R E G U L A T I O N S

relating to

UNDERGRADUATE B.A/B.SC/B.COM/B.B.A/B.B.A(Tourism & Hospitality) /B.B.A(Hospital Management)/B.C.A/B.H.M/B.T.T.M/ COURSES OF STUDY AND EXAMINATIONS

UNDER

CURRICULUM & CREDIT FRAMEWORK FOR UNDERGRADUATE PROGRAMMES

[In accordance with the UGC Guidelines on Adoption of National Curriculum and Credit Framework vide UGC D.O. No. 1-1/2021(QIP)(NATIONAL CURRICULUM AND CREDIT FRAMEWORK) dated 31.01.2023 and H.E.D, W.B. D.O No.354- Edn(CS)/10M-95/14 dated 2nd June 2023]

K A Z I N A Z R U L U N I V E R S I T Y
A S A N S O L, P A S C H I M B A R D H A M A N

with effect from

Academic Session 2023-2024

Foreword

The National Education Policy 2020 (NCCF) has been formulated in accordance with the need to utilise full human potential. It aims at enhancing the competence and capabilities for developing well-rounded personalities by providing the necessary environment for inclusive and quality education. It marks a watershed in the nation's history of education and promises to develop a synergistic and holistic paradigm for years to come.

In keeping with the progressive demands of the people the knowledge framework requires continuous upholstering. Life-long learning, discovery of new domains of knowledge and enhancing the capability set of the individual are the needs for the country's future growth. The new policy envisages development of individual skill sets through curricular designs which are multidisciplinary in approach, need-based and culturally embedded. The policy also focuses on promoting critical thinking, innovation and creativity to enable the use and promotion of higher order thinking skills.

Indeed, the NCCF is designed to transform the education system of the country from primary to higher education. Kazi Nazrul University has taken steps to bring the desired transformation in higher education by implementing NCCF from the academic session 2023-24. Implementation of NCCF in the University, where more than 40 courses are run for more than 15000 students, is undoubtedly a huge task. After thorough discussions with various stakeholders, including Principals and Heads of affiliated colleges and Heads of University Departments, a common undergraduate curriculum framework is agreed upon. Constructive suggestions from many sections are accommodated as far as possible keeping in mind the available infrastructure and the generative potential for future expansion. In the course of practice we are sure to fine-tune our venture further.

The "Undergraduate Curriculum Framework 2022" based on National Education Policy 2020 has slowly grown into its present avatar through several brain-storming sessions. This structure has been formulated with contemporary student needs in mind. A student-centric approach flexible in terms of choice of subjects of study with an added emphasis on interdisciplinary has been the basic characteristic of this curriculum. The semester-wise graded structure is not only engendered by creative combinations of disciplines for study but also multiple entry and exit points for students to feel free to travel in his/her own pace as much as possible. Increase in the number of choices of courses available to students will increase the need for more educators. The Framework also incorporates the spirit of NCCF in terms of providing multidisciplinary and holistic education with its roots in the traditions and culture of the nation. It lays emphasis on research, skill development and higher order thinking skills. It will promote novelty and employability. I appreciate the sincere efforts made by the NCCF Committee of the University in developing this Framework. I sincerely acknowledge the contribution of all the stakeholders of this University for their untiring effort in this innovatory project. We now look forward to carefully nurturing the incubation period of this nascent design.

Professor Dr Debashis Bandyopadhyay
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Kazi Nazrul University
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Regulations relating to Under Graduate Courses of Study and Examinations under CCFUGP

[Approved by the Executive Council of the University in its meeting held on 8th February 2024]

Preamble

In exercise of the power conferred upon it by Section 53 and 54 of Kazi Nazrul University Act, 2012 (West Bengal Act XIX. of 2012) the University makes the following regulations for undergraduate courses of study and examinations under the **Curriculum and Credit Framework for Undergraduate Programmes** with effect from the academic session 2023-24.

The National Education Policy (NCCF) 2020 recognizes the importance of higher education which plays an extremely significant role in promoting human as well as societal well-being and in developing India as envisioned in its Constitution - a democratic, just, socially conscious, culture, and humane nation upholding liberty, equality, fraternity, and justice for all. The NCCF, 2020 points out that "given the 21st-century requirements, quality higher education must aim to develop good, thoughtful, well-rounded, and creative individuals."

The NCCF, 2020 states, "Assessments of educational approaches in undergraduate education that integrate the humanities and arts with Science, Technology, Engineering and Mathematics (STEM) have consistently shown positive learning outcomes, including increased creativity and innovation, crucial thinking and higher order thinking capacities, problem-solving abilities, teamwork, communication skills, more in-depth learning and mastery of curricula across fields, increases in social and moral awareness, etc., besides general engagement and enjoyment of learning."

Further, the NCCF, 2020 also recommends that "the undergraduate degree will be of either 3 or 4 years duration, with multiple exit options within this period, with appropriate certifications."

In accordance with the NCCF, 2020, the UGC has formulated a new student-centric "Curriculum and Credit Framework for Undergraduate Programmes" incorporating a flexible choice-based credit system, multidisciplinary approach, and multiple entry and exit options which will facilitate students to pursue their career path by choosing the subject/field of their interest. Based on the new UGC notification in December, 2022, Kazi Nazrul University has come up with Curriculum and Credit Framework for Undergraduate Programmes incorporating all important aspects of the UGC-CCFUGP to facilitate achievement of policy visions stated in the NCCF 2020. This KNU-CCFUGP will also be applicable to the professional courses not covered by other regulatory bodies. The NCCF highlights certain fundamental principles that would guide both the education system at large, as well as individual educational institutions. The principles that have a direct bearing on the curricula for different levels of higher education include:

i. Recognizing, identifying, and fostering the unique capabilities of each student to promote her/his holistic development;

ii. Flexibility, so that learners can select their learning trajectories and programmes, and thereby choose their own paths in life according to their talents and interests;

iii. Flexibility, so that learners can select their learning trajectories and programmes, and thereby choose their own paths in life according to their talents and interests;

iv. Multidisciplinary and holistic education across the sciences, social sciences, arts, humanities, and sports for a multidisciplinary world;

v. Emphasis on conceptual understanding rather than rote learning, critical thinking to encourage logical decision-making and innovation; ethics and human & constitutional values, and life skills such as communication, teamwork, leadership, and resilience;

vi. Extensive use of technology in teaching and learning, removing language barriers, increasing access for *Divyang* students, and educational planning and management;

vii. Respect for diversity and respect for the local context in all curricula, pedagogy, and policy;

viii. Equity and inclusion as the cornerstone of all educational decisions to ensure that all students are able to thrive in the education system and the institutional environment are responsive to differences to ensure that high-quality education is available for all.

ix. Rootedness and pride in India, and its rich, diverse, ancient, and modern culture, languages, knowledge systems, and traditions.

The National Higher Education Qualification Framework (NHEQF) envisages that students must possess the quality and characteristics of the graduate of a programme of study, including learning outcomes relating to the disciplinary area(s) in the chosen field(s) of learning and generic learning outcomes that are expected to be acquired by a graduate on completion of the programme(s) of study. The New Curriculum Framework for UG Programmes envisages that graduate attributes are fostered through meaningful learning experiences made available through the curriculum and learning experience, the total college/university experience, and a process of critical and reflective thinking.

The new student-centric CCFUGP of UGC introduces holistic and multidisciplinary undergraduate education that would help develop all capacities of human beings –intellectual, aesthetic, social, physical, emotional, ethical, and moral – in an integrated manner; soft skills, such as complex problem solving, critical thinking, creative thinking, communication skills; and rigorous specialization in a chosen field(s) of learning.

UG Reg 1: Short Title, Application and Commencement:

These regulations may be called **Regulations relating to Under Graduate Courses of Study and Examinations.** These shall apply to every candidate applying for admission, and subsequent registration, the programme and conferment of 3-Year B**.**A./B.SC/B.COM./B.B.A/B.B.A(T&H)/B.B.A(Hospital Management)/B.H.M /B.T.T.M/ /B.C.A Degree and 4-Year B**.**A./B.SC/B.COM./B.B.A/B.B.A(T&H)/B.B.A(Hospital Management)/B.H.M/B.T.T.M/ /B.C.A Honours/Honours with Research Degree.

These shall come into force with effect from …………………………as approved by the Executive Council of the University.

Notwithstanding anything contained in any other rules or regulations in force relating to Under Graduate Courses of Study and Examinations of Kazi Nazrul University and its affiliated colleges for the students admitted during or after 2023-24 academic sessions, Under Graduate Courses of Study and Examinations of Kazi Nazrul University shall be guided by these regulations.

UG Reg 2: Definitions:

In this regulation the following definitions have been incorporated:

2.1. **"University"** means Kazi Nazrul University established and incorporated under the Kazi Nazrul University Act, 2012 (West Bengal Act XIX. of 2012).

2.2. **"College"** means Non-Government College or Institute/ State-aided College / Government College affiliated to this University.

2.3. **"Under Graduate Courses of Study"** '(UG)' means a **Three Year/ Four year degree course** of study divided into six/eight semesters, each of six months duration.

2.4. **"Academic Session"** means academic year from July to June.

. *2.5.* **"Year"** means the period commencing on 1st day of July of a year and ending on 30th June of the next year.

2.6. **"Semester"** means a period of six months beginning from 1st day of July to 31st day of December and 1st day of January to 30th day of June of each academic session containing 90 actual teaching days.

2.7. **"Credit"** means the unit by which the course work is measured. It is equivalent to one hour of teaching (Lecture or Tutorial) or two hours of Practical work/Field work per week in an academic calendar for a semester. The mechanism for computation of credit in the form L-T-P (Lecture -Tutorial -Practical) is as follows:

<div align="center">

1 Lecture Hour (L) = 1 Credit

1 Tutorial Hour (T) = 1 Credit

</div>

2 Practical Hours (P) =1 Credit

2.8. "*Academic Calendar*" means a period of ninety days of teaching in a semester commencing on the first working day of July/January of a year and ending on the last working day of December/June of the same year.

2.9. **"*Letter Grade*"** means an index of the performance of students in a course. Grades are allotted by letters O, A+, A, B+, B, C, P, F and Ab.

2.10. **"*Grade Point*"** means a numerical weight allotted to each letter grade on a 10 point scale.

2.11. "*Credit Point*" means the product of grade point and number of credits for a course.

2.12. "*Semester Grade Point Average (SGPA)*" refers to a measure of performance of a student in a semester. It is the ratio of total credit points secured by a student in various examinations appeared in the courses of a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

2.13. "*Grade Card or Transcript*" means a certificate issued to all examinees after every semester displaying the course details along with SGPA of that semester.

2.14. "*Cumulative Grade Point Average (CGPA)*" refers to a measure of cumulative performance of students over all semesters up to a point in the concerned course of study. It is the ratio of total credit points secured by a student in various examinations appeared in the courses in all semesters up to the said point and the sum of the total credits of all courses in all semesters up to the point. It is also expressed up to two decimal places.

2.15. *"Enrol"* means enrolment of a student in Undergraduate Courses of Study.

2.16. **"*Executive Council*"** means the Executive Council of Kazi Nazrul University.

2.17. **"*Court*"** means the Court of Kazi Nazrul University.

2.18. **"Professional courses of study"** means BCA/BBA/BBA(T&H)/BBA(HM)/BHM/BTTM.

2.19. These regulations were being made in conformity with the guidelines and directions as provided by the **University Grants Commission (UGC)** from time to time.

2.19. The words and expressions used but not defined shall be interpreted to have the same meaning as they have in Kazi Nazrul University Act (West Bengal Act XIX. of 2012) and Kazi Nazrul University Statute.

UG Reg 3. UG Degree Programmes

The **CCFUGP** provides various UG Degree programmes for students to choose the degree programme of their choice. The different UG Degree programmes are:

3.1. *UG Degree Programmes with Single Major*: A student has to secure a minimum of 50% credits from the major discipline for a 3-year/4-year UG Degree to be awarded a single major.

For example:

In a 3-year UG programme, if the total number of credits to be earned is 126, a student of Physics with a minimum of 65 credits will be awarded a B.Sc. in Physics with a single major.

Similarly, in a 4-year UG programme, if the total number of credits to be earned is 173, a student of Physics with a minimum of 102 credits will be awarded a B.Sc. (Honours or Honours with Research) in Physics with a single major

3.2. UG Degree Programmes with Double Major: A student has to secure a minimum of 40% credits from the second major disciplines for the 3-year/4-year UG degree to be awarded a double major.

For example:

In a 3-year UG programme, if the total number of credits to be earned is 126, a student of Physics with a minimum of 48 credits will be awarded a B.Sc. in Physics with a double major.

Similarly, in a 4-year UG programme, if the total number of credits to be earned is 173, a student of Physics with a minimum of 64 credits will be awarded a B.Sc. (Honours or Honours with Research) in Physics with double major

3.3. Interdisciplinary UG Programmes: The credits for core courses shall be distributed among the constituent disciplines/subjects so as to get core competence in the interdisciplinary programme.

For example:

A degree in Economics requires courses in economics, statistics, and mathematics. The total credits to core courses shall be distributed so that the student gets full competence in Econometrics upon completion of the programme. The degree for such students will be awarded as B.Sc. in Econometrics for a 3-year UG programme or B.Sc. (Honours or Honours with Research) in Econometrics for a 4-year UG programme

3.4. Multidisciplinary UG Programmes: In the case of students pursuing a multidisciplinary programme of study, the credits to core courses will be distributed among the broad disciplines such as Life Sciences, Physical Sciences, Mathematical and Computer Sciences, Data Analysis, Social Sciences, Humanities, etc.

For example:

A student who opts for a UG programme in Life Sciences will have the total credits to core courses distributed across Botany, Zoology and Human Biology disciplines. The Degree will be awarded as B.Sc. in Life Sciences for a 3-year UG programme and B.Sc. (Honours or Honours with Research) for a 4-year UG programme.

The statutory bodies of the University such as the Undergraduate Board of Studies and U.G. Council will decide on the list of courses under major category and credit distribution for double major, interdisciplinary and multidisciplinary programmes.

At this initial stage of implementation of NCCF 2020, the UG programmes of Kazi Nazrul University will be of Single Major. The other UG programmes like Double Major, Interdisciplinary and Multidisciplinary Programmes will be initiated in a phased manner in due course of time.

UG Reg 4. Eligibility for the UG Programmes

Candidates with Senior Secondary School Leaving Certificate or Higher Secondary (12th Grade) Certificate obtained after successfully completion of Grade 12 or equivalent stage of education corresponding to Level 4 are eligible for admission to the UG Programmes.

UG Reg 5. Duration for Award of UG Certificate, UG Diploma and Degrees

The undergraduate programme seeks to equip students with the capacities in fields across arts, humanities, languages, natural sciences, and social sciences; an ethic of social engagement; soft skills such as complex problem solving, critical thinking, creative thinking, and communication skills, along with rigorous specialization in a chosen disciplinary or interdisciplinary major and minor(s).

The UG Programmes will be of either 3 or 4-year duration, with a multiple entry and exit options and re-entry options, restricted only to KNU Students, with appropriate certifications such as:

5.1 *UG Certificate* Students who opt to exit after completion of the first year and have secured 40 credits will be awarded a UG certificate if, in addition, they complete one vocational course of 4 credits during the summer vacation of the first year. These students are allowed to re-enter the degree programme within three years and complete the degree programme within the stipulated maximum period of seven years.

Semesters 1 & 2: The students will undergo courses in 4 broad disciplines (major stream, minor stream, 2 broad disciplines (multidisciplinary category) to have basic knowledge not only in major areas but also in two other disciplines broadly grouped under Natural and Physical Sciences, Mathematics, Statistics and Computer Applications, Library, Information and Media Sciences, Commerce and Management, and Social Sciences. With exposure to basic courses in four disciplines, a student can decide to continue the chosen major or change the major and minor areas of interest at the end of the second semester. Additionally, these students will also take up courses of their interest from Ability Enhancement (language), Skill Enhancement, and Value-Added categories.

Change of Major: Students can opt for a change of major with the minor already taken within the broad discipline (Natural and Physical Sciences, Mathematical, Statistics, and Computational Sciences, Library, Information and Media Sciences, Commerce and Management, and Humanities and Social Sciences) at the end of the first year.

Additional Seats: For the purpose of change of major the competent authority of the University will create 10% additional seats over and above the sanctioned strength to accommodate the request for a change of major. Any unfilled or vacant seats may be filled with those seeking a change of Major. **Preference will be given to those who have got highest CGPA with no arrears in the first year.**

5.2. UG Diploma Students who opt to exit after completion of the second year and have secured 80 credits will be awarded the UG diploma if, in addition, they complete one vocational course of 4 credits during the summer vacation of the second year. These students are allowed to re-enter within a period of three years and complete the degree programme within the maximum period of seven years.

Semesters 3 & 4: Students will choose courses of their interest in major and minor to build a career of their interest. They also pursue courses to strengthen their language skills and other skill-augmenting courses and vocational training.

5.3. *3-Year Bachelor's Degree* Students who wish to undergo a 3-year (6 semesters) UG programme will be awarded UG Degree in the Major discipline after successful completion of three years, securing 120 credits and satisfying the minimum credit requirement.

Semesters 5 & 6: Students will undergo higher level courses and related courses during the 5th and 6th semesters in order to gain in-depth knowledge in the major and also in the related disciplines through the minor stream. Students will also gain work-related skills through courses in vocational education. The programme structure will enable the students to gain sufficient knowledge and skills to meet the industry/society requirements.

5.4. *4-Year Bachelor's Degree (Honours)* A four-year UG Honours degree in the major discipline will be awarded to those who complete a four-year (eight semesters) degree programme with 160 credits and have satisfied the credit requirements

5.5 4-Year Bachelor's Degree (Honours with Research) Students who secure 75% marks and above in the first six semesters and wish to undertake research at the undergraduate level can choose a research stream in the fourth year. They should do a research project or dissertation under the guidance of a faculty member of the University/College. The research project/dissertation will be in the major discipline. The students, who secure 160 credits, including 12 credits from a research project/dissertation, are awarded UG Degree (Honours with Research).

Semesters 7 & 8: During the 4th and final year, students will undertake advanced level courses in both major and minor streams to get a UG Degree (Honours). Students choose a research component with courses relating to research methodology, advanced courses in theory and applied areas, and seminar presentations. Students

may be permitted to carry out a research project or dissertation in another department of the same institution or another institution provided the required facilities are available

5.6. Entry and Exit Options

As permissible under UGC Guidelines for Multiple Entry and Exit in Academic Programmes offered in Higher Education Institutions (July, 2021), students will be allowed to enter / re-enter in the odd semesters and exit after even semesters provided that they fulfil the minimum requirements for entry and exit.

5.7. Evaluation Committee for Multiple Entry and Exit: While this Curriculum and Credit Framework for Undergraduate Programmes provides options for multiple entry and exit to students of Kazi Nazrul University, there will be an Evaluation committee to decide the eligibility of such students.

5.8. Students will be permitted to take a break from the study during the period of study but the **total duration of completing the programme shall not exceed 7 years.**

Note: The 4-Year Bachelor's Degree Programme may be considered as a preferred option since it would provide an opportunity to experience the full range of holistic and multidisciplinary education (vide UGC letter No. 27-3/2023 (CU) dated 28th March, 2023).

5.9. Award Name, Stage of Exit and Mandatory Credit to be secured

SL No	Stage of exit	Type of Degree Name	Mandatory credits to be secured for the Degree
1	After successful completion of Semester II	Undergraduate Certificate in Arts/Science (Major Discipline) and Undergraduate Certificate in Commerce/ Professional Course of Studies	44
2	After successful completion of Semester IV	Undergraduate Diploma in Arts/Science(Major Discipline) and Undergraduate Diploma in Commerce/ Professional Course of Studies	88
3	After successful completion of Semester VI	Bachelor of Arts/Science in <<Major Discipline>> and Bachelor of Commerce/ Professional Studies	126
4	After successful completion of Semester VIII	Bachelor of Arts/Science (Honours) in <<Major Discipline>> and Bachelor of Commerce/ Professional Studies (Honours). Bachelor of Arts/Science (Honours with Research) in <<Major Discipline>> and Bachelor of Commerce/ Professional Studies (Honours with Research).	173

In case of any changes required by the Controller of Examinations in the title of the degrees the matter will be referred to the Executive Council for approval of the changes required.

UG Reg 6: Infrastructure Requirements

The Departments offering a 4-Year UG Degree (Honours with Research) must have the **required infrastructure such as library, access to journals, computer laboratory and software, laboratory facilities to carry out experimental research work, and at least two permanent faculty members who are recognized as Ph.D. Supervisors.** The Departments already recognized for conducting Ph.D. programme may carry out a 4-Year UG Degree (Honours with Research) without obtaining any approval from the affiliating University.

UG Reg 7: Programme Structure

7.1. Semester

A semester comprises of 90 working days and an academic calendar is divided into two semesters. Summer term is for eight weeks duration. Internship /apprenticeship/work-based vocational education, field-based learning and training will be carried out during the summer term. Regular courses may also be offered during the summer term on fast-track mode to enable students to do additional courses of complete backlogs in coursework. Arrangement may be made for courses to be offered in summer term depending on availability of faculty and number of students.

7.2. Credit Hours

The workload relating to a course is measured in terms of credit hours. A credit is a unit by which the coursework is measured. It determines the hours of instruction required per week over the duration of a semester (minimum 15 weeks). Each course may have only a lecture component or a lecture and tutorial component or a lecture and practicum component or a lecture, tutorial, and practicum component or only practicum component.

For example:

A three-credit lecture course in a semester means 3 one-hour lectures per week with each one-hour lecture course counted as one credit. In a semester of 15 weeks duration, a three-credit lecture course is equivalent to 45 hours (3 hours per week x 15 weeks) of teaching.

One credit for tutorial work means one hour of engagement per week. In a semester of 15 weeks duration, a one-credit tutorial in a course is equivalent to 15 hours of engagement.

A one-credit course in practicum or lab work, community engagement and services, and field work in a semester mean two-hour engagement per week. In a semester of 15 weeks duration, a one-credit practicum in a course is equivalent to 30 hours of engagement.

A one-credit of Seminar or Internship or Studio activities means two-hour engagements per week. Accordingly, in a semester of 15 weeks duration, one credit in these courses is equivalent to 30 hours of engagement.

A course can have a combination of lecture credits, tutorial credits, and practicum credits.

For example:

A 4-credit course with three credits assigned for lectures and one credit for practicum shall have three 1-hour lectures per week and one 2-hours duration field-based learning/project or lab work, or workshop activities per week.

In a semester of 15 weeks duration, a 4-credit course is equivalent to 45 hours of lectures and 30 hours of practicum.

Similarly, a 4-credit course with 3-credits assigned for lectures and one credit for tutorial shall have three 1-hour lectures per week and one 1-hour tutorial per week.

In a semester of 15 weeks duration, a 4-credit course is equivalent to 45 hours of lectures and 15 hours of tutorials.

UG Reg 8: Curricular Components

The UG curriculum consists of the following components:

8.1. Major Stream Courses

These are the disciplines or subjects of main focus which provide the opportunity for students to pursue in-depth study of a particular discipline or subject and the degree will be awarded in that discipline. Students should secure at least 50% of the total credits in the major discipline.

Major courses will be of 5/4 credits each.

8.2. Minor Stream Courses

Minor courses help the students to gain broader understanding beyond the major disciplines. Students will have the option to choose other disciplinary/interdisciplinary course and skill-based courses relating to a chosen vocational education programme as minor. Students who take prescribed number of courses in a discipline or interdisciplinary area of study other than the chosen major will qualify for a minor in that discipline or the chosen interdisciplinary area of study.

All minor courses will also be of 5 credits each.

8.3. Multidisciplinary Courses

All students are required to undergo three introductory-level courses relating to any of the following broad disciplines. These courses are intended to broaden the intellectual experience and form part of liberal arts and science education. Students are not allowed to choose or repeat courses already undergone at the higher secondary level (12th class) in the proposed major and minor stream under this category.

All courses under multidisciplinary will be of 3 credits each.

Natural and Physical Sciences: Students can choose basic courses from disciplines such as Natural Science, for example, Biology, Botany, Zoology, Biotechnology, Biochemistry, Chemistry, Physics, Biophysics, Astronomy and Astrophysics, Earth and Environmental Sciences etc.

Mathematics, Statistics and Computer Applications: Courses under this category will facilitate the students to use and apply tools and techniques in their major and minor disciplines. The course may include training in programming software like Python among others and applications software like STATA, SPSS, Tally, etc. Basic courses under this category will be helpful for science and social science in data analysis and the application of quantitative tools.

Library, Information and Media Sciences: Courses from this category will help the students to understand the recent developments in information and media science (journalism, mass media, and communication).

Commerce and Management: Courses include business management, accountancy, finance, financial institutions, fintech, etc.

Humanities and Social Sciences: The courses relating to Social Sciences, for example, Anthropology, Communication and Media, Economics, History, Linguistics, Political Science, Psychology, Social Work, Sociology, etc. will enable students to understand the individuals and their social behaviour, society, and nation. The courses under humanities include, for example, Archaeology, History, Comparative Literature, Arts & Creative expressions, Creative Writing and Literature, Language(s), Philosophy, etc. and interdisciplinary courses relating to humanities.

The list of courses that can include interdisciplinary subjects such as Cognitive Science, Environmental Science, Gender Studies, Global Environment & Health, International Relations, Political Economy and Development, Sustainable Development, Women's and Gender Studies, etc. will be useful to understand society.

8.4. Ability Enhancement Courses (Language and Communication Skill Courses)

Students are required to achieve competency in Modern Indian Language (MIL) and in English language with special emphasis on language and communication skills. The courses aim at enabling the students to acquire and demonstrate the core linguistic skills, including critical reading and expository and academic writing skills, that help students articulate their arguments and present their thinking clearly and coherently and recognize the importance of language as a mediator of knowledge and identity. They would also enable students to acquaint themselves with cultural and intellectual heritage of the chosen MIL and English language, as well as to provide a reflective understanding of the structure and complexity of the language/literature related to both the MIL and English language. The courses will also emphasize the development and enhancement of skills such as communication, and the ability to participate/conduct discussions and debate.

The courses under this category will be of 4 credits.

8.5. Skill Enhancement Courses

These courses are aimed at imparting practical skills, hands-on training, soft skills, etc., to enhance the employability of students. Courses will be designed as per students' needs and available institutional resources.

Each of the Skill Enhancement courses will be of 3 credits.

8.6. Value-Added Courses

These are courses common to all UG students. All UG students are required to take the following courses under the category of value-added courses.

Each course under this category will be of 4 credits.

Universal Human Values: This introductory level course aims at helping the students to become more aware of themselves and their surroundings (family, society and nature. The course is also expected to help the students to become more responsible in life, and in handling problems with sustainable solutions while keeping human relationships and human nature in mind.

Understanding India: The course aims at enabling the students to acquire and demonstrate the knowledge and understanding of contemporary India with its historical perspective, the basic framework of the goals and policies of national development, and the constitutional obligations with special emphasis on constitutional values and fundamental rights and duties. The course would also focus on developing an understanding among student teachers of the Indian knowledge systems, the Indian education system and the orles and obligations of teaches to the nation in general and to the school/community/society. The course will attempt to deepen knowledge about and understanding of India's freedom struggle and of the values and ideals that it represented to develop an appreciation of the contributions made by people of all sections and regions of the country, and help learners understand and cherish the values enshrined in the Indian Constitution and to prepare them for their roles and responsibilities as effective citizens of a democratic society.

Environmental Science / Education: The course seeks to equip students with the ability to apply the acquired knowledge, skills attitudes, and values required to take appropriate actions for mitigating the effects of environmental degradation, climate change, and pollution, effective waste management, conservation of biological diversity, management of biological resources, forest and wildlife conservation, and sustainable development and living. The course will also deepen the knowledge and understanding of India's environment in its totality, its interactive processes, and its effects on the future quality of people's lives.

Digital and Technological Solutions: Courses in cutting-edge areas that are fast gaining prominences, such as Artificial Intelligence (AI), 3-D machining, big data analysis, machine learning, drone technologies, and Deep

learning with important applications to health, environment, and sustainable living that will be women into undergraduate education for enhancing the employability of the youth.

Health & Wellness, Yoga Education, Sports, and Fitness: Course components relating to health and wellness seek to promote an optimal state of physical, emotional, intellectual, social, spiritual, and environmental well-being of a person. Sports and fitness activities will be organised outside the regular institutional working hours. Yoga education would focus on preparing the students physically and mentally for the integration of their physical, mental, and spiritual faculties, and equipping them with basic knowledge about one's personality, maintaining self-discipline and self control, to learn to handle one well in all life situations. The focus of sports and fitness components of the courses will be on the improvement of physical fitness including the improvement of various components of physical and skills-related fitness like strength, speed, coordination, endurance, and flexibility; acquisition of sports skills including motor skills as well as basic movement skills relevant to a particular sport; improvement of tactical abilities; and improvement of mental abilities.

8.7. Internship / Apprenticeship / Field Project
A key aspect of the new NCCF UG programme is induction into actual work situations or community experience. Each of the courses will be under the category of Internship / Apprenticeship / Field Project – Community Engagement / Field-based Learning / Minor Project.

Each course under this category will be of 2 credits.

Internship/Apprenticeship: All students will undergo internships/apprenticeship in a firm, industry, or organization or training in labs with faculty and researchers in their own or other HEIs/research institutions during summer term. Students will be provided with opportunities for internships with local industry, business organizations, health and allied areas, local governments (such as panchayats, municipalities), Parliament or elected representatives, media organizations, artists, crafts persons, and a wide variety of organizations so that students may actively engage with the practical side of their learning and, as a by-product, further improve their employability.

Students who wish to exit after the first two semesters will undergo a 4-credit work-based learning/internship/ vocational course during the summer term in order to get a UG Certificate.

Community engagement and service: The curricular component of 'community engagement and service' seeks to expose students to the socio-economic issues in society so that the theoretical learnings can be supplemented by actual life experiences to generate solutions to real-life problems. This can be part of the activity to be taken up during the summer term or a part of a major or minor course depending upon the major/minor discipline.

Field-based learning/minor project: The field-based learning/minor project will attempt to provide opportunities for students to understand the different socio-economic contexts. It will aim at giving students exposure to development-related issues in rural and urban settings. It will provide opportunities for students to observe situations in rural and urban contexts, and to observe and study actual field situations regarding issues related to socio-economic development. Students will be given opportunities to gain a first-hand understanding of the policies, regulations, organizational structures, processes, and programmes that guide the development process. They would have the opportunity to gain an understanding of the complex socio-economic problems in the community, and innovative practices required to generate solutions to the identified problems. This may be a project for summer term or a part of a major or minor course depending on the subject of study.

UG Reg 9. Credit Hours for Different Types of Courses

The following types of courses/activities constitute the programmes of study. Each of them will require a specific number of hours of teaching/guidance and laboratory/studio/workshop activities, field-based learning/projects, internships, and community engagement and service

Lecture courses: Courses involving lectures relating to a field or discipline by an expert or qualified personnel in a field of learning, work/vocation or professional practice.

Tutorial courses: Courses involving problem-solving and discussions relating to a field or discipline under the guidance of qualified personnel in a field of learning, work/vocation, or professional practice.

Practicum or Laboratory work: A course requiring students to participate in a project or practical or lab activity that applies previously learned/studied principles/theory related to the chosen field of learning, work/vocation, or professional practice under the supervision of an expert or qualified individual in the field of learning, work/vocation or professional practice.

Seminar: A course requiring students to participate in structured discussion/conversation or debate focused on assigned tasks/readings, current or historical events, or shared experiences guided or led by an expert or qualified personnel in a field of learning, work/vocation, or professional practice.

Internship: A course requiring students to participate in a professional activity or work experience, or cooperative education activity with an entity external to the education institution, normally under the supervision of an expert of the given external entity. A key aspect of the internship is induction into actual work situations**.** Internships involve working with local industry, government or private organizations, business organizations, artists, crafts persons, and similar entities to provide opportunities for students to actively engage in on-site experiential learning.

Studio activities: Studio activities involve the engagement of students in creative or artistic activities. Every student is engaged in performing a creative activity to obtain a specific outcome. Studio-based activities involve visual- or aesthetic-focused experiential work.

*Field practice/projects***:** Courses requiring students to participate in field-based learning/projects generally under the supervision of an expert of the given external entity.

*Community engagement and service***:** Courses requiring students to participate in field-based learning/projects generally under the supervision of an expert of the given external entity. The curricular component of 'community engagement and service' will involve activities that would expose students to the socio-economic issues in society so that the theoretical learning can be supplemented by actual life experiences to generate solutions to real-life problems.

The workload relating to a course is measured in terms of credit hours. A credit is a unit by which the coursework is measured. It determines the number of hours of instruction required per week over the duration of a semester (minimum 15 weeks).

Each course may have only a lecture component or a lecture and tutorial component or a lecture and practicum component or a lecture, tutorial, and practicum component, or only practicum component. For example, a three-credit lecture course in a semester means three one-hour lectures per week with each one-hour lecture counted as one credit. In a semester of 15 weeks duration, a three-credit lecture course is equivalent to 45 hours of teaching.

One credit for tutorial work means one hour of engagement per week. In a semester of 15 weeks duration, a one-credit tutorial in a course is equivalent to 15 hours of engagement. A one-credit course in practicum or lab work, community engagement and services, and fieldwork in a semester mean two-hour engagement per week. In a semester of 15 weeks duration, a one-credit practicum in a course is equivalent to 30 hours of engagement.

A one-credit of Seminar or Internship or Studio activities or Field practice/projects or Community engagement and service means two-hour engagements per week. Accordingly, in a semester of 15 weeks duration, one credit in these courses is equivalent to 30 hours of engagement.

A course can have a combination of lecture credits, tutorial credits, and practicum credits. For example, a 4–credit course with three credits assigned for lectures and one credit for practicum shall have three 1-hour lectures per week and one 2-hour duration field-based learning/project or lab work, or workshop activities per week. In a semester of 15 weeks duration, a 4-credit course is equivalent to 45 hours of lectures and 30 hours of practicum. Similarly, a 4 –credit course with 3- credits assigned for lectures and one credit for tutorial shall have three 1-hour lectures per week and one 1-hour tutorial per week. In a semester of 15 weeks duration, a

four-credit course is equivalent to 45 hours of lectures and 15 hours of tutorials.

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***Credit Distribution Matrix and Marks Distribution Matrix for all Courses of Studies are annexed herewith (Annexure 1 and Annexure 2)*

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UG Reg 10. Outcomes-based Approach

The National Higher Education Qualifications Framework (NHEQF) envisages that students must possess the quality and characteristics of the graduate of a programme of study, including learning outcomes relating to the disciplinary area(s) in the chosen field(s) of learning and generic learning outcomes that are expected to be acquired by a graduate on completion of the programme(s) of study.

The graduate attributes include capabilities that help broaden the current knowledge base and skills, gain and apply new knowledge and skills, undertake future studies independently, perform well in a chosen career, and play a constructive role as a responsible citizen in society. Graduate attributes are fostered through meaningful learning experiences made available through the curriculum and learning experience, the total college/university experience, and a process of critical and reflective thinking.

Graduate attributes include learning outcomes that are specific to disciplinary areas relating to the chosen field(s) of learning within broad multidisciplinary/interdisciplinary/ transdisciplinary contexts and generic learning outcomes that graduates of all programmes of study should acquire and demonstrate, as given below:

10.1 Graduate Attributes

10.1.1. Type of Learning Outcomes

Learning outcomes that are specific to disciplinary/interdisciplinary areas of learning

The Learning Outcomes Descriptors
Graduates should be able to demonstrate the acquisition of:

1. Comprehensive knowledge and coherent understanding of the chosen disciplinary/interdisciplinary areas of study in a broad multidisciplinary context, their different learning areas, their linkages with related fields of study, and current and emerging developments associated with the chosen disciplinary/interdisciplinary areas of learning.

2. Practical, professional, and procedural knowledge required for carrying out professional or highly skilled work/tasks related to the chosen field(s) of learning, including knowledge required for undertaking self-employment initiatives, and knowledge and mindset required for entrepreneurship involving enterprise creation, improved product development, or a new mode of organization.

3. Skills in areas related to specialization in the chosen disciplinary/interdisciplinary area(s) of learning in a broad multidisciplinary context, including wide-ranging practical skills, involving variable routine and non-routine contexts relating to the chosen field(s) of learning.

4. Capacity to extrapolate from what has been learned, translate concepts to real-life situations and apply acquired competencies in new/unfamiliar contexts, rather than merely replicate curriculum content knowledge, to generate solutions to specific problems.

10.1.2. Generic Learning Outcomes

The Learning Outcomes Descriptors

Critical Thinking: The graduates should be able to demonstrate the capability to:

1. Apply analytic thought to a body of knowledge, including the analysis and evaluation of policies, and practices, as well as evidence, arguments, claims, beliefs, and the reliability and relevance of evidence,

2. Identify relevant assumptions or implications; and formulate coherent arguments,

3. Identify logical flaws and holes in the arguments of others,

4. Analyze and synthesize data from a variety of sources and draw valid conclusions and support them with evidence and examples.

Creativity: The graduates should be able to demonstrate the ability to:

1, Create, perform, or think in different and diverse ways about the same objects or scenarios,

2, Deal with problems and situations that do not have simple solutions,

3. Innovate and perform tasks in a better manner,

4. View a problem or a situation from multiple perspectives,

5. Think 'out of the box' and generate solutions to complex problems in unfamiliar contexts,

6. Adopt innovative, imaginative, lateral thinking, interpersonal skills and emotional intelligence.

Communication Skills: The graduates should be able to demonstrate the skills that enable them to:

1. Listen carefully, read texts and research papers analytically and present complex information in a clear and concise manner to different groups/audiences,

2. Express thoughts and ideas effectively in writing and orally and communicate with others using appropriate media,

3. Confidently share views and express herself/himself,

4. Construct logical arguments using correct technical language related to a field of learning, work/vocation, or an area of professional practice, and convey ideas, thoughts, and arguments using language that is respectful and sensitive to gender and other minority groups.

Analytical Reasoning/Thinking: The graduates should be able to demonstrate the capability to:

1. Evaluate the reliability and relevance of evidence;

2. Identify logical flaws in the arguments of others;

3. Analyze and synthesize data from a variety of sources; draw valid conclusions and support them with evidence and examples, and address opposing viewpoints.

Research-related Skills: The graduates should be able to demonstrate:

1. A keen sense of observation, inquiry, and capability for asking relevant/ appropriate questions,

2. The ability to problematize, synthesize, and articulate issues and design research proposals,

3. The ability to define problems, formulate appropriate and relevant research questions, formulate hypotheses, test hypotheses using quantitative and qualitative data, establish hypotheses, make inferences based on the analysis and interpretation of data, and predict cause-and-effect relationships,

4. The capacity to develop appropriate methodology and tools for data collection,

5. The appropriate use of statistical and other analytical tools and techniques,

6. The ability to plan, execute and report the results of an experiment or investigation,

7. The ability to acquire the understanding of basic research ethics and skills in practicing/doing ethics in the field/ in personal research work, regardless of the funding authority or field of study.

Coordinating/Collaborating with others: The graduates should be able to demonstrate the ability to:

1. Work effectively and respectfully with diverse teams,

2. Facilitate cooperative or coordinated effort on the part of a group,

3. Act together as a group or a team in the interests of a common cause and work efficiently as a member of a team.

Leadership Readiness/Qualities: The graduates should be able to demonstrate the capability for:

1. Mapping out the tasks of a team or an organization and setting direction.

2. Formulating an inspiring vision and building a team that can help achieve the vision, motivating and inspiring team members to engage with that vision.

3. Using management skills to guide people to the right destination.

'Learning how to Learn Skills: The graduates should be able to demonstrate the ability to:

1. Acquire new knowledge and skills, including 'learning how to learn skills, that are necessary for pursuing learning activities throughout life, through self-paced and self-directed learning aimed at personal development, meeting economic, social, and cultural objectives, and adapting to changing trades and demands of the workplace, including adapting to the changes in work processes in the context of the fourth industrial revolution, through knowledge/ skill development/reskilling,

2. Work independently, identify appropriate resources required for further learning,

3. Acquire organizational skills and time management to set self-defined goals and targets with timelines.

4. Inculcate a healthy attitude to be a lifelong learner,

Digital and Technological Skills: The graduates should be able to demonstrate the capability to:

1. Use ICT in a variety of learning and work situations,

2. Access, evaluate, and use a variety of relevant information sources, and use appropriate software for analysis of data.

Multicultural Competence and Inclusive Spirit: The graduates should be able to demonstrate:

1. The acquisition of knowledge of the values and beliefs of multiple cultures and a global perspective to honour diversity,

2. Capability to effectively engage in a multicultural group/society and interact respectfully with diverse groups,

3. Capability to lead a diverse team to accomplish common group tasks and goals.

4. Gender sensitivity and adopting a gender-neutral approach, as also empathy for the less advantaged and the differently-abled including those with learning disabilities.

Value Inculcation: The graduates should be able to demonstrate the acquisition of knowledge and attitude that are required to:

1. Embrace and practice constitutional, humanistic, ethical, and moral values in life, including universal human values of truth, righteous conduct, peace, love, nonviolence, scientific temper, citizenship values,

2. Practice responsible global citizenship required for responding to contemporary global challenges, enabling learners to become aware of and understand global issues and to become active promoters of more peaceful, tolerant, inclusive, secure, and sustainable societies,

3. Formulate a position/argument about an ethical issue from multiple perspectives

4. Identify ethical issues related to work, and follow ethical practices, including avoiding unethical behaviour such as fabrication, falsification or misrepresentation of data, or committing plagiarism, and adhering to intellectual property rights,

5. Recognize environmental and sustainability issues, and participate in actions to promote sustainable development.

6. Adopt an objective, unbiased, and truthful actions in all aspects of work,

7. Instil integrity and identify ethical issues related to work, and follow ethical practices.

Autonomy, **Responsibility, and Accountability:** The graduates should be able to demonstrate the ability to:

1. Apply knowledge, understanding, and/or skills with an appropriate degree of independence relevant to the level of the qualification,

2. Work independently, identify appropriate resources required for a project, and manage a project through to completion,

3. Exercise responsibility and demonstrate accountability in applying knowledge and/or skills in work and/or learning contexts appropriate for the level of the qualification, including ensuring safety and security at workplaces.

Environmental Awareness and Action: The graduates should be able to demonstrate the acquisition of and ability to apply the knowledge, skills, attitudes, and values required to take appropriate actions for:

1. Mitigating the effects of environmental degradation, climate change, and pollution,
2. Effective waste management, conservation of biological diversity, management of biological resources and biodiversity, forest and wildlife conservation, and sustainable development and living.

Community Engagement and Service: The graduates should be able to demonstrate the capability to participate in community-engaged services/ activities for promoting the well-being of society.

Empathy: The graduates should be able to demonstrate the ability to identify with or understand the perspective, experiences, or points of view of another individual or group, and to identify and understand other people's emotions.

UG Reg 11: Eligibility to appear in the Examination and Examination Details:

11.1 In the semester system, the 3 Year under-graduate/ 4 Year undergraduate Examinations will be held in six/eight parts – (i) The First and Second Semester for the first year students, (ii) The Third & Fourth Semester for the second year students, (iii) Fifth & Sixth Semester for the third year students and (iv) Seventh & Eighth Semester for the fourth year students. In case of a three year degree course of studies the academic sessions including the examinations for first, third and fifth semester are July to December and that for second, fourth and sixth semester are January to June. In case of a four year degree course of studies, the academic sessions including the examinations for first, third, fifth, seventh semester are July to December and that for second, fourth, sixth and eighth semester are January to June.

11.2. A candidate shall be eligible for appearing at any of the Semesters of U.G. Examination, fulfilling the following two essential conditions:

    1. Minimum 75% attendance of classes delivered.

    2. Submission of stipulated fees as prescribed by the University

In case of non-fulfilment of the first condition mentioned above the candidate is to take re-admission in the subsequent year.

11.3 Marks Distribution of Theory and Practical Courses

A particular course will be of 100 marks irrespective of their credit content. Marks for Continuous Assessment and End Semester examinations are as under:

Purely Theoretical Papers:

Case 1: Full Marks 100 in Theory papers

A. There will be 70 marks in theoretical part of each end semester examination
B. Continuous Assessment 30 marks may be awarded by MCQ/Class Test/Assignments/PPT

Case 2: Full Marks 50 in Theory papers

A. There will be 35 marks in theoretical part of each end semester examination
B. Continuous Assessment 15 marks may be awarded by MCQ/Class Test/Assignments/PPT

Purely Practical Papers:

Case 3: Full Marks 100 in Practical Papers

A. 60 marks for continuous evaluation by the Dept. of the concerned College. Sufficient documents should have to preserve before awarding the marks.

    (i) Lab Note Book   : 10 Marks
    (ii) Viva   : 20 Marks
    (iii) Experiment   : 30 Marks

B. Rest 40 marks will be for end semester examination to be conducted by the University in presence of the External examiner (arranged by KNU). This Practical Examination will be held in between teaching ends and commencement of theory examinations.

    (i) Experiment   : 30 Marks
    (ii) Viva   : 10 Marks

Case 4: Full Marks 50 in Practical Papers

A.30 marks for continuous evaluation by the Department. of the concerned College. Sufficient documents should have to preserve before awarding the marks.

    (i) Lab Note Book   : 05 Marks
    (ii)Viva   : 10 Marks
    (iii) Experiment   : 15 Marks

B.Rest 20 marks will be for end semester examination to be conducted by the University in presence of the External examiner (arranged by KNU). This Practical Examination will be held in between teaching ends and commencement of theory examinations.

    (i) Experiment   : 15 Marks
    (ii)Viva   : 05 Marks

Partly Theoretical and Partly Practical Papers:

Case 5 : Full Marks (50 T+50 P)

Theoretical Portion:

A. There will be 35 marks in theoretical part of each end semester examination

B. Continuous Assessment 15 marks may be awarded by MCQ/Class Test/Assignments/PPT

Theoretical Portion:

Practical Portion:

A. 30 marks for continuous evaluation by the Department of the concerned College. Sufficient documents should have to preserve before awarding the marks.

      (i) Lab Note Book   : 05 Marks
      (ii) Viva   : 10 Marks
      (iii) Experiment   : 15 Marks

B. Rest 20 marks will be for end semester examination to be conducted by the University in presence of the External examiner (arranged by KNU). This Practical Examination will be held in between teaching ends and commencement of theory examinations (15 Days Duration)

      (i) Experiment   : 15 Marks
      (ii) Viva   : 05 Marks

Internship and Dissertation Papers

Case 6: Internship Evaluation (50 P)

A course requiring students to participate in a professional activity or work experience, or cooperative education activity with an entity external to the education institution, can be done normally under the supervision of an expert of the given external entity. A key aspect of the internship is induction into actual work situations. Internships involve working with local industry, government or private organizations, business organizations, artists, crafts persons, and similar entities to provide opportunities for students to actively engage in on-site experiential learning. In addition, the internship may also include studio activities, field practice/projects, community engagement and service.

Respective colleges may plan the internship programme and the evaluation of internship may be done internally based on following marks:

      (i) Presentation of the report: 15 marks
      (ii) Content of the report: 20 marks
      (iii) Viva-Voce: 15 marks

Case 7: Dissertation/Research Project

Each students selecting Dissertation/Research Project as a course for the partial fulfilment of Four Years Undergraduate Honours with Research degree have to prepare a dissertation report/project report in the topic related to his/her subject and must apply the knowledge gain during the whole course of graduation. Report may be prepared based on primary/secondary or both sources of data. The students have to submit their prepared report before scheduled examined to their respective department for examination.

Distribution of supervisor:

Every student should work under the supervision of a departmental faculty or they may choose co-supervisor from related departments along with a departmental supervisor (for interdisciplinary work) with prior approval from the department. Procedure for the allotment of supervisor may be determined by the respective departments.

Structure of the dissertation/project report:

Dissertation/project report should be computer typed and preferably within sixty pages including figure and tables and may include abstract, introduction and or literature review, data used, methodology, result and discussion, conclusion and references. The work should be an original one and with proper citation.

Evaluation:

After completion of the dissertation, the report may be submitted to the department for evaluation. The students have to prepare a power point presentation to present his/her work in front of a board which is to be constituted internally by the Principal/Teacher in Charge of the college, as follows:

1) Head of the Department, Chairperson

2) Supervisor and/or Co-supervisor, Member

3) One External Faculty not below the rank of Assistant Professor with a PhD degree

4) A Nominee of the Dean of the University

Submitted dissertation/project report will be evaluated by the Board at the end semester examination. Marks division:

(i) Dissertation Report: 100 marks (To be awarded by the Supervisor and/or Co-Supervisor)
(ii) Presentation of the report and Viva-voce: 100 marks   (To be awarded by the Board)

There will be no continuous assessment for this course.

11.4. Internal / Continuous Assessment

All internal / continuous evaluation will be conducted by the internal teachers of the Department at least twice a semester and the average of those two are to be made to calculate the final marks. It shall be on the basis of MCQ/Seminar presentations/Class tests or any combinations thereof to be taken twice in each semester, evenly distributed over the entire period of study. The modalities of such assessment will be recorded and documents will be preserved by the respective college and those must be submitted to the Controller of Examinations in scheduled time as notified by the Department of Controller of Examinations.

11.5. Sets of Question Papers and Moderation

For each course (theoretical), three paper setters (2 Internal and 1 external) will set papers. Moderation will be done as per the recommendations of the UG Board of Studies. Practical papers can be set in consultation with internal (from the institutes) and external (outside the institutes) subject experts as per the recommendation of the Convener, where applicable.

The concerned U.G.Board of Studies will recommend the names of the paper-setters, moderators, examiners, reviewers and proof readers. The Head Examiner / Chief Coordinator will appoint reviewers/scrutinizers in consultation with the Controller of Examinations.

11.6. Duration of ESE Theory & Practical Examinations

Subjects	Full Marks	Duration
Theoretical Papers	20	1 Hour
Theoretical Papers	Above 20 and up to50	2 Hours
Theoretical Papers	Above 50 and up to 70	3 Hours
Theoretical Papers	Above 70 and up to 100	4 Hours
Practical Paper	20	2 Hours
Practical Paper	Above 20 and up to50	3 Hours
Practical Paper	Above 50 and up to 100	5 Hours

11.7. In the Semester system, there would be automatic progression right from the first Semester, till the eighth Semester, irrespective of the marks obtained in the previous Semesters subject to the fact that the eligibility conditions for appearing in the examination are satisfied.

11.8. A student failing to get pass marks in one or more course(s) in Semester Examinations shall be permitted to re-appear in that course(s) in respective semester examinations within 3(Three) consecutive chances irrespective of availing/not availing any particular chance. A student failing to appear in a semester examination of a course or of a part of the course may reappear in that course or in the part of the course in the respective semester examination(s) within three consecutive chances. If a student wishes to skip examination in a semester it would be included in the stipulated three chances. Students who skip 1st/2nd Semester Examination will be eligible to clear those course(s) in the respective Semester Examinations of subsequent years (i.e. 1st Semester with the 1st Semester of the subsequent year, 2nd Semester with the 2nd Semester of the subsequent year and so on).

11.9. Pass mark in any course in any semester is 40% of the full marks of the course. In case of courses having theoretical and practical parts a minimum of 20% is to be scored each in theoretical and practical parts by the candidates.

11.10. If a candidate secures qualifying grade (Grade P and above) in a course he/she will be declared to have cleared the said course. Marks obtained in the continuous assessment of a course will be clubbed with the marks obtained in the respective End Semester examination before awarding the grade point. If a candidate fails to clear a particular course, he/she will have to clear the course within stipulated number of chances. The

continuous assessment marks will be retained for the next examination(s) with valid chances.

UG Reg 12: Cancellation of Examinations:

A student who after undergoing course of studies and after appearing at any course intends to cancel the same may apply to the Controller of Examinations through the Principal/TIC of the concerned college within fifteen days from the last date of completion of theoretical courses of the said examination. In that case, the course(s) excluding practical part, if any, would be treated as cancelled. He/she may be permitted to appear at the relevant course(s) afresh in the succeeding year if any chance remains left.

UG Reg 13: Results

13.1. Letter Grades and Grade Points

The Semester Grade Point Average (SGPA) is computed from the grades as a measure of the student's performance in a given semester. The SGPA is based on the grades of the current term, while the Cumulative GPA (CGPA) is based on the grades in all courses taken after joining the programme of study.

Based on the performance of students, each student will be awarded *Grade* at the end of the semester following grading system. The letter grades and the corresponding grade points are as follows:

Letter Grade	Percentage of Marks	Grade Point
O (Outstanding)	90 – 100	10
A+ (Excellent)	85- Below 90	9
A (Very good)	80 – Below 85	8
B+ (Good)	70- Below 80	7
B (Above average)	60- Below 70	6
C (Average)	50- Below 60	5
P (Pass)	40- Below 50	4
F(Fail)	Below 40	0
Ab (Absent)	0	0

Further there shall be another grade 'I' (with Point 0) for students for whom disciplinary actions remain pending.

13.2. Computation of SGPA and CGPA

13.2.1. Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA)

The Semester Grade Point Average (SGPA) will be computed in each semester as per the following formula:

$$SGPA = \frac{\sum_{i=1}^{n} C_i G_i}{\sum_{i=1}^{n} C_i}$$

C_i = The number of credits allotted to a particular course
G_i = Grade points corresponding to the grade awarded for the course
i = 1,2,........., n represent the number of courses in which a student is registered in the concerned semester.

The SGPA is rounded off to two decimal places.

The Cumulative Grade Point Average (CGPA) will be computed at the end of each semester as per the following formula

$$CGPA = \frac{\sum_{i=1}^{n} *C_i S_i}{\sum_{i=1}^{n} *C_i}$$

* C_i = Total credits of the corresponding semesters

S_i = SGPA of the corresponding semesters

i = 1,2,........., n represent the number of courses in which a student is registered in the concerned semester.

The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcript (Illustration A and B).

Illustration A: Semester Grade Point Average (SGPA)

	Course	Credit	Letter Grade	Grade Point	Credit Point
		(C_i)	Grade	(G_i)	$(C_i \times G_i)$
Semester 1	Course – I	5	O	10	50
	Course – 2	5	A	8	40
	Course – 3	4	B	6	24
	Course – 4	2	C	5	10
		16			124

Thus, SGPA (S_i) = $\sum (C_i \times G_i) / \sum C_i$ = 124/16 = 7.75

Illustration B: Cumulative Grade Point Average[CGPA]

Semester 1	Semester 2	Semester 3	Semester 4	Semester 5	Semester 6	Semester 7	Semester 8
Credit 20	Credit 22	Credit 20	Credit 24	Credit 20	Credit 22	Credit 26	Credit 20
SGPA 8.36	SGPA 7.00	SGPA 6.36	SGPA 7.36	SGPA 8.36	SGPA 6.00	SGPA 6.35	SGPA 6.00
CGPA=$\sum$(*$C_i \times S_i$) / $\sum$ *C_i = 20 × 8.36 + 22 × 7.00 + 20 × 6.36 + 24 × 7.36 + 20 × 8.36 + 22 × 6.00+26 × 6.35 + 20 6.00142= 1209.34/174 = 6.95							

Thus, CGPA = $\sum (*C_i \times S_i) / \sum *C_i$ = 1209.34/174 = 6.83

13.2.2. Transcript (Format): Based on the above recommendations on Letter grades, grade points and SGPA

and CGPA, the HEIs may issue the transcript for each semester and a consolidated transcript indicating the performance in all semesters.

13.2.3. Conversion of SGPA/CGPA into percentage marks:

In case of a specific query by students/employers regarding conversion of SGPA/CGPA into percentage marks, the under mentioned formula is to be adopted:

The formula is: % of Marks = SGPA or CGPA x 10

13.3 Review/ Scrutiny of Answer Scripts

13.3.1. Post-publication Review/ Scrutiny of Answer Scripts (PPR):

A candidate may apply for Post-publication Review (PPR) of his/her answer-script(s) in the prescribed form, manner and a submission of fees prescribed for the purpose within the date as per notification to be issued by the Controller of Examinations immediately after the publication of result. Such applications must be checked and verified by the college(s) concerned as regards to the eligibility of the candidate(s) applying for review. All such applications must be forwarded by the Head/Coordinator in case of the University campus and Principal/Teacher-in-Charge of the affiliated colleges to the Controller of Examinations.

13.3.2. There shall be no Post-publication Review of Continuous Assessment, Practical Papers, Viva and Project Work/Field Work, if any.

13.3.3. Under no circumstances fees for Post-publication Review/Post publication Scrutiny once paid will be refunded.

13.3.4. A student may apply for Post-publication review/scrutiny of as many courses he/she wants to do.

13.3.5. Finalization of Review Results: If the marks awarded by Post-Publication Review Examiner in a Paper do not exceed/reduce the original award by more than 20% of the ESE full marks obtained in that Paper, the greater of the two marks awarded by the reviewer and the examiner will be accepted as final marks in that paper.

13.3.6. If the increase of marks exceeds or reduces by more than 20% of the ESE full marks in that Paper as awarded by the examiner, the answer script is to be referred to the third examiner for re-examination. The marks so awarded by the third examiner will be compared with the other two marks awarded by the first examiner and the reviewer and the average of the two marks other than the least one will be awarded to the candidate applied for review.

13.3.7. However, while reviewing the script(s) if it is found that there was an error in calculating total marks of the original award, the increase of marks to the full extent will be accepted as corrected original award of the candidate. Any addition or subtraction of marks as declared by the University after Post-Publication Review shall be treated as final and shall be binding on the candidate. No further application for consideration of Post-

Publication Review result shall be entertained. The decrease in marks will not be accepted if such reduction results in the failure of a successful candidate who has secured already qualifying grade prior to review.

UG Reg 14: Compensatory time for Differently Abled Candidates:

14.1. Differently Abled Candidates will be provided an extra time of 20 minutes for every hour of examinations subject to maximum limit of one hour as Compensatory time. The other relaxations (if any) may be provided as per the provisions laid down under the Rights to Person with Disabilities Act, 2016 wherever applicable.

14.2. If a Differently Abled Candidate wants to avail compensatory time or scribe or relaxation he/she must apply with all relevant documents to the Principal/Teacher-in-Charge of the college concerned/ Head/Coordinator of the University Department concerned during form fill up of each part/semester examination and the same application be forwarded by the Principal/Teacher-in-Charge of the college concerned/ Head/Coordinator of the University Department concerned to the Controller of Examinations in time along with necessary documents.

14.3. If a Differently Abled Candidate wants to avail compensatory time or scribe he/she must apply with all relevant documents to the Principal/TIC during form fill up of each part/semester examination and the same application be forwarded by the Principal/TIC to the Controller of Examinations in time along with necessary documents.

14.4. In case, if it is found that a candidate has used the service of a scribe and/or relaxation or extra time but does not possess the benchmark disability as per Rights to Person with Disabilities Act, 2016 that warrants of use the service of a scribe and/or relaxation or extra time, he/she will be excluded from the process of evaluation and legal action may be initiated by the authority in this regard.

UG Reg 15: Breach of Discipline by any Examinee in connection with University Examinations:

15.1. The Centre-in-Charge of any University Examination held at a centre will on his/her own or on the basis of reports received from the invigilator(s)/members of the visiting team as may be constituted by the Controller of Examinations and duly approved by the Vice-Chancellor expel a candidate from the examination hall debarring him/her from appearing in the examinations of the remaining subject(s)/paper(s), if the candidate is found copying or possessing any paper, book or such other incriminating material(s) or smuggling written answer scripts/loose sheets from outside. On expulsion, he/she will be debarred from appearing at the rest part of the examination and his/her paper on the day/ entire examination will be treated as cancelled.

15.2. Signature(s) of each of the expelled candidates should be obtained on the incriminating document(s) found in his/her possession and the same must be attached to the main answer script(s). if a candidate refuses to put his/her signature on the incriminating document(s) the invigilator(s)/members of the visiting team will certify

the matter and the Centre-in-Charge will take immediate action on the basis of the certificate/report of the room invigilator(s)/members of the visiting team.

15.3. If, however, in the judgment of the Centre-in-Charge, a candidate is found to have committed an offence of a more serious nature, e.g., impersonation, use of filthy languages, undisciplined behaviour, threatening the persons connected with the examination duties and such other activities inside and outside the examination hall/room, the Centre-in-Charge will expel the candidate debarring him/her from appearing in the examination(s) of the remaining subject(s)/paper(s) and send to the Controller of Examinations a list of such candidates along with their answer scripts and a detailed report on the circumstances leading to the action taken by the Centre-in-Charge in a separate packet for record and for placement before the Committee of Discipline for further action.

In such cases as detailed in above paragraph the ***Disciplinary Committee*** duly constituted by the Vice-Chancellor may note the action, if already taken by the Centre-in-Charge, but will not lessen the penalty already given by the Centre-in-Charge. The ***Disciplinary Committee***, however, may recommend further penal action to be taken against such candidate(s). If the Centre-in-Charge, instead of taking any action against such a candidate, forward the case along with the detailed report the ***Disciplinary Committee*** may take penal action as it may deem fit.

15.4. When the Centre-in-Charge expels any offending candidate from the examination hall, as referred to in the rules above, the order/notification regarding such expulsion shall forthwith be circulated in all the examination halls by the Centre-in-Charge. Such order/notification shall provide that the offending candidate shall be debarred from appearing in the remaining subject(s)/paper(s). Such order/notification should be pasted on the Notice Board and a copy of the same along with the answer scripts and other documents are to be sent to the Controller of Examinations for subsequent issuance of order/notification including order of cancellation of the entire examination of the candidate(s), to the concerned college for its implementation.

15.5. If the candidates are found to consult or talk with each other or change their scheduled seats or exchange answer-scripts/loose sheets etc. during an examination in spite of warnings by the Centre-in-Charge/Room invigilator(s), the Centre-in-Charge shall report the matter in details to the University against the concerned candidates together with the relevant answer scripts for placement before the ***Disciplinary Committee.***

15.6. An examiner may forward to the Controller of Examinations of the University through the chairperson of the concerned examination or to the Controller of Examination directly if there is no chairperson in the concerned subject an explanatory report along with the relevant answer script(s) of the candidate(s) for placement of the same before the ***Disciplinary Committee*** if, in his/her judgment, the candidate/candidates has/have adopted unfair means in answering questions.

15.7. If an examinee uses *filthy languages* against the Centre-in-Charge/Invigilators or Convener/Member(s) of the Visiting Teams or any person connected with the examination or resorts to indiscipline behaviour inside or outside the examination hall or undertakes any unfair means or violates the instructions for the examinees, the Centre-in-Charge may send his/her answer-script of that paper along with a report from the Invigilator(s) with his comment, if any. However, in such case, the examinee will be allowed to sit for the examination in the remaining paper(s)/subject(s).

15.8. Non-Submission of Scripts: If an examinee appears at the examination but does not submit his/her answer-script, the matter should be noted in the Attendance Sheet. *A FIR should be lodged on the day with the local police station.* A report along with a copy of the said Diary and a statement from the Invigilator of the concerned examination hall must be sent by the Centre-in-Charge to the Controller of Examinations.

15.9. Torn Scripts: In case of a script being wilfully torn by a candidate, the fact should be noted in the Attendance Sheet(s) and a report should be sent by the Centre-in-Charge to the Controller of Examinations in a separate packet along with the torn script and a statement from the Invigilator of the concerned examination hall stating the circumstances leading to the incident.

15.10: *Report on R.A. cases* from any quarter should always be supported by documentary evidence or statement of the reporting concerned authority. Without such documentary evidence/statements disposal of the matter cannot be taken up.

15.11. On receipt of the report of malpractice in the examination, as referred to in above the University will direct the concerned candidate to appear before the *Disciplinary Committee* and furnish an explanation in writing regarding the charges levelled against the candidate.

15.12. If the *Disciplinary Committee* is satisfied that the charge/ charges levelled against any candidate in terms of above mentioned rules is/ are true, it may recommend any one or multiple of the following actions:-

    1. Cancellation of examination of the candidate in the concerned paper

    2. Cancellation of the entire examination of the candidate and if necessary also debarment of the candidate from appearing at the University examination for a specified period as it may deem fit according to the gravity of the offence(s) committed. If a candidate does not appear before the *Disciplinary Committee* without assigning any reason, the *Disciplinary Committee* may recommend any or all of the measure(s) as above, as it may deem fit, on the basis of available document(s) in absentia.

    3. The *Disciplinary Committee* after giving due consideration to the report of the Centre-in-Charge and giving the candidate a hearing, if necessary, may recommend exoneration of a candidate from the charges levelled against him/her if in its judgment the candidate concerned is innocent.

15.13. The recommendations of the *Disciplinary Committee* will need approval of the Vice-Chancellor before any action can be taken thereon. The Vice-Chancellor may, after considering the recommendations, pass such orders as he/she thinks fit.

The Controller of Examinations will take action according to the recommendation of the *Disciplinary Committee*, if approved by the Vice-Chancellor or as per orders of the Vice-Chancellor.

16.14. All questions arising in relation to the interpretation of these regulations shall be referred to the Executive Council for decision and the decision of the Executive Council will be final and binding.

15.15. The *Disciplinary Committee* (UG Examinations) may be constituted with the following members.

      1. Controller of Examinations (Convener)

      2. Inspector of Colleges

      3. One Court member to be nominated by the Vice Chancellor

      4. One EC member to be nominated by the Vice Chancellor

      5. Principal/TIC of the concerned UG college/Head of the concerned U.G of University

The tenure of this committee will be 4(Four) years from the date of its constitution.

16. Ranking

Programme / Subject wise ranking shall be done of students of 4 Year UG Programmes in the following manner:

1. Only those students who pass all the courses in regular chance with CGPA of 6.00 and above will be eligible for ranking.

2. If two or more candidates secure same CGPA, all of them shall be considered for ranking.

3. 1st, 2nd and 3rd Rank Certificates will be issued to students where the minimum number of students appearing in the final semester examination of any discipline is 30.

4. 1st Rank Certificate will only be issued to the concerned student where the number of students appearing in the final semester examination of any discipline is minimum 2 and maximum 29.

5. In case there is only one student appearing in the final semester of any discipline, no rank certificate will be issued.

UG Reg 17: Credit Accumulation and Redemption through Academic Bank of Credit (ABC)

ABC would facilitate credit accumulation through the facility created by the Academic Bank of Credit (ABC) scheme in the "Academic Bank Account" opened by the students across the country to transfer and consolidate the credits earned by them by undergoing courses in any of the eligible HEIs. The ABC allows for credit redemption through the process of commuting the accrued credits in the Academic Bank Account maintained in the ABC for the purpose of fulfilling the credits requirements for the award of Certificate/Diploma/ Degree by

the authorized HEIs such as the universities or the autonomous colleges. However, the validity of credits earned and kept in the Academic Credit Account will be to a maximum period of seven years or as specified by the ABC for different disciplinary or fields of learning to allow the redemption of credits after the date of earning such credits.

UG Reg 18: Regulation in respect of Final Settlement of Dispute:

In case of any dispute arises in respect of interpretation of these regulations or any matter not covered by these regulations, the decision of the Vice Chancellor/EC in that respect shall be final and binding.

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