

RULES REGARDING PRESERVATION/DESTRUCTION OF OLD RECORD

The amendment/revision in the above said rules under clause for Conduct Branch (Ph.D. Section) appearing at page 228 of K.U. Calendar Vol.III, 2007 approved vide Executive Council Res. No.6 of 29.10.2021.

Revised

Sr. No.	Item	Existing	Amended
1.	<u>Examiner/Examination Reports</u>	5 year	3 Years from the date of award of Ph.D. Degree
2.	Proceedings of the Research Degree Committee	5 Years	3 Years from the date of award of Ph.D. Degree
3.	Other files	5 Years	3 Years

ORDINANCE–CONSTITUTION AND FUNCTIONS OF STAFF COUNCILS AND/OR DEPARTMENTAL COMMITTEES IN UNIVERSITY TEACHING DEPARTMENTS/ INSTITUTES/ SCHOOLS

The amendment/addition in the above said Ordinance under clause 1 appearing at page 25 of K.U. Calendar Vol.I, 2009 approved vide Executive Council Res. No.16 of 29.10.2021.

EXISTING

AMENDED

1. All the teachers of the University Teaching Department/Institute/ School shall be members of the Departmental Staff Council. Provided that in case of Institute of Integrated & Honors Studies, seniority-wise one regular teacher of each subject will be the member of the Staff Council by rotation for a period of one year. Only confirmed teachers will have voting right.

1.1 All the (Budgeted & Self-Financing) teachers of the University Teaching Department/Institute/School shall be members of the Departmental Staff Council.

1.2 In case of Staff Council(s) of Institute of Integrated and Honors Studies/Institute of Teachers Training & Research, seniority wise one teacher (Budgeted/SFS) of each subject/course will be the member of the Staff Council by rotation for a period of one year.

Only confirmed (Budgeted/SFS) teachers will have the voting right.

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NEW ORDINANCE

The following new Ordinance approved vide Executive Council Resolution No. 33(18) of 29.10.2021

ORDINANCE-BACHELOR OF EDUCATION IN SPECIAL EDUCATION (VISUAL IMPAIRMENT) {B. ED. SPL.ED.(V.I.)} (2-Year) (REGULAR PROGRAM) EXAMINATION (SEMESTER SYSTEM) (*Under Choice Based Credit System*)
(*w.e.f. the academic session 2020-21*)

1.1 The duration of the program leading to the award of Bachelor of Education in Special Education (Visual Impairment) (B.Ed. Spl. Ed. (V.I.) Degree, shall be two academic years, comprising of four Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

1.2 Main as well as Supplementary examinations for the first and third semesters shall be held in December/January and for the second and fourth semesters in May/June.

1.3 The dates of examination fixed under above clause shall be notified by the Controller of Examinations to all concerned.

2 The last date(s) by which Examination-forms and fees must reach the examination Enquiry shall be as per schedule at Appendix-I in K.U. Cal. Vol.II.

3 A person who has passed B.A./B.Sc/B.Com. or Bachelor degree in any discipline (With any two pedagogical core subjects that are taught at school level) with minimum 50% marks (47.50% marks in case of SC/ST/Differently abled candidates) from this University or any other University recognized as equivalent thereto shall be eligible to join first semester of the programme.

4 No one who is in employment (Whole-time, Part-time or Honorary Services, shall be allowed to join B.Ed (Spl.Ed.) (V.I.) program without taking leave from his/her institution/office etc. from the date of commencement of the Academic Session to the conclusion of his/her final examination and submission of 'No Objection' from his/her employer.

5 A person who has passed B.Ed (Spl. Ed.) (Visual Impairment) First and Second Semester Examinations from this University, shall be eligible to join Third Semester Class. This is, however, subject to the provisions made under Clause 9 below.

6. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination,

or, having been eligible fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students appearing for that examination.

7.1 Each course will have a certain number of credits which will reflect its weightage. A student's performance/progress will be measured by the number of credits that he/she has completed satisfactorily. (The detailed Rules/Guidelines for Implementation of Choice Based Credit System of Study and Award of Grades are at Appendix-II in K.U. Cal. Vol.II).

7.2 All evaluation of different components of course shall be done in marks for each student. The marks of various components shall be reduced to approved weightage, as indicated in the scheme of examination and added to get total marks secured on a 100 point scale. The rounding off shall be done on the higher side. A minimum Grade Point Average will be required to be maintained for satisfactory progress. Also a minimum number of earned credits shall have to be acquired in order to qualify for the degree as specified in the relevant Scheme of Examination.

8. The programs of study and subjects of examination shall be as approved by the Academic Council from time to time. The examination shall consist of:-

- (a) Written Courses;
- (b) Practical Examinations;
- (c) Internship.

8.1 20% marks in each Paper/Practical shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of internal assessment shall be adopted and inserted in the relevant scheme of examination:-

For Theory Papers

- (i) One Test/Seminar for each paper : 50% marks
(one hour duration)
- (ii) One Assignment : 25% marks
- (iii) Attendance : 25% marks

For Practicals:

- (i) Test/Viva : 50% marks
Sessional for each Practical paper
- (ii) One Class test : 25% marks
(one hour duration)
- (iii) Attendance : 25% marks

Marks for Attendance will be given as under:

- (1) 91% onwards : 5 Marks
- (2) 81% to 90% : 4 Marks
- (3) 75% to 80% : 3 Marks
- (4) 70% to 74% : 2 Marks*
- (5) 65% to 69% : 1 Mark*

*For students engaged in co-curricular activities of the Department/College only/ authenticated medical grounds duly approved by the concerned Chairperson/Principal.

8.2 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Chairperson of the Department/Principal of the Institute concerned shall be forwarded to the Examinations Branch invariably within 20 days after the commencement of the relevant Semester examination. Thereafter, a late fee, as prescribed by the University from time to time, shall be charged from the Department/College/Institute concerned.

8.3 The Chairperson of the Department/Principal of the College concerned shall preserve the record on the basis of which the Internal Assessment awards have been prepared, for inspection if needed by the University up to six months from the date of declaration of the Semester result.

9. A person who possesses the qualifications as laid down in Clause 3 or 5, as the case may be, has been on the rolls of University Department/College recognized for B.Ed. (Spl. Ed.) (V.I.) program during the academic year preceding the examination, and produces the following certificates, duly signed by the Chairperson of the Department/Principal of the College concerned, shall be eligible to appear in the examination: -

- (i) of good character;
- (ii) of having undergone the Course of Training for the Degree of Bachelor of Education (Special Education) (V.I.) for both academic years at the Department of Education;
- (i) of having attended, not less than 80% of the full course of lectures delivered in each subject, 90% for all practicals and 100% for school internship (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of lectures for any course(s)/ practical and/or has not obtained pass marks in the internal assessment will be detained by the Department/ College concerned to take the external examination in the said course(s)/ practical(s) unless he/she repeats the program in the course(s) concerned and obtains the requisite percentage of lectures in that course(s)/ practical(s).

9.1 A deficiency in the prescribed course(Lectures/Practicals//Internship) may be condoned by the Chairperson of the University Department/Principal of the College concerned upto 15% on genuine grounds only.

10. A candidate who has completed the prescribed course of instruction in the Department/College for any semester examination, but does not appear in it, or, having appeared fails, may be allowed on the recommendation of the Chairperson of the Department/Principal of the College concerned, to appear/re-appear in the semester examination/Course(s), as the case may be, as an ex-student, without attending a fresh course of instruction only twice, at the subsequent examinations.

10.1 A candidate who has appeared and failed in one or more course(s) of the First Semester shall be allowed to study for and appear in the Second Semester. He/she shall, however, be allowed promotion to the Third Semester class provisionally only if he/she earns exemption in at least 50% of the Theory courses of both the First and Second Semester Examinations taken together. Such a candidate will be allowed to re-appear for the course(s) of the first Semester along with the Third Semester and for the remaining course(s) of the Second Semester along with Fourth Semester Examinations simultaneously, when held.

10.2 A candidate who fails to pass in any semester examinations even in the second chance as mentioned above, he/she will have to repeat the course as a regular student in the **department/college** whenever the relevant course(s) is/are offered in the future.

11. Award of Grades and the corresponding grade points should be Absolute marks as under.

The Conversion factor from SGPA/CGPA to percentage of marks shall be 10.

Letter Grade	Grade Point	Marks
O (Outstanding)	10	85-100
A+ (Excellent)	9	75-84
A (Very Good)	8	65-74
B+ (Good)	7	55-64
B (Above Average)	6	50-54
P (Pass)	5	50
F (Fail)	0	Less than 50
Ab	0	Absent

- Note:** (1) A candidate eligible to take the examination obtaining Grade F or Ab will be considered to have failed in the examination/course(s). Such a candidate will be required to reappear in that examination/course (s) within the permissible chances given in the concerned Ordinance for obtaining pass grade.
- (2) A candidate who has not obtained pass marks in internal assessment, will not be allowed to appear in the External examination (Semester end). Such a candidate will also be awarded Grade 'F' and will have to appear for minor tests and obtain pass marks in internal assessment in subsequent (odd/even) semesters. Passing in internal and external examination separately is essential.
- (3) If 'F'/'Ab' Grade is awarded to a candidate in major project, he/she will get only one more chance to repeat the project work at the end of next Semester. However, if a candidate still gets 'F'/'Ab' Grade in major project, the same will not be eligible for the award of degree.
- (4) For non-credit courses 'Satisfactory' or 'Unsatisfactory' shall be indicated instead of the letter grade and this will not be counted for the computation of SGPA/CGPA.

12. A candidate who fails to pass all the four Semesters examinations within three years of his/her admission to B.Ed. (Spl. Ed.) (Visual Impairment) program shall be deemed to be unfit for the program.

The bar shall not apply to a candidate appearing to avail the additional chance in the Fourth Semester Examination, provided the additional chance is availed next to the last admissible normal chance under Clause 10 above.

13. The amount of examination fee to be paid by a candidate for each Semester shall be as prescribed by the University from time to time.

A candidate, who re-appears in one or more course(s)/semester(s) for the purpose of passing, shall pay fee as prescribed for the Semester examination.

14. The medium of instruction and examination shall be English/Hindi.

15.1 The minimum number of marks required to pass the Examination in each Semester shall be as under:

- (i) Grade 'P' in each Written Course;
- (ii) Grade 'P' in each Practical examination and School Internship;
- (iii) Grade 'P' in the aggregate of Sessional and examination for each theory and Practical Subject.

15.2 A candidate who fails in an examination shall be exempted from re-appearing in the course(s)/practical(s) in which he/she has obtained at least Grade 'P' as indicated in (i), (ii) and (iii) above. Such candidates will not be required to repeat the sessional work.

16. As soon as possible, after the termination of the examination, the Controller of Examinations shall publish the result of candidates and issue Detailed-Marks-Cards.

17. The list of successful candidates of Fourth Semester Examinations shall be arranged on the basis of the grade point obtained in the First, Second, Third and Fourth Semester Examinations taken together, and the Cumulative Grade Point Average (CGPA)/ Letter Grade obtained by the candidate will be stated in the Degree.

18. Notwithstanding the integrated nature of this program which is spread over more than one academic year, the Ordinance in force at the time a student joins the program, shall hold good only for the examination held during or at the end of the academic year and nothing in this ordinance shall be deemed to debar the University from amending the Ordinance and the amended ordinance, if any, shall apply to all the students whether old or new.

NEW ORDINANCE

The following new Ordinance approved vide Executive Council Resolution No. 33(19) of 29.10.2021

ORDINANCE– MASTER OF SCIENCE TECHNOLOGY (M.Sc.Tech.) IN APPLIED GEOPHYSICS EXAMINATION (UNDER CHOICE BASED CREDIT BASED SYSTEM/LOCF)

(w.e.f. the academic session 2020-21)

1.1 The duration of the course leading to the Degree of Master of Science Technology (M.Sc.Tech.) in Applied Geophysics shall be three academic years, comprising of Six Semesters. Each academic year shall be divided into two Semesters, i.e. July to November / December and January to May / June. All tests i.e Minor Tests as well as Major Tests (End-Term Examination) will be set, conducted and evaluated by the Department of Geophysics.

1.2 The End Term Examination (Major Tests) for the odd Semesters shall ordinarily be held in the month of December/ January and for the even Semesters in the month of May/June on the dates to be notified by the Chairperson of the Department.

1.3 Supplementary examinations will be held for re-appear candidates as under, on the dates to be notified by the Chairperson of the Department:-

Semester	When held
(a) First Semester	Alongwith the Third Semester
(b) Second Semester	Alongwith the Fourth Semester
(c) Third & Fifth Semester	Alongwith or after the Fourth Semester
(d) Fourth & Sixth Semester	Alongwith or after the Third Semester

2. The last date(s) by which the admission Examination forms and fees must reach the office of the Department shall be as per schedule at Appendix-I in K. U. Cal Vol. II. The Chairperson of the Department will send copies of the Examination forms to the Examination Branch.

3. A student seeking admission to M.Sc.Tech. in Applied Geophysics course should possess the following qualifications:-

B. Sc. With Physics and Mathematics as two of the main subjects and at least 50% marks in aggregate.

OR

B. Sc. (Hons.) in Physics with Mathematics at subsidiary level and at least 50% marks in aggregate.

OR

B. Sc. (Hons) in Mathematics with Physics at subsidiary level and at least 50% marks in aggregate.

OR

B. Sc. (Hons) in Electronics with Physics and Mathematics at subsidiary level and at least 50% marks in aggregate.

4.1 The courses of study and the subjects of examination in each Semester, shall be as approved by the Academic Council from time to time.

4.2 Each academic programmer will have a certain number of credits which will reflect its weightage. A student's Performance/progress will be measured by the number of credits that he / she has completed satisfactorily. (The detailed rules /guidelines for implementation of Credit System of study and award of Grades are at Appendix-II of K.U. Cal. Vol. II.).

4.3 All evaluations of different components of course shall be done in marks for each student. The marks of various components shall be reduced to approved weightage, as decided by the Staff Council and /or indicated in the scheme of examination and added to get total marks secured on a 100 point scale. A minimum Grade Point Average will be required to be maintained for satisfactory progress. Also a minimum number of earned credits shall have to be acquired in order to qualify for the degree.

4.4 Credits of a course will be evaluated as under:-

- (a) For all lecture courses, one credit per lecture per week per semester will generally be adopted.
- (b) One laboratory hour per week (Semester-wise) will be assigned half credit. Course with odd numbers of laboratory hours having fractional credits will be accepted. The courses having 1.5 hours Teaching schedule as per scheme of the course per week of 3 hours Teaching schedule alternate week will be rationalized to have integer number of contact hours per week so that fraction smaller than 0.5 are not involved in credit assignments of laboratory courses.

5. The total credits for M.Sc. (Tech) in Applied Geophysics First, Second, Third, Fourth, Fifth and Sixth Semesters shall be as per scheme of examination, approved by the Academic Council from time to time.

6.1 The grade awarded to a student in each course will be based on performance of the student in Sessionals (Based on two Mid Term Exams/assignment/viva-voce/workshop presentation, group discussions, quiz etc.) and End-Term Examination at the end of each Semester. The internal

assessment for practical courses will be based on Lab work. Seminar delivered by the students. The distribution of the weightage will be as under-

Sessional	40%
End Term Examinations	60%

6.2 The marks of assessment/grades will be displayed on the notice board of the Department by the Chairperson before forwarding it to the Examination Branch.

6.3 The Chairperson of the Department shall forward the final awards of the students in hard and soft copy to the Examination Branch after the finalization of marks for declaration of the result and preparation of DMC.

6.4 End-Term Examination (ETE) (Major Tests) shall be open to a regular student who:

- (a) has been on the rolls of the rolls of the Department during the semester.
- (b) has his Examination form submitted in the office of the Department duly countersigned by the Chairperson of the Department concerned on the following certificates:
 - (i) of good character ;
 - (ii) of having attended not less than 75% of the lectures in each paper, seminar, case discussion, field trips, tutorials, etc. This requirement shall be fulfilled separately for each course of study. A deficiency upto 15% may be condoned by the Chairperson of the department in a very hard and deserving case. These shall also include loss of attendance due to participation in cultural and sports assignments, etc. Provided that students who participate in Inter-University Tournaments/Youth Festivals, shall be allowed additional condonation on the ground of upto 10% in each paper on a certificate from the Director, Physical Education and sports or the Director, Department of youth and Cultural Affairs, as the case may be, subject to the condition that such a candidate shall not be allowed to appear in the examination if his attendance, after condonation on all counts, falls below 50% .

7.1 The minimum percentage/grade of marks to pass the examination in each Semester shall be:

- (i) Grade 'P' in each paper (by combining the marks of internal assessment and end Term Examination). Provided that the candidate has obtained minimum grade 'P' in End Semester examination separately in theory/practical/seminar/project work/dissertation, where prescribed.
- (ii) SGPA of 4.00 in each semester.
- (iii) Minimum CGPA of 5.00 for award of Degree.

7.2 A candidate who has failed in one or more paper(s) or fails to appear in End-Term Examination, shall be allowed two additional chances only to pass the End Term Examinations, as specified in Clause (i), subject to Clause 8 below. Such a candidate may be exempted from re-appearing in the internal assessment paper(s) in which he has obtained Grade 'P'.

8. The grading of academic performance will be as under:-

Letter grade	Grade Point	Marks
O (Outstanding)	10	85-100
A+ (Excellent)	9	75-84
A (Very Good)	8	65-74
B+(Good)	7	55-64
B (Above Average)	6	50-54
C (Average)	5	41-49
P (Pass)	4	40
F (Fail)	0	Less than 40
Ab	0	Absent

Note: 1. Pass Grade is Grade 'P' or higher grade.

2. A Candidate eligible to take the examination obtaining Grade F or Ab will be considered to have failed in the examination/paper(s). Such a Candidate will be required to reappear in that examination/paper(s) within the permissible chances given in the concerned Ordinance for obtaining pass grade.
3. Students detained for not fulfilling the requirement attendance shall be given 'F' grade.
4. If 'F'/'Ab' Grade is awarded to a candidate in major project, he/she will get only one more chance to repeat the project work at the end of next Semester. However, if a candidate still gets 'F'/'Ab' Grade in major project, the same will not be eligible for the award of degree.

9.1 A Candidate who has passed the Semester I or II or IV or shall be eligible to join the Semester III/IV/V or VI respectively of the course. This is, however, subject to clause 9.2 and 9.3 below.

9.2 A candidate who has failed in one or more paper(s) of I and II Semester or III and IV Semester, shall be promoted provisionally to the III and V Semesters, as the case may be, only if he/she has earned exemption in the papers as mentioned below:

From Semesters I and II

If he/she has earned exemption in
At least 50% papers of Semesters
I and II

From Semesters III and IV
To semester V

if he/she has passed all the papers
of Semesters I & II and has earned
Exemption in at least 50 % papers
Semester III & IV.

9.3 A candidate for the M.Sc.(Tech.) in applied Geophysics degree must pass the whole course (all the six semesters) within a period of five years of his/her admission to the First Semester Class, failing which he/she will be deemed to be unfit for the course.

10. The medium of instruction and examination shall ordinarily be English except otherwise decided by the Board of studies concerned and approved by the Academic Council.

11. The amount of examination fee to be paid by a candidate for each semester shall be the same as prescribed by the University from time to time. An additional fee as prescribed by the University from time to time shall be paid the candidates in II,III,V and VI semesters towards the examination of Field reports/Dissertation.

A candidate, who re-appears in one or more paper(s) /Practical(s) / Semester(s) for the purpose of passing, shall pay fee as for the whole examination.

12.1 **Field Trainings:** Each student is required to undergo one geological field training of 5-10 days (including journey days) and two geophysical field trainings each of 10-18 days (including journey days) as per scheme of examination. This consist of Geological mapping, visits to research institutes and organizations, field training with ONGC, CGWB, GSI Field parties and the like. Every student is required to submit two copies of written report within 15 days after the training and take a Viva-Voce test on that. The submission period may be extended for a week by the Chairperson under justified circumstances. The weightage of different components of Field Training for the purposes of evaluation of a student performance will be as follows: -

(a) Field Training	50%
(b) Field Report	25%
(c) Viva-Voce	25%

The examination of field training report and viva-voce shall be conducted jointly by internal and external examiners, as there will be no separate evaluation of the Field Training Report.

A uniform teaching load of three hours per week will be credited to the teacher concern who will take the students in the field for the duration of two weeks in the subsequent semester.

12.2 **M. Sc. (Tech.) Dissertation:** Every M. Sc. (Tech.) student is required to undertake a project in the last Semester. The Project may be an experimental investigation, field work and laboratory studies, a theoretical investigation accompanied by computation work, data processing and analysis or a combination of these. The exact nature of the project and the problem is decided

during the Fifth Semester by the Chairperson of the Department in consultation with faculty members and students. After the project is completed the students will submit two copies of Dissertation based on the results obtained in his investigation. Finally the student is expected to defend his findings as embodied in his dissertation before a Board of Examiners and take an oral examination. The dissertation shall be evaluated by the Dissertation Viva-Voce Board consisting of the following:

- (i) Chairperson of the Department or his nominee.
- (ii) One nominee of the Department Ph.D. or his nominee.
- (iii) Supervisor(s) .
- (iv) External Examiner.

The distribution of weightage for the dissertation amongst the examiners shall be as follows:-

- (a) Viva-Voce Board together : 50%
- (b) External Examiner : 25%
- (c) Supervisor(s) : 25%

The work load of 4 hours/ week will be credited to each teacher associated with dissertation work.

12.3 Seminar: In order to inculcate sense of confidence and self reliance and with a view to train the student in the art of public speaking and self expression, each student is required to deliver a talk on a particular topic during Sixth semester. The topic for the Seminar talk is selected by the students under the advice of a faculty member. This is accompanied by a write up. The student's performance in a seminar is evaluated under the following heads:-

- (a) Presentation 50%
- (b) Write up 25%
- (c) Ability to answer question 25%

Besides delivering a seminar talk a student is expected to attend all other seminars delivered by other students.

The Seminar shall be evaluated by a Committee consisting of three teachers of the department. The workload of one hour/week will be credited to each teacher associated with the evaluation of seminar.

12.4 Comprehensive Viva-Voce: At the end of Sixth Semester every student shall be required to appear for comprehensive Viva-Voce examination before a committee consisting of three teachers of the Department.

12.5 The practical examinations shall be conducted jointly by one internal and one external examiners.

13. Each successful candidate shall receive result card on having passed the semester examination.

14. Notwithstanding the integrated nature of this course which is spread over more than one academic year, the Ordinance in force at the time a student Joins the course, shall hold good only for the examination held during or at the end of the year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all the students whether old or new.

TRANSITORY PROVISION:

Candidates admitted to the Master of Science Technology in Applied Geophysics under Semester System (credit based) in the academic session 2019-2020 or earlier shall be governed by the old rules.

NEW ORDINANCE

The following new Ordinances approved vide Executive Council Resolution No. 33(20) of 29.10.2021

ORDINANCE—BACHELOR’S DEGREE COURSES (UNDER CHOICE BASED CREDIT SYSTEM) (CBCS) (*w.e.f. Session 2020-21*)

1.1 The duration of the course of instruction for award of Bachelor’s Degree, shall be three academic years, comprising of six Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to June. Each semester shall spread over 90 working days. The instruction shall be imparted through regular course by the Institute/department of the University.

1.2 Examinations in the papers of main/ subsidiary/qualifying subjects, as the case may be, for the First, Third and Fifth Semesters shall be held in the month of December and for the Second, Fourth and Sixth Semesters in May.

2. Definitions of Key Words :

Academic Year: Two consecutive (one odd + one even) semesters constitute one academic year.

Semester: Each semester will consist of 15-18 weeks of academic work equivalent to minimum 90 actual teaching days. The odd semester may be scheduled from July to December and even semester from January to June.

Choice-Based Credit System (CBCS): The CBCS provides choice for students to select from the prescribed courses (core, elective, skill enhancement and generic courses).

Credit Based Semester System (CBSS): Under the CBSS, the requirement for awarding a degree or diploma or certificate is prescribed in terms of number of credits to be completed by the students.

Programme: An educational programme leading to the award of a degree, diploma or certificate

Credit: A unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of *practical work/field* work per week.

Grade Point: It is a numerical weight allotted to each letter grade on a 10-point scale.

Credit Point: It is the product of grade point and number of credits for a course.

Letter Grade: It is an index of the performance of students in a said course. Grades are denoted by letters O, A+, A, B+, B, C, P and F

Semester Grade Point Average (SGPA): It is a measure of performance of work done in a semester. It is ratio of total credit points secured by a student in various courses

registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

Cumulative Grade Point Average (CGPA): It is a measure of overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all the semesters. It is expressed up to two decimal places.

Transcript or Grade Card or Certificate: Based on the grades earned, a grade certificate shall be issued to all the registered students after every semester. The grade certificate will display the course details (code, title, number of credits, grade secured) along with SGPA of that semester and CGPA earned till that semester.

Course: Usually referred to, as ‘papers’ is a component of a programme. All courses need not carry the same weight. The courses should define learning objectives and learning outcomes. A course may be designed to comprise lectures/tutorials/laboratory work/field work/outreach activities/project work/Vocational training/viva/seminars/term papers/ assignments/ presentations/self-study etc. or a combination of some of these.

Core Course: A course compulsorily be studied by a candidate as a core requirement is termed as a Core course. The course designed for papers under this category aim to cover the basics that a student is expected to imbibe in that particular discipline

Elective Course: Generally, a course which can be chosen from a pool of courses and which may be very specific or specialized or advanced or supportive to the discipline/subject of study or which provides an extended scope or which enables an exposure to some other discipline/subject/domain or nurtures the candidate’s proficiency/skill is called an Elective Course.

Discipline Specific Elective (DSE) Course: Elective course offered by the main discipline/subject of study is referred to as Discipline Specific Elective.

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

Generic Elective (GE) Course: An elective course chosen generally from an unrelated discipline/subject, with an intention to seek exposure is called a Generic Elective.

A core course offered in a discipline/subject may be treated as an elective by other discipline/subject and vice versa and such electives be referred to as Generic Elective.

Ability Enhancement Courses (AEC): The Ability Enhancement (AE) Courses are of two kinds:

Ability Enhancement Compulsory Courses (AECC): “AECC” courses are the courses based upon the content that leads to Knowledge enhancement. These are mandatory for all disciplines.

* Environmental Studies

* English/MIL Communication

Skill Enhancement Courses (SEC): “SEC” courses are value-based and/or skill-based and are aimed at providing hands-on-training, competencies, skills, etc.

Introducing Research Component in Under-Graduate Courses

Project work/Dissertation is considered as a special course involving application of knowledge in solving/analyzing/ exploring a *real life situation/difficult problem*. A Project/Dissertation work would be of 6 credits. A Project/Dissertation work may be given in lieu of a discipline specific elective paper.

3. Criteria for Award of Degree

An undergraduate programme degree in Humanities/Social Sciences will be awarded if a student completes 4 core papers each in two disciplines of choice (from a list of subject combinations notified by the university and offered in the institute), 4 core papers each in English and Hindi/MIL respectively, 2 Ability Enhancement Compulsory Courses (AECC), minimum 4 Skill Enhancement Courses (SEC), 2 courses each from a list of Discipline Specific Elective courses based on the two disciplines of choice selected above, respectively, and two courses from the list of Generic Electives courses (offered in the institute).

An undergraduate degree with Honors in a discipline will be awarded if a student completes 14 core papers in that discipline, 2 Ability Enhancement Compulsory Courses(AECC), minimum 2 Skill Enhancement Courses (SEC) and 4 courses from a list of Discipline Specific Elective and 6 Generic Elective courses respectively.

An undergraduate degree in vocational discipline will be awarded if a student completes 8 core papers each in that discipline, 4 core papers each in English and Hindi/MIL respectively, 2 Ability Enhancement Compulsory Courses (AECC), minimum 4 Skill Enhancement Courses (SEC), 2 papers each from a list of Discipline Specific Elective papers based on that discipline and two papers from the list of Generic Electives papers (offered in the institute).

An undergraduate Programme degree in Science disciplines will be awarded if a student completes 4 core papers each in three disciplines of choice (from a list of subject combinations notified by the university and offered in the institute), 3 Ability Enhancement

Compulsory Courses (AECC), 4 Skill Enhancement Courses (SEC) and 2 papers each from a list of Discipline Specific Elective papers based on three disciplines of choice selected above, respectively.

An undergraduate Programme degree in Home Science disciplines will be awarded if a student completes 12 core papers in the discipline, 2 Ability Enhancement

Compulsory Courses (AECC), 4 Skill Enhancement Courses (SEC) and 6 papers from a list of Discipline Specific Elective papers.

An Undergraduate programme degree in Commerce (General) will be awarded if a student completes 16 core papers in the discipline, 2 Ability Enhancement Compulsory Courses (AECC), 4 Skill Enhancement Courses (SEC) and 4 papers from a list of Discipline Specific Elective papers based on the discipline and two papers from the list of Generic Electives papers (offered in the institute).

An Undergraduate programme degree in Computer Applications will be awarded if a student completes 12 core papers in the discipline, 3 Ability Enhancement Compulsory Courses (AECC), 4 Skill Enhancement Courses (SEC) and 6 papers from a list of Discipline Specific Elective papers based on the discipline.

An Undergraduate programme degree in Tourism Management will be awarded if a student completes 4 core papers in English, 8 core papers in the discipline, 3 Ability Enhancement Compulsory Courses (AECC), minimum 4 Skill Enhancement Courses (SEC), 3 papers from a list of Discipline Specific Elective papers based on the discipline.

An Undergraduate programme degree in B.A. Mass Communications will be awarded if a student completes 16 core papers in the discipline, 3 Ability Enhancement Compulsory Courses (AECC), 4 Skill Enhancement Courses (SEC), 04 papers from a list of Discipline Specific Elective papers (DSE) based on the discipline and 02 papers from the list of the Generic Elective (GE) papers.

An Undergraduate programme degree in B.Sc. Programme in Multimedia/Graphics & Animation/Printing & Packaging Technology will be awarded if a student completes 16 core papers in the discipline, 3 Ability Enhancement Compulsory Courses (AECC), 4 Skill Enhancement Courses (SEC), 06 papers from a list of Discipline Specific Elective papers (DSE). 3.11. An Undergraduate programme degree in other courses running in the departments/institutes will be awarded as per scheme of the examination of the course.

4. The credit(s) for each theory paper/practical/tutorial/project/dissertation will be as per the scheme of the examination approved by the Academic Council of the university.

4.1. For the purpose of computation of work-load the following mechanism will be adopted:

- i) 1 Credit = 1 Theory period of one hour duration
- ii) 1 Credit = 1 Practical period of two hour duration

4.2 Institute(s) may evolve a system/policy about Extra Curricular Activities/General Interest and Hobby Courses/Sports/NCC/NSS/related courses on its own.

5. Minimum eligibility conditions for seeking admission in the following courses:-

BACHELOR OF ARTS (General/Honors/Vocational)

A candidate who has passed one of the following examinations with English as one of the subjects, shall be eligible to join First Semester of the programme:

(a) For B.A.(General), B.A. (Vocational):

Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana; or any other examination recognized as equivalent thereto with at least 33% marks in aggregate.

(b) For B.A.(Hons.)

Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana or an equivalent examination with at least 50% marks in aggregate or 50% marks in the subject offered for the Honors Course.

• The ITI pass outs (with English qualified as additional subject at 10+2 level) are also eligible for seeking admission in Bachelor of Arts (B.A) Examination running under Choice Based Credit system.

BACHELOR OF SCIENCE (General/Honors)

A candidate who has passed one of the following examinations with English as one of the subjects, shall be eligible to join first semester of the programme:

(a) For B.Sc.(General/Honors) (Non-Medical):

Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana; or any other examination recognized as equivalent thereto with at least 40% marks in aggregate in Science Group along with mathematics, physics and chemistry.

OR

Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana; or any other examination recognized as equivalent thereto with at least 40% marks in aggregate in Science Group along with Biology, physics, chemistry and mathematics as additional subject.

(b) For B.Sc.(General/Honors) (Medical):

Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana; or any other examination recognized as equivalent thereto with at least 40% marks in aggregate in Science Group along with biology, physics and chemistry.

OR

Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana; or any other examination recognized as equivalent thereto with at least 40% marks in aggregate in Science Group along with mathematics, physics, chemistry and biology as additional subject.

BACHELOR OF SCIENCE IN HOME SCIENCE (B.Sc. Home Science)

A woman candidate who has passed one of the following examinations with at least 40% marks in aggregate and with English as one of the subjects shall be eligible to join the First Semester of the programme:

- (a) Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana; or an examination recognized as equivalent thereto.

OR

- (b) B.Sc. in Home Science Part-I Examination under old scheme of Kurukshetra University; or an examination recognized as equivalent thereto.

BACHELOR OF COMMERCE (B.Com.)(General)

A candidate who has passed one of the following examinations with English as one of the subjects shall be eligible to join the First Semester of the programme:

- (a) Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana; or an examination recognized as equivalent thereto with at least 40% marks in aggregate in the Commerce Group or 50% marks in aggregate in the Non-Commerce Groups (Humanities & Science).

OR

- (b) B.Com. Part-I Examination under old scheme of Kurukshetra University; or an examination recognized as equivalent thereto:

- The ITI pass outs (with English qualified as additional subject at 10+2 level) are also eligible for seeking admission in Bachelor of Commerce (B.Com.) examination running under Choice Based Credit system.

BACHELOR OF COMPUTER APPLICATIONS (B.C.A.)

A candidate who has passed 10+2 examination of the Board of School Education, Haryana or any other examination recognized as equivalent thereto with English as one of the subjects obtaining at least 50% marks in the aggregate shall be eligible to join First Semester of the programme.

BACHELOR OF TOURISM MANAGEMENT (B.T.M.)

A candidate who has passed Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana or an examination recognized as equivalent thereto with English as one of the subjects at least 33% marks in aggregate., shall be eligible to join First Semester of the BTM course.

BACHELOR OF ARTS (B.A.) (MASS COMMUNICATION) EXAMINATION

A candidate who has passed Senior Secondary Certificate Examination (10+2 Standard) from the Board of School Education, Haryana or an examination recognized as equivalent thereto with English as one of the subjects and with at least 50% marks in aggregate, shall be eligible to join the First Semester of the course.

BACHELOR OF SCIENCE (MULTIMEDIA/GRAPHICS & ANIMATION) EXAMINATION).

A person who has passed Senior Secondary examination (10+2 Standard) of the Board of School Education, Haryana or an examination recognized as equivalent thereto securing at least 50% marks in the aggregate (Minimum Pass marks for SC/ST candidates) with English as one of the subjects shall be eligible to seek admission in the First Semester of the relevant Course.

5.1 A candidate who has been placed under compartment or allowed to re-appear in one subject only in Senior Secondary Certificate Examination (10+2 Standard) of the Board of School Education, Haryana, or equivalent examination of another University/Board obtaining may be allowed to study provisionally for the Bachelor Degree programme in I Semester Class. Such a candidate shall be allowed to clear the compartment/reappear subject before commencement of the examination of 1st semester of the concerned Bachelor degree Course of the University. If a candidate does not clear his/her compartment/reappear subject even before commencement of the 1st semester examination, his/her provisional admission to concerned Bachelor degree Course shall be cancelled *ab initio*. However, the Vice-Chancellor may relax it, in hard & exceptional cases, on the recommendations of a committee to be constituted by the Vice-Chancellor.

5.2 In case of the candidate who has been placed under compartment/re-appear in one subject only in the qualifying examination and seeks admission to Under-graduate (First Semester course) under above clause, the required percentage of marks for admission shall be determined by taking into account the minimum pass marks in compartment/re-appear subject.

5.3 A candidate of another University/Board who did not pass in the subject of English or any one deficient subject in the Senior Secondary Certificate Examination (10+2 Standard) of Board of School Education, Haryana or in an examination recognised as equivalent thereto, may be allowed to join the Bachelor degree First Semester class provisionally subject to his qualifying in the

subject of English or any one deficient subject of 10+2 standard examination at the :

(a) Supplementary examination of the same year;

OR

(b) Annual Examination of the following year.

Provided that his result of concerned bachelor degree course of Semesters I and II Examinations shall be declared only after he has qualified in the required subject. If he does not clear the subject of English or any one deficient subject even in the second chance, his provisional admission/result of B.A./B.Sc. I and II Semester shall be cancelled *ab initio*.

5.4 A person who has passed UG Programme Semester-I/semester-II (Under 10+2+3 Scheme) Examination of this University or an examination recognised as equivalent thereto, provided that the subjects opted by him in B.A./B.Sc. (General) semester-I/semester-II were being the same as are available at the Institute/college/department and the candidate is otherwise eligible, shall also be eligible to join semester II/semester III of the B.A./B.Sc. (General) programme, as the case may be.

5.5 A person who has passed the Semester I and II or III and IV from this University shall be eligible to join the Semester III and V respectively of the course in Choice Based Credit system. This is, however, subject to the provisions made under clause 5.6.

5.6 Provided that in genuine cases such as transfer of parents or a candidate coming from overseas or on settlement of parents after retirement within the jurisdiction of the University (guardian, if parents are not alive), a candidate of another University who has not passed semester-I/semester II programme in system other than CBCS.

- (a) The courses studied by the candidate will be classified as core course/Ability enhancement/ Skill enhancement/Discipline specific Elective course/Generic Elective according to the scheme and syllabi prescribed for that programme.
- (b) The teaching hours will be converted to credits as per rules prescribed in section 4.1.
- (c) Percent marks obtained by the student in different course will be converted to grade point as per examination and evaluation rules of this university.
- (d) The candidate will be required to complete the deficient papers in the subsequent semesters and full fill the criteria of the award of that degree as per clause 3 of the Ordinance.

EXAMINATION

6.1 Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time.

6.2 The dates of examination fixed under above clause shall be notified by the Controller of Examinations to all concerned.

6.3 The last date(s) by which Examination-forms and fees must reach the Examination Enquiry shall be as per schedule at Appendix-I in K.U. Cal. Vol.II.

6.4 Each course will have a certain number of credits which will reflect its weightage. A student's performance/progress will be measured by the number of credits that he/she has completed satisfactorily.

6.5 All evaluation of different components of course shall be done in marks for each student. The marks of various components shall be reduced to approved weightage, as indicated in the scheme of examination and added to get total marks secured on a 100 point scale. The rounding off shall be done on the higher side. A minimum Grade Point Average will be required to be maintained for satisfactory progress. Also a minimum number of earned credits shall have to be acquired in order to qualify for the degree as specified in the relevant Scheme of Examination.

6.6 A candidate, who fails in an examination, or, having been eligible fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination as an ex-student according to the syllabus prescribed by the University for regular students appearing for that examination.

7. Assessment and Evaluation: -

Each course has a certain number of credits which reflect its weightage. Credits of a course will be evaluated as under: -

(a) For all lecture courses, one credit will be one hour teaching/tutorial per week (Semester-wise) generally.

(b) Two laboratory hours per week (Semester-wise) will be assigned one credit. Course with odd numbers of laboratory hours having fractional credits will be accepted. The courses having 1.5 hour Teaching schedule as per scheme of the course per week of 3 hours Teaching schedule alternate week will be rationalized to have integer number of contact hours per week so that fraction smaller than 0.5 are not involved in credit assignments of laboratory courses.

7.1 The ratio of major and minor tests evaluation will be 80:20. The grade awarded to a student in each course will be based on performance of the student in Minor Tests (class tests, assignments, attendance, viva-voce, lab. work, seminar, presentation, group discussions, quiz etc.) and Major Test at the end of each Semester. Unless otherwise provided, the distribution of the weightage will be as under OR as approved by the concerned Board of Studies and inserted in the relevant scheme of examination:-

Internal Assessment 20%

End Term Examination /Major Test 80%

All tests i.e. Minor Tests as well as Major Tests (End Term Examination) will be conducted in the University Department/ Institute. The question papers for Major Tests (End Term Examinations) will be got set, printed and evaluated by Controller of Examinations as per the recommendations of Board of Studies of Institute/Department. The press copy of the paper after setting up of question paper by the paper setter appointed through BOS will be sent to the Examination Branch for printing. 50% of the papers will be set internally & 50% externally as recommended by BOS while all the evaluation will be made internally.

7.2 The following parameters (with weightage of each) forming the basis of award of Minor Test shall be adopted.

For Theory Papers :

Class tests/assignments/seminars/presentation/group discussion/quiz : 75%
Attendance : 25%

For Practicals :

Class tests/Viva-voce/lab work/seminar : 75%
Attendance and/or Assignment : 25%

Marks for Attendance may be given as under:

- (1) 91% onwards : 5 Marks
- (2) 81% to 90% : 4 Marks
- (3) 75% to 80% : 3 Marks
- (4) 70% to 74% : 2 Marks*
- (5) 65% to 69% : 1 Mark*

*For students engaged in co-curricular activities of the University/Department/Institute/ authenticated medical grounds duly approved by the concerned Director/ Chairperson/ Principal.

7.3 The marks of assessment/grades of Minor Tests will be displayed on the notice board of the Department/Institute by the Chairperson of the Department/Director/Principal of the Institute concerned before forwarding it to the Examinations Branch. The Minor Tests after the evaluation will be shown to the students by respective teachers.

7.4 The Chairperson/Director/Principal of the Department/Institute shall forward the soft as well as hard copies of the final awards of the internal assessment based on minor test (best two out of three) and co-curricular activities (assignments, attendance, viva-voce, lab. work, seminar, workshop, presentation, group discussions, quiz etc.) of the students to the Examination Branch.

7.5 The Chairperson of the department/Director/Principal of the Institute concerned shall preserve the record on the basis of which the Internal Assessment awards have been prepared, for inspection if needed by the University up to six months from the date of declaration of the Semester result.

7.6 The Examination Branch will prepare and declare the grade/result and will notify.

8 The End Term examination (Major test) shall be open to a regular student who:

- (i) has been on the rolls of the Institute/Department during the Semester.
- (ii) has attended not less than 75% of the lectures in each paper, seminar, case discussion, field trips, tutorials, etc. This requirement shall be fulfilled separately for each course of study. A deficiency in the prescribed course (Lectures/Practicals) may be condoned by the Chairperson/Director/Principal of the Department/Institute in a very hard and deserving case upto 15%.

- 9. (a) Unless otherwise provided in the Ordinance for relevant examination, the minimum Semester Grade Point Average (SGPA) and CGPA (Cumulative Grade Point Average) required for the award of degree is 4.00.
- (b) Award of grades and the corresponding grade points should be based on Absolute marks as under. The conversion factor for conversion from SGPA/CGPA to percentage of marks shall be 10.

Letter grade	Grade Point	Marks
O (Outstanding)	10	85-100
A+ (Excellent)	9	75-84
A (Very Good)	8	65-74
B+(Good)	7	55-64
B (Above Average)	6	50-54
C (Average)	5	41-49
P (Pass)	4	40
F (Fail)	0	Less than 40
Ab	0	Absent

Note: (1) A candidate eligible to take the examination obtaining Grade F or Ab will be considered to have failed in the examination/paper(s). Such a candidate will be required to

re-appear in that examination/paper(s) within the permissible chances for obtaining minimum pass grade.

- (2) A candidate who has not obtained pass marks in Internal Assessment, will also be awarded Grade 'F'. Such a candidate will have to appear for Minor test and obtain pass marks in Internal Assessment.
- (3) A candidate who has not obtained pass marks in Practical examination, will also be awarded Grade 'F'. Such a candidate will have to appear for Practical examination and obtain pass marks in Practical examination.
- (4) If 'F'/'Ab' Grade is awarded to a candidate in major project, he/she will get only one more chance to repeat the project work at the end of next Semester. However, if a candidate still gets 'F'/'Ab' Grade in major project, the same will not be eligible for the award of degree.
- (5) For non credit courses 'Satisfactory' or 'Unsatisfactory' shall be indicated instead of the letter grade and this will not be counted for the computation of SGPA/CGPA.

10. Computation of SGPA and CGPA

The following shall be the procedure to compute the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

(i) . The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student, i.e

$$\text{SGPA (Si)} = \frac{\sum(C_i \times G_i)}{\sum C_i}$$

Where C_i is the number of credits of the i th course and G_i is the grade point scored by the student in the i th course.

(ii). The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme i.e.

$$\text{CGPA} = \frac{\sum(C_i \times S_i)}{\sum C_i}$$

where S_i is the SGPA of the i th semester and C_i is the total number of credits in that semester.

(iii) The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.

Illustration of Computation of SGPA and CGPA and Format for Transcripts

- (1) Computation of SGPA and CGPA

Illustration for SGPA

Course	Credit	Grade letter	Grade point	Credit Point
Course 1	3	A	8	3 X 8 = 24
Course 2	4	B+	7	4 X 7 = 28
Course 3	3	B	6	3 X 6 = 18
Course 4	3	O	10	3 X 10 = 30

Course 5	3	C	5	3 X 5 = 15
Course 6	4	B	6	4 X 6 = 24
	20			139

Thus, SGPA = $139/20 = 6.95$

Illustration for CGPA

Semester 1	Semester 2	Semester 3	Semester 4
Credit : 20 SGPA: 6.95	Credit : 22 SGPA: 7.85	Credit : 25 SGPA: 5.65	Credit: 26 SGPA : 6.00
Semester 5	Semester 6		
Credit : 26 SGPA: 6.30	Credit : 25 SGPA: 8.00		

Thus CGPA = $\frac{20 \times 6.95 + 22 \times 7.85 + 25 \times 5.65 + 26 \times 6.00 + 26 \times 6.30 + 25 \times 8.00}{144} = 6.76$

(2) While assigning the letter grade corresponding to the marks obtained, the fraction of 0.5 and above marks shall be rounded up to the nearest higher integer and below 0.5 shall be ignored.

(3) Transcript (Format): Based on the above recommendations on Letter grades, grade points and SGPA and CGPA, the examination branch of the University shall issue the transcript for each semester and a consolidated transcript indicating the performance in all semesters after completion of the programme.

11. General Guidelines for Award of Grades

The following are the general guidelines for the award of grades:

- (i) All evaluations of different components of course shall be done in marks for each student.
- (ii) The marks of various components shall be reduced to approved weightage (as decided by the Staff Council) and/or indicated in the scheme of teaching and examination and added to get total marks secured on a 100-point scale. The rounding off shall be done on the higher side.
- (iii) The merit list will be prepared and Gold Medal will be awarded in the examinations under CBCS to the candidates securing highest CGPA provided the candidate must have passed all the Semester Examinations at the first attempt and within minimum duration of the course. In case two candidates obtain the same CGPA then both the candidates will be awarded Gold Medal.

12. Award of Grace Marks:

A candidate who fails in one or more paper(s)/subject(s)(Major test/Written, Practical, Sessional/ Minor test/Internal Assessment or Viva-Voce) and/or in CGPA shall be given Grace Marks up to 1% of the aggregate marks (aggregate marks excluding the marks for Minor test/Internal Assessment/ Sessional(s) of the Paper(s)/subject(s) in which s/he has actually appeared in that examination, if by addition of these marks s/he can pass the examination.

The Grace Marks shall be first added to the paper(s)/subject(s); the remaining Grace marks, to the extent still necessary, shall then be added to the aggregate and the same number of marks shall be added to a course wherever required.”

The grace marks will also be allowed, if otherwise eligible, in case the student’s CGPA in the last semester of the course improves from less than 5.00 to 5.00 or more.

However, if a candidate, after ascertaining from the Transcript/University that s/he has been given Grace Marks, represents, against the Grace Marks awarded to her/him the same shall be withdrawn and her/his result will be revised. The option once exercised shall be final. The request of the candidate for withdrawal of Grace Marks must reach the Controller of Examinations within one month of the dispatch of the Transcript by the University, after which no request will be entertained

13.1 If a candidate has, after attending the course of studies in the department/institute and being eligible, either not appeared or appeared in any semester examination and failed in one or more subjects for that examination, he/she can appear for such subject(s) at subsequent examinations without attending a fresh course of studies for that semester in the department/institute. Such a candidate may in the meantime, pursue his/her studies for the next higher semester(s) and appear in the examination(s) for the same alongwith the examination for the lower semester(s), as an ex-student only twice on the recommendation of the Chairperson/Director/Principal of the department/institute concerned. While re-appearing in the examination, the candidate shall be exempted from appearing in the paper(s)/practical(s)/seminars/field training report/project work/audio video production/project/multimedia project in which he/she has obtained pass marks.

Provided that after completion of their regular studies for the whole duration of the course upto VIth semester, the candidates will be allowed to appear in examination as an ex-student for the re-appear/left out papers under the permissible chances, within the prescribed time.

13.2 If a candidate fails to qualify in the examination, he/she will be allowed the succeeding two consecutive chances.

13.3 A candidate who fails to pass the whole examination (First, Second, Third, Fourth, Fifth, Sixth semesters) within six years of his/her admission to the course, shall be required to repeat the course *de novo*. However, the Vice- chancellor may extend the period upto eight years in genuine cases.

13.4 After passing Semester I and II in one stream no student shall be allowed to change stream or to change his/her subjects.

13.5 The amount of examination fee to be paid by a candidate for each Semester shall be the same as prescribed by the University from time to time. A candidate, who re-appears in one or more paper(s)/ practical(s)/Semester(s) for the purpose of passing/improvement of division/result, shall pay fee as for the whole examination.

14 The medium of instruction and examination shall be as under:

(A) For B.A. (General/ Honors/Vocational)

- (i) The medium of instruction shall be Hindi/English.
- (ii) The question paper shall be set in both English and Hindi, except in the case of –
 - (a) English, in which the questions shall be set in English.
 - (b) Sanskrit, in which the questions shall be set in Devnagri
 - (c) Other languages, in which the questions shall be set in the language concerned.
- (iii) The candidates shall write their answers:
 - (a) in English, in case of English;
 - (b) in the language concerned, in the case of Modern Indian and Oriental languages except in Sanskrit papers in which the answer may be written in Hindi;
 - (c) English, Hindi, Panjabi in the case of other subjects.

(B) For B.Sc.(General and Honors)

- (i) The medium of instruction shall be :
 - (a) English in case of Physics, Chemistry, Mathematics, Botany; Zoology and other science subjects
 - (b) English/Hindi in case of other subjects
- (ii) The question paper shall be set in English except in case of
 - i Sanskrit in which question-papers shall be set in Devnagri; and

ii Other languages, in which the question-papers shall be set in the language concerned.

(iii) the candidates shall write their answers in English, except in the case of other languages in which the questions shall be set in the language concerned and the answer may be written in the language concerned.

(C) For Bachelor of Science (B.Sc.) in Home Science

- (i) The medium of instruction for shall be English/Hindi.
- (ii) The question-papers shall be set both in English and Hindi.
- (iii) The candidates shall write their answers either in English or in Hindi.

(D) For Bachelor of Commerce (B.Com.)

- (i) The medium of instruction for B.Com. Course shall be Hindi/English.
- (ii) The medium of examination shall be as under :-
 - (a) The question-papers shall be set both in English and Hindi except in the case of –
 - i Sanskrit in which question-papers shall be set in Devnagri; and
 - ii Other languages, in which the question-papers shall be set in the language concerned.
 - (iii) The candidates shall write their answers: -
 - (a) in English in the case of English;
 - (b) in English, Hindi, Panjabi or Urdu in the case of other subjects.

(E) For Bachelor of Computer Applications (B.C.A.)

- (i) The medium of instruction and examination shall be English.
- (ii) The question paper shall be set in English
- (iii) the candidates shall write their answers in English, except in the case of other languages in which the questions shall be set in the language concerned and the answer may be written in the language concerned.

(F) Bachelor of Tourism Management (B.T.M.)

- (i) The medium of instruction and examination shall be English.
- (ii) The question paper shall be set in English and Hindi
- (iii) the candidates shall write their answers in English or in Hindi except in the case of other languages in which the questions shall be set in the language concerned and the answer may be written in the language concerned.

(G) Bachelor of Arts (Mass Communication)

- (i) The medium of instruction for shall be English/Hindi.
- (ii) The question-papers shall be set both in English and Hindi.
- (iii) The candidates shall write their answers either in English or in Hindi.

(H) Bachelor of Science (Multimedia/Graphics & Animation)

The medium of instruction shall be English/Hindi.

(i) The question-papers shall be set both in English and Hindi.

(iii) The candidates shall write their answers either in English or in Hindi.

15. A candidate who has passed undergraduate Examination of this University and is desirous of improving his/her performance/result/division, will be allowed within the next four Semester examinations of passing the Sixth Semester examination to appear as an ex-student in one or more theory paper(s) of any one or two Parts, out of Part-I (Semester I & II), Part-II (Semester III & IV) and Part-III (Semester V&VI) separately in four consecutive Semester examinations and shall pay examination fee as for the whole Semester examination in which he/she opts to appear. The result of such a candidate shall be declared only if he/she improves his/her result in the aggregate of the whole six Semester examinations, by taking into account the marks obtained by him/her in the paper(s)/Semester(s) in which he/she re-appears and the marks obtained by him/her earlier in the remaining paper(s)/Semester(s) etc. In case, where there are more than one paper in any subject and the candidate appears in one or two papers of that subject, the benefit of increased marks in those papers will also be allowed for improvement of performance/result/division. The fact that the candidate has improved the result shall be mentioned in the transcript.

Such candidates shall take the examination according to the syllabus in force for the regular students for that Semester examination.

16. (i) A student can opt for one additional subject in Undergraduate programme degree. However, the option of additional subject/credit hours will commence from beginning of the third semester. A candidate who has passed Semester-I& II, examination of the Three-Year Degree programme in any of the streams of Arts, Science, or Commerce, under the CBCS, and desires to appear in one subject prescribed for Semester-I, II, III & IV examinations as additional subject(s) shall appear in Semester-I, II, III & IV, as the case may be, in the subject(s)/paper(s) concerned provided he/she fulfills the other conditions prescribed in the Ordinance.
- (ii) (a) A candidate who has passed Bachelors' Degree of at least 3 years duration or Master's Degree of at least 2 years duration under Choice Based Credit System from this University may appear in maximum two additional subjects prescribed for the B.A./B.Sc. examination subsequently except the subjects in which he/she has already passed the examination.
- (b) In the case of subject(s) having practicals, the candidate shall study that subject(s) in the recognised college of this University for all the Six Semesters (Semester I, II, III, IV, V and VI) classes for at least one Semester preceding that examination and shall

produce a certificate from the Principal of the College, that she/he has completed the prescribed practicals.

- (c) A candidate appearing under this clause may take I & III Semesters and II & IV Semesters examinations simultaneously in first year and then V and VI Semesters separately in the next year.
- (d) Such a candidate shall submit separate examination form and fees as prescribed by the University from time to time per Semester. Subject-wise/Paper-wise result of additional paper(s) will be indicated on the Detailed Marks Card.

The institute/department will offer the additional course depending upon the availability and feasibility of the infrastructure and faculty in the concerned subject.

17. The above Ordinance may be amended from time to time as and when required by the University. Notwithstanding the integrated nature of the undergraduate Courses which is spread over more than one academic year, the Ordinance in force at the time a student joins a course, shall hold good only for the examination(s) held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance subsequently and the amended Ordinance, if any, shall apply to all students whether old or new.

**ORDINANCE-MASTER OF SCIENCE (M.SC.)(BIO-TECHNOLOGY);
M.SC.(ENGG.PHYSICS); M.SC.(HONS.) ECONOMICS AND M.SC.
(FORENSIC SCIENCE (5-YEAR INTEGRATED COURSES)
EXAMINATIONS (Semester System) (Under CBCS)**

(w.e.f Session 2020-2021)

1.1 The duration of the course of instruction for award of M.Sc. (Bio-Technology)/M.Sc.(Engg. Physics)/M.Sc.(Hons.) Economics and M.Sc. (Forensic Science) Degree shall be five academic years, comprising of ten semesters. Each semester shall spread over 90 working days. Each academic years shall be divided into two semesters i.e. July to December and January to May/June.

1.2 Examination for the First, Third, Fifth, Seventh and Ninth semesters shall be held in December/January and for the Second, Fourth, Sixth, Eighth and Tenth semesters in May/June.

2. Definitions of Key Words :

Academic Year: Two consecutive (one odd + one even) semesters constitute one academic year.

Semester: Each semester will consist of 15-18 weeks of academic work equivalent to minimum 90 actual teaching days. The odd semester may be scheduled from July to December and even semester from January to June.

Choice-Based Credit System (CBCS): The CBCS provides choice for students to select from the prescribed courses (core, elective, skill enhancement and generic courses).

Credit Based Semester System (CBSS): Under the CBSS, the requirement for awarding a degree or diploma or certificate is prescribed in terms of number of credits to be completed by the students.

Programme: An educational programme leading to the award of a degree, diploma or certificate

Credit: A unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of *practical work/field work* per week.

Grade Point: It is a numerical weight allotted to each letter grade on a 10-point scale.

Credit Point: It is the product of grade point and number of credits for a course.

Letter Grade: It is an index of the performance of students in a said course. Grades are denoted by letters O, A+, A, B+, B, C, P and F

Semester Grade Point Average (SGPA): It is a measure of performance of work done in a semester. It is ratio of total credit points secured by a student in various courses registered

in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

Cumulative Grade Point Average (CGPA): It is a measure of overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all the semesters. It is expressed up to two decimal places.

Transcript or Grade Card or Certificate: Based on the grades earned, a grade certificate shall be issued to all the registered students after every semester. The grade certificate will display the course details (code, title, number of credits, grade secured) along with SGPA of that semester and CGPA earned till that semester.

Course: Usually referred to, as 'papers' is a component of a programme. All courses need not carry the same weight. The courses should define learning objectives and learning outcomes. A course may be designed to comprise lectures/tutorials/laboratory work/field work/outreach activities/project work/Vocational training/viva/seminars/term papers/assignments/ presentations/self-study etc. or a combination of some of these.

Core Course: A course compulsorily be studied by a candidate as a core requirement is termed as a Core course. The course designed for papers under this category aim to cover the basics that a student is expected to imbibe in that particular discipline

Elective Course: Generally, a course which can be chosen from a pool of courses and which may be very specific or specialized or advanced or supportive to the discipline/subject of study or which provides an extended scope or which enables an exposure to some other discipline/subject/domain or nurtures the candidate's proficiency/skill is called an Elective Course.

Discipline Specific Elective (DSE) Course: Elective course offered by the main discipline/subject of study is referred to as Discipline Specific Elective.

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

Generic Elective (GE)/Open Elective Course: An elective course chosen generally from an unrelated discipline/subject, with an intention to seek exposure is called a Generic Elective/Open Elective.

A core course offered in a discipline/subject may be treated as an elective by other discipline/subject and vice versa and such electives be referred to as Generic Elective.

Ability Enhancement Courses (AEC): The Ability Enhancement (AE) Courses are of two kinds:

Ability Enhancement Compulsory Courses (AECC): “AECC” courses are the courses based upon the content that leads to Knowledge enhancement. These are mandatory for all disciplines.

* Environmental Studies

* English/MIL Communication Functional Hindi

Skill Enhancement Courses (SEC): “SEC” courses are value-based and/or skill-based and are aimed at providing hands-on-training, competencies, skills, etc.

Introducing Research Component in Under-Graduate Courses

Project work/Dissertation is considered as a special course involving application of knowledge in solving/analyzing/ exploring a real life situation / difficult problem. A Project/Dissertation work would be of 6 credits. A Project/Dissertation work may be given in lieu of a discipline specific elective paper.

- 3 (i) The candidate who successfully complete the Five Year Integrated course will be awarded M.Sc.Bio Technology/M.Sc.(Engg. Physics)/ M.Sc.(Hons.) Economics/M.Sc. (Forensic Science) Degree, as the case may be, on the aggregate marks obtained in all the ten Semester examinations.
 - (ii) The successful candidates after passing Semesters I, II, III, IV, V and VI examinations will be awarded a Graduate degree of B.Sc.(Hons.)Bio-Technology/B.Sc.(Engg. Physics)/B.Sc. Economics/B.Sc.(Forensic Sciences), as the case may be. Provided he/she satisfies the conditions laid down for award of degree in ordinance for B.A./B.Sc./B.A.(Hons.)/B.Sc.(Hons.) etc. as the case may be.
4. The credit(s) for each theory paper/practical/tutorial/project/dissertation will be as per the scheme of the examination approved by the Academic Council of the university.
- 4.1. For the purpose of computation of work-load the following mechanism will be adopted:
 - i) 1 Credit = 1 Theory period of one hour duration
 - ii) 1 Credit = 1 Practical period of two hour duration

4.2 Institute(s) may evolve a system/policy about Extra Curricular Activities/General Interest and Hobby Courses/Sports/NCC/NSS/related courses on its own.

5. Minimum Eligibility for seeking admission in 5-Year Integrated Courses:-

A candidate shall be eligible to join First Semester of the relevant 5 year Integrated course, mentioned below, if he/she has passed one of the following examinations with English as one of the subjects and has also obtained 50% marks in aggregate:-

(i) M.Sc.(Bio-Technology)/M.Sc. (Forensic Science):

Senior Secondary Certificate Examination (10+2 Standard) in Science group (Medical or Non Medical) from the Board of School Education, Haryana, or any other examination recognized as equivalent thereto.

A person who has passed one of the following examination from this University or from any other recognized University shall also be eligible to join 7th semester of the M.Sc. (Forensic Science) programme under Lateral Entry Scheme:

“B.Sc. with Forensic Science as subject in all semesters of B.Sc.(Hons.) Forensic Science”

A candidate joining 7th semester of M.Sc.(Forensic Science) programme under lateral entry scheme will be governed by Ordinance for Post-graduate program of this University.

(ii) M.Sc. (Engg. Physics):

Senior Secondary Certificate Examination (10+2 Standard) with Physics, Chemistry and Mathematics from the Board of School Education, Haryana, or any other examination recognized as equivalent thereto;

(iii) M.Sc. (Hons.) Economics:

Senior Secondary Certificate Examination (10+2 Standard) with Mathematics as one of the subjects from the Board of School Education, Haryana, or any other examination recognized as equivalent thereto;

Examination

6.1 Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time.

6.2 The dates of examinations fixed under above clause shall be notified by Controller of Examination to all concerned.

6.3 The last date(s) by which Examination-forms and fees must reach the Examination Enquiry shall be as per schedule at Appendix-I in K.U. Calendar Volume-II.

6.4 Each course will have a certain number of credits which will reflect its weightage. A student's performance/progress will be measured by the number of credits that he/she has completed satisfactorily.

6.5 All evaluation of different components of course shall be done in marks for each student. The marks of various components shall be reduced to approved weightage, as indicated in the scheme

of examination and added to get total marks secured on a 100 point scale. The rounding off shall be done on the higher side. A minimum Grade Point Average will be required to be maintained for satisfactory progress. Also a minimum number of earned credits shall have to be acquired in order to qualify for the degree as specified in the relevant Scheme of Examination.

6.6 A candidate who fails in an examination, or having been eligible, fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students appearing for that examination.

7. Assessment and Evaluation: -

Each course has a certain number of credits which reflect its weightage. Credits of a course will be evaluated as under: -

- (a) For all lecture courses, one credit will be one hour teaching/tutorial per week (Semester-wise) generally.
- (b) Two laboratory hours per week (Semester-wise) will be assigned one credit. Course with odd numbers of laboratory hours having fractional credits will be accepted. The courses having 1.5hour Teaching schedule as per scheme of the course per week of 3 hours Teaching schedule alternate week will be rationalized to have integer number of contact hours per week so that fraction smaller than 0.5 are not involved in credit assignments of laboratory courses.

7.1 The ratio of major and minor tests evaluation will be in the range of 80:20. The grade awarded to a student in each course will be based on performance of the student in Minor Tests (best two out of three), co-curricular activities (assignments, attendance, viva-voce, lab. work, seminar, workshop, presentation, group discussions, quiz etc.) and Major Test at the end of each Semester. Unless otherwise provided, the distribution of the weightage will be as under OR as approved by the concerned Board of Studies and inserted in the relevant scheme of examination:-

Internal Assessment 20%

End Term Examination /Major Test 80%

(Modalities/guidelines for awarding Internal Assessment Marks shall be the same as already prescribed by the Executive Council from time to time and inserted in the relevant scheme of examination.)

All tests i.e. Minor Tests as well as Major Tests (End Term Examination) will be conducted in the University Department/Institute. The question papers for Major Tests (End Term Examinations) except Open Elective Paper will be got set, printed and evaluated by Controller of Examinations as per the recommendations of Board of Studies of Institute/Department. The press copy of the paper after setting up of question paper by the paper setter appointed through BOS will be sent to the Examination Branch for printing. 50% of the papers will be set internally & 50% externally as recommended by BOS while all the evaluation will be made internally.

7.2 The following parameters (with weightage of each) forming the basis of award of Minor Test shall be adopted.

For Theory Papers :

Class tests/assignments/seminars/presentation/group discussion/quiz : 75%
Attendance : 25%

For Practicals :

Class tests/Viva-voce/lab work/seminar : 75%
Attendance and/or Assignment : 25%

Marks for Attendance may be given as under:

(1) 91% onwards : 5 Marks
(2) 81% to 90% : 4 Marks
(3) 75% to 80% : 3 Marks
(4) 70% to 74% : 2 Marks*
(5) 65% to 69% : 1 Mark*

*For students engaged in co-curricular activities of the University/Department/Institute/ authenticated medical grounds duly approved by the concerned Director/Chairperson/ Principal.

7.3 The marks of assessment/grades of Minor Tests will be displayed on the notice board of the Department/Institute by the Chairperson of the Department/Director/Principal of the Institute concerned before forwarding it to the Examinations Branch. The Minor Tests after the evaluation will be shown to the students by respective teachers.

7.4 The Chairperson/Director/Principal of the Department/Institute shall forward the soft as well as hard copies of the final awards of the internal assessment based on minor test (best two out of three) and co-curricular activities (assignments, attendance, viva-voce, lab. work, seminar, workshop, presentation, group discussions, quiz etc.) of the students to the Examination Branch.

7.5 The Chairperson of the Department/Director/Principal of the Institute concerned shall preserve the record on the basis of which the Internal Assessment awards have been prepared, for inspection if needed by the University up to six months from the date of declaration of the Semester result.

7.6 The Examination Branch will prepare and declare the grade/result and will notify.

8. End Term examination (Major test) shall be open to a regular student who:

(i) has been on the rolls of the Institute/Department during the Semester.

(ii) has attended not less than 75% of the lectures in each paper, seminar, case discussion, field trips, tutorials, etc. This requirement shall be fulfilled separately for each course of study. A deficiency in the prescribed course (Lectures/Practicals) may be condoned by the Chairperson/Director/Principal of the Department/Institute in a very hard and deserving case upto 15%.

9. (a) Unless otherwise provided in the Ordinance for relevant examination, the minimum Semester Grade Point Average (SGPA) and CGPA (Cumulative Grade Point Average) required for the award of degree is 4.00.
- (b) Award of grades and the corresponding grade points should be based on Absolute marks as under. The conversion factor for conversion from SGPA/CGPA to percentage of marks shall be 10.

Letter grade	Grade Point	Marks
O (Outstanding)	10	85-100
A+ (Excellent)	9	75-84
A (Very Good)	8	65-74
B+(Good)	7	55-64
B (Above Average)	6	50-54
C (Average)	5	41-49
P (Pass)	4	40
F (Fail)	0	Less than 40
Ab	0	Absent

- Note: (1) A candidate eligible to take the examination obtaining Grade F or Ab will be considered to have failed in the examination/paper(s). Such a candidate will be required to re-appear in that examination/paper(s) within the permissible chances **as per clause 13** for obtaining minimum pass grade.
- (2) A candidate who has not obtained pass marks in Internal Assessment, will also be awarded Grade 'F'. Such a candidate will have to appear for Minor test and obtain pass marks in Internal Assessment.
- (3) A candidate who has not obtained pass marks in Practical examination, will also be awarded Grade 'F'. Such a candidate will have to appear for Practical examination and obtain pass marks in Practical examination.
- (4) If 'F'/'Ab' Grade is awarded to a candidate in major project, he/she will get only one more chance to repeat the project work at the end of next Semester. However, if a candidate still gets 'F'/'Ab' Grade in major project, the same will not be eligible for the award of degree.
- (5) For non credit courses 'Satisfactory' or 'Unsatisfactory' shall be indicated instead of the letter grade and this will not be counted for the computation of SGPA/CGPA.

10. Computation of SGPA and CGPA

The following shall be the procedure to compute the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

- (i) The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student, i.e

$$\text{SGPA (Si)} = \frac{\sum(C_i \times G_i)}{\sum C_i}$$

Where C_i is the number of credits of the i th course and G_i is the grade point scored by the student in the i th course.

- (ii) The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme i.e.

$$\text{CGPA} = \frac{\sum(C_i \times S_i)}{\sum C_i}$$

where S_i is the SGPA of the i th semester and C_i is the total number of credits in that semester.

- (iii) The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.

Illustration of Computation of SGPA and CGPA and Format for Transcripts

- (1) Computation of SGPA and CGPA

Illustration for SGPA

Course	Credit	Grade letter	Grade point	Credit Point
Course 1	3	A	8	3 X 8 = 24
Course 2	4	B+	7	4 X 7 = 28
Course 3	3	B	6	3 X 6 = 18
Course 4	3	O	10	3 X 10 = 30
Course 5	3	C	5	3 X 5 = 15
Course 6	4	B	6	4 X 6 = 24
	20			139

Thus, $\text{SGPA} = 139/20 = 6.95$

Illustration for CGPA

Semester 1	Semester 2	Semester 3	Semester 4
Credit : 20 SGPA: 6.95	Credit : 22 SGPA: 7.85	Credit : 25 SGPA: 5.65	Credit: 26 SGPA : 6.00
Semester 5	Semester 6		
Credit : 26 SGPA: 6.30	Credit : 25 SGPA: 8.00		

$$\text{Thus CGPA} = \frac{20 \times 6.95 + 22 \times 7.85 + 25 \times 5.65 + 26 \times 6.00 + 26 \times 6.30 + 25 \times 8.00}{144} = 6.76$$

(2) While assigning the letter grade corresponding to the marks obtained, the fraction of 0.5 and above marks shall be rounded up to the nearest higher integer and below 0.5 shall be ignored.

(3) Transcript (Format): Based on the above recommendations on Letter grades, grade points and SGPA and CGPA, the examination branch of the University shall issue the transcript for each semester and a consolidated transcript indicating the performance in all semesters after completion of the programme.

11. General Guidelines for Award of Grades

The following are the general guidelines for the award of grades:

- (i) All evaluations of different components of course shall be done in marks for each student.
- (ii) The marks of various components shall be reduced to approved weightage (as decided by the Staff Council) and/or indicated in the scheme of teaching and examination and added to get total marks secured on a 100-point scale. The rounding off shall be done on the higher side.
- (iii) The merit list will be prepared and Gold Medal will be awarded in the examinations under CBCS to the candidates securing highest CGPA provided the candidate must have passed all the Semester Examinations at the first attempt and within minimum duration of the course. In case two candidates obtain the same CGPA then both the candidates will be awarded Gold Medal.

12. Award of Grace Marks:

A candidate who fails in one or more paper(s)/subject(s) (Major test/Written, Practical, Sessional/Minor test/Internal Assessment or Viva-Voce) and/or in CGPA shall be given Grace Marks up to 1% of the aggregate marks (aggregate marks excluding the marks for Minor test/Internal Assessment/Sessional(s) of the Paper(s)/subject(s) in which s/he has actually appeared in that examination, if by addition of these marks s/he can pass the examination.

The Grace Marks shall be first added to the paper(s)/subject(s); the remaining Grace marks, to the extent still necessary, shall then be added to the aggregate and the same number of marks shall be added to a subject wherever required.”

The grace marks will also be allowed, if otherwise eligible, in case the student’s CGPA in the last semester of the course improves from less than **5.50 to 5.50 or more**.

However, if a candidate, after ascertaining from the Transcript/University that s/he has been given Grace Marks, represents, against the Grace Marks awarded to her/him the same shall be withdrawn and her/his result will be revised. The option once exercised shall be final. The request of the candidate for withdrawal of Grace Marks must reach the Controller of Examinations within one month of the dispatch of the Transcript by the University, after which no request will be entertained.

13.1 A candidate who has complete the prescribed course of instruction in department/institute for First/Second/Third/Fourth/Fifth/Sixth/Seventh/Eighth/Ninth/Tenth semester examination, but does not appear in it, or having appeared fails, may be allowed on the recommendations of the Chairperson/Principal of the department/institute to appear/reappear in that examination, as an ex-student, without attending fresh course of instruction only twice at the subsequent semester examinations. While re-appearing in the examination the candidate shall be exempted from appearing in Paper(s)/Practicals(s)/Viva-voce/Paper(s)/Practical(s)/Seminar/Field Training reports/Dissertation/Project Work/Audio-Video Production Project/Multimedia Project in which he has obtained pass marks.

Provided that after completion of their regular studies for the whole duration of the course upto IXth semester, the candidates will be allowed to appear in examination as an ex-student for the re-appear/left out papers under the permissible chances, within the prescribed time.

13.2 if a candidate fails to qualify in the examination , he/she will be allowed the succeeding two consecutive chances.

13.3 A candidate who fails to pass the whole examination (First, Second, Third, Fourth, Fifth, Sixth, Seventh, Eight, Ninth and Tenth Semesters) within ten years of his admission to the course shall be required to repeat the relevant M.Sc. Course *de novo*.

13.4 The amount of examination fee to be paid by a candidate for each semester shall be as prescribed by the University from time to time. A candidate, who re-appear in one or more

paper(s)/practical(s)/semester(s) for the purpose of passing, shall pay fees as for the whole examination.

14. (i) The medium of instruction and examination shall be English.

(ii) The question paper shall be set in English except in case of

i Sanskrit

ii Other languages

(iii) The candidates shall write their answers in English except in case of other languages in which the questions shall be set in language concerned and the answer may be written in language concerned.

15. A candidate who has passed six semesters/ten semesters of this programme and is desirous of improving his/her performance/result/CGPA, will be allowed within the next six semester (in case of lateral exist with B.Sc. Honours/B.Sc. degree within the next six semesters of examination of passing the Xth semester examination of M.Sc.(5-year) Integrated degree) as an ex-student in one or more theory papers of any one or two Parts, out of Part-I (Semester I & II), Part-II (Semester III & IV) Part-III (Semester V&VI), Part-IV (VII & VIII) and Part V (Semester IX and X) separately in six consecutive Semester examinations and shall pay examination fee as for the whole Semester examination in which he/she opts to appear. The result of such a candidate shall be declared only if he/she improves his/her result in the aggregate of the whole six/ten Semester examinations, by taking into account the marks obtained by him/her in the paper(s)/Semester(s) in which he/she re-appears and the marks obtained by him/her earlier in the remaining paper(s)/Semester(s) etc. In case, where there are more than one paper in any subject and the candidate appears in one or two papers of that subject, the benefit of increased marks in those papers will also be allowed for improvement of performance/result/CGPA. The fact that the candidate has improved the result shall be mentioned in the transcript.

Such candidates shall take the examination according to the syllabus in force for the regular students for that Semester examination.

16. A candidate for M.Sc.(Bio-Technology)/M.Sc.(Engg. Physics)/M.Sc.(Hons.) Economics/M.Sc.(Forensic Science) shall, undertake independent research under the guidance of teachers from the Departments/Institutes/Colleges affiliated to this University/or other Universities, Scientists from CSIR/ICAR/National/Regional Research Laboratories/Public Sector Undertakings/Central and State Government Departments having expertise in the concerned field in the Xth semester. Every student will submit five copies of the Dissertation in the College for viva-voce latest by 31st

May of the year. However, after the expiry of the above date, the extension in date shall be permissible with penalty as laid down in General Rules for Examinations at that time.

17. The above Ordinance may be amended from time to time as and when required by the University. Notwithstanding the integrated nature of this course, which is spread over more than one academic year, the Ordinance in force at the time a student joins the course shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall unless specified otherwise, apply to all the students whether old or new.

ORDINANCE-MASTER OF ARTS (M.A.) EXAMINATION (UNDER CBCS)

The amendment/additions to clause 3(p) of the above Ordinance appearing in K.U. Calendar Vol.II, w.e.f. the session 2021-22 approved vide Executive Council Resolution No. 33(22) of 29.10.2021

EXISTING			AMENDED <i>(w.e.f. the session 2021-22)</i>		
3. A person who has passed one of the following examinations of this University, or an examination recognized as equivalent thereto shall be eligible for admission to the relevant M.A. First Semester Courses :-			NO CHANGE		
(a) to (o) xxx	xxx	xxx	(a) to (o) xxx	xxx	xxx
(p) For Fine Arts B.A. with Art/Commercial Art, Designing & Painting as one of the subjects with atleast 45% marks in aggregate or 4-years BFA (Applied Art or Painting or Sculpture or Graphic Art) with atleast 45% marks in aggregate.			(p) For Fine Arts B.A. with Art/Commercial Art, Designing & Painting as one of the subjects with atleast 45% marks in aggregate or 4-years BFA (Applied Art or Painting or Sculpture or Graphic Art) with atleast 45% marks in aggregate.		
OR			OR		
Graduation with atleast 45% marks in aggregate and 2 Yr. Diploma in Art & Craft from a recognized University/ Board.			Graduation with atleast 45% marks in aggregate and 2 Yr. Diploma in Art & Craft from a recognized University/ Board.		
OR			OR		
B.Sc. in Graphic Animation with atleast 45% marks in aggregate.			B.Sc. in Graphic Animation with atleast 45% marks in aggregate.		
OR			OR		
Graduation with atleast 45% in aggregate and 3 Yr. Diploma Course in Art for drawing teacher from a recognized University/Board.			Graduation with atleast 45% marks in aggregate and 3 Yr. Diploma in Art for drawing teacher from a recognized University/Board.		
OR			OR		
			Bachelor of Design, with atleast 45% marks in aggregate.		
			OR		
			Bachelor of Fashion Designing or Design with atleast 45% marks in aggregate.		
xxx	xxx	xxx	xxx	xxx	xxx

Note : Similar amendments/additions shall be made in (i) Clause 4(p) of the Ordinance- Master of Arts (Semester System) appearing at pages 311 of K.U. Calendar Volume-II, 2014 and (ii) Clause 4(p) of the Ordinance M.A. (Annual Examination) appearing at page 325 of K.U. Calendar Vol.II, 2014 examination.

The following amendment/additions in the concerned Ordinances appearing in K.U. Calendar Vol.II, w.e.f. the session 2021-22 approved vide Executive Council Resolution No. 33(23) of 29.10.2021

Ordinance-Master of Science (M.Sc.) (CBCS) Examination
Clause 3(m)

EXISTING

AMENDED

(w.e.f. the session 2021-22)

3. A person who has passed one of the following examinations of this University, or an examination recognized as equivalent thereto shall be eligible for admission to the First Semester of the M.Sc. Course :-

NO CHANGE

(a) to (l) xxx xxx xxx

(a) to (l) xxx xxx xxx

(m) **Electronic Science**

(m) **Electronic Science**

Post-graduate Diploma in Electronics/
B.Sc.(IT)/B.Sc.
(Instrumentation)/B.Sc.(Applied Electronics)
with atleast 50% marks in aggregate.

Post-graduate Diploma in Electronics/
B.Sc.(IT)/B.Sc. (Instrumentation)/B.Sc.
(Applied Electronics) with atleast 50% marks
in aggregate.

OR

OR

B.Sc. with any three of the subjects:
Electronics, Electronic Equipment
Maintenance, Physics, Mathematics,
Computer Science, Chemistry and
Instrumentation with atleast 50% marks in
aggregate.

B.Sc. with any three of the subjects:
Electronics, Electronic Equipment
Maintenance, Physics, Mathematics,
Computer Science, Chemistry and
Instrumentation with at least 50% marks in
aggregate.

OR

OR

B.Sc. (Electronics/Applied
Electronics/Instrumentation) Hons.

B.Sc. (Electronics/Applied Electronics/
Instrumentation/ Physics/ Applied Physics)
Hons.

xxx

xxx

xxx

xxx

xxx

xxx

Note : Similar amendments/additions shall be made in Clause 3 of the Ordinance- Master of Science (M.Sc.) in Electronics Science Examination (Semester System) appearing at pages 452-453 of K.U. Calendar Volume-II, 2014.

Ordinance-Master of Technology (M.Tech.) (CBCS) Examination
Clause 3(a)

EXISTING

3. A person who has passed one of the following examinations of this University, or an examination recognized as equivalent thereto shall be eligible for admission to the First Semester of the relevant M.Tech. Course:-

(a) For M.Tech. in Microelectronics & VLSI Design

B.E/B.Tech. or its equivalent in Electronics/Electronics and Communication/Electrical & Electronics/ Electronics & Instrumentation with at least 50% marks in aggregate (47.50% marks for SC/ST) candidates)

OR

M.Sc. Electronics Science/Electronics with atleast 50% marks (47.50% marks for SC/ST candidates).

(b) to (e) xxx xxx xxx

AMENDED

(w.e.f. the session 2021-22)

NO CHANGE

(a) For M.Tech. in Microelectronics & VLSI Design

B.E/B.Tech. or its equivalent in Electronics/Electronics and Communications/Electrical & Electronics/Electronics & Instrumentation/ Instrumentation/ Electrical Engg./ Computer & Electronic Engg./IT with at least 50% marks in aggregate (47.50% marks for SC/ST) Differently Abled candidates)

OR

M.Sc. Electronics Science/Electronics with atleast 50% marks (47.50% marks for SC/ST/Differently Abled candidates).

(b) to (e) xxx xxx xxx

ORDINANCE-MASTER OF TECHNOLOGY (M.TECH.) EXAMINATION (SEMESTER SYSTEM) EXAMINATION (CREDIT BASED SYSTEM)

The amendment/additions to clause 3of the above Ordinance appearing at page 613 of K.U. Calendar Vol.II, w.e.f. the session 2021-22 approved vide Executive Council Resolution No. 33(24) of 29.10.2021

EXISTING	AMENDED
	<i>(w.e.f. the session 2021-22)</i>
<p>3. A person who has passed one of the following examinations of this University, or an examination recognized as equivalent thereto shall be eligible to join relevant M.Tech First Semester Course as indicated against each :-</p> <p>(i) to (iii) xxx xxx xxx</p>	<p>NO CHANGE</p>
<p>iv) Biotechnology :</p> <p>B.E./B.Tech. in Bio-technology or Biomedical Engg. from AICTE/ UGC/ICAR approved Institution with overall minimum 50% marks in aggregate or equivalent CGPA (minimum 45% marks in aggregate or equivalent CGPA for SC/ST candidates), preferably with valid GATE score.</p> <p style="text-align: center;">OR</p> <p>B.Pharmacy/Master’s degree in Microbiology/ Biochemistry/ Medical Biotechnology/ Veterinary Microbiology/ Animal Biotechnology/ Veterinary Biochemistry/ Molecular Biology from any AICTE/UGC/ICAR approved Institution with overall minimum 50% marks in aggregate or equivalent CGPA (minimum 45% marks in aggregate or equivalent CGPA for SC/ST candidates), preferably with valid GATE score</p>	<p>iv) Biotechnology</p> <p>B.E. /B.Tech. in Biotechnology/Biomedical Engg./ Biochemical Engg./ Industrial Biotechnology/ Genetic Engg./ Food Technology/ Chemical Engg. from AICTE/UGC/ICAR approved Institutions with overall minimum 50% marks in aggregate or equivalent CGPA (minimum 47.5% marks in aggregate or equivalent CGPA for SC/ ST/ Differently Abled Candidates), preferably with valid GATE Score.</p> <p style="text-align: center;">OR</p> <p>B. Pharmacy/Master’s Degree in Microbiology / Biochemistry /Medical Biotechnology/ Veterinary Microbiology/ Animal Biotechnology /Veterinary Biochemistry/Molecular Biology/Botany/ Zoology/ Genetics/ Bioinformatics/Food Science or Environment Science from AICTE/ UGC/ICAR approved institution with overall minimum 50% marks in aggregate or equivalent CGPA (minimum 47.5% marks in aggregate or equivalent CGPA for SC/ST/Differently Abled Candidates), preferably with valid GATE score.</p>
<p>(v) to (vi) xxx xxx xxx</p>	<p>(v) to (vi) xxx xxx xxx</p>

ORDINANCE-MASTER OF PHARMACY (M.PHARM.) EXAMINATION (CREDIT BASED SEMESTER SYSTEM) EXAMINATION

The amendment/additions to clause 3 of the above Ordinance appearing in K.U. Calendar Vol.II, w.e.f. the session 2021-22 approved vide Executive Council Resolution No. 33(26) of 29.10.2021

EXISTING

3. A person who has passed Bachelor of Pharmacy (B.Pharm.) examination of this University or an examination recognized by this University as equivalent thereto or from an Institution approved by Pharmacy Council of India, New Delhi, with at least 55% marks (52.25% marks in case of SC/ST candidates), shall be eligible for admission to First Semester of M. Pharm. Course.

AMENDED

(w.e.f. the session 2021-22)

3. A person who has passed Bachelor of Pharmacy (B.Pharm.) examination of this University or an examination recognized by this University as equivalent thereto or from an Institution approved by Pharmacy Council of India, New Delhi, with at least 55% marks shall be eligible for admission to First Semester of M. Pharm. Course.

Additionally,

A) For candidates having not less than 5 years of professional experience, after passing B.Pharm. Course, there shall be relaxation in pass percentage from 55% to 50% for admission to M.Pharm. Course.

B) For SC/ST candidates the prescribed percentage of marks will be 50% of the maximum marks (aggregate of four years of B.Pharm.)

C) Every student selected for admission to postgraduate pharmacy course in any of the pharmacy institution in the country should have obtained Registration with the State Pharmacy Council or should obtain the same within one month from the date of his admission, failing which the admission of the candidate shall be cancelled.

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ORDINANCE-MASTER OF SCIENCE (M.SC.) EXAMINATION (UNDER CBCS) EXAMINATION

The amendment/additions to clause 3 of the above Ordinance appearing in K.U. Calendar Vol.II, w.e.f. the session 2021-22 approved vide Executive Council Resolution No. 33(27) of 29.10.2021

EXISTING	AMENDED (w.e.f. the session 2021-22)
<p>3. A person who has passed one of the following examinations of this for admission to the First Semester of the M.Sc. Course :-</p> <p>(a)to (h) xxx xxx xxx</p> <p>(i) M.Sc. Microbiology B.Sc. with Biological Sciences with at least 50% marks in aggregate</p> <p>xxx xxx xxx</p>	<p style="text-align: center;">} NO CHANGE</p> <p>(a) to (h) xxx xxx xxx</p> <p>(i) M.Sc. Microbiology. Bachelors of Science (B.Sc.) with 50% marks with Botany/Genetics/Zoology/Biochemistry/ Microbiology/Biotechnology/ Industrial Microbiology/ Microbial Biotechnology as one of the main subject.</p> <p>Note: Candidates with B.Sc. Agriculture and B.Sc. MLT are not eligible for admission to M.Sc. Microbiology.</p> <p>xxx xxx xxx xxx xxx xxx</p>

Note: Similar amendment/addition shall be made in Clause 4(k) of the Ordinance of Master of Science (Semester System) appearing at pages 409 of K.U. Calendar Vol.II, 2014.

ORDINANCE-BACHELOR OF SCIENCE (B.SC.) (FASHION DESIGNING)/INTERIOR DESIGN) EXAMINATION (SEMESTER SYSTEM) EXAMINATION

The amendment/additions to clauses 1.1, 3, 4.2, 9 and 15 of the above Ordinance appearing at pages 64-65 in K.U. Calendar Vol.II, 2014 w.e.f. the session 2021-22 approved vide Executive Council Resolution No. 33(28) of 29.10.2021.

EXISTING

ORDINANCE—BACHELOR OF SCIENCE (B.SC.) (FASHION DESIGNING)/ (INTERIOR DESIGN) EXAMINATION (Semester System)

1.1 The duration of the course of instruction for award of B.Sc. (Fashion Designing)/ (Interior Design) Degree shall be three academic years, comprising of six Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

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3. A candidate who has passed Senior Secondary Certificate Examination (10+2 Standard) from any stream from the Board of School Education, Haryana or its equivalent examination with 45% marks in aggregate shall be eligible to join the First Semester of B.Sc. (Fashion Designing)/ (Interior Design) Course.

4.2 A candidate who has passed B.Sc. (Fashion Designing)/(Interior Design) Part-I/Part-II Examination of this University, shall also be eligible to join III/V Semester of the B.Sc. (Fashion Designing) course, as the case may be, subject to the provisions made under clause 8.

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9. The candidates shall be required to undertake six-week In-plant Practical Training in any reputed industry/export house, approved by the Principal of the college, after completion of IV Semester examination and awards will be sent to the Secrecy Branch by the Principal of the College.

AMENDED

(w.e.f. the session 2021-22)

ORDINANCE—BACHELOR OF SCIENCE (B.SC.) (FASHION DESIGNING)/ (INTERIOR DESIGN)/(FASHION & TEXTILE DESIGN) EXAMINATION (Semester System)

1.1 The duration of the course of instruction for award of B.Sc. (Fashion Designing)/ (Interior Design)/(Fashion and Textile Design) Degree shall be three academic years, comprising of six Semesters. Each academic year shall be divided into two Semesters i.e. July to December and January to May/June.

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3. A candidate who has passed Senior Secondary Certificate Examination (10+2 Standard) from any stream from the Board of School Education, Haryana or its equivalent examination with minimum pass marks in aggregate shall be eligible to join the First Semester of B.Sc. (Fashion Designing)/ (Interior Design)/ (Fashion and Textile Design) Course.

4.2 A candidate who has passed B.Sc. (Fashion Designing)/(Interior Design)/(Fashion and Textile Design) Part-I/Part-II Examination of this University, shall also be eligible to join III/V Semester of the B.Sc. (Fashion Designing) course, as the case may be, subject to the provisions made under clause 8.

xxx xxx xxx

9. The candidates shall be required to undertake six-week In-plant Practical Training in any reputed industry/export house, approved by the Principal of the college, after completion of IV Semester examination and awards will be sent to the Secrecy Branch by the Principal of the College.

NEW ORDINANCE

The following new Ordinance approved vide Executive Council Resolution No. 33(28) of 29.10.2021

ORDINANCE—BACHELOR OF ARTS (B.A.) (FASHION DESIGN) EXAMINATION (Semester System). (w.e.f. the session 2021-22)

1.1 The duration of the course of instruction for award of Bachelor of Arts (B.A.) (Fashion Design) Degree shall be three academic years, comprising of Six Semesters. Each academic year shall be divided into two Semesters i.e., July to December and January to May/June.

1.2 Examinations for the First, Third and Fifth Semesters shall be held in December/January and for the Second, Fourth and Sixth Semesters in May/June.

1.3 The dates of examination fixed under above clause shall be notified by the Controller of Examinations to all concerned.

2. The last date(s) by which examination forms and fees must reach the Examination Enquiry shall be as per schedule at Appendix-I in K.U. Cal. Vol.II.

3.1 A candidate who has passed Senior Secondary Certificate Examination (10+2 Standard) from any stream from the Board of School Education, Haryana or its equivalent examination with minimum pass marks in aggregate shall be eligible to join the First Semester of B.A. (Fashion Design) Course.

4.1 A candidate who has passed the Semester I and II or III and IV from this University shall be eligible to join the Semester III and V respectively of the course. This is, however, subject to the provisions made under Clause 8.

4.2 A candidate who has passed B.A.(Fashion Design) Part I/Part II Examination from this University shall be eligible to join III/IV Semester of the B.A. (Fashion Design) course(s). This is, however, subject to the provisions made under clause 8.

5. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or, having been eligible fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination as an ex-student according to the syllabus prescribed by the University for regular students appearing for that examination.

6.1 20% marks in each theory paper shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of Internal Assessment shall be adopted and inserted in the relevant scheme of examination: -

- (i) Two handwritten Assignments: 50%
(1st Assignment after one month & 2nd Assignment after two months)
- (ii) One Class test: 25%
(one period duration)
- (iii) Attendance: 25%

For Practicals

External practical assessment at semester end: 50 Marks

Marks for Attendance will be given as under:

- (1) 91% onwards: 5 Marks
- (2) 81% to 90%: 4 Marks
- (3) 75% to 80%: 3 Marks
- (4) 70% to 74%: 2Marks*
- (5) 65% to 69%: 1 Mark*

*For students engaged in co-curricular activities of the Colleges only/authenticated medical grounds duly approved by the concerned Principal.

6.2 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Principal of the College concerned, shall be forwarded to the Examinations Branch at least one week before the commencement of the relevant semester examination. The Internal Assessment awards of a candidate who fails in any semester examination shall be carried forward to the next examination.

6.3 The Principal of the College concerned shall preserve the record on the basis of which the Internal Assessment awards have been prepared, for inspection if needed by the University up to six months from the date of declaration of the Semester result.

7.1 The First/Second/Third/Fourth/Fifth/Sixth Semester examinations shall be open to a regular student who:

- (a) has passed, not less than one academic year previously, the requisite qualifying examination as laid down in Clause 3, or is covered under clause 4 or 8.
- (b) has remained on the rolls of the College during one Semester preceding the examination; and
- (c) has his/her Examination form submitted to the Examinations Branch through the Principal of the College concerned and produces the following certificates:
 - (i) of good character;
 - (ii) of having attended not less than 75% of the full course of lectures and practicals

delivered to his/her class in each of the subjects (the course to be counted up to the day before the commencement of the examination). Provided that a candidate who has not attended the requisite percentage of lectures shall not be eligible to take the Semester Examination in the concerned paper unless he/she repeats the course in that paper(s) and obtains requisite attendance.

7.2 The Principal of the College concerned may condone a deficiency in the prescribed course up to 10% of lectures/ practicals delivered in each paper.

8.1 If a candidate has, after attending the course of studies in the college and being eligible, either not appeared or appeared in any semester examination and failed in one or more subjects for that examination, he can appear for such subject(s) at subsequent examinations without attending a fresh course of studies for that semester in the college. Such a candidate may in the meantime, pursue his studies for the next higher semester(s) and appear in the examination(s) for the same alongwith the examination for the lower semester(s), as an ex student only twice on the recommendation of the Principal of the College concerned. While re-appearing in the examination, the candidate shall be exempted from appearing in the paper(s)/ practical(s) in which he/she has obtained pass marks.

Provided that after completion of their regular studies for the whole duration of the course up to 6th semester, the candidate will be allowed to appear in examination as an ex-student for the re-appear/left out papers under the permissible chances, within the prescribed time.

8.2 A candidate who fails to pass the whole examination (First, Second, Third, Fourth, Fifth, Sixth semesters) within six years of his admission to the course, shall be required to repeat the course(s) de novo.

9. The candidates shall be required to undertake six-week In-plant Practical Training in any reputed industry/export house, approved by the Principal of the college, after completion of IV Semester examination and awards will be sent to the Secrecy Branch by the Principal of the College.

The Topic and Supervisor of the Project Report, where prescribed, shall be approved by the Director of the Institute/Principal of the College concerned. The student shall be required to submit two copies of his/her Project Report 20 days prior to the Theory examination of the concerned Semester. Extension in date for submission of Project Report will be admissible as provided in the Ordinance-I- 'General Rules for Examination'.

The Project Report shall be evaluated by the External Examiner as per University Guidelines. The marks obtained by the candidate in Project Report shall be taken into account

