

OFFICE OF THE SECRETARY
COUNCIL FOR UNDER-GRADUATE STUDIES
UNIVERSITY OF NORTH BENGAL



ENLIGHTENMENT TO PERFECTION

Ref. No.: 45 /UG-17(49)

Dated: 23.04.2017

To,
The Principals / Teachers-in-Charge / Officers-in-Charge
of all Colleges affiliated to the University of North Bengal

Madam/Sir,

As directed by the Honourable Vice-Chancellor, University of North Bengal, and in the light of the discussions of the Workshop held on 17.04.2017 with *Principals / Teachers-in-Charge / Officers-in-Charge of all Colleges affiliated to the University of North Bengal* you are requested to kindly go through the *Proceedings of Meeting* as constituted by the Executive Council for introduction of Semester System and CBCS both at the Under Graduate & Post Graduate level of the University of North Bengal.

a) The committee had a threadbare discussion of introduction on CBCS in P.G. Courses and semester system along with CBCS in U.G. Courses. After careful consideration of the UGC proposed schemes, the syllabi as available in UGC portal and also the syllabi forwarded by the Higher Education Council, committee had a feel that for implementation of semester and CBCS, considerable changes have to be made in the approach of course transaction in U.G. Programmes. The proposed syllabi have radical differences with those of the present system. The infrastructure and Human Resources of the colleges have to be upgraded for proper curriculum transaction. All syllabi have to be considered by the U.G. Board of Studies and subsequently subject-wise workshops have to be conducted to increase awareness about course transaction in the system. The Examination Branch has to be upgraded in respect of Human Resources and infrastructure for additional load to conduct semester wise examination with credit system.

In consideration of the above it is recommended that the CBCS may be implemented for the U.G. Courses from the Academic Session 2018-2019 with taking aforementioned steps by the U.G. Council and a committee may be constituted to frame Regulation for this system. The committee also considered the syllabi of some Science Subjects forwarded by the Higher Education Council but felt that the implementation of the same in isolation would not be feasible.

b) The committee considered the introduction of CBCS in P.G. courses and opined that the same may be introduced from the Academic Session 2017-18 as the courses are already being pursued under Semester system. Following points may be considered for introduction of CBCS in M.A./M.Sc./M.Com. Courses.

- 1) Total Credit for Four Semester Courses will be 64 (16x4) of which 25% i.e. 16 credits may be allotted of Continuing Evaluation.
- 2) Respective P.G. Board of Studies will decide about the nos. of credit to be allotted for Core Courses and Elective Courses.

- 3) The ability enhancement and skill enhancement courses may be accommodated under the 16 credit yearmarked for continuing evaluation.
- 4) For credit system U.G.C. suggested 10 points Grading Scale will be used for calculation of SGPA and CGPA.
- 5) The P.G. Board of Studies may take immediate action for reorganisation of their syllabi with assignment of credit as per U.G.C. recommended credit hour ratio.
- 6) A committee may be constituted for framing Regulations for transacting M.A./M.Sc./M.Com. Programmes with CBCS system.
 - c) The P.G. Board of Studies of Law, Management and Library Science may be requested to take necessary steps to implement CBCS from 2017-18 system for the respective courses.
 - d) P.G. Programmes under Distance Education Mode shall follow the same syllabi as prepared for Regular Courses with minor modifications for provision of assignments in the 16 credits allotted for continuing evaluation and by introducing semester system with CBCS from the academic session 2017-18.
 - e) Prof. Gangotri Chakraborty reported that she is exploring the possibility of introduction of CBCS in B.A., LL.B. (Hons.) Course from the academic session 2017-18 and the same will be introduced if necessary works is completed before the commencement of the session.

This is for your information and necessary action on your behalf. You are requested to consider the matter on priority basis and sensitize all stake holders in your respective Colleges with the aforementioned, so as to provide a suitable platform for the smooth transition from the prevalent academic system to **CBCS beginning from the academic year 2018-2019.**

Anticipating your kind co-operation.

Thanking you,

Yours Sincerely


Secretary

**Under Graduate Council
North Bengal University**

Copy for kind information to:-

1. ***The Honourable Vice-Chancellor, University of North Bengal***

In Communication to:-

1. ***The Principals / Teachers-in-Charge / Officers-in-Charge
of all Colleges affiliated to the University of North Bengal***


Secretary

**Under Graduate Council
North Bengal University**

UNIVERSITY OF NORTH BENGAL
REGULATIONS
RELATING TO “B.A. / B.SC. / B.COM. / B.C.A. & B.B.A.” HONOURS PROGRAM
AND
B.A. / B.SC. / B.COM. PROGRAM
UNDER THE CHOICE BASED CREDIT SYSTEM [CBCS]

1. PREAMBLE:

These Regulations shall be known as UNIVERSITY REGULATIONS RELATING TO B.A. /B.Sc. /B.Com. /B.C.A. & B.B.A. HONOURS PROGRAM AND B.A. /B.Sc. /B.Com. PROGRAM UNDER THE CHOICE BASED CREDIT SYSTEM [CBCS] by the University of North Bengal, herein after referred to as the University.

2. AUTHORITY:

In exercise of the powers conferred upon it by Section 52 read with Section 21 sub sections XX, XXI. XXII. XXIII of the North Bengal University Act, 1981 (West Bengal Act, XIII, 1981) read with the up to date amendments, the appropriate Authority approves the following Regulations namely: as UNIVERSITY REGULATIONS RELATING TO B.A. /B.Sc. /B.Com. /B.C.A. & B.B.A. HONOURS PROGRAM AND B.A. /B.Sc. /B.Com. PROGRAM UNDER THE CHOICE BASED CREDIT SYSTEM [CBCS]

3. DATE OF EFFECT:

These Regulations shall come into effect from the academic year 2018-2019 and shall have prospective effect

4. APPLICABILITY:

UNIVERSITY REGULATIONS RELATING TO B.A. /B.SC. /B.COM. /B.C.A. & B.B.A. HONOURS PROGRAM AND B.A. /B.SC./ B.COM. PROGRAM UNDER THE CHOICE BASED CREDIT SYSTEM [CBCS] shall be applicable only to full time Under Graduate Courses and shall not apply to Vocational Courses.

5. UNDERGRADUATE COURSES

- a. The University is offering several undergraduate courses in its different constituent and affiliated Colleges in the Faculty of Science and Faculty of Arts, Commerce and Law for the award of Degree for B.Sc., B.A., B. Com., B.B.A & B.C.A Honours Program and B.Sc., B.A., B.Com. Program Courses.
- b. A participant of the program is a student who gets registered himself/ herself/ transgender with the University for a Course of study and attends the same.
- c. Full-time program is that program where the participants study as per the semester system and are not employed elsewhere.

6. DEFINITIONS:

- i. “University” means The University of North Bengal established and incorporated under the North Bengal University Act, 1981 (West Bengal Act, XIII, 1981)
- ii. “College” means State Aided Colleges/ Government Colleges/ Minority Colleges/ Private Self Financed Colleges affiliated to this University.
- iii. “Under Graduate Course of Study” (UNDER-GRADUATE) means a three year Course of study divided into six semesters, each of six months duration, to be pursued after successful completion of 10+2 examinations from any recognized Council / Board.

- iv. “Academic Session” means academic year from July of one calendar year to June of the next calendar year.
- v. “Year” means the period commencing from 1st day of July and ending on 30th day of June of the following year
- vi. “Semester” means a period of six months i.e. July to December and January to June of each Academic Session containing at least 90 actual direct teaching this.
- vii. “Credit”, a numeric value, is the unit by which the weight of a course is measured. One Credit is equivalent to one hour of teaching (Theoretical or Tutorial) or two hours of Practical Work/ Field Work/ Extra Curricular Work per week in a semester.
- viii. “Grade” means a numeric value between 4 to 10 based on percentage of marks obtained in a course.
- ix. “Grade Point” is the product of Grade and Credit Value of a particular course.
- x. “Letter Grade” is an index of the performance of students in a said Course. Letter Grades are allotted by letters, O, A⁺, A, B⁺, B, C⁺, C, P, and F
- xi. “Semester Grade Point average (SGPA)” means a measure of performance of a student in a Semester. It is the weighted average of total grade point secured by a student in various courses registered in a semester and the total course credits taken during that semester and shall be expressed up to two decimal places.
- xii. “Cumulative Grade Point Average (CGPA)” means a measure of cumulative performance of students over all the Semesters.
- xiii. “Grade Card” means a certificate issued to each candidate generally containing Course Type, Course Code, Course Title, Course Marks, Grade, Credit Values and Grade Points along with SGPA of that Semester / CGPA of the Course.
- xiv. “Enroll” means enrollment of a student for appearing at Semester-End Examination.
- xv. “MIL” means Modern Indian Language.
- xvi. The Words and Expressions used but not defined shall be interpreted to have the same meaning as they have in the North Bengal University Act, 1981 (West Bengal Act, XIII, 1981), North Bengal University Statutes, North Bengal University Ordinances, North Bengal University Regulations, etc.

7. COURSES OF STUDIES:

- i. There shall be two courses of studies leading to B.A./ B.Sc./ B.Com. / B.C.A. & B.B.A. Degree and each course shall be of Six Semesters duration. One shall be termed as “B.A./B.Sc./B.Com./B.C.A. & B.B.A. Honours **Program**” and the other is “B.A./B.Sc./B.Com. **Program**”.
- ii. The admission to Under –Graduate Degree Programs will be governed by the guidelines of the University and the Higher Education Department of Govt. of West Bengal as framed from time to time.
- iii. A Candidate shall be allowed to pursue any one of the Under-Graduate Degree Programs of the University (not more than one) in a particular Academic Session.
- iv. A student will have to study Discipline Specific Core Courses, Foundation Courses, Generic Electives Courses, Discipline Specific Elective Courses, and Skill Enhancement Courses as prescribed by the concerned Board of Studies
- v. At the time of admission a Honours Program/ Program student shall identify the different courses in which he or she will concentrate to attain the required credits
Provided that an Honours Program, once chosen, cannot be changed unless the student relinquishes the Course and chooses a different Honours Program/ Program Course.

8. COURSE STRUCTURE:

The HONOURS PROGRAM course shall be designed as having 140 credits delivered in six (06) semesters with 1950 marks.

The PROGRAM course shall be designed as having 120 credits delivered in six (06) semesters with 1800 marks.

Each Course shall be of 75 marks each except that AECC 1(ENVS) will be of 100 Marks and AECC 2 (English/MIL Communication) will be of 50 marks.

At the time of admission, a student will identify an Honours Program (total 140 Credits) / Program Course (total 120 Credits) in which he / she / transgender shall concentrate. Apart from the Discipline specific Core Course he / she / transgender will have to select Generic Elective courses. He / she / transgender will also have to select Discipline Specific Elective courses, Ability Enhancement Core Courses and Skill Enhancement Courses from the provided pool of choices.

OUTLINES OF CHOICE BASED CREDIT SYSTEM:

1. Discipline specific Core Course (DSC) The course designed for papers under this category aim to cover the basics that a student is expected to imbibe in that particular discipline. A course, which should compulsorily be studied by a candidate as a core requirement is termed as a Core course.

2 Elective Course: Generally a course which can be chosen from a pool of courses and which may be very specific or specialized or advanced or supportive to the discipline/ subject of study or which provides an extended scope or which enables an exposure to some other discipline/subject/domain or nurtures the candidate's proficiency/skill is called an Elective Course.

2.1 Discipline Specific Elective (DSE) Course: An Elective course offered under the main discipline/subject of study is referred to as Discipline Specific Elective.

2.2 Generic Elective (GE) Course: An Elective course chosen from an unrelated discipline/subject, with an intention to seek exposure beyond discipline/s of choice is called a Generic Elective. The purpose of this category of this courses is to offer the students the option to explore disciplines of interest beyond the choices they make in Core and Discipline Specific Elective courses.

3 Ability Enhancement Courses (AEC): The Ability Enhancement (AE) Courses may be of two kinds: Ability Enhancement Compulsory Courses (AECC) and Skill Enhancement Courses (SEC).

3.1 Ability Enhancement Compulsory Courses (AECC): These courses are based upon the content that leads knowledge enhancement,(1)Environmental Science and (2)English /MIL Communication.

3.2 Skill Enhancement Courses (SEC): These courses may be chosen from a pool of courses designed to provide value-based and/or skill-based knowledge and should contain both theory and laboratory/hands on training/field work. The prime purpose of these courses is to provide students life-skills in hands-on mode so as to increase their employability.

4 Practical/Tutorials (One each with every discipline specific core and discipline/generic specific Elective course): Practical means Laboratory or field exercises in which the student has to do experiments or other practical work of two hour duration. Tutorial means special instructions based on the Lectures.

5. Detailed Course Structure

Course Components	No. of Courses					
	B.Sc./ BCA		B.A.		B.Com./ BBA	
	Honours Program	Program	Honours Program	Program	Honours Program	Program
Discipline Specific Core Course (DSC)	14	12	14	12	14	12
Discipline Specific Elective (DSE) Course	4	6	4	4	4	4
Generic Elective (GE) Course	4	----	4	2	4	2
Ability Enhancement Compulsory Course (AECC)	2	2	2	2	2	2
Skill Enhancement Course (SEC)	2	4	2	4	2	4
Total Courses	26	24	26	24	26	24

6. Credit

The term ‘credit’ refers to the weight age given to a course, usually in terms of the number of instructional hours per week assigned to it. This explains why usually ‘credit’ is taken to mean ‘credit hours’. The credits also determine the volume of course contents and delivery of Course such as lectures, tutorials, practical, assignments etc.

a. For the purpose of credit determination, instruction is divided into three components:

Lectures (L) – Classroom lectures of one-hour duration.

Tutorials (T) – Special, elaborate instructions on specific topics (from Lectures) of one-hour duration.

Practical (P) – Laboratory or field exercises in which the student has to do experiments or other practical work of two-hour duration.

- b. Each one of these components is considered as equal to **one credit hour**. One lecture (L) as well as one Tutorial (T) of one hour a week is considered as one credit, whereas one Practical (P) of two hours a week is considered as one credit. The total weight age given to a course in terms of credits will be equal to $L + P/T$, where L is the number of one hour Lectures per week, T is the number of one hour Tutorials per week, and P is the number of two hours Practical per week. This can be written in symbols as: $C = L + P/T$
Where, C is the credit weight age for a particular course.

7. Credit Details of the Courses of B.A./ B.Sc./ B.Com./BCA & BBA Honours Program under CBCS

Sl. No.	Courses	Credit			
		Practical Based Courses		Non-Practical Based Courses	
		Theory + Practical	Total	Theory + Tutorial	Total
1.	Core Course (14 Courses)	$(14 \times 4) + (14 \times 2)$	84	$(14 \times 5) + (14 \times 1)$	84
2.	Elective Courses (8 Courses)				
2.A	DSE (4 Courses)	$(4 \times 4) + (4 \times 2)$	24	$(4 \times 5) + (4 \times 1)$	24
2.B	GE (4 Courses)	$(4 \times 4) + (4 \times 2)$	24	$(4 \times 5) + (4 \times 1)$	24
3.	Ability Enhancement Courses				
3.A	AECC – 1 (ENVS)	(2×1)	2	(2×1)	2
	AECC – 2 (Com. Eng./ MIL)	(2×1)	2	(2×1)	2
3.B	SEC (2 Courses of 2 Credits each)	(2×2)	4	(2×2)	4
Total Credit			140		140

An Under-Graduate Degree in Honours Program in a subject is to be awarded if a student successfully completes 14 DSC courses in that subject, 4 courses each from a list of DSE and GE respectively, 2 courses in AECC and 2 courses in SEC as per the provisions envisaged in these regulations.

8. Credit Details of B.A./ B.Sc./ B.Com. Program Course under CBCS

Courses		Credit			
		Practical Based Courses		Non-Practical Based Courses	
		Theory + Practical	Total	Theory + Tutorial	Total
1.	DSC Course (12 Courses)	$(12 \times 4) + (12 \times 2)$	72	$(12 \times 5) + (12 \times 1)$	72
2.	Elective Courses (6 courses)				
	2A. DSE (6 Courses for B.Sc./ 4 Courses for B.A and B.Com.)	$(6 \times 4) + (6 \times 2)$	36	$(4 \times 5) + (4 \times 1)$	24
	2B. GE (4 Courses)	----	--	$(2 \times 5) + (2 \times 1)$	12
3.	Ability Enhancement Courses				
	3A. AECC - 1	(1×2)	2	(1×2)	2
	AECC - 2	(1×2)	2	(1×2)	2
	3B. SEC (4 Courses taking 2 courses each from chosen DSC course)	(4×2)	8	(4×2)	8
TOTAL CREDIT			120		120

An Under-Graduate Degree in Science Program is to be awarded if a student successfully completes 4 DSC courses each in three subjects of choice, 2 courses each from a list of DSE based on the three subjects of choice selected above, 2 courses in AECC and 4 courses in SEC taking 2 courses each from any two out of the three subjects of choice as per the provisions envisaged in these Regulations.

An Under-Graduate Degree in Arts Program is to be awarded if a student successfully completes 4 DSC courses in two subjects of choice along with 2 DSC courses $L_1 - 1$ & $L_1 - 2$ (MIL) to be studied in 1st and 3rd Semesters respectively and 2 core courses $L_2 - 1$ & $L_2 - 2$ (English) to be studied in 2nd and 4th Semesters respectively, 2 courses each from a list of DSEs based on the two subjects of choice selected above and 2 courses from the list of GEs, 2 courses in AECC and 4 courses in SEC taking 2 courses each from the two DSC subjects as per the provisions envisaged in these Regulations.

An Under-Graduate Degree in Commerce Program is to be awarded if a student successfully completes 8 DSC courses along with 2 DSC courses $L_1 - 1$ & $L_1 - 2$ (MIL) to be studied in 1st and 3rd Semesters respectively and 2 core courses $L_2 - 1$ & $L_2 - 2$ (English) to be studied in 2nd and 4th Semesters respectively, 4 courses each from a list of DSEs and 2 courses from the list of GEs, 2 courses in AECC and 4 courses in SEC as per the provisions envisaged in these Regulations

9. CURRICULUM:

The subjects and papers for the course shall be recommended by the Board of Under-Graduate Studies in each respective subject from time to time in accordance with the rules of the University of North Bengal.

i) Scheme for CBCS in B.A. /B.Sc. /B.Com. /B.B.A. & B.C.A. Honours Program

Year	Semester	Discipline Specific Core Course (DSC)	Ability Enhancement Compulsory Course (AECC)	Skill Enhancement Course (SEC)	Discipline Specific Elective Course (DSE)	Generic Elective Course (GE)
1	1	Paper - 1	AECC-1			GE - 1 Paper 1
		Paper - 2				
	2	Paper - 3	AECC-2			GE - 1 Paper - 2
		Paper - 4				
2	3	Paper - 5		SEC Paper - 1		GE - 2 Paper - 1
		Paper - 6				
		Paper - 7				
	4	Paper - 8		SEC Paper - 2		GE - 2 Paper - 2
		Paper - 9				
		Paper - 10				
3	5	Paper - 11			DSE Paper - 1	
		Paper - 12			DSE Paper - 2	
	6	Paper - 13			DSE Paper - 3	
		Paper - 14			DSE Paper - 4	

- Students pursuing DSC in a particular subject will have to opt for SEC and DSE in the same subject
- GE Course subject must be different from DSC Course subject.

Practical/ Tutorial: Every Discipline specific Core, Discipline Specific Elective and Generic Elective Course will have one Practical/ Tutorial. Wherever there is a Practical, there will be no Tutorial and Vice Versa.

ii) Scheme for CBCS in B.A. Program

Year	Semester	Discipline specific Core Course (DSC)	Language Core Course (LCC 1)	Language Core Course (LCC 2)	Ability Enhancement Compulsory Course (AECC)	Skill Enhancement Course (SEC)	Discipline Specific Elective Course (DSE)	Generic Elective Course (GE)
1	1	Discipline Specific Core 1 (Paper-1)	Bengali / Sanskrit/ Nepali/Hindi (Paper-1)		AECC-1			
		Discipline Specific Core 2 (Paper-1)						
	2	Discipline Specific Core 1 (Paper-2)		English (Paper-1)	AECC-2			
		Discipline Specific Core 2 (Paper-2)						
2	3	Discipline Specific Core 1 (Paper-3)	Bengali / Sanskrit/ Nepali/Hindi (Paper-2)			SEC 1 Paper-1		
		Discipline Specific Core 2 (Paper-3)						
	4	Discipline Specific Core 1 (Paper-4)		English (Paper-2)		SEC 1 Paper-2		
		Discipline Specific Core 2 (Paper-4)						
3	5					SEC 2 Paper-1	DSE 1 Paper 1	GE-1 (Paper-1)
	6						DSE 2 Paper 1	
							SEC 2 Paper-2	DSE 1 Paper 2
	DSE 2 Paper 2							

- DSE 1 and SEC 1 Course subject will be the same as DSC 1 Course subject & DSE 2 and SEC 2 Course subject will be the same as DSC 2 Course subject.
- GE 1 Course subject must be different from DSC 1 and DSC 2 Course subject.

Practical/ Tutorial: Every Discipline specific Core, Discipline Specific and Generic Elective Course will have one Practical/ Tutorial. Wherever there is a Practical, there will be no Tutorial and Vice Versa.

iii) Scheme for CBCS in B.Sc. Program

Year	Semester	Discipline specific Core Course (DSC)	Ability Enhancement Compulsory Course (AECC)	Skill Enhancement Course (SEC)	Discipline Specific Elective Course (DSE)
1	1	Discipline Specific Core 1 (Paper-1)	AECC-1		
		Discipline Specific Core 2 (Paper-1)			
		Discipline Specific Core 3 (Paper-1)			
	2	Discipline Specific Core 1 (Paper-2)	AECC-2		
		Discipline Specific Core 2 (Paper-2)			
		Discipline Specific Core 3 (Paper-2)			
2	3	Discipline Specific Core 1 (Paper-3)		SEC 1 Paper-1	
		Discipline Specific Core 2 (Paper-3)			
		Discipline Specific Core 3 (Paper-3)			
	4	Discipline Specific Core 1 (Paper-4)		SEC 1 Paper-2	
		Discipline Specific Core 2 (Paper-4)			
		Discipline Specific Core 3 (Paper-4)			
3	5			SEC 2 Paper-1	DSE 1 Paper 1
					DSE 2 Paper 1
					DSE 3 Paper 1
	6			SEC 2 Paper-2	DSE 1 Paper 2
					DSE 2 Paper 2
					DSE 3 Paper 2

- DSE 1 Course subject will be the same as DSC 1 Course subject & DSE 2 Course subject will be the same as DSC 2 Course subject and DSE 3 Course subject will be same DSC 3 Course subject.
- SEC 1 and SEC 2 Course subject could be chosen from any of the 3 DSC Course subject taken above.
- Practical/ Tutorial: Every Discipline specific Core and Discipline Specific Elective Course will have one Practical/ Tutorial. Wherever there is a Practical, there will be no Tutorial and Vice Versa.

iv) Scheme for CBCS in B.Com. Program

Year	Semester	Discipline specific Core Course Program (DSC)	Language Core Course (LCC 1)	Language Core Course (LCC 2)	Ability Enhancement Compulsory Course (AECC)	Skill Enhancement Course (SEC)	Discipline Specific Elective Course (DSE)	Generic Elective Course (GE)	
1	1	DSC 1	Bengali / Sanskrit/ Nepali/ Hindi (Paper-1)		AECC-1				
		DSC 2							
	2	DSC 3			English (Paper-1)				AECC-2
		DSC 4							
2	3	DSC 5	Bengali / Sanskrit/ Nepali/ Hindi (Paper-2)			SEC 1			
		DSC 6							
	4	DSC 7				English (Paper-2)			SEC 2
		DSC 8							
3	5				SEC 3	DSE 1	GE-1		
						DSE 2			
	6				SEC 4	DSE 3	GE-2		
						DSE 4			

- All DSC, DSE, GE, SEC Courses will be compulsory Courses with internal choices in the DSE courses
- Practical/ Tutorial: Every discipline specific Core, Discipline Specific Elective and Generic Elective Course will have one Practical/ Tutorial. Wherever there is a Practical, there will be no Tutorial and Vice Versa.

10. ATTENDANCE:

No student shall be allowed to take the end semester written Examination if the student concerned has not attended minimum of 75% of the classes held in the course concerned and also in other curricular components.

11. ELIGIBILITY FOR ADMISSIONS:

% of Marks:

a) Honours Program Course:

A student shall be allowed to take admission in the Honours Program Course of B.A. /B.Sc. /B.Com./ BCA & BBA if he/ she / transgender/ trans gender has passed in at least four (04) subjects excluding Environmental Studies with English as compulsory subject in the Higher Secondary [10+2] Examination held by the West Bengal Council of Higher Secondary Education or any other Examination which is recognized by the University as equivalent thereto

Provided that a candidate who has obtained- (a) 55% marks in the aggregate, or (b) 50% in the aggregate with 60% marks in a subject in the last qualifying Examination shall be eligible to apply for Honours Program in that subject. Admission shall however be on merit and availability of seats.

Provided that for SC/ST Candidates- the minimum marks for eligibility shall be as per Rules of the State Government.

Provided further that in matter of eligibility 54.5% marks or above shall be equal to 55%, 49.5% and above shall be equal to 50% and 59.5 marks or above shall be equal to 60%.

b) Program Course:

A student shall be allowed to take admission in the Program Course of B.A. /B.Sc. /B.Com. if he/ she / transgender/ trans gender has passed in at least four (04) subjects excluding Environmental Studies with English as compulsory subject in the Higher Secondary [10+2] Examination held by the West Bengal Council of Higher Secondary Education or any other Examination which is recognized by the University as equivalent thereto

A candidate shall be allowed to pursue B.A. / B. Sc. / B. Com Program Course if he/ she/ transgender have passed the qualifying Examination in Vocational Stream subjects.

Provided however that

- i)** A candidate shall be allowed to take up any subject except Computer Science, Microbiology, and such other interdisciplinary subjects in B.A. / B.Sc. / B.Com. Course if he/ she / transgender have passed in the corresponding subject (s) at the Higher Secondary Examination (10+2) recognized as equivalent by the University.
- ii)** A candidate shall be allowed to take up Sociology, Education, Psychology as Honours Program and Program subject if he /she / transgender has passed the subjects History, Philosophy, Political Science in the previous qualifying exams.
- iii)** A candidate shall be allowed to take up B.Com. Honours Program/ Program Course if he/ she/ transgender has studied Science subjects along with Maths in the previous qualifying exams.
- iv)** A candidate shall be allowed to take up Physics Subject if he/ she / transgender have passed in Mathematics and Chemistry along with Physics and other subject as prescribed at the qualifying examination.

- v) A candidate shall be allowed to take up Chemistry Subject if he/ she / transgender have passed in Mathematics and Physics along with Chemistry and other subject as prescribed at the qualifying examination.
- vi) A candidate shall be allowed to take up Botany / Zoology Subject if he/ she/ transgender have passed in Biology at the qualifying examination.
- vii) A candidate shall be allowed to take up Physiology Honours Program/ Program Course subject if he / she / transgender have passed in Biological Science and Chemistry at the qualifying examination.
- viii) A candidate shall be allowed to take up Computer Science Subject if he/ she/ transgender have passed in Mathematics at the qualifying examination.
- ix) a) A candidate shall be allowed to take up Microbiology Subject if he/ she/ transgender have passed in Chemistry and Biology at the qualifying Examination.
b) A candidate shall be required to take Chemistry as a Generic Elective subject for study in Microbiology Honours Program.
- x) A candidate shall be allowed to take up Honours Program in Economics as if he/ she / transgender have passed in Mathematics or Business Economics including Business Mathematics and other subjects as prescribed at the qualifying examination.
- xi) No student other than those of Science stream and Economics / Geography of Arts stream shall be allowed to take Science subjects as Generic Elective Subjects.
- xii) No student of Honours Program in Arts and Commerce stream other than those of Geography and Economics shall be allowed to take Science subjects as Generic Elective Subjects.
- xiii) A candidate shall be allowed to take up Geography subject as Honours Program/ Program Course if he / she / transgender have passed in Geography with other subjects at the qualifying examination.
- xiv) A candidate shall be allowed to take up Geology subject if he / she / transgender have passed in Mathematics, Physics and Chemistry at the qualifying examination.
- xv) A candidate shall be allowed to take up Mass Communication and Journalism as Honours Program/ Program Course if he / she / transgender have passed in any Stream at the qualifying examination.
- xvi) A candidate shall be allowed to take up BBA and BCA as Honours Program Course if he / she / transgender have passed in any Stream at the qualifying examination.
- xvii) A candidate pursuing Honours in a subject shall not be allowed to take up the same subject as Generic Elective.
- xviii) A candidate pursuing Honours Program Course in a Language subject will be allowed to take another Language subject as a Generic Elective Subject.
- xix) While taking Discipline Specific Core & Generic Elective subjects, availability of the said subjects in the concerned Colleges shall be taken into cognizance.

11.1 Reservation of Seats: There will be reservation of seats for SC/ST/OBC/Differently Able Candidates as per Govt. Rules. For differently – able candidates minimum disability at least 40% will be considered.

11.2 Session Gap: For admission to the Under Graduate Course there should not be a gap of more than 3 years between the year of Higher Secondary Examination and the year of admission to Under Graduate Course of study

11.3 Admission on Transfer: If a student has been admitted to a College, he/she/transgender shall not, except as otherwise provided in the Ordinances, be subsequently admitted to any other College without the production of a Transfer Certificate from the Principal of the College in which he/she/transgender studied last.

A student admitted to a College, shall not ordinarily be allowed to take transfer to any other College, except at the end of a semester. If an application for transfer is made at any time, other than at the end of an Semester, on the ground of (a) transfer of the parent or guardian of the student from the station at which the College is situated, or (b) reasoned need for a change on the ground of health supported by proper medical evidence, or any other sufficient reason, the Principal may grant the transfer.

Admission on Transfer should abide by the following stipulations:

- i.** A candidate taking transfer from one College to another is required to pursue the same course of study with identical subject combination in both the colleges;
- ii.** Admission on transfer must not violate the approved intake of the course concerned of the College granting admission. Only in cases of wards of Government employees who have been transferred, a relaxation of intake may be granted with the permission of the Vice-Chancellor;
- iii.** Cases of admission on transfer must be intimated in writing to the University authority by the College admitting such candidates within a fortnight of such admission without which such admission on transfer will not be recognized;
- iv.** All other steps and procedures related to transfer will be in accordance with the provisions of the Ordinances.

12. ADMISSION PROCEDURE: As per guidelines of North Bengal University in compliance with W.B. Govt. Rules.

Provided that a student who has been admitted in the 1st Semester of an Academic year shall not ordinarily required to take admission again on progressing to a subsequent Semester.

13. FEES: As notified by the University Authority from time to time for Admissions, Registration and Examinations etc

14. ACADEMIC SESSION:

- a.** The academic session shall be of three year duration consisting of six semesters.
- b.** The academic session normally shall start in July in each year.
- c.** There shall be at least 90 teaching days in each semester excluding periods of examination and admission etc. for instruction, field work and dissertation
- d.** 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.

15. EXAMINATION & EVALUATION:

- i. Eligibility to appear in a Examination:** A candidate shall be eligible for appearing at any of the Semesters of UNDER-GRADUATE EXAMINATIONS, fulfilling the following two

essential conditions:

Minimum 75% attendance of lectures delivered in all courses

Students should appear in all internal assessments.

- ii. Internal Evaluation:** The evaluation of the students shall be a continuous process and shall be based on their performances in internal and the End-Semester Examination. All the internal continuous evaluations shall be conducted by the Teachers of the Department. It shall be on the basis of Term Papers, Reports, Seminar Presentations, Class Tests, Field Work or any combinations thereof, spread over the entire period of study. The modalities of such assessment be recorded and documents will be preserved by the respective college and those must be placed before a Committee or Team constituted by the University for verification purpose. The Internal Assessment marks shall be communicated to the Examination Branch of the University at least 10 days before the commencement of the University Examinations.

Final Evaluation:

The final evaluation in a course means the total or aggregate of the marks obtained in internal evaluation and the marks obtained at the End-Semester Examination (Theoretical & Practical).

- iii.** There shall be one written and one practical examination (where applicable) at the end of each semester as per the prescribed syllabus in the course concerned.

iv. An undergraduate degree with Honours Program in a subject may be awarded if a student completes -

- **14 Discipline specific Core Courses (DSC) in the Honours subject.**
- **4 Discipline Specific Core Courses (DSE) from a pool of courses from the Honours subject.**
- **4 Generic Elective Courses (GE) from a pool of courses offered by the college.**
- **2 Ability Enhancement Compulsory Courses (AECC),**
- **2 Skill Enhancement Courses (SEC) from a pool of courses designed to provide value-based and/or skill-based knowledge.**

v. An undergraduate degree in B.A./B.Com. Program may be awarded if a student completes -

- **12 Core Courses** which includes 4 core courses each in 2 disciplines of choice (**DSC**), i.e. $4 \times 2 = 8$ core courses, and 2 core courses each in English and MIL respectively ($2 \times 2 = 4$ core courses), which are referred to as **Language Core Courses (LCC)**.
- **2 courses each from a list of Discipline Specific Elective (DSE) courses ($2 \times 2 = 4$ courses) based on the 2 disciplines of choice selected in core course.**
- **2 interdisciplinary courses from the list of Generic Elective Courses (GE) offered by the college.**
- **2 Ability Enhancement Compulsory Courses (AECC)**

- **4 Skill Enhancement Courses (SEC)** from a pool of courses designed to provide value-based and/or skill-based knowledge.

vi. An undergraduate degree in B.Sc. Program. may be awarded if a student completes -

- **12 Core Courses** which includes 4 core courses each in 3 disciplines of choice (**DSC**), i.e. $4 \times 3 = 12$ core courses,
- **2 courses each from a list of Discipline Specific Elective (DSE)** courses ($3 \times 2 = 6$ courses) **based on the 3 disciplines of choice selected in core course.**
- **2 Ability Enhancement Compulsory Courses (AECC),**
- **4 Skill Enhancement Courses (SEC)** from a pool of courses designed to provide value-based and/or skill-based knowledge.

vii. 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.

A student will have, at the most, five academic years or ten semesters to complete the course.

viii. A candidate to be eligible for appearing at any of the Semesters of UNDER-GRADUATE Examination must have minimum 75% attendance of lectures delivered. Award of 05 (five) marks on class attendance shall be given in the following manner:

Attendance of 75% and above but below 80% -- 02 marks

Attendance of 80% and above but below 85% -- 03 marks

Attendance of 85% and above but below 90% -- 04 marks

Attendance of 90% and above -- 05 marks

ix. 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). All the internal continuing evaluation will be conducted by the teachers of the Department. It shall be on the basis of dissertations / projects, term papers, reports, seminar presentations, field work, class tests or any combinations thereof spread over the entire period of study. The modalities of such assessment will be recorded and documents will be preserved by the colleges at least for a period of six months after the publication of the result of the relevant Semester-end Examinations. The University Authority may ask for any such records, if required.

x. To secure qualifying grade in a Course/Semester, a student has to secure the minimum qualifying percentage in the Written (including Practical) Examination and the Internal Assessment taken together.

xi. To qualify in a Practical-based course, an examinee is to appear in the Theoretical as well as

the Practical portion of the examination in the same Semester.

xii. 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, or surrender her/his result of a particular Semester-end examination, it would be included within the stipulated three chances. These students 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.

xiii. Qualifying Marks:

- a) There shall be no qualifying marks for internal assessment but the candidates shall 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 candidate's performance in subsequent chances.
- b) The qualifying marks for each course shall be 40% in each course of a semester taken together of internal assessment and term end exams.

xiv. If a candidate secures qualifying grade (P grade) in all courses he / she / transgender 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 / transgender will have to appear in that Course only. The internal assessment marks will be retained for next examination(s) with valid chances.

xv. The Semester-end examinations will be held in the last months of the semesters, namely December (in the odd semesters) and in June (in the even semesters). The internal assessments will continue through the Semester.

xvi. If a student wishes to switch to a Program Course from an Honours Program Course before the 1st semester examination, he/she/transgender has to leave the Honours Program Course and take re-admission in the next year in his/her preferred Program Course.

xvii. All examinations shall be conducted ordinarily by means of printed question papers.

xviii. All answer scripts and other examinations related papers of Undergraduate examination shall be disposed by the University on expiry of six months from the date of the publication of result of the respective examinations.

xix. Provisional Result and Grade Card:

The provisional result of each semester will be published stating only the total marks and SGPA obtained by a candidate and the 'Grade Sheet cum Report Card' would be issued showing 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.

xx. Semester Not Cleared: If a candidate fails to secure qualifying (pass) marks in one paper or more in a particular semester examination his/her result of semester examination will be

declared as ‘SNC’ (i.e., Semester Not Cleared). The result of 6th semester examination shall be kept withheld unless a candidate clears all the semesters within the stipulated chances. She / he/transgender would be declared to have passed the final examination in the year in which she / he clears his/her all semesters.

xxi. Position in the Merit List: To qualify for position in the merit list a candidate shall have to pass all the semesters in his/ her regular chances.

xxii. Validity of Students Enrollments / Registration: A candidate (Honours /General Course) shall have to complete each semester examination with 3 (Three) consecutive chances including his/her first appearance in the concerned semester examination. If any of the chances mentioned above is not availed of by a candidate within the stipulated period, the chance shall be deemed to have lapsed

xxiii. Promotion: In the Semester system, there would be automatic promotion 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.

xxiv. Total Marks Distribution: (except for AECC 1 and AECC 2)

Examination	(Practical based Course)	Duration of Exams	(Non-Practical Course)	Duration of Exams
Semester End Examination(Theoretical)	40	2 hours	60	2 hours
Semester End Examination(Practical's)	20	Up to 5 hours	-	
Continuing Evaluation/Internal Assessment/Mid Semester Exams(By Colleges)	10		10	
Attendance	5		5	
TOTAL	75		75	

The modalities of the continuing evaluation will be decided by the respective Board of Studies taking any two items from clause 15 (ix)

xxv. Total Marks Distribution for AECC 1 and AECC 2:

Examination	AECC 1	Duration of Exams	AECC 2	Duration of Exams
Semester End Examination(Theoretical)	80	2.5 hours	35	2 hours
Continuing Evaluation/Internal Assessment/Mid Semester Exams(By Colleges)	15		10	
Attendance	5		5	
TOTAL	100		50	

xxvi. Question pattern:

a) For 80 Marks

S.L. No.	Questions to	Out of	Marks of each	Total Marks
	be answered		question	
1.	5	8	4	$5 \times 4 = 20$
2.	4	6	10	$4 \times 10 = 40$
3.	1	2	20	$1 \times 20 = 20$

b) For 60 Marks

S.L. No.	Questions to	Out of	Marks of each	Total Marks
	be answered		question	
1.	4	6	3	$4 \times 3 = 12$
2.	4	6	6	$4 \times 6 = 24$
3.	2	4	12	$2 \times 12 = 24$

c) For 40 Marks

S.L. No.	Questions to	Out of	Marks of each	Total Marks
	be answered		question	
1.	5	8	1	$5 \times 1 = 5$
2.	3	5	5	$3 \times 5 = 15$
3.	2	4	10	$2 \times 10 = 20$

d) For 35 Marks

S.L. No.	Questions to	Out of	Marks of each	Total Marks
	be answered		question	
1.	3	5	5	$3 \times 5 = 15$
2.	2	4	10	$2 \times 10 = 20$

xxvii. The schedule for the End-Semester Examination shall be prepared and announced by the Controller of Examinations. Except for exigencies, all the examinations shall usually be held

within the dates specified in the Academic Calendar

xxviii. Two sets of question paper for each course/ unit will be set by internal/ external paper setters(s). The concerned Board of Studies will recommend the names of the Paper- Setters, Moderators, Examiners, Scrutinisers, Tabulators and Reviewers.

16. RESULTS:

- i) The final result of a candidate shall be determined on the basis of CGPA.
- ii) Grade Card shall be made as per grading system. Course-wise marks (internal and term end exams added together) will be converted into percentage of mark. Percentage of marks will be converted into Grade Letter 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.
- iii) The Grade Card of a Semester shall be issued only after completion of that Semester.

a) Conversion of Marks into grade letter and grade point

% of Marks	Letter Grade	Grade Point
91 and Above	O (Outstanding)	10
81 - 90	A ⁺ (Excellent)	9
71 - 80	A (Very Good)	8
61 - 70	B ⁺ (Good)	7
56 - 60	B (Above Average)	6
51 - 55	C ⁺ (Average)	5.5
41 - 50	C (Below Average)	5
Passed with 40	P (pass)	4
Below 40	F (Fail)	0
Absent	Ab	0

b) Computation of SGPA:

Example

Course	Credit	Grade Letter	Grade Point	Credit Point
Course 1	6	A	8	6×8=48
Course 2	6	B ⁺	7	6×7=42
Course 3	2	B	6	2×6=12
Course 4	6	B	6	6×6=36
TOTAL	20			138

SGPA: $138/20 = 6.90$

c) Computation of CGPA

Example:

	Semester 1	Semester 2	Semester 3	Semester 4
Credit	20	20	26	26
SGPA	6.9	6.3	6.6	6.7
Credit × SGPA	20 × 6.9 = 138	20 × 6.3 = 126	26 × 6.6 = 171.60	26 × 6.7 = 174.20

$$\text{CGPA: } 609.8 / 92 = 6.63$$

d) Conversion of SGPA/CGPA into Percentage of Marks: Ten (10) times of SGPA/CGPA

e) Final Result / Grades Description

Semester GPA / Program CGPA	Alpha-Sign / Letter Grade	Result / Class Description
9.00-10.00	O (Outstanding)	Outstanding
8.00-<9.00	A+ (Excellent)	First Class Exemplary
7.00-<8.00	A (Very Good)	First Class Distinction
6.00-<7.00	B+ (Good)	First Class
5.50-<6.00	B(Above Average)	High Second Class
5.00-<5.50	C (Average)	Second Class
4.00-<5.00	P (Pass)	Pass Class
Below 4.00	SNC	SNC
0	SNC	SNC

17. PROVISIONS FOR REVIEW:

- i) A candidate may apply for Post-Publication Review (PPR) of his/her answer-script(s) in the prescribed form and manner and a submission of fees prescribed for the purpose within the date as per notification to be issued by the Controller of Examinations at the time of publication of result. Such applications must be checked and verified by the college(s) concerned as regards to the eligibility of the candidate(s) applying for review. All such applications must be forwarded by the Principal/Teacher-in-Charge of the college concerned.
- ii) There shall be no Post-Publication Review of Practical Papers, Oral Examinations and Project Work/Field Work, if any.

- iii) Incomplete and faulty application is liable to be rejected without assigning any reason or without any intimation to the candidate/college concerned.
- iv) Under no circumstances fees for Post-Publication Review once paid be refunded
- v) A student may apply for review of maximum two theoretical courses in the prescribed form in a particular Semester Examination.
- vi) Post-Publication Review (PPR) and Post-Publication Scrutiny (PPS) of the same paper(s) in a course shall not be allowed
- vii) **Finalization of Review Results:** If the marks awarded by Post-Publication Review Examiner in a Paper do not exceed the original award by more than 20% of the full marks in that Paper, the Review Examiner's award will be accepted as final marks in that Paper. If the increase of marks exceeds 20% of the full marks in that Paper, the answer script will be evaluated by a third examiner (external) and the final marks will be the average of the three examiners. However, if it is found that there was error in calculating total marks of the original award, the increase of marks to the full extent will be accepted as corrected original award of the candidate. If the marks awarded by Post-Publication Review Examiner in a Paper do not reduce the original award by more than 20% of the full marks in that Paper, the Review Examiner's award will be accepted as final marks in that Paper. If the decrease of marks exceeds 20% of the full marks in that Paper, the answer script will be evaluated by a third examiner (external) and the final marks will be the average of the three examiners. However, if it is found that there was error in calculating total marks of the original award, the change of marks to the full extent will be accepted as corrected original award of the candidate.

Any addition or subtraction of marks as declared by the University after Post-Publication Review shall be treated as final and shall be binding on the candidate. No further application for consideration of Post-Publication Review result shall be entertained.

The decrease in marks will not be considered if such reduction results the failure of a successful candidate who has secured already qualifying grade prior to review.

18. SCRUTINY OF ANSWER-SCRIPTS(PPS)

- i. If the results of a candidate of Honours Program/Program of any part of his/her examination do not come under the purview of Post-Publication Review, he / she / transgender may apply for Post-Publication Scrutiny of his/her one or more answer-scripts irrespective of marks.
- ii. "Post-Publication Scrutiny (PPS)" does not imply re-examination or re-assessment of scripts but involve verification of scripts and records to ascertain-
Marks have been assigned to each of the required number of answers made by an examinee as per instruction printed on the question paper;
Totaling of marks awarded by the examiners on the scripts/marks-slips, as the case may be, has correctly been done.

19. COMPENSATORY TIME FOR PERSON WITH DISABILITY (PWD) CANDIDATES:

- i. PWD Candidates are provided extra time of 20 minutes for every hour of examinations subject to maximum limit of one hour as Compensatory time.
- ii. PWD Candidates are allowed the use of a scribe (amanuensis) who holds lesser qualification than the candidate. Scribe is allowed to candidates (i) who have disability in the upper limbs or have loss of finger /hands thereby preventing them from writing. (ii) Who are blind or have impaired vision. (iii) who is dyslexic (iv) who are autistic
- iii. If a PWD candidate wants to avail compensatory time or scribe he / she / transgender must apply with all relevant documents to the Principal/TIC during form fill up of each part/semester examination and the same application be forwarded by the Principal/TIC to

the Controller of Examinations in time.

- iv. If it is found that a candidate has used the service of a scribe and/or extra time but does not possess the extent of disability that warrants of use the service of a scribe and/or extra time, he / she / transgender will be excluded from the process of evaluation and legal action may be initiated by the authority in this regard.

20. BREACH OF DISCIPLINE BY ANY EXAMINEE IN CONNECTION WITH UNIVERSITY EXAMINATIONS:

- i. The Centre-in-Charge of any University Examination held at a centre will, on his/her own or on the basis of reports received from the invigilator(s)/members of the visiting team as may be constituted by the Controller of Examinations and duly approved by the Vice-Chancellor expel a candidate from the examination hall debarring him/her from appearing in the examinations of the said course(s)/paper(s), if the candidate is found copying or possessing any paper, book or such other incriminating material(s) or smuggling, written answer scripts/loose sheets from outside. On expulsion, he / she / transgender will be debarred from appearing at the said part of the examination
- ii. Signature(s) of each of the expelled candidates may be obtained on the incriminating document(s) found in his/her possession and the same must be attached to the main answer script(s). if a candidate refuses to put his/her signature on the incriminating document(s) the invigilator(s)/members of the visiting team will certify the matter and the Centre-in-Charge will take immediate action as in regulation 20.1 on the basis of the certificate/report of the room invigilator(s)/members of the visiting team.
- iii. If, however, in the judgment of the Centre-in-Charge, a candidate is found to have committed an offence of a more serious nature, e.g., impersonation, use of filthy languages, indiscipline behavior, threatening the persons connected with the examination duties and such other activities inside and outside the examination hall/room, the Centre-in-Charge will expel the candidate debarring him/her from appearing in the examination(s) of the remaining subject(s)/paper(s) and send to the Controller of Examinations a list of such candidates along with their answer scripts and a detailed report on the circumstances leading to the action taken by the Centre-in-Charge in a separate packet for record and for placement before the Committee of Discipline for further action. In such cases as detailed in above paragraph the Committee of Discipline, duly constituted by the Vice-Chancellor may note the action, if already taken by the Centre-in-Charge, but will not lessen the penalty already given by the Centre-in-Charge.
- iv. The Committee of Discipline, however, may recommend further penal action to be taken against such candidate(s). If the Centre-in-Charge, instead of taking any action against such a candidate, forward the case along with the detailed report the Committee of Discipline may take penal action as it may deem fit.
- v. When the Centre-in-Charge expels any offending candidate from the examination hall, as referred to in the rules above, the order/notification regarding such expulsion shall forthwith be circulated in all the examination halls by the Centre-in-Charge. . Such order/notification should be pasted on the Notice Board and a copy of the same along with the answer scripts and other documents are to be sent to the Controller of Examinations for subsequent issuance of order/notification including order of cancellation of the entire examination of the candidate(s), to the concerned college for its implementation.
- vi. If the candidates are found to consult or talk with each other or change their scheduled seats or exchange answer-scripts/loose sheets etc. during an examination in spite of warnings by the Centre-in-Charge/Room Invigilator(s), the Centre-in-Charge shall report the matter in details to the University against the concerned candidates together with the relevant answer scripts for placement before the Committee of Discipline.
- vii. An examiner may forward to the Controller of Examinations of the University through the

chairperson of the concerned examination or to the Controller of Examination directly if there is no Chairperson in the concerned subject an explanatory report along with the relevant answer script(s) of the candidate(s) for placement of the same before the Committee of Discipline if, in his/her judgment, the candidate/candidates has/have adopted unfair means in answering questions

- viii. If an examinee uses filthy languages against the Centre-in-Charge/Invigilators or Convener/Member(s) of the Visiting Teams or any person connected with the examination or resorts to indiscipline behavior inside or outside the examination hall or undertakes any unfair means or violates the instructions for the examinees, the Centre-in-Charge may send his/her answer-script of that paper along with a report from the Invigilator(s) with his comment, if any. However, in such case, the examinee will be allowed to sit for the examination in the remaining course(s)/subject(s).
- ix. **Non-submission of scripts** – If an examinee appears at the examination but does not submit his/her answer-script, the matter should be noted in the Attendance Sheet. A diary should be lodged on the day with the local police station. A report along with a copy of the said Diary and a statement from the Invigilator of the concerned examination hall must be sent by the Centre-in-Charge to the Controller of Examinations.
- x. **Torn scripts** – In case of a script being willfully torn by a candidate, the fact should be noted in the Attendance Sheet(s) and a report should be sent by the Centre-in-Charge to the Controller of Examinations in a separate packet along with the torn script and a statement from the Invigilator of the concerned examination hall stating the circumstances leading to the incident.
- xi. Report on R.A. cases from any end should always be supported by documentary evidence or statement of the reporting concerned authority. Without such documentary evidence/statements disposal of the matter cannot be taken up.
- xii. On receipt of the report of malpractice in the examination, as referred to in above the University will direct the concerned candidate to appear before the Committee of Discipline and furnish an explanation in writing regarding the charges leveled against the candidate
- xiii. If the Committee of Discipline is satisfied that the charge/ charges leveled against any candidate in terms of above mention rules is/ are true, it may recommend any one or multiple of the following actions:-
 - a. Cancellation of examination of the candidate in the concerned paper
 - b. Cancellation of the entire examination of the candidate and if necessary also
 - c. Debarment of the candidate from appearing at the University examination for a specified period as it may deem fit according to the gravity of the offence(s) committed. If a candidate does not appear before the Committee of Discipline without assigning any reason, the Committee of Discipline may recommend any or all of the measure(s) as above, as it may deem fit, on the basis of available document(s) in absentia.
 - d. The Committee after giving due consideration to the report of the Centre-in-Charge and giving the candidate a hearing, if necessary, may recommend exoneration of a candidate from the charges leveled against him/her if in its judgment the candidate concerned is innocent.
- xiv. The recommendations of the Committee of Discipline will need approval of the Vice-Chancellor before any action can be taken thereon. The Vice-Chancellor may, after considering the recommendations, pass such orders as he / she / transgender thinks fit. The Controller of Examinations will take action according to the recommendation of the Committee of Discipline, if approved by the Vice-Chancellor or as per orders of the Vice-Chancellor.
- xv. All questions arising in relation to the interpretation of these Regulations shall be referred to the Executive Council for decision and the decision of the University Council will be

final and binding.

- xvi.** The Board of Discipline (UNDER-GRADUATE EXAMINATION) may be constituted with the following members.
- 1) Controller of Examinations (Convener)
 - 2) Inspector of Colleges
 - 3) One member of EC to be nominated by EC
 - 4) Three Teachers of Under-Graduate Colleges/Post Graduate Departments to be nominated by the Controller of Examinations

The tenure of this committee will be four years from the date of its constitution

21. TERMINATION FROM THE COURSE:

If a student newly admitted to the first semester remains absent from attending classes for more than the first 15 days continuously without any intimation, her/his admission will stand cancelled.

- 22.** In any case of any situation or not covered under these Regulations the Vice- Chancellor shall have power to issue directions not inconsistent with the Acts/ Statutes/ Ordinances with respect to any or all of them.

If any dispute arises in respect of interpretation of the regulations or any matter not covered by these, the decision of the Vice Chancellor in that respect shall be final and binding.

ANNEXURE

COURSE COMBINATIONS/BASKETS

(The following Discipline specific Course subject and Generic Elective Course Subject combinations are to be strictly followed)

B. A. HONOURS PROGRAM COURSE (SELECT ANY ONE COURSE)

Bengali	Economics
English	Education
Geography	Mass Communication
Hindi	Philosophy
History	Political Science
Nepali	Psychology
Sanskrit	Sociology
Urdu	

Two Generic Elective Courses (GE) to be selected as any **ONE** from each basket below for BA Honours Program and SEC course will be same as DSC course

Group A	Group B
Bengali	Geography
English	Education
Economics	Mass Communication
Hindi	Philosophy
History	Physical Education
Modern Tibetan	Political Science
Nepali	Sociology
Psychology	
Sanskrit	
Urdu	

B.A. PROGRAM COURSE

A) Discipline Specific Courses (DSC) and Generic Elective (GE) Course subject: Select any Three Course subject (taking any one Course subject each from any two group as DSC and any one Course subject from remaining one group as GE of the 3 groups below and SEC course subject will be same as DSC course subject):

Group A	Group B	Group C
Bengali	Economics	Geography
English	Education	Physical Education
Hindi	History	Political Science
Modern-Tibetan	Mass Communication	Psychology
Nepali	Philosophy	Sociology
Sanskrit		
Urdu		

FOR B.SC. HONOURS PROGRAM AND PROGRAM COURSES

Baskets

1. Mathematics, Microbiology, Physiology
2. Chemistry, Computer Science
3. Physics, Botany, Geography
4. Zoology, Statistics, Geology

Note: For Economics Honours Program Course the Generic subject combination shall be Mathematics (of Basket 1 above) and any one subject from the Group – B Basket for B.A. Honours Program or Statistics (of Basket 4 above)

For B.Sc. Honours Program: - Any one Honours Discipline specific Course subject from the 4 baskets except Statistics course in basket 4 + any 2 Generic Elective Course subject from any three other remaining basket subjects and same Skill Enhancement course subject as Discipline specific Course subject.

For B.Sc. Program:- Any 3 course subject one from each basket subjects from the 4 given basket subjects for Discipline specific Course and any 2 course subject as Skill Enhancement Courses from the above chosen 3 Discipline specific Course subject.

FOR B.Com. and BBA/ BCA HONOURS PROGRAM AND B.Com. PROGRAM COURSES

***As per Course Structure.**