

ORDINANCE 4 (IV)**The University Examinations: General Guidelines**

Subject to the Uttar Pradesh State Universities Act-1973(As Amended) Sub section 2(c) of Section 51 and the First Statutes of the University, Examination and Results of the regular students shall be governed as per the provisions of this Ordinance

1. Admission to the University Examinations

Examinations of the University shall be open to the following Categories of candidates:

- (i) Regular Students;
- (ii) Ex-Students;
- (iii) Private candidates;

1.1 Regular Students:

Students who are duly admitted and are studying in various courses of the University and attending the respective classes, will be called Regular Students.

1.2 Ex-Students:

- (i) A regular student who has failed to pass or is unable to appear for the Examination of the University (except due to shortage of attendance) in any of its courses of study, may be allowed to appear at the same Examination as an Ex-Student.
- (ii) An ex-student will forfeit his right as an ex-student as soon as he/she takes an admission to a regular programme of study in the class. However he/she will be allowed to improve his/her performance of past examination.

1.3 Private Candidate:

For certain categories of candidates, the Academic Council may permit to appear in Examinations as Private Candidates, the details of which are given in Ordinance 6(VI).

2. Attendance for Students:

The minimum requirement of attendance for regular students for appearing in examinations will be 75%. It is clarified that for Ex-Students and Private Candidates, there shall not be any requirement of attendance.

3. Application for Registration

- 3.1 Application for registration (on prescribed form) for the ensuing Examination together with the Receipt for the payment of the prescribed Registration Fee for Regular and Ex-students for permission to appear at the University Examinations should reach the office of the Controller of Examinations on or before 30th September and 05th March in each odd and even semesters respectively. Provided that as a special case the Controller of Examinations may entertain such applications along with the Registration Fee up to 15th October and 15th March or any other date notified by the Controller of Examinations on payment of a late fee (non-refundable) by Regular and Ex-Students Candidates, as prescribed by the Ordinance.
- 3.2 Ex-students should submit their Application Forms for Registration for the ensuing Examination through the Dean/ Head of the Department last attended.
- 3.3 The Receipt for the payment of Examination Fee and Enrollment fee (if required), shall reach the office of the Controller of Examinations along with the Examination Forms.

4. Application for Admission to Examination

- 4.1 All applications for permission to appear at any of the Examinations of the University shall be submitted on the prescribed Forms and forwarded to the Controller of Examinations through the Dean of the Faculty/Head of the Departments concerned.
- 4.2 In forwarding the applications of the Regular Students, the Dean of the Faculty concerned shall certify that:
- (i) The candidate has satisfied him/her by the production of the Certificate of a competent authority that he/she has passed the Examination which qualifies him/her for admission to the Examination;
 - (ii) The candidate has studied a regular programme of study for the period prescribed and that he/she fulfills the requirements of attendance;
 - (iii) His/her conduct is satisfactory.

Note: The Certificate at Sub-Para 4.2 (ii) above will be provisional and can be withdrawn at any time before the Examination, if the applicant fails to attend the prescribed percentage of lectures, tutorials, practical's etc. before the end of his/her University terms.

- 4.3 Examination form along with the Receipt for the payment of the prescribed Examination Fee fixed by the University, submitted by a Student for permission to appear at the Examination shall reach the office of Controller of Examinations on or before the date announced.

5. Appointment of Amanuensis

- 5.1 An amanuensis shall be allowed in case of:
- (a) Blind Candidates; and
 - (b) The candidates, who are disabled due to an accident or disease and are unable to write with their own hands.
- Candidates under 5.1(b) above shall have to produce a medical certificate from the Medical Officer.
- 5.2 The Controller of Examinations, on receiving an Application from the candidate one week before commencement of Examination, will arrange for the appointment of an amanuensis and shall inform the Superintendent of the Examination.
- 5.3 The amanuensis shall be a person of a lower qualification than the candidate concerned.
- 5.4 The Superintendent of Examination shall arrange for a suitable room for the disabled candidate and appoint a Special Invigilator from the list supplied by the Controller of Examinations.
- 5.5 One extra hour will be given to the blind candidates for examination of 3 hrs. duration.
- 5.6 The remuneration to the amanuensis will be given by the Office of the Controller of Examination at the existing approved rate.

6. Issue of Admit Card for Examination

A candidate, whose Exam Form has been accepted for appearing to an examination, shall be issued an Admit Card containing the Name of the Candidate and Roll Number assigned to him/her. Regular Candidates and Ex-students shall be distributed the Admit Card through the Dean of the Faculty concerned for UG classes and HOD/Faculty Incharge for PG classes, provided that there are no dues of the University outstanding against their names.

7. Withdrawal of Permission to take Examination

Permission granted to a candidate to appear at an Examination may be withdrawn before or during the course of Examination for his/her misconduct/indiscipline, which in the opinion of Examination Committee justifies the candidate's exclusion.

8. Withholding of Admit Card

If a candidate for any University Examination owes any money to the University on any account and fails to pay the dues or has borrowed any book, apparatus or other property belonging to the University or any kit supplied by NCC/NSS and fails to return the same, the Controller of Examination may withhold the Admit Card if the

Admit Card has already been issued to him/her. The Controller of Examinations may also suspend the admit card till all such dues have been paid or such property returned by the candidate to the University.

9. Examination Fee and other Fee

- 9.1. The Examination Fee, Tuition Fee and any other Fees to be charged from students shall be decided by the Executive Council/Finance Committee and notified by the University from time to time.
- 9.2. A candidate who fails to present himself/herself for the examination shall not be entitled to any refund of the Fee or to have it kept in deposit for a subsequent Examination. However, if a woman candidate is unable to appear at the Examination for maternity reasons her Fee may be held over for the next Examination, provided that the application for crediting the Fee for the next Examination must be made to the Controller of Examinations within three months of the completion of the Examination concerned and shall be supported by a Medical Certificate.
- 9.3. No application for adjustment of the Examination Fee shall be entertained, if it is not submitted to the Controller of Examinations within fifteen days of the end of the Examination concerned.
- 9.4. A candidate, who fails to appear at an examination due to illness or other sufficient ground, he/she may be permitted by the Examination Committee to appear at the next Semester Examination without further payment of Examination Fee.

10. Refund of Fees(s)

- 10.1 The Examination Fee once paid shall not be refunded in any case.
- 10.2 A candidate shall not be entitled to the refund of the Examination Fee paid by him/her:
If permission accorded to him/her to take an Examination is subsequently cancelled as a result of mis-statement of facts or suppression of material fact or for want of relevant information in his/her application for admission to the Examination.

11. Conduct of Examinations

The Semester-end Examinations will be held in accordance with the Academic Calendar as specified by Academic Council/Executive Council in accordance with orders of the State Government.

12. Time limit for passing an Examination

Unless and otherwise provided, no student shall be allowed to appear in the Examination after the expiry of the periods as specified in the following:

Minimum duration of the Programme/ course of study	Maximum time-limit for passing the programme/course of study
Six month course (one semester)	One year (two semesters)
One year course (two semesters)	Two years (four Semesters)
Two years course (four semesters)	Four years (eight semesters)
Three years course (six semesters)	Five years (ten semesters)

13. Declaration of Results

The results of the Semester Examinations will be declared in accordance with the Academic Calendar as specified by Academic Council/Executive Council in accordance with orders of the State Government.

14. Promotion of Candidates

14.1. For Undergraduate Programmes of Six-Semester duration

- 14.1.1. Subject to fulfilling the minimum requirement of attendance and field work, wherever applicable, a student will be automatically promoted from the odd semester to the even semester.
- ✓ 14.1.2. If a student fails in the Internal Assessment of any of the semester courses, in spite of being given the additional chance before the Semester-End Examination as per the provision of this Ordinance, he/she will not be allowed to appear in the Semester-End Examination of the said course and will be considered as failed in that course.
- 14.1.3. If a student fails in the Practical Examination in any of the semesters 1st-5th, he/she will not be promoted from the even semester to the next odd semester. Such a student will however be allowed to re-appear in the Practical Examination in the ensuing odd/even semester as an Ex-Student.
- ✓ 14.1.4. For promotion from the 2nd semester to the 3rd semester, a student shall have to pass at least one-half (50%) of the total of compulsory and optional courses, including practical courses, if any, of the 1st and 2nd semesters combined.
- ✓ 14.1.5. A student will be promoted from the 4th semester to the 5th semester if he/she has cleared 3/4th (75%) of the total of compulsory and optional

courses, including practical courses, if any, of the 1st to 4th semesters combined.

- 14.1.6. If a student is unable to clear the required number of courses in the 2nd semester/4th semester, as the case may be, he/she shall be declared as failed. Such a student may however appear as an Ex-Student in the ensuing odd/even semester examinations wherein the student will be required to appear only in such course(s) in which he/she failed to obtain the minimum passing grade.
- 14.1.7. A student shall have to obtain a minimum passing marks/grade not less than 33% of marks or Grade 'P' in Internal Assessment and 33% of marks or Grade 'P' in End-Semester Examination.
- 14.1.8. A student will be declared as passed if he/she has obtained the minimum passing marks/grade in each subject separately and that his/her grand total of marks is not less than 33% or Grade 'P'.

14.2 For Postgraduate Programmes of Four-Semester duration.

- 14.2.1. In a programme of four-semester duration, a student will automatically be promoted from the odd semester to the even semester, provided that he/she has fulfilled the minimum requirement of attendance, failing which he/she may be permitted to appear as an ex-student in the next odd/even semester examination, as the case may be.
- 14.2.2. If a student fails in the Internal Assessment of any of the semester courses, in spite of being given the additional chance before the Semester-End Examination as per the provision of this Ordinance, he/she will not be allowed to appear in the Semester-End Examination of the said course and will be considered as failed in that course.
- 14.2.3. For promotion from the 2nd semester to the 3rd semester, a student shall have to pass at least one-half (50%) of the total of compulsory and optional courses, including practical courses, if any, of the 1st and 2nd semesters combined.
- 14.2.4. A student shall have to obtain a minimum passing marks/grade not less than 33% of marks or Grade 'P' in Internal Assessment and 33% of marks or Grade 'P' in End-Semester Examination.

14.2.5. A student will be declared as passed if he/she has obtained the minimum passing marks/grade in each subject separately and that his/her grand total of marks is not less than 33% or Grade 'P'.

14.3 For Diploma/Certificate Programmes/Courses of Two-Semester duration

14.3.1. A student of first semester shall have to fulfill the minimum requirement(s) of attendance and Internal Assessment, and pass at least 50% of the courses/papers in the Semester-end Examination, failing which his/her admission shall stand cancelled. However, such a student may be given re-admission in the same semester in the next year as per the provisions of Admission and Enrolment of Candidates.

Provided that in a two-semester programme, a student will become an Ex-Student if he/she has fulfilled the minimum requirement of attendance and Internal Assessments, but has failed to secure passing marks in 50% of the papers of the first and the second semesters combined. Such a student will be required to appear in the ensuing odd/even semester examination only in such papers(s) in which he/she failed to obtain the minimum passing marks.

14.3.2. A student shall have to obtain a minimum passing marks not less than 33% of marks in Internal Assessment and 33% of marks in End-Semester Examination.

14.3.3. A student will be declared as passed if he/she has obtained the minimum passing marks in each paper separately and that his/her grand total of marks is not less than 33%.

(Note: If the fraction 1/2 (50%) or 3/4 (75%) of the courses as mentioned in the above-mentioned paras 14.1 and 14.2 comes out to be a non-integer, it will be rounded off to the nearest integer).

15. Division

Division will be divided in three parts as following:

1st Division with Distinction	
1st Division	: 75% and above
2nd Division	: 60% to below 75%
3rd Division	: 45 % to below 60%
	: 33% to below 45%

16. Issue of Marks Sheets/Grade Cards/Certificates

16.1 The Marks Sheets/Grade Cards will be supplied to candidates from the offices of the respective Faculties/Department after ten days of the declaration of results.

- 16.2 Provisional Certificates will be issued after three days of depositing the required Fee along with the application.
- 16.3 A Marks Sheet/Grade Card/Certificate may be withheld by the Controller of Examinations on reasonable grounds.

17. Withdraw Degree/Diploma/Certificate (Section 49(i)-67, Statutes-12.03)

The Court shall have the power to withdraw Degree/Diploma/Certificate or any other academic distinction and disqualify a person, if he/she is found guilty of obtaining or attempting to obtain a Degree/Diploma/Certificate fraudulently for which he/she is not entitled. The period of such disqualification will be according to the circumstances, as stated below:

- (i) From appearing at any Examination of the University for a specified period, if he/she makes a correct statement of facts and surrenders the Degree/Diploma/Certificate voluntarily; and
- (ii) From appearing at any further Examination of the University, if he/she has deliberately lied to cheat the University.
- (iii) Double degree on same time/session by this university or one degree from other university as on regular or private basis.
- (iv) Degree obtained on fake/fraud basis admission.
- (v) Any such behaviour to damage the prestige of the university.

18. Issue of Duplicate Degrees/Diplomas/Certificates or duplicate mark sheet

- 1- In case of loss or destruction of a degree/diploma/certificate, a candidate may obtain a duplicate degree/diploma/certificate on submitting an application along with the receipt of the prescribed fee, stating that the applicant has a real need for the duplicate degree/ diploma/ certificate and submitting an Affidavit signed and certified by a First Class Magistrate, showing that the original has been lost/destroyed.
- 2- A candidate may obtain a duplicate mark sheet on submitting an application alongwith prescribed fee.

19. Grace Marks

If the Examination Committee considers it necessary, it may award grace marks on the following pattern:

- 19.1 A maximum of three (3) grace marks in only one paper of all programmes of study of the University will be permitted, provided that the system of awarding grace marks shall not be applicable to programmes of study, where grades are awarded.
- 19.2 Grace marks shall be given only to those candidates, who by obtaining them are able to pass the Examination or granting the divisions. The award of grace

marks shall be at the discretion of the Examination Committee and no appeal in this regard shall be entertained.

- 19.3 Only minimum grace marks, as required to pass the Exam or upgrade division, shall be awarded.
- 19.4 The grace marks awarded shall be counted in the Grand total.

20. Improvement of the Result

- 20.1 Unless otherwise provided, a candidate will be allowed only one change in continuation to appear at the Examination to improve upon his/her performance in the Examination held in the preceding semester (odd/even).
- 20.2 If a candidate appears at the Examination in order to improve upon his/her previous marks of the same Subject/paper, latest marks as obtained in Improvement Examinations shall be taken into account for determination of his/her final result.
- 20.3 A candidate submit Improvement Examination Form to the Controller of Examinations latest by fifteen days before the last date of the submission of the examination forms of the semester in which he/she wants to appear, or as notified by the Controller of Examinations.
- 20.4 The syllabus of the Examination will be the same as the one prescribed for the semester, when the candidate appeared at the Examination in the Course concerned.
- 20.5 Improvement examination will be held in theory courses only.
- 20.6 A candidate who pass the semester examination in undergraduate will be allowed improvement examination only two papers in any subjects, and PG level two papers in subject concerned.

21. Re-totaling of Answer Scripts (scrutiny)

- 21.1 If any application received from the candidate on payment of prescribed fee. The answer script scrutinized and if found any discriminatries in total of marks it should be retotaled and are left over for evaluation of any question or his part, it should be evaluated.
- 21.2 If any change of the result after scrutiny, the result after approval of the Examination Committee may be declared.
- 21.3 The scrutiny fee will be refunded if the result found after scrutiny to be changed.

- 21.4 The application for scrutiny/ retotaling shall not be entertained, unless it is made within thirty days of the publication of the result.

22. Carry Over /Promotion System

Candidates failing in the final two semesters of any program/course, may be allowed to appear in the special examination which will be held after the final (last) semester-end examination. The date(s) of such examinations will be notified by the Controller of Examinations.

23. Results Committee

23.1 There shall be a Results Committee consisting of the following members:

- (i) Vice-Chancellor;
- (ii) One Dean to be nominated by Vice Chancellor for a period of one year.
- (iii) One of the Tabulators, nominated by the Controller of Examinations;
- (iv) Registrar
- (v) Controller of Examinations (Convener).

23.2 The Results Committee shall:

- (i) Ensure the compliance of the prescribed rules of the Programmes; Consider and award grace marks as per the provisions of the Ordinances;
- (ii) Do sample checking of answer books/award lists, if required; Prepare a Report for the Examination Committee to be finally submitted to the Academic Council and Executive Council for its consideration.

24. Amendment of Results:

1. In any case where it is found by the Results Committee that the result of an Examination has been affected by an error, malpractice, fraud, improper conduct or other matter of whatsoever nature, it shall report the matter to the Examination Committee, which shall have the power to amend such result in such a manner as shall be in accordance with the factual position and to make such declaration as it may consider necessary in that behalf.
2. If result committee found that the result of any examination was affected by malpractice or by fraud conduct, it shall be report to examination committee and examination committee shall consist an enquiry committee against person concerned.

25. Paper Setters/Moderators/Examiners

Paper Setters:

- 25.1 The departmental board of studies, in its meeting shall appoint the paper setter in each paper in the concerned subject and sent it to the Controller of Examination separately under covered sealed envelope.
- 25.2 The Controller of Examination send appointment letter alongwith the necessary paper/instruction/envelope to the paper setter. After preparing the question paper, paper setter send back to the Controller of Examination under sealed covered envelope.
- 25.3 The appointment of a paper setter may be cancelled by the Vice Chancellor on the request of CoE, if he/she fails to send the Question Paper by the date so-fixed in this regard.

Moderators:

- 25.4 The departmental board of studies, in its meeting shall appoint the moderation committee in each paper in the concerned subject and sent it to the Controller of Examination separately under covered sealed envelope.

25.5 Moderation Committee-

1. The Head of the Department of concerned subject
2. Two persons having expert knowledge of the subject concerned, provided that one of them shall belong to the Department concerned and the other person not engaged in Teaching in that subject in the University.

The Controller of Examination after receiving the questions from the paper setter, inform to the Moderation Committee for moderation.

Examiners

- 25.6 The departmental board of studies, in its meeting shall appoint the Examiners committee in each paper in the concerned subject and sent it to the Controller of Examination separately under covered sealed envelope.
- 25.7 The appointment of the Examiner inform by the controller of the Examination. The controller of examination or superintendent of evaluation (answer book scripts evaluation centre) inform to the examiner for evaluation date. The examiner after evaluation the list of the marks under sealed cover envelope handed over to Controller of Examination.

26. Tabulators

- 26.1 The results of Examinations shall be tabulated by two Tabulators among the teachers in the university appointed by the Vice-Chancellor on the recommendation of the Controller of Examinations.

- 26.2 The Tabulators shall tabulate the results. They shall draw the attention of the Controller of Examinations to any discrepancy in the result.
- 26.3 The Vice Chancellor shall appoint two Comparers on the recommendation of Controller of Examination after tabulation, the Comparer shall cross check the Tabulation Sheets. If any discrepancy found in Tabulation Sheets, inform to the Controller of Examination.
- 26.4 The Controller of Examinations shall also check that the marks entered in the foils and counter-foils of the Mark Sheets also tally with the marks entered in the answer books. The discrepancy, if any, shall be certified by the Controller of Examinations.

27. Answer Books:

- 27.1 The Examiners' awards, as shown in the result statements submitted by them, shall be final, provided that the errors may be rectified by the Controller of Examinations after checking the answer books.
- 27.2 The answer books shall be preserved and be in the custody of the Controller of Examinations, till the expiry of 3 months from the date of publication of the results. After expiry of 3 months no claim will be considered regarding answer books.

28. Instructions to candidates for Examination

- 28.1 The doors of the Examination Hall shall be opened half an hour before the commencement of the Examination on the first day and quarter of an hour before on subsequent days.
- 28.2 A candidate may not be admitted into the Examination hall, if he/she fails to present to the invigilator his/her Admission Card and/or satisfy the Superintendent of Examinations that it will be produced within a reasonable time.
- 28.3 All candidates shall come to the Examination Hall before the time fixed for the Examination. If a candidate arrives not later than 30 minutes after the time fixed for the Examination, the Invigilator may allow him/her to appear at the Examination with the permission of Superintendent of Examinations. No candidate shall be allowed to appear in the examinations after 30 minutes of commencement of the examinations.
- 28.4 The candidates shall strictly obey and follow all the instructions given to them from time to time by the Superintendent of Examinations or Invigilators or any Official of the University connected with the Examinations.

- 28.5 The candidates shall maintain and observe strict discipline in and/or near the Examination Centre/Hall and shall not indulge in any such act as misbehavior/nuisance which causes any obstruction and/or disturbance or disruption in the conduct of Examination.
- 28.6 No candidate shall be allowed to leave the Examination Hall, until an hour has elapsed after the distribution of the Question Paper.
- 28.7 No candidate shall leave his/her place or go out of the Hall without the permission of the Invigilator, unless he /she has handed over his/her answer book to the Invigilator concerned.
- 28.8 If a candidate desires to go out of the Examination Hall for a while, a reliable person shall be sent with him/her to see that he/she does not communicate with any person or use unfair means for answering the Question Paper.
- 28.9 As soon as the time prescribed for the Question Paper expires, the candidates shall have to hand over their answer books to the Invigilator concerned.
- 28.10A candidate appearing at an Examination shall give a specimen signature for purpose of identification, if asked by the Superintendent of Examinations or the invigilator in the Examination Hall.

29. Use of Unfair Means /Misbehavior in Examinations

(The Uttar Pradesh Public Examinations (Prevention of Unfair Means) Act, 1998 and The Uttar Pradesh Public Examinations (Prevention of Unfair Means) Rules-2017 and other rules made by Academic Council/Executive Council of the University in this regard will be followed in the matter of use of Unfair Means/Misbehavior in Examination.)

- 29.1 No candidate shall bring with him/her in the Examination Hall any book, paper, notes or other materials which may be used by him/her in connection with the Examination, nor shall he/she communicate to or receive from any other candidate or person any information in the Examination Hall.
- 29.2 No candidate shall note or write anything on the blotting paper or Question Paper or on any other object/material, except the answer book supplied to him/her.
- 29.3 No candidate shall assist or receive assistance from any other candidate or person at an Examination or make use of any dishonest or unfair means in connection with the Examination.
- 29.4 Any candidate detected cheating or making use of any dishonest or unfair means in connection with an Examination shall be reported to the Controller of Examinations by the Superintendent of Examinations or through him by an invigilator or an Official of the University, as the case

may be. The Controller of Examinations shall place the aforesaid matter before the Examination Committee for consideration, which may if satisfied that the facts alleged are true and disclose premeditation on the part of the candidate, disqualify the candidate from passing that Examination and debar him/her from appearing at any University Examination for a period not exceeding three years.

- 29.5 Any candidate detected using unfair means in an Examination Hall shall be reported to the Controller of Examinations by the Superintendent of Examinations or through him by an Invigilator or by an Official of the University, as the case may be, The Controller of Examinations shall place the aforesaid matter before the Examination Committee for consideration, which may, if satisfied that the facts alleged are true but do not disclose any premeditation, disqualify the candidate from passing that Examination and debar him her from appearing at any University Examination for a period not exceeding two years.
- 29.6 Any candidate bringing any book, paper, notes or other material to the Examination Hall shall be reported to the Examination Committee for consideration by the Controller of Examinations, as reported by, the Superintendent of Examinations or through him by an invigilator or by an Official of the University, as the case may be, and the Examination Committee may, if satisfied that the facts alleged are true but that the candidate has not made and use thereof, disqualify the candidate from passing that Examination.
- 29.7 Any candidate, who in the opinion of the Superintendent of Examinations is guilty of any misconduct in the Examination Hall, other than the misconduct within the meaning of the aforesaid sub-paras 30.1 to 30.6 of this Ordinance, may be expelled by the Superintendent of Examinations for that course and shall be reported to the Examination Committee by the Controller of Examinations. The said Committee may, if satisfied that the facts alleged are true, disqualify him/her from passing the Examination for that year.
- 29.8 Any candidate approaching an Examiner directly or indirectly or seeking ways or means of bringing pressure to bear on the Examiner, so that higher marks may be awarded to him/her than his/her answers justify or attempting to influence the Controller of Examinations or any person employed in his office for the same purpose shall be deemed to have used unfair means. Such a case shall be reported to the Examination Committee by the person concerned through the Controller of Examinations. The Examination Committee may, if satisfied that the facts alleged are true, disqualify the

candidate from passing that Examination and debar him/her from appearing at any Examination for a period not less than one year.

- 29.9 Any candidate found guilty of seeking ways and means or harassing or pressurizing or using or threatening to use force to make any Superintendent of Examinations or Invigilator or any Official of the University desist from his duties relating to the conduct of Examination shall be deemed to have used unfair means and indulged in gross misconduct. Such a case shall be reported to the Examination Committee by the person concerned through the Controller of Examinations. The Examination Committee may, if satisfied that the facts alleged are true, disqualify the candidate from passing that Examination and/or expel him/her from the University and declare him /her to be not a fit and proper person to be admitted to any future Examination of the University.
- 29.10 Any candidate, who has been punished under Sub-Paras 31.4 to 31.9 above, shall not be admitted to any programme of study as a Regular Student. Such a student may be allowed to appear at the next Annual Examination only in which he/she is entitled to appear as an Ex- Student after the expiry of the period of punishment.
- 29.11 In case, a person, who is not a bonafide candidate, is found to be taking an Examination on behalf of a bonafide candidate, it will be assumed that impersonation is being done at the instance and with the connivance of the bonafide candidate and action against such person and such bonafide candidate would be taken as under:
- (i) The bonafide candidate, who did not take the Examination himself/herself, shall be debarred from pursuing any programme of study or from appearing at any Examination of the University in future.
 - (ii) In case, the person, who has impersonated the bonafide candidate, is a student of the University, he/she shall be debarred from taking any Examination of the University in future.
 - (iii) If the person, who has impersonated the bonafide candidate, is not a student of the University, he/she may be handed over to the Police for appropriate action.
- 29.12 In case, a candidate is appearing at the Examination for improvement of Division/Percentage of Marks and is found to be using unfair means, the result of his/her Examination in the Course(s) in which he/she has already appeared, would also be cancelled, in addition to the action that might be

taken against him/her for using unfair means, while reappearing for improvement of his/her Grade/Division/ Percentage of Marks.

- 29.13 Any punishment imposed on the erring student shall be following due consideration of the defence presented by him/her.

30. Appointment of Invigilators and Superintendent of Examinations

The Examination Committee shall appoint Invigilators and Superintendents of Examinations, who will be responsible for the proper conduct of the Examination. In case Examination Committee Meeting shall not held, the Vice-Chancellor shall appoint Superintendents of Examinations and Controller of Examination shall appoint invigilators.

Provided that the Head of the Department concerned shall be the incharge of the Practical Examinations, who shall act as Superintendent of Examinations for Practical Examinations of his/her Department.

31. Duty of the Superintendents of Examinations

- 31.1 The Superintendent of Examinations shall see that the doors of the Examination Hall are open half an hour before the time specified for the distribution of the Question Paper on the first day and a quarter of an hour before on subsequent days.
- 31.2 he Superintendent of Examinations will be supplied by Controller of Examinations before the commencement of the Examination, with the List showing the names of the candidates who will appear at his Centre of Examination and their Optional Subjects and a Statement showing the number of candidates appearing in each Subject of Examination.
- 31.3 The Superintendent of Examinations shall not admit any candidate whose name is not shown in the List or shall not allow any candidate with an Optional Subject, other than that shown against his/her name, provided that in doubtful cases the Superintendent of Examinations may allow a candidate to appear at the Examination of the Paper and immediately refer the matter to the Controller of Examinations.
- 31.4 The Superintendent of Examinations or invigilator authorized by him/her may require any candidate to show his/her Admit Card /Hall Ticket.
- 31.5 The Question Paper set for the Examination shall be despatched by the Controller of Examinations in a sealed cover, which shall be opened by the Superintendent of Examinations in the presence of at least one invigilator. The Superintendent of Examinations and the Invigilators(s) shall certify that the sealed cover was in proper condition and that it was opened in the

- Examination Hall at the proper time. The Certificate shall be forwarded to the Controller of Examinations on the same day.
- 31.6 Before the commencement of the Examination, the Superintendent of Examinations shall see that satisfactory arrangements are made for the examination. Candidates must be seated well apart to prevent collision.
- 31.7 A Card giving the Roll Number of each candidate shall be fixed on each table so that the candidate may readily find out his/her place.
- 31.8 Blank Answer Books will be supplied from the office of the Controller of Examinations. The Superintendent of Examinations shall see that a second answer-book is not issued to a candidate until the first is fully used and that the two answer-books are at once stitched together.
- 31.9 The Superintendent of examinations and the Invigilators shall remain in the Examination Hall during the time allocated to each Course; they shall on no account speak or permit any one to speak to a candidate on any subject pertaining to the Questions during the hours of examination, except for the purpose of correcting misprints or other errors which might mislead the candidate. The Superintendent of Examinations shall without loss of time draw the attention of the Controller of Examinations to any misprint, mistranslation or ambiguity, which may have come to his notice and shall be communicated to the Examiner.
- 31.10 As soon as the allotted time has expired the answer-books shall be carefully collected and arranged in numerical order and delivered to the Controller of Examinations reporting names and/or Roll Numbers of absentees.
- 31.11 Any attempt to use unfair means to pass the Examination or any violation of the Ordinance by the candidates shall be immediately reported by the Superintendent of Examinations to the Controller of Examinations who shall place it before the Examination Committee for consideration.
- 31.12 The Superintendent of Examinations shall see that no candidate is permitted to leave the Examination Hall without being accompanied by a trustworthy escort, to prevent his/her communication with outsiders and that he/she does not use absence, from the Hall for any purpose other than that for which he/she had taken leave. The Superintendent of Examinations may fix a time, if necessary, within which the candidate must return to his/her seat.

32. Duties of Invigilators

- 32.1 An Invigilator should report himself/herself on duty to the Superintendent of Examinations half an hour before the commencement of Examination.

- 32.2 Invigilators shall remain in the Examination Hall during the time allotted for each Course and shall not leave the Hall without the permission of the Superintendent of Examinations.
- 32.3 Invigilators shall help the Superintendent of Examinations in the distribution of Question Papers and answer-books etc. to the candidates and in collecting the answer-books from the candidates at the close of Examination. They shall also help the Superintendent of Examinations in arranging the answer-books for dispatch.
- 32.4 The invigilators shall help the Superintendent of Examinations, preparing a List of Candidates present at the Examination and in verifying their identity by comparing their signatures with those on record.
- 32.5 During the course of Examination, the Invigilators are expected to move about the Examination Hall and not to engage themselves in study or conversation.
- 32.6 The Invigilators shall be responsible for the maintenance of general discipline in the Examination Hall and shall exercise their discretion for the purpose. In case they feel that a situation has arisen which is beyond their control, they shall, without loss of time, report the matter to the Superintendent of Examinations for the necessary action.
- 32.7 If a candidate is found to resort to unfair means at the Examination or to create disturbance/nuisance or act in any manner so as to cause inconvenience to the other candidates, the Invigilator shall, without loss of time, report the matter to the Superintendent of Examinations.
- 32.8 The Invigilators shall also bring to the notice of the Superintendent of Examinations any complaint or other difficulties pointed out by any candidate(s) regarding the Question Paper set for the Examination.
- 32.9 Invigilators are expected to help the Superintendent of Examinations in any other matter connected with the conduct of the Examinations.
- 32.10 In case, an Invigilator is unable to be present on account of unavoidable circumstances, he/she shall give at least 24 hours notice to the Controller of Examinations through the Superintendent of Examinations.

Note: In case any question of Interpretation of any Ordinance/Sub-ordinance contained in this chapter, arises then the decision of the Vice Chancellor shall be final in that regard which will be reported to the forthcoming Examination Committee.

33. The Bachelor of Education (B.Ed.) Programme of Four-Semester duration

33.1 General

(a) Duration of the Programme:

There shall be at least two hundred (200) working days each year exclusive of the period of Examination and admission.

The B.Ed. programme shall be a four semesters duration (two years) full time professional pre-service teacher education programme. It will include Theory, Practice in teaching, internship, field work, professional development and other prescribed activities.

(b) Number of Seats:

Total intake of the B.Ed. programme shall be as per seats sanctioned to University by National Council for Teacher Education.

(c) Eligibility criteria:

The eligibility requirement for the admission of the candidates to B.Ed. course shall be in accordance with the eligibility criteria determine by NCTE/ U.P. Govt. Order issued from time to time.

(d) Procedure of Admission:

- i. Admission to all seats of B.Ed. course shall be made through State Level Entrance Examination conducted by State University nominated for the same by the State Government in accordance with rules for admission prescribed in 'The Uttar Pradesh State Universities (Regulation of Admission To Courses Of Instructions For Degree In Educations In Affiliated And Constituent Colleges) (Tenth Amendment) orders-2015' or in accordance with the orders and notifications issued by the State Government from time to time.
- ii. Reservation of seats shall be as per State Government orders/notifications as amended from time to time.
- iii. Every candidate selected for admission, shall before his admission have to furnish a certificate countersigned by the Chief Medical Officer in which it should be clearly mentioned that the candidate does not stammer and is not unfit to be a teacher on account of any disease of the ear, eye or any other limb.

(e) Curriculum:

The Curriculum of the B.Ed. programme shall be based on the NCTE Curricular Frame Work and shall be approved by Executive Council of the University as per procedure.

(f) Continuous and Comprehensive Evaluation (C.C.E):

- (i) In each paper the continuous internal assessment system would have a weightage of 30% marks, while the semester end examination shall have a weightage of 70% marks.

- (ii) The weightage of components in continuous internal assessment system will be as under:
 - Practicum/ field work: 15 marks
 - Assignment and/ presentation: 10 marks
 - Attendance and class participation: 05 marks
- (iii) It shall be the duty of the teacher/teachers to conduct Continuous and comprehensive Evaluation. In case more than one teacher is sharing the teaching work in a paper, each teacher shall evaluate independently but total weightage should be 30 marks.

(g) Attendance:

- (i) The minimum attendance of student-teacher shall have to be 80% for all course work and practicum , 90% for school internship, failing which student shall not be sent up for the examination.
- (ii) In case of shortage of attendance on medical grounds the Vice Chancellor may condone not more than 15% of shortage of attendance on the recommendations of the Head, Department of Education and Dean, Faculty of Education as per the provisions of University Statutes.

(h) Examination :Rules and Regulations:

1. Students who have completed their course for the Bachelor of Education (B.Ed.) First Semester but have failed to appear/ pass the semester examination will be allowed to re-appear in the subsequent First semester examination. Those who fail to appear/pass in any paper in the second semester may be permitted to appear at the next year's semester examination without further attendance at lectures if their applications for permission meet with the approval of the Head of the Department of Education and the Dean, Faculty of Education.
2. Candidates allowed to appear at the Bachelor of Education (B.Ed.) semester examination under this ordinance as exempted candidates shall be required to pay the examination fee as prescribed by the University.
3. There shall be a Semester-End examination and each student has to appear in all papers including Theory, Practicals, Practice in teaching, internship, field work, professional development.
4. All those candidates who pass a semester examination (under section 2 stated above) can appear for improvement in only one theory paper of a semester at the next Back Paper/ Regular examination of that semester and not thereafter. However, the improvement facility will not be given in all the papers prescribed in the course and shall subject to condition 20.2 of this Ordinance.
5. Students of following categories shall be 'Eligible for Back Paper (EBP)'. An EBP candidate shall be promoted to next semester. The back paper facility in a semester provides promotion to the next

semester and another opportunity to obtain a minimum of the pass marks assigned for an individual paper or in the aggregate.

- A. The candidates who fail to secure an aggregate of 50% of the maximum marks for a semester but have obtained 40% of the maximum marks assigned to each of their papers may appear in all the papers as exempted candidate or may appear in only one theory paper of his choice as EBP candidate to secure a minimum in the aggregate.
 - B. The candidates who secure an aggregate of 50% of the maximum marks for a semester but fail to secure a minimum of 40% of the maximum marks in one out of four papers prescribed for the semester papers or in case where there are more than four papers prescribed for the semester, the candidates who have failed in two theory papers or have failed in one theory paper shall be declared 'EBP'. Such candidates will appear only in their uncleared papers.
 - C. All the candidates covered in the categories defined in the sub sections A & B of the section 5 shall be given only one chance to clear the semester in the next back paper/ regular examination of that semester and not thereafter.
6. A candidate with two out of three or three out of four uncleared papers in his/ her first semester examination shall be declared '**Failed**' but will be promoted to the second semester but not beyond till he/ she becomes a candidate under 3 or 4 by appearing as an exempted candidate in the next Back paper/ Regular examination of that semester and not thereafter. Such a promotion from third to fourth semester shall also be granted to the candidates who have passed either their first two semester examinations as per section 2 or have cleared all papers of first semester but, they are EBP in 2nd semester.
 7. The back paper facility will not be given to a candidate if the number of his uncleared papers in all of his previous semester examinations exceeds three.
 8. In case where three of the four Semesters have been cleared in three years, the Vice Chancellor/Examination Committee may recommend for only one more opportunity in the forth coming Back Paper/ Regular examination of that semester and not thereafter.
 9. The examination for the degree of the Bachelor of Education shall include: Theory of Examination, practice in teaching examination and practical examination, internship and professional development activities.
 10. The students shall be required to complete their practice- in-teaching work, (at least 40 supervised lessons,) the prescribed Practical work, internship, field work, and other activities as per regular schedule of the department and the institution. Failure in

compliance to this condition shall disallow a candidate from appearing in B.Ed. examination of the University.

- (a) Candidates who have completed their course in practice- in-teaching and but have failed to pass or to appear at the B.Ed. practice teaching examination shall be allowed to present themselves for re-examination therein at the subsequent examination without attending a full course. They shall however be required to teach at least 15 supervised lessons before appearing at the B.Ed. Practice- in- Teaching Examination.
- (b) A candidate who has failed to pass or to appear at the semester end B.Ed. Theory Examination after completing all the course requirements of all components of B.Ed. programme, may present himself/herself for re-examination there in at a subsequent B.Ed. semester end Examination of same semester as an EXEMPTED CANDIDATE.
- (c) A candidate who has completed his/her course for the Bachelor of Education Programme but has failed to pass or appear in both written as well as practice in teaching examination may present him/her self for re-examination therein at a subsequent examination at a University examination in a subsequent academic session as per provisions under (a) and (b) above.
- (d) A candidate desirous of appearing at a B.Ed. back paper/improvement examination under the provisions of the University shall be required to answer the question papers set in accordance with the old syllabus which was originally studied by the candidates.
- (e) A candidate who has failed to complete his/her required practice in teaching lesson shall complete the same in the next semester during internship and may present him/herself as exempted candidate in subsequent semester practice in teaching examination.
- (f) A candidate shall be eligible for promotion from third semester to fourth semester only after completion of all components of B.Ed. in semester I & semester II. They can complete the internship in subsequent semester III next year if they were unable to complete it in their regular semester III.

33.2 Passing Marks/Grade

The candidate must obtain at least 40% marks or grade 'P' in each theory paper separately, with aggregate marks of at least 50% in total or the equivalent grade 'B' as per the Sub-Para no. 5.1.3 of Ordinance 5(V).

The minimum passing marks in Educational Psychology Practical, Practice in Teaching and Internship shall be at least 50% or the equivalent grade 'B' as per the Sub-Para no. 5.1.3 of Ordinance 5(V).
The Section D of the B.Ed. Curriculum of each semester as given in the NCTE Curriculum framework will be evaluated on grade basis. The minimum grade for passing will be Grade E. The specifications of the grades will be as per the table under:

Grade A ⁺	75% and above
Grade A	60% and above
Grade B	55% and above
Grade C	50% and above
Grade D	45% and above
Grade E	40% and above
Grade F	fail (below 40% marks)

33.3 Award of Division for B.Ed. Programme:

Divisions will be awarded to successful candidates, separately both in 'Theory' and 'Practice in Teaching' examinations as under:

(a) In the 'Absolute Marking' System:

$75 \leq M \leq 100$	First Division with Distinction
$60 \leq M < 75$	First Division
$50 \leq M < 60$	Second Division

(b) In the 'Grading System':

$CGPA \geq 8.5$	First Division with Distinction
$6.5 \leq CGPA < 8.5$	First Division
$5.5 \leq CGPA < 6.5$	Second Division

The Academic Council/Executive Council of the university shall decide to opt for any one of the above two systems for the B.Ed. Examinations.

33.4 Other Provisions for the B.Ed. Programme

Other rules and regulations for B.Ed. Examinations will be as provided in this Ordinance.

Note: In case any question of Interpretation of any Ordinance/Sub-ordinance contained in this chapter, arises then the decision of the Vice Chancellor shall be final in that regard which will be reported to the forthcoming Examination Committee.

ORDINANCE 5 (V)

THE UNIVERSITY EXAMINATIONS UNDER CREDIT-BASED SEMESTER SYSTEM

1. Definitions

- 1.1. 'Programme' means the entire course of study and examinations.
- 1.2. Unless otherwise provided for, 'Semester' means a term consisting of a minimum of 90 teaching days.
- 1.3. An 'academic year' will consist of two semesters.
- 1.4. 'Course' means a segment of subject matter to be covered in a semester.
- 1.5. 'Compulsory' courses mean such courses that a student has to compulsorily study during the semesters as prescribed by the University.
- 1.6. 'Optional' courses mean such courses that a student can opt for out of various courses as prescribed by the University.
- 1.7. A 'Subject' is the main discipline of a department of study. If there is only one Course in a Subject, the Course shall be treated as a subject.
- 1.8. 'Grade' in a course is a letter symbol (O, A+, A, B+, B, C, P, F, Ab) which indicates the comparative level of performance of a student in a course.
- 1.9. Each letter grade is assigned a 'Grade Point' (G) which is an integer indicating the numerical equivalent of the performance of a student in a course.
- 1.10. 'Credit' (Cr) of a course is a measure of the weekly unit of the work assigned for the course.
- 1.11. 'Credit Point' (P) of a course is the value obtained by multiplying the grade point (G) by the credit (Cr) of the course: $P = G \times Cr$.
- 1.12. 'Choice-Based Credit System' (CBCS) means a system in which students are given the option to choose courses of their own choice out of the courses approved by the university for this purpose.
- 1.13. 'Semester Grade Point Average (SGPA) is the value obtained by dividing the sum of credit points (P) obtained by a student in the various courses taken in a semester by the total number of credits taken by him/her in that semester. The grade point shall be rounded off to two decimal places. SGPA determines the overall performance of a student at the end of a semester.
- 1.14. 'Cumulative Grade Point Average' (CGPA) is the value obtained by dividing the sum of credit points in all courses taken by the student for the entire programme by the total number of credits and shall be rounded off by two decimal places.
- 1.15. 'Grade Card' is a card containing grades secured by a student in each course in a semester-based programme, together with his/her SGPA and CGPA, and Division. It will clearly mention all the 'credit' and 'non-credit' courses in which the candidate was examined.

2. General

- 2.1. The odd and even semesters will commence from July and January, respectively, or as decided by the Academic Council from time to time.
- 2.2. For each semester-based Examination, the Academic Council/ Faculty/Board of Studies, as the case may be, shall determine the number of compulsory and optional courses, including elective courses, to be offered in each semester, assigning the number of credits to each course.
- 2.3. In the case of 'Theory' courses, a course of 'n' hours a week will be assigned 'n' credits; whereas in a Laboratory Course/ Field Work/ Teaching Practice of '2n' hours a week, 'n' credits will be assigned to such component. The latter will also be applicable to any other such academic activities as decided by the Academic Council from time to time. In case 'Project' is a compulsory component of the programme, the concerned Board of Study/Committee of Study may assign six (6) credits for such component.
- 2.4. The number of credits to be assigned to various courses offered in a semester will be between 20 and 30, depending upon the requirement of the programme.
- 2.5. To be declared successful, a student shall have to secure the minimum of credits as prescribed by the concerned Faculty/Board of Studies, which will in no case be less than 120 credits in a programme of six semesters, 80 credits in a programme of four semesters, and 40 credits in a programme/course of study of four semesters.
- 2.6. For computation of SGPA (Semester Grade Point Average) and CGPA (Cumulative Grade Point Average), the grades obtained by a student in 'compulsory' courses shall (unless otherwise expressly provided for) not be counted.

Provided that the courses taught under Compulsory subjects, namely Urdu/Arabic/ Persian as well as General English, shall be considered as 'non credit' courses, which shall not be considered for computation of SGPA and CGPA.

- 2.7. For a student of the 1st semester/ subsequent semesters of any programme/course of study, who is detained due to shortage of attendance, the provisions of Sub para 3.1 and 3.2 of the provisions of Ordinance 1(I) Admission and Enrolment of students shall apply.

3. Attendance

For appearing in semester examinations, the provisions of Attendance as prescribed by the Uttar Pradesh State Government and relevant Ordinance shall be applicable.

4. Evaluation

- 4.1. A programme may be comprised of some of the following components: theory courses, laboratory courses, field work, project, industrial training etc. as prescribed by the concerned Board of Studies/ Committee of Studies and approved by the Academic Council. For various components, the weightage of marks will be as follows:

For Theory Course:

Internal Assessment:	30% of allocated marks	Semester
End Examination:	70% of allocated marks	

For Laboratory Course:

Internal Assessment:	50% of allocated marks
Practical Examination and Viva Voce Examination:	50% of allocated marks

- 4.2. In case of other components, such as Field Work/ Industrial Training/ Project etc., the distribution of marks may be decided by the concerned Board of Studies and approved by the Academic Council.
- 4.3. **Internal Assessment:**
- 4.3.1. The Internal Assessment in a theory course may comprise of written tests, assignments, etc. as prescribed by the concerned Board of Studies from time to time.
- 4.3.2. In a laboratory course, each practical performed by a student will be subjected to continuous evaluation by the concerned teacher(s). The evaluation will involve documentation of the practical exercise/ experiment, precision in the performance of experiment, viva voce examination etc.
- 4.3.3. In the case of Industrial Training/ Project, the Internal Assessment will include periodical progress report.
- 4.3.4. In the case of field work, the Internal Assessment will include: Professional Development, Record Keeping, Use of Supervision, Regularity in Field Work, Individual and Group Conferences, Rural Camp, Behavioral Laboratory, Skill Laboratories etc.
- 4.3.5. The modalities of evaluation of various components in para 4.3.1 - 4.3.4 shall be decided by the concerned Board of Studies from time to time and shall be duly approved by the concerned Faculty.

- 4.3.6. To become successful in a particular programme/course of study, the candidate has to secure minimum passing marks/grade separately in the Internal Assessment as well as in the Semester-End Examination.
- 4.3.7. The concerned Department shall maintain the complete record in respect of the Internal Assessment Marks of each student and display it in the respective departments/centers. The departments shall submit the Internal Assessment marks to the Controller of Examinations at least one week prior to the commencement of the concerned examination.
- 4.3.8. If a student could not appear in the Internal Assessment of a course due to illness or any other valid reason beyond his/her control or failed in the Internal Assessment, he/she may be given one more chance to appear in the Internal Assessment of the said course before the commencement of the Semester-End Examination.

In case the student fails in the Internal Assessment in the additional chance given to him/her, he/she will be declared as failed in the Internal Assessment and will not be allowed to appear in the Semester-End examination in the said course. Such a student will however be permitted to appear in the next odd/even semester-end examination only if he/she has passed the Internal Assessment in the concerned course.

His/her promotion to the next semester will, however, be determined as per the promotion rules as given in Para 14 of Ordinance 4 (IV)

4.4 Semester-End Examination

The Semester-End Examination will ordinarily commence during the first week of December/ first week of May for the Odd Semester/ Even Semester courses, respectively or as decided by the Academic Council from time to time.

5. Award of Grades

5.1. Letter Grades and Grade Points

Students will be awarded letter grades on 10-Points Scale for each course on the basis of their performance in that course. The procedure for award of grades is as follows:

- 5.1.1 All evaluations will be done in marks.
- 5.1.2 The marks obtained by a student in the End Semester Examination and Internal Assessment in a theory/ laboratory course/ Field work/ Industrial Training/Project, as the case may be, will be added together. These combined

marks would be converted to a 100-Point Scale. The rounding off (if required) will be done to the nearest integer.

5.1.3 Letter grades will now be awarded for each course as per the following table:

Award of Grades

Letter grades will now be awarded for each course as per the following table:

Grade Point (G)	Grade	Range of Marks (M)*
10	O (Outstanding)	$90 \leq M \leq 100$
9	A ⁺ (Excellent)	$80 \leq M < 90$
8	A (Very good)	$70 \leq M < 80$
7	B ⁺ (Good)	$60 \leq M < 70$
6	B (Above average)	$50 \leq M < 60$
5	C (Average)	$45 \leq M < 50$
4	P (Pass)	$40 \leq M < 45$
0	F (Fail)	$0 \leq M < 40$
0	Ab (Absent)	--

*M: Marks obtained by a student on the 100-point scale.

5.2.2 The lowest passing grade in the Internal Assessment as well as in the Semester-End Examination of a course will be 'P' separately for each component and a student having secured a grade lower than this shall be declared as failed in that course.

5.2.3 The lowest passing grade in a course and also for awarding a degree will be 'P' and a candidate having obtained the 'F' or 'Ab' grade in a course shall be declared as failed in that particular course.

5.3 Credit Point (P)

It is the value obtained by multiplying the grade point (G) by the credit (C) of the course:

$$P_n = G_n \times C_{r_n}$$

where,

'P_n' is the Credit point for the 'n'th course,

'G_n' is the Grade point awarded in the 'n'th course,

'C_{r_n}' is the number of credits assigned to the 'n'th course,

'n' is the number of course in which a student is appearing in a semester.

5.4 Semester Grade point Average (SGPA)

It is the weighted average of the grade points of all courses during the semester. After the successful completion of a semester, Semester Grade Point Average (SGPA) of a student in that semester is calculated using the formula given below.

$$SGPA = (P_1 + P_2 + \dots + P_n) / (Cr_1 + Cr_2 + \dots + Cr_n)$$

5.5 Cumulative Grade Point Average (CGPA)

The Cumulative Grade Point Average (CGPA) of a student is calculated at the end of a programme. For the computation of CGPA, only the best performed courses with maximum credit points (P) alone shall be taken subject to the minimum credits requirements. The CGPA of a student determines the overall academic level of the student in a programme and is the criterion for ranking the students. CGPA can be calculated by the following formula:

$$CGPA = [(SGPA)_1 S_1 + (SGPA)_2 S_2 + \dots + (SGPA)_n S_n] / [S_1 + S_2 + \dots + S_n]$$

where $(SGPA)_n$ is the SGPA of the nth semester and S_n is the total credits taken in the nth semester.

6. Re-admission, Cancellation of Admission, and Eligibility for becoming an Ex-Student

- 6.1. For a student of the 1st semester/ subsequent semesters of any programme of study, who is detained due to shortage of attendance, the provisions of admission and enrolment of candidates shall apply.
- 6.2. A student, who failed in an odd/even semester examination or could not appear in the examination for reasons other than shortage of attendance, will not be readmitted. However, he/she may be allowed to reappear in the concerned next odd/even semester examination as an 'Ex-student'.
- 6.3. In case a student who has been granted re-admission following shortage of attendance in a semester and if he/she again fails to fulfil the requirement of attendance for the second time, his/her admission shall stand cancelled.

7. Promotion of Candidates

Rules and regulations relating to Promotion of Candidates are as mentioned in Ordinance 5(V)