

OC-67.5 Scheme of Examination

- OC-67.5.1.** (a) The Evaluation of the courses shall comprise of the Intra-Semester Assessment (ISA) and the Semester End Examination (SEE). A student shall be required to appear for ISA as well as SEE. There shall be an ISA for the practical component also.
- (b) The ISA tests shall carry 40% of the maximum marks allotted for the course and SEE shall carry 60% of the maximum marks.
- (c) The marks for each credit shall be 25. Accordingly, a 2 credit course will have 50 marks and a 4 credit course will have 100 marks.
- (d) A Course of 4 credits having only theory shall have ISA for 40 marks and SEE for 60 marks.
- (e) A Course of 2 credits having only practical shall have ISA for 20 marks and SEE for 30 marks.
- (f) A Course of 4 credits having theory and practical component shall also have ISA for total 40 marks and SEE for 60 marks. The ISA for theory component shall be 15 marks and ISA for practical component shall be 25 marks. There will be no separate SEE for practical component.
- (g) Courses of any other number of credits shall have proportionate markings.

OC-67.5.2. Conduct of ISA

- (a) The ISA for the theory component of a 4 credit course shall be conducted twice in a given Semester, ISA-1 through a written test of 20 marks and the ISA-2 by using alternate modes of evaluation including assignments/ presentations/orals/such other, totalling 20 marks. Courses of any other number of credits shall have proportionate markings.
- (b) The ISA for the practical component of a course shall also be conducted twice in a given Semester, ISA-1 through a lab test and the ISA-2 by using alternate modes of evaluation including assignments/presentations/ orals/such other. A record of all the assignments carried out as part of the practical component shall be maintained by every student in the form of a journal. It is not compulsory to have a hard copy of the journal. It could be a soft copy of the laboratory work that is maintained over any LMS.
- (c) Generally, the ISAs for a given Course shall be conducted by the teacher/s teaching that Course.
- (d) The Schedule for the ISAs shall be notified to all at the beginning of the Semester
- (e) The Marks of the ISA shall be communicated to the students within two weeks after the conduct of the ISA.
- (f) ISA-1 shall preferably be conducted by the end of July for odd Semesters and by end of January for even Semesters. Students who fail to appear for the ISA-1 due to a genuine reason shall be given another opportunity by end of August/February respectively on a date pre-determined by the College. ISA-2 will be completed as decided by the Instructor/teacher but before the end of the Semester.
- (g) Every College shall appoint a three member Committee to monitor the ISA in the College. There would be no remission in workload or remuneration for carrying out this work.
- (h) A Student who does not appear for the two ISAs of a Course shall not be eligible to answer the SEE of that Course.

OC-67.5.3. Conduct of SEE for theory component

- (a) The SEE shall be conducted at the conclusion of a given Semester, and shall cover the entire syllabus prescribed for the respective Course.
- (b) A candidate shall be considered to have successfully fulfilled the requirements of a Semester to be eligible to appear for the SEE provided he/she has appeared for two ISAs of the Course, and fulfils the minimum attendance requirements as per the relevant rules of the University. A candidate failing to fulfil these conditions shall have to repeat the Semester.
- (c) A tentative schedule of SEE examination of Semesters I – IV, evaluation, declaration of results shall be prepared by the respective College(s), preferably at the beginning of each academic year and shall be notified to their students with a copy to the University. Setting of the question papers, evaluation of answer-scripts and declaration of results shall be done by respective Colleges.
- (d) Assessment of answer-scripts of SEE of Semesters I - IV shall be organized by the Colleges. The assessment of the SEE answer scripts at the Semesters I - IV shall be done by the teachers of respective Colleges. If two or more Colleges desire to have the same question paper in any of the subjects, a common paper may be set by the teachers from the concerned colleges. For this purpose, a Committee of senior teachers may be constituted by the Principals of concerned Colleges.
- (e) The pattern of question paper(s) to be set for the SEE in a given Subject and the scheme of marking shall be decided by the BoS. For this purpose, the BoS shall frame specimen question paper(s) in the concerned Subject for each Semester for the information of the students. Similarly, for practical examinations, the number of laboratory exercises, marks distribution for each exercise and other relevant details shall be decided by the BoS.
- (f) The Schedule of the Examination and the setting of question paper(s) for SEE for Semester- V and Semester-VI shall be done centrally by the University.
 - (i) A Board of Paper-Setters and Examiners for the SEE of Semester V and VI shall be appointed by the University.
 - (ii) The Paper-Setters shall finalise the question paper(s); there shall be no objective type of questions at SEE; however short answer questions may be set.
 - (iii) The paper setters shall also prepare a key for answers to all question/sub-questions and the scheme of marking of the paper set at the examination. In case of descriptive type of answers, only important points to be expected may be highlighted in the key.
 - (iv) The Chairperson shall personally hand over the sealed set of question papers and answer keys to the Controller of Examinations in the prescribed manner.
 - (v) Photocopies of the key and the marking scheme for each of the paper of the concerned Semester V and VI shall be given to the examiners assessing the papers.
- (g) The duration of SEE theory paper carrying 40 marks shall be of 1 hour duration, and those above 40 marks shall be of 2 hours duration.

OC-67.5.4 Conduct of SEE for practical component

- (a) Examination(s) shall be conducted for Courses having practical component. Marks shall be allotted for Journal, laboratory work assigned to the candidate and oral, and shall be broadly as follows: Laboratory work 15%, Journal 5% and Orals 10%. In Oral examination, the examiner(s) shall assess the knowledge of the candidate in the Course as well as the experiment(s) performed by the candidate.
- (b) The Course instructor/teacher shall be the Internal examiner.
- (c) External Examiners shall be appointed for the Laboratory Course examination at Semester – V and Semester – VI in accordance with the University Ordinance OB – 4 from the panel of examiners approved by the Academic Council. However, assessment and grading shall be done jointly by the external examiner and internal examiner for these two semesters.
- (d) Lab Paper setting and assessment of Laboratory courses at Semester – I to Semester – IV shall be done internally by the instructor/teacher, teaching the paper/course.
- (e) Record of the breakup of marks thus obtained by the candidate for Semesters I to IV, shall be maintained by the respective College in a sealed envelope for a minimum period of 4 years.
- (f) A candidate may be permitted, strictly on medical or other genuine grounds, to appear for practical examination out of turn, irrespective of the timetable and the batch allotted to him/her, in the examination programme for Semester-V and Semester-VI issued by the University. This out of turn appearance may be in the same college in a different batch or in a different College. Such permission may be granted by the University if so recommended by the Principal of the College. The candidate shall be required to remit the requisite fee for his/her being examined out of turn.

OC-67.5.5 Conduct of Project

- (a) (i) The project shall be compulsory for all students in lieu of a DSE. Discipline Specific Project (DSP) shall be assigned during the V semester and assessed and credits assigned in the VI semester. The project shall be group project with a maximum of 5 students per group. A teacher shall not be ordinarily assigned more than 2 projects. The project workload will be 2 hours per week for a group of 5 students and for a group of 3 or less students the workload will be 1 hour per week.
(ii) Project work and the Report shall be based on field work/library work /laboratory work/ on-the-job training or similar work assigned by the teacher.
- (b) The assessment of the Project Course shall be done equally by Internal Examiner (Project Supervisor for 50 marks) and External Examiner (for 50 marks) as per the guidelines defined in the Project Manual.

OC-67.5.6 Re-evaluation

Ordinance OC-66.5.6 applicable for B.A., B.Com., B.Sc. for Re-evaluation shall be made applicable for BCA as amended from time to time.

OC-67.5.7 Supplementary Examination

Ordinances OC-66.5.7 applicable for B.A., B.Com., B.Sc. for Supplementary Examination shall be made applicable for BCA as amended from time to time.

OC-67.5.8 Improvement of Performance

Ordinances OC-66.5.8 applicable for B.A., B.Com., B.Sc. for Improvement of Performance shall be made applicable for BCA as amended from time to time.

OC-67.5.9 Award of Grades

Ordinances OC-66.5.9 applicable for B.A., B.Com., B.Sc. for Award of Class shall be made applicable for BCA as amended from time to time.

OC-67.5.10 Criteria for Passing in a Course

Ordinances OC-66.5.10 applicable for B.A., B.Com., B.Sc. for passing in a Course shall be made applicable for BCA as amended from time to time.

OC-67.6 Grade Point Average

Ordinances OC-66.6 applicable for B.A., B.Com., B.Sc. for Grade Point Average shall be made applicable for BCA as amended from time to time.

OC-67.7

Ordinances OC-66.7 applicable for B.A., B.Com., B.Sc. shall be made applicable for BCA as amended from time to time.

(Effective from 5th December, 2019)

OC-67.8

Entitlement Marks

The Provision of Ordinance OA-26, as amended from time to time, shall be applicable for the BCA programme.