

पुणे विद्यापीठ

महाविद्यालय व विद्यापीठ
विकास मंडळ,
पुणे विद्यापीठ,
पुणे-४११००७.



दुरध्वनी क्रमांक:
(०२०) २५६०१२५५

संदर्भ क्र.:पुवि/म.वि.वि.मं./111

दिनांक: ०८.०४.२०१३

प्रति,
मा. प्राचार्य,
सर्व संलग्नित महाविद्यालये,
पुणे विद्यापीठ,
पुणे.

विषय : संलग्नित महाविद्यालयातील पदव्युत्तर केंद्रामध्ये श्रेयांक पध्दती
(क्रेडीट सिस्टीम) लागु करणेबाबत....

महोदय/महोदया,

विद्यापीठ अधिकार मंडळाने घेतलेल्या निर्णयानुसार सर्व संबंधितांना कळविण्यात येते
की, संलग्नित महाविद्यालयांतील पदव्युत्तर केंद्रामध्ये श्रेयांक पध्दती (क्रेडीट सिस्टीम) लागु
करणेबाबतची नियमावली सोबत जोडण्यात आलेली आहे.

कळावे,

सोबत : नियमावली.

संचालक
म.वि.वि.मं.

8.4.2013

Rules and Regulations for the Credit and Semester System
in Post Graduate Centres of the affiliated colleges of the
University of Pune

w.e.f. Academic year 2013-14

Preamble

In pursuance of the decision to implement Credit System at the Post Graduate level and ensure continuous assessment, the UoP has decided to implement the Credit & Semester System (CSS) in all its affiliated colleges and recognized institutions where post graduate courses are conducted.

1. General administration

- 1.1 These rules and regulations shall be applicable to the conduct of CSS initially for three years, i.e., for students admitted in the academic year 2013-14 onwards.
- 1.2 In 2015-16, Hon VC will appoint an appropriate committee to review and revise these rules.
- 1.3 There shall be a Coordination Committee at University level for CSS. Director, BCUD shall be the Chairperson of the Coordination Committee. The constitution of committee shall be as follows :
 1. Director, BCUD – Chairman
 2. Three Members of Management Council nominated by the Management Council
 3. Deans of all faculties
 4. Two experts nominated by Hon. Vice Chancellor

This Committee shall take all decisions arising out of these rules and regarding the implementation of CSS at PG Centers.

2. Conduct of the Credit and Semester System in PG Centers

2.1 The post-graduate degree will be awarded to students who obtain a total credit as follows:

Sr. No.	Name of the Faculty	Total credits	Average credits per semester
1.	Faculty of Science, Engineering, Pharmacy, Management, Technology	100	25
2.	Faculty of Arts & Fine Arts, Social Sciences, Commerce, Education, Physical Education, Law	64	16/32*

(* - applicable for Education & Physical Education faculty)

In cases where the course duration is one year, the course shall consist of minimum 40 credits. Except practical credits wherever applicable, students may be allowed to obtain less courses per semester on a condition that they complete the degree in a maximum of four years. This facility will be available subject to the availability of concerned courses in a given semester and with a maximum variation of 25 % credits (in case of fresh credits) per semester.

- 2.2 The proportion of Laboratory courses shall be around 40 % of total credits. Project work, if included, shall consist of NOT more than 10 % of total credits in Science and 05 % of total credits in non-Science degree programmes.
- 2.3 One credit will be equivalent to 15 clock hours of teacher-student contact per semester. There will be no mid-way change allowed from CSS to non-credit (external) system or vice versa.
- 2.4 Any post graduate teacher in a given subject shall be affiliated to only ONE post graduate center at any given time and for only one subject.
- 2.5 For the routine conduct of the CSS, Dean of concerned faculty shall be the Chairperson. The constitution of faculty-wise committee's shall be as follows :
1. Dean of concerned faculty – Chairman
 2. Two HoD's of Post Graduate centres from the faculty nominated by Hon. Vice Chancellor
 3. One HoD/Professor/ Subject expert from Post Graduate Department of the University nominated by Hon. Vice Chancellor
 4. Director, BCUD - Coordinator
- 2.6 Among the total number of credits required to be completed for Post Graduate degree course (64/100 credits) students have to opt for minimum 75% credits from parent Department and remaining 25 % can be opted from either parent Department or other Department/Centers/Faculty. In addition to that, students have to obtain compulsory credits over and above.

3 Examination Rules

- 3.1 Assessment shall consist of a) In-semester continuous assessment and b) end-semester assessment. Both shall have an equal weightage of 50 % each.
- 3.2 The teacher concerned shall announce the units for which each in-semester assessment will take place. However, the end-semester assessment shall cover the entire syllabus prescribed for the course.
- 3.3 An in-semester assessment of 50% marks should be continuous and at least two tests should be conducted for full course of 4 credits and a teacher must select a variety of procedures for examination such as:

- i. Written Test and/or Mid Term Test (not more than one or two for each course)
- ii. Term Paper;
- iii. Journal/Lecture/Library notes;
- iv. Seminar presentation;
- v. Short Quizzes;
- vi. Assignments;
- vii. Extension Work;
- viii. An Open Book Test (with the concerned teacher deciding what books are to be allowed for this purpose)
or
- ix. Mini Research Project by individual student or group of students

The concerned teacher in consultation with the Head of the PG Department shall decide the nature of questions for the Unit Test.

- 3.4 Semester end examination for remaining 50% marks will be conducted by the UoP.
- 3.5 The student has to obtain 40 % marks in the combined examination of In Semester assessment and Semester-End assessment with a minimum passing of 30 % in both these separately.
- 3.6 To pass the degree course, a student shall have to get minimum aggregate 40% marks (E and above on grade point scale) in each course.
- 3.7 If a student misses an internal assessment examination he/she will have a second chance with the permission of the Principal in consultation with the concerned teacher. Such a second chance shall not be the right of the student.
- 3.8 Internal marks will not change. A student cannot repeat Internal Assessment. In case she/he wants to repeat internal assessment she/he can do so only by registering for the said courses during the 5th / 6th semester and onwards up to 8th semester.

- 3.9 Students who have failed semester-end exam may reappear for the semester-end examination only twice in subsequent period. The student will be finally declared as failed if she/he does not pass in all credits within a total period of four years. After that, such students will have to seek fresh admission as per the admission rules prevailing at that time.
- 3.10 A student cannot register for the third semester, if she/he fails to complete 50% credits of the total credits expected to be ordinarily completed within two semesters.
- 3.11 There shall be Revaluation of the answer scripts of Semester-End examination but not of internal assessment papers as per Ordinance no.134 A & B.
- 3.12 While marks will be given for all examinations, they will be converted into grades. The semester end grade sheets will have only grades and final grade sheets and transcripts shall have grade points average and total percentage of marks (up to two decimal points). The final grade sheet will also indicate the PG Center to which the candidate belongs.

4. Assessment and Grade point average:

- 4.1 **The system of evaluation will be as follows:** Each assignment/test will be evaluated in terms of grades. The grades for separate assignments and the final (semester-end) examination will be added together and then converted into a grade and later a grade point average. Results will be declared for each semester and the final examination will give total grades and grade point average.

4.2 Marks/Grade/Grade Point

Marks	Grade	Grade Point
100 to 75	O: Outstanding	06
74 to 65	A: Very Good	05
64 to 55	B: Good	04
54 to 50	C: Average	03
49 to 45	D: Satisfactory	02
44 to 40	E: Pass	01
39 to 0	F: Fail	00

4.3 Final Grade Points:

Grade Points	Grade
05.00-6.00	O
04.50-04.99	A
03.50-04.49	B
02.50-03.49	C
01.50-02.49	D
00.50-01.49	E
00.00-00.49	F

4.4 The formula for GPA will be based on Weighted Average. The final GPA will not be printed unless a student passes courses equivalent to minimum 100 credits, 80 credits or 64 credits as the case may be.

4.5 (i) Semester Grade Point Average (SGPA) =

$$SGPA = \frac{\sum_{i=1}^p Ci Gi}{\sum_{i=1}^p Ci}$$

$$SGPA = \frac{\sum \text{Grade Points Earned} \times \text{Credits for each course}}{\text{Total Credits}}$$

(ii) Cumulative Grade Point Average (CGPA) =

$$CGPA = \frac{\sum_{i=1}^p Ci Gi}{\sum_{z=1}^p Ci}$$

$$CGPA = \frac{\sum \text{Total Points Earned} \times \text{Credits for each course}}{\text{Total Credits}}$$

4.5 'B' Grade is equivalent to atleast 55% of the marks as per circular No.UGC-1298/[4619]UNI-4 dated December 11, 1999.

4.6 A seven point grade system [guided by the Government of Maharashtra Resolution No. NGV-1298/[4619]UNI.4 dt. December 11, 1999 and the University regulations] will be followed uniformly for Science, Arts, Mental, Moral and Social Sciences. The corresponding grade table is detailed in II.14 above.

4.8 If the GPA is higher than the indicated upper limit in the three decimal digit, then the student be awarded higher final grade (e.g. a student getting GPA of 4.492 may be awarded 'A').

- 4.9 There will be only final compilation and moderation at GPA (Final) level done at the Department. While declaring the result, the existing relevant ordinances are applicable. There is also a provision for verification and revaluation in case of verification, the existing rules will be applicable. The revaluation result will be adopted if there is a change of at least 10 % marks and in the grade of the course.
- 4.10. For grade improvement a student must reappear for semester-end examination for a minimum 30 credits in case of Sciences 20 credits in case of faculties other than Sciences and 12 credits in case of one year degree programmes. These courses will be from the parent department. Grade Improvement Programme will be implemented at the end of the academic year. A student can opt for the grade improvement programme only after the declaration of final semester examination (i.e. at the end of the next academic year after passing the M.A./M.Sc. examination and within two years of completion of M.A./M.Sc. and only once.
- 4.11 The description for each of the grades will be as follows:

Grade Proposed Norms

O: Outstanding: Excellent analysis of the topic, (75% and above)

Accurate knowledge of the primary material, wide range of reading, logical development of ideas, originality in approaching the subject, Neat and systematic organization of content, elegant and lucid styl;

A: Very Good: Excellent analysis of the topic (65 to 74%)

Accurate knowledge of the primary material, acquaintance with seminal publications, logical development of ideas, Neat and systematic organization of content, effective and clear expression;

B: Good: Good analysis and treatment of the topic (55 to 64%)

Basic knowledge of the primary material, logical development of ideas, Neat and systematic organization of content, effective and clear expression;

C: Average: Some important points covered (50 to 54%)

Basic knowledge of the primary material, logical development of ideas, Neat and systematic organization of content, good language or expression;

D: Satisfactory: Some points discussed (45 to 49%)

Basic knowledge of the primary material, some organization, acceptable language or expression;

E: Pass: Any two of the above (40 to 44%)

F: Fail: None of the above (0 to 39%)

24. There will be an evaluation of each course by students at the end of every semester. (*Sample format enclosed for course evaluation by students*)

Relevant circulars from which these rules are compiled and modified

- 187/2001 (12-7-2001) for both M. A. and M. Sc.
- 168/2002 (14-6-2002) & CBH/5422 of 29-8-2002 in continuation of 168/2002 for *Social sciences and Humanities*
- 125/2004 (22-3-2004) addition to 168 of 2002
- 296/ 2006 (5-8-2006) for all departments

Dr. V.B. Gaikwad
Director, BCUD

Prin. N.S. Nikam
Chairman