

ORDINANCE 11 : CONDUCT AND EVALUATION OF EXAMINATIONS FOR PROGRAMMES LEADING TO ALL BACHELOR'S MASTER'S DEGREES AND UNDER-GRADUATE/ POST GRADUATE DIPLOMAS FOLLOWING SEMESTER SYSTEM

APPLICABILITY: This ordinance shall apply to all programmes leading to a Bachelor's/Master's degrees and Under-graduate/Post-graduate diplomas following semester system [other than programmes for which separate Ordinance is notified].

1.0 DEFINITIONS:

- 1.1 **Academic Programme/Programme** shall mean a programme of courses and/or any other component leading to a Bachelor's degree, Master's degree, Post-graduate and Under-graduate diplomas.
- 1.2 **An Academic Year** is a period of nearly 12 months devoted to completion requirements specified in the Scheme of Teaching and the related examinations.
- 1.3 **Semester System** - a programme wherein each academic year is apportioned into two semesters.
- 1.4 **Board of Studies (BOS)** shall mean the Board of Studies of the School concerned.
- 1.5 **Course** means a component of the academic programme, carrying a distinctive code no. and specific credits assigned to it.
- 1.6 **External examiner** shall mean an examiner who is not in the employment of the University or its affiliated institutions.
- 1.7 **Student** shall mean a person admitted to the Schools of the University and affiliated institutions for any of the academic programmes to which this Ordinance is applicable.

1. Notice Board
2. Circulation to
Students

1.8 **University** shall mean Guru Gobind Singh Indraprastha University.

2.0 The University shall hold examinations for all such academic programmes as approved by the Academic Council and as it may notify from time to time awarding Bachelor's/ Master's degrees, Under-graduate/Post-graduate diplomas, the case may be, as per the prescribed Schemes of Teaching & Examinations Syllabi as are approved by the Academic Council.

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3.0 Examinations of the University shall be open to regular students i.e. candidates who have undergone a course of study in the University or an institution/college affiliated to the University, for a period specified for that programme of study in the Scheme of Teaching & Examination and Syllabi.

Provided that the Academic Council may allow any other category of candidates to take the University Examination for any specified academic programme subject to the fulfillment of such conditions as may be laid down by the Academic Council from time to time.

Provided further, that a student, may be debarred from appearing in the semester examination as provided in Clause 9 of this Ordinance or as provided in any other Ordinance of the University.

ATTENDANCE :

A student shall be required to have a minimum attendance of 75% or more in the aggregate of all the courses taken together in a semester, provided that the Dean of the School in case of University Schools and Principal/ Director in case of University maintained / affiliated institutes may condone attendance shortage upto 5% for individual student for reasons to be recorded. However, under no condition, a student who has an aggregate attendance of less than 70% in a semester shall be allowed to appear in the semester end examination.

Student who has been detained due to shortage of attendance shall not be allowed to be promoted to the next semester and he/she will be required to take re-admission and repeat all courses of the said semester with the next batch of students, **excepting under very abnormal but genuine situation/s where the Dean of the concerned School for the reasons recorded in writing allows such a student to be permitted to the next semester with the clear stipulation that he/she will be required to complete all the requirements of the attendance of all courses of the said semester at the close of last semester of the academic programme in which he/she is studying along with (a) certification that the semester in which he/she has been detained in a semester which can be considered as an 'independent' semester eligible for such an arrangement; (b) the consent of the student/s that he/she agrees for the declaration of the result of the last semester along with declaration of the result of the detained semester; (c) that he/she is(are) prepared to deposit the tuition fee and other dues of that semester over and above the normal fee and other dues of the programme; and, (d) this arrangement falls within the overall permissible time frame for the completion of the concerned programme (n+4).**

3 The University Enrolment number of such student shall however remain unchanged and he or she shall be required to complete the programme in a maximum permissible period of (n+4) semesters as mentioned in clause 4.3

4 Dean of the School/ Director/Principal shall announce the names of all such students who are not eligible to appear in the semester-end examination, at least 5 calendar days before the start of the semester-end examination and simultaneously intimate the same to the Controller of Examinations.

In case any student appears by default, who in fact has been detained by the Institute, his/her result shall be treated as null and void.

10.0 EVALUATION & EXAMINATION

10.1 The overall weightage of a course in the Syllabi and Scheme of Teaching & Examination shall be determined in terms of credits assigned to the course.

10.2 The evaluation of students in a course shall have two components unless specifically stated otherwise in the Scheme of Teaching & Examination and Syllabi:

- (i) Evaluation through a semester-end examination
- (ii) Continuous evaluation by the teacher(s) of the course.

10.3 The distribution of weightage for various components of evaluation shall be as below:

Bachelor's	degree/	Master's	degree/
Under-graduate diploma		Post-graduate	

1. Notice Board
2. Circulation amongst students
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