

SHRI VAISHNAV VIDYAPEETH VISHWAVIDYALAYA INDORE**Ordinance No. 81A****Ordinance for three/four year's Undergraduate degree (CBCSSemesterMode)**

(As per the "Guidelines for Multiple Entry and Exit in Academic Programmes offered in Higher Education Institutions "issued by UGC, New Delhi under National Education Policy 2020)

1. The provisions of this ordinance shall be applicable on pre-established UG (Semester, Ordinance No. 13, Bachelor of Business Administration (B.B.A.), Ordinance No. 22, Bachelor of Computer Application (B.C.A.), Ordinance No. 40, Bachelor of Science (B.Sc.), Ordinance No. 45, Bachelor of Commerce (B.Com), Ordinance No. 47, Bachelor of Arts (B.A.), from the academic session 2022-23.
2. The provisions of this shall apply to the three year/six semester Bachelor's degree or four year/eight semester Bachelor's degree (Honours/ Research) undergraduate programmes such as Bachelor of Arts (B.A.), Bachelor of Science (B.Sc.), Bachelor of Commerce (B.Com), Bachelor of Computer Application (B.C.A.), Bachelor of Business Administration (B.B.A.), Bachelor of Home Science, (B.H.Sc.) and other similar undergraduate programmes notified by the University.
3. The ordinance shall apply to all such programmes being run by the University in its Constituent Institutes/Schools for their regular students.
4. Admission rules and guidelines for admission to these programmes will be framed by the University in its Constituent Institutes/Schools and by the State Government for admission in colleges Admission to the 4th year (Level 8) shall be available only in the institutions offering a 4 year Undergraduate Programme Autonomous colleges with NAAC grade "A" or above can frame their admission guidelines completely based on merit subject to the Government's reservation policy.
5. Students who have completed grade 12 School Leaving Certificate from Board of Secondary Education, Madhya Pradesh, Bhopal, or an equivalent examination from any other board recognized by the State Government/ University will be eligible for admission to these undergraduate programmes.

6. The admission shall be made on merit calculated on the basis of criteria notified by the University / State Govt. keeping in view the guidelines / norms in this regards issued by the UGC and other statutory bodies concerned and taking into account the reservation policy issued by the Government from time to time.
7. Student enrolment in a programme/ course shall be restricted to the seats allotted by the University.
8. The in-take capacity shall be determined in advance by the University/ autonomous college following the guidelines / norms issued by the State Government/ UGC, MPPURC and other statutory bodies concerned the same could be suitable incorporated in the admission guidelines for the information of all concerned and uploaded website or admission portal of Department of Higher Education.
9. Depending upon the academic and physical facilities available, the university / colleges may earmark seats to a maximum of 10% of the seats sanctioned for the previous year of the programme for lateral entrants in the *second year/ third year/ fourth year* of a first degree programme, if the student has successfully completed the first year/ second year/ third year of the same programme in any institutions and wants to re-enter into the programme after a break in studies.
10. To enable multiple entry and exit points in the academic programmes, qualifications such as certificate, diploma, and degree are organized in a series of levels in an ascending order from level 5 to level 8. Level 5 represents certificate and level 8 represents Bachelor Degree (Honours/ Research) qualifications (table 1) The four-year undergraduate programme shall comprise courses under the following subjects/ categories.

- i. Disciplinary / interdisciplinary Major (Core Course – DSE) (64 Credits)
- ii. Disciplinary / interdisciplinary Minor (32 Credits)
- iii. Generic Elective (16 Credits)
- iv. Skill Enhancement Courses/ Vocational Courses (12 Credits)
- v. Ability Enhancement Courses (08 Credits)
- vi. Field Project / internship/ apprenticeship/ community engagement and service/ research projects (28 Credits)

N.B..for B B A/B C A/ BH Sc and like programmes, a group / subject shall be chosen as Major/ Minor/ Generic Elective

Qualification and Credit Requirement are given in Table 1. The entry and exit options for students, who enter the undergraduate programmer, are as follows.

1st year (First & Second Semester Level 5)

Entry 1: The entry requirement for first semester in *Level 5 is successful completion of class 12* from M P Board of Secondary Education, Bhopal, or an equivalent examination from any other board recognized by the State Government/ University. A programme of study leading to entry into the first year of the bachelor's degree is open to those who have met the admission requirements.

Exit 1: if a student passes all the courses of Level 5 and earns the requisite number of credits, the student will become entitled to an *Undergraduate certificate in the faculty of her/his major subject*. If she/he wants to exit can exit the programme with *Undergraduate certificate* in hand.

2nd year (Third & Fourth Semester Level 6)

Entry 1: The entry requirement for fourth semester in *Level 6 is successful completion of Level 5*. A programme of study leading to the second year of the Bachelor's degree is open to those who have met the admission requirements

Exit 2: if a student passes all the courses of Level 5 & 6 and earns the requisite number of credits, the student will become entitled to an *Undergraduate certificate in the faculty of her/his major subject*. If she/he wants to exit can exit the programme with *Undergraduate Diploma* in hand. A diploma requires 80 credits with 40 credits in each of the two levels.

3rd year (Fifth & Sixth Semester Level 7)

Entry 3: The entry requirement for semester Six in *Level 7 is successful completion of Level 5 & 6*. A programme of study leading to the second year of the Bachelor's degree is open to those who have met the admission requirements

Exit 3: if the student passes all the courses of Level 5 & 7 i.e. first to six and earns the requisite number of credits, the student will become entitled to an *Undergraduate certificate in the faculty of her/his major subject*. A Bachelor Degree requires 120 credits from level 5 to 7, with 40 credits at level 5, 40 credits at level 6, and 40 credits at level 7.

4th year (Seventh & Eight Semester Level 8)

Table-1: Qualification Type and Credit Requirements

Levels	Qualification Title	Credit requirements
Level 5	Undergraduate Certificate in the faculty of the Major Subject for those who exit after the first year (two semesters) of the undergraduate programme (Programme duration: first year or two semesters of the undergraduate programme)	40
Level 6	Undergraduate Diploma in the faculty of the Major Subject for those who exit after two years (four semesters) of the undergraduate programme (Programme duration: First two years or four semesters of the undergraduate programme)	80
Level 7	Bachelor Degree in the faculty of the Major Subject (Programme duration: Three years or six semesters)	120
Level 8	Bachelor Degree in the faculty of Major Subject (Honours/Research) (Programme duration: Four years or eight semesters)	160

Entry 4: An individual seeking admission to a *Bachelor's Degree (Honours/ Research) (Level 8)* in a specified field of learning would have completed all requirements of the relevant *three-year bachelor degree (Level 7)* after completing all requirements of three year Bachelor's degree candidates who meet a minimum CGPA of 7.5 shall be allowed to continue studies in the fourth year of the undergraduate programme to pursue and complete the *Bachelor's Degree (Honours/ Research)*.

Exit 3: if the student passes all the courses of Level 5 to 8 and earns the requisite number of credits, the student will become entitled to an *Undergraduate certificate (Honours/ Research) in the faculty of her/his major subject*. A Bachelor Degree (*Honours/ Research*) requires a total 160 credits from level 5 to 8, with 40 credits at level 5, 40 credits at level 6, 40 credits at level 7, and 40 credits at level 8. The credits will be awarded by the University. The credit can be calculated as follows:

- One hour of theory or one hour of tutorial or two hours of laboratory work per week for 15 weeks resulting in the award of one credit
- Credits for internship shall be *one credit per week* of training subject to a *maximum of six credits in a semester*.

11. The minimum duration of the undergraduate *degree programme* shall be of three academic years/six semester, whereas that of *undergraduate degree leading to Honours/ Research* shall be of four academic years / eight semesters.

- A student who leaves the course anytime in the middle of the programme will retain the credits earned so far, which will be restored/ transferred when she/he enters the program again.

The maximum duration for completing the Undertake Degree and Undergraduate Degree (Honours/ Research) programme for regular students shall be 6 and 8 years respectively; three shall be no such ba for non-collegiate (private) students.

12. TYPE OF COURSES

Each of the subject/categories (i) to (v) as specified in clause 10 shall comprise of courses. Courses are the basic units of education and/or training. Type of courses shall be as follows:

12.1. Core Course: Such courses which shall compulsory be studied by the student as a core requirement of the programme.

12.2. Elective Course

Generally, a course which the student can choose from a pool of courses, which is specific or specialized or advanced or supportive to the discipline/ subject of study or which provide an extended scope or which enables an exposure of some other discipline/ subject / domain to nurture the candidate's proficiency or skills is called an Elective Course.

12.2.1. Discipline Specific Elective (DSE) Course

Elective course offered from the main discipline / subject of study are referred to as Discipline Specific Elective. The University may also offer discipline related Elective courses of interdisciplinary nature (to be offered by main discipline / subject of study)

12.2.2. Dissertation / Project

An elective course designed to acquire special/advanced knowledge, such as supplement study/support study to a project work, and a student studies such a course independently with advisory support by a teacher/ faculty member is called dissertation / project. It is considered a special course involving the application of knowledge in solving/ analyzing/ exploring a real life situation/ difficult problem for a bachelor degree with Honours/ Research. A project / Dissertation work would be

credits, as decided by the competent body. The student will do this work under the guidance of faculty member.

12.2.3. Generic Elective (GE) Course

An elective course generally from an unrelated discipline/ subject to seek exposure of other fields is called a Generic Elective Course.

12.3. Ability Enhancement Course (AEC)

The ability Enhancement Courses (AEC) are of two types

- **Ability Enhancement Compulsory Courses (AECC)**
- **Skill Enhancement Courses (SEC) or Vocational Courses**

“AECC” courses are the courses based upon the content that leads to knowledge enhancement, such as,

- **Environmental Education**
- **English/ Hindi communication is mandatory for all disciplines**

SEC courses are value based / skill based and may also be designed to enhance skills of the major Subject. They are aimed to provide hands on training competences skills etc.

12.4. The syllabus for a specific programme will be decided by the concerned Board of Studies of the University / Autonomous College based on the curriculum issued by the UGC under LOCF with maximum deviation of 20%.

13. STRUCTURE FOR UNDERGRADUATE PROGRAMME SEMESTER SYSTEM

13.1. First Semester

A student shall be declared to have successfully completed the first semester if he/she acquires 6 credits in Core Course of the major subject. 6 credits in Core Course of the minor subject, 4 credits in Generic Elective and 4 Credits in Ability Enhancement Course (AEC)

13.2. Second Semester (Level 5)

A student shall be declared to have successfully completed the second semester if he/she acquires 6 credits in Core Course of the major subject. 6 credits in Core Course of the minor subject, 4 credits in Generic Elective and 4 Credits in Ability Enhancement Course (AEC).

The student can choose his/her major, minor subjects and the generic elective subject if he/she fulfills the pre-requisites prescribed by the concern Board of Studies. A student passing Grade 12 with science can take admission in Level 5 with major and minor subjects from science/art/commerce faculty can take major and minor subjects from commerce/arts faculty, a student passing Grade 12 with commerce faculty can take major and minor subjects from arts faculty, major and minor subjects shall belong to the same faculty (which will be called as the Main faculty), whereas generic elective subjects can be chosen from any faculty However, allotment of choices will be subject to the provision of admission guidelines.

13.3. Third Semester

A student shall be declared to have successfully completed the third semester. if he/she acquires 6 credits in Core Courses of the major subject, 6 credits in Core Course of the minor subject, 4 credits in Generic Elective and 4 Credits in Skill Enhancement Course (SEC)/ Vocational Course.

13.4. Fourth Semester (Level 6)

A student shall be declared to have successfully completed the fourth semester, if he/she acquires 6 credits in Core Courses of the major subject, 6 credits in Core Course of the minor subject, 4 credits in Generic Elective and 4 credits in Skill Enhancement Course (SEC)/ Vocational Course.

The Student Shall be given a single chance at the entry of level 6 to interchange the major and minor subjects However, in such case, it will be the students responsibility to earn additional credits to fulfill the minimum requirement of credits prescribed for the major course only after fulfillment of such credit he/she will be entitled to earn an Undergraduate Diploma or Undergraduate Degree.

13.5. Fifth Semester

A student shall be declared to have successfully completed the fifth semester, if he/she acquires 6 credits in Core Courses of the major subject, 4 credits in Skill Enhancement Course (SEC)/ Vocational Course. 4 credits in discipline specific elective (DSE) of the major subject and 6 credits in Field Projects/ Internship/apprenticeship/ community engagement and service, preferable related to major and/or minor subjects.

13.6. Six Semester (Level 7)

A student shall be declared to have successfully completed the sixth semester, if he/she acquires 6 credits in Core Courses of the major subject, 8 credits in discipline specific elective (DSE) of the major subject and 6 credits in Field Projects/ Internship/apprenticeship/ community engagement and service, preferable related to major and/or minor subjects.

13.7. Seventh Semester

Bachelor with Honours/ Research

A student shall be declared to have successfully completed the seventh semester, if he/she acquires 6 credits in Core Courses of the major subject, 4 credits in Research Methodology, 4 credits in discipline specific elective (DSE) of the major subject and 6 credits in Field Projects/ Internship/apprenticeship/ community engagement and service, preferable related to major and/or minor subjects.

A student shall be declared to have successfully completed the seventh semester with research, if he/she acquires 6 credits in Core Courses of the major subject, 4 credits in Research Methodology, 4 credits in discipline specific elective (DSE) of the major subject and 6 credits in Research Projects.

13.8. Eight Semester

Bachelor with Honours/ Research

A student shall be declared to have successfully completed the eight semesters with honours, if he/she acquires 6 credits in core courses of the major subject, 4 credits in dissertation and 10 credits in field Projects/ Internship/apprenticeship related to major subjects.

A student shall be declared to have successfully completed the eight semesters with research, if he/she acquires 6 credits in Core Courses of the major subject, 4 credits in minor, and 10 credits in Research Projects.

The nomenclature of degree shall strictly confirm to the relevant provision the act/ regulations/ guidelines of the UGC.

13.9. **Additional Courses:** In the categories of minor subject, generic elective and skill enhancement courses/ vocational courses, a student may earn up to 6 credits per year in the entire tenure of the 3 year undergraduate programme after paying due fees for registration and examination.

13.10. A student may change the generic elective subject in each year of the 3 year undergraduate degree program

13.11 Table -2: Proposed Structure for Undergraduate Programme : UGC CBCS System for University/ Autonomous Colleges

L e v e l	Sem este r	Main Faculty (as per prerequisite)		Any Faculty	Skill Enhance ment Course (SEC)	Ability Enhance ment Course (AEC)	Field Projects/ Internship/app renticeship/ community engagement and service	Credits	Qualificati on title (Credit requireme nt)
		Subject 1		Subject II	Subject III	Vocational Course	# Inter/Intra Faculty		
		Core	DSE	Minor	Generic Elective Course				
LEVEL 1	1	1 (6 Credits)		1 (6 Credits)	1 (4 Credits)		1 (4 Credits)	6+6+4+4= 20	(40) Undergra duate Certificate in Main Faculty
	2	1 (6 Credits)		1 (6 Credits)	1 (4 Credits)		1 (4 Credits)	6+6+4+4= 20	
LEVEL 2	3	1 (6 Credits)		1 (6 Credits)	1 (4 Credits)	1 (4 Credits)		6+6+4+4= 20	(80) Undergra duate Diploma in Main Faculty
	4	1 (6 Credits)		1 (6 Credits)	1 (4 Credits)	1 (4 Credits)		6+6+4+4= 20	
LEVEL 3	5	1 (6 Credits)	1 (4 Credits)			1 (4 Credits)	1 Field Projects/ Internship/ apprenticeship (6 Credits)	6+6+4+4= 20	(120) Bachelor Degree in Main Faculty
	6	1 (6 Credits)	2 (4 Credits) + (4 Credits)				1 Field Projects/ Internship/ apprenticeship (6 Credits)	6+6+4+4= 20	
LEVEL 4	7	1 (6 Credits)	1 (4 Credits)	1 Research Methodol ogy (4 Credits)			1 Field Projects/ Internship/ apprenticeship or Research Project (6 Credits)	6+6+4+4= 20	(160) Bachelor Degree (Honours) in Main Faculty Bachelor

	8	1 (6 Credits)	1 (4 Credits)				1 Field Projects/ Internship/ apprenticeship or Research Project (10 Credits)	6+6+4+4= 20	Degree (Research) In main faculty
Total		48 Credits	16 Credits	32 Credits	16 Credits	12 Credits	08 Credits	28 Credits	160 Credits

14. Choice to Select MOOC Courses:

- a. The Constituent Institutes/schools can allow up to 40% of the total credit being offered in a particular programme in a semester through the online leaving courses provided under SWAYAM platform or any other MOOC platform recognized by the central Government or the state government for credit transfer.
- b. The students will have the choice to opt elective generic / Skill Enhancement Ability Enhancement courses from the courses available within the Constituent Institutes/Schools of the same universities but from same level of the programme. An alternate choice will also be available to the students to opt for courses from Massive Open Online Courses (MOOCs) available at SWAYAM (Study webs of Active Learning for Young Aspiring Minds) platform with the permission of the Constituent Institutes/Schools
- c. The Constituent Institutes/Schools shall offer elective generic courses in each programme on merit basis across the disciplines. The number of seats in the course will depend on available facilities in the Constituent Institutes/Schools.
- d. The students can also opt for a course under DSE of Major Subject from Massive Open Online Courses (MOOCs) available at SWAYAM platform.
- e. If University / Autonomous College will decide to allow the online courses of SWAYAM if
 - i. The courses offered on SWAYAM would supplement the teaching learning process in the institution.
 - ii. Every student opting for a course available on SWAYAM platform would be required to register for the course at SWAYAM. The student will pay the stipulated fee to SWAYAM for registering courses, if required.
 - iii. While allowing the online learning courses offered by SWAYAM, it shall be

ensured that the physical facilities like laboratories, computer facilities and library etc essential for pursuing the courses shall be made available in adequate measure by the Constituent Institutes/Schools. The parent institution must designate a course coordinator / facilitator to guide the students throughout the course and facilitate / conduct the lab/ practical sessions/ examination.

f. The requirement of project/dissertation, as notified by the respective Constituent Institutes/Schools need to be undertaken by the candidate for the specified credits. The project may be undertaken in any of the National State Laboratories / Institute/ Companies/ Industries with the approval of Constituent Institutes/Schools.

15. Requirement of attendance will be as per University Ordinance governing the examination. In general, attendance of at least seventy five percent of theory lectures and practical's separately will be required in each course to sit in the semester end examination.

For Special reason such as prolonged illness deficiency in the percentage of attendance not exceeding fifteen percent of the total number of lectures delivered practical/ sessional held in each course may be condoned by the Vice Chancellor/ Principal of autonomous College.

16. Examination & Evaluation:

16.1. Generally each course will correspond to an examination paper comprising of external and internal evaluations. The semester and Theory examinations for Major, Minor, Generic and DSE will be 3 hours while vocations (SEC) and Ability Enhancement Course (AEC) will be 2 hours duration. The credit structure for theory / practical/ tutorial, internal, external examinations and total marks for an examination are shown in the Table 3 in clause 16 15.

16.2. The question paper of the external examination should preferably contain long answer, short answer and objective type questions. The continuous evolution of the student will be conducted at three points of time in a semester by conducting three tests of 20 marks each of these two must be written tests and the third may be written test Quiz/ Seminar/ Assignment for theoretical courses. Marks obtained in best two tests out of these will be awarded to the student. Each student shall have to appear in at least two tests and End Semester Examination failing which, the student will be

awarded Ab grade in the course. IN case of Laboratory/ Field/ Project work based courses appropriate distribution of marks for Practical Record/ Project Report, Practical Semester end exam , Viva, if any will be decided by the Constituent Institutes/Schools. In case of internal assessment, the Constituent Institutes/Schools of University shall distribute and design their assessment so that at least two tests are conducted in a semester:

- 16.3. Constituent Institutes/Schools may design their mode of internal assessment with due approval from the respective academic council in view of the “Evaluation Reform in Higher Educational Institutions 2019” published by the UGC.
- 16.4. Total marks obtained in Semester End Examination and continuous evolution will be considered for awarding the grade in the courses as explained in 16.5.
- 16.5. The grading will be made on 10 points scale as described below:

Letter Grade	Grade Points	Description	Range of Marks
O	10	Outstanding	90-100
A+	9	Excellent	80-89
A+	8	Very Good	70-79
B+	7	Good	60-69
B+	6	Above Average	50-59
C	5	Average	40-49
P	4	Pass	35-39
F	0	Fail	0-34
Ab	0	Absent	Absent

- 16.6. In case statutory bodies of the programme issue the guidelines regarding the minimum passing percentage of marks, then grading will be done in the following manner

If the marks obtained by the student in a course are less than the minimum cut-off percentage of marks, then F grade will be awarded otherwise, the grades will be awarded as per above mentioned table

- 16.7. If a Student obtains F or Ab grade in any course(s), he/she will be treated to have supplementary/failed in the course (s). He/she has to reappear in the examination of

that course (s) as and when conducted by the University. Marks obtained earlier continuous assessment may be carried forward and added to the marks obtained in repeat year end examination to decide the grade in the repeat course(s).

- 16.8. The Student will be promoted to the next semester if he/she secures at least half of the total credits (viz 20 credits out of 40 credits in annual system) in a semester. In case the student secures less than half of the total credits in any semester, then the student will be declared fail in that semester and he /she will be asked to repeat the entire semester and that semester will be treated as zero semester. In such cases the student will not be promoted to the next semester.

If a student passes in all course offered in any semester, then the student will be declared pass in that semester. If a student secures at least half of the total credits in a semester and fails in some courses offered in that semester then he/she will be provisionally promoted to the next semester with ATKT (allowed to keep terms) in those courses in which he/she fails.

If the student fails to pass all the courses in the next ATKT examination the provisional promotion will be terminated but he/she will be given second chance to pass failed courses. Suppose the student does not successfully complete the concerned semester even after the aforesaid second chance. In that case, she/he shall be treated as fails in that semester and will be asked to repeat the entire semester and that semester will be treated as zero semesters.

If the 4th year of undergraduate programme is not offered in the present Constituent Institutes/Schools, admission in another Constituent Institutes/Schools within the same University shall be allowed in cases of provisional promotions to the 4th year of the undergraduate programme.

- 16.9. Repetition of a theory/ practical course is allowed only to those candidates who get F or Ab grade in the course or has failed in the semester. The student has to pay the prescribed fee for repeating the course.
- 16.10. On account of valid reasons, a student may withdraw from a semester. In such a case that semester will be treated as zero semester.
- 16.11. In case of zero semester, the student will not be promoted to the next semester till he/she clears that semester. The University may allow such a student to re-register in that semester in the coming semesters. The student has to pay semester fee again in such case and may not be eligible for scholarship. If the student withdraws within one month from starting the academic semester, the semester fee will not be charged

again.

16.12. The provision of review of answer book in semester system will be available as per the existing rules of University.

16.13. The theoretical and practical course can be repeated whenever offered or conducted by the University but within the maximum duration of the programme. He/ she can avail multiple repeat attempts to pass the course.

16.14. Applicable to Constituent Institutes/Schools in the same universities. The Constituent Institutes/Schools, where students from other Constituent Institutes/Schools are registered for choice based elective courses(s), will send the Grade to the concerned Constituent Institutes/Schools where the student is enrolled. The result will be declared by the Constituent Institutes/Schools where the student has taken admission.

16.15. Table 3 ; Structure of Credit Course (Semester System)

	Course (Credit)	Course Type	Credits Allocated			Distribution of Theory Marks		Distribution of Practical Marks		Tutorial Marks
			Theory	Practical	Tutorial	Internal (Through CCE)	External (End Semester Exam)	Internal	External (End Semester Exam)	
1	Core (6)	Type-1	6	NA	NA	40	60	NA	NA	NA
2	Core (6)	Type-2	4	2	NA	40	60	40	60	NA
3	Core (6)	Type-3	2	4	NA	40	60	50 (Through CCE)	50	NA
4	Core (6)	Type-4	5	NA	1	40	60	NA	NA	100
5	GE/DSE/SEC (4)	Type-1	4	0	NA	40	60	NA	NA	NA
6	GE/DSE/SEC (4)	Type-2	3	1 (P,T,W,etc)	NA	40	60	NA	100	NA
7	DSE/SEC (4)	Type-3	1	3 (P,T,W,etc)	NA	40	60	50 (Through CCE)	50	NA
8	DSE/SEC (4)	Type-4	3	NA	1	40	60	NA	NA	100

9	AECC (4)	Type-1	4	NA	NA	40	60	NA	NA	NA
10	Field-Projects/ Internship/ Apprenticeship/ Community engagement & Services (6/10)	NA	(i) Field - Projects / Internship Apprenticeship/ Community engagement & Service 4/6 Credits (75 Marks) (ii) Evaluation of Report 2/4 Credit (25 Marks)							
11	Research Methodology	Type-4	3	NA	1	40	60	NA	Na	100
12	Dissertation/ Research Project (4/6/10)	NA	Evaluation of Thesis 2/4/6 Credits (50 Marks + Pre submission viva-voice 1/1/2 Credit marks + External Viva-voice 1/1/2 Credit (25 Marks)							

P - Practical, T- Training, W-Workshop

17. Evaluation and clarification of MOOCs and Vocational courses:

The Guidelines if the University/ SWAYAM Portal/ UGC Shall be followed for evolution and certification of MOOCs, Vocational courses, Field Projects/ Internship/ Apprenticeship/ Community engagement & service / Research Project.

18. Calculation of SGPA/ CGPA

18.1. Semester Grade Point Average (SGPA) is measure of performance of the student in a semester. It is the ratio of total credit points secured by a student in various courses registered in that semester and the total course credits taken during that semester i.e.

$$SGPA(S_i) = \frac{\sum(C_i \times G_i)}{\sum C_i}$$

Where S_i is the i^{th} year C_i is the number of credits of the i^{th} course in the semester (S_i) and G_i is the grade point scored by the student in the i^{th} Course

18.2. The semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) will be calculated as weighted average of credit points secured by the students except the credits of additional courses if any. The SGPA and CGPA shall be rounded

off up to 2 decimal places and reported in the grade sheet

Calculation of SGPA

Course	Course (C.)	Grade	Grade Point (GP)	Credit Points (C X GP)	SGPA (Total Credits Point/ Total Credit)
Course 1	6	A	8	48	146/20 = 7.30
Course 2	6	C	5	30	
Course 3	4	V	7	28	
Course 4	4	O	10	40	
TOTAL	20		-	146	

18.3. CGPA is a measure of the overall cumulative performance of a student over all the semester completed. The CGPA is the ratio credit points secured by a student in various courses in all the semester completed and the sum of the credits of all courses in all the semester completed. The CGPA will be calculated as per follows

$$CGPA = \frac{\sum [C_i \times SGPA(S_i)]}{\sum C_i}$$

Where SGPA (S_i) is the SGPA of the i^{th} year and C_i is the total number of credits in the i^{th} semester.

Calculation of CGPA:

Semester	Credits	SGPA	Credits X AGAP	CGPA
1	20	7.50	150.00	CGPA = Total (Credits X CGPA) / Total Credits CGPA = 1229.60 / 160
2	20	7.58	151.60	
3	20	7.32	146.40	

4	20	8.34	166 80	= 7.685 = 7.69 (rounded off to second decimal point)
5	20	7.58	151 60	
6	20	7.32	146 40	
7	20	8.34	166 80	
8	20	7.50	150 00	
TOTAL	160		1229 60	

19. On completing alpl requirements for the award of the undergraduate certificate/diploma/ degree, the CGPA will be calculated, and this value will be indicated on the certificate/diploma/ degree. The 3 years (6 Semester) and 4 Year (8 Semester) undergraduate degree should be also indicate the Division obtained as per follows :

Division	Criterion
First division with distinction	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 8.00 or Above
First division	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 6.50 Above but less than 8.0
Second division	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 5.00 or Above but less than 6.50
Pass	The candidate has earned minimum number of credits required for the award of the degree with CGPA of 4.00 or Above but less than 5.00

The Conversion of CGPA into percentage will be as follows to facilitate its applications in other academic matter

$$\text{Equivalent Percentage} = \text{CGPA} \times 10$$

The percentage will be rounded off up to the second decimal point

SAMPLE COPY FOR FIRST TO FIFTH SEMESTER**ANNEXURE-S-1****Name of the University****GRADE SHEET**

Name of the Institute

Address of the Institute

Name of the Programme

Batch	Year
Enrollment No.	Roll No.
Name of the Student	Examination
Father's/Husband's Name	Mother's Name

Course Code	Course Title	Credits	Grade	Grade Point	Credit Points (Credits x Grade Point)
	Course 1	6	A	8	48
	Course 2	6	C	5	30
	Course 3	4	B+	7	28
	Course 4	4	O	10	40
TOTAL		20			146
SGPA		146/20			730

Grade in Repeat Examination

SEMESTER WISE RESULT					
SEMESTER	I	II	III	IV	V
TOTAL CREDITS					
OBTAINED CREDITS					
ADDITIONAL CREDITS					
SGPA					
ATTEMPT					
RESULT					

SGPA Semester Grade Point Average

CGPA -Cumulative Grade Point Average Equivalent Percentage = CGPA x 10

Date of Result

Controller of Examination

SAMPLE COPY FOR SIXTH SEMESTER

ANNEXURE-S-2

Name of the University

GRADE SHEET

Name of the Institute

Address of the Institute

Name of the Programme

Batch	Year
Enrollment No.	Roll No.
Name of the Student	Examination
Father's/Husband's Name	Mother's Name

Course Code	Course Title	Credits	Grade	Grade Point	Credit Points (Credits x Grade Point)
	Course 1	6	A	8	48
	Course 2	6	C	5	30
	Course 3	4	B+	7	28
	Course 4	4	O	10	40
TOTAL		20			146
SGPA		146/20			7.30

Grade in Repeat Examination

SEMESTER WISE RESULT						
SEMESTER	I	II	III	IV	V	VI
TOTAL CREDITS						
OBTAINED CREDITS						
ADDITIONAL CREDITS						
SGPA						
ATTEMPT						
RESULT						

SGPA Semester Grade Point Average

FINAL RESULT PASS			
TOTAL CREDITS	CGPA	EQUIVALENT PERCENTAGE	DIVISION

CGPA -Cumulative Grade Point Average Equivalent Percentage = CGPA x 10

Date of Result

Controller of Examination

SAMPLE COPY FOR SEVENTH SEMESTER**ANNEXURE-S-3****Name of the University****GRADE SHEET**

Name of the Institute

7

Address of the Institute

Name of the Programme

Batch	Year
Enrollment No.	Roll No.
Name of the Student	Examination
Father's/Husband's Name	Mother's Name

Course Code	Course Title	Credits	Grade	Grade Point	Credit Points (Credits x Grade Point)
	Course 1	6	A	8	48
	Course 2	6	C	5	30
	Course 3	4	B+	7	28
	Course 4	4	O	10	40
TOTAL		20			146
SGPA		146/20			7.30

Grade in Repeat Examination

SEMESTER WISE RESULT							
SEMESTER	I	II	III	IV	V	VI	VII
TOTAL CREDITS							
OBTAINED CREDITS							
ADDITIONAL CREDITS							
SGPA							
ATTEMPT							
RESULT							

SGPA Semester Grade Point Average

CGPA -Cumulative Grade Point Average Equivalent Percentage = CGPA x 10

Date of Result

Controller of Examination

SAMPLE COPY FOR EIGHTH SEMESTER**ANNEXURE-S-4****Name of the University****GRADE SHEET**

Name of the Institute

Address of the Institute

Name of the Programme

Batch	Year
Enrollment No.	Roll No.
Name of the Student	Examination
Father's/Husband's Name	Mother's Name

Course Code	Course Title	Credits	Grade	Grade Point	Credit Points (Credits x Grade Point)
	Course 1	6	A	8	48
	Course 2	4	C	5	20
	Course 3	10	B+	7	70
TOTAL		20		-	138
SGPA		138/20			6.90

Grade in Repeat Examination

SEMESTER WISE RESULT						
SEMESTER	I	II	III	IV	V	VI
TOTAL CREDITS						
OBTAINED CREDITS						
ADDITIONAL CREDITS						
SGPA						
ATTEMPT						
RESULT						

SGPA Semester Grade Point Average

FINAL RESULT PASS			
TOTAL CREDITS	CGPA	EQUIVALENT PERCENTAGE	DIVISION

CGPA -Cumulative Grade Point Average Equivalent Percentage = CGPA x 10

Date of Result

Vice Chancellor

Controller of Examination