



**Jagannath
University**
DELHI NCR | BAHADURGARH

**Ordinance of Examination and Evaluation for all Under Graduate
and Post Graduate / Degree/ Diploma/ Certificate Courses
based on Choice Based Credit System (CBCS) as per
National Education Policy (NEP) 2020.**

w.e.f. Academic Session 2025-26

JAGAN NATH UNIVERSITY

University Campus

State Highway-22, Bahadurgarh-Jhajjar Road, Jhajjar,

Haryana-124507

Phone: 01251-279700, 01-04

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Ordinance of Examinations and Evaluation

(Under Section 32(1)(e) of the Act & Statute (30))

1. INTRODUCTION

Jagan Nath University, Bahadurgarh has a strong commitment to high quality education and enhance the professional competence of students with innovative approach. The University since its inception in 2013 has adopted the Credit Based Semester System (CBCS) for all its academic programs. The updation in the curriculum, teaching – learning and evaluation processes is on regular basis. The vision of the university is to be an Institution of Academic Excellence with total commitment to quality education, research and improvement in human values with a holistic concern for better life, environment and society. The University aspires in all its enshrined objectives and achieve benchmarking of academic system against world class standards.

The University Grants Commission (UGC) has revised the Choice Based Credit System and developed a new curriculum and credit framework for the Post Graduate / Undergraduate Programs in accordance with NEP, 2020. The framework is student-centric incorporating a flexible choice-based credit system, multidisciplinary approach and multiple entry and exit options. This will facilitate students to pursue their career path by choosing the subject/field of their interest. The University has adopted the latest UGC framework including outcome-based assessment, skill development, industry partnership, holistic eco-system, extension activities, etc.

2. TITLE AND COMMENCEMENT

This Ordinance shall be called the Jagan Nath University Ordinance of Examination and Evaluation for Post graduate / Under graduate Degree/ Diploma/ Certificate Courses based on Choice Based Credit System (CBCS). This Ordinance shall come into force with effect from the academic year 2025-26 for the students admitted in the said academic year and onwards.

3. DEFINITIONS

- i. **Academic Year** means two consecutive that is one odd + one even semesters and a duration of twelve months constitute one academic year.
- ii. **Academic Bank of Credits (ABC)** means an academic service mechanism as a

digital, virtual or online entity established by the Commission with the approval of the Central Government to facilitate students to become its academic account holders, thereby paving the way for seamless student mobility between or within degree-granting Higher Educational Institutions through a formal system of credit recognition, credit accumulation, credit transfers and credit redemption to promote distributed and flexible teaching learning;

- iii. **Accelerated degree program (ADP)** means in a 3-year undergraduate program, students can shorten the duration by a maximum of one semester and in a 4-year undergraduate program, students can shorten the duration by one semester or a maximum of two semesters.
- iv. **Assessment bands** mean clubbing of levels between two mandatory stages as per NCrF. The NCrF levels are equated with the assessment stage which will be a mandatory stage for a student/learner to clear
- v. **Assessment** is the process of collecting, recording, scoring, describing and interpreting information about learning.
- vi. **Award** means qualifications such as certificate/diploma/degree awarded by competent bodies when a student has met the requirements of the qualification.
- vii. **Biannual admission** is the process of admitting students twice a year i.e July / August and January / February.
- viii. **Choice Based Credit System (CBCS)** provides choice for students to select from the prescribed courses [Core, Elective, Ability Enhancement Compulsory (AECC) & Skill Enhancement (SEC)]
- ix. **Credit** means the number of hours of instruction required per week over the duration of a semester as defined in the National Credit Frame work (NCrF)
- x. **Credit transfer** means the mechanism by which HEI registered with the ABC are able to receive or provide prescribed credits to individual academic Bank Accounts in adherence to the norms for the courses undergone / experiences gained by the students through different modes.
- xi. **Credit Based Semester/Annual System (CBSS/CBAS)** under which the requirement for awarding a degree or diploma or certificate is prescribed in terms of number of credits to be completed by the students.
- xii. **Credit Point** is the product of grade point and number of credits for a course.
- xiii. **Cumulative Grade Point Average (CGPA)** is a measure of overall cumulative

performance of a student over all semesters/years. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters/years and the sum of the total credits of all courses in all the semesters/years. It is expressed up to two decimal places.

- xiv. **Course** means one of the specified units which go to comprise a specific program of study
- xv. **Course Learning Outcomes (CLOs)** are the outcomes/knowledge whichever student is expected to gain at the end of completion of each course (subject).
- xvi. **Evaluation** is the process of making judgments based on evidences and interpretations gathered through examination and assessment and on the basis of agreed upon criteria
- xvii. **Extended Degree Program (EDP)** means in a 3-year or 4-year undergraduate program, the duration may be extended up to a maximum of two semesters. Accordingly, students can earn fewer credits in each semester
- xviii. **Examination** is a quantitative measure of learner's performance and is usually held at the end of the academic session or semester.
- xix. **External Evaluation** is the End-Term examination held at the end of each semester/year.
- xx. **External Examiner** mean an examiner who is not is the employee of the University.
- xxi. **Fair Assessment** means an assessment which does not give advantage or disadvantage to any student.
- xxii. **Grade Point** is a numerical weight allotted to each letter grade on a 10- point scale.
- xxiii. **Internal Evaluation** is Continuous Assessment Test conducted during the semester/year.
- xxiv. **Learning outcomes** means statements of what a learner knows, understands and is able to do on completion of a learning process and a program / course of study.
- xxv. **Learning Outcome Based Education (LOBE)** is Adherence to student-centric learning approach to measure student's performance based on pre-determined set of outcomes.
- xxvi. **Letter Grade** is an index of the performance of students in a said course. Grades are denoted by letters O, A+, A, B+, B, C, P and F.
- xxvii. **Levels** mean a series of sequential stages, as given in the National Credit

Framework (NCrF), expressed in terms of a range of learning outcomes against which typical qualifications are positioned/located;

- xxviii. **Learning Outcome based Curriculum Framework (LOCF)** mean the Learning Outcomes of the program are mapped against well-defined outcomes of its courses.
- xxix. **Massive Open Online Courses (MOOCs)** mean such online courses that are developed as per the pedagogy following the four-quadrant approach;
- xxx. **Multiple entry and exit** mean an enabling mechanism wherein the learner can exit after any level and join back to continue in the program and acquire higher qualifications within a specified duration.
- xxxi. **Migration** means the student of Jagan Nath University migrating to another University/Institute or the student of other University/Institute taking admission to Jagan Nath University
- xxxii. **National Higher Education Qualifications Framework** means a descriptive framework that organizes qualifications according to a series of levels of knowledge/competencies/skills;
- xxxiii. **Online Mode** means a mode of providing flexible learning opportunities by overcoming the separation of teacher and learner using the internet, e-learning materials and full-fledged program delivery through the internet using technology-assisted mechanisms and resources;
- xxxiv. **Open and Distance Learning Mode** means a mode of providing flexible learning opportunities by overcoming the separation of teacher and learner using a variety of media, including print, electronic, online and occasional interactive face-to-face meetings with the learners or Learner Support Services to deliver teaching-learning experiences, including practical or work experiences;
- xxxv. **Outcomes Intended results of education in higher educational institution** means What students are supposed to know and be able to do?
- xxxvi. **Program** is a collection of courses in which a student enrolls and which contributes to meeting the requirements for the awarding of one or more Certificates/ Diplomas/ Degrees.
- xxxvii. **Post Graduate / Under Graduate Degree / Diploma/ Certificate** is a title/ qualification awarded after satisfactory completion of and achievement in a program.
- xxxviii. **Program Education Objectives (PEOs)** are Broad statements that described

what graduates are expected to attain within few years of graduation.

- xxxix. **Program Learning Outcomes (PLOs)** represent the knowledge, skills and attitudes a student should attain the end of the program.
- xl. **Question Bank** is a repository of quality questions on a subject.
- xli. **Reliable Assessment** ensures consistency in the assessment made by the same and/or other assessors with respect to the same learning outcome for a course or a program.
- xlii. **Rounding off Marks** mean, that if part is one-half or more, its value shall be increased to one and if part is less than half then its value shall be ignored for getting letter grade and grade point.
- xliii. **Result** is the Outcome of an assessment/ evaluation which may be expressed in different forms such as marks, letter grade, GPA, etc.
- xliv. **Re-evaluation** is a recheck of an already corrected answer script.
- xlv. **Registration/Enrollment** mean the student taking admission and registered for pursuing a course at Jagan Nath University, Bahadurgarh.
- xlvi. **Recognition of Prior Learning (RPL)** means an assessment process designed to evaluate an individual's skills, knowledge and experience acquired through formal, non -formal or informal learning experiences.
- xlvii. **Semester/Annual Grade Point Average (SGPA/AGPA)** is a measure of performance of work done in a semester/year. It is ratio of total credit points secured by a student in various courses registered in a semester/annual and the total course credits taken during that semester/year. It shall be expressed up to two decimal places.
- xlviii. **Student** mean a person admitted to the Faculty/ Departments of the University for any of the academic programs to which this policy is applicable.
- xlix. **Semester** consist of 18 weeks of academic work equivalent to 90 actual teaching days and 3-4 weeks approximately of examination etc. The odd semester may be scheduled from July to December and even semester from January to June. Annual may be scheduled from July to June with 180 teaching days.
- l. **Syllabus** is an outline of topics covered in an academic course.
- li. **Transcript or Grade Card or Certificate** is Based on the grades earned, a grade certificate shall be issued to all the registered students after every semester/year. The grade certificate will display the course details (code, title, number of credits, grade secured) along with SGPA/AGPA of that semester/year and CGPA earned

till that semester/year.

- ii. **University** mean Jagan Nath University, Bahadurgarh
- liii. **UG Certificate** means a certificate after completing 1 year of study (2 semesters) in the chosen fields of study in a UG program.
- liv. **UG Diploma** means a diploma awarded after 2 years (4 semesters) of study in the chosen fields of study in a UG program.

4. TYPES OF COURSES

Courses in a program may consist of: Major discipline, Minor discipline, Multidisciplinary, Ability Enhancement Courses (AEC), Skill Enhancement Courses (SEC), Value Added Course (VAC), Summer internship, Field Project, Research Project, Dissertation, etc.

a) Major Discipline: -

Major Discipline is the discipline or subject of main focus and the degree will be awarded in that discipline. Students should secure the prescribed number of credits through core course in the Major Discipline.

b) Minor Discipline: -

Minor Discipline helps to give a broader understanding beyond the Major Discipline.

c) Multidisciplinary: -

Multidisciplinary courses are in addition to a focus on the chosen Major and Minors to provide holistic education.

d) Ability Enhancement Courses (AEC): -

The courses based upon the content that leads to knowledge enhancement of skills such as communication, and ability to participate/conduct discussion and debate for example: English Language, Communication skills, etc.

e) Skill Enhancement Courses (SEC): -

SEC Courses provide value based and/or skill-based knowledge and may contain both Theory and Lab/Training/Field Work. The main purpose of these courses is to provide students life- skills in hands- on mode so as to increase their employability.

f) Value Added Courses (VAC): -

Value Added Courses to include the development of humanistic ethical, Constitutional and Universal Human Values. For example: - Constitutional Values; Environmental Science/Education; Digital Empowerment, etc. The Departments may introduce other innovative Value-Added Courses relevant to the discipline or common to all UG programs.

g) Elective course is a course which can be chosen from a pool of papers. It may be

- Supportive to the discipline of study
- Providing an expanded scope
- Enabling an exposure to some other discipline/domain
- Nurturing student's proficiency/skill.

An Elective Course may be 'Discipline Centric/Specific' & Generic Elective

(i) **Discipline Centric/Specific Elective:** Elective courses offered under the main discipline/subject of study is referred to as Discipline Centric/Specific.

(ii) **Generic/Open Elective:** An elective course chosen from an unrelated discipline/subject is called Generic/Open Elective. These electives will be focusing on those courses which add generic proficiency of students.

h) Summer Internship: -

The students will also undergo internship/apprenticeship in a firm, industry, business organization, or corporate sector, or professionals, or training in labs, etc.

i) Field Project: -

The field-based learning/project will attempt to provide opportunities for students to understand the different socio-economic context. It will provide the student's exposure to development related issues in rural and urban settings. This may be a summer term project part of a course depending on the subject of the study.

j) Research Project: -

The students choosing a 4-year Bachelor's Degree (Hons.) are required take-up a Research Project under the guidance of the faculty member.

k) Dissertation: -

The students choosing a 4-year Bachelor's Degree (Hons. with Research) are required to take-up a Dissertation under the guidance of the faculty member. The students are expected to complete the Dissertation during the course of the program. The Research outcomes of their Dissertation may be published or presented in conference/seminars or may be patented.

As per UGC norms, a student has to earn minimum of 50% of total credits in a discipline to earn an undergraduate degree with a major in that discipline. For the remaining 50% credits, student may choose skill courses, apprenticeships and multidisciplinary subjects.

5. GENERAL REQUIREMENTS:

- 5.1 The University is prepared to handle biannual admissions may admit students twice a year, in July/August and January/February.
- 5.2 The student in-take capacity shall be determined by the university/institution in advance through its statutory bodies based on the academic and physical facilities available, the student-teacher ratio, the teaching-nonteaching ratio in accordance with the UGC guidelines/norms, and other statutory bodies concerned.
- 5.3 Integration of higher education, vocational education, training & skilling, and internship shall be made as part of the UG and PG curricular structure, in accordance with the Curriculum and Credit Frameworks for UG, PG, and Apprenticeship Embedded Degree Programs, notified by the UGC.
- 5.4 The University shall provide multiple entry and exit options in the academic programs.
- 5.5 Mobility of a student from vocational education to general education or vice-versa, shall be as per the procedure prescribed in the relevant guidelines issued by the regulatory bodies concerned.

6. ELIGIBILITY FOR ADMISSION:

Eligibility criteria for admission (Undergraduate / Postgraduate). –

- 6.1 A student who has passed Level 4/Class 12 schooling (either through formal schooling or through the open school system) or its equivalent shall be eligible for admission to an undergraduate program or Integrated undergraduate/ postgraduate degree program.
- 6.2 Irrespective of the disciplines taken by a student in level 4/class 12 schooling, a student is eligible for admission in any discipline of UG program if the student qualifies the National level or University level entrance examination in the discipline of UG program. Where required, the university may provide the necessary bridge courses to the students to address the knowledge gaps which may arise when students from varied disciplines are admitted.
- 6.3 A student shall be eligible for admission to a postgraduate degree program if he/she

has passed a 3-year undergraduate degree (level 5.5, a total of 120 credits) / 4-year undergraduate degree with Honours/Honours with Research (level 6, a total of 160 credits).

6.4 Irrespective of the major or minor disciplines taken by a student in a UG program, a student is eligible for admission in any discipline of PG programs if the student qualifies for the National level or University level entrance examination in the discipline of PG program.

6.5 A student can pursue two UG programs simultaneously with flexibility in terms of change of discipline/institution/mode of learning as given in the UGC's Curriculum and Credit Framework for Undergraduate Programs, and Guidelines for Pursuing Two Academic Programs simultaneously.

6.6 A student can pursue two PG programs simultaneously with flexibility in terms of change of discipline/institution/mode of learning as given in the UGC's Curriculum and Credit Framework for Postgraduate Programs and Guidelines for Pursuing Two Academic Programs simultaneously.

6.7 To facilitate the students pursuing two academic programs simultaneously as per UGC guidelines, the University should not insist on migration certificates / School Leaving Certificate and allow such admissions on submission of documentary evidence in support of his claim.

6.8 The minimum qualifying marks for admission to different courses of Under Graduate and Post Graduate Programs are decided by the Academic Council of the University or as stipulated by the Regulatory Bodies (BCI, NCTE, PCI etc.) of the relevant disciplines wherever applicable.

7. ACCUMULATION OF CREDITS AS PART OF UG/PG PROGRAMME OTHER THAN REGULAR MODES.

7.1 Learnings from multiple modes other than regular modes such as ODL, Online and RPL modes are creditable through a well-defined assessment process. The credits obtained by the learner shall be incorporated in the transcripts that count for the final award of the degree. The guidelines/regulations notified by UGC from time to time on ODL, Online and RPL shall be applicable.

7.2 UG Certificate, UG Diploma and Degree programs under ODL/Online mode shall

be pursued with only such HEIs which are recognized by UGC for running such programs.

8. CURRICULUM AND CREDIT FRAMEWORK.

The norms with respect to the curriculum content, curriculum transaction, educational technologies for the courses offered, their timing, continuous evaluation methods, and novel methods of assessment shall be as decided by the University from time to time, in accordance with holistic, multidisciplinary education advanced by NHEQF, Curriculum and Credit Framework for Undergraduate Program and Curriculum and Credit Framework for Postgraduate Programs.

9. STUDENT ENROLLMENT

All students admitted to the University shall be enrolled with the University. For this purpose, eligibility and enrollment forms are filled up at the time of admission. The admission of such students shall be confirmed only after their eligibility is decided by the University in consonance with the directives of the statutory bodies (PCI, BCI, NCTE etc.) wherever applicable.

10. ATTENDANCE

Considering the diverse learning modes and holistic and multidisciplinary learning opportunities suggested by NEP 2020, the following attendance requirements shall be fulfilled by the students of all programs or as specified by the statutory bodies (PCI, BCI, NCTE etc.) wherever applicable;

10.1 No student shall be allowed to appear in the end term semester examination if he/ she has not attended minimum of 75% of the classes held in the semester.

10.2 If a student for any exceptional reason fails to attend 75% of the classes held in any paper, the HoD of the department may allow him/ her to appear in the examination if he/she attended at least 65% of the classes held in the semester concerned after giving 5% relaxation on ground of Medical and 5% on the ground of participation in Intra/Inter University Competition such as:

- a) Participation in Inter-University, University or Inter-Collegiate Sports tournaments/Youth Festivals /University Level Debates/ Cultural Activities, National and International Tournaments, with the previous sanction of the HoD of the concerned Department.

- b) Voluntary donation of blood certified by a Registered Doctor.
- c) Participation in National/State Debate competitions/ Seminar/Essay/Moot Court Competition, etc.;
- d) Attendance at the extension lecture (s) organized by the concerned Faculty.
- e) Any other activity as approved by HoD of the concerned department.

The HoD of the respective Department shall send a list of students eligible and not eligible to appear in the End-Term Examinations. Only those students will be permitted to appear in the End-Term Theory and Practical Examinations, whose names appear in the list of eligible students.

11. EXAMINATION AND EVALUATION:

- 11.1 The university shall adopt the directions/guidelines issued by the UGC and other statutory bodies concerned from time to time with respect to the conduct of examinations.
- 11.2 The units of evaluation, namely, tests, seminars, presentations, class performance, fieldwork, etc., and the weightage assigned to each of such units in respect of each course shall be determined by the academic body of the university and shall be made known to the students at the beginning of the academic session of the year, or the semester, as the case may be.
- 11.3 The nature of the final examination, whether written (online/offline) or oral or both, with respect to each course shall also be made known to the students at the beginning of the academic session.
- 11.4 There shall be continuous evaluation in each course in addition to semester/year-end examinations, and the credits in respect of each course shall be prescribed by the academic body and made known to the students. No credit can be earned by the student unless the student is assessed for the achievement of the desired competencies and outcome of a program.
- 11.5 While the actual process of evaluation shall be confidential, the system of evaluation shall be sufficiently transparent, and a student shall be given access to his/her answer script as per the procedure laid down in this regard by the university.
- 11.6 University shall accord priority to continuous formative assessment.

12. INTEGRATION OF SKILL COURSES AND APPRENTICESHIPS:

A student has to earn a minimum of 50% of total credits in a discipline to earn an undergraduate degree with a major in that discipline. For the remaining 50% credits, the students may choose skill courses, apprenticeships and multidisciplinary subjects.

13. DURATION OF PROGRAM

- (i) Duration and Certification. - The duration of an undergraduate degree shall be either 3 or 4 years, and a postgraduate degree shall normally be either 1 year or 2 years. The National Credit Framework (NCrF) enables learners with varying learning abilities to move through the curriculum at rates faster or slower than the standard duration of a program by earning the required credits i.e Accelerated Degree Program (ADP) and Extended Degree Program (EDP) in addition to degree programs with standard duration after evaluating the student's request for admission to a program with a standard duration. Accelerated Degree Program (ADP) and Extended Degree Program (EDP) are applicable to Under graduate Programs only. (for details, see **Annexure I**)
- (ii) Both UG and PG programs shall have multiple entry multiple exit points as given in the NCrF. Students, when they exit after any level, shall be awarded appropriate certification based on the additional credits they earn from work-based vocational/skill courses over and above the prescribed number of credits.

14. AWARDING UG CERTIFICATE, UG DIPLOMA, AND DEGREES

14.1 Undergraduate Certificate (Field of Study/Discipline). –

- i) Students who have earned a total of 40 credits (or more as prescribed by the University) by completing level 4.5 of NCrF and exit from the undergraduate program shall be awarded an undergraduate certificate provided they have undergone a minimum 4-credit skill-enhancement course(s) over and above the 40 credits (or more as prescribed by the University) earned for completing level 4.5.
- ii) Students shall be allowed to join back in the 2nd year at level 5 before the expiry of the credits earned, subject to a maximum duration of seven years. The procedure for depositing and redemption of credits shall be as per the UGC (Establishment and Operation of Academic Bank of Credits in Higher Education) Regulations, 2021, as

amended from time to time.

14.2 Undergraduate Diploma (Field of Study/Discipline). –

- i) Students who have earned a total of 80 (or more as prescribed by the University) credits by completing levels 4.5 and 5 of NCrf and exit from the undergraduate program shall be awarded an undergraduate diploma provided they have undergone a minimum 4-credit skill-enhancement course(s) over and above the 80 credits (or more as prescribed by the University) earned for completing level 5.
- ii) Students shall be allowed to join back in the 3rd year at level 5.5 at a later stage before the expiry of the credits earned, subject to a maximum duration of seven years. The procedure for depositing and redemption of credits shall be as per the UGC (Establishment and Operation of Academic Bank of Credits in Higher Education) Regulations, 2021, as amended from time to time.

14.3 Undergraduate degree. –

- i) Students who have earned a total of 120 credits (or more as prescribed by the University) by completing level 5.5 of NCrf and exit from the undergraduate program shall be awarded an undergraduate degree.
- ii) Students who have earned the required credits at level 5.5 of NCrf and exit from the undergraduate program after 3 years can resume the 4th year undergraduate (Honours/Honours with Research) program at a later stage before the expiry of the credits earned, subject to a maximum duration of seven years. The procedure for depositing and redemption of credits shall be as per the UGC (Establishment and Operation of Academic Bank of Credits in Higher Education) Regulations, 2021, as amended from time to time.

14.4 Undergraduate degree (Honours /Honours with Research). –

- i) Students who have earned the required credits at level 6 of NCrf shall be awarded an undergraduate (Honours/ Honours with Research) degree.
- ii) Students who have earned the required credits for two majors shall be awarded an undergraduate degree with a double major/integrated UG degree.
- iii) The degree to be awarded shall be called the undergraduate degree in the respective discipline(s) in accordance with the nomenclature specified by the UGC under Section 22 (3) of the UGC Act.

14.5 Postgraduate Program. –

- i) HEIs shall have the flexibility to offer postgraduate programs with different durations viz. (a) a 2-year program with an exit option at the end of the first year,

- (b) a 1-year program, and (c) an integrated 5-year undergraduate/ postgraduate program.
- ii) Students completing a 3-year undergraduate program shall be eligible for a two-year postgraduate program.
 - iii) Students completing a 4-year undergraduate program with Honours/Honours with Research shall be eligible for a one-year postgraduate program.
 - iv) Students completing a 4-year undergraduate degree (Hons. /Hons. with Research) in relevant subjects (level 6, e.g. B.Sc. Hons. in Physics, B.Sc. Hons. in Biology, B.Sc. Hons. in Mathematics) and students completing a 4-year undergraduate degree (level 6, e.g. B.E., B. Tech., etc.) shall be eligible for the 2 year/4 semester postgraduate program (level 7, e.g. M.E., M.Tech. etc.).
 - v) Students who have earned a total of 40 credits (or more as prescribed by the University) by completing the first year (level 6) of two-year PG (level 6.5/7) of NCrf and, if exit, shall be awarded a postgraduate diploma.
 - vi) A student with a 3-year undergraduate degree (level 5.5) who has earned required credits at level 6.5 of NCrf shall be awarded a 2-year postgraduate degree such as M.A., M.Com., M.Sc. etc., in accordance with the nomenclature specified by the UGC under Section 22 (3) of the UGC Act.
 - vii) A student with a 4-year undergraduate degree (level 6) who has earned required credits at level 6.5 of NCrf shall be awarded a 1-year postgraduate degree such as M.A., M.Com., M.Sc. etc., in accordance with the nomenclature specified by the UGC under Section 22 (3) of the UGC Act.
 - viii). A student with a 4-year undergraduate degree (level 6) who has earned the required credits at level 7 of NCrf shall be awarded a postgraduate degree such as M.E., M. Tech. etc., in accordance with the nomenclature specified by the UGC under Section 22 (3) of the UGC Act.

14.6 Recognition of Prior Learning. –

Learnings achieved outside of formal learning or through learning and training in the workplace or in the community shall be based on the validation of prior learning outcomes achieved. Such individuals with experience and expertise in any particular profession shall be assessed by the recognized higher education institutions as per the UGC “Guidelines for Implementation of Recognition of Prior Learning (RPL) in Higher Education, as amended from time to time.

14.7 Summary of Entry and Exit Points:

NEP 2020 clearly specifies the entry and exit points in the academic programs offered in the University. Based on NCrf and NHEQF, a summary of entry and exit points in the undergraduate and postgraduate programmes is provided below:

S.No.	Entry Requirement	Exit	NCrf Level	Qualification
1	Class 12 th or equivalent	1 st Year	4.5	UG Certificate
2	UG Certificate/ Completion of 1 st year UG (40 credits)	2 nd year	5	UG Diploma
3	UG Diploma/ Completion of 2 nd year UG (120 credits)	3 rd Year	5.5	UG Degree
4	UG Degree/Completion of 3 rd Year	4 th Year	6	UG (Hons.) or UG (Hons. With Research)
5	UG Degree (3-year)	1 st Year of 2-year PG	6	PG Diploma
6	Completion of 1 st Year of 2-year PG pursued after UG Degree (3-year)	2 nd Year of 2-year PG	6.5	PG Degree
7	UG Degree (4-year)	1 year	6.5	PG Degree
8	UG Integrated Course Five Year Under Graduate	5 th Year	6.5	UG Degree
9	UG Degree 5 th Year	1 st Year	7	PG Degree
10	Completion of 1 st Year of 2-year PG pursued after UG Degree (4-year)	2 nd Year of 2-year PG	7	PG Degree

15. EXAMINATION FORMS AND EXAMINATION FEE

15.1 Students who have to reappear in an examination or due for improvement paper, re-evaluation, rechecking shall have to apply to the Controller of Examinations, in the prescribed form for the purpose, to reappear in an examination and pay the fees as prescribed notified by the University from time to time.

15.2 An amanuensis may be provided to a candidate who meets with an accident during the days of examination and request for an amanuensis. The following procedure should be adopted in this connection:

- a) The candidate who meets with an accident during the days of examination and requests for an amanuensis should normally meet the Controller of Examinations, at least 24 hours before the commencement of the examination.

- b) The amanuensis should be a student of the standard lower than the exam for which he will act as amanuensis.
- c) The examinee who meets with an accident should submit a medical certificate from the Principal Medical and Health Officer of the District or by a Medical Board.
- d) The same amanuensis should continue for all the examination days.

16. QUESTION BANK

16.1 Need Of Question Bank

The need of question bank is felt due to the followings:

- a) Question banks is an attempt to integrate both teaching and evaluation.
- b) There is a constant need for development of standards and quality of examination along with demand for fair and just evaluation process
- c) To discourage traditional method of paper setting in order to avoid repetition of questions
- d) To test analytical skills and abilities desired of students.
- e) The Setting of Question Papers through the Question Bank System is a much-needed reform in the examination system. It reduces administrative mechanisms for conduct of paper setting process.
- f) A pool of experts of the concerned subject shall be contributors to an exhaustive question bank.
- g) The question bank system provides a platform for a wider participation of academicians with active collaboration in setting questions based on revised Blooms taxonomy.
- h) The involvement of many experts from different institutions will lead to setting of paper of good quality as teachers with known expertise on a particular unit/module can set questions only on the said topic/module.
- i) Well-developed question banks, as a matter of fact lead to and influence curriculum development.
- j) To be effective, it is necessary that the question bank must have a large number of questions of a particular course. With the use of ICT based system the question paper sets can be drawn within minutes.

16.2 STANDARD OPERATING PROCEDURE FOR QUESTION BANK

The question bank system shall be taken into consideration the following:

- a) Specifying Objectives/ Learning Outcomes to be tested. It should cover the entire hierarchy of learning objectives as specified by Bloom and Anderson.
- b) Deciding the question format
- c) Writing or pooling of questions by panel of experts
- d) Review of questions
- e) Sample group testing/ pilot test
- f) Assessment of difficulty and discrimination ability of the questions
- g) Final Selection of questions for the question Bank
- h) That questions are drawn from each unit of the syllabus
- i) That the questions drawn meet the Program Objectives and Outcomes of the course
- j) Questions shall span all difficulty levels and each question be marked with its difficulty level
- k) The question bank includes questions of every type as per Section such as Long Answer, Short Answer and Very Short Answer Questions must specify the expected length and suggested time for completion.
- l) Answer key shall be provided by the paper setter concerned.
- m) Each question shall be appended with suitable codes to indicate the learning outcome mapped to, the topic in the syllabus that it examines, the difficulty level and the discrimination ability.

17. EXAMINATION AND ASSESMENT

The medium of instructions and examination shall generally be English. However, a student will be permitted to write the examinations either in English or Hindi as approved by the Academic Council of the University. Each theory paper should preferably be of 100 Marks. The credits shall be assigned to all the papers. One credit is to be assigned for one hour of teaching/tutorial per week. Each theory paper/ course shall be assigned number of credits by the Academic Council. Each practical course of Two-hour duration will be assigned One Credit. The HoD of Department shall ensure that total credits in similar type of Academic Program do not vary significantly. For example: all B.Tech. Programs should have equal

number of total credits. Likewise, all M. Tech. programs, M.B.A., M.C.A., M.A., MAJMC, etc. may be identified as separate groups to have equal number of total credits within their own group for the purpose of uniformity. The evaluation for Semester Based Program shall be based on Internal Evaluation and End-Term Examinations.

18. EXAMINATION SCHEME FOR ALL PROGRAMS (EXCEPT COURSES RUN UNDER REGULATORY BODIES).

To pass each semester examination, a candidate must obtain minimum pass marks in each written paper/ sessional, practical work / Viva-Voce as laid down in the scheme of examination of the respective program.

The assessment of External Evaluation i.e. End Term Semester Examination will be made out of 70 (Seventy) marks in theory Papers and Internal Evaluation i.e. Mid Term assessment of 30 (Thirty) marks shall be made by the subject teacher, teaching the paper in accordance with the following rules:

Mid-Term Assessment	Class Test -I, Class Test-II & Class Test (A)	Assignments & Other Academics Activities as per Guidelines (B)	Semester Attendance (C)	Total (A+B+C)
-	15 Marks	10 Marks	5 Marks	30 Marks

Criteria for Awarding Semester Attendance Marks will be as prescribed by the University as follows:

- a. Attendance above 95% : 5 Marks
- b. Attendance between 91% to 95% : 4 Marks
- c. Attendance between 86% to 90% : 3 Marks
- d. Attendance between 81% to 85% : 2 Marks
- e. Attendance between 75% to 80% : 1 Mark

The HoD will preserve the records of the Sessional/practical work up to six months from the date of the declaration of the concerned semester examination.

A. INTERNAL EVALUATION: MID-TERM EXAMINATION

- a) The schedule of Class Tests - I, II & III shall be notified to the students by the

Department.

- b) The internal assessment shall be based on the marks obtained in CT-I, CT-II, CT-III, Viva-Voce, Projects, Attendance, Punctuality, Participation in class, other Extracurricular activities of the institute and overall discipline..
- c) No remedial Class Tests – I, II & III would be conducted.

B. EXTERNAL EVALUATION: END-TERM EXAMINATION

- a) The End Term examinations shall ordinarily be held at the end of every semester i.e. November-December or May-June, as the case may be, as per the schedule notified by the Controller of Examination. The dates for the practical examinations would be decided by the HODs of respective departments in consultation with the Dean of the Faculty.
- b) The examiners for the end-term examination will be appointed by the Vice-Chancellor from the panel of the examiners to be supplied by HOD /DEAN.
- c) At least 50% of the paper setters for the end-term examination will be submitted to the COE on his email earmarked for the purpose.
- d) The COE will get the manuscript of the question paper moderated by the Moderation Committee consisting of (i) Dean of Faculty (ii) HoD of the Department. After modifications, if needed; it will be handed over back to the COE for printing and conduct of examinations.
- e) The answer books will be evaluated by the persons who set the question paper. In case of his inability to assess the answer books, for whatever reasons, the Vice-Chancellor may get them assessed by any other examiner from the Panel or Internal Examiner.

19. EXAMINATION SCHEME FOR COURSES BEING CONDUCTED AS PER NORMS OF THE REGULATORY BODIES.

All such programs which are being run as per norms Regulatory Bodies, the Examinations will be conducted strictly as per the guidelines notified by the regulatory bodies.

20. VARIOUS COMMITTEES OF EXAMINATION DEPARTMENT

To conduct the examinations in a smooth and fair manner, the following committees have been constituted:

- a) **Examination Committee:** Examination Committee is constituted with its member as VC, PVC, COE and two other senior faculty members for the all-round development of the examination department. This committee meets

once during an academic semester to discuss various issues related to the examination such as paper setting, evaluation, feedback, suggestions for further improvement etc.

b) Moderation Committee (Question Paper): The Dean of the Faculty, Head of the Department and a Senior Faculty will be the Members of Moderation Committee, which will ensure:

1. The proper distribution of marks in the question paper.
2. The question papers are within the syllabus and cover the entire syllabus.
3. Non-Repetition of same questions.
4. Each question should also define with proper Course Outcome & Level as per syllabus
5. Language Check, etc.

c) Flying Squad: Flying Squad is constituted before commencement of the examination consisting of 2-3 members from various disciplines to restrict unfair means cases.

d) Unfair Means Committee: To decide the unfair means cases reported during semester/annual examination, a committee consisting of 3 senior faculty members shall be nominated by the V.C.

e) Moderation Committee (Assessment): The VC, PVC, Dean of the Faculty/Head of the Department and COE will be Members of Moderation Committee for result, which ensures:

- i) Use of valid assessment material and consistent application of criteria, to provide fair academic judgment and reliable outcome in the form of marks or grades.
- ii) It ensures appropriate designing and implementation of assessment activities along with generation of valid and reliable results.
- iii) It ensures that all achievements in the form of marks and grades across courses reflect achievement of same level of standard.
- iv) Moderation shall be conducted in case when there are large number of fail grades or high grades, or when large numbers of students who have received the same grade or clustering of students on letter grades, or when there are discrepancies between grades allocated to individual students in different

courses, or to find out the difficulty level of the question paper or whether the assessments modes used cover the entire syllabus or not.

- v) **Applicability - Moderation** shall be made applicable to both external and internal modes of assessment. The difficulty level of the questions included in the assessments, i.e., is the difficulty level on the extremes, very easy or very hard. The manner of awarding marks, i.e., has the correction been at the extremes, liberal or tough.

- f) **Grievance Redressal Committee:** Grievance Redressal Committee is constituted with VC, PVC, and Deans of the Faculties and COE to take care of various grievances related to the examination.

21. DEALING WITH UNFAIR MEANS CASES

If a candidate is found using unfair means or indulging in disorderly conduct during the Mid- Term Examinations or End-Term Examinations a case of unfair means is registered against him / her and placed before the Unfair Means Committee. The committee will examine such cases and recommend suitable action to the Vice-Chancellor for a final decision in the matter.

22. CRITERION FOR AWARDING GRADING SYSTEM

(FOR ALL COURSES EXCEPT B.PHARMA, M.PHARMA, BPT & MPT)

22.1 CRITERION for Awarding SGPA and CGPA: The criterion for awarding the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) for the entire professional program shall be as follows:

- a) The criterion for passing in a subject is that a student should secure minimum pass marks in the total of Internal Evaluation and End Term Examination as laid down in the scheme of examination of the respective program. A Student will earn the credits assigned for a subject if he/she passes in that subject.
- b) A student obtaining less than passing marks in each subject (sum of internal and End-Term examination) will be declared fail in that subject and will have to re- appear in a End-Term examination of the course in subsequent odd / even semester end term examination, subject to maximum permissible period of n+2 years/n+4 semesters to complete the course.
- c) The University has adopted Absolute Grading System for converting marks into grades. The formula of 10- point grading system for conversion of marks

obtained into Letter Grades and converting Letter Grades to Grade Point is given below:

Table 1: Marks, Letter Grades and Grade Points

Marks	Letter Grade	Grade Points
91-100	O (Outstanding)	10
81-90	A+(Excellent)	9
71-80	A(Very Good)	8
61-70	B+(Good)	7
51-60	B(Above Average)	6
46-50	C(Average)	5
40-45	P (Pass)*	4
0-39	F(Fail)	0
	AB (Absent)	0

*For pass marks, see the scheme of examination of the respective program.

- d. While converting the marks into Letter Grade, the rounding off marks must be considered.
- e. A student obtaining Grade F shall be considered failed and will be required to reappear in the examination.
- f. non-credit courses "Satisfactory" or Unsatisfactory" shall be indicated instead of the letter grade and this will not be counted for the computation of SGPA/CGPA

22.2 Computation of SGPA and CGPA

The University has adopted the UGC recommended procedure for computation of Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA)

- a) The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the papers/ courses taken by a student and the sum of the number of credits of all the courses undergone by a student, i.e.

$$SGPA (S_i) = \frac{\sum (C_i \times G_i)}{\sum C_i}$$

- b) Where C_i is the number of credits of the i th course and G_i is the grade point scored by the student in the i th course. The University shall issue Semester Grade Card to the student.

c) The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a program, i.e. $CGPA = \frac{\sum (C_i \times S_i)}{\sum C_i}$ where S_i is the SGPA of the i th semester and C_i is the total number of credits in that semester. The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.

d) The percentage of a student may be obtained as follows:

e) Percentage (approx..) = $(CGPA \times 9.5)$

Illustration of Computation of SGPA and CGPA and Format for Transcripts

Computation of SGPA and CGPA

Illustration for SGPA

Course	Credit	Grade Letter	Grade Point	Credit Point (Credit x Grade)
Course/Paper 1	3	A	8	3x8=24
Course/Paper 2	4	B+	7	4x7=28
Course/Paper 3	3	B	6	3x6=18
Course/Paper 4	3	O	10	3x10=30
Course/Paper 5	3	C	5	3x5=15
Course/Paper 6	4	B	6	4x6=24
	20			139

Thus, $SGPA = 139/20 = 6.95$

a) Illustration for CGPA

Semester-1	Semester-2	Semester-3	Semester-4	Semester-5	Semester-6
Credit: 20	Credit: 22	Credit: 25	Credit: 26	Credit: 26	Credit: 25
SGPA:6.9	SGPA:7.8	SGPA:5.6	SGPA:6.0	SGPA:6.3	SGPA:8.0

Thus,

$$GPA = 20 \times 6.9 + 22 \times 7.8 + 25 \times 5.6 + 26 \times 6.0 + 26 \times 6.3 + 25 \times 8.0$$

$$\dots\dots\dots = 6.73$$

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AWARDS OF DIVISION:-

1. Division shall be awarded only in the final semester.
2. Successful candidates in all the semester examination shall be awarded the division at the end of final semester examination taking the aggregate of marks

obtained in all semesters as follows:

- a) 75% and above - First Division with Distinction
- b) 60% and above but Less than 75% - First Division.
- b) 50% and above but Less than 60% - Second Division.
- c) Less than 50% but not less than 40% - Pass.

Provided the candidate has secured the minimum pass marks as specified under clause Passing of Examination above.

Condonation of deficiency in marks:- One Grace mark shall be awarded by the Vice Chancellor to the passed candidate who may be placed in the higher division by award of Vice Chancellor's one grace mark. The higher division will be shown in the result. This is subject to exit of the candidate from the programme.

23. RULES FOR THE AWARD OF GRACE MARKS

A candidate shall be eligible for grace marks provided:

- a) He / She has appeared in all the papers prescribed for the Examination.
- b) Grace marks to the extent of 1% of the aggregate marks of the papers in which the candidate has appeared in that particular scheme of examination, shall be awarded provided the student must pass the paper after awarding the grace marks.
- c) Grace marks to be awarded to a student only in the End-Term Examinations.
- d) No grace marks to be awarded in Internal Evaluation.

24. DECLARATION OF RESULT

The results are declared by the Controller of Examinations after being approved by the VC and Dean/HoD concerned. The result shall be declared on web-site of the University.

In order to strengthen the process of result declaration, the following important features shall be taken into consideration:

- i. Timeliness of declaration of result
- ii. Clarity of interpretation of the Result Card
- iii. Comprehensive Format

- iv. Accessibility
- v. Verifiability

24.1 TIMELINESS OF THE RESULT DECLARATION

Timeliness is essential in case of both internal and external components of evaluation. The following table shows the timeline for internal assessments and external assessments:

Assessment (Internal)	
Daily Tasks	Before the next task
Weekly Tasks	Before the next task
Unit End Tests	One week
Assessment (External)	
External Components	Within 30 days from last date of examination

24.2 CLARITY OF INTERPRETATION

In the final result, having both internal and external components, both shall be mentioned separately, followed by the overall grade. In the result, information about the grading and credit system, interpretation of grades, and conversion of grades to percentage shall be mentioned at the back of the mark-sheet.

24.3 COMPREHENSIVE FORMAT OF THE REPORT

Results reflect the achievement and competency of learners across all dimensions. The result shall be comprehensive and shall include all aspects of learning outcomes, i.e. Academic, Social, Moral and Spiritual. Subsequently the achievement of learners in respective areas shall be displayed.

24.4 ACCESSIBILITY

The End Semester results shall be declared online for both internal as well as external components. The students may access their result in the result portal through their unique enrollment number and OTP sent to their registered mobile number.

24.5 VERIFIABILITY

Results and Academic Awards shall verifiable by external agencies as they have significant link with the entire career path of the students. The verifiability of results by prospective employers, HEIs and other agencies shall be managed through the

National Academic Depository (NAD).

25.ASSESSMENT & ATTAINMENT OF OUTCOME

25.1 LEARNING OUTCOME BASED ASSESSMENT

Learning Outcome Based Education (LOBE) suggests the importance of establishing a “clear picture of what is important for students to be able to do, organizing the curriculum, instruction, and assessment to make sure that learning ultimately happens.” The main objectives of Learning Outcome Based Education (LOBE) are as follows:

OBJECTIVE

- To develop the assessment system based on attainment of learning outcomes.
- To develop students with the understanding of course content and its application to all situations; routine or complex.
- To promote Comprehensive Continuous Evaluation (CCE) model.
- To setup a mechanism for continuous assessment of application and higher ability skills in the students.
- To ensure credibility and transparency of outcome of the assessment system

25.2 ASSESSMENT TYPES:

Student Assessment shall be based out of a wide range of learning activities, which would include different approaches and are classified along several bases such as:

- a) Based on Purpose:** Assessment types include i) External (evaluation of students learning at end of instructional unit) and ii) Internal (informal and formal tests administered during the learning process).
- b) Based on Nature of Data:** i) Quantitative evaluation is mainly concerned with scholastic achievement in subject-based performance whereas ii) Qualitative is chiefly about evaluating the non-scholastic and probably more important, aspects of the student’s personality involving social, emotional, attitudinal and moral/ethical assessment.
- c) Based on Domain:** Assessment types include i) Scholastic achievement (assessment of curriculum related classroom teaching and learning) and ii)

non-scholastic achievement (assessment of student's behavior, values attitude, emotional stability during co-curricular activities and other structured or unstructured situations inside or outside the classroom).

- d) Based on Measuring Standard:** Criterion-referenced (uses test score to generate a statement about the behavior that can be expected of a person with that score), ii) Norm-referenced (Standardized) (whether test takers performed better or not than a hypothetical average student) and iii) Self-referenced (Ipsative) Evaluation (assessment of a person's performance is compared with their own earlier performance to identify improvements, if any). A further classification is based on direct and indirect measurement of learning. A direct method which is based on a sample of actual student work, including reports, exams, demonstrations, performances, and completed works, requires students to produce work so that teacher can assess how well students meet expectations. An indirect method is based upon a report of perceived student learning. These include surveys, exit interviews, and focus groups. The assessment shall be designed with learner attributes in mind. These attributes, which have clear linkages to Program Education Objectives and Outcomes, stem from the taxonomy.

26. ATTAINMENT OF COs & POs

26.1 SET TARGET LEVELS FOR ATTAINMENT OF COURSE OUTCOMES

The course outcome attainment will be assessed in order to track the graduate performance w.r.t target level of performance. The CO attainment is the tool used for continuous improvement through appropriate learning & teaching strategies of the course.

- In order to assess student performance with respect to abilities (at the end of course teaching/end of Semester) the course outcome attainment shall be measured
/Calculated.
- This course outcome attainment will become the basis for Program Outcome Attainment calculation. Prior to that, the course-program outcome mapping will be done.

26.2 SET TARGET LEVELS FOR ATTAINMENT OF PROGRAM OUTCOMES

/PROGRAM SPECIFIC OUTCOME

The program outcome attainment is assessed in order to track performance of the graduates' w.r.t target level of performance. The PO attainment is the tool used for continuous improvement in the graduates' abilities through appropriate learning & teaching strategies. The program outcome attainment will be governed by curricular, co-curricular and extra-curricular activities.

In order to calculate the program outcome attainment, the course outcome attainment is calculated. The set target level is the set benchmark to ensure the continuous improvements in the graduate's performance.

26.3 ATTAINMENT OF COs

A set of performance evaluation criteria will be used for quantitative assessment of COs. To start with the attainment shall be based on 90% direct assessment and 10% indirect assessment. In order to achieve the indirect achievement course end survey based on outcome shall be done and 10% of its weightage shall be taken into consideration for overall attainment.

At the initial level the threshold limit shall be the passing mark. However, the target level shall be as follows and will be enhanced in phased manner.

Level	Target
1.	If a student achieves 70-79% of the threshold value
2.	If a student achieves 80-89% of the threshold value
3.	If a student achieves greater than equal to 90% of the threshold value

26.4 STEPS FOR ASSESSMENT OF LEARNING OUTCOMES AND ANALYSIS OF ASSESSMENT FINDINGS

a) Teacher will assess each student's performance in each course and provide feedback to the student. The CO attainment will be based on internal assessment and end term examination assessment;

26.4.1.1 Student will reflect on course learning experiences and provide feedback

26.4.1.2 Internal/external reviewers will provide feedback regarding the overall quality of the program and the experiences that relate most directly to

student achievement of stated learning outcomes

- b) A common format will be used for finding the average attainment of COs.
- c) The following are the three target levels: High (3), Moderate (2) and Low (1) attainment for direct and indirect methods.
- d) Target level for attainment of COs initially will be set based on passing marks of that course and increased consequently as previous performance.
- e) Attainment Level Calculation for direct assessment for each CO is the sum of external (70%) and internal (30%) assessment of that CO.
 - f) Indirect assessment will be done through student feedback on achievement of COs.
- g) Attainment level calculation for overall CO is the sum of direct (90%) and indirect assessment (10%)
- h) The CO attainment will be measured and the results obtained. Based on the results of attainment, the corrective measures/remedial action will be taken.

27. ATTAINMENT OF PO/PSO

Program outcomes will be attained through direct and indirect methods.

- a) **Direct Method:** For measuring PO in direct method a CO/PO matrix will be used to measure PO. The COs will be linked to the PO using the CO vs PO matrix as stated in Course Syllabus. The attainment of POs and PSOs will be calculated based on the CO attainment using following steps -
 - i) The mapping of individual Courses or subjects and their learning outcomes with Program Outcomes and Program Specific Outcomes will be done.
 - ii) Performance in theory courses will be measured according to the marks obtained by the students in the Internal and External evaluation.
 - iii) After Evaluation of marks, the CO attainment will be done.
 - iv) PO attainment will be calculated on the basis of average CO attainment of each course.
 - v) The PO attainment will be calculated by using the predefined CO/PO matrix and the value of final CO attainment for the subject. The PO attainment will be calculated by using the formula $PO \text{ attainment} = \text{Avg. of COs of a PO} / 3 \times \text{Final CO attainment for the subject}$.
 - vi) Performance in these courses will then be analyzed in detail to measure the

degree to which the Program Outcomes and Program Specific Outcomes are attained.

b) Indirect Attainment: In this method, the feedback on the framed questionnaires will be considered. The survey questionnaire will be circulated to graduates (exit survey), teachers, alumni and employer. The surveys will then be assessed and evaluated to determine the strength of attainment level of POs/PSOs.

Survey results from graduates, alumni, and employer will be consolidated and the final PO values calculated through 3-point scale (High, Moderate and Low).

Overall attainments of POs will be calculated by taking 90% of direct attainment and 10% of indirect attainment **PO Attainment = 90% (Direct Attainment) + 10% (Indirect Attainment)**. If the POs and PSOs attainment value is below the target, an essential remedial action will be planned and implemented.

28. RE-EVALUATION

a) The re-evaluation facility is available only for end-term theory examinations. Students may apply for re-evaluation of their result in maximum of 25% of the papers as mentioned in the scheme of examination of that particular semester.

b) The students may apply for re-evaluation to Controller of Examinations in a prescribed format within 15 days of declaration of the result and by paying the requisite amount of fee as prescribed by the University.

c) The answer scripts for which revaluation is sought for shall be sent to another external examiner. If the marks awarded in the re-evaluation increases up to 20% of the Maximum Marks (End Term Theory Paper) the higher marks will be awarded to the candidate. However, if the difference is more than 20%, the answer script would be sent to the third examiner and the mean of two higher marks, awarded by all the three examiners will be considered.

Re-evaluation is allowed only in theory papers not in Mid Term, Practical examination/ Dissertation/Project Works/Reports.

29. RECHECKING/ INSPECTION OF ANSWER SHEET BY THE CANDIDATE

Students may apply for Re- Checking / Inspection of answer sheet of their result if so desired. The students may apply for the same to Controller of Examinations in a prescribed format within 15 days of declaration of the result by paying the requisite amount as prescribed by the University. A suitable date would be given

to the student to see his/her answer sheet personally. If a student wishes to get his/her answer sheet re-evaluated, it would also be done as above.

30. RE-APPEAR/IMPROVEMENT IN END TERM EXAM

a) The re-appear/improvement in End Term Examinations for Odd semester will be held along with the Odd Semester regular End Term examinations and for Even Semester with End Term examinations along with Even Semester regular End Term examinations.

b) A student who has to re-appear/improve in a End-Term-term examination shall be examined as per the syllabus, which is in force at the time he is taking the examination unless the paper has been completely changed or shifted from one semester to another. In case the syllabus has been changed more than 25% or a new paper has been introduced instead, then the student would be examined as per the course which he/she had studied. The Deans/HoDs would be required to submit the information regarding the papers in which the syllabus has been changed more than 25% or the paper has been shifted to another semester or that paper has been removed from the current scheme of examination.

c) A candidate, who fails in a semester examination shall be exempted from re-appearing in the paper(s) / Sessional / practical work (Project report, Seminar/ Moot Court, etc.) in which he may have obtained minimum pass marks (including the marks of Sessional /practical work) as given in the scheme of examination of the respective program. Such a candidate shall be allowed to appear, for passing in the remaining paper(s), only at the next respective semester examinations.

d) The previous internal marks already obtained by the student shall be taken into account without any modification.

31. PROMOTION OF CANDIDATES

All the candidates will get automatically promoted to the higher semester. However, the student shall be required to complete the program in a maximum permissible period. Regulatory bodies promotion norms are applicable to the students undergoing the programs run under them.

32. CREDIT TRANSFER POLICY FOR MOOCs /COURSERA ETC.

a) The university shall give the equivalent credit weightage to the students for the credits earned through online learning courses through SWAYAM/Coursera or

any other approved` platform in the credit plan of the program.

b) All Diploma, UG and PG programs offered by the university that follow CBCS pattern.

c) Capability Enhancement courses, Skill Enhancement Courses, Elective courses.

d) Out of the total credits, 40% of the credits may be earned by the student through MOOCs (SWAYAM, NPTEL, Coursera etc.). However, the choice of online courses to be approved in advance by Dean/ HoD and Coordinator SWAYAM keeping in view the latest guidelines of the UGC/ respective regulatory body guidelines.

33. MERCY CHANCE

Grant of Mercy chance is allowed only in hard and exceptional circumstances to those students who got re-appear and could not pass the examination within maximum duration of program on the recommendation of the HoD through the Dean of respective Faculty duly approved by VC/Academic Council. Such candidates will have to pay a fee as prescribed by the University.

34. MULTIPLE ENTRY EXIT

Flexible learning is important to choose one's academic pathway leading to the award of certificate, diploma, and degree. There are occasions when learners have to give up their education mid-way for various reasons. The records of the clearance of credits for such incomplete academic programs remain unaccounted. Some contingency approaches are followed in a few Higher Education Institutions (HEIs) by allowing the learner to settle for a lower level of certification. It will reduce the drop-out rate, thus improving Gross Enrolment Ratio (GER), which is one of the major objectives of the National Education Policy, (NEP), 2020. Flexible learning also facilitates lifelong learning. These objectives can be achieved on the principle of a multiple entry and exit system along with the opportunity of learning from anywhere, anytime.

35. ACADEMIC BANK OF CREDITS (ABC)

The Academic Bank of Credits (ABC), a national-level facility will promote the flexibility of the curriculum framework and interdisciplinary/multidisciplinary academic mobility of students across the HEIs in the country with appropriate "credit transfer" mechanism. It shall be a mechanism to facilitate the students to choose their own learning path to attain a Degree/ Diploma/Certificate, working on the

principle of multiple entry and exit as well as anytime, anywhere, and any level of learning. ABC shall enable the integration of multiple disciplines of higher learning leading to the desired learning outcomes including increased creativity, innovation, higher order thinking skills and critical analysis. ABC shall provide significant autonomy to the students by providing an extensive choice of courses for a program of study, flexibility in curriculum, novel and engaging course options across a number of higher education disciplines/ institutions. The multiple entry and exit options for students is facilitated at the undergraduate and Master's levels. It would facilitate credit accumulation through the facility created by the ABC scheme in the "Academic Bank Account" opened for students across the country to transfer and consolidate the credits earned by them by undergoing courses in any of the eligible HEIs. The ABC allows for credit redemption through the process of commuting the accrued credits in the Academic Bank Account maintained in the ABC for the purpose of fulfilling the credits requirements for the award of certificate/diploma/degree by the authorized HEIs. Upon collecting a certificate, diploma or degree, all the credits earned till then, in respect of that certificate, diploma or degree, shall stand debited and deleted from the account concerned.

36. POLICY FOR MIGRATION OF STUDENTS

36.1 MIGRATION POLICY

- a) The Policy covers the migration of students from within a Department of Jagan Nath University (intra university) or from other Universities to Jagan Nath University (inter university) in any program running in the University on the recommendation by the equivalence committee of the university and approval by the Vice-Chancellor
- b) Such migration will not be the right of a student; though it is a permissive facility and hence not obligatory on the part of the university to allow.
- c) Inter-university migration shall be allowed to students coming from universities/ Institutes established under and recognized by the Regulatory Bodies.
- d) In addition, the academic record of a student shall also be a determining factor for allowing migration.
- e) The candidate must pay the Enrollment/Migration Fee as prescribed by the University.

36.2 INTRA-UNIVERSITY (INTRA-DEPARTMENT) MIGRATION

The migration of a student enrolled in an undergraduate or postgraduate program shall

be regulated as under:

- a) A Student can apply for Intra-Department migration within the university only after the completion of first year of the enrolled program and are academically eligible to register for the third semester.
- b) Such migration shall be allowed after the completion of second semester but before the start of third semester.
- c) However, change of discipline of study shall not be allowed under the migration policy.

36.3 ORDER OF PREFERENCE FOR MIGRATION

- (a) Change of program/branch within the Department, if permissible, shall be carried out at the level of Faculty of concerned discipline. The concerned department shall check the eligibility criteria for migration of the candidate and if the candidate fulfils the criteria the department shall forward his/her case to the admission cell and office of COE after the approval of the Dean of the concerned department.
- (b) Preference shall be given to those students who have cleared all the courses of the first and second semesters.
- (c) Further, such students shall be required to submit a No objection certificate (NOC) from their parents in support of change of Program/Branch of their ward.
- (d) In cases where the student migrates from one program to another, the fee difference must be paid.

36.4 INTER-UNIVERSITY MIGRATION

- a) The students following conditions shall be applicable to cases of migration of from other Universities/Institutes:
- b) Migration of students from other recognized universities/Institutions Jagan Nath University to in undergraduate/Postgraduate programs shall be allowed up to 15 days prior to the date of commencement of semester. Such migration shall be regulated as under:
 - i) Migration will be allowed strictly as per norms of the Regulatory Authorities like BCI, PCI, NCTE etc. wherever applicable.
 - ii) Migration would be allowed max. up to Semester as mentioned below:

S.No.	Course Duration	Migration Allowed up to
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1	One Year	No Migration Allowed
2	Two Year	III Sem.
3	Three Year	III Sem.
4	Four/Five Year	V Sem.

iii) The candidate must have passed all the courses of the previous semester of the University from where he/she is migrating.

iv) The courses studied by the candidate must be mapped with the courses offered by Jagan Nath University. The student has to pass all those courses which are not mapped, whenever they will be offered by the University.

v) The candidate would be required to furnish an undertaking that he/she will attend classes in a pass the courses which are not equivalent to courses of Jagan Nath University.

vi) The candidate will have to produce a NOC from the institute/university where he/she is presently studying.

(vii) Such migration will be subject to the availability of seat(s) in programs/branches in which migration is sought.

(viii) Migration will be governed by the rules and regulations of the Jagan Nath University.

(ix) In addition to the above, the admission in UG/PG program, credit transfer will be allowed maximum up to 50% of the credit of the program.

36.5 PROCEDURE FOR INTER UNIVERSITY MIGRATION

- a) A candidate seeking migration should obtain No objection certificate (NOC) in prescribed format from the University/Institute where the student is studying and from Jagan Nath University where migration is sought.
- b) The candidate seeking migration should submit an application duly signed by him/her along with NOC issued by the university/Institute last studied.
- c) Jagan Nath University will authorize migration only if a vacant seat is available in the program/branch in which migration is sought.
- d) such migration will be governed by the rules and regulations of the Jagan Nath University.

e) The Equivalence Committee shall comprise of the following:

1	Dean (Academics)	Convener
2	Concerned Dean	Member
3	2 Senior Teachers (Subject Expert) nominated by the Vice Chancellor	Member
4	Deputy Registrar / Assistant Registrar	Member Secretary

36.6 DOCUMENTS REQUIRED

The candidate should produce the following certificates from his/her earlier University/ Institute at time of seeking admissions:

- (a) Migration Certificate/ No Objection Certificate (NoC) from the previous University.
- (b) Character Certificate.
- (c) Certificate and Mark sheets of Matriculation, 10+2 / Graduation.
- (d) Original Mark sheets of all semesters passed/ appeared in the University from which he/she seeking admission.
- (e) ABC Id / APPAR Id

36.7 MIGRATION FOR Ph.D. PROGRAM

Research scholars pursuing Ph.D. program be allowed in recognized universities may to migrate to Jagan Nath University on the following conditions:

- a) The candidate should be a Bonafide registered Research scholar of a recognized University.
- b) The candidate should have been fulfilled all the eligibility conditions and has completed the course work in the University where registered.
- c) Submit a status report on the research work completed as on date duly verified by the Research Guide and Ph.D Program Coordinator.
- d) Should have valid and convincing reason for migration.
- e) Produces a NOC issued by the guide and Ph.D program coordinator, duly forwarded by the competent authority of the University.
- f) Submit a research plan in association with proposed Guide in Jagan Nath University.

g) Gives a declaration in writing to abide by the research policies and Regulations of the Jagan Nath University.

h) The application must be reviewed and approved by the Departmental Research Advisory Committee (DRAC).

36.8 INFORMATION TO AUTHORITIES

All the migration cases i.e. Intra/ Inter / Ph.D. must be informed to the office of Registrar, Vice Chancellor, CoE and admission cell by the concerned Departments.

36.9 CONCLUSION

Jagan Nath University Policy for Admission and Migration of Students will be subject to review annually on the basis of suggestions received from stakeholders, impact analysis and considerations by the equivalence committee constituted at the time.

37 MARKSHEET, MIGRATION AND PROVISIONAL CERTIFICATES

a) The mark-sheet/ transcript for each semester containing the Grades obtained in various subjects in the Semester will be uploaded on the University Website/issued indicating SGPA of the student and a consolidated transcript after successful completion of the course or at the termination of the program indicating the performance in all semesters i.e. CGPA of the course.

b) After passing a course or otherwise, when a candidate desires to seek admission at a different University or a college of different University, Migration Certificate will be issued by the University on request.

c) After completion of a Program, a student may obtain a Provisional Certificate which will be valid till the issue of the Original Degree.

d) If a candidate has lost his Mark Sheet/Degree, he must lodge an FIR with the police to avoid misuse of said Mark sheet/Degree. He may apply to the University along with a copy of the FIR for issuing him a duplicate Mark sheet/ Degree. He has to pay the requisite fee as prescribed by the University.

38 AWARD OF DEGREES

A student shall be awarded degree in program he/she has registered himself/herself, undergone the course of studies, completed the project reports / dissertation specify in the curriculum of his/her program within the stipulated time and scored the minimum credits prescribed for award of the degree.

39 WITHDRAWAL OF DEGREES/DIPLOMAS

A degree awarded by the University may be withdrawn if it is found at the later stage that the candidate has submitted any forged document or ineligible at the time of admission to the program. The Board of Management may, on the recommendation of the Chairman of the Academic Council, by a resolution passed with the concurrence of not less than two- third of the members voting, withdraw any degree, diploma or any distinction conferred by the university:

Provided that before taking action contemplated, it shall be incumbent upon the Board of Management to notify the person concern of the action contemplated and to give him an opportunity to tender either in person or by a written statement within 15 clear days from date of issue of such notice, such defense as he may wish to put up. The board of Management after taking into consideration the defense so set up, shall take decision to withdraw or not to withdraw the degree/diploma etc.

40 SCHOLARSHIPS, AWARDS AND MEDALS

- a) Students excelling in academics, co-curricular and extracurricular activities are felicitated through various awards and scholarships instituted by the University.
- b) A candidate with highest Marks would be declared Topper. In case of tie of Marks, the student senior in age will be considered as the topper.
- c) Gold, Silver and Bronze medal will be awarded on the basis of securing first three highest Marks in the course concerned.

41 NATIONAL ACADEMY DEPOSITORY (NAD)

41.1 OBJECTIVE

Maintaining academic awards in an electronic depository would provide benefit to educational institutions, students and employers by enabling online access of academic awards which will eliminate the need for persons to approach educational institutions for obtaining transcripts of such awards or marks-sheets for verification. It would also eliminate fraudulent practices such as forging of certificates and mark- sheets, by facilitating online verifications thereof. The National Academic Depository aims at ensuring a credible and convenient mechanism for online lodging, verification and authentication of the academic awards issued by various educational institutions.

41.2 ABOUT NATIONAL ACADEMIC DEPOSITORY (NAD)

The vision of National Academic Depository (NAD) is born out of an initiative to provide an online store house of all academic awards. National Academic Depository (NAD) is a 24X7 online store house of all academic awards viz. certificates, diplomas, degrees, mark-sheets etc. duly digitized and lodged by academic institutions / boards / eligible assessment bodies. NAD not only ensures easy access to and retrieval of an academic award but also validates and guarantees its authenticity and safe storage.

41.3 UGC-THE AUTHORIZED BODY

The Union Cabinet has approved establishing a digital depository of academic awards to be known as National Academic Depository (NAD) on the pattern of securities depository in its meeting held on 27th October, 2016.

Consequent upon the approval of Cabinet, the Government in exercise of powers conferred under section 20(1) of University Grants Commission Act,1956 has designated University Grants Commission (UGC) as an authorized body to enter into a Memorandum of Understanding with Digi-Locker as a Single Depository.

41.4 FEATURES OF NAD

- Operate in fully online mode
- Allow lodging of Academic awards in a digital format, maintaining the integrity of access to the database and of the awards lodged in the database.
- Allow students to retrieve their lodged academic awards at any time.
- Allow employers and other person with prior approval of the concerned student to verify the authenticity of any academic award.
- Maintain the authenticity, integrity and confidentiality of the database.

42 ABOUT AUTOMATED PERMANENT ACADEMIC ACCOUNT REGISTRY (APAAR)

One Nation, One Student ID. APAAR empowers students to accumulate and store their academic accomplishments, facilitating seamless transitions between institutions for the pursuit of further education. The APAAR ID serves as a lifelong academic passport, consolidating all achievements and credentials of a student in one place. The APAAR ID simplifies the processes of credit recognition and transfer right from the school level, thereby streamlining academic progression and recognition of prior learning. APAAR assigns a unique and permanent 12-digit ID to every student, offering a comprehensive record of their academic achievements,

including degrees, scholarships, awards, and other credits.

DISPOSAL PROCEDURE

All the answer-sheets will be disposed through the following procedures:

- a) All answer-sheets/booklets and other records shall be shifted to store-room after completion of re-evaluation/re-checking process.
- b) Answer-Sheets/MCQ papers/Mark lists/Evaluation sheets/Question Booklets etc are arranged and bundled systematically kept in racks in the store room.
- c) A committee appointed/approved by the Vice-Chancellor shall be responsible for the disposal of records.
- d) Records must be disposed by shredding or any other appropriate means.
- e) Disposal must be handled in a secure and confidential manner.
- f) Once the disposal is completed, disposal certificates must be obtained from the vendor.

Stating that the paper has been used for recycling.

43. JURISDICTION: All disputes are subject to the jurisdiction at Jhajjar.

ANNEXURE - I

AWARD OF ACCELERATED AND EXTENDED DEGREES BY THE UNIVERSITY.

The National Credit Framework (NCrF) enables learners with varying learning abilities to move through the curriculum at rates faster or slower than the standard duration of a programme by earning the required credits. Higher Education Institutions (HEIs) may provide Accelerated Degree Programme (ADP) and Extended Degree Programme (EDP) in addition to degree programmes with standard duration after evaluating the student's request for admission to a programme with a standard duration.

These instructions will guide Higher Education Institutions (HEIs) in the academic content, credits, assessment methods and degree awarding while implementing extended and accelerated degrees.

- HEIs may earmark up to 10% of sanctioned intake for ADP.
- HEIs may constitute a committee to scrutinize applications received at the end of the first

or the second semester under EDP and ADP and select students accordingly.

- The Committee constituted by the HEI will evaluate the credit-completing potential of a student based on their performance in the first or the second semester and give its recommendations.
- The Committee shall recommend a reduction or an increase in the number of courses and total credits per semester, as per the duration opted by the students.
- Under the ADP and EDP, the transcripts should record only the courses the students take in a semester.

ACCELERATED DEGREE PROGRAMME (ADP). –

- Accelerated degree programmes shall be applicable only at the undergraduate level.
- In the ADP, students will follow the same curriculum content and total credits prescribed for the programme for a standard duration. The only change will be in the duration of the programme. Students shall have the option to choose ADP either at the end of the first semester or the second semester and not beyond that. Students opting for the ADP will earn additional credits per semester starting from the second or third semester, depending on when they transition to the ADP. If they join the ADP after the first semester, they will begin earning extra credits from the second semester onward. Similarly, if they join the ADP after the second semester, the additional credit load will start from the third semester onward.
- In a 3-year undergraduate programme, students can shorten the duration by a maximum of one semester, e.g. students can earn the total credits needed for a 3-year undergraduate programme in five semesters. Similarly, in a 4-year undergraduate programme, students can shorten the duration by one semester or a maximum of two semesters, e.g. students can earn the total credits required for a 4-year undergraduate programme in six or seven semesters. Based on the credit structure in the “Curriculum and Credit Framework for Undergraduate Programmes”, the Committee shall decide the minimum number of credits a student must earn in a semester in ADP.

EXTENDED DEGREE PROGRAMME (EDP). –

- Extended degree programmes shall be applicable for undergraduate programmes only.
- In the EDP, students will follow the same curriculum content and total credits prescribed for the programme for a standard duration. The only change will be in the duration of the programme. Students shall have the option to choose EDP either at the end of the first

semester or the second semester and not beyond that. Accordingly, students who opt for EDP will earn fewer credits every semester than those required in a programme with a standard duration.

- In a 3-year or 4-year undergraduate programme, the duration may be extended up to a maximum of two semesters. Accordingly, students can earn fewer credits in each semester. Based on the credit structure in the “Curriculum and Credit Framework for Undergraduate Programmes”, the Committee shall decide the minimum number of credits a student must earn in a semester in EDP.

EXAMINATION AND EVALUATION PROCESS. –

The examination and evaluation system will remain the same as the programme with a standard duration.

AWARD OF DEGREES. –

- HEIs may issue degrees for students on completion of the programme in the opted duration (shortened or extended duration) and need not wait to complete the standard duration for the award of the formal degree.
- For the accelerated and extended degrees, a self-contained note should be added in the degree stating that the academic requirements required in a standard duration have been completed in a shortened or extended duration. For an ADP of 4-year undergraduate programme, the note should specify that the student completed the academic requirements of a 4-year programme in six or seven semesters, as the case may be.
- Government departments, private organizations, and recruiting agencies like UPSC/State Service Commission, etc., should treat the degrees from ADP and EDP on par with degrees with standard duration.

ANNEXURE-I

Award of Accelerated and Extended Degrees

The National Credit Framework (NCrF) enables learners with varying learning abilities to move through the curriculum at rates faster or slower than the standard duration of a programme by earning the required credits. Higher Education Institutions (HEIs) may provide Accelerated Degree Programme (ADP) and Extended Degree Programme (EDP) in addition to degree

programmes with standard duration after evaluating the student's request for admission to a programme with a standard duration. These instructions will guide Higher Education Institutions (HEIs) in the academic content, credits, assessment methods and degree awarding while implementing extended and accelerated degrees.

- HEIs may earmark up to 10% of sanctioned intake for ADP.
- HEIs may constitute a committee to scrutinize applications received at the end of the first or the second semester under EDP and ADP and select students accordingly.
- The Committee constituted by the HEI will evaluate the credit-completing potential of a student based on their performance in the first or the second semester and give its recommendations.
- The Committee shall recommend a reduction or an increase in the number of courses and total credits per semester, as per the duration opted by the students.
- Under the ADP and EDP, the transcripts should record only the courses the students take in a semester.

Accelerated degree programme (ADP). –

- Accelerated degree programmes shall be applicable only at the undergraduate level.
- In the ADP, students will follow the same curriculum content and total credits prescribed for the programme for a standard duration. The only change will be in the duration of the programme. Students shall have the option to choose ADP either at the end of the first semester or the second semester and not beyond that. Students opting for the ADP will earn additional credits per semester starting from the second or third semester, depending on when they transition to the ADP. If they join the ADP after the first semester, they will begin earning extra credits from the second semester onward. Similarly, if they join the ADP after the second semester, the additional credit load will start from the third semester onward.
- In a 3-year undergraduate programme, students can shorten the duration by a maximum of one semester, e.g. students can earn the total credits needed for a 3-year undergraduate programme in five semesters. Similarly, in a 4-year undergraduate programme, students can shorten the duration by one semester or a maximum of two semesters, e.g. students can earn the total credits required for a 4-year undergraduate programme in six or seven

semesters. Based on the credit structure in the “Curriculum and Credit Framework for Undergraduate Programmes”, the Committee shall decide the minimum number of credits a student must earn in a semester in ADP.

Extended Degree Programme (EDP). -

- Extended degree programmes shall be applicable for undergraduate programmes only.
- In the EDP, students will follow the same curriculum content and total credits prescribed for the programme for a standard duration. The only change will be in the duration of the programme. Students shall have the option to choose EDP either at the end of the first semester or the second semester and not beyond that. Accordingly, students who opt for EDP will earn fewer credits every semester than those required in a programme with a standard duration.
- In a 3-year or 4-year undergraduate programme, the duration may be extended up to a maximum of two semesters. Accordingly, students can earn fewer credits in each semester. Based on the credit structure in the “Curriculum and Credit Framework for Undergraduate Programmes”, the Committee shall decide the minimum number of credits a student must earn in a semester in EDP.

Examination and Evaluation Process. –

- The examination and evaluation system will remain the same as the programme with a standard duration.

Award of degrees. –

- HEIs may issue degrees for students on completion of the programme in the opted duration (shortened or extended duration) and need not wait to complete the standard duration for the award of the formal degree.
- For the accelerated and extended degrees, a self-contained note should be added in the degree stating that the academic requirements required in a standard duration have been completed in a shortened or extended duration. For an ADP of 4-year undergraduate programme, the note should specify that the student completed the academic requirements of a 4-year programme in six or seven semesters, as the case may be.

- Government departments, private organizations, and recruiting agencies like UPSC/State Service Commission, etc., should treat the degrees from ADP and EDP on par with degrees with standard duration.