




ST. JOHN'S COLLEGE, ANCHAL

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University Regulations Regarding CE and ESE

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UNIVERSITY OF KERALA
REGULATIONS RELATING TO THE FIRST DEGREE PROGRAMMES IN
AFFILIATED COLLEGES, 2013

1. Title

These Regulations shall be called 'The University of Kerala Regulations relating to the First Degree Programmes under the Choice Based Credit and Semester (CBCS) system in Affiliated Colleges', 2013

2. Scope, Application and Commencement

2.1

The Regulations provided herein shall apply to all regular First Degree (Under Graduate) Programmes under the Faculties of Science, Applied Sciences and Technology, Arts, Social Sciences, Fine Arts, Oriental Studies, Management Studies and Commerce except BFA and BPE conducted in Colleges Affiliated to the University of Kerala and Centres of the University. These Regulations shall also apply to the Vocational, Triple Main and Restructured Degree Programmes. These Regulations shall not apply to the Courses offered by the Institute of Distance Education and the Private Registration stream.

2.2

Hereinafter, the Vocational, Triple Main and Restructured Courses are renamed as Career related First Degree Programmes.

2.3

Medium of instruction is English except in the case of Language Courses other than English unless otherwise stated therein.



7.11

Attendance: Students who secure a minimum of 75% attendance in the aggregate for all the Courses of a semester taken together alone will be allowed to register for End Semester Evaluation. Others have to repeat the semester along with the next batch, unless they could make up the shortage of attendance through condonation. However the award of Grade for attendance in CE shall be made course-wise. Condonation of shortage of attendance to a maximum of 10 days in a semester subject to a maximum of two times during the whole period of a Degree Programme shall be granted by the University on valid grounds. This condonation shall not be considered for awarding marks for CE. Benefits of attendance for a maximum of 10 days in a semester shall be granted to students who participate/attend University Union activities, meetings of the University Bodies and Extra Curricular Activities, on production of participation/attendance certificate by the University Authorities/Principals as the case may be. But in such cases, condonation will be considered for award of marks for CE.

7.12

Credit Transfer: The Credits acquired for Courses in other Universities within the country would be accepted on a reciprocal basis according to University norms. Credit transfer and accumulation system can be adopted in a Programme. Transfer of Credit consists of acknowledging, recognizing and accepting Credits by an Institution for Programmes or Courses completed at another Institution. The Credit transfer scheme shall allow students pursuing a Programme in one University to continue their education in another University without break. University should make provisions for transfer of credits for those who transfer inter-University or intra-University, provided the student has a minimum of 20 credits in the credit bank.



9. Evaluation and Grading

9.1

The Evaluation of each Course shall consist of two parts

- 1) Continuous Evaluation(CE)
- 2) End Semester Evaluation(ESE)

The CE and ESE ratio shall be 1:4 for both Courses with or without practical. There shall be a maximum of 80 marks for ESE and maximum of 20 marks for CE. For all Courses(Theory and Practical), Grades are given on a 7-point scale based on the total percentage of mark(CE+ESE) as given below.

Criteria for Grading

Percentage of marks	CCPA	Letter Grade
90 and above	9 and above	A+ Outstanding
80 to < 90	8 to < 9	A Excellent
70 to < 80	7 to < 8	B Very Good
60 to < 70	6 to < 7	C Good
50 to < 60	5 to < 6	D Satisfactory
40 to < 50	4 to < 5	E Adequate
Below 40	< 4	F Failure

9.2 Continuous Evaluation (CE)

9.2.1

All records of Continuous Evaluation shall be kept in the Department and shall be made available for verification by the University, if and when necessary.



9.2.2

Attendance(Max.marks 5):

The allotment of marks for attendance shall be as follows:

Attendance less than 75 %	1 Marks
75 % & less than 80%	2 Marks
80% & less than 85%	3 Marks
85% & less than 90%	4 Marks
90% & above	5 Marks

9.2.3

Assignments or Seminars: (Max. marks 5)

Each student shall be required to do one assignment or one seminar for each Course. Valued assignments shall be returned to the students. The seminars shall be organized by the teacher/teachers in charge of CE and the same shall be assessed by a group of teachers including the teacher/ teachers in charge of that Course. Assignments/Seminars shall be evaluated on the basis of their quality. The teacher shall define the expected quality of an assignment in terms of structure, content, presentation etc. and inform the same to the students. Due weight shall be given for punctuality in submission. Seminar shall be similarly evaluated in terms of structure, content, presentation, interaction etc.

9.2.4

Tests: (Max. marks 10)

For each Course there shall be one class test during a semester. Valued answer scripts shall be made available to the students for perusal within 10 working days from the date of the test.



9.2.5 Announcement of results of CE.

The results of the CE shall be displayed within 5 working days from the last day of a semester. Complaints regarding the award of marks for CE if any, have to be submitted to the Head of the Department within 3 working days from the display of results of CE. These complaints shall be examined by the Department Committee and shall arrive at a decision, which shall be communicated to the student.

9.2.6

The Statement of marks of the CE of all the students shall be approved by the Department Committee, countersigned by the Principal and forwarded to the Controller of Examinations within 15 working days from the last day of the semester. The University has the right to normalize the CE, if required, for which separate rules shall be framed.

9.3

End Semester Evaluation (ESE):

End Semester Evaluation of all the Courses in all the semesters shall be conducted by the University. The results of the ESE shall be arranged to be published according to the Examination Calendar prescribed by the University Level Monitoring Committee (ULMC), which shall not exceed 45 days from the last day of the examination (see Clause 7.4).

10. Project/Dissertation Work:

10.1

For each First Degree Programme there shall be a Project/Dissertation Work.



12 Grading System

12.1

Both CE and ESE will be carried out using Indirect Grading system on a 7-point scale.

12.2 Consolidation of Grades

The maximum mark for a Course (ESE theory) is 80. The duration of ESE is 3 hours.

12.3

The marks of CE shall be consolidated by adding the marks of Attendance, Assignment/ Seminar and Test paper respectively for a particular Course.

a	Attendance	5 marks
b	Assignment/Seminar	5 marks
c	Test Paper	10marks

12.4

Total marks for the ESE of Practical is 80. The components of ESE of Practical have to be set by the Chairmen, Boards of Studies, concerned.



12.5.

The marks for the components of Practical for Continuous Evaluation shall be as shown below.

a	Attendance	5 marks
b	Record	5 marks
c	Test	5 marks
d	Performance, Punctuality and Skill	5 marks

12.6

The marks of a Course are consolidated by combining the marks of ESE and CE (80+20).

12.7

A minimum of 40% marks (E Grade) is required for passing a Course with a separate minimum of 40%(E Grade) for Continuous Evaluation and End Semester Evaluation.

12.8

Consolidation of SCPA: SCPA is obtained by dividing the sum of Credit Points (CP) obtained in a semester by the sum of Credits (C) taken in that semester. After the successful completion of a semester, Semester Credit Point Average (SCPA) of a student in that semester shall be calculated.

Suppose the student has taken four Courses each of 4 Credits and two Courses each of 2 Credits in a particular semester, after consolidating the Grade for each Course. SCPA has to be calculated as shown in the example given below:

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Consolidation of SCPA

Course Code	Title	Credit(C)	Marks(M)	Grades	Grade Points (G=M/10)	Credit Point CP=C*G
01	4	82	A	8.2	32.8
02	4	60	C	6.0	24.0
03	4	50	D	5.0	20.0
04	4	45	E	4.5	18.0
05	2	75	B	7.5	15.0
06	2	40	E	4.0	8.0
Total	20				119.8

SCPA= Total Credit Points/Total Credits=119.8/20=5.99=D Grade

12.9

For the successful completion of a semester, a student has to score a minimum SCPA of 4.00 (E Grade). However, a student is permitted to move to the next semester irrespective of his / her SCPA.

12.10

Consolidation of CCPA: An overall letter Grade (Cumulative Grade) for the whole Programme shall be awarded to the student based on the value of CCPA using a 7-point scale, as given below. It is obtained by dividing the sum of the Credit Points in all the Courses taken by the student, for the entire Programme by the total number of Credits.

Consolidation of CCPA

Semester	SCPA Credit Point(CP)	SCPA Credit(C)
1	119	20
2	120	20
3	110	20
4	105	20
5	100	20
6	120	20
Total	674	120

CCPA=Total Credit Points of all semesters/Total Credits of all semesters=674/120=5.62 =D Grade

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Overall Grade in a Programme

Percentage of marks	CCPA	Letter Grade
90 and above	9 and above	A+ Outstanding
80 to< 90	8 to<9	A Excellent
70 to< 80	7 to<8	B Very Good
60 to< 70	6 to<7	C Good
50 to< 60	5 to<6	D Satisfactory
40 to< 50	4 to<5	E Adequate
Below 40	<4	F Failure

12.11

The Marks of the Courses taken over and above the minimum prescribed Credits, shall not be counted for computing CCPA.

12.12

For the successful completion of a Programme and award of the Degree, a student must pass all Courses satisfying the minimum Credit requirement as given in clause 7.8 and must score a minimum CCPA of 4.00 or an overall grade of E

12.13

Pattern of Questions

Question Type	Total number of Questions	Number of Question to be answered	Marks for each Questions	Total Marks
Very short answer type(One word to Maximum of 2 sentences)	10	10	1	10
Short answer(Not to exceed one paragraph)	12	8	2	16
Short essay(Not to exceed 120 words)	9	6	4	24
Long essay	4	2	15	30
Total	35	26		80



12.14

Promotion to Higher Semesters: Students who complete the semester by securing the minimum required attendance as specified in clause 7.11 and who register for the End Semester Evaluation conducted by the University of each semester alone shall be promoted to the next higher semester.

12.15

Repetition of the Semester Courses: Students who fail to secure the minimum required aggregate attendance during a semester shall be given one chance to repeat the semester along with the subsequent batch of students after obtaining re-admission, subject to provision contained in clause 6.1 and they will have to repeat the CE for all Courses.

12.16

Re-appearance of Failed Students: "Students who fail shall have to reappear for the ESE of the same along with the next regular batch of students." Candidates who fail to score 'E' grade in the ESE in any of the Course/Courses have to reappear for the ESE of the Course /Courses concerned with next regular batch of students. The number of chances or such appearances is limited to 5 and the same have to be done within a period of 12 continuous semesters including the semester in which they have first appeared.

However, students who fail to secure SCPA of 4.00 have to reappear for the ESE with the next regular batch of students for such courses for which they have secured the least Grade for improving the SCPA. Here also the number of appearance is limited to 5 and the same has to be done within a period of 12 continuous semesters including the semester in which they have first appeared.

In both cases (i.e. failure to obtain 'E' Grade for individual Course/Courses and 'SCPA of 4.00) students shall not be allowed to repeat the semester, but the marks secured by them for the CE part shall be carried over and added to the marks obtained in the ESE they reappear. However, those who fail in the CE (i.e. those who fail to secure a minimum of 'E' grade) will have one chance to improve





the same (except the marks for attendance) along with next regular batch of students.

12.17 Improvement of ESE

Candidates who have successfully completed the Semester, but wish to improve their marks for the End Semester Evaluation (ESE) shall have only one chance for the same along with the next immediate regular batch of students. In this case, the better marks obtained shall be considered for the calculation of SCPA.

12.18

Grace Marks: Grace marks shall be awarded for Sports/Arts/ NCC/NSS in recognition of meritorious achievements.

13. Mark cum Grade Sheet

13.1

The University under its seal shall issue to the students a Mark cum Grade Sheet on completion of each semester indicating the details of Courses, Credits Marks for CE and ESE , Grades, Grade Points, Credit Points and Semester Credit Point Average (SCPA)for each Course.

13.2

The Consolidated Mark cum Grade sheet issued at the end of the final semester on completion of the Programme shall contain the details of all Courses taken during the entire Programme including Additional Courses taken over and above the prescribed minimum Credits for obtaining the Degree. However, for the calculation of CCPA, only those Courses in which the student has performed the best with maximum Credit Points alone shall be taken subject to the minimum requirements of Credits for successful completion of a Programme. The Consolidated Mark cum Grade sheet shall indicate the CCPA and CCPA(S)* and the overall letter grade for the whole Programme. The Consolidated Mark cum



Grade sheet shall also indicate all the Audit Courses (Zero Credit) successfully completed by the student during the whole Programme.

13.3.

No student shall be eligible for the award of the Degree unless he/she has successfully completed a Programme of not less than 6 semesters duration and secured at least 120 Credits (excluding Credits for Social Service/Extension Activities) as prescribed by the Regulations.

13.4

The Degree to be awarded shall be called Bachelors Degree in the respective discipline (e.g. B. Sc. in Chemistry, B A in English, B Com etc.) as specified by the Boards of Studies and in accordance with the nomenclature specified by the Act and Statutes of the University.

* CCPA(S) is CCPA for specialized subjects. (It is computed in a similar manner but without considering the Language Courses, Foundation Course for Language and Open Course).

14. Monitoring of the Programme

Monitoring of the First Degree Programmes shall be done by Committees at three levels viz., Department Level Monitoring Committee (DLMC), College Level Monitoring Committee (CLMC), and University Level Monitoring Committee (ULMC).

14.1

Department Level Monitoring Committee (DLMC): A Committee consisting of the Head of the Department and all teachers of the Department shall monitor the conduct of Courses and evaluation under CE. This Committee shall examine the complaints, if any, from aggrieved students regarding the evaluation. The Head of the Department shall be the Chairperson and a teacher selected by the DLMC from among the members shall be the Convener.

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14.2

College Level Monitoring Committee (CLMC): The College Level Monitoring Committee shall consist of the Principal, the Heads of the Departments and the elected representatives of teachers in College Council. The Principal shall be the Chairperson and a member selected by the CLMC from among the Heads of the Departments shall be the Convener. This Committee shall be responsible for the conduct of the First Degree Programmes, ensuring minimum instructional days, making arrangements for ESE (University Examinations) of various semesters etc. This Committee shall consider all the complaints not redressed by the DLMCs. While considering the complaints, by the CLMC, the College Union Chairperson shall be included as an invitee. The College Level Monitoring Committee shall be reconstituted by the Principal immediately on commencement of each academic year.

14.3

University Level Monitoring Committee (ULMC): The University Level Monitoring Committee (ULMC) shall be reconstituted by the Vice-Chancellor immediately on the commencement of each academic year.

The ULMC shall consist of the following members:

1) The Pro-Vice-Chancellor
2) Two Members of the Syndicate representing Teachers of the Affiliated Colleges nominated by the Vice-Chancellor.
3) A Dean nominated by the Vice-Chancellor
4) The Controller of Examinations
5) The Director, College Development Council (DCDC)
6) A Student Representative of the Syndicate
7) Two Members of the Academic Council nominated by the Vice-Chancellor





The Pro-Vice-Chancellor shall be the Chairperson and DCDC shall be the Convener of the Committee. This committee shall be responsible for monitoring and conduct of the First Degree Programmes envisaged in this Regulations. This committee shall finalize the academic calendar and the conduct of the ESE in the colleges. This committee shall also serve as an appellate committee to examine and settle the complaints not redressed by the CLMC. The committee shall suggest amendments if any to the Regulations of the First Degree Programmes.

14.4

All Committees mentioned under Clause 14.1, 14.2 and 14.3 shall meet three times in a semester, at the beginning, middle and at the end of the semester.

14.5

All Committees shall be constituted at the beginning of each Academic Year

14.6

Quorum of the Committees

14.6.1

DLMC: 50% of the total number of the members in the Department shall form the quorum of this Committee. It is obligatory for the teacher/teacher-in-charge of the CE for the particular Course/s to attend the meeting.

14.6.2

CLMC: 50% of the total number of members shall form the quorum of the Committee. It is obligatory for the Head of the Departments concerned, to be present in the meeting while a complaint pertaining to that Department is discussed in the Committee.



14.6.3

ULMC: Five members shall constitute the quorum for the meeting of this Committee.

15. Transitory Provision

Notwithstanding anything contained in these Regulations, the Vice-Chancellor shall for a period of three years from the date of coming into force of these Regulations, have the power to provide by order that these Regulations shall be applied to any Programme with such modifications as may be necessary.

16. Repeal

Regulations now in force is so far as they are applicable to Programmes offered in the Affiliated Colleges as mentioned in 2.1 and 2.2 and to the extent they are inconsistent with these Regulations are hereby repealed. In the case of any inconsistency between the existing Regulations and the Regulations relating to First Degree Programmes under the Semester Pattern in the Affiliated Colleges and Centres of the University in their application to Courses offered in the Affiliated Colleges and Centres of the University as mentioned in 2.1, the latter shall prevail.

