

EXAMINATION RULES & REGULATIONS

Rules Are Subject To Change as Per Amendments & Notifications Received From Goa University From Time To Time

Scheme of Examination: (As per Goa University Ordinance OC 45.4)

There shall be two modes of evaluation of the academic performance of the students offering the B.A. /B.Com. /B.Sc. course, namely, the Intra- Semester Assessment (ISA) and the Semester End Examination (SEE), hereafter mentioned as ISA and SEE respectively

Intra-Semester Assessment (I.S.A.):

The ISA (Intra-Semester Assessment) for each paper shall be conducted twice In a given Semester once through a test and the other by using alternate modes Of evaluation such as assignment, presentation, orals etc. Generally, ISA for a given paper shall be conducted by the teacher/s teaching That paper. ISA shall not be conducted for the Practical component of a paper. The schedule for the ISAs shall be notified to all at the beginning of the Semester. The marks of ISA shall be communicated to the students within two Weeks.

The ISA tests shall carry 20% of maximum marks allotted for the paper/course.

The test shall preferably be completed by the end of July for odd Semesters and End of January for even Semesters. Students who fail to appear for the test due To a genuine reason shall be given another opportunity by the end of August/February on a date pre-determined by the College. The other mode of ISA will be completed as decided by the teacher but before the end of the Semester.

A student who does not appear for a minimum of two ISA's of a paper shall not Be eligible to answer SEE of that paper.

The student who remains absent for any ISA, should submit the justification Letter in the prescribed format available in the office, to the Principal, Immediately after joining the college after the period of absence.

Semester End Examination (S.E.E.):

The SEE (Semester End Examination) shall be conducted at the conclusion of a Given Semester. Semester End Examinations shall cover the course of studies Prescribed for the concerned / respective Semester.

A candidate shall be considered to have successfully fulfilled the requirements of a Semester and deemed eligible to appear for the Semester End Examination Provided he/she fulfills the minimum attendance requirements (75%) as per the Relevant rules of the University and has appeared for 2 ISAs. A candidate, Failing to fulfill these conditions, shall have to repeat the Semester.

The duration of SEE theory paper carrying 80 or 60 marks shall be of two hours And the theory paper carrying 40 marks shall be of one and half hour duration.

There shall be no revaluation of answer books of the candidates at Semester-I to Semester-IV examinations. However the existing provisions in the University For revaluation/verification shall be applicable to Semesters V and VI. Personal

Verification of marks shall be granted to the candidate in the presence of Principal/Vice-Principal and the concerned Examiner, provided he has applied For the same along with payment of prescribed fees within one week of the Declaration of result.

The following shall be the procedure for the verification of marks:

! On a notified day and time, which should be not later than 10 days after the Receipt of application from the candidate, the candidate shall be shown the answer Book in the chamber of the Principal/Vice-Principal in the presence of the Examiner concerned.

! If the candidate is not satisfied with the result on personal verification of answer Book, he may apply to College Grievance Committee within a week.

! The College Grievance Committee shall take appropriate action as per the relevant Ordinance and inform the candidate of the decision taken accordingly.

Practical Examinations:

Examination(s) in Laboratory exercises shall be conducted for courses/papers Having practical(s) component. Marks shall be allotted for journal/lab record Book, field work, experiment assigned to the candidate and oral/viva voce During This examination. The allotment of marks shall be broadly as follows: 20% for Journal, 60% for the experiment and 20 % for the oral(s).

Candidates shall be required to submit the journal/record book while entering The laboratory to appear for the practical examination.

The practical examination shall be treated as an independent head of passing.

A candidate may be permitted, strictly on medical or other genuine grounds, to Appear for practical examination out of turn, irrespective of the timetable and The Batch allotted to him/her, in the examination programmed for Semester-V And Semester-VI issued by the University.

Passing in each Head:

A theory paper carrying 100 marks shall have ISA component of 20 marks and a SEE component of 80 marks. For a 75 marks theory paper, the ISA component Shall be 15 marks and the SEE component shall be 60 marks. A theory paper carrying 50 marks shall have ISA component of 10 marks and SEE component of 40 marks.

A student shall be required to score a minimum of 40% of maximum marks in ISA and SEE components taken together to pass in a paper in Semesters I to VI.

If the student fails to do so, he/she may be allowed to use grace marks as per Ordinance OA-5.16.

In practical paper/component a student shall be required to score a minimum of 40% marks to pass in all the Semesters.

Improvement in Score:

A candidate who has passed the B.A./B.Com./B.Sc. degree examination and Desires to improve his/her performance/total score shall be permitted to appear Again.

However, such a candidate shall be allowed to reappear only in the SEE Component of the papers of Semester V and/or Semester VI examinations Excluding the Project Paper and the Skill-based papers.

For this purpose, the marks scored at the first appearance, in the Project Paper And in the Skill-based paper as also in ISA component of the other papers, shall Be carried forward for tabulation of the result under "Improvement of performance". This facility to reappear

under “improvement” shall be available only during the Immediately subsequent regular Semester-V and Semester-VI examinations. A Candidate shall not be permitted to reappear for improvement of performance at Semesters- I, II, III and IV. The candidate availing of this provision shall be

Considered to have passed Semesters- V and/or VI “under improvement” and This Fact shall be recorded on his/her statements of marks and other relevant Documents. The candidate shall be required to surrender the original statement of Marks and other relevant documents at the time of receiving the fresh statement of Marks in the event of improvement of performance/total score. The performance Of a candidate, who appears under this provision and fails to improve, shall be Ignored. A candidate can appear only once under this clause.

Mark sheets:

The semester-wise aggregate marks secured by the candidate in Semester-I to Semester-IV examinations along with the paper-wise marks secured in Semester-V shall be indicated in the statement of marks issued to the candidate For Semester-V. Similarly, the semester-wise aggregate marks secured by the Candidate in Semester-I to Semester-V examinations along with the paper-wise Marks secured in Semester-VI shall be indicated in the final statement of marks Issued to the candidate after the Semester-VI examination for the B.A./B.Com./B.Sc. degree course. In case the student passes any Semester or Part thereof in the second appearance, it shall be so indicated in the statement of Marks of Semester-V and Semester-VI.

An unsuccessful candidate who obtains the minimum percentage of marks Prescribed for passing in a subject (theory/practical) shall be exempted from Reappearing in that subject. She/he shall be declared to have passed the full Examinations on his passing in the remaining subjects.

Repeat Examinations:

At the end of every semester up to and including Semester IV, there would be an Opportunity for students of all previous semesters to clear the papers. Such Candidates shall be required to remit the requisite additional fee(s). Such Appearance shall be appropriately indicated in the statement(s) of marks.

Special Supplementary Examination:

Students are permitted to appear in a special examination conducted preferably After 15 days from the declaration of results of Semester- IV for those who have Any backlogs of all Semesters including Semester I irrespective of whether a Student has already attempted 4 times in the said examination.

Project Work:

T.Y Project work guidelines are available in the library and with the Projects Guides

Eligibility for Class:

Marks secured by the student in ISA shall be carried forward even if he/she fails In the paper. OC-45.4.8. to be eligible for class, the student shall be required to Complete the course in the minimum prescribed period and shall be required to Pass Semester-V and Semester-VI each in a single sitting with all SEE papers And Practical’s of respective Semesters.

The class shall be awarded on the basis Of the aggregate total of marks scored at semester-V and

semester VI taken

Together as follows:

40% and above but less than 50% - Pass Class

50% and above but less than 60% - Second class

60% and above but less than 70% - First Class

70% and above Distinction