has to be minimum 5 ½ hours with half an hour break. College is directed to file an affidavit to the Bar Council of India within six weeks mentioning the timing of the classes. The relevant rules of Legal Education which are mandatory to be ensured are as follows:-

#### Rule (xxiii), Chapter I

"(xxiii) "Regular Course of Study" means and includes a course which runs for at least five hours a day continuously with an additional half an hour recess every day and running not less than thirty hours of working schedule per week."

#### Rule 5 of Schedule III

M

Type by: SG

"Classes may be conducted between 8 a.m. to 7 p.m. in a Centre of Legal Education, which is not fully residential. However the Library may remain open till 10 p.m."

Further, the institution should follow the attendance rule and file affidavit that they are following the aforesaid rule. The next inspection team shall also see whether the said rules are being followed by the university or not. The relevant Rule 12 is given below:-

"12. End Semester Test: No student of any of the degree program shall be allowed to take the end semester test in a subject if the student concerned has not attended minimum of 70% of the classes held in the subject concerned as also the moot court room exercises, tutorials and practical training conducted in the subject taken together.

Provided that if a student for any exceptional reasons fail to attend 70% of the classes held in any subject, the Dean of the University or the Principal of the Centre of Legal Education, as the case may be, may allow the student to take the test if the student concerned attended at least 65% of the classes held in the subject concerned and attended 70% of classes in all the subjects taken together. The similar power shall rest with the Vice Chancellor or Director of a National Law University, or his authorized representative in the absence of the Dean of Law.

Provided further that a list of such students allowed to take the test with reasons recorded be forwarded to the Bar Council of India."

University/College should also admit students as per the below mentioned Rule:

7.Minimum marks in qualifying examination for admission: Bar Council of India may from time to time, stipulate the minimum percentage of marks not below 45% of the total marks in case of general category applicants, 42% for OBC category and 40% of the total marks in case of SC and ST applicants, to be obtained for the qualifying examination, such as +2 Examination in case of Integrated Five Years' course or Degree course in any discipline for Three years' LL.B. course, for the purpose of applying for and getting admitted into a Law Degree Program of any recognized University in either of the streams.

War

Provided that such a minimum qualifying marks shall not automatically entitle a person to get admission into an institution but only shall entitle the person concerned to fulfill other institutional criteria notified by the institution concerned or by the government concerned from time to time to apply for admission.

College to reply within six weeks whether they are following Clause-24, Schedule-II of Legal Education Rule-2008 lays down Moot Court exercises and Internship; Clause-25, Schedule-III lays down Minimum period of Internship which is quoted hereunder.



24. Moot court exercise and Internship:

This paper may have three components of 30 marks each and a viva for 10 marks.

- (a) Moot Court (30 Marks). Every student may be required to do at least three moot courts in a year with 10 marks for each. The moot court work will be on assigned problem and it will be evaluated for 5 marks for written submissions and 5 marks for oral advocacy.
- (b) Observance of Trial in two cases, one Civil and one Criminal (30 marks):

Students may be required to attend two trials in the course of the last two or three years of LL.B. studies. They will maintain a record and enter the various steps observed during their attendance on different days in the court assignment. This scheme will carry 30 marks.

(c) Interviewing techniques and Pre-trial preparations and Internship diary (30 marks):

Each student will observe two interviewing sessions of clients at the Lawyer's Office/Legal Aid Office and record the proceedings in a diary, which will carry 15 marks. Each student will further observe the preparation of documents and court papers by the Advocate and the procedure for the filing of the suit/petition. This will be recorded in the diary, which will carry 15 marks.

(d) The fourth component of this paper will be Viva Voce examination on all the above three aspects. This will carry 10 marks.

25. Minimum Period of Internship: (a) Each registered student shall have completed minimum of twelve weeks internship for Three Year Course stream and twenty weeks in case of Five Year Course stream during the entire period of legal studies under NGO, Trial and Appellate Advocates, Judiciary, Legal Regulatory authorities, Legislatures and Parliament, Other Legal Functionaries, Market Institutions, Law Firms, Companies, Local Self Government and other such bodies as the University shall stipulate, where law is practiced either in action or in dispute resolution or in management.

Provided that internship in any year cannot be for a continuous period of more than Four Weeks and all students shall at least gone through once in the entire academic period with Trial and Appellate Advocates.

(b) Each student shall keep Internship diary in such form as may be stipulated by the University concerned and the same shall be evaluated by the Guide in Internship and also a Core Faculty member of the staff each time. The total mark shall be assessed in the Final Semester of the course in the 4<sup>th</sup> Clinical course as stipulated under the Rules in Schedule II.

College/University should also follow Rule-10 of Legal Education Rules 2008 which is quoted hereunder:-

10. Semester system

M

The course leading to either degree in law, unitary or on integrated double degree, shall be conducted in semester system in not less than 15 weeks for unitary degree course or not less than 18 weeks in double degree integrated course with not less than 30 class-hours per week including tutorials, moot court room exercise and seminars provided there shall be at least 24 lecture hours per week.

Provided further that in case of specialized and/or honours law courses there shall be not less than 36 class-hours per week including seminar, moot court and tutorial classes and 30 minimum lecture hours per week.

Provided further that Universities are free to adopt trimester system with appropriate division of courses per trimester with each of the trimester not less than 12 weeks.

College/University should also follow Rule 17 and Rule 18 of Schedule III of Legal Education Rules 2008 which is quoted hereunder:-

#### Rule 17. Core Faculty:

There shall be sufficient number of full time faculty members in each Centre of Legal Education (i.e., Department, constituent or affiliated college) to teach each subject at all point of time for running courses who can be supported by part time or visiting faculty. Such a core faculty shall in no case be less than six in the first year of the approval with both streams in operation, eight in the second year and ten in the case of third year of law courses. In addition, for the integrated course there shall be adequate faculty in the subjects offered in the liberal educational subjects as part of the course by the institution. These faculties in the liberal educational discipline in Arts, Science, Management, Commerce, Engineering, Technology or any other discipline shall possess qualification as is required under the UGC guideline or under such other standard setting body as the discipline is allotted to by any Act, statute, or Rules of the Government of India or of a State.

For the Three Year Bachelor of Law degree course only with two sections without the Honour program, there shall be minimum of 4 core faculty in the first year six in the second and eight in the third year in addition to the Principal/Head or Dean as the case may be.

Provided that an institution intending to run any specialized or honours course must have at least three faculty in the group in which specialization and honours courses are offered.

Provided further that each full time faculty shall take as many classes in the subject or subjects as may be assigned to them on the basis of standard prescribed by 'the standard setting institution' like UGC.

Provided further, if any institution of a University, which was already affiliated to the University and approved to run professional courses of either scheme or both by the Bar Council of India after inspection of the University, falls short of required full

Sorali

N

time faculty, the new admission in courses may be required to remain suspended until new required number of faculty is procured. The University shall before starting a new academic session, notify which institutions are only be allowed to admit fresh students.

Provided further that if while inspecting the University it was found that in any institution of the University adequate number of full time faculty was not there in the staff, the Bar Council after giving notice to the University might give a public notice directing the University not to admit students in the new academic year in that institution.

### Rule -18 Minimum weekly class program per subject (paper):.

There shall be for each paper (with 4 credit) Four class-hours for one hour duration each and one hour of tutorial/moot court/project work per week.

Institution should submit affidavit in compliance of the above conditions within six weeks.

University/College authorities are also required to apply before the Bar Council of India for further extension of approval six months in advance before expiry of the period of approval of affiliation granted by the Bar Council of India. i.e. on or before 31st December, 2020 in respect of BA LL.B (Hons.) integrated course, five year BBA LL.B. (Hons.) integrated course and three year LL.B degree course with the requisite inspection fee of Rs. 3 lakhs per course (for normal course) and Rs. 5 lakhs per course (for honours course) and application fee of Rs. 50,000/- by way of demand draft to be drawn in favour of Bar Council of India, payable at New Delhi.

This letter is subject to final approval/confirmation of the Legal Education Committee and General Council of the Bar Council of India.

You are also requested to attach a copy of this letter with your compliance report/reply.

Very Important :- Please henceforth ensure to send any compliance orders separately affiliation affidavit/reply and complianceaffiliationle@gmail.com, copying to from apart e-mail/s to dlebci@gmail.com. do not send any Please legaleducationdepartmentbci@gmail.com.

For any other query/ies you can send an e-mail to dlebci@gmail.com

This is for your information and necessary action.

(N. Senthil Kumar)

Asstt. Secretary

Head of the Deptt.

Yours Sincerely,

(Srimanto Sen)
Secretary

deriginal

## THE BAR COUNCIL OF INDIA PROFORMA FOR INSPECTION REPORT <u>OF</u>

# NEW/EXISTING CENTRE OF LEGAL EDUCATION

(Put a tick  $[\ensuremath{\sqrt{}}]$  whether new or existing)

(While preparing the report of inspection of the Centre of Legal Education, members are requested to follow the following proforma with Annexure A to E)
[the team may use additional sheets, if required]

Documents to be only attached in "\*" marked column only

### I. DETAILS OF THE INSTITUTION

1	Name of the existing Centre of Legal Education / University with complete address, telephone number and email/new or existing	Japanese Zone, NH-48 Neemrana, Alwar (Raj)-301705
2	Names of the Members of the inspection team	1. Hon'ble Mr Justice Satish Chandra, Former Judge, High Court of Uttar Pradesh
-		2.Mr. T.S Ajith, Member BCI
à		3.Mr. B.C Thakur, Member BCI
		4.Mr. Suresh Chand Shrimali, Member BCI, Special invitee
		5. Prof S. Shantha Kumar , Pro Vice- Chancellor, G D Goenka University (For Law)
		6. Dr. Bharat Singh for Economics, Member of BCI
3	Date of inspection	25th February 2019 (Monday)
4	Application for new/extension of approval submitted to the	Extension for Existing Courses: BA. LL.B (H)- Five Years - 120 Seats



79	Bar Council of India for the academic year with course details  If any new course introduced by the existing institution. Furnish the details  Whether additional sections are applied for?	New Application for:  LL.B- Three Years	
5.	a) Name of the Society/Trust/Organization sponsoring the Centre of Legal Education b) Year of establishment of the society(for new centers)		
6	Whether it is a National Law University / Department of State University / Department of Deemed University / Department of Private University / Govt. college / Private college	National Law University     State University under State Govt     Deemed University under Central Govt.	
7*	Whether State Government has issued extension of NOC to run the institution, if yes, from when  Attach NOC order of the Government	No, University established by an Act of State legislature to run courses mentioned in Schedule-II (Copy Enclosed as Annexure- I)	
8	a). Name of the University to which the Centre of Legal Education is affiliated.	Raffles University, Neemrana	
x	b). What are the courses affiliated by the University.		
	c). Whether the University has extended its affiliation		



for the above said courses, if yes, when and upto what period

- c). How many sections sanctioned by the University to each course.
- d). Whether running any course without the approval of the Bar Council of India. If yes since when?
- e)\*. Attach latest University affiliation order
- f)\*. Whether the syllabus prescribed by the University for the institution as per Schedule II of the Legal Education Rules(attach syllabus for each course)

Whether syllabus of the Bar Council of India is being followed as per Part I, Part II and Part III (for Honours courses) of Schedule II. The relevant rules are annexed in Annexure - A

g). The timings of the Centre of Legal Education to conduct classes Three Section granted by the BCI 02 Section for BA LL.B (H) 01 Section for BBA LL.B (H)

No

Not needed, see above column-7

The University syllabus is as per BCI rules. Honours Papers numbering -8 are included in the syllabus. However number of Social Science/Management Papers including English language papers number -14 only. As per BCI rules the number of Papers for honours course should have been twenty. 14 papers is requirement for regular course. So the university needs to add six more social science papers for BBA LL.B and BA LL.B law courses. The University has undertaking to amend the Syllabus and to include six more social science papers so as to conform BCI rules.

From 9.30 am to 04.30 pm with one hour Break.

(6 Days / Week)

#### II. INFRASTRUCTURE DETAILS

Ca

Whether the land and building are owned by the Centre of Legal Education

Own Land

	or the same is rented or leased?		
я	If rented, for how many years? Whether the management has any proposal to construct its own building.	N.A	
10	Number of class rooms presently available	21	
11	Area of each class room	30 * 30 Sq. foot	
12	Whether the class rooms are well furnished with other required amenities.	Yes	
13*	Other infrastructure details	Kindly √ the following :	
13"	The format of details	То	tal rooms
	about the accommodation is annexed as Annexure B	√ 1. Principal Room HOD/Director	- 02
		√2. Staff Rooms √3. Girls common rooms √4. Boys common rooms √5. Office rooms	- 10 -01 -01 -02
	(e) (f) (f) (f) (f) (f) (f) (f) (f) (f) (f	√ 6. Library √ 7. Moot Court room √ 8. Auditorium √ 9. Computer room	-01 -01 -01
		<ul> <li>√ 10. Girls Toilets</li> <li>√ 11. Boys Toilets</li> <li>√ 12. Staff Toilets</li> <li>√ 13. Play Ground</li> <li>√ 14. Legal Aid Clinic</li> </ul>	-03 -03 -01 -01

Ko

## III. INFORMATION ABOUT THE EXISTING STUDENTS

14	The strength / sections	Three Sections granted by the BCI
	sanctioned by the Bar Council of India to each course (for existing centers only)	
15	a). How many students admitted in each course by the college and students continuing in each course in succeeding years.  (for existing centers only)	1st year: N.A 2nd year: N.A
		& BBA LL.B(H) -Five Years
		1 <sup>st</sup> yr -1 2 <sup>nd</sup> yr -6 3 <sup>rd</sup> yr -17 4 <sup>th</sup> yr -11 5 <sup>th</sup> yr -20
	b). Whether norms of minimum percentage of marks as per rule 7 for admission are followed in each student admitted.	
16	How many students were present in the college at the time of inspection (for existing centers only)	Total Strength is 155 students
17	Whether the college is maintaining attendance registrar. What is the	Yes, Attendance Registers are being maintained



percentage of students attending the classes. (for existing centers only)

Student attendance Percentage - 80 %

# IV. DETAILS ABOUT THE TEACHING STAFF AND NON TEACHING STAFF

Details about the teaching Kindly √ the following staff, their qualifications, salary and other service Annex separate list which is enclosed conditions with complete with this proforma - Annexure - 1. (list details of full time and part should be prepared separately as follows) time teachers. The format of details of √ 1. List of Law teachers teaching staff is annexed √ 2.List of social science subject teachers as Annexure C √ 3.List of Management subject teachers √ 4. List of Commerce subject teachers √ 5. List of Science subject teachers √ 6.List of Technical subject teachers There are 11 core law faculties There are 04 Social Science faculties including English There are 04 Management Faculties. 19 any changes in the faculties. Comparing with -07 Teachers Continued previous list how many teachers are continuing Resigned after the 2013 BCI inspection and how many resigned and how many of freshly - 13 Teachers appointed. Freshly appointed after the 2013 year BCI Inspection - 13 Teacher the Details about Annex separate list which is enclosed 20 Administrative Staff in the with this proforma Centre of Legal Education

IV. DETAILS ABOUT THE LIBRARY (See Schedule III of LE Rules (Clause 15)

( Cau	use rej					-
-	(a) Details	about	the	Space-	- 588 Sq Mtr	
21*					- 16 Computer System	
				Text books	- 5580	
				Journals (Bound)	-3509	
		eference b				
				E-Journals:	<ol> <li>SSC online</li> </ol>	

167

	periodicals  The format of details about the library is annexed as Annexure D&E	2. Hein online Periodicals/Journals/Magazines- 31
	b). Whether every year as per Clause 15 of Schedule III investment is made in the library	Yes
22	State whether the books and periodicals mentioned in Clause 15 of Schedule III of the Rules are available in the library or not?	Yes
23	Working hours of library and details of Library staff	Working hours of V K G Memorial Library- from 09.30 am to 8.30 pm.
24	Whether there is qualified and trained librarian or not?	Yes

### VI. REMARKS:

25	Whether compliance has been done of the earlier conditions:	Previous conditions as to Legal Aid Centre, Salary to the Faculties, upgradation of Library and Student Teacher Ratio complied with.
26	Whether the institution improved the standard in all aspects. Furnish the details	This CLE is maintaining good Teacher Student Ratio and it has an excellent infrastructure. It is totally a residential CLE.
27	Views of members of inspecting team with regard to extending the approval or Disapproval of Centre of Legal Education	The inspection team is of the view that the extension of approval for this CLE may be granted on temporary basis for a period of three years from 2016-17 to 2018-2019 for the following two existing courses with intake given against each course:
		1. BALLB (H) - 2 sections; 2. BBALLB (H) - 1 section. It may be noted here that the CLE had



		applied for extension of approval for the aforesaid two course on 28.12.2015 by depositing the necessary fee. But the BCI inspection could not take place
*		despite reminders.  The inspection team is of the opinion that in case the CLE applies for extension of approval along with requisite fee for the academic session 2019-20 onwards, the same may be accepted and this inspection report may be considered for granting of further extension of approval for aforesaid two courses for two years i.e. 2019-2020 to 2020-2021. This suggestion is being made in view of the fact that the BCI inspection could not take place on the pending application
		dated 28.12.2015.  The inspection team is further of the view that fresh approval may be granted to the CLE for the following course with intake mentioned against it on temporary basis for a period of two years from 2019-20 to 2020-2021:  1. LLB (3 year) – 2 section of 60 students each
		All these approvals are subject to the conditions mentioned in para 29.
28	Whether approval may be granted or not?  If yes, please mention about the courses and intake of each course	Yes. Approval may be granted as mentioned above in column 27.
29	Conditions, if any, that can be imposed and the time limit for fulfilling those conditions	1. The University/CLE to amend its program structure/syllabus by increasing the number of social science/management subjects from the existing number of 14 to 20.
×		2. The CLE to upgrade the Library by investing minimum amount of Rs.2 lakhs per course per academic year.



- 3. The CLE to ensure appointment of regular and permanent faculty members by giving them UGC scales of pay as per 7th Pay Commission norms.
- 4. The CLE to ensure that the students are provided with more clinical experience / exposure as part of their teaching learning process.

Hon ble Former Judge

Member, B¢I

(For Law)

(For Social Sciences)