

Scheme of Examination for F.Y., S.Y. & T.Y.B.A./B.Sc./B.Com

1. There shall be two modes of evaluation of the academic performance of the students offering F.Y./S.Y./T.Y./B.A./B.Com./B.Sc. course, namely, the Intra-Semester Assessment (ISA) and the Semester End Examination (SEE).
2. The ISA shall be conducted during the given Semester by using modes of evaluation such as classroom quiz, seminars/presentations, objective/written tests, assignments, orals etc. Generally, ISA for a given paper shall be conducted by the teacher/s teaching that paper by adopting appropriate mode of assessment. ISA shall not be conducted for the Practical component of a paper.
3. Marks for internal assessment shall be based on performance in the assessment for ISA. Students shall be assessed twice in ISA with two different modes of evaluations during a Semester.
4. A student shall be required to appear compulsorily for the two ISAs of a paper in a given Semester.
5. Marks obtained by the students in ISA will be carried forward in case the student fails to clear the paper.
6. A student who do not appear in one or both the components have to take re-admission during the next academic year.
7. The SEE shall be conducted at the conclusion of a given Semester. Semester End Examinations shall cover the course of studies prescribed for the concerned/respective Semester.
8. A student shall be considered to have successfully fulfilled the requirements of a Semester and deemed eligible to appear for the Semester End Examination provided he/she fulfills the minimum attendance requirements as per the relevant rules of the University. A candidate, failing to fulfill these conditions, shall have to repeat the Semester.
9. A theory paper carrying 100 marks shall have ISA component of 20 marks and SEE component of 80 marks. For a 75 marks theory paper, the ISA component shall be 15 marks and the SEE component shall be 60 marks. For a 50 marks theory paper the ISA component shall be of 10 marks and the SEE component shall be 40 marks.
10. A student shall be required to score a minimum 40% of maximum marks in SEE and ISA taken together and the Practical component, if any, to pass in a paper for the First and Second semester.
Examination(s) in laboratory exercises shall be conducted for courses/papers having practical(s) component. Marks shall be allotted for journal/lab record book, experiment assigned to the candidate and oral/viva voce during this examination.

11. The allotment of marks shall be broadly as follows: 20% for journal(s), 60% for the experiment and 20% for the oral(s).
12. Students shall be required to submit the certified journal/record book while entering the laboratory to appear for the practical examination. Examiner(s) shall take into account the regularity of the candidate in attending the Laboratory course, completeness of the exercises, presentation and style of writing the journal.
13. Students who have not passed all the papers of Semester I to IV will not be eligible to attend the classes of Semester V.
14. To be eligible for class, the students shall be required to complete the course in the minimum prescribed period and shall be required to pass Semester V and Semester VI each in a single seating with all SEE papers and practicals of respective Semesters. The class shall be awarded on the basis of the aggregate total of marks scored at Semester V and Semester VI taken together as follows

40% and above but less than 50%	..Pass Class
50% and above but less than 60%	..Second Class
60% and above but less than 70%	..First Class
70% and above	..Distinction

15. A student registered for three years B.A./B.Com./B.Sc. degree course shall be required to successfully complete 46 papers aggregate 40% carrying a total of 4100 marks.
16. Whenever absence from the examination is inevitable due to some unavoidable circumstances other than medical grounds, the student has to write to the Principal immediately explaining the absence duly endorsed by the parent/guardian of the student. The discretionary power of condonation, in such cases rest with the Principal.
17. In case the student does not appear for the examination on medical grounds, the concerned student or his/her parent/guardian should submit the medical certificate alongwith the covering letter to the Principal within seven days from the date of his/her absence for the examination.

SUPPLEMENTARY EXAMINATION: A supplementary examination shall be conducted preferably after fifteen days from the declaration of results of Semester II and IV examination. Students who have a backlog of any or all the papers (theory/practical) are eligible to appear for this examination, irrespective of whether a student has attempted semester (I) examination four times.

DISCONTINUATION IN COLLEGE

- ∅ In case a student after taking admission in the college wishes to cancel the same, he/she should apply/inform to the Principal within two days of the admission for better administrative convenience.
- ∅ If a student does not report to college for more than 15 days without prior information, then the college may cancel admission of such student.

Verification of Marks

There shall be no reevaluation of answer-books of the candidates at the F.Y. and S.Y. for SEE examinations. Personal verification of marks shall be conducted by the candidate in the presence of Principal/Vice-Principal and the concerned examiner, provided he/she has applied with a prescribed fee for the same within one week of the declaration of result. The following shall be the procedure for **personal verification of marks** :

- a. On a notified day and time the candidate shall be shown the answer book in the presence of the Principal/Vice-Principal and the Examiner concerned
- b. If the candidate is not satisfied with the results on personal-verification of the answerbook he may apply to College Grievance Committee within a week.
- c. The Grievance Committee shall take appropriate action as per University Ordinances and inform the candidate accordingly.

(Note: Amendments to the above rules if any will be notified as and when received from the University. The same will be displayed on the College Notice Board).

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