

UG - REGULATIONS under CBCS Pattern

Sl. No.	Particulars
1	PREAMBLE:
	In exercise of the powers conferred by sub-section (3) of section 13 of The Swami Vivekananda University Act, 2019 (West Bengal Act XV of 2019), the University hereby makes the following Regulations, namely:-
	Note: These regulations are prepared as the Choice Based Credit System (CBCS) is introduced in Under Graduate course of studies and examinations from the academic year 2017-18
2	SHORT TITLE, APPLICATION AND COMMENCEMENT:
	These regulations may be called The Swami Vivekananda University REGULATIONS: "Regulation relating to UG course of studies & examinations offered by different Schools of Humanities and Social Science, Science and Commerce "
	These shall come into force with the passing of the same by the Governing Body of the University.
	UG course of study & examination of The Swami Vivekananda University, for the students admitted during or after 2020 - 2021 academic year, shall be guided by these regulations.
3	DEFINITIONS :
3.1	"University" means the Swami Vivekananda University established and incorporated under section 3 of this Act
3.2	"Under Graduate Course of Study" 'UG' means a three year course of study divided into six semesters, each of six months duration after successful completion of 10+2 examination.
3.3	"Academic year" means the period from July to June.
3.4	"Year" means the period commencing from 1st day of July and ending 30th June following.
3.5	"Semester" means a period of six months beginning from July to December and January to June of each academic year containing at least 90 actual teaching days.
3.6	"Credit" means the unit by which the course work is measured. It is equivalent to one hour of teaching (Lecture or Tutorial) or two hours of Practical work/Field work per week.

3.7	"Letter Grade" means an index of the performance of students in a said course. Grades are allotted by letters O, A+,A,B+,B,C,P and F, and Absent will be stated as 'Ab'
3.8	"Grade Point" means a numerical weight allotted to each letter grade on a 10 point scale.
3.9	"Credit Point" means the product of grade point and number of credits for a course.
3.10	"Semester Grade Point Average (SGPA)" means a measure of performance of a student in a semester. It is the ratio of total credit point secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be
3.11	"Grade Card or Transcript" means a certificate issued to all registered students after every semester displaying the course details along with SGPA of that semester.
3.12	"Enroll" means enrollment of a student for appearing at first Semester final examination.
3.13	The Words and Expressions used but not defined shall be interpreted to have the same meaning as they have in The Swami Vivekananda University Act, 2019 (West Bengal Act XV of 2019).

4	COURSE OF STUDIES:	
4.1	There shall be two courses of studies leading to BA/BSc/BCom Degree and each course shall be of six semester's duration. One shall be termed as "B.A./B.Sc./B.Com. Honours Degree Course" and the other is "B.A./B.Sc./B.Com. Programme Course or General Course".	
4.2	The admission to UG Degree programs will be governed by the guidelines of the University and the H.E department of Govt. of West Bengal as framed from time to time.	
4.3	A Candidate shall be allowed to pursue any one of the Undergraduate Degree programme of the University (not more than one) at a time.	

8	ELIGIBILITY :		
		% of Marks	
		(A)	Honours Degree Course:
			All candidates who have obtained at least 45 % marks in 10+2 examination are eligible to apply to the Honours Degree Course. For SC/ST/OBC/ Differently abled candidates category marks shall be as per rules of University.
		(B)	Programme Course / General Course:
			All pass candidates are eligible to apply for the General Degree Course.
	8.1	N.B.	
		1	Only Students who have passed with Mathematics as one of the subjects at the Class XII level are eligible for admission to B.Sc. Honours Course in Economics and Computer Science.
		2	Only Students who have passed with Chemistry as one of the subjects at the Class XII level are eligible for admission to B.Sc. Honours Course in Microbiology and Nutrition.
		3	The Candidates who have passed the Vocational Course at 10+2 examination are eligible for admission to B.A. (General) / B.Com. (Honours & General).
	8.2	Session Gap:	
		For admission to the Under Graduate Course there should not be a gap of more than 3 years between the year of Higher Secondary Examination and the year of admission to Under Graduate Course of study.	
		In respect of calculation of marks for admission to Under Graduate Course a deduction of 1 % percent per year from the marks of H.S. Subject would be made in case of candidates passing out in previous years.	

9	ADMISSION PROCEDURE:
	As per guidelines of The Academic Council subject to the provisions of The Swami Vivekananda University Act, the Rules and the Statutes.

10	FEES :
	As notified by the University Authority from time to time

11	ACADEMIC SESSION:
	<p>(i) The academic session shall be of three year duration consisting of six semesters.</p> <p>(ii) The academic session normally shall start in July in each year.</p> <p>(iii) There shall be at least 90 teaching days in each semester excluding periods of examination and admission etc. for instruction, field work and dissertation</p> <p>(iv) The academic sessions including the examinations for first, third and fifth semester are July to December and that for second, fourth and sixth semester are January to June.</p> <p>(v) 2 (two) weeks preparatory leave shall be provided before each Semester examination.</p>

12	EXAMINATION & EVALUATION:	
	12.1	Eligibility to appear the examination:
		A candidate shall be eligible for appearing at any of the Semesters of U.G. Examination, fulfilling the following two essential conditions:
		<ul style="list-style-type: none"> • Minimum 75% attendance of lectures delivered. • Students should complete internal assessments.

	12.2	Internal Evaluation:	
		The evaluation of the students shall be a continuous process and shall be based on their performances in internal and the End-Semester Examination. All the internal continuous evaluation should be conducted by the internal teachers of the Department. It shall be on the basis of tutorials, term papers, reports, seminar presentations, class tests or any combinations thereof, evenly distributed over the entire period of study. The modalities of such assessment be recorded and documents will be preserved by the respective college and those must be placed before any committee or team constituted by the university for verification purpose. The Internal Assessment marks shall be communicated to the Controller section at least 10 days before the commencement of the University examinations. For Ability Enhancement Compulsory Course (AECC), question will be prepared and evaluated by the University.	
	12.3	Final Evaluation:	
		The final evaluation in a course means the total or aggregate of the marks obtained in internal evaluation and the marks obtained at the End-Semester Examination (Theoretical & Practical).	
	12.4	There shall be one written and one practical examination (where applicable) at the end of each semester as per the prescribed syllabus in the subject concerned.	
		Qualifying Marks:	
	12.5	12.5.1	There shall be no qualifying marks for internal assessment but the candidates shall have to appear at the said part of the examination. There will be no scope of re-appearing in internal assessment examination. Marks awarded in internal assessment will be credited to a candidate's performance in subsequent chances.
		12.5.2	The qualifying marks for each course shall be 40% in each Semester.
	12.6	Provisional Result and Grade Card:	
		The provisional result of each semester will be published stating only the total marks and SGPA obtained by a candidate and the 'Grade Sheet cum Report Card' would be issued showing the details of courses studied (code, title, number of credits, grade secured) along with SGPA of that semester and CGPA of all the Semesters.	

	12.7	Semester Not Cleared:			
		If a candidate fails to secure qualifying (pass) marks in one paper or more in a particular semester examination his/her result of semester examination will be declared as 'SNC' (i.e., Semester Not Cleared). The result of 6th semester examination shall be kept withheld unless a candidate clears all the semesters within the stipulated chances. She / he would be declared to have passed the final examination in the year in which she / he clears his/her all semesters.			
	12.8	Position in the Merit List:			
		To qualify for position in the merit list a candidate shall have to pass all the semesters in his/her regular chances.			
	12.9	Validity of Students Enrollments / Registration:			
		A candidate (Honours/General course) shall have to complete each semester examination with 3 (three) consecutive chances including his/her first appearance in the concerned semester examination. If any of the chances mentioned above is not availed of by a candidate within the stipulated period, the chance shall be deemed to have lapsed.			
	12.10	Promotion:			
		In the Semester system, there would be automatic promotion right from the first Semester, till the sixth Semester, irrespective of the marks obtained in the previous Semesters subject to the fact that the eligibility conditions for appearing in the examination are satisfied.			
	12.11	Examination :			
	12.11.1	Question pattern:			
		(A) For 40 Marks -			
		Sl. No.	Questions to be answered	Out of	Marks of each Question
		1	5	8	2
		2	4	6	5
		3	1	2	10
		(B) For 25 Marks -			
		Sl. No.	Questions to be answered	Out of	Marks of each Question
		1	5	8	1
		2	2	4	5
		3	1	2	10

		12.11.2	The schedule for the End-Semester Examination shall be prepared and announced by the Controller of Examinations. Except for exigencies, all the examinations shall usually be held within the dates specified in the academic calendar		
		12.11.3	Three sets of question paper for each course/ unit will be set by internal/ external paper setter(s) and the Moderation of the paper(s)/ unit(s) will be done by Under Graduate Board of Studies (UGBS) of subject concern. The concerned Board of Studies will recommend the names of the paper-setters, moderators, examiners and reviewers.		
		12.11.4	Duration of Examinations:		
			Subject	Full Marks	Duration
			Theoretical Paper (Hons/Gen)	40	2 Hours
			Theoretical Paper (Hons/Gen)	25	1 Hour 15 Minutes
			Practical Paper (Hons/Gen)	15	2 Hours

13	RESULTS:			
	13.1	The final result of a candidate shall be determined on the basis of CGPA .		
	13.2	Grade Card shall be made as per grading system. Course-wise marks (internal and ESE added together) will be converted into percentage of mark. Percentage of mark will be converted into Grade Letter and Grade Point. Credit and Grade point will be converted into Credit Point. Finally, Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) will be computed.		
	13.3	The Grade Card of a Semester shall be issued only after completion of that Semester.		
	13.4	(A) Conversion of Marks into grade letter and grade point		
		% of marks	Letter Grade	Grade point
		91 and Above	O (Outstanding)	10
		81 - 90	A+ (Excellent)	9
		71 - 80	A (Very Good)	8
		61 - 70	B+ (Good)	7
		56 - 60	B (Above Average)	6
		51 - 55	C+ (Average)	5.5
		46 - 50	C (Below Average)	5

	17.13	The recommendations of the Committee of Discipline will need approval of the Vice-Chancellor before any action can be taken thereon. The Vice-Chancellor may, after considering the recommendations, pass such orders as he/she thinks fit. The Controller of Examinations will take action according to the recommendation of the Committee of Discipline, if approved by the Vice-Chancellor or as per orders of the Vice-Chancellor.
	17.14	All questions arising in relation to the interpretation of these regulations, shall be referred to the Academic Council for decision and the decision of the University Council will be final and binding.
	17.15	The Committee of Discipline (UG Examination) may be constituted with the following members - 1) The Controller of Examinations (Convenor) 2) The Registrar 3) One member from the Governing Body 4) One member from the Academic Council 5) One member from the Faculty Council 6) As many HOD's as the University may deem fit The tenure of this committee will be four years from the date of its constitution.

18	TERMINATION FROM THE PROGRAMME:
	If a student newly admitted to the first semester remains absent from attending classes for more than the first 15 days continuously without any intimation, her/his admission will stand cancelled.

19	Discipline
	Every student is required to observe discipline and decorous behavior both inside and outside the campus and refrain from any activity which may tarnish the image of the university. Any act of indiscipline, misbehavior including unfair practice in examinations will be referred to the authorities of the University that will make a detailed enquiry on the matter and decide on the course of action to be taken.

20	Amendment to Regulations
	Notwithstanding all that has been stated above, the University has the right to modify any of the above regulations from time to time.

If any dispute arises in respect of interpretation of the regulations or any matter not covered by these, the decision of the Vice Chancellor in that respect shall be final and binding.