BERHAMPUR UNIVERSITY, BHANJA BIHAR

NEP- 2020 Regulation for Under Graduate Programmes with Multiple Entry and Exit Option from Academic Session 2024-25.

1. Title and Commencement:

a) These regulations shall be *called "Curriculum and Credit Framework for under graduate programme".* The framework facilitates a restructured degree progamme with multiple entry and exit option for single major, double major and with or without major option. It promotes Multi/Interdisciplinary choices subjects and disciplines. It inspires to meet the 21ˢᵗ century requirements of quality of Higher Education and needs of India to be a developed country. Its objective is to build well rounded creative individuals and citizens. This is meant for 3/4 years Undergraduate Degree Programmes covering all disciplines of the State Public Universities, coming under the Higher Education Department, Government of Odisha. It aims to coverage multiple disciplines such as Science, Arts, Humanities and Business Studies etc.

2. Definitions of Components:

a) **Academic Year:** Two consecutive (one odd + subsequent even one) semesters constitute one academic year.

b) **Choice Based Credit System (CBCS):** The CBCS allows students to choose courses from a range of options, and earn credits for the courses they complete. It is designed to provide flexibility and enable students to pursue their interests and strengths. The students select courses from the prescribed courses i.e., Core, Multidisciplinary, Ability Enhancement Course (AEC), Skill Enhancement Course (SEC), Value Added Course (VAC), Summer Internship and Research Project/ Dissertation etc.

e) **Core** is the subject of main focus, may be under Core-I, Core-II and Core-III (Major/Minor stream). Major or

Honours will be awarded provided the students acquires 92 credits from a single subject under core-I in the 4 yr.

Program.

f) **Course:** Usually refers to 'paper', which is component of a programme.

g) **Requirements:** The requirement for awarding a degree/diploma/Certificate is prescribed in terms of number of credits to be earned as per Table No. I, II, III, IV, V, VI, VII.

h) **Credit:** A unit by which the course work is measured. One credit is equivalent to **one hour of lecture or tutorials or two hours of practical work/field work per week in a semester**. One Credit

will be generally equivalent to 15 hours of instructions. (*)

Credit for different Classes

Credit	Theory	Tutorial	Practical/Field work
1	1 Hour	1 Hour	2 Hours

i) **Credit Point:** It is the product of grade point and number of credits for a course.

j) **Discipline/Faculty:** A group of related subjects i.e., Faculty (Science/Arts/Commerce etc.)

k) **Grade Point:** It is a numerical weight allotted to each letter grade on a 7 -point scale.

l) **HEIs: It refers to "Higher Educational Institutions' (Colleges/Universities).**

o) **Programme:** It is a study in a discipline leading to award of a degree, diploma or certificate.

p) **Semester:** Each semester comprises of 90 working days and an academic year is divided into two semesters. The odd semester may be generally scheduled from July to December and even semester from January to June.

3. Eligibility for Admission into UG 1ˢᵗ year Degree:

3.1. Student who has Passed Higher Secondary (Class-XII) Examination conducted by CHSE Odisha, Senior Secondary (CBSE/ICSE) or any other equivalent course from any Board/Council established by the Govt. of India or any other state Government or any such course recognized by Higher Education Department, Skill Development &Technical Education Department or any other Dept. of Govt. of Odisha shall be eligible for admission into a first year UG programme satisfying "Curriculum and Credit Framework for undergraduate programmes", published by UGC on 12ᵗʰ December 2022. Those who have completed diploma course SCTEVT (State Council for Teacher Education and Vocational Training) Govt. of Odisha after completion of BSE, Odsiha are also eligible for admission to degree program.

3.2. Transfer from one HEI to another beyond the admission period shall be allowed by the affiliating Universities, even for Autonomous College. Transfer shall be subject to the following conditions: -

- HEI must not exceed the sanctioned strength of seat
- Availability of same combination of subjects in both the HEIs
- Attendance shall be combined in case one semester is pursued in two colleges.
  Further, the University may allow migration from one University to another University on transfer of credit.

4. Counselling of Students:

4.1. After admission in to 1st Year Degree Programme, students have to be properly counselled by the authorities of the Institutions by organizing induction programmes. Similarly, during beginning of the 3rd Semester and end of the 4th Semester, the students have to be properly counselled about the choice of subjects, skill development courses etc. and during admission into VII semester regarding research project.

4.2 All HEIs are required to upload the subjects available in their respective institutions with sanctioned strength on their websites.

4.3.'*Course Counselling Cell'* has to be created in each HEI to provide proper information to students for admission on the available subjects in their respective institutions under U.G. programme.

4.4 A state level central counseling cell under SAMS shall be created to advise and regulate the college counseling cells for smooth functioning of the system.

5. Process of Admission:

5.1. The admission shall be made on merit on the basis of criteria to be notified by the University/Govt. of Odisha, keeping in view the guidelines/norms issued by the UGC/ concerned statutory bodies and taking into account the Reservation Policy issued by the Govt. of Odisha from time to time.

5.2. All admission are into three year degree program only continuance to 4th year subject to clause 8.

5.3. Choice of core course during the admission in to 1st Degree Programme will determine the discipline of his/her studies and will be registered under the said discipline. For example, a student choosing Physics as 1st core during time of admission will be registered under science discipline. In case a particular core belongs to more than one discipline, the entry into the discipline will be on the basis of his second core subject. For example, a student is free to choose subjects from any faculty/discipline under Core-I, II and III. In other words, Core-I can be science stream while core-II can be Arts and Core-III can be from Commerce. This facility is subject to the ability of the college to provide flexibility.

6. Registration of HEIs/Students:

6.1. All HEIs must be registered in National Academic Depositary (NAD) and upload required information from time to time.

6.2. Registration of students: All the students admitted into UG 1st semester be compulsorily registered to the universities through their respective institutions and also register for 1st Semester examination by depositing the required examination fees during the time of admission.

6.3. Students Registration with ABC: It is mandatory for all the students to registrar themselves with Academic Bank of credit and upload all required information.

6.4. The university and college shall facilitate ABC registration of the students centrally at the institution level.

6.5 During the beginning of the second semester, the students have to register for 2nd semester examination by depositing the required fees. However, for 2nd, 3rd and 4th year i.e., readmission into 3rd, 5th and 7th semester the students have to register for Term- end exam of both odd and even semesters by depositing required fees. Admission to examination will be subject to attendance, appearance of sessional and mid-semester examinations.

6.6 The HEI during the registration for final semester examination will collect fees for issue of the migration certificate prescribed by the concerned University and shall deposit the same with the University. **After publication of final semester result migration certificate will be issued to all successful candidates along with their grade sheet.**

7. Academic Bank of Credits (ABC):

Credit transfer shall be allowed in case the credit is registered under Academic Bank of Credits (ABC); a facility provided by UGC. The rules and regulations in this regard notified by UGC from time to time shall be applicable. All universities and Autonomous College shall join ABC, NAD and obtain Digi Locker as mandated by UGC. Every student including those of Affiliated College may also require to join ABC and obtain Digi Locker.

8. Duration and Types of Courses and Process of Multiple Entry and Exit:

Candidate has to complete the Three /Four years course within **Seven Years** from the date of admission. Under no circumstances, the candidate will be allowed to appear the backlog exam beyond the specific period.

Illustration: A candidate admitted in the academic year 2024-25 has to complete the programme by 2030-31 *(On multiple exit and entry option under four/three-year programme, the candidate has to enter himself/herself latest by 2029-30 or 2030-31 with completion of either two year or one year respectively).*
Each semester shall comprise of 15 weeks of academic activities with a minimum of 90 working days.

8.1 The undergraduate programmes shall extend over four academic years (Eight Semesters) with multiple entry and exit options. The students can exit a course as follows:
   i. **Certificate Course-** One academic year (First & Second Semesters and a summer / Vocational Course and Community Work)
   ii. **Diploma Course** -Two academic years (First, Second, Third & Four Semesters and a Summer/Vocational Course and Community Work)
   iii. **Three Year Degree Course with Single Major**
   iv. **Three Year Degree Course with Double Major**
   v. **Three Year Degree Course with Three Cores as Minor stream**
   vi. **Four Year Honours without Research with Major**
   vii. **Four Year Honours with Research**

8.2 Awarding UG Certificate, UG Diploma, and Degrees:

8.2.1   **UG Certificate:** Students who **opt to exit** after completion of the first year and have secured **44 credits** will be awarded a UG certificate if, in addition, they complete one vocational course of 4 credits during the summer vacation of the first year *(Table-I).* These students are allowed to re-enter the degree programme within three years session of exit and complete the degree programme within the stipulated maximum period of seven years.

8.2.2   **UG Diploma:** Students who **opt to exit** after completion of the second year having secured **86 credits** will be awarded the UG diploma if, in addition, they complete one vocational course of 4 credits during the summer vacation *(Table-II).* These students are allowed to re-enter within a period of three years and complete the degree programme within the maximum period of seven years.

8.2.3   **3-year UG Degree:** Students who wish to undergo a 3-year UG programme will be awarded UG Degree in the Major subject after successful completion of three years, securing at least **126 credits** and satisfying the minimum credit requirement as given in the *Table-III.* The discipline or faculty shall be decided on the basis of the first Major, for example Physics major shall be under the B.Sc.

8.2.4   **4-year UG Degree (Honours):** A four-year UG Honours degree in the major discipline will be awarded to those who complete a four-year degree programme with at least **166 credits** and have satisfied the credit requirements as given in *Table-VI.*

8.2.5   **4-year UG Degree (Honours with Research):** Students who secure 7.5 CGPA and above in the first six semesters and wish to undertake research at the undergraduate level can choose a research stream in the fourth year. They should do a research project or dissertation under the guidance of a faculty member of the institution who is a recognized Ph.D. Supervisor of the affiliating University or who holds a Ph.D. Degree. The research project/dissertation will be in the major discipline. The students, who secure **166credits,** including **12 credits** from a research project/dissertation, are awarded UG Degree(Honours with Research) *(Table-VII).*
The research work can be spread over both VII and VIII semester; however, the credit will be awarded in the Semester VIII.

8.2.6 **UG Degree Programmes with Single Major:** A student has to secure Credits as per credit requirement calculated in the *Table-III* with **126 credits.**

8.2.7 **UG Degree Programmes with Double Major:** A student has to secure Credits as per credit requirement calculated in the *Table* -IV wth **150 Credits**

9. Eligibility for Award of Degree:

The university where a student has earned at least 60% of the Total Credit shall issue the certificate.

10. Types of Courses:

10.1 **Major (Core-I)** is the subject of main focus and the degree will be awarded in that discipline.

10.2 **Minor Stream (Core-I, II, III)** helps a student to gain a broader understanding beyond the major discipline. A students may gather 28 credits from a single subject.

10.3 **Multidisciplinary UG Programmes (09 Credits):** All UG students are required to undergo 3 introductory-level courses relating to any of the broad discipline/faculty offered by the University/College with one MDC course i.e. INDIAN KNOWLEDGE SYSTEM is compulsory in 2nd semester and rest two can be selected from given basket. These courses are intended to broaden the intellectual experience and form part of liberal U G courses. The University shall develop curriculum for multi-disciplinary courses. Students are to be encouraged to opt for courses outside their discipline/faculty. A basket of course under SEC in category of 3 credits shall be offered. A student has to complete 3 SEC courses as per table.

10.4 **Ability Enhancement Courses (AEC) (08 Credits):** Students are required to achieve competency in a Modern Indian Language (MIL) and in the English language with special emphasis on language and communication skills (not literally skill).Literature and Linguistic courses shall be offered in major core and minor stream. In lieu of odia, a student may be opt for only Sanskrit, Hindi, Telegu or Urdu.

10.5 **Skills Enhancement Courses (SEC) (09 Credits):** These courses are aimed at imparting practical skills, hands-on training, soft skills, etc., to enhance the employability of students. A student has to opt the Skill Enhancement courses from the basket as per the subject available in the institution.

10.6 **Value Added Courses (12 Credits)**

   • **Environmental Studies and Disaster Management (03 Credits)shall be compulsory**
   • **A basket of VAC shall be offered out of which a students will be required to opt for 3 as per table no.VI**
   (*) Credits for NCC, NSS, Red Cross and such other activities shall be granted as per the principle specified under *2(h)* of the draft Model Regulation. These credits shall be treated as Additional Credit and shall not be considered for award of Rank, Gold Medal etc.

10.6.1 For all value-added courses VTP Utkal University shall prepare video lectures and incase colleges are unable to hold classes, shall hold doubt clearing session. These courses shall have no internal component.

10.7 **Summer Internship/Apprenticeship/Summer Project (04 Credits):** Attempts have been made to provide internship as conceptualized in the Curriculum and Credit Frame Work by UGC. Till the Colleges/Universities are able to provide Internship/ Community work/ Field studies shall be offered in lieu of Internship.

10.8 **Internship:** A course requiring students to participate in a professional activity or work experience, or cooperative education activity with an entity external to the education institution, normally under the supervision of an expert of the given external entity. A key aspect of the internship is induction into actual work situations. Internships involve working with local industry, government or private organizations, business organizations, artists, crafts persons, and similar entities to provide opportunities for students to actively engage in on-site experiential learning.

10.8.1 **Research Project/ Dissertation:** Student of four-year Bachelor's Degree (Honours with Research) are required to take up Research Projects under the guidance of a faculty member. The students are expected to initiate the project work during seventh semester and complete the Research Project in the Eighth Semester. The Research outcome of their project work may be published in peer-reviewed journals or may be presented in conferences/ seminars or may be patented.

10.8.2 **Studio activities:** Studio activities involve the engagement of students in creative or artistic activities. Every student is engaged in performing a creative activity to obtain a specific outcome. Studio-based activities involve visual- or aesthetic- focused experiential work.

10.8.3 Field Practice/Projects: Courses requiring students to participate in field-based learning/projects generally under the supervision of an expert of the given external entity.

10.8.4 Community engagement and service: Courses requiring students to participate in field-based learning/projects generally under the supervision of an expert of the given external entity. The curricular component of 'community engagement and service' will involve activities that would expose students to the socio-economic issues in society so that the theoretical learning's can be supplemented by actual life experiences to generate solutions to real-life problems.

10.8.5 Seminar: A course requiring students to participate in structured discussion/conversation or debate focused on assigned tasks/readings, current or historical events, or shared experiences guided or led by an expert or qualified personnel in a field of learning, work/vocational, or professional practice.

10.9 Open Distance Learning (ODL): Student may be allowed to earn 40% of the course credit in a semester through online courses from SWAYAM (UGC)/IGNOU etc. or any institution recognized by the regulatory authority like UGC at their own cost and arrangement.

10.10 Vocational courses: In order to be eligible for Certificate/ Diploma, a student is required to earn 4 credits in vocational subjects during the summer vacation with 60 hours of Theory/ Laboratory/ Workshop at least within 15 days from the followings

I. Recognized ITI/ Poly Techniques providing a certificate to the effect that the candidate has completed 120 hours of vocational learning (Lab/ Workshop) in a specific trade.

OR

II. A vocational course provided under ODL platform (SWAYAM or any institution recognized by the regulatory authority).

OR

III. A vocational course offered by the HEI in a specific trade duly recognized by the Academic Council of the University concerned.

IV. The student is required to pay additional fees for the purpose as specified by the course provider.

10.16 *Besides B. A/B.Com and B.Sc., other Graduate Level course such as BBA, BCA. BSW, B.Lib Sc. etc. are to follow the broad credit structure. Further, Jagannath Sanskrit University and other Universities Offering Graduate Programme are also required to adopt the credit structure.*

As all the above is linked with award of credits, the subject Experts Committee/BOS of Universities shall specify the structure.

Table-I: Structure for Certificate Courses: Exit after First Academic year

[(One academic year (First & Second Semesters and a Summer/Vocational Course and Community

Semester	Core-I	Core-II	Core-III	Multi-disciplinary	AEC	SEC	VAC	Community Engagement & Services/ Field work /Internship	Total Minimum Credit
I	2X4=8	1X4=4		1X3=3	1X4=4 Odia/any Indian Language		1x3=3 Environmental Studies and Disaster management		22
II	2X4=8		1X4=4	1X3=3 IKS	1X4=4 English	1X3=3			22
Total	4x4=16	1X4=4	1X4=4	2x3=6	2x4=8	1X3=3	1X3=3		44
Vocational Course of 4 credits for Certificate									

Table-II: Structure for Diploma Certificate Course Exit after Second Academic year
[Two academic years (First, Second, Third & Four Semesters and a Summer Vocational Course and Community Work)]

Semester	Core-I	Core-II	Core-III	Multi-disciplinary	AEC	SEC	VAC	Community Engagement & Services/ Field work /Internship	Total Minimum Credit
I	2X4=8	1X4=4		1X3=3	1X4=4 Odia/any Indian Language		1x3=3 Environmental Studies and Disaster management		22
II	2X4=8		1X4=4	1X3=3 IKS	1X4=4 English	1X3=3			22
									44
III	3X4=12	1X4=4		1X3=3			1X3=3		22
IV	3X4=12		1X4=4					1x4=4	20
									42
Total	10x4=40	2x4=8	2x4=8	3x3=9	2x4=8	1X3=3	2x3=6	1x2=4	86
Vocational Course of 4 credits for Diploma Certificate									

Core-II and Core-III are interchangeable.

*The BOS in each subject has to design a course for improving skill in their field. **Principles of Management can be offered as an option.

Table-III: **Three Year Degree Course with Single Major and Two Minor**

Semester	Core-I	Core-II	Core-III	Multi-discipli nary	AEC	SEC	VAC	Community Engagement & Services/ Field work /Internship	Total Minim um Credit
I	2X4=8	1X4=4		1X3=3	1X4=4 Odia/any Indian Language		1x3=3 Environment al Studies and Disaster managemen t		22
II	2X4=8		1X4=4	1X3=3 IKS	1X4=4 English	1X3=3			22
									44
III	3X4=12	1X4=4		1X3=3			1X3=3		22
IV	3X4=12		1X4=4					1x4=4	20
									42
V	3X4=12	1X4=4				1x3=3	1x3=3		22
VI	2X4=8		1X4=4			1x3=3	1x3=3		18
									40
Total	15X4=60	3X4=12 3X4=12		3X3=9	2X4=8	3x3=9	4x3=12	1x4=4	126

In case a student opts for NCC and clears 'C' certificate additional 16 Credit shall be awarded and total credit shall be 126+16 = 142 Credit

*The BOS in each subject has to design a course for improving skill in their field. **Principles of Management can be offered as an option.

Table-IV: **Three Year Degree Course with Double Major**

Semester	Core-I	Core-II	Multi-di scipli nary	AEC	SEC	VAC	Community Engagement & Services/ Field work /Internship	Total Minimu m Credit
I	2X4=8	2X4=8	1X3=3	1X4=4 Odia/any Indian Language		1x3=3 Environment al Studies and Disaster management		26
II	2X4=8	2X4=8	1X3=3 IKS	1X4=4 English	1X3=3			26
								52
III	3X4=12	2X4=8	1X3=3			1x3=3		26
IV	3X4=12	2X4=8					1x4=4	24
								50
V	3X4=12	2X4=8			1x3=3	1x3=3		26
VI	2X4=8	2X4=8			1x3=3	1x3=3		22
								48
Total	15X4=60	12X4=48	3X3=9	2X4=8	3x3=9	4x3=12	1x4=4	150

*The BOS in each subject has to design a course for improving skill in their field. **Principles of Management can be offered as an option.

Table-V: Three Year Degree Course with Three Core without Major

Semester	Core-I	Core-II	Core-III	Multi-disciplinary	AEC	SEC	VAC	Community Engagement & Services/ Field work /Internship	Total Minimum Credit
I	1X4=4	1X4=4	1X4=4	1X3=3	1X4=4 Odia/any Indian Language		1x3=3 Environmental Studies and Disaster management		22
II	1X4=4	1X4=4	1X4=4	1X3=3 IKS	1X4=4 English	1x3=3			22
									44
III	2X4=8	1X4=4	1X4=4	1X3=3			1x3=3		22
IV	1X4=4	2X4=8	1X4=4					1X4=4	20
									42
V	1X4=4	1X4=4	2X4=8			1X3=3	1X3=3		22
VI	1X4=4	1X4=4	1X4=4			1X3=3	1x3=3		18
									40
Total	7X4=28	7X4=28	7X4=28	3X3=9	2X4=8	3x3=9	4x3=12	1X4=4	126

In case a student opts for NCC and clears 'C' certificate additional 16 Credit shall be awarded and total credit shall be 126+16 = 142 Credit

*The BOS in each subject has to design a course for improving skill in their field. **Principles of Management can be offered as an option.

Table-VI: Fourth Year Hons. Without Research

Semester	Core-I	Core-II	Core-III	Multi-disciplinary	AEC	SEC	VAC	Community Engagement & Services/ Field work /Internship	Total Minimum Credit
I	2X4=8	1X4=4		1X3=3	1X4=4 Odia/any Indian Language		1x3=3 Environment al Studies and Disaster management		22
II	2X4=8		1X4=4	1X3=3 IKS	1X4=4 English	1X3=3			22
									44
III	3X4=12	1X4=4		1X3=3			1X3=3		22
IV	3X4=12		1X4=4					1x4=4	20
									42
V	3X4=12	1X4=4				1x3=3	1x3=3		22
VI	2X4=8		1X4=4			1x3=3	1x3=3		18
									40
VII	4x4=16	1x4=4							20
VIII	4x4=16	1x4=4							20
									40
Total	23x4=92	5x4=20	3x4=12	3x3=9	2x4=8	3x3=9	4x3=12	1x4=4	166

*The BOS in each subject has to design a course for improving skill in their field. **Principles of Management can be offered as an option.

Table-VII: Fourth Year Hons. With Research

Semester	Core-I	Core-II	Core-III	Multi-discipli nary	AEC	SEC	VAC	Community Engagement & Services/ Field work /Internship	Total Minim um Credit
I	2X4=8	1X4=4		1X3=3	1X4=4 Odia/any Indian Language		1x3=3 Environment al Studies and Disaster management		22
II	2X4=8		1X4=4	1X3=3 IKS	1X4=4 English	1X3=3			22
									44
III	3X4=12	1X4=4		1X3=3			1X3=3		22
IV	3X4=12		1X4=4					1x4=4	20
									42
V	3X4=12	1X4=4				1x3=3	1x3=3		22
VI	2X4=8		1X4=4			1x3=3	1x3=3		18
									40
VII	3x4=12	2x4=8							20
VIII	2x4=8							Research 12	20
									40
Total	20x4=80	5x4=20	3x4=12	3x3=9	2x4=8	3x3=9	4x3=12	16	166

*The BOS in each subject has to design a course for improving skill in their field. **Principles of Management can be offered as an option.

11. Process of Multiple Entry and Exit:

11.1 A student after completion of 1st academic Session with completion of 44 Credits and an additional 04 Credits in vocational stream can exit with a certificate issued by the HEI/University concerned. Such student can re -enter to the UG programme into the **3rd semester within two years from award of his certificate**.

11.2 A student after completion of 2nd year with 86 and an additional **4 credit** in Vocational Stream can exit with a diploma. Such students can re-enter to UG programme in **5th semester within two years from award of this diploma.**

11.3 Student who desires to undergo a 3-year degree programme will be allowed to exit after completion of 3rd year with minimum of 126/150 credits with a degree.

11.4 However, the total duration for completing the UG program shall not exceed 7 years from the admission into the 1st year Academic Session.

11.5 Students may acquire additional credit under Value added / Multi-Disciplinary / Swayam etc. **The additional credit shall not be taken into account for Division/ Grade/ Rank etc. They shall not count for admission into higher program.**

12. Subjects:

The core subjects that a candidate can choose under the Discipline Faculty of Arts, Commerce and
Science include the following:

Faculty of SCIENCE	Faculty of ARTS	Faculty of COMMERCE & MANAGEMENT
Anthropology	English	Accountancy
Biotechnology	Odia	Business Studies and Management
Botany	Hindi	Business Math and Statics
Chemistry	Sanskrit	Business Administration
Computer Science	AIHCA	Banking Finance and Insurance
Electronics	Archaeology	Cost Accountancy
Environmental Science	Statistics	Company Law
Mathematics	Mathematics	Corporate Law
Geology	Political Science	Entrepreneurship
Geography	History	Finance
Microbiology	Economics	GST
Physics	Philosophy	Income Tax
Statistics	Linguistics	Indian Economy
Zoology	Public Administration	Marketing
Information Technology and Management	Sociology	Organization Behaviour
Mathematics and Computing	Social Work	Operation Research
Economics	Gender Studies	PMIR and IRPM
Education	Library & Information Science	Economics
Home Science	Law	
Psychology	Tourism	
Linguistic	Rural Development	
Operation Research	Journalism/Journalism &Mass Communication	
Archaeology	PMIR (Personal Management & Industrial Relation)/ IRPM (Industrial Relation & Personal Management	
Information Technology	Telegu	
	Education	
	Home Science	
	Psychology	
	Operation Research	

University may add to the list. The above list is illustrative not exhaustive

13. Twinning Courses pursuing simultaneous Dual Degree:

A student can pursue two academic programmes, one in full time **Physical Mode** and another in **Open and Distance Learning (ODL)**/online mode; or up to two ODL/Online programmes simultaneously, provided that in such, class timings for one programme do not overlap with the class timings of the other programme.

14. Level of Course:

The Board of Studies (BOS)/ subject experts while designing the course curriculum shall follow NCRF guideline as detailed below.

NCRF Level for different Academic Grades

Academic Band	Academic Grade	National Credit Frame Work Level
4-year UG with Hons. / Hons. With Research Program	UG- 1st year	4.5
	UG- 2nd year	5.0
	UG- 3rd year	5.5
	UG- 4th year	6.0

Source- National Credit Framework (NCRF) Guideline March- 2023 (Table- 3)

15. Attendance and Change of Subject:

15.1 Attendance

15.1.1 A candidate shall be required to attend at least 75% of the lectures in a course in theory and practical classes taken separately.

15.1.2 The authorities may condone to the extent of 15% in exceptional cases i.e., serious illness & hospitalization, accident, mishap in the family or deputation by the college for any specific work for which the period of his/her absence shall not be counted towards the calculation of attendance on the condition that students concerned submit a certificate to that effect from the appropriate authority.

15.1.3 **Absence to actual required days of attends Sports/NCC/NSS etc. activities shall be treated as presence for calculation of attendance**. With prior permission of the Principal in case of college/Chairman PG Council in case of university

15.1.4 This clause shall not be applicable for Distance Education.

15.1.5 A candidate is also required to fulfill the above clauses for practical component.

15.2 Change of Subjects: A student can change his core (I) subject **within 4 weeks of the last date of admission** which has to be duly communicated to the University by the College Concerned. The choice of Core (Major/Minor) subjects during the first admission to the 3rd semester has to be exercised by the candidate after proper counselling by the college authorities through **Course Counseling Cell.**

16. Examination Pattern:

16.1 Medium of Examination

During registration for first semester examination, examinees will have to exercise their option for **medium of examination (English/ Odia) which will be reflected in their final grade sheet/certificate**. Provided that for a language subject answers are to be in that language. Sanskrit may be written in Odia script but language has to be Sanskrit.

However, excepting language subject all questions shall be in English / Odia and students are allowed to appear in the language opted by them during the registration for 1st semester examination.

16.2 Duration of the Examinations-Mid Semester & End Semester:

Duration of examination for all term End examination shall be for 3 hours and for all Mid Term examination for 1 hour irrespective of full marks in the course/subjects and irrespective of credit. The practical examinations shall be of 3 hours duration.

For Autonomous Colleges, each department shall have a designated Teacher in-charge of Examination to be decided by the principal in addition to the Controller of Examinations of the College. For non-autonomous college, the principal or the teacher nominated by the principal will be responsible for conducting examinations.

16.3 Continuous Evaluation and Mid Semester Examination:

16.3.1 Mid semester examination will be of 1-hour duration for 20/10 marks (20 for subjects having non practical and 10 for subject with practical papers**). There shall be no pass mark in Mid Semester examination.** The type of questions will be decided by the college authority (concerned Faculty member).

16.3.2 The Mid-Semester Examination shall be conducted and valued by the Teacher(s) who are teaching the corresponding paper or by any external faculty in the college(s). A student who fails to appear in a Mid-Semester Examination **will be allowed one more chance to** take the same examination **before appearing the concerned term-end examination**. There will be no provision to re-appear in the Mid-Semester Examination for improvement.

16.3.3 For subjects with practical there will be a Mid-Semester practical examination carrying 10 marks.

16.3.4 The College authority will preserve the answer script of the Mid Semester examination for 06 months from the date of publication of result of concerned semester for reference.

16.3.5 The College authority of the valuation zones/University authority will preserve the answer Script of the End Semester examination for **06 months from the date of publication of result for reference.**

16.3.6 For ODL students, ODL Institutes shall frame its policy for Mid Semester examination.

16.3.7 A student has to appear the mid semester examination positively. **Absence in the mid semester examination will be considered as fail however the candidate may be allowed to appear the mid semester examination before commencement of the concerned Term-End examination** under special case duly considered by the institutional authorities (**for the** *candidates who represent the University or State for Inter- University or inter-state competitions in Games and Sports or attending different recognized National level camps/ any critical medical case duly certified by the designated medical officer.*

16.2 Distribution of Marks in Semester End and Continuous Evaluation:
        (Irrespective of credit in a course/Paper)

Course Type	Maximum Marks	Semester-End theory Mark	Continues Evaluation Marks /Sessional	Mid Semester theory Mark	Semester-End and Practical mark	Mid Semester Practical Mark
Without Practical	100	60	20	20	----	--
With Practical	100	50	10	10	20	10

16.3 Distribution of Sessional Marks:

College shall preserve all records of Sessional Examination.

Course Type	Maximum Mark	Mid Semester	Attendance		Surprise Test/Quiz	Assignment/ Presentation
Without Practical	40	20	Above 95%-	5 Marks	10	05
With Practical	30	(Theory 10 + Practical 10) =20	85%-94%-	4 Marks	05	Nil
			75%-84%-	3 Marks		

17 Examination Question Pattern of Term End Examination:

The term end theory examination shall be for 100 marks of three hour's duration, the weightage shall be 50 with practical and 60 without practical.

Question Pattern		With Practical	Without Practical
Part-I -Objective	Answer in MCQ /One word /Sentence. (All are Compulsory)	1x10=10	1x10=10
Part-II- Very Short Type	Answer maximum 50 words (All are Compulsory)	2x9=18	2x9=18
Part-III- Short Type	Answer maximum 250 words Answer any 8 out of 10 questions	5x8=40	5x8=40
Part-IV- Long Type	Answer maximum 800 words Answer any 4 out of 5 questions	8x4=32	8x4=32
Total		100	100
For Practical Paper		One Major Experiment-10 Record- 05 Viva voce-05	-------

18. Grading System:

Qualification	Grade	Mark Secured from 100	Grade Point	CGPA	Classification for Hons. (Applicable to 4yr Course only)	Classification n for Pass
Outstanding	'O'	90-100	10	>=9.5	First Class Hons.	Pass
Excellent	'A+'	80-89	9	>=8.5 - <9.5		
Very Good	'A'	70-79	8	>=7.5 - <8.5		
Good	'B+'	60-69	7	>=6.5 - <7.5		
Above Average	'B'	50-59	6	>=5.5 - <6.5	Second Class Hons.	
Fair	'C'	45-49	5	>=5.0 - <5.5		
Pass	'D'	40-44	4	>=4.0 - <5.0		
Fail	'F'	Below 40	0	Below 4.0		Fail
Absent	'AB'	00	0			Fail
Malpractice	'M'	00	0			MP

N.B.•   A candidate has to secured Grade D or above to pass in each of the paper (Individually in Theory, Practical and Project) FAIL /MP/HARD CASE and Back Paper Clearance candidates in any Semester Examination are not eligible for award of Distinction.

As per Letter No.1435/187/OSHEC, Dt. 23.10.2024 of ODISHA HIGHER EDUCATION COUNCIL, it is decided that those who secure 50% in aggregate of Core(I/II/III),AEC,MDC,SEC and VAC shall be awarded with <u>Distinction</u>. Malpractice/Hard case/Repeat/Failed/ Improvement/Back appeared candidate shall be excluded.

19. CALCULATION OF GP, SGPA, CGPA AND PERCENTAGE OF MARK

A student's level of competence shall be categorized by a GRADE POINT AVERAGE to be specified as: SGPA- Semester Grade Point Average, CGPA- Cumulative Grade Point Average

a) Grade Point- Integer equivalent of each letter grade
b) CREDIT- Integer signifying the relative emphasis of individual course item(s) in a semester as indicated by the Course structure and syllabus.

CREDIT POINT: CREDIT x GRADE POINT for each course item

CREDIT INDEX: ∑CREDIT POINT of course items in each Semester

GRADE POINT AVERAGE= <u>CREDIT INDEX</u>
                       ∑CREDIT
Semester Grade Point Average (SGPA) = <u>CREDIT INDEX for each semester</u>
                                         ∑CREDIT
Cumulative Grade Point Average (CGPA) =
                <u>CREDIT INDEX of all previous Semesters up to the 6th/ 8th Semester</u>
                                         ∑CREDIT

Case a: Equivalent Percentage of Mark= (CGPA-0.50) X10(for CGPA > 4.5 and CGPA <10)

<u>Case b: Equivalent Percentage of Mark= CGPAX10 (for CGPA <4.5)</u> _____

2% of the total as grace mark subject to maximum of 5 (five) marks in single paper shall be given to pass in a semester. This shall be applicable in each semester.

20. Disciplinary action against unfair means adopted in examinations:

A student adopting malpractice and/or showing any indiscipline behaviour, violating code of conduct [Which includes: **Use of programmable calculators, mobile phones(<u>except the paper in which it is asked to use such tools</u>)/ smart watch (even in switch off mode), document or any electronic devices having memory chips, leaving the Examination Hall within the first hour from the commencement of the examination, talking to other examinees in the Examination Hall, trying to give any help to others or trying to seek any help from others inside or outside the Examination Hall, using question papers and/or answer scripts for communicating with fellow examinee, exchange of question papers and answer scripts with other examinees/outsiders, writing answers in question papers, writing obscene or filthy languages**

in answer scripts, taking away the answer scripts or any examination materials/papers to the outside of the examination hall without intimation/permission from the concerned authority of the examination etc.]

a) Will be awarded "M" grade having 0(zero) Grade Point in the paper/papers concerned and he/she will be warned by the University with a copy to the parents/guardians or a notice in the official website of the University for the first offense.

b) For repeated offense as described above in subsequent semester examinations in spite of the warning issued previously or grave misconduct despite warnings, he will be awarded "M" grade having 0(zero) Grade Point in all the papers of that examination and will be expelled from the college for one year.

c) Any student found man-handling/threatening the officers/staff connected with the examinations (Invigilator, Centre Superintendent, Supervisors, Principal, Members of Flying squad, etc.) will be awarded "M" grade having 0(zero) Grade Point in all the papers of that Examination and will be expelled from the college for one year. Other disciplinary actions as deemed fit as per **the <u>Odisha conduct of examination Act-1988 or University first statute -1990 or IPC</u>** would be initiated by the University/college.

21. Re-Addition/Re-Checking and Un-Evaluated Portion:

21.1 A Student may apply through head of the Institution for Re-addition/Re-Checking of a paper within 15 calendar days from the date of publication of the results in each Semester by depositing prescribed fees. In case, there is any answer left unvalued, the same will be placed before the Board of Conducting Examiners of the respective subjects for valuation. **The photocopy/scan copy of answer scripts shall be provided to the applicant with prescribe fees through SB collect in favor of Comptroller of Finance, Berhampur University** and information regarding re-addition of marks will be intimated to the candidate within 45 days.

21.2 There will be no re-evaluation processes of the answer scripts.

21.3 **Re-Addition of Marks and Photo Copy of Answer Scripts:**
For Re-addition of marks and photo copy of the answer scripts, the candidate may apply for the same in the prescribed application form available in the University website with prescribed application fees within 15 days from the date of publication of the result. Here, publication means the date on which the result of the particular candidate has actually been published.

21.4 For such purpose, all the principals of the college are to provide prescribed application form of the University to the students of their college downloading from the website of the concerned Universities and receive the said application dully filled by the candidate with the prescribed fee within 15 days from the date of publication of the result.

After completion of 15 days from the date of publication of the result, a list of applicants specifying Sl. No./Roll No./Subject-Paper/Name of the valuation zone for re-addition/rechecking of marks or obtaining photo copies of answer scripts must be prepared valuation zone/college wise and the same list to be send to the controller of examination of the concerned University along with the application fees received from the student as SB collect made in favor of the Comptroller of Finance or through electronic transfer (as applicable) of the concerned University within Seven working days from the last date of receiving such applications.

21.5 Autonomous College/ University shall formulate their own Rules/ Regulation for Zonal/Central Valuation.

22. Evaluation Responsibility:

22.1 Scheme of Evaluation:

Scheme of evaluation has to be prepared by subject experts, preferably members of Board of Conducting Examiner for every paper and has to be supplied to the valuation zones by the Controller of Examination before evaluation.

22.2 Responsibility of Examiner

22.1.1 The concerned examiners are solely responsible for evaluation of Mid Semester, Practical and End Semester Examinations. He/ She is also responsible for maintaining all records to justify his/her evaluation scheme and marks thereof.

22.1.2 Neither the Principal nor the Management of the college shall have the right/power to change the Mid Semester marks awarded by a teacher. However, <u>if the principal is convinced that the Mid Semester marks awarded by a teacher are biased, he/she shall appoint a committee where the teacher concerned will be a member for review. The decision of the committee shall be final and binding</u>. The decision with the revised marks shall be sent to the University for necessary Action.

22.1.3 Internal examiners for practical subjects should be appointed from among the **teachers of the department eligible as per University statute on rotation basis and no single teacher be appointed for all the papers of a particular examination as far as possible**.

23. University Registration Card:

Every student shall be issued a University Registration Card after admission. University Registration number continues to be his/her registration number for all examinations during his/her tenure of study. This card is also essential for admission of the student to a college and **his/her eligibility to attend classes in a college.** This is an **IMPORTANT** document and the student must possess it throughout his/her course under the University.

In the event of a student losing his/her University Registration Card, he/she should immediately lodge a FIR in the nearest Police Station. He/ She should apply through the College for issue of duplicate Registration Card with prescribed fee. The application form will be made available in the University counter/website. The application form accompanying the copy of FIR and prescribed fee and recommended by the concerned principal should be sent to the Controller of Examinations, of the concerned Universities by Speed Post/Registered Post/Email.

24. Uniform Fees & Uniform Transcript format:

a) The Vice Chairperson, Odisha Higher Education Council shall constitute a committee for develop a uniform format of Transcript (grade sheet), Migration certificate, Final degree certificate for approval of the appropriate authority.

b) Similarly, a committee shall be constituted to recommend a uniform admission, examination and other fees structure.

25. Credit Transmission for University to University:

As it is required in the present context when there is ABC and MOOCS, credit transfer from face to face to ODL and reverse shall be allowed. Each university shall have a committee for credit transfer as follows.

There should be a committee consisting of the following officials of the University to consider all cases of credit transfer:

1.	Chairman, P.G. Council	-	Chairman
2.	Director, College Development Council	-	Member
3.	3 HODs of the Constituent dept.	-	Members
4.	Controller of Examinations	-	Member
5.	Deputy Controller of Examinations	-	Member Convener

26. Concurrence/ affiliation to be Subject Specific:

Recognition/ affiliation granted and to be granted with number of seats shall be subject specific and not discipline specific.

Illustration: No of seats sanctioned in Home Science (or Mathematics) is transferable fully or partly between Arts and Science.

HEIs with recognition/affiliation in Zoology will not require further sanction in Microbiology as Minor Course provided total number of seats taken these two subjects taken together does not exceed the number of seats sanctioned in Zoology. Similarly for subjects like Sociology, Social Work and Gender Studies. Provided the HEI can teach Micro Biology/ Social work/Gender studies with the existing faculty in Zoology or Sociology as the case may be.

27. Award of Medals/Ranks:

Rank shall be awarded to the candidate on the basic highest secured CGPA by the Autonomous Colleges and Universities for affiliating colleges.

27.1 The Original Diploma/ Degree/ Mark Sheet/ Transcript shall carry security features, it shall also mention the Aadhar number of the degree holder. The best Graduate shall be decided by taking into account the results **of all colleges (Auto/Non-Auto) Constituent Dept. of the University - from amongst 1st Major/Hons mark + Marks secured under other course heads but excluding Additional Credits / Summer Vocational Courses**.