



UNIVERSITY OF ALLAHABAD

No CoE/456 /2016
Dated : 23.08. 2016

To,

1. The Dean, Faculty of Arts/Commerce/Law/Science
2. The Heads of All Departments in the University
3. The Coordinators of All Centres in the University
4. The Directors of All Institutes in the University
5. The Director, G.B. Pant Social Science Institute
6. The Dean, College Development, A.U.
7. The Principals of All Constituent Colleges, *C.M.P.*
University of Allahabad,
Allahabad.

Subject: Approved Regulations on CBCS.

Dear Sir/Madam,

It is to inform you that the Hon'ble Vice Chancellor has "approved with corrections" the draft of the Regulations on 22.08.2016. After incorporation of the corrections, a copy of the duly corrected Regulations is enclosed herewith for your record and implementation of the same from the first semester of Postgraduate Programmes with immediate effect in your Faculty/ Department/ Centre/ Institute/ College.

Thanking you,

Encls: As above

Yours sincerely,

H.S.
(Prof. H.S. Upadhyaya)
Controller of Examinations

Copy to:

1. Secretary to VC for kind information to the Hon'ble Vice Chancellor.
 2. The Dean, Student Welfare, A.U. for kind information.
 3. The Director, Admissions, A.U. for kind information.
 4. The Director, Administrative Computer Centre, A.U.
 5. The Proctor, A.U.
 6. The Registrar, A.U. for kind information
 7. Joint Registrar (Examinations).
 8. Incharge, Confidential Section/P.G. Counters.
- Encls: As above

Controller of Examinations

Dr. Sanjay Singh
for n-a.
H.S.
26-08-16

22/8/16

August 19, 2016

To

Prof. R. L. Hangloo
Vice Chancellor
University of Allahabad

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22,8.16

Dear Prof. Hangloo:

Kindly refer to my earlier mail sent to the Principal Officer in your secretariat on 16th of August as my report on CBCS presentation.

As already communicated to you, we (Prof. N. Srinivasan, Prof. H. S. Upadhyaya and myself) finalized the enclosed regulations. The regulations are placed before you for necessary action at your end.

We wish to place on record our sense of gratitude to you for having confidence in us.

Thank you,

Sincerely Yours,

S. A. Ansari
19.8.16
(S. A. Ansari)

*Approved
with corrections.*

[Signature]
22/08/2016
Vice-Chancellor
University of Allahabad

UNIVERSITY OF ALLAHABAD

Regulations on

Choice Based Credit System (CBCS)

FOR THE ACADEMIC PROGRAMMES IN THE UNIVERSITY

(Framed under Clauses 1(a)(i) and 3(a)(x) of Ordinance LX: The Organisation and Conduct of Examinations.)

These Regulations may be called Allahabad University Regulations of the Choice Based Credit System (CBCS) for all the Degree / Diploma / Certificate Program.

1. SCOPE, APPLICATION & COMMENCEMENT

- i. The regulations provided herein shall apply to all regular Degree / Diploma / Certificate Programmes conducted by the University. These regulations shall not apply to Distance Education programmes, if any.
- ii. These regulations shall come into force with effect from July 2016 in case of PG programmes and from the date/dates as decided by the Examination Committee in case of other programmes.
- iii. The provisions herein supercede all the existing regulations for the regular programmes, only to the extent herein provided. Any matter, not provided for here, shall continue to be regulated by the existing regulations in so far as it is not inconsistent with these regulations.

2. Definitions: In these Regulations, unless the context otherwise requires:

- i. Academic Year: Two consecutive (one Autumn + one Spring) semesters constitute one academic year.
 - ii. Choice Based Credit System (CBCS): The CBCS provides choice for students to select from the prescribed courses (core, elective or minor or soft skill courses).
 - iii. Course: Usually referred to, as 'paper' is a component of a programme. All courses need not carry the same weight. The courses should define learning objectives and learning outcomes. A course may be designed to comprise lectures/ tutorials/laboratory work/ field work/ outreach activities/ project work/ vocational training/viva/ seminars/ term papers/assignments/ presentations/ self-study etc. or a combination of some of these.
 - iv. Credit Based Semester System (CBSS): Under the CBSS, the requirement for awarding a degree or diploma or certificate is prescribed in terms of number of credits to be completed by the students.
 - v. Credit Point: It is the product of grade point and number of credits for a course.
 - vi. Credit: A unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching(lecture or tutorial) or two hours of practical work/field work per week.
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- vii. Cumulative Grade Point Average (CGPA): It is a measure of overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all the semesters. It is expressed up to two decimal places.
- viii. Grade Point: It is a numerical weight allotted to each letter grade on a 10-point scale.
- ix. Letter Grade: It is an index of the performance of students in a course. Grades are denoted by letters O, A+, A, B+, B, C, P and F.
- x. Programme: An educational programme leading to award of a Degree, Diploma or Certificate.
- xi. Semester Grade Point Average (SGPA): It is a measure of performance of work done in a semester. It is the ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.
- xii. Semester: Each semester will consist of 15-18 weeks of academic work equivalent to 90 actual teaching days.
- xiii. Transcript or Grade Card or Certificate: Based on the grades earned, a grade certificate shall be issued to all the enrolled students after every semester. The grade certificate will display the course details (code, title, number of credits, grade secured) along with SGPA of that semester and CGPA earned till that semester.
- xiv. Student: Person admitted to Post Graduate/Under Graduate/Integrated/ Integrated dual Degree / 4 Year BS/ 4 Year B Tech/ D. Phil./ Diploma/ Certificate Programmes for which examination is conducted by the University.

3. Programme Structure:

3.1 Programme Duration: The duration of an Undergraduate Programme and Post Graduate programme shall be a minimum of 6 Semesters and 4 semesters respectively. However, in case of B.Tech. or a four year programme, the duration shall be of 8 semesters. The Masters Degree/UG Programmes in the departments under different Faculties / Institutes/ Constituent Colleges in the University are full time courses of study. The Spring Semester may be scheduled between January and June and Autumn semester between July and December.

3.2 Course Code: Each course shall have an alphanumeric code, which includes a three letter code representing the subject (e.g. PHY for Physics, SOC for Sociology) and a three digit number of course. Undergraduate courses will have numbers ranging from 100-399. Post graduate courses will have numbers ranging from 500-699. M. Phil. and D. Phil. courses will have numbers ranging from 700-899. Core courses will have numbers ranging from 01-30, Lab courses from 31-50, Elective courses from 51-90, and Foundation courses from 91-99. For example, SOC101 represents a first year Core Course in Sociology.

3.3 Course Credit System/Structure: In general, a certain quantum of work measured in terms of credits is laid down as the requirement for a particular degree. The student acquires

relative credit
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credits by passing courses every semester, the amount of credit associated with a course being dependent upon the number of hours of instruction per week in that course.

There are mainly two types of courses- **lecture courses** and **practical/lab/field-based courses**. The credit (C) for a course is dependent on the number of hours of instruction per week in that course. One Credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical work, fieldwork per week. Thus, for example, a lecture course having two lectures and one tutorial per week throughout the semester carries a credit of 3 (showing values of L-T-P-C as 2-1-0-3). Similarly, a **practical/lab/field-based** course having one tutorial and four laboratory hours per week throughout semester carries a credit of 3 (Showing values of L-T-P-C as 0-1-4-3). Credits are also assigned to Practical Training, Seminar and Projects. Sports/NSS/NCC etc. are, however, non-credit requirements. For professional courses, summer internship / workshops/ trainings ranging from four to six weeks would also be considered as non-credit requirements.

a). **Core Courses** shall be those, the in depth knowledge of which is deemed essential for students of a particular programme.

b). **Elective Courses** are intended to allow students to acquire knowledge and skills in areas of her/his choice. Such courses may be offered by the concerned Department and/or other Departments in various schools of study within the University. This may be inter-University/ Institution when University endorses so.

c) **Foundation courses** impart basic information, skills and perspectives about contemporary social realities to learners. These are compulsory and qualifying courses for UG students. They carry Credit but the Credits will not be counted in the Final Grading and Results.

3.4. Other Salient Features of the CHOICE BASED CREDIT SYSTEM (CBCS) -

- i. The courses of study for the degree in each subject shall be such as may be approved by the Academic council on the recommendation of the Faculty Board and/or Board of Studies of the Department/Programme Committee of the Centre concerned.
- ii. Subject to the general guidance of the Board of Studies, the instruction and routine in each course shall be under the control and direction of the Department/Centre concerned.
- iii. Each Department/Centre shall have a student's advisor(s) who shall advise the students about choosing courses offered under open choice.
- iv. Each Department / Centre shall prepare a students' handbook which shall contain complete list of courses including the Core and the Open choices.
- v. A student would have the choice to take courses from other departments/centres that are deemed appropriate by the Board of Studies of the parent Department/Centre and based on the advice from the students' Advisor.
- vi. At the beginning of the semester, a student shall fill up a plan declaring the choice of courses to be taken in consultation with the students' Advisor. Depending upon the availability of courses in each semester every student must register for the courses

- she/he intends to undergo in that semester with the consent of the Students' Advisor and the Head/Coordinator of the Department/Centre.
- vii. Late registration permission for an elective course may be allowed up to two weeks after the commencement of the semester.
 - viii. Withdrawal from a course shall be permitted within two weeks from the date of registration.
 - ix. After according permission, a student can drop a choice-based course opted earlier and can substitute it by another choice based course with the consent of the Student's Advisor and the Head/Coordinator of the Department/Centre before the deadline for withdrawal of courses provided that withdrawal from a course will not be permitted for those who were allowed late registration permission/entry.
 - x. Ordinarily, each semester shall have uniform distribution of credits. However, depending on specific requirement of UGC, AICTE, NCTE etc, total credits may vary from semester to semester and subjects to subjects.
 - xi. The semester wise Credit Points may vary from program to program but will usually be 20 credits. The minimum number of total credits earned by the learner to achieve undergraduate degree in Arts/Science/Commerce/Law in a 3-year program will be 120. The minimum number of total credits earned by the learner to achieve undergraduate degree in B.Tech. or 4-year B.S. programs will be 160. The minimum number of total credits earned by the learner to achieve a degree in a 5-year integrated program will be 200. The minimum number of total credits earned by the learner to achieve Postgraduate degree in a 2-year program will be 80.

5. Student Evaluation and Examination

A. Scheme of Examination

The scheme of Examination shall be divided into two parts: Internal assessment and Semester end examination. Internal Assessment includes Assignments, Seminars, Case Studies, Quiz, Viva, Unit Tests etc. The Internal Assessment will contribute 40% and the semester end examination will contribute 60% to the total marks.

B. Continuous Assessment

- i. Evaluation and continuous assessment for each course shall be made on the basis of the student's performance in the best of the two tests/ assignments/ presentations/ group discussion / quiz (carrying 20% marks of the course) organized by the course Instructor and one Mid Semester Examination (carrying 20% marks of the course).
- ii. The schedule for the continuous assessment and the grading system shall be made known to the students at the beginning of the semester. The tests/ assignments/ quiz / group discussions / presentations shall be evenly spaced out throughout the semester.
- iii. The marks awarded for continuous assessment shall be made known to the students ordinarily within ten days of the conduct of the test etc. Students may seek clarifications, if any, about their performance from the teacher concerned within a week of the declaration of marks/grades. If there is any problem, then the student can

request the Head/Coordinator to refer the matter to the Departmental Examination Committee.

- iv. No special tests will be arranged for any individual student. However, if course teacher feels it necessary he/she may arrange it in his/her course after seeking permission from the Head/Coordinator of the Department/Centre.

C. End-Semester Examination:

- i. Each semester shall have normally 90 teaching days excluding examination. A student shall be eligible to appear in end-semester examination only if he/she has at least 75% of attendance in respect of lectures/tutorials/practicals etc held in each paper/course separately. In case if a student failed to fulfil this condition due to some unavoidable circumstances beyond control like illness etc., attendance up to 20% can be condoned by the Dean/HOD on production of medical certificate/supporting documents on justified grounds.
- ii. If a student represents his/ her institution, University, State or Nation in Sports, NCC, NSS or Cultural or other officially sponsored activities, he/ she shall be eligible for relaxation of attendance upto 20% in a paper based on the specific recommendations of the Dean/Head of the Department.
- iii. The question paper for the end-semester examinations for each course shall be set by the course instructor. It shall be the responsibility of the paper setter to ensure that the syllabus for the course is adequately covered in the question paper.
- iv. The answer scripts for End-Semester Examination shall be evaluated by the respective paper-setters.
- v. Duration of end-semester examination for each course will be 3 Hours. The End-Semester examination paper will contain equal number of questions from all units.
- vi. The marks will be given for all examinations and they will be converted into grade (quality) points either based on absolute or relative grading system. The semester-end, final grade sheets and transcripts will have only Credits, Grades, Grade Points, SGPA, and CGPA. A multiplication factor of 9.5 for conversion of CGPA into percentage of marks as required by certain employers/service commissions.
- ✓ vii. The end-semester Practical Examination shall be conducted by an internal examiner.

D. Moderation of Question Papers

The end semester question paper for each program shall be moderated by a Board of Moderators consisting of (a) Head/Coordinator of the concerned Department/Centre who shall be its chairman and (b) Two to Four senior teachers as members nominated by the Head/coordinator of the concerned Department/Centre.

E. Departmental Examination Committee:

- i. Each Departmental Committee / Course Advisory Committee of the Department / Centre shall constitute a Departmental Examination Committee of three members to oversee all work connected with evaluation of Sessional work and end semester

- examination. The Senior most internal member of the Committee shall be the ex-officio Chairman of this Committee.
- ii. It shall be the responsibility of the Departmental Examination Committee to maintain the standard of evaluation. The Committee will ensure fairness of evaluation by going through the evaluated scripts/assignment reports for internal/continuous assessment and the end semester examination. The Committee will also address complaints, if any from the students taking a particular course. The Committee will also verify and evaluate the grading method (Absolute or Relative) used by the Course instructor and make suitable modifications, if necessary.
 - iii. The evaluation/grades approved by the Departmental Examination Committee will be final.

F. Grades and Grade Points for Absolute scale

Percentage of Marks	Grade Point	Letter Grade	Classification
Marks above 80	10	0	Outstanding
Marks > 73 & ≤ 80	9	A+	Excellent
Marks > 66 & ≤ 73	8	A	Very good
Marks > 59 & ≤ 66	7	B+	Good
Marks > 52 & ≤ 59	6	B	Above Average
Marks > 45 & ≤ 52	5	C	Average
Marks > 40 & ≤ 45	4	P	Pass
Marks < 40	0	F	Fail
ABSENT	0	Ab	Absent

G. Evaluation of Projects/Thesis (Where ever Applicable)

- i. A learner shall have to obtain minimum of grade 'C' (or its equivalent marks) in project/thesis. The number of credits for the project/thesis shall be decided by the board of studies of the concerned academic unit.
- ii. A learner who passes in all the theory papers but does not secure minimum grade 'C' in project/thesis as applicable has to resubmit a fresh project/thesis till he/she secures a minimum grade 'C'. Marks and/or grades in the theory papers secured by the candidate will be carried forward.
- iii. The evaluation of project/thesis shall be by awarding grade in the ten point scale as given above.
- iv. Project/Thesis will be graded only at the end of the programme.
- v. A panel of internal and external examiners (at least one internal and one external) shall evaluate the thesis/project and conduct the viva-voce examination.

H. PROMOTION TO NEXT SEMESTER AND ADDITIONAL EXAMINATION:

- i. A Student shall be declared as 'Passed' and promoted to the next semester when s/he earns 'C' Grade or above in the last concluded semester examination and passed in all the courses in the previous semester.
- ii. A Student who has earned an average of 'C' grade or above in the last concluded semester examination but has got below 'P' grade in not more than two courses in the previous semester shall be promoted to the next semester with the condition that the student shall appear in the additional examination for the courses in which the student has got below 'P' grade.
- iii. A Student shall be deemed as 'Failed' in a semester when s/he gets below 'P' Grade in more than two courses offered in the previous semester, or does not appear in the examination in more than two courses. Such students will repeat the semester on payment of semester fees.
- iv. Additional examination (except for the last two semesters of the programme) for the courses in which students have failed or were absent will be held along with the corresponding semester examination for those courses of the succeeding academic years, provided that the student does not carry more than four papers of the previous semesters at any time during the course of study.
- v. In case, a student has failed in less than three papers in the final semester, the student will be permitted to appear in the additional examination in those papers that would be conducted around forty days after the declaration of the final semester result. In case, a student fails in the thesis/project, the student has to complete the thesis/project and appear in the examination in the corresponding semester of the succeeding academic year.
- vi. A student who has passed all the papers in a semester but has failed to get an overall grade of 'C' shall be promoted to the next semester and shall appear in the additional examination for two of the courses of his/her choice from the previous semester.
- vii. The backlog course(s) additional examination shall be held for the semester end examination paper only. The points scored by the candidate in the Continuous Assessment shall be carried forward.
- viii. The (provisional) results of the additional examination shall be announced within two weeks (subject to the ratification by the Departmental Examination Committee when it meets next).
- ix. A student who fails to pass in any semester or carries over more than four papers would not be allowed to be Promoted to the subsequent semester and has to repeat the semester in which he fails or accumulates fail grade in more than four papers.
- x. A candidate may get chance to clear all the courses within the duration of the course of study plus two years, i. e. for 2 year course within four years, for 3 year courses within five years, for 4 year courses within six years and for 5 year courses within seven years and so on. However, the student shall be allowed only once to repeat the first semester. If s/he fails again in the first semester, s/he be required to withdraw from the programme.

I. RESULTS PREPARATION

a) Grade Card / Mark sheet: The Grade card issued at the end of each semester to each student will contain the following: i) Name, ii) Roll Number iii) Enrolment Number (iv) Course code (v) Course title (vi) Grade point (G_i) (10 point scale) (vii) Credits earned for each course (C_i) (viii) SGPA for a semester and CGPA after final semester which will resemble consolidated results. The following procedure shall be used to compute the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

- i. 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 courses taken by a student and the sum of the number of credits of all the courses undergone by a student, i.e. $SGPA (S_i) = \frac{\sum(C_i \times G_i)}{\sum C_i}$ 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.
- ii. 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 programme, 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.

J. Miscellaneous

The University may from time to time revise, amend and change the Regulations.