



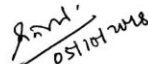
UNIVERSITY OF CALCUTTA

Notification No.CSR/ 89 /18

It is notified for information of all concerned that the Syndicate in its meeting held on 24.09.2018 (vide Item No.12) approved the **Uniform Examination Regulations for Two-Year Post Graduate (M.A. / M.Sc. / M.Com.) Courses (Under C.B.C.S)** in the Post-Graduate Departments of this University and in the affiliated Colleges offering Post-Graduate Courses under this University, as laid down in the accompanying pamphlet.

The above shall be effective from the academic session 2018-2019.

SENATE HOUSE
KOLKATA – 700073
The 5th October, 2018


(Dr.Soumitra Sarkar)
Registrar (Officiating)

UNIVERSITY OF CALCUTTA

Uniform Examination Regulations for Two-Year Post Graduate (M.A. / M.Sc. / M.Com.) Courses (Under C.B.C.S.) (With effect from the academic year 2018 – 2019)

1. The two -Year Post Graduate (M.A. / M.Sc. / M.Com.) Course (Under C.B.C.S.) shall be for a minimum duration of four (4) consecutive semesters of six (6) months each, i.e. two (2) years. The odd semester will start ordinarily in the month of July and the even semester in the month of January of every year.

A candidate pursuing a regular course of study for two-year Post Graduate (M.A. / M.Sc. / M.Com.) course (Under C.B.C.S.) **shall have to clear all the semesters in all respects within a span of four years from the year of admission to the particular course and combination, failing which enrolment of the candidate shall stand cancelled.**

2. End semester examinations are to be held ordinarily at the end of the concerned semester, i.e. Semester I and Semester III in December-January and Semester II and Semester IV in June-July.
3. A candidate shall be eligible for appearing at any of the Semesters of P.G. Examination, provided he/she prosecutes a regular course of studies in the concerned subject offered by the University keeping percentage of attendance as specified bellow-

- a) A student attending at least 75% of the total number of classes* held shall be allowed to appear at the concerned Semester Examination subject to fulfilment of other conditions laid down in the regulations.
- b) A student attending at least 60% but less than 75% of the total number of classes* held shall, however, be eligible to appear at the concerned Semester Examination upon obtaining condonation order from the Vice-Chancellor (Principal for affiliated colleges) and on payment of requisite condonation fees/ short attendance fees as may be prescribed by the University from time to time.
- c) A student attending less than 60% of the total number of classes* held shall not be allowed to appear at the concerned Semester Examinations and he/she has to take re-admission to the same Semester in the very next year for attending the classes and appearing at the said Semester Examination subject to fulfilment of clause (a) or (b) above.

**Such attendance will be calculated from the date of commencement of classes or date of admission, whichever is later.*

4. Theoretical examinations would be held after the completion of curriculum at the end of each semester (clause 2).

Duration of the theoretical examinations-

Up to 25 marks: 1 hour

26 to 50 marks: 2 hours

51 to 80 marks: 3 hours

81 to 100 marks: 4 hours

5. A candidate is required to appear (in examination) in each and every paper / course / module / part / group of the respective syllabus. A candidate in order to be declared to have passed an examination, must obtain at least 40% marks (including Internal Assessment) in each paper / course. In case of a paper/course containing both theoretical and practical portions, a candidate is required to secure at least 35% marks (including Internal Assessment) separately in the theoretical and practical portions and at least 40% marks (including Internal Assessment) in aggregate in that paper.
6. A candidate who is **eligible** to appear at any of the End Semester Examinations does not enrol or does not appear at the examinations or fails to secure pass marks in any paper(s) at the concerned examinations, as stated in Clauses 5 above, will be allowed to attend the classes in the next higher semester, as applicable.
7. Internal Assessment has to be done in the semester in which a candidate becomes eligible to appear in the concerned end semester examination. The candidates remaining absent in the written examination for Internal Assessment will be awarded zero (0) marks in the written part of internal examination.
Marks obtained in Internal Assessment (i.e., marks for attendance, if any, and marks of written examination or any other component of internal assessment, taken together) shall be retained for the entire duration of his/her enrolment.
8. If a candidate secures pass marks in Practical Paper(s)/Module(s) /Project Work but fails to secure pass marks in other papers, the marks of Practical Paper(s)/Module(s) /Project Work along with Internal Assessment of the other papers shall be retained for the entire duration of his/her enrolment.
9. A candidate may continue his/her course of study for the next higher Semester and appear at any higher End Semester examination without appearing at the lower End Semester Examinations subject to Clause 3(c).
10. A candidate who fails to secure pass marks (as stated in Clause 5 above) in one or more papers of a semester may appear in those paper(s) when the concerned End Semester Examinations will be held next.
11. If a candidate fails to secure pass marks in one or more papers in 3rd and / or 4th End-semester examinations, he/she may appear in the supplementary examinations to be held after 3 months of the publication of results of 4th semester examinations.
12. Non-appearance (absence) in any examination for any reason shall be counted as a chance. Failure to fill up the examination form shall also be considered as a missing chance.
13. A failed candidate, intending to re-appear in a subsequent semester examination has to submit examination form / application to the Controller of Examinations through the Head of the Department (Principal for affiliated colleges) as per the notice to be issued by the department of Controller of Examinations.

The candidate has to clear the entire course within 4 years from the year of first admission in that course.

14. The schedule for the End-Semester Examination shall be prepared and announced by the Controller of Examinations in consultation with the Post Graduate Board of Studies concerned.
15. Names of the paper-setters (at least one internal paper setter from the concerned academic department of this University and one external*/substantive teacher of the affiliated colleges having teaching experience of the paper concerned in PG Course), head-examiner (preferably regular faculty of the concerned academic department of the University), examiners, scrutineers,

re-examiners, third examiners (if required) of each subject / course / paper and board of moderators (regular faculty members of the concerned academic department of this University and at least one external*) shall be recommended by the Post Graduate Board of Studies and approved by the Vice-Chancellor.

**Any expert having teaching experience in Master Degree and are not engaged in teaching either in concerned academic department of this University or any affiliated college of this University (if viable otherwise).*

16. Concerned Post Graduate Board of Studies will recommend the following for approval of the higher authorities.

- a. Pattern of questions with marks distribution
- b. Modalities for holding internal assessment
- c. Modalities for holding practical examinations, if any
- d. Modalities for submission of dissertation or project (if any)
- e. Modalities for holding Viva-Voce examinations, if any, etc.

17. An examination shall be held always under the current syllabus (if viable otherwise).

18. Question papers shall be set in English Version. However, for language based subjects, question papers will be set in the particular language only.

19. Medium of Answer

For examinations in subjects (other than language based ones) candidates shall have the option of writing their answers in either Bengali or English unless instructed otherwise in respective question paper(s). For examinations in Language based subjects (e.g. Bengali, Hindi, Urdu, English etc.) candidates shall have to write their answers in the respective language only.

20. The provisional result of each semester will be published showing the details of courses studied (code, title, marks secured, credits, grade point and letter grade) along with SGPA of that semester and Cumulative Grade Point Average (CGPA) of the last semester.

21. Award of Degree

- a) The final result of a candidate shall be determined on the basis of CGPA in a 10 point scale.
- b) Grade Card shall be made as per grading system. Course-wise marks (Internal and End Semester Examination added together) will be converted into percentage of marks. Percentage of marks will be converted into Letter Grade 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.
- c) The Grade Card of a Semester shall be issued only after completion of that Semester.
- d) The date of publication of final result for a regular student, who shall clear all the semesters in normal course, shall be the date of publication of result of the 4th Semester. The final date of publication of result for students clearing previous semester(s) subsequent to their clearing 4th Semester examination shall be **the date of publication of the last result clearing all papers.**

e) Grading and marking system will be followed as-

% of Marks (M)*	Letter Grade	Grade Point (GP)
$M \geq 90$	O (Outstanding)	$09 \leq GP \leq 10$
$80 \leq M < 90$	A+ (Excellent)	$08 \leq GP < 09$
$70 \leq M < 80$	A (Very Good)	$07 \leq GP < 08$
$60 \leq M < 70$	B+ (Good)	$06 \leq GP < 07$
$55 \leq M < 60$	B (Above Average)	$5.5 \leq GP < 06$
$50 \leq M < 55$	C+ (Average)	$05 \leq GP < 5.5$
$40 < M < 50$	C (Below Average)	$04 < GP < 05$
$M = 40$	P (Pass)	GP= 04
$M < 40$	F (Fail)	00
Absent	Ab	00

****In case Percentage value of Marks involves decimal figures, candidate shall be awarded the next higher integer value if the decimal value (Rounded off up to two decimal places) exceeds 0.50.***

*****Numerical Grade Point shall not be calculated in respect of a failed course. Numerical Grade Point shall be Rounded off up to two decimal places.***

The multiplicative factors shall be 0.10 for all Grades for the purpose of calculating numerical Grade Point.

Formula for calculating Grade Point:

If the student secures P%, where $P \geq 40$, his / her Grade Point will be **$[4.0 + \{(P - 40) \times 0.10\}]$** or equivalently **$P \times 0.10$**

For example, If the student secures 52% in a particular course, his / her Grade Point for the course will be $[4.0 + 12 \times 0.10] = 5.2$ or $52 \times 0.10 = 5.2$.

22. A candidate failing to obtain the pass marks in a semester examination due to shortage of one marks (in aggregate / in any course) shall be given benefit of one additional mark in the paper in which he/she secure lowest marks and the same shall be shown in the Tabulation Rolls. However, in the Mark-sheet only the total marks shall be shown after such addition.
23. The performance of a candidate in n -th Semester examination, who earns all the Credit of that semester, will be assessed by the “Semester Grade Point Average” (SGPA) , “ S_n ” to be computed as :

$$SGPA[S_n] = \frac{\sum_{k=1}^{D_n} C_{nk} GP_{nk}}{\sum_{k=1}^{D_n} C_{nk}}$$

Where, ' GP_{nk} ' denotes the grade point obtained in k -th Course of n -th Semester;

' C_{nk} ' denotes the credit of k -th Course of n -th Semester;

' D_n ' denotes the number of Courses in n -th Semester.

Example of Computation of SGPA:

Course	Credit	Letter Grade	Grade Point	Credit Point
Course 1	3	A	8	3×8=24
Course 2	4	B+	7	4×7=28
Course 3	3	B	6	3×6=18
Course 4	4	B	6	4×6=24
Total	14			94

$$SGPA = 94/14 = 6.71.$$

24. On completion of the Post Graduate course, the overall performance of a candidate will be assessed by the '**Cumulative Grade Point Average (CGPA)**' to be computed as:

$$CGPA[C] = \frac{\sum_{n=1}^4 Q_n S_n}{\sum_{n=1}^4 Q_n}$$

Where, $Q_n = \sum_{k=1}^{D_n} C_{nk}$ = total credit in n -th Semester;

Example of Computation of CGPA:

	Semester 1	Semester 2	Semester 3	Semester 4
SGPA	6.71	6.31	6.60	6.71
Credit	14	16	15	14
SGPA × Credit	94	101	99	94

$$CGPA: 388 \text{ (i.e. } 94+101+99+94)/59 \text{ (i.e. } 14+16+15+14) = 6.576.$$

25. Final Grade and Class will be determined as follows-

CGPA (C)	Letter Grade	Class
$9.000 \leq C \leq 10$	O (Outstanding)	I
$8.000 \leq C < 9.000$	A ⁺ (Excellent)	I

$7.000 \leq C < 8.000$	A (Very Good)	I
$6.000 \leq C < 7.000$	B ⁺ (Good)	I
$5.500 \leq C < 6.000$	B (Above Average)	II
$5.000 \leq C < 5.500$	C ⁺ (Average)	II
$4.000 \leq C < 5.000$	C (Below Average)	II
$C < 4.000$	F (Fail)	

Both SGPA and CGPA will be rounded off to the third place of the decimal and will be shown as such on the mark sheet.

26. Candidates appearing in a semester examination shall have to take admission to the next higher semester (wherever applicable) immediately after completion of the examination.

27. RULES FOR RE-EXAMINATION:

Candidates seeking review may apply to the University in a prescribed form along with requisite fees within seven (7) working days from the date of issue of Grade Card subject to the following conditions:

- a) Application for review shall be restricted to theoretical modules/courses/papers only.
- b) A candidate will be eligible to re-examine his/her script if he/she appeared the said semester of examination as a whole but not appeared as supplementary candidate i.e. any candidate who appear some courses (but not all courses) of the concerned semester of examinations will not be eligible to re-examine his/her scripts.
- c) Maximum two (02) theoretical modules/courses in any semester examination may be re-examined on request by the examinee subject to the condition that she / he secures a minimum of 40% marks in the rest of theoretical modules/courses in a semester.
- d) In re-examination of module(s)/ course(s) / paper(s) for any semester of post graduate examinations, the marks awarded by the re-examiner in a particular module/course / paper will be taken as the marks obtained by the examinee in that module/course / paper.
- e) If on re-examination in a module/course the marks get enhanced by more than 15% or get reduced by more than 5% than that awarded by the original examiner (the percentage be calculated on the basis of the full marks in that module/course), the script of the module/course be referred to a third examiner and average of two marks (excluding the lowest one) as awarded by the three examiners shall be taken as the marks obtained by the examinee in that module/course, provided that such a final award does not result in the failure of the examinee or in lowering of the Letter Grade of SGPA/CGPA / Class or

status obtained by the examinee prior to re-examination in which cases the original award be retained.

28. Cancellation of Examination:

Candidate may apply for cancellation of enrolment of any end semester examination within the ten (10) days from the completion of examination of theoretical portion. The said cancellation of examination will also be counted as a chance.

29. After Re-examination, FSI and other process of Final Semester Examination a Rank Certificate in order of Merit shall be issued to-

- a) First ten candidates (in each subject who has successfully completed/clear all the semester examination at the first available chance) with first class (CGPA \geq 6.000) marks in aggregate (second class will not be considered).
- b) First three candidates (in each subject who has successfully completed/clear all the semester examination at the first available chance) in second class in aggregate, where no First class candidate is available.

30. Each candidate shall receive his/her degree in the form of a Diploma/Certificate stating the year of passing, letter grade, CGPA and class on successful completion of the course in the specific format-

(Roll No.....)

Diploma No.....

(Registration No.)

University of Calcutta

LOGO

This is to certify that(Name).....obtained the degree of Master of Arts/Science/Commerce in (Subject)..... in this University in the semester system examination (under CBCS) in the year....., and that he/she obtained / was placed in(Letter)GradewithCGPAandClass.

Senate House,

Vice-Chancellor

(Date of publication of result)

Logo embossed