



### 3. COURSE STRUCTURE :

The Course Structure of the Academic Programmes under the CBCS shall be as per the Course Structure given in **Annexure I**. The nature of the Courses for all Under Graduate Academic programmes shall be as below :

**a) Core Courses** : Compulsory components of an Academic Programme. These Courses are to be compulsorily studied as a core requirement for the programme. The contents of the Core Courses shall be as per the UGC Model Curriculum for the subject/ discipline concerned. However, the Boards of Studies concerned may recommend maximum of 20% deviation from the UGC Model Syllabi wherever requires.

In case, UGC does not provide model Syllabi/ Curriculum, the Board of Studies shall propose their own Core Courses keeping parity of total numbers of credits/ courses with other similar subjects/ disciplines.

**b) Elective Courses** : Elective courses shall be chosen by each student from a pool of courses. These courses may be intra-departmental, i.e. Discipline Specific Elective (DSE) as well as inter-departmental, i.e., Generic Elective (GE). The students shall have to choose minimum number of DSE and GE in every semester as prescribed in the Course Structure. These courses shall be :

- (i) supportive to the discipline of study
- (ii) providing an expanded scope
- (iii) enabling an exposure to some other discipline/ domain
- (iv) nurturing student proficiency/ skill

There shall be a basket of at least eight Elective Courses having equal number of credits. For the students of the same discipline/ subjects these elective courses shall be intra-disciplinary and shall be called DSE Courses. If the students of other discipline/ subjects (**within the Programme**) opt these electives shall be considered as inter-disciplinary and shall be called GE courses.

**Further, there may be few courses conducted under the UGC's Programmes on Massive Open Online Course (MOOC)s. The University may time to time fix the criteria for MOOCs as per the relevant UGC Guidelines on digital education.**

**c) Ability Enhancement Courses (AEC)** : The Ability Enhancement Courses shall be of two kinds- 'Ability Enhancement Compulsory Courses' and 'Skill Enhancement Courses'. These courses shall be inter-disciplinary (**within the Programme**) in nature. 'AEC' Courses are the courses based upon the



content that leads to Knowledge enhancement.

- i. Ability Enhancement Compulsory Courses (AECC):(a) Environmental Science (2 Credit), (b) Communicative English (2 Credit) and (c) Alternative English/Communicative Hindi /MIL (2 Credit).

The term  
'Non-Honours'  
is inserted

**For BA and B.Com (Non-Honours) Programmes, there shall be a Multi-disciplinary Course of 4 Credits.**

- ii. Skill Enhancement Courses (SEC): (minimum 4 credits): These courses may be chosen from a pool of courses designed to provide value-based and/or skill-based knowledge and should contain both theory and lab/handson/ training/fieldwork. The main purpose of these courses is to provide students life-skills in hands-on mode so as to increase their employability. The list provided under this category are suggestive in nature and each University has complete freedom to suggest their own papers under this category based on their expertise, specialization, requirements, scope and need. The List of Skill Enhancement Courses (SEC) are given as Annexure II.

A Course may also take the form of a Dissertation/ Project work/ Practical training/ Field work/ Seminar, etc.

A student shall have to study the academic programme as per the scheme of the Programme. Even if a candidate earns the required number of credits before completion of the full duration of the programme, he/she shall not be entitled for the degree.

#### 4. GRADING SYSTEM :

The absolute grading system shall be applied in evaluating performance of the students.

The following scale of grading system shall be applied to indicate the performances of students in terms of letter grade and grade points as given below :

Letter Grade with meaning		Grade Point*
O	Outstanding	10 (Marks securing above 90%)
A+	Excellent	9 (Marks securing 80%-90%)
A	Very Good	8 (Marks securing 70% -80%)
B+	Good	7 (Marks securing 60% -70%)
B	Above Average	6 (Marks securing 50% -60%)
P	Pass	5 (Marks securing 40% -50%)
F	Fail	0 (Marks securing below 40%)
Abs	Absent/ Incomplete	0

\* Exclusive Class Interval technique shall be followed in calculation of Grade Point.



The Letter grade 'B+' and above shall be considered as First Class and Letter grade 'B' shall be considered as Second Class.

A student is considered to have completed a course successfully and earned the prescribed credits if he/she secures a letter grade other than F (Failed) or 'Abs' (Absent/Incomplete).

If a candidate secures 'F' grade in a Course, he/she shall have to reappear in the Course in the next legitimate chance.

If a student secures 'F' grade in Project Work/ Dissertation/ assignment etc., he/she shall have to re-submit it after necessary revisions. The Result shall be declared with next regular batch.

'Abs' grade shall be awarded to a candidate if he/she has not fulfilled the following requirements :

(i) If a candidate fails to appear in any Course(s) in an end semester examination.

(ii) If a candidate fails to submit the project work/dissertation / assignment of an end semester examination.

(iii) If a candidate is certified as not eligible to appear in any course(s) in an end semester examination by the Course Teacher(s) due to insufficient attendance in lectures, tutorials, practical or field works.

The candidates not appearing in a Semester Examination shall be considered as an 'Abs' candidate and that will be reflected in the Grade Sheet of the candidate. These candidate shall have to convert the 'Abs' grade by appearing in the next examination on the Course (provided he/she has legitimate chance to appear the Course) concerned or by submitting project work/dissertation/ assignment etc.

Results of the candidates appeared in the Betterment or Backlog Examinations shall not be counted for the award of Prizes/Medals, Rank or Distinction.

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**A. DETAILS OF COURSES UNDER B.A./B.COM. (HONORS) :**

Course	*Credits	
	Theory+Practical	Theory+Practical
<b>I. Core Course (6 Credits)</b> <b>(14 Courses)</b> Core Course Practical / Tutorial*	14X(4+2)=84	14X(4+2)=84
<b>II. Elective Course (6 Credits)</b> <b>(8 Courses)</b>		
A.1. Discipline Specific Elective <b>(4 Courses)</b> Discipline Specific Elective Practical / Tutorial*	4X(4+2)=24	4X(4+2)=24
Generic Elective / Interdisciplinary <b>(4 Courses)</b> Generic Elective Practical / Tutorial*	4X(4+2)=24	4X(4+2)=24

- **Optional Dissertation or project work in place of one Discipline Specific Elective Course (6 credits) in 6<sup>th</sup> Semester.**

**III. ABILITY ENHANCEMENT COURSE :**

AECC		SEC	
COURSE TITLE	Credit	COURSE TITLE	Credit
Environmental Studies / Science	2	SEC I - Course I	2
Communicative English	2	SEC I - Course II / SEC II	2
MIL / Communicative Hindi / Alternative English	2		
Total = 6 Credits		Total = 4 Credits	



### **TOTAL CREDIT STRUCTURE (MINIMUM) :**

CORE	DSE	GE	AECC	SEC	TOTAL
14 Courses of 6 Credits	14 Courses of 6 Credits	14 Courses of 6 Credits	3 Courses of 2 Credits	4 Credits (2+2)	26 Courses
84	24	24	6	4	142

\* Institute should evolve a system / policy about ECA / General Interest / Hobby / Sports / NCC / NSS / related course on its own.

\*\* Wherever there is a practical there will be no tutorial and voce-versa.

### **SEMESTER-WISE DISTRIBUTION OF COURSES IN B.A. / B. COM. HONOURS (CBCS)**

SEM	CORE COURSE (14)	Ability Enhancement Compulsory Course (AECC) (2)	Skill Enhancement Course (SEC) (2)	Elctive : Discipline Specific DSE (4)	Elective Generic (GE) (4)
I	C 1 (6C)	AECC 1 Communicative English (2 C)			GE-1 (6C)
	C 2 (6C)	AECC 2 MIL / Communicative Hindi / Alternative English (2C)			
II	C 3 (6C)	AECC 3			GE-2 (6C)
	C 4 (6C)	Environmental Science / Studies (2C)			
III	C 5 (6C)		SEC-1.1 (2C)		GE-3 (6C)
	C 6 (6C)				
	C 7 (6C)				
IV	C 8 (6C)		SEC-1.2 (2C)		GE-4 (6C)
	C 9 (6C)				
	C 10 (6C)				
V	C 11 (6C)			DSE-1 (6C)	
	C 12 (6C)			DSE-2 (6C)	
VI	C 13 (6C)			DSE-3 (6C)	
	C 14 (6C)			DSE-4 (6C)	



## **B. DETAILS OF COURSES OF THE B.SC. NON-HONORS PROGRAMME IN CBCS :**

Course	*Credits	
	Theory+Practical	Theory+Practical
<b>I. Core Course (6 Credits)</b> <b>(12 Courses)</b> 04 Courses from each of the 03 Discipline of choice  <b>Core Course Practical / Tutorial*</b>	12X(4+2)=72	12X(5+1)=72
<b>II. Elective Course (6 Credits)</b> <b>(6 Courses)</b> Two Courses from each discipline of choice including Course of interdisciplinary nature.  <b>Elective Course Practical / Tutorials*</b>	6X(4+2)=36	6X(5+1)=36
<ul style="list-style-type: none"> <li>● <b>Optional Dissertation or project work in place of one Discipline Specific Elective Course (6 credits) in 6<sup>th</sup> Semester.</b></li> </ul>		

### **III. ABILITY ENHANCEMENT COURSE :**

AECC		SEC	
COURSE TITLE	Credit	COURSE TITLE	Credit
Environmental Studies / Science	2	SEC 1.1	2
Communicative English	2	SEC 2.1	2
MIL / Communicative Hindi / Alternative English	2	SEC 1.2	2
		SEC 2.2	2
Total = 6 Credits		Total = 8 Credits	

### **TOTAL CREDIT STRUCTURE (MINIMUM) :**

CORE	DSE	GE	AECC	SEC	TOTAL
12 Courses of 6 Credits (4 Courses from 3 disciplines)	6 Courses of 6 Credits (2 Courses from 3 disciplines)		3 Courses of 2 Credits	4 Courses of 2 Credits (two different skill subjects)	25 Courses
72	36		6	8	122



**C. DETAILS OF COURSES OF THE B.A./B.Com. NON-HONOURS PROGRAMMES IN CMCS :**

Course	*Credits	
	Theory+Practical	Theory+Practical

**I. Core Course (6 Credits)  
(12 Courses)**

12X(4+2)=72

12X(4+2)=72

- Two Courses – English
- Two Courses – Hindi / MIL
- Four Courses – Discipline 1.
- Four Courses – Discipline 2.

**II. Elective Course (6 Credits)  
(6 Courses)**

6X(4+2)=36

6X(4+2)=36

- Two Courses – Discipline 1 specific
- Two Courses – Discipline 2 specific
- Two Courses – Inter disciplinary
- Two Courses from each discipline of choice and two Courses of interdisciplinary nature.

**Elective Course Practical / Tutorials**

- **Optional Dissertation or project work in place of one Discipline Specific Elective Course (6 credits) in 6<sup>th</sup> Semester.**

**III. ABILITY ENHANCEMENT COURSE :**

AECC		SEC	
COURSE TITLE	Credit	COURSE TITLE	Credit
Environmental Studies / Science	2	SEC 1.1	2
Multi-disciplinary Course	4	SEC 2.1	2
		SEC 1.2	2
		SEC 2.2	2
Total = 6 Credits		Total = 8 Credits	


**TOTAL CREDIT STRUCTURE (MINIMUM) :**

CORE	DSE	GE	AECC	SEC	TOTAL
12 Courses of 6 Credits (2 Eng + 2 Hindi/ MIL/ Alt. Eng. + 8 DSC)	4 Courses of 6 Credits (2 Courses from 2 DSE)	2 Courses of 6 Credits	1 Course of 2 Credits + 1 Course of 4 Credit	4 Courses of 2 Credits (two different skill subjects)	24 Courses
72	24	12	6	8	122

**G. SEMESTER-WISE COURSE STRUCTURE OF THE B.A./B.Com. PROGRAMME IN CBCS.**

SEM	CORE COURSE (12 Courses of 6 Credits each)	Ability Enhancement Compulsory Course (AECC) (2)	Skill Enhancement Course (SEC) (2)	Elective : Discipline Specific DSE (4)	Elective Generic (GE) (4)
I	General English 1.1	Multi-disciplinary Course (4C)			
	DSC - 1 A				
	DSC - 2 A				
II	Comm. English - 1.2	Environmental Science (2C)			
	DSC - 1 B				
	DSC - 2 B				
III	Comm. Hindi / MIL / Alt. Eng. 1.1		SEC-1.1 (2C)		
	DSC - 1 C				
	DSC - 2 C				
IV	Comm. Hindi / MIL / Alt. Eng. 1.2		SEC-2.1 (2C)		
	DSC - 1 D				
	DSC - 2 D				
V			SEC-1.2 (2C)	DSE-1 A	GE-1
				DSE-2 A	
VI			SEC-2.2 (2C)	DSE-1 B	GE-2
				DSE-2 B	





## ANNEXURE II

### Skill Enhancement Course (SEC) for the B.A. / B.Sc. / B. Com. Programmes in the CBCS

1. Creative Writing.
2. Teaching in Elementary Level.
3. Entrepreneurship Development.
4. Retail Management.
5. Desktop Publishing.
6. Travel and Tourism management
7. Photoshop and Web Design.
8. maintenance and Repairing of Electrical and Electronic Appliances.
9. Sericulture.
10. Floriculture and Landscaping.
11. Vermicompost.
12. Photoshop.
13. Web Design.
14. Human Rights.
15. Wildlife Photography.
16. Intellectual Property Rights.
17. Health and Sanitation Practice.

## ANNEXURE III

### Rules for Internal Assessment in B.A./B.Sc./B.Com. Programmes in Semester System

1. The marks allotted for Internal Assessment (20%) in each course shall be based on the following :
  - a) **Sessional Examination I (Written)** : 25% of the marks allotted for internal assessment.
  - b) **Sessional Examination II (Written)** : 25% of the marks allotted for internal assessment.
  - c) **Seminar / Group Discussion** : 25% of the marks allotted for internal assessment.
  - d) **Attendance** : 25% of the marks allotted for internal assessment.
2. Each sessional examination shall be conducted by the concerned teacher(s) of the course. The setting of question paper, invigilation duty, evaluation of answer scripts for each paper shall be done by the concerned teacher(s) as a part of his/her/their normal duty. The teacher



concerned shall fix the date of the sessional examination of each course complying with the Academic Calendar of the University.

3. The students shall have to write the answers in the scripts provided and duly authenticated by the college / institute concerned.
4. After evaluation, the answer scripts should be shown to the students and corrections should be made if necessary. After this, the answer scripts should be collected back from the students.
5. There shall be no provision for “repeat” / “betterment” in the sessional examination. If a student misses any sessional examination for unavoidable reasons, the concerned teacher may allow the student to appear in a separate examination at his / her own discretion.
6. The marks of internal assessment secured by a candidate shall be carried over to next legitimate chances.
7. If a course is taught by more than one teacher then the concerned teacher shall conduct the process of internal assessment together.
8. If any student fails to appear in internal assessment, he / she shall not be eligible to appear in the end semester examinations of the course(s) concerned. The colleges / institutes shall notify the same prior to filling up forms for examinations.
9. At the end of the semester (before the end-semester examinations begin) the concerned College shall submit the internal assessment marks in proper format to the University.
8. The University may call the answer script from the colleges / institute at any time during the academic sessions.

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