

KAVERI UNIVERSITY
SHAPING THE NEW

ACADEMIC REGULATIONS GOVERNING UNDERGRADUATE PROGRAMMES OF THE KAVERI UNIVERSITY

(FROM ACADEMIC YEAR 2024-25 ONWARDS)

Kaveri University
Gowraram Village, Wargal Mandal, Siddipet - 502279
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FOREWORD

In accordance with the Telangana State Private Universities Act 2018, Kaveri University was established at Gowraram, Siddipet District, Telangana State to cater to the needs of the technical manpower by imparting quality education on par with global standards. Hence, Kaveri University needs its own Academic Regulations to govern its various undergraduate programmes offered viz. Agriculture, Horticulture, Agricultural Engineering and Technology, Forestry, Sericulture, Food Science & Technology, Community Science etc.

The Academic Regulations of the University provide the framework of rules governing academic practice relating to the provision of learning, teaching & assessment, and academic discipline leading to the award of degrees by the University. The regulations assure our academic standards and ensure equal treatment to all students. When students enroll into a degree programme at Kaveri University, they are agreeing to abide by the University Regulations and procedures.

The Academic Regulations apply to all categories of students, and all undergraduate academic programmes. They are approved by, and operate with, the authority of the Academic Council. Application of the regulation reflects established good practice, represents the most efficient and effective way of working and compiles with the regulations. The expectation is that these will normally be followed at all levels. Regulations are subject to annual review, and may also be changed during the academic year, so it is important that students and staff always refer to the current version on the Kaveri University web page.

The Kaveri University follows a credit-based semester system. It is a student friendly campus and all efforts are made to ensure that the students are provided with the best opportunities to build their professional capacities in a stress-free environment. This booklet provides the latest version of Academic Rules and Regulations for the undergraduate programmes offered by the University. We urge the students to get acquainted with these rules and make best use of the state-of-the-art infrastructure facilities available at Kaveri University and wish them well for a bright career.

Dr. V. Praveen Rao

Place: Gowraram
Date: 2024

REGULATIONS GOVERNING UNDERGRADUATE PROGRAMMES OF THE UNIVERSITY (From Academic Year 2024 - 25 Onwards)

1.0 SHORT TITLE

These regulations shall be called 'The Kaveri University Regulations', 2024 governing the undergraduate courses of study leading to the award of the degrees of B.Sc. (Hons.) Agriculture and B.Sc. (Hons.) Horticulture, Forestry and Sericulture in the Faculty of Agriculture; B.Tech. Agricultural Engineering and B.Tech. Food Science & Technology in the Faculty of Agricultural Engineering & Technology and B.Sc. (Hons.) Community Science in the Faculty of Home Science. These regulations shall apply to the students admitted from the academic year 2024-25 onwards.

2.0 DEFINITIONS

2.1 **Academic Year:** The academic year of the University shall ordinarily be from July to May (except in the case of year of admission) and shall consist of two semesters.

2.2 **Semester:** A minimum duration of 110 working days, consisting of 95 instructional days and 15 examination days except during the year of admission.

For a short semester in the year of admissions, the number of classes shall be increased proportionately.

2.3 **Credit Hour:** Each credit hour represents one hour lecture or two to three hours of laboratory or field practical each week in a semester. It is also known as semester credit or credit.

2.4 **Course:** A course is a unit of instruction or segment of subject matter (as specified in the course catalogue) to be covered in a semester. It has a specific number, title and credits.

2.5 **Grade Point of a Course:** Grade Point is the value obtained by dividing the percentage of marks secured in a course by 10. The grade point is expressed on a 10-point scale up to 3 decimal places.

2.6 **Credit Point of a Course:** Credit Point of a course is the product of credit hours and grade point obtained by a student in a course.

2.7 **Grade Point Average (GPA):** Grade Point Average is the quotient of the total credit points obtained by a student in various courses at the end of each semester divided by the total credit hours taken by him/her in that semester. The grading is done on a 10-point scale. The GPA is to be corrected up to third decimal place.

GPA = Total Points Scored + Total Credits (per that semester).

2.8 **Overall Grade Point Average (OGPA):** Cumulative Grade Point Average is the quotient of cumulative credit points obtained by a student in all the courses taken by him/her from the beginning of the first semester of the degree course divided by the total credit hours of all the courses which he/she had completed up to the end of a specified semester from the first semester. It determines overall performance of a student in all the courses taken during a period covering more than a semester. The CGPA and OGPA is to be corrected up to third decimal point.

- CGPA-Total Credit Points Scored ÷ Course Credits
- OGPA-Total Credit Points Scored ÷ Total Credits.

  % of Marks (OGPA x 100) ÷ 10

2.9 **Semester Final Examinations:** Semester final examinations for each course are conducted by the University at the end of each semester in the theory portion of the course.

3.0 ADMISSIONS

3.1 Admission including selections to the undergraduate courses, ordinarily made in the beginning of the first semester of the academic year, shall be in accordance with the regulations laid down from time to time by the University.

No candidate shall be admitted after the closing date of admission in the particular academic year.

3.2 **Fee:** The fee once paid will not be refunded. The fee for application, semester fee, special fee, examination fee and other fee shall be as prescribed by the University from time to time.

4.0 COURSES, CREDITS AND SYLLABI

The details of the courses, credits and syllabi of the undergraduate courses shall be as prescribed by the Academic Council from time to time.

5.0 ADVISORY SYSTEM

The students on their admission shall be divided into convenient batches by the Dean of the college and each batch is assigned to one of the teachers who is designated as the 'Advisor. Each student immediately after enrollment fills up all the registration cards with the guidance of his/her advisor. Among other things. the advisor shall help the students in planning the programmes of their studies. The advisor will establish and foster close personal relationship with students assigned to him/her during their entire stay in the college by having periodical meetings either with the entire batch of students or with each student as often as is considered necessary in an effort to know their problems, review their study programmes and take such remedial actions may be necessary in consultation with the teachers concerned and the Dean.

The advisor will maintain a record containing particulars of previous academic progress of the student. courses registered and examinations appeared and grades obtained in each course in each semester as per the format prescribed by the University (Annexure - I).

6.0 REGISTRATION

6.1 **Registration for the first time in the University:** Students who have received notification of admission from the University into various faculties will receive, on arrival, guidelines for registration from the Deans of the respective colleges.

A registration and orientation programme will be conducted by the Dean of the college for the benefit of the students joining the University for the first time.

Attendance in respect of fresh students for the first semester shall be reckoned from the date of registration of the concerned student.

6.2 **Registration for the subsequent semesters**

The following are the steps in the registration of students for different courses.

a) The students in each batch shall register for the set of courses offered in that batch and fill in the registration cards in person producing the identity card at the registration center on the day of registration. The students having backlog courses can register the total backlog courses and few fresh courses offered in that semester for that batch and fill in the cards. Advisor in turn will countersign and send them to the Dean's office. The Dean's office shall prepare a list of registered students for each course and send them course-wise to the concerned teacher within a week.

b) The payment of fees and other arrears due to the college, department, hostel, library etc., shall precede registration.

c) Late fee for UG students shall be Rs. 100/- for the first three working days starting from the next day of the scheduled date of registration and thereafter Rs. 200/- per day for a further period of four working days. The attendance will however be reckoned from the day of commencement of instructions as per the academic calendar. However, in respect of RAWEP/In-Plant Training/Hands-on Training/Skill Development Training/Industrial Attachment/Experiential Learning Programmes, the rules as prescribed in RAWEP Manual/In-Plant Training Guidelines/Industrial Attachment Manual/Hands-on training Manual/Skill

Development Manual/Experiential Learning Programmes Manual shall be followed.

6.3 **Study load for semester:** For the purpose of calculation of study load, number of credits registered in a semester includes fresh courses and courses to be repeated due to shortage of attendance. The total study load for students shall not be more than 24 credit hours per semester. Additionally 5(0+5) credit hours per semester in two semesters of B.Tech. (Agricultural Engineering) for Student READY programmes of second and third year is allowed.

7.0 ATTENDANCE

Every student shall ordinarily attend all classes in a course. However, the minimum attendance prescribed in a course is 75%. The attendance shall be reckoned for theory and practicals separately. A student who fails to put in the minimum attendance either in theory or practicals, his/her registration for that course shall be treated as cancelled.

7.1 Minimum Attendance

a) The minimum attendance requirements can be relaxed up to 10% on medical grounds i.e., up to 65% for theory and practicals separately only in case of indoor hospitalization

b) As per Sixth Dean's committee recommendations 85% attendance is required for student-READY programmes.

7.2 (a) If a student admitted to the first-year U.G. programmes does not register the courses of first semester of that year or having registered, does not put in at least 75% of attendance in all the courses, his/her admission shall stand cancelled, provided that the admission of a student may not be cancelled in exceptional and deserving cases having regard to the facts and merits of the case as provided in clause (b) of this regulation.

(b) A student who wishes to seek relaxation of provision in clause (a) of this regulation for good and exceptional reasons may make an application within 7 (seven) calendar days from the last day of instruction of first semester to the Dean of the college concerned giving the grounds and the proof thereof due to which he/she could not fulfil the minimum attendance requirement, provided he/she puts in at least 60% attendance during the first semester of admission. Such application shall be considered by a committee consisting of a senior Professor or a senior Associate Professor in the colleges where a Professor is not existing (as nominated by the Dean.) the OIAM (Officer In charge of Academic Matters) of the college, Advisor of the student concerned and the University Medical Officer. If the committee is satisfied that there were exceptional circumstances warranting exercise of discretion to relax the provision in clause (a) of this regulation, the Dean may pass an order allowing the student to continue the studies in relaxation of the provision in clause (a). The student so permitted to continue the studies shall re-register the courses, in which he/she had shortage of attendance when offered next.

7.3 When a student has to leave the college after completion of first semester of study, for reasons beyond his/her control, he/she shall obtain prior permission from the Dean for discontinuation within one month from the date of discontinuation. If a student fails to take such permission, he/she shall not be eligible for readmission. A student, permitted to discontinue by the Dean, shall apply to the Dean for readmission, at least one month before the commencement of the semester in which readmission is sought. After the discontinuation period, the set of courses if not offered during the semester, the student shall wait for another semester for registration of courses. However, the maximum period of break shall not exceed 4 (four) semesters under any circumstances including the semester during which he/she discontinued.

7.4 Where a student leaves the college taking a T.C. he/she shall not be eligible for readmission.

8.0 EVALUATION OF STUDENTS, EXAMINATIONS AND GRADES

8.1 (a) The evaluation of the student in a course shall be based on his/her performance in various kinds of examinations, records, class work and other types of exercises.

(b) The detailed course outlines in each course shall be prepared by the concerned teacher(s) in consultation with the University Head of the Department/Head of the Department, which will be made available to the students during the first week of the semester. A schedule of the mid-semester examinations of the academic programme shall be prepared by the Dean and notified to the students at the beginning of each semester.

(c) Answer scripts of mid-semester examinations are evaluated by the teacher and shall be shown to the students. The students shall have the option to request the teacher for clarification of any doubts in scoring, provided that such clarification is requested when the answer scripts are made available to them. This shall not apply to final theory and practical examinations.

8.2 **Mid-semester examinations:** There shall be one mid-semester examination to be conducted by the teacher offering the course after 50% of the working days are over in a semester. The duration for mid-semester examination shall be for one and a half hours and the final theory examination shall be two and half hours. The marks allotted for mid-semester and semester final theory examinations shall be 50 and 100, respectively. Ordinarily, no condonation for absence of mid-semester examination shall be given. However, the mid-semester examination to be conducted to the students who could not appear these examinations in view of their participation in the inter-university and national sports, literary and cultural events etc., along with the students who are genuinely prevented from taking examination in the case of serious illness or accident or any other case. This repeat examination shall be held within two weeks from the date of examination missed and shall be a common examination for all such students. Unless a student appears for the mid-semester examination, he/she shall not be permitted to appear for the semester final theory and practical examinations in the course concerned. The special re-examination shall be conducted as per the time fixed by the Dean within two weeks from the last date of mid-semester examinations. The weightage of marks allotted for mid-semester and semester final theory examinations shall be as per the Fifth Dean's Committee recommendations.

8.3 **Semester final examinations:** (a) The semester final examinations in each course shall be held at the end of each semester. The semester final examination in the theory portion shall be of two and a half hours duration. It is the responsibility of the University to conduct the semester final theory examination. practical examinations shall be conducted by the respective colleges. The students shall be given two preparation holidays (inclusive of the public holiday) before the commencement of semester's final theory examinations.

(b) Answer scripts of semester final theory examinations are evaluated through spot valuation system. On the last day of semester final examinations, the Dean shall send all the sealed answer scripts to the selected centre where they are coded, before distribution for valuation. The duration of spot valuation is 7 (seven) working days. Evaluation instructions are issued by the University for each semester.

8.4 **Computation and Award of Courses Grades:** Marks for the practical shall be based on continuous evaluation of practical classes and a final practical examination which shall include a viva-voce examination. In respect ofthe RAWE Programme/In-plant Training/Industrial Attachment/Hands-on Training/Skill Development Training and ELP etc., the criteria for evaluation of students as prescribed in manuals of respective programmes shall be followed.

Examinations

	External Theory	Internal Theory (Mid-term)	Quiz / Progressive Assessment	Final Practical
For courses having both theory and practical components	40%	20%	20%	20%
For courses with theory only	50%	30%	20%	-
Courses with practical only	-	30%	20%	50% (Internal)

The evaluation of the skill enhancement courses will be done as courses with practical only.

The quiz and progressive assessment can also be considered in form of group assignments

The evaluation of internship will be done both by the parent institute and the host industry/organization. It should be 50% weightage for each. The student shall submit a report to the parent institute and present the learning before the other students and faculty after the internship programme. The format of evaluate may be developed by the parent institute.

The online/MOOC courses, successfully completed by the students, will be indicated in the transcript with ‘Satisfactory’ remark.

When students take deficiency course (s), they will be assessed as ‘Satisfactory’ or ‘Un-satisfactory’ without any grade points.

Semester Final Practical Examinations (Internal)

Shall be conducted by course instructor(s) and one teacher nominated by HOD.

Semester Final Theory Examinations (External)

The syllabus of the courses concerned shall be sent to at least two teachers of other state Agricultural Universities for each course who shall prepare the question paper (Part A:40 and Part B: 60)

The DOE (Director of Education) /COE shall choose two question papers which shall be moderated by the teachers as identified by the DOE (Director of Education)/COE and finally one of the question papers shall be chosen by DOE (Director of Education)/COE for the conduct of semester final theory examination. Evaluation shall be done internally by the faculty other than the course instructor.

Weightage with various courses such as course with theory and practical (1+1, 2+1, 3+1 and 1 + 2 etc..) courses with theory only (1+0,2+0 and 3+0 etc.,) and courses with practical only (0+1,0+2,0+3 and 0 +4 etc.) are approved as proposed (Annexure - II enclosed).

Percentage of Marks Obtained	Conversion into Points
100	10
90 to <100	9 to <10
80 to <90	8 to <9
70 to < 80	7 to <8
60 to <70	6 to <7
50 to <60	5 to <6
<50 (Fail)	<5 (Fail)
Example 80.76	8.076

8.5 **Mass Absence of Students From a Class or Examination:** Absence of students 'en-masse' from a class or examination shall not be condoned. The Dean, in addition, may order suspension of the course, if deemed necessary.

8.6 **Unfair Means During Tests and Examinations:** The Dean of the college shall be responsible for dealing with all cases of use of unfair means in various examinations. The phrase, 'Use of Unfair Means' includes possession of any information or material by the student, talking to other students, copying from other students or from printed or written material may include 'use of mobiles or any other electronic gadgets, impersonation etc. The invigilator concerned, on finding the use of unfair means by any student may take the answer scripts of the student and the material evidence, if any, and the explanation from the student. The student may also be sent out of the examination hall immediately. The invigilator concerned shall report each case of unfair means directly to the Dean immediately with full details of the incident, answer scripts, the available evidence and explanation of the concerned students, if any. The Dean, on receipt of the report, may give an opportunity to the concerned student to represent his/her case considering all the available evidence, and the Dean shall take appropriate action immediately. The penalty shall be as indicated below:

a) A student found using unfair means during mid-semester examination shall be deemed to have failed in that course.

b) A student found using unfair means during semester final examination shall be deemed to have failed in all the courses, he/she has registered in that semester and/or in such of those courses in which he/she appeared for semester final examination in that semester. In such cases, the student shall not be permitted to take the remaining examinations, if any. in that semester.

c) The Dean shall report each case falling under (a) and (b) above immediately (after passing the order to the DOE). For using unfair means of a serious nature such as ignoring the repeated instructions of invigilator, or abusing, threatening or assaulting the invigilator, warranting higher penalties than those indicated in clauses (a) and (b) above, the Dean, besides treating the student as failed in all the courses he/she registered in that semester, may further debar the student for the succeeding semester and the fact be informed to the DOE. Further, if more severe punishments felt necessary. will be imposed, The Dean shall immediately inform the University about the details of each case, together with all the material evidence if any, and his/her recommendation. The explanation or representation of the student, if any, may also be sent. The Vice-Chancellor after examining the case, may debar the student for further period or permanently. The decision of the Vice-Chancellor is final.

d) The parent or the guardian of the concerned student shall be informed of any punishment awarded to the student and the reason therefor.

8.7 **Scrutiny of Grades:** The student may apply to the Registrar within one week after the announcement of the grades for scrutiny of the totalling of marks of the semester final examination or calculation of grade points obtained by him advancing sufficient reasons for such a request. The fee for such scrutiny shall be as prescribed from time to time.

9.0 ACADEMIC STATUS AND SCHOLASTIC DEFICIENCIES

9.1 (a) A student shall get minimum of 50% marks in both final theory and final practical examinations separately for a pass in the final examination of a course. If a student does not achieve this he/she has to reappear for the final examination in theory/practical or both as the case may be, when next conducted for such course(s).

(b) A student obtaining a grade point of 5.0 shall be considered to have passed the course. A student getting less than 5.0 shall be deemed to have failed in the course and "F" shall be indicated in the grade point. A student who secures grade point below 5.0 or who secures less than 50% marks in semester final theory/practical examination of the course (or) was marked absent has to reappear for either final theory or practical examination or both (as the case may be). A student may also have the option to write the mid-semester examination of the course in the same semester when he/she next takes the final examination (theory/practical or both) of that particular course.

(c) Whenever a student wants to take re-examination in any course(s) he/she should fill in the particulars in a prescribed application form duly paying the re-exam fee of Rs. 50/- (Rupees fifty only) for each course subject to a maximum of Rs. 100/- (Rupees hundred only) within forty days from the date of commencement of the subsequent semester.

9.2 **Promotion to Second Year**

A candidate is automatically promoted to the second year irrespective of the number of courses absent/failed in the first year.

Promotion to Third Year

Candidates should have passed all the courses of first year and should not have more than 6 backlog courses of second year (absent/failed).

Promotion to Fourth Year

A student needs to pass all the I, II and III year courses by the end of III year for registering for the final year courses/Student-READY programmes including electives if any. The non-gradial courses/Student-READY programmes and electives if any are considered on par with other courses for the purpose of promotion to the next year for the students admitted from 2024-25 onwards.

9.3 **Year of Standing**

The year of standing of a student shall be determined solely on the basis of his completion of certain number of credit hours as prescribed by the Academic Council.

10.0 GRADUATION REQUIREMENTS

10.1 The student shall satisfy minimum residential requirements and maximum duration as below.

The minimum residential requirement is eight semesters for U.G. Degree Programmes at the University.

The maximum duration of degree programmes is fourteen semesters (7 academic years).

10.2 **Requirements for Bachelor's Degree**

A student undergoing courses of study leading to award of Bachelor's Degree viz., B.Sc. (Hons.) Agriculture [Bachelor of Science (Hons.) in Agriculture), B.Sc. (Hons.) Horticulture (Bachelor of Science (Hons.) in Horticulture), B.Tech. (Agricultural Engineering) (Bachelor of Technology in Agricultural Engineering), B.Tech. (Food Technology) (Bachelor of Technology in Food Technology) and B.Sc. (Hons.) Community Science (Bachelor

of Science (Hons.) in Community Science) as the case may be shall pass courses and complete the minimum number of credit hours prescribed thereby the Academic Council from time to time by obtaining minimum OGPA of 5.00 in the 10-point scale. A student undergoing instructions in UG courses of study leading to the award of Bachelor of Science (Hons.) in Agriculture, Bachelor of Science (Hons.) in Horticulture, Bachelor of Technology in Agricultural Engineering. Bachelor of Technology in Food Technology, Bachelor of Science (Hons.) in Community Science, shall have to complete satisfactorily the Student Ready Programmes as approved by Academic Council like, Rural Work Experience Programmes/In-Plant training/Industrial Attachment/Hands-on training/Skill Development Training/Project Work/Experiential Learning Programme etc., as prescribed from time to time.

10.3 **Classification of Successful Candidates**

The successful candidates after completion of graduation requirements, declaration of the division/class in the provisional degree certificate and degree certificate in the 10-point scale up to 3 decimal places shall be classified as:

OGPA	DIVISION
5.000 - 5.999	PASS
6.000 - 6.999	II DIVISION
7.000 - 7.999	I DIVISION
8.000 and above	I DIVISION WITH DISTINCTION

11.0 STUDENTS RESPONSIBILITY

All undergraduate students studying in various faculties of this University are expected to know the requirements for the award of a Bachelor's Degree and general academic requirements and assume full responsibility for meeting them. They are expected to keep constantly in touch with their advisors so that the latter may watch their progress and guide them along the right lines. In no case a regulation be waived or exception made simply because a student pleads. ignorance of it.

12.0 TRANSFER OF STUDENTS FROM OTHER UNIVERSITIES TO THIS UNIVERSITY IS NOT PERMITTED.

13.0 RECORD OF COURSES

To ensure that requirements for the award of degree have been completed by a student, the University shall keep a record of courses completed by the students. A copy of the same shall be maintained by the Dean of the concerned college.record of courses completed by the students. A copy of the same shall be maintained by the Dean of the concerned college.

14.0 AUTHORITIES TO APPROVE RESULTS AND ISSUE PASS CERTIFICATES, TRANSCRIPTS ETC.

The Vice Chancellor shall approve the results on the recommendation of the DOE and the Registrar shall issue the Provisional Pass Certificates, transcripts etc. to the candidates.

15.0 AWARD OF DEGREE

A degree under the seal of the University and duly signed by the officers authorised on this behalf shall be presented at a convocation to each candidate who has successfully completed the graduation requirements for the award of degree. Degrees of the candidates who have successfully completed the graduation requirements for the award of degree and are admitted 'IN ABSENTIA' to a degree at a convocation shall be sent by post. The degree shall be set for the name of the candidate, father's name, mother's name, degree, month and year of successful completion of the graduation requirements etc.

16.0 AMENDING OR CANCELLATION OF RESULT

If the result of a candidate is discovered to be vitiated by error, malpractice, fraud, improper conduct or any other reasons, the Vice-Chancellor shall have the power to amend the result in such a manner as to accord with the true position, and to make such declaration as the Vice-Chancellor may deem necessary in that behalf. If it is found that the result of a candidate has been vitiated by malpractices, fraud or other improper conduct whereby he has been benefited and that he has in the opinion of the Vice-Chancellor, been a party to or connived at the malpractice, fraud or or

improper conduct, the Vice-Chancellor shall have the power at any time, notwithstanding the award of the degree or diploma or a certificate or prize or a scholarship, to amend the result of such candidate and to make such declaration as the Vice-Chancellor may deem necessary in, that behalf, including debarring of the candidate from the University for such a period as may be specified and the cancellation of the result of the candidate in such manner as the Vice-Chancellor may decide.

17.0 TRANSITORY PROVISION

These regulations shall apply to the students who shall be admitted from the academic year 2024-25 and onwards.

18.0 No regulation made by the Academic Council, governing the undergraduate courses of study shall be constructed to limit or abridge the powers of the Academic Council to deal with any case or cases of any student or students of the under graduate courses in such manner as it may appear to it to be just and ebarring of the candidate from the University for such a period as may be specified and the cancellation of the result of the candidate in such manner as the-Vice Chancellor may decide.

ANNEXURE - I
(REGULATION 5.0)

KAVERI UNIVERSITY
REGISTRATION & AWARD BOOK

Name Of The College :_____

Degree Programme :_____

Name Of The Student :_____

Id. No :_____

Aadhaar Card Number :_____
Of The Student (optional)

Name Of The College :_____

Name Of The Student In Full :_____

Blood Group :_____

Mobile No. Of Student's Father/Guardian :_____

E-mail ID Of The Student's & Father/Guardian :_____

_____

Health Status :_____
(Are you suffering From Chronic Illness, If Any)

Father's Name & Occupation :_____

Mother's Name :_____

Permanent Address :_____

Local Address, If Residing Outside The Hostel :_____

Name & Address Of Guardian, If Any :_____

Name Of The Institute Last Studied :_____

Signature of the Student

Particular of the Advisor

Name :_____

Designation :_____

Department :_____

Signature of the Advisor

First/Second Semester Academic Year 20 - 20
Boarder/day Scholar

S. No.	Course No. Registered	Title of the Course	Credit Hours	Grade	*SA/AB/F

S. No.	Course No. in Which Re-examination is Taken	Credit Hours	Grade Point/AB/F

GPA During the Semester :_____

OGPA at the End of the Semester :_____

*SA = Shortage of Attendance
*AB = Absent
*F = Failed

Signature of the Student Signature of the Advisor

S. No.	Advisory Meeting During the Semester	Signature of the Student	Signature of the Advisor

ANNEXURE – II

Method of Evaluation of Quiz/Assignment, Mid Term Examination, Semester Final Theory Examination and Semester Final Practical Examination etc., as per the Sixth Dean's Committee recommendations effective from 2024-25 admitted batch of students of U.G. programmes.

I. Course with Theory and Practical Examination:

S. No.	Credit Hours	Mid Term Exam Internal Theory (%)	Practical Exam Including Class Work (%)	Quiz/Assignment (%)	Final Theory Exam (%)	Total Marks (%)
1	1+1	20	20	20	40	100
2	2+1	20	20	20	40	100
3	3+1	20	20	20	40	100
4	1+2	20	20	20	40	100

a) 20% Marks for Mid Examination

Mid-semester exam will be conducted for 50 marks.

20 marks for Objective Type Questions.

30 marks for Subjective Type Questions.

To convert these marks to 20%, marks secured by the student multiply by 2* (20/100).

Example: If a student secures 40 out of 50 marks in mid-semester examination.

Calculation: 40 x 2 x (20/100) = 16.000 marks.

b) 40% Marks for Semester Final Theory Examination:

Semester Final Theory Examination will be conducted for 100 marks (should secure 50% to pass). Finally reduced to 40.

40 marks for Objective Type Questions.

60 marks for Subjective Type Questions.

To convert these marks to 40%, marks secured by the student multiply by 40/100.

Example: If a student secures 80 out of 100 marks.

Calculation: 80 x (40/100) = 32.000 marks.

c) 20% Marks for Final Practical and Class Work:

Final Practical Examination will be conducted for 50 marks reduced to 25 marks and should secure 50% to pass (12.5), includes written/experiment performance-15 marks, viva voce-10 marks.

Classwork and Record work will be calculated for 25 marks.

Example: If a student secures 18 out of 25 marks in Final Practical Examination.

If a student secures 20 out of 25 marks in Class work and Record work.

Calculation: 18 + 20 = (38/50) further reduce to 20 marks, 38 x 2 x (20/100) = 15.2 marks.

d) 20% Marks for Quiz/Assignment:

Quiz/Assignment be conducted for 10 marks each two times before mid and after mid. The total marks secured will be added to final total. (Not to be reduced).

II. Course with Only Theory Examination:

S. No.	Credit Hours	Mid Term Exam Internal Theory (%)	Quiz/Assignment (%)	Final Theory Exam (%)	Total Marks (%)
1	1+0	30	20	50	100
2	2+0	30	20	50	100
3	3+0	30	20	50	100

a) 30% Marks for Mid Examination:

Mid-semester Examination will be conducted for 50 marks.

20 marks for Objective Type Questions.

30 marks for Subjective Type Questions.

To convert these marks to 30%, marks secured by the student multiply by 2x (30/100).

Example: If a student secures 40 out of 50 marks in Mid-Semester Examination.

Calculation: 40 x 2 x (30/100) = 24.000 marks.

b) 50% Marks for Semester Final Theory Examination:

Semester Final Theory Examination will be conducted for 100 marks (should secure 50% to pass). Finally reduced to 50.

40 marks for Objective Type Questions.

60 marks for Subjective Type Questions.

To convert these marks to 50%, marks secured by the student multiply by 50/100.

Example: If a student secures 80 out of 100 marks.

Calculation: 80 x (50/100) = 40.000 marks.

c) 20% Marks for Quiz/Assignment:

Quiz/assignment will be conducted for 10 marks each two times before mid and after mid. The total marks secured will be added to final total. (Not to be reduced)

III. Courses with Only Practical (100% internal):

S. No.	Credit Hours	Mid Term Exam Internal Theory (%)	Quiz/Assignment (%)	Final Theory Exam (%)	Total Marks (%)
1	0+1	30	20	50	100
2	0+2	30	20	50	100
3	0+3	30	20	50	100
4	0+4	30	20	50	100

a) 30% Marks for Mid Examination:

Mid-semester Examination will be conducted for 50 marks.

20 marks for Objective Type Questions.

30 marks for Subjective Type Questions.

To convert these marks to 30%, marks secured by the student multiply by 2x (30/100).

Example: If a student secures 40 out of 50 marks in Mid-Semester Examination.

Calculation: 40 x 2 x (30/100) = 24.000 marks.

b) 50% Marks for Final Practical and Class Work:

Final Practical Examination will be conducted for 50 marks reduced to 25 marks and should secure 50% to pass (12.5)., includes written/experiment performance-15 marks, viva voce-10 marks.

Classwork and Record work will be calculated for 25 marks.

Example: If a student secures 18 out of 25 marks in Final Practical Examination.

If a student secures 20 out of 25 marks in Class work and Record work.

Calculation: 18 + 20 = 38/50.

c) 20% Marks for Quiz/Assignment:

Quiz/assignment will be conducted for 10 marks each two times before mid and after mid. The total marks secured will be added to final total. (Not to be reduced)

Notes

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