

No.RU/BOG-CIR/2013-14

Date: 16.12.2013

NOTIFICATION

Whereas, the draft “**The REVA University Regulations for Choice Based Credit System (CBCS) and Continuous Assessment Grading Pattern (CAGP) for Degree Programs, 2013**” were placed before the Academic Council, and the Board of Management, and the board of Governors in the meetings held on 16.05.2013 at 11.00 am, 18.05.2013 at 10.30 am and 11.12.2013 at 2.00 pm respectively.

Whereas, the Academic Council, and the Board of Management and the board of Governors in the above stated meetings have unanimously approved the said draft Statutes and the same are assented by the Chancellor on 16.12.2013.

Accordingly, the “**The REVA University Regulations for Choice Based Credit System (CBCS) and Continuous Assessment Grading Pattern (CAGP) for Degree Programs, 2013**” attached at **Annexure - A** are notified and these Statutes come into force from the date of assent of the Chancellor.


REGISTRAR

To,

1. All the Directors of various schools of REVA University
2. Director-Planning,
3. Dean, Research and Innovation, Director
4. Registrar(Evaluation)
5. CWC to: Hon'ble Chancellor, the Vice-Chancellor
6. Office copy

REVA UNIVERSITY REGULATIONS FOR CHOICE BASED CREDIT SYSTEM (CBCS) AND CONTINUOUS ASSESSMENT GRADING PATTERN (CAGP) FOR DEGREE PROGRAMS, 2013.

1. Title and Commencement:

These Regulations shall be called the “**The REVA University Regulations for Choice Based Credit System (CBCS) and Continuous Assessment Grading Pattern (CAGP) for Degree Programs, 2013**”.

These Regulations shall come into force from the academic year 2013-14.

2. The Programs.

The following Degree Programs and all such Degree Programs to be instituted and introduced in Reva University in coming years shall follow these regulations.

- 1) BBM (Bachelor of Business Management),
- 2) B Com (Bachelor of Commerce),

3. Definitions:

Course: Every course offered will have three components associated with the teaching-learning process of the course, namely:

(ii) L= Lecture (ii) T= Tutorial (iii) P= Practice, where:

L stands for **Lecture** session consisting of classroom instruction.

T stands for **Tutorial** session consisting participatory discussion / self study/ desk work/ brief seminar presentations by students and such other novel methods that make a student to absorb and assimilate more effectively the contents delivered in the Lecture classes.

P stands for **Practice** session and it consists of Hands on Experience / Laboratory Experiments / Field Studies / Case Studies that equip students to acquire the much required skill component.

In terms of credits, every **one hour session of L amounts to 1 credit per Semester** and a minimum of **two hour session of T or P amounts to 1 credit per Semester**, over a period of one Semester of

main discipline / subject of study or by sister / related discipline / subject of study. A Soft Core course may also be considered as an elective.

Open Elective Course:

An elective course chosen generally from other discipline / subject, with an intention to seek exposure is called an **Open Elective Course**.

Self Study Elective Course:

An elective course designed to acquire a special/advanced knowledge, such as supplement study/support study to a project work, and a candidate studies such a course on his own with an advisory support by a teacher is called a **Self Study Elective**.

Project work/Dissertation:

Project work/Dissertation work is a special course involving application of knowledge in solving / analyzing /exploring a real life situation / difficult problem.

Minor Project:

A project work up to **FOUR** credits is called **Minor Project** work.

Major Project:

A project work of **SIX** or **EIGHT** credits is called **Major Project** work.

Dissertation:

Dissertation work can be of **TEN** or **TWELVE** credits. A **Project/Dissertation work may be a hard core or a soft core as decided by the BoS concerned**.

4. Eligibility for Admission:

- a. Candidates who have passed 10 + 2 Examination conducted by PU Board Government of Karnataka , equivalent thereto and complying with the eligibility criteria shown in Annexure – I, are eligible for admission to B Com/ BBM Degree programs.

5.0 Scheme and Medium of Instructions:

- 5.1 A **Degree** program is of **5 Semesters - three years duration**. A candidate can avail a **maximum of 12 successive semesters** (including blank semesters, if any) – **i.e. 6 years (in one stretch) to**

ranks, medals and are eligible to apply for student fellowship, scholarship, free ships and hostel facilities.

5.6 Add on Proficiency Certification:

In excess to the minimum of 120 credits for Degree program in the concerned discipline / subject of study, a candidate can opt to complete a minimum of 4 extra credits either in the same discipline/subject or in different discipline / subject to acquire **add on proficiency diploma** in that particular discipline / subject along with the Degree.

The **add on proficiency certification** so issued to the candidate contains the courses studied and grades earned.

6.0 Continuous Assessment, Earning of Credits and Award of Grades.

The evaluation of the candidate shall be based on continuous assessment. The structure for evaluation is as follows:

6.1 Components of Assessment/Evaluation:

Assessment and evaluation processes happen in a continuous assessment mode. However, for reporting purposes, **a semester is divided into 3 discrete components identified as C1, C2, and C3.**

6.2 The performance of a candidate in a course will be assessed for a maximum of 100 marks as explained below.

6.2.1 Component C1:

The first component (C1), of assessment is for 25 marks. This will be based on test, assignment and seminar. During the first half of the semester (i.e. by 8th week), the first 50% of the syllabus will be completed. This shall be consolidated during first three days of 9th week of the semester. A review test based on C1 if any to be conducted/ assessment in any other form to be done be completed in the beginning of the 9th week and academic sessions should continue for C2 immediately after completion of process of C1. Beyond the 9th week, making changes in C1 is not permitted.

6.2.2 Component C2:

The second component (C2), of assessment is for 25 marks. This will be based on test, assignment, and seminar. The continuous assessment and scores of second half of the semester (9th to 17th week) will be consolidated during last three days of 17th week of the semester. During the second half of the semester the remaining units in the course will be completed. A review test

course concerned) drawn from the department/ discipline/ college and/ or from the sister departments/ sister disciplines.

(3) **One Senior Faculty Member / Subject Expert** drawn from outside the University department.

6.3 Setting Questions Papers and Evaluation of Answer Scripts:

6.3.1 Questions papers in three sets shall be set by the internal examiner for a course. Whenever there are no sufficient internal examiners, the Chairman of BoE shall get the question papers set by external examiners.

6.3.2 The Board of Examiners shall scrutinize and approve the question papers and scheme of valuation.

6.3.3 There shall be single valuation for all theory papers by internal examiners. In case, the number of internal examiners falls short, external examiners may be invited.

6.3.4 The examination for Practical work/ Field work/Project work will be conducted jointly by two internal examiners. However, the BoE on its discretion can also invite external examiners if required and if the external examiner so invited does not turn up, then both the examiners will be internal examiners.

6.3.5 If a course is fully of (L=0):T: (P=0) type, then the examination for C3 Component will be as decided by the BoS concerned.

6.3.6 In case of a course with only practical component a practical examination will be conducted with two examiners (ref: 6.3.4 above). A candidate will be assessed on the basis of a) Knowledge of relevant processes b) Skills and operations involved c) Results / Products including calculation/ conclusion and reporting.

6.3.7 The duration for semester-end practical examination shall be decided by the School Board.

6.3.8 Evaluation of Minor Project/ Major Project/Dissertation.

Right from the initial stage of defining the problem, the candidate has to submit the progress reports periodically and also present his/her progress in the form of seminars in addition to the regular discussion with the supervisor. At the end of the semester, the candidate has to submit final report of the project / dissertation, as the case may be, for final evaluation. Components of evaluation are as follows.

Component – I(C1): Periodic Progress and Progress Reports (25%)

L.T. P Distribution	Final Marks in C3
L:T:P	$\frac{[(L+T)*X]+[(T+P)*Y]}{L+2T+P}$
L:(T=0):P	$\frac{(L*X)+(P*Y)}{L+P}$
L:T:(P=0)	X
L:(T=0):(P=0)	X
(L=0):T:P	Y
(L=0):(T=0):P	Y
(L=0): T:(P=0)	Z

6.4 Provision to Drop the Course/Make up Examination:

In case a candidate secures less than 30% in C1 and C2 put together in a course, the candidate is said to have DROPPED that course, and such a candidate is **not allowed** to appear for C3 in that course.

In case a candidate's class attendance in a course is less than 75% or as stipulated by the University, the candidate is said to have DROPPED that course, and such a candidate is **not allowed** to appear for C3 in that course.

Teachers offering the courses will place the above details in the School Board meeting during the last week of the Semester, before the commencement of C3, and subsequently a notification pertaining to the above will be brought out by the Director of School before commencement of C3 examination.

A copy of this notification shall also be sent to the office of the Registrar & Registrar (Evaluation).

6.5 In case a candidate secures less than 30% in C3, he/she may choose DROP/MAKEUP option.

In case a candidate secures more than or equal to 30% in C3, but his/her grade (G) = 4, as per Section 6.9 below, then he/she may be declared to have been conditionally successful in this course, provided that such a benefit of conditional clearance based on G=4 shall be availed for a maximum of 4 credits only, for the entire Degree programme of three years.(Six semesters)

In case a candidate secures more than 30 % in C3 but G=4, then he/she may choose DROP/MAKE-UP option.

The candidate has to exercise his/her option immediately within 10 days from the date of notification of results. A MAKE-UP examination will be conducted within 25 days from the date of notification of

60-64	6.5	V*6.5
65-69	7	V*7
70-74	7.5	V*7.5
75-79	8	V*8
80-84	8.5	V*8.5
85-89	9	V*9
90-94	9.5	V*9.5
95-100	10	V*10

Here, **P** is the **Percentage of Marks** ($P = [(C1+C2)+M]$) secured by the candidate in a course which is rounded to nearest integer. **V** is the **Credit Value of Course**. **G** is the **Grade** and **GP** is the **Grade Point**.

6.11 Cumulative Grade Point Average (CGPA):

Overall Cumulative Grade Point Average (CGPA) of a candidate after successful completion of the required number of credits (40) is given by

$$\text{CGPA} = \frac{\sum \text{GP}}{\text{Total number of Credits}}$$

6.12 Classification of Results:

The Final Grade Point (FGP) to be awarded to the student is based on CGPA secured by the candidate and is given as follows.

CGPA	FGP	
	Numerical Index	Qualitative Index
$4 \leq \text{CGPA} < 5$	5	SECOND CLASS
$5 \leq \text{CGPA} < 6$	6	
$6 \leq \text{CGPA} < 7$	7	FIRST CLASS
$7 \leq \text{CGPA} < 8$	8	
$8 \leq \text{CGPA} < 9$	9	DISTINCTION
$9 \leq \text{CGPA} \leq 10$	10	

finalized latest by 17th week of the semester and should be submitted to the office of the Registrar – Evaluation.

9. The candidates dropped because of lack of C1 + C2 score or because of attendance shortage shall not be allowed to appear for C3 examination.
10. If a candidate scores less than 30% in C3 in final examination including the possibility that the candidate could be absent for C3, then such a candidate will be allowed to appear for the immediate make-up examination only.
11. The process of re-registration or registration during spilled over semester (if any) shall be automatic and shall be treated as a normal registration process. So separate directions shall not be issued.
12. All departments should notify the open electives which shall be offered during the upcoming semester in the last month of the on-going semester. The first provisional list of selected candidates for the open elective course should be notified 15 days earlier to the last date of the on-going semester. The second list and finalization of the list of students for open elective of the next semester should happen latest by five days before the last date of closure of the on-going semester. This should be automatically taken care of by the department. Separate circular will not be issued.
13. If a candidate drops any course after the announcement of final grade, it should be brought the notice of the Registrar – Evaluation within 10 days from the date of issue of provisional Grade cards.