



**DRAFT REGULATIONS FOR  
UNDER GRADUATE COURSE OF PROFESSIONAL STUDIES  
(BCA (HONS.) AND BBA (HONS.))**

w.e.f. 2019-2020

1	<p><b>PREAMBLE:</b> In exercise of the powers conferred by sub-section (2) of section 58 of the Bankura University Act, 2013 (West Ben. Act XIX of 2013), the University of Bankura hereby makes the following Regulations, namely:- <b>Note:</b> These regulations are prepared and is introduced in Under Graduate course of Professional studies and examinations for BCA (Hons.) and BBA (Hons.) from the academic year 2018-19.</p>
2.	<p><b>SHORT TITLE, APPLICATION AND COMMENCEMENT:</b> These regulations may be called The Bankura University regulations: <b>“Regulation relating to UG course of professional studies &amp; examinations.</b> These shall come into force with the passing of the same by the Executive Council of the University and the earlier notes/regulations in the relevant matter of examination for the students admitted during or after 2018-2019 academic year are being repealed. Not with standing anything contained in any other rules or regulation in force relating to UG course of professional studies &amp; examinations for BCA (Hons.) and BBA (Hons.) of Bankura University and its affiliated colleges for the students admitted during or after 2018-2019 academic year shall be guided by these regulations.</p>
3.	<p><b>DEFINITIONS:</b> In this regulation following definitions have been incorporated</p>
3.1	“University” means Bankura University established and incorporated under the Bankura University Act, 2013 (West Ben. Act XIX of 2013)
3.2	“College” means Non-Government College/ State aided college/ Government college / Minority college / Self-Finance Private College affiliated to this University.
3.3	“UG” means Under Graduate.
3.4	“Under Graduate Course of Professional Studies” ‘(UGCPS)’ means a three year course of study divided into six semesters, each of six months duration after successful completion of 10+2 examination.
3.5	“Academic year” means the period from July to June.
3.6	“Year” means the period commencing from 1st day of July and ending 30th June following.
3.7	“Semester” means a period of six months beginning from July to December and January to June of each academic year containing at least 90 actual teaching days.



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3.8	“Credit” means the unit by which the course work is measured. It is equivalent to one hour of teaching (Lecture or Tutorial) or two hours of Practical work/Field work per week.
3.9	“Credit” means the unit by which the course work is measured. It is equivalent to one hour of teaching (Lecture or Tutorial) or two hours of Practical work/Field work per week.
3.10	“Letter Grade” means an index of the performance of students in a said course. Grades are allotted by letters O, A+,A,B+,B,C,P and F, and Absent will be stated as ‘Ab’
3.11	“Grade Point” means a numerical weight allotted to each letter grade on a 10 point scale.
3.12	“Credit Point” means the product of grade point and number of credits for a course.
3.13	“Semester Grade Point Average (SGPA)” means a measure of performance of a student in a semester. It is the ratio of total credit point secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.
3.14	“Grade Card or Transcript” means a certificate issued to all registered students after every semester displaying the course details along with SGPA of that semester.
3.15	“Cumulative Grade Point Average (CGPA)” means a measure of cumulative performance of students over all semesters. It is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all semesters. It is also expressed up to two decimal places.
3.16	“Enroll” means enrollment of a student for appearing at the beginning of each Semester.
3.17	“Executive Council” means Executive Council of the Bankura University.
3.18	The Words and Expressions used but not defined shall be interpreted to have the same meaning as they have in Bankura University Act. (West Ben. Act XIX of 2013) and Bankura University Statute.



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4.	<b>COURSE OF STUDIES:</b>	
4.1	There shall be two professional courses of studies leading to BCA (Hons.) and BBA (Hons.) Degree and each course shall be of six semester's duration. One shall be termed as " <b>BCA Honours Degree Course</b> " and the other is <b>BBA Honours Degree Course</b> ".	
4.2	The admission to UGCPS Degree programs will be governed by the guidelines of the University and the H.E department of Govt. of West Bengal as framed time to time.	
4.3	A Candidate shall be allowed to pursue any one of the Undergraduate Degree programs of the University (not more than one) at a time.	
5.	<b>TYPE OF COURSES:</b>	
5.1	<b>Core Course (CC) of 6 Credits each:</b> A course, which should compulsorily be studied by a candidate as a core requirement is termed as a Core Courses.	
5.2	<b>Elective Course (EC) of 6 Credits each:</b> A course which can be chosen from a pool of courses and which may be very specific or specialized or advanced or supportive to the discipline or which provides an extended scope or which enables an exposure to some other discipline/ subject/ domain is called an Elective Course.	
	5.2.1	<b>Discipline Specific Elective (DSE) Course of 6 Credits each:</b> An elective course offered under the main discipline/subject of study is referred to as Discipline Specific Elective.
	5.2.2	<b>Generic Elective (GE) Course of 6 Credits each:</b> An elective course chosen from an unrelated discipline/subject is called a Generic Elective. The list provided under this category are suggestive in nature and each university has complete freedom to suggest their own papers under this category
5.3	<b>Ability Enhancement Course (AEC)</b>	
	5.3.1	<b>Ability Enhancement Compulsory Course (AECC) of 4/2 Credits:</b> AECC are the courses based upon the content that leads knowledge enhancement i) Environmental Studies (4 Credits) and ii) English Language and Communication (2 Credits). These are mandatory for all disciplines.



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	5.3.1	<p><b>Skill Enhancement Courses (SEC) of 2 Credits each:</b></p> <p>SEC are value-based and/or skill-based and are aimed at providing hands-on-training, competencies, skills etc. These courses may be chosen from a pool of courses and should contain both theory and la/hands-on/training/field work.. The purpose of these courses is to provide students life-skills in hands-on mode so as to increase their employability.</p>
6.	<b>IMPLEMENTATION:</b>	
	6.1	<p><b>Honours (BCA / BBA):</b></p> <p>An undergraduate degree with Honours in a discipline may be awarded if a student completes 14 core papers of 6 credits each in that discipline, 2 Ability Enhancement Compulsory Courses (AECC), minimum 2 Skill Enhancement Courses (SEC) and 4 papers each from a list Discipline specific Elective and Generic Elective papers, respectively.</p>
	6.2	<p><b>Total Semesters:</b></p> <p><b>Honours Degree Course:</b></p> <p>A student of Honours Degree Course has to pursue 142 credits in six semesters.</p>
7.	<b>INTAKE:</b> As fixed by the University Authority from time to time	
8.	<b>ELIGIBILITY:</b>	
	8.1	<p><b><u>For BCA (Hons.)</u></b></p> <p>i) The candidate must be Indian National.</p> <p>ii) Candidates must have passed the Higher Secondary Examination of West Bengal Council / I.S.C. Examination / C.B.S.E. Examination / Any other equivalent Examination each under (10+2) system of studies, as the case may be, with English as one of the combination subjects.</p> <p>iii) Passed H.S. (10+2) with any one the following subjects :</p> <p>Mathematics / Statistics / Computer Science / Computer Application / Business Economics &amp; Mathematics (BEM) or Candidates passed in (10+2) level with Vocational Engineering &amp; Technology with pass marks in Additional Mathematics.</p> <p>iv) Arts / Science / Commerce graduates passing the respective degree examination (not earlier than 5 years) may also apply for being considered against very limited number of seat(s).</p>



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		<p><b>For BBA (Hons.)</b></p> <p>i) The candidate must be Indian National.</p> <p>ii) Candidates must have passed the Higher Secondary Examination of West Bengal Council / I.S.C. Examination / C.B.S.E. Examination / Any other equivalent Examination each under (10+2) system of studies, as the case may be, with English as one of the combination</p> <p>iii) Students of any stream (Science, Arts, Commerce, Vocational etc.) are eligible to apply.</p> <p>iv) Arts / Science / Commerce graduates passing the respective degree examination (not earlier than 5 years) may also apply for being considered against very limited number of seat(s).</p>
	8.2	<p><b>Reservation of Seats:</b></p> <p>There will be reservation of seats for SC/ST/OBC/differently abled candidates as per Govt. Rules. For differently-abled candidates minimum disability at least 40% will be considered.</p>
	8.3	<p><b>Session Gap:</b></p> <p>For admission to the Under Graduate Course there should not be a gap of more than 3 years between the year of Higher Secondary Examination and the year of admission to Under Graduate Course of study. In respect of calculation of marks for admission to Under Graduate Course a deduction of 1 % percent per year from the marks of H. S. Aggregate would be made in case of candidates passing out in previous years.</p>
9.	<p><b>ADMISSION PROCEDURE:</b></p> <p>As per guidelines of Bankura University in compliance with W.B. Govt. Rules</p>	
10.	<p><b>FEES:</b></p> <p>As notified by the University Authority from time to time</p>	
11.	<p><b>ACADEMIC SESSION:</b></p> <p>i) The academic session shall be of three year duration consisting of six semesters.</p> <p>ii) The academic session normally shall start in July in each year.</p> <p>iii) There shall be at least 90 teaching days in each semester excluding periods of examination and admission etc. for instruction, field work, dissertation and practical</p>	



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	<p>work.</p> <p>iv) The academic sessions including the examinations for first, third and fifth semester are July to December and that for second, fourth and sixth semester are January to June.</p> <p>2 (two) weeks preparatory leave shall be provided before each Semester examination.</p>
12.	<b>EXAMINATION &amp; EVALUATION:</b>
12.1	<p><b>Eligibility to appear the examination:</b></p> <p>A candidate shall be eligible for appearing at any of the Semesters of U.G. Examination, fulfilling the following two essential conditions:</p> <ul style="list-style-type: none"><li>• Minimum 75% attendance of class (theory and practical) conducted.</li><li>• Students should complete internal assessments.</li></ul>
12.2	<p><b>Internal Evaluation:</b></p> <p>The evaluation of the students shall be a continuous process and shall be based on their performances in internal and the End-Semester Examination. All the internal continuous evaluation conducted by the internal teachers of the Department. It shall be on the basis of tutorials, term papers, reports, seminar presentations, class tests or any combinations thereof, evenly distributed over the entire period of study. The modalities of such assessment be recorded and documents will be preserved by the respective college and those must be placed before any committee or team constituted by the university for verification purpose. The Internal Assessment marks shall be communicated to the controller section as per timeline published before the commencement of the University examinations.</p> <p>For Ability Enhancement Compulsory Course (AECC), question will be prepared by the University and evaluated by the college concerned.</p>
12.3	<p><b>Final Evaluation:</b></p> <p>The final evaluation in a course means the total or aggregate of the marks obtained in internal evaluation and the marks obtained at the End-Semester Examination (Theoretical &amp; Practical).</p>



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12.4	There shall be one written and one practical examination (where applicable) at the end of each semester as per the prescribed syllabus in the subject concerned.
12.5	<b>Qualifying Marks:</b>
12.5.1	There shall be no qualifying marks for internal assessment but the candidates shall have to appear at the said part of the examination. There will be no scope of re-appearing in internal assessment examination. Marks awarded in internal assessment will be credited to a candidate's performance in subsequent chances.
12.5.2	The qualifying marks for each course shall be 40% in each Semester.
12.6	<b>Provisional Result and Statement of Marks:</b> The provisional result of each semester will be published stating only the total marks and SGPA obtained by a candidate and the 'Grade Sheet cum Report Card' would be issued showing the details of courses studied (code, title, number of credits, grade secured) along with SGPA of that semester and CGPA of all the semesters.
12.7	<b>Semester Not Cleared:</b> If a candidate fails to secure qualifying (pass) marks in one paper or more in a particular semester examination his/her result of semester examination will be declared as 'CNC' (i.e., Course Not Cleared), cumulative result of the student concerned shall be declared as 'SNC' (i.e., Semester Not Cleared). The result of 6 <sup>th</sup> semester examination shall be kept withheld unless a candidate clears all the semesters within the stipulated chances. She / he would be declared to have passed the final examination in the year in which she / he clears his/her all semesters.
12.8	<b>Position in the Merit List:</b> To qualify for position in the merit list a candidate shall have to pass all the semesters in his/her regular chances.



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	12.9	<p><b>Validity of Students Enrollments / Registration:</b></p> <p>A candidate (Honours/General course) shall have to complete each semester examination with 3 (three) consecutive chances including his/her first appearance in the concerned semester examination. If any of the chances mentioned above is not availed of by a candidate within the stipulated period, the chance shall be deemed to have lapsed.</p>																																						
	12.10	<p><b>Promotion:</b></p> <p>In the Semester system, there would be automatic promotion right from the first Semester, till the sixth Semester, irrespective of the marks obtained in the previous Semesters subject to the fact that the eligibility conditions for appearing in the examination are satisfied.</p>																																						
	12.11	<p><b>Examination:</b></p>																																						
		12.11.1	<p><b>Question pattern:</b></p> <p><b>a). For 80 Marks</b></p> <table border="1" data-bbox="480 1094 1445 1524"> <thead> <tr> <th>Group</th> <th>Question to be answered</th> <th>Out of</th> <th>Marks of each question</th> <th>Total Marks</th> </tr> </thead> <tbody> <tr> <td>A (MCQ)</td> <td>10</td> <td>10</td> <td>1</td> <td>10 X 1 = 10</td> </tr> <tr> <td>B</td> <td>10</td> <td>15</td> <td>2</td> <td>10 X 2 = 20</td> </tr> <tr> <td>C</td> <td>4</td> <td>6</td> <td>5</td> <td>4 X 5 = 20</td> </tr> <tr> <td>D</td> <td>3</td> <td>6</td> <td>10</td> <td>3 X 10 = 30</td> </tr> </tbody> </table> <p><b>b). For 50 Marks</b></p> <table border="1" data-bbox="480 1587 1445 1808"> <thead> <tr> <th>Group</th> <th>Question to be answered</th> <th>Out of</th> <th>Marks of each question</th> <th>Total Marks</th> </tr> </thead> <tbody> <tr> <td>A (MCQ)</td> <td>10</td> <td>10</td> <td>1</td> <td>10 X 1 = 10</td> </tr> </tbody> </table>			Group	Question to be answered	Out of	Marks of each question	Total Marks	A (MCQ)	10	10	1	10 X 1 = 10	B	10	15	2	10 X 2 = 20	C	4	6	5	4 X 5 = 20	D	3	6	10	3 X 10 = 30	Group	Question to be answered	Out of	Marks of each question	Total Marks	A (MCQ)	10	10	1	10 X 1 = 10
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			<b>B</b>	5	8	2	5 X 2 = 10
			<b>C</b>	4	6	5	4 X 5 = 20
			<b>D</b>	1	2	10	1 X 10 = 10
			<b>c). For 30 Marks (Practical Course only)</b>				
			<b>Group</b>	<b>Question to be answered</b>	<b>Out of</b>	<b>Marks of each question</b>	<b>Total Marks</b>
			<b>A</b>	1	5	15	1 X 15 = 15
			<b>B</b>	1	5	15	1 X 15 = 15
			<b>d). For Project Study (PS)</b>				
			Project Report				50
			Viva-Voce				30
		12.11.2	The schedule for the End-Semester Examination shall be prepared and announced by the Controller of Examinations. Except for exigencies, all the examinations shall usually be held within the dates specified in the academic calendar				
		12.11.3	Two sets of question paper for each course/ unit will be set by internal/ external paper setter(s) and the Moderation of the paper(s)/ unit(s) will be done by Under Graduate Board of Studies (UGBS) of subject concern. The concerned Board of Studies will recommend the names of the paper-setters, moderators, examiners and reviewers.				
		12.11.4	<b>Duration of Examinations:</b>				
			<b>Subjects</b>	<b>Full Marks</b>		<b>Duration</b>	
			Theoretical Paper	80		3 Hour	
			Theoretical Paper	50		2 Hour	
			Practical Paper	30		2 Hours	
13	<b>RESULTS:</b>						
	13.1	The final result of a candidate shall be determined on the basis of CGPA.					



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13.2	Grade Card shall be made as per grading system. Course-wise marks (internal and ESE added together) will be converted into percentage of mark. Percentage of mark will be converted into Grade Letter and Grade Point. Credit and Grade point will be converted into Credit Point. Finally, Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) will be computed.			
13.3	The Grade Card of a Semester shall be issued only after completion of that Semester.			
13.4	<b>a) Conversion of Marks into grade letter and grade point</b>			
	<b>% of Marks</b>	<b>Letter Grade</b>	<b>Grade Point</b>	
	91 and Above	O (Outstanding)	10	
	81 - 90	A+ (Excellent)	9	
	71 - 80	A (Very Good)	8	
	61 - 70	B+ (Good)	7	
	56 - 60	B (Above Average)	6	
	51 - 55	C+ (Average)	5.5	
	41 - 50	C (Below Average)	5	
	Passed with 40	P (Pass)	4	
	Below 40	F (Fail)	0	
	Absent	Ab	0	
	<b>b) Computation of SGPA</b>			
	Example:			
	<b>Course</b>	<b>Credit</b>	<b>Grade Letter</b>	<b>Grade Point</b>
Course-1	3	A	8	3 X 8 = 4
Course-2	4	B+	7	4 X 7 = 28
Course-3	3	B	6	3 X 6 = 18
Course-4	4	B	6	4 X 6 = 24
<b>TOTAL</b>	<b>14</b>			<b>94</b>
<b>SGPA : 94/14 = 6.71</b>				
<b>c) Computation of CGPA</b>				
Example:				
	<b>Semester-1</b>	<b>Semester-2</b>	<b>Semester-3</b>	<b>Semester-4</b>



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		<b>Credit</b>	14	16	15	14
		<b>SGPA</b>	6.7	6.3	6.6	6.7
		<b>Credit X SGPA</b>	14 X 6.7 = 94	16 X 6.3 = 101	15 X 6.6 = 99	14 X 6.7 = 94
		<b>CGPA: 388 (94+101+99+94)/59 (14+16+15+14) = 6.57</b>				
		<b>d) Conversion of SGPA/CGPA into Percentage of Marks: Ten (10) times of SGPA/CGPA</b>				
		<b>e) Final Result / Grades Description</b>				
		<b>Semester GPA / Program CGPA</b>	<b>Alpha-Sign / Letter Grade</b>		<b>Result / Class Description</b>	
		9.00-10.00	O (Outstanding)		Outstanding	
		8.00-<9.00	A+ (Excellent)		First Class Exemplary	
		7.00-<8.00	A (Very Good)		First Class Distinction	
		6.00-<7.00	B+ (Good)		First Class	
		5.50-<6.00	B(Above Average)		High Second Class	
		5.00-<5.50	C (Average)		Second Class	
		4.00-<5.00	P (Pass)		Pass Class	
		Below 4.00	SNC		SNC	
		0	SNC		SNC	
14.	<b>PROVISIONS FOR REVIEW:</b>					
	14.1	A candidate may apply for Post-publication Review (PPR) of his/her answer-script(s) in the prescribed form and manner and a submission of fees prescribed for the purpose within the date as per notification to be issued by the Controller of Examinations at the time of publication of result. Such applications must be checked and verified by the college(s) concerned as regards to the eligibility of the candidate(s) applying for review. All such applications must be forwarded by the Principal/Teacher-in-Charge of the college concerned.				
	14.2	There shall be no Post-publication Review of MCQ Papers, Practical Papers, Oral examinations and Project Work/Field Work, if any.				
	14.3	Incomplete and faulty application is liable to be rejected without assigning any reason or without any intimation to the candidate/college concerned.				



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14.4	Under no circumstances fees for Post-publication Review once paid be refunded
14.5	A student may apply for review of maximum two theoretical answer scripts in the prescribed form.
14.6	<p><b>Finalization of Review Results:</b></p> <p>If the marks awarded by Post-Publication Review Examiner in a Paper do not exceed the original award by more than 20% of the full marks in that Paper, the Review Examiner's award will be accepted as final marks in that Paper. If the increase of marks exceeds 20% of the full marks in that Paper, the answer script will be evaluated by a third examiner (external) and the final marks will be the average of the three examiners. However, if it is found that there was error in calculating total marks of the original award, the increase of marks to the full extent will be accepted as corrected original award of the candidate.</p> <p>If the marks awarded by Post-Publication Review Examiner in a Paper do not reduce the original award by more than 20% of the full marks in that Paper, the Review Examiner's award will be accepted as final marks in that Paper. If the decrease of marks exceeds 20% of the full marks in that Paper, the answer script will be evaluated by a third examiner (external) and the final marks will be the average of the three examiners. However, if it is found that there was error in calculating total marks of the original award, the change of marks to the full extent will be accepted as corrected original award of the candidate.</p> <p>Any addition or subtraction of marks as declared by the University after Post-Publication Review shall be treated as final and shall be binding on the candidate. No further application for consideration of Post-Publication Review result shall be entertained.</p> <p>The decrease in marks will not be accepted if such reduction results the failure of a successful candidate who has secured already qualifying grade prior to review.</p>
15.	<b>COMPENSATORY TIME FOR PERSON WITH DISABILITY (PWD) CANDIDATES:</b>
15.1	PWD Candidates are provided extra time of 20 minutes for every hour of examinations subject to maximum limit of one hour as Compensatory time.
15.2	PWD Candidates are allowed the use of a scribe (amanuensis) who holds lesser



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		qualification than the candidate. Scribe is allowed to candidates (i) who have disability in the upper limbs or have loss of finger /hands thereby preventing them from writing. (ii) who are blind or have impaired vision. (iii) who are dyslexic. (iv) who are autistic.
	15.3	If a PWD candidate wants to avail compensatory time or scribe he/she must apply with all relevant documents to the Principal/TIC during form fill up of each part/semester examination and the same application be forwarded by the Principal/TIC to the Controller of Examinations in time.
	15.4	If it is found that a candidate has used the service of a scribe and/or extra time but does not possess the extent of disability that warrants of use the service of a scribe and/or extra time, he/she will be excluded from the process of evaluation and legal action may be initiated by the authority in this regard.
16.	<b>BREACH OF DISCIPLINE BY ANY EXAMINEE IN CONNECTION WITH UNIVERSITY EXAMINATIONS:</b>	
	16.1	The Centre-in-Charge of any University Examination held at a centre will, on his/her own or on the basis of reports received from the invigilator(s)/members of the visiting team as may be constituted by the Controller of Examinations and duly approved by the Vice-Chancellor expel a candidate from the examination hall debarring him/her from appearing in the examinations of the remaining subject(s)/paper(s), if the candidate is found copying or possessing any paper, book or such other incriminating material(s) or smuggling written answer scripts/loose sheets from outside. On expulsion, he/she will be debarred from appearing at the rest part of the examination and his/her entire examination will be treated as cancelled.
	16.2	Signature(s) of each of the expelled candidates may be obtained on the incriminating document(s) found in his/her possession and the same must be attached to the main answer script(s). if a candidate refuses to put his/her signature on the incriminating document(s) the invigilator(s)/members of the visiting team will certify the matter and the Centre-in-Charge will take immediate action as in regulation 17.1 on the basis of the certificate/report of the room invigilator(s)/members of the visiting team.
	16.3	If, however, in the judgment of the Centre-in-Charge, a candidate is found to have committed an offence of a more serious nature, e.g., impersonation, use of filthy languages, indisciplined behaviour, threatening the persons connected with the



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		<p>examination duties and such other activities inside and outside the examination hall/room, the Centre-in-Charge will expel the candidate debarring him/her from appearing in the examination(s) of the remaining subject(s)/paper(s) and send to the Controller of Examinations a list of such candidates along with their answer scripts and a detailed report on the circumstances leading to the action taken by the Centre-in-Charge in a separate packet for record and for placement before the Committee of Discipline for further action. In such cases as detailed in above paragraph the Committee of Discipline, duly constituted by the Vice-Chancellor may note the action, if already taken by the Centre-in-Charge, but will not lessen the penalty already given by the Centre-in-Charge. The Committee of Discipline, however, may recommend further penal action to be taken against such candidate(s). If the Centre-in-Charge, instead of taking any action against such a candidate, forward the case along with the detailed report the Committee of Discipline may take penal action as it may deem fit.</p>
16.4		<p>When the Centre-in-Charge expels any offending candidate from the examination hall, as referred to in the rules above, the order/notification regarding such expulsion shall forthwith be circulated in all the examination halls by the Centre-in-Charge. Such order/notification shall provide that the offending candidate shall be debarred from appearing in the remaining subject(s)/paper(s). Such order/notification should be pasted on the Notice Board and a copy of the same along with the answer scripts and other documents are to be sent to the Controller of Examinations for subsequent issuance of order/notification including order of cancellation of the entire examination of the candidate(s), to the concerned college for its implementation.</p>
16.5		<p>If the candidates are found to consult or talk with each other or change their scheduled seats or exchange answer-scripts/loose sheets etc. during an examination in spite of warnings by the Centre-in-Charge/room invigilator(s), the Centre-in-Charge shall report the matter in details to the University against the concerned candidates together with the relevant answer scripts for placement before the Committee of Discipline.</p>
16.6		<p>An examiner may forward to the Controller of Examinations of the University through the chairperson of the concerned examination or to the Controller of Examination directly if there is no chairperson in the concerned subject an explanatory report along with the relevant answer script(s) of the candidate(s) for</p>



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		placement of the same before the Committee of Discipline if, in his/her judgment, the candidate/candidates has/have adopted unfair means in answering questions
16.7		If an examinee uses filthy languages against the Centre-in-Charge/Invigilators or Convener/Member(s) of the Visiting Teams or any person connected with the examination or resorts to indiscipline behaviour inside or outside the examination hall or undertakes any unfair means or violates the instructions for the examinees, the Centre-in-Charge may send his/her answer-script of that paper along with a report from the Invigilator(s) with his comment, if any. However, in such case, the examinee will be allowed to sit for the examination in the remaining paper(s)/subject(s).
16.8		<b>Non-submission of scripts</b> – If an examinee appears at the examination but does not submit his/her answer-script, the matter should be noted in the Attendance Sheet. A diary should be lodged on the day with the local police station. A report along with a copy of the said Diary and a statement from the Invigilator of the concerned examination hall must be sent by the Centre-in-Charge to the Controller of Examinations.
16.9		<b>Torn scripts</b> – In case of a script being willfully torn by a candidate, the fact should be noted in the Attendance Sheet(s) and a report should be sent by the Centre-in-Charge to the Controller of Examinations in a separate packet along with the torn script and a statement from the Invigilator of the concerned examination hall stating the circumstances leading to the incident.
16.10		Report on R.A. cases from any quarter should always be supported by documentary evidence or statement of the reporting concerned authority. Without such documentary evidence/statements disposal of the matter cannot be taken up.
16.11		On receipt of the report of malpractice in the examination, as referred to in above the University will direct the concerned candidate to appear before the Committee of Discipline and furnish an explanation in writing regarding the charges leveled against the candidate
16.12		If the Committee of Discipline is satisfied that the charge/ charges leveled against any candidate in terms of above mention rules is/ are true, it may recommend any one or multiple of the following actions:-  1. Cancellation of examination of the candidate in the concerned paper



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		<ol style="list-style-type: none"><li>2. Cancellation of the entire examination of the candidate and if necessary also</li><li>3. Debarment of the candidate from appearing at the University examination for a specified period as it may deem fit according to the gravity of the offence(s) committed. If a candidate does not appear before the Committee of Discipline without assigning any reason, the Committee of Discipline may recommend any or all of the measure(s) as above, as it may deem fit, on the basis of available document(s) in absentia.</li><li>4. The Committee after giving due consideration to the report of the Centre-in-Charge and giving the candidate a hearing, if necessary, may recommend exoneration of a candidate from the charges leveled against him/her if in its judgment the candidate concerned is innocent.</li></ol>
	16.13	The recommendations of the Committee of Discipline will need approval of the Vice-Chancellor before any action can be taken thereon. The Vice-Chancellor may, after considering the recommendations, pass such orders as he/she thinks fit. The Controller of Examinations will take action according to the recommendation of the Committee of Discipline, if approved by the Vice-Chancellor or as per orders of the Vice-Chancellor.
	16.14	All questions arising in relation to the interpretation of these regulations, shall be referred to the Executive Council for decision and the decision of the University Council will be final and binding.
	16.15	<p>The Committee of Discipline (UGCPS Examination) may be constituted with the following members.</p> <ol style="list-style-type: none"><li>1) Controller of Examinations (Convener)</li><li>2) Registrar</li><li>3) Inspector of colleges</li><li>4) One Court member</li><li>5) One EC member</li><li>6) One Principal/TIC of UG colleges</li><li>7) Two Teachers of UG colleges</li><li>8) The tenure of this committee will be four years from the date of its constitution.</li></ol>





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17	<b>TERMINATION FROM THE PROGRAMME:</b>  If a student newly admitted to the first semester remains absent from attending classes for more than the first 15 days continuously without any intimation, her/his admission will stand cancelled.
<b>If any dispute arises in respect of interpretation of the regulations or any matter not covered by these, the decision of the Vice Chancellor in that respect shall be final and binding.</b>	