



# **REGULATION**

FOR

**BACHELOR OF ARTS, SCIENCE AND COMMERCE COURSES**

**UNDER CBCS (SEMESTER PATTERN)**

**EFFECTIVE FOR THE STUDENTS ADMITTED DURING  
2019-2020 AND AFTERWARDS**

**FAKIR MOHAN UNIVERSITY**

**VYASA VIHAR, BALASORE**

# **FAKIR MOHAN UNIVERSITY**

## **BACHELOR OF ARTS, SCIENCE AND COMMERCE COURSES UNDER CBSC (SEMESTER PATTERN)**

### **(EFFECTIVE FOR THE STUDENTS ADMITTED DURING 2019-2020 AND AFTERWARDS)**

1. The Three Year Degree Course leading to the Bachelor's Degree in Arts/ Science/ Commerce of Fakir Mohan University shall be spread over a period of three academic years and it will have six semesters. Odd semester (i.e. 1<sup>st</sup>, 3<sup>rd</sup> & 5<sup>th</sup>) is from 1<sup>st</sup> June to 30<sup>th</sup> November and the examination shall be held normally in the month of November. Even semester (i.e. 2<sup>nd</sup>, 4<sup>th</sup> & 6<sup>th</sup>) is from 1<sup>st</sup> December to 31<sup>st</sup> May and the examination shall be held normally in the month of April/May. However, the Final Semester shall be conducted in April and it is desirable that the result shall be published within **30 days and not beyond 45 days from the date** of completion of the examination. A student would be required to complete the course within six academic years from the date of admission.

#### **2. ELIGIBILITY FOR ADMISSION TO THE COURSE**

A student who has passed Higher Secondary / +2 / Senior Secondary or any other equivalent examination from any Board / Council established by the Govt. of India or any State Govt. or any other equivalent examination recognized by Central Board of Secondary Education/ Council of Higher Secondary Education, Govt. of Odisha/ of Industry or any other Department of Govt. of Odisha.

Those joining B.Sc. Programme must have passed the above examination under the faculty of Science/ Technology / Engineering/ Pharmacy etc. There shall be no such restriction for joining BA/ B.Com stream. Students

ordinarily may be selected for admission through merit in the qualifying examination.

Directorate of Distance & Continuing Education (DDCE) would admit students on first come first serve basis.

The Govt. of Odisha may lay down admission process for colleges under its control.

DDCE would decide its own admission policy.

### **3. COMPULSORY REGISTRATION:**

- a. Registration for the 1st semester examination is compulsory and will be at the time of admission.** All the students admitted in 1st semester of a college will compulsorily be registered by the University. A registration / examination card will be issued to the candidates admitted and that will remain valid till completion of the course. There will be no need to issue admit card for every semester. The candidates fulfilling the attendance norms, deposit of Exam Fees and other eligibility criteria will be allowed to appear the examination. Students will not be required to fill up any form for the University examination for regular papers. Examination Fee will be collected at the time of admission/re-admission and affiliated Colleges will be required to send the appearing students list along with the requisite fees to the university before the cut-off date for each semester. If a student does not appear for all the papers in both first and second semester examinations, his admission for the said course will be cancelled. Fakir Mohan University will notify all fees to be paid before admission process.
- b.** For students desiring to appear in any back paper(s), they would be required to fill up the examination forms. Those who fail in any paper in a semester or unable to appear in any semester or unable to submit forms for back papers of 2/3/4/5/6 may appear in those papers in subsequent semester examination within 6 years from the date of admission to that course. A student must clear backlog papers (failed) within 6 academic years starting from the year of admission batch.
- c.** Back papers are to be permitted in consecutive semesters for the first attempt to

clear back paper. Subsequent attempts will be allowed in alternate semester (example: A student failing in a paper of Semester- I, will be allowed to appear for the paper in Semester II. If he/she fails to clear this back paper in Semester II, he will get the next opportunity in Semester IV, Semester VI etc. only), this practice is to ensure earliest opportunity to the student as well as timely conduct of regular paper exams.

#### **4. ATTENDANCE:**

- a. A candidate shall be required to attend at least 75% of the lectures in theory and practical classes taken separately.
- b. Condonation may be granted by the Principal (In case of affiliated Colleges) to the extent of 15% in exceptional cases i.e. serious illness & hospitalization, accident, mishap in the family or deputation by the college for any specific work for which the period of his/her absence shall not be counted towards the calculation of attendance on the condition that students concerned submit a certificate to that effect from the appropriate authority.
- c. Further to the above, the Principal may grant further condoning of shortage in attendance to the extent of 10% in respect of candidates who represent the University or State for Inter-University or inter-state competitions in Games and Sports or attending different recognized National level camps.
- d. Under no circumstance, the condoning shall be beyond 25%.
- e. This clause shall not be applicable for Distance Education.

#### **5. OUTLINES OF CHOICE BASED CREDIT SYSTEM (ARTS / SCIENCE / COMMERCE STREAM)**

##### **a. Core Course (14 papers) for Bachelor's degree in a particular discipline:**

The course designed for papers under this category aim to cover the basics that a student is expected to imbibe in that particular discipline. A course, which should compulsorily be studied by a candidate as a core requirement is termed as a Core course. In BA Pass course, MIL1, MIL2, English1 and English2 are also core courses. The Institution/student may refer to the Corresponding

Language syllabus for the same.

**b. Discipline Specific Elective (DSE) Course (4 Papers):**

Elective courses offered under the main discipline/subject of study is referred to as Discipline Specific Elective.

**c. Dissertation/Project:**

An elective course designed to acquire special/advanced knowledge, such as supplement study/support study to a project work. A candidate studies such a course on his own with an advisory support by a teacher/faculty member is called dissertation/project.

**d. Generic Elective (GE) Course (4 papers):**

An elective course chosen from an unrelated discipline/subject, with an intention to seek exposure beyond discipline/s of choice is called a Generic Elective. The purpose of this category of papers is to offer the students the option to explore disciplines of interest beyond the choices they make in Core and Discipline Specific Elective papers.

A student of B.Sc. Honours/B.A. Honours will opt two papers each in two subjects as GE other than his Honours subject. For B. Com. Honours and Non-Hons, the four GE subjects have been fixed. A student of B.A. Non-Hons will opt two papers in one GE subject other than the core courses.

**e. Ability Enhancement Compulsory Courses (AECC):**

Paper I: MIL Communication (English / Odia / Hindi / Sanskrit / Urdu)

Paper II: Environmental Science.

**f. Skill Enhancement Courses (SEC):**

These courses may be chosen from the following courses and a College has to choose the courses as per the availability of faculty/suitability of the college, to provide skill-based knowledge. The main purpose of these courses is to provide students life-skills so as to increase their employability. A Student opting for Honours would have to take two SEC and a student offering Pass papers would take four papers of SEC. List of SEC Courses offered by Fakir Mohan University:

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1. Communicative English and Grammar
2. Quantitative and Logical Thinking
3. Bio-fertilizer
4. Mushroom Cultivation
5. Renewable Energy and Energy harvesting
6. Fuel Chemistry
7. Python Programming
8. Office Management
9. Computer Graphics
- 10.E-Commerce
- 11.Data Analysis and Computer Application
- 12.Applied Reasoning
- 13.Legislature Practice and procedures
- 14.Personality and Life Skill Development
- 15.Home based Catering

*Note: Specific language teachers can be assigned to teach AECC-I. Life Science Faculty can be assigned to Environment Studies (AECC-II), English Faculty for Communicative English, Mathematics faculty to quantitative aptitude and Logical Reasoning, computer science or IT faculty for ICT related courses, commerce faculty for financial skills etc.*

## **6. DURATION OF THE EXAMINATIONS - MID SEMESTER & END SEMESTER:**

The Choice Based Credit System (CBCS) examination shall be implemented in Semester pattern. Examination time table for the odd semester will be communicated by 20<sup>th</sup> June and even semester by 7<sup>th</sup> December. Each semester examination shall consist of a **Mid-Semester (Internal) Examination** and **End Semester examination**. Mid Semester examination shall be conducted only for theory papers. End Semester Examination in theory papers

carrying full marks above 50 (e.g. 60, 75, 80 etc.) shall be of 3 hours duration and practical shall be of 3 **hours (for full marks carrying 25)**. On the other hand, theory papers carrying 50 marks or below shall be of 2 hours duration.

## 7. MID SEMESTER EXAMINATION:

- a. Mid semester examination will be of 01-hour duration for 20/15 marks (20 for subjects having no practical and 15 for subject with practical papers). There shall be no pass mark in Mid Semester examination. The type of questions will be decided by the college authority.
- b. The Mid-Semester Examination shall be conducted and valued by the Teacher(s) who are teaching the corresponding paper or by any external faculty in the college(s). A student who fails to appear in a Mid-Semester Examination **will be allowed one more consecutive chance to** take the same examination. There will be no provision to re-appear in the Mid-Semester Examination for improvement.
- c. The College has to conduct the Mid Semester Examination between 15<sup>th</sup> September to 30<sup>th</sup> September for 1<sup>st</sup>, 3<sup>rd</sup>, & 5<sup>th</sup> Semester and in between 1<sup>st</sup> March to 15<sup>th</sup> March for 2<sup>nd</sup>, 4<sup>th</sup>, & 6<sup>th</sup> Semester respectively and will deposit the sealed mark foils at the University within 15 days from the date of examination. In case of Mid Semester examination of Semester-I, marks shall be deposited by 30<sup>th</sup> October.
- d. The College authority will preserve the answer script of the Mid Semester examination for 06 months from the date of publication of result of concerned semester for reference.
- e. The College authority of the valuation zones/University authority will preserve the answer Script of the End Semester examination for 06 months from the date of publication of result for reference.
- f. For DDCE students, DDCE shall frame its policy for Mid Semester examination.
- g. A student has to appear the Mid Semester Examination. Absence in a Mid Semester paper will be declared as failed in that Paper. A student who was absent in the Mid Semester examination during both the chances

but has passed at the University End Term examination shall be treated as failed in that Semester. Such candidates would be required to appear the Mid-Semester Examinations in subsequent semester as outlined in 7.b.

## 8. MARK DISTRIBUTION;

### a. Subject without Practical:

Mid semester	End semester	Total
20	80	100

### b. Subjects with Practical:

Mid Semester	End Semester		Total
	a-Theory	b- Practical	
15	60	25(20+5 for record)	100

### c. Projects:

The mark distribution would be subject specific. In general, the Project report will carry 80 marks and viva voce/Seminar will carry 20 marks. The report marks will be subdivided as: Introduction and context: 10 marks; Literature survey: 10 marks; Actual project work methodology :20 marks, Results, discussion, critical analysis: 10 marks; Clarity of thought and aesthetics of report :10 marks

## 9. POLICY ON DSE PAPERS

- a. DSE – 4 for Honors students (6<sup>th</sup> Semester) will be a paper like the other three DSE papers. For students who have secured 60% in aggregate or above (or equivalent CGPA) in their first **three semesters (in first appearances)**, colleges can exercise the option of offering **a project** to such students. Unless explicitly indicated in the respective subject curriculum, the recommended marking scheme will have about 60 % in the project report 40% in a Seminar cum Viva Voce). The Project paper will not have Mid Semester Examination and it will be evaluated **by an Internal Examiner specified by the college.**
- b. DSE Papers for Honours. Students may or may not have the Practical component as defined in respective syllabus. If there are no practical, tutorial **classes are allotted as per the 5+1 formula.**



- c. Individual faculty of the college are to prepare the list of probable project topics under their guidance for a batch in the beginning of the fifth semester to facilitate the students and such list to be notified by the college for information of students. Evaluation of project shall be completed before the commencement of the End Semester Examination of Semester-VI.

## 10. GRADE SYSTEM IN EACH PAPER (MID +END SEM EXAM) IN A SEMESTER

### 10.1 Grading system:

Qualification	Grade	Mark Secured from 100	Grade Point	Classification for Hons.	Classification for Pass
Outstanding	'O'	90-100	10	First Class Hons.	Pass
Excellent	'A+'	80-89	9		
Very Good	'A'	70-79	8		
Good	'B+'	60-69	7		
Above Average	'B'	50-59	6	Second Class Hons	
Fair	'C'	45-49	5		
Pass	'D'	40-44	4		
Fail	'F'	Below 40	0		Fail
Absent	'ABS'	00	0		Fail
Malpractice	'M'	00	0		MP

- a. The candidate obtaining Grade-F is considered failed and will be required to clear the back paper(s) in the subsequent examinations within the stipulated time.
- b. For candidate in both Pass and Honours Courses securing 'B' Grade and above in aggregate in their first appearance will be awarded Distinction. However, students who could not appear at an examination due to representing the University or State in Inter-University or Inter-State competitions in Games and Sports at national/international level or attending National level NCC/NSS camps will get one chance exemption for distinction.
- c. **FAIL/MP/HARD CASE** and Back Paper Clearance candidates in any Semester Examination are not eligible for award of Distinction.

**10.2 A student's level of competence shall be categorized by a GRADE POINT AVERAGE to be specified as follows.**

**SGPA** - Semester Grade Point Average

**CGPA** - Cumulative Grade Point Average

- (a) **GRADE POINT:** - Integer equivalent of each letter grade
- (b) **CREDIT:-**Integer signifying the relative emphasis of individual course item(s) in a semester as indicated by the Course structure and syllabus.

**CREDIT POINT-** CREDIT× GRADE POINT for each course item

**CREDIT INDEX:**  $\sum$ CREDIT POINT of course items in each Semester

$$\text{GRADE POINT AVERAGE} = \frac{\text{CREDIT INDEX}}{\sum \text{CREDIT}}$$

$$\text{SEMESTER GRADE POINT AVERAGE (SGPA)} = \frac{\text{CREDIT INDEX for each semester}}{\sum \text{CREDIT}}$$

$$\begin{aligned} \text{CUMULATIVE GRADE POINT AVERAGE (CGPA)} \\ = \frac{\text{CREDIT INDEX for all semesters upto 6th sem}}{\sum \text{CREDIT}} \end{aligned}$$

**10.3.** Paper Type, Subject, Credit, Grade, SGPA & CGPA in the last semester result shall be reflected in the Grade Sheet.

**10.4** The details of grading system shall be printed on the backside of University Mark-sheet.

**10.5 Formula for Equivalent Percentage of Marks:**

The following formula will be used to obtain the equivalent percentage of marks for the CGPA awarded to the students of the University.

**Case a. Equivalent Percentage of Mark = (CGPA – 0.50) × 10; for 4 < CGPA ≤ 10**

**Case b. Equivalent Percentage of Mark = CGPA × 10 for CGPA ≤ 4**

**10.6 Illustration of Computation of SGPA and CGPA and Format for transcripts of Courses:**

- A. **B.A. / B.Sc. / B.Com. Honours Course (The Actual Semester wise course organization is also available in individual syllabus.**

Course	Credit	Grade Letter	Grade Point	Credit Point = (Credit × Grade Point)	SGPA = (Credit point/ Credit)
<b>Semester I</b>					
C-1	06	A	8	48	
C-2	06	B+	7	42	
AECC-1	04	B	6	24	
GE-A-P-I	06	B	6	36	
<b>Total</b>	<b>22</b>			<b>150</b>	<b>6.8 (150/22)</b>
<b>Semester II</b>					
C-3	06	B	6	36	
C-4	06	C	5	30	

AECC -2	04	B+	7	28	
GE-B-P-II	06	A+	9	54	
<b>Total</b>	<b>22</b>			<b>148</b>	<b>6.73 (148/22)</b>
<b>Semester III</b>					
C-5	06	A+	9	54	
C-6	06	O	10	60	
C-7	06	A	8	48	
SEC-1	04	A	8	32	
GE-B-P-I	06	O	10	60	
<b>Total</b>	<b>28</b>			<b>254</b>	<b>9.07 (254/28)</b>
<b>Semester IV</b>					
C-8	06	B	6	36	
C-9	06	A+	9	54	
C-10	06	B	6	36	
SEC-2	04	A+	9	36	
GE-B-P-II	06	A	8	48	
<b>Total</b>	<b>28</b>			<b>210</b>	<b>7.5 (210/28)</b>

<b>Semester V</b>					
C-11	06	B	6	36	
C-12	06	B+	7	42	
DSE-1	06	0	10	60	
DSE-2	06	A	8	48	
<b>Total</b>	<b>24</b>			<b>186</b>	<b>7.75 (186/24)</b>
<b>Semester VI</b>					
C-13	06	A+	9	54	
C-14	06	A	8	48	
DSE-3	06	B+	7	42	
DSE-4	06	A	8	48	
<b>Total</b>	<b>24</b>			<b>192</b>	<b>8.0 (192/24)</b>
<b>CGPA</b>					
<b>GRAND TOTAL</b>	<b>148</b>			<b>1140</b>	<b>7.7(1140/148)</b>

### Consolidated SGPA table for six semesters:

Sem – I	Sem – II	Sem – III	Sem – IV	Sem – V	Sem - VI
Credit : 22 SGPA : 6.8	Credit: 22 SGPA : 6.73	Credit: 28 SGPA : 9.07	Credit : 28 SGPA : 7.5	Credit: 24 SGPA : 7.75	Credit : 24 SGPA : 8.0

Thus,  $CGPA = (22 \times 6.8 + 22 \times 6.73 + 28 \times 9.07 + 28 \times 7.5 + 24 \times 7.75 + 24 \times 8.0) / 148 = 7.7$

### B. B. Sc. PASS Course

Course	Credit	Grade Letter	Grade Point	Credit Point = (Credit × GradePoint)	SGPA = (Credit Point/ Credit)
<b>Semester I</b>					
DSC-A-P-I	06	B	6	36	
DSC-B-P-I	06	B+	7	42	
DSC-C-P-I	06	C	5	30	

AECC -1	04	B	6	24	
<b>Total</b>	<b>22</b>			<b>132</b>	<b>6.0(132/22)</b>
<b>Semester II</b>					
DSC-A-P-II	06	B	6	36	
DSC-B-P-II	06	B	6	36	
DSC-B-P-II	06	C	5	30	
AECC-2	04	A+	9	36	
<b>Total</b>	<b>22</b>			<b>138</b>	<b>6.27(138/22)</b>
<b>Semester III</b>					
DSC-A-P-III	06	A	8	48	
DSC-B-P-III	06	A+	9	54	
DSC-C-P-III	06	A	8	48	
SEC-1	04	A	8	32	
<b>Total</b>	<b>22</b>			<b>182</b>	<b>8.27(182/22)</b>
<b>Semester IV</b>					
DSC-A-P-IV	06	C	5	30	
DSC-B-P-IV	06	B	6	36	
DSC-C-P-IV	06	B+	7	42	
SEC-2	04	A+	9	36	
<b>Total</b>	<b>22</b>			<b>144</b>	<b>6.54(144/22)</b>
<b>Semester V</b>					
DSE-A-P-I	06	B	6	36	
DSE-B-P-I	06	A+	9	54	
DSE-C-P-I	06	A	8	48	
SEC-3	04	B	6	24	
<b>Total</b>	<b>22</b>			<b>162</b>	<b>7.36(162/22)</b>
<b>Semester VI</b>					
DSE-A-P-II	06	B+	7	42	

DSE-B-P-II	06	B	6	36	
DSE-C-P-II	06	C	5	30	
SEC-4	04	C	5	20	
<b>Total</b>	<b>22</b>			<b>128</b>	<b>5.82(128/22)</b>
<b>CGPA</b>					
<b>Grand</b>	<b>132</b>			<b>886</b>	<b>6.71</b>
<b>Total</b>					<b>(886/132)</b>

Consolidated SGPA table for six semesters:

Sem – I	Sem – II	Sem – III	Sem – IV	Sem – V	Sem - VI
Credit : 22 SGPA : 6.0	Credit : 22 SGPA : 6.27	Credit : 22 SGPA : 8.27	Credit : 22 SGPA : 6.54	Credit : 22 SGPA : 7.36	Credit : 22 SGPA : 5.82

Thus, **CGPA** =  $(22 \times 6.0 + 22 \times 6.27 + 22 \times 8.27 + 22 \times 6.54 + 22 \times 7.36 + 22 \times 5.82) / 132 = 6.71$

### C. B.A. PASS Course

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 Paper+ Practical Paper + Tutorial

#### I. Core Course (6 Credits) (12 Papers) 12X4= 48 12X5=60

Two papers – English

Two papers – MIL

Four papers – Discipline 1.

Four papers – Discipline 2.

**Core Course Practical / Tutorial\* 12X2=24 12X1=12 (12 Practicals)**

#### II. Elective Course (6 Credits) (6 Papers) 6x4=24 6X5=30

Two papers- Discipline 1 specific

Two papers- Discipline 2 specific

Two papers- Inter disciplinary

Two papers from each discipline of choice and two papers of interdisciplinary nature.

**Elective Course Practical / Tutorials\* 6 X 2=12 6X1=6 (6 Practical/ Tutorials\*)**

Two papers- Discipline 1 specific

Two papers- Discipline 2 specific

Two papers- Generic (Inter disciplinary)

Two papers from each discipline of choice including papers of interdisciplinary nature.

**Optional Dissertation or project work in place of one elective paper (6 credits) in 6<sup>th</sup> Semester**

### III. Ability Enhancement Courses

#### 1. Ability Enhancement Compulsory Courses (AECC)

(2 Papers of 4 credits each) 2 X 4=8 2 X 4=8

Environmental Science

English/Hindi/MIL Communication

#### 2. Skill Enhancement Courses (SEC) 4 X 4=16 4 X 4=16

(4 Papers of 4 credits each)

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**Total credit= 132 Total = 132**

**Institute should evolve a system/policy about ECA/ General Interest/Hobby/Sports/NCC/NSS/related courses on its own.**

**\*wherever there is a practical there will be no tutorial and vice-versa.**

Course	Credit	Grade Letter	Grade Point	Credit Point= (Credit × Grade point)	SGPA= (Credit Point/Credit)
<b>Semester I</b>					
DSC-A-Eng-1	06	A	8	48	
DSC-B-P-I	06	B	6	36	
DSC-C-P-I	06	A	8	48	
AECC-1	04	B+	7	28	
<b>Total</b>	<b>22</b>			<b>160</b>	<b>7.27(160/22)</b>
<b>Semester II</b>					
DSC-A-Eng-II	06	A+	9	54	
DSC-B-P-II	06	B+	7	42	
DSC-C-P-II	06	B+	7	42	
AECC-2	04	B	6	24	
<b>Total</b>	<b>22</b>			<b>162</b>	<b>7.36(162/22)</b>
<b>Semester III</b>					
DSC-A-MIL-I	06	B	6	36	
DSC-B-P-III	06	A	8	48	
DSC-C-P-III	06	B	6	36	
SEC-1	04	A	8	32	

<b>Total</b>	<b>22</b>			<b>152</b>	<b>6.91(152/22)</b>
<b>Semester IV</b>					
DSC-A-MIL- II	06	B+	7	42	
DSC-B-P-IV	06	A+	9	54	
DSC-C-P-IV	06	A	8	48	
SEC-2	04	B	6	24	
<b>Total</b>	<b>22</b>			<b>168</b>	<b>7.63(168/22)</b>
<b>Semester V</b>					
SEC-3	04	A+	9	36	
DSE-B-P-I	06	A	8	48	
DSE-C-P-I	06	A+	9	54	
GE-A-P-I	06	A+	9	54	
<b>Total</b>	<b>22</b>			<b>192</b>	<b>8.73(192/22)</b>
<b>Semester VI</b>					
SEC-4	04	A+	9	36	
DSE-B-p-II	06	B	6	36	
DSE-C-P-II	06	A	8	48	
GE-A-P-II	06	A	8	48	
<b>Total</b>	<b>22</b>			<b>168</b>	<b>7.63((168/22)</b>
<b>CGPA</b>					
<b>Grand Total</b>	<b>132</b>			<b>1002</b>	<b>7.59 1002/132</b>

Consolidated SGPA table for six semesters:

Sem – I	Sem – II	Sem – III	Sem – IV	Sem – V	Sem - VI
Credit : 22 SGPA : 7.27	Credit: 22 SGPA : 7.36	Credit: 22 SGPA : 6.91	Credit: 22 SGPA : 7.63	Credit: 22 SGPA : 8.73	Credit: 22 SGPA : 7.63

Thus, **CGPA** =  $(22 \times 7.27 + 22 \times 7.36 + 22 \times 6.91 + 22 \times 7.63 + 22 \times 8.73 + 22 \times 7.63) / 132 = 7.59$



**Transcript (Format):** Based on the above recommendations on Letter grades, grade points and SGPA and CGPA, the **Higher Education Institutions** (HEI) may issue the transcript for each semester and a consolidated transcript indicating the performance in all semesters.

#### D. B. Com. PASS Course

Course	Credit	Grade Letter	Grade Point	Credit Point = (Credit × Grade point)	SGPA = (Credit Point/Credit)
<b>Semester I</b>					
Core-I	06	A	8	48	
Core-II	06	B	6	36	
GE-I	06	A	8	48	
AECC-1	04	B+	7	28	
<b>Total</b>	<b>22</b>			<b>160</b>	<b>7.27(160/22)</b>
<b>Semester II</b>					
Core-III	06	A+	9	54	
Core-IV	06	B+	7	42	
GE-II	06	B+	7	42	
AECC-2	04	B	6	24	
<b>Total</b>	<b>22</b>			<b>162</b>	<b>7.36(162/22)</b>
<b>Semester III</b>					
Core-V	06	B	6	36	
Core-VI	06	A	8	48	
GE-III	06	B	6	36	
SEC-1	04	A	8	32	
<b>Total</b>	<b>22</b>			<b>152</b>	<b>6.91(152/22)</b>
<b>Semester IV</b>					
Core-VII	06	B+	7	42	
Core-VIII	06	A+	9	54	

GE-IV	06	A	8	48	
SEC-2	04	B	6	24	
<b>Total</b>	<b>22</b>			<b>168</b>	<b>7.63(168/22)</b>
<b>Semester V</b>					
Core-IX	06	A+	9	54	
Core-X	06	A	8	48	
DSE-I	06	A+	9	54	
DSE-II	06	A+	9	54	
<b>Total</b>	<b>24</b>			<b>210</b>	<b>8.75(210/24)</b>
<b>Semester VI</b>					
Core-XI	06	A+	9	54	
Core-XII	06	B	6	36	
DSE-III	06	A	8	48	
DSE-IV	06	A	8	48	
<b>Total</b>	<b>24</b>			<b>186</b>	<b>7.75((186/24)</b>
<b>CGPA</b>					
<b>Grand Total</b>	<b>136</b>			<b>1038</b>	<b>7.63 1038/136</b>

Consolidated SGPA table for six semesters:

Sem – I	Sem – II	Sem – III	Sem – IV	Sem – V	Sem - VI
Credit : 22 SGPA : 7.27	Credit: 22 SGPA : 7.36	Credit: 22 SGPA : 6.91	Credit: 22 SGPA : 7.63	Credit: 24 SGPA : 8.75	Credit: 24 SGPA : 7.75

Thus, **CGPA** =  $(22 \times 7.27 + 22 \times 7.36 + 22 \times 6.91 + 22 \times 7.63 + 22 \times 8.75 + 22 \times 7.75) / 132 = 7.63$

**Transcript (Format):** Based on the above recommendations on Letter grades, grade points and SGPA and CGPA, the **Higher Education Institutions(HEI)** may issue the transcript for each semester and a consolidated transcript indicating the performance in all semesters.

**E. Schedule of Teaching:**

Course	Max mark	No. of periods per week	Total hours required for completion of each paper of the course
CORE/GE/DSE/DSC	100	6	50+10
CORE/GE/DSE/DSC	75	4	40
AECC	100	4	40
SECC	100	4	40
PRACTICAL	25	1 practical class	20
Dissertation or Project as DSE -IV	100	Self-study	--

**F. Eligibility of departmental teachers to teach AECC and SEC papers:**

Course	Name of the course	Teachers of the Dept. eligible to teach
AECC	MIL Communication (English/Odia/Hindi/Sans/Urdu)	Concern Language Dept.
AECC	Environmental Science	Life Science faculty
SEC Spl.	Quantitative Aptitude and Logical Reasoning	Mathematics/Computer Science
SEC	Modern office management	Computer Science/Commerce
SEC	Leadership and personality development	Psychology
SEC	Data analysis and computer application	Computer Science

## 11. EXAMINATION QUESTION PATTERN

- 11.1 The duration of end semester examination is as reflected in Clause No.6 above.
- 11.2 For subjects other than language subjects and without having practical, full marks are 100 per paper out of which 20 marks are allotted for Mid-Semester Examination (Internal) and 80 marks are for end semester examination.
- a. The question papers shall be divided into four parts
  - b. Part I will carry 12 one mark questions in the form of fill in the blanks and one word answer. (12 marks)
  - c. Part II will carry 10 two mark questions of which 8 have to be answered. The answer should be within two to three sentences maximum. (16 marks (8X2))
  - d. Part III will carry 10 three mark questions of which 8 have to be answered. The answer should be within 75 words maximum. (24 marks (8X3))
  - e. Part IV will carry 4 seven mark questions of EITHER OR format. The EITHER OR in question can be from same or different units of the paper. The answer should be within 500 words maximum. (28marks (7X4))
- 11.3 For subjects other than language subjects and with practical, full marks are 100 per paper out of which 15 marks is allotted for Mid- Semester Examination, 60 marks is for End Semester Examination and 25 marks is for practical.
- a. The question papers shall be divided into four parts
  - b. Part I will carry 8 one mark questions in the form of fill in the blanks and one-word answer. (08 marks(8X1))
  - c. Part II will carry 10 one point five mark questions of which 8 have to be answered. The answer should be within two to three sentences maximum. (12 marks (8X1.5))
  - d. Part III will carry 10 two mark questions of which 8 have to be answered. The answer should be within 75 words maximum. (16 marks (8X2))

- e Part IV will 4 numbers of six mark questions of EITHER OR format. The EITHER OR in question can be from same or different units of the paper. The answer should be within 500 words maximum. (24 marks (6X4))
- f Practical will carry 25 marks out of which 05 will be for records, 05 for viva voce and 15 for the core experiment.
- 11.4 For Language courses like Odia, Hindi, Sanskrit, English, the question pattern and marking scheme will be as given in the respective curriculum.
- 11.5 The board of studies in each subject are required to prepare Question Banks in each paper and submit it to the controller of Examination.

## 12. MINIMUM PERCENTAGE AND MARKS TO BE SECURED FOR PASSING:

*In order to clear a Semester examination a candidate is required to pass in all theory & practical papers/project component of the said semester.*

### 12.1 Paper without Practical:

Mid Semester	End Semester	Pass Mark _End Semester	Total	Paper Pass Mark
20	80	30% out of 80 (i.e. 24 marks)	100	40 out of 100 By taking both components (i.e. Mid-Sem + End Sem Exam.)

- End Semester (University Examination) Total Marks 80 Pass mark is 30% out of 80 i.e. 24 marks.
- Total mark in both Mid Semester and End Semester is 100 and Pass mark is 40% out of 100 i.e. 40 marks.
- No Pass mark for Mid Semester Exam. A student has to appear the Mid Semester Exam. Securing ‘ABS’ in both the chances in Mid Semester examinations, the student will be declared **fail** in that paper, though he/she secures pass mark in theory papers.

## 12.2 Paper with Practical

Mid Semester	End Semester				Total	Paper Pass Mark
	Theory	Pass Mark Theory	Practical	Pass Mark Practical		
15	60	30% out of 60 (i.e. 18 marks)	25	40% out of 25 (i.e. 10 marks)	100	40 out of 100 By taking i.e. Mid-Sem + End Sem Exam + Practical

End Semester (University Examinations): Total Mark: 60, 30% out of Total Mark (i.e.18 mark) Minimum pass mark for practical paper is 40%.

Total Mark: 100 (40% out of 100)

No Pass mark for Mid Semester Exam. A student has to appear the Mid Semester Exam. Securing ‘ABS’ in both the chances in Mid Semester examination, student will be declared fail in that paper, though he/she secures pass mark in theory and practical Paper.

## 13. REPEAT EXAMINATION:

**13.1** A student has to clear back paper(s) (if failed) by appearing only in three consecutive chances (Examinations) at subsequent/alternate semester examinations immediately following the Examination (in which he is failed) on payment of prescribed fees and within six academic years from the year/session of admission. (refer Clause 3)

**13.2** A student may appear in improvement (having passed in that paper) in any number of papers ONLY ONCE in the next semester examination.

## **14.CREDIT/GRACE/HARD CASE RULE:**

### **14.1 CREDIT**

On the basis of complaints received from the examinees/subject teachers, the Board of Conducting Examiners (BCE) prior to evaluation may recommend for award of Credit on specific question, if they are convinced the question is either out of course or wrong. This credit has to be extended to all examinees on the said question excepting to the examinees who have submitted a blank answer book.

### **14.2 GRACE**

Before publication of results, the BCE may recommend for award of Grace Mark in a particular paper if they are convinced that the general performance of candidates in that paper is poor and deserves special consideration. While suggesting grace mark, the BCE must take the performance of the examinees in the said paper for the last three respective examinations. The Controller of Examinations has to submit the previous results for three years before the BCE for consideration. The recommendation of BCE has to be placed before the Vice-Chancellor for consideration and approval.

### **14.3 HARD CASE RULE**

a. 2% of the total as grace mark subject to maximum of 5 (five) marks in single paper shall be given to pass in a semester. This shall be applicable in each semester.

*(\* maximum 8 mark out of total 400 and 10 mark out of 500 per Semester)*

b. Maximum 0.5% (point five percent) grace mark (2 marks) can be given for award of 'B' Grade in 6th semester in aggregate. This is applicable provided the candidate has not availed grace mark under Clause-14.1. This mark will be added in the paper he has secured highest mark in 6<sup>th</sup>

c. Maximum 0.5% (point five percent) grace mark (2 marks) can be given for award of 'B+' Grade in 6th semester in aggregate. This is applicable provided the candidate has not availed grace mark under Clause-14.1. This mark will be added in the paper he has secured highest mark in 6<sup>th</sup>

## **15. EVALUATION RESPONSIBILITY**

### **15.1 SCHEME OF VALUATION:**

Scheme of valuation has to be prepared by subject experts, preferably members of Board of Conducting Examiner for every paper and has to be supplied to the valuation zones by the Controller of Examination before evaluation.

### **15.2 RESPONSIBILITY OF EXAMINER:**

**a.** The concerned Examiners are solely responsible for evaluation of Mid Semester, Practical and End Semester Examinations. He/she is also responsible for maintaining all records to justify his/her evaluation scheme and marks thereof.

**b.** Neither the Principal nor the Management of the college shall have the right/power to change the Mid Semester marks awarded by a teacher. However, if the Principal is convinced that the Mid Semester marks awarded by a teacher is biased, he/she shall appoint a committee where the teacher concerned will be a member for review. The decision of the committee shall be final and binding. The decision with the revised marks shall be sent to the University for necessary Action.

**c.** Internal examiners for practical subjects should be appointed from among the teachers of the department eligible as per University statute on rotation basis and no single teacher be appointed for all the papers of a particular examination as far as possible.

## **16 DISCIPLINARY ACTION AGAINST UNFAIR MEANS IN EXAMINATIONS:**

A student adopting malpractice and/or showing any indiscipline behaviour, violating code of conduct [ *Which includes: Use of programmable calculators, mobile phones (except the paper in which it is asked to use such tools )/ smart watch (even in switch off mode), document or any electronic devices having memory chips, leaving the Examination Hall within the first hour from the commencement of the examination, talking to other examinees in the Examination Hall, trying to give any help to others or trying to seek any help from others inside or outside*



*the Examination Hall, using question papers and/or answer scripts for communicating with fellow examinee, exchange of question papers and answer scripts with other examinees/outside, writing answers in question papers, writing obscene or filthy languages in answer scripts, taking away the answer scripts or any examination materials/papers to the outside of the examination hall without intimation/permission from the concerned authority of the examination etc.]*

**All instances of unfair means in Examination will be dealt as prescribed in statute 214.**

### **17. RE-ADDITION/RE-CHECKING AND UN-EVALUATED PORTION:**

**17.1** A Student may apply through his/her college for Re-addition/Re-Checking of a paper within 15 calendar days from the date of publication of the results in each Semester. In case, there is any answer left unvalued, the same will be placed before the Board of Conducting Examiners of the respective subjects for valuation. Information regarding re-addition of marks will be intimated to the candidate within 45 days.

**17.2** There will be no re-evaluation processes of the answer scripts. However, in case of serious irregularities in evaluation detected/pointed out, the answer book has to be placed before a high level committee consisting of one member of the Examination Committee, one member of Board of Conducting Examination. and one subject expert for assessment provided the difference in marks claimed is more than 10% of total marks in the paper. If the new mark awarded by the high level committee is more than 5% of the total mark, the new mark is to be accepted. The recommendation of high level committee will be accepted under approval of the examination committee/Vice-Chancellor.

## **18. GRADE SHEET:**

At the end of 6 (six) Semester, a Grade sheet shall be made available to each student as per **Clause 9.1**. However, if a student requires additional copies, he/she should apply through the college with prescribed fees. Provisional Grade sheets for each semester will be sent to the Colleges. The final Grade sheets for each semester along with provisional certificate will be provided by the University at the end of the course i.e. after 6<sup>th</sup> Semester Examination.

## **19. UNIVERSITY REGISTRATION CARD:**

**A student is issued University Registration Card at the time of admission.**

University Registration number continues to be his/her Registration number for all examinations during his/her tenure of study. This card is also essential for admission of the student to a college and **his/her eligibility to attend classes in a college**. This is an IMPORTANT document and the student must possess it throughout his/her course under the University.

In the event of a student losing his/her University Registration Card, he/she should immediately lodge a FIR in the nearest Police Station. He/She should apply through the College for issue of duplicate Registration Card with prescribed fee. The application form will be made available in the University counter/website. The application form accompanying the copy of FIR and prescribed fee and recommended by the concerned principal should be sent to the Controller of Examination, of the concerned Universities by Speed Post/Registered Post.

## **20. PRINCIPLES FOR AWARD OF MEDALS:**

The University shall award University Rank after taking in to account the aggregate (including all subjects i.e. (core, DSE, AECC, SEC, GE) score of toppers in each Bachelor Honours subject amongst all the affiliated colleges. The University shall preserve the script of the final semester for all the toppers for nine months. Among these, whoever secures the highest CGPA in aggregate shall be declared

best Graduate under a stream (BA Hons./B.Sc. Hons./B.Com. Hons.etc.)

Students who have been granted credit waiver under credit transfer system can't be awarded Gold medal or position.

### **20.1 Eligibility for Award of Degree**

A candidate will be eligible for award of BA/B.Sc./B.Com degree if he/she satisfies all the following conditions:

- i. Has cleared (minimum pass grade) in all subjects and obtained requisite number of credit points in all Semester.
- ii. Has secured a minimum Cumulative Grade Point Average.

### **20.2 Criteria for Award of Gold Medals**

- a. The best graduate / university gold medal winner will be selected based on the highest Cumulative Grade Point Average secured by the graduate passing out in the academic year.
- b. For award of gold medal, more than one candidates may be declared Joint winner if they have same CGPA.
- c. Student appearing for Back/Improvement/Reappear Examination shall not be considered for award of Gold Medal. This will not be applicable to the exemption given to students missing examination due to participation in National/International events by officially representing the State or the country.
- d. Students who availed hard case benefit in any semester examination shall not be considered for award of Gold Medal.

## **21 RE-ADDITION OF MARKS AND PHOTO COPY OF ANSWER SCRIPTS:**

**21.1** A candidate desiring for re-addition of marks/photo copy of answer scripts may apply for the same in the prescribed application form available in the college concerned with application fees as applicable for re-addition of marks per paper and for photo copies of answer scripts per paper within 15 days from the date of publication of the result. Here publication means the date on which the result of the particular candidate has actually been published.

**21.2** All the Principals of the college are to provide prescribed application form of the University to the students of their college downloading from the website of the concerned Universities and receive the said application dully filled by the candidate with the prescribed fee within 15 days from the date of publication of the result. After completion of 15 days from the date of publication of the result, a list of applicants specifying Sl.No./Roll No./Subject-Paper/Name of the valuation zone for re-addition/rechecking of marks or obtaining photo copies of answer scripts must be prepared valuation zone/college wise and the same list to be send to the controller of examination of the concerned University along with the application fees received from the student as demand draft made in favour of the Comptroller of Finance or through electronic transfer (as applicable) of the concerned University within five days from the last date of receiving such applications.

**21.3** All the Zone Supervisors of the concerned valuation zone are required to keep all the valued answer scripts of their zone for four months with them from the date of publication of the concerned result and accept all the applications in prescribed forms for supply of photo copies/re-addition of marks from the concerned section of the University. They must supply of photo copies/re-addition of marks and reply verifying the valued answer scripts by the zone supervisor of their valuation centre to the controller of examination of concerned University for compliance to the Principal of the concerned college within two months after the receipt of application from the University.

**21.4** All the Zone Supervisors will be provided 60% of amount as advance received from the students. Any discrepancies detected during the re-addition of marks are to be brought to the notice of the Controller of Examinations for revision of marks at University level. After completion of four months from the date of publication of the result, all the valued answer scripts/list of application form for re-addition of marks/ obtaining photo copies of answer scripts/bills vouchers thereof/balance amount to be submitted to the University (Balance amount to be deposited as Bank Draft in favour of the Comptroller of Finance, of the Universities

or transferred to his account through e-transaction. No student shall be entertained for any enquiry pertaining to the above process at the University level.

**Any contingency/question arising out the Regulation or not covered under the above Regulation shall be referred to the Controller of Examinations and decision shall be taken under approval of the Vice-Chancellor.**