

1. Definitions :

- 1.1 "Course" means a Semester Course.
- 1.2 "Credit" (c) is the weightage assigned to a course in terms of contact hours.
- 1.3 "Grade" means a letter grade assigned to a student on the basis of evaluation of a course on the ten point scale.
- 1.4 "Grade Point" (g) means the numerical equivalent of a letter grade assigned to a student in the ten point scale.
- 1.5 "Semester Grade Point Average" (SGPA) is a grade point average of a student calculated in the following manner.

$$\text{SGPA} = \frac{(g_1 \times c_1) + (g_2 \times c_2) + \dots}{\text{Total number of credits offered by the student during the Semester}}$$

- 1.6 "Cumulative Grade Point Average" (CGPA) means a cumulative index grade point average of a student calculated in the following manner:

$$\text{CGPA} = \frac{(g_1 \times c_1) + (g_2 \times c_2) + \dots}{\text{Total number of credits offered by the student upto and including the Semester for which cumulative index is required.}}$$

- 1.7 "Final Grade Point Average" (FGPA) is the final index of a student at the time of award of a degree calculated in the following manner:

$$\text{FGPA} = \frac{\sum_{i=1}^n c_i \times g_i}{\sum_{i=1}^n c_i}$$

c_i = Credit of the i th course
 g_i = Grade point secured by the student in the course
 n = total number of courses prescribed for the student

- 1.8 Final Grade is the letter equivalent assigned to a student on the basis of his/her final grade point **average** at the time of the award of the degree.

2. Eligibility for Admission to the course:

- 2.1 A candidate shall be eligible for admission if he/she has passed the Senior School Certificate Examination (10+2) of a recognized Board of Secondary Education or an examination recognized by the University as its equivalent.
- 2.2 Candidates may also be offered admission to the 7th semester of the 10 semester integrated course leading to the Master's degree of the University or to a regular 4

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Semester Master's Degree Programme, provided they have obtained a Bachelor's degree under 10+2+3 pattern recognized by the University or a degree recognized as its equivalent and provided that they have attained minimum proficiency in the subject at the time of admission as decided by the University from time to time.

2.3 No candidate shall be eligible for admission to the programme unless he/she has attained the age of 17 years for admission to the 1st semester of the 10-Semester programme as on **22nd July, i.e. the day on which the new academic session commences.**

3. Disciplines for Master's Degree :

Candidates may seek admission to programmes of Studies leading to the award of Master's Degree in any of the disciplines as may be decided by the Academic Council on the recommendation of the School Board concerned.

4. Admission Procedure:

Procedure for admission to the course leading to the Master's degree shall be laid down by regulations made in this regard under Statute 14(d)

5. Registration of Courses

5.1 Registration in the courses is the sole responsibility of a student. No student shall be allowed to do a course without **getting registered or** shall be entitled to any credits in the course unless he/she has been formally registered by the scheduled date to be announced by the University.

5.2 Late registration will be allowed up to a maximum of two weeks after the beginning of a semester on payment of late registration fee.

5.3 No student shall be allowed to add a course or substitute a course for another course not later than three weeks from the date of commencement of the semester. A student wishing to drop a course must do so as early as possible but and in no case later than six weeks from the date of commencement of the semester. No student shall be permitted to drop a course after the six-week period.

Provided that a student may take more optional courses than prescribed in the programme, in which case in the calculation of Final Grade Point Average only the prescribed number of optional courses in the descending order of the grades obtained by the student shall be included. For example, if a programme has 12 compulsory courses and 4 optional courses and a student credits 6 optional courses, his/her Final Grade Point Average shall be calculated on the basis of 12 compulsory courses and the first four optional courses, when all the six are ranked according to descending order of grades obtained by him/her. However, no student shall be permitted to register in a semester only to take an additional optional course.

6. Faculty Adviser:

The Centre through which a student seeks admission shall appoint an Adviser for each student from among the members of the faculty concerned. The Adviser shall advise the student about the courses to be taken and record them and his/her progress on the Course Card. The Card shall carry such entries as may be specified by Regulations.

7. Duration of the course:

7.1 The curricular work leading to the award of Master's Degree shall be spread over a minimum of 10 semesters, five Monsoon semesters and five Winter semesters.

Provided that the curricular work leading to the award of Master's degree in the case of students admitted under clause 2.2 shall be spread over a minimum of 4 semesters – 2 monsoon and 2 winter semesters.

Provided further that a semester or a year may be declared zero semester or zero year in the case of a student if he/she could not continue with the academic programme during that period due to illness and/or hospitalization or due to accepting a foreign scholarship/fellowship, subject to the fulfillment of requirements as laid down by the regulations. Such zero semester/year shall not be counted for calculation of the duration of the programme in case of such a student.

7.2 A student can take part in the curricular programme for the Five Year Master's Degree of the University upto a maximum of 14 semesters.

Provided that a student admitted under clause 2.2 can take part in the curricular programme for Master's degree of the University upto a maximum of 6 semesters.

7.3 The Monsoon and the Winter semesters shall commence from and end on a date to be fixed by Academic Council.

Provided that each semester shall ordinarily have 90 working days excluding the examination days.

7.4 A student who has taken the required curricular programme for a minimum of six semesters of the 10-Semester Programme will become eligible **for the award of B.A.(Hons.) degree** subject to his/her fulfilling the credit requirements and the grade point requirements prescribed in clauses 8.4 and 10.2 and 10.3.

8. Credit requirements:

8.1 The actual credit requirements in the case of a student or a group of students for the B.A (Hons.) degree shall be a minimum of 130 credits: 103 credits from core courses (56 in core courses and 47 in field work) and 27 from non-core courses. The actual credit requirements in the case of a student or a group of students for the Master's degree shall be 72 credits: 24 credits from 6 core courses, 8 credits from 2 compulsory optional courses, 32 credits from 8 optional courses and 8 credits from 2 Field/Research Projects.

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8.2 A student with the permission of the Department/School concerned may be allowed to carry additional load not exceeding 50% of the credits/courses a student is normally expected to cover in a semester.

8.3 A student shall not be permitted to **opt for** a course if he/she has not cleared **the previous** course(s) prescribed as a pre-requisite.

8.4 A student supplicating for the B A (Hons.) degree of the University under clause 7.4 shall be required to secure a minimum of 130 credits as per Clause 8.1 above.

9. Evaluation:

9.1 The system of evaluation for each course shall be laid down by the School Board on the recommendation of the **Board of Studies** of the Department/Centre concerned.

9.2 For courses having a semester examination, sessional work shall carry the same weight as the semester examination.

Field/Research Projects shall be evaluated on the basis of the report submitted on the projects.

9.3 The pattern and schedule of sessional work for each course of a semester shall be prescribed by the School Board on the recommendation of the Department (Centre) concerned and shall be made known to the students at the commencement of each semester.

9.4 The students shall be graded in each course on a 10-point scale, that is:

Grade	Grade Point
A+	9
A	8
A-	7
B+	6
B	5
B-	4
C+	3
C	2
C-	1
F	0

Note :

1. There shall be no rounding off of SGPA/CGPA/FGPA.
2. The SGPA/CGPA/FGPA obtained by a student is out of a maximum possible 9 points.

9.5 "Clearing a Course" shall mean the following:

(a) For under – graduate level programmes :

A student clears a course only if he/she has cleared both the components, namely, sessional work and end semester examination (for courses having end semester examination) by

securing a grade higher than 'F' in both of them, or only if he or she secures an overall grade higher than 'F' (for courses having no end semester examination). A student who fails in a course either by not clearing the sessionals and consequently being not eligible to appear in the end semester examination, or by failing in the end semester examination, or by absenting from appearing in the end semester examination (for courses having end semester examination) or by failing to secure an overall grade higher than "F" (for courses having no end semester examination), shall be required to repeat that course or clear another similar (core, optional, etc., as the case may be) course in lieu thereof irrespective of his/her performance in the sessional work.

(b) For post-graduate level programmes :

A student clear a course only if he/she has participated in the sessional work and has secured an overall grade higher than 'F' in that course (for course having no end semester examination or for Field/Research Projects) or has participated in the sessional work and appeared in the end semester examination (for courses having end semester examination) and secured a weighted grade higher than "F" in that course. A student who fails in a course either by not participating in the sessional work and thereby securing an overall grade of 'F' (for courses having no end semester examination or for Field/Research Projects) or consequently being not eligible to appear in the end semester examination or by absenting from appearing in the end semester examination or by failing to secure a weighted grade higher than 'F' (for course having end semester examination), shall be required to repeat that course or clear another similar (core, optional, etc., as the case may be) course in lieu thereof.

9.6 A student who secures a grade higher than 'F' in a course may be permitted by the Department/Centre, keeping in view its academic constraints, to improve his/her grade by repeating that course once, subject to proviso of Clause 10.4 of the Ordinance.

Provided that a student who wants to repeat a course to improve his/her performance shall be allowed to do so only if he/she surrenders his/her earlier grade in the course by 16th August in case of the Monsoon Semester courses and by 1st February in case of Winter Semester courses. Having surrendered his/her earlier grade by due date, it will be his/her repeat performance in the course which will be taken into account to compute the SGPA and the CGPA. His/her transcript will however, reflect appropriately both the performances and the fact that he/she repeated the course/courses.

9.7 Examiners or Board of Examinations shall be appointed for each course by the School Board, on the recommendation of the Department/Centre concerned.

9.8 An application for admission to the end semester examination shall be made in the prescribed form and forwarded to the Dean of the School through the Head of the Department/Centre concerned and shall be accompanied by the following certificates:

(a) For under-graduate and post-graduate programmes :

- i) **Participation and clearance in Sessional work.**
- ii) Clearance of all dues.

10. Grade Point Requirements/Minimum standard

- 10.1 A student joining the 1st semester of the 10 semester programme or the 1st Semester of a regular 4-Semester Masters Programme will be required to maintain a CGPA of 3.00 in the core Courses at the end of second semester and thereafter.

A student joining the 7th Semester of the 10 Semester Programme will also be required to maintain a CGPA of 3.00 at the end of the 8th Semester and thereafter.

- 10.2 At the end of the sixth semester of the 10 semester programme, a student will be required to have a CGPA of 4.00 and also have cleared all the courses prescribed by the Department/Centre from 1st to 6th semesters to enable him/her to get B.A. (Hons.) degree and to continue in the Master's Programme.

- 10.3 If a student has a **CGPA** equal to or greater than 3.00, but less than 4.00 at the end of 6th Semester from the date of joining, he/she may use the additional 2 semesters to improve his/her grade atleast to 4.00 to get the B.A. (Hons.) degree and to continue in the Master's Programme.

- 10.4 A student in order to be eligible for the award of Master's Degree of the University must have fulfilled the following requirements: (i) he/she has taken and passed all the prescribed courses as laid down; (ii) he/she has obtained a CGPA of 4.00 at the end of the programme.

Provided that the students of Master's programme who are otherwise eligible for award of the degree, but have secured a CGPA less than 4.00 at the end of the permissible period of four semesters, may be allowed by the **Department/Centre/School** concerned to repeat Master's level courses in the 5th and 6th semesters, as per provisions contained in Clause 9.6 of the Ordinance, for improvement of CGPA.

- 10.5 (a) The end semester examination shall be conducted by the Departments/Centres under the overall guidance and direction of the Dean of the School within the dates specified by the University. The Head of the Departments/ Centres shall **submit** the award lists in respect of all courses to the Dean's office.

The end semester results shall be placed before the Dean of the School for approval after they have been screened by the Committee consisting of the Head of the Department/Centre and not more than three faculty members appointed by the Dean on the recommendations of the Head of the Department/Centre concerned.

(b) The final results at the end of the sixth and tenth semesters, i.e for the award of B.A(Hons.) and of Master's Degree, would be considered by a Committee of the School consisting of the Dean of the School as Chairman and Heads of the Departments/ Centres concerned as members and would be approved by the Vice-Chancellor before being announced.

10.6 The end Semester examination results and the final results at the end of the sixth and tenth semesters shall be forwarded by the Dean of the School to the **designated Office of the University** within the dates specified for record and further action.

11. Courses of Study and Framing of the Syllabi:

11.1 The Courses of study shall be approved by the School Board, on the recommendations of the **Board of Studies of the Department/Centre** concerned.

11.2 The Syllabi for the courses shall be approved by the Department (Centre) concerned which shall also prescribe text books for each course.

12 Removal of the Name of a Student from the Programme:

12.1 The names of students falling under following categories shall automatically stand removed from the rolls for the University :

- (a) Those students who fail to fulfill the CGPA requirements as specific under clause 10.
- (b) Those students who have already exhausted the maximum period of eight semesters for the B.A (Hons.) programme and six semesters for the M.A programme and have not fulfilled the requirements for the award of B.A (Hons.) /M.A degree as prescribed in clauses 10.2 and 10.4.

12.2 The School Board, on the recommendations of the Department/Centre, may remove the name of a student from a programme of study if:

- (a) A student has still to clear courses which cannot possibly be cleared in the remaining period of study even if he/she is allowed to register the normal load for the remaining period plus 50% of this normal load.

13 Notwithstanding what is contained in the Ordinance, the Academic Council may, in exceptional circumstances and on the recommendations of the Department/Centre and School Board as well as on the merits of each individual case, consider at its discretion and for reasons to be recorded relaxation of any of the provisions, **except** those prescribing CGPA/FGPA requirements.

14 No candidate shall be eligible to register for the programme/courses if he/she is already registered for any full-time programme of study in the University or in any other University/Institution.

*Approved and adopted by the Executive Council vide item no.18 at its meeting held on 11.02.2012.