

अलीगढ़ मुस्लिम विश्वविद्यालय

(राष्ट्रीय मूल्यांकन और प्रत्यायन परिषद द्वारा मान्यता प्राप्त 'ए+' 'केंद्रीय विश्वविद्यालय)

ALIGARH MUSLIM UNIVERSITY

(Accredited by NAAC in 'A+' Grade Central University)

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परीक्षा नियंत्रक कार्यालय
(परीक्षा अनुभाग)

Office of the Controller
of Examinations
(Examination Section)

دفتر نگران امتحانات
شعبه امتحانات

D.No.1323/Exams.

Dated: 30.07.2026

NOTICE

As per provisions in the Four Year Undergraduate Program (FYUP) Ordinances (Academic), students who names have been removed from the rolls of the University as they failed to secure the minimum required credits at the end of session 2025-26, and wish to continue their studies may submit their Mercy Appeal for continuing their studies during the session 2026-27 as per following details:

1. Mercy Appeal proforma can be downloaded from the link:
https://api.amu.ac.in/storage//file/10348/file_management/1689915308.pdf
2. The duly filled and signed by concerned Dean/Principal, proforma is to be submitted in Examinations Section, Kothi No. 3, Administrative Block, Controller's Office latest by 10.08.2026.
3. Mercy Appeal can be availed only once during the entire duration of the program.
4. Mercy Appeal Forms submitted after due date will not be accepted.
5. Students are advised to carefully read the instructions available with the Mercy Appeal on the website.

(Assistant Controller)
Examinations
Assistant Controller
(Examinations)

Copy to:

1. Deans—Faculty of Arts/ Social Sciences/ Science/ Life Science/ Commerce/ Theology/ International Studies with the request to kindly circulate it among respective Department of Studies.
2. Dean, Student's Welfare
3. University Librarian, Maulana Azad Library for displaying on Notice Board
4. Principal, Women's College for circulation among the students
5. Provosts, Halls of Residences & N.R.S.C.
6. Coordinator, N.E.P. Cell
7. Systems Manager, N.E.P. Cell
8. Senior Programmer, R.P. Section for uploading the notice on website
9. Mr. A.J. Siddiqi, S.O. Examinations Section for necessary action
10. S.O. to COE for information
11. Guard File

सहायक नियंत्रक
(परीक्षा अनुभाग)
A.M.U., Aligarh
अ.मु.वि. अलीगढ़



MERCY APPEAL

(For student Admitted under FYUP)

[As per clause 11.2 of the Ordinances (Academic) under Chapter XXI (E-II)]

ALIGARH MUSLIM UNIVERSITY, ALIGARH

Note: - Write in block letter and submit the duly filled proforma in the office of the Dean concerned/Principal for onward transmission to Controller's Office (Examinations Section)

Name..... Mother's Name.....
Enrolment No..... Faculty No.....
Major Subject..... Generic Subject.....
Email ID.....
Minor Subject..... Contact No.....

Subject: - One time Mercy Appeal to continue my study after Name Removal

Before the Vice Chancellor, AMU

I deeply regret that I could not continue my studies after taking the admission due to

(Mention reason and attach relevant documents)

In case my mercy is accepted, I will wholeheartedly commit myself to pursuing my studies at the University and will complete the degree requirement as per the laid down procedures and ordinances (academic). I hereby declare that I am aware of the fact that no further mercy be given to me in the program.

Signature of Student

with date

1. Physical verification of original documents and allotment of Minor / Generic Subjects was done. (Yes/No)

☐

2. Recommended for Mercy Appeal. (Yes/No)

☐

Signature of Dean/Principal

With date & Seal

**INSTRUCTIONS PERTAINING TO MERCY APPEAL, REGISTRATION & ATTENDANCE**

- Students who failed to get their original documents physically verified and have not been allotted Minor/Generic Subject are not eligible under the Mercy Appeal provision as per clauses 2 & 3 of the minutes of the meeting dated 25.11.2022.
- One Time Mercy Appeal may be used by the student at any stage of their academic journey in the Four-Year Undergraduate Programme (FYUP) provided they fail to earn the Minimum Credits required after admission as per the following table.

Semester	Minimum Earned Credits
2 semesters	10
4 semesters	30
6 semesters	50
8 semesters	80
10 semesters	110
12 semesters	140
14 semesters	176

- Mercy appeal does not automatically restore the admission and will depend on the discretion of the vice-chancellor, who may take an appropriate decision depending on the merit of each individual case. Students must attach all relevant documents with their mercy appeal. Restoring Admission using Mercy Appeal shall not be a matter of right for the students.
- Students who exited the FYUP Programme as per the provision in the ordinance (academics) will not be allowed to use the Mercy Provision however they may use the provision of lateral entry as provided in the ordinance (academic) before being eligible for mercy appeal at a later stage.
- Registration:**
 - Every student is required to register, for each semester, for the courses that he/she wants to pursue in that semester. The student will have to choose any of the following modes of registration.

Mode	Requirements
a	Fulfill class attendance requirements and appear in all components of the evaluation.
b	Appear in all components of evaluation (<i>not applicable for laboratory courses</i>).
c	Appear in end semester exam only. Previous sessional marks will be considered.

Registration in modes 'b' and 'c' will be permissible only if the student had registered in mode 'a' and fulfilled the attendance requirement in an earlier semester. The registration schedule will be announced by the University for every semester.

- A student will normally register for higher semester courses only if he has also registered for un-cleared courses of previous semesters.



- (c) No student will be allowed to register for more than **40 credits** in a semester.
- (d) A student may be denied registration in a course due to reasons of paucity of staff or space or other facilities, especially in case the student is registering a course for improving the grade in a passed course.
- (e) If a student fails to register in two consecutive semesters without specific permission from the Dean, his/her name may be removed from the rolls of the University.
- (f) Registration for the Graduating Exit Course will be done after the declaration of the results of even semester.

6. Repetition of a Failed Course

- (a) If a student registers for a course but fails to fulfill the attendance requirement, he/she will be required to register for the course again in mode 'a'.
- (b) In case a student completes the attendance, requirement but fails to secure any of the passing grades in a theory course, he/she has the option of registering for the course again either in mode 'b' or in mode 'c'.
- (c) In case a student completes the attendance, requirement but fails to secure any of the passing grades in a laboratory course, he/she has the option of registering for the course again either in mode 'a' or in mode 'c'.

7. Repetition of a Passed Course

- (a) A student may repeat a theory course to try to improve his/her grade in that course only once, provided that he/she has passed that course in a single attempt at the scheduled time. In such a case, the student will have to register for the course again either in mode 'b' or in mode 'c'. Requirements of mode 'b' and 'c' registrations are the same as described above.
- (b) For the purpose of calculating the SGPA the recently obtained grade will be considered while for CGPA the better of the two grades will be counted.

8. Graduating Exit Examination

- a) A student who wishes to exit the program but has not been able to obtain the requisite number of credits in the Semesters may be given a chance to appear in the Graduating Exit Examinations after the declaration of the result of even semester examinations provided:
 - the student has only a maximum of two un-cleared theory courses: One course of odd semester and/or one course of even semester.
 - the student has fulfilled the attendance requirement earlier and has been awarded E or I grade in the course(s)
- b) The Graduating Exit Examination shall be evaluated based on the End-Semester Examination component of the course alone. Sessional/Continuous evaluation components shall have no bearing on the result.



- c) Grade 'P' shall be awarded if the student concerned obtains 35 or more percent of the marks allotted to Graduating End-Semester Examination alone.

In case the marks obtained are less than 35% for theory courses, a grade of E will be awarded. Two grace marks, however, will be awarded for passing the course.

9. Attendance Requirement

Attendance in each course separately is compulsory at least once. Students who have put in 75% or more attendance in a course in a semester will be eligible to appear in the End-Semester Examination of that course. Students who have put in 65% or more but less than 75% attendance in a course may be considered for condonation of shortage of attendance in that course by the condonation committee. Students whose attendance in a course is less than 65% or whose shortage in attendance has not been condoned will not be eligible to appear in the End-Semester Examination of that course and will be awarded grade 'Y' in that course and all marks obtained in any component of the course-evaluation will stand canceled. However, in case a student is repeating a course and the student has already fulfilled the attendance requirement in that course, he/she will not be detained due to shortage of attendance in that course during the repeating semester.