

EXAMINATION DETAILS

(As per CBPBU Guidelines)

3-YEAR UNDER-GRADUATE SEMESTER SYSTEM UNDER CBCS:

In the 3-Year semester system under CBCS, the Under-graduate Examinations will be held as per this schedule:

Year	Semester	Paper		Examination
		Honours	Programme	
1 st	Semester I (July to December)	CC 1, CC 2, GE 1, AECC 1(ENVS)	LCC 1(MIL), DSC 1A, DSC 2A, AECC(MIL)	Term-end Examination and Continuous Evaluation (CE). Total Marks = 50 (Both for theory & Practical Paper in both Hons & Prog courses)
	Semester II (January to June)	CC 3, CC 4, GE 2, AECC (MIL)	LCC 2(English), DSC 1B, DSC 2B, AECC (ENVS)	
2 nd	Semester III (July to December)	CC 5, CC 6, CC 7, SEC 1, GE 3	LCC 3(MIL), DSC 1C, DSC 2C, SEC 1	
	Semester IV (January to June)	CC 8, CC 9, CC 10, SEC 2, GE 4	LCC 4(English), DSC 1D, DSC 2D, SEC 2	
3 rd	Semester V (July to December)	CC 11, CC 12, DSE I, DSE II	DSE 1A, DSE 2A, GE 1, SEC 3	
	Semester VI (January to June)	CC 13, CC 14, DSE III, DSE IV	DSE 1B, DSE 2B, GE 2, SEC 4	

Points to note:

1. In the semester system, the under-graduate Examinations will be held in six parts – (i) The First and Second Semester for the first-year students and (ii) The Third & Fourth Semester and Fifth & Sixth Semester for the second and third-year students respectively. The academic sessions including the examinations for first, third and fifth semester are July to December and that for second, fourth and sixth semester are January to June.
2. A candidate shall be eligible for appearing at any of the Semesters of U.G. Examination, fulfilling the following essential condition:
 - **Minimum 75% attendance of lectures delivered.**
 - A candidate will be given maximum three consecutive chances to appear for a particular paper.
 - A candidate will have maximum 5 years to complete CBCS graduate programme consisting of 6 semesters.
 - Credit (Theory, Practical, CE, Project) once acquired by the candidate will always be transferred to the consecutive semester.
 - Students should complete internal assessments before appearing at the

respective semester examination and the marks obtained will be carried over in case students fail to pass the course(s).

- A student will be considered 'Casual' if he/she acquires F grade in any two consecutive semesters.
3. All courses irrespective of credits attached with it, will be assessed on the basis of full marks 50. Out of these 10 marks of each theoretical course/ unit will be assessed through continuous evaluation during the semester and 40 marks in the end-semester examinations.
 4. All the internal continuous evaluation will be conducted by the internal teachers of the Department. It shall be on the basis of tutorials, term papers, reports, seminar presentations, class tests or any combinations thereof, evenly distributed over the entire period of study, and on the basis of the percentage of a student's attendance in class. The modalities of such assessment will be recorded and documents will be preserved by the college.
 5. In the Semester system, there would be automatic progression right from the first Semester, till the sixth Semester, irrespective of the marks obtained in the previous Semesters subject to the fact that the eligibility conditions for appearing in the examination are satisfied.
 6. A student failing to pass in one or more course(s) in 1st/2nd Semester Examination shall be permitted to re-appear in that course(s) in respective semester examinations of the following year as 2nd chance. A student will be permitted to clear his/her failed course(s) in maximum three consecutive chances irrespective of availing/not availing any particular chance. If a student wishes to skip examination in a semester it would be included within the stipulated three chances. Students who skip 1st/2nd Semester Examination will be eligible to clear those course(s) in the respective Semester Examinations of subsequent years (i.e. 1st Semester with the 1st Semester of the subsequent year, 2nd Semester with the 2nd Semester of the subsequent year and so on.
 7. If a candidate secures qualifying grade (P grade) in all courses he/she will be declared to have qualified the said semester and the result will be shown as Q. However, if a student fails to secure qualifying grade P in a particular course his/her result of the concerned semester-end examination will be declared SNC (Semester Not Cleared). Marks obtained in the internal assessment will be clubbed with marks obtained in the semester examination before awarding the grade. If a candidate fails to secure pass grade in a particular Course, he/she will have to appear in that Course only. The internal assessment marks will be retained for next examination(s) with valid chances.

Duration of Examinations:

Subjects	Full Marks	Duration
Honours/Program Theoretical Paper	i) 40 for Subjects without Practical ii) 25 for subjects with Practical iii) 30 marks for ENVS*	2 Hours for 40 marks & 1.5 Hours for 25/30 marks
Honours/Program Practical Papers	Below 50	3 Hours (Maximum)

*ENVS will be conducted in OMR Sheet

Modalities of the Assessment of Continuous Evaluation (CE) for all subjects

Internal Assessment: 6 Marks

Attendance: 4 Marks

Total marks: 10

- **Attendance Evaluation**

Attendance	Marks
75% < 85%	1
>=85% <90%	2
>=90% <95%	3
>=95%	4

Practical Evaluation

- Total Marks- 15
- Practical marks be evaluated through experimentation, viva and lab notebook
- Practical part will be evaluated in presence of External Examiner(s).

Environmental Studies (ENVS) Project

- Total Marks- 10

Question Pattern of Term-end Examination

- **For 40 Marks: For Arts Subjects (Hons & Program)**

Objective/ MCQ type

10 Qs X 1 mark = 10 marks

Very Short Type Qs

1 Qs X 5 marks = 5 marks

Short Type Qs

1 Qs X 10 marks= 10 marks

Broad Type Qs

1 Qs X 15 marks= 10 marks (Question may be segmented)

Total marks: 40

Results: Grading on 10-point scale

10 POINT SCALE		
LETTER GRADE	GRADE	% OF MARKS
O (Outstanding)	10	90 - 100
A+ (Excellent)	9	80 – 89
A (Very Good)	8	70 – 79
B+ (Good)	7	60 - 69
B (Above Average)	6	55 - 59
C (Average)	5	50 – 54
P (Pass)	4	40 – 49
F (Fail)	0	<40
Ab (Absent)	Ab	x

- After publication of the results of each semester, the University will issue **Grade card** to each candidate, which will contain the list of papers, the grades and the credit points, actual obtained marks in percentage obtained by the student along with SGPA in that semester. Course code will be an alpha-numeric symbol that would signify the course, semester and the department.
- **SGPA** is evaluated by the formula:

$SGPA (S_i) = \frac{\sum (C_i \times G_i)}{\sum C_i}$, where C_i is the number of credit of a paper, G_i is the grade point. On successful completion of the program, CGPA will be calculated as follows: $CGPA = \frac{\sum (C_i \times S_i)}{\sum C_i}$

EXAMINATION DETAILS

(As per CBPBU Guidelines)

4-YEAR UNDER-GRADUATE PROGRAMME UNDER THE NEW CURRICULM AND CREDIT FRAMEWORK, 2022

- **Marks distribution in each course will be as follows:**
 - i. Major course (MAJ) - 100 marks each
 - ii. Minor courses (MIN) - 100 marks each
 - iii. Ability Enhancement Courses (AEC) - 50 marks each
 - iv. Multidisciplinary Courses (MDC) - 50 marks each
 - v. Value Added Courses (VAC) - 50 marks each
 - vi. Skill Enhancement Courses (SEC) - 50 marks each
 - vii. Internship/Apprenticeship (INT) - 50 marks each
 - viii. Research Project/Dissertation (RSH) (100+100) = 200 marks (applicable only if the student chooses to pursue Honours with Research)

- **Eligibility to appear in an Examination**
 - a. A student will be eligible for appearing at any of the Semesters of 4-year UNDERGRADUATE PROGRAM, fulfilling the following two essential conditions:
 - i. Minimum 75% class attendance in all papers.
 - ii. Students should appear in all internal assessments.

 - b. The College will make the students eligible as per the regulation to enable them to fill up Semester End Examination form as and when the Controller of Examination will notify.

- **Evaluation**
 1. The evaluation of the students will be a continuous process and will be based on their performances in internal assessments and the Semester End Examinations. All internal assessments will be conducted by the Teachers of the Department of the respective College. It will be on the basis of a combination of Mid Term Tests and Reports or Seminar Presentations or Class Tests or Field Work or Project Work or Assignment etc. spread over the entire period of study. The modalities of such assessment be recorded and documents will be preserved by the respective College at least for a period of six months after the publication of the post publication reassessment/scrutiny result of the relevant Semester End Examinations. The University Authority may ask for any such records, if required. The marks of internal assessment [i.e. marks of project/seminar/assignments and continuous evaluation and attendance] will be communicated by the Colleges to the Examination Branch of the University as and

when it will be notified.

2. The final evaluation in a paper means the total marks obtained in internal assessment [i.e. marks of project/seminar/assignments etc. and continuous evaluation and attendance] and the marks obtained at the Semester End Examination (Theoretical & Practical as per the prescribed syllabus in the course concerned).
3. . Internship will be conducted by the College, and marks will be submitted to the University.
4. In the 4-year Undergraduate Semester system, the Undergraduate Examinations will be held in eight parts: The First & Second Semester for the first-year students, The Third & Fourth Semester for the second-year students, Fifth & Sixth Semester for the third-year students and Seventh & Eighth Semester for the Fourth-year students. The academic sessions including the examinations for first, third, fifth and seventh semesters are July to December and that for second, fourth, sixth and eighth semesters are January to June.
5. A student has to complete 4-year Undergraduate program within a span of 7 years.
6. A student may opt to exit with a 1 year Under Graduate Certificate only after completion of first & second semesters and having secured 44 credits and after qualifying the first-year examination. The student is allowed to re-enter within 3 (three) consecutive years and complete the 4-year undergraduate program (Honours/Honours with Research) within a span of 7 years.
7. A student may opt to exit with a 2 Year Under Graduate Diploma only after completion of first, second, third & fourth semesters and having secured 90 credits and after qualifying the second-year examination. The student is allowed to re-enter within 3 (three) consecutive years and complete the 4-year undergraduate program (Honours/Honours with Research) within a span of 7 years.
8. The student is allowed to re-enter after the permissible exit only once in the entire tenure of the 4-year undergraduate program.
9. A student may opt to exit with a 3 Year Under Graduate Degree only after completion of first, second, third, fourth, fifth & sixth semesters and having secured 132 credits and after qualifying the third-year examination.
10. A student who secures 75% marks and above individually in the first five semesters and wish to undertake research at the undergraduate level can choose a research stream in the fourth year subject to securing 75% marks in the sixth semester failing which the student will be shifted to 4 Year Under Graduate Honours program.
11. A student who wants to exit finally with a Certificate/ Diploma/ Degree has to apply within 15 days from the date of publication of results of first year, second year and third year respectively to the Office of the Controller of Examinations through the

Colleges. A student who wants to re-enter (following clause vi and vii) has to apply within 15 days from the date of commencement of classes in the relevant (3rd semester/5th semester) semester to the Office of the Registrar through the Colleges.

12. A student to be eligible for appearing at any of the Semesters of Undergraduate Examination must have minimum 75% class attendance. Award of 05 (five) marks on class attendance will be given in the following manner:

Attendance of 75%	01 marks
Attendance of above 75% but below 85%	02 marks
Attendance of 85% and above but below 90%	03 marks
Attendance of 90% and above but below 95%	04 marks
Attendance of 95% and above	05 marks

13. Students should complete internal assessments before appearing at the respective semester examination and the marks obtained will be carried over in case students fail to pass the course(s) or fails to register as a candidate for the semester end examination or registers but fails to appear in the semester end examination.
14. No candidate shall be declared to have passed the Semester Examination as the case may be under each paper unless the candidate obtains not less than 30% marks in theoretical examination and practical examination separately as well as 40% marks in the aggregate of theoretical and/or practical examination and internal assessment put together.
15. To qualify in a course having theoretical and practical components, an examinee is to appear in the Theoretical as well as the Practical portion of the examination. If a student fails to appear in any of the portion or fails to secure 30% marks in the theoretical and practical examinations individually and 40% marks in the aggregate of written and/or practical examination and internal assessment put together, the student will have to appear both in the Theoretical as well as the Practical portion of the examination in the next corresponding semester.

16. Qualifying Marks:

- i. There will be no qualifying marks for internal assessment except class attendance but the students will have to appear at the said part of the examination. There will be no scope of re- appearing in internal assessment examination for improvement of marks. Marks awarded in internal assessment will be credited to a student's performance in subsequent valid chances.
 - ii. The qualifying marks for each paper will be 40% in each semester taken together of internal assessment and Semester End Examinations.
17. If a student secures qualifying grade in all courses the candidate will be declared to

have qualified the said semester and the result will be shown as Q. However, if a student fails to secure qualifying grade in a particular paper candidate result of the concerned semester end examination will be declared SNC (Semester Not Cleared). Marks obtained in the internal assessment will be clubbed with marks obtained in the semester end examination before awarding the grade. If a student fails to secure qualifying grade in a particular course, candidate will have to appear in that paper only. The internal assessment marks will be retained for next examination(s) with valid chances.

18. All examinations will be conducted ordinarily by means of printed question papers.
 - a. All question papers of Major Course will only be in English version, except for vernacular subjects. All question papers of Minor Course, Multidisciplinary Courses and Value-Added Courses will be in English/Bengali versions.
 - b. All examinations of Multidisciplinary Courses (MDC) and Value-Added Courses (VAC) will be conducted in OMR sheets.
 - c. Skill Enhancement Course (SEC) practical examinations (35 marks) will be conducted and evaluated by the concerned department of the College in presence of external examiner(s) and the marks will be sent to the Examination Branch of the University within 7 days of the completion of the examination.
 - d. All practical examinations will be conducted and evaluated by the concerned Department of the College in presence of external examiner(s).
19. All answer scripts, all OMR sheets and other examinations related papers of 4-year Undergraduate Examination will be disposed off by the University on expiry of six months from the date of the publication of post publication reassessment & scrutiny results of the respective examinations.
20. **Provisional Result and Grade Card:** The provisional result of each semester will be published stating only the total marks and SGPA obtained by a student and the 'Grade Card' would be issued stating the details of courses studied (code, title, marks, number of credits, grade secured) along with SGPA of that semester and CGPA of all the semesters in case of interim exit and the final 'Grade Card'.
21. **Position in the Merit List:** The Cumulative Grade Point Average (CGPA) obtained by a candidate in all the eight semesters within the regular tenure of the program shall be considered for deciding rank and merit position among degree holders of the 4 Year Under Graduate Degree (Honours) and the 4 Year Under Graduate Degree (Honours) with Research.
22. **Validity of Students' Enrolment/Registration:** A student has to complete candidate 4-year Undergraduate Program within a span of 7 years and a student will be promoted to the 7th semester provided the student clears all the six semesters within a span of 5

years. If any of the chances mentioned above is not availed by a student within the stipulated period, the chance will be deemed to have lapsed.

23. **Promotion:** In the Semester system, there would be automatic promotion right from the first Semester, till the 6th (sixth) Semester, irrespective of the marks obtained in the previous Semesters subject to the fact that the eligibility conditions for appearing in the examination in the previous semesters are satisfied. A student has to clear all the six (6) semesters within a span of 5 years to be promoted in the 7th semester and after completion of the 8th (eighth) semester within a span of 7 (seven) year will be declared passed with Honours/Honours with Research.

24. Total Marks Distribution for MAJOR & MINOR (except for VAC, AEC, MDC & SEC):

Examination	(Practical based Discipline/Subject)	Duration of Exams	(Non-Practical Course)	Duration of Exams
Semester End Examination (Theoretical)	50	2.5 hours	75	3 hours
Semester End Examination (Practical)	25	Up to 5 hours	-	-
Internal Assessment (By the College)	20		20	
Attendance (By the College)	5		5	
Total:	100		100	

25. Total Marks Distribution for AEC:

Examination	AEC	Duration of Exams
Semester End Examination (Theoretical)	35	2 hours
Internal Assessment (By the College)	10	
Attendance (By the College)	5	
Total:	50	

26. Total Marks Distribution for VAC & MDC:

Examination	VAC & MDC	Duration of Exams
Semester End Examination (Theoretical)	35 (MCQ)	1.5 hours
Internal Assessment (By the College)	10	
Attendance (By the College)	5	
Total:	50	

27. Total Marks Distribution for SEC:

Examination	SEC
Semester End Examination: Practical	35
Internal Assessment (By the College)	10
Attendance (By the College)	5
Total:	50

28. Question Pattern for Theoretical

• For 75 Marks:

Sl. No.	Question to be answered	Out Of	Marks of each question	Total Marks
1	5	10	3	15
2	5	10	6	30
3	3	6	10	30

• For 50 Marks:

Sl. No.	Question to be answered	Out Of	Marks of each question	Total Marks
1	5	10	2	10
2	5	10	4	20
3	2	4	10	20

• For 35 Marks:

Sl. No.	Question to be answered	Out Of	Marks of each question	Total Marks
1	10	10	1	10
2	5	10	3	15
3	2	4	5	10

• For 35 Marks (MCQ):

Sl. No.	Question to be answered	Out Of	Marks of each question	Total Marks
1	35	35	1	35

29. The schedule for the Semester End Examination will be prepared and announced by the Controller of Examination.
30. Two sets of theoretical question paper for each paper will be set by internal/external paper setters(s). The concerned Board of Studies will recommend the names of the Paper Setters, Moderators, Examiners, Scrutinizers, Post Publication Re-assessors, Post Publication Scrutinizers and Third Examiners.

