

Scheme of Examination (B.B.A.)

- i. The assessment of all Courses shall comprise continuous Intra-Trimester (ISA) and End- Trimester (SEA) shall be fully internal. Each Credit carries 25 marks.
- ii. The concerned teacher, with the consent of the Departmental Council (DC) or equivalent body of faculty members of the Affiliated Colleges shall decide the method as well as the content of evaluation of each ISA and SEA.
- iii. The ISA shall be of 50% weightage, in which an individual component shall not exceed 30% of the total evaluation.
- iv. There shall be SEA with 50% weightage of total evaluation covering the entire Course.

Scheme of Evaluation (B.B.A.)

- i. Common Grading System of the University as stated in OA-16.4 shall be applicable.
- ii. The method as well as the content of evaluation of Internships/Project shall be decided by the Departmental Council. All Internship/Project Seminars shall be organized as public seminars, unless the organizations on which the work was done require the results to be kept confidential. In such a case, only the examiners shall be present during the Seminar.
 - a. For Internship Seminars, one of the examiners shall be from the Industry, who shall grade the Seminars along with Internal Faculty. However, reports shall be graded only by Internal Faculty.
- iii. A student shall be considered to have completed the Programme when the student fulfils both the minimum credit and minimum duration requirements for the Programme for which he/ she has enrolled.
- iv. (a) In case of students who have registered for Courses in Colleges / Institutions from other than this University, Credit transfers and the equivalence of grades and grade points shall be determined on a case to case basis by the Departmental Council of the Department offering the Programme/s or the equivalent body of the faculty members of the concerned Institution.
(b) Credit transfer shall be limited to a maximum of 25 per cent of the total Credits, except in the case of approved exchange Programmes.
(c) Credits and grades obtained by a student shall be transferred to another Institution on request from the institution as well as from the student.

Award of Grade (B.B.A.)

Grade Points shall be awarded as provided under OA-16.4 stated below

OA-16.4 Marks awarded in each Course shall be represented in the form of Grades and Grade Points. The result of each Semester shall be declared as Semester Grade Point Average (SGPA) and Final result shall be declared as Cumulative Grade Point Average (CGPA).

OA-16.4.1 The percentage of marks secured in both ISA and SEA shall be added for awarding the grade and grade points for each Course, as indicated in the table below:

Range of percentage scored	Grades	Grade Points
85 – 100	O (Outstanding)	10
75 - <85	A+ (Excellent)	9
65 - <75	A (Very Good)	8
55 - <65	B+ (Good)	7
50 - <55	B (Above Average)	6
45 - <50	C (Average)	5
40 - <45	P (Pass)	4
0 - <40	F (Fail)	0
	Ab (Absent)	0

OA-16.4.2 Every student shall be required to secure a minimum of ‘P’ grade to pass the Course.

OA.16.4.3 Students who do not secure ‘P’ grade in any Course shall have the option of answering the SEA component in the following Semester(s), for which the ISA score shall be carried forward.

OA-16.4.4 Appearance at both ISA and SEA, is compulsory for passing.

OA-16.4.5 There shall be no award of grace marks.

OA-16.4.6 Calculation of Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

(a) Calculation of weighted grade points of a Course shall be done by multiplying the grade points scored, by the number of Credits of the respective Course. Calculation of Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) is:

i. The SGPA is the ratio of the sum of the product of the number of Credits with the grade points scored by a student in all the Courses taken by a student and the sum of the number of Credits of all the Courses undergone by a student:

$$\text{SGPA (Si)} = \frac{\sum (\text{Ci} \times \text{Gi})}{\sum \text{Ci}}$$

Where “Ci” is the number of Credits of the ith Course and Gi is the grade point scored by the student in the ith Course.

ii. The CGPA is also calculated in the same manner taking into account all the Courses undergone by a student over all the Semesters of a Programme:

$$\text{CGPA} = \frac{\sum (\text{Ci} \times \text{Si})}{\sum \text{Ci}}$$

Where Si is the SGPA of the ith Semester and Ci is the total number of credits in that Semester.

(b) The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the grade certificate.

(c) For each Course a student securing ‘F’ or ‘Ab’ grade in the Course shall not be entitled to earn any credits for that Course.

OA-16.4.7 Conversion to Final Grade:

(a)(i) The CGPA shall be converted to the Final Grade, as shown in the table below:

CGPA	Final Grade
10.0	O (Outstanding)
9.0 - <10	A+ (Excellent)
8.0 - <9.0	A (Very Good)
7.0 - <8.0	B+ (Good)
6.0 - <7.0	B (Above Average)
5.0 - <6.0	C (Average)
4.0 - <5.0	P (Pass)
<4.0	F (Fail)

(ii) A candidate who fails to earn the required number of Credits to award the Degree shall be declared 'Fail'.

(b) The CGPA shall be calculated upto two decimal places. If the CGPA is higher than the indicated upper limit in the two decimal digits by a factor of >0.005 , then the higher grade shall be awarded. For example, a candidate with CGPA >4.995 will be awarded 'C' grade.

(c) A candidate who has not earned required Credits to award the Degree as per respective Ordinance shall be given Final Grade 'F' and be declared 'Fail'.

- i. Grade sheets shall be issued by the College to the student, at the end of the Trimester stating Credit for each course, marks, grades, grade points and Trimester Grade Point Average
- ii. At the end of the programme, grade sheet shall be issued by the University to the student, indicating marks, grades, grade point, Cumulative Grade Point Average and the corresponding overall grade.
- iii. The scores obtained by the student in each of the programmes shall be handed over to the Controller of Examinations for declaration of results and printing of final grade sheets.
- iv. A student who fails or who desires to improve grades shall re-register for the same course or another course in the same category.