

**ORDINANCE FOR BA/B.SC/B.COM PROGRAMMES
UNDER SEMESTER, 2013**

1.0 Short title, definitions and commencement

This Ordinance shall be called Rajiv Gandhi University Ordinance for the B.A/B.Sc/B.Com Programmes in the Semester System, 2013. This shall be effective for the Course of Study for the degree of Bachelor of Arts (B.A). Bachelor of Science (B.Sc.) and Bachelor of Commerce (B.Com) Programmes or for the stream(s) being introduced from 2013 which shall be of three years duration distributed in six semesters.

The Ordinance shall come into effect from the Academic Session, 2013-2014 for Under Graduate Programme under Semester System.

2.00 Definitions

- 2.01 College/institute: The term 'College/ institute' shall be used to mean a college or institute imparting B.A/B.Sc/B.Com Programmes affiliated to/permitted by Rajiv Gandhi University.
- 2.02 Department The term 'Department' shall be used to mean a department of the college/ institute with reference to a subject of under-graduate study and designated as such by Rajiv Gandhi University
- 2.03 Programme The term 'Programme' used to mean the whole learning experience or combination of courses in a particular field of study
- 2.04 Course Programme is divided into a number of courses. A course may be considered as a paper in conventional education system
- 2.05 Academic Year An academic year means a period of twelve months consisting of two semesters
- 2.06 Semester The word 'Semester' is used to mean a half-yearly programme or term of studies
- 2.07 In-Semester The word 'in-semester' is used to refer to the continuous studies and evaluations within the half yearly programme.

2.08 End Semester The word 'end-semester' is used to refer to the terminal process of examinations and evaluations at the end of but within the half-yearly programme

2.09 Semester Classifications

- 1st, 3rd and 5th semesters- Odd Semesters: July 01- December 31
- 2nd, 4th and 6th semesters – Even semesters January 01- June, 30

2.10 Teacher

An Assistant Professor/Associate Professor/ Professor of a college shall be called a teacher. He/She shall be associated with the following functions:

- (i) Orienting the students about the programmes;
- (ii) Offering the prescribed courses as per the academic calendar, course plan and college routine;
- (iii) Maintaining attendance and performance records of all students pursuing the course(s) he/she offers
- (iv) Conducting all in-semester examinations/ assessments/ evaluations;
- (v) Participating in all evaluation and result generating process of the University, whenever asked for,
- (vi) Assisting and cooperating in all activities of the University or College meant for better academic pursuit

3.00 Extent of Application

The Regulation shall be applicable to the students enrolled for the B.A/B.Sc/B.Com Programmes of Rajiv Gandhi University in the Semester System.

4.00 Academic Schedule

The Academic Schedule for the B.A/B.Sc/B.Com programmes in the Semester System shall be administered by the Academic Calendar of the University published for every academic session.

5.0 Admission Notice and Admission Criteria

5.10 Newspaper Notice inviting applications for admission into the different programmes shall be issued by the Principals of the Colleges/ Institutes as per

the Academic Calendar of the University. The minimum qualification for admission into the following programmes shall be as below:

- 5.11 **Bachelor of Arts (B.A):** A student who has passed with at least 40% marks in the Higher Secondary Examination (10+2) of the CBSE or an equivalent examination (10+2) recognized as such by the University, shall be eligible for admission into the First Semester of the Six Semester Degree course in Arts in Semester System.
- 5.12 **Bachelor of Science (B.Sc):** A student who has passed with at least 40 % marks in the Higher Secondary Examination (10+2) in Science of the CBSE or an equivalent examination (10+2) recognized as such by the University, shall be eligible for admission into the First Semester of the Six Semester Degree Course in Science in Semester System.
- 5.13 **Bachelor of Commerce (B.Com):** A Student who has passed with at least 40% marks in the Higher Secondary Examination (10+2) in commerce of the CBSE or an equivalent shall be eligible for admission into the First Semester of Six Semester Degree Course in Commerce in Semester System.

Provided a student , who has passed with at least 40% marks in the Higher Secondary Examination (10+2) in Science/Arts with mathematics/economics/statistics as one of the subjects or an equivalent examination recognized as such by the University Shall also be eligible for admission into the B.Com programme.

- 5.2 The admission criteria shall be fixed by the Academic Council from time to time whenever necessary. The colleges/ institutes may also adopt own policy for admission or selection of eligible candidates for admission complying with the minimum eligibility criteria prescribed in the clause 5.10.

6.0 Structure of Courses of the Programme

All B.A, B.Sc, B.Com Programmes shall have the following components, viz.

- 6.1 **Compulsory Courses:** These courses are the compulsory courses for all students of the programme concerned.
- 6.2 **Major Courses** Major courses shall be started from fifth semester onwards. The Courses shall be optional.
- 6.3 **Elective courses** Elective/combination courses shall be taught as papers from 1st to 4th semester only.
- 6.4 **Skill based courses** A skill based course shall be mandatory for all students pursuing General B.A /B.Sc/B.Com Programmes. The colleges shall offer the Skill-based Courses as per their own infrastructure and human resource feasibility.

The skill based courses approved by the University shall be prescribed separately according to the recommendations of concerned Board of Studies constituted by the University.

7.0 Subjects

The subjects mentioned below shall be offered in the Six Semester Degree Programmes:

7.1 Bachelor of Arts

Compulsory subjects

- (i) English
- (ii) Modern Indian Language
- (iii) Computer Skills/ Communication Skills (in lieu of computer skills)
- (iv) Environment studies

Elective Subjects

- (i) Anthropology
- (ii) English
- (iii) History
- (iv) Economics
- (v) Education
- (vi) Geography
- (vii) Hindi
- (viii) Political Science
- (ix) Sociology
- (x) Mathematics
- (xi) Any other subject as approved by the University.

The skill based courses approved by the University shall be prescribed separately according to the recommendations of concerned Board of Studies constituted by the University.

The detailed course structure for the six semester B.A programmes shall be as recommended by the BUGS and approved by the Academic Council.

7.2 Bachelor of Science

Compulsory subjects

- (i) English
- (ii) Skill Based Courses
- (iii) Environmental studies

Elective Courses

- (i) Physics
- (ii) Chemistry
- (iii) Botany
- (iv) Zoology
- (v) Mathematics
- (vi) Statistics
- (vii) Any other subject as approved by the University.

Skill based Courses

The skill based courses approved by the University shall be prescribed separately according to the recommendations of concerned Board of Studies constituted by the University.

7.3 Bachelor of Commerce

The detailed course structure for the B.Com programmes shall be as approved by the University.

The skill based courses approved by the University shall be prescribed separately according to the recommendations of concerned Board of Studies constituted by the University.

8.0 Programme Registration

- 8.1 The candidates shall have to register themselves to University at the time of admission mentioning their course/subject combinations.
- 8.2 The colleges/institutes concerned shall submit to the University the detailed Registration List of their enrolled students using the software/ procedure provided by the University within one month from the date of admission or as prescribed in the University academic calendar.
- 8.3 The students registered with the University as per the information provided by the colleges/institutes shall be treated as final.
- 8.4 There shall be no provision for giving permission by the University for admission after submission of detailed Registration List of their enrolled students by the colleges/ institutes concerned to the University.

9.0 Attendance

- 9.1.1 A Student has to secure 75 percent attendance in order to be eligible for the filling up the end semester examination form.

However, the Principal of the college on the recommendations of the concerned HOD, may Condon a shortage of attendance upto 15% on very special circumstances.

10.0 Examination and Evaluation

10.1 Examination and evaluation shall be done on a continuous basis.

10.2 There shall be 20% marks for internal assessment and 80% marks for end semester examination in each course during every semester.

10.3 There shall be no provision for re-evaluation of the answer scripts of the end semester examinations. However, a candidate may apply for re-scrutiny.

10.4 Internal Assessment

(i) In internal assessment, different tools may be employed such as written tests, assignments, paper presentation, laboratory work. etc. suitable to the courses. The Procedure for Internal Assessment shall be as prescribed by the concerned Board.

There shall be three internal assessments for each paper and average best of two shall be taken into account for University examination.

(ii) The students shall be informed in advance about the nature of assessment. Students shall compulsorily attend in the process of internal assessment, failing which they will not be allowed to appear in the end semester examinations.

10.5 End Semester Examinations

(i) There shall be one End semester examination carrying 80 percent marks in each course of a semester covering the entire syllabus prescribed for the course. The end semester examination is normally a written / laboratory based examination/ Project work/ Dissertation as the case may be.

(ii) The Controller of Examinations shall then take necessary arrangements for notifying the dates of the end semester examinations and other procedures as per Rajiv Gandhi University Rules and the Academic Calendar notified by the University.

(iii) The end semester examination for each course shall be of three hours duration.

10.6 Setting of question papers, moderation of question papers evaluation of answer scripts, scrutiny, tabulation of marks etc. and announcement of results, shall be governed by the Rajiv Gandhi University Examination Ordinance amended upto date.

10.7 Practical Examinations

Practical examinations of a Semester in practical oriented streams/ subjects shall be held prior to the End semester examinations.

10.8 Improvement Examination

(i) A student shall be allowed to take the improvement examinations in any four theory courses of any of the six semesters after passing the sixth semester examination only once. In this case, the higher marks secured by the student shall be retained. The candidates shall have to apply for improvement examination within one year of passing the Sixth Semester Examination.

(ii) No improvement shall be allowed in the practical examinations.

(iii) Any difficulty which may arise in the course of operation of these guidelines/regulations relating to holding of examinations shall be removed by the Examination Committee of the Rajiv Gandhi University.

11.0 Results and Progression

11.1 A candidate shall be declared as passed a course provided he/she secures –

(i) At least 35% marks in the course and 40% in aggregate in the end-semester examinations.

(ii) At least 40% marks in the sessional / internal examination (In-semester) in the in and end semester examinations separately.

11.2 A candidate shall be declared as passed a semester, provided he/she passes all the courses of a semester independently both in internal and end semester examinations.

11.3 The marks of in-semester examinations sessional tests obtained by the candidate shall be carried over for declaring a result.

~~11.4 A candidate who fails or does not appear in one or more courses of any end semester examinations shall be provisionally promoted to the next higher semester with the failed course as carried over course(s). Such candidates will be eligible to appear in the carried over course in the next regular examinations of those courses. However, the following restrictions shall be applicable:-~~

~~(i) In order to move from a lower to higher semester, a candidate must pass in atleast two theory courses and all the practical courses with an aggregate of 40% marks in the passed papers/courses.~~

- (ii) A candidate shall be entitled to a maximum of three consecutive chances to clear a back by course.
- (iii) A candidate shall be allowed to get maximum two back paper in each semester.
- (iv) If a candidate clears the sixth semester examination before clearing all the backlog courses of the previous semesters, the final result of the candidate shall be kept withheld until he/ she clears the backlog courses of the previous semesters.
- 11.5 A student must pass all his / her semester examinations within six years i.e. within 12 continuous semesters. In no circumstances this requirement shall be relaxed.
- 11.6 Since the semester system involves continuous assessment, there shall be no scope for a student to appear as a private candidate in any programme in this system.
- 11.7 A candidate shall be declared to have passed the six semester Degree B.A/ B.Sc/B.Com programme provided he/ she has passed all the semesters and in all the courses separately securing an aggregate of atleast 40% marks
- 11.8 The degrees shall be conferred to candidates, who passed the six semester degree BA/B.Sc/B.Com programme in the following manner.

Programmes	
60% and above marks in aggregate	First class
40% to less than 60% marks in aggregate	Second class


- 12.0 Rules for Admission on Transfer from other University
- 12.1 Ordinarily, the University shall not allow admission on transfer from other Universities.
- 12.2 Transfer from other Universities to Rajiv Gandhi University shall be permissible provided that
- (i) Both the Universities conduct the B.A/B.Sc/B.Com degree programmes in the semester system.
 - (ii) The course structure along with the nomenclatures of the courses are similar between the two Universities
 - (iii) The combination of courses opted by the candidate are not changed

- 12.3 In fulfillment of the conditions as laid down in clause 12.2, a candidate may be allowed to get admission on transfer from other universities on production of transfer certificate, proof of classes attended, migration certificate etc. not later than one month from the commencement of classes of the semester concerned. The records of class attendance, performance in internal assessment in his/her credit shall be carried over on admission and shall be computed for the purpose of examination.
- 12.4 A candidate shall have to apply for transfer in the prescribed format of the university and payment of the prescribed fee as decided by the University.
- 13.0 Rules for admission on Transfer from other Colleges affiliated to Rajiv Gandhi University
- 13.1 Ordinarily, the university shall not allow inter-college transfer.
- 13.2 In a special circumstance, a candidate may be allowed to get admission on transfer from one college/institute to other college/ institute affiliated to / permitted by Rajiv Gandhi University on production of transfer certificate, proof of classes attended, migration certificate etc. not later than one month from the commencement of the classes of the semester concerned or the last date mentioned in the university academic calendar. The records of class attendance, performance in internal assessment in his/ her credit shall be carried over on admission and shall be computed for the purpose of examination.
- 13.3 No change in course combination shall be allowed with transfer from one college/ institute to other.
- 13.4 A candidate shall have to apply for transfer in the prescribed format of the university alongwith prescribed fee.
- 13.5 A candidate may be allowed for college transfer only once during the whole programme.
- 14.0 Removal of difficulties

For any matter not covered under these regulations for the Rajiv Gandhi University Regulations for BA/BSc/B.Com programmes in the semester system, 2013 the Vice Chancellor may take such measures as may be necessary for removal of difficulties subject to ratifications in Academic Council.



Prof. R.C. Parida
Member



Prof. D.N. Das
Member

Prof. J.C. Soni
Chairman