

Ravenshaw University
Examination Regulations
Under Graduate Programme for
+3 (B.A/ B. Sc./ B. Com)
(As per CBCS System from the Session 2019-20)

1. GENERAL

- ❖ The regulation (herein called Ravenshaw University Under-Graduate Examination Regulation 2019) shall be effective from the academic Session 2019-20 for all Under-Graduate courses offered by the University under Choice Based Credit System (CBCS).
- ❖ Odd semester is for UG from June to November (i.e. 1st, 3rd and 5th semesters). The examination shall be held ordinarily in the month of November-December as per the Academic Calendar notified in the beginning of the academic session.
- ❖ Even semester is for UG from December to May (i.e. 2nd, 4th and 6th semesters). The examination shall be held ordinarily in the month of April-May as per the Academic Calendar notified in the beginning of the academic session.
- ❖ A student would be required to complete the course within six academic years for three-year programmes and seven academic years for four-year programmes from the date of admission.

2. COMPULSORY REGISTRATION:

- ❖ All the students admitted to +3/ UG Course is required to register for examination in the first semester. If a student admitted to a course does not register for 1st semester examination, his/her admission shall be automatically cancelled.
- ❖ A candidate may take leave of absence for a semester (Blank Semester), with prior permission, except the first semester and return back to the same semester as back semester. However, a student taking two consecutive blank semesters shall be considered to have discontinued his/her studies and his/her name shall be struck off from the register.
- ❖ A student will have one regular and two successively additional opportunities, immediately following the regular one, to clear the papers. A student taking a blank semester shall be considered to have forfeited his/her regular chance and shall have only two additional chances immediately following the regular chance to clear the papers of the

concerned semester. It is mandatory for a student to clear all the papers of all semesters.

3. ATTENDANCE:

- ❖ A candidate shall be required to attend at least 75% of the lectures in theory and practical classes taken separately.
- ❖ Condonation may be granted by the Head of the Department (HOD) to the extent of 15% in exceptional cases i.e. serious illness & hospitalization, accident, mishap in the family or deputation by the University for any specific work for which the period of his/her absence shall not be counted towards the calculation of attendance on the condition that students concerned submit a certificate to that effect from the appropriate authority.
- ❖ Further to the above, Head of the Department (HOD) may grant further condoning of shortage in attendance to the extent of 10% in respect of candidates who represent the University or State for Inter-University or Inter-State competitions in Games and Sports or attending different recognized National level campus.
- ❖ Under no circumstance, the condoning shall be beyond 25%.

4. MID SEMESTER EXAMINATION:

- ❖ Mid semester examination will be of 01 hour duration for 20/15 marks (20 for subjects having no practical and 15 for subject with practical papers). There shall be no pass mark in Mid-Semester examination. The type of questions will be decided by Department.
- ❖ The Mid Semester Examination shall be conducted and valued by the concerned Teacher(s) who are teaching the corresponding paper. A student who fails to appear in a Mid-Semester Examination will be allowed one more chance to take the same examination. There will be no provision to re-appear in the Mid-Semester Examination for improvement.
- ❖ The Department has to conduct the Mid-Term Examination between September 15th to 30th October for 1st, 3rd & 5th Semester and in between March 1st-15th for 2nd, 4th & 6th Semester respectively and will feed the marks online under the University Examination Management System within 15 days from the date of examination. In case of First Semester Mid-Term, marks shall be fed by 30th November.
- ❖ The Head of the Departments (HOD) have to send the Answer Scripts of the Mid-term examination to COE along with marksheets and absentee statement. The Examination Section will preserve the answer script of the Mid Semester Examination for 06 months from the date of publication of result of concerned semester for reference.

5. SCHEME OF PAPERS IN THE EXAMINATION:

There shall be core papers, discipline specific electives, dissertation/project, generic electives, ability enhancement and skill enhancement courses in each programme spread over all the semester. For the three year UG programmes the papers are spread as given below.

Courses	Course Code	Papers Codes (Figures in brackets shows Credits)					
		First Sem	Second Sem	Third Sem	Fourth Sem	Fifth Sem	Sixth Sem
Core (14Papers with84 Credits)	C	C-1 (6) C-2 (6)	C-3 (6) C-4 (6)	C-5 (6) C-6 (6) C-7 (6)	C-8 (6) C-9 (6) C-10 (6)	C-11 (6) C-12 (6)	C-13 (6) C-14 (6)
Discipline Specific Electives(4 Papers with 24 Credits)	DSE	--	--	--	--	DSE-1 (6) DSE-2 (6)	DSE-3 (6) DSE-4 (6)
Generic Elective(4 Papers with 24 Credits)	GE	GE-1 (6)	GE-2 (6)	GE-3 (6)	GE-4 (6)	--	--
Ability Enhancement Compulsory Courses (2Papers with8 Credits)	AECC	*AECC-1 (4)	*AECC-2 (4)	--	--	--	--
Skill Enhancement Courses (2Papers with 8 Credits)	SEC	--	--	*SECC-1 (4)	*SECC-2 (4)	--	--
	Credits	22	22	28	28	24	24

***AECC I: Environmental Science**

***AECC II: MIL Communiation(English/Odia/Hindi)**

***SEC I: Communicative English**

***SEC II: Quantitative Aptitude & Logical Reasoning**

Mark Distribution of the mentioned papers is as follows:

Core Courses	14 x 100=1400
Discipline Specific Electives	4 x 100=400
Generic Elective	4 x 100=400
Ability Enhancement	2 x 100=200
Skill Enhancement	2 x 100=200
Total Mark	2600
Total number of Papers	26
Total Credits	148

The scheme of papers and marks distribution of Under-Graduate courses of more than three year duration shall be as per the direction of the recommendation and approval of the regulatory bodies established under the law

6. CONDUCT OF THE EXAMINATION:

There shall be continuous evaluation of the performance of the students through a mid-semester and an end semester examination in each semester for UG Course. The distribution of marks for evaluation shall be as follows for UG Course.

❖ Mark Distribution:

A. Subjects Without Practical:

Mid -Term	Term-End	Total
20	80	100

B. Subjects With Practical:

Mid -Term	Term-End		Total
	A-Theory	B-Practical	
15	60	25 (20 + 05 (Record))	100

❖ Minimum Percentage and Marks to be obtained for pass:

A. Paper Without Practical:

Mid-Term	Term-End	Pass Mark Term-End	Total	Paper Pass Mark
20	80	30% out of 80 (i.e. 24 marks)	100	40 out of 100 By taking both components (i.e. Mid-Term + End -Term Exam.)

- Term End (University Examinations) Total mark: 80, 30% out of 80(i.e. 24 mark)
- Total Mark: 100 (40% out of 100)
- No Pass mark for Mid-Term Exam. A student has to appear the Mid-Term Exam. securing 'ABS' in both the chances in Mid-Term exam student declares fail in that paper, though he/she secures pass mark in theory paper.

B. Paper with Practical:

Mid-Term	Term-End				Total	Paper Pass Mark
	A-Theory	Pass Mark A-Theory	B-Practical	Pass Mark B-Practical		
15	60	30% out of 60 (i.e. 18 mark)	25	40% out of 25 (i.e. 10 mark)	100	40 out of 100 By taking (i.e. Mid-Term + End-Term Exam + Practical)

- Term-End (University Examinations) Total Mark: 60, 30% out of Total Mark (i.e. 18 mark)
- Minimum pass mark for practical paper is 40%
- Total Mark: 100 (40% out of 100)
- No Pass mark for Mid Term Exam. A student has to appear the Mid-Term Exam securing 'ABS' in both the chances in Mid Term Exam student declares fail in that paper, though he/she secures pass mark in theory paper.

NB: In order to clear a Semester examination a candidate is required to pass in all theory & practical papers/project component of the said semester.

7. SCHEME FOR EVALUATION OF THE DISSERTATION/PROJECT:

Following Scheme shall be followed for evaluation of the dissertation project:

Background of Problem	Review of Literature	Methodology	Observation and Analysis	Viva Voce	Seminar	Total
10	20	10	20	20	20	100

8. GRADING SYSTEM:

The grade point awarded to a student in a course shall be the cumulative performance in mid-semester and end-semester assessments. The performance shall be measured in a 10 point scale 8 letter grades as given below:

Qualification	Grade	Mark Secured from 100	Grade Point	Classification for Hons.
Outstanding	'O'	90-100	10	First Class Hons.

Excellent	'A+'	80-89	9	Second Class Hons.
Very Good	'A'	70-79	8	
Good	'B+'	60-69	7	
Above average	'B'	50-59	6	
Fair	'C'	45-49	5	
Pass	'D'	40-44	4	Fail
Failed	'F'	Below 40	0	
Absent	'AB'	00	0	Fail
Malpractice	'M'	00	0	MP

- ❖ The candidate obtaining Grade-F is considered failed and will be required to clear the back paper(s) in the subsequent examinations within the stipulated time.
- ❖ For candidate in Pass, Compulsory and Honours Courses securing 'B' Grade and above in aggregate in their first appearance will be awarded Distinction. However, students who could not appear at an examination due to their representing the University or State for Inter-University or Inter-State competitions in Games and Sports at National/International level or attending National level NCC/NSS camps will get one chance exemption for Distinction.
- ❖ AIL/MP/HARD CASE and Back Paper Clearance candidates in any Semester Examinations are not eligible for award of **Distinction**.
- ❖ Honours shall be awarded to the UG students who secure a minimum of 'D' Grade in all the required courses. A student can repeat/improve a paper to retain honours but such students shall not be eligible to be in the rank list or to be awarded medals/prizes.
- ❖ Further in order to obtain distinction in UG, a student has to **secure Grade 'B' in all the papers in 1st appearance (i.e. no repeat/improvement). Students repeating any of the Core, Elective, Ability enhancement and Skill enhancement papers shall not considered for the award of distinction in UG courses.**
- ❖ Names of the candidates availing themselves the benefit of improvement/repeat examination will not be reflected in the merit list for UG courses.
- ❖ In addition to the grade points, marks/percentage shall also be awarded and shall also be reflected in the Mark Sheet.

9. EXAMINATION QUESTION PATTERN:

- ❖ For subject other than language courses and without having practical, full marks are 100 per paper out of which 20 marks are allotted for Mid-Semester Examination (Internal) and 80 marks are End-Semester Examination.
 - The question papers shall be divided into four parts
 - **Part I** will carry 12 number of one mark questions in the form of fill in the blanks/one word answer and also covered all units. [12 x 1=12] marks.
 - **Part II** will carry 10 number of two mark questions of which 8 have to be answered. The answer should be within two to three sentences maximum by selecting at least two questions from each unit. (8 x 2=16) marks.
 - **Part III** will carry 10 number of three mark questions of which 8 have to be answered. The answer should be within 75 words maximum by selecting at least two questions from each unit. (8 x 3=24) marks.
 - **Part IV** will carry 4 seven mark questions of EITHER OR format. The EITHER OR in question can be from same or different units of the paper. The answer should be within 500 words maximum (7 x 4=28) marks.

- ❖ For subjects other than language subjects and with practical full marks are 100 per paper out of which 15 marks are allotted for Mid-Semester Examination (Internal) and 60 marks are End-Semester Examination and 25 marks is for Practical.
 - The question papers shall be divided into four parts**
 - **Part I** will carry 8 one mark questions in the form of fill in the blanks/one word answer and also covered all units. [8x 1=8] marks.
 - **Part II** will carry 10 one point five mark questions of which 8 have to be answered. The answer should be within two to three sentences maximum by selecting at least two questions from each unit (8 x 1.5=12) marks.
 - **Part III** will carry 10 two mark questions of which 8 have to be answered. The answer should be within 75 words maximum by selecting at least two questions from each unit. (8 x 2=16) marks.
 - **Part IV** will carry 4 six mark questions of EITHER OR format. The EITHER OR in question can be from same or different units of the paper. The answer should be within 500 words maximum. (4x6=24) marks.
 - Practical will carry 25 marks out of which 05 for records, 5 for viva voce and 15 for the core experiment.

- ❖ **For Language courses like Odia, Hindi, Sanskrit, English, the question pattern and making scheme will be as given in the curriculum.**

10. REPEAT EXAMINATION:

- ❖ A student has to clear back papers (i.e, in the paper/papers one has failed) by appearing a maximum of two immediate subsequent semester examinations or within six years from the year/session.
- ❖ A student may also appear improvement(having passed in that paper) in any number of papers only once in the next odd/even semester examinations provided he/she scored <5 Grade points in a course paper. The higher grade shall be retained.
- ❖ In case of improvement (repeat),a student can appear at the end-semester examination only. The marks secured in the regular mid-semester examination will be added. If a paper has both theory and practical components, the students have to appear in both the components in the end semester examination for improvement to clear the paper.

11. CREDIT/GRACE/HARD CASE RULE

11.1 CREDIT: On the basis of complaints received from the examinees/subject teachers, the Board of Conducting Examiners (BCE) prior to evaluation may recommend for award of Credit on specific question, if they are convinced the question is either out of course or wrong. This credit has to be extended to all examinees on the said question excepting to the examinees who have submitted a blank answer book.

11.2 GRACE: Before publication of results the BCE may recommended for award of Grace Mark in a particular paper if they are convinced that the general performance of candidates in that paper is poor and deserves special consideration. While suggesting grace mark the BCE must take the performance of the examinees in the said paper for the last three respective examinations. The Controller of Examinations has to submit the previous results for three years before the BCE for consideration. The recommendation of BCE has to be placed before the Vice-Chancellor for consideration and approval.

12. HARD CASE

12. (a) 2% of the total as grace mark subject to maximum of 5 (five) marks in single paper shall be given to pass in a semester. This shall be applicable in each semester.

(* maximum 8 mark out of total 400 and 10 mark out of 500 per Semester)

(b) Maximum 0.5 (point five percent) grace mark (2 marks) can be given for award of B” Grade in 6th semester in aggregate. This is applicable provided the candidate has not availed grace mark under Clause-15(a).

(c) Maximum 0.5 (point five percent) grace mark (2 marks) can be given for award of ‘ B+ ‘Grade in 6th semester in aggregate. This is applicable provided the candidate has not availed grace mark under Clause-15(a).

13. PRINCIPLES FOR AWARD OF MEDALS:

The University shall award University Rank after taking into account the aggregate (including all subjects i.e. (CORE, DSE, AECC, SECC, GE) score of toppers in each Bachelor Honours subject. The University shall preserve the script of the final semester for all the toppers for nine months. Among these, whoever secures the Highest Mark in aggregate shall be declared best Graduate under a stream (B.A. Hons/B.Sc Hons/B.Comm Hons etc.)

❖ Eligibility for AWARD of Degree:

A candidate will be eligible for award of B.A./B.Sc./B.Com. degree if he/she satisfies all the following conditions:

- Has cleared (minimum pass grade) in all subjects and obtained requisite number of credit points in all Semester.
- Has secured a minimum Cumulative Grade Point Average.

❖ Criteria for AWARD of Gold Medals:

- The best Graduate/University Gold Medal winner will be selected based on the highest Cumulative Grade Point Average secured by the Graduate passing out in the academic year.
- For award of Gold Medal more than one candidates may be declared Joint Winner if they have same CGPA.
- Student appearing for Back/Improvement/Reappear Examination shall not be considered for award of Gold Medal. This will not be applicable to the exemption given to students missing examination due to participation in National/International events by officially representing the State or the country.
- Student get hard case in any semester examination shall not be considered for award of Gold Medal.



#205966344