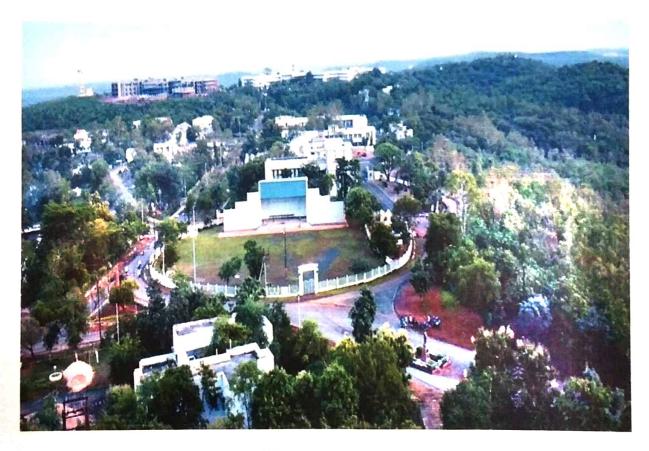
# DR. HARISINGH GOUR VISHWAVIDYALAYA ACADEMIC PROGRAMS POLICY





Dr. Harisingh Gour Vishwavidyalaya, Sagar (M.P.) (A Central University)

#### ORDINANCE NO: 22(A)

# MEDIUM OF INSTRUCTION, MANAGEMENT OF ACADEMIC PROGRAMMES, EXAMINATION, EVALUATION AND GRADING SYSTEM FOR PROGRAMMES OF STUDIES OTHER THAN THE RESEARCH DEGREE PROGRAMME

(Under Section 28 (1) (c) and 28 (1) (g) of the Central University Act 2009)

## Medium of Instruction and Examination:

- The medium of instruction in respect of all Programmes of Studies offered by the Schools, Departments and Centers of Studies shall be English/ Hindi, except in cases of studies / research in languages.
- Question Papers of all examinations shall be set and answered in English/Hindi language, except in case of examinations in languages / literature, where the question papers may be set and answered in the respective languages either in totality or in part, depending upon the requirements of the course.
- 3. Project Work / Project Report / Dissertation / Field Work Report / Training Report etc, if any, shall have to be written in English/Hindi, except in case of the Programmes of Studies in languages / literature, where the same may be required to be written in the respective language.

# Management and Administration of Academic Programmes:

- 4. Director of Academic Affairs: There shall be a Director of Academic Affairs (DOAA) to plan and coordinate all the CBCS programs. The responsibilities of the Director of Academic Affairs include:
- (i) Preparation of (a) Academic Calendar, (b) Application for Admission, and (c) Registration Form.
- (ii) Coordination of programs between schools and other external institutions.
- (iii) «Coordination of common time tables in consultation with schools.
- (iv) Consideration of appeals from students regarding the operational problems related to CBCS.
- 5. CBCS Office: To discharge the responsibilities of CBCS programs of the University, there shall be an exclusive administrative wing called the CBCS Office. The CBCS Office shall have the following functions:
- Advertisement of CBCS Programs, approval of admission of students made by Departments/Schools/Centers, course registration, coordination of time table and preparation of Academic Calendar.
- . 6. Prospectus and Handbook:
  - (a) The Prospectus issued along with the application form shall contain;

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संदालक (अनु. एवं विकास)

Director (R & D) डॉ.हरीसिंह गौर केन्द्रीय विश्वविद्यालय,सागर Dr.H.S.Gour Central University,Sagar 1/13

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- (i) A profile of the University, (ii) Lot of Schools of the University and programs offered in University Departments, (iii) Eligibility conditions for various programs, (iv) Fee Structure (course/program, examination and other fees) and (v) Time-Table for Entrance Examination.
- (b) The Hand Book given to the students admitted to Departments/Schools at the time of admission shall contain:
- (i) CBCS Regulations and (ii) The Academic Calendar.
- 7. The Feedback of the Students: There shall be an evaluation of the course taught to the students in accordance with the parameters fixed for such a purpose and also in consonance with the prevailing practice / convention in the Universities of the country. The modalities of such an exercise would broadly respond to teacher-taught relationship as determined by quality, style, manner and method of teaching along with efficacy of communication and the like. The terms of evaluation will be pursued by the Committee constituted for such a purpose by the Vice-Chancellor of the University. The configuration of evaluation shall generate the following ethics:
  - (i) Nature of course
  - (ii) Effectiveness of course
  - (iii) Comprehensibility by the students
  - (iv) Effectiveness of communication
  - (v) Employment of Audio/Visual Aids (wherever applicable)
  - (vi) Sincerity and regularity of teacher/instructor.

#### **Examination System:**

- 8. All Programmes of Studies of the University shall be offered under Semester System and Examination and evaluation of students shall be through Comprehensive Continuous Internal Assessment (CCA).
- As a general principle, the Comprehensive Continuous Internal Assessment and End Semester Examination shall comprise the following components:
  - (i) Mid Term Examination.....20%
  - (ii) Continuous Internal Assessment.....20%
  - (iii) End-Semester Examination......60%
- 10. Depending upon the nature and requirements of a particular course, individual Departments/Centre shall, within the overall framework of Comprehensive Continuous Internal Assessment (CCA) prescribed by the Board of Studies concerned, have freedom to prescribe additional/different components and weightage for different component. Provided that the weightage of the End-Semester Examination shall not be less than 60%.
- 11. Detailed distribution and break-up of the Comprehensive Continuous Internal Assessment (CCA) shall be specified by the teacher concerned in the Detailed Course outlined for each course taught by him/her during a semester.

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- The question papers for the End-Semester Examinations shall be of 3 (Three) hours duration and shall be set such as to comprise the 'ollowing sections:
  - (i) Section A: shall have 10 (Ten) Objective Type Questions of 1 (one) Mark each. All questions in this Section shall be compulsory (Total 10 Marks)
  - (ii) Section B: shall have 6 (Six) Short Answer Questions (SAQs) of 5 (Five) Marks each, out of which the examinee shall be required to attempt any (four) questions; (Total 20 Marks)
  - (iii) Section C: shall have 5 (Five) Essay/Long Answer .Questions (LAQs) of 10 marks each. Out of which the examinee shall be required to attempt any three questions (Total 30 Marks);

#### Paper Setting & Evaluation:

- The overall framework of the Comprehensive Continuous Internal Assessment (CCA), including the broad guidelines regarding the content, format, duration and timings of different components of examination and evaluation shall be as decided by the Board of
- 14. Within the overall framework of examination and evaluation as decided by the Board of Studies, the content, format, duration of various components of the CCA shall be decided by the concerned faculty members and notified to students along with the detailed course outline provided at the commencement of each course.
- 15 Since the University follows Choice Based Credit System (CBCS) and CCA, the question paper for midterm and internal assessment examination of a course shall be set by the faculty member who is teaching that course and that he/she shall also be the evaluator.
- The End Semester question paper will be set in such a manner that 50% of papers of core courses shall be set and evaluated by external examiners. However, the theory papers for the end semester examination of the last semester of any program shall be set internally.
- In case of examinations involving viva-voce, practical etc. in a course offered by a Department / Centre, the evaluation shall be done by a panel comprising of the concerned faculty member and an external expert to be appointed by the Dean of the School concerned, from the panel recommended by concerned Board of Studies. However, the end semester examination of the last semester of any program shall be conducted by two internal examiners.
- Project Work / Project Report / Dissertation / Field Work Report / Training Report etc. shall be evaluated by an external evaluator appointed by the Dean of the School concerned from the panel recommended by concerned Board of Studies. Provided further that in case of viva-voce based on the Project Work /Project Report / Dissertation / Field Work Report / Training Report etc. evaluation shall be done by a committee comprising of the Advisor concerned and the external evaluator.
- 19.5 The end semester examination including paper setting, evaluation, viva-voce and practical examination shall be remunerative both for external and internal examiners. The remuneration shall be decided by the Academic Committee from time to time.

#### **Guldelines** for Paper Setting:

The question papers for the Mid-Semester Examination shall be based on at least 50% of the course content prescribed for the Semester.

- 1 lie question papers for the End Semester Examination shill be based on the total curse content prescribed for the Semester.
- The paper setter shall set the question paper for the Mid-Term Examination and shall arrange to make adequate number of copies / printouts, which shall be submitted in scaled cover marked as Confidential to the Head of the Department / Director of the Centre, at least five days prior to the commencement of the Mid-Term Examination;
- Each paper setter shall be responsible for ensuring secrecy and confidentiality of the question paper set by him/her;
- 24. For Mid-Term Examination the Head of the Department / Director of the Centre shall keep the question papers received from the paper setters in the safe custody till the date of examination and shall arrange to issue the same on the date of examination to the invigilator concerned.
- 25. The paper setter for the End Semester Examination shall set the question paper in the prescribed format and shall submit the same in sealed cover marked as Confidential to the Controller of Examinations, at least fifteen days prior to the commencement of the End Semester Examination;
- 26. The question papers of the end semester examination set by the paper setters shall be reviewed in the meeting of the Examination Committee of the Board of Studies of the Department / Centre concerned held before the examination.

#### Guldelines for Evaluation:

- 27. It shall be the bounden duty of the concerned faculty members to evaluate all assignments, comprehensive continues internal assessment (CCA) and mid-term examination answer scripts and to show the same to the students within one week of the date of such examination and submit the marks / grades awarded to the students to the Head of the Department/ Director of the Centre concerned.
- 28. Each examiner shall be required to evaluate the answer scripts of the End-Semester Examination within 15 days of the date of examinations and shall be required to return to Controller of Examinations, the evaluated answer scripts along with the award list.
- 29. Head of the Department / Director of the Centre concerned, shall forward to the Controller of Examination, the consolidated award list of marks / grades awarded to the students offered by the Department.

### levaluation of Answer Scripts:

- 30. No revaluation of answer sheet is permitted. However, aggrieved student may apply on the prescribed application form along with the prescribed fees, for retotaling of his/her answer script(s) to the Controller of Examinations within seven working days from the date of declaration of the results.
- 31. Retotaling of the answer script shall be done by a board comprising two members to be appointed by the Controller of Examinations.

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#### Conduct of Examination

- 32 All examinations of the University (except the entrance examinations for admission in different Programmes of Studies) shall be conducted and held at the University Campus only.
- 33. The Date Sheet for Mid-Term and End-Semester Examination shall be notified by the Heads of the Department / Directors of the Centers / Deans of the School at least fifteen days prior to the commencement of the examinations.
- 34. The Mid-Term and End-Semester Examinations shall be conducted under the general supervision of the Head of Department, who shall act as Centre Superintendent for all examinations of the courses of his/her Department. He/she shall arrange for the invigilation duties from amongst the faculty members and shall be responsible for the fair and orderly conduct of the examination.

# Indiscipline and Unfair Means in Examination:

- 35. There shall be zero-tolerance against use of unfair means and unfair practices in connection with examination and each examinee shall be required to strictly adhere to the instructions for taking examination. Non adherence to such instructions shall attract disciplinary action.
- 36. Use of unfair means is strictly prohibited and shall invite serious disciplinary actions for anyone found using unfair means during any examination. Unfair practices and Unfair means relating to examination shall mean and include:
  - (i) Exerting pressure, coercion and undue influence for postponement and change of dates and timings of examination
  - (ii) Threatening the invigilator or any other behaviour amounting to insubordination as reported by the Invigilator / Centre Superintendent.
  - (iii) Seeking favours from and/or threatening the examiners, paper setters, evaluators, invigilators, co-examinees or any other officer or staff of the University.
  - (iv) Resorting to such practices and engaging into activities that are specifically prohibited during the course of examination
  - (v) Keeping in possession of materials of any kind related to the subject of the examination concerned including mobile / cell phones / electronic aids, unless otherwise permitted as a component of examination and/or copying or attempting to copy from the materials in possession or from other persons within
  - (vi) Exchanging notes, inter-changing answer scripts, helping other examinees, seeking help from and/or consulting other examinees or any other person inside or outside the examination hall.
  - (vii) Attempts of impersonation including writing some other candidate's registration number / roll number in the answer paper and/or exchanging or attempting to exchange answer sheets or other materials during the course of examination.
- (viii) Sitting or occupying seats other than the one allotted to the candidate or changing the seat during the course of examination without the permission of the invigilator.

- Boycott / walkout of the examination and or causing disturbances of any kind during the conduct of examination.
- Any other act of omission or commission as may be declared by the Executive Council as unfair means in respect of any or all the examinations, from time to time.
- Detection of unfair means, indiscipline and disturbances during the examination shall be brought to the notice of the Centre Superintendent by the invigilator concerned in writing.
- 38. The Centre Superintendent shall report to the Controller of Examinations without delay, each case of alleged use of unfair means in the examination with full details of the evidence in support thereof and the statement of the candidate concerned, if any, on the forms supplied by the Controller of Examinations for the purpose.
- 39. In case a candidate found using unfair means in examination refuses to make and sign the said statement, the incident shall be recorded by the Invigilator and countersigned by the Centre Superintendent.
- 40. The answer book of the candidate found using unfair means in the examination shall be seized and the candidate may be permitted to write remaining part of his/her examination on a separate answer-book to be issued to him/her. The Centre Superintendent shall send both the answer-books to the Controller of Examinations along with his/her report.
- 41. All individual cases of reported use of unfair means in examination shall be referred to the Examination Discipline Committee. Provided that in case of use of unfair means on a mass scale at an examination centre, the Vice-Chancellor shall have powers to cancel the examination of all the candidates appearing from the centre concerned and order reexamination an initiate further disciplinary action against all concerned.

### Examination Discipline Committee:

- The Examination Discipline Committee shall consist of the following members:
  - The Dean of Students' Welfare, who shall be the Chairperson (i)
  - (ii) The Proctor
  - Two faculty members to be nominated by the Vice-Chancellor (iii)
  - The Controller of Examination, who shall be the Member-Secretary. (iv)
- The Terms of office of the Members of the Examination Discipline Committee, other than 43. the Ex-Officio Members, shall be one year from the date of appointment and that three Members of the Committee shall constitute the quorum.
- Depending upon the extent and severity, the punishment for the use of Unfair Means-
  - Awarding "I" Grade /"F" Grade to the candidate in the particular examination in which the Unfair Means was used;
  - Awarding "I" Grade /"F" Grade in all examinations taken by the candidate during (ii)the semester;
  - Debarring for certain specified number of semesters from appearing in examination (iii) of the University;

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- (iv) Cancellation of admission from the University; Rustication from the University and debarring the student from taking admission in any Programme of Studies of the University for certain specified period of time; and
- Rustication from the University and debarring the student from taking admission in any Programme of Studies of the University for ever;
- 45. The Examination Discipline Committee shall decide the extent, and magnitude of punishment to those found guilty of using Unfair Means in examination with due regard to the nature and extent of offence committed by a candidate in use of Unfair Means and shall ensure that the punishment is commensurate to the offence committed and in accordance with the principle of natural justice;
- 46. All decisions taken by the Committee will be placed before the Vice-Chancellor for
- A candidate found guilty of using Unfair Means in examination by the Examination Discipline Committee, may appeal to the Vice-Chancellor, in writing, within one month of the receipt of the decision of the University; and if the Vice-Chancellor is satisfied that the representation merits consideration, he/she may refer the case back to the Examination Discipline Committee for reconsideration.

# **Specific** Provisions for the Conduct of Entrance Examination for Admission:

- The Paper Setters for the Common Entrance Examination shall be appointed by
- 49. The overall administration, conduct, supervision and control of the Common Entrance Examination shall be the responsibility of the Controller of Examinations who with the approval of the Vice-Chancellor, shall arrange:
  - (i) To get the question papers for the Common Entrance Examination set by the paper setter(s) appointed by the Vice-Chancellor;
  - (ii) For the confidential printing of the question papers for the Common Entrance
  - (iii) To appoint Centre Superintendents for each of the Examination Centers;
  - (iv) For the smooth conduct of the Common Entrance Examination in all Examination centre and exercise general supervision and control and;
  - (v) For the evaluation of the Answer scripts and preparation of the merit list;
- 50. In the absence of Controller of Examinations or otherwise if the circumstances so warrant the Vice-Chancellor may appoint a Coordinator of the Common Entrance Examination who shall perform such functions as specified in the preceding clause.
- 51. The Common Entrance Examination shall be held at the designated Examination Centers as approved by the Academic Council and notified in the University Prospectus.
- 52. Each Examination Centre shall be under the charge of a Centre Superintendent, who shall ensure smooth and fair conduct of the Common Entrance Examination.
- 53. During an entrance examination, all candidates shall be under the disciplinary control of the Centre Superintendent, whose instructions on the conduct of examination shall be final and

binding. If a candidate disobeys instructions or misbehaves with Centre Superintendent / Supervisory staff / invigilator / any other staff / other examinees, he/she may be expelled from the examination them and there.

54. Notwithstanding anything contained in these Ordinances, the examination of all such candidates who are found using Unfair Means in the Common Entrance Examination shall be cancelled and consequently his/her answer script will not be considered for evaluation and preparation of merit list.

#### Grading System:

- 55. The University shall have grading system based on a Ten (10) point scale of of the performances of students in terms of marks, grade points, letter grade and class. evaluation
- 56. The total performance of a student within a semester shall be indicated by the
- (a) Semester Grade Point Average (SGPA); and Weighted Average Marks (WAM); The grade sheet of a student in the final semester of a programme shall also include;
- (b) The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the grade sheets (i) Cumulative Grade Point Average (CGPA); and (ii) Overall Weighted Percentage Marks (OWPM). The CGPA and OWPM being the real indicators of a student's performance. These shall be calculated as under:

$$\begin{split} &\mathsf{SGPA} = \left(\sum C_i \; G_{\lambda}\;\right) / \left(\sum C_i\;\right) \\ &\mathsf{WAM} = \; \left(\sum C_i \; \mathsf{M}_i\;\right) / \left(\sum C_i\;\right) \; \% \\ &\mathsf{CGPA} = \left(\sum \sum C_{\mathsf{n}i} \; \mathsf{G}_{\mathsf{n}i}\right) / \left(\sum \sum C_i\;\right) \\ &\mathsf{OWPM} \; = \left(\sum \sum C_{\mathsf{n}i} \; \mathsf{M}_{\mathsf{n}i}\;\right) / \left(\sum \sum C_{\mathsf{n}i}\;\right) \; \% \\ &\mathsf{Where} \end{split}$$

 $C_i = number of credits in i<sup>th</sup> course,$ 

M<sub>i</sub> = marks obtained in the i<sup>th</sup> course,

G<sub>i</sub> = grade point obtained in the i<sup>th</sup> course,

 $C_{ni}$  = number of credits of the  $i^{th}$  course of the  $n^{th}$  semester,

 $M_{ni}$  = marks of the  $i^{th}$  course of the  $n^{th}$  semester,

 $G_{ni}$  = grade points of the  $i^{th}$  of the  $n^{th}$  semester.

## Gurse-Wise Letter Grade & Grade Point:

Accordingly, the percentage of marks obtained by a student in a course will be indicated 57. by a grade point and a letter grade on a Ten (10) point scale as under:

| PERCENTAGE OF MARKS | GRADE POINT | LETTED CDARF                                |
|---------------------|-------------|---|
| 91-100              | 10          | LETTER GRADE                                |
| 75-90               | 9           | O (Outstanding)  A <sup>+</sup> (Excellent) |
| 65-74               | 8           | A (Very good)                               |

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|------------------------------------|---|----|-----------|-------|
| 55 64                              | 7 | B. | (Good)    | 1     |
| 50-54                              | 6 | В  |           | 1     |
| 45-49                              | 5 | C  | (Average) |       |
| 40-44                              | 4 | P  | (Pass)    |       |
| 0-39                               | 0 | F  | (Fail)    |       |
| Absent                             | 0 | Ab | (Absent)  |       |

- A student obtaining Grade F shall be considered failed and will be required to reappear in the examination.
- For non credit courses "Satisfactory" or "Unsatisfactory" shall be indicated instead of the letter grade and this will not be counted for the completion of SGPA/CGPA.

## CGPA, Overall Letter Grade and Class:

- The overall cumulative performance of a student shall be indicated by the Cumulative Grade Point Average (CGPA).
- 61. The marks and the grades obtained in the courses corresponding to the maximum number of credits specified for completion of a Programme of Studies will be taken into consideration in arriving at the OWPM with overall Letter Grade and Class, as under:

| OWPM    | LETT           | TER GRADE       | CLASSS                    |
|---------|----------------|-----------------|---------------------------|
| 91-100  | 0              | (Outstanding)   | First Class (Outstanding) |
| 75-90   | A <sup>+</sup> | (Excellent)     | First Class               |
| 65-74   | Α              | (Very good)     | First Class               |
| 55-64   | B <sup>+</sup> | (Good)          | Second Class              |
| 50-54   | В              | (Above Average) | Second Class              |
| 45-49   | С              | (Average)       | Third Class               |
| 40-44 ^ | Р              | (Pass)          | Pass Class                |
|         |                |                 |                           |

A student who has successfully completed all the courses to accumulate the minimum specified number of credits under the Comprehensive Choice Based Credit System shall be deemed to have completed the Programme of Studies.

#### Minking of Students:

- The first three ranks in every Programme of Studies shall be decided on the basis of OWPM.
  - All the rank holders in each Programme of Studies shall be awarded the Certificate of Merit, subject to fulfillment of the following criteria:
  - Should have first position with more than 60 percent marks (OWPM);
  - Should have passed all the Semesters of a Programme of Study without any break; b.
  - Should have passed all the Courses in a Programme of Study without any back log meaning thereby that he/she has not been awarded 'F' or 'I' grade in any course; and
  - Should have exhibited good conduct and character during the period of a Programme of





- No student shall be permitted to sit for the End-semester examination in the course in which he/she has secured less than 75% attendance.
- The teacher handling a course shall be responsible for maintaining a record of attendance of students who have registered for the course and shall display on the Notice Board of the Department the monthly attendance record of each student.
- All teachers shall intimate the Head of the Department/Director of the Centre concerned, at least seven calendar days before the last instruction day in the semester, particulars of all students who have secured less than 75% attendance in one or more courses.
- 67. The Head of the Department / Director of the Centre shall display on the Notice Board of the Department names of all students who will not be eligible to take the End-semester examinations in the various courses and send a copy of the same to the Dean of the School concerned.
- 68. The Dean of the School concerned may grant exemption to a candidate who has failed to obtain the minimum prescribed 75% attendance for valid reasons provided that such exemptions shall not be granted for attendance below 65%.

## Promotion & Progression:

- Assessment as specified in the Detailed Course Outline, failing which he/she shall be deemed to have NOT COMPLETED the course and shall be awarded the "I" Grade. Provided further that the "I" Grade shall also be awarded to a candidate in a course in which he/she has been declared ineligible to appear in the End-Semester Examination of courses on account not meeting the minimum prescribed attendance requirements for the course.
- 70. A student who has been awarded "I" Grade shall be required to re-register for the same course, when it is offered in the next semester(s), or shall have to register for another course under the overall framework of credit accumulation under the Comprehensive Choice Based Credit System to be able to successfully complete the minimum specified credit requirements for completion of the Programme of Studies.
- 71. A candidate shall be deemed to have successfully completed a course except in case where he/she has been awarded the "I" Grade or "F" Grade.
- 72. A student who has successfully completed a course shall not be permitted to repeat the course to improve his/her grade.
- A candidate shall be required to secure a minimum of 40% Marks, in the course taken, to successfully complete that course, failing which he/she shall be deemed to have failed in the course and shall be awarded the "F" Grade.
- 74. The "F" Grade once awarded shall stay in the grade card of the student and shall not be deleted even when he/she successfully completes the course later. The grade acquired later by the student will be indicated in the grade sheet of the subsequent semester in which the candidate has appeared for clearance of the arrears.
- If a student has been awarded "F" Grade, he/she shall be required to repeat only the End- Semester Examination i.e. he/she shall be required to reappear in End-Semester Examination of that course in the next session. The student shall not be permitted to repeat / reappear in the Continuous Internal Assessment and/or the Mid-Term

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Examination. The marks obtained by him/her in the Continuous Internal Assessment and/or the Mid-Term Examination shall be carried forward for declaring the result.

- A student with "F" Grade in a course shall be permitted to repeat / reappear in the End-Semester Examination of the Course along with the subsequent End Semester Examinations up to the maximum duration of that particular programme.
- If a student secures "F" Grade in a Project Work / Project Report / Dissertation / Field Work Report / Training Report etc, he/she shall be required to resubmit the revised Project Work / Project Report / Dissertation / Field Work Report / Training Report etc as required by the evaluator(s). Provided further that a student shall be permitted to re-Submit the Project Work / Project Report / Dissertation / Field Work Report / Training Report etc for a maximum of three times (including the first submission).
- 78. There shall be no system of compartmental / supplementary examination.
- All students admitted to an Odd Semester shall be eligible for promotion to the Even Semester. To be eligible for promotion from an Even Semester to the Odd Semester, a student shall be required to successfully complete at least 50% of all the courses registered by him/her so far. All such students who are not promoted to the next semester shall be treated as Ex-Students and shall continue to remain so till they become eligible for promotion to the next semester.

# \*pecial Provisions for Students in the Last Semester of a Programme:

- Special end semester examination of odd semesters only, shall be held for the students in the last semester of a programme (outgoing students) . The question papers for outgoing students shall be set and evaluated internally.
- Provided further that if the student gets 'F' grade in any course in the last semester of a Programme of Study, in such a case, the University shall make arrangement to hold special End Term Examination in that course only within one month of the declaration of the result of last semester of that Programme of Study. Provided, further that in case of extraordinary exigency, the Academic Program Committee may decide to get special end-semester examination conducted.

#### Marggistration in Failed Courses:

If a student, who has been awarded 'F' Grade wants to repeat the course by reregistration, he/she may be permitted on a payment of prescribed fees. In such cases, the student is permitted to appear in mid semester and continuous internal assessment besides the end semester examinations.

### 🍻 dal Provisions on Medical Grounds:

The Controller of Examination may, on the recommendation of the Centre Superintendent, appoint an amanuensis to write down dictation pertaining to answers to questions at the examination on behalf of an examinee who is unable to write himselfherself on account of severe short sightedness or sudden illness, provided that such an amanuensis shall be a man/women possessing qualification of atleast one class/examination lower than the examinee concerned.

de Card:

The grade card issued at the end of the semester to each student will contain the following:

- Marks obtained for each course registered in the semester (11)
- Credits earned for each course registered for that semester
- (iii) Performance in each course indicated by the letter grade (iv)
- Semester Grade Point Average (SGPA) of all the courses registered for that semester (v)
- Weighted Average Marks (WAM) of all the courses registered for that semester (vi)
- Cumulative Grade Point Average (CGPA), (vii)
- Overall Weighted Percentage of Marks (OWPM)
- (viii) The class and the grade of all the courses, after completing the programme.
- 85 Notwithstanding anything contained in these Ordinances, all matters related to the candidates shall be governed by the rules and procedures framed by the Academic Council
- 86. From the date when these Ordinances come into operation, all previous Ordinances on the subject shall cease to have effect.

Provided that this revocation shall not affect the previous Ordinances so revoked or anything done or suffered under any previous Ordinances so revoked or affect any right, privilege, obligation or liability acquired, arrived or incurred under any Ordinances so revoked.

Any doubt or dispute about the interpretation of these Ordinances shall be referred to the Vice-Chancellor, whose decision, in his capacity as the Chairman, Academic Council, shall be

The Vice-Chancellor may modify, amend and/ or delete any of the clauses given in these Ordinances or add any clause(s) to these Ordinances, to facilitate the pursuit of excellence in research, provided that any such modification, amendment, deletion, and addition shall be reported to the Academic Council at its next meeting for approval.

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