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UNIVERSITY OF MYSORE
Regulations for
**Choice Based Credit System (CBCS) and
Continuous Assessment and Grading Pattern (CAGP)**
for Undergraduate Programs 2018-19

Preamble

University Grants Commission (UGC) has stressed on speedy and substantive academic and administrative reforms in higher education for promotion of quality and excellence. The Action Plan proposed by UGC outlines the need to consider and adopt Semester System, Choice Based Credit System (CBCS), and Flexibility in Curriculum Development and Examination Reforms in terms of adopting Continuous Evaluation Pattern by reducing the weightage on the semester end examination so that students enjoy a learning environment with a lower stress. Further, UGC expects that institutions of higher learning draw a roadmap in a time bound manner to accomplish the above.

1. Title and Commencement

These Regulations shall be called the regulations for Choice Based Credit System (CBCS) and Continuous Assessment and Grading Pattern (CAGP) for Undergraduate (UG) Programs of the University of Mysore, Mysuru. These Regulations shall come into force from the academic year 2018-2019.

2. Undergraduate Programs Offered

2.1 Faculty of Arts

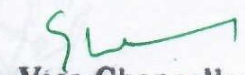
- 1) Bachelor of Arts (B.A.)—6 Semesters
- 2) Bachelor of Social Work (B.S.W.)—6 Semesters
- 3) Bachelor of Arts (Fine Arts)—6 Semesters
- 4) Bachelor of Visual Arts (B.V.A.)—8 Semesters

2.2 Faculty of Science

- 1) Bachelor of Science (B.Sc.)—6 Semesters
- 2) Bachelor of Science (Family and Community Science)—6 Semesters
- 3) Bachelor of Computer Application (B.C.A.)—6 Semesters

2.3 Faculty of Commerce and Business Administration

- 1) Bachelor of Commerce (B.Com.)—6 Semesters
- 2) Bachelor of Business Administration (B.B.A.)—6 Semesters
- 3) Bachelor of Business Administration (Tourism and Travel)—6 Semesters
- 4) Bachelor of Business Administration (Tourism and Hospitality)—6 Semesters


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3. Semesters, and Program Structure

- 3.1 All the UG degree programs shall be of either six semesters or eight semesters duration unless specified otherwise.
- 3.2 An academic year consists of two semesters: Odd Semester and Even Semester.
- 3.3 A semester normally extends over a period of 16 weeks (6 day week) with 90 working days.
- 3.4 Program structure
- Every course offered may have three components: Lecture (L), Tutorial (T) and Practicals (P). Tutorial session consists of participatory discussion / self-study/ desk work/ brief seminar presentations by students and such other novel methods.
 - The credit pattern for a course (L:T:P) shall be decided by the respective Board of Studies (BoS).
 - Credit means the unit by which the course work is measured. One hour session of Lecture per week for 16 weeks amounts to 1 credit. Two hour session of Tutorial or Practicals per week for 16 weeks amounts to 1 credit per semester. For the purpose of workload of a teacher, one hour of lecture session, one hour of tutorial session and one hour of practical session are all equal to one hour of workload. The total duration of a semester is 20 weeks inclusive of semester end examination.
 - A course of 3 to 6 credits will be evaluated for 100 marks. A course with less than 3 credits will be evaluated for 50 marks. For any other approved course, the evaluation method shall be decided by the respective BoS.
 - A Project Work/Dissertation of 6 credits shall be evaluated for 100 marks.

4. Definitions

- 4.1 Discipline Specific Course (DSC) is a core course, which should compulsorily be studied by a student as a core requirement of the program.
- 4.2 Elective Course is a course which can be chosen from a pool of courses. It may be very specific or specialized or advanced or supportive to the discipline/ subject of study or which provides an extended scope or which enables an exposure to some other discipline/subject/domain or nurtures the student's proficiency/skill.
- Discipline Specific Elective (DSE) is a course offered under the main discipline/subject of study or a Project/Dissertation.
 - Project/Dissertation is an elective course designed to acquire special/ advanced knowledge, such as supplement study/ support study to a project work. A student has to study such a course on his/her own with advisory support of a faculty member.
 - Generic Elective (GE) is an elective course chosen from an unrelated discipline/subject with an intention to seek exposure beyond discipline/subject.

- d) Ability Enhancement Courses (AEC) may be of two types: Ability Enhancement Compulsory Courses (AECC) and Skill Enhancement Courses (SEC). AECC courses are mandatory courses based upon the content that leads to knowledge enhancement viz., Environmental Studies, Indian Constitution and English / Modern Indian Languages (MIL) / Communication skills. SEC courses are aimed at providing hands-on-training, competencies, skills, etc.

Note:

A candidate shall study any TWO of the languages viz., English, Kannada, Hindi, Sanskrit, Urdu, Telugu, Malayalam, Persian, Arabic French, German, Russian, etc.

- Out of the two languages selected, one of the languages shall be an Indian language. Indian language means any one of the languages mentioned in the Eighth Schedule of the Constitution of India.
 - In the case of foreign nationals, the requirement of an Indian language may be waived by the University.
 - The University may permit private study of a language by a student, if there is no provision for instruction in that subject in a college and allow the student to appear for the examination in the subject without insisting on attendance. Such a candidate will not be evaluated for C1 and C2 marks. However, for the final grade calculation 80 marks of C3 will be equated to 100 marks.
 - Deaf and Dumb, Spastic, Mentally Retarded, and Learning deficiency students shall study only one language.
 - Change of language will not be permitted during the period of the program.
- 4.3 Fee means the fee prescribed by the University for the UG programs from time to time.
- 4.4 Grade is a score assigned to the percentage of the marks awarded in a course.
- 4.5 Grade Point (GP) of a course refers to the product of credits and the Grade earned by the student in that course.
- 4.6 Grade Point Average (GPA) refers to the performance of the student in a given semester. GPA is the ratio of the total grade points earned by the student in all the courses to the total number of credits assigned to the courses in a semester.
- 4.7 Subject Grade Point Average (SGPA) refers to the ratio of the total credit points earned by the student in all the courses of all the semesters of a single subject to the total number of credits assigned to the courses of all the semesters of that subject.
- 4.8 Cumulative Grade Point Average (CGPA) is the ratio of the total credit points earned by the student in all the courses of all the semesters to the total number of credits assigned to the courses of all the semesters.

5. Subject Combinations

A list of all the approved subject combinations under different UG programs is given in Annexure-1.

In addition, any other combination of subjects under any program may be included after the approval of the University.

6. Eligibility for Admission

6.1 B.A., B.A. (Fine Arts), B.Sc., B.Com., B.B.A., B.S.W., B.Sc. (F.C.Sc.), B.B.A. (Tourism and Travel), B.B.A. (Tourism and Hospitality.)

A candidate who has passed the two year Pre-University examination conducted by the Pre-university Board of Education, Government of Karnataka or any other examination considered equivalent by the University is eligible for admission to the first Semester of the UG program.

For B.Sc. program only those students who have completed PUC or its equivalent examination with science subjects are eligible.

- a) A Candidate who has passed 3 years Diploma in Commercial or Secretarial Practice conducted by Department of Technical Education, Government of Karnataka is eligible for admission to 3rd Semester B.Com./B.B.A. directly. However, such a candidate has to pass the languages and other compulsory Papers viz., Constitution of India and Environment Studies of first two semesters.
- b) A Candidate who has passed 2 years Diploma in Business Administration conducted by Department of Technical Education, Government of Karnataka is eligible for admission to 5th Semester B.B.A. / B.Com. degree course subject to the condition that the candidate has to pass papers in languages and all compulsory papers of first Four Semesters B.B.A. / B.Com.
- c) A Candidate who has passed Diploma in Paramedical Course (Health Inspector Course)+2 is eligible to join the first Semester B.Sc.
- d) Students who have passed any Job Oriented Course (JOC, 10+2) / I.T.I. (10+2) / Diploma in Computer Applications for the Visually Impaired (JSS Polytechnic for the Differently Abled Institution) are eligible to join the first Semester B.A. / B.Com. / B.B.A.
- e) Students who have passed JOC in Sericulture are eligible to join first Semester B.Sc. with Sericulture as one of the optionals.
- f) Students who have passed the following JOC (10+2) are eligible to join first Semester degree program as detailed hereunder:

JOC Course	Course
1. Computer Technique	B.Sc. (Computer Science)
2. Maintenance Repair of Electrical Domestic Appliances	B.Sc. (Electronics)
3. Electronic Technology	B.Sc. (Electronics)
4. Mechanical Servicing (Two Wheeler)	B.Sc.
5. Accounting and Auditing	B.Com. / B.B.A.
6. Accounting and Costing	B.Com. / B.B.A.
7. Accounting and Taxation	B.Com. / B.B.A.
8. Banking	B.Com. / B.B.A.
9. Office Management	B.Com. / B.B.A.
10. Stenography	B.Com.
11. Co-operation	B.Com. / B.B.A.
12. Library and Information Science	B.Lib. Sc.
13. Marketing and Salesmanship	B.A. / B.B.A.
14. Material Management Technology	B.B.A.

6.2 B.C.A.

A candidate should have passed

- a) +2 or P.U.C., OR
- b) An equivalent course with Mathematics/Computer Science/Business Mathematics/ Accountancy, OR
- c) 3 years Diploma after SSLC/10th Class with Computer Science Engineering / Information Science Engineering or equivalent.

6.3 B.V.A.


A candidate who has passed the two year Pre-University examination conducted by the Pre-university Board of Education, Government of Karnataka or any other examination considered equivalent by the University is eligible for admission to the first Semester of the B.V.A. program.


7. Medium of Instruction

The Medium of Instruction shall be English/Kannada as decided by the concerned Board of Studies (BoS). However a student can write the examination either in English or Kannada.

8. Scheme of the Program

- 8.1 The minimum duration for completion of a UG Program is six / eight semesters. However, as per the double the duration norm of the University, the maximum period permitted is twelve / sixteen semesters counting from the first semester.
- 8.2 A student has to earn 146 credits for the successful completion of a six semester UG program and 180 credits for the successful completion of a eight semester UG program. The distribution of credits for different courses is given in Annexure-2.


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- 8.3 A student can enrol for a maximum of 28 credits in a semester.
- 8.4 Only such students who successfully complete 146 or 180 credits in six or eight semesters respectively, without break, shall be considered for declaration of ranks and/or medals.

9. Course Registration

- 9.1 Every student is assumed to have registered for all DSC courses offered in that semester.
- 9.2 A student is permitted to choose any of the DSE courses offered by the department during that semester.
- 9.3 A student is permitted to choose any of the GE courses offered in the college during that semester.
- 9.4 A student has to register for Environmental Studies and Indian Constitution within the first two semesters.
- 9.5 After registration, a student can opt out of an elective course registered to earlier, and opt for another elective course giving valid reasons before the prescribed date for withdrawal of courses. This is subject to the condition that the student will be able to fulfill the required minimum attendance in the newly registered course. Withdrawal from a course will not be permitted for those who undergo late registration. Cancellation of a course (AECC/SEC/DSE/GE) may be permitted before the conduct of C1 examination.

10. Attendance

- 10.1 Only those students who have at least 75% attendance in a course, shall be permitted to take C3 examination for that course.
- 10.2 The Head of the Department shall notify the list of all students who have less than 75% attendance in each course by the beginning of the 8th and 16th week. A copy of the same should be sent to the Registrar (Evaluation) of the University. Registrations of such students for those courses shall be treated as cancelled. If the course is a core course, the student should re-register for the course when it is offered next.

11. Transfer within University and from Other University

- 11.1 Transfer to a different institution within the University is permitted only at the beginning of the academic year.
- 11.2 A Candidate seeking transfer to a different institution within University of Mysore should have completed all the courses/papers of the previous semesters.
- 11.3 A Candidate from any other university can join a program of this University only at the beginning of the academic year.
- 11.4 A Candidate from other university seeking admission by transfer in University of Mysore should have completed all the courses/papers of the previous semesters.

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12. Continuous Assessment

Assessment and evaluation processes happen in a continuous mode. However, for reporting purposes, a semester is divided into three discrete components identified as C1, C2, and C3.

The performance of a student in a course will be assessed as explained below:

- 12.1 The outline for continuous assessment activities for C1 and C2 will be proposed by the respective BoS. This will be based on test / assignment / tutorial / viva voce / seminar / any other.
- 12.2 The first component, C1, of assessment is for 10%. During the first half of the semester, the first 50% of the syllabus should be completed. This should be completed by the 8th week of the semester.
- 12.3 The second component, C2, of assessment is for 10%. C2 will be based on the remaining 50% of the syllabus. C2 will be completed during the 15th week of the semester.
- 12.4 A student cannot repeat C1 and C2.
- 12.5 During the 18–20th week of the semester, a semester-end examination shall be conducted by the University for each course. This forms the final component of assessment (C3) for 80%. The student has to apply for the C3 examination as per the University Notification.
- 12.6 The BoS will decide the scheme of valuation for C3 component of the Practicals.
- 12.7 Project shall be evaluated as per the scheme recommended by the relevant Board of Studies. C1 and C2 components of the project shall be evaluated by the Project Supervisor for 30 marks each. C3 component of the project shall be evaluated jointly by the Project Supervisor and one External Examiner for 40 marks.

13. Evaluation for C1 and C2

- 13.1 Students will be evaluated for each course by the teacher(s) handling that course.
- 13.2 After the evaluation, the results have to be announced. The course teacher has to obtain signatures of the students registered for the course in a register maintained specifically for the purpose, indicating that they have no objection to the marks awarded within 5 days from the date of announcement of the marks.
- 13.3 In case a student is not satisfied with the assessment, the student can make an appeal to the Grievance Cell within 5 days from the date of announcement of the results. Otherwise it is presumed that the student has no objection to the marks awarded.
- 13.4 The student can appeal to the Grievance Cell by paying the prescribed fee as fixed by the University. The Grievance Cell is empowered to take corrective measures. The concerned course teacher has to provide all the relevant documents to the Grievance Cell. The decision taken by the Grievance Cell is final.

14. Examination, and Evaluation for C3

- 14.1 If a paper has both Lecture (L) and Practical (P) components, then
- If the credit is equal to 3 or more, C3 exam should be conducted for 80 marks each.
 - If the credit is less than 3, C3 exam should be conducted for 40 marks each.
- 14.2 For a paper with all the three components L:T:P, say in the ratio $C_l : C_t : C_p$, the C3 marks is computed as follows: If the candidate scores M_t in theory exam, and scores M_p in the practical exam, then the C3 marks is

$$\text{C3 marks} = \frac{[(C_l + C_t) \times M_t] + [(C_t + C_p) \times M_p]}{C_l + 2C_t + C_p}$$

14.3 Question paper setting

- a) The question paper pattern for C3 component of each course shall be prepared by the respective Boards of Studies.
- b) Each subject shall have a Board of Examiners which shall prepare, scrutinize, and approve the question papers for all the courses of that subject.

14.4 Valuation

- a) Before the valuation the answer scripts shall be coded.
- b) There shall be centralized, single valuation of the C3 theory answer scripts.
- c) C3 component of the Practicals will be conducted with two examiners of whom, at least, one is an external examiner.
Any examiner on the approved panel of examiners of the University not belonging to the parent college is an external examiner.
- d) Project shall be evaluated as per the scheme recommended by the relevant Board of Studies. C1 and C2 components of the project shall be evaluated by the project supervisor for 30 marks each. C3 component of the project shall be evaluated jointly by the project supervisor and one external examiner for 40 marks.

14.5 Awarding the grades should be completed latest by 26th week of the semester.

15. Photocopy, Retotalling, and Revaluation

15.1 A student can avail the following services by paying the prescribed fees to the University within 15 days from the date of announcement of the results:

- Photocopy of the answer script (C3).
- Viewing and Retotalling.
- Revaluation.

15.2 There shall be no provision for only seeing the answer script of C3.

15.3 The Retotalling shall provide for checking whether all the answers have been valued, and the totalling is correct.

In case any answer or part thereof has not been valued, that part may be referred to another valuer, and marks so awarded shall be added to the total.

In case there is a mistake in totalling or carryover of marks from the inside sheets to the facing sheet, the Registrar (Evaluation) shall have it corrected with the approval of the Vice-Chancellor.

- 15.4 The result of Retotalling shall be announced within five days from the date of applying for the same.
- 15.5 The result of the revaluation shall be announced within twenty days from the last date for the receipt of the application.
- 15.6 Revaluation shall be carried out by an examiner from the University who has not valued that particular script.
- If the difference between the original marks and the revaluation marks does not exceed 15 percent of the maximum marks prescribed for that theory paper, the average of the two will be the final award of marks.
 - If the difference between the original marks and the revalued marks is more than 15 percent of the maximum prescribed for that theory paper, such scripts shall be valued by an external examiner outside the University. The average of the nearest two shall be the final award of marks.
 - In case one or more answers are not valued by the original examiner, then the marks awarded by the subsequent examiner as far as these answers are concerned shall be taken as they are, without averaging with the marks of other answers.
 - In cases where there is a difference between the original marks, first revaluation marks or/and the second revaluation marks clearly indicating that a particular examiner has been erratic in his/her valuation, then such cases shall be referred to the *Malpractice and Lapses Inquiry Committee* to establish whether or not any punitive measures need to be taken.
 - If there is a complaint of unfair valuation of answer scripts for a group of students, the Vice-Chancellor may, after a preliminary inquiry, order for revaluation of the concerned group of or entire set of students in the paper concerned. After such revaluation, a random sample of 10% of the answer scripts, subject to a minimum of ten, shall be referred for review.

16. Passing Criteria

- 16.1 A student is considered to have passed the course, only on securing a minimum of 40% from C1, C2 and C3 put together.
- 16.2 A student can take C3 exam irrespective of the marks scored in C1 and C2 of a particular course.
- 16.3 In case a student secures less than 30% in C3 or absents for C3, the student is said to have not completed the course. The student shall complete the course by re-appearing only for C3 component of that course when University conducts the examination. The student carries the marks already awarded in C1 and C2.
- 16.4 On successful completion of UG program, a final grade card consisting of grades of all courses successfully completed by the student will be issued by the University.

17. Makeup Examination

- 17.1 For students who could not attend C1 or C2 due to medical reasons/ extraordinary circumstances / participation in Sports/NCC/NSS/any other extracurricular activities (approved by the College), C1 and C2 exams will have to be conducted for them separately before the 15th week of the semester.

17.2 Makeup examination (only for C3) shall be conducted by the University within 15 days from the date of notification of results. This shall be only for those students who do not fulfill the passing criteria specified earlier.

17.3 Makeup examination (only for C3) shall be conducted only for 5th and 6th semesters (6 semester UG program) or 7th and 8th semesters (8 semester UG program).

18. Percentage, and Grading

18.1 If P is the percentage of the marks secured by a candidate in a course (C1+C2+C3) which is rounded to nearest integer, the grade, G earned by the student in that course will be as given below.

Percentage (P)	Grade (G)	Percentage (P)	Grade (G)
40-49	5.0	75-79	8.0
50-59	6.0	80-84	8.5
60-64	6.5	85-89	9.0
65-69	7.0	90-94	9.5
70-74	7.5	95-100	10.0

18.2 The overall percentage in a subject is $10 \times$ SGPA.

18.3 The overall percentage in a program is $10 \times$ CGPA.

19. Class Declaration

The final Qualitative Index to be awarded to the student is based on CGPA. It is given as:

CGPA	Qualitative Index
$5 \leq \text{CGPA} < 6$	Second Class
$6 \leq \text{CGPA} < 8$	First Class
$8 \leq \text{CGPA} \leq 10$	Distinction

20. Nodal Officer, Subject Coordinator and Student Advisor

20.1 Every college shall nominate a Faculty Member as **CBCS Nodal Officer** who will act as a liaison with the University and facilitate the implementation of the program.

20.2 Head of the Department shall be the **Subject Coordinator**. He is responsible for the Student Advisor's work and student support services.

20.3 Every student will have a member of faculty of the Department as **Student Advisor**. All teachers of the department shall function as Student Advisors and will have more or less equal number of students. The Student Advisor will advise the students in choosing elective courses and offer them all possible assistance.

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21. Grievance Cell

For every UG program there will be one Grievance Cell. The composition of this cell is as follows:

- Principal (or his/her representative).
- Heads of the Departments.
- One senior faculty member from each Department.

22. Conduct


Every student is required to observe discipline and decorum both inside and outside the campus in accordance with the instructions of the respective colleges and also as per the instructions issued by the University of Mysore / Government of Karnataka / UGC from time to time regarding Student Conduct Rules.

23. Implementation

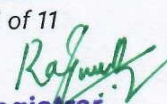
The details of implementing the CBCS is given in Annexure-3.

24. Others

Any issue not specifically mentioned in these regulations shall be decided by the Vice-Chancellor in consultation with the appropriate bodies of the University.


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