

VINOBA BHAVE UNIVERSITY, HAZARIBAG

REGULATION FOR FULL TIME THREE YEAR DEGREE COURSE LEADING TO THE AWARD OF B.A./B.Sc./B.Com GENERAL & HONOURS DEGREE

1. Aims and Objectives: In accordance with the guidelines issued by the University Grants Commission, this regulation provides procedure of admission, basic frame work of curriculum, examination, evaluation, and award of B.A./B.Sc. B.Com General/Honours degrees to students opting for full time Three Year Degree Course under choice based credit system under semester mode of teaching in Vinoba Bhave University, Hazaribag.

2. Short Title, Extent & commencement

- a. This regulation shall be known as 'Three Year Degree Course Regulation 2015'.
- b. Extent: The regulation shall extend to the territorial jurisdiction of the University and the teaching of the courses for these degrees shall be carried out through the constituent colleges/State Govt colleges and affiliated colleges within its jurisdiction, having affiliation in the concerned subject/s.
- c. This shall come into force from the academic session 2015.

3. Definition:

- a) 'Course' means a subject.
 - a.1) 'Core Course' means a compulsory subject chosen by the student as core requirement of the subject chosen from subjects enlisted in Table-1.
 - a.2) 'Elective Course' means a course which can be chosen from a pool which may be specific/ supportive to the subject or nurture the candidate's proficiency/skill.
 - a.2.i) 'Discipline Specific Elective' (DSE) Course: Elective Course related to core subject prescribed in the concerned syllabus.
 - a.2.ii) 'Project/Dissertation': 'Project' means work undertaken to acquire special/advanced knowledge in a particular field under the supervision of a teacher; the report of the details of the project is 'Dissertation'.

a.2.iii) 'Generic Elective' (GE): An elective course chosen generally from an unrelated discipline/subject enlisted in Annexure – 2 and shall be a subject other than the core subject opted for.

a.3) 'Ability Enhancement Compulsory Course' (AECC): A compulsory course designed to enhance communication ability and environmental concern comprising i) English/MIL Communication & ii) Environmental Science.

a.4) 'Skill Enhancement Course' (SEC): A course designed to enhance/provide skill in a field chosen by the candidate from the alternatives enumerated in the Annexure-1.

a.5) 'Credit': It is a fixed teaching hour course. 1 Credit = 15 Hours of Teaching.

'Credit Hours' means hours of teaching. **Contact Hour (CH)** is in correspondence to the **Credit value**. *For example*, a theory paper having **3 Credits** shall have a minimum of **3 Contact Hours** in a week. For Practical classes and Field Work every **Two Hours** shall make **1** (one) Contact Hour. One Contact Hour shall normally be of **60 minutes** duration.

Illustration: in **17** working weeks in a semester, a paper having **4** Credits shall have a total of **17x4 = 68 CH**.

a.6) 'Week' means a 6 day working week consisting of minimum 30 working hours.

a.7) 'Academic Year' means program session from July to June divided into two semesters.

a.8) 'Semester' means six months teaching and evaluation as part of the total program. A semester normally comprises 15 teaching weeks and 5 weeks for the conduct of examinations and evaluation.

a.9) 'Modern Indian Language' (MIL): The following shall be treated as Modern Indian Language for the purpose of this Regulation: Hindi, Bangla, Urdu, Khortha, Nagpuria, Kurukh, Mundari and Santhali.

4. DURATION

- a) Three Academic sessions divided into six semesters. The duration of Semester **I, III** and **V** shall be from July to December (**6** months). The duration of Semester **II, IV** and **VI** shall be from January to June (**6** months).
- b) A candidate who fails to clear all the semester examinations in a maximum period of six academic sessions from the date of his/her first admission in first semester shall have to take admission in the first semester afresh if he/she desires the degree.

5. a) Total Minimum Credits Required

- (i) Honours Course: 140. Details of distribution of credits appear in the Table 2, 3, 4, 5 & 6.
- (ii) Pass Course: 120. Details of distribution of credits appear in the Table 3a.

b) **Total Marks:**

Honours	-	2450
General	-	2150

- c) **Pass Marks:** A minimum of 40% in theory and practical papers separately; and 50% in the dissertation paper. The marks obtained in all the theory papers of a Core Subject in a semester shall be added to determine pass marks, but a candidate who fails to secure pass marks in the core subject may clear that particular paper only the marks of which will fetch him/her at least 40% in the aggregate of all the core papers of that semester.

Table-1

List of Core Subjects, Faculties and the Degrees

S. No.	Faculty	Subjects	Degree awarded
1.	Humanities	<ol style="list-style-type: none"> 1. Bangla 2. English 3. Hindi 4. Persian 5. Philosophy 6. Sanskrit 7. Urdu 8. Regional Language 	B.A. Honours/ General
2.	Social Sciences	<ol style="list-style-type: none"> 1. Anthropology 2. Economics 3. Geography 4. History 5. Home Science 6. Music 7. Political Science 8. Psychology 9. Sociology 	B.A Honours/ General.

		10. Labour and social welfare 11. Mathematics 12. Statistics	
3.	Science	1. *Biotechnology 2. *Clinical Nutrition & Dietetics 3. *Computer Application 4. *Environmental Science 5. Botany 6. Chemistry 7. Geology 8. Mathematics 9. Physics 10. Zoology 11. Anthropology 12. Home Science 13. Statistics	B.Sc. Honours/ General
4.	Commerce	Alternative groups of subjects prescribed in the B. Com. Syllabus	B.Com. Honours/ General

* Teaching and examination of these subjects shall be held under their specific regulations.

6.0) Eligibility Criteria for Admission in B. A./B. Sc./B. Com. (1st Semester)

(a) Honours Course:

- i) A student who has passed the +2 Examination of the 10+2 system or an equivalent examination of a recognized University/Board with a minimum of 45% marks in the concerned subject or in an allied subject[†] shall be eligible to seek admission.
- ii) A student who has earned a Certificate or Diploma in any professional course of a recognized institution after 10+2 level with at least 45% in the aggregate at +2 level shall also be eligible to seek admission.
- iii) A student who has passed the +2 examination of the 10+2 system or an equivalent examination in Science with at least 45% marks in the aggregate at +2 examination shall be eligible for admission to B.A. (Hons)/B.Com. (Hons) 1st semester.
- iv) A Student who has passed the +2 examination of the 10+2 system or an equivalent examination in Commerce with at least 45% marks in the aggregate at +2 examination shall be eligible for admission to B.A. (Hons) 1st semester.
- v) A student who has passed the +2 examination of the 10+2 system or an equivalent examination in Arts with at least 45% marks in the aggregate at +2 examination shall be eligible for admission to B.Com. (Hons) 1st semester.
- vi) A student who has passed the +2 examination of the 10+2 system or an equivalent examination in Arts or Commerce with at least 45% marks in the aggregate at the +2 examination shall be eligible for admission to B.Sc. (Hons) 1st semester provided the candidate proves an aptitude for Science by passing an entrance examination to be conducted for the said purpose by the concerned college.
- vii) A student who has passed the +2 examination with at least 45% in the aggregate in any faculty of studies is eligible for admission to B.A. (Hons) 1st semester in Philosophy, Anthropology, Home Science, Sociology, Labour and Social Welfare, any language including tribal language, or any other subject in which teaching at +2 level is scanty or unavailable as a core subject.
- viii) A student who has passed the +2 examination with at least 45% in the aggregate in Faculty of Science is eligible for admission to B.Sc. (Hons) 1st semester in Anthropology, Home Science, Geology, Statistics or any other subject in which teaching at +2 level is scanty or unavailable as a core subject.
- ix) A college can also conduct entrance examination for admission to one or all the three degree courses as an alternative method of admission.

b) General Course:

Â candidate belonging to any of the categories (i) to (viii) mentioned above shall be eligible to seek admission in similar courses but there shall be no constraint of minimum marks in any case as has been laid down for Honours Course.

† Allied Subjects: The following shall be treated as allied subjects for this purpose

1. Sociology and Anthropology
2. Ancient Indian History, Asian Studies and History
3. Rural Economics, Applied Economics, Labor & Social Welfare and Economics
4. Microbiology, Biotechnology/ Botany, Zoology/Chemistry

7) Progression to the Next Semester: Advancement to the next Semester shall be permitted only with a maximum of two backlog Papers/Subjects from the preceding semester. However, the student shall be allowed to appear at the sixth semester examination only if he/she has cleared all the papers/subjects up to the 3rd semester. If a student has backlog papers in 4th & 5th semester and cleared the 6th semester, the results of the candidate (who has passed the 6th semester examination but not passed the lower semester examinations) shall be declared as NCL (Not Completed Lower Semester examinations). Such candidates shall be eligible for the degree only after completion of all the lower semester examinations within the stipulated maximum time period. Such candidate shall be admitted to the Degree of the year in which he/ she has finally cleared all the papers, but the name of such student shall not be incorporated in the merit list.

8) Method and institutions for Admission

- (i) Institutions for Admission:** Admission to a B.A/B.Sc./B.Com Honours/General course with core, DSE, GE, AECC, SEC, project of choice can be taken at any constituent, State Govt or affiliated college having affiliation for

teaching the subject of choice provided facilities of teaching such subject of choice is available in the college and the aspirant student is selected for admission in the college.

- (ii) **Seats:** A Section for theory paper of a subject (with practical course) shall comprise not more than 64, and that in a batch of practical, 32 students. A Section of subjects having only theory papers shall be 128. The tutorial group shall comprise 32 students. Number of sections in a semester in a college shall depend upon availability of infrastructural and teaching facility, to be decided by the Academic Council of the University.

(iii) Method of Admission

The admission to the 1st Semester of Bachelor Course shall be made on the basis of a merit list prepared on the basis of marks obtained by the bonafide candidates in the last qualifying examination, or on the basis of the written entrance test to be conducted by the university/college for the purpose after applying reservation policy and awarding weightage, if any.

(iv) Reservation and Weightage

(a) The reservation rules of the Jharkhand State Government framed for the purpose of admission shall be applicable to different caste categories of the candidates provided that 15% of the total seat of each department shall be reserved for students passing outside the Jharkhand state, out of which 5% seats will be reserved for NRI/Foreign National categories, but no caste reservation shall be applied to such category of candidates. In case candidates of a particular category are not available adequately, the vacant seats will be treated as general seats.

(b) The following categories of candidates will be provided weightage of marks mentioned against each category for preparing the merit list.

Category	Weight age (percent of marks to be added in the relevant Marks obtained by the candidate in the
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Subject concerned for preparing merit list)

(i)	Girl Student	3%
(ii)	Dependent of Ex-Serviceman	2%
(iii)	Ward of the teaching and Non-teaching Staff of the University/ College under Privilege of the University	7%
(iv)	N.C.C.	
	(a) N.C.C. Cadet having camp certificate	1%
	(b) N.C.C. Cadet having state camp Certificate	2%
	(c) N.C.C. Cadet having National camp Certificate	3%
	(d) N.C.C. C-Certificate –	5%
	(e) N.C.C. B-Certificate _	4%
(v)	N.S.S.	
	(a) N.S.S. Special Camp Certificate (unit level)	1%
	(b) N.S.S. Zonal Level	2%
	(c) PRD – Camp N.S.S. National Level Camp	3%
	(d) R.D. Parade/ National award	5 %
(vi)	Sports/Cultural Activities/Fine Art and Music/ Drama	
	(a) International Level Representation	
	(i) Olympic or Equivalent	20%
	(ii) Asian Level	15%
	(b) National Level	10%
	(c) Inter-University/State level	05%

(d) Inter-College/Inter-School

02%

Provided that no candidate shall be allowed two benefits at the same time.

9.0) Fee Structure: The candidate shall have to pay all kinds of fees fixed by the Academic Council of the University at the commencement of each semester, the examination fee for end semester examinations shall have to be paid if the candidate is found fit to take the end semester examination. The University shall have rights to revise/charge any kind of fee any time. The fee structure for NRI and Foreign Nationals shall be fixed in terms of U.S. dollar separately through notification.

Table - 2 U.G. (H): Distribution of 140 Credits

	CC	AECC	GE	SEC	DSE	Total
SEMESTER I	12	02	06	-	-	20
SEMESTER II	12	02	06	-	-	20
SEMESTER III	18	-	06	02	-	26
SEMESTER IV	18	-	06	02	-	26
SEMESTER V	12	-	-	-	12	24
SEMESTER VI	12	-	-	-	12	24
TOTAL	84	04	24	04	24	140

CC = Core Course; AECC= Ability Enhancement Compulsory Course; GE = Generic Elective; SEC = Skill Enhancement Course; DSE = Discipline Specific Elective

Table-3

U.G. (G) Science: Distribution of 120 Credits

	CC	AECC	GE	SEC	DSE	Total
SEMESTER I	18	02	-	-	-	20
SEMESTER II	18	02	-	-	-	20
SEMESTER III	18	-	-	02	-	20
SEMESTER IV	18	-	-	02	-	20
SEMESTER V		-	-	02	18	20
SEMESTER VI		-	-	02	18	20
TOTAL	72	04	00	08	36	120

CC = Core Course; AECC = Ability Enhancement Compulsory Course; GE = Generic Elective; SEC = Skill Enhancement Course; DSE= Discipline Specific Elective

Table 3a

U.G. (B.A./B.COM) General: Distribution of 120 Credits

	CC	AECC	GE	SEC	DSE	Total
SEMESTER I	18	02	-	-	-	20
SEMESTER II	18	02	-	-	-	20
SEMESTER III	18	-	-	02	-	20
SEMESTER IV	18	-	-	02	-	20
SEMESTER V	-	-	06	02	12	20
SEMESTER VI	-	-	06	02	12	20
TOTAL	72	04	12	08	24	120

CC = Core Course; AECC= Ability Enhancement Compulsory Course; GE = Generic Elective; SEC = Skill Enhancement Course; DSE = Discipline Specific Elective

Table-4: Details of Courses – Degree Honours

Course	Degree Course with Practical	Degree Course without Practical
I. Core Course	Theory-14 Papers X 4 Credits= 56 Credits Practical-14 papersX2 Credits=28 Credits	Theory 14 Papers X 5 Credits = 70 Credits Tutorial 14 Papers X 1 Credit = 14 Credits
	Total Credits= 84 Credits	Total Credits = 84 Credits
II. Elective Course	<ul style="list-style-type: none"> A-1. Discipline Specific Elective (DSE)* Theory - 4 Papers X 4 Credits = 16 Credits Practical - 4 Papers X 2 Credits=08 Credits	<ul style="list-style-type: none"> A-1. Discipline Specific Elective (DSE)* Theory - 4 Papers X 5 Credits = 20 Credits Tutorial - 4 Papers X 1 Credits=04 Credits
	Total Credits = 24 Credits	Total Credits = 24 Credits
	*Optional Dissertation or Project Work in place of one DSE Paper (6 Credits) in VIth Semester <ul style="list-style-type: none"> B1. Generic Elective (GE) -Interdisciplinary Theory - 4 Papers X 4 Credits = 16 Credits Practical - 4 papers X 2 Credits = 8 Credits	*Optional Dissertation or Project Work in place of one DSE Paper (6 Credits) in VIth Semester <ul style="list-style-type: none"> B1. Generic Elective (GE) -Interdisciplinary Theory - 4 Papers X 4 Credits = 16 Credits Practical - 4 papers X 2 Credits = 8 Credits
	Total Credits = 24 Credits	Total Credits = 24 Credits
III. Ability Enhancement	<ul style="list-style-type: none"> Ability Enhancement Compulsory Course (AECC) 	<ul style="list-style-type: none"> Ability Enhancement Compulsory Course (AECC)

Course (AEC)	Theory - 2 Papers X 2 Credits = 4 Credits <ul style="list-style-type: none"> • Skill Enhancement Course (SEC) Theory- 2 Papers X 2 Credits = 4 Credits.	Theory - 2 Papers X 2 Credits = 4 Credits <ul style="list-style-type: none"> • Skill Enhancement Course (SEC) Theory - 2 Papers X 2 Credits = 4 Credits
Total Credits	= 140 Credits.	= 140 Credits.

- Wherever there is Practical there will be no Tutorial and *vice-versa*
- For Extra Curricular Activities (ECA)/Sports/NCC/NSS, etc, each institution may decide its own Credit not exceeding 20.

Table-5: Details of Courses – Degree in Science General

Course	Course with Practical	Course without Practical
I. Core Course	Theory - 12 Papers X 4 Credits = 48 Credits Practical - 12 papers X 2 Credits = 24 Credits <hr/> Total Credits = 72 Credits	Theory 12 Papers X 5 Credits = 60 Credits Tutorial 12 Papers X 1 Credit = 12 Credits <hr/> Total Credits = 72 Credits
II. Elective Course	Discipline Specific Elective (DSE)* Theory - 6 Papers X 4 Credits = 24 Credits Practical - 6 Papers X 2 Credits=12 Credits <hr/> Total Credits = 36 Credits Two Papers from each discipline of choice. *Optional Dissertation or Project Work in place	Discipline Specific Elective (DSE)* Theory - 6 Papers X 5 Credits = 30 Credits Tutorial - 6 Papers X 1 Credit = 06 Credits <hr/> Total Credits = 36 Credits Two Papers from each discipline of choice. *Optional Dissertation or Project Work in

	of one DSE Paper (6 Credits) in VIth Semester.	place of one DSE Paper (6 Credits) in VIth Semester.
III. Ability Enhancement Course(AEC)	<ul style="list-style-type: none"> Ability Enhancement Compulsory Course (AECC) Theory - 2 Papers X 2 Credits = 4 Credits Skill Enhancement Course (SEC) Theory - 4 Papers X 2 Credits = 8 Credits 	<ul style="list-style-type: none"> Ability Enhancement Compulsory Course (AECC) Theory- 2 Papers X 2 Credits = 4 Credits Skill Enhancement Course (SEC) Theory - 4 Papers X 2 Credits = 8Credits
Total Credits	= 120 Credits	= 120 Credits

- Wherever there is Practical there will be no Tutorial and *vice-versa*.
- For Extra Curricular Activities (ECA)/ Sports/ NCC/ NSS, etc, each institution may decide its own Credits not exceeding 9.

Table-6: Details of Courses – BA/B.Com Degree General

Course	Degree Course with Practical	Degree Course without Practical
I. Core Course	Theory - 12 Papers X 4 Credits = 48 Credits Practical - 12 papers X 2 Credits = 24 Credits <hr/> Total Credits= 72 Credits 02 Papers - English. 02 Papers - MIL 04 Papers - Discipline-1+04 Papers – Discipline - 2	Theory - 12 Papers X 5 Credits = 60 Credits Tutorial - 12 Papers X 1 Credit = 12 Credits <hr/> Total Credits = 72 Credits 02 Papers - English 02 Papers - MIL 04 Papers – Discipline - 1+04 Papers - Dscipline-2

<p>II. Elective Course</p>	<ul style="list-style-type: none"> A-1. Discipline Specific Elective (DSE)* <p>Theory - 4 Papers X 4 Credits = 16 Credits</p> <p>Practical - 4 Papers X 2 Credits = 08 Credits</p> <hr/> <p>Total Credits = 24 Credits</p> <hr/> <p>02 Papers each from Discipline 1 & 2.</p> <p>*Optional Dissertation or Project Work in place of one DSE Paper (6 Credits) in VIth Semester.</p> <p>B1. Generic Elective (GE) -Interdisciplinary.</p> <p>Theory - 2 Papers X 4 Credits = 8 Credits</p> <p>Practical - 2 papers X 2 Credits = 4 Credits</p> <hr/> <p>Total Credits = 12 Credits</p>	<ul style="list-style-type: none"> A-1. Discipline Specific Elective (DSE)* <p>Theory - 4 Papers X 5 Credits = 20 Credits</p> <p>Tutorial - 4 Papers X 1 Credit = 04 Credits</p> <hr/> <p>Total Credits = 24 Credits</p> <hr/> <p>*Optional Dissertation or Project Work in place of one DSE Paper (6 Credits) in VIth Semester.</p> <p>B1. Generic Elective (GE) -Interdisciplinary.</p> <p>Theory - 2 Papers X 4 Credits = 8 Credits</p> <p>Practical - 2 papers X 2 Credits = 4 Credits</p> <hr/> <p>Total Credits = 12 Credits</p>
<p>III. Ability Enhancement Course(AEC)</p>	<ul style="list-style-type: none"> Ability Enhancement Compulsory Course (AECC) <p>Theory - 2 Papers X 2 Credits = 4 Credits</p> <ul style="list-style-type: none"> Skill Enhancement Course (SEC) 	<ul style="list-style-type: none"> Ability Enhancement Compulsory Course (AECC) <p>Theory - 2 Papers X 2 Credits = 4 Credits</p> <ul style="list-style-type: none"> Skill Enhancement Course (SEC)

	Theory - 4 Papers X 2 Credits = 8 Credits	Theory - 4 Papers X 2 Credits = 8 Credits
Total Credits	= 120 Credits	= 120 Credits

- **Wherever there is Practical there will be no Tutorial and *vice-versa*.**

- **Extension and Co-curricular and Extra-curricular Based Activities**
- A student shall opt for one of the activities mentioned below and offered in the college, in each of the first four semesters of the undergraduate programmes. The activity carries a credit each and will be internally assessed for 50 marks.
 - a) N.S.S./N.C.C
 - b) Sports and Games
 - c) Physical Education or Activities related to Yoga
 - d) Field study/Industry Implant Training
 - e) Involvement in campus publication
 - f) Publication of articles in news papers, magazines or other publications
 - g) Community work such as promotion of values of National Integration, Environment, Human rights and duties, Peace, Civic sense, etc.
 - h) A Small project work concerning achievements of India in different fields
 - i) Evolution of study groups/seminar circles on Indian thoughts and ideas
 - j) Activity exploring different aspects of Indian civilizations
 - k) Involvement in popularization programmes such as scientific temper
 - l) Computer assisted/web-based learning and e-library skills
 - m) Innovative compositions and creations in music, performing and visual arts, etc.

n) Other activities such as Cultural Activities or any other activity as prescribed by the University. Evaluation of Co- and Extra Curricular Activities shall be as per the procedure evolved by the university from time to time.

Table- 7: Total Numbers of Papers and Marks: Honours subjects with Practical/ Without Practical
 (The Table below shows the number of papers in Honours subjects with Practical/without Practical.)

Semester	Papers	Marks
I	06/04	350
II	06/04	350
III	07/05	450
IV	07/05	450
V	06/04	400
VI	06/04	400 +50
TOTAL	38/26	2450

Table- 8: Total Numbers of Papers and Marks

(The Table shows the number of papers semester wise for General Course with Practical/without practical.)

Semester	Paper	Marks
I	07/04	350
II	07/04	350
III	07/04	350
IV	07/04	350
V	07/04	350
VI	07/04	350+50
TOTAL	42/24	2150

Table-9

Distribution of Marks: The Total Marks, Marks allotted for External & Internal Examinations and respective minimum pass marks are as under:

Total Marks	External Examination		INTERNAL EXAMINATION		
	Total Marks	Pass Marks	Total Marks	Pass Marks	Pass Marks in External and Internal
300	240	96	60	24	120
225	180	72	45	18	90
200	160	64	40	16	80
150	120	48	30	12	60
100	80	32	20	08	40
50	40	16	10	04	20
25	20	08	05	02	10

(a) All the theory papers of a core subject in a semester shall be taken as one subject, and aggregate of all these papers shall be treated as total marks for determining pass marks. All the practical papers of a core subject in a semester shall be taken as one portion and aggregate marks of all these papers shall be jointly considered for determining pass marks.

(b) All the theory papers of DSE in a semester shall be taken as one subject, and aggregate of all these papers shall be treated as total marks for determining pass marks. All the practical papers of a DSE subject in a semester shall be taken as one portion and aggregate marks of all these papers shall be jointly considered for determining pass marks.

11. Attendance Rules

(a) All students must attend every lecture, practical/tutorial class and other activities of the College. However, the attendance requirement will be a minimum of 75% of the classes actually held.

(b) A student must inform the Head/Principal concerned immediately of any instance of continuous absence from classes with the valid reason thereof.

(c) A student who is absent due to illness should approach the teachers concerned for makeup quizzes, assignment and laboratory work.

(d) A student who has been absent from a Mid-Semester/Internal Examination due to illness or for some other valid reason shall approach the teacher concerned for makeup test immediately on return to class. The request should be supported with a medical certificate issued by a registered medical practitioner/affidavit.

(e) In case the period of absence on medical grounds is more than 20 working days during the Semester, a student may apply for withdrawal from the semester. Such application must be made as early as possible. No applications for semester withdrawal will be considered after External examination have commenced. Partial withdrawal in a semester is not allowed.

(f) If a candidate represents his/her institution/University/Jharkhand State/Nation in Sports/ NCC/ NSS/Cultural or any officially sponsored activity, he/she may be permitted to claim attendance for the actual number of days participated, based on the recommendation of the Head of the Institution concerned. If a candidate is selected

to participate in national level events such as Republic Day Parade etc, he/she may be permitted to claim attendance for the actual number of days participated (including journey days) based on the recommendation of the head of the Institution concerned.

(g) If a student is continuously absent from the institute for more than four weeks without permission of the Head of the Department concerned, his/her name will be removed from institute rolls.

(h) In extraordinary cases the Vice-Chancellor can utilize his discretionary power to condone the shortage of attendance.

12.0) Syllabi

(1) Basic Framework of Syllabus

The syllabus in each subject and in each paper shall be demarcated into well-defined units/areas of content along with a topic-wise break up. The Board of Studies of the subject concerned constituted by the Vice-Chancellor shall be responsible for framing the Syllabus subject to the provisions of this regulation.

(2): Symbol of Paper: XYZ-H-C-101-T: The first three symbols in Roman capital letters indicate the subject; the next symbol H or G indicate Honours or General course; the next symbol (s) denotes Core (C), Generic Elective (GE), Discipline Specific Elective (DSE), AECC, SEC, etc. Out of the next three digits, the first digit indicates the semester e.g. 1, 2, 3...6 for semester I, II, III, IV...VI, respectively, and the next two digits indicate paper number. The last letter T or P indicates Theory or Practical.

13.0) Medium of instruction and Examination

Except language subjects, the medium of instruction/examination shall be Hindi/English.

14.0) EXAMINATION, EVALUATION AND DECLARATION OF RESULTS

(i) The duration of a paper of an end-semester examination shall normally be three hours and that of a mid-sem examination, 1.5 hours.

ii) Assessment and Progression: The performance of a student shall be evaluated through Internal Assessment that will include the mid-semester examination on the pattern of the end-semester examination, regularity of attendance and other activities, carrying 20% marks in all. The end-semester examination shall carry 80% marks.

iii) Activities for Internal Assessments: The Internal Assessment for 20% marks of a paper shall be made in the following categories of activities:

a) Mid-semester examination (one written internal examination)	=	15%
b) Attendance	=	05%
	Total	= 20%

Classroom Attendance Incentive: Those having greater than 75% attendance will be awarded Continuous Comprehensive Assessment marks as follows:-

- 75% but < 80% 1 mark
- 80% but <85% 2 marks
- 85% but <90% 3 marks
- 90% but < 95% 4 marks
- ≥ 95% 5 marks

iv) Conduct of Mid-Semester Examination

a) The Mid-semester Examination of all theory papers of the Honours and General courses shall be of one and half hour duration per paper. The Mid-Semester examination shall be conducted by the examination Department of the college with the help of the concerned Head of the Department of the college usually in the month of March and August.

b) If a student misses the Mid-semester Examination due to some valid reason (to be ascertained by the Head of the Department of the college on the basis of documentary proof provided by the student), the Examination Department of the College may arrange a special Mid-semester examination for such student. However, only one such special Mid-semester examination shall be held for all such cases and it should be conducted within one month from the date of completion of the Mid-semester examination.

c) Completion of Internal Assessment: The marks of the internal assessment shall be published on the notice board of the college for information of the students. It shall be the responsibility of the Principal of the College to submit the marks of the Internal Assessment of the students of the college well before commencement of the end-semester examination.

d) **Evaluation:** Evaluation of the answer-scripts of a mid-semester examination shall be done by the teacher(s) who have taught the concerned portion of the paper, within 15 working days. A tabulation register shall be maintained in each department in which these marks will be tabulated, marks foil containing the amalgamated marks of all the portions of the internal assessment (paper-wise) shall be sent in duplicate to the Examination Department of the college for transmission of one copy to the Examination Department of the University.

(e) Internal assessment marks shall be shown separately in the marks card of final examination after the end-semester examination. A candidate, who has failed or rejected the result (?), shall retain the internal assessment marks for the next examination.

(f) **Evaluation of Extracurricular Activities:** The student's performance shall be examined by the staff in-charge of extension activities along with the Head of the respective department and a senior member of the Department on the following parameters.

- 20% of marks for regularity of attendance.
- 60% of marks for active participation in classes/camps/games/special camps/programmes in the college/district/state/ University activities.
- 10% of marks for exemplary awards/certificates/prizes.
- 10% of marks for other social components such as blood donation, Fine Arts, etc.

The above activities shall be conducted outside the regular working hours of the college.

The marks shall be sent to the Controller of Examinations before the commencement of the final semester examinations.

The mark sheet shall carry the gradation relevant to the marks awarded to the candidates.

A - Exemplary - 80 and above.

B - very good - 70-79.

C - good - 60-69.

D - fair - 50-59.

E - Satisfactory - 40-49.

This grading shall be incorporated in the mark sheet to be issued at the end of the semester. (If a differently able student is unable to participate in any of the above activities, he/she shall be required to take a test in the theoretical aspects of any one of the above fields and be graded and certified accordingly)

(v) Holding and Evaluation of End Semester Examination

(i) **Eligibility criteria for End–Semester Examinations:** A student shall be deemed to have qualified to appear at the End-Semester Examinations only if he/she secures **minimum qualifying marks in the Internal Assessment**, fulfills the prescribed attendance criteria, has cleared all the dues, filled in the examination form in time, deposited the prescribed examination fee on time and possesses good moral character.

ii) No candidate will be normally permitted to appear in the examination without a valid Admit Card. In case the candidate reports to the examination hall without his/her Admit Card despite the fact that he/she was issued Admit Card and it was not forfeited for adopting unfair means, the center superintendent may at his/her discretion provisionally permit the candidate to appear in the examination after satisfying himself/herself about the bonafide of the candidate by taking his/her thumb impression/several signatures for further verification or a measure which he/she thinks appropriate. The conduct of examination shall be governed by the provisions contained in Bihar conduct of Examination Act, 1981(adapted).

iii) a) **Question Paper Setting and Evaluation:** The responsibilities of question setting, conduct of examination, evaluation, and publication of results shall lie on the authorities vested with such powers in the University Act. However, The Head of the concerned University Department shall assist the Examination Board in these processes including providing a panel of paper setters and evaluators. The Head of the concerned Department shall also be

responsible for carrying out moderation of results before recommending with comments to the Examination Board for publication of the results. The Vice-Chancellor may exercise the functions of the Examination Board in anticipation of the approval of the Board.

b) (i) Nature and Type of Questions (?)

An/A Honours Paper/General Course theory Paper shall generally comprise **eight questions** of equal value, out of which **four questions will be required to be answered within three hours' prescribed time**. A paper shall have one compulsory objective (multiple choice or preferably fill in the blanks type) covering the entire syllabus and seven questions comprising at least two or three short answer type questions; rest will be of subjective nature. The setter shall set the question to test the analytical and descriptive skill of the student through the paper.

ii) Moderation of Question Papers: The questions set by setters may be subjected to moderation by a moderation board of the subject specially constituted for the purpose by the Vice-Chancellor.

c) Requirement of Passing in different types of evaluation: Passing in theory (written), Internal, Practical and examination of Dissertation separately is essential.

d) Submission of Record Notebooks for Practical Examinations: A candidate appearing for a practical examination must submit the bonafide Record Notebooks prescribed for the practical examinations otherwise he/she shall not be permitted to appear at the practical examination.

15) Preparation of Results

An examinee's performance shall be evaluated in terms of Percent Marks, Letter Grades, Grade and SGPA in a semester and CGPA in all the semesters taken together.

15.1) Each semester result shall be declared in terms of grades. The score card of each semester shall comprise paper wise number of credits, % of marks, letter grade, grade point and SGPA. A ten point grading system which is based on the actual absolute marks scored as described below shall be adopted.

Table-7

* Marks %	Letter Grade	Grade Point
90-100	O (Outstanding)	10
80-<90	A+ (Excellent)	9
70-<80	A (Very Good)	8
60-<70	B+ (Good)	7
50----<60	B (Above Average)	6
40-<50	C (Average)	5
40	P (Pass)	4
< 40	# F (Fail)	0
-	Ab (Absent)	0

*In case of fractional marks, 0.5 will be considered as higher whole number.

#A student obtaining Grade F shall be considered failed and will be required to reappear in the examination.

16) Computation of SGPA and CGPA

16.1) Calculation of Semester Grade Point (SGPA)

- a) The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student, i.e. $SGPA (S_i) = \sum(C_i \times G_i) / \sum C_i$ where C_i is the number of credits of the i^{th} course and G_i is the grade point scored by the student in the i^{th} course.
- b) The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme i.e. $CGPA = \sum(j \times S_j) / \sum C_j$ Where S_j is the SGPA of the j^{th} semester and C_j is the total number of credits in that semester.
- c) The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcript.
- d) **Illustration of Computation of SGPA and CGPA and Format for Transcripts**

Illustration for SGPA Calculation

Course	Credit	Grade Letter	Grade Point	Credit Point
Course 1	3	A	8	$3 \times 8 = 24$
Course 2	4	B+	7	$4 \times 7 = 28$

Course 3	3	B	6	$3 \times 6 = 18$
Course 4	3	O	10	$3 \times 10 = 30$
Course 5	3	C	5	$3 \times 5 = 15$
Course-6	4	B	6	$4 \times 6 = 24$
	20			$= 139$

Thus, SGPA = $139/20 = 6.95$

Illustration for CGPA Calculation

Semester 1	Semester 2	Semester 3	Semester 4	Semester 5	Semester 6
Credit: 20	Credit: 22	Credit: 25	Credit: 26	Credit: 26	Credit: 25
SGPA: 6.9	SGPA: 7.8	SGPA: 5.6	SGPA: 6.0	SGPA: 6.3	SGPA: 8.0

$$\text{Thus, CGPA} = \frac{20 \times 6.9 + 22 \times 7.8 + 25 \times 5.6 + 26 \times 6.0 + 26 \times 6.3 + 25 \times 8.0}{144} = 6.7$$

16) Announcement of Results: The University shall announce results on the recommendation of the concerned Head of the Department institution- or college-wise under following classification:

16.1) A candidate shall be declared to have passed the UG program if he/she secures at least an aggregate CGPA of 4.0.

16.2) **Declaration of Classes on the Basis of CGPA:** CGPA GRADE CLASSIFICATION OF FINAL RESULT: First Class – Exemplary* 9.0 – 10.0 O+; First Class with Distinction* 7.5 to 9.0; a First Class 6.0 to 7.5; Second Class 4.5 to 6.0; Pass: 4.0 and above but below 4.5.

16.3) CLASSIFICATION OF SUCCESSFUL CANDIDATES

(a) The results of successful candidates at the end of IV & VI semesters shall be classified on the basis of aggregate percentage of marks obtained in all the four & six semesters and the aggregate or Cumulative Grade Point Average (CGPA) for the award of i) Associate Degree (Advance Diploma) in Arts, Science and Commerce; ii) Bachelor Degree in Arts, Science and Commerce, respectively.

(b) The candidates who pass all the semester examinations in the first attempts in Two/Three Academic Years or Four/Six Semesters are eligible for ranks provided they secure 60% and above marks or at least Grade A.

(c) A candidate who passes the semester examinations in parts is eligible for only class and not for ranking.

17) Scrutiny and Re-evaluation

17.1) Scrutiny and re-evaluation of the answer script shall not be ordinarily allowed. However, on the advice of the concerned Head of the Department the Vice-Chancellor can order for the re-evaluation in exceptional cases where prima facie incongruities in evaluation are apparent.

17.2) A student can apply for the scrutiny of his/her answer script, after paying the prescribed fee within 15 days of the receipt of the marks. The paper shall be scrutinized by the Examination Department of the University with the assistance of the Head of the concerned Department. Scrutiny shall be done to rectify unmarked portion/wrong transcription, if any.

18. Improvement in Results: A student who has cleared all the papers of a semester examination in one attempt may appear in maximum of two papers for improvement in results in the next examination of that semester after filling in the examination form along with the prescribed examination fee. Marks obtained by the examinee in the earlier examination in the paper in which improvement is sought shall be retained if the candidate fails to improve his/her marks. The provision of improvement shall be available in all the semesters. The facility of improvement shall not be available to a candidate in the semester in which the candidate has failed to clear all the papers in one attempt.

CREDIT TRANSFER POLICY

Recognition/Accumulation (Credit Bank)/Transfer of Credits

VBU facilitates transfer of credits through an evaluation process.

Requests for Transfer of Credits can be categorized as below:

1. Taking Courses Outside while Enrolled in VBU (Under Collaboration)

Current VBU students who are considering taking course(s) at another institution should obtain permission from their Principal/HOD. The information has to be sent to Dean, Students' Welfare (DSW). However, such arrangements require prior collaboration at the University level. Only the institutions signing MoUs for the purpose shall be admissible for the provision.

2. Taking a Break/Dropping out (due to unavoidable circumstances) during Studies at VBU

If a student has to take a break due to unavoidable circumstances during studies at VBU (with due permission from the competent authority) but wishes to complete his/her studies at VBU may also get the benefit of transfer of credits earlier earned. Such individuals may route the application through their Principal/HOD. The Principal/HOD shall then arrange for necessary approval from DSW/competent authority.

3. Course Completed/Done at UGC Accredited Institutions and Other Reputed Institutions

A Candidate can get the benefit of transfer of credits for graduate level courses completed at UGC accredited institutions and other reputed institutions such as IITs, IIMs, central, other state universities/deemed universities NITs, BITs, etc. provided that a grade of at least C of VBU (equivalent to 5.0 or above grade point) is earned and the course is similar (?) in content as compared to what is offered at VBU.

4. Course Completed/Done at An/A Institute/University Abroad

Credit earned due to the courses attended in the universities/institutes abroad as part of exchange/mobility/scholarships, etc. can be transferred based on the comparison with the equivalent courses at VBU. Generally, the institutions/universities should be recognized by the Association of Indian Universities (AIU) or UGC. Such universities abroad should have the best accreditation of their country. All grade-cards/transcripts and course syllabi must be translated from the original language into English and certified by a committee (Credential Transfer Committee of VBU) and ratified by the Equivalence Committee of VBU (?).

5. Maximum Credits Allowed to be Transferred

VBU will allow a maximum of 2 semesters' credits for a 3/2 year programme from accredited institutions (of highest accreditation of their country, in case of foreign Universities). Courses must be academic in nature and be similar in scope and content to the courses offered at VBU.

19) Transfer of Admission: Transfer of admissions permissible only for IIIrd and Vth semesters for the students of other universities and within the University.

19.1) Conditions for Transfer of Admission of Students within the University

- i) His/Her transfer/admission shall be within the intake permitted to the college.
- ii) Availability of same combination of subjects studied in the previous college.
- iii) He/she shall fulfill the attendance requirements as per the University Regulation.
- iv) He/She shall complete the programme as per the regulation governing the maximum duration of completing the programme.

19.2) Conditions for Admission of Students of Other Universities for Transfer

- i) A Candidate migrating from any other university may be permitted to join III/V semester of the degree programme provided he/she has passed all the subjects of previous semesters/years as the case may be. Such candidates must satisfy all other conditions of eligibility stipulated in the regulations of the University.
- ii) His/Her transfer/admission shall be within the intake permitted to the college.
- iii) He/she shall fulfill the attendance requirements as per the University Regulation.
- iv) The candidate who is migrating from another university is eligible for overall class and not for ranking.
- v) He /She shall complete the programme within stipulated period.

Foreign Nationals

Eligible foreign nationals who have either:

- (i) been selected for award of Government assistantship/fellowship, or
- (ii) been permitted by the Government of India to undergo studies as self-financing foreign student may also be admitted to any of the courses subject to acceptance of the academic standard of the applicants by the University.
- (iii) However, a foreign national/Non Resident Indian who has passed the qualifying degree examination from any Indian university/institute and is desirous of admission to any of the courses either with Government of India assistantship/fellowship or as a self financing foreign student may also be eligible under Students outside Jharkhand category.

20. Lateral entry: A candidate is eligible for lateral entry to V Semester if he/she possesses Advance Diploma in arts/science/commerce of this University or equivalent thereto obtained after completion of 4 semester examinations in one attempt in two academic sessions.

21. Removal of difficulties

If difficulty arises in implementing any of the clauses, the Vice-Chancellor shall remove the difficulties.

22. Repeal and Savings

(1) Repeal: The earlier regulation pertaining to Three Year Degree Course leading to B.A./B.Sc./B.Com General and Honours is hereby repealed.

(2) Saving: Notwithstanding such repeal the students admitted to B.A./B.Sc./B.Com General and Honours up to academic session 2014 in Degree Part One shall continue to be governed by the repealed regulation.

Annexure - 1

Skill Development Courses (Common for All Programmes)

For Honours Degree: (i) Third Semester: Compulsory for All Disciplines

Any one of the following three in a particular college depending upon the facility available:

1. Constitution of India and Human Rights
2. Environment and Public Health
3. Computer Applications and Information Technology

(II) Fourth semester: One from the following may be chosen may be common for a faculty. (?) The courses may include the following:

1. Entrepreneurship
2. Life Skills and Personality Development
3. Human Resource Development
4. Legal Aid and Awareness
5. Indian History, Culture and Diversity
6. Science and Life
7. Banking and Finance
8. Building Mathematical Ability
9. Capital and Stock Market

10. Any other subject to be decided by the Academic Council.

For General Degree: (i) Compulsory for All Disciplines

1. Constitution of India and Human Rights
2. Environment and Public Health
3. Computer Applications and Information Technology in Semester 3, Semester 4, and Semester 5 respectively. (?)

(II) Sixth semester: One from the following may be chosen, may be common for a faculty or all faculties.

The courses may include the following:

1. Entrepreneurship
2. Life Skills and Personality Development
3. Human Resource Development
4. Legal Aid and Awareness
5. Indian History, Culture and Diversity
6. Science and Life
7. Banking and Finance
8. Building Mathematical Ability
9. Capital and Stock Market

Annexure - 2

Four papers of one subject or two papers each from two different subjects from the following subjects, depending upon the requirement of the core subject, may be chosen as the Generic Elective.

Generic Elective: (Science)	1.	Physics Core	Mathematics, Chemistry, Geology, Statistics
	2.	Chemistry Core	Mathematics, Physics, Geology, Statistics; Botany, Zoology, Anthropology
	3.	Geology Core	Mathematics, Chemistry, Botany, Zoology, Anthropology, Physics
	4.	Mathematics Core	Chemistry, Geology, Anthropology, Physics
	5.	Botany Core	Chemistry, Geology, Zoology, Anthropology
	6.	Zoology Core	Chemistry, Geology, Botany, Anthropology

Arts: Four papers of one subject or two papers each from two different subjects from Arts (Humanities/Social Science) Faculty depending upon the requirement of the core subject, may be chosen as the Generic Elective subjects.

Commerce: As prescribed in the syllabi.