

# **EXAMINATION RULES**

**Version 2.0**



**VIVEKANANDA GLOBAL  
UNIVERSITY, JAIPUR**

# VIVEKANANDA GLOBAL UNIVERSITY, JAIPUR

## Draft-Examination Rules

1. **Vivekananda Global University** has been established to cater to the growing needs of higher education in the country. One of the primary objectives of the University is to produce trained manpower to accelerate sustained economic growth in a highly competitive global environment. The entire work of Examination Cell is being governed by different provisions of the Vivekananda Global University, Jaipur Act 2012 and the Statutes, Ordinances and Rules and Regulations made thereunder.
2. The Credit Based System which provides a clear accounting of the student's efforts and learning load places the student at the centre stage of all academic transactions and facilitates the bringing of all the education providers on a common platform. In this sense, the system is ideally suited for respecting the independence of the student and promoting the much required 'Learner Mobility'.

### 3. DEFINITIONS

3.1 **Act** shall mean the Vivekananda Global University, Jaipur Act 2012 (Act No. 11/2012) read with Act No. 25/2013.

3.2 **Academic Programm** shall mean a programme of courses leading to a Degree/Diploma/Certificate.

3.3 **An Academic Year** is a period of 12 months devoted to completion of requirements specified in the Scheme of Teaching and the related examinations.

3.4 **Semester System** - a programme wherein each academic year is apportioned into two regular semesters known as the odd semester and even semester.

Odd Semester	-	July	-	December
Even Semester	-	January	-	June
Annual Scheme	-	July	-	June

3.5 **Board of Studies (BOS)** shall mean the Board of Studies for each subject or group of subjects.

3.6 **Course** - a course is a unit of instruction or segment of a subject matter under any discipline carrying a specific number of credit hours. Each programme comprises a set of courses.

3.7 **Core courses:** Core courses shall consist of those courses that a student must take as a compulsory requirement for a particular diploma/ degree/ certificate programme in which the student is enrolled.

3.8 **Elective course(s):** Electives shall consist of course(s) of specialized nature under various academic programmes of the University that a student may select to take as a requirement for his/her specialization.

### 3.9 **Credit** A credit unit

is a convenient device to anticipate the number of hours per week of total effort including the class work of a student, as the system recognizes only the formal contact hours in the classroom, tutorials and laboratory as a means for sustained self-study. Typically, 1 unit translates as follows:

- 1 hour/week of lecture, OR
- 1 hour/week of tutorial, OR
- 2 hours/week of laboratory, OR
- 1 hour / week of studio translates to 1.5 Credit units

3.10 **External examiner** shall mean an examiner who is not in the employment of the University.

3.11 **Student** shall mean a person admitted to the faculty of the University for any of the academic programmes.

3.12 **University** shall mean Vivekananda Global University, Jaipur.

3.13 **Faculty** means a group of university departments concerned with a major division of knowledge. Faculties shall be according to the disciplines mentioned in Schedule II of the Act or permitted u/s 4 of the Act.

## 4. EXAMINATION SYSTEM

4.1 The examination system is based on a continuous evaluation of the student's performance on different parameters. All the programmes of the University are based on semester/annual system. The continuous evaluation is for internal assessment. The internal assessment comprises of two mid semester examinations and class work. The components such as quiz, assignments, seminars, presentations, attendance, case study, surprise class test, lab records, viva, projects, observation book etc. are part of class work evaluation. The end semester/annual examination is for ensuring fair assessment of the student's competence. A student is eligible for the award of a University degree if he/she has undergone the regular course of studies, completed the project report/dissertation specified in the course curriculum within the stipulated time and have secured the minimum credits and percentage of marks needed for the award of concerned degree as per the University ordinances.

4.2 The University shall hold following examinations for all programmes as per the prescribed Schemes of Teaching & Examinations;

- (a) End Term / Back Examination in May / June for even semester and back examination of odd semester pass out students.
- (b) End Term / Back Examination in December / January for odd semester and back examination of even semester pass out students.

(c) Special Examination for following category of students and Supplementary exams wherever required by Regulatory bodies in July / August every year;

(i) Pass out batch students with a maximum of six courses (theory/lab) with Grade I / NC

(ii) Students of Faculty of Architecture and Planning, Faculty of Design and Faculty of Pharmaceutical Science as per the requirements of their Regulations to hold Examination and these shall be supplementary examination.

(iii) Students who were allowed to participate in outside events on behalf of the University during End Term Examination ( All Purpose)

(iv) Students who could not appear at End Term Examination on Medical ground and permission accorded by the President.

(v) International Students who have restriction to extend their stay in India.

(vi) Any other category approved by the Competent Authority.

(d) Mercy Examination can also be conducted with Special Examination.

4.3 Examinations of the University shall be open to students of the University i.e. candidates who have undergone a course of study in a faculty of the University, for a period specified for that programme of study in the scheme of teaching & examination and syllabi. The Academic Council may allow any other category of candidates to take the University Examination for any specified academic programme subject to the fulfillment of such conditions as may be laid down by the Academic Council from time to time.

4.4 The examination of the Ph D programme shall be conducted as per the policy given in the Ph D Regulations.

## 5. PROGRAMMES CONTENT & DURATION

5.1 A Degree/Diploma /Certificate programme shall comprise of a number of courses and/or other components as specified in the Scheme of Teaching & Examination and Syllabi of the concerned programme. Each course shall be assigned a weightage in terms of specified Credits.

5.2 The minimum period required for completion of a programme shall be the programme duration as specified in the Scheme of Teaching & Examination and Syllabi for the concerned programme.

5.3 The maximum permissible period for completing a programme for which the prescribed programme duration is  $n$  years, shall be  $(n + 2)$  years. All the programme requirements shall have to be completed in  $(n + 2)$  years, i.e. the programme duration in years and two additional years. Under extra-ordinary circumstances, if President is satisfied, extension of 1 year can be given to the student and the matter will be reported to Academic Council.

5.4 The University also offers Full Time and Part Time doctoral programmes in chosen areas of higher education.

## 6. Registration:

6.1 At the beginning of every semester each student has to go through the registration process to work out his programme for the semester.

6.2 It is mandatory for a student of any program to register every semester for courses that he/she is going to study, in the prescribed form.

6.3 The list of courses offered by each programme will be announced prior to the registration.

Depending on academic and non-academic resources available to each programme, courses offered may vary.

6.4 Only those will be allowed to register for the courses who have:

- (a) Cleared all dues of previous semesters, and paid the prescribed fee for the current semester,
- (b) Not been debarred from registration on disciplinary ground,
- (c) Satisfied academic and minimum credit requirements for the previous semesters for promotion.

6.5 Registration for the Courses will take place as per the Academic Calendar.

6.6 Late registration may be permitted only for valid reasons, with the approval of the President on payment of a late Registration fee as specified by the University.

6.7 If a student who is eligible / permitted to register, fails to register courses in any semester, his/her studentship with the University is liable to be cancelled.

#### **6.8 Registration for Backlog**

- (a) A course having an 'NC' or 'I' in a grade card will be considered as a backlog of course and it can be cleared by writing the 'Back' examination. However, failure in courses of 'project' type is treated as 'incomplete' and needs re-registration to clear the same, even though a letter grade of 'NC' is awarded to indicate the failure.
- (b) Courses having 'GA' or 'W' in grade card will not be considered as 'backlog'.

### **7. EXAMINATION FEES**

The Controller of Examinations (COE) shall notify the examination fee payable by the students for various examinations as approved by the Board of Management. A student who has not paid the prescribed fees before the start of examinations shall not ordinarily be eligible to appear in the examination. The President may at his discretion on the recommendation of the Controller of Examinations allow, in certain cases of genuine hardship, an extension in the last date of payment of fees.

### **8. EVALUATION**

8.1 The overall weightage of a course in the Syllabi and Scheme of Teaching & Examination shall be determined in terms of credits assigned to the course.

8.2 The evaluation of students in a course shall have two components unless specifically stated otherwise in the Scheme of Teaching & Examination and Syllabi:

- (i) Evaluation through a term-end examination
- (ii) Continuous evaluation by the teacher(s) of the course.

8.3 The distribution of weightage for various components of evaluation for all programme excluding those governed by the Regulatory Bodies shall be as below except :

All programmes		Weightage for various components of evaluation (%)
<b>A THEORY COURSES</b>		
	End Term examination	60
	Continuous evaluation	40
<b>B PRACTICAL/LABORATORY COURSES</b>		
	End Term examination	40
	Continuous evaluation	60
<b>C DISSERTATION/THESIS/PROJECTS</b>		
	Assessment by Internal Examiner	20
	Assessment by External Examiner	80

For any other component of a programme not covered by the above, the weightage shall be prescribed by the Board of Studies with the approval of the President.

#### 8.4 Conduct of end term examinations

(i) All end term examinations shall be conducted by the Controller of Examinations.

(ii) The schedule of examination shall be notified by the Controller of Examinations in accordance with the provisions of the Act.

8.5 The panel of paper setter shall be obtained from the concerned Boards of Studies through the Dean of the Faculty. The Controller of Examinations shall ensure that minimum two question papers are available for each course in the question paper bank.

8.6 The panel of examiners shall be obtained from the concerned Boards of Studies through the Dean of the Faculty. In emergent situations, where, for some reason the recommendations cannot be obtained from the Board of Studies, recommendations may be obtained from one of the Deans nominated by the President.

#### 8.6 Internal Assessment:

The general procedure for internal evaluation and the weightage of the marking to calculate the internal marks to be sent to the Controller of Examinations shall be as follows:

#### For Theory Papers

SNo.	Evaluation	Weightage for 40 Marks
1	Two Mid-Semester Examination	20 (10 marks for each mid term exam)
2	Class Work (Quiz./ Class Tutorial/ Project work/Assignments /Attendance/etc)	20
	<b>Total</b>	<b>40</b>

## For Practical

S No.	Evaluation	Weightage for 60 Marks
1	Two Mid-Semester Examination	30 (15 marks for each mid term exam)
2	Practicals performance (Experiment, lab records & viva), Attendance etc	30
	<b>Total</b>	<b>60</b>

8.8 Dissertation/Thesis: For dissertation/thesis for Master's degree programmes, wherever specified in the syllabus, the evaluation shall be done and marks awarded by a Committee comprising of an internal examiner, who will ordinarily be the supervisor, and one or more external examiners. The examiners shall be appointed by the President, out of a panel of three or more names suggested by the Department concerned.

8.9 The University shall have the right to call for all the records of teacher's continuous evaluation and moderate the teacher's evaluation, if it deems fit in any specific case(s).

8.10 Semester-end practical examinations shall be coordinated by the Dean of the Faculty.

8.11 The results of a semester (including both end term examinations and internal assessment) shall be declared by the Controller of Examinations.

8.12 The Grade Card containing the Grades obtained by a student in various courses shall be issued by the Controller of Examinations, after the declaration of the result.

## 9. Repeating a course for Improvement of Grade

9.1 If the University facilities permit, a student who is still in the process of completing the requirements of a degree, may, at his own option, repeat, with a view to improving his grade, a course which he has already cleared, provided the course forms part of the current prescribed programme for the student.

“Provided that the courses to be repeated shall not exceed 50% of the courses offered in the semester end exam and the student shall get this opportunity only in the immediate next offering”.

“Provided further that if a student fails to appear in the Improvement Examination, the previous marks/grades may be taken into consideration and if the student appears, the better of the two marks/grades shall be considered”.

9.2 This facility for repeating a course already cleared will automatically cease to be available to a student when he has completed the requirements for graduation.

## 10. Amendment of Result

### 10.1 Due to errors

In any case where it is found that the result of an examination has been affected by errors,

the Controller of Examination shall have powers to amend the result, in such a manner, as shall be in accordance with the true position and make such declaration as is necessary, with the necessary approval of President/Board Of Examination, provided the errors are detected within a period of three months from the date of declaration of result. Errors detected thereafter shall be placed before the Board of Examination.

## 10.2 Error Means

- (i) error in computer/data entry, printing or programming and the like.
- (ii) clerical error, manual or computer ,in totaling or entering of marks in register/TR.
- (iii) error due to negligence or oversight of examiner or any other person connected with evaluation, moderation and result preparation.
- (iv) due to amendment/change in result policy after approval of competent authority.

## 10.3 Due to unfair means, malpractices, misconductetc.

Where the result of an examination has been declared/published and it is found that such a result has been affected by any unfair means, malpractices or misconduct whereby the student has been benefited and that such student has in the opinion of the Board of Examination been party to or convinced at such malpractice or misconduct, the Board of Examination shall have power at any time to amend the result of that examination and make such declaration.

## 10.4 Discrepancies in the publication of results or preparation of Grade Card

Any queries on the publication of results or any discrepancies found in the Grade Card for the current examination should be brought to the Notice of the Controller of Examinations, within a month's time from the date of Publication of results since the University will preserve the answer books of the current examination for a maximum period of six months only. No queries will be entertained from the candidate after the stipulated period under any circumstances.

## 11. RE-EVALUATION

- 11.1 A student may apply, within four weeks from the date of the declaration of the result, for re-evaluation of the answer book(s) of specific course(s) subject to a maximum 50% of theory courses on the payment of prescribed fees. Where the number of courses in which a student appeared at an examination happens to be an odd number re-evaluation be permitted upto whole number i.e. if an examination consists of five theory courses, the student can apply for re-evaluation of answer books upto three courses.
- 11.2 There will be no re-evaluation in case of practicals, viva voce examination, field/project work, dissertation, sessional/boycotted courses and online examination. Further there shall not be any re-evaluation for back/supplementary/special examination conducted by the University.
- 11.3 Re-evaluation shall be carried out from a different examiner. In the event of a change in grades, the same shall be notified through appropriate changes in both the result as well as grade card of the concerned semester-end examination. However in case a student gets less



than the pass marks then original marks shall be final. The result of re-evaluation shall be final and binding on the student and no complaint or appeal against the revised award shall lie in any court.

- 11.4 Students applying for re-evaluation shall have to surrender their original Grade Cards.
- 11.5 The University will not be responsible for any delay on the part of examiners or any office causes in the process of re-evaluation.
- 11.6 Before applying for re-evaluation a student may also apply to see his/her answer book(s) of specific course(s) subject to a maximum 50% of theory courses on the payment of prescribed fees. The answer books will be shown to him/her within three working days of submission of application in Examination Cell.
- 11.7 If the award of second examiner is more than the award of the first examiner subject to a limit of 20% of the maximum marks prescribed for the course, the same shall be taken as marks obtained on re-evaluation, In case the award of second examiner exceeds the above limit of 20% ,the answer books shall be referred to a third examiner and the average of the two closest award shall be taken into account.
- 11.8 If the award of the second examiner is less than that of the first examiner upto the extent of 5% of the maximum marks prescribed for the course, the award of the first examiner shall stand.

## 12. USE OF UNFAIR MEANS

All cases regarding reported use of Unfair Means in the examination by the Centre Superintendent/ Examinations In-charge shall be placed before the Committee for Unfair-means for decision in individual cases, and recommending penalties, if any. The Committee shall strictly follow the Standing Operating Procedure (SOP) of the University .

## 13. GRADES AND GRADE POINTS

- 13.1 At the end of the Semester / Year every student is assigned a ‘Letter Grade’ based on his/her performance over the semester in all courses for which he/she had registered.
- 13.2 The letter grade and grade point indicate the results of quantitative and qualitative assessment of the student’s performance in a course.
- 13.3 There are seven letter grades: **AA, A, BB, B, CC, C and NC** that have grade points with values distributed on a 10 point scale. The letter grades and the corresponding grade points on the 10-point scale are as given in the following table. In addition to these, the letters **I, W and GA** in grade card are used which stand for Incomplete, Withdrawal and Grade Awaited, respectively. The grades for Audit Course shall be S (Satisfactory) or X (Not satisfactory).

Academic Performance	Marks % (UG & PG Programme)	Letter Grade	Grade Points UG/Diploma/ Certificate	Grade Points PG
Outstanding	≥ 90 - 100	AA	10	10
Excellent	≥ 80 - <90	A	9	9
Very Good	≥70 - <80	BB	8	8
Good	≥60 - <70	B	7	7
Above Average	≥50 - <60	CC	6	6
Average	≥40 - <50	C	5	NC
Not clear	<40 -	NC	NC	

Incomplete(Absent)		I		
Incomplete (Detained)				
Withdrawal		W		
Grade Awaited		GA		
Satisfactory		S		
Not Satisfactory		X		

Note :The grading/markings scheme shall not be applicable wherever the regulatory/other bodies have their norms as listed in annexures below:

Faculty of Agriculture-Annexure A

Faculty of Architecture and Planning-Annexure B

Faculty of Design-Annexure C

Faculty of Pharmaceutical Science & Nursing-Annexure D

Faculty of Management & Commerce and Faculty of International Trade & Commerce-Annexure E

13.4 'I' grade refers to an 'incomplete' grade, which is required to be converted into a regular letter grade. A student may be awarded the grade 'I' (Incomplete) in a course if he/she has been 'Debarred from appearing in the exam or has remained absent in the end semester examination, for a genuine reason which is in the knowledge of university. An 'I' grade may be given for major project only on medical grounds. 'I' Grade awarded for incomplete Project work will be converted to a regular grade on the completion of the Project work and its evaluation. The student concerned shall have to present his/her work to the Evaluation for the Project within 8 weeks or before the beginning of the next semester. If the department feels that a student has to complete his/her project in another semester, the university shall advise the student to get formally registered in the subsequent semester.

13.5 'GA' refers to withholding of result of the student for various reasons like:

- (a) Where a case of unfair means is pending;
- (b) Where a case of indiscipline is pending;
- (c) Where some criteria of Registration remains to be fulfilled.
- (d) Where the student is nominated or represents the University with prior permission at State / National / International level and as a result thereof, has not been able to appear in the end term exam.
- (e) Fee dues
- (f) Pandemic/Extra ordinary circumstances

13.5.1 In these circumstances, the Dean / HOD concerned may make a specific authorization for the instructor-in-charge / faculty to report GA (Grade Awaited). The Dean / HOD concerned above will also simultaneously advise COE the estimated time by which the grades will be received. COE will further advise Registrar the estimated time by which the grades will be received.

13.5.2 Whenever the report GA appears in the grade card, permission for further registration of such a student will be acted upon by the Registrar on the recommendation of the Dean concerned.

13.6 'NC' grade refers to a condition when the student has 'Not Cleared' the course he/ she registered for during the semester.

13.6.1 'NC' grade may also be given in the following condition:

- (a) Where a student continued to remain registered in a course but gave the instructor inadequate opportunity to evaluate him by absenting himself from quizzes/tests/examinations/other components of evaluation, or
- (b) By appearing in the course for the sake of appearance without applying himself to the task in **hand or by submitting a blank script** (answer book). This event will be reported as NC (Not Cleared).
- (c) If the student is not scoring min 20% marks (for UG programmes) and 25% marks (for PG programmes) in End Term Examinations or as prescribed in the Academic Regulations.

13.6.2 It is to be noted that an ‘NC’ cannot be ignored, except under the situations described in (b) below:

- (a) Whenever a student gets an ‘NC’ report in course which is in the Core courses of his programme he is required to register in the same course and get a valid grade therein.
- (b) If a student has a NC report in a course taken as elective, he can either repeat the course to get a valid grade or ignore it to chose another course which is being offered in current semester. However, a student must get valid grades in at least the prescribed number of electives in his programme.

#### 14. SEMESTER GRADE POINT AVERAGE (SGPA) AND CUMULATIVE GRADE POINT AVERAGE (CGPA)

##### (a) Methodology for Calculation of Semester Grade Point Average (SGPA)

The result of students for each semester shall be worked out and provided in terms of Grades for each course. The Semester Grade Point Average (SGPA) is a weighted average of the grade points earned by a student in all the courses accredited and describes his academic performance in a Semester. The Semester Grade Point Average of a student shall be calculated on the basis of number of Credit Units (Ci) assigned to any course (i) of that semester and Grade Points (Pi) earned in that course based on overall grade obtained by the following formula,

$$SGPA = \frac{\sum_{i=1}^n C_i P_i}{\sum_{i=1}^n C_i}$$

i=1

However in case of “GA” the weightage is counted as zero.

##### (b) Methodology for Calculation of Cumulative Grade Point Average (CGPA)

The Cumulative Grade Point Average indicates overall academic performance of a student in all the courses registered up to and including the latest completed Semester. A student will

be provided with Cumulative Performance for any number of semesters by using the following formula,

$$\text{CGPA} = \frac{\sum_{i=1}^n C_i S_i}{\sum_{i=1}^n C_i}$$

Where  $C_i$  is total number of credits assigned to any semester and  $S_i$  is the SGPA obtained in that semester.

## 15 Minimum Academic Requirements for semester promotion

15.1 Students appearing in the previous semester examinations are to be promoted automatically for the next higher semester.

15.2 One semester dropout, due to any valid reason, is to be permitted to continue in the next higher semester.

15.3 Consecutive dropout for two semesters may be permitted to continue from where he/she has left.

15.4 Students pursuing PG programme will be permitted to submit their dissertations, wherever required, only if the student has obtained proper grade in all other courses of the programme.

15.5 As per the norms of regulatory bodies, wherever applicable and as defined in Annexure-A, Annexure- B, Annexure-C, Annexure-D and Annexure-E.

## 16 Statistical Method for the Award of Relative Grades

16.1 In this system, grades are awarded to students according to their performance relative to their peers in the same class (class is defined as a unique combination of course-slot-faculty). The statistical method shall invariably be used with marginal adjustment for natural cut off. The mean and the standard deviation ( $\sigma$ ) of marks obtained of all the students in a course shall be calculated and the grades shall be awarded to a student depending upon the marks and the mean and the standard deviation as per table given below;

### Statistical Method for Relative Grading

Lower Range of Marks	Grade Awarded, if marks falls in range	Upper Range of Marks
	AA	$\geq \text{Mean} + 1.5 \sigma$
$\geq \text{Mean} + 1.2 \sigma$	A	$< \text{Mean} + 1.5 \sigma$

$\geq \text{Mean} - 0.8 \sigma$	<b>BB</b>	$< \text{Mean} + 1.2\sigma$
$\geq \text{Mean} + 0.4 \sigma$	<b>B</b>	$< \text{Mean} + 0.8 \sigma$
$\geq \text{Mean}$	<b>CC</b>	$\text{Mean} - 0.4 \sigma$
$\geq \text{Mean} - 0.0.4 \sigma$	<b>C</b>	$< \text{Mean}$
$\geq \text{Mean} - 0.8 \sigma$	<b>DD</b>	$< \text{Mean} - 0.4\sigma$
$\geq \text{Mean} - 1.5\sigma$	<b>D</b>	$< \text{Mean} - 0.8 \sigma$
$< \text{Mean} - 1.5 \sigma$	<b>NC</b>	

16.2 All programmes / courses shall adopt absolute grading method. If the class strength is more than or equal to 30 in theory then, relative grading may be adopted.

## 17. AWARD OF GRADES

The following are the general guidelines for the award of grades:

- (a) All evaluations of different components of a course announced in the course plan shall be done in marks for each student.
- (b) The marks of various components shall be added to get total marks secured on a 100 point scale for both theory courses and laboratory courses.
- (c) The statistical method, wherever applicable, shall be used for the award of grades with or without marginal adjustment for natural cut-off. The overall distribution of different grades must be as indicated in the statistical distribution.
- (d) No student having 40 % or more marks in UG programmes and 50% or more marks in PG programmes would be awarded grade 'NC'.
- (e) For courses with zero weightage such as Audit course S/X grades are awarded.
- (f) The Instructor-in-Charge / faculty shall submit on-line as well as forward an authenticated copy of the internal assessment marks of the course to Controller of Exams
- (g) The university shall be responsible for adherence to the guidelines for the award of grades and shall be responsible for the display of grades on the Department's/Faculty's Notice Board. Controller of Exams shall also retain the record copies of the marks and grades along with the statistical parameters for all the courses. All the final marks of External Assessment shall be communicated to the COE within 15 days from the last date of End-Term Examination.
- (h) The awarded grades may be moderated by a Grade Moderation Committee appointed by the President, only if required.

## 18. AWARD OF DEGREE

18.1 Eligibility for a degree is always determined on the basis of number of courses or units completed. The minimum stipulated number of credit units for different programmes will be as provided in the Teaching and Evaluation Schemes or as notified from time to time.

18.2 A student is deemed to have fulfilled the requirement of degree when he has:

- (a) Cleared all core courses prescribed for him in his programme;
- (b) cleared the total unit requirements of Thesis, Seminar, project and Dissertation where

applicable;

(c) Obtained a minimum CGPA of 5 (wherever applicable) in case of Diploma and undergraduate degree programmes; and CGPA of 6 (wherever applicable) in the case of postgraduate/ degree programmes.

Conversion factor for % Marks =  $(\text{CGPA} - 0.75) \times 10$

### 18.3 CGPA and results class

Distinction – CGPA 8.25 or more

I Division – CGPA 6.75 or more

II Division – CGPA 5.75 or more

Pass Division – CGPA  $\geq 5.0$  (for Diploma & UG)

As per the norms of Regulatory Bodies, wherever applicable and as defined in annexure A to E

19. After successful completion of the courses and credit requirements as specified in the programme curriculum and upon meeting the minimum credit requirement as notified through Ordinances promulgated from time to time, a Provisional Certificate will be issued to eligible students by the Controller of Examinations. The degree will be conferred on the student during the subsequent Convocation. The degree certificate will indicate the relevant branch, and specializations if any, in which the student has graduated along with minor/ honours if earned by the student.
20. Subject to the provisions of the Act, the Statutes and Ordinances such administrative issues as disorderly conduct in examinations, other malpractices, dates for submission of examination forms, issue of duplicate degrees/diplomas, instructions to examiners, superintendents, invigilators, their remuneration and any other matter connected with the conduct of examinations will be dealt with as per the guidelines approved for the purposes by the Academic Council through Examination Board.
21. Notwithstanding anything stated above, for any unforeseen issues arising, and not covered, or in the event of differences of interpretation, the President may take a decision, after obtaining, if necessary, the opinion/advice of a Committee consisting of any or all the Deans of the Faculties. The decision of the President shall be final.