



UNNOTIFIED MOOT COURT COMPETITIONS POLICY 2025 - 2026

PREAMBLE:

This policy establishes a structured and transparent framework to facilitate fair and equitable student participation in national and international moot court competitions that are not officially notified by the Moot Court Society (MCS) of NUALS (hereinafter referred to as “Unnotified Competitions”).

It seeks to address procedural gaps in existing mechanisms while upholding institutional standards, protecting academic integrity, and ensuring that student representation in external competitions aligns with the values and priorities of the University.

DEFINITIONS:

1. **Unnotified Competition** - Any national or international moot court
 - 1.1. that has not been officially notified by the Moot Court Society (MCS), and/or
 - 1.2. is not included in the official list of recognized national or international competitions published periodically by the MCS. This includes competitions discovered or circulated through informal channels or personal contacts.
2. **Bonafide Certificate** - An official document issued by the Faculty Coordinator of the MCS on behalf of the University, granting permission to a student/team to represent NUALS in a specific competition.

The format of the Bona Fide Certificate issued for participation in unnotified moot court competitions shall be the same as prescribed in the Moot Court Society Constitution, or, in the alternative, shall conform to the format required by the host University/organising institution, as applicable.
3. **Participation Cap** - A limit imposed by competition organizers on the number of teams that may represent a single institution.
4. **Expression of Interest (EOI)** - A formal application submitted by a student team seeking permission to participate in an unnotified competition, in accordance with the format and requirements laid out under this Policy.
5. **Official Notification** - A formal process whereby the Moot Court Society (MCS) designates a competition as institutionally recognized. Officially notified competitions are distinguished by the fact that participating teams are selected through the institutional moot selection mechanism, which relies on Internal Moot Court Competition (IMCC) scores, Freshers Moot

Court Competition (FMCC) Scores, Challenger rounds, and/or other pre-established merit-based ranking systems.

This is distinct from the process for unnotified competitions, where team participation is determined on a first-come-first-served (FCFS) basis and is not linked to IMCC scores unless the MCS later exercises its right to notify the competition officially.

6. **Linktree Page** – The centralized online publication platform maintained by the MCS for the release of officially received competition invitations, not including the invites of officially notified moots. Competitions listed here are considered institutionally acknowledged for the purposes of timestamp-based EOI evaluation, but are not necessarily “officially notified” moots under the IMCC system.
7. **Unnotified Competitions Portfolio Holder (UCPH)** - A student office-bearer of the MCS, responsible for managing the administration, documentation, and verification of participation in unnotified competitions under this Policy.
8. **Moot Court Trainers** - are those who are appointed or designated by the University from time to time, for the purpose of training Moot Court teams participating in national and international moot court competitions.
9. **Research Assistant (RA)** - refers to the eligible students who are selected to assist the teams representing the University at International Moots.
10. **Official Email ID** - For the purposes of this Policy, “Official Email ID” shall mean mcs@nuals.ac.in. All general correspondence with the Moot Court Society shall be sent to this address.
11. **EOI Submission Email ID** - For the purposes of this Policy, all Expressions of Interest (EOIs) for unnotified moot court competitions shall be sent exclusively to nualsmootapplications@gmail.com. EOIs submitted to any other address shall be deemed invalid.
12. **University** – shall mean The National University of Advanced Legal Studies

GOVERNANCE STRUCTURE:

13. Constitution of the Portfolio for Unnotified Competitions

- 13.1. The administration of unnotified moot court competitions shall be undertaken through a dedicated Unnotified Competitions Portfolio, functioning under the aegis of the Moot Court Society (MCS)

13.2. This portfolio shall operate independently from the official IMCC-based selection mechanism and shall oversee all matters concerning student participation in moot court competitions not officially notified by the MCS.

13.3. In addition:

13.3.1. The MCS shall have full discretion to appoint Assistant Portfolio Holders or constitute additional supporting roles to ensure the smooth and efficient functioning of this policy framework.

13.3.2. The appointment, term, and removal of Portfolio Holders and Assistants shall be governed by the internal rules of the society.

14. Functions and Responsibilities of the Unnotified Competitions Portfolio Holders (UCPH)

14.1. *Receipt and Processing of Expressions of Interest (EOIs)*

14.1.1. The UCPH shall serve as the first point of contact for student teams seeking to participate in unnotified competitions.

14.1.2. EOIs must be submitted to the email ID specifically used for this purpose (refer to Clause 11), provided for this purpose, using the standardized format provided in the Appendix to this Policy.

14.1.3. Each EOI must include:

- a.* Full details of all team members: name, batch, roll number, role in the team, and institutional email ID.
- b.* The official competition brochure (and rulebook, if available)
- c.* The registration deadline
- d.* The internal notification number, as generated and recorded by the UCPH (only applicable in case of moots published via the Linktree page)

14.1.4. The UCPH shall record and timestamp the receipt of each EOI to facilitate the first-come-first-served (FCFS) selection procedure for capped events, as provided under Clause 15 of this Policy.

14.2. *Verification of Competition Legitimacy*

14.2.1. Verifying all information submitted in the EOI.

- 14.2.2. Ensuring that the selection of teams for capped events strictly adheres to the procedure outlined in Clause 15 of this Policy.
- 14.2.3. Determining whether the competition is hosted by a credible academic or legal institution.
- 14.2.4. Reviewing whether there are issues related to eligibility, format, or institutional restrictions that may affect participation.
- 14.2.5. Confirming that the competition is not listed in the official list of recognized national or international moots maintained by the MCS.
- 14.2.6. In case of ambiguity or concern, the matter shall be escalated to the Faculty Coordinator of the MCS, whose decision shall be final and binding.

14.3. *Selection of Teams for Capped Events*

- 14.3.1. The UCPH shall apply the first-come-first-served (FCFS) principle to determine eligibility.
- 14.3.2. Only EOIs that are complete, valid, and received shall be considered.
- 14.3.3. The UCPH must maintain transparent documentation, reject late/incomplete EOIs, and notify all applicants of their selection or disqualification in a timely manner.

14.4. *Forwarding to Faculty Coordinator for Administrative Clearance*

- 14.4.1. The UCPH shall forward the selected EOI, along with the documentation submitted by the team, to the Faculty Coordinator of the society.
- 14.4.2. The Faculty Coordinator shall review the documents and may approve or reject the participation request.
- 14.4.3. If approved, the Faculty Coordinator shall initiate steps for the issuance of the Bonafide certificate and any other necessary clearances from university authorities.

14.5. *Annual Cap on Bonafide Certificate Issuance*

- 14.5.1. Each student shall be eligible to receive a maximum of two (2) bona fide certificates for participation in unnotified moot court competitions per academic year, and shall apply irrespective of the student's capacity or role in the moot competition. This limit is separate from and in addition to the two (2) officially notified moot court competitions a student may participate in based on IMCC scores.
- 14.5.2. The UCPH shall maintain a cumulative record of Bonafide issued to each student and shall reject EOIs exceeding this limit.

14.6. *Maintaining Transparency and Public Records*

14.6.1. The UCPH shall maintain a digital logbook, updated in real time, containing:

- a.* The names and roll numbers of all teams that submitted EOIs.
- b.* The name of the competition each team participated in.
- c.* The timestamp of receipt for each EOI in capped competitions.
- d.* The status of the Bonafide for each application (Approved / Pending / Rejected).
- e.* The records of participation and achievements of students in such unnotified moots to ensure accurate institutional documentation and to facilitate future references.

15. Procedure for capped Unnotified Competitions:

For unnotified competitions that impose a participation cap on the number of teams per institution, team selection shall proceed on a first-come-first-served (FCFS) basis.

15.1. *Competitions Published via Official Linktree Page*

15.1.1. All capped moot court competition invites formally received by the University shall be published through a centralized Linktree page maintained by the Moot Court Society (MCS).

15.1.2. Any such competitions shall be notified only at 8:00 PM IST on the day of publication. If no moots are to be announced on a given date, no post shall be made. This uniform publication time ensures procedural predictability and fairness for all students.

15.1.3. For competitions published via Linktree:

- a.* EOIs shall be considered valid only if submitted after 8:00 PM IST on the date of publication.
If a team submits a complete and eligible EOI for a competition prior to its official publication on the Linktree, the competition shall be treated as falling under Clause 15.2, with the selection procedure under that clause being followed in full.
- b.* Each EOI must include the Linktree post reference number or URL.
- c.* Selection shall be based on the precise timestamp of receipt of a complete and eligible EOI, until the institutional cap is reached.

15.2. *Competitions Not Published on Linktree or Circulated Informally*

15.2.1. For capped competitions that:

- a.* are not published on the official Linktree page, or

- b.* are circulated informally (via WhatsApp, personal emails, individual contacts, etc.),
- 15.2.2.** the following procedure shall apply:
- a.* Interested teams must follow the EOI process outlined in Clause 14.1
- b.* The submission must include the official competition brochure (and rulebook, if available).
- c.* Selection shall be made on a first-come-first-served basis, determined by the timestamped receipt of a complete and eligible EOI, until the institutional cap is filled.

16. Procedure for non-capped unnotified Competitions:

16.1. Interested teams are to follow the procedure set out in 14.1 of this Policy. Teams verified by the UCPH may be eligible to participate in the competition. Bonafide shall be granted by the Faculty Coordinator upon document authentication by the UCPH without team limitations unless later imposed by competition hosts.

17. Exception in the event of no EOIs

17.1. In competitions where no valid EOI is received from eligible students, the UCPH may consider EOIs from students who have already received two NOCs/bona fide certificates during the academic year after consultation with the faculty in charge. This shall be permitted solely to ensure institutional representation and shall not be treated as a general exception to the two bona fide limit.

17.2. Students who have already reached the two bona fide cap shall not submit EOIs for unnotified competitions unless a fresh notification is issued by the Moot Court Society (MCS) explicitly permitting such applications.

18. Reporting of Participation and Achievements:

18.1. All students participating in unnotified moot court competitions are required to report their participation, including any awards or recognitions received, and submit a soft copy of any certificates received to the official Mail ID of the MCS, within fourteen (14) days of the conclusion of the competition.

ATTENDANCE AND FUNDING:

19. Attendance:

19.1.1. Participation in unnotified moot court competitions shall not confer any entitlement to academic attendance, including Approved participation leave and Academic leave

19.1.2. Students participating in such competitions shall not be eligible to claim:

- a.* Exemption from exams
- b.* Academic exemption, or
- c.* Any other attendance-related concession for time spent in research, preparation, travel, or participation.

19.1.3. All university attendance requirements and academic regulations shall continue to apply in full.

20. Financial assistance:

20.1.1. No institutional funding or financial assistance shall be provided by the University for participation in unnotified competitions.

20.1.2. This includes, but is not limited to, expenses related to:

- a.* Registration fees,
- b.* Travel and transportation,
- c.* Accommodation,
- d.* Printing, or
- e.* Any incidental costs.

20.1.3. All financial obligations in connection with such competitions shall be the sole responsibility of the participating students.

21. Moot Trainer Allocation:

21.1.1. No external Moot Trainer or Research Assistant shall be allotted to teams participating in unnotified competitions by the faculty coordinator.

FINAL PROVISIONS:

22. Interpretation and Clarifications:

- 22.1.** Any ambiguity in the interpretation or application of this Policy shall be referred to the Faculty Coordinator of the MCS, whose decision shall be final and binding.
- 22.2.** The Moot Court Society reserves the right to notify any national or international competition, including those not listed in the official list of recognized moots.
- 22.3.** As per the Moot Court Society Constitution (refer to Annexure A of the Constitution), only students who have been part of officially notified moot teams shall be eligible to contest MCS elections. Achievements in unnotified competitions do not count toward eligibility for contesting such elections.
- 22.4.** Once a competition is officially notified by the MCS, irrespective of whether it is before or after the EoI submitted by teams and regardless of any prior procedure followed under this Policy, the selection of the university team shall be based strictly on IMCC scores, FMCC scores, and challenger rounds or the mechanism specifically followed for institutionally notified moots.
- 22.5.** In such cases, the provisions of this Policy shall cease to apply to that competition.
- 22.6.** This Policy may be amended, repealed, or replaced by the MCS with the approval of the Faculty Coordinator.

23. Applicability:

- 23.1.** The provisions of this Clause shall apply uniformly to all unnotified competitions, irrespective of:
- a.* Format,
 - b.* Venue (national or international), or
 - c.* Scale
- 23.2.** Exceptions, if any, shall require prior written approval from the Faculty Coordinator of the MCS

24. Penalty for Circumvention or Misrepresentation:

- 24.1.** Any student or team found to have circumvented the procedures laid down in this policy, misrepresented information, or obtained a bona fide certificate through unfair means shall be liable for disciplinary action. This may include, but is not limited to:
- 24.1.1.** Withdrawal of the bona fide certificate already issued
 - 24.1.2.** Disqualification from participating in future unnotified competitions

24.1.3. Such cases shall be brought to the notice of the Faculty Coordinator, and a final determination shall rest with him/her.

25. Validity and Transitional Clause:

25.1. This Policy shall remain in force for a period of one year from the date of its official adoption and publication, unless renewed or replaced earlier.

25.2. Competitions for which EOIs were submitted or bona fides were issued prior to the enforcement date shall not be governed by this Policy.

25.3. Ongoing matters at the time of adoption shall be aligned with this Policy to the extent practicable, at the discretion of the MCS and Faculty Coordinator.

ANNEXURE A

FORMAT OF EOI FOR UNNOTIFIED MOOT COURT COMPETITIONS (CAPPED AND UNCAPPED)

To: nualsmootapplications@gmail.com

Subject: [EOI] [Name of Moot] – [Internal notification number] (in case of published moots)

Dear MCS,

We, the undersigned, wish to formally submit our Expression of Interest (EOI) to represent NUALS in the upcoming “[Full Name of Competition]” organized by “[Name of Host Institution/ Organization]”.

Please find the Competition details below:

1. Full Name of Competition:
2. Host Institution:
3. Mode: (Online / Offline / Hybrid)
4. Official Brochure Attached: (Yes / No)
5. Rulebook Attached: (Yes / No)
6. Registration Deadline:
7. Linktree Reference No. (if applicable):

Please find the details of the Team Composition

1. Number of team members in the event:
2. Name of all team members:
3. Batch of each team member:
4. NUALS Roll No. of each team member:
5. Mail ID of each team member:
6. Role of each team member:
7. No. of Bonafide issued for each team member:

We confirm that all the information provided is accurate and that we are fully aware of the procedural requirements outlined under the current policy governing unnotified competitions.

We, the undersigned team members, hereby affirm that we have not exceeded the maximum number of bona fide certificates permitted per academic year by the University. We understand that failure to comply may result in disqualification or withdrawal of the bona fide issued.

We kindly request the Faculty Coordinator to review our submission and initiate the process for NOC and related formalities.

We are happy to provide any further information or documents upon request.

Regards,

[Full Name of Primary Applicant]

On behalf of the team

[NUALS Roll No.]

[Email ID]