**Common Ordinances for programmes under Credit-Based Evaluation
and Grading System
(w.e.f Session 2023-24)**

Note: All those courses which are governed by any regulatory body like PCI, NCTE, BCI, Council of Architecture, AICTE etc. shall follow Ordinances/rules as specified by their respective governing bodies/ councils unless otherwise specified.

Introduction

In order to enhance the quality of education and to bring about transparency in the system of evaluation, Guru Nanak Dev University introduced in its curricula Credit-Based Evaluation and Grading System. The curriculum in a given subject would include such contents as may be required to upgrade the standards of teaching such as classroom lectures, laboratory techniques, seminars, field study, assignments, discussions, project and training etc. These contents would be specified in terms of courses, with each course having credits depending on the contact hours it involves. As per the new National Education Policy (NEP 2020) of UGC various new features such as multidisciplinary courses, ability enhancement courses, value added courses, training/apprenticeship and research component have been incorporated in the scheme and syllabi of various programs. It will also facilitate multiple entry and exit options with various categories of degrees within a study programme depending upon the number of credits secured by a candidate.

1. **Semester System**
   The academic programmes shall be based on semester system:
   Odd semester: July to December
   Even semester: January to June

2. **Students roll number**
   Each student will be assigned a roll number consisting of eleven digits (left to right)
   - the first four numeric will specify the class/ programme code of the student.
   - the fifth and sixth numeric will specify the year of study.
   - the last five numeric will specify the unique identification roll number of the student.

   For example: -17042073901 would mean the student admitted in Electronics and Communication Engineering in B.Tech. degree programme in the year 2020 under the roll number 73901.

3. **Course Codes**
   Each course offered by a Department shall be identified by a course code, consisting of a string of six alphanumeric characters (three alphabets and three digits, left to right) followed by the course title.
   - The first two characters in the course code shall be alphabets in capital letters identifying the subject/department offering the course.

- The third character shall be an alphabet identifying the nature of the course viz.
  L= Lecture
  T=Tutorial
  P=Practical/Laboratory based courses
  D=Dissertation/Thesis/Project/Case Study/Status Report/Assignment
  E=Training/Apprenticeship/Professional Practice
  R=Field Study/Educational Tour
  S= Seminar/Discussion
  U= Studio
  Any other character may be defined to specify a course not listed above.
- The fourth character shall be a numeric specifying the level (year) of study after senior secondary (+2 standard)
- The last two characters shall be digits specifying the course number being offered.

  For example: - ECL204 code implies that the course is offered for the B.Tech. degree in the subject of Electronics & Communication Engineering. It is a theory course in the second year of study after senior secondary. In general, the series of the numeric codes for various degree programmes of different durations in the University/Regional Campuses after senior secondary level would be as follows:

Degree Programme	Series
First Year	100-199
Second Year	200-299
Third Year	300-399
Fourth Year	400-499
Fifth Year	500-599

  Course codes for other subjects can be defined accordingly by the respective Board of Control.

4. **Course Credits:**
   Each course shall have a certain number of credits assigned to it depending upon the academic load of the course assessed on the basis of weekly contact hours of lecture, tutorial and laboratory classes, assignments or field study and/or self-study.
   Generally, each course shall have an integer number of credits reflecting its weight. The number of credits of a course in a semester shall ordinarily be calculated as under:
   a) **Lectures/Tutorials**: One hour of lecture/tutorial per week shall normally be assigned one credit. Theory courses shall be generally of two to four credits (preferably as per table no 1). For determining the credits of a theory course, lectures and tutorials shall be added.
   b) **Practicals**: Two laboratory hours per week shall be assigned one credit. Courses other than Lectures/Tutorials shall be treated as practical courses.
      The course credits for each course shall be given as L-T-P. For example, 3-1-0 will mean that it is a lecture-based course and has 3 lectures, 1

tutorial, and no practical assigned to it. Similarly, a course with 0-0-2 means that it is a practical course with 4 hours of class work. Credits will be assigned to seminar, dissertation, project, internship etc. under the practical component.

5. **Types of courses in each degree programme:**
   a) **Major Core Course**: A course, which should compulsorily be studied by a candidate as a core requirement is termed as a Major Stream course. These core courses shall define the major discipline and the degree will be awarded in the respective discipline. Students should secure the prescribed number of credits (50% of total credits) in the major discipline.
   b) **Minor Stream Course:** Minor discipline helps a student to gain a broader understanding beyond the major discipline.
   c) **Multidisciplinary Course**:
      i. All UG students are required to undergo three introductory-level courses relating to any of the broad disciplines given below. These courses are intended to broaden the intellectual experience and form part of liberal arts and science education.
         - Natural and Physical Sciences
         - Mathematics, Statistics, and Computer Applications
         - Library, Information, and Media Sciences
         - Commerce and Management
         - Humanities and Social Sciences

      ii. Alternatively relevant multidisciplinary courses can be chosen from the massive open online courses (MOOCs) available on the SWAYAM Portal with the approval of the BOC. Out of the total multidisciplinary MOOCs available, 50% courses shall be decided by the BOC & 50% will be chosen by the students.
   d) **Ability Enhancement Courses (AEC):** Students are required to achieve competency in a Modern Indian Language (MIL) and in the English language with special emphasis on language and communication skills.
   e) **Skill Enhancement Courses (SEC)**: The SEC courses are aimed at imparting practical skills, hands-on training, softskills, etc., to enhance the employability of students.
   f) **Value-added Courses:**
      i) 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.

      - Understanding India
      - Environmental Science/Education
      - Digital and Technological solution
      - Health & Wellness, Yoga education, Sports and Fitness

      ii. Drug Abuse, Environmental Sciences, Human Rights and Constitutional Duties are compulsory value-added courses for

under graduate students. Universal Human Values is a compulsory value added course for Post Graduate Students. In case the students admitted to Post Graduate programmes have not studied compulsory value-added courses in Under graduate programme, they will have to take all compulsory value-added courses (Drug Abuse, Environmental Sciences and Human Rights and Constitutional Duties) at PG level.

g) Internship/ Apprenticeship: A key aspect of the new UG programme is induction into actual work situations**.** All students will undergo:
   i. Internships / Apprenticeships in a firm, industry, or organization or Training in labs with faculty.
   ii. Community engagement and service
   iii. Field-based learning/minor project

The students may take internship/apprenticeship during summer vacations as per the requirement of the programme.

h) Research Project/Dissertation: Students opting a 4-Year Bachelor's degree (Honours with Research) are required to take up research projects in the fourth year (preferably in 8th semester of FYIP) of the program.

6. **Number of Credits by Type of Course:**
The minimum credit requirements under each category and the distribution of course levels across semesters are as follows:

a) **Major and Minor Courses:** All discipline-specific courses (major or minor) may be 4 credits or as appropriate. An additional one to two credits may be allotted for tutorials or practicals.

b) **Other Courses:** All courses under the Multi-disciplinary, Ability Enhancement (language), and Skill Enhancement categories may be of preferably 3-credits or as appropriate;

c) **Common Value-Added Courses:** Courses under Value Added, Summer Internship/ Apprenticeship/ Community outreach activities, etc., for all majors, may be of preferably 2-credits or as appropriate;

d) **Research Project and Dissertation:** Final year Research Project/ Dissertation etc., may be of 12 credits.

7. **Structure of the Undergraduate and Post Graduate Programme (Multiple entry/exit options and award of the degree)**

The various degree programmes will consist of the following categories of courses and the minimum credit requirements for 3-years UG, 4-years UG (Honours), 4 Years UG (Honours with Research), PG Diploma, 5 Years PG (FYIP) and 2-years PG programmes as given below in Table no. 1

Minimum Credit Requirements of degree Programmes

Broad Category of Course	Five Years Integrated Programmes				2 Years PG Programme	
	FYIP 3 Year UG Degree	FYIP 4 Year UG Degree (Honours) /PG Diploma	FYIP 4 Year UG degree (Honours with Research)	FYIP 5 year PG Degree	PG degree (1 year/2 semesters duration) after 4 years UG (Honours)/ UG (Honours with Research)/ PG Diploma	PG degree (2 years/4 semesters duration) after 3 years UG
	(I)	(II)	(III)	(IV)	(V)	(VI)
Major (Core)	60	92	80	120	40	68
Minor Stream	24	32	32	-	-	-
Multidisciplinary	09	09	09	-	-	-
Ability Enhancement Courses (AEC)	08	08	08	-	-	-
Skill Enhancement Courses (SEC)	09	09	09	-		-
Value Added Courses common for all	06-08	06-08	06–08	-	-	-
Summer Internship	02-04	02-04	02–04	-	-	-
Research Project / Dissertation	-----	-----	12	-	-	12
Total	**120**	**160**	**160**	**200**	**40**	**80**

Notes:

i. In case, students admitted to Post Graduate Programmes have not studied compulsory value-added courses such as Drug Abuse, Environmental Sciences, Human Rights and Constitutional Duties and Universal Human Values course/s in under graduate programme, they will have to take compulsory value added course/s at PG level, which will be taught over and above the value of minimum credit requirement of PG programme.

ii. The eligible students joining PG programme through lateral entry will be offered research opportunity in the 4th semester of PG programme in form of a 12 credit research project/dissertation, in lieu of three major (core) subjects of four credits each.

Degree programmes of 3, 4 & 5 years duration with multiple entry and exit points, with appropriate certifications are as follows:

a) **Admission/ Entry to the 1st year of Five Years Integrated Programme:** Admission/ Entry to the 1st semester of UG degree of Five Years Integrated Programme shall be open to any person who has passed 10+2 of any recognized Board in the relevant field and should also fulfill all other eligibility conditions as specified by the University at the time of admission.

Award of Degree/Exit: The student pursuing UG programme of Five Years Integrated programme shall have the option to exit the programme after successful completion of 3 years (6 semesters) and UG degree shall be awarded to the student.

b) **Direct Admission/Entry to the 4th year of the Five Years Integrated programme**

Admission/Entry to the 4th year of Five Years Integrated programme shall be open to any person, who has passed 3 year UG degree programme of Five Years Integrated programme of the Department within main campus/Regional Campuses Guru Nanak Dev University (GNDU) in the relevant field and should also fulfill all other eligibility conditions as specified by the university at the time of admission.

   i. The admission/entry of the eligible students to 7th semester of the 4th year of Five Years Integrated Programme of the Department within Guru Nanak Dev University shall be automatic after successful completion of 3rd year of Five Years Integrated Programme.

   ii. Student who scores a minimum CGPA of 7.5 and above in 6 semesters of 3 years UG degree shall have the option of undertaking research in the 4th year of undergraduate level and shall be offered UG degree (Honours with Research) and should satisfy the credit requirements as given in the column III of Table no. 1.

   iii. A student who does not wish to undertake research at the undergraduate level, will have to do 12 credits (3 major core courses of 4 credits each) in lieu of a research project/dissertation and should satisfy the credit requirement as given in column-II of table no 1. The successful candidate shall be awarded UG Degree (Honours).

   iv. A student who scores marks less than 7.5 CGPA in the 6 semesters of 3 years UG degree and wishes to join the 4th year of UG program will not have the option to undertake research in the 4th year of Under Graduate level and will have to complete 160 credits and should satisfy the credit requirement as given in column-II of table no 1 shall be awarded UG degree (Honours).

c) **Lateral Admission/Entry to the 4th year of the Five Years Integrated programme:**

Admission/Entry to the 4th year of Five Years Integrated Programme shall be open to any person, who has passed 3 year UG

degree programme from any recognized University in the relevant field and should also fulfill all other eligibility conditions as specified by the university at the time of admission.

    i. For an eligible student from any recognized university seeking admission through lateral entry into the 7th semester 4th year of Five Years Integrated Programme of GNDU, the 7th semester will be considered as 1st semester of 2 years 4 semesters PG programme. The 7th to 10th semester of Five Years Integrated Programme shall correspondingly be considered as 1st to 4th semester of 2 years 4 semesters PG programme for such students coming through lateral entry. Henceforth such students will be considered to have been admitted to 1st semester of 2 years 4 semesters PG programme. Therefore, such students will follow the eligibility conditions for admission/entry/exit as mentioned below in clause 7 (e) and 7 (f) meant for the 2 years/4 semesters PG programme.

d) Direct admission/Lateral entry to the 5th year of Five Years Integrated Programme

    i) UG Degree (Honours)/(Honours with research)/PG Diploma

Award of Degree: After the successful completion of 5th year of Five Years Integrated programme, the students will be awarded PG degree.

e) Admission/ Entry to the 1st year of 2 years (4 semesters) PG programmes:
The entry requirement for admission to the 1st year of 2 years-4 semesters PG programme is 3 years UG Degree from any recognized University.

Exit/Award of Degree:
    i) On successful completion of 1st year of 2 years-4 semesters PG programme, a student shall have the option to exit and will be awarded PG Diploma.

f) Admission/ Entry to the 2nd year of 2 years (4 semesters) PG programmes:
UG Degree (Honours)/(Honours with research)/PG Diploma.
Award of Degree: After the successful completion of 1 year of 2 years-4 semesters PG programme, the successful students will be awarded PG degree.

g) Admission/ Entry to Ph.D programme
The entry requirement to the Ph.D programme shall be as per the existing University rules and regulations.
1 year- 2 semester Master's degree programme (after 4 year undergraduate degree) or 2 year-4 semester Master's degree programme (after 3 year undergraduate degree) with atleast 55% marks in aggregate or an equivalent degree from a foreign educational institution accredited by an Assessment and Accreditation Agency which is approved, recognized or authorized by an authority, established or incorporated under a law in its home country or any

other statutory authority in that country to assess, accredit or assure quality and standards of educational institutions.

Notes:

i.   The admission/entry of the eligible students from any recognized University seeking lateral admission to any entry point of FYIP PG programme/2 year 4 semester PG programme of GNDU shall be through entrance test. The entrance test will only be conducted if the number of applications to any particular programme exceeds the number of seats available in the programme or as decided by the competent authority.

ii. A programme of study leading to a degree programme is open to those who have met the entrance requirements, including specified levels of attainment at the secondary level of education specified in the programme admission regulations. Admission to a degree programme of study is also required the evaluation of documentary evidence (including the academic record) of the applicant.

iii. The student may be allowed to do two academic programmes simultaneously (one Degree programme and one Certificate/Diploma programme) from our University in all three modes, Regular/Online/ODL provided that the total credits of two programmes shall not exceed 40 per semester, while maintaining the minimum credit requirements of the individual programme.

iv. For students opting two academic programes, the student applying for the first course will submit migration certificate. While the students need not submit migration certificate for the second programmes, however they will submit an undertaking to the Institution/University where he/she is taking up the second programme Certificate/Diploma/Post Graduate Diploma.

8. **Course Evaluation**

(Except the programmes governed by the regulatory statutory council such as BCI, PCI, NCTE, COA etc)

The students would be evaluated during the conduct of each course on the basis of their performance as per table no 2:

Table No.2

Examination (Theory)	Syllabus to be covered in the examination	Time allotted for the examination	%Weightage
Mid Semester	Upto 50%	1 hour	30 %
End Semester Examination	100% syllabus	3 hours	70 %
Total			100
(Practical)			
Final Practical Examination + Viva Voce	100% syllabus		100%
Total			100

Note: The % weightage of mid semester and end semester examination of 30%:70% will be applicable to the students admitted in 1st year of UG/FYIP/PG programmes w.e.f. session 2023-24. For students admitted before the session 2023-24, the % weightage of mid semester and end semester examination shall be 20%:80%.

The following table no 3 shows distribution of credit/s into marks.

Table No.3

Credit/s	Marks
1	25
2	50
4	100
6	150
8	200
12	300

The examination schedule for the End Semester Examination shall be notified by the University and that of Mid Semester Examination by the Head of the respective departments as per the academic calendar. Marks obtained by the students in Mid Semester Examination will be displayed on the Notice Board before the start of the End Semester Examination. The Answer-sheets for Mid Semester Examination will be shown to the students. However, answer sheets for End Semester Examination will not be shown to the students after examinations. The students may be asked to go for re-evaluation of their Answer-sheets, if they have any doubt.

● Datesheet will be as per academic calendar.
● There will be no Mid Semester Examination for Practical/Lab courses.
● For final semester practical examination, the external examiners from nearby places may be appointed. The evaluation of the examination shall be done both by external & internal examiners jointly.
● For not more than 50% or as decided by the competent authority of credit-based courses offered in different programmes across the discipline, the question paper of the End Semester Examination will be set by external examiners appointed by the competent authority.
● In all the courses, the answer sheets will be assessed by internal examiners through table marking.
● The research project/dissertation of undergraduate degree programme/ PG Programme will be evaluated by external examiner.

9. Award of Grades

Grades awarded will be verified by the Board of Control, with all teachers teaching that class to be invited as special invitees, even if they are not members of the Board of Control.

10. Grading System

The Grading will follow Credit-Based System, the details of which are given below:

While undertaking the course work, the following terms are defined:
'Course' means a paper.

'Credit' means weightage assigned to a course
'Grade' means a letter grade assigned to a student on a 10 point scale.
'Grade point' means points assigned to a letter grade.
'Semester Grade Point Average' (SGPA) means weighted average of grades in a semester.

$$\text{SGPA} = \sum_{i=1}^{m}(G_i \times C_i)/\sum_{i=1}^{m} C_i,$$

Where G_i are the grade points obtained by a student in the ith registered course and C_i are the credits of the ith registered course and 'm' is the number of courses registered by a student in a particular semester.

$\sum_{i=1}^{m}(G_i \times C_i)$ = Total grade points obtained by a student in a semester,

$\sum_{i=1}^{m} C_i$ = Total credits registered by the student in that semester.

Or

$$\text{SGPA} = [(G_1 \times C_1) + (G_2 \times C_2) + \cdots + (G_m \times C_m)]/[C_1 + C_2 + \cdots + C_m]$$

'Cumulative Grade Point Average' (CGPA) means weighted average of grades in all the semesters computed at the end of any semester or at the end of the course completion.

$$\text{CGPA} = \sum_{i=1}^{n}(G_i \times C_i)/\sum_{i=1}^{n} C_i$$
$$= [(G_1 \times C_1) + (G_2 \times C_2) + \cdots + (G_n \times C_n)]/[C_1 + C_2 + \cdots + C_n],$$

where G_i are the grade points obtained by a student in the ith registered course and C_i are the credits of the ith registered course, 'n' is the number of courses registered in all the semesters.

SGPA and CGPA shall be calculated up to two decimal places, after rounding off the third decimal to the nearest second place integer decimal, hence 0.005 to be increased to 0.01

The student would be awarded a letter grade on a 10 point scale on the basis of his/her performance. Grades shall be awarded as per the following table:

Table No.4

Common Grading Table		
Percentage Marks	**Letter Grade**	**Grade Points**
>90 to ≤100	O (Outstanding)	10
>80 to ≤90	A+ (Excellent)	9
>70 to ≤80	A (Very Good)	8
>60 to ≤70	B+ (Good)	7
>50 to ≤60	B (Above Average)	6
>40 to ≤50	C (Average)	5
≥35 to ≤40	P (Pass)	4
Below 35	F (Fail)	0
Absent (Ab)	F (Fail)	0

11. **Promotion rules for all programmes except for Ph.D. and M.P.T (Sports Physiotherapy), M.H.A and M.P.T (Ortho) programmes in Physiotherapy)**

a) A student (except for Ph.D., PG & UG Law courses and M.P.T (Sports Physiotherapy), M.H.A and M.P.T (Ortho) programmes in Physiotherapy) shall be required to maintain a minimum of 4 CGPA at the end of the final semester of his/her degree programme. If his/her CGPA falls below 4 at the end of final semester, the student will be declared as having failed in that particular year and will have to seek readmission in the odd semester of the particular year. For Example: In FYIP course, the candidate having failed in the (final) 10th semester will have to seek readmission in the 9th semester.

b) A student getting 'F' grade in any course will be treated as having failed in that course. If he/she fails in a course, he/she will have to repeat the course and will have to obtain at least 'P' grade in that course within the maximum period defined (UGC Letter no. F.12-I/2015 (CPP-II) dated 15.10.2015) to complete the degree for that programme.

c) A student will be required to clear at least 50% of the total theory papers (excluding Practical(s)) of all the previous semesters taken together at the end of the even semester of each academic session for promotion to the next higher semester e.g. if there are ten papers, he/she will have to clear five papers and if there are eleven papers, then he/she will have to clear six papers. It will be compulsory for the student to appear in each semester's end examination to take the benefit of promotion as mentioned above. In case of absence in all the papers of the end semester examination, he/she will not be promoted to the next higher semester, even if he/she has qualified 50% of the theory papers of all the preceding semesters taken together at the end of even semester.

d) A student who has cleared 50% of the theory papers and has failed in the remaining papers would be eligible to appear in the repeat examination. For such candidates, repeat (Mid semester & End semester) examination for an odd semester shall be conducted along with the next odd semester and even semester along with the next even semester. They should register for these (repeat) papers in the beginning of that semester but need not to attend the classes again. However, they may consult the concerned teacher for guidance.

e) If a student fails in more than 50% of the theory papers at the end of the even semester of each academic session during all the preceding semesters taken together, he/she will be declared as having failed in that particular year and will have to seek readmission in the odd semester of that particular year of the degree.

f) It will be compulsory for a student to appear in the End Semester Examination for each course. A student who does not appear in the End Semester Examination will be treated as having failed in that particular course and will be awarded 'F' grade.

g) If in a particular semester a student falls short of attendance in the course/s and does not fulfill the minimum attendance

requirements, he/she will not be permitted to appear in the End Semester Examination for that course/s and shall be awarded 'F' grade.

h) In case a student has appeared in the odd semester examination but he/she did not take admission in the even semester or did not appear in the end semester examination of even semester of a particular academic year, then such a student will only have to seek re-admission in the even semester of the next academic year and will not be required to take the re-admission in the odd semester in which he/she already appeared. However, such a student will only be promoted to higher classes according to the compliance of promotion rules of Credit Based Evaluation Grading System.

12. **Promotion rules for Programmes M.P.T (Sports Physiotherapy), M.H.A and M.P.T (Ortho) programmes in Physiotherapy.**

a) Students registered for PG level courses in Physiotherapy shall be required to maintain a minimum CGPA of 5 at the end of the final semester of his/her degree programme. If his/her CGPA falls below 5 at the end of the final semester of his/her degree programme, the student will be declared as having failed in that particular year and will have to seek readmission in the odd semester of that particular year. For all other courses in the Faculty of Sports Medicine and Physiotherapy, students will follow the rules of CGPA which are applicable for other courses of university i.e they will have to maintain a CGPA of 4.
Promotions rules for theM.P.T(Sports Physiotherapy), M.H.A and M.P.T(Ortho) programmes in Physiotherapy are same as in the above para 12(b to h) of common ordinances.

b) The student would be awarded a letter grade on a 10 point scale on the basis of his/her performance. Grades shall be awarded as per the following table no 5:

Table No.5

Grading Table for M.P.T(Sports Physiotherapy), M.H.A and M.P.T(Ortho) programmes in Physiotherapy		
Percentage Marks	**Letter Grade**	**GradePoints**
>90 to ≤100	O (Outstanding)	10
>80 to ≤90	A+ (Excellent)	9
>70 to ≤80	A (Very Good)	8
>60 to ≤70	B+ (Good)	7
>50 to ≤60	B (Average)	6
Equal to 50	P (Pass)	5
Less than 50	F (Fail)	0
Absent (Ab)	F (Fail)	0

13. **'Incomplete Grade'**
This Grade (I Grade) shall be awarded for incomplete Project/Dissertation work/or any other course, other than theory or

practical courses. This grade will be converted to a regular Grade on the completion of the evaluation of the course.

14. **Withdrawal from a Course**

A student may be allowed to withdraw from an optional course within 15 days of the start of the semester, and allowed to opt for another optional course in lieu of it. In such a case, attendance of the student in the first course shall be added to the attendance in the new course.

15. **Minimum Credits and Minimum CGPA required for a degree**

The credits for the courses in which a student has obtained 'P' (minimum passing grade for a course) grade or higher shall be counted as Credits earned by him/her. A student shall have to earn a minimum of such number of Credits as may be required for the award of a degree in a particular course/discipline. A student, who has obtained a minimum CGPA of 4 and earned a minimum number of Credits as per scheme as specified for the programme, shall be eligible for the award of the respective degree.

A student, who has earned the minimum Credits required for a degree, but fails to obtain the minimum specified CGPA for this purpose, shall take additional courses till the minimum CGPA is attained within the maximum time limit for the programme. If a student offers courses for more than the required minimum Credits, the SGPA or CGPA shall be calculated on the basis of total number of Credits registered.

16. **Tenure of a Degree Programme**

The successful candidate shall be awarded the degree in the subject of his/her study indicating the CGPA on the basis of the result of all the semester examinations. A student who does not complete the programme of study within the minimum duration of the course of his/her study, or gets 'F' grade shall not be eligible for any merit position/medal/award of the University. He/She shall have to complete his/her degree within N+2 rules, where 'N' stands for the Normal or minimum duration prescribed for completion of the programme and '+2' stands for the extra period of 2 years immediately after completion of the normal duration of the course. Maximum time allowed to pass a degree programme is given below in the table no 6:

Table No.6

Programme duration	Maximum time to complete the Degree
Five years	Seven years
Four years	Six years
Three Years	Five years
Two years	Four years
One year	Three years
B.Tech (Lateral Entry)	Five Years
M.Tech Dual degree Programme	Seven Years
M.Tech Dual degree Programme (Lateral Entry)	Six Years

17. **Make-up Examination**

If a student is absent from a End Semester/ Mid Semester Examination of the course due to the death of his/her first blood relation(Mother/Father/Sister/Brother/Daughter/Son) on the day of the examination, or at the most two weeks prior to the test, or on medical grounds, or participation in sports/cultural activities with the permission of the BOC, the BOC may permit the student for the make-up Examination within two weeks of the date of the test from which the student remained absent, provided further that the Mid Semester Examination shall be based on the syllabus covered till date. Under similar conditions, if a student is making up for End Semester Examination, then permission of the Dean Academic Affairs will be required.

18. **Conversion from CGPA to Percentage**:

A CGPA of 6 will be considered equivalent to 60% marks. The conversion of CGPA to Percent Score will be carried out by multiplication of respective CGPA by a factor of 10. The equivalence between selected percentages in absolute marks system and CGPA is given below in table no 7.

Table No.7

CGPA	%age
4	40
5	50
6	60
7	70
8	80
9	90
10	100

19. **Common Ordinances for Programmes under Credit-Based Evaluation and Grading System**

The University shall impart instructions in Programmes under Credit-Based Evaluation and Grading System.

a) **Eligibility for Admission and Duration of the Programmes:**

The Eligibility and duration of the programmes shall be as prescribed by the University from time to time.

b) **Fee**

Every candidate shall pay such fee to the University as the Syndicate may prescribe from time to time.

c) **Scheme of Instructions-Examination:**

For each examination, every student admitted to the programme under the Credit-Based Evaluation and Grading Systems must be on the rolls of the University Department and shall send his/her admission form and fee for the examination through the Head of the Department, accompanied by the following certificates:

i. Of having attended at least 75% of the total number of lectures delivered in each theory and practical course separately. For attendance in Law courses, the rules of Bar Council of India shall apply. Deficiency in lectures may be condoned as per Ordinances Chapter 15 (ii) 1.1 of University Calendar, Vol. II.

ii. Of having good moral character.

The syllabi, courses of reading and regulations for the courses, shall be notified by the University from time to time, and shall be deemed to constitute integral parts of the Ordinances. Course evaluation shall be done under Credit-Based Evaluation and Grading System. *No grace marks shall be awarded to pass a course / improve division. However, improvement of division will be allowed as per policy framed by the university from time to time.* A candidate may, however, take additional optional courses from within the Department or outside the Department to improve his/her CGPA within the maximum limit for the respective courses.

d) Assignments:
The candidate shall be required to submit his/her assignment such as project report/dissertation/thesis/case study/ status report/training report/term report or any other such assignment included in the course, required for the partial fulfillment of the requirements of a degree, by the end of his/her last semester of the course in which he/she is registered (30th June) In case the candidate fails to submit such an assignment at the end of this period of extension, he/she shall be awarded an 'Incomplete Grade (I)' for this course. Students getting 'I Grade' can repeat and resubmit any such assignment in the next semester irrespective of even or odd semester with the permission of BOC and payment of fee as decided by the University from time to time. Assignments shall be evaluated by a Board of three examiners comprising the Head of the Department or Nominee, Course Coordinator and Supervisor/Class Incharge.

e) Research Project/ Dissertation: The entitled students choosing a 4-Year Bachelor's degree (Honours with Research) are required to take up research project. The students must complete the Research Project upto eighth semester. The research outcomes of their project work may be published in peer-reviewed journals or may be presented in conferences /seminars or may be patented.

f) Discipline:
Each student shall be under the control and discipline of the Board of Control of the respective Department. In case of any misconduct on the part of a student, the Board of Control shall have the power to recommend disciplinary action, to the extent of cancellation of admission of the defaulting student from the rolls of the Department.

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