

**REGULATIONS FOR UNDER GRADUATE PROGRAMMES UNDER CHOICE BASED  
COURSE-CREDIT-SEMESTER SYSTEM AND GRADING, 2013.**

**Preamble**

The committee of experts constituted by the Kerala State Higher Education Council headed by Prof. B Hridayakumari, to study and make recommendations for the improvement of the working of the Choice Based Credit and Semester System in colleges affiliated to the Universities in the State had submitted a comprehensive report. After reviewing the entire scenario this committee recommended to the Higher Education Council that CBCSS may be maintained with some basic reforms. The old system was lacking in innovativeness and in the capacity to come to grips with fast changing global conditions. A few changes in the course and examination pattern may improve the situation to some extent. The Performance Grading of the learner shall be on the Seven Point Grading System. The absolute grading system of 07 points is the most popular grading system and has been accepted by the UNESCO, the Committee suggested that the overall structure of the 07 point grading system may be considered by all affiliating Universities of the State. It should be a simple and clear method; easy for the teacher to operate and the student to understand. There should be a clear distinction between letter grades so that the assessment is as precise as possible and just to the student. If necessary for the final grading at the end of the programme proper software could be devised to ensure exactitude as well as speed of evaluation. Teachers should use the marking system for each question for each course. Cumulative Grading will be done during the preparation of the final mark list of the programme. It is not claimed that the Seven Point Range Indirect Grading is the last word in grading, but it is a well thought out pattern for all the affiliating Universities to consider, within the limits of the present system. The State Government has accepted the recommendations of the Committee and the Syndicate of the Mahatma Gandhi University has resolved to reform the existing CBCSS regulations. Hence it become necessary to modify the existing CBCSS regulation as following.

## 1. TITLE

- 1.1. These regulations shall be called “Regulations for Under Graduate Programmes under Choice Based Course Credit Semester System and Grading, **2013**”

## 2. SCOPE

- 2.1 Applicable to all regular non-professional Under Graduate Programmes conducted by the University with effect from 2013-14 admissions .
- 2.2 The courses conducted in distance/off-campus and private registration shall not come under the purview of this regulation.
- 2.3 The provisions herein supersede all the existing regulations for the regular non-professional undergraduate programmes to the extent herein prescribed.

## 3. DEFINITIONS

- 3.1. **‘Academic Week’** is a unit of five working days in which distribution of work is organized from day-one to day-five, with five contact hours of one hour duration on each day. A sequence of 18 such academic weeks constitutes a semester.
- 3.2. **‘Additional Course’** is a course registered by a student over and above the minimum required courses.
- 3.3. **‘Audit Course’** is a course for which no credits are awarded.
- 3.4. **‘College Co-ordinator’** is a teacher nominated by the College Council to co-ordinate the continuous evaluation undertaken by various departments within the college. He/she shall be nominated to the college level monitoring committee.
- 3.5. **‘Common Course I’** means a course that comes under the category of courses for English and **‘Common Course II’** means additional language, a selection of both is compulsory for all students undergoing undergraduate programmes.
- 3.6. **‘Complementary Course’** means a course which would enrich the study of core courses.
- 3.7. **‘Core course’** means a course in the subject of specialization within a degree programme.
- 3.8. **‘Course’** means a complete unit of learning which will be taught and evaluated within a semester.
- 3.9. **‘Credit’** is the numerical value assigned to a course according to the relative importance of the content of the syllabus of the programme.
- 3.10. **‘Department’** means any teaching department in a college.
- 3.11. **‘Department Co-ordinator’** is a teacher nominated by a Department Council to co-ordinate the continuous evaluation undertaken in that department.
- 3.12. **‘Department Council’** means the body of all teachers of a department in a college.
- 3.13. **‘Faculty Advisor’** means a teacher from the parent department nominated by the Department Council, who will advise the student in the choice of his/her courses and other academic matters.

- 3.14. **Grace Marks** shall be awarded to candidates as per the University Orders issued from time to time.
- 3.15. **'Grade'** means a letter symbol (e.g., A, B, C, etc.), which indicates the broad level of performance of a student in a course/semester/programme.
- 3.16. **'Grade point'** (GP) is the numerical indicator of the percentage of marks awarded to a student in a course.
- 3.17. **'Open course'** means a course outside the field of his/her specialization, which can be opted by a student.
- 3.18. **'Parent Department'** means the department which offers core courses within a degree programme.
- 3.19. **'Programme'** means a three/four year programme of study and examinations spread over six/eight semesters, according to the regulations of the respective programme, the successful completion of which would lead to the award of a degree
- 3.20. **'Semester'** means a term consisting of a minimum of **450** contact hours distributed over **90** working days, inclusive of examination days, within **18** five-day academic weeks.
- 3.21. Words and expressions used and not defined in this regulation shall have the same meaning assigned to them in the Act and Statutes.

#### 4. ELIGIBILITY FOR ADMISSION, AND RESERVATION OF SEATS

- 4.1 Eligibility of admission, Norms for admission, reservation of seats for various Degree Programmes shall be according to the rules framed by the University from time to time.

#### 5. DURATION

- 5.1 The duration of U.G. programmes shall be **6/8 semesters** (*the semesters defined under 3.20, above*).
- 5.2 The duration of odd semesters shall be from **June to October** and that of even semesters from **November to March**. There shall be three days *semester break after odd semesters and two months vacation during April and May in every academic year.*
- 5.3 A student may be permitted to complete the Programme, on valid reasons, within a period of 12/16 continuous semesters from the date of commencement of the first semester of the programme.

#### 6. REGISTRATION

- 6.1 The strength of students for each course shall remain as per existing regulations, except in case of open courses for which there shall be a minimum of 15 and maximum of 75 students per batch, subject to a marginal increase of 10.

- 6.2 Each student shall register for the courses in the prescribed registration form in consultation with the Faculty Advisor within two weeks from the commencement of each semester. Faculty Advisor shall permit registration on the basis of the preferences of the student and availability of seats.
- 6.3 The number of courses/credits that a student can take in a semester is governed by the provisions in these regulations pertaining to the minimum and maximum number of credits permitted.
- 6.4 A student can opt out of a course/courses registered subject to the minimum credits requirement, within seven days from the commencement of the semester.
- 6.5 The college shall send a list of students registered for each programme in each semester giving the details of courses registered including repeat courses to the University in the prescribed form within **20** days from the commencement of the Semester.
- 6.6 Those students who possess the required minimum attendance and progress during an academic year/semester and could not register for the annual/semester examination are permitted to apply for Notional Registration to the examinations concerned enabling them to get promoted to the next class.

## 7. SCHEME AND SYLLABUS

- 7.1. The U.G. programmes shall include (a) Common courses I & II, (b) Core courses, (c) Complementary Courses, (d) Open Course.
- 7.2. Credit Transfer and Accumulation system can be adopted in the 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.

## 8. PROGRAMME STRUCTURE

There shall be a maximum of three credits for the open course and remaining one credit should be shifted to choice based course or any other core course.

a	Programme Duration	6 Semesters
b	Total Credits required for successful completion of the programme	120
c	Minimum credits required from common courses	38

d	Minimum credits required from Core + complementary + vocational* courses including Project	79
e	Minimum credits required from Open course	3
f	Minimum attendance required	75%

\*The credit distribution for vocational courses is to be decided separately.

## 9. EXAMINATIONS.

9.1 The evaluation of each course shall contain two parts:

- (i) Internal or In-Semester Assessment (ISA)
- (ii) External or End-Semester Assessment (ESA)

The internal to external assessment ratio shall be 1:4, for both courses with or without practical. There shall be a maximum of 80 marks for external evaluation and maximum of **20** marks for internal evaluation. For all courses (theory & practical), grades are given on a 07-point scale based on the total percentage of marks. **(ISA+ESA)** as given below

Percentage of Marks	Grade	Grade Point
90 and above	A+ - Outstanding	10
80-89	A - Excellent	9
70-79	B - Very Good	8
60-69	C - Good	7
50-59	D - Satisfactory	6
40-49	E - Adequate	5
Below 40	F - Failure	4

Note: Decimal are to be rounded to the next whole number

## 10. CREDIT POINT AND CREDIT POINT AVERAGE

**Credit Point (CP)** of a course is calculated using the formula

**$CP = C \times GP$ , where  $C = \text{Credit}$ ;  $GP = \text{Grade point}$**

Credit Point Average (CPA) of a Semester/Programme is calculated using the formula

**$CPA = TCP/TC$ , where  $TCP = \text{Total Credit Point}$ ;  $TC = \text{Total Credit}$**

Grades for the different semesters and overall programme are given based on the corresponding CPA as shown below:

CPA	Grade
<b>Above 9</b>	<b>A+ - Outstanding</b>
<b>Above 8, but below or equal to 9</b>	<b>A - Excellent</b>
<b>Above 7, but below or equal to 8</b>	<b>B - Very Good</b>

<b>Above 6, but below or equal to 7</b>	<b>C - Good</b>
<b>Above 5, but below or equal to 6</b>	<b>D - Satisfactory</b>
<b>Above 4, but below or equal to 5</b>	<b>E - Adequate</b>
<b>4 or below</b>	<b>F - Failure</b>

Note: A separate minimum of 30% marks each for internal and external (for both theory and practical) and aggregate minimum of 40% are required for a pass for a course. For a pass in a programme, a separate minimum of Grade E is required for all the individual courses. If a candidate secures **F** Grade for any one of the courses offered in a Semester/Programme only **F** grade will be awarded for that Semester/Programme until he/she improves this to **E** grade or above within the permitted period. Candidate who secures **E** grade and above will be eligible for higher studies.

## 11. MARKS DISTRIBUTION FOR EXTERNAL EXAMINATION AND INTERNAL EVALUATION

The external examination of all semesters shall be conducted by the University at the end of each semester. Internal evaluation is to be done by continuous assessment. Marks distribution for external and internal assessments and the components for internal evaluation with their marks are shown below:

Components of the internal evaluation and their marks are as below.

### 11.1 For all courses without practical

- a) **Marks of external Examination : 80**  
b) **Marks of internal evaluation : 20**

All the three components of the internal assessment are mandatory. For common course English in I Semester, internal oral examination shall be conducted instead of test paper.

<b>Components of Internal Evaluation</b>	<b>MARKS</b>
Attendance	<b>5</b>
Assignment /Seminar/Viva	<b>5</b>

Test paper(s) <b>(1 or 2)</b> <b>(1x10=10; 2x5=10)</b>	<b>10</b>
<b>Total</b>	<b>20</b>

### 11.2 For all courses with practical

a) Marks of theory –External Examination : 60

b) Marks of theory –Internal Evaluation : 10

<b>Components of Theory – Internal Evaluation</b>	<b>Marks</b>
Attendance	<b>3</b>
Assignment/Seminar/Viva	<b>2</b>
Test paper(s) <b>(1 or 2)</b> <b>(1x5=5; 2x2.5=5)</b>	<b>5</b>
<b>Total</b>	<b>10</b>

c) Marks of Practical –External Examination: 40  
(only in even semesters)

d) Marks of Practical- Internal Evaluation: 20  
(odd and even semesters combined annually)

<b>Components of Practical-Internal evaluation</b>	<b>Marks</b>
Attendance	4
Record*	10
Lab involvement	6
<b>Total</b>	<b>20</b>

\*Marks awarded for Record should be related to number of experiments recorded.

### 11.3 Project Evaluation: (Max. marks100)

Components of Project-Evaluation	Marks
Internal Evaluation	20
Dissertation (External)	50
Viva-Voce (External)	30
<b>Total</b>	<b>100</b>

## 12. Attendance Evaluation

**1) For all courses without practical**

% of attendance	Marks
90 and above	5
85 – 89	4
80-84	3
76-79	2
75	1

(Decimals are to be rounded to the next higher whole number)

**2) For all courses with practical**

% of Attendance	Marks for theory	% of Attendance	Marks for practical
90 and above	3	90 and above	4
80--89	2	85--89	3
75--79	1	80--84	2
		75--79	1

(Decimals are to be rounded to the next higher whole number)

**13. ASSIGNMENTS**

Assignments are to be done from 1<sup>st</sup> to 4<sup>th</sup> Semesters. At least one assignment should be done in each semester.

**14. SEMINAR/VIVA**

A student shall present a seminar in the 5<sup>th</sup> semester and appear for Viva-voce in the 6<sup>th</sup> semester.

**15) INTERNAL ASSESSMENT TEST PAPERS**

At least one internal test-paper is to be attended in each semester for each course. The evaluations of all components are to be published and are to be acknowledged by the candidates. All documents of internal assessments are to be kept in the college for two years and shall be made available for verification by the University. The responsibility of evaluating the internal assessment is vested on the teacher(s), who teach the course.

**15.1 Grievance Redressal Mechanism**



Internal assessment shall not be used as a tool for personal or other type of vengeance. A student has all rights to know, how the teacher arrived at the marks. In order to address the grievance of students a three-level Grievance Redressal mechanism is envisaged. A student can approach the upper level only if grievance is not addressed at the lower level.

**Level 1: Dept. Level:** The department cell chaired by the Head; and Dept. coordinator and teacher in-charge, as members.

**Level 2: College level:** A committee with the Principal as Chairman, Dept. Coordinator, HOD of concerned Department and a senior teacher nominated by the College council as members.

**Level 3: University Level:** A Committee constituted by the Vice-Chancellor as Chairman and Pro-Vice-Chancellor, Convener - Syndicate sub-committee on Students Discipline and Welfare, Chairman- Board of Examinations as members and the Controller of Examination as member-secretary.

**15.2** The college council shall nominate a senior teacher as coordinator of internal evaluations. This coordinator shall make arrangements for giving awareness of the internal evaluation components to students immediately after commencement of I semester

**15.3** The internal evaluation report in the prescribed format should reach the University before the 4<sup>th</sup> week of October and March in every academic year.

## **16. External examination**

The external examination of all semesters shall be conducted by the University at the end of each semester.

**16.1** Students having a minimum of 75% average attendance for all the courses only can register for the examination. Condonation of shortage of attendance to a maximum of 10 days or 50 hours in a semester subject to a maximum of 2 times during the whole period of the programme may be granted by the University on valid grounds. This condonation shall not be counted for internal assessment.

Benefit of attendance may be granted to students attending University/College union/Co-curricular activities by treating them as present for the days of absence, on production of participation/attendance certificates, within one week, from competent authorities and endorsed by the Head of the institution. This is limited to a maximum of 10 days per semester and this benefit shall be considered for internal assessment also.

Those students who are not eligible even with condonation of shortage of attendance shall repeat the course along with the next batch.

**16.2** All students are to do a **project**. This project can be done individually or as a group of 3 students. The projects are to be identified during the II semester of the programme with the help of the supervising teacher. The

report of the project in duplicate is to be submitted to the department at the sixth semester and are to be produced before the examiners appointed by the University.

- 16.3** There will be no supplementary exams. For reappearance/ improvement, the students can appear along with the next batch.
- 16.4** A student who registers his/her name for the external exam for a semester will be eligible for promotion to the next semester.
- 16.5** A student who has completed the entire curriculum requirement, but could not register for the Semester examination can register notionally, for getting eligibility for promotion to the next semester.
- 16.6** A candidate who has not secured minimum marks/credits in internal examinations can re-do the same registering along with the University examination for the same semester, subsequently.
- 17.** All programmes and courses shall have unique alphanumeric code. Each teacher working in affiliated institutions shall have a unique identification number and this number is to be attached with the codes of the courses for which he/she can perform examination duty.

## **18. PATTERN OF QUESTIONS**

Questions shall be set to assess knowledge acquired, standard application of knowledge, application of knowledge in new situations, critical evaluation of knowledge and the ability to synthesize knowledge. The question setter shall ensure that questions covering all skills are set. He/She shall also submit a detailed scheme of evaluation along with the question paper.

A question paper shall be a judicious mix of objective type, short answer type, short essay type /problem solving type and long essay type questions.

Pattern of questions for external examination for theory paper without practical.

	Total no. of questions	Number of questions to be answered	Marks of each question	Total marks
	10	10	1	10
	12	8	2	16
	9	6	4	24
	4	2	15	30
<b>TOTAL</b>	<b>35</b>	<b>26</b>	<b>x</b>	<b>80</b>

Pattern of questions for external examination for theory papers with practical

	Total no. of questions	Number of questions to be answered	Marks of each question	Total marks
	8	8	1	8
	10	6	2	12
	6	4	4	16
	4	2	12	24
<b>TOTAL</b>	<b>28</b>	<b>20</b>	x	<b>60</b>

### 19. MARK CUM GRADE CARD

The University under its seal shall issue to the students a MARK CUM GRADE CARD on completion of each semester, which shall contain the following information:

- (a) Name of the University
- (b) Name of the College
- (c) Title & Model of the
- (d) Under-Graduate Programme
- (e) Name of the Semester
- (f) Name and Register Number of the student
- (g) Code, Title, Credits and Max. Marks (Int., Ext. & Total) of each course opted in the semester.
- (h) Internal, External and Total Marks awarded, Grade, Grade point and Credit point in each course opted in the semester
- (i) Institutional average of the Internal Exam and University Average of the External Exam in each course.
- (j) The total credits, total marks (Max. & Awarded) and total credit points in the semester
- (k) Semester Credit Point Average (SCPA) and corresponding Grade.
- (l) Cumulative Credit Point Average (CCPA) corresponding to Common courses, Core and Complementary (separately and together) and whole programme, as the case may be.
- (m) The final Mark cum Grade Card issued at the end of the final semester shall contain the details of all courses taken during the final semester examination and shall include the final grade/marks scored by the candidate from **1<sup>st</sup> to 5<sup>th</sup> or 7<sup>th</sup>** semester, as the case may be, and the overall grade/marks for the total programme.

20. There shall be **3 level monitoring** committees for the successful conduct of the scheme. They are -





Course Code	Course Title	Credits (C)	Awarded (E)	Max	Awarded (I)	Max	Awarded (E+I)	Max	Grade Awarded (G)	Grade Point (GP)	Credit Point (C x GP)	Institution Average (IA)
EN01AA901	Common Course I											
	English	4	62	80	15	20	77	100	B	8	32	54.32
	English	3	46	80	16	20	62	100	C	7	21	49.34
	Common Course II											
	Malayalam	4	67	80	14	20	81	100	A	9	36	58.09
	Core Course											
	Mathematics											
	Complementary courses	3	76	80	18	20	94	100	A+	10	30	72.46
	Statistics											
	Physics	3	58	80	17	20	75	100	B	8	24	56.89
	Physics Practical	2	48	60	8	10	56	70	A	9	18	46.90
	TOTAL		21					497	630			179
SCPA : 8.52 ; SG : A												

***Annexure 1c - Model Mark Cum Grade Card (III Sem)***

**MAHATMA GANDHI UNIVERSITY**

Section:  
Student ID:

Priyadarshni Hills P.O.  
Kottayam

Date:

**MARK CUM GRADE CARD**

Name of candidate :  
Name of College :  
Permanent Register Number (PRN) : Degree  
: Bachelor of Science  
Programme : Mathematics  
Stream : Model 1  
Name of Examination : Third Semester Examination November 2014

Course Code	Course Title	Credits (C)	Marks						Grade Awarded (G)	Grade Point (GP)	Credit Point (C x GP)	Institution Average (IA)
			External		Internal		Total					
			Awarded (E)	Max	Awarded (I)	Max	Awarded (E+I)	Max				
	<b>Common Course I</b> English	4	62	80	15	20	77	100	B	8	32	54.
	<b>Common Course II</b> Malayalam	4	67	80	14	20	81	100	A	9	36	58.
	<b>Core Course</b> Mathematics	4	76	80	18	20	94	100	A+	10	40	72.
	<b>Complementary courses</b> Statistics	4	58	80	17	20	75	100	B	8	32	56.
	Physics	3	48	60	8	10	56	70	A	9	27	46.
	<b>TOTAL</b> SCPA : 8.79 ; SG : A	<b>19</b>					<b>363</b>	<b>470</b>			<b>167</b>	

**Annexure 1d - Model Mark Cum Grade Card (IVSem)****MAHATMA GANDHI UNIVERSITY**

Section:

Priyadarshni Hills P.O.

Student ID:

Kottayam

Date:

**MARK CUM GRADE CARD**

Name of candidate :  
 Name of College :  
 Permanent Register Number (PRN) : Degree :  
 Bachelor of Science  
 Programme : Mathematics  
 Stream : Model 1  
 Name of Examination : Fourth Semester Examination April 2015

Course Code	Course Title	Credits (C)	Marks						Grade Awarded (G)	Grade Point (GP)	Credit Point (C x GP)	Institution Average (IA)
			External		Internal		Course					
			Awarded (E)	Max	Awarded (I)	Max	Awarded (E+I)	Max				
EN01AA901	Common Course I	4	62	80	15	20	77	100	B	8	32	54.3
	English											
	Common Course II	4	67	80	14	20	81	100	A	9	36	58.0
	Malayalam											
	Core Course	4	76	80	18	20	94	100	A+	10	40	72.4
	Mathematics											
	Complementary courses	4	58	80	17	20	75	100	B	8	32	56.8
	Statistics											
	Physics											
	Physics Practical	3	48	60	8	10	56	70	A	9	27	46.9
	2	36	40	16	20	52	60	A	9	18	74.2	
TOTAL	21					405	530			185		
	SCPA : 8.81 ; SG : A											
		Marks				Credit		CCPA				
		Awarded		Max								
<b>Common Course 1</b>		<b>487</b>		<b>600</b>		<b>22</b>		<b>8.05</b>				
<b>Common Course 2</b>		<b>283</b>		<b>400</b>		<b>16</b>		<b>7.20</b>				
<b>Complementary Course I</b>		<b>310</b>		<b>400</b>		<b>14</b>		<b>7.67</b>				
<b>Complementary Course II</b>		<b>360</b>		<b>400</b>		<b>14</b>		<b>8.50</b>				



*Annexure 1e - Model Mark Cum Grade Card (V Sem)***MAHATMA GANDHI UNIVERSITY**

Section:

Priyadarshni Hills P.O.

Student ID:

Kottayam

Date:

**MARK CUM GRADE CARD**

Name of candidate :  
 Name of College :  
 Permanent Register Number (PRN) : Degree :  
 Bachelor of Science  
 Programme : Mathematics  
 Stream : Model 1  
 Name of Examination : Fifth Semester Examination November 2015

Course Code	Course Title	Credits (C)	Marks						Grade Awarded (G)	Grade Point (GP)	Credit Point (C x GP)	Institution Average (IA)
			External		Internal		Total					
			Awarded (E)	Max	Awarded (I)	Max	Awarded (E+I)	Max				
	Core 5	4	62	80	15	20	77	100	B	8	32	54.3
	Core 6	4	67	80	14	20	81	100	A	9	36	58.0
	Core 7	4	76	80	18	20	94	100	A+	10	40	72.4
	Core 8	4	58	80	17	20	75	100	B	8	32	56.8
	Open Course	3	76	80	16	20	92	100	A+	10	30	76.4
	<b>TOTAL</b> SCPA : 8.95 ; SG : A	<b>19</b>					<b>419</b>	<b>500</b>			<b>170</b>	

**Annexure 1f - Model Mark Cum Grade Card (VI Sem)****MAHATMA GANDHI UNIVERSITY**

Section:  
Student ID:

Priyadarshni Hills P.O.  
Kottayam

Date:

**MARK CUM GRADE CARD**

Name of candidate :  
Name of College :  
Permanent Register Number (PRN) :  
Bachelor of Science  
Programme : Mathematics  
Stream : Model 1  
Name of Examination : Sixth Semester Examination April 2014

Degree :

Course Code	Course Title	Credits (C)	Marks						Grade Awarded (G)	Grade Point (GP)	Credit Point (C x GP)	Institution Average (IA)
			External		Internal		Total					
			Awarded (E)	Max	Awarded (I)	Max	Awarded (E+I)	Max				
	Core 9	4	62	80	15	20	77	100	B	8	32	54.3
	Core 10	4	67	80	14	20	81	100	A	9	36	58.0
	Core 11	4	76	80	18	20	94	100	A+	10	40	72.4
	Core 12	4	58	80	17	20	75	100	B	8	32	56.8
	Choice Based Course	4	76	80	16	20	92	100	A+	10	40	76.4
	Project	1	74	80	18	20	92	100	A+	10	10	70.4
	<b>TOTAL</b>	<b>21</b>					<b>511</b>	<b>600</b>			<b>190</b>	
	SCPA : 9.05 ; SG : A+											
		Marks		Credit	CCPA	Grade	Month and Year					
		Awarded	Max									
Semester I		475	570	19	8.47	A	Nov 2013					
Semester II		497	630	21	8.52	A	April 2014					
Semester III												
Semester IV												
Semester V												
Semester VI		511	600	21	9.05	A+	April 2016					
Common Course I		487	600	22	8.05	A						
Common Course II		283	400	16	7.20	B						
Complementary Course I		310	400	14	7.67	B						
Complementary course II		360	400	14	8.50	A						
Open Course		80	100	3	9.00	A						
Core + Project		1280	1400	51	9.10	A+						
Core + Complementary + Open		2010	2300	82	8.92	A						
Overall Programme		2820	3200	120	8.67	A						

**Annexure 1g - Reverse side of the Mark cum Grade Card (COMMON TO ALL SEMESTERS)****Description of the Evaluation Process****Table 1****Grade and Grade Point**

The Evaluation of each Course comprises of Internal and External Components in the ratio 1:4 for all Courses.

Grades and Grade Points are given on a 7-point Scale based on the percentage of Total Marks (Internal + External) as given in Table 1

(Decimals are to be corrected to the next higher whole number)

%Marks	Grade	Grade Point
90 and above	A+ - Outstanding	10
80-89	A - Excellent	9
70-79	B - Very Good	8
60-69	C - Good	7
50-59	D - Satisfactory	6
40-49	E - Adequate	5
Below 40	F - Failure	4

**Credit point and Credit point average**

Grades for the different Semesters and overall Programme are given based on the corresponding CPA, as shown in

**Table 2**

Credit point (CP) of a Course is calculated using the formula

$$CP = C \times GP, \text{ where } C = \text{Credit}; GP = \text{Grade Point}$$

Credit Point Average (CPA) of a Semester or Programme etc. is calculated using the formula

$$CPA = \frac{TCP}{TC}, \text{ where } TCP = \text{Total Credit Point};$$

TC = Total Credit

CPA	Grade
above 9	A+ - Outstanding
above 8 but $\leq$ 9	A - Excellent
above 7 but $\leq$ 8	B - Very Good
above 6 but $\leq$ 7	C - Good
above 5 but $\leq$ 6	D - Satisfactory
above 4 but $\leq$ 5	E - Adequate
$\leq$ 4	F - Failure

**NOTE**

A separate minimum of 30% marks each for internal and external (for both theory and practical) and aggregate minimum of 40% are required for a pass for a course. For a pass in a programme, a separate minimum of **Grade E** is required for all the individual courses. If a candidate secures **F Grade** for any one of the courses offered in a Semester/Programme **only F grade** will be awarded for that Semester/Programme until he/she improves this to **E GRADE** or above within the permitted period. Candidates who secure **E grade** and above will be eligible for higher studies.

## **Annexure II**

**A list of Common courses** is given below. The Board of studies may suitable opt from this

### **English Language Courses**

1. Communication skills in English
2. Academic Writing & Presentation skills/Creative Writing in English
3. Literature and Contemporary issues
4. Critical Reasoning and Writing

### **Additional Language Courses**

5. Literature in Malayalam/Hindi/other Indian/World Languages other than English
6. Communication skills in Languages other than English/Creative Writing in Malayalam

### **General Courses**

7. Readings on Indian Constitution Secular Society & Sustainable Environment
8. History and Philosophy of Science
9. Translation and Communication
10. Culture & Civilization (with a compulsory component on Kerala Culture)
11. Entrepreneurship
12. Numerical skills
13. Informatics (\*)
14. Methodology of Science/Social Sciences/Humanities/Business Studies (\*)

(\*) The methodology courses in informatics and in different streams could either be a part of Common courses or core courses or complementary courses depending on the existing Staff pattern

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