SREE NARAYANA COLLEGE

SIVAGIRI,VARKALA

UNIVERSITY REGULATIONS

UNIVERSITY OF KERALA

REGULATIONS RELATING TO THE FIRST DEGREE PROGRAMMES IN

AFFILIATED COLLEGES, 2013

1. Title

These Regulations shall be called 'The University of Kerala Regulations relating to the First Degree Programmes under the Choice Based Credit and Semester (CBCS) system in Affiliated Colleges', 2013

2. Scope, Application and Commencement

2.1

The Regulations provided herein shall apply to all regular First Degree (Under Graduate) Programmes under the Faculties of Science, Applied Sciences and Technology, Arts, Social Sciences, Fine Arts, Oriental Studies, Management Studies and Commerce except BFA and BPE conducted in Colleges Affiliated to the University of Kerala and Centres of the University. These Regulations shall also apply to the Vocational, Triple Main and Restructured Degree Programmes. These Regulations shall not apply to the Courses offered by the Institute of Distance Education and the Private Registration stream.

2.2

Hereinafter, the Vocational, Triple Main and Restructured Courses are renamed as Career related First Degree Programmes.

2.3

Medium of instruction is English except in the case of Language Courses other than English unless otherwise stated therein.

2.4

These Regulations shall apply to First Degree Academic Programmes to which admissions are made from the academic year 2013-2014 onwards.

2.5

These Regulations supersede the provisions of all the existing Regulations for the regular Under Graduate Programmes conducted in the Colleges Affiliated to the University of Kerala and Centres of the University with effect from 2013- 2014 admissions unless otherwise specified.

3. Definitions

3.1

'Academic Programme' means the entire Course of study as per the given Scheme and Examinations.

3.2

'Semester' means a term consisting of a minimum of 90 working days distributed over a minimum period of 18 weeks.

3.3

'Course' means a portion of a subject to be taught and evaluated in a semester (similar to a paper under annual scheme).

3.4

'Language Courses' are Courses in English and an Additional Language of student's choice, for which all the students who join for First Degree Programmes have to register.

3.5

'Foundation Course' means a Course at the foundation level that all students of the First Degree Programme have to register.

3.6

'Core Course' means a compulsory Course in a Major Subject related to the First Degree Programme in a discipline.

3.7

'Complementary Course' means a Course in a subject other than the Major Subject and is complementary to it.

3.8

'Open Course' means an Optional Course which the student is free to take at his/her will. Open Course shall be a Non-Major Elective Course offered by the Departments other than the Parent Department.

3.9

'Vocational Course' is a Compulsory course in a Major Subject of schedule 2 (a).

3.10

'Audit Course' means a Course which the student can register without earning Credits (Zero Credit Courses) and are not compulsory for completing the Degree Programme.

3.11

"Elective Course" means a Specialized Course from the frontier area of the Core Subject, offered by the Parent Department which he/she is free to choose.

3.12

'Repeat Course' is a Course that a student repeats if he/she has failed in it.

3.13

'Credit' (C) of a Course is a measure of the weekly unit of work involving lecture or laboratory session or seminar or similar activity assigned to for the Course.

3.14

'Grade' indicates the level of performance of a student in a Course.

3.15

'Grade Point' is an integer indicating the numerical equivalent of the broad level of performance of a student in a Course. The product of Grade Point and the Credit of a Course is called 'Credit Point'.

3.16

'Semester Credit Point Average' (SCPA) is an index of the overall performance of a student at the end of a semester. It is obtained by dividing the sum of the Credit Points obtained by a student at the end of a semester by the sum of the Credits of Courses taken by the student in the semester.

3.17

'Cumulative Credit Point Average' (CCPA) indicates the broad academic level of performance of the student in a Programme. It is obtained by dividing the sum of the Credit Points in all the Courses taken by the student for the entire Programme by the total number of Credits.

3.18

'Major Subject' means the subject for which the student has chosen the Core Courses in the respective Programme.

3.19

'Faculty Advisor' means a teacher appointed by the Department Council/ HoD who will advise the student on all academic matters. The teacher will be from the Department of the Major Subject.

3.20

'Grace Marks' means marks awarded to a student in recognition of meritorious achievements in Sports/Arts/ NCC/NSS.

4. Admission

4.1

Eligibility for admissions and reservation of seats for various First Degree Programmes shall be according to the rules framed by the University from time to time. No student shall be eligible for admission to a First-Degree Programme in any of the discipline unless he/she has successfully completed the examination conducted by a Board/University at the +2 level of schooling or its equivalent.

4.2

Student enrollment shall be in accordance with the academic and physical facilities available in the Institution. The College shall make available to all students a brochure listing all the Courses offered by the various departments in the entire Programme and the number of seats sanctioned by the University for each Programme.

4.3

Depending upon the academic and physical facilities available in the Institution, the University shall allow the Institution to admit a certain number of students in the 3rd or 5th semester by transfer if required, from other Institutions subject to conditions prescribed by the University. A student who has already successfully completed a First Degree Programme and is desirous of and academically capable of pursuing another First Degree Programme may also be admitted with the prior approval of the University according to conditions regarding course requirements specified by the University.

5. Registration

5.1

Each student shall register for the Courses in the prescribed registration form in consultation with the Faculty Advisor within two weeks from the commencement of each semester.

5.2

The number of Courses/Credits that a student can take in a semester is governed by the provisions in these Regulations subject to a minimum of 16 and a maximum of 27 Credits.

5.3

A student can opt out of a Course/Courses registered subject to the minimum Credit/Course requirement if he/she feels he/she has registered for more Courses than he/she can handle, within thirty days from the commencement of the semester.

5.4

The maximum number of students to be admitted to a Programme shall be limited to the number of seats sanctioned by the University.

5.5

The college shall send a list of the students registered for each Programme in each semester giving the details of Courses for which each of the students has registered including the repeat/reappearance Courses, to the University in the prescribed form within 45 days from the commencement of the semester.

6. Duration

6.1

The normal duration of the First Degree Programme shall be three years consisting of six semesters. No student shall be allowed to complete the Programme by attending more than 12 continuous semesters.

6.2

The duration of each semester shall be five months inclusive of the days of the examinations. There shall be atleast 90 working days in a semester and a minimum of 450 hours of instruction in a semester. Odd semester (June-Oct)commences in June and Even semester (Nov-March) commences in November every year. There will be, to an extent possible, five days semester break in between odd and even semesters.

6.3

There shall be a uniform calendar prepared by the University for the conduct of the Academic Programme.

7. Programme Structure

7.1

Students shall be admitted to the First Degree Programmes in the Faculties of Science, Applied Sciences and Technology, Arts, Fine Arts, Social Sciences, Oriental Studies, Management Studies and Commerce conducted in the Affiliated Colleges and the Centres of the University under the regular stream as indicated under 2.1.

7.2

The First Degree Programmes shall include 1) Language Courses 2) Foundation Courses 3) Core Courses in the Major Subjects related to Degree Programmes 4) Complementary Courses on allied subjects 5) Open Course 6) Elective Courses and 7) Project/Dissertation. In the case of subjects included in 2 (a), there shall be a component of Vocational Course. The minimum number of Courses required for the completion of a Degree Programme may vary from 30 – 38 depending on the Credits assigned to different Courses.

7.3

The students shall choose the Major Subject of study at the beginning of the Programme and shall join a Department.

7.4

Language Courses and Foundation Courses shall be offered in the 1st, 2nd, 3rd and 4th semesters. Core Courses shall be offered from the 1st semester onwards along with the Complementary Courses and shall include a compulsory Project / Dissertation to be undertaken during the 5th / 6th semester. Elective courses are courses offered by Parent Department during 6th Semester in the frontier areas/related areas of the Major subject. Open courses are courses which fall outside the area of the Major Subject of studies and are offered by the Departments other than the Parent Department during 5th Semester.

Open Course:- Examination for Open Courses must be scheduled by the University and are to be conducted by Colleges strictly adhering to the Schedule. The Question Papers are to be prepared by the Colleges and after the conduct of the examination, attendance statement along with 2 copies of Question Papers should be forwarded to the University. Evaluation is to be done by the respective Colleges. The students should write the examination in University answer book supplied by the University and the same will be distributed for evaluation among the teachers of respective Colleges. The valued answer scripts are to be kept in the respective Departments for 2 years. After valuation, the marklist must be send to the University within 20 days from the date of conduct of examination. Online submission must also be done at the appropriate time.

7.5

No Course shall carry more than 4 Credits. Audit Courses will carry Zero Credit.

7.6

The Core Courses prescribed by the University for the First Degree Programmes shall be offered by the parent Department. More than one combination of Complementary Courses in allied subjects may be offered depending on the availability of teachers and infrastructure facilities (e.g. Chemistry with Mathematics and Physics or Chemistry with Mathematics and Computer Science or Chemistry with Mathematics and Zoology.)

7.7

The student is free to take any combination of Complementary Courses offered by the Institution and is also free to select any Elective Course offered by the Departments. The student shall do Open/Elective Course totaling to a minimum of 4 Credits but not more than 24 Credits. However, the students may ascertain from the Faculty Advisor the suitability and usefulness of such Courses to increase the academic potential and opportunity/eligibility for higher studies.

7.8

The student secures the Credits assigned to a Course on successful completion of the Course. The students shall be required to earn a minimum of 120 Credits including Credits for Language Courses, Foundation Courses, Core Courses ,Complementary Courses (as the case may be), Dissertation, Open and Elective Courses as indicated below within a minimum period of 6 Semesters for the award of the Degree excluding Credit acquired for Social Service/Extension Activity. The minimum required Credits for different Courses for the award of the Degree are given in the general structure of the First Degree Programmes in schedules 1 and 2.

| | B.A. / B.Sc. | B. Com | Career related | |
			2(a)	2(b)
Accumulated minimum Credits required for successful completion of the Programme	120Credits	120Credits	120Credits	120Credits
Minimum Credits for Language Courses	33 Credits	22 Credits	18Credits	4Credits
Minimum Credits required for Foundation Courses	5 Credits	5 Credits	5 Credits	5 Credits
Credits required for Core Courses including Dissertation	50-56 Credits	61 Credits	42 Credits	78-102 Credits
Credits required for Complementary Courses	22-28 Credits	12 Credits	16 Credits	0-12 Credits
Minimum Credits required for Vocational Courses	……………….	…………….	35 Credits	……………….
Minimum Credits required for Open Courses	2 Credits	2 Credits	2 Credits	2 Credits
Minimum Credits required for Elective Courses	2 Credits	18 Credits	2 Credits	2-22 Credits
Minimum Credits for Social Service/ Extension Activities	1 Credit	1 Credit	1 Credit	1 Credit

7.9

The student is free to take Audit Courses which may be skill based/ Vocational Courses offered in the College sanctioned by the University, in consultation with the Faculty Advisor to enhance the academic potential of the student for higher studies/employment. Although the Audit Courses do not fetch any Credits, these Courses shall be indicated in the score sheet.

7.10

A student is free to register for as many Courses as he/she can if facilities permit, meeting the minimum Credits requirement. Such additional Credits acquired will be separately shown in the Mark cum Grade sheet. No student shall register for more than 27 Credits (excluding repeat Courses) and less than 16 Credits in each semester.

7.11

Attendance: Students who secure a minimum of 75% attendance in the aggregate for all the Courses of a semester taken together alone will be allowed to register for End Semester Evaluation. Others have to repeat the semester along with the next batch, unless they could make up the shortage of attendance through condonation.However the award of Grade for attendance in CE shall be made course-wise. Condonation of shortage of attendance to a maximum of 10 days in a semester subject to a maximum of two times during the whole period of a Degree Programme shall be granted by the University on valid grounds. This condonation shall not be considered for awarding marks for CE. Benefits of attendance for a maximum of 10 days in a semester shall be granted to students who participate/attend University Union activities, meetings of the University Bodies and Extra Curricular Activities, on production of participation/attendance certificate by the University Authorities/Principals as the case may be. But in such cases, condonation will be considered for award of marks for CE.

7.12

Credit Transfer: The Credits acquired for Courses in other Universities within the country would be accepted on a reciprocal basis according to University norms. Credit transfer and accumulation system can be adopted in a Programme. Transfer of Credit consists of acknowledging, recognizing and accepting Credits by an Institution for Programmes or Courses completed at another Institution. The Credit transfer scheme shall allow students pursuing a Programme in one University to continue their education in another University without break. University should make provisions for transfer of credits for those who transfer inter-University or intra-University, provided the student has a minimum of 20 credits in the credit bank.

8. Boards of Studies, Courses and Syllabi

8.1

The Boards of Studies (in each subject) shall design all the Courses and syllabi for each Course in that subject offered in the First Degree Programme subject to the Regulations of the University. The Board shall design and introduce new Courses, modify or redesign existing Courses or replace any Course/Courses with new/modified Courses to ensure better exposure and training to students.

8.2

The syllabus for a Course shall include: Course Code, the title of the Course, the statement of the aims and objectives of the Course and the number of Credits; instructional hours in terms of lectures, tutorials, and laboratory sessions with the pre-requisites if any, for taking the Course. The Course content shall be given in a unitized manner along with a list of reading materials.

8.3

The syllabus for each Course shall include the mode of transacting that Course in terms of lectures, tutorials, seminars, laboratory sessions, field work, projects and such other activities.

8.4

The syllabus for each Course shall also indicate the scheme of evaluation/ examination.

8.5

Teachers should actively participate in all academic Programmes. At least two meetings of teachers be held in every Department of the Institutions in each semester to discuss the matters regarding syllabi,text books etc. The feedback from the students shall also be collected. The Head of the Department should compile all the suggestions/recommendations and forward the same to the Principal in writing for onward transmission to the University. This should be communicated to the Boards of Studies by the University. All Boards of Studies

are to be requested to restructure the syllabi of the First Degree Programmes in tune with the current trends.

8.6

For laboratory sessions, the size of a batch shall depend upon the size of the laboratory, the facilities available for controlling and supervising the group of students and the availability of the number of instruments for individual use. The optimal number of students in a batch for a normal laboratory session under the supervision of a teacher will be 16. In Computer laboratory and Language laboratory, the number can be more, or less, depending upon the availability of infrastructure. There shall be at least one teacher to supervise a batch of not more than 16 students in each laboratory session.

8.7

For tutorials, a group shall not generally be more than 15 students.

8.8

For supervision of Dissertation/Project, each student shall be assigned to a teacher. Not more than 15 students shall be assigned to a particular teacher in a semester for such supervisory work.

8.9

There shall be a minimum of 15 students but not more than 75 students for Open Courses.

8.10

Maximum number of students for Language Course shall not be more than 50

9. Evaluation and Grading

9.1

The Evaluation of each Course shall consists of two parts

1) Continuous Evaluation(CE)
2) End Semester Evaluation(ESE)

The CE and ESE ratio shall be 1:4 for both Courses with or without practical. There shall be a maximum of 80 marks for ESE and maximum of 20 marks for CE. For all Courses(Theory and Practical), Grades are given on a 7-point scale based on the total percentage of mark(CE+ESE) as given below.

Criteria for Grading

Percentage of marks	CCPA	Letter Grade
90 and above	9 and above	A+ Outstanding
80 to < 90	8 to<9	A Excellent
70 to <80	7to<8	B Very Good
60 to < 70	6to<7	C Good
50 to < 60	5to<6	D Satisfactory
40 to < 50	4to<5	E Adequate
Below 40	<4	F Failure

9.2 Continuous Evaluation (CE)

9.2.1

All records of Continuous Evaluation shall be kept in the Department and shall be made available for verification by the University, if and when necessary.

9.2.2

Attendance(Max.marks 5):

The allotment of marks for attendance shall be as follows:

Attendance less than 75 %	1 Marks
75 % & less than 80%	2 Marks
80% & less than 85%	3 Marks
85% & less than 90%	4 Marks
90% & above	5 Marks

9.2.3

Assignments or Seminars: (Max. marks 5)

Each student shall be required to do one assignment or one seminar for each Course. Valued assignments shall be returned to the students. The seminars shall be organized by the teacher/teachers in charge of CE and the same shall be assessed by a group of teachers including the teacher/ teachers in charge of that Course. Assignments/Seminars shall be evaluated on the basis of their quality. The teacher shall define the expected quality of an assignment in terms of structure, content, presentation etc. and inform the same to the students. Due weight shall be given for punctuality in submission. Seminar shall be similarly evaluated in terms of structure, content, presentation, interaction etc.

9.2.4

Tests: (Max. marks 10)

For each Course there shall be one class test during a semester. Valued answer scripts shall be made available to the students for perusal within 10 working days from the date of the test.

9.2.5 **Announcement of results of CE.**

The results of the CE shall be displayed within 5 working days from the last day of a semester. Complaints regarding the award of marks for CE if any, have to be submitted to the Head of the Department within 3 working days from the display of results of CE. These complaints shall be examined by the Department Committee and shall arrive at a decision, which shall be communicated to the student.

9.2.6

The Statement of marks of the CE of all the students shall be approved by the Department Committee, countersigned by the Principal and forwarded to the Controller of Examinations within 15 working days from the last day of the semester. The University has the right to normalize the CE, if required, for which separate rules shall be framed.

9.3

End Semester Evaluation (ESE):

End Semester Evaluation of all the Courses in all the semesters shall be conducted by the University. The results of the ESE shall be arranged to be published according to the Examination Calendar prescribed by the University Level Monitoring Committee (ULMC), which shall not exceed 45 days from the last day of the examination (see Clause 7.4).

10. **Project/Dissertation Work**:

10.1

For each First Degree Programme there shall be a Project/Dissertation Work.

10.2

The Project/Dissertation work can be done either individually or by a group not exceeding five students. However, Viva-Voce based on the Project/Dissertation work shall be conducted individually.

10.3

The topics shall either be allotted by the supervising teacher or be selected by the students in consultation with the supervising teacher.

10.4

The report of the Project/ Dissertation shall be submitted to the Department in duplicate before the completion of the sixth semester. There shall be no continuous assessment for Dissertation / Project work.

10.5

A Board of two Examiners appointed by the University shall evaluate the report of the Project/Dissertation work.

10.6

The detailed guidelines regarding the conduct and evaluation of the Project/ Dissertation will be framed by the Boards of Studies concerned.

11. **Social Service/Extension Activity**:

11.1

It is mandatory for a student to participate in any one of the following Social Service/Extension Activities for not less than forty hours, during the 3rd and 4th semesters, for successful completion of the Programme.

1) Health Education
2) Peoples Planning Programme
3) Debate Club
4) Environmental Activities
5) Human Rights Forum
6) Community Health Activity
7) Kerala State Literacy Mission
8) Performing Arts Club-Folklore
9) Media Club
10) Community Based activities
11) NSS
12) NCC
13) Sports Club
14) Science Club
15) Nature Club/Eco Club
16) Theatre Club
17) Planning Forum
18) Literary Club
19) Women's Study Unit
20) Anti-Ragging Cell
21) State Library Council Affiliated of CACEE Rural Public Libraries

11.2

There shall be a General Co-ordinator to be nominated by the College Council, for the conduct of all these activities.

11.3

A statement testifying the participation of the students shall be forwarded to the Controller of Examinations along with the statement of CE results of the 4th semester.

11.4

Those who have not secured the minimum number of hours of Social Service/Extension Activity during the 3rd and 4th semester shall secure the

minimum required attendance by attending such Programmes during the 5th semester. In such cases, the details about participation shall be forwarded to the Controller of Examinations, by the College authorities along with the Continuous Evaluation (CE) results of the 5th semester.

12 Grading System

12.1

Both CE and ESE will be carried out using Indirect Grading system on a 7-point scale.

12.2 Consolidation of Grades

The maximum mark for a Course (ESE theory) is 80. The duration of ESE is 3 hours.

12.3

The marks of CE shall be consolidated by adding the marks of Attendance, Assignment/ Seminar and Test paper respectively for a particular Course.

a	Attendance	5 marks
b	Assignment/Seminar	5 marks
c	Test Paper	10marks

12.4

Total marks for the ESE of Practical is 80.The components of ESE of Practical have to be set by the Chairmen, Boards of Studies, concerned.

12.5.

The marks for the components of Practical for Continuous Evaluation shall be as shown below.

a	Attendance	5 marks
b	Record	5 marks
c	Test	5 marks
d	Performance, Punctuality and Skill	5 marks

12.6

The marks of a Course are consolidated by combining the marks of ESE and CE (80+20).

12.7

A minimum of 40% marks (E Grade)is required for passing a Course with a separate minimum of 40%(E Grade) for Continuous Evaluation and End Semester Evaluation.

12.8

Consolidation of SCPA: SCPA is obtained by dividing the sum of Credit Points (CP) obtained in a semester by the sum of Credits (C) taken in that semester. After the successful completion of a semester, Semester Credit Point Average (SCPA) of a student in that semester shall be calculated.

Suppose the student has taken four Courses each of 4 Credits and two Courses each of 2 Credits in a particular semester, after consolidating the Grade for each Course. SCPA has to be calculated as shown in the example given below:

Consolidation of SCPA

Course Code	Title	Credit(C)	Marks(M)	Grades	Grade Points (G=M/10)	Credit Point CP=C*G
01	....	4	82	A	8.2	32.8
02	....	4	60	C	6.0	24.0
03	....	4	50	D	5.0	20.0
04	....	4	45	E	4.5	18.0
05	....	2	75	B	7.5	15.0
06	....	2	40	E	4.0	8.0
Total	....	20				119.8
SCPA= Total Credit Points/Total Credits=119.8/20=5.99=D Grade						

12.9

For the successful completion of a semester, a student has to score a minimum SCPA of 4.00 (E Grade). However, a student is permitted to move to the next semester irrespective of his / her SCPA.

12.10

Consolidation of CCPA: An overall letter Grade (Cumulative Grade) for the whole Programme shall be awarded to the student based on the value of CCPA using a 7-point scale, as given below. It is obtained by dividing the sum of the Credit Points in all the Courses taken by the student, for the entire Programme by the total number of Credits.

Consolidation of CCPA

Semester	SCPA Credit Point(CP)	SCPA Credit(C)
1	119	20
2	120	20
3	110	20
4	105	20
5	100	20
6	120	20
Total	674	120
CCPA=Total Credit Points of all semesters/Total Credits of all semesters=674/120=5.62 =D Grade		

Overall Grade in a Programme

Percentage of marks	CCPA	Letter Grade
90 and above	9 and above	A+ Outstanding
80 to< 90	8 to<9	A Excellent
70 to< 80	7 to<8	B Very Good
60 to< 70	6 to<7	C Good
50 to< 60	5 to<6	D Satisfactory
40 to< 50	4 to<5	E Adequate
Below 40	<4	F Failure

12.11

The Marks of the Courses taken over and above the minimum prescribed Credits, shall not be counted for computing CCPA.

12.12

For the successful completion of a Programme and award of the Degree, a student must pass all Courses satisfying the minimum Credit requirement as given in clause 7.8 and must score a minimum CCPA of 4.00 or an overall grade of E

12.13

Pattern of Questions

Question Type	Total number of Questions	Number of Question to be answered	Marks for each Questions	Total Marks
Very short answer type(One word to Maximum of 2 sentences)	10	10	1	10
Short answer(Not to exceed one paragraph)	12	8	2	16
Short essay(Not to exceed 120 words)	9	6	4	24
Long essay	4	2	15	30
Total	**35**	**26**		**80**

12.14

Promotion to Higher Semesters: Students who complete the semester by securing the minimum required attendance as specified in clause 7.11 and who register for the End Semester Evaluation conducted by the University of each semester alone shall be promoted to the next higher semester.

12.15

Repetition of the Semester Courses: Students who fail to secure the minimum required aggregate attendance during a semester shall be given one chance to repeat the semester along with the subsequent batch of students after obtaining re-admission, subject to provision contained in clause 6.1 and they will have to repeat the CE for all Courses.

12.16

Re-appearance of Failed Students: "Students who fail shall have to reappear for the ESE of the same along with the next regular batch of students." Candidates who fail to score 'E' grade in the ESE in any of the Course/Courses have to reappear for the ESE of the Course /Courses concerned with next regular batch of students. The number of chances or such appearances is limited to 5 and the same have to be done within a period of 12 continuous semesters including the semester in which they have first appeared.

However, students who fail to secure SCPA of 4.00 have to reappear for the ESE with the next regular batch of students for such courses for which they have secured the least Grade for improving the SCPA. Here also the number of appearance is limited to 5 and the same has to be done within a period of 12 continuous semesters including the semester in which they have first appeared.

In both cases (i.e. failure to obtain 'E' Grade for individual Course/Courses and 'SCPA of 4.00) students shall not be allowed to repeat the semester, but the marks secured by them for the CE part shall be carried over and added to the marks obtained in the ESE they reappear. However, those who fail in the CE (i.e. those who fail to secure a minimum of 'E' grade) will have one chance to improve

the same (except the marks for attendance) along with next regular batch of students.

12.17 **Improvement of ESE**

Candidates who have successfully completed the Semester, but wish to improve their marks for the End Semester Evaluation (ESE) shall have only one chance for the same along with the next immediate regular batch of students. In this case, the better marks obtained shall be considered for the calculation of SCPA.

12.18

Grace Marks: Grace marks shall be awarded for Sports/Arts/ NCC/NSS in recognition of meritorious achievements.

13. Mark cum Grade Sheet

13.1

The University under its seal shall issue to the students a Mark cum Grade Sheet on completion of each semester indicating the details of Courses, Credits Marks for CE and ESE , Grades, Grade Points, Credit Points and Semester Credit Point Average (SCPA)for each Course.

13.2

The Consolidated Mark cum Grade sheet issued at the end of the final semester on completion of the Programme shall contain the details of all Courses taken during the entire Programme including Additional Courses taken over and above the prescribed minimum Credits for obtaining the Degree. However, for the calculation of CCPA, only those Courses in which the student has performed the best with maximum Credit Points alone shall be taken subject to the minimum requirements of Credits for successful completion of a Programme.The Consolidated Mark cum Grade sheet shall indicate the CCPA and CCPA(S)* and the overall letter grade for the whole Programme. The Consolidated Mark cum

Grade sheet shall also indicate all the Audit Courses (Zero Credit) successfully completed by the student during the whole Programme.

13.3.

No student shall be eligible for the award of the Degree unless he/she has successfully completed a Programme of not less than 6 semesters duration and secured at least 120 Credits (excluding Credits for Social Service/Extension Activities) as prescribed by the Regulations.

13.4

The Degree to be awarded shall be called Bachelors Degree in the respective discipline (e.g. B. Sc. in Chemistry, B A in English, B Com etc.) as specified by the Boards of Studies and in accordance with the nomenclature specified by the Act and Statutes of the University.

* CCPA(S) is CCPA for specialized subjects. (It is computed in a similar manner but without considering the Language Courses, Foundation Course for Language and Open Course).

14. Monitoring of the Programme

Monitoring of the First Degree Programmes shall be done by Committees at three levels viz., Department Level Monitoring Committee (DLMC), College Level Monitoring Committee (CLMC), and University Level Monitoring Committee (ULMC).

14.1

Department Level Monitoring Committee (DLMC): A Committee consisting of the Head of the Department and all teachers of the Department shall monitor the conduct of Courses and evaluation under CE. This Committee shall examine the complaints, if any, from aggrieved students regarding the evaluation. The Head of the Department shall be the Chairperson and a teacher selected by the DLMC from among the members shall be the Convener.

14.2

College Level Monitoring Committee (CLMC): The College Level Monitoring Committee shall consist of the Principal, the Heads of the Departments and the elected representatives of teachers in College Council. The Principal shall be the Chairperson and a member selected by the CLMC from among the Heads of the Departments shall be the Convener. This Committee shall be responsible for the conduct of the First Degree Programmes, ensuring minimum instructional days, making arrangements for ESE (University Examinations) of various semesters etc. This Committee shall consider all the complaints not redressed by the DLMCs. While considering the complaints, by the CLMC, the College Union Chairperson shall be included as an invitee. The College Level Monitoring Committee shall be reconstituted by the Principal immediately on commencement of each academic year.

14.3

University Level Monitoring Committee (ULMC): The University Level Monitoring Committee (ULMC) shall be reconstituted by the Vice-Chancellor immediately on the commencement of each academic year.

The ULMC shall consist of the following members:

1) The Pro-Vice-Chancellor
2) Two Members of the Syndicate representing Teachers of the Affiliated Colleges nominated by the Vice-Chancellor.
3) A Dean nominated by the Vice-Chancellor
4) The Controller of Examinations
5) The Director, College Development Council (DCDC)
6) A Student Representative of the Syndicate
7) Two Members of the Academic Council nominated by the Vice-Chancellor

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The Pro-Vice-Chancellor shall be the Chairperson and DCDC shall be the Convener of the Committee. This committee shall be responsible for monitoring and conduct of the First Degree Programmes envisaged in this Regulations. This committee shall finalize the academic calendar and the conduct of the ESE in the colleges. This committee shall also serve as an appellate committee to examine and settle the complaints not redressed by the CLMC. The committee shall suggest amendments if any to the Regulations of the First Degree Programmes.

14.4

All Committees mentioned under Clause 14.1, 14.2 and 14.3 shall meet three times in a semester, at the beginning, middle and at the end of the semester.

14.5

All Committees shall be constituted at the beginning of each Academic Year

14.6

Quorum of the Committees

14.6.1

DLMC: 50% of the total number of the members in the Department shall form the quorum of this Committee. It is obligatory for the teacher/teacherin-charge of the CE for the particular Course/s to attend the meeting.

14.6.2

CLMC: 50% of the total number of members shall form the quorum of the Committee. It is obligatory for the Head of the Departments concerned, to be present in the meeting while a complaint pertaining to that Department is discussed in the Committee.

14.6.3

ULMC: Five members shall constitute the quorum for the meeting of this Committee.

15. Transitory Provision

Notwithstanding anything contained in these Regulations, the Vice-Chancellor shall for a period of three years from the date of coming into force of these Regulations, have the power to provide by order that these Regulations shall be applied to any Programme with such modifications as may be necessary.

16. Repeal

Regulations now in force is so far as they are applicable to Programmes offered in the Affiliated Colleges as mentioned in 2.1 and 2.2 and to the extent they are inconsistent with these Regulations are hereby repealed. In the case of any inconsistency between the existing Regulations and the Regulations relating to First Degree Programmes under the Semester Pattern in the Affiliated Colleges and Centres of the University in their application to Courses offered in the Affiliated Colleges and Centres of the University as mentioned in 2.1, the latter shall prevail.

Schedule I

1. Course Structure for B.A/B.Sc. Degree Programmes

Study Components	Number of Courses	Credits/Course	Total Credits
Language Courses a)English b)Additional Language Foundation Course	5 4 2	3-4 3-4 2-3	19 14 5
Core Course Complementary Course Project/Dissertation	12-15 8-10 1	2-4 2-3 4	46-52 22-28 4
Open Course	1	2	2
Elective Course	1	2	2

2. Course Structure for B. Com. Degree Programme

Study Components	Number of Courses	Credits/Course	Total Credits
Language Courses a)English b)Additional Language Foundation Course	4 2 2	3-4 4 2-3	14 8 5
Core Course Complementary Course Project/Dissertation	10 4 1	2-4 3 4	57 12 4
Open Course	1	2	2
Elective Course	1+4	2-4	18

Total number of Courses : 32 - 38

Minimum Duration : 6 semesters

Total Credits required for the Courses of Study : 120 Credits

Minimum Credit for Social Service/Extension Activity : 1 Credit.

Schedule 2

General Course Structure of the Career-related First Degree Programmes under CBCS system

All Programmes under schedule 2 are henceforth known as Career related First Degree Programmes. These Programmes are categorized into 2 groups viz. 2(a) & 2 (b).

2 (a)

Study Components	Number of Courses	Credits/Course	Total Credits
Language Courses a)English b)Additional Language Foundation Course	4 2 2	3 3 2-3	12 6 5
Core Course Vocational Courses Complementary Course Project/Dissertation	12-14 10-12 4-6 1	2-4 2-4 2-4 4	38 35 16 4
Open Course	1	2	2
Elective Course	1	2	2

Accumulated Total Minimum Credits required for Programmes of study = 120 Credits.

Minimum Credits for Social Services/Extension Activity = 1 Credit

Minimum Duration = 6 semesters

Programmes offered under 2 (a)

1) Botany and Biotechnology

2) Environmental Science & Environment and Water Management

3) Biochemistry &Industrial Micro Biology

4) Physics & Computer Application

5) Chemistry & Industrial Chemistry

6) Journalism & Mass Communication and Video production

7) Malayalam and Mass Communication

8) English & Communicative English

9) Commerce & Hotel Management and Catering

10) Commerce & Tax procedure and practice

11) Commerce and Tourism and Travel Management.

12) BPA (Vocal, Veena, Violin, Mridangam and Dance)

2 (b)

Study Components	Number of Courses	Credits/Course	Total Credits
Language Course English	2	2	4
Foundation Course	2	2-3	5
Core Course Complementary Course Project/Dissertation	20-32 0-4 1	2-4 2-3 4	74-98 0-12 4
Open Course	1	2	2
Elective Course	1-6	2-4	2-22

Accumulated Total Minimum Credits required for Programmes of study = 120 Credits.

Minimum Credits for Social Services/Extension Activity = 1 Credit

Minimum Duration = 6 Semesters

Programmes offered under 2 (b)

1) Biotechnology (Multimajor)

2) Commerce with Computer Application

3) Computer Science

4) Electronics

5) Computer Applications

6) Business Administration

7) Hotel Management and Catering Science