

# **The Regulations**

*for*

**B.A/B.Sc/B.Com (Honours & General)**

**3 – Year Degree Course**

**Under Choice Based Credit System (CBCS)**

(18/04/2019)\*



**VIDYASAGAR UNIVERSITY**  
**Midnapore – 721102**

**Tel. : 03222 : 275-297 / 276-554**

**Fax : 03222 : 275-297**

**e-mail : registrar@mail.vidyasagar.ac.in**

11.4 An undergraduate General Degree in Arts/Commerce shall be awarded if a student completes 12 Core Courses (4 core papers each in two discipline of choice, 2 core papers each in English and MIL respectively), 2 Ability Enhancement compulsory Course (AECC), 4 Skill Enhancement Course (SEC), 2 papers each from a list of Discipline Specific Elective (DSE) papers based on the two discipline of choice selected above respectively, and 2 papers from the Generic Elective (GE).

## 12 For the purpose of computation of credits/work-load following mechanism shall be adopted

- i. Lecture 1 credit = 1 Hour Lecture [ 1 theory period of one hour duration per week]
- ii. Tutorial 1 credit = 1 Hour Tutorial [1 tutorial period of one hour duration per week]
- iii. Practical 1 credit = 2 Hours Practical [1 practical period of two hours duration per week]

13 The credit(s) for each theory paper/ practical/tutorial/project/dissertation will be as per details given in annexure 1A, 1B, 1C, 1D for B.A./B.Sc./B Com Honours & B.A/B.Sc./B.Com General.

## 14 Examination

### 14.1 Examination Fee

The examination fees and other fees prescribed by the University from time to time shall have to be paid by each student within the stipulated times of respective End Semester Examination after notification of Controller of Examinations.

### 14.2 Dates of examination:

The examination for all the semesters will be held as per the prescribed academic calendar of every year. However, exact dates and the centers of examination shall be notified by the Controller of Examinations. Ordinarily, the university shall not deviate from the prescribed academic calendar. However, in the event of any unforeseen exigency the Controller of Examinations shall be competent for any minor adjustment in the schedule.

### 14.3. Admit Card:

Admit card for appearing at the End Semester Examination, will be issued by the Controller of Examinations after fulfilling eligibility criteria like attendance, registration etc.

### 14.4. Eligibility criteria of examination and types of assessment :

- i. Each academic year shall have two Semesters. In each semester, there shall be two types of examinations: Internal Assessment (IA) and End Semester Examination (ESE).
- ii. In the semester system, the examinations will be held in six parts. The academic session 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. Before the End Semester Examination, a student will enjoy study leave of 10-12 days.
- iii. A student must get himself/ herself admitted in each semester as per the admission rule.
- iv. A candidate shall be eligible for appearing at any of the semester of examination fulfilling

the following essential condition:

A student must have at least **75% class attendance** (theory and practical separately).  
Student must complete internal assessment.

**14.5. Continuous Internal Assessment:**

- i. Process and marks distribution are as follows: All the internal continuous assessment will be conducted by the internal teacher of the respective Department. It shall be on the basis of tutorials, class tests, seminar presentations, or any combination thereof, evenly distributed over the entire study period. The modalities of such assessment be recorded and documents will be preserved by the respective college and those must be placed before any committee or team constituted by the university for verification.
- ii. Marks obtained in the internal assessment will be clubbed with marks obtained in the End Semester Examination before awarding the grade. If a candidate fails to secure pass grade in a particular course, he/she will have to appear in that course only. The internal assessment marks will be retained for next examinations with valid chances.
- iii. Submission of marks of internal assessment: The marks for **class attendance** and **internal assessment** will be clubbed and shall be submitted by the Principals/Teachers-in-Charge/Officer-in-Charge of the colleges to the Controller of Examinations before the commencement of End Semester Examination.

**14.6. Hour of End Semester Examination:**

- a. Honours/General **theoretical** papers of full marks up to **50**, duration **2** hours.
- b. Honours/General **theoretical** papers of full marks more than **50**, duration **3** hours.
- c. Honours/General **practical** papers of full marks up to **50**, duration **3** hours.
- d. Honours/General **practical** papers of full marks above **50**, duration **5** hour

**14.7. a.** A candidate pursuing Honours/ General course of study has to secure minimum of 20% marks (including the marks in Internal Assessment) of each paper at the End Semester Examination in order to qualify for the next semester.

**14.7. b.** Automatic progression in the higher semester may apply, i.e., after appearing at semester I examination, he/ she is allowed to continue semester II study irrespective of the result of semester I and so on.

**14.8.** Internal Assessment has to be done in the semester in which a candidate becomes eligible to appear in the concerned end semester examination. The candidates remaining absent in the written examination for Internal Assessment will be awarded zero (0) marks. Marks obtained in Internal Assessment (i.e. marks for attendance and marks of written examination taken together) shall be retained for the entire duration of his/her enrolment.

**14.9.** If a candidate secure pass marks in Practical Paper(s)/Project Work but fails to secure pass marks in theoretical papers, the marks of Practical Paper(s)/Project Work along with Internal Assessment of theoretical papers shall be retained.

**14.10** A candidate who fails to secure pass marks in one or more papers maximum two papers one each Honours Core Course and one from other courses of a semester may appear in those paper(s) when the concerned End Semester Examination will be held next.

**14.11**

i. A candidate ( Honours/ General) shall have to complete each semester examination **within 3 ( Three) consecutive chances** including his / her first appearance in the concerned End Semester Examination.

If a candidate does not avail of any chance/chances mentioned above within the stipulated period, the chance shall be deemed to have lapsed. A student failing to get pass in one or more course(s) in respective semester examination, he/she may re-appear at the following year as 2<sup>nd</sup> chance. ii. A student will be permitted to clear his/her failed course(s) in maximum three consecutive chances irrespective of availing/ not availing any particular chances.

Student who skips semester examination will be eligible to clear those course(s) in the respective semester examination of subsequent years (i.e. 1<sup>st</sup> semester with the 1<sup>st</sup> semester of the subsequent year, 2<sup>nd</sup> semester with the 2<sup>nd</sup> semester of the subsequent year) and so on. iii. If any candidate fails to qualify any semester after three (03) chances his/her candidature of the course will be lapsed/ cancelled. A special permission may be given by the Secretary, Council of UG Studies for re-registration/ admission following the admission rules stated in clause (5).

**14.12** Pass mark in any paper in any semester is **20%** of the full marks of the subjects for Honours and General courses.

If a candidate secure qualifying grade (D grade) in all courses he/she will be declared to have qualified the said semester and the result will be shown as SQ/HQ/GQ and thereafter no. of next higher semester will be added. Marks obtained in the internal assessment will be clubbed with marks obtained in end semester examination before awarding the grade. If a candidate fails to secure pass grade (D grade) in a particular course, he/she will have to appear in that course only. The internal assessment marks will be retained for next examination(s) with valid chances.

**14.13**

(a) An arrear paper is one in which student fails to secure 20% marks. Arrear paper will be due to absence to sit in examination or failure to obtain the required qualifying marks. This will be indicated in the mark sheet of end semester examination.

Arrear paper will be allowed in Core Course/GE/AECC/SEC/DSE in a particular semester. Maximum number of arrear paper allowed in a semester is two (02).

**All arrear papers from 1<sup>st</sup> semester to 5<sup>th</sup> semester must be cleared before being promoted to 6<sup>th</sup> semester.**

**14.14. Special Supplementary Examination:**

A Special supplementary examination will be held for 3<sup>rd</sup> year students who have arrear paper only for 6th semester, except the R.A. student(s). There will be no Special supplementary examination for any practical paper.

**14.15 Cancellation of results :** A candidate may apply to the Controller of Examinations for cancellation of his/her result of any semester for improvement of results within 15 days from the publication of results or issue of mark sheet. There will be no provision for

cancelling results *of* any single subject/ paper in any case. In all cases, cancellation of results will be counted as one chance lost. Such candidate shall have to surrender their original mark sheet along with the application for cancellation of results by payment of requisite fee as fixed by the University authority.

#### 15. Post publication Scrutiny of Answer Script (Self Inspection):

A candidate of Hons./ Gen. Course may apply for Self Inspection or RTI of his / her one or more answer scripts irrespective of marks by paying requisite fees. Post publication scrutiny (Self Inspection) does not imply re-examination or re-assessment of scripts but involve verification of scripts and records.

#### 16. Grading system:

##### Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA)

Based on the performance of the students, each student will be awarded Grade in subjects at the end of the semester examination following grading system on the base of TEN (10). The letter grades and the corresponding grade points are as shown below:

##### 10 Point scale

Qualification	Letter Grade	% of Marks	Grade Point
Outstanding	O	90-100	10
Excellent	A+	80-89	9
Very Good	A	70-79	8
Good	B+	60-69	7
Above Average	B	50-59	6
Average	C	40-49	5
Satisfactory	D+	30-39	4
Poor	D	20-29	3
Fail	F	Below 20	0
Absent	Ab	Absent	0

**Further there shall be another grade 'I' (with point 0) for students for whom disciplinary action remain pending.**

**The Semester Grade point Average (SGPA)** will be computed in each semester as per the following formula:

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

$C_i$  = The number of credits allotted for particular course.

$G_i$  = This is the Grade points corresponding to the grade awarded for the course

$i = 1, 2, \dots, n$  represent the number of course in which a student is registered in the concerned semester. The SGPA is rounded off to two decimal places.

**The Cumulative Grade Point Average (CGPA)** will be computed at the end of semester as per the following formula

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

$C_i$  is the total credits of the corresponding semesters.  $S_i$  is the SGPA of the corresponding semesters.

$i = 1, 2, \dots, n$  represent the number of the course in which a student is registered in the concerned semester. The CGPA is rounded off to two decimal places.

## 17. Grace Marks

A candidate who fails to obtain 40%, 50%, 55% or 60% marks in aggregate at the 6<sup>th</sup> and final semester a maximum of 5 marks shall be awarded as grace mark and that shall be added in the paper in which the candidate obtains the highest mark in which he/she appears last.

**18.** In case of any dispute arises in respect of interpretation, intention or application of any of the provision of these regulations or any matter not covered by these regulations, decision of the Hon'ble Vice Chancellor/ Executive Council in this regards shall be final and binding.

## Addendum-1

### **Post publication review and Post publication scrutiny of answer scripts:**

#### **1. Post publication review:**

##### **General Rule for Review:**

- a) A student may apply for post-publication review of his/her answer scripts in the prescribed form and manner and a submission of requisite fees per paper within the date as per notification to be issued by the Controller of Examinations at the time of publication of the result. All such applications must be forwarded by the Principal of the college concerned.  
Post Publication Review is applicable only for theory papers of different End Semester Examinations. Review shall not be permissible for internal Assessment, Practical Examination and Project work/Field work etc.
- b) Post publication Review and post publication scrutiny of the same paper(s) in a subject shall not be allowed.
- c) A student shall be allowed to apply for re-examination/review of not more than 2 (Two) theoretical papers in each semester, provided that he/she has scored qualifying marks i.e. 20% in that semester and also secured 35% marks in other individual papers, are considered as eligible for Review.
- d) In case of variation of marks for more than 5% equal weightage is to be given to marks awarded by the examiner appointed for Re-examination and original examiner and an average of two awards is to be taken into account for computing result of re-examination. Marks originally obtained and the marks obtained through re-examination be taken together to work out and average which will be considered as the award in that paper of the candidate concerned even if the average is more or less than the initial award of marks.
- e) In case of variation of 5% marks or less between the original and re-examination process the change shall be ignored.
- f) Incomplete and faulty application is liable to be rejected without assigning reason or without any intimation to the candidate and college concerned.
- g) Under no circumstances fees for post publication Review [as notified from time to time by Controller of Examination (COE)] once paid shall be refunded.
- h) Prayer for Post Publication Review in prescribed manner in respect of any examination cannot be related to the appearance of the next year's examination, as the case may be. Candidates applying for the Post Publication Review shall have to make necessary preparations for the next examination on the basis of his /her original results accordingly, even though they have applied for the same.

#### **2. Post publication scrutiny of answer scripts:**

A candidate of Hons. / Gen. course of any part of his/her examination does not come under the purview of post publication Review, he/she may apply for post publication scrutiny of his/her one or more answer scripts irrespective of marks. Post publication scrutiny does not imply re-examination or re-assessment of scripts but involve verification of scripts and records.

(\* Corrected on 18.08.2021)



**VIDYASAGAR UNIVERSITY**  
**MIDNAPORE • PASCHIM MEDINIPUR**  
**WEST BENGAL • PIN 721 102**  
**OFFICE OF THE CONTROLLER OF EXAMINATIONS**

Ref. No.: VU/CE/CBCS/4<sup>TH</sup>SEM/GD-392/2023

Date: 30.10.2023

**NOTIFICATION**

It is hereby notified that the last date of submission of documents for cancellation of results, self-inspection and review of answer scripts of UG 4<sup>th</sup> Semester Examinations 2023 notified vide Ref. No: VU/CE/CBCS/4<sup>TH</sup>SEM/GD-386/2023, VU/CE/CBCS/4<sup>TH</sup>SEM/GD-387/2023, VU/CE/CBCS/4<sup>TH</sup> SEM/GD-388/2023, VU/CE/CBCS/4<sup>TH</sup> SEM/GD- 389/2023 dated 17.10.2023 has been extended till 10.11.2023.

All concerned to kindly note.

*(Handwritten signature)*  
30/10/23

(Biplab Chakraborty)  
Controller of Examinations(Offg.)  
Controller of Examinations (Offg.)  
Vidyasagar University  
Midnapur - 721102

Copy forwarded for information and necessary action to:

- 01 The Dean, Faculty of Arts and Commerce, Vidyasagar University for information.
- 02 The Dean, Faculty of Science, Vidyasagar University for information.
- 03 The Registrar, Vidyasagar University for information.
- 04 The Finance Officer, Vidyasagar University for information.
- 05 The Inspector of Colleges, Vidyasagar University for information.
- 06 The Secretary Council for Post Graduate Studies, Vidyasagar University for information.
- 07 The Secretary Council for Under Graduate Studies, Vidyasagar University for information.
- 08 The Deputy Registrar, Vidyasagar University for information.
- 09 The S.P.I.O, Vidyasagar University for information.
- 10 The Deputy Controller of Examinations, Vidyasagar University for information and necessary action.
- 11 The Assistant Controller of Examinations, Vidyasagar University for information and necessary action.
- 12 Officer(s) on Special Duty, Office of the Controller of Examinations, V.U. for information and necessary action.
- 13 The Information Scientist, Vidyasagar University with a request to upload the notification in the University website for wide circulation.
- 14 The Secretary to the Hon'ble Vice Chancellor, Vidyasagar University for kind information to the Hon'ble Vice Chancellor.
- 15 The Dealing Assistants, Office of the Controller of Examinations, V.U. for information and necessary action.
- 16 Office File.





# VIDYASAGAR UNIVERSITY

MIDNAPORE • PASCHIM MEDINIPUR

WEST BENGAL • PIN 721 102

## OFFICE OF THE CONTROLLER OF EXAMINATIONS

Ref. No: VU/CE/CBCS/GD/1817/2019

Date: 11.11.2019

To

The Principal/Teacher-In-Charge

All affiliated colleges of Purba & Paschim Medinipur & Jhargram districts

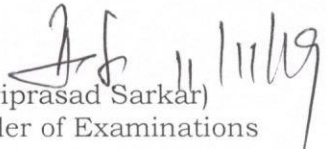
### NOTICE

In terms of clause 15 of the draft regulations (revised) of undergraduate Semester Examination under C.B.C.S pattern and in reference to the B.A/B.Sc/B.Com(H & G) II Semester Examination 2019, it is notified for all concerned that candidates who intend to re-examine of answer scripts in theory papers may apply in a prescribed form with requisite fees to the Controller of Examinations through the Principal / Teacher-In-Charge positively by 22.11.2019. Fees for re-examination viz, (i) Rs 60.00 per paper (ii) Cost of form Rs 25.00 (iii) Cost of result preparation Rs 15.00 etc., once paid will not be refunded under any circumstances.

It is noted that the re-examination of answer scripts in theory papers (not more than 2) only excluding any practical paper or internal assessment or project work/field work, may be done in accordance with the following procedure:

In terms of clause 15(c) of the said regulation, a candidate of Honours/General Course appearing in end semester examination will have the option for getting his/her answer scripts re-examined in any two theory papers provided he/she secures 20% qualifying marks in that semester and also secured 35% marks in other individual papers.

The office of the colleges is requested to submit the aforesaid applications with a statement to the Office of the Controller of Examinations positively on 22.11.2019.

  
(Dr Hariprasad Sarkar)  
Controller of Examinations

**Controller of Examinations**  
**VIDYASAGAR UNIVERSITY**  
Midnapore - 721102, W.B.



**VIDYASAGAR UNIVERSITY**  
**MIDNAPORE • PASCHIM MEDINIPUR**  
**WEST BENGAL • PIN 721 102**  
**OFFICE OF THE CONTROLLER OF EXAMINATIONS**

Ref. No: VU/CE/CBCS/2<sup>nd</sup> SEM/GD- 430/2023

26.12.2024

**NOTICE**

In terms of post publication review of answer paper of the regulations of undergraduate examinations under C.B.C.S pattern and in reference to the B.A/ B.Sc./B.Com (H & G) 2<sup>nd</sup> Semester Examination for the year 2023, it is notified for all concerned that an examinee may apply to the Controller of Examinations in prescribed format for post publication review through the Principal/ Teacher-In-Charge/ Officer-In-Charge positively by **10.01.2024**. Fees for re-examination viz, (i) Rs. 60.00 per paper (ii) Cost of form Rs 40.00 (iii) Cost of result preparation Rs 15.00 etc., once paid will not be refunded under any circumstances. A student shall be allowed to apply for re-examination/review of not more than 2 (Two) theoretical papers in each semester, provided that he/she has scored qualifying marks i.e. 20% in that semester and also secured 35% marks in other individual papers, are considered as eligible for Review. Incomplete and faulty application is liable to be rejected without assigning reason or without any intimation to the candidate and college concerned.

Post publication Review and post publication scrutiny of the same paper(s) in a subject shall not be allowed.

Prayer for Post Publication Review in prescribed manner in respect of any examination cannot be related to the appearance of the next examination, as the case may be. Candidates applying for the Post Publication Review shall have to make necessary preparations for the next examination on the basis of his /her original results accordingly, even though they have applied for the same.

The office of the colleges is requested to submit the aforesaid applications along with photocopy of all documents (Two sets) with a statement mentioning students' particular, subject and paper (In duplicate) to the Office of the Controller of Examinations positively on **11.01.2024**.

(Biplab Chakraborty)  
Controller of Examinations (O)  
Controller of Examinations  
(Officiating)  
Vidyasagar University  
Midnapore-721102, W.B.

Copy forwarded for information and necessary action to:

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- 24 The Deputy Registrar, Vidyasagar University for information.
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- 26 The Deputy Controller of Examinations, Vidyasagar University for information and necessary action.
- 27 The Assistant Controller of Examinations, Vidyasagar University for information and necessary action.
- 28 Officer(s) on Special Duty, Office of the Controller of Examinations, V.U. for information and necessary action.
- 29 The Information Scientist, Vidyasagar University with a request to upload the notification in the University website for wide circulation.
- 30 The Secretary to the Hon'ble Vice Chancellor, Vidyasagar University for kind information to the Hon'ble Vice Chancellor.
- 31 The Dealing Assistants, Office of the Controller of Examinations, V.U. for information and necessary action.
- 32 Office File.



# VIDYASAGAR UNIVERSITY

MIDNAPORE - 721 102

Memo No .....

Date .....

Name of the Centre : ..... College / Mahavidyalaya

To  
The Principal / Officer-in-charge,

.....  
.....

Sir,

I / We report that the following candidate was found violating rules of Examinations on the ground / grounds as stated in column No. 6

1. Name of Examination : \_\_\_\_\_
2. Date of Examination : \_\_\_\_\_
3. Name of Candidate : \_\_\_\_\_
4. Roll : \_\_\_\_\_ No: \_\_\_\_\_
5. Subject : \_\_\_\_\_ Paper: \_\_\_\_\_
6. Violation of rules : 1) Copying from incriminating documents (attached)  
2) Was in possession of incriminating documents (attached)  
3) Any other:

*Yours faithfully,*

Date \_\_\_\_\_

**Full Signature of the Invigilator(S)  
Room N. / Hall No.**

To  
The Secretary,  
Board of Discipline,  
Vidyasagar University,  
Midnapore - 721 102

Sir,

It is hereby reported that the following candidate was found violating rules of Examinations on the following ground / grounds as stated in col 6 and as reported by the invigilator.

1. Name of Examination : \_\_\_\_\_
2. Date of Examination : \_\_\_\_\_
3. Name of Candidate : \_\_\_\_\_
4. Roll : \_\_\_\_\_ No: \_\_\_\_\_
5. Subject : \_\_\_\_\_ Paper: \_\_\_\_\_
6. Violation of rules : 1) Copying from incriminating documents (attached)  
2) Was in possession of incriminating documents (attached)  
3) Any other:

*Yours faithfully,*

Date \_\_\_\_\_

**Signature of the Principal/Officer-in-charge**



# VIDYASAGAR UNIVERSITY

MIDNAPORE • PASCHIM MEDINIPUR

WEST BENGAL • PIN 721 102

## OFFICE OF THE CONTROLLER OF EXAMINATIONS

Ref. No: VU/CE/CBCS/2<sup>nd</sup> SEM/GD- 429/2023

26.12.2023

### NOTICE

In terms of self-inspection of answer scripts of the regulations of undergraduate examinations under C.B.C.S pattern and in reference to the B.A/ B.Sc./B.Com (H & G) 2<sup>nd</sup> Semester Examination for the year 2023, it is notified for all concerned that an examinee may apply to the Controller of Examinations in prescribed format for Photocopy of evaluated answer script in respect of Self Inspection through the Principal/ Teacher-In-Charge/ Officer-In-Charge positively by **10.01.2024** (As per format-I, II and III). The office of the colleges will collect necessary fee of **Rs 400/-** per paper along with photocopy of Mark Sheet.

The office of the colleges is requested to submit the aforesaid applications with a statement mentioning students' particular, subject and paper to the Office of the Controller of Examinations positively on **11.01.2024**.

*Copy  
26/12/23*

(Biplab Chakraborty)  
Controller of Examinations (o)  
**Controller of Examinations**  
**(Officiating)**

**Vidyasagar University**  
**Midnapore-721102, W.B.**

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