

**Under Graduate Regulation
Under Choice Based Credit System (CBCS)**

**FOR FULL TIME THREE-YEAR (SIX-SEMESTER) DEGREE COURSE
LEADING TO THE AWARD OF B.A/B.Sc./B.Com
HONOURS & GENERAL DEGREE**

Effective from Academic Session 2020-23



for
All Constituent/Affiliated Colleges Under
Binod Bihari Mahto Koyalanchal University,
Dhanbad, Jharkhand - 828130

1. Aims and Objectives: In accordance with the guidelines issued by the University Grants Commission, this regulation provides procedure of admission, basic frame work of curriculum, examination, evaluation, and award of B.A./B.Sc./B.Com Honours and General degrees to students opting for full time Three Years (six semesters) Degree Course under choice based credit system under semester mode of teaching in Binod Bihari Mahto Koyalanchal University, Dhanbad.

2. Short Title, Extent & commencement

- (a) This regulation shall be known as 'Three Years (six semesters) Degree Course Regulation 2020.
- (b) Extent: The regulation shall extend to the territorial jurisdiction of the University and the teaching of the courses for these degrees shall be carried out through the constituent colleges/State Govt. colleges and affiliated colleges within its jurisdiction, having affiliation in the concerned subject(s).
- (c) This shall come into force from the academic session 2020.

3. Definition:

- (a) 'Course' means a subject.
- (b) 'Core Course (CC)' means a compulsory subject chosen by the student as core requirement of the subject chosen from subjects enlisted in **Table-1**. It comprises of two courses:
 - **Honours Course (HC):** these courses belong to a subject in which student receives degree of Honours.
 - **Discipline Specific Elective Core Subjects (DSE):** these courses belong to Honours specific elective subjects opted by a student from allowed subject combination along with the Honours Course Subject during **Semester-V and VI**.
- (c) 'Generic Elective (GE) Course' means a course which can be chosen from a pool which may be specific/supportive to the subject or nurture the candidate's proficiency/skill. An elective course chosen generally from an unrelated discipline/subject enlisted in **Annexure-2** and shall be a subject other than the core subject opted for.
- (d) 'Ability Enhancement Compulsory Course' (AECC): A compulsory course designed to enhance communication ability and environmental concern comprising i) English/MIL Communication & ii) Environmental Science.
- (e) 'Skill Enhancement Course' (SEC): A course designed to enhance/provide skill in a field chosen by the candidate from the alternatives enumerated in the **Annexure-1**.
- (f) 'Project/Dissertation': 'Project' means work undertaken to acquire special/advanced knowledge in a particular field under the supervision of a teacher; the report of the details of the project is 'Dissertation'.
- (g) 'Credit': The term 'credit' refers to the weightage given to a course, usually in terms of the number of instructional hours per week assigned to it. It is a fixed teaching hour course. 'Credit Hours' means hours of teaching. **Contact Hour (CH)** is in correspondence to the **Credit value**. For example, a theory paper having **4 Credits** shall have a minimum of **4 Contact Hours** in a week. For Practical classes and Field Work every **Two Hours** shall make **1(one)** Contact Hour. One Contact Hour shall normally be of **60 minutes** duration.

- **One credit** = 15 Hours of teaching i.e., 15 Credit Hours
- **One credit** = 30 Hours of Practical work

Illustration: in **15** working weeks in a semester, a paper having **4** Credits shall have a total of **15x4 = 60 CH**.

- (h) 'Week' means a 6 days working week consisting of minimum 30 working hours.
- (i) 'Academic Year' means program session from July to June divided into two semesters.
- (j) 'Semester' means six months teaching and evaluation as part of the total program. A semester normally comprises 15 teaching weeks and 5 weeks for the conduct of examinations and evaluation.

An academic year comprising 180 working days in the least is divided into two semesters, each semester having at least 90 working days. With six working days in a week this would mean that each semester will have $90 / 6 = 15$ teaching/working weeks. Considering that each teaching day has 5 teaching/working hours, a teaching week would have $5 \times 6 = 30$ working/teaching hours and each semester will have $30 \times 15 = 450$ teaching hours available for each student.

- (k) 'Modern Indian Language' (MIL): The following shall be treated as Modern Indian Language for the purpose of this Regulation: Hindi, Bengali, Urdu, Khortha, Kurmali and Santhali.

Table-1
List of Core Subjects, Faculties and the Degrees

S.No.	Faculty	Subjects	Degree awarded
1.	Humanities	1. Hindi 2. English 3. Bengali 4. Sanskrit 5. Urdu 6. Music 7. Philosophy 8. Regional Languages* (Khortha, Santhali, and Kurmali)	B.A. Honours/ General
2.	Social Sciences	1. Anthropology 2. Economics 3. Geography 4. History 5. Home Science 6. Political Science 7. Psychology 8. Sociology 9. Mathematics	B.A. Honours/ General.

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3.	Science	<ol style="list-style-type: none"> 1. Biotechnology 2. Geology 3. Mathematics 4. Physics 5. Chemistry 6. Botany 7. Zoology 8. Statistics 9. Environmental Science 10. Computer Application 	B.Sc. Honours/ General B.C.A. Honours
4.	Commerce	<ol style="list-style-type: none"> 1. Commerce 2. Business Administration 	B.Com. Honours/ General B.B.A. Honours

* Teaching and examination of these subjects shall be held under their specific regulations.

4. Duration

- (a) Three Academic sessions divided into six semesters. The duration of Semester **I, III** and **V** shall be from July to December (**6 months**). The duration of Semester **II, IV** and **VI** shall be from January to June (**6 months**).
- (b) A candidate who fails to clear all the semester examinations in a maximum period of six academic sessions (i.e. 6 years) from the date of his/her first admission in first semester shall have to take admission in the first semester afresh if he/she desires the degree.

5. (a) Total Minimum Credits Required

- (i) Honours Course: 140
Details of distribution of credits appear in the Table 2 & 5.
- (ii) Pass Course: 120
Details of distribution of credits appear in the Table 3, 4, 6 & 7.

(b) Total Marks: Honours - 2400
General - 2100

(c) Pass Marks: A minimum of 40% in **theory and practical papers** separately in each paper; and 50% in the **dissertation paper**.

6. Eligibility Criteria for Admission in B.A./B.Sc./B. Com./Vocational Courses

(a) Honours Course:

- (i) A student who has passed the +2 Examination of the 10+2 system or an equivalent examination of a recognized University/Board with a minimum of 45% marks in the concerned subject or in an allied subject[†] shall be eligible to seek admission.
- (ii) A student who has earned a Certificate or Diploma in any professional course of a recognized institution after 10+2 level with at least 45% in the aggregate at +2 level shall also be eligible to seek admission.
- (iii) A student who has passed the +2 examination of the 10+2 system or an equivalent examination in Science with at least 45% marks in the aggregate at +2 examination shall be eligible for admission to B.A. (Hons)/B.Com. (Hons) 1st semester.

- (iv) A Student who has passed the +2 examination of the 10+2 system or an equivalent examination in Commerce with at least 45% marks in the aggregate at +2 examination shall be eligible for admission to B.A. (Hons) 1st semester.
- (v) A student who has passed the +2 examination of the 10+2 system or an equivalent examination in Arts with at least 45% marks in the aggregate at +2 examination shall be eligible for admission to B.Com. (Hons) 1st semester.
- (vi) A student who has passed the +2 examination of the 10+2 system or an equivalent examination in Arts or Commerce with at least 45% marks in the aggregate at the +2 examination shall be eligible for admission to B.Sc. (Hons) 1st semester provided the candidate proves an aptitude for Science by passing an entrance examination to be conducted for the said purpose by the concerned college.
- (vii) A student who has passed the +2 examination with at least 45% in the aggregate in any faculty is eligible for admission to B.A. (Hons) 1st semester in Philosophy, Anthropology, Home Science, and Sociology, any language including tribal language, or any other subject in which teaching at +2 level is scanty or unavailable as a core subject.
- (viii) A student who has passed the +2 examination with at least 45% in the aggregate in Faculty of Science is eligible for admission to B.Sc.(Hons) 1st semester in Anthropology, Home Science, Geology, Statistics or any other subject in which teaching at +2 level is scanty or unavailable as a core subject.
- (ix) A college can also conduct entrance examination for admission to one or all the three-year degree courses as an alternative method of admission.

(b) General Course:

A candidate belonging to any of the categories (i) to (viii) mentioned above shall be eligible to seek admission in similar courses but there shall be no constraint of minimum marks in any case as has been laid down for Honours Course.

†Allied Subjects: The following shall be treated as allied subjects for this purpose

1. Sociology, Anthropology
2. Ancient Indian History, Asian Studies and History
3. Rural Economics, Applied Economics, Labour Economics
4. Microbiology, Biotechnology/ Botany, Zoology/Chemistry
5. Mathematics, Statistics.

7. Regulations for Admission

(a) Regulations for Admission: Admission to a B.A/B.Sc./B.Com Honours/General course with core, DSE, GE, AECC, SEC, project of choice can be taken at any constituent, State Govt. or affiliated college having affiliation for teaching the subject of choice provided facilities of teaching such subject of choice is available in the college and the aspirant student is selected for admission in the college.

(b) Method of Admission: The admission to the 1st Semester of Bachelor Course shall be made on the basis of a merit list prepared on the basis of marks obtained by the bonafide candidates in the last qualifying examination, or on the basis of the written entrance test to be conducted by the university/college for the purpose after applying reservation policy and awarding weightage, if any.

(c) Reservation and Weightage:

1) Reservation:

A) The reservation of seat will as per the following table:

Unreserved (Open Merit)	40 %			15%	Open to All
				25%	Those applicants whose permanent address falls in territorial region of BBMKU
Reserved	60%	(i)	SC	10%	OR Those students who have passed 12th or equivalent examination from Jharkhand Academic Council or any School College in the territorial region of BBMKU.
		(ii)	ST	26%	
		(iii)	BC-I	08%	
		(iv)	BC-II	06%	
		(v)	Economically Weaker Section (Excluding from Categories (i), (ii), (iii) & (iv) of above)	10%	

B) The Caste and other Certificates on the basis of which the student claims reservation should be issued by relevant authorities of Jharkhand.

C) The vacant reserved seats shall be filled up in the following manner –

- i) Against the vacant seats of ST, the SC candidates if available, be admitted.
- ii) Against the vacant seats of SC, the ST candidates if available, be admitted.
- iii) If no candidates of SC and ST are available for admission, the vacant seat will be filled in the following preference:
 - a. BC-I
 - b. BC-II
 - c. General
- iv) Against the vacant seats of EWS, general candidate will be admitted.

D) Reserved category applicants selected on the basis of open merit will be counted against the 40% unreserved seats, not against the reserved seats.

E) Criteria of Income for EWS:

- i) Persons who are not covered under the scheme of reservation for SCs, STs and OBCs and whose family has gross annual income below Rs.8.00 lakh (Rupees eight lakh only) are to be identified as EWSs for benefit of reservation. Income shall also include income from all sources i.e. salary, agriculture, business, profession, etc. for the financial year prior to the year of application.
- ii) persons whose family owns or possesses any of the following assets shall be excluded from being identified as EWS, irrespective of the family income:-
 - (a) 5 acres of agricultural land and above:

- (b) Residential flat of 1000 sq. ft. and above,
 - (c) Residential plot of 100 sq. yards and above in notified municipalities;
 - (d) Residential plot of 200 sq. yards and above in areas other than the notified municipalities.
- iii) The property held by a “Family” in different locations or different places/ cities would be clubbed while applying the land or property holding test to determine EWS status.
- iv) The term “Family” for this purpose will include the person who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/ her spouse and children below the age of 18 years.

2) Weightage/Merit Points:

A) For preparing merit list, percentage of marks will be added to the relevant marks obtained by the eligible candidate in the subject concerned as per the following table:

Girls’ Students (except in Women Colleges)		3%
Ward of the Teaching and Non-teaching Staff of the University/College under privilege of the University		7%
N.C.C.	N.C.C. Cadet having Camp Certificate	1%
	N.C.C. Cadet having State Camp Certificate	2%
	N.C.C. Cadet having National Camp Certificate	3%
	N.C.C. B-Certificate	4%
	N.C.C. C-Certificate	5%
N.S.S.	N.S.S. Special Camp Certificate (Unit Level)	1%
	N.S.S. Zonal Level	2%
	PRD-Camp N.S.S. National Level Camp	3%
	RD Parade/National Award	5%
Sports/Cultural Activities/Fine Art/ Music/Drama	Olympic or Equivalent	20%
	Asian Level	15%
	National Level	10%
	Inter-University/State Level	5%
	Inter College/Inter School Level	2%

B) No candidate shall be provided two or more benefits at the same time.

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3) SUPERNUMERARY QUOTA

A) Persons with Disabilities (PWD Quota)

i) **3%** Seats over and above the sanctioned strength, shall be reserved for differently abled persons (Persons with Disability) which will be distributed as below:

- | | | |
|--|---|----|
| (a) Persons with vision impairment | : | 1% |
| (b) Persons with hearing impairment | : | 1% |
| (c) Persons with locomotors disability or cerebral palsy | : | 1% |

ii) The distribution in the clause i) above is interchangeable in case of non-availability of candidates in the sub-categories.

iii) The disability to avail the PWD quota should not be less than 40%.

B) Children/Widows of the eligible Armed Forces Personnel (CW Quota)

i) **5%** Seats over and above the sanctioned strength shall be reserved for CW quota.

ii) The seats will be awarded in the following priorities:

- Widows/Wards of Defence personnel killed in action;
- Wards of serving personnel and ex-servicemen disabled in action;
- Widows/Wards of Defence personnel who died in peace time with death attributable to military service;
- Wards of Defence personnel disabled in peace time with disability attributable to the military service; and
- Wards of Ex-servicemen personnel and serving personnel including personnel of police forces who are in receipt of Gallantry Awards.

C) Foreign Nationals

i) **5%** seats over and above the sanctioned strength in each course shall be reserved for Foreign Nationals.

ii) The foreign nationals seeking admission in the University/its colleges shall have to get themselves registered with the Foreign Students Registry (FSR) in compliance with the schedule notified by the FSR.

D) Qualifying Degree from Foreign Board:

i) **3%** seats over and above the sanctioned strength in each course shall be reserved for Foreign Nationals.

ii) Applicants who have passed the qualifying examination (12th or Equivalent) should bring a Certificate from the respective Embassy mentioning the equivalence of their examination to the Indian Secondary Examination.

(d) The total number of seats allotted to colleges shall be fixed as per the University Laws.

8. Fee Structure: The candidate shall have to pay all kinds of fees fixed by the Academic Council of the University at the commencement of each semester, the examination fee for end semester examinations shall have to be paid if the candidate is found fit to take the end semester examination. The University shall have rights to revise/charge any kind of fee any time. The fee structure for NRI and Foreign Nationals shall be fixed in terms of U.S. dollar separately through notification.

9. Distribution of credits in subject/Paper-wise:

Table-2
U.G. (Honours): Distribution of 140 Credits

SEMESTER	CC	DSE	AECC	GE	SEC	Total
I	12	-	02	06	-	20
II	12	-	02	06	-	20
III	18	-	-	06	02	26
IV	18	-	-	06	02	26
V	12	12	-	-	-	24
VI	12	12	-	-	-	24
TOTAL	84	24	04	24	04	140

CC = Core Course; AECC= Ability Enhancement Compulsory Course; GE= Generic Elective; SEC= Skill Enhancement Course; DSE= Discipline Specific Elective

Table-3
U.G. (General) Science: Distribution of 120 Credits

SEMESTER	CC	DSE	AECC	GE	SEC	Total
I	18	-	02	-	-	20
II	18	-	02	-	-	20
III	18	-	-	-	02	20
IV	18	-	-	-	02	20
V	-	18	-	-	02	20
VI	-	18	-	-	02	20
TOTAL	72	36	04	00	08	120

CC = Core Course; AECC= Ability Enhancement Compulsory Course; GE= Generic Elective; SEC= Skill Enhancement Course; DSE= Discipline Specific Elective

Table-4
U.G. (B.A./B.COM) General: Distribution of 120 Credits

SEMESTER	CC	DSE	AECC	GE	SEC	Total
I	18	-	02	-	-	20
II	18	-	02	-	-	20
III	18	-	-	-	02	20
IV	18	-	-	-	02	20
V	-	12	-	06	02	20
VI	-	12	-	06	02	20
TOTAL	72	24	04	12	08	120

CC = Core Course; AECC= Ability Enhancement Compulsory Course; GE= Generic Elective; SEC= Skill Enhancement Course; DSE= Discipline Specific Elective

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Table-5
Details of Courses – Degree Honours

Course	Degree Course with Practical	Degree Course without Practical
Core Course	Theory-14 Papers X 4 Credits= 56 Credits Practical-14 papersX2 Credits= 28 Credits <hr/> Total Credits= 84 Credits	Theory 14 Papers X 5 Credits = 70 Credits Tutorial 14 Papers X 1 Credit = 14 Credits <hr/> Total Credits = 84 Credits
Elective Courses	<u>Discipline Specific Elective (DSE)*</u> Theory-4 Papers X 4 Credits = 16 Credits Practical-4 Papers X 2 Credits= 08 Credits <hr/> Total Credits = 24 Credits	<u>Discipline Specific Elective (DSE)*</u> Theory-4 Papers X 5 Credits = 20 Credits Tutorial-4 Papers X 1 Credits= 04 Credits <hr/> Total Credits = 24 Credits
	*Optional Dissertation or Project Work in place of one DSE Paper (6 Credits) in VIth Semester	*Optional Dissertation or Project Work in place of one DSE Paper (6 Credits) in VIth Semester
	<u>Generic Elective(GE) Interdisciplinary</u> Theory- 4 Papers X 4 Credits = 16 Credits Practical- 4 papers X 2 Credits = 8 Credits <hr/> Total Credits = 24 Credits	<u>Generic Elective(GE) Interdisciplinary</u> Theory- 4 Papers X 4 Credits = 16 Credits Tutorial - 4 papers X 2 Credits = 8 Credits <hr/> Total Credits = 24 Credits
AECC	<u>Ability Enhancement Compulsory Course (AECC)</u> Theory- 2 Papers X 2 Credits = 4 Credits	<u>Ability Enhancement Compulsory Course (AECC)</u> Theory- 2 Papers X 2 Credits = 4 Credits
SEC	<u>Skill Enhancement Course (SEC)</u> Theory- 2 Papers X 2 Credits = 4 Credits.	<u>Skill Enhancement Course (SEC)</u> Theory- 2 Papers X 2 Credits = 4 Credits.
Total Credits	= 140 Credits.	= 140 Credits.

- Wherever there is Practical there will be no Tutorial and *vice-versa*.

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**Table-6
Details of Courses – Degree in Science General**

Course	Degree Course with Practical	Degree Course without Practical
Core Course	Theory-12 Papers X 4 Credits= 48 Credits Practical-12 papersX2 Credits= 24 Credits <hr/> Total Credits= 72 Credits	Theory 12 Papers X 5 Credits = 60 Credits Tutorial 12 Papers X 1 Credit = 12 Credits <hr/> Total Credits = 72 Credits
Elective Courses	<u>Discipline Specific Elective (DSE)*</u> Theory-6 Papers X 4 Credits = 24 Credits Practical-6 Papers X 2 Credits= 12 Credits <hr/> Total Credits = 36 Credits	<u>Discipline Specific Elective (DSE)*</u> Theory-6 Papers X 5 Credits = 30 Credits Tutorial-6 Papers X 1 Credits= 06 Credits <hr/> Total Credits = 36 Credits
	*Optional Dissertation or Project Work in place of one DSE Paper (6 Credits) in Vith Semester	*Optional Dissertation or Project Work in place of one DSE Paper (6 Credits) in Vith Semester
AECC	<u>Ability Enhancement Compulsory Course (AECC)</u> Theory- 2 Papers X 2 Credits = 4 Credits	<u>Ability Enhancement Compulsory Course (AECC)</u> Theory- 2 Papers X 2 Credits = 4 Credits
SEC	<u>Skill Enhancement Course (SEC)</u> Theory- 4 Papers X 2 Credits = 8 Credits.	<u>Skill Enhancement Course (SEC)</u> Theory- 4 Papers X 2 Credits = 8 Credits.
Total Credits	= 120 Credits.	= 120 Credits.

- Wherever there is Practical there will be no Tutorial and *vice-versa*.

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Table-7
Details of Courses – BA/B.Com Degree General

Course	Degree Course with Practical	Degree Course without Practical
Core Course	Theory-12 Papers X 4 Credits= 48 Credits Practical-12 papersX2 Credits= 24 Credits <hr/> Total Credits= 72 Credits	Theory 12 Papers X 5 Credits = 60 Credits Tutorial 12 Papers X 1 Credit = 12 Credits <hr/> Total Credits = 72 Credits
Elective Courses	<u>Discipline Specific Elective (DSE)*</u> Theory-4 Papers X 4 Credits = 16 Credits Practical-4 Papers X 2 Credits= 08 Credits <hr/> Total Credits = 24 Credits	<u>Discipline Specific Elective (DSE)*</u> Theory-4 Papers X 5 Credits = 20 Credits Tutorial-4 Papers X 1 Credits= 04 Credits <hr/> Total Credits = 24 Credits
	*Optional Dissertation or Project Work in place of one DSE Paper (6 Credits) in VIth Semester	*Optional Dissertation or Project Work in place of one DSE Paper (6 Credits) in VIth Semester
	<u>Generic Elective(GE) Interdisciplinary</u> Theory- 2 Papers X 4 Credits = 8 Credits Practical- 2 papers X 2 Credits = 4 Credits <hr/> Total Credits = 12 Credits	<u>Generic Elective(GE) Interdisciplinary</u> Theory- 2 Papers X 4 Credits = 8 Credits Tutorial - 2 papers X 2 Credits = 4 Credits <hr/> Total Credits = 12 Credits
AECC	<u>Ability Enhancement Compulsory Course (AECC)</u> Theory- 2 Papers X 2 Credits = 4 Credits	<u>Ability Enhancement Compulsory Course (AECC)</u> Theory- 2 Papers X 2 Credits = 4 Credits
SEC	<u>Skill Enhancement Course (SEC)</u> Theory- 4 Papers X 2 Credits = 8 Credits.	<u>Skill Enhancement Course (SEC)</u> Theory- 4 Papers X 2 Credits = 8 Credits.
Total Credits	= 120 Credits.	= 120 Credits.

- Wherever there is Practical there will be no Tutorial and *vice-versa*.

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Table- 8
Total Numbers of Papers and Marks semester wise for Honours Course with Practical/ Without Practical

Semester	Papers		Marks
	Practical Subject	Non-Practical Subject	
I	06	04	350
II	06	04	350
III	07	05	450
IV	07	05	450
V	06	04	400
VI	06	04	400
TOTAL	38	26	2400

Table- 9
Total Numbers of Papers and Marks semester wise for General Course with Practical/ Without Practical

Semester	Papers		Marks
	Practical Subject	Non-Practical Subject	
I	06	04	350
II	06	04	350
III	06	04	350
IV	06	04	350
V	06	04	350
VI	06	04	350
TOTAL	36	24	2100

Table-10

Distribution of Marks: The Total Marks, Marks allotted for External & Internal Examinations and respective minimum pass marks are as under:

Total Marks (A)	External Examination		Internal Examination		Total Pass Marks in External and Internal (40% of A)
	Total Marks (80% of A)	Pass Marks (40%)	Total Marks (20% of A)	Pass Marks (40%)	
100	80	32	20	08	40
75	60	24	15	06	30
50	40	16	10	04	20
25	20	08	05	02	10

- (a) All theory or practical papers in each semester shall be treated as a separate paper and the examinees will be required to pass in theory or practical both papers separately. If examinees fail in theory or practical or in both papers, he/she will appear in the next University end-semester examination.
- (b) There will be no supplementary examination in any semester. Further, if an examinee fails in theory or practical papers he/she will be given three consecutive

attempts to clear the paper or before he/she passes the Vth semester. Under special circumstances, a particular case may be taken to the Examination Board for the final decision.

10. Progression to the Next Semester: Advancement to the next semester shall be permitted only with a maximum of two backlog Papers/Subjects from the preceding semester. However, the student shall be allowed to appear at the sixth semester examination only if he/she has cleared all the papers/subjects up to the 3rd semester. If a student has backlog papers in 4th & 5th semester and cleared the 6th semester, the results of the candidate (who has passed the 6th semester examination but not passed the lower semester examinations) shall be declared as NCL (Not Completed Lower Semester examinations). Such candidates shall be eligible for the degree only after completion of all the lower semester examinations within the stipulated maximum time period. Such candidate shall be admitted to the Degree of the year in which he/ she has finally cleared all the papers, but the name of such student shall not be incorporated in the merit list.

11. Attendance Rules

- (a) All students must attend every lecture, practical/tutorial class and other activities of the College. However, the attendance requirement will be a minimum of 75% of the classes actually held.
- (b) A student must inform the Head/Principal concerned immediately of any instance of continuous absence from classes with the valid reason thereof.
- (c) A student who is absent due to illness should approach the teachers concerned for makeup quizzes, assignment and laboratory work.
- (d) A student who has been absent from a Mid-Semester/Internal Examination due to illness or for some other valid reason shall approach the teacher concerned for makeup test immediately on return to class. The request should be supported with a medical certificate issued by a registered medical practitioner/affidavit.
- (e) In case the period of absence on medical grounds is more than 20 working days during the Semester, a student may apply for withdrawal from the semester. Such application must be made as early as possible. No applications for semester withdrawal will be considered after External examination have commenced. Partial withdrawal in a semester is not allowed.
- (f) If a candidate represents his/her institution/University/Jharkhand State/Nation in Sports/ NCC/ NSS/Cultural or any officially sponsored activity, he/she may be permitted to claim attendance for the actual number of days participated, based on the recommendation of the Head of the Institution concerned. If a candidate is selected to participate in national level events such as Republic Day Parade etc, he/she may be permitted to claim attendance for the actual number of days participated (including journey days) based on the recommendation of the head of the Institution concerned.
- (g) If a student is continuously absent from the institute for more than four weeks without permission of the Head of the Department concerned, his/her name will be removed from institute rolls.
- (h) In extraordinary cases the Vice-Chancellor can utilize his discretionary power to condone the shortage of attendance.

12. Syllabi

- (a) **Basic Framework of Syllabus:** The syllabus in each subject and in each paper shall be demarcated into well-defined units/areas of content along with a topic-wise break up. The Board of Studies of the subject concerned constituted by the Vice-Chancellor shall be responsible for framing the Syllabus subject to the provisions of this regulation.
- (b) **Symbol of Paper: XYZ-H-C-101-T:** The first three symbols in Roman capital letters indicate the subject; the next symbol H or G indicate Honours or General course; the next symbol(s) denotes Core (C), Generic Elective (GE), Discipline Specific Elective (DSE), AECC, SEC, etc. Out of the next three digits, the first digit indicates the semester e.g. 1,2,3,4,5,6 for semester I, II, III, IV, V, VI respectively, and the next two digits indicate paper number. The last letter T or P indicates Theory or Practical.

Table-11

Course Structure and Scheme of Examination of B.A./B.Sc. Honours Course with Practical Subject under CBCS

SEMESTER	COURSE CODE	FULL MARKS	END SEMESTER MARKS	MID SEMESTER (Internal) MARKS
I	XYZ-H-C-101-T (04 Credits, 60 Lectures)	75	60	15
	XYZ-H-C-102-T (04 Credits, 60 Lectures)	75	60	15
	XYZ-H-C-101&102-P (04 Credits, 60 Lectures)	50	40	10
	XYZ-H-GE-101-T (06 Credits, 90 Lectures)	100	80	20
	or XYZ-H-GE-101-T (04 Credits, 60 Lectures)	or 75	or 60	or 15
	XYZ-H-GE-101-P (02 Credits, 30 Lectures) Choose from other disciplines (Annexure-2)	25	20	5
	XYZ-H-AECC-101-T Language (English/Hindi) (02 Credits, 30 Lectures)	50	40	10
II	XYZ-H-C-203-T (04 Credits, 60 Lectures)	75	60	15
	XYZ-H-C-204-T (04 Credits, 60 Lectures)	75	60	15
	XYZ-H-C-203&204-P (04 Credits, 60 Lectures)	50	40	10
	XYZ-H-GE-202-T (06 Credits, 90 Lectures)	100	80	20
	or XYZ-H-GE-202-T (04 Credits, 60 Lectures)	or 75	or 60	or 15
	XYZ-H-GE-202-P (02 Credits, 30 Lectures) Choose from other disciplines	25	20	5

	(Annexure-2)			
	XYZ-H-AECC-202-T Environmental Studies (02 Credits, 30 Lectures)	50	40	10
III	XYZ-H-C-305-T (04Credits, 60 Lectures)	75	60	15
	XYZ-H-C-306-T (04 Credits, 60 Lectures)	75	60	15
	XYZ-H-C-307-T (04 Credits, 60 Lectures)	75	60	15
	XYZ-H-C-305&306&307-P (04 Credits, 60 Lectures)	75	60	15
	XYZ-H-GE-303-T (06 Credits, 90 Lectures) or XYZ-H-GE-303-T (04 Credits, 60 Lectures) XYZ-H-GE-303-P (02 Credits, 30 Lectures) Choose from other disciplines (Annexure-2)	100 or 75 25	80 or 60 20	20 or 15 5
	XYZ-H-SEC-301-T (Annexure-1) (02 Credits, 30 Lectures)	50	40	10
	XYZ-H-C-408-T (04 Credits, 60 Lectures)	75	60	15
IV	XYZ-H-C-409-T (04 Credits, 60 Lectures)	75	60	15
	XYZ-H-C-410-T (04 Credits, 60 Lectures)	75	60	15
	XYZ-H-C-408&409&410-P (04 Credits, 60 Lectures)	75	60	15
	XYZ-H-GE-404-T (06 Credits, 90 Lectures) or XYZ-H-GE-404-T (04 Credits, 60 Lectures) XYZ-H-GE-404-P (02 Credits, 30 Lectures) Choose from other disciplines (Annexure-2)	100 or 75 25	80 or 60 20	20 or 15 5
	XYZ-H-SEC-402-T (Annexure-1) (02 Credits, 30 Lectures)	50	40	10
	XYZ-H-C-511-T (04 Credits, 60 Lectures)	75	60	15
	XYZ-H-C-512-T (04 Credits, 60 Lectures)	75	60	15
V	XYZ-H-C-511&512-P (04 Credits, 60 Lectures)	50	40	10
	XYZ-H-DSE-501-T	75	60	15

	(04 Credits, 60 Lectures)			
	XYZ-H-DSE-502-T (04 Credits, 60 Lectures)	75	60	15
	XYZ-H-DSE-501&502-P (04 Credits, 60 Lectures)	50	40	10
VI	XYZ-H-C-613-T (04 Credits, 60 Lectures)	75	60	15
	XYZ-H-C-614-T (04 Credits, 60 Lectures)	75	60	15
	XYZ-H-C-613&614-P (04 Credits, 120 Lectures)	50	40	10
	XYZ-H-DSE-603-T (04 Credits, 60 Lectures)	75	60	15
	XYZ-H-DSE-604-T (04 Credits, 60 Lectures)	75	60	15
	XYZ-H-DSE-603&604-P (04 Credits, 60 Lectures)	50	40	10
Total Marks		2400	1920	480

Note: Total Marks: Sem. I – 350 Marks, Sem. II – 350 Marks, Sem. III – 450 Marks, Sem. IV – 450 Marks, Sem. V – 400 Marks, Sem. VI – 400 Marks = 2400 Marks.

Table-12

Course Structure and Scheme of Examination of B.A./B.Sc./B.Com. Honours Course with Non-Practical Subject under CBCS

SEMESTER	COURSE CODE	FULL MARKS	END SEMESTER MARKS	MID SEMESTER (Internal) MARKS
I	XYZ-H-C-101-T (06 Credits, 90 Lectures)	100	80	20
	XYZ-H-C-102-T (06 Credits, 90 Lectures)	100	80	20
	XYZ-H-GE-101-T (06 Credits, 90 Lectures)	100	80	20
	or XYZ-H-GE-101-T (04 Credits, 60 Lectures)	75	60	15
	XYZ-H-GE-101-P (02 Credits, 30 Lectures) Choose from other disciplines (Annexure-2)	25	20	5
	XYZ-H-AECC-101-T Language (English/Hindi) (02 Credits, 30 Lectures)	50	40	10
II	XYZ-H-C-203-T (06 Credits, 90 Lectures)	100	80	20
	XYZ-H-C-204-T (06 Credits, 90 Lectures)	100	80	20
	XYZ-H-GE-202-T (06 Credits, 90 Lectures)	100	80	20
	or XYZ-H-GE-202-T	75	60	15

	(04 Credits, 60 Lectures) XYZ-H-GE-202-P (02 Credits, 30 Lectures) Choose from other disciplines (Annexure-2)	25	20	5
	XYZ-H-AECC-202-T Environmental Studies (02 Credits, 30 Lectures)	50	40	10
III	XYZ-H-C-305-T (06 Credits, 90 Lectures)	100	80	20
	XYZ-H-C-306-T (06 Credits, 90 Lectures)	100	80	20
	XYZ-H-C-307-T (06 Credits, 90 Lectures)	100	80	20
	XYZ-H-GE-303-T (06 Credits, 90 Lectures) or XYZ-H-GE-303-T (04 Credits, 60 Lectures) XYZ-H-GE-303-P (02 Credits, 30 Lectures) Choose from other disciplines (Annexure-2)	100 or 75 25	80 or 60 20	20 or 15 5
	XYZ-H-SEC-301-T (Annexure-1) (02 Credits, 30 Lectures)	50	40	10
IV	XYZ-H-C-408-T (06 Credits, 75 Lectures)	100	80	20
	XYZ-H-C-409-T (06 Credits, 90 Lectures)	100	80	20
	XYZ-H-C-410-T (06 Credits, 90 Lectures)	100	80	20
	XYZ-H-GE-404-T (06 Credits, 90 Lectures) or XYZ-H-GE-404-T (04 Credits, 60 Lectures) XYZ-H-GE-404-P (02 Credits, 30 Lectures) Choose from other disciplines (Annexure-2)	100 or 75 25	80 or 60 20	20 or 15 5
	XYZ-H-SEC-402-T (Annexure-1) (02 Credits, 30 Lectures)	50	40	10
V	XYZ-H-C-511-T (06 Credits, 90 Lectures)	100	80	20
	XYZ-H-C-512-T (06 Credits, 90 Lectures)	100	80	20
	XYZ-H-DSE-501-T (06 Credits, 90 Lectures)	100	80	20

	XYZ-H-DSE-502-T (06 Credits, 75 Lectures)	100	80	20
VI	XYZ-H-C-613-T (06 Credits, 90 Lectures)	100	80	20
	XYZ-H-C-614-T (06 Credits, 90 Lectures)	100	80	20
	XYZ-H-DSE-603-T (06 Credits, 90 Lectures)	100	80	20
	XYZ-H-DSE-604-T (06 Credits, 90 Lectures)	100	80	20
Total Marks		2400	1920	480

Note: Total Marks: Sem. I – 350 Marks, Sem. II – 350 Marks, Sem. III – 450 Marks, Sem. IV – 450 Marks, Sem. V – 400 Marks, Sem. VI – 400 Marks = 2400 Marks.

Table-13

Course Structure and Scheme of Examination of B.A./B.Sc./B.Com. General Course with Practical/Non-Practical Subject under CBCS

SEMESTER	COURSE CODE	FULL MARKS	END SEMESTER MARKS	MID SEMESTER (Internal) MARKS
I	XYZ-H-GE-101-T (06 Credits, 90 Lectures)	100	80	20
	or	or	or	or
	XYZ-H-GE-101-T (04 Credits, 60 Lectures)	75	60	15
	XYZ-H-GE-101-P (02 Credits, 30 Lectures)	25	20	5
	XYZ-G-DSC-102A-T (06 Credits, 90 Lectures)	100	80	20
	or	or	or	or
	XYZ-G-DSC-102A-T (04 Credits, 60 Lectures)	75	60	15
	XYZ-G-DSC-102A-P (02 Credits, 30 Lectures) Choose from other disciplines	25	20	5
	XYZ-G-DSC-103A-T (06 Credits, 90 Lectures)	100	80	20
	or	or	or	or
XYZ-G-DSC-103A-T (04 Credits, 60 Lectures)	75	60	15	
XYZ-G-DSC-103A-P (02 Credits, 30 Lectures) Choose from other disciplines	25	20	5	
XYZ-H-AECC-101-T Language (English/Hindi) (02 Credits, 30 Lectures)	50	40	10	
II	XYZ-H-GE-202-T (06 Credits, 90 Lectures)	100	80	20
	or	or	or	or
	XYZ-H-GE-202-T (04 Credits, 60 Lectures)	75	60	15

	XYZ-H-GE-202-P (02 Credits, 30 Lectures)	25	20	5
	XYZ-G-DSC-202B-T (06 Credits, 90 Lectures)	100	80	20
	or XYZ-G-DSC-202B-T (04 Credits, 60 Lectures)	or 75	or 60	or 15
	XYZ-G-DSC-202B-P (02 Credits, 30 Lectures) Choose from other disciplines	25	20	5
	XYZ-G-DSC-203B-T (06 Credits, 90 Lectures)	100	80	20
	or XYZ-G-DSC-203B-T (04 Credits, 60 Lectures)	or 75	or 60	or 15
	XYZ-G-DSC-203B-P (02 Credits, 30 Lectures) Choose from other disciplines	25	20	5
	XYZ-H-AECC-202-T Environmental Studies (02 Credits, 30 Lectures)	50	40	10
III	XYZ-H-GE-303-T (06 Credits, 90 Lectures)	100	80	20
	or XYZ-H-GE-303-T (04 Credits, 60 Lectures)	or 75	or 60	or 15
	XYZ-H-GE-303-P (02 Credits, 30 Lectures)	25	20	5
	XYZ-G-DSC-302C-T (06 Credits, 90 Lectures)	100	80	20
	or XYZ-G-DSC-302C-T (04 Credits, 60 Lectures)	or 75	or 60	or 15
	XYZ-G-DSC-302C-P (02 Credits, 30 Lectures) Choose from other disciplines	25	20	5
	XYZ-G-DSC-303C-T (06 Credits, 90 Lectures)	100	80	20
	or XYZ-G-DSC-303C-T (04 Credits, 60 Lectures)	or 75	or 60	or 15
	XYZ-G-DSC-303C-P (02 Credits, 30 Lectures) Choose from other disciplines	25	20	5
	XYZ-H-SEC-301-T (Annexure-1) (02 Credits, 30 Lectures)	50	40	10
IV	XYZ-H-GE-404-T (06 Credits, 90 Lectures)	100	80	20
	or XYZ-H-GE-404-T	or 75	or 60	or 15

	(04 Credits, 60 Lectures) XYZ-H-GE-404-P (02 Credits, 30 Lectures)	25	20	5
	XYZ-G-DSC-402D-T (06 Credits, 90 Lectures) or XYZ-G-DSC-402D-T (04 Credits, 60 Lectures) XYZ-G-DSC-402D-P (02 Credits, 30 Lectures) Choose from other disciplines	100 or 75 25	80 or 60 20	20 or 15 5
	XYZ-G-DSC-403D-T (06 Credits, 90 Lectures) or XYZ-G-DSC-403D-T (04 Credits, 60 Lectures) XYZ-G-DSC-403D-P (02 Credits, 30 Lectures) Choose from other disciplines	100 or 75 25	80 or 60 20	20 or 15 5
	XYZ-H-SEC-402-T (Annexure-1) (02 Credits, 30 Lectures)	50	40	10
V	XYZ-G-DSE-501A-T (06 Credits, 90 Lectures) or XYZ-G-DSE-501A-T (04 Credits, 60 Lectures) XYZ-G-DSE-501A-P (02 Credits, 30 Lectures) Choose from other disciplines	100 or 75 25	80 or 60 20	20 or 15 5
	XYZ-G-DSE-502A-T (06 Credits, 90 Lectures) or XYZ-G-DSE-502A-T (04 Credits, 60 Lectures) XYZ-G-DSE-502A-P (02 Credits, 30 Lectures) Choose from other disciplines	100 or 75 25	80 or 60 20	20 or 15 5
	XYZ-G-DSE-503A-T (06 Credits, 90 Lectures) or XYZ-G-DSE-503A-T (04 Credits, 60 Lectures) XYZ-G-DSE-503A-P (02 Credits, 30 Lectures) Choose from other disciplines	100 or 75 25	80 or 60 20	20 or 15 5
	XYZ-H-SEC-503-T (Annexure-1) (02 Credits, 30 Lectures)	50	40	10
VI	XYZ-G-DSE-601AB-T (06 Credits, 90 Lectures)	100	80	20

	or XYZ-G-DSE-601B-T (04 Credits, 60 Lectures)	or 75	or 60	or 15
	XYZ-G-DSE-601B-P (02 Credits, 30 Lectures)	25	20	5
	Choose from other disciplines			
	XYZ-G-DSE-602B-T (06 Credits, 90 Lectures)	100	80	20
	or XYZ-G-DSE-602B-T (04 Credits, 60 Lectures)	or 75	or 60	or 15
	XYZ-G-DSE-602B-P (02 Credits, 30 Lectures)	25	20	5
	XYZ-G-DSE-603B-T (06 Credits, 90 Lectures)	100	80	20
	or XYZ-G-DSE-603B-T (04 Credits, 60 Lectures)	or 75	or 60	or 15
	XYZ-G-DSE-603B-P (02 Credits, 30 Lectures)	25	20	5
	Choose from other disciplines			
	XYZ-H-SEC-604-T (Annexure-1) (02 Credits, 30 Lectures)	50	40	10
	Total Marks	2100	1680	420

Note: Total Marks: Sem. I – 350 Marks, Sem. II – 350 Marks, Sem. III – 350 Marks, Sem. IV – 350 Marks, Sem. V – 350 Marks, Sem. VI – 350 Marks = 2100 Marks.

13. Medium of instruction and Examination

Except language subjects, the medium of instruction/examination shall be Hindi/English.

14. Examination, Evaluation and Declaration of Results

- (a) The duration of a theory paper of an end-semester examination shall normally be **three hours** and that of a mid-semester examination **one and half hours**. Practical paper will be of **three hours** duration in both mid-semester and end-semester examinations.
- (b) **Assessment and Progression:** The performance of a student shall be evaluated through Internal Assessment that will include the mid-semester examination on the pattern of the end-semester examination, **regularity of attendance and other activities, carrying 20% marks** in all. **The end-semester examination shall carry 80% marks.**
- (c) **Activities for Internal Assessments:** The Internal Assessment for 20% marks of a paper shall be made in the following categories of activities:
- | | |
|---|-------|
| (i) Mid-semester examination (one written internal examination) | = 15% |
| (ii) Attendance and other day to day activities | = 05% |
| Total = 20% | |

Classroom Attendance Incentive: Those having greater than 75% attendance will be awarded Continuous Comprehensive Assessment marks within 05%.

Breakup of Internal Assessment Marks as follows:

Full Marks	Written Component	Attendance & day to day activities
20	15	05
15	10	05
05	05	---

Evaluation of Day to Day Assessment including Extracurricular Activities: The student's performance shall be examined by the staff in-charge of extension activities along with the Head of the respective department and a senior member of the Department on the following parameters.

- 20% of marks for quizzes/assignments/participation in seminars, behaviour, etc.
- 60% of marks for active participation in classes/camps/games/special camps/programmes in the college/district/state/ University activities.
- 10% of marks for exemplary awards/certificates/prizes.
- 10% of marks for other social components such as blood donation, Fine Arts, etc.

The above activities shall be conducted outside the regular working hours of the college.

If a differently able student is unable to participate in any of the above activities, he/she shall be required to take a test in the theoretical aspects of any one of the above.

(d) Conduct of Mid-Semester Examination

- The Mid-semester Examination of all theory papers of the Honours and General courses shall be of **one and half hours** duration per paper. The concerned Principal of the College shall fix the programme of the Mid-Semester examination and shall be conducted by the Examination Department of the College with the help of the concerned Head of the Department of the college usually in the month of March and September.
- If a student misses the Mid-semester Examination** due to some valid reason (to be ascertained by the Head of the Department of the college on the basis of documentary proof provided by the student), the Examination Department of the College may arrange a special Mid-semester examination for such student. However, only one such special Mid-semester examination shall be held for all such cases and it should be conducted within one month from the date of completion of the Mid-semester examination.
- Completion of Internal Assessment:** The marks of the internal assessment shall be published on the notice board of the college for information of the students. It shall be the responsibility of the Principal of the College to submit the marks of the Internal Assessment of the students of the college well before filling the examination form of the end-semester examination.
- Evaluation:** Evaluation of the answer-scripts of a mid-semester examination shall be done by the teacher(s) who have taught the concerned portion of the paper, within 15 working days. A tabulation register shall be maintained in each department in which these marks (written + attendance and day to day activities) will be tabulated, marks foil containing the amalgamated marks of all the portions of the internal assessment (paper-wise) shall be sent in duplicate to the

Examination Department of the college for transmission of one copy to the Examination Department of the University.

- (v) Internal assessment marks shall be shown separately in the marks card of final examination after the end-semester examination. A candidate, who has failed or rejected the result, **shall retain the internal assessment marks for the next examination.**

(e) Holding and Evaluation of End Semester Examination

(i) Eligibility criteria for End–Semester Examinations:

- (a) A student shall be deemed to have qualified to appear at the End- Semester Examinations only if he/she secures **minimum qualifying marks in the Internal Assessment**, fulfills the prescribed attendance criteria, has cleared all the dues, filled in the examination form in time, deposited the prescribed examination fee on time and possesses good moral character.
- (b) If a student failed to secure pass marks in aggregate of Mid Semester & End Semester, He/She will be required to reappear in End Semester Examination of following Sessions within period of Upper Limit of Six Years from the date of admission.
- (c) If a candidate/student has not appeared in the Mid Semester Examination organized at college level, he/she will not be eligible to fill up the End Semester Examination Form for End Semester Examination to be organized at university level for that semester.
- (d) A student will not be allowed to repeat the Mid Semester Examination if he/she has appeared once in the Mid Semester Examination organized by the college/institution.

- (ii)** No candidate will be normally permitted to appear in the examination without a valid Admit Card. In case the candidate reports to the examination hall without his/her Admit Card despite the fact that he/she was issued Admit Card and it was not forfeited for adopting unfair means, the center superintendent may at his/her discretion provisionally permit the candidate to appear in the examination after satisfying himself/herself about the bonafide of the candidate by taking his/her thumb impression/several signatures for further verification or a measure which he/she thinks appropriate. The conduct of examination shall be governed by the provisions contained in **Bihar Conduct of Examination Act, 1981(adapted).**

- (iii)(a) Question Paper Setting and Evaluation:** The responsibilities of question setting, conduct of examination, evaluation, and publication of results shall lie on the authorities vested with such powers in the University Act. However, The Head of the concerned University Department shall assist the Examination Board in these processes including providing a panel of paper setters and evaluators. The Head of the concerned Department shall also be responsible for carrying out moderation of results before recommending with comments to the Examination Board for publication of the results. The Vice-Chancellor may exercise the functions of the Examination Board in anticipation of the approval of the Board.

- (b) (i) Nature and Type of Questions:** An/A Honours Paper/General Course theory Paper shall generally comprise **eight questions** of equal value, out of

which **five questions will be required to be answered within three hours' prescribed time.** There will be two categories of Questions namely **Group A & Group B.** A paper shall have **one compulsory objective type questions** namely in **Group A** (multiple choice objective type or fill in the blanks type) covering the entire syllabus and **seven questions** comprising at least two or three short answer type questions; rest will be of subjective nature in **Group B.** The setter shall set the question to test the analytical and descriptive skill of the student through the paper.

Question Paper shall show Full Marks (FM), Pass Marks (PM) & Max. Time allowed (in Hrs.) at the top of the Question Paper. The duration of a theory and practical papers of an end-semester examination shall be **three hours.**

Distribution of marks in practical paper of an end-semester examination will be of 60% in performance of experiment, 20% in record/note book and 20% in viva-voce.

(ii) Moderation of Question Papers: The questions set by setters may be subjected to moderation by a moderation board of the subject specially constituted for the purpose by the Vice-Chancellor.

The purpose of moderating an examination is to help ensure that it achieves the normal goals of end-of-course assessment. Obvious things to check include the following:-

1. Do the questions unambiguously communicate the examiner's intentions? i.e., could a student sitting the exam reasonably be expected to know what is required of him?
2. Are the questions completable in the time allotted?
3. Is the marking scheme sufficiently detailed to allow efficient and consistent marking?
4. Does the examination fairly cover the material examined?
5. Are there any technical (e.g. mathematical) errors?
6. Could the writing style be improved?

(c) Requirement of Passing in different types of evaluation: Passing in theory (written), Internal, Practical and examination of Dissertation separately is essential.

(c) Submission of Record Notebooks for Practical Examinations: A candidate appearing for a practical examination must submit the bonafide Record Notebooks prescribed for the practical examinations otherwise he/she shall not be permitted to appear at the practical examination.

(d) Concession given to the Persons with Disability (PWD) in Examination (Internal & External): The following concessions are admissible to the Persons with Disability (PWD):

- (i) Permission to use an amanuensis;
- (ii) The amanuensis should be a student of class lower and different discipline than the one for which the candidate will be taking the examination;
- (iii) The Centre Superintendent of the Examination Center shall choose a suitable amanuensis and forward his/her particulars to the DSW /controller of Examination for consideration and approval;

- (iv) The candidate shall pay the fee as prescribed for use of the amanuensis. However, the Dyslexic, Blind, Physically Handicapped or Spastic or Candidate should be provided services of an amanuensis free of cost;
- (v) The amanuensis shall be paid remuneration as prescribed from time to time by the university;
- (vi) The candidate may be permitted to use the services of an amanuensis in all or any of the papers.
- (vii) Additional time of 30/60 minutes in each paper in internal & external examination, respectively;
- (viii) The Center Superintendent shall make the sitting arrangements for the Dyslexic, Blind, Physically Handicapped and Spastic candidates on the ground floor, as far as possible;
- (ix) Any other special arrangement, as necessary, shall be made by the Centre Superintendent(s) under intimation to the DSW / Controller of Examination.

**Table-15
Grades and Grade Points Conversion for Undergraduate Programme**

Class interval of ©Marks %	Grade Point	Letter Grade	Conventional Equivalent
90 and above	10	O (Outstanding)	First Class with Exemplary
75 to less than 90	9	A+ (Excellent)	First Class with Distinction
60 to less than 75	8	A (Very Good)	First Class
55 to less than 60	7	B+ (Good)	Second Class
50 to less than 55	6	B (Above Average)	
45 to less than 50	5	C (Average)	
40 to less than 45	4	P (Pass)	Pass
Below 40	0	#F (Fail)	Fail
Absent	0	Ab (Absent)	

© In case of fractional marks, 0.5 will be considered as higher whole number.

A student obtaining Grade F shall be considered failed and will be required to reappear in the examination.

15. Preparation of Results

An examinee's performance shall be evaluated in terms of Letter Grades, Grade and SGPA in a semester and CGPA in all the semesters taken together. Students' final marks and the result will be based on the marks obtained in Mid Semester and End Semester Examination organized taken together. Each semester result shall be declared in terms of grades. The score card of each semester shall comprise paper wise number of credits, letter grade, grade point and SGPA. A ten point grading system which is based on the actual absolute marks scored as described below shall be adopted.

16. Computation of SGPA and CGPA

(16.1) Calculation of Semester Grade Point (SGPA)

- (a) The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student, i.e.

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

where C_i is the number of credits of the i^{th} course and G_i is the grade point scored by the student in the i^{th} course.

- (b) The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme i.e.

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

where S_j is the SGPA of the j^{th} semester and C_j is the total number of credits in that semester.

- (c) The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcript.

(d) Illustration of Computation of SGPA and CGPA and Format for Transcripts

Table-16

Illustration for SGPA Calculation

Course	Credit	Grade Letter	Grade Point	Credit Point
Course 1	3	A	8	3×8 = 24
Course 2	4	B+	7	4×7 = 28
Course 3	3	B	6	3×6 = 18
Course 4	3	O	10	3×10 = 30
Course 5	3	C	5	3×5 = 15
Course 6	4	B	6	4×6 = 24
	20			= 139

Thus, SGPA = 139/20 = 6.95

Table-17

Illustration for CGPA Calculation

Semester1	Semester2	Semester3	Semester4	Semester5	Semester6
Credit: 20	Credit: 22	Credit: 25	Credit: 26	Credit: 26	Credit: 25
SGPA: 6.9	SGPA: 7.8	SGPA: 5.6	SGPA: 6.0	SGPA: 6.3	SGPA: 8.0

Thus, CGPA = $\frac{20 \times 6.9 + 22 \times 7.8 + 25 \times 5.6 + 26 \times 6.0 + 26 \times 6.3 + 25 \times 8.0}{144} = 6.7$

- (16.2) Announcement of Results:** The University shall announce results on the recommendation of the concerned Head of the Department institution- or college-wise under following classification:

(16.2.1) A candidate shall be declared to have passed the UG program if he/she secures at least an aggregate CGPA of 4.0.

(16.2.2) Declaration of Classes on the Basis of CGPA grade shall be announced.

(Table-15)

(16.3) Classification of Successful Candidates

- (a) The results of successful candidates at the end of IV & VI semesters shall be classified on the basis of aggregate percentage of marks obtained in all the four & six semesters and the aggregate or Cumulative Grade Point Average (CGPA) for the award of i) Associate Degree (Advance Diploma) in Arts, Science and Commerce; ii) Bachelor Degree in Arts, Science and Commerce, respectively.
- (b) The candidates who pass all the semester examinations in the first attempts in Two/Three Academic Years or Four/Six Semesters are eligible for ranks provided they secure 60% and above marks or at least Grade A.
- (c) A candidate who passes the semester examinations in parts is eligible for only class and not for ranking.

17. Scrutiny and Re-evaluation

- (17.1) Scrutiny and re-evaluation of the answer script shall not be ordinarily allowed. However, on the advice of the concerned Head of the Department the Vice-Chancellor can order for the re-evaluation in exceptional cases where prima facie incongruities in evaluation are apparent.
- (17.2) A student can apply for the scrutiny of his/her answer script, after paying the prescribed fee within 15 days of the receipt of the marks. The paper shall be scrutinized by the Examination Department of the University with the assistance of the Head of the concerned Department. Scrutiny shall be done to rectify unmarked portion/wrong transcription, if any.

18. Improvement in Results: A student who has cleared all the papers of a semester examination in one attempt may appear in maximum of two papers for improvement in results in the next examination of that semester after filling in the examination form along with the prescribed examination fee. Marks obtained by the examinee in the earlier examination in the paper in which improvement is sought shall be retained if the candidate fails to improve his/her marks. The provision of improvement shall be available in all the semesters. The facility of improvement shall not be available to a candidate in the semester in which the candidate has failed to clear all the papers in one attempt.

19. CREDIT TRANSFER POLICY

Recognition/Accumulation (Credit Bank)/Transfer of Credits

BBMKU facilitates transfer of credits through an evaluation process. Requests for Transfer of Credits can be categorized as below:

(a) Taking Courses Outside while Enrolled in BBMKU (Under Collaboration)

Current BBMKU students who are considering taking course(s) at another institution should obtain permission from their Principal/HOD. The information has to be sent to Dean, Students' Welfare (DSW). However, such arrangements require prior collaboration at the University level. Only the institutions signing MoUs for the purpose shall be admissible for the provision.

(b) Taking a Break/Dropping out (due to unavoidable circumstances) during Studies at BBMKU

If a student has to take a break due to unavoidable circumstances during studies at BBMKU (with due permission from the competent authority) but wishes to complete his/her studies at BBMKU may also get the benefit of transfer of credits

earlier earned. Such individuals may route the application through their Principal/HOD. The Principal/HOD shall then arrange for necessary approval from DSW/competent authority.

(c) Course Completed/Done at UGC Accredited Institutions and Other Reputed Institutions

A Candidate can get the benefit of transfer of credits for graduate level courses completed at UGC accredited institutions and other reputed institutions such as IITs, IIMs, central, other state universities/deemed universities NITs, BITs, etc. provided that a grade of at least C of BBMKU (equivalent to 5.0 or above grade point) is earned and the course is similar in content as compared to what is offered at BBMKU.

(d) Course Completed/Done at An/A Institute/University Abroad

Credit earned due to the courses attended in the universities/institutes abroad as part of exchange/mobility/scholarships, etc. can be transferred based on the comparison with the equivalent courses at BBMKU. Generally, the institutions/universities should be recognized by the Association of Indian Universities (AIU) or UGC. Such universities abroad should have the best accreditation of their country. All grade-cards/transcripts and course syllabi must be translated from the original language into English and certified by a committee (Credential Transfer Committee of BBMKU) and ratified by the Equivalence Committee of BBMKU.

(e) Maximum Credits Allowed to be Transferred

BBMKU will allow a maximum of 2 semesters' credits for a 3/2 years programme from accredited institutions (of highest accreditation of their country, in case of foreign Universities). Courses must be academic in nature and be similar in scope and content to the courses offered at BBMKU.

20. Transfer of Admission: Transfer of admissions permissible only for IIIrd and Vth semesters for the students of other universities and within the University.

(20.1) Conditions for Transfer of Admission of Students within the University

- (i) His/Her transfer/admission shall be within the intake permitted to the college.
- (ii) Availability of same combination of subjects studied in the previous college.
- (i) He/she shall fulfill the attendance requirements as per the University Regulation.
- (iv) He/She shall complete the programme as per the regulation governing the maximum duration of completing the programme.

(20.2) Conditions for Admission of Students of Other Universities for Transfer

- (i) A Candidate migrating from any other university may be permitted to join III/V semester of the degree programme provided he/she has passed all the subjects of previous semesters/years as the case may be. Such candidates must satisfy all other conditions of eligibility stipulated in the regulations of the University.
- (ii) His/Her transfer/admission shall be within the intake permitted to the college.
- (iii) He/she shall fulfill the attendance requirements as per the University Regulation.

- (iv) The candidate who is migrating from another university is eligible for overall class and not for ranking.
- (v) He/She shall complete the programme within stipulated period.

Foreign Nationals

Eligible foreign nationals who have either:

- (i) been selected for award of Government assistantship/fellowship, or
- (ii) been permitted by the Government of India to undergo studies as self-financing foreign student may also be admitted to any of the courses subject to acceptance of the academic standard of the applicants by the University.
- (iii) However, a foreign national/Non Resident Indian who has passed the qualifying degree examination from any Indian university/institute and is desirous of admission to any of the courses either with Government of India assistantship/fellowship or as a self financing foreign student may also be eligible under Students outside Jharkhand category.

21. Validity of Registration

Validity of a registration will be for maximum for Six years from the date of registration.

22. Moderation (Grace Marks)

- (a) Grace marks will be awarded in theory papers only.
- (b) A maximum of 5 marks; only in one paper, only once in complete academic cycle; will be awarded as grace marks.
- (c) If an examinee fails to obtain minimum marks to secure honours he/she will be awarded maximum five (5) marks as grace marks in one paper.
- (d) Grace marks will be awarded in the condition of requirement for the change of status of result viz: *Not-promoted* to Promoted & for Promoted to Pass.

23. Lateral entry:

- (a) A student who has passed the Diploma Course from the Government Polytechnic and have passed the Intermediate Examination of state Council Board or a recognized University/Board, he/she will be eligible for lateral entry in the **IIIrd semester** Honours/Pass courses.
- (b) A candidate is eligible for lateral entry to Vth Semester if he/she possesses Advance Diploma in Arts/Science/Commerce of this University or equivalent thereto obtained after completion of 4th semester examinations in one attempt in two academic sessions.

24. Removal of difficulties

If difficulty arises in implementing any of the clauses, the Vice-Chancellor shall remove the difficulties.

25. Repeal and Savings

- (i) **Repeal:** The earlier regulation pertaining to Three-Year Degree Course leading to B.A./B.Sc./B.Com Honours and General is hereby repealed.
- (ii) **Saving:** Notwithstanding such repeal anything done or any action taken in exercise of the power conferred by or under the said regulation shall be deemed to have been done or taken in exercise of the powers conferred by or under this regulation,

as if this regulations wherein force on the date on which such thing was done or action taken.

26. Review

The University can, at any time, review, alter, substitute, amend or delete any of the provisions of this regulation subject to such conditions as may be prescribed by the UGC and as per any special situation arising during the operation of these regulations as felt by **Academic Council of the University**.



॥ तमसो मा ज्योतिर्गमय ॥

ESTD: 2017

Annexure-1

Skill Development Courses (Common for All Programmes)

For Honours Degree:

(I) Third Semester: Compulsory for All Disciplines

Any one of the following three in a particular college depending upon the facility available:

1. Constitution of India and Human Rights
2. Environment and Public Health
3. Computer Applications and Information Technology

(II) Fourth semester: One from the following may be chosen may be common for a faculty.

The courses may include the following:

1. Entrepreneurship
2. Life Skills and Personality Development
3. Human Resource Development
4. Legal Aid and Awareness
5. Indian History, Culture and Diversity
6. Science and Life
7. Banking and Finance
8. Building Mathematical Ability
9. Capital and Stock Market
10. Any other subject to be decided by the Academic Council.

For General Degree:

(I) Compulsory for All Disciplines

1. Constitution of India and Human Rights
2. Environment and Public Health
3. Computer Applications and Information Technology in **Semester 3, Semester 4, and Semester 5 respectively.**

(II) Sixth semester: One from the following may be chosen, may be common for a faculty or all faculties. The courses may include the following:

1. Entrepreneurship
2. Life Skills and Personality Development
3. Human Resource Development
4. Legal Aid and Awareness
5. Indian History, Culture and Diversity
6. Science and Life
7. Banking and Finance
8. Building Mathematical Ability
9. Capital and Stock Market

॥ तमसो मा ज्योतिर्गमय ॥

ESTD: 2017

Annexure-2

The following subjects, depending upon the requirement of the core subject, may be chosen as the Generic Elective.

Sl. No.	Honours Programme (Core Subject)	Generic Elective (GE): Any <u>ONE</u> subject to be chosen
1.	Physics	Mathematics, Chemistry, Geology, Statistics
2.	Chemistry	Mathematics, Physics, Geology, Statistics, Botany, Zoology, Anthropology
3.	Geology	Mathematics, Chemistry, Botany, Zoology, Physics, Anthropology
4.	Mathematics	Chemistry, Geology, Physics, Anthropology
5.	Botany	Chemistry, Geology, Zoology, Anthropology
6.	Zoology	Chemistry, Geology, Botany, Anthropology
7.	Statistics	Mathematics, Physics, Geology, Statistics, Botany, Zoology, Anthropology
8.	History	Political Science, Economics, Philosophy, Psychology, Sociology, Anthropology, Geography, Mathematics, Statistics, Home Science (for women only), Music, English/Urdu/Hindi/Bengali/Kurmali/Santhal/Maithili/Sanskrit
9.	Political Science	History, Economics, Philosophy, Psychology, Sociology, Anthropology, Geography, Mathematics, Statistics, Home Science (for women only), Music, English/Urdu/Hindi/Bengali /Kurmali/Santhal/Maithili/Sanskrit
10.	Economics	Political Science, History, Philosophy, Psychology, English, Sociology, Anthropology, Geography, Mathematics, Statistics, Home Science (for women only), Music, English/Urdu/Hindi/Bengali/Kurmali/Santhal/Maithili/Sanskrit
11.	Mathematics	Political Science, Economics, Philosophy, Psychology, English, Sociology, Anthropology, Geography, Statistics, Home Science (for women only), Music, English/Urdu/Hindi/Bengali/Kurmali/Santhal/Maithili/Sanskrit
12.	Statistics	Political Science, Economics, Philosophy, Psychology, English, Sociology, Anthropology, Geography, Mathematics, Home Science (for women only), Music, English/Urdu/Hindi/Bengali/Kurmali/Santhal/Maithili/Sanskrit
13.	Philosophy	History, Economics, Political Science, Psychology, Sociology, Anthropology, Geography, English, Urdu, Hindi, Bengali, Kurmali, Santhal, Maithili, Mathematics, Statistics
14.	Psychology	History, Economics, Political Science, Philosophy, Sociology, Anthropology, Geography, Mathematics, Statistics, Home Science (for women only), Music, English/Urdu/Hindi/Bengali/Kurmali/Santhal/Maithili/

		Sanskrit
15.	Sociology	History, Psychology, Economics, Political Science, Philosophy, Anthropology, Geography, Mathematics, Statistics, Home Science (for women only), Music, English/Urdu/Hindi/Bengali/Kurmali/Santhali/Maithili/Sanskrit
16.	Anthropology	History, Psychology, Economics, Political Science, Philosophy, Sociology, Geography, English, Urdu, Hindi, Bengali, Kurmali, Santhali, Maithili, Mathematics, Statistics, Home Science (for women only), Music, Sanskrit
17.	Geography	History, Psychology, Economics, Political Science, Philosophy, Sociology, Anthropology, Mathematics, Statistics, Home Science (for women only), Music, English/Urdu/Hindi/Bengali/Kurmali/Santhali/Maithili/Sanskrit
18.	English	History, Psychology, Economics, Political Science, Philosophy, Sociology, Geography, Mathematics, Statistics, Home Science (for women only), Music, Urdu/Hindi/Bengali/Kurmali/Santhali/Maithili/Sanskrit
19.	Hindi	History, Psychology, Economics, Political Science, Philosophy, Sociology, Geography, Mathematics, Statistics, Home Science (for women only), Music, English/Urdu/Bengali/Kurmali/Santhali/Maithili/Sanskrit
20.	Bengali	History, Psychology, Economics, Political Science, Philosophy, Sociology, Geography, Mathematics, Statistics, Home Science (for women only), Music, English/Urdu/Hindi/Kurmali/Santhali/Maithili/Sanskrit
21.	Urdu	History, Psychology, Economics, Political Science, Philosophy, Sociology, Geography, Mathematics, Statistics, Home Science (for women only), Music, English/Hindi/Bengali/Kurmali/Santhali/Maithili/Sanskrit
22.	Sanskrit	History, Psychology, Economics, Political Science, Philosophy, Sociology, Geography, Mathematics, Statistics, Home Science (for women only), Music, English/Urdu/Hindi/Bengali/Kurmali/Santhali/Maithili
23.	Home Science (for women only)	History, Psychology, Economics, Political Science, Philosophy, Sociology, Geography, Mathematics, Statistics, Music, English/Urdu/Hindi/Bengali/Kurmali/Santhali/Maithili/Sanskrit
24.	Kurmali/Santhali/Maithili or any other regional languages	History, Psychology, Economics, Political Science, Philosophy, Sociology, Geography, Mathematics, Statistics, Home Science (for women only), Music, English/Urdu/Hindi/Bengali/Sanskrit

Commerce: As prescribed in the syllabi.