

BABASAHEB  
BHIMRAO  
AMBEDKAR  
UNIVERSITY



प्रज्ञा शील करुणा  
ESTABLISHED 1996

# बाबासाहेब भीमराव अम्बेडकर विश्वविद्यालय

केन्द्रीय विश्वविद्यालय

विद्या विहार, रायबरेली रोड, लखनऊ-226025

**BABASAHEB BHIMRAO AMBEDKAR UNIVERSITY**

(A Central University)

Vidya Vihar, Rae Bareilly Road, Lucknow-226025

Letter No. 503/BBAU/16

Date: 01/06/2016

## Notification

In pursuance of the resolution of 52<sup>nd</sup> meeting of Academic Council held on 03.08.2015 under Table Agenda Item No. **T7**, the M.Phil Regulation 2015 for M.Phil programme and the Academic Regulation for Under Graduate Programmes, are hereby notified with the duration of M.Phil programme as one and a half years.

This issues with the approval of Competent Authority.

  
**REGISTRAR**

### **Copy to:**

1. I/c University website for its uploading.

**BABASAHEB BHIMRAO AMBEDKAR UNIVERSITY, LUCKNOW**  
**MPhil Regulation 2015**

**1. Introduction**

- 1.1 These Regulations shall be called the Master of Philosophy (MPhil) Regulation , 2015 incorporating the provisions of the University Grant Commission (Minimum Standard and Procedure for Awards of M.Phil./Ph.D. Degree) Regulations, 2009 as notified in the Gazette of India on 11-17th July, 2009.
- 1.2 The degree of Master of Philosophy of Babasaheb Bhimrao Ambedkar University (herein after referred to as the M.Phil. degree) shall be awarded to those fulfilling the conditions as laid down in these regulations.

**2. Eligibility for Admission**

The M.Phil. Degree shall be open to:

- 2.1 (a) Candidates, who have obtained a Master's Degree of this University or any other University established by law in force or any other degree recognized as equivalent thereto in that subject or allied subject with 55% marks or equivalent letter-grade in qualifying examination (50% marks or equivalent letter-grade for SC/ST/PH).
- (b) Candidates appearing at the time of interview must produce documentary evidence to the effect that they have passed the qualifying examination as per (a) above, failing which interview shall not be held for them making them ineligible for admission.
- (c) M.Phil. scholars may be permitted to get registered for the M.Phil. degree in a subject different from the one in which they have their Master's Degree provided DRC find it relevant to the M.Phil. Degree.
- 2.2 The reservation for admission in M.Phil. program shall be applicable as per University rules as provided in the Chapter VII, Clause 9 of Academic Ordinance / Central Government rules. Further, the distribution of seats shall be as per reservation rules, 3% seat shall be reserved for PH candidates (on Horizontal basis).

**3 Duration & Extension**

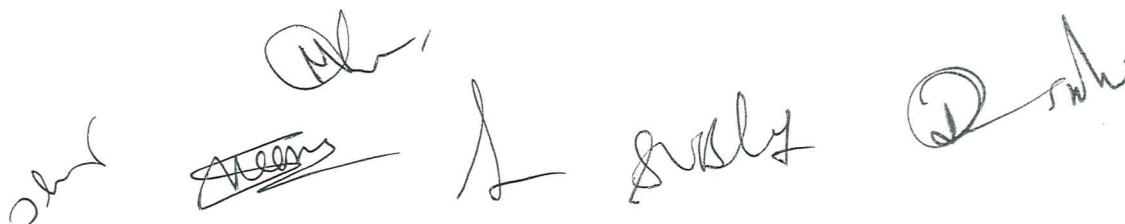
The duration of M.Phil. course will be one year. In special circumstances the DRC may grant further extension of one more year (one semester at a time) on the recommendation of Supervisor, Head of the Department and Dean of the School.

**4 Procedure for Admission**

- 4.1 Admission to the M.Phil. Program shall be conducted once in a year through URET (University Research Entrance Test).
- 4.1.1 The candidates seeking admission through URET shall apply in the prescribed Application Form.



- 4.1.2 The number of seats available for admission in each department shall be tentatively ascertained and notified in the Admission Notice of the Department / School / University.
- 4.1.3 The URET Admission Notice/Prospectus of the University shall be published in the month of Feb/March every year or as decided by the university. All eligible candidates including those appearing in the qualifying examinations shall be allowed to appear in the URET.
- 4.1.4 The syllabus of the entrance test would be similar to what has been prescribed by the UGC/ICAR/ CSIR/ ICMR/ DBT/GPAT/GATE such central body for the National Eligibility Test in the subject concerned.
- 4.1.5 The Entrance test shall be based on a single question paper of two hours containing 80 objective type / short answer type questions of 80 numbers related to concerned subject of one mark each.
- 4.1.6 The Merit List of candidates shall be prepared on the basis of the following criteria :
- Entrance test shall be of 80 marks & marks obtained in the written examination would form basis to qualify for interview. However, 5 marks be added to the marks obtained in the written examination to the candidates who have qualified in the National Eligibility Test (NET) or equivalent test of U.G.C/C.S.I.R/I.C.A.R/I.C.M.R/G.A.T.E/G. P.A.T/D.B.T/ D.A.E at the time of interview, or 10 marks for JRF holder candidates.
  - Interview shall be of 10 marks. The candidates shall be called for an interview to be organized by the respective DRC's of the Department / School.
  - The final Merit List shall be prepared by adding the marks obtained under above provisions (i) and (ii).
- 4.2 Admission under Supernumerary quota:
- A candidate who fulfils one of the following requirements may be considered for admission to the M.Phil. program by appearing in the URET against supernumerary seats.
- A teaching/non-teaching employee of the University holding substantive post and fulfill the Clause 4.1.6 is eligible for admission subject to fulfilment of other rules of the university.
  - The University has made a provision of one additional supernumerary seat every year for
    - Single girl child
    - BPL student
    - Terminal illness (Cancer, Thalassemia)
  - In case of registration of foreign students (including NRIs) as M.Phil. scholars the equivalence of the degree possessed by them shall be settled by the equivalence committee., then they shall be registered for M.Phil.. There will be no entrance test for them. The number of foreign students permitted to be enrolled at a time will be 10% over and above the prescribed seats on recommendations of concerned DRC.



### 4.3 Course Outline

#### Semester - I (Course Work)

Serial Number	Course Code	Paper Title	Credit
1	MPH 101	Research Methodology	06
2	MPH 102	Synopsis and its presentation	06 (04+02)
3	MPH 103	Elective Paper – I	06
4	MPH 104	Elective Paper - II	06
Total Credits : 24			

#### Semester - II

Serial Number	Course Code	Paper Title	Credit
1	MPH 201	Dissertation	16
2	MPH 202	Seminar and Presentation	04
3	MPH 203	Viva Voce	04
Total Credits : 24			

\*Elective Papers: To be decided by the respective Departments.

### 4.4 Mode of Examination

Course Code	Sessional	End Semester
MPH 101	30%	70%
MPH103	30%	70%
MPH 104	30%	70%





## LEAVE AND ATTENDANCE RULES

Absence from classes continuously for 10 days and more without genuine reasons (in such cases the student must inform the Head of Department) will make the student's name to be removed from the rolls of the University. The leave shall be granted by the Head of the Department/Coordinator of the School/Centre on the recommendation of the supervisor/co-supervisor.

All students are required to have minimum 75% attendance. Thereby student must attend 75% of classes and at least 50% in the repeat course before he/she could be permitted to appear in the examination. There will be no necessity of attendance where scholar is performing field study subject to the certificate given by the concerned Supervisor.

- 4.5 M.Phil. student shall undertake dissertation under the guidance of a recognized supervisor allotted to him/her on the recommendation of DRC. Allotment of supervisor shall be based on the availability of seats and the specialization of the teacher as also the research interest of the student. Allotment of supervisor shall be done within one month after the admission of candidate.

## 5 Research Committees

- 5.1 The Department Research Committee: Constitution of the DRC committee will be as per the provisions of relevant Ph.D. Regulations, as prevalent from time to time.

- 5.2 The DRC shall have power to co-opt such members of the concerned department and/or experts from the industry as may be helpful to them in their deliberations.

### 5.3 Eligibility for Supervisor

- All regular Professors / Assoc. Professor/ Assistant Professor in PG departments of the University with M.Phil./Ph.D. degree shall be eligible to be research supervisors in the respective subjects. Guest or contractual faculty is not eligible.
- The maximum number of M.Phil. student that a supervisor may supervise shall not exceed 05 at a time. Provided that the candidates admitted under provision 4.2 (i & ii) may be allowed to get registered under supernumerary seats.
- DRC must ensure that if a teacher is about to superannuate within the one year of the beginning of the course, no student shall be allotted to him / her.

- 5.4 DRC may appoint one co-supervisor in addition to the regular supervisor to promote inter-disciplinary research on the request of the scholar along with the consent of the supervisor and proposed co-supervisor. The supervisor and co-supervisor may be from the same department/ school/University or from other Universities/Institutes/Centres. But either supervisor or co-supervisor shall be from this University or both can be from this university. External Co-supervisor shall submit their CV to Chairman, DRC through his/her HOD for

recognition in this University as Co- supervisor. The DRC will consider his/her suitability as per University rules and recommend the case through BPGS to the Academic Council for recognition as supervisor/co-supervisor.

- 5.5 In case a University teacher is supervisor to a particular M.Phil. student that will be counted as one full seat for the concerned supervisor.  
In case a University teacher is co-supervisor to M.Phil. student that will be counted as a 0.5 seat for the concerned supervisor.

**5.6 Change of Supervisor**

If the supervisor of a candidate expires or is terminated or resigned from the University service, or retired from the service or under some other reasons, DRC may change the supervisor of the candidate. In such cases, where the existing supervisor of a candidate ceases to be the supervisor, the DRC shall appoint a new supervisor, if any, from amongst the faculty members with the consent of student.

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## 6 Fee Structure:

### 6.1.1 Registration Fee-

Admission Fee (Chargeable only once at the time of admission)	Rs. 1000/-
Enrolment Fee (Chargeable only once at the time of admission)	Rs.200/-
Medical Examination Fee	Rs. 100/- per semester
Sports Fee	Rs.200/- per semester
Identity Card Fee (including Renewal) (Chargeable only once at the time of admission)	Rs. 100/- per annum
Library Card Fee (each academic year)	Rs. 200/- per annum
Laboratory Caution Money for Science Subjects (only once at the time of admission)	Rs.1000/-
Library Caution Money(only once at the time of admission)	Rs. 500/-
General Caution Money(only once at the time of admission)	Rs. 500/-
Thesis Evaluation Fee for M.Phil. (only once at the time of admission)	Rs. 2000/-
Examination Fee	Rs.800/- per semester
Student Welfare Fee	Rs. 300/-
Convocation & Degree Fee (only once in the last semester)	Rs. 500/-

**Note:** Consolidated admission fee for foreign student shall be US\$ 300.

### 6.1.2 Tuition Fee -

The Tuition fee payable to the University by M.Phil. student shall be Rs.15000 per semester.

- 6.2 The fee structure shall be as decided by the University from time to time.
- 6.3 Fee once paid to the University shall not be refunded except the caution money which shall be paid back to the M.Phil. student within three months after award of M.Phil. Degree or the cancellation of the registration, whichever is earlier.
- 6.4 On the recommendation of the supervisor, the DRC may permit a M.Phil. student to pursue his/her research work at other Government recognized institution(s) if it deems fit the cause of good research. The attendance of that institution will be counted in 75% of attendance.
- 6.5 A M.Phil. student registered in a Department of the University and permitted by the Head of department on the recommendation of the supervisor to work in an institution outside this university, shall be required to have a recognized co-supervisor at the institution where





he/she proposes to work. The co-supervisor and the supervisor will consult each other in all matters pertaining to the progress of work of the candidate.

- 6.6 Full fee shall be payable to the University by M.Phil. student for all such extended periods, one year or six months as the case may be.
- 6.7.1 M.Phil. students shall be required to be present in the University or in the Institution approved for the prescribed terms, their presence in the institution being duly recorded and maintained in the Department/Institution concerned by the supervisor/Co-supervisor as the case may be.
- 6.7.2 A record of the progress of work of M.Phil. students shall be kept by his/her supervisor. The six monthly progress report of the candidate shall be forwarded by the supervisor/co-supervisor (if any), as the case may be to the Head of the Department on a prescribed proforma, in triplicate. The concerned DRC shall consider and comment on the progress reports and forward the same with specific recommendations to the Dean with a copy to the Registrar. The subsequent six-monthly reports shall be sent in a similar manner. The first or second half yearly report shall indicate the specific topic of research, although not necessarily the precise title of dissertation.
- 6.7.3
- (i) Normally there should be minimum 75 % attendance of the M.Phil. student, based on the Departmental records maintained monthly. In case of field or library based studies, the requirement of attendance can be relaxed by the Head of the Department on the recommendation of the concerned supervisor.
  - (ii) In case the M.Phil. student is working in other Institutions/ Universities/ Centres, where his/her co-supervisor is working, they may maintain their attendance in those institutions.
  - (iii) However, student mentioned at para (ii) above will be required to be present in the University during the period of their course work i.e. one semester.
- 6.7.4 Registration of a M.Phil. student shall be liable to be cancelled by the DRC at any time if:
- a) the course work is not completed .
  - b) two consecutive six-monthly progress reports are not submitted at all or are not found satisfactory by DRC.
  - c) Attendance is not as per the requirements.
  - d) Admission may be cancelled at any time if the University finds any wrong information given by the candidate.
- 6.8 Whenever change of supervisor becomes necessary, the period of research of the M.Phil. student may be extended on the request of the student. The DRC in each individual case shall consider and decide such period of extension duly recommended by the supervisor and the Head of the Department. No fellowship/scholarship shall be paid for the extended period.
- 6.9 No full time M.Phil. student shall accept any paid assignment, apart from Research Fellowship or Research Assistantship, as the case may be, during the entire period of the research program.
- 6.10 A M.Phil. student shall not be permitted to take any other degree course, but may be permitted by the concerned Head of Department

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on the recommendation of the supervisor to take part-time Diploma or Certificate course(s) useful to his/her research in the same station, without detrimental to his/her research.

- 7 **Submission of the dissertation:** (Format of the M.Phil. dissertation as per annexure1)
- 7.1.1 On completion of research work for the M.Phil. by the candidate, Head of the Department, on recommendation of the supervisor, shall organize a seminar and presentation by the candidate to apprise the DRC and other teachers and research scholars of the department regarding the work done by the candidate and to receive suggestion(s) for improvement of the research work
- 7.1.2 After the seminar, the supervisor shall forward the application of the candidate for submission of the dissertation along with a certificate about completion of the seminar with the exact title of the dissertation as approved by the DRC.
- 7.2 A M.Phil. student shall ordinarily supplicate his M.Phil.. dissertation within three months from the date of the seminar, through the guide and the Head of the Department and shall forward therewith:
- (i) Four copies of dissertation printed or computer printed and one soft copy in PDF format along with four copies of the abstract of the work done giving the salient points of his/her work.
  - (ii) A certificate from the Guide and the Head of the Department after obtaining a declaration from the student to the effect that "the candidate has completed the research work for the full period prescribed and that the thesis embodies the results of his/her investigation conducted during the period he/she worked as a M.Phil. student".
  - (iii) A no-dues certificate from all the concerned Departments/units obtained by the research student.
  - (iv) A certificate/undertaking by the candidate to the effect that "the thesis is essentially free from all kinds of plagiarism".
- 7.3 The dissertation submitted by the candidate shall be in English or any other language approved by the concerned BPGS on recommendation of the DRC.
- 7.4 The M.Phil. student shall indicate in the Preface of his/her dissertation how far the latter embodies the original result of his/her own research or observations, and in what respects his/her investigation appear to him/her to advance the knowledge on the subject.
- 7.5 No M.Phil. student shall submit any work which has been accepted or rejected for any other degree in this or any other University as his/her dissertation. Provided that in such a case, he/she shall indicate in his/her application and in the Preface of his/her thesis, the extent to which such a work, previously done, had been incorporated.

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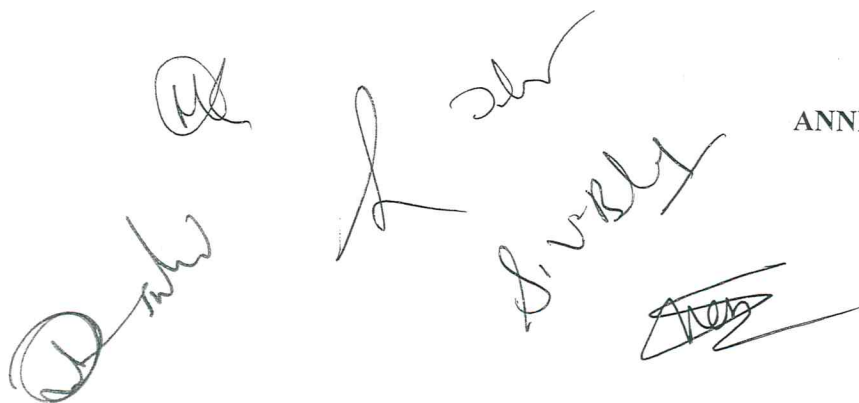
## 8. Evaluation

- 8.1 The M.Phil. degree shall in all cases, mention the title of the dissertation, year, name of the Department and School which examined and recommended for the award of the degree.
- 8.2 On completion of the proposed dissertation work by the M.Phil. student, the concerned DRC shall recommend name of the external examiners to whom the dissertation/thesis will be referred to along with the supervisor. The examiner other than the supervisor, should not be below the rank of Associate Professor and above or equivalent. The name of examiner shall be submitted by the Controller of Examinations to the Vice-Chancellor for appointment of examiner including the Supervisor. The recommended external examiner should contain the correct postal & e-mail address and telephone numbers for the speedy evaluation of the dissertation. Once the name is approved, then the Head will call the examiner to conduct evaluation and Viva-voce of the student. TA/DA/Remuneration/Honorarium, etc. will be paid as per University rules to the external examiner.
- 8.3 A dissertation once submitted cannot be re-submitted except when so directed by the examiners. The revised dissertation must be submitted within six months after the requirements of revision is notified.
- 8.4 The candidate shall, in case desires to publish the dissertation in full or in part, state on the title page that it was a thesis approved for the award of the M.Phil. degree of Babasaheb Bhimrao Ambedkar University.

**9. Difficulty:** Notwithstanding anything contained in these Regulations, any question, which is not covered by these Regulations, or any difficulty arising out of these Regulations, shall be dealt with by the Academic Council.

**10. Repeal:** From the date when M.Phil. Regulations comes into operation, all previous regulations on the subject shall cease to be in effect provided that this revocation shall not affect the previous regulations so revoked or anything done or suffered under any previous regulations so revoked or affects any right, privilege, obligation or liability acquired, arrived or incurred under any regulations so revoked.

ANNEXURE 1

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# BABASAHEB BHIMRAO AMBEDKAR UNIVERSITY, LUCKNOW

## ACADEMIC REGULATIONS FOR UG PROGRAMMES, 2015

Henceforth under mentioned shall be named as Academic Regulations for UG Programmes, 2015.

### 1.1 Mode of admission

Every eligible candidate has to pass an Entrance Test to be conducted by the University.


### 1.2 Minimum eligibility requirement for admission

A candidate seeking admission to the first year of the Bachelor course shall be required to have passed 10+2 examination in any discipline from any Board recognized by University with at least 50% marks in aggregate for General category candidates, 45% for SC/ST/Physically handicapped candidates.

### 1.3 Program Duration :

Ser NO.	Course	Duration	Minimum Credit requirement	Maximum time to complete programme
1	Two year course (B.Ed.)	Four Semesters	96	04 years
2	Three year course (BA/BCom/BBA)	Six Semesters	144	05 years
3	Four Year course (B.Tech.- Regular/Lateral)	Eight Semester	192	07 years
4	Five year integrated course (Integrated MSc/BBA-LLB/M.Tech.)	Ten Semesters	240	07 years

Courses regulated by regulating bodies (e.g. B.Ed. by N.C.T.E., B.Tech. by AICTE, etc.) will be governed by the norms of the concerned bodies as amended from time to time.





#### 1.4 Type of Courses:

To encourage interdisciplinary orientation at under-graduate level, students are allowed to choose certain courses from other discipline under Choice-Based credit System. Courses in a program may be of three kinds:

##### 1.4.1 Core Course:-

There may be Core Course in every semester. This is the course which is to be compulsorily studied by a student as a core requirement to complete the requirement of a programme in a said discipline of study.

##### 1.4.2 Elective Course:-

Elective course is a course which can be chosen from a pool of papers. It may be:

- Supportive to the discipline of study
- Providing an expanded scope
- Enabling an exposure to some other discipline / domain
- Nurturing student's proficiency / skill.

An elective may be "Generic Elective" focusing on those courses which add generic proficiency to the students. An elective may be "Discipline centric" or may be chosen from an unrelated discipline. It may be called an "Open Elective."

##### 1.4.3 Foundation Course:-

The Foundation Courses may be of two kinds: Compulsory Foundation and Elective Foundation. "Compulsory Foundation" courses are the courses based upon the content that leads to knowledge enhancement. They are mandatory for all disciplines. Elective Foundation courses are value based and are aimed at man making education.

**1.5 Medium of instruction:** Medium of instruction shall be generally in English & Hindi only, or as defined by the Department.

#### 2. Faculty Advisor & Process of Registration:

**2.1** The department shall appoint an Advisor for each student from amongst the members of the faculty. A faculty member can be Advisor

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to a group of students as assigned by the Head of Department.

- 2.2 The Course Registration Card shall carry such entries as may be specified by Regulations.
- 2.3 Registration of course is the sole responsibility of a student. No student shall be allowed to do a course without registration and no student shall be entitled to any credits in the courses unless he/ she has been formally registered for the course by the scheduled date to be announced by the University. However, grant of optional paper to student shall be sole right of Head/Coordinator/Subject Teacher.
- 2.4 Maximum 20% of credits already earned by candidates admitted on basis of lateral entry scheme or any other such mode as allowed by university shall be transferred to the program, if he has already acquired knowledge to some papers taught in the program (decided by the Head of the Department). He will not have to earn those credits again.
- 2.5 Late registration will be allowed up to a maximum of two weeks after the beginning of a semester on payment of late registration fee of Rs. 200/- (Rupees two hundred) only.
- 2.6 A student may be allowed to withdraw from an optional course within 21 days of start of the semester and opt another optional course in lieu of it. In such a case, attendance of the student in the first course shall be added to the attendance in the new course.

### 3. Attendance

- 3.1 All students are required to have 75% attendance in each subject. Thereby student must attend 75% of classes actually conducted to appear in the examination. A maximum of 10% attendance may be condoned by Head and another 5% attendance may be condoned by Dean under genuine reasons.
- 3.2 Absence from classes continuously for 10 days or more days without genuine reasons & without consent of the Head of Department will make the student's name liable to be removed from the rolls of the University.
- 3.3 No student will be allowed to appear in the end semester examination if he/she does not satisfy the overall attendance requirements of clause 3.1 and 3.2 and such candidate(s) shall be treated as having failed. However student appearing in the repeat course(s) shall be allowed to appear in the end semester

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examination through self study mode.

- 3.4 The attendance shall be counted from the date of admission in the university.

4. **Definitions of Key Words:**

- 4.1 **Academic Year:** Two consecutive (one odd + one even) semesters constitute one academic year.
- 4.2 **Choice Based Credit System (CBCS):** The CBCS, as desired by UGC, provides choice for students to select from the prescribed courses (core, elective or minor or soft skill courses).
- 4.3 **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. In some programmes, industrial training and educational tour etc. may be compulsory requirement for award of degree.
- 4.4 **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.
- 4.5 **Credit Point:** It is the product of grade point and number of credits for a course.
- 4.6 **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.
- 4.7 **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.
- 4.8 **Grade Point:** It is a numerical weight allotted to each letter grade on a 10-point scale.
- 4.9 **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.

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- 4.10 Programme:** An educational programme leading to award of a Degree, diploma or certificate.
- 4.11 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.
- 4.12 Semester:** Each semester will consist of 15-18 weeks of academic work equivalent to 90 actual teaching days. The odd semester may be scheduled from July to December and even semester from January to June.
- 4.13 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.

## **5. Examination System**

Examinations shall be conducted at the end of each Semester as per the Academic Calendar notified by the BBA University. The system of evaluation shall be as follows:

- 5.1.** Two main components of evaluation will be sessional (continuous evaluation) and end-semester examination. Sessional given to the students will have minimum components which may include quizzes, periodic tests (short answer type term paper/home assignment, seminar, tutorials etc., as decided by the course teacher and the department. Then, there is an examination, called end-semester examination held at the end of the semester. The final result in each course will be calculated on the basis of performance of continuous assessment of sessional components performance in the end-semester examination. It will provide feedback to students to improve their performance and achieve excellence in their areas of study.
- 5.2** Each paper will carry 100 weightage, of which 30% weightage shall be reserved for internal assessment based on a combination of tutorials, classroom participation, project work, seminar, term papers, tests, and attendance. The remaining 70% weightage in each paper shall be awarded on the basis of a written examination at the end of each

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semester. The duration of written examination for each paper shall be determined by Board of Under-Graduate Studies. Examinations for courses shall ordinarily be conducted only in the respective odd and even Semesters as per the Scheme of Examinations.

**5.3** On the basis of medical ground or any other genuine reason (to be decided by the Head of the concerned Department), zero semester / session may be granted to the student. In case of granted zero semester, the said semester will not be included for calculation of CGPA.

**5.4** If student has some papers that are getting forwarded beyond normal duration of course, fee is chargeable for extended period.

**5.5 Grading System to be followed**

The students shall be graded in each courses on a 10 point scale, i.e.

Grade	Grade Point	FGPA	Range of % Marks	Division/Class
O	10	9.5 and above	95-100	Outstanding
A+	9	8.5 and above but less than 9.5	85-95	Excellent
A	8	7.5 and above but less than 8.5	75-85	Very Good
B+	7	6.5 and above but less than 7.5	65-75	Good
B	6	5.5 and above but less than 6.5	55-65	Above Average
C	5	4.5 and above but less than 5.5	45-55	Average
P	4	4.0 and above but less than 4.5	40-45	Pass
F	0	Less than 4.0	Less than 40	Fail
Ab	0	0	0	Absent

- I. A student obtaining Grade F shall be considered failed and will be required to reappear in the examination.
- II. 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.

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## 6. Computation of SGPA and CGPA

The computation of the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) will be as follows:

- (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

$$\text{SGPA} (S_i) = \sum(C_i \times G_i) / \sum C_i$$

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.

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

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.

## 7. Grade Point Requirement / Minimum Standard

A student in order to be eligible for the award of the Bachelor's Degree of the University must have fulfilled the following requirements:

- (i) She/he has taken and passed all the prescribed courses laid down.
- (ii) He/she has obtained a FGPA of not less than 4.00 at the end of program
- (iii) A student must secure CGPA of 4.0 or higher at the end of even semester of academic session for progression to next year of programme.
- (iv) A student who fulfils the clause 7(iii) shall be allowed to keep term for the second year, if he/she has a backlog of not more than three theory & one practical or four theory courses out of total number of subjects of the First Year Examination, which consist of First & Second semesters.
- (v) A student who fulfils clause 6(iii) shall be allowed to keep term for the Third year, if he/she has no backlog of First Year & if he/she has a backlog of not more than four-theory courses out of total

The bottom of the page features several handwritten signatures and initials in black ink. From left to right, there is a large 'A', a circular stamp with a signature inside, a signature that appears to be 'Shweta', a signature that appears to be 'Atish', a signature that appears to be 'MK', and a signature that appears to be 'Surbati'.



number of subject of the Second Year Examination which consist of Third & Fourth Semester.

- (vi) A student to be eligible for award of degree has to clear all subjects offered during specified period of the programme within the span of maximum period allowed for the same.
- (vii) A student shall be declared fail if he/she does not fulfill the criteria 7(i)-7(vi).

## **8. Repeating Course and Grade Improvement**

- 8.1** A student who fails in a course either by being not eligible to appear in the end-semester examination or by failing to secure a weighted grade higher than 'F' (for course having end-semester examination) or by not participating in the sessional work and thereby securing an overall grade 'F' (for courses having no end-semester examination) shall be required to repeat that course or clear another similar (core or optional, as the case may be) course in lieu thereof.
- 8.2** A student who secures a grade higher than 'F' in a course may be permitted by the Department, keeping in view its academic constraints, to improve his/her grade by repeating that course. However, the highest grade will be considered for award of the degree. His/her transcript will however, reflect appropriately both the performances and the fact that he/she has repeated the course/courses.

## **9. Change of Branch**

For programs offering degree in various branches, for example B.Tech., change of branch may be allowed against the vacant seats provided criteria at following sub clauses are satisfied:

- a) In the first year, after the last date of admission to the B.Tech. 1st Semester, on the basis of merit of entrance examination on vacant seat provided that after change of branch in that particular category, number of students in the branch(s) shall neither increase above sanctioned nor shall decrease below 75% of intake.
- b) In the beginning of the third semester, change of branch will be allowed, under the constraint of 9a, on the basis of First year CGPA.
- c) Change of branch facility is not applicable to lateral entry students.

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## 10. Self Study

To enable a student to complete the course credit requirements at the end of final year of <sup>any</sup> ~~Four~~ year programmes, a student having backlog of only one or two courses may take self-study courses after taking necessary approval from Competent Authority. An application for self-study has to be made to Head/Committee in the prescribed form which should be signed by the supervising teacher who may examine him/her from time to time, apart from an examination at the end of the course. Student pursuing course under self study mode will be exempted from the attendance under clause 3.

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