

**MAR ATHANASIUS COLLEGE (AUTONOMOUS)
KOTHAMANGALAM, KERALA - 686666**

*College with Potential for Excellence
NAAC Accredited 'A+' Grade Institution*

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**REGULATIONS
OF THE
UNDERGRADUATE PROGRAMME
UNDER CHOICE BASED CREDIT SYSTEM
(MAC- UG-CBCS 2021)**

IN

EFFECTIVE FROM THE ACADEMIC YEAR 2021-22

MAR ATHANASIUS COLLEGE (AUTONOMOUS)

KOTHAMANGALAM, KERALA - 686666

REGULATIONS OF THE UNDERGRADUATE PROGRAMMES

UNDER CHOICE BASED CREDIT SYSTEM

(MAC- UG-CBCS 2021)

(2021 Admission onwards)

PREAMBLE

Education prepares a man to live with dignity and liberty. The ultimate aim of education is to deepen man's understanding of the universe and of himself-in body, mind and spirit –and to disseminate this understanding throughout society and to apply it in the service of mankind. This aim is accomplished when quality is ensured in the process of learning. Ever since Independence there has been several attempts on the part of Central and State Governments, University Grants Commission, AICTE and similar regulatory bodies as well as universities and colleges to improve the quality of instruction offered. However, because of heavy demand for access and consequent expansion of colleges and universities together with constraints on resources, standards of education could not cope with expansion. The affiliating system, which played a useful role in managing access in the past, occupied disproportionate time on administration of the system and undermined the capacities of universities and colleges to work towards research and development. Even curricular reform took a back seat in many universities. While there is no alternative in the present context to the system of affiliation, there is a felt need to seek fresh strategies for innovation and experimentation in the entire range of higher education activities at the institutional level. In this scenario, Government of India by Resolution dated 14 July 1964 appointed the Education Commission to advise Government on the national pattern of education and policies for the development of education at all stages and in all aspects. The Education Commission (1964 – 66) recommended “Autonomy” to Universities and colleges as instrumental in achieving and promoting academic excellence in higher education (Chapter XIII). In consonance with this recommendation, the University Grants Commission prepared Guidelines

for Autonomy (Annexure II) during XIth plan and the same has been revised subsequently during XIIth plan. In the context of UGC Guidelines, the Committee set up by the Kerala State Higher Education Council in December 2012 to recommend criteria for selection and steps for operationalization of “Autonomous Colleges” in Kerala, deliberated on the subject extensively. Accordingly, the 13th Kerala State Legislative Assembly as per the “the University Laws (Third Amendment) Bill, 2014 resolved to provide Autonomy to colleges and Universities in Kerala. Mar Athanasius College, Kothamangalam, in its pursuit of academic excellence, was accorded Autonomous Status as per the Letter No. F.22 – 1/2016 (AC), dated 9th March, 2016. Following the attainment of autonomous status, the expert committee constituted by the Principal has undertaken the task of designing a draft Regulations and Guidelines of all Undergraduate Programmes in the institution in 2016. During the academic year 2016-17 (For the 2016 admission) the then prevailing M. G. University regulations was accepted by the institution without any change. In the academic year 2017 the institution prepared UG regulations after making necessary modifications. The total credit, internal assessment, evaluation of answer sheets, Question paper pattern and conduct of examination were strictly adherent to the parent university regulations. The modified regulation came in to force in academic year 2018 (with effect 2018 admission onwards) and the same regulation continued until 2020-21. In due course as per the recommendations of the academic council held on 19.06.2020, the 2018 UG regulations has been hitherto, modified by incorporating the modifications put forward by M.G. University as per U.O No. 1417/AC A9/2020 MGU Dated 10.03.2020. The framework of the Common Guidelines and regulations are presented in the ensuing pages.

1. TITLE

- 1.1. These regulations shall be called “**REGULATIONS FOR UNDERGRADUATE (UG) PROGRAMMES UNDER CHOICE BASED CREDIT SYSTEM, 2021 (MAC- UG-CBCS 21)**” of Mar Athanasius College (Autonomous), Kothamangalam.

2. SCOPE

- 2.1 Applicable to all Undergraduate Programmes conducted by Mar Athanasius College (Autonomous), Kothamangalam with effect from 2021-22 admissions.
- 2.2 Medium of instruction is English except in the case of language courses other than English unless otherwise stated therein.

3. DEFINITIONS

- 3.1. **'Academic Week'** is a unit of five working days in which distribution of work is organized from Day One to Day Five, with five contact hours of one hour duration on each day.
- 3.2. **'Semester'** means a term consisting of a minimum of 90 working days, inclusive of tutorials, examination days and other academic activities, within a period of six months.
- 3.3. **'Programme'** means a three year programme of study with examinations spread over six semesters. The successful completion of the programme leads to the award of a Bachelor Degree.
- 3.4. **'Course'** means a portion of a subject, which will be taught and evaluated in a semester (similar to a paper under Annual scheme). Each Course is to be designed under lectures / tutorials / laboratory / fieldwork / seminar/ project / practical training / assignments and evaluation etc., to meet effective teaching and learning needs.
- 3.5. **'Common Course I'** means a course that comes under the category of courses for English.
- 3.6. **'Common Course II'** means additional language (Malayalam or Hindi).
- 3.7. **'Core Course'** means a course in the subject of specialization within an Under Graduate Programme. It includes a course on environmental studies and human rights.
- 3.8. **'Complementary Course'** means a course which would enrich the study of core courses.
- 3.9. **'Choice Based Course'** means a course that enables the students to familiarise the advanced areas of Core Course.
- 3.10. **'Open course'** means an optional course which the student is free to take at his/her will. Open Course shall be a non-major elective course offered by the Departments other than parent Department.
- 3.11. **'Certificate Course / Diploma Course'** means courses that permit an opportunity to the students for academic enrichment in an area other than the traditional programmes to which he/she is admitted. Such courses will lead the candidate toward entry level employment in a professional field. The duration and general frame of the courses are subject to the regulations prescribed by the UGC from time to time. Certificate/Diploma courses shall be conducted over and above regular working hours.
- 3.12. **'Credit'** is the numerical value assigned to a course according to the relative importance of the syllabus of the programme.

- 3.13. **'Grade'** means a letter symbol (e.g: A, B, C, etc.) that indicates the broad level of performance of a student in a course/ semester/programme.
- 3.14. **'Grade Point' (GP)** is the numerical indicator of the percentage of marks awarded to a student in a course.
- 3.15. **Institutional Average (IA)** means average marks secured (Internal + External) for a course at the college level
- 3.16. **'Credit Point (CP)'** of a course is the value obtained by multiplying the Grade Point (GP) by the Credit (C) of the course. $CP=GP \times C$.
- 3.17. **'Cumulative Credit Point Average (CCPA)'** is the value obtained by dividing the sum of credit points in all the courses taken by the student for the entire programme by the total number of credits.
- 3.18. **'Department'** means any Teaching Department in the College.
- 3.19. **'Parent Department'** means the department which offers core courses within an Under Graduate Programme.
- 3.20. **'Department Council'** means the body of all teachers of a department in the college.
- 3.21. **'Department Co-ordinator'** means a teacher from the parent department nominated by the Department Council, who will advise the student in the academic matters.
- 3.22. **'College Coordinator'** is a teacher nominated by the Principal to co-ordinate the continuous evaluation undertaken by various departments within the college.
- 3.23. **'Grace Marks'** means marks awarded to the candidates as per the orders issued by Mahatma Gandhi University, Kottayam, from time to time.
- 3.24. **'Skill Enhancement Programme'** means Programme intended to assist the students to acquire additional practical skill which should be conducted over and above the regular working hours.
- 3.24. Words and expressions used and not defined in this regulation shall have the same meaning assigned to them in the Act and Statutes of the Mahatma Gandhi University.

4. ELIGIBILITY FOR ADMISSION AND RESERVATION OF SEATS

- 4.1 Eligibility and Norms for admission and reservation of seats for various Under Graduate Programmes shall be according to the rules framed by the Mahatma Gandhi University/State Government from time to time.

5. DURATION

- 5.1 The duration of UG programmes shall be **6 semesters**.
- 5.2 There shall be two semesters in an academic year. The **ODD** semester commences in **June** and on completion, the **EVEN** semester commences. There shall be two months' vacation during April and May in every academic year.
- 5.3 A student may be permitted to complete the Programme, on valid reasons, within a period of 12 continuous semesters from the date of commencement of the first semester of the programme.

6. REGISTRATION

- 6.1 The strength of students for each course shall remain as per existing regulations as approved by Mahatma Gandhi University, Kottayam.
- 6.2 The college shall send a list of students registered for each programme in each semester giving the details of courses registered to the University in the prescribed form within 45 days from the commencement of the Semester.
- 6.3 Those students who possess the required minimum attendance and progress during a semester and could not register for the semester examination are permitted to apply for Notional Registration to the examinations concerned, enabling them to get promoted to the next class.

7. SCHEME AND SYLLABI

- 7.1. The UG programmes shall include (a) Common courses I and II, (b) Core courses, (c) Complementary Courses, (d) Choice Based Course and (e) Open Course. Common course II is exempted in the case of B.Com Model III.
- 7.2. There shall be one Choice Based course (Elective Course) in the sixth semester. In the case of B.Com Programme there shall be an elective stream from third semester onwards.
- 7.3 Credit Transfer and Accumulation System can be adopted in the programme. Transfer of Credit consists of acknowledging, recognizing and accepting credits by an institution for programmes or courses completed at another institution. The Credit Transfer Scheme shall allow students pursuing a programme in one College to continue their education in another College without break. Credit transfer shall be permitted as per the University Rules.

- 7.4. A separate minimum of 30% marks each for internal and external (for both theory and practical) and an aggregate minimum of 35% are required to pass a course. For a pass in a programme, a separate minimum of **Grade Dis** required for all the individual courses. If a candidate secures **F Grade** for any one of the courses offered in a Semester/Programme only **F Grade will be awarded** for that Semester/Programme until he/she improves this to **D Grade** or above within the permitted period.
- 7.5. Students who complete the programme with “D” Grade under “**REGULATIONS FOR UNDERGRADUATE (UG) PROGRAMMES UNDER CHOICE BASED CREDIT SYSTEM, 2021 – MAC – UG- -CBCS 2021**” of Mar Athanasius College (Autonomous), Kothamangalam will have **one betterment chance within 12 months**, immediately after the publication of the result of the whole programme.
- 7.6. The UG Board of Studies concerned shall design all the courses offered in the UG programme. The Boards shall design new courses and modify or re-design existing courses to facilitate better exposure and training for the students.
- 7.7. The syllabus of a course shall include the title of the course, contact hours, the number of credits and reference materials.
- 7.8. Students discontinued from previous regulations CBCS 2018 of Mar Athanasius College (Autonomous), Kothamangalam can pursue their studies in the Mar Athanasius College (Autonomous) Kothamangalam under “Regulations for Under Graduate Programmes under Choice Based Credit System 2021” after obtaining readmission. These students have to complete the programme as per the Mar Athanasius College (Autonomous) “Regulations for Under Graduate Programmes under Choice Based Credit System 2021 (MAC – UG – CBCS 2021)”.
- 7.9. The practical examinations (external/internal) will be conducted only at the end of even semesters for all programmes. Special sanction shall be given for those programmes which are in need of conducting practical examinations at the end of odd semesters

8. PROGRAMME STRUCTURE

The structure of UG Programmes is as follows

Model I B.A/B.Sc.

a	Programme Duration	6 Semesters
b	Total Credits required for successful completion of the programme	120
c	Credits required from common course I	22
d	Credits required from common course II	16
e	Credits required from Core Course and Complementary Course including Project	79
f	Credits required from Open course	3
g	Minimum attendance required	75%

Model I B Com

a	Programme Duration	6 Semesters
b	Total Credits required for successful completion of the programme	120
c	Credits required from common course I	14
d	Credits required from common course II	8
e	Credits required from Core Course and Complementary Course	95
f	Credits required from Open course	3
g	Minimum attendance required	75%

Model III B Com

a	Programme Duration	6 semesters
b	Total Credits required for successful completion of the programme	120
c	Credits required from Common Course I	8
d	Credits required from Core + Complementary + Vocational courses including Project	109
E	Credits required from Open Course	3
G	Minimum attendance required	75%

9. EXAMINATIONS

9.1 The evaluation of each course shall contain two parts:

- (i) **Internal or In-Semester Assessment (ISA)**
- (ii) **External or End-Semester Assessment (ESA)**

The in-semester to end semester assessment ratio shall be 1:4.

Both Internal and External marks are to be rounded to the next integer.

9.2 For all courses (theory & practical), grades are given on a **10- point scale**, based on the total percentage of marks (*ISA+ESA*) as given below:

Percentage of Marks	Grade	Grade Point (GP)
95 and above	S Outstanding	10
85 to below 95	A+ Excellent	9
75 to below 85	A Very Good	8
65 to below 75	B+ Good	7
55 to below 65	B Above average	6
45 to below 55	C Satisfactory	5
35 to below 45	D Pass	4
Below 35	F Failure	0
	Ab Absent	0

10. CREDIT POINT (CP) AND CREDIT POINT AVERAGE (CPA)

1. Credit Point (CP)

Credit Point (CP) of a paper is calculated using the following formula.

$$CP = C \times GP$$

Where:

C is the Credit and

GP is the Grade point

2. Credit Point Average (CPA)

Credit Point Average (CPA) of a Course (Common Course I, Common Course II, complementary Course I, Complementary Course II, and Core Course) is calculated using the following formula.

$$CPA = TCP/TC$$

Where:

TCP is the Total Credit Point of course and

TC is the Total Credit of that category of course

3. Semester Credit Point Average (SCPA)

Semester Credit Point Average (SCPA) of a Semester is calculated using the following formula.

$$SCPA = TCP/TC$$

Where:

TCP is the Total Credit Point of that semester and

TC is the Total Credit of that semester

4. Cumulative Credit Point Average (CCPA)

Cumulative Credit Point Average (CCPA) is calculated using the following formula.

$$CCPA = TCP/TC$$

Where;

TCP is the Total Credit Point of that Programme and

TC is the Total Credit of that programme

Grades for the different semesters and overall programme are given based on the corresponding CPA as shown below:

CPA	Grade
9.5 and above	S Outstanding
8.5 to below 9.5	A ⁺ Excellent
7.5 to below 8.5	A Very Good
6.5 to below 7.5	B ⁺ Good
5.5 to below 6.5	B Above average
4.5 to below 5.5	C Satisfactory
4 to below 4.5	D Pass
Below 4	F Failure

11. MARK DISTRIBUTION FOR EXTERNAL AND INTERNAL EVALUATION

The end semester examinations of all semesters shall be conducted by the college at the end of each semester. Internal evaluation is to be done by continuous assessment. For all courses without practical total marks of external examination is 80 and total marks of internal evaluation is 20. Marks distribution for external and internal assessments and the components for internal evaluation with their marks are shown below:

11.1 FOR ALL COURSES WITHOUT PRACTICAL

a) Marks of External Examination : 80

b) Marks of Internal Evaluation : 20

All the four components of the internal assessment are mandatory.

Components of Internal Evaluation of theory	Marks
Attendance	5
Assignment /Seminar/Viva	5
Test papers (2x5)	10
Total	20

11.2 FOR ALL COURSES WITH PRACTICAL

a) Marks of External Examination :60

b) Marks of Internal Evaluation : 15

11.2.1 FOR THEORY

Components of In-Semester Evaluation of Theory	Marks
Attendance	5
Assignment /Seminar/Viva	2
Test papers (2x4)	8
Total	15

11.2.2 FOR PRACTICAL EXAMINATION

a) External 40

b) Internal 10

Components of In-Semester Evaluation of Practical	Marks
Attendance	2
Test papers (1x4)	4
Record*	4
Total	10

*Marks awarded for Record should be related to number of experiments recorded and duly signed by the teacher concerned in charge.

All three components of internal assessments are Mandatory.

11.3 PROJECT EVALUATION: (Maximum Marks 100)

All students are to do a project in the area of core course. This project can be done individually or in groups(not more than five students) for all subjects which may be carried out in or outside the campus. Special sanction shall be obtained from the Principal to those new generation programmes and programmes on performing arts where students have to take projects which involve larger groups. The projects are to be identified during the II semester of the programme with the help of the supervising teacher. The report of the project in duplicate is to be submitted to the department at the sixth semester and are to be produced before the examiners (Internal and External) appointed by the Controller of Examinations. External Project evaluation and Viva / Presentation is compulsory for all subjects and will be conducted at the end of the programme.

For Projects

a) Marks of External Evaluation :80

b) Marks of Internal Evaluation : 20

Components of External Evaluation of Project	Marks
Dissertation (External)	50
Viva – Voce (External)	30
Total	80

*Marks for Dissertation may include study tour report if proposed in the syllabus

*Components of Internal Evaluation of Project	Marks
Punctuality	5
Experimentation/Data collection	5
Knowledge	5
Report	5
Total	20

11.4 ATTENDANCE EVALUATION FOR ALL COURSES

(Theory/Practical)

Percentage of attendance	Marks
90 and above	5
85 – 89	4
80-84	3
76-79	2
75	1
Below 75	0

(Decimals are to be rounded to the next higher whole number)

12. ASSIGNMENTS

Assignments are to be done from first to fourth Semesters. At least one assignment should be done in each semester.

13. SEMINAR/VIVA VOCE

A student shall present a seminar in the Fifth semester for each course and appear for Viva-voce in the sixth semester for each course.

14. INTERNAL ASSESSMENT TEST PAPERS

Two Test papers are to be conducted in each semester for each course. The evaluations of all components are to be published and are to be acknowledged by the candidates. All documents of internal assessments are to be kept in the college for one year and shall be made available for verification. The responsibility of evaluating the internal assessment is vested on the teacher (s), who teaches the course.

14.1 GRIEVANCE REDRESSAL MECHANISM

Internal assessment shall not be used as a tool for personal or other type of vengeance. A student has every right to know, how the teacher arrived at the marks. In order to address the grievance of students, a three -level Grievance Redressal Mechanism is envisaged. A student can approach the upper level only if grievance is not addressed at the lower level.

Level 1: At the level of the concerned Course Teacher

Level2: Department Level: The Department cell chaired by the Head of the Department, Faculty Advisor and the Course Teacher concerned as members.

Level 3: College level: A committee with the Principal as Chairman, and HOD of concerned Department, Academic Coordinator, and two teachers of the College Grievance Cell as members.

14.2 Academic coordinator shall make arrangements for giving awareness of the internal evaluation components to students immediately after commencement of first semester.

14.3 The in-semester evaluation report in the prescribed format should reach the Controller of Examinations as per the academic calendar.

14.4 The evaluation of all components is to be published in the Department and is to be acknowledged by the candidates. All academic records of in-semester assessments are to be kept in the Department for three years and shall be made available for verification. The responsibility of evaluating the in-semester assessment is vested on the teacher(s), who teach the course.

15. EXTERNAL EXAMINATION

The end semester examination of all Programmes shall be conducted by the College at the end of each semester.

15.1 Students having a minimum of 75% average attendance for all the courses only can register for the examination. A candidate having a shortage of attendance of 10 days in a semester subject to a maximum of 2 times during the whole period of the programme can apply for Condonation in prescribed form on genuine grounds. This Condonation shall not

be counted for internal assessment. Condonation of shortage of attendance, if any, should be obtained at least 7 days before the commencement of the concerned semester examination.

It shall be the discretion of the Principal to consider such applications and condone the shortage on the merit of each case in consultation with the concerned Faculty Advisor and Head of the Department.

Unless the shortage of attendance is condoned, a candidate is not eligible to appear for the examination.

Benefit of attendance may be granted to students attending University/College union/Co-curricular activities by treating them as present for the days of absence, on production of participation/attendance certificates, within one week, from competent authorities and endorsed by the Head of the institution. This is limited to a maximum of 10 days per semester and this benefit shall be considered for internal assessment also.

Those students who are not eligible to attend the end semester examination due to shortage of attendance, even with Condonation, should take re-admission along with the next batch.

- 15.2** Those candidates who cannot appear for End Semester Examination or who have failed in the end semester examinations of Fifth and Sixth Semester shall be eligible to appear for supplementary examination by paying separate fees. For reappearance/ improvement, for other semesters the students can appear along with the next batch. Notionally registered candidates can also apply for the said supplementary examinations.
- 15.3** A student who registers his/her name for the end semester examination will be eligible for promotion to the next semester.
- 15.4** A student who has completed the entire curriculum requirement, but could not register for the Semester examination can register notionally, for getting eligibility for promotion to the next semester.
- 15.5** A candidate who has not secured minimum marks/credits in internal examinations can re-do the same registering along with the End Semester examination for the same semester, subsequently. There shall be no improvement for internal evaluation.
- 15.6** Answer scripts of the external examination shall be made available to the students for scrutiny on request and revaluation/scrutiny of answer scripts shall be done as per the request of the candidate by paying fees.

16. PATTERN OF QUESTIONS

Questions shall be set to assess knowledge acquired, standard application of knowledge, application of knowledge in new situations, critical evaluation of knowledge and the ability to synthesize knowledge. The question setter shall ensure that questions covering all skills are set. He/she shall also submit a detailed scheme of evaluation along with the question paper. A question paper shall be a judicious mix of short answer type, short essay type /problem solving type and long essay type questions.

Pattern of Questions for External Examination for Course without Practical

Sl. No.	Pattern	Marks	Choice of questions	Total Marks
1	Short answer/ Problem Type	2	10/12	20
2	Short essay/ Problems	5	6/9	30
3	Essay/Problem	15	2/4	30
Total				80

Pattern of Questions for End Semester Examination for Course with Practical

Sl. No.	Pattern	Marks	Choice of questions	Total Marks
1	Short answer/ Problem Type	1	10/12	10
2	Short essay/ Problems	5	6/9	30
3	Essay/Problem	10	2/4	20
Total				60

17. RANK CERTIFICATE

The institution publishes rank list of top 3 candidates for each programme after the publication of 6th semester results. Rank certificate shall be issued to the candidate who secure first position in the rank list. Candidates shall be ranked in the order of merit based on the CCPA scored by them. Grace marks awarded to the students should not be counted fixing the rank/position. Rank certificate shall be signed by the Principal and Controller of Examinations.

18. MARK CUM GRADE CARD

The College under its seal shall issue to the students a MARK CUM GRADE CARD on completion of each semester, which shall contain the following information:

- (a) Name of the University
- (b) Name of the College
- (c) Title & Model of the Under-Graduate Programme
- (d) Name of the Semester
- (e) Name and Register Number of the student
- (f) Code, Title, Credits and Maximum Marks (Internal, External and Total) of each course opted in the semester.
- (g) Internal, External and Total Marks awarded, Grade, Grade point and Credit point in each course opted in the semester
- (h) Institutional average of the Internal Exam and Average of the External Exam in each course.
- (i) The total credits, total marks (Maximum and Awarded) and total credit points in the semester
- (j) Semester Credit Point Average (SCPA) and corresponding Grade.
- (k) Cumulative Credit Point Average (CCPA), CPA corresponding to Common courses I and II, Core Course, Complementary Course and Open Course.
- (m) The final Mark cum Grade Card issued at the end of the final semester shall contain the details of all courses taken during the final semester examination and shall include the final grade(SCPA) scored by the candidate from **1st to 5th** semesters, and the overall grade for the total programme.

19. There shall be 2 level monitoring committees for the successful conduct of the scheme.

They are:

1. Department Level Monitoring Committee (DLMC), comprising HOD and two senior most teachers as members.
2. College Level Monitoring Committee (CLMC), comprising Principal, College Council secretary and A.O/Superintendent as members.

20. SKILL ENHANCEMENT PROGRAMME

In addition to the requirement prescribed for the award of Bachelor degree, each student shall participate in the Skill Enhancement Programme (SEP) conducted by each department for a total duration of 40 hours spread over Semester I to Semester VI of all Programmes. SEP is intended to train the students and to inculcate extra skills that enable them to be competent in academic and non-academic matters equally. Separate certificate shall be issued by the institution to the candidate on successful completion of the programme. SEP shall be conducted over and above the regular working hours of each programme.

- 21. CERTIFICATE/DIPLOMA COURSES:** Certificate/Diplomacourses such as basics of accounting, animation, photography, garment designing, etc. may be conducted for all Programmes as per the discretion of the Board of Studies of the concerned department. The Board of Studies should prepare the curriculum and Syllabi of Certificate/Diploma courses including contact hours and reference materials. Separate certificate will be issued to the candidate on successful completion of the course. An extra Credit of 2 will be awarded to all the candidates on successful completion of the certificate courses and same shall be inscribed in the cumulative grade card and the degree certificate of each candidate.

- 21. A FACTORY VISIT / FIELD WORK/VISIT TO A REPUTED RESEARCH INSTITUTE/ STUDENT INTERACTION WITH RENOWNED ACADEMICIANS** may be conducted for all Programmes.

22. TRANSITORY PROVISION

Notwithstanding anything contained in these regulations, the Principal shall, for a period of one year from the date of coming into force of these regulations, have the power to provide by order that these regulations shall be applied to any Programme with such modifications as may be necessary from time to time.

Annexure I – Model Mark cum Grade Card

MarAthanasius College(Autonomous) Kothamangalam

Kothamangalam College P.O. Kothamangalam.

Section:

Student ID:

Date:

MARK CUM GRADE CARD

Name of candidate :

Name of College :

Permanent Register Number (PRN) : Degree:

Name of the Programme :

Name of Examination :First Semester Exam Month &Year

Date of publication of result :

Course Code	Course Title	Credit (C)	Marks						Percentage of total marks	Grade awarded (G)	Grade point (GP)	Credit point (CxGP)	Result
			External		Internal		Total						
			Awarded (E)	Maximum	Awarded (E+i)	Maximum	Awarded (I)	Maximum					
	Common Course I												
	Common Course II												
	Core Course Complementary												
	Course I Complementary												
	Course II/ Vocational Course												
	Total												
	Total credit points (TCP)												
	Total credit (TC)												
	SCPA:												
	Grade:												

Annexure II Model Mark cum Grade Card (VI Semester)

Mar Athanasius College (Autonomous) Kothamangalam
Kothamangalam College P.O. Kothamangalam.

Section:

Student ID:

Date:

MARK CUM GRADE CARD

Name of candidate :

Name of College :

Permanent Register Number (PRN) :

Degree:

Name of the Programme :

Name of Examination :

:Sixth Semester Exam Month & Year

Date of publication of result :

Course Code	Course Title	Credit (C)	Marks						Percentage of total marks	Grade awarded (G)	Grade point (GP)	Credit point (CxGP)	Result
			External		Internal		Total						
			Awarded (E)	Maximum	Awarded (E+i)	Maximum	Awarded (I)	Maximum					
	Core 9 Core 10 Core 11 Core 12 Choice Based Course Project SCPA Grade												

		Credit	CPA	Grade	Month & Year	Result
	Semester I Semester II Semester III Semester IV Semester V Semester VI					
	Common Course I Common Course II Complementary Course I Complementary Course II Core Course Open Course					
	Overall programme CCPA:					

Annexure III

Reverse side of the Mark cum Grade Card

(COMMON TO ALL SEMESTERS)

Description of the Evaluation Process

Grade and Grade Point

The Evaluation of each Course comprises of Internal and External Components in the ratio 1:4 for all Courses.

Grades and Grade Points are given on a 10-point Scale based on the percentage of Total Marks (Internal + External) as given in Table 1.

(Decimals are to be rounded to the next whole number)

Credit point and Credit point average. Grades for the different Semesters and overall Programme are given based on the corresponding CPA, as shown in Table I.

Table 1

Percentage of Marks	Grade	Grade Point (GP)
95 and above	S Outstanding	10
85 to below 95	A+ Excellent	9
75 to below 85	A Very Good	8
65 to below 75	B+ Good	7
55 to below 65	B Above average	6
45 to below 55	C Satisfactory	5
35 to below 45	D Pass	4
Below 35	F Failure	0
	Ab Absent	0

Credit point (CP) of a paper is calculated using the formula $CP = C \times GP$, where C is the Credit; GP is the Grade Point.

Credit Point Average (CPA) of a Course/ Semester or Programme (cumulative) etc. is calculated using the formula $CPA = TCP/TC$; where TCP is the Total Credit Point; TC is the Total Credit.

For converting SCPA into Percentage, multiply secured SCPA by 10 (SCPA x 10)

For converting CCPA into percentage, multiply secured CCPA by 10 (CCPA x 10)

CPA	GRADE
Equal to 9.5 and above	S Outstanding
Equal to 8.5 and < 9.5	A+ Excellent
Equal to 7.5 and < 8.5	A Very Good
Equal to 6.5 and < 7.5	B+ Good
Equal to 5.5 and < 6.5	B Above Average
Equal to 4.5 and < 5.5	C Satisfactory
Equal to 4 and < 4.5	D Pass
Below 4	F Failure

Note: A separate minimum of **30%** marks each for internal and external (for both theory and practical) and aggregate minimum of **35%** are required for a pass for a course. For a pass in a programme, a separate minimum of **Grade D** is required for all the individual courses. If a candidate secures **F Grade** for any one of the courses offered in a Semester/Programme only **F grade** will be awarded for that Semester/Programme until he/she improves this to **D grade** or above within the permitted period.