

**UNIFORM REGULATIONS FOR ADMISSION TO UNDERGRADUATE  
PROGRAMMES IN UNIVERSITIES IN KARNATAKA**

**1.0 Programmes offered and duration of the programmes.**

1.1 The Programs of Study, the Combinations of Courses and duration of a given program shall be as prescribed by the respective Universities.

**2.0 Eligibility Criteria for Admission to various Programs**

**2.1 (a) Faculty of Arts (BA/BFD/ BSW/BHRD Programs)**

A candidate who has passed the two year pre-university examination conducted by the Pre-university Board of Education in the State of Karnataka or any other examination considered as equivalent thereto by the University is eligible for admission to the 1st Semester of the concerned programme.

**(b) Faculty of Arts (BFA/BVA and BPA Programs)**

Any candidate who has passed any of the following is eligible for admission to BFA,BVA, BPA Programs:

- i. PUC with relevant Fine Arts subject (as optional) OR
- ii. PUC and Pass in Junior Examination in relevant subject conducted by Karnataka State Government OR any other Institution Recognized by the Government / University OR
- iii. PUC and Pass in aptitude test conducted by the College in the concerned subject OR
- iv. PUC and One year bridge course / foundation course in the fine arts/ visual arts / performing arts field.

**2.2 Faculty of Science & Technology (B.Sc., B.H.Sc., BCA., B.A.Sc., B.Sc(F.C.Sc.), B.Sc(FND), B.Sc(HS), B.Sc(CS), B.Sc(FD), B.Sc(GD), B.Sc(LD), B.Sc(IF&D), B.Sc(FM) B.Sc(Electronics)**

A candidate who has passed the two year pre-university examination in science conducted by the Pre-University Board of Education in the State of Karnataka or any other examination with Science subjects considered as equivalent to by the University is eligible for admission to the 1<sup>st</sup> semester of the programme.

**2.3 Faculty of Commerce and Management: (B.Com., B.Com(e-Com)., BBM., BBA, BHM (Bachelor of Hotel Management) & B.Com(CS) i.e. B.Com Corporate Secretaryship.**

A candidate who has passed the two year pre-university examination conducted by the Pre-University Board of Education in the State of Karnataka or any other examination considered as equivalent to by the University is eligible for admission to the 1<sup>st</sup> semester of the programme.

## 2.4 Faculty of Education (B.Ed & B.P.Ed)

2.4.1 For admission to B.Ed. programme:

Candidates who have obtained the Bachelor's degree of any university within Karnataka or any other university recognized as equivalent thereto with any one language and at least two subjects of three electives during all three years of the study programme.

2.4.2 For admission to B.P.Ed. Programme:

Candidates who have obtained the Bachelor's degree of any university within Karnataka or any other university recognized as equivalent thereto and who satisfy following conditions are eligible for admission to B.P.Ed. programme:

- a) Graduate in Physical Education i.e., of three years duration with 45% marks OR
- b) Graduate with at least 45% marks, having represented state/university in sports/games/athletics OR
- c) Graduate with at least 45% marks, who has secured 1<sup>st</sup>, 2<sup>nd</sup> or 3<sup>rd</sup> position in the university intercollegiate sports/games tournaments or possessing NCC 'C' certificate or passed basic course in adventure sports OR
- d) Graduate with at least 45% marks and with at least one year training programme in sports science, sports managements, sports coaching, yoga, Olympic education, sports journalism, certificate/diploma courses in physical education.

## 2.5 Provision for admission of JOC (10 + 2) candidates

The JOC (10 + 2) candidates shall be eligible for admission to the graduate programmes as mentioned below:

- (a) The Candidates who have passed any JOC (10+2) are eligible to join I Semester B.A./BSc(FD), BSc(GD), BSc(LD), BSc(ID&D).
- (b) The Candidates who have passed JOC in Sericulture are eligible to join I Semester B.Sc. with sericulture as one of the optionals.
- (c) The Candidates who have passed JOC in Horticulture are eligible to join I Semester B.Sc. with Botany as one of the optionals.
- (d) The Candidates who have passed the following JOC (10+2) are eligible to join I Semester Degree course as detailed here under:

Sl. No.	Name of JOC	Course to which eligible
a)	Computer Technique (is it technology?)	B.sc. (Infn. Sci. /Comp. Sci.),
b)	Maintenance Repair of Electrical	B.Sc. (Electronics)Domestic appliances
c)	Electronic Technology	B.Sc. (Electronics)

d)	Mechanical Servicing	(Two B.Sc. Wheeler)
e)	Accounting and Auditing	B.Com./B.B.M./BBA
f)	Accounting and Costing	B.Com/B.B.M. /BBA
g)	Accounting and Taxation	B.Com / B.B.M. /BBA
h)	Banking	B.Com / B.B.M. /BBA
i)	Office Management	B.Com / B.B.M. /BBA
j)	Stenography	B.Com /BBA/ BBM
k)	Co-operation	B.Com / B.B.M./BA/BBA
l)	Library and information Science	B.A./B.B.M./BCom/BBA
m)	Marketing and Salesmanship	B.B.M./BCom/BBA
n)	Material Management Technology	B.B.M./BCom/BBA

**2.6 Provision for admission of the candidates who have passed Diploma in Commercial or Secretarial Practice or Diploma in Modern Office Practice (DMOP) and Diploma in Business Administration conducted by the Department of Technical Education, Government of Karnataka**

- i) A Candidate who has passed 3 years Diploma conducted by Department of Technical Education, Government of Karnataka is eligible for admission to III Semester B.Com./B.B.M/BBA/BCom(e-Com) directly. However, such a candidate has to pass the languages and other Compulsory Papers Viz., Constitution of India and Environmental Studies of first Two Semesters. Such candidate will not be subjected to any IA in these papers. However, for eventual calculation 80 marks prescribed for semester examination are equated to 100 marks.
- ii) 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 V Semester B.B.M. / B.Com. /BBA/BCom(e-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.M./B.Com./BBA/BCom(e-Com). Such candidate will not be subjected to any IA in these papers. However, for eventual calculation 80 marks prescribed for semester examination are equated to 100 marks.

**2.7 Provision for admission of Foreign Nationals**

The eligibility **criteria** for admission to various Undergraduate courses in case of foreign nationals being the same as above, the equivalence to the qualification prescribed shall be decided by the Equivalence Committee constituted by the respective Universities.

## **2.8 Migration of students:**

- 2.8.1 No student, from a university either within Karnataka or outside Karnataka but within, India shall be eligible to migrate from one university to another university unless he/she has successfully passed earlier semester/s so as to take admission to subsequent semester provided such migration is warranted due to genuine reasons and is duly approved by the concerned universities.
- 2.8.2. Such migration shall be permitted only once during the duration of the concerned UG Programme
- 2.8.3. The University, to which the student has migrated, shall retain the results of earlier semester or semesters examinations conducted by earlier university in respect of such students.

## **3.0 Scheme of Instruction**

- 3.1 Unless otherwise provided, every under graduate programme shall be run for six semesters for over a period of 3 consecutive years, each academic year comprising two semesters each of 16 week's teaching duration.
- 3.2 The semester wise course structure, number of teaching hours, etc shall be as decided by the respective universities. However, the compulsory courses like Constitution of India & Environmental Studies shall be introduced in the first, second semesters and Computer Applications in the semesters as decided by the concerned Boards of Studies of the respective universities.

## **4.0 Attendance:**

- 4.1 Each semester shall be taken as a unit for the purpose of calculating attendance. A student shall be considered to have put in the required attendance for the Semester, if he/she has attended not less than 75% of the total number of teaching hours engaged in respect of all the courses in any semester.
- 4.2 However, **shortage of attendance up to 15% (i.e.60% or more but less than 75%) may be condoned by the Vice-Chancellor on the recommendation of the Principal of the College on payment of Fee prescribed by the University. There shall be no condonation if attendance is below 60% during any semester, for any reason.**
- 4.3 A candidate who does not satisfy the requirement of attendance shall not be eligible to take examination of the concerned semester, nor is eligible to get admission to the next semester during the same academic year.

4.4 A candidate who fails to satisfy the requirement of attendance in a semester shall repeat that semester after due re-admission to the same semester when offered in the immediate subsequent year. This facility shall be available only for TWO times in the entire course.

4.5 In the case of a candidate who represents his/her Institution/University, Karnataka State/National in Sports/NCC/NSS/Cultural or any Official activities shortage of attendance up to a maximum of 15 days in a Semester may be condoned, based on the recommendation and prior permission of the Head of the Institution concerned.

#### **5.0 Medium of Instruction:**

5.1 The medium of instruction shall be English or Kannada. A candidate may write the examination of the entire paper either in English or in Kannada. This does not apply to languages.

#### **6.0 Subjects of Study:**

6.1 The degree students of Arts and Science faculties shall select any 03 optional subjects as approved by the concerned Board of Studies of the respective university.

6.2 The degree students of Commerce faculty / Management faculty / Commerce and Management faculty shall select the optional papers as prescribed by the concerned Board of Studies of the respective University.

6.3 The students of all degree courses shall study compulsory subjects: Constitution of India, Environmental Studies & Computer Application.

6.4 A candidate shall study any TWO of the languages viz., English, Kannada, Hindi, Sanskrit, Urdu, Telugu, Tamil, Marati, Konkani, Malayalam, Persian, Arabic French, German, Russian, or any other language offered by the University.

- Note:**
1. Out of the two languages selected, one of the languages shall be an Indian Language. However, in case of foreign nationals, the requirement of an Indian language may be waived by the University.
  2. Indian Language means any one of the languages mentioned in VIII Schedule of the Constitution.
  3. The University may permit private study / self study of a language by a student, if there is no provision for instruction in that subject in a college and allow him/her to appear for the examination in the subject without insisting on attendance. Such candidate will not be subjected to any IA marks. However, for eventual calculation 80 marks shall be equated to 100 marks.
  4. Deaf and Dumb, Spastic, Mentally Retarded and Learning deficiency students shall be exempted from studying one of the languages mentioned in 6.4.

**7.0 Maximum Duration for passing the entire Course:**

7.1 The Candidate shall pass the Degree within double the duration of the course.

**8.0 Appearance for the Examination**

8.1. A candidate shall apply for all the papers of a semester when he/she appears for the examination of that semester for the first time.

**9.0 Examination**

9.1 There shall be a University examination at the end of each semester.

9.2 Every theory question paper shall represent questions from each unit of the syllabus.

9.3 The Board of Studies shall prepare the model question paper for each course in a particular semester when such a course is introduced at the first instance. Such model question papers shall be sent by the University to all the colleges within its jurisdiction for the benefit of the students.

**10.0 Break-up of marks for Theory and Practical courses/papers:**

10.1 Each theory paper / course shall comprise of 100 marks of which 80 marks are for semester end examination and 20 marks are for internal assessment.

The break up of marks for theory and practical subjects for BA, B.Com, BSc, and other courses shall be given in the scheme of examination provided by the respective Board of Studies of respective Universities.

10.2 For papers / courses having theory and practicals, for the I to IV Semesters, the break-up of marks shall be 70+30, out of which 70 marks for Theory and 30 marks for Practical. Out of 70 marks for theory, 60 marks shall be for semester end exams and 10 for IA. Out of 30 marks for practical, 20 marks for practical 10 marks shall be practical record. For Practical courses / papers in V & VI Semesters, marks shall be 100, out of which 80 marks for semester end practical exams, 20 marks Practical record. Preparation of practical record is compulsory.

10.3 The Syllabus for practical shall be as prescribed by BOS from time to time.

10.4 The practical examination shall be conducted with both internal and external examiners.

## **11.0 QUESTION PAPER SETTING, VALUATION**

### **11.1 Question Paper setting:**

There shall be separate Board of Examiners for each subject for Preparing, scrutinizing, approving the question papers and preparing Scheme of valuation. The Board shall contain the desired number of moderators depending upon the number of students appearing for the examinations.

### **11.2 Coding of Answer Scripts:**

Before valuation, the answer scripts shall be coded by assigning unique code numbers for different courses.

### **11.3 Valuation:**

There shall be single valuation of the answer scripts. However, there should be scrutiny of answer scripts valued through moderation.

## **12. Minimum for a pass and promotion of the candidate to the succeeding semester:**

12.1. Minimum for a pass in each theory paper shall be 35%, and for all the papers in the semester average shall be 40%. However, a candidate has to score minimum of 40% of theory component of semester end examination i.e. 32 marks out of 80 marks.

12.2 Minimum for a pass in semester end examination of each exclusive practical paper shall be 40%. However, for all the papers in the semester average shall remain 40%.

12.3 Minimum for a pass in semester end examination of each paper comprising of both Theory and Practical components shall be 40%, and minimum for pass in each theory/practical component of such paper shall be 35%.

12.4 There shall be no minimum marks for Internal Assessment.

## **13.0 Photocopy of Answer scripts, Seeing, Re-totalling and Revaluation.**

13.1 A candidate who desires to apply for Photo copy of his/her semester end theory answer script, may do so by paying the prescribed fee and submitting prescribed application **to the Registrar (Evaluation) through proper channel, within the date, specified by the concerned University from time to time.**

## **14.0 A candidate who desires to apply for:**

1. Re-totalling

2. Seeing and Re-totalling
3. Revaluation
4. Seeing and Revaluation

of his/her theory answer script may do so by paying the prescribed fee and by submitting the prescribed application to the Registrar (Evaluation), **through proper channel** within the date as notified from time to time by the concerned University.

Note: There shall be **no provision for only seeing** the answer scripts.

- 14.1 The Re-totalling shall provide for checking whether all the answers have been valued and whether the totalling is correct.

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

And, in case of any mistake in totalling or carryover of marks from the inside sheets to the facing sheet, the Registrar (Evaluation) may get it corrected with the approval of the Vice-Chancellor.

- 14.2 The results after re-totalling shall be announced within fifteen ten days from the date of submission of applications for re-totalling by the students.

- 14.3 The results of revaluation shall be announced within 30 days from the last date fixed for receipt of applications, but at least within 15 days prior to the last date fixed for submitting the applications for examination to the subsequent semester.

- 14.4 In general, revaluation shall be got done out-side the jurisdiction of the university. However, under inevitable circumstances an internal valuer, who has not valued that particular paper, may do the revaluation.

- 14.5 a. In case of re-valuation, if the difference between the original marks and the revaluation marks secured by the candidate does not exceed 15 percent of the maximum marks prescribed for that Theory paper, the average of the two marks shall be the final award.

b. If the difference between the original marks and the revaluation marks is more than 15 percent of the maximum prescribed for that theory Paper, such scripts shall be got valued by another external examiner and the average of the nearest two shall be the final award of marks.

c. In case where the original valuer has not valued and awarded marks one or more answers in a given script, then the marks awarded by the subsequent valuer, as far as these answers are concerned, shall be taken as they are, without Averaging with the marks of the other answers.

- 14.6 In cases where the difference between the original marks, first revaluation marks or/and the second revaluation marks clearly indicate 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 valuer has been erratic in his/her evaluation, and to recommend for any punitive measures, if the committee so desires.
- 14.7 If there is a complaint of a serious nature, of erratic or unfair valuation in any paper for a group of candidates, the Vice-Chancellor may after a preliminary inquiry, order for special valuation of the concerned group of or entire set of candidates in the paper concerned. After such special valuation, a random sample of 10% of the answer scripts, subject to a minimum of 10, shall be referred for review.
- 14.8 The provision for gracing also shall apply to such candidates after re-totalling and revaluation. **However, the grace marks shall be shown separately in marks ledger and not in marks card.**

#### **15.0 Award of grace marks:**

##### **15.1. Award of grace marks for passing:**

- a) Grace Marks shall be awarded to only one Paper [Theory Head of Passing (Aggregate)] to **a maximum of 1% of the total marks of a given semester examination**, provided after gracing, the candidate gets minimum prescribed marks in the Theory/Practical paper and passes in the paper/subject.
- b) A candidate shall be eligible to a maximum of 1% of the total marks as grace marks, provided the candidate :
- i. Appears for the entire examination (all papers/subjects);
  - ii. He/she has failed in only one subject [Theory/Practical/Viva-Voce/Head of Passing (Aggregate)] of the examination, and
  - iii. Passes the whole examination by such gracing.

##### **15.2. Award of Grace Marks for Declaration of Class for a successful candidate:**

A candidate shall be eligible to a maximum of 5 marks of gracing provided:

- i. He/she has appeared for the entire examination (all papers/subjects) and has passed in all the subjects/papers.
- ii. He/she has not been awarded grace marks for passing any course in any semester.
- iii. He/she secures First Class with Distinction / First Class / Second Class by such gracing.

**16. Classification of successful candidates:**

16.1 The declaration of class of successful candidate shall be based on the aggregate marks secured in entire examination of the course (all semesters).

16.2 For declaration of First Class with Distinction/First Class/Second Class, the aggregate of the total marks secured by a candidate (including repeaters) in all the semesters put together shall be considered as detailed below:

75% and above	-	First Class with Distinction
60% & above but below 75%	-	First Class
50% & above but below 60%	-	Second Class
40% & above but below 50%	-	Pass Class

**17. Provision for Repeaters**

17.1 A candidate is allowed to carry all the previous un-cleared papers to the subsequent semesters. However, such candidate should clear all un-cleared papers within double the duration of the course.

17.2 In subjects/papers with field work/practical, if a candidate fails in field work/practical, he/she shall reappear for the fieldwork/practical only in the respective semester of the succeeding years within double the duration of the course.

17.3 Repeaters shall appear for Examination(s) of un-cleared paper(s)/subject(s) in succeeding examinations conducted for respective semesters.

17.4 A candidate willing to reject and re-appear for the examination is permitted to do so only once in the entire duration of the course.

17.5 Such candidates shall apply for rejection of the result of all the Papers (not single / group of papers) of the entire semester within 30 days from the date of declaration of results of that semester and appear for the succeeding odd / even semester examination as the case may be.

The marks scored by the candidates after rejecting the results shall not be considered for the declaration of Ranks / medals/ prizes / awards etc.

17.6 The Repeaters are eligible for declaration of class as in 16.2

17.7 In case of a tie, a candidate who secures marks without grace or less grace is preferred for ranking/ awarding Prizes/Medals.

**18. Provision for re-admission:**

Such of those candidates who have discontinued the course/failed to take admission to the next semester, shall get admitted to the concerned semester in the immediate next academic year only. This provision is available to a student only two times in the entire duration of the course.

**19.0 Any other issue not envisaged above shall be resolved by the Vice-Chancellor of the respective Universities in consultation with the appropriate Bodies.**

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**UNIFORM REGULATIONS GOVERNING ADMISSION TO  
POST-GRADUATE DEGREE / P.G. DIPLOMA PROGRAMMES  
UNDER CHOICE BASED CREDIT SYSTEM (CBCS) AND  
CONTINUOUS ASSESSMENT GRADING PATTERN (CAGP) IN  
VARIOUS UNIVERSITIES IN KARNATAKA (2011)**

**Preamble**

The 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 weight-age on the semester-end examination so that students enjoy a de-stressed learning environment. Further, UGC expects that institutions of higher learning draw a roadmap in time bound manner to accomplish the above.

The Government of Karnataka not to lag behind in bringing about radical reforms to promote quality and excellence in higher education and research has started new initiatives, and few of such initiatives include uniform regulations for admission to undergraduate and post-graduate courses, common calendar of events, uniform regulations for governing the Degree of Doctor of Philosophy. The vision of the Government is to groom the finest breed of citizens equipped with knowledge and talent to serve the society and also to ensure inclusive education and development of the underdeveloped. The Government aspires to promote higher education Institution to march forward to achieve benchmarking of our academic practices against world class standards.

UNIFORM REGULATIONS GOVERNING ADMISSION TO POST-GRADUATE  
DEGREE / PG DIPLOMA PROGRAMS IN VARIOUS UNIVERSITIES IN  
KARNATAKA (2011).

**Post Graduate CBCS and CAGP Regulations – 2011**

- **Title and Commencement**

These “Regulations in various Universities in Karnataka shall be called the Uniform Regulations governing the Post-Graduate Degree / P.G. Diploma Programs under the Choice Based Credit System (CBCS) and Continuous Assessment Grading Pattern (CAGP) in Karnataka (2011).

- **Programs Offered**

The programs to be offered under the different faculties shall be as decided by the respective Universities.

- **Definitions**

**Program:** A program is a level of Education consisting of a set of courses leading to the award of Master’s degree/ Bachelor’s Honors’ degree / P.G. Diploma/ Diploma offered under a semester pattern, for a specified duration.

**Semester:** A semester is a duration of four consecutive months with a minimum of 90 working days.

**Blank Semester:** A semester is said to be a blank semester for a candidate if he/she does not enroll for that semester.

**Credit:** A credit is a unit of study of a fixed duration. In terms of credits, every one hour session of L amounts to 1 credit and a minimum of two hour session of T or P amounts to 1 credit.

**Course:** A Course is a study specified by the concerned **Board** of Studies for the purpose of teaching, learning, and evaluation during a particular semester.

A course will have a minimum of two credits and maximum of eight credits. Every course offered will have three components associated with the teaching-learning process of the course, namely L, T, and P.

Where,

**L** stands for Lecture session, **T** stands for Tutorial session and **P** stands for Practical/Practice session.

**Tutorial:** A Tutorial is supplementary practice to any teaching – learning process that may consist of participatory discussion / self study/ desk work/seminar presentations by students and such other novel methods that make a student to absorb and assimilate more effectively the contents delivered in the lecture classes. Seminars, Case Study, Discussion Sessions etc., are part of Tutorial.

**Practical/Practice:** A practical / practice is a method of imparting education that consists of hands on experience / laboratory experiments / field studies / study tour etc., that equip students to acquire the required skill component.

**Hard Core Course:** A hard core course is a course that is fundamental and compulsory in requirement for a subject of study in a particular program. The hard core course prescribed for study in a program shall not be replaced by studying any other course(s). Essential Field work, Term work etc., leading to report writing and project / dissertation of the main program of study shall be treated as hard core course.

**Soft Core Course:** A soft core course is a course chosen from the pool of courses in the main discipline / related discipline supporting the main discipline. Each soft core course shall have a specified pre-requisite decided by the Board of Studies.

**Open Elective Course:** An Open Elective is a course chosen from the courses offered **for the purpose**, by any Department of Studies other than the parent department in the University/College with an intention to seek exposure to students of other discipline(s). Students of same discipline need not enroll in such open electives.

**Self Study:** An elective course designed to acquire a special/advanced knowledge, such as supplement study/support study to a project work, and a candidate studies such a course on his own with an advisory support by a teacher is called a **Self Study**

**Project Work:** A project work is a special course involving application of knowledge in solving / analyzing / exploring a real life situation / difficult problem. A project work up to 4 credits is called Minor Project work. A project work of 6 to 8 credits is called Major Project Work.

**Dissertation:** A Dissertation is a special course with wider scope involving application of knowledge in solving / analyzing / exploring a real life situation / difficult problem like project work consisting of 10 to 12 credits.

- **Duration of the Course:**

**4.1.** Unless and otherwise provided, a Master's degree program is of four semesters-two years duration. A candidate can avail a maximum of eight semesters-four years (in one stretch) to complete Master's degree (including blank semesters, if any). Wherever a candidate opts for blank semesters, he/she has to study the prevailing courses offered by any department when he/she continues his/her studies.

**4.2.** Unless and otherwise provided, a candidate has to earn a minimum of 76 credits, for successful completion of a two years Master's degree. The 76

credits shall be earned by the candidate by studying hard core, soft core, and open elective course as specified in the respective PG program.

**However, upon completion of 40 credits by a candidate, the respective University shall have the provision to issue a Bachelor’s Honor’s degree in respective discipline/subject.**

**4.3** A candidate has a provision to go with a normal pace of 18 credits per semester. However, he / she may opt to go with a slow pace less than 18 credits per semester or with an accelerated pace of as high as 24 credits per semester with the approval of the Department Council in case of University Departments / Principal of respective College.

**4.4** In addition to the minimum of 76 credits at two years Master’s degree program, a candidate can opt for Certificate / Diploma / Advanced Diploma Add-on courses in their respective subject of study or Proficiency Certificate in other disciplines provided he / she earns the extra credits as under:

Sl. No.	Add-on Program	No. of extra credits to be earned within the discipline.	No. of extra credits to be earned outside the discipline.
•	Certificate	08 credits	----
2)	Proficiency Certificate.	----	08 credits
3)	Diploma	12 credits	----
4)	Advanced Diploma	18 credits	-----

**4.6** A candidate admitted to a two years Masters program can exercise an option to exit with Bachelor Honors degree / PG diploma after earning 40 credits (covering at least 16 credits in hard core courses) successfully within two years from the date of admission to that program.

- **Eligibility for Admission:**

Candidates possessing a three year degree of the host University or any other University equivalent there to and complying with the eligibility criteria laid down by respective Universities for admission to various P.G. degree / PG Diploma programs are eligible for admission to Master's degree program.

- **Provision for Transfer:** There shall not be any transfer of admissions of candidates within the university jurisdiction. However, in extraordinary circumstances, the transfer shall be permitted, with the mutual consent of both the Universities and on payment of fees as per the norms and fulfillment of admission criteria of the admitting university, only in respect of the candidates coming from other universities within the State, provided there is/are vacancy/ies for the program concerned.

- **Intake:**

- Intake for any program shall be decided by the respective university.

- **Medium of Instruction**

The medium of instruction shall be English. However, a candidate will be permitted to write the examinations either in English or in Kannada. This rule is not applicable to languages.

- **Attendance:**

Each semester shall be taken as a unit for the purpose of calculating attendance. A student shall be considered to have put in the required attendance for the Semester, if he/she has attended not less than 75% of the number of working hours/periods in each semester.

- *Shortage of attendance up to 15% (i.e. 60% or more but less than 75%) may be condoned by the Vice-Chancellor on the recommendation of the Principal of the College on payment of Fee prescribed by the University. There shall be no condonation if attendance is below 60% during any semester, for any reason.*

- A candidate who does not satisfy the requirement of attendance shall not be eligible to take examination of the concerned semester, nor is eligible to get admission to the next semester.
- A candidate who fails to satisfy the requirement of attendance in a semester shall repeat that semester when offered in the immediate subsequent year. This facility shall be available only for TWO times in the entire course.
- In the case of a candidate who represents his/her Institution/University, Karnataka State/National in Sports/NCC/NSS/Cultural or any Official activities shortage of attendance up to a maximum of 15 days in a Semester may be condoned, based on the recommendation and prior permission of the Head of the Institution concerned.
- **Registration of Credit Matrix / Pattern (by students)**
  - It is mandatory for every student, to register officially the courses opted under CBCS system in a Registration Card which contains details of hardcore and softcore selected for a semester. All details like attendance, course completion particulars, and dates of tests attended by the student are entered in this card. The card is prepared in duplicate. One card will be with the department and one card will be with the concerned University Examination wing. Students are allowed to make a photocopy of this at the end of the semester for their records.
  - Registration cards form the basis for a student to undergo sessional tests and end-semester examination. Application forms for examinations are to be filled up based on the choices indicated in this card and submitted to the concerned University along with the prescribed examination fee.
  - There will be a co-coordinating office for CBCS in the main campus of the concerned University. One of the Senior Professors who is conversant with the CBCS be nominated as CBCS Coordinating Officer and the Coordinating Officer be appointed by a team consisting of 4 to 5 faculty members. Proper inter-departmental linkages will be done by the Coordinating office located in the main campus of the concerned

University. Circulars and notices will be issued by the Coordinating office in the main campus, whenever needed. In addition, they may also be scrolled in the respective University web-site.

- There will be no individual correspondence made by the University unless otherwise required for a specific reason.
- **Scheme of Instructions:**

There shall be three components of study, viz., i) Lecture, ii) Tutorial and iii) Practical/Practice in a given course.

A course shall have either Lecture component or Practical/ Practice component or the combination of either of any two components or all the three components.

That means a course may have only Lecture component, or only Practical/ component or combination of Lecture and Practical/Practice, Lecture and Tutorial, Practical/Practice and Tutorial or Lecture, Tutorial and Practical/Practice components.

The credit pattern of the course is indicated as L: T: P. The credit value of the course shall be the sum of the credits allotted for L, T, and P components.

**Example:** If a course is of 4 credits then the different credit distribution patterns in L: T: P format could be:

L: T: P    L: T: P    L: T: P    L: T: P    L: T: P  
4: 0: 0,    1: 2: 1,    1: 1: 2,    1: 0: 3,    2: 1: 1,  
2: 2: 0,    2: 0: 2,    3: 1: 0,    3: 0: 1,    0: 2: 2,  
0: 0: 4,    0: 1: 3,

**The concerned Board of Studies will choose the convenient credit pattern for every course based on the requirement. However, generally, a course shall have a minimum of 2 and a maximum of 8 credits.**

- **Components of a Program:**

Each Program shall consist of the following courses:

A: Hard core course

B: Soft core course

C: Open Elective course.

- **Credits for Hard Core Courses:**

- The number of credits allotted to each hard core course shall be in the range of minimum 3 credits and maximum 8 credits. However, for dissertation the credits shall range between 10 and 12.
- In each semester there shall be one hard core course or more hard core courses. However, the minimum number of credits either for one or for all hard core courses put together shall be 8 credits.
- The total credits to be allotted for hard core courses for the entire program shall be a minimum of 42 credits.

**(B) Credits for Soft Core Courses:**

- The number of credits allotted to each soft core course shall be in the range of minimum 2 credits and maximum 6 credits.
- In each semester there shall be one soft core course or more softcore courses. However, the minimum number of credits either for one or for all soft core courses put together shall be 4 credits.
- The total credits to be allotted for soft core courses for the entire program shall be a minimum of 16 credits.

**(C)Open Elective Courses:**

- The number of credits allotted to each open elective course shall be in the range of minimum 2 credits and maximum 4 credits.

- In each semester ( except first semester) there shall be one or more open elective course(s). However, the minimum number of credits for open elective courses shall be 2.
- The total credit to be allotted for open elective course for the entire program shall be minimum 8 credits.

**CREDITS (MINIMUM) MATRIX FOR A TWO YEARS MASTERS' PROGRAM**

<b>No.</b>	<b>Papers</b>	<b>Sem. I (No. of credits)</b>	<b>Sem. II (No. of credits)</b>	<b>Sem. III (No. of credits)</b>	<b>Sem. IV (No. of credits)</b>	<b>Minimum No. of credits</b>
<b>1</b>	<b>Hard Core</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>42*</b>
<b>2</b>	<b>Soft Core</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>16</b>
<b>3</b>	<b>Open Elective</b>	<b>-</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>08*</b>

Note: 1) Open Elective Courses shall be offered during II, III & IV Semester.

2) A student shall secure a minimum of 76 credits to be declared successful in the respective P.G. Program.

\*3) These totals are not necessarily equal to the sum of respective rows.

**13.0** Assessment and evaluation processes happen in a continuous mode. However, for reporting purposes, a semester is divided into 3 discrete components identified as C<sub>1</sub>, C<sub>2</sub>, and C<sub>3</sub>.

13.1 The evaluation of the candidate shall be based on continuous assessment. The structure for evaluation is as follows.

13.2 The performance of a candidate in a course will be assessed for a maximum of 100 marks as explained below.

13.3 The first component (C<sub>1</sub>), of assessment is for 15 marks. This will be based on test, assignment, seminar, case study, field work, project work etc. This assessment and score process should be completed after completing 50 percent of syllabus of the course/s and within 45 days of semester program.

13.4 The second component (C<sub>2</sub>), of assessment is for 15 marks. This will be based on test, assignment, seminar, case study, field work, project work etc. This

assessment and score process should be based on completion of remaining 50 percent of syllabus of the courses of the semester.

13.5 Thus **Total Marks for each course shall be, Continuous Assessments, Conduct of Examinations**

Total Marks for each course = 100.

- Continuous assessment (C<sub>1</sub>) = 15 marks.
- Continuous assessment (C<sub>2</sub>) = 15 marks.
- iv. Semester end Examination (C<sub>3</sub>) = 70 marks.

13.6 During the 18<sup>th</sup> -20<sup>th</sup> week of the semester, a semester-end examination of 3 hours duration shall be conducted by the University for each course. This forms the third/final component of assessment (C<sub>3</sub>) and the maximum marks for the final component will be 70.

13.7 In case of a student who has failed to attend the C<sub>1</sub> or C<sub>2</sub> on a scheduled date it shall be deemed that the student has dropped the test. However, in case of a student who could not take the test on scheduled date due to genuine reason, such a candidate may appeal to the Program Coordinator and the Program Coordinator in consultation with the concerned teacher shall decide about the genuinity of the case and decide for conduct of special test to such candidate on the date suitable to the concerned teacher but before commencement of the concerned semester end examinations.

13.8 The consolidated marks statement of C<sub>1</sub> & C<sub>2</sub> be submitted to the Registrar (Evaluation) at least 15 days prior to the commencement of semester end examination.

13.9 For assignments, tests case study analysis etc., of C<sub>1</sub> & C<sub>2</sub>, the students should bring their own answer scripts (of A4 size), graph sheets etc., required for such tests / assignments and these be stamped by the concerned department using their department seal at the time of conducting tests / assignment / work etc.

13.10 The outline for continuous assessment activities for Component-I (C<sub>1</sub>) and Component-II (C<sub>2</sub>) of a course shall be as under.

**Outline for continuous assessment activities for C<sub>1</sub> and C<sub>2</sub>**

<b>Activities</b>	<b>C<sub>1</sub></b>	<b>C<sub>2</sub></b>	<b>Total marks</b>
<b>Session Test</b>	<b>10 marks</b>	<b>10 marks</b>	<b>20</b>
<b>*Seminars</b>	<b>05 marks</b>		<b>05</b>
<b>*Case study/ Assignment/ Field work / Project work etc</b>		<b>05 marks</b>	<b>05</b>
<b>Total</b>	<b>15 marks</b>	<b>15 marks</b>	<b>30</b>

\*For practical course of full credits, Seminar shall not be compulsory. In its place, marks shall be awarded for Practical Record Maintenance.

\*Conduct of Seminar, Case study/ Assignment, etc. can be either in C<sub>1</sub> or in C<sub>2</sub> component at the convenience of the concerned teacher.

13.11 The teachers concerned shall conduct test/seminar/case study, etc. The students should be informed about the modalities well in advance. The evaluated courses/assignments during component I (C<sub>1</sub>) and component II (C<sub>2</sub>) of assessment are immediately provided to the candidates after obtaining acknowledgement in the register by the concerned teacher(s) and maintained by the Chairman in case of a University Post-Graduate Department and the Principal / Director in case of Institutions. Before commencement of the semester end examination, the evaluated test, assignment etc. of C<sub>1</sub> and C<sub>2</sub> shall be obtained back to maintain the same till the announcement of the examination results of the concerned semester.

13.12 In case of a course with only practical component a practical examination will be conducted with both internal and external examiners. The practical work of the candidate will be assessed on the basis of:

- a) Knowledge of relevant processes,
- b) Skills, observations and operations involved, and
- c) Results / products including calculation and reporting.

If external examiner does not turn up then both the examiners will be internal examiners.

The duration for semester-end practical examination shall be decided by the concerned Board of Studies.

13.13 If a course has both theory and practical components with credit pattern L: T: P:, then as parts of (C<sub>3</sub>), the theory and practical examinations shall be conducted for 70 marks each. The final (C<sub>3</sub>) component marks shall be decided based on the marks secured by the candidate in these two examinations with weightage factors of L+T and P respectively for theory and practical examinations. Suppose X and Y are the marks secured by a candidate out of 50 respectively in theory and practical examinations in course of credit distribution L:T:P, then the final marks M in C<sub>3</sub> is decided by

$$M = ((L+T)*X+P *Y)/(L+T+P).$$

That is for example,

- a. if a course is of credit pattern 2:1:1 with credit value 4, and the marks obtained by a candidate in theory examination is 36 out of 70 and in practical examination 48 out of 70, then the final marks M of C<sub>3</sub> component is calculated as  $M = ((2+1)*36 + 1*48)/4 = (108+48)/4 = 156/4 = 39$ .
- b. if a course is of credit pattern 2:0:1 (with missing tutorial component) with credit value 3, and the marks obtained by a candidate in theory examination is 36 out of 70 and in practical examination 48 out of 70, then the final

marks M of C3 component is calculated as  $M = ((2)*36 + 1*48)/3 = (72+48)/3 = 120/3 = 40$ .

13.14 The details of continuous assessment are summarized in the following Table.

Component	Syllabus in a course	Weightage in percentage points.	Period of Continuous assessment
C <sub>1</sub>	First 50%	15	First half of the semester. To be consolidated by 8 <sup>th</sup> week
C <sub>2</sub>	Remaining 50%	15	Second half of the semester. To be consolidated by 16 <sup>th</sup> week
C <sub>3</sub>	Entire syllabus of the course. (Semester-end examination)	70	To be completed during 18 <sup>th</sup> - 20 <sup>th</sup> Week.
<b>Final grades to be announced latest by 24<sup>th</sup> week</b>			

13.15 A candidate's performance from all 3 components shall be in terms of scores, and the sum of all three scores shall be 100 percentage points.

13.16 **Finally, awarding the grades shall be completed latest by 24<sup>th</sup> week of the Semester by the Registrar (Evaluation)**

13.17 Upon successful completion of Bachelors Honors / Masters degree a final grade card consisting of grades of all courses successfully completed by the candidate will be issued by the Registrar (Evaluation).

13.18 The grade and the grade point earned by the candidate in the subject will be as given below:

P	G	GP = V x G
90-100	9 (A++)	V X 9
80-89	8 (A+)	V X 8
70-79	7 (A)	V X 7
60-69	6 (B+)	V X 6
50-59	5 (B)	V X 5
0-49	0 (C)	V X 0

Here, P is the percentage of marks secured by a candidate in a course which is rounded to nearest integer. V is the credit value of the course. G is the grade and GP is the grade point.

If G = 0 (C), (GP=0) then the candidate is assumed to have automatically dropped the course. He / she is not said to have failed in the course.

13.19 Overall cumulative grade point average (CGPA) of a candidate after successful completion the required number of credits (76) is given by the ratio of the cumulative sum of the grade points earned by the candidate during all the semesters to the cumulative sum of the credits specified for the entire program.

$$\text{CGPA} = \frac{\Sigma \text{GP}}{\Sigma \text{V}}$$

Where,

**GP<sub>i</sub>** denotes the grade points earned in the course

**V<sub>i</sub>** denotes the credit value specified for the course.

13.20 Final Grade Point (FGP) shall be awarded on the basis of CGPA of the candidate

CGPA	FGP
$8 \leq \text{CGPA} < 10$	1
$6 \leq \text{CGPA} < 8$	2
$5 \leq \text{CGPA} < 6$	3

#### 14. Moderation of Continuous Assessment Marks:

14.1 For each program, there shall be Board of Moderators for moderating continuous Assessment marks awarded to candidates. The Board shall be constituted by the Registrar (Evaluation) in consultation with the Vice-Chancellor and shall comprise the following:

- The Chairman Board of Studies /  
The Chairman Board of Examiners / Senior Faculty – (Chairman)

- Two Teachers of the concerned program (Members)
- The Chairman in case of PG Department of Studies OR the Principal in case of Colleges/ Institutions shall submit the consolidated list of Continuous Assessment marks of the candidate of the program to the Office of the Registrar (Evaluation) before the commencement of Semester end examination (theory).

14.3 The Registrar (Evaluation) shall send all consolidated list of a given program to the Chairman of the Moderation Committee.

14.4 The Boards shall verify all the consolidated lists of Continuous Assessment Marks provided by the Registrar (Evaluation).

14.5 The Board if felt necessary based on the facts can visit the departments / colleges to verify the records (Test Papers, Seminar / Assignment / Field work / Case study reports / practical records, attendance records and moderate the Continuous Assessment marks which shall be final.

## **15 Provision for Appeal**

15.1 If a candidate is not satisfied with the evaluation of C1 and C2 components, he / she can approach the **grievance cell** with the written submission together with all facts, the assignments, test papers etc, which were evaluated. He/she can do so before the commencement of semester-end examination. The grievance cell is empowered to revise the marks if the case is genuine and is also empowered to levy penalty as prescribed by the university on the candidate if his/her submission is found to be baseless and unduly motivated. This cell may recommend taking disciplinary/corrective action on an evaluator if he/she is found guilty. The decision taken by the grievance cell is final.

15.2 For every program there will be one grievance cell. The composition of the grievance cell is as follows.

- The Registrar (Evaluation) / Dean of the concerned faculty as Ex-officio Chairman / Convener
- One senior faculty member (other than those concerned with the evaluation of the course concerned) drawn from the department/discipline and/or from the sister departments/sister disciplines.
- One senior faculty member / subject expert drawn from outside the University department.

#### **16. Setting Question Papers and Evaluation of Answer Scripts.**

16.1 There shall be two sets of question papers for each course, of which at least one should be set by an external examiner.

16.2 Whenever there are no sufficient internal examiners, the Chairman BoE shall get the question papers set by external examiners.

16.3 The Board of Examiners shall scrutinize and approve the question papers and scheme of valuation.

- There shall be double valuation for all theory papers, dissertation, /project /Field works. The average of the marks awarded by the internal and external examiners shall be taken as the final marks (subject to 16.5) for that **particular course**.

16.5 In case of 20% or more difference in the marks awarded in the theory papers by the internal and external valuers, the script shall be referred to the third valuer (who shall be an external) and the average of the nearest two shall be considered for the final award of marks.

#### **17. Submission and Evaluation of Project / Dissertation:**

17.1 The candidate has to submit the project / dissertation before 15 days of the commencement of respective semester end examination.

17.2 The responsibility of allocating the project work including the topic of the project, duration and the time for the field work etc., shall be decided by the Departmental Council either at the end of the previous semester or in the beginning of the commencement of the semester.

17.3 Right from the initial stage of defining the problem, the candidate has to submit the progress reports periodically and also present his/her progress in the form of seminars in addition to the regular discussion with the guide. Components of evaluation of the Project / Dissertation are as follows.

17.4 Component – I(C<sub>1</sub>): Periodic progress of the project work (15%)

Component – II(C<sub>2</sub>): Results of Work and Draft Report (15%)

Component– III(C<sub>3</sub>): Final viva-voce and evaluation of the report (70%). The report evaluation is for 50% and the viva voce examination is 20%.

17.5 The (C<sub>3</sub>) (component-III) for the project work shall be evaluated by a panel of two members consisting of the guide and an external examiner.

## **18. Challenge Valuation**

18.1 A student who desires to apply for challenge valuation of theory marks shall obtain a Xerox copy of the answer script by paying the prescribed fee within 10 days after the announcement of the results. He / She can challenge the grade awarded to him/her by submitting an application along with the prescribed fee to the Registrar (Evaluation) through the proper channel within 15 days after the announcement of the results.

**18.2 This challenge valuation shall be applicable only for C<sub>3</sub> Component only.**

18.3 The candidate has to surrender the grade card if issued earlier to him/her before announcement of the results of the challenge valuation.

18.4 The answer scripts for which challenge valuation is sought for shall be sent to another external examiner. **The marks awarded in the challenge valuation shall be the final.**

**19. Discard Policy of Answer Sheets:**

19.1 Such of the answer scripts of tests, assignments etc., relating to component I & II that are valued shall be maintained in the Department / College / Institution by the Chairman / Principal / Head of Institution till completion of the one year duration and the commencement of the ensuing semester end examination and there after these evaluated scripts of tests, assignments etc. be discarded immediately by the concerned Chairman / Principal / Head of the Institution.

19.2 The answer scripts of C<sub>3</sub> examination conducted by the University be maintained by the Registrar (Evaluation) for a period of one year after announcement of the results of the concerned semester and all the answer scripts be discarded soon after completion of the one year duration after announcement of the results and no complaints what so ever about the marks awarded to courses relating to these scripts be entertained.

**20 . Option for pending or dropping the course:**

20.1 In case a candidate secures less than 09 percentage points out of 30 percentage points prescribed for C<sub>1</sub> and C<sub>2</sub> put together, the candidate is said to have DROPPED the course, and such a candidate is not allowed to appear for C<sub>3</sub>. This shall be declared by the Chairperson of the department before the commencement of C<sub>3</sub> examination. However, in case of hard core, the candidate has to repeat the same course and in other cases (soft core and open elective) the candidate may choose the course other than the one he/she has dropped.

20.2 In case a candidate secures less than 21 percentage points out of 70 percentage points in C<sub>3</sub>, Or secures more than 21 percentage points out of 70 percentage points in C<sub>3</sub> but less than 50 percentage points out of 100 percentage points in C<sub>1</sub>,

C<sub>2</sub> and C<sub>3</sub> put together, the candidate is said to have not completed the course and he/she may either opt to DROP the course or to utilize PENDING option. The candidate has to give it in writing to the Chairperson of the department within one week of announcement of results of C<sub>3</sub> component. The candidate with pending option shall complete C<sub>3</sub> component before the end of double the duration by reappearing only for C<sub>3</sub> component of that course and he / she carries the same marks awarded in C<sub>1</sub> and C<sub>2</sub>.

- 20.3 The tentative / provisional grade card will be issued by the Registrar (Evaluation) at the end of every Semester indicating the courses completed successfully. This statement will not contain the list of PENDING or DROPPED courses.

## **21 Issuance of Marks Certificate:**

On successful completion of a given program, the University shall issue to the student consolidated marks statement, with details of CGPA score and the actual percentage of aggregate marks secured in all courses of the program on payment of the prescribed fee by the student.

- **Provision for Improvement of the Results:**

A candidate has an option to withdraw a course or courses of any semester within seven days after the announcement of final results of the P.G. degree program; if he / she feels that he / she can improve his / her results in terms of grade. The withdrawal of a course can be only for C<sub>3</sub> components except practical / project work / dissertation / viva-voce. The candidate has to reappear for only C<sub>3</sub> component to improve, carrying the marks of C<sub>1</sub> and C<sub>2</sub> components of the chosen course.

## **23. Classification of Results**

Class shall be awarded to a candidate based the Final Grade Point (FGP) awarded to the candidate as stated below.

FGP	Class awarded
1	First class with Distinction
2	First Class
3	Second Class

- **Award of Ranks, Medals and Prizes**

Only such candidates who successfully earn 76 credits in four successive semesters shall be considered for award of ranks, medals, and prizes.

**25. Eligibility for Applying Fellowships, Scholarships, Free-ships**

Eligibility for applying fellowships, scholarships, free-ships shall be as prescribed by the concerned authorities / agencies.

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