VIDYASAGAR UNIVERSITY
MIDNAPORE

REGULATIONS FOR THE SEMESTER PROGRAMME IN POST - GRADUATE COURSES
(As amended by the Eighth Executive Council on 28.08.2017 and 06.11.2017)

1. Academic Session :

a) All the Post Graduate Courses in the University excepting those of B.Lib.I.Sc, M.Lib.I.Sc, M.C.A. and M.B.A. shall be of two year duration consisting of two semesters in a year. B.Lib.I.Sc. & M.Lib.I.Sc. courses shall be of one year duration each consisting of two Semesters. The M.C.A. and M.B.A. Courses shall be governed by separate Regulations.

(b)   The academic session normally shall start in July each year.

(c)   Each academic session shall comprise of two Semesters :

- Odd Semester –July to December
- Even Semester –January to June

(d) 14 (fourteen) days preparatory leave shall be provided before each Semester Examination.

(e) No. of teaching days will be at least 65days; If the No. of teaching days becomes less than 65 days in a Semester due to certain unforeseen problems / events beyond control, the Head of the concerned department will take special permission from the Hon'ble Vice-Chancellor.

2. Academic Calendar

(a) The academic calendar shall be published for each Semester prior to the commencement of the Semester.

(b) Exact dates of all the important events, commencement of classes, holidays, days of teaching and assessment, preparatory leave, dates of examinations, recess etc shall be included.

(c) Calendars shall also indicate the date of commencement of classes in the next Semester.

3. Academic Load :

(a) The total marks for the Semester Courses in the different programmes or discipline shall be as follows:

- In laboratory based Science Subject : 1200 Marks. The ratio of theory and experiment shall be either 2:1 or 7:5 depending on the requirement of the subject concerned.
- In Arts / Humanities Subjects : 800 Marks
- In Commerce : 1000 Marks

The total load shall be uniformly among all the Semesters.

(b) All theory and experimental papers shall have 50 marks which shall be known as a Course.

(c) The following Subject Code will be followed in the Post-Graduate Courses from the academic session 2013-14.

Sl. No.	Subject	Code
1	Bengali	BNG
2	Education	EDN
3	English	ENG
4	Commerce	COM
5	Economics	ECO

6	Hindi	HIN
7	History	HIS
8	Bachelor of Library and Information Science	BLI
	Master of Library and Information Science	MLI
9	Master of Business Administration	MBA
10	Philosophy	PHI
11	Political Science with Rural Administration	PLS
12	Sanskrit	SAN
13	Sociology	SOC
14	Santali	SNT
15	Anthropology	ANT
16	Applied Mathematics with Oceanology and Computer Programming	MTM
17	Fisheries Science	FSC
18	Bio-Medical Laboratory Science and Management	BLM
19	Botany	BOT
20	Chemistry	CEM
21	Clinical Nutrition & Dietetics	CND
22	Computer Science	COS
23	Electronics	ELC
24	Geography	GEO
25	Human Physiology	PHY
26	Microbiology	MCB
27	Physics	PHS
28	Remote Sensing and GIS	RSG
29	Zoology	ZOO
30	Bio-Chemistry	BIC
31	Bio-Technology	BIT
32	Nutrition and Dietetics	NUD
33	Master of Social Work	MSW
34	LLM	LLM
35	Master of Computer Application	MCA
36	Master of Physical Education	PED

(d) After the Subject Code the first digit represents the Semester such as
- Semester-I – 1
- Semester-II – 2
- Semester –III – 3
- Semester-IV – 4
    a) The 2nd and 3rd digit represent Course No. starting from 01 e.g. 01,02,03,04,05,06
    b) Each theory course shall consist of one group of 50 marks or a maximum two groups with each group having a coverage of 25 marks.

c) For each Theory Course, the minimum number of teaching hours in a Semester shall be at least 50(fifty).

d) For Experimental paper, the minimum number of contact hours per Course of 50 marks shall be 75(seventy five) in a Semester.

4. Admission :

    a. In the beginning of each academic year, the admission criteria for all PG Programmes shall be notified by the Faculty Council (both in the University Departments and in the affiliated or Constituent Colleges)

    b. Admission is based on the performance in the last qualifying University Examination. In case of tie between students, the performance in the Higher Secondary Examination shall be considered in preparing the Merit Lists.

    c. Admission to each PG Courses (both in the University Department and in affiliated or Constituent Colleges) shall be made through counselling on a date to be announced in the Admission Notice.

    d. The Secretary, Faculty Councils for PG Studies shall co-ordinate the admission process.

    e. The Head of the Post-Graduate Department of the university or his / her nominee will chair the counselling session for admission to the PG Courses.
Provided that the Principal and the Head of the department of the subject / discipline concerned of the college and the Head of the Post-Graduate department of the University or his / her nominee shall be present in the counselling Board in case of admission to P.G. Courses in an affiliated or constituent college. The Principal of the college shall chair the session.

5. Evaluation

    (a) The departmental Committee shall appoint a Course in-Charge for each course in a department.

    (b) 75% attendance in a Semester shall be mandatory for appearing at the Semester examination concerned.

    (c) The evaluation of the students shall be a continuous process and shall be based on their performances in short tests / tutorial / term papers / assignment / regular laboratory performance and the Semester Examination.

    (d) The continuous performance shall be evaluated by the Course in-Charge. The performance report (evaluated out of 20% of the maximum marks for a course) shall be submitted by the Course-in-Charge to the Head of the Department or Principal of an affiliated or the constituent colleges who shall forward all the internal marks to the Controller of Examinations at least a week before the commencement of Semester Examination.

    (e) In the Semester Examination, each paper shall be evaluated on 40 marks (80% of the marks allotted in a Course)

    (f) The final performance in a paper shall be taken as the total or aggregate of the marks obtained in internal assessment evaluation and the marks obtained at the Semester Examinations.

    (g) The qualifying marks for each theory paper shall be 30% and in the aggregate in each Semester it shall be 40%.

    (h) A student who secures 40% in aggregate in a Semester but scores less than 30% in not more than two theory papers (Theory / Practical) shall be provisionally promoted to the next Semester, but declared failed in the papers in which he / she scores less than 30%. He / she shall be required to clear these back papers in next two chances. For these papers the qualifying marks shall be 30%.

    (i) A student who does not secure 40% in aggregate in the Semester but secures 40% in all but two theory papers in the Semester, shall provisionally be promoted to the next Semester but

declared failed in the papers in which he / she secured less than 40%. He / she shall be required to clear these back papers in next two chances subject to the conditions stipulated in (h).

(j) If a student fails to qualify in more than two papers in a Semester, he / she will have to repeat the Semester in the next academic session.

(k) A student may have a maximum of 4 back papers at any time of his / her tenure.

(l) The back papers of the first, second and the third semesters shall only be cleared with the regular semester examinations in the next academic session.

(m) The back papers of fourth semester shall be cleared in a special examination to be conducted within six weeks of the publication of the results or in the regular examinations in the next academic session, to be decided by the Controller of Examinations.

(n) A student shall have to qualify in all the semesters to qualify for the degree.

(o) A student shall be allowed a maximum of consecutive four years to complete the two year Post-Graduate Programme of the University.

(p) The Choice Based Credit System (CBCS) has been implemented in PG courses of university and colleges from the academic session 2016-17 as per Resolutions of the Joint Faculty Councils of Arts & Commerce and Science in its meeting held on 26.05.2015 and approval of the Executive Council in its meeting dated 05.006.2015.

(q) The marks of Core Course of the faculties will be as follows :
Arts - 700 Marks, Commerce – 900 Marks, Science- 1100 Marks

(r) The Elective Course will be of 100 Marks in each PG course.
Semester- II : 50 Marks, Semester-III : 50 Marks

(s) The credit of Core Course of the faculties will be as follows:

Faculty	No. of Papers	Credit per paper	Total Credit
Arts	14	6	84
Commerce	18	(a) 15 Papers 5	87
		(b) 3 Papers 4	
Science	22	4	88

(t) The credit of Extra-departmental course / Elective Course of two papers(one paper in Semester-II and one Paper in Semester-III) in each subject will be 4 + 4.

(u) The following Papers of M.Com. will carry 4 Credits:
Semester – II : COM- 203
Semester – III : COM – 302
Semester-IV : COM – 402
All other Papers will carry 5 Credits each.

(v) Economics is under the Faculty of Arts & Commerce and Geography and Environment Management is under the Faculty of Science.

(w) Grade and Grade Points

Percentage of Marks obtained	Grade	Grade Points(Gi)
90 & above	O (Outstanding)	10
80-89	A+ (Excellent)	9
70-79	A (Very Good)	8
60-69	B+ (Good)	7
50-59	B (Above Average)	6
40-49	C (Average)	5
30-39	P (Pass)	4
Below 30	F (Fail)	0
Absent	Ab	0

(x) *Semester Grade Point Average (SGPA)* : SGPA for each semester will be calculated using the formula:

$$SGPA\ (Si) = \frac{\sum (Ci \times Gi)}{\sum Ci}, \qquad \text{Where } Ci = \text{Credit hour, } Gi = \text{Grade point}$$

(y) *Cumulative Grade Point Average (CGPA)* =: CGPA for all semesters will be calculated using the formula:

$$CGPA = \frac{\sum (Ci \times Si)}{\sum Ci}$$

(z) In the Marksheets of the Post Graduate & other courses the marks of (i) Internal assessment, (ii) Theory / Practical / Dissertation will be mentioned separately, as applicable.

(aa) The Marksheet will carry the marks, Credit, Grade and Grade Points, Credit Points.

(bb) The Percentage of marks will also be shown in the Marksheets.

6. Examination :

(a) 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 on the dates specified in the academic calendar.

(b) Except for the professional courses, the Semester Examination shall generally be conducted centrally by the Controller of Examinations.

(c) For each Theory paper, two sets of questions are requisitioned, one from the Course in-Charge and the other from an expert from other University / Institution / Research Centres of Repute. The papers are moderated by a Board comprising all the Course-in-Charge and two external experts (presence of at least one expert is mandatory). The Chairman of the P.G. Board of Studies in the concerned subject shall chair the Moderation Meeting.

(d) In the 1st and 2nd Semesters, 75% of the theory papers is examined by the internal examiners and 25% by the external examiners course-wise and on rotational basis to be decided by the P.G. Board of studies concerned.

(e) Semester practical examinations shall be evaluated by both internal and external examiners.

(f) 50% of the theory papers may be re-examined on request by the examinee subject to the condition that he / she secures a minimum of 40% of marks in the rest of theory papers.

7. Award of Degree:

(a) The degree shall be awarded only after the student qualifies in all the Semesters of the prescribed programme subject to the conditions laid down in section .

(b) The students who qualify for the degree and secured 60% or more in the aggregate shall be placed in the First Class. Other qualified students are placed in the second class.

(c) The mark sheets of each Semester shall be issued only after a student clears all the papers in that Semester.

(d) A total of maximum 5 grace mark(s) may be awarded in order to enable the candidate to qualify for or pass the final examination.

(e) A total of maximum 5 marks in the aggregate of all Semesters in programme, shall be given grace marks to an extent that their total marks becomes just 50 %.

(f) A total of maximum 5 marks in the aggregate of all Semesters in programme shall be given grace marks to an extent that their total marks becomes just 55%.

(g) A total of maximum 5 marks in the aggregate of all Semesters in programme shall be given grace marks to an extent that their total marks becomes just 60%.

(h) The grace marks awarded shall be added with one or two courses in the final semester in which the student secures the lowest marks. If marks increase after Review and the increased marks exceeds the grace marks, only extra marks above grace marks will be added.

(i) The deficit award will be shown in the Tabulation Sheet by + sign in the lowest mark and not in the Mark Sheet.

8. List of UG colleges where PG courses are running with their Code w.e.f. the academic year 2015-16 / 2016-17

Sl. No.	Code No.	Name of college
1.	01	Bajkul Milani Mahavidyalaya
2.	02	Belda College
3.	03	Bhatter College
4.	04	Egra Sarada Sashi Bhushan College
5.	05	Kharagpur College
6.	06	Mahishadal Girls' College
7.	07	Mahishadal Raj College
8.	08	Mugberia Gangadhar Mahavidyalaya
9.	09	Panskura banamali Cillege
10.	10	Pingla Thana Mahavidyalaya
11.	11	Prabhat Kumar College
12.	12	Ghatal Rabindra Satabarshiki Mahavidyalaya
13.	13	Raja Narendra Lal Khan Women's College
14.	14	Tamralipta Mahavidyalaya
15.	15	Vivekananda Mission Mahavidyalaya
16.	16	Haldia Govt. College
17.	17	Jhargram Raj College
18.	18	Sevayatan Sikshan Mahavidyalaya
19.	19	Oriental Institute of Science & Technology
20.	20	Vidyasagar Institute of Health
21.	21	Vidyasagar School of Social Work
22.	22	AMIK, Institute of Management Science & Technology
23.	23	Haldia Law College
24.	24	Eastern Institute for Integrated Learning in Management(EIILM)
25.	25	Bengal Institute of Business Studies (BIBS)
26.	26	Narajole Raj College
27.	27	Sarsuna Law College
28.	28	Sabang Sajanikanta Mahavidyalaya
29.	29	Sitananda College
30.	30	Midnapore City College

22.11.17

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