

EXTERNAL SEMESTER EXAMINATIONS

1. All the students must fill up the Autonomous Examination application forms **online, through the Students login** during October to write the Odd Semester Autonomous Examinations (October / November) and during March to write the Even Semester Autonomous Examinations (April / May).
2. A candidate should get registered for the first semester examination. If registration is not possible owing to shortage of attendance beyond condonation limit/ regulations prescribed OR belated joining OR on medical grounds, the candidate is permitted to move to the next semester. Such candidate shall re-do the missed semester after completion of the Programme.
3. A candidate who has not passed the examination in any course(s) may be permitted to appear in such failed course(s) in the subsequent examinations to be held in October / November or April / May.
4. PG students are required to take up a Project Work and should submit the Project Report during the 4th semester. The Head of the Department, in consultation with staff members of the department concerned, shall assign the Guides who in turn will guide and help in the Project Work. Two typed copies of the Project Report shall be submitted to the Department on or before the date fixed by College, out of which one copy will be forwarded to the Controller of Examinations and one copy should be kept in the Department Library. Each candidate is required to appear for Viva-Voce Examination for the Project work.

QUESTION PAPER PATTERN AND DISTRIBUTION OF MARKS: From 2018-19 onwards Internal Examinations and Semester Examinations for Part-I, Part-II, Part-III Courses and Part IV Non Major Electives of UG, PG, and M.Phil. Programmes.

Part-A	10 x 2 (Two questions from each unit)	= 20 Marks
Part-B	5 x 5 (Internal Choice- Either or Type Questions)	= 25 Marks
Part-C	3 x 10 (Open choice- 3 out of 5 Questions)	= 30 Marks
TOTAL		= 75 Marks

For Lab Experiment papers - 100 Marks (CIA-40 Marks Evaluation -60 Marks)

For Part-IV Courses, (Except NME and Extra Credit Course), from 2018-19 onwards, the Question paper pattern is followed as under:

Part-A	5 x 6 (Two questions from each unit, Internal Choice- Either or Type Questions)	= 30 Marks
Part-B	3 x 15 (Open choice- 3 out of 5 Questions)	= 45 Marks
TOTAL		= 75 Marks

For Part-IV Extra Credit Courses, there are no CIA Components and semester examination paper will be for 100 Marks. Depending on the nature of the Paper it may have any of the following question paper pattern:

1. Pattern-1: Essay Type alone with 5 Questions one from each unit with internal choice (5x20=100 marks)
2. Pattern-2: Descriptive pattern

Part-A	(5 Questions out of 8) 5 x 8	= 40 Marks
Part-B	(5 Questions out of 8) 5 x 12	= 60 Marks
Total		=100 Marks (or)
3. Pattern-3: Multiple Choice with objective type 100 x 1 =100 Marks (or)
4. Pattern-4: Lab Oriented Courses Lab Experiment -100 Marks (Record-20 Marks + Evaluation -80 Marks).

PASSING MINIMUM :

1. In UG courses, the passing minimum for CIA & Semester Examination shall be 40%. For all theory courses of all the programmes, the ratio between CIA and End Semester Examination will be 25:75 and 40:60 for all Practical Courses.
2. In PG and M.Phil Programmes also , the passing minimum for CIA & Semester Examination shall be 40% but the aggregate of these shall be 50%. Passing minimum for PG Project work will be 50% each for evaluation and Viva-Voce.
3. Passing minimum for M.Phil dissertation work also will be 50% each for evaluation and Viva-Voce. A candidate who gets less than the passing minimum mark in the project

/dissertation Evaluation must resubmit the project /dissertation Report. Such candidates need to appear again for the Viva-voce on the resubmitted project /dissertation.

Passing Minimum for the UG/PG/M.Phil. Programmes

Nature of the Course	CIA	ESE	Aggregate
FOR UG PROGRAMMES			
Theory	40% of 25 Marks (i.e., 10 Marks)	40% of 75 Marks (i.e., 30 Marks)	40% of 100 Marks (i.e., 40 Marks)
Practical	40% of 40 Marks (i.e., 16 Marks)	40% of 60 Marks (i.e., 24 Marks)	40% of 100 Marks (i.e., 40 Marks)
FOR PG/ M.PHIL. PROGRAMMES			
Theory	40% of 25 Marks (i.e., 10 Marks)	40% of 75 Marks (i.e., 30 Marks)	50% of 100 Marks (i.e., 50 Marks)
Practical	40% of 40 Marks (i.e., 16 Marks)	40% of 60 Marks (i.e., 24 Marks)	50% of 100 Marks (i.e., 50 Marks)

REVALUATION: There is a provision for re-valuation, re-totalling and transparency (Photocopy) of answer scripts for UG, PG and M.Phil. All the students, including Mal-Practice cases, Re-do cases and also outgone students, are permitted to apply for Revaluation, Transparency and Re-totalling.

1. Student can apply for revaluation of a maximum of two theory courses of the current semester.
2. Apply through the HOD within 7 days of the publication of the results.
3. Fee for revaluation UG : Rs.500/-per course , PG : Rs.600/- per course and M.Phil. : Rs.700 /- per course
4. Fee for Transparency Rs.400/- per course.
5. No revaluation for online examinations

INSTANT EXAMINATION: Instant / Supplementary Examination: All the outgoing / outgone students, including Mal-Practice cases of previous semesters and also Re-do cases are permitted to apply for Instant Examination , immediately after the declaration of the final

semester results, to a maximum of two courses (courses may be from first to final semester). A sum of Rs.750/- per paper has to be paid for writing an UG Instant Examination and Rs.1000/- per paper has to be paid for writing an UG Instant Examination. The Instant Examination will be normally conducted within 15 days of declaration of results of the final semester. A student who is appearing for the supplementary examinations in practical courses or project will have to bear the entire expense for conducting the examinations

RANKING:

1. Three Rank Certificates will be issued for every Programme by the College based on their semester exam performances.
2. The Bharathidasan University conducts University Rank Examination (URE) for the toppers in every subject. First Rankers of all Autonomous colleges and the top 20 rank holders of the non-autonomous colleges (having passed their examinations in the first appearance within the prescribed duration of the programme; absence from an Examination shall not be taken as an attempt) are eligible to appear for URE. The questions papers of the examinations comprise of objective type questions covering the Core Courses in each of the Programmes generally followed. The top scorers in this University Rank Examination would be declared as University Rank Holders, irrespective of their grades in their respective Semester Examinations.

GRADING & CLASSIFICATION OF FINAL RESULTS : The total marks will be calculated by adding both CIA and end-semester examinations for each of the courses. The total marks thus obtained will then be graded. From the second semester onwards the total performance within a semester and the continuous performance starting from the first semester are indicated by Semester Grade Point Average (GPA) and Cumulative Grade Point Average (CGPA), respectively. These two are calculated by the following formulae:

$$\text{Grade Point Average (GPA)} = \frac{\sum_{i=1}^n C_i G_i}{\sum_{i=1}^n C_i}$$

$$\text{WAM (Weighted) Average Marks} = \frac{\sum_{i=1}^n C_i M_i}{\sum_{i=1}^n C_i}$$

where

C_i is the Credit earned for the Course i ;

G_i is the Grade Point obtained by the student for the Course i .

M is the Marks obtained for the course i and

n is the number of Courses passed in that semester.

CGPA is Average GPA of all the Courses starting from the first semester to the current semester.

The GPA and the CGPA shall be calculated separately for the following three parts : Part I : LCs ; Part II : ELCs ; and Part III : CCs, ACs, and ECs.

When a student completes his / her UG/ PG programmes after the fixed duration of the course, the maximum Division will be only First Class with the respective grade. They cannot be considered for award of Distinction/ Outstanding categories. Once the marks of the CIA and semester examinations for each course are available, they will be added. The marks thus obtained will then be graded. From the second semester onwards the total performance within a semester and continuous performance starting from the first semester are indicated by Grade Point Average (GPA) and Cumulative Grade Point Average (CGPA).

1. For each of the three parts, there shall be separate classification on the basis of the CGPA as indicated
2. For the purpose of declaring a candidate to have qualified for the Degree of Bachelor of Arts/Science/Commerce/Management/Literature as Outstanding/ Excellent/ Very Good/ Good/ Above Average/ Average, the marks and the corresponding CGPA earned by the candidate in Part III alone will be the criterion, provided he / she has secured the prescribed passing minimum in the LCs and the ELCs.
3. Grade in Part IV and Part V shall be shown separately and it shall not be taken into account for classification.

Grading of the Courses (UG)

Marks Range	Grade Point	Corresponding Grade
90 and above	10	O
80 and above but below 90	9	A+
70 and above but below 80	8	A
60 and above but below	7	B+
50 and above but below	6	B
40 and above but below	5	C
Below 40	N.A.	R.A.

Final Result (UG)

CGPA	Corresponding Grade	Classification of Final Results
9.00 and above	O	Outstanding
8.00 to 8.99	A+	Excellent
7.00 to 7.99	A	Very Good
6.00 to 6.99	B+	Good
5.00 to 5.99	B	Above Average
4.00 to 4.99	C	Average
Below 4.00	R.A.	Re-Appear

Grading of the Courses (PG and M.Phil.)

Marks Range	Grade Point	Corresponding Grade
90 and above	10	O
80 and above but below 90	9	A+
70 and above but below 80	8	A
60 and above but below	7	B+
50 and above but below	6	B
Below 50	N.A.	R.A.

Final Result (PG and M.Phil.)

CGPA	Corresponding Grade	Classification of Final Results
9.00 and above	O	Outstanding
8.00 to 8.99	A+	Excellent
7.00 to 7.99	A	Very Good
6.00 to 6.99	B+	Good
5.00 to 5.99	B	Above Average
Below 5.00	R.A.	Re-Appear

MALPRACTICES

1. In case of malpractice in the Mid/End Semester tests, the CIA for that particular course will be scrapped and students will not be permitted to appear for the semester

examinations for that course alone; but he/she will be permitted to do so in the consecutive semester as an arrear course after gaining the required CIA marks.

2. In case of malpractice in the Semester Examinations, all the courses in that semester remain canceled except for the courses such as Practical, Project, Internship. However, his/her CIA marks will be considered. He/she could reappear only in the next semester.
3. In case of malpractice in the Arrear Examinations, all the arrear courses will remain cancelled. He/she is permitted to reappear only in the next semester. His/her CIA marks will be considered.

TIME CEILING FOR COMPLETION OF THE DEGREE: (FOR THE CANDIDATES ADMITTED BEFORE 2018-2019): The students who were admitted before the academic year 2018-2019, including Readmission / Redo cases are allowed to complete their courses within a maximum of Five years, i.e., before 30.06.2023 in accordance with the Bharathidasan University Communication (CCCD / BOS / C2 2018 dated 21.06.2018).

1. If a student fails to complete the programme because of Reappear Category (Arrears), then the student can complete the programme before 30.06.2023. The already secured CIA marks of the candidates shall be considered. If the students who have failed in their CIA, they are permitted to improve their marks as per the regular procedure.
2. If a student fails to complete the programme, due to shortage of attendance, the student has to Redo the entire semester before 30.06.2023. The already secured CIA marks of the candidates shall not be considered.

TIME CEILING FOR COMPLETION OF DEGREE (FOR THE CANDIDATES ADMITTED FROM 2018-19) : The candidates who are admitted on or after 2018-19 will be allowed to complete the UG/ PG programmes within two years after the completion of programme.

1. In Exceptional circumstances a further extension of one more year may be granted. The exceptional circumstances be spelt out clearly by the relevant statutory body concerned of the University Regulation from 2017-18

2. During the extended period the student shall be considered as a private candidate and also not be eligible for college / university ranking.

READMISSION: A student who has discontinued his / her studies in the middle of a semester or who has not appeared for current semester examinations can apply and obtain readmission in the same or in any one of the subsequent semester. Readmission application should be submitted within the period of the programme. A candidate who had been expelled from an institution, for any reasons, is not eligible for readmission. A forwarding letter by the Principal of the College with a Demand draft for Rs.1000 /-, drawn in favour of the Bharathidasan University, need to be filed with the University, for readmission.

REDO/ REPEAT THE SEMESTER: Students who do not satisfy the 50 % attendance in a semester and not appeared for the current semester examinations will not be permitted to write subsequent semesters examinations and will be eligible to repeat the course only in the concerned odd / even semesters of the following academic year. A forwarding letter by the Principal of the College with a Demand draft for Rs.500 /-, drawn in favour of the Bharathidasan University, need to be filed with the University, for redoing the Course.

ATTENDANCE & CONDONATION (w.e.f. 2018-2019) All the students are expected to attend their classes on all working days regularly. In case of sickness / emergencies / leave on medical grounds a student can apply for leave properly. Students must have 75% of attendance in each semester to appear for the examination. Students who have attendance between 65% and 74% shall apply for condonation in the prescribed form with the prescribed fee. Students who have attendance between 50% and 64% shall apply for condonation in prescribed form with the prescribed fee along with the Medical Certificate. Students who have attendance below 50% are not eligible to appear for the examination. They shall re-do the semester(s) after completion of the Programme. The attendance marks are awarded as found below.

Attendance % From	Attendance % to	CIA (for UG & M.Phil.)
0.00	49.99	0
50.00	59.99	1
60.00	74.99	2
75.00	79.99	3

80.00	89.99	4
90.00	100.00	5

GRIEVANCES:

1. Any type of grievance that the student might have pertaining to Continuous Internal Assessment, external examinations, valuations, mark sheets, etc., must first be discussed with the concerned teacher/ Class Mentor. As far as possible, the problem are resolved at this level.
2. Matters that are not resolved at the classroom level must be brought to the notice of the CoE. The grievance must be stated in writing which must be forwarded to the Controller of the Examinations through the Class Mentor or any other Staff member and the Head of the Department. The Grievance will be redressed by the Controller of Examination on receipt of the application for the same.
3. Matters that are not resolved at the CoE/ CoE office level must be brought to the notice of the Examination (Grievance) Committee by the CoE. The **Exam Committee which normally comprises both the Superintendent of Examinations for the concerned semester examination and the Camp officer for the valuation of concerned semester examination** will meet to sort out the issues. Further, the **Exam Committee** may invite the Grievance Cell Coordinator, Mentor of the Class, Head of the Department, or any other Staff member, to join the Grievance Redressal meeting, depending on the nature of the grievance. The decision of the Committee will be communicated to the Principal and the concerned parties, through the CoE, the coordinator of the Examination (Grievance) Committee.