

# **CHAITANYA**

**(Deemed to be University)**

**B.Sc., CBCS Common core Syllabi**  
***(wef 2023-2024)***

**Learning Outcomes-based Curriculum  
Framework for Allied Health Sciences**

## **1. Introduction**

B.Sc. (Allied Health Science), a (3-year course work + 1-year internship) program under the Faculty of Allied Health Sciences, is aimed at training students to prepare them as qualified physician assistants who will be able to meticulously assist the concerned specialist in handling the various illnesses. This program is a taught course that covers relevant topics and specialized areas of knowledge as opted. The aim of this B.Sc. program is to provide a thorough training to the candidates through formal lectures and/or seminars and practical programs which culminate in a one year internship that finally prepares the student for the rigors of the medical world.

## **2. Nature and extent of the B.Sc. degree program**

The first three years of the course will be utilized as follows: The first two semesters will be spent on Pre and Para clinical subjects including Anatomy, Physiology, Biochemistry, Basics in Medical Physics & Electronics, English and Communication skills, Introduction to computers, Microbiology, Pathology, Pharmacology, Environmental Science and Community Medicine, Medical Ethics & Safety, Statistics and research Methodology.

At the beginning of the third semester, students will be assigned to one of the following branches of specialization, and they will be offered specialized training in that specialty during the third, fourth, fifth and sixth semesters.

1. Cardio vascular technology Technology (CVT)

The fourth year of the course shall be compulsory internship in the respective specialty.

## **3. Course Structure**

The B.Sc. Allied Health Science program consists of 180 credits in accordance with the Choice Based Credit System (CBCS) approved by the UGC with 1 weekly -contact-hour for each credit for theory/tutorials and 2 weekly-contact-hours for each credit of laboratory work.

Credit-wise Distribution - Out of 176 credits, 108 credits for Core Compulsory Courses (CC) and 12 credits for Discipline Specific Electives (DSE). There are 8 credits for Ability Enhancement Compulsory Courses. SEC's will have 16 credits. Project work and Viva voce will have 20 credits

A student can take more than 176 credits (but not more than 180 credits) in total to qualify for the grant of the B.Sc. degree after completing them successfully as per rules and regulations of the HEI.

Table presents the structure in a schematic form:

**CBCS COMMON CORE SYLLABI FOR B.Sc. Allied Health Sciences**

<b>SEMESTER - I</b>							
<b>CODE</b>	<b>COURSE TITLE</b>	<b>COURSE TYPE</b>	<b>HPW</b>	<b>CREDITS</b>	<b>Internal Marks</b>	<b>External Marks</b>	<b>Total Marks</b>
	English	AECC-I	2	2	15	35	50
	Basic Computer Skills	AECC-II	2	2	15	35	50
	Anatomy	CC1 - A	4	4	30	70	100
	Physiology	CC1 - B	4	4	30	70	100
	<b>Biochemistry</b>	CC1 - C	4	4	30	70	100
	Anatomy Lab	CC1 - A - P	3	2	15	35	50
	Physiology Lab	CC1 - B - P	3	2	15	35	50
	<b>Biochemistry Lab</b>	CC1 - C - P	3	2	15	35	50
	<b>Medical Ethics</b>	SEC	2	2	15	35	50
	Seminar		3	2	15	35	50
	<b>TOTAL</b>		<b>30</b>	<b>26</b>	<b>195</b>	<b>455</b>	<b>650</b>

<b>SEMESTER - II</b>							
<b>CODE</b>	<b>COURSE TITLE</b>	<b>COURSE TYPE</b>	<b>HPW</b>	<b>CREDITS</b>	<b>Internal Marks</b>	<b>External Marks</b>	<b>Total Marks</b>
	English	AECC-III	2	2	15	35	50
	Environmental Sciences	AECC-IV	2	2	15	35	50
	Microbiology	CC2 - A	4	4	30	70	100
	Pathology	CC2 - B	4	4	30	70	100
	<b>Pharmacology</b>	CC2 - C	4	4	30	70	100
	Microbiology Lab	CC2 - A - P	3	2	15	35	50
	Pathology Lab	CC2 - B - P	3	2	15	35	50
	<b>Pharmacology Lab</b>	CC2 - C - P	3	2	15	35	50
	<b>Business Research Methodology</b>	SEC	2	2	15	35	50
	Seminar		3	2	15	35	50
	<b>TOTAL</b>		<b>30</b>	<b>26</b>	<b>195</b>	<b>455</b>	<b>650</b>

<b>SEMESTER - III</b>							
<b>CODE</b>	<b>COURSE TITLE</b>	<b>COURSE TYPE</b>	<b>HPW</b>	<b>CREDITS</b>	<b>Internal Marks</b>	<b>External Marks</b>	<b>Total Marks</b>
	Open elective	SEC-I	4	4	30	70	100
	Core I	CC3 - A	4	4	30	70	100
	Core II	CC3 - B	4	4	30	70	100
	Core III	CC3 - C	4	4	30	70	100
	Core I Lab	CC3 - A - P	3	2	15	35	50
	Core II Lab	CC3 - B - P	3	2	15	35	50
	Core III Lab	CC3 - C - P	3	2	15	35	50
	<b>GE</b>		2	2	15	35	50
	Seminar		3	2	15	35	50
	<b>TOTAL</b>		<b>30</b>	<b>26</b>	<b>195</b>	<b>455</b>	<b>650</b>

<b>SEMESTER - IV</b>							
<b>CODE</b>	<b>COURSE TITLE</b>	<b>COURSE TYPE</b>	<b>HPW</b>	<b>CREDITS</b>	<b>Internal Marks</b>	<b>External Marks</b>	<b>Total Marks</b>
	SEC-II A	SEC-II	4	4	30	70	100
	Core I	CC4 - A	4	4	30	70	100
	Core II	CC4 - B	4	4	30	70	100
	Core III	CC4 - C	4	4	30	70	100
	Core I Lab	CC4 - A - P	3	2	15	35	50
	Core II Lab	CC4 - B - P	3	2	15	35	50
	Core III Lab	CC4 - C - P	3	2	15	35	50
	<b>GE</b>		2	2	15	35	50
	Seminar		3	2	15	35	50
	<b>TOTAL</b>		<b>30</b>	<b>26</b>	<b>195</b>	<b>455</b>	<b>650</b>

<b>SEMESTER - V</b>							
<b>CODE</b>	<b>COURSE TITLE</b>	<b>COURSE TYPE</b>	<b>HPW</b>	<b>CREDITS</b>	<b>Internal Marks</b>	<b>External Marks</b>	<b>Total Marks</b>
	Core I	SEC-IIIA	4	4	30	70	100
	Core II	DSE1 - A	4	4	30	70	100
	Core III	DSE1 - B	4	4	30	70	100
	Core I Lab	DSE1 - C	4	4	30	70	100
	Core II Lab	DSE1 - A - P	4	2	15	35	50
	Core III Lab	DSE1 - B - P	4	2	15	35	50
	<b>GE</b>		2	2	15	35	50
	Seminar		3	2	15	35	50
	<b>TOTAL</b>		<b>30</b>	<b>26</b>	<b>195</b>	<b>455</b>	<b>650</b>

<b>SEMESTER - VI</b>							
<b>CODE</b>	<b>COURSE TITLE</b>	<b>COURSE TYPE</b>	<b>HPW</b>	<b>CREDITS</b>	<b>Internal Marks</b>	<b>External Marks</b>	<b>Total Marks</b>
	SEC-IV C	SEC-IVA	4	4	30	70	100
	Core I	DSE2 - A	4	4	30	70	100
	Core II	DSE2 - B	4	4	30	70	100
	Core III	DSE2 - C	4	4	30	70	100
	Core I Lab	DSE2 - A - P	3	2	15	35	50
	Core II Lab	DSE2 - B - P	3	2	15	35	50
	Core III Lab	DSE2 - C - P	3	2	15	35	50
	<b>GE</b>		2	2	15	35	50
	Seminar		3	2	15	35	50
	<b>TOTAL</b>		<b>30</b>	<b>26</b>	<b>195</b>	<b>455</b>	<b>650</b>

<b>SEMESTER - VII</b>							
<b>CODE</b>	<b>COURSE TITLE</b>	<b>COURSE TYPE</b>	<b>HPW</b>	<b>CREDITS</b>	<b>Internal Marks</b>	<b>External Marks</b>	<b>Total Marks</b>
	Project / Systematic Review (DSE)	DSE P	28	14	60	140	200
	<b>TOTAL</b>		<b>28</b>	<b>14</b>	<b>60</b>	<b>140</b>	<b>200</b>

<b>SEMESTER - VIII</b>							
<b>CODE</b>	<b>COURSE TITLE</b>	<b>COURSE TYPE</b>	<b>HPW</b>	<b>CREDITS</b>	<b>Internal Marks</b>	<b>External Marks</b>	<b>Total Marks</b>
	VIVA VOCE	DSE P		6	30	70	100
	<b>TOTAL</b>			<b>6</b>	<b>30</b>	<b>70</b>	<b>100</b>

<b>S.No.</b>	<b>SEMESTER</b>	<b>CREDITS</b>	<b>MARKS</b>
1	I	26	650
2	II	26	650
3	III	26	650
4	IV	26	650
5	V	26	650
6	VI	26	650
7	VII	14	200
8	VIII	6	100
		<b>176</b>	<b>4200</b>

<b>AECC: Ability Enhancement Compulsory Course</b>	08 credits
<b>SEC: Skill Enhancement Course</b>	16 credits
<b>CC : Core Compulsory</b>	72 credits
<b>DSE: Discipline Specific Elective</b>	48 credits
Seminars	12 credits
Project	20 credits
<b>Total</b>	<b>176 credits</b>

Non CGPA Courses 12 credits\*

NCC	2 credits
NSS	2 credits
Community Service	2 credits
Extra Curricular activities	2 credits
Farming	2 credits
Sports and Games	2 credits

\*Non CGPA courses credits are not counted for CGPA calculation. Student should acquire minimum 4 Non CGPA credits to get degree.

#### **Marks Distribution:**

##### **Theory:**

##### **Internal Marks: 30**

- First Internal – 10 marks
- Second Internal – 10 marks
- Assignment – 10 marks

##### **External Marks : 70**

##### Sections – A

- 10 Shorts questions
- 5 questions to be answered
- 5 x 2 = 10 marks

##### Section –B

- 8 Long questions
- 5 questions to be answered
- 5 x 12 = 60

##### Practical:

##### Internal Marks: 15

- 5 marks for attendance
- 10 marks for internal exam

##### External Marks: 35

- 5 marks for record
- 5 marks for viva-voce (written or oral)
- 25 marks for experiment

QUESTION PAPER PATTERN

FACULTY OF SCIENCE

B.Sc. (OPTIONAL)

Title of the Paper: XXXXXX

Duration: 3 Hours]

[Max Marks=70M

SECTION-A

Short Answer type questions

Answer any FIVE questions

[5 X 2= 10M]

1. UNIT-I
2. UNIT-I
3. UNIT-II
4. UNIT-II
5. UNIT-III
6. UNIT-III
7. UNIT-IV
8. UNIT-IV

SECTION-B

Essay Answer type question

Answer and FIVE questions

[5 X 12 = 60M]

9. UNIT – I
10. UNIT - I
11. UNIT – II
12. UNIT – II
13. UNIT – III
14. UNIT – III
15. UNIT – IV
16. UNIT - IV

## EXAMINATION RULES & REGULATIONS OF UG, PG, & Ph.D. Programs

These Regulations shall be called Chaitanya (Deemed to be University) regulations governing Undergraduate & Postgraduate Programs under the Learning **Outcomes - based Curriculum Framework**. These Regulations shall come into force from the Academic Year 2020-2021.

All the following examination rules and regulations are based on UGC guidelines.

### 1. Definitions:

In these Regulations, unless the context otherwise requires:

- a. **“University”** means Chaitanya (Deemed to be University).
- b. **“LOCF”** means Learning Outcomes-based Curriculum Framework for Undergraduate Education
- c. **“Undergraduate program”** means UG degree courses in the Faculties of Arts, Commerce & Business Management and Science.
- d. **“Postgraduate program”** means PG degree courses in the Faculties of Arts, Commerce & Business Management and Science.
- e. **“Student”** means student admitted to UG & PG programs under these Regulations.
- f. **“Degree”** means Undergraduate and Postgraduate Degree.
- g. **“Board of Studies”** means Board of Studies of the University in the discipline / subjects concerned.
- h. **“Academic Council”** means Academic Council of Chaitanya (Deemed to be University).
- i. **“At-Home-Exam<sup>TM</sup>”** means online examination to be taken by the candidates at homes.
- j. **“Fee”** means the fee prescribed by the Chaitanya (Deemed to be University) for the UG & PG Programs from time to time.
- k. **“Credit”** means the unit by which the course work is measured. In these Regulations one credit means 15 hours of teaching work or 30 hours of practical work per Semester.
- l. **“Grade letter”** is an index to indicate the performance of a student in a particular course (Paper). It is the transformation of actual marks secured by a student in a course / paper. Grade letters are O, A+, A, B+, B, C, D and F.
- m. **“Grade Point”** is the weightage allotted to each grade letter depending on the range of marks awarded in a course/paper.
- n. **“Credit Points”** refer to the product of number of credits multiplied by the Grade Point for a given course/paper.
- o. **“Semester Grade Point Average (SGPA)”** refers to the performance of the student in a given semester. SGPA is based on the total credit points earned by



the student in all the courses and the total number of credits assigned to the courses / papers in a Semester.

- p. **“Cumulative Grade Point Average (CGPA)”** refers to the cumulative Grade Point Average weighted across all the semesters.

## **2. Learning Outcomes-based Curriculum Framework (LOCF)**

### **Main features**

- a. Help formulate graduate attributes, qualification descriptors, program learning outcomes and course learning outcomes that are expected to be demonstrated by the holder of a qualification;
- b. Enable prospective students, parents, employers and others to understand the nature and level of learning outcomes (knowledge, skills, attitudes and values) or attributes a graduate of a program should be capable of demonstrating on successful completion of the program of study;
- c. Maintain national standards and international comparability of learning outcomes and academic standards to ensure global competitiveness, and to facilitate student / graduate mobility; and
- d. Provide higher education institutions an important point of reference for designing teaching-learning strategies, assessing student learning levels, and periodic review of programs and academic standards.

### **Main features of the Credit System**

- a. All the Departments in the Faculties of Science & Commerce of the university shall participate in this Credit System from the academic year, 2020-21.
- b. In the Credit system continuous evaluation of the students in all the semesters is done through Internal Assessment, assignments, semester end Examinations etc.
- c. Course contents of each UG and PG programs are designed to meet the ever changing requirements of the industry / job market/needs of society.
- d. Each paper / course is assigned a specific number of credits and the marks secured by a student are converted into grade points and credit points. The performance of a student in a semester is expressed as Semester Grade Point Average (SGPA) and the combined performance of a student in all the semesters of the program is expressed as Cumulative Grade Point Average (CGPA).

### **LOCF Course Structure**

- a. Courses in the LOCF are offered within the Semester pattern.
- b. The duration of an academic year consists of two semesters, each of 15 - 18 weeks of teaching including Examinations.
- c. The academic session in each semester will have 90 teaching days.

- d. The period of the odd semesters shall be from June to November and the even semesters shall be from December to April.
- e. There shall be four categories of courses / papers in the programs as under:
  - i. AECC Ability Enhancement Compulsory Course
  - ii. CC Core Compulsory
  - iii. DSE Discipline Specific Elective
  - iv. SEC Skill Enhancement Course
- f. Each course / paper shall have a character code which indicates
  - i. The Semester (First digit)
  - ii. The Faculty (Second digit)
  - iii. The Course No./Paper No (Third and Fourth digits)

Example: 1101 in this  
 First digit 1 means First Semester  
 Second digit 1 means Faculty of Science  
 Third and fourth digits 01 means Course Number/Paper Number.
- g. The detailed course structure for each Department will be designed by the Board of Studies of the Department and finalized by the Faculty and approved by the Academic Council of the University from time to time.
- h. Skill Enhancement Course SEC (Choice Based): Each Department shall offer one SEC paper in each of the Semesters III, IV, V and VI. Students shall choose one SEC paper from a pool of courses.

### 3. **Attendance:**

- a. 75% of attendance in each subject is mandatory for all the students to appear for semester end examinations.
- b. However, there is a provision for condonation of attendance for the students who have attendance between  $\geq 65\%$  and  $< 75\%$  on Medical Grounds on payment of a fee and production of medical certificate.
- c. If a student represents State or Nation in Sports, NCC, NSS or Cultural or any other officially sponsored activities, he / she shall be eligible to claim the attendance for the actual number of days participated subject to a maximum of 20 days in a Semester based on the specific recommendations of the officer concerned through the Head of the Department.
- d. A student who does not satisfy the requirements of attendance he /she debarred one or two subjects or all subjects of the Semester end Examinations based on attendance percentage in each subject.
  - a) No student will be allowed for Examination without Hall Ticket.
  - b) If the student wants to change practical batch, prior permission has to be sought from the Head of the Department.
  - c) If the student forgets Hall Ticket, he / she has to get a duplicate Hall Ticket from the Examination Branch.

- d) III year students may be issued Hall Tickets irrespective of attendance provided, if they clear all the subjects without any backlogs with CGPA 7.0 and above. They may be permitted in principle on valid grounds.
- e) II year students may be issued Hall Tickets irrespective of attendance provided, if they clear all subjects without any backlogs with CGPA 8.0 and above. They may be permitted in principle to get a Hall Ticket.

#### 4. Medium of Instruction

The medium of instruction shall be English.

#### 5. Award of Grades, SGPA, CGPA

##### Award of Grades in Relative Grading Method

Range	Explanation	Grade Letter	Grade Point
$TM \geq M+1.5SD$	The value of $M+1.5SD$ to be taken into account for grade composition. The grade cut off will be $M+1.5SD$ or 85% of whichever is lower	O	10
$M+1.0SD \leq TM \leq M+1.5SD$	The value of $M+1.0SD$ to be taken into account for grade composition. The grade cut off will be $M+1.0SD$ or 70% of whichever is lower	A+	9
$M+0.5SD \leq TM \leq M+1.0SD$	The value of $M+0.5SD$ to be taken into account for grade composition. The grade cut off will be $M+0.5SD$ or 60% of whichever is lower	A	8
$M+0.0SD \leq TM \leq M+0.5SD$	The value of $M + 0SD$ to be taken into account for grade composition. The grade cut off will be $M + 0 SD$ or 55% of whichever is lower	B+	7
$M-0.5SD \leq TM \leq M+0.0SD$	The value of $M - 0.5SD$ to be taken into account for grade composition. The grade cut off will be $M - 0.5SD$ or 50% of whichever is lower	B	6
$M-1.0SD \leq TM \leq M-0.5SD$	The value of $M - 1.0SD$ to be taken into account for grade composition. The grade cut off will be $M - 1.0SD$ or 45% of whichever is lower	C	5
$M-1.5SD \leq TM \leq M-0.1SD$	The value of $M - 1.5SD$ to be taken into account for grade composition. The grade cut off will be $M - 1.5SD$ or 40% of which ever is lower	D	4
	Less than 40%	F	0
Absent		AB	-

\*TM = Marks Secured, M = Mean, SD = Standard Deviation

#### Semester Grade Point Average (SGPA)

**Credit Points for the paper** = No. of Credits assigned for the paper x Grade Point secured for that course/Paper

**SGPA** indicates the performance of a student in a given Semester. SGPA is based on the total **credit points** earned by the student in all the courses and the total number of credits assigned to the courses/papers in a Semester.

$$SGPA = \frac{\sum(\text{Letter Grade Points}) \times (\text{Credits})}{\sum(\text{Credits})}$$

**Note: SGPA is computed only if the candidate passes in all the papers (gets a minimum 'D' grade in all the Papers)**

The following examples illustrate the calculation of Grade Points, Credit Points and Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA). The percentage of marks shown in column III is the marks secured by the student in the Internal Assessment and Semester End Examination put together.

Example: B.Sc./B.com/BBA/BBM/BCA/MBA/MCA/M.Sc. - Semester – I

Course/paper	Credits	% Marks	Grade Letter	Grade Point	Credit Points = Credits x Grade Points)
Paper-I (Theory)	4	60	A	8	4 x 8 = 32
Paper-II (Theory)	4	50	B	6	4 x 6 = 24
Paper-III (Theory)	4	70	A+	9	4 x 9 = 36
Paper-IV (Theory)	4	75	A+	9	4 x 9 = 36
Paper-V (Practicals)*	4	75	A+	9	4 x 9 = 36
Paper-VI (Practicals)*	4	80	A+	9	4 x 9 = 36
<b>Total</b>	<b>24</b>				<b>200</b>

Note: \* : The number of practical papers and the credits assigned may vary from one Course to other.

Total Credit Points obtained for all the papers in the Semester-I = 200  
 Total Credits assigned to all the papers in the Semester-I = 24

**SGPA** =  $\frac{\text{Total Credit Points in the Semester- I}}{\text{Total Credits in the Semester- I}} = \frac{200}{24} = 8.33$

**SGPA for Semester- I = 8.33**

**Similarly, other semesters should be calculated as per the above procedure.**  
**Cumulative Grade Point Average (CGPA)**

CGPA refers to the Cumulative Grade Point Average weighted across all the semesters (6 Semesters). CGPA is obtained by dividing the total number of credit points (CPTs) in all the semesters by the total number of credits in all the Semesters. The final result at the end of all the semesters is declared in the form of CGPA.

$$\text{CGPA} = \frac{\sum \text{Total CPTs of Semester I, II, III, IV, V, VI}}{\sum \text{Total Credits of Semester I, II, III, IV, V, VI}}$$

**Note: CGPA is calculated only when the candidate passes in all the papers of all the semesters.**

Example: B.Sc./B.com/BBA/BBM/BCA/MBA/MCA/M.Sc.

I Semester:	Total CPTs	=	200	Total Credits	=	24
II Semester:	Total CPTs	=	212	Total Credits	=	24
III Semester:	Total CPTs	=	213	Total Credits	=	25
IV Semester:	Total CPTs	=	218	Total Credits	=	26
V Semester:	Total CPTs	=	216	Total Credits	=	24
VI Semester:	Total CPTs	=	210	Total Credits	=	22

In the present example.

$$\text{CGPA} = \frac{200+212+213+218+216+210}{24+24+25+26+24+22} = 1269/145 = \mathbf{8.75}$$

## **8. Evaluation Method**

**A.** Semester End Examination of Ability Enhancement Compulsory Course (AECC) shall be conducted by the University and its marks shall be a part of SGPA and CGPA.

**B.** AECC has 2 credits and will be evaluated for **50 marks**: (Total 10 questions, 5 from each unit. Answer any five questions and each one carries 10 marks.

(AECC - I Course: Environmental Studies - The framing of syllabi, question paper, paper setting, panel of examiners and other confidential related work will be taken up by the Chairperson, BoS in Chemistry and AECC - II Course: Basic Computer Skills - the framing of syllabi, question paper, paper setting, panel of examiners and other confidential related work will be taken up by the Chairperson, BoS in Computer Science.)

**C.** Candidates of Ph.D. and PG programs have the option of taking the Eligibility Test and Entrance Test through online at the centers identified by the university or at their homes through At-Home-Exam™.

**D. Internal Examinations for all the courses shall also be conducted in online / “At-Home-Exam™:” Mode, either MCQs or Descriptive Mode. If the situation is not conducive to conduct the Semester end Examinations offline they may be conducted through online or “At-Home-Exam™:” Mode, either MCQs or Descriptive Mode as any one of the Modes.**

**E. Pattern of internal evaluation in Core and Elective theory papers (4 credit courses / papers) is 2 internal assessment tests of 10 marks each and 1 assignment of 10 marks for a total of 30 marks. (Internal Exam model papers – Annexure-I)**

**F. Pattern of internal evaluation in Core and Elective practical papers is internal assessment tests of 10 marks and 5 marks for attendance a total of 15 marks. (Internal Practical Exam model papers – Annexure-II)**

**G. Pattern of Semester End Exam for Core and Elective papers:**

**a) For UG Science and Commerce & Business Management faculties:**

**70 marks:** Section ‘A’ (10 marks) consists of 08 Short Answer Questions (two from each unit) out of which 5 questions are to be answered. Each question carries 2 marks. Section ‘B’ (60 marks) – 8 long answer / essay type questions (two from each unit) out of which 5 questions are to be answered. Each question carries 12

**b) For PG Science and Commerce and Business Management faculties:**

i. M.Sc. and MCA courses

**70 marks:** Section ‘A’ (10 marks) consists of 08 Short Answer Questions (two from each unit) out of which 5 questions are to be answered. Each question carries 2 marks. Section ‘B’ (60 marks) – 8 long answer / essay type questions (two from each unit) out of which 5 questions are to be answered. Each question carries 12

ii. MBA and MIT courses

Section ‘A’ (10 marks) – consists of 8 Short Answer Questions (two from each unit) out of which 5 questions are to be answered. Each question carries 2 marks. Section ‘B’ (48 marks) - 6 long answer/essay type questions out of which 4 questions are to be answered. Each question carries 12 marks. Section-C: one Case study (12 Marks)

**The marks secured by the student in the Internal tests, assignments, seminars, Business Plan, practical’s, project work and semester-end examinations are converted into SGPA and CGPA.**

**9. Improvement of Grades and Completion of the Course:**

Candidates who have passed in a theory paper/papers are allowed to appear again for theory paper/papers only once in order to improve his/her grade, by paying the fee prescribed by the University. If a candidate improves his/her grade, then his/her improved grade will be taken into consideration for the award of SGPA only. Such improved grade will not be counted for the award of prizes/medals and Rank. If the candidate does not show improvement in the grade, his/her previous grade will be taken into consideration. Candidates will not be allowed to improve marks/grade in the internal assessment, seminars, practicals, Business Plan and Project Work.

**Revaluation:**

Revaluation marks will be considered provided there is an increase of 10 % of marks secured earlier and the earlier relative grade distribution will be considered for calculation of the grade.

**10. Promotion, Re-admission Rules & Maximum Time for Completion of Course:**

**A. Rules of promotion are given below:**

Sl. No.	Semester	Conditions to be fulfilled for Promotion	
a.	From Semester-I to Semester-II	Undergone a Regular Course of Study of Semester-I and registered* for the Semester-I examination, should appear at least one paper in Semester-I.	
b.	From Semester-II to Semester-III	Undergone a Regular Course of study of Semesters-I and II and registered. The number of backlogs if any, of Semester-I and II taken together, shall not exceed 50% of the total number of papers / subjects prescribed for Semesters-I and II.	
For Example		Number of papers/ subjects prescribed for Semesters-I & II	Number of backlogs permitted
		B.Sc. 20 B.Com. CA 20	10 10
c.	From Semester-III to Semester-IV	Undergone a Regular Course of study of Semester-III and registered* for Semester-III examination, should appear at least one paper in Semester-III.	
d.	From Semester IV to V	Undergone a Regular Course of study of Semesters-I, II, III and IV and registered. The number of backlogs if any, of Semester-I, II, III and IV taken together, shall not exceed 50% of the total number of papers /	

		subjects prescribed for Semesters-I, II, III and IV.	
For example		Number of papers / subjects prescribed for Semesters-I, II, III and IV	Number of backlogs permitted
		B.Sc. 40 B.Com. CA 40	20 20
e.	From Semester-V to Semester-VI	Undergone a Regular Course of study of Semester-V and registered* for Semester-V examination, should appear at least one paper in Semester-V.	

\* Registration means obtaining a Hall Ticket for the said examination.

**B. The procedure to be followed for granting readmission to the students in the following cases:**

- i. A student who did not put in the required attendance in a semester/year of a course and thus detained
- ii. A student who did not pass in the required number of papers and thus detained
- iii. A student after completing a semester/year did not continue their studies in the next immediate semester/year on personal /health grounds but desired to continue his/her studies after a short break
- iv. A student who has put in not less than 75% of attendance in a Semester and not registered for the examination, can take re-admission in the same semester
- v. Candidates who, after completing a semester / year of the course but taken T.C to join some other course and come back to continue the earlier course

In all the above cases, readmission is permissible provided they are within the period of three years. Further, the approval of the university has to be obtained in respect of those students who take TC to join some other course and come back for readmission.

All the readmissions including such of those students, who take TC and come back, shall be granted in principle subject to the fulfillment of the following conditions stipulated by the University.



- i. they should have been promoted to next higher class/semester in which they are seeking readmission
- ii. they should join the course within 4 weeks in case of semester system from the date of commencement of classes
- iii. they should be able to complete the course within five years from the year of their original admission.
- iv. they should pay the readmission fee as prescribed by the University

**NOTE: No readmission shall be made after the cut-off date (4<sup>th</sup> week in a 15 week semester) under any circumstances. The cutoff date for granting readmission shall be reckoned from the date of commencement of classes for different courses as per the almanac communicated by the University every year.**

- v. In the normal course of time a candidate is expected to complete UG Degree course within three years from the date of admission and PG Degree course within two years from the date of admission and 5 year integrated course within five years from the date of admission.
- vi. Whenever the syllabus is revised, the candidate reappearing shall be allowed for examinations according to the old syllabus up to 2 years from the time of his/her admission.
- vii. The six-semester three -year course should be completed by a student within 5 years (3 + 2) as per the guidelines of UGC approved by University in Academic Council.

## **11. MALPRACTICES**

All students' malpractices in the examination and internal assessment will be referred to the Malpractice Committee set up for that purpose consisting of Chairperson, Board of Studies and two other senior members of the Department concerned. They would provide a fair chance to the students involved in malpractice and finally submit their report to the Controller of Examinations.

**The Malpractice cases are dealt in the following manner:**

### **Procedure**

1. The Room Invigilator gives a written report to the Chief Superintendent.
2. The Chief Superintendent will submit the Invigilator's Report in a proforma along with the student's explanation to the Controller of Examinations.
3. The final decision will be taken by the Committee based on the Report received.

**The Disciplinary Actions indicated against Malpractices:**

<b>Sl. No.</b>	<b>Nature of Malpractice</b>	<b>Quantum of Punishment</b>
1.	Possession of copying material	Invalidation of the performance of the student at the current examination in full.
2.	Actual copying from the copying material	Exclusion of the student from examination for one additional examination.
3.	Possession of another student's answer book	Exclusion of both the students from examination for one additional examination.
4.	Possession of another student's answer book plus actual evidence of copying therefrom	Exclusion of both the students from examination for two additional examinations.
5.	Mutual / Mass copying	Exclusion of the student from examination for two additional examinations.
6.	(i) Smuggling-out or smuggling-in of answer books as copying material	Exclusion of the student from examination for two additional examinations.
	(ii) Smuggling-in of written answer book based on the question paper set at the examination	Exclusion of the student from examination for three additional examinations.
	(iii) Smuggling-in of written answer book and forging signature of the Jr. Supervisor thereon.	Exclusion of the student from examination for four additional examinations.
7.	Attempt to forge the signature of the Jr. Supervisor on the answer book or supplement	Exclusion of the student from examination for four additional examinations.
8.	Interfering with or counterfeiting of University Seal, or answer books or office stationery used in the examinations	Exclusion of the student from examination for four additional examinations.
9.	Answer book main or supplement written outside the examination hall or any other insertion in answer book	Exclusion of the student from examination for four additional examinations.
10.	Insertion of currency notes / attempting to bribe any of the person/s connected with the conduct of examinations	Exclusion of the student from examination for four additional examinations.
11.	Using obscene language / violence, threat at the examination center by a student at the examination to Jr./Sr. Supervisors	Exclusion of the student from examination for four additional examinations.
12.	Impersonation at the examination	Exclusion of the student from examination for four additional examinations. (Both the students if the impersonator is the student of the University)

13.	Revealing identity in any form in the answer written or in any other part of the answer book by the student at the examination	Invalidation of the performance of the student at the semester end examination in full.
14.	Found having written on palms or on the body, or on the clothes while in the examination	Invalidation of the performance of the student at the semester end examination in full.
15.	All other malpractices not covered in the aforesaid categories	Invalidation of the performance of the student at the semester end examination in full and severe punishment depending upon the gravity of the offence.

## 12. GRIEVANCE CELL

Then Grievance Committee attends to any grievance of students pertaining to Continuous Internal Assessment. Students have to first meet the subject teacher who teaches the subject if they feel any injustice has been meted out to them in the evaluation. If they are not satisfied with the evaluation made by a teacher, the matter may be referred to the Head of the Department concerned. If the student is still not satisfied, he / she may submit a written complaint to the Coordinator of the Grievance Committee within one week of the publication of the results.

### **Time Frame for Grievances:**

All grievances regarding evaluation and marks cards should be brought to the notice of the Controller of Examinations within 30 days from the date of declaration of results of that particular semester.

## 13. **Effective Implementation**

- i. The University shall issue such orders, instructions, procedures and prescribe such format as it may deem fit to implement the provisions of these Regulations.
- ii. The procedural details / logistics will be given by the University from time to time
- iii. Any unforeseen problems / difficulties will be resolved by the appropriate Bodies of the University, whose decision in the matter shall be final.
- iv. The university has framed rules and regulations for Ph.D. programs and the same will be implemented here.
- v. If there are any other issues of Evaluation including logistics shall be monitored by the Controller of Examination.

