Himachal Pradesh University

Shimla – 171 005.

CHOICE BASED CREDIT SYSTEM (CBCS)

0. Levels of Certification

Level of Certification	Minimum Duration	Number of Credits /Week /Semester
Short term courses: Level 0	less than 6 weeks	4 credits
Certificate Courses: Level 1	One semester	6-8 credits
Diploma Courses: Level 2	Two semester	25-30 credits
PG Diploma Courses Level 3	Two semester	25-30 credits
UG Degree courses Level 4	**Six semester**	**20-25 credits**
PG Master courses (General Education and Professional Courses): Level 5	Four Semester	25-30 credits
UG Technical Courses: Level 6	Eight Semester	25-30 credits
PG Master Courses (Technical cum Professional): Level 7	Six Semester	25-30 credits
Research degrees (M.Phil, M.Tech, LLM): Level 8	Two Semester	25-30 credits with 25 credits in respect of thesis
Research degree (Ph.D. Course work): Level 9	One Semester	25 credits
Research degree** (Ph.D.): Level 10	4 Semesters after M.Phil	25 credits
Research Degree** (Ph. D.): Level 11	5 Semester without M.Phil but after Ph.D. Course work	25 credits

0.1 Courses Available in the University: Appendix-III

Regulations

(For the Under Graduate (UG) Programmes)

1. Abbreviations and Definitions:

1.1 Abbreviations:

B. Com.: Bachelor of Commerce
B.A.: Bachelor of Arts
B.PED: Bachelor of Physical Education
B.Sc.: Bachelor of Science
BBA: Bachelor of Business Administration
BCA: Bachelor of Computer Application
BOS: Board of Studies
C: Credits
CBCS: Choice Based Credit System
CCA: Continous Comprehensive Assesment
CGPA: Cumulative Grade Point Average
GI: General Interest
COE: Controller of Examination
GPA: Grade Point Average
H: Hobby Course
HP: Himachal Pradesh
HPU: Himachal Pradesh University
L: Lecture Session credits
L:T:P Lectures: Tutorials: Practicals
M: Mean
MIL: Modern Indian Language
OT L: Oriental Language
P: Practical/Practice Session credits
SD: Standard Deviation
SGPA: Semester Grade Point Aversage
T: Tutorial Session credits
TDC: Three Year Degree Course
UG: Undregraduate
X: Mean of data sets named x

1.2 Definitions

1.2.1 Credit: Credit Stands for following in the context of CBCS

- Term Credit has a connotation of achievement or earning through learning effort
- It also implies successful completion of a course of study measured in terms of class room instruction hours/week in the courses being studied in that semester
- It is also implies learning effort required on the part of the learner
- It also measures the volume of the content to be delivered in the course being studied

- Credits of a course also indicates the weight age of a course for calculating Grade Point Average (GPA)
- Though credits are not directly related to marks, as thumb rule we may consider 1credit=25 marks

1.2.2 Semester system: Semester in latin means six monthly or either of the two six monthly academic terms with a following typical look involving teaching for 15 weeks for a 6 day week excluding duration of minor exams, tests end term examinations and semester breaks.

1-8 weeks	9 th Week	10-16 weeks	17-20 Week	21-24 week	25-26 week
Teaching involving lectures, tutorials and practicals interspersed with comprehensive continuous assessment in the form of quizzes, assignments, group discussions, seminars etc. followed by minor test –I	**Semester Break/ vacations/ time for extra curricular activities**	**Teaching involving lectures, tutorials and practicals interspersed with comprehensive continuous assessment in the form of quizzes, assignments, group discussions, seminars etc. followed by minor test –II**	**Term End Examination**	**to be conducted in 4 weeks duration including preparatory holidays**	**Total duration of Semester: 24 weeks or 6 months**

1.2.3 Tutorial Session Consists of participatory discussion/desk work/ problem solving/ brief seminar on a topic or any such other novel method that makes learners absorb and assimilate more effectively the contents delivered in a lecture session. Normally, the tutorial sheets prepared by the teacher are distributed in advance to help learner prepare for interaction systematically.

1.2.4 Practical/Practice session consists of hands on experience/ laboratory experiments/ Field Studies/Case studies that equip students to acquire the much required skill component

1.2.5 Continous Comprehensivs Assesment:

2. Eligibility

2.1 For Admission:

a. A pass in the Senior Secondary (+2) Examination (Academic Stream) conducted by the H.P Board of School Education (or in case of *Shashtri*, pass in *Prak Shashtri* from Sanskrit Colleges affiliated to the HPU) or an examination accepted as equivalent thereto by the various bodies of the H.P. University

(i) Provided that the candidates who have passed the qualifying examination with science stream shall be given preference in admission to B.Sc. / B.C.A programme.

(ii) Provided that the candidates who have passed the qualifying examination with commerce stream shall be given preference in admission to B.Com. / B.B.A

programme.

(iii) Provided that the candidates who have passed the qualifying examination with Mathematics as one of the subjects shall be given preference in admission to B.C.A programme.

(iv) Provided that the candidates who have passed ***Prak Shashtri*** examination from Sanskrit Colleges shall be given preference in admission to ***Shashtri*** programme.

2.2 Choosing Program Study Courses:

2.2.1 At the time of admission each student will identify a **major** (**main**) subject in which he / she will concentrate and two **minor** (**allied**) elective subjects which he / she would choose to study.

2.2.2 Major would be the subject in which the student will have to take **core courses (hard** and **soft core** and / or **elective)** as defined below prescribed by the concerned UG Board of Studies and the Faculty.

2.2.3 Major once identified would not be changed unless the student quits a programme and joins a new programme.

2.2.4 Minor, on the other hand, would be the subjects that would be chosen by the student out of a number of subject combinations (at least two subjects in each subject combination) suggested and approved by the UG BoS and Faculty of a student's major subject.

2.2.5 In these subjects the student will be required to accumulate a certain minimum number of credits in order to qualify for the UG degree.

2.3 For the Degree:

2.3.1 A regular candidate shall have to undergo the prescribed courses of study in a College affiliated to the H.P. University for a period not less than three academic years (and not more than five academic years), passed the examinations prescribed and fulfilled such conditions as have been prescribed therefor.

2.3.2 There shall be no private or other category of students and shall be eligible for degree either through regular mode or through distance education mode

2.3.3 A candidate other than regular candidates shall have to undergo the prescribed courses of study International Centre for Distance Education and Open Learning (ICDEOL) H.P. University for a period not less than three academic years (and not more than five academic years), passed the examinations prescribed and fulfilled such conditions as have been prescribed therefor.

2.3.4 For the degree (B.A. / B. Sc. / B.Com. / B.C.A. / B.B.A., ***Shashtri***) the student will have to cumulate a minimum of 120 successful credit hours

of coursework over a minimum of three and a maximum of five years from the date of admission.

2.3.4.1 Provided that not more than three attempts will be allowed to pass a course.

2.4 Duration (Time Frame):

2.4.1 The UG (TDC) programme for a regular student shall be for a minimum period of three years and a maximum of five years from the date of admission of the candidate. Each academic year shall comprise of two semesters, viz. Odd and Even semesters. Odd Semesters shall be from June / July to October / November and the Even Semester shall be from November / December to April / May. There shall be in each semester not less than 90 working days with 540 teaching clock hours (each working day having 6 teaching clock hours).

2.4.2 The UG (TDC) programme for a distance education student shall be for a minimum period of three years from the date of admission of the candidate. However, there shall be no upper limit for the duration for completion of the programme.

3. Programmes:

3.1 B.A. (Arts / Humanities / Languages)

3.1.1 **Language Group:** English, Hindi, Sanskrit, Urdu, Punjabi, Foreign Languages (French, German, Russian, Spanish etc.), and Indian regional languages.

3.1.2 **Social Science / Humanities Group:** Economics, Political Science, Sociology, Psychology, History, Philosophy, Geography, Public Administration, Mathematics, Statistics.

3.1.3 **Arts and Applied Social Science Group:** Music, Visual Arts, Drama / Theatre, Social Work, Journalism & Mass Communication, Public Administration.

3.2 B.Sc. (Sciences / Physical Sciences / Bio-Sciences)

3.2.1 **Natural Science Group:** Physics, Chemistry, Botany, Zoology, Geology, Geography, Astronomy, Mathematics.

3.2.2 **Methods and Techniques Group:** Mathematics, Statistics, Computer Science, Computer Applications, Information Technology.

3.2.3 **Applied Science Group:** Home Science, Industrial Electronics, Microbiology, Bioinformatics, Biotechnology, Biochemistry, Healthcare & Nutrition, Astro-Physics, Nano-Technology

3.3 B.Com. / B.B.A. (Commerce / Management)

3.3.1 Commerce, Management.

3.4 Shashtri

3.4.1 Sanskrit

3.5 Education

3.5.1 B. P. Ed.

Provided that the following minor subject combinations will be allowed with different major subjects:

Major Subject	Minor Subject Combinations Permitted
Sanskrit (*Shashtri*)	1. English 2. One of the Languages or Social Science Subjects.
One of the Languages	1. One of the Languages other than the major. 2. One Social Science or Science Subject.
One of the Social Science / Humanities Subject	1. One of the languages or social sciences. 2. One of the Science or Social Science Subjects.
Physics	1. Mathematics. 2. One of the Science or Social Science subjects.
Chemistry	1. Physics. 2. One of the Science or Social Science subjects.
Botany	1. Zoology. 2. One of the Science or Social Science subjects.
Zoology	1. Botany. 2. One of the Science or Social Science subjects.
Geology	1. Mathematics or Physics or Chemistry. 2. One of the Science or Social Science subjects.
Geography	1. Mathematics or Physics or Chemistry. 2. One of the Science or Social Science subjects.
Astronomy	1. Mathematics or Physics or Chemistry. 2. One of the Science or Social Science subjects.
Mathematics	1. Physics or Chemistry or one of the Social Sciences 2. One of the science or Social Science subjects.
Computer Science, Computer Applications, Information Technology	1. Mathematics. 2. One of the Science or Social Science subjects.
Any of the applied Sciences	1. One of the Science Subjects. 2. One of the Social Science subjects.
Commerce	1. Management. 2. One of the Science or Social Science subjects.
Management	1. Commerce. 2. One of the Science or Social Science subjects.
Education	1. One Social Science Subject 2. One Science Subject

Note: In addition to these, the colleges affiliated to HPU, depending on the infrastructure and faculty available, can offer various courses under self-financing mode leading to undergraduate certificate (up to 6 credits, one semesters) and diploma (25-30 credits, two

semesters). The necessary Government and University approval, however, will have to be obtained by the College.

4. The CBCS System:

All the above mentioned Programmes (named after the major subject (core/ main) chosen by the student) shall be run on Choice Based Credit System (CBCS). It is an instructional package developed to suit the needs of students to keep pace with the developments in higher education worldwide taking him/her out of isolated compartmentalized learning environment which clearly indicates for each level of certification learning effort required on the part of the student interms of credits to be earned as well as participation in instructional hours to be spent through either regular mode or through distance education mode . The student in this system has considerable freedom in choosing courses and so making his / her own personalized programme/ bouquet in a cafeteria mode keeping in mind necessary requirements of a major course. Except for the compulsory and core courses of the subject of his / her major, he / she is free to choose courses of his /her choice. The programme is considered completed when the student cumulates the requisite number of successful credits (passed), i.e. at least 120 credits for an undergraduate degree.

4.1 Semesters

An academic year comprising 180 working days in the least is divided into two semesters, each semester having at least 90 working days. With six working days in a week this would mean that each semester will be having $90 \div 6 = 15$ teaching / working weeks. Considering that each teaching day has 5 teaching / working hours, a teaching week would have $5 \times 6 = 30$ working / teaching hours and each semester will have $30 \times 15 = 450$ teaching hours available for each student.

4.2 Credits

The term 'credit' refers to the weightage given to a course, usually in terms of the number of instructional hours per week assigned to it. This explains why usually 'credit' is taken to mean 'credit hours'. The credits also determine the volume of course contents and delivery of programme such as lectures, tutorials, practicals, assignments etc.

Credit will mean as per definition 1.2.1

For the purpose of credit determination, instruction is divided into three components:-

Lectures (*L*) – Classroom lectures of one hour duration.

Tutorials (*T*) – Special, elaborate instructions on specific topics (from Lectures) of one hour duration.

Practicals (*P*) – Laboratory of field exercises in which the student has to do experiments or other practical work of two hour duration.

Each one of these components is considered as equal to one credit. One lecture (*L*) as

well as one Tutorial (*T*) of one hour a week is considered as one credit, whereas one Practical (*P*) of two hours a week is considered as one credit. The total weightage given to a course in terms of credits will be equal to $L + T + P$, where *L* is the number of one hour Lectures per week, *T* is the number of one hour Tutorials per week, and *P* is the number of two hour Practicals per week. This can be written in symbols as:-

$$C = L + T + P$$

Where, *C* is the credit weightage for a particular course.

The total minimum credits required for an under graduate degree programme is one hundred and twenty (120).

4.3 Course

A course is a structured set of instructions that are imparted to a student on the basis of a syllabus or a framework decided beforehand (and has the sanction of the different academic (Board of Studies, Faculty, Academic Council) and executive (Senate / Executive Council, Finance Committee) bodies of the HPU) extended over a semester as defined above (numbers 2 and 7).

Each course is designed variously under instructions given as Lectures, Tutorials, and Practicals (laboratory and field exercises). Usually these components are referred to as *L*, *T*, and *P* components. The credits for each course determine the volume of the course content.

5. Courses in Programmes:

5.1 The UG (TDC) programme in a college affiliated to the HPU will comprise the following categories of courses:

(i) Compulsory Courses.
(ii) Core Courses.
(iii) Elective Courses.
(iv) General Interest and Hobby Courses.

5.1.1 Compulsory **Courses**: A student enrolled in an undergraduate programme will have to pass some compulsory courses. These compulsory courses are of three kinds –

(a) **Languages** (these courses are indicative in nature only, Faculty of these subjects can draw an exhaustive list and draft syllabi) –
   a. Compulsory English
   b. Compulsory Hindi

(b) **Social Science/ commerce/Management** (these courses are indicative in nature only, Faculty of these subjects can draw an exhaustive list and draft syllabi) –
   a. Compulsory Social Science/commerce/management course
   b. Compulsory Geography of Himachal Pradesh
   c. Compulsory Indian Constitution

d. Compulsory Himachal Past, Present and Future

(c) **Science** (these courses are indicative in nature only, Faculty of these subjects can draw an exhaustive list and draft syllabi) –

a. Compulsory Basic Science
b. Climate Change and its impact on mountain sustainability
c. Compulsory Environmental Science (Audit Pass Course)

(d) **Skill Based Courses** (these courses are indicative in nature only, Faculty of these subjects can draw an exhaustive list and draft syllabi) –

a. Functional English
b. Office Computing
c. Functional Hindi
d. Application Packages for finance
e. Secretarial practice
f. Short hand and word processing
g. Web applications

A minimum of three and a maximum of six compulsory courses are to be passed by all students enrolled for a UG degree. However,

- a student majoring in language will NOT do Compulsory course in that language.
- a student majoring in a particular social science will NOT do Compulsory course in that particular Social Science.
- a student majoring in science subjects will NOT do Compulsory Basic Science subjects, and

5.1.1.1 All compulsory courses will be three credit hours each. Thus, a maximum of 3×6 = 18 credit hours will be accumulated by a student by doing compulsory courses.

5.1.1.2 A minimum of three compulsory courses (3×3 = 9 credits) will have to be done by each UG student to qualify for the UG degree.

5.1.2 **<u>Major subject (Core) Courses</u>**: In each subject being taught in the colleges affiliated to the HPU there will be identified by the concerned UG Boards of Study (BoS) and Faculty some courses which will be required to be passed by all students majoring in the concerned subject. These are called core courses. Core courses can be of two kinds -

Hard Core Courses, which have to be done without exception. There will be no choice available.

Soft Core Courses, in which some degree of choice is available in the sense that he / she has to select a certain number of courses out of the given number (larger than the required) of courses. The student will have to choose a certain number of core courses out of the total available.

5.1.2.1 In each subject there will be a minimum of fourteen (14) core courses (hard and / or soft). Each core course will be of four credit hours. Thus, a student majoring in the concerned subject will accumulate 14 × 4 = 56 credit hours by passing core courses.

5.1.2.2 A student will be required to pass in a minimum of 14 core courses in the subject of his / her major to qualify for a UG degree in a subject (Major).

5.1.3 Elective Courses:

5.1.3.1 All students enrolled for a UG degree will be required to pass a minimum of between 10 and 13 elective courses.

5.1.3.2 However, a student may take more elective courses for the purpose of 'Emphasis' or 'Double Major'.

5.1.3.3 Elective courses are to be from a student's major / minor subject(s) as detailed above in the subject combinations allowed.

5.1.3.4 In each subject being taught in the colleges affiliated to the HPU there will be identified by the concerned UG BoS and Faculty some variable number of courses as elective courses.

5.1.3.5 However, courses (whether core or elective) of the subjects other than a student's major will be considered elective for a particular student's UG programme.

5.1.3.6 Each UG student will have to pass at least 10 to 13 elective courses from his / her minor (allied) subjects being taught in the college.

5.1.3.7 Provided that each student will have to take a minimum of 5 elective courses in either of his / her minor subjects.

5.1.3.8 Each elective course will be 4 credit hours. Thus, a student will be able to accumulate at least $10 \times 4 = 40$ credits by passing elective courses.

5.1.3.9 A student may opt for more elective courses in the subject of his / her major or outside to make up for the discrepancy if any or for 'emphasis' or 'double major'.

5.1.4 Rules for identifying and floating Elective Courses at the college end

5.1.4.1 The undergraduate boards of study (UG BoSs) of the subjects taught in the colleges affiliated to the HPU and the concerned Faculty (with the approval of the Academic Council) will identify a number of courses as elective courses in each subject.

5.1.4.2 All courses (core or elective) of subjects other than a student's major will be considered as elective courses for his / her UG programme. However, a student will be bound to complete the minimum required number of electives from his / her minor subjects (a minimum of 5 courses for each minor) before he /she can opt for other elective courses.

5.1.4.3 Additional Elective courses (elective courses opted for after the minimum requirements have been completed) are open to all students irrespective of whether a student is doing major in Arts, Humanities, Science, Language, Commerce.

5.1.4.4 The Department Committee of the college will decide the elective courses to offer and the size of the class when it is offered. However, it has to be ensured that any elective course is offered at least once every three years.

5.1.4.5 The student will be allowed in an elective course on a first-come-first-served basis, with the limit set in the previous rule (Rule iv).

5.1.4.6 The failed candidates in one elective course are permitted to opt for another elective course or may be permitted to continue with the same elective

course when it is offered the next time. However, a candidate failing in a core / elective course shall be allowed a maximum of two more (total of three) attempts to obtain a passing grade, failing which he / she shall be considered 'dropped' from the course.

5.1.5 **General Interest and Hobby (GI & H) Courses:** In each college there can be offered some general interest (GI) and / or hobby (H) courses cutting across subjects. The college administration will decide on the basis of its material and human resources as to what such courses can be offered. Some such courses (with 1 to 3 credit hours each) can be as under:

- General Computer Applications (Software Package Training)
- History of Science
- Photography
- Playing Musical Instruments (Sitar, Guitar, Tabla / Drums, Harmonium, Flute, Violin etc.)
- Drawing and Painting.
- Appreciation of Fine Arts (Music, Painting, Dance, Sculpture etc.).

5.1.5.1 Between 1 and 3 GI & H courses can be taken by a UG student over the period of the programme. Thus, between 1 and 9 credits can be cumulated by a UG student by passing GI & H courses.

5.1.6 **Drafting** of Course Content

The drafting of the syllabus/ curricula for shall be carried out in terms of

i. Current knowledge
ii. National and international developments
iii. Relevance of new ideas, concepts and knowledge to the concerned discipline\
iv. Internet search eangines, latest books, journals and open course wares available across the net.
v. Development of topical courses as per the requirements of employability of the learners, academic interests of the faculty and thurst of the programme.
vi. Volume of the content as per credits.

5.1.7 **Accumulation of Credits**: A student **accumulating** less than the required number of credits (i.e. less than 120 credits) for the award of a UG degree will have to make up for the discrepancy by taking more compulsory courses (if he / she has not already taken the maximum permitted compulsory courses) or elective courses or GI & H courses as the case may be.

5.1.7.1 At the end of the programme, if a student has accumulated more than the required number of credits (i.e. more than 120 credits) for the award of a UG degree, he / she can be considered for the following by a committee comprising the College Principal, Senior-most teacher of the student's major subject, and / or the senior-most teacher of the student's minor subject:- M

5.1.7.1.1 M**ajor with Emphasis** (to be decided by the Committee) when there

are at least 15 credits in excess with a minimum of 'A' grade.

5.1.7.1.2 **Double Major** (second major to be decided by the Committee) when there are at least 30 credits in excess with a minimum of 'A' grade.

5.1.7.1.3 However, on the other hand, such students who, due to any reason, are not able to complete the UG programme (i.e. are not able to accumulate 120 credits), will be considered for the following:

(a) **Certificate** in the major Subject, if he / she has accumulated at least 48 credits in total with at least 16 credits in Core Courses.

(b) **Diploma** in the major Subject, if he / she has accumulated at least 96 credits in total with at least 32 credits in Core Courses.

The following table gives a summary of an under graduate programme:

Sr. No.	Course Component	Number of Courses		Credits Per Course	Total Credits	
		Minimum	Maximum		Minimum	Maximum
1.	Compulsory Courses and Skill based Courses	3	6	3	9	18
2.	Core Courses	14		4	56	
3.	Elective Courses	10	13	4	40	52 or more
4.	General Interest & Hobby Courses	1	3	1 to 3	1	9
Total		**28**	**36**	**1 to 4 (variable)**	**106 or more**	**135 or more**

6. **Students Coursewise Continuous Comprehensive Assesment (CCA) and Evaluation**

6.1 All courses (Compulsory, Core, Elective, and GI & H courses) involve an evaluation system of **students** that has the following two components:-

(i) **Continuous Comprehensive Assessment (CCA)** accounting for 50% of the final grade that a student gets in a course; and

(ii) **End-Semester Examination (ESE)** accounting for the remaining 50% of the final grade that the student gets in a course.

6.2 Continuous **Comprehensive Assessment (CCA)**: This would have the following components:

6.2.1 **Classroom Attendance –** Each student will have to attend a minimum of 75% Lectures / Tutorials / Practicals. A student having less than 75% attendance will not be allowed to appear in the End-Semester Examination (ESE).

- Provided that those having between 74% and 65% attendance will apply for exemption in a prescribed form accompanied by clear reason(s) for absence to the authorized functionaries.
- Provided that those having between 64% and 50% attendance will apply for exemption in a prescribed form accompanied by a Medical Certificate from a

Government Hospital.

- Provided that exemption from 75% attendance will be given to those participating in prescribed co-curricular activities (e.g. NCC, NSS, Youth Festivals, Sports etc.) to the extent of 25% (making the necessary attendance as 50% in these cases). However, the claim for this exemption should be supported by authenticated certificate from the concerned college authorities.
- Provided further that those getting the exemptions, except for those getting exemptions for co-curricular activities, will not be entitled for getting the CCA marks for classroom attendance as given below.

6.2.2 Classroom Attendance Incentive: Those having greater than 75% attendance (for those participating in Co-curricular activities, 25% will be added to per cent attendance) will be awarded CCA marks as follows:-

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

6.2.2.1 For the Correspondence Courses and Distance Education Courses (through the ICDEOL of the HPU) the same can be done on the basis of the attendance in the personal Contact Programmes (PCPs).

6.2.3 Mid-Term (Minor) Tests – There will be two mid-term tests, first after 48 teaching days (8 weeks) covering the syllabus covered so far, and second after 90 teaching days (15 weeks) covering the syllabus after the first minor test. Each of these mid-term tests will be for 15 marks.

6.2.3.1 The stationary for the minor tests, e.g. the 20-page test booklet, will be provided by the college/ Department as the case may be, for which fee ay be charged.

6.2.3.2 Question paper for the minor tests will be made by the teacher of the course and will be evaluated by him / her. If more than one teachers are teaching the course, they will set paper on rotation basis

6.2.3.3 Evaluated test booklets will be provided to the students (shown in the class) and they can be given photocopies of the same for the cost of photocopying and the administrative effort involved. The amount chargeable will be determined by the college administration.

6.2.3.4 In laboratory courses (having only practical (*P*) component), the students will be tested on the basis of laboratory exercises given by the course teacher concerned. Rest of the procedure will remain the same as above.

6.2.3.5 For the Correspondence Courses and Distance Education Courses (through the ICDEOL of the HPU) the same can be done in an on-line mode through e-mail or other electronic mediums as per Distance Education Council, New Delhi guidelines.

6.2.3.6 Seminar / Assignment / Term Paper – The remaining 15 marks of the CCA will be awarded on the basis of seminar / assignment / term paper etc.

that the course teacher might give to the students.
For the Correspondence Courses and Distance Education Courses (through the ICDEOL of the HPU) the same can be done in an on-line mode through e-mail or other electronic mediums as per Distance Education Council, New Delhi guidelines and the best practices for distance education mode or the basis of well designed written assignments by post.

6.2.4 **End-Semester Examination (ESE)**: The remaining 50% of the final grade of the student in a course will be on the basis of an end-semester examination (ESE) that will be for three hours duration and will be covering the whole syllabus of the course.

6.2.4.1 For the Odd Semesters the ESE will be in the month of October / November and for Even Semesters it will be in the month of April / May.

6.2.4.2 A candidate who does not pass the examination (ESE) in any course(s) (or due to some reason is not able to appear in the ESE, other conditions being fulfilled, and so is considered as 'Fail'), shall be permitted to appear in such failed course(s)' ESE in the subsequent ESE to be held in the following October / November or April / May as the case may be.

6.2.4.3 The registration for the ESE will be done at the time of the enrollment for the course at the beginning of the semester. The fee for the ESE will also be collected at that time as decided by the university from time to time.

6.2.4.4 If a student is not permitted to appear in the ESE due to shortage of attendance beyond the exemption limit (< 50% attendance) shall be deemed to have 'dropped' the course. However such candidate, on his / her written request to be made immediately, can be permitted to redo the missed semester after completing the rest of the programme or whenever the course is offered subsequently. This redoing would mean complete course including CCA and ESE.

6.2.4.5 The question paper for the ESE will be got set by the Controller of Examinations of the HPU by a panel comprising the following:

1. Two teachers in the subject from the colleges where the subject is being taught to be drawn in turn on the basis of seniority.
2. One teacher from the concerned teaching Department of the HPU to be nominated by the Chairperson of the said Department of the HPU.

The question paper will be moderated by a teacher from the concerned teaching Department of the HPU to be nominated by the Chairperson of the concerned teaching Department of the HPU.

The question paper for the ESE may have any one of the following patterns:

Part A

Ten objective type questions (MCQ / True or False / fill in the blanks etc.) for one mark each. $10 \times 1 = 10$ marks

Part B

Five short answer (25 words) type questions for two marks each. $5 \times 2 = 10$ marks

Part C

Ten questions of Medium Length Answer (50 words) type, of

which five will have to be answered for three marks each.
$3 \times 5 = 15$ marks

Part D

Three questions of long answer (400 words) type, of which one is to be attempted for fifteen marks. $15 \times 1 = 15$ marks

Total marks (A + B + C + D) **10 + 10 + 15 +15 = 50 marks.**

OR

Part A

Compulsory of 18 marks consisting of 10 objective type questions (in MCQ/True False/Fill in the blanks or such type) and four short answer questions of 2 marks each covering whole of the syllabus.

Part B (UNIT I)

One question out of two questions each of 8 marks. Each of these questions may contain sub parts and will be long type

Part C (UNIT II)

One question out of two questions each of 8 marks. Each of these questions may contain sub parts and will be long type

Part D (UNIT 1II)

One question out of two questions each of 8 marks. Each of these questions may contain sub parts and will be long type

Part E (UNIT 1V)

One question out of two questions each of 8 marks. Each of these questions may contain sub parts and will be of long type

Total marks (A + B + C + D+E) **18 + 8 + 8 +8+8 = 50 marks.**

6.2.4.6 Notes **about Question Papers for the ESE:**

6.2.4.6.1 BOS through the teachers in a workshop mode get model question papers drafted for circulation among the teachers and students.

6.2.4.6.2 Questions in all parts will be set in a manner as to cover the whole syllabus. Syllabus preferably should be divided into at least four units with sub units indicating credits/instructional hours for each topic in the sub unit.

6.2.4.6.3 The question paper cum answer books for the ESE will be printed by the CoE office of the HPU and will have the 40 number of pages as per the prevailing practice.

6.2.4.6.4 The answer books may be evaluated by the course teacher in the College or by table evaluation through external evaluator other than the teacher. The teacher/ external examiner will give his / her marks on each answer based on an objective criteria through model answers indiacting marks of various steps or expectations in the answer

6.2.4.6.5 The photocopies of the evaluated answer books will be made available to the students for a fee (to be decided depending on the cost of reproduction per answer book and the administrative charges to be decided by the college administration) to be paid in advance.

6.2.5 Teacher's Course File: A course teacher will maintain a **Teacher's Course File** in which all the detail of the course he / she is teaching will be entered. This file will contain detail about all the students enrolled in the course, including the details about the attendance, minor / mid-term tests, course time table, unit and sub-unit wise content delivery (with dates), grade points earned, etc. as listed below

6.2.5.1 To bring transparency in the whole system maintenance of complete course file by teacher to be handed over to the designated head of Department having following documents shall be essential

(a) Course Time table

(b) Learning goals of the course

(c) Unit wise, Subunit wise, Lecture wise course plan for content delivery with learning/instructional objectives with dates

(d) Tutorial sheets/Assignment sheets

(e) Quizzes

(f) Question papers of minor tests

(g) Question paper of end semester examination

(h) Attendance record*

(i) Complete record of Comprehensive Continuous Assesment*

(j) Filled Teacher Evaluation Sheets by students

(k) Course Content Evaluation Sheets by students

(l) Raw scores of CCA of students with authenticated copy submitted to Head of the Department/Principal

(m) This file will be a semi-permanent record to be maintained by the teacher and will be retained with the teacher or in the Department / College for at least 5 years.

*** Format for Attendance cum Continuous Comprehensive Assessment Register**									
S.No.	**Reg. No.**	**Name**		**Days**					
1		**NAME1**	**Attendance**						
			CCA1 (during first 8 weeks)						
			CCA2 (during second 8 weeks)						
2		**NAME2**	**Attendance**						
			CCA1 (during first 8 weeks)						

			CCA2 (during second 8 weeks)					

7. **Grievances and Redressal Mechanism**

7.1 The students will have the right to make an appeal against any component of evaluation. Such appeal has to be made to the Principal of the College on a prescribed form and should clearly state in writing the reason(s) for the complaint / appeal.

7.2 The appeal will be placed before the **Grievance Redressal Committee (GRC),** Chaired by the College Principal, comprising:

(1) For cases pertaining to the Major subject (core or elective courses): the Head of the Department, Course Teacher, and a senior Teacher of the Department.

(2) For cases pertaining to the Electives of the Minor subjects: the Head of the Department (of the Major), Course Teacher, and a senior Teacher of the Department of the Minor subject.

The Committee will consider the case and may give a personal hearing to the appellant before deciding the case. The decision of the Committee will be final.

8. **Grading**

8.1 Credit Weighed Marking System: Performance of a student is evaluated in terms of earned credit weighed marking system. Earned credits are defined as the sum of course credits in which grade points above a certain cut off have been obtained for declaring learner pass in that course.

In this way two performance indices emerge

8.2 Semester Grade Point Average (SGPA) for the current semester which is calculated on the basis grade points obtained in all courses, except audit courses and courses in which satisfactory or course continuation has been awarded

SGPA= Points secured in the semester/ (credits registered in the semester excluding audit, satisfactory courses and course continuation courses)

8.3 Cumulative Grade Point Average (CGPA) for the is calculated on the basis of all pass grades obtained in all courses, except audit courses and courses in which satisfactory or course continuation has been awarded, obtained in all completed semesters

CGPA= Σ(course credits earned (C_i)x Grade points (G_i)) over all semesters/Σ(Total course credits (C_i in all the semesters except satisfactory, audit credits or course continuation credits)

Or CGPA=cumulative Points secured in all passed courses/ (Cumulative earned credits excluding audit, satisfactory courses and course continuation courses)

8.4 Calculation of Grades for SGPA and CGPA

The marks obtained in the CCA and the ESE will be combined and used for the deciding of the course grade that the student will be getting. Grading will be done by the Office of the COE HPU for each course class in all the colleges as is described in the next section.

Two systems of grading will be used:

(1) Absolute Grading, and
(2) Relative Grading.

8.5 Absolute **Grading** will be done in case of courses in which the total number of students anywhere in the HPU and its affiliated colleges is 50 or less. Example can be a course that is being offered in only one or two colleges. In such cases the final scores obtained by the students will be graded in an absolute manner on the basis of per cent marks obtained by the students as follows:

= and > 95 % marks	Grade Point 10.0	Letter grade S+
90 to less than 95 % marks	Grade Point 9.5	Letter Grade S
85 to less than 90 % marks	Grade Point 9.0	Letter Grade O++
80 to less than 85 % marks	Grade Point 8.5	Letter Grade O+
75 to less than 80 % marks	Grade Point 8.0	Letter Grade O
70 to less than 75 % marks	Grade Point 7.5	Letter Grade A++
65 to less than 70 % marks	Grade Point 7.0	Letter Grade A+
60 to less than 65 % marks	Grade Point 6.5	Letter Grade A
55 to less than 60 % marks	Grade Point 6.0	Letter Grade B+
50 to less than 55 % marks	Grade Point 5.5	Letter Grade B
45 to less than 50 % marks	Grade Point 5.0	Letter Grade C
Less than 45 % Marks	Grade Point 0.0	Letter Grade F (Fail)
Incomplete	------	Letter Grade I
Audit Pass	------	Letter Grade P
Audit Fail	------	Letter Grade X

8.6 Relative Grading will be done in all cases where the number of students in the HPU and its affiliated colleges is more than 50. This will be done on the basis of the scores / marks (preferably in per cent form) received from all the colleges in which the course is being taught, and is to be done as explained and described below by the Office of the Controller of Examinations, Himachal Pradesh University.

8.6.1 Based on the precept that the students in a course class are a random sample drawn from a normal population of the students in all such classes anywhere, the students in the given **course** class will be graded in a relative manner within the context of the class and the categories of the normal distribution. It is well known that in a normal distribution 50% of the values are larger than the mean (μ) and 50% are less than the mean, and that 68% of the values lie between mean and plus / minus one standard deviation (i.e. $\mu \pm \sigma$), 95% of the values lie between mean and plus / minus two standard deviations (i.e. $\mu \pm 2\sigma$), 99.7% of the values lie between mean and plus / minus three standard deviations (i.e. $\mu \pm 3\sigma$), and only 0.26% of the values lie beyond mean plus / minus three standard deviations (i.e. beyond $\mu \pm 3\sigma$). This property of the normal distribution will be used in deciding the grades of the students in a course class (the random sample) in a relative manner for all the students appearing in a particular course in a particular semester in all the colleges affiliated to the HPU, by the Office of the CoE, HPU. For doing this the following steps are to be taken:

a. When all the awards have been received, calculate the mean award (symbolized as *M*) using the formula

$$M = (\sum x_i) / n$$

where x_i is the score of student *i, n* is the total number of students in the class and symbol $\sum$ means summation over the values that follow.

b. Calculate the standard deviation (symbolized as s) of all the awards in the class using the formula

$$s = \sqrt{(\sum (x - \square)^2 / n)}$$

1. Divide the students in the class into the following categories:

i.	Category I:	$> M + 3s$
ii.	Category II:	between $M + 3s$ and $M + 2.5s$
iii.	Category III:	between $M + 2.5s$ and $M + 2s$
iv.	Category IV:	between $M + 2s$ and $M + 1.5s$
v.	Category V:	between $M + 1.5s$ and $M + s$
vi.	Category VI:	between $M + s$ and M
vii.	Category VII:	between M and $M \square s$
viii.	Category VIII:	between $M \square s$ and $M \square 1.5s$
ix.	Category IX:	between $M \square 1.5s$ and M $\square 2s$
x.	Category X:	between M $\square 2s$ and M $\square 2.5s$
xi.	Category XI:	between M $\square 2.5s$ and M $\square 3s$
xii.	Category XII:	$< M \square 3s$

2. Assign the grades to the students in the class as follows:

Category I:	Grade Points 10.0	Letter Grade S+
Category II:	Grade Points 9.5	Letter Grade S
Category III:	Grade Points 9.0	Letter Grade O++
Category IV:	Grade Points 8.5	Letter Grade O+
Category V:	Grade Points 8.0	Letter Grade O
Category VI:	Grade Points 7.5	Letter Grade A++
Category VII:	Grade Points 7.0	Letter Grade A+
Category VIII:	Grade Points 6.5	Letter Grade A
Category IX:	Grade Points 6.0	Letter Grade B+
Category X:	Grade Points 5.5	Letter Grade B
Category XI:	Grade Points 5.0	Letter Grade C
Category XII:	Grade Points 0.0	Letter Grade F (Fail)
Category XIII:	Incomplete	Letter Grade I
Category XIV:	Audit Pass	Letter Grade P
Category XV:	Audit Fail	Letter Grade X

Notes:

1. Category XIII (Incomplete, with letter grade I) is given to students who are unable to complete the programme and are considered 'dropped'.
2. Categories XIV and XV (Audit Pass with letter grade P and Audit Fail with letter grade X) are given to the students who are auditing (attending the class, but not for grade) the course and are passing of failing respectively. These grades will not be counted for

determining the Grade Point Average (GPA) and Cumulated Grade Point Average (CGPA) of the student.

9. Determining GPA, SGPA and CGPA, Division and Merit positions for Medals etc.

For each student the Grade Point Average (GPA) and the Cumulated Grade Point Average (CGPA) will be determined by the CoE office of the HPU as follows:

$$GPA \text{ or } CGPA = (\sum C_i G_i) / (\sum C_i)$$

Where, C_i is the credit earned for course i (i varying from 1 *to* n) and G_i is the grade point obtained by the student in course i (i varying from 1 *to* n), n being the number of courses passed so far by a student.

At the completion of the UG programme the CGPA will be determined for the following three parts separately:

1. Part I – Compulsory courses.
2. Part II – General Interest and Hobby Courses.
3. Part III – Core Courses and Elective Courses.

In each of these parts, the candidate will be categorized as below:

CGPA	Letter Grade	Classification of the Final Result
9.51 and above	S+	First Class - Exemplary
9.01 to 9.50	S	
8.51 to 9.00	O++	First Class - Distinction
8.01 to 8.50	O+	
7.51 to 8.00	O	
7.01 to 7.50	A++	First Class
6.51 to 7.00	A+	
6.01 to 6.50	A	
5.51 to 6.00	B+	Second Class
5.01 to 5.50	B	
4.51 to 5.00	C	Third Class
4.50 and below	F	Fail
No Grade	I	Incomplete
No Grade	P	Audit Pass

No Grade	X	Audit Fail

However, for the purpose of declaring a candidate to have qualified for the Degree of Bachelor of Arts / Science / Commerce etc. in the First Class / Second Class / Third Class or First Class with Distinction / Exemplary, the CGPA earned by the candidate in Part III alone will be considered and reported on the Certificate / Transcript.

Provided that all candidates should have secured the passing minimum (i.e. at least 4.51 CGPA) in Part I and Part II to qualify for the UG degree. It will be mentioned in the Certificate / Transcript that the candidate has passed Parts I and II.

Provided further that if a student leaves a programme without completing it (i.e. has accumulated less than 120 credits), he / she can be, on a written application from the student, considered for the following:

1. If he / she has accumulated up to 48 credits (of which 24 credits should be in the subject of the student's chosen major), he / she can be conferred a certificate in the subject of chosen major.
2. If he / she has accumulated up to 96 credits (of which 48 credits should be in the subject of the student's chosen major), he / she can be conferred a diploma in the subject of chosen major.

10. **Conferment of the Bachelor's Degree**

10.1 The result would be declared by the CoE of the Himachal Pradesh University and the degree (or certificate or diploma as the case may be) conferred. A candidate shall be eligible for the conferment of the Bachelor's degree only if he / she has earned the minimum required credits for the programme prescribed therefor (i.e. 120 credits in total and minimum of 9 credits in Compulsory Courses; 56 credits in Core Courses; a minimum of 40 credits in Elective courses (minimum 20 credits in each of the minor subjects); and a minimum of one credit of GI and H courses).

10.2 The University will confer the Degree when these conditions are met.

10.3 **Determining Merit** Positions/**Ranking**: List of CGPA in ascending and descending order is used for award of gold medals The top three **scorers** in each subject will be granted Gold, Silver, and Bronze medals (to the First, Second, and Third ranks respectively) by the HPU.

11. Subject-wise List of the Bachelor's Degrees

Following is the subject-wise list of Bachelor's level degrees that will be awarded:

Title of the Undergraduate Degree	Subjects (Main & Allied/Minor)	Minimum Credits Required
B. A. (Bachelor of Arts)	English, Hindi, Sanskrit, Urdu, Punjabi, Foreign Language, Regional Indian Language, Economics, Political Science, Sociology, Psychology, History, Philosophy, Geography, Public	Total: 120 Major/Core: 56

Title of the Undergraduate Degree	Subjects (Main & Allied/Minor)	Minimum Credits Required
	Administration, Mathematics, Statistics, Music, Visual Arts, Drama / Theatre, Social Work, Journalism & Mass Communication, Education, Physical Education.	
B. Sc. (Bachelor of Science)	Physics, Chemistry, Botany, Zoology, Geology, Geography, Astronomy, Mathematics, Statistics, Computer Science, Computer Applications, Information Technology, Home Science, Industrial Electronics, Microbiology, Bioinformatics, Biotechnology, Biochemistry, Biophysics, Healthcare & Nutrition, Astrophysics.	Total: 120 Core: 56
B. Com. (Bachelor of Commerce)	Commerce	Total: 120 Core: 56
B.B.A. (Bachelor of Business Administration)	Business Administration	Total: 120 Core: 56
B. E. (Bachelor of Education)	Education	Total: 120 Core: 56
B. P. E. (Bachelor of Physical Education)	Physical Education	Total: 120 Core: 56
Shashtri	Sanskrit	Total: 120 Core: 56
Education	Education, Social Science, Science	Total: 120 Core: 56

12. Revision of Regulation and Curriculum

Whenever necessary, the HPU may from time to time revise, amend, and change the regulations and curriculum, after the due approval of the different bodies and authorities of the University.

Appendix – I
Suggested Undergraduate Programme Course Structure For Faculty of Social Sciences, Lanuages, Arts
(For the Candidates to be admitted from the year 2013-14)

Semester	Course	Credit	Cumulated Credits Category-wise
I (Odd)	Compulsory Course I	3	Compulsory – 6 Core – 8 Elective – 8 GI & H – 1 Total - 23
	Compulsory Course II (Skill Based)	3	
	Major Core Course I	4	
	Major Core Course II	4	
	Minor Elective Course I	4	
	Minor Elective Course II	4	
	GI and H Course I	1	
II (Even)	Compulsory Course III	3	Compulsory – 6 (12) Core – 8 (16) Elective – 8 (16) GI & H – 1 (2) Total 23 (46)
	Compulsory Course IV(Skill Based)	3	
	Major Core Course III	4	
	Major Core Course IV	4	
	Minor Elective Course III	4	
	Minor Elective Course IV	4	
	GI and H Course II	1	
III (Odd)	Compulsory Course V	3	Compulsory – 6 (18) (Complete) Core – 8 (24) Elective – 8 (24) GI & H – 1 (3) (Complete) Total 23 (69)
	Compulsory Course VI	3	
	Major Core Course V	4	
	Major Core Course VI	4	
	Minor Elective Course V	4	
	Minor Elective Course VI	4	
	GI and H Course III	1	
IV (Even)	Major Core Course VII	4	Core – 12 (36) Elective – 8 ((32) Core / Elective (additional) - 4 Total 24 (93)
	Major Core Course VIII	4	
	Major Core Course IX	4	
	Minor Elective Course VII	4	
	Minor Elective Course VIII	4	
	Core / Elective Course (Additional)*	4	
V (Odd)	Major Core Course X	4	Core – 12 (48) Elective – 8 (40) (Complete) Core / Elective (additional) - 4 Total 24 (117)
	Major Core Course XI	4	
	Major Core Course XII	4	
	Minor Elective Course IX	4	
	Minor Elective Course X	4	
	Core / Elective Course (Additional)*	4	
VI (Even)	Major Core Course XIII	4	Core – 8 (56) Core / Elective (additional) – 20* Total 28 (145)
	Major Core Course XIV	4	
	Core / Elective Course (Additional)*	4	
	Core / Elective Course (Additional)*	4	
	Core / Elective Course (Additional)*	4	
	Core / Elective Course (Additional)*	4	
	Core / Elective Course (Additional)*	4	

* Additional core / elective courses can be taken in the Fifth and Sixth Semesters for 'Major with Emphasis' and 'Second Major' as the case may be.

Appendix – II
Suggested Undergraduate Programme Course Structure For Faculty of Sciences and other faculties Involving Practicals
(For the Candidates to be admitted from the year 2013-14)

Semester	Course	Credit	Cumulated Credits Category-wise
I (Odd)	Compulsory Course I	3	Compulsory – 6 Core – 8 Elective – 8 GI & H – 1 Total - 23
	Compulsory Course II (Skill Based)	3	
	Major Core Course I	3	
	Major Core Course II	3	
	Minor Elective Course I (a)	3	
	Minor Elective Course I (b)	1	
	Major Core LabCourse I	1	
	Major Core Lab Course II	1	
	Minor Elective Lab Course I (a)	1	
	Minor Elective Lab Course I (b)	4	
	GI and H Course I	1	
II (Even)	Compulsory Course III	3	Compulsory – 6 (12) Core – 8 (16) Elective – 8 (16) GI & H – 1 (2) Total 23 (46)
	Compulsory Course IV(Skill Based)	3	
	Major Core Course III	3	
	Major Core Course IV	3	
	Minor Elective Course II (a)	3	
	Minor Elective Course II (b)	3	
	Major Core LabCourse III	1	
	Major Core Lab Course IV	1	
	Minor Elective Lab Course II (a)	1	
	Minor Elective Lab Course II ()	1	
	GI and H Course II	1	
III (Odd)	Compulsory Course V	3	Compulsory – 6 (18) (Complete) Core – 8 (24) Elective – 8 (24) GI & H – 1 (3) (Complete) Total 23 (69)
	Compulsory Course VI	3	
	Major Core Course V	3	
	Major Core Course VI	3	
	Minor Elective Course III (a)	3	
	Minor Elective Course III(b)	3	
	Major Core Lab Course V	1	
	Major Core Lab Course VI	1	
	Minor Elective Lab Course III(a)	1	
	Minor Elective Lab Course III(b)	1	
	GI and H Course III	1	
IV (Even)	Major Core Course VII	4	Core – 12 (36) Elective – 8 ((32) Core / Elective (additional) - 4 Total 24 (93)
	Major Core Course VIII	4	
	Major Core Course IX	4	
	Minor Elective Course IV (a)	4	
	Minor Elective Course IV (b)	4	
	Major Core LabCourse VII	1	
	Major Core Lab Course VIII	1	

	Minor Elective Lab Course IV (a)	1	
	Minor Elective Lab Course IV(b)	1	
	Core / Elective Course (Additional)*	4	
V (Odd)	Major Core Course X	3	Core – 12 (48) Elective – 8 (40) (Complete) Core / Elective (additional) - 4 Total 24 (117)
	Major Core Course XI	3	
	Major Core Course XII	3	
	Minor Elective Course V(a)	3	
	Minor Elective Course V(b)	3	
	Major Core LabCourse X	1	
	Major Core Lab Course XI	1	
	Major Core Lab Course XII	1	
	Minor Elective Lab Course V (a)	1	
	Minor Elective Lab Course V (b)	1	
	Core / Elective Course (Additional)*	4	
VI (Even)	Major Core Course XIII	4	Core – 8 (56) Core / Elective (additional) – 20* Total 28 (145)
	Major Core Course XIV	4	
	Core / Elective Course (Additional)*	4	
	Core / Elective Course (Additional)*	4	
	Core / Elective Course (Additional)*	4	
	Core / Elective Course (Additional)*	4	
	Core / Elective Course (Additional)*	4	

* Additional core / elective courses can be taken in the Fifth and Sixth Semesters for 'Major with Emphasis' and 'Second Major' as the case may be.

Appendix – III
List of Major Subjects and Courses
(Needs to be enhanced for each subject keeping in view the needs of the structure)

UG Programme		Courses
Stream	**Major Subject**	
B.A. (Arts / Humanities)	Economics	1. Indian Economy Since Independence 2. Statistical Methods for Economics 3. Economic System 4. Mathematical Methods for Economics 5. Money and Financial System 6. Public Finance 7. Economic Theory 8. Comparative Economic Development
	History	1. History of Europe 1780-1945 2. History of the United States of America 1776-1945 3. History of the Modern World 1914-1945 4. Rise of Modern West (Mid 15^{th} to 18^{th} Centuries) 5. History of Himachal Pradesh 1815-1971
	Political Science	1. Western Political Thought 2. International Politics 3. Modern Indian Political Thought 4. Political Theory

UG Programme		Courses
Stream	**Major Subject**	
	Geography	1. Applied Geography** 2. Population Geography** 3. Economic Geography** 4. Advanced Cartography 5. Regional Geography of the World* 6. Elements of Geomorphology** 7. Climatology** 8. Oceanography 9. Map Projections*. 10. Thematic Cartography* 11. Physical Survey 12. Socio-economic Survey 13. Remote Sensing* 14. GIS** 15. Human Geography* 16. Social Geography 17. Cultural Geography** 18. Geography of Resources** 19. Geographic Thought* 20. Physical Geography*
	Psychology	1. Basic Psychological Process 2. Social Psychology 3. Abnormal Psychology
	Sociology	1. Fundamentals of Sociology 2. Society in India 3. Classical Sociological Thinking 4. Sociological Thought
	Music	1. Vocal Music 2. Instrumental Music 3. Classical Indian Music 4. Western Music
	Fine Arts	1. Applied Art 2. Applied Painting 3. Applied Sculpture
B.A. (Languages)	English	1. Drama 2. Novel 3. Poetry 4. Classical Background 5. Fiction Across the continents 6. Introduction to Phonetics 7. Applied Phonetics 8. Writing Skills and Broadcasting 9. Introduction to Broadcasting Media 10. Remedial Grammar 11. Conversational English 12. Communicative/Functional English

UG Programme		Courses
Stream	**Major Subject**	
	Hindi	1. Kavaya 2. Nibandh 3. Upanayasa 4. Samanaya Hindi 5. Hindi Bhasha Aiwam Sahitya Itihas 6. Kavaya Vivechan tatha Nibandh 7. Hindi Sahitya ka itihas
	Sanskrit	1. Bhasha Nipunya I 2. Bhasha Nipunya II 3. Bhasha Nipunya III
B.Sc. (Sciences)	Physics	1. Mechanics† 2. Statistical Physics and Thermodynmics† 3. Electricity and Magnetism† 4. Quantum Mechanics† 5. Mathematical Physics†† 6. Computer Applications in Physics† 7. Laser Physics†† 8. Vibration and Waves† 9. Optics† 10. Atomic and Molecular Physics† 11. Solid State Physics† 12. Electronics† 13. Nuclear Physics† 14. Digital Electronics† 15. Nano Technology†† 16. Particle Physics†† 17. Energy Studies†† 18. Computer simulations in physics†† 19. Major Lab Course I 20. Major Lab Course II 21. Major Lab Course III 22. Major Lab Course IV 23. Major Lab Course V 24. Major Lab Course VI 25. Major Project
	Chemistry	1. Inorganic chemistry 2. Organic Chemistry 3. Physical Chemistry 4. Organic & Physical Probability 5. Major Lab Course I 6. Major Lab Course II 7. Major Lab Course III 8. Major Lab Course IV 9. Major Lab Course V 10. Major Lab Course VI

UG Programme		Courses
Stream	**Major Subject**	
	Mathematics	1. Algebra and Trigonometry 2. Calculus 3. Vector Analysis and Geometry 4. Theory and Optimization 5. Discreate Mathematics 6. Advanced Calculus 7. Differential Equations 8. Mechanics 9. Analysis 10. Abstract Algebra 11. Programming in-'C' and Numerical Analysis 12. Elementary Number theory and Abstract Algebra
	Zoology	1. Invertibrates I 2. Invertibrates II 3. Invertibrates III 4. Chordata I 5. Chordata II 6. General Zoology 7. Biochemistry 8. Mammalian Physiology 9. Applied Zoology 10. Environmental Biology 11. Major Lab Course I 12. Major Lab Course II 13. Major Lab Course III 14. Major Lab Course IV 15. Major Lab Course V 16. Major Lab Course VI 17. Major Project
	Botany	1. Phycology 2. Microbiology 3. Mycology, plant Pathology and Lichens 4. Bryophytes and Pteridophytes 5. Cell Biology and Genetics 6. Plant Physiology 7. Plant Biochemistry 8. Plant Biotechnology 9. Ecology and Utilisation of Plants 10. Major Lab Course I 11. Major Lab Course II 12. Major Lab Course III 13. Major Lab Course IV 14. Major Lab Course V 15. Major Lab Course VI

UG Programme		Courses
Stream	**Major Subject**	
	Geology	1. Physical Geology 2. Structural Geology 3. Mineralogy 4. Crystallography 5. Palaeontology 6. Historical Geology 7. Geomorphology 8. Applied Geology 9. Hydrogeology 10. Engineering Geology 11. Remote Sensing in Geology 12. Stratigraphy 13. Sedimentology
	Geography	1. Applied Geography** 2. Population Geography** 3. Economic Geography** 4. Advanced Cartography 5. Regional Geography of the World* 6. Elements of Geomorphology** 7. Climatology** 8. Oceanography 9. Map Projections*. 10. Thematic Cartography* 11. Physical Survey 12. Socio-economic Survey 13. Remote Sensing* 14. GIS** 15. Human Geography* 16. Social Geography 17. Cultural Geography** 18. Geography of Resources** 19. Geographic Thought* 20. Physical Geography*
B. Com. (Commerce and Management)	Commerce	1. Business Communication 2. Business Mahtematics 3. Financial Accounting 4. Business Economics 5. Business Organisation 6. Corporate Accounting 7. Business law 8. Business Statistics 9. Company Law and Secretarial Practice 10. Cost Accounting 11. Auditing 12. Indirect Taxes 13. Information Technology and its applications in Business 14. Business Environment

UG Programme		Courses
Stream	**Major Subject**	
	Management	1. Business Management 2. Management Accounting 3. Financial Management
B. P. Ed. (Education)	Education	1.
		2.

* Hard core courses (five to be identified in each subject).
** Soft Core Courses (three to be selected).
Others are to be treated as elective courses.

Appendix – IV
An Example of an Undergraduate Programme

Name of the Student: Mr. / Ms. .....
Roll No. .....
(Admitted student has Senior Secondary in Humanities Stream.)
Opted Subjects for a B.A. Degree Programme:
Major (Main) – Geography;
Minor (Allied) – Mathematics and Geology.

Semester	Course	Credit (*C*)	Grade Point (*G*)	*C* × *G*	GPA and CGPA		Cumulated Credits Category-wise
I (Odd)	Compulsory English	3	6.5	19.5	5.75		Compulsory – 6 Core (Geog)– 8 Elective – 8 (Geog 4, Math 4) GI & H – 1 Total - 23
	Compulsory Hindi	3	5.0	15.0			
	Regional Geography of the World	4	8.0	32.0	7.875	**7.875**	
	Map Projections	4	8.5	34.0			
	Oceanography	4	8.0	32.0			
	Algebra & Trigonometry (M)	4	7.0	28,0			
	History of Science	1	5.5	5.5	5.5		
II (Even)	Compulsory Social Science	3	6.0	18.0	5.875		Compulsory – 6 (12) Core – 8 (16) Elective – 8 (Geog 4, Geol 4) (16) GI & H – 1 (2) Total 23 (46)
	Compulsory Indian Constitution	3	6.0	18.0			
	Thematic Cartography	4	8.0	32.0	8.125	**8.0**	
	Remote Sensing	4	9.0	36.0			
	Social Geography	4	8.5	34.0			
	Physical Geology (Geol)	4	7.0	28.0			
	Photography	1	6.5	6.5	6.0		
III (Odd)	Compulsory Basic Science	3	7.5	22.5	6.33 (CGPA Part I)		Compulsory – 6 (18) (Complete) Core – 8 (24) Elective – 8 (Math 4, Geol 4) (24) GI & H – 1 (3) (Complete) Total 23 (69)
	Compulsory Environmental Science	3	7.0	21.0			
	Human Geography	4	9.0	36.0	8.375	**8.125**	
	Geographic Thought	4	8.5	34.0			
	Calculus (M)	4	8.0	32.0			
	Geomorphology (Geol)	4	8.0	32.0			
	Drawing and Painting	1	8.5	8.5	11.5 (CGPA Part II		
IV (Even)	Physical Geography	4	8.5	34.0	8.25	**8.167**	Core – 12 (36) Elective – 8 (Math 4, Geol 4) ((32) Core / Elective (additional) (Math 4) - 4 Total 24 (93)
	Elements of Geomorphology	4	8.0	32.0			
	Applied Geography	4	9.0	36.0			
	Discrete Mathematics (M)	4	8.0	32.0			
	Structural Geology (Geol)	4	8.5	34.0			
	Calculus (M)	4	7.5	30.0			
V (Odd)	Population Geography	4	8.5	34.0	8.25	**8.1875**	Core – 12 (48) Elective – 8 (40) (Complete) Core / Elective
	Economic Geography	4	8.0	32.0			
	Climatology	4	8.5	34.0			
	Physical Survey	4	7.5	30.0			

Semester	Course	Credit (*C*)	Grade Point (*G*)	*C* × *G*	GPA and CGPA		Cumulated Credits Category-wise
	Socio-economic Survey	4	8.0	32.0			(additional) (Math 4) - 4 Total 24 (117)
	Advanced Calculus (M)	4	9.0	36.0			
VI (Even)	GIS	4	9.0	36.0	8.286	**8.21 (CGPA Part III)**	Core – 8 (56) Core / Elective (Math 8, Geol 12) (additional) – 20* Total 28 (145)
	Cultural Geography	4	8.0	32.0			
	Differential Equations (M)	4	8.5	34.0			
	Abstract Algebra (M)	4	8.0	32.0			
	Palaeontology (Geol)	4	8.0	32.0			
	Historical Geology (Geol)	4	8.0	32.0			
	Hydrogeology (Geol)	4	8.5	34.0			

Total Hard Core Course Credits: 28 Credits (7 Courses of 4 credits each)
Total Soft Core Course Credits: 28 Credits (7 Courses of 4 credits each)
Total Core Course Credits: 56 Credits.
Compulsory Course Credits: 18 Credits (6 Courses of 3 credits each)
GI & H Course Credits: 3 credits (3 courses of 1.0 credit each)
Elective Course Credits in Major (Geography): 16 Credits (4 Courses of 4 credits each)
Elective Course Credits in Minor (Mathematics): 28 Credits (7 Courses of 4 credits each)
Elective Course Credits in Minor (Geology): 24 Credits (6 Courses of 4 credits each)
Total Elective Course Credits: 68 Credits.
Total Course Credits: 56+18+3+68 = 145 Credits (i.e. 25 Additional Credits)

The candidate will be eligible for '<u>Major with Emphasis</u>' provided emphasis can be identified and accepted by the Committee.

CGPA:

Part I (Compulsory Courses): 6.33 (Not to be Reported)
Part II (GI & H Courses): 11.5 (Not to be Reported)
Part III (Core and Elective Courses): 8.21 (To be Reported)

Before the implementation the following need be ensured:

1. The UG BoS in all subjects need to reach a consensus that each UG (Bachelor) degree will be awarded when the candidate has successfully completed within a minimum period of three years:
   (i) 14 Core Courses in the 'Major' subject chosen by him / her;
   (ii) 10 to 13 Elective Courses in 'Major' / 'Minor' subjects chosen by him / her, provided that in each of his / her 'Minor' subjects he / she has completed at least 5 courses (core or elective);
   (iii) 3 to 6 Compulsory Courses; and
   (iv) 1 to 3 General Interest & Hobby Courses.
2. Each UG BoS will identify:
   (i) 14 courses as Core Courses (including Hard Core, that are to be done compulsorily by all majoring in the said subject and / or Soft Core, that are to be done with a certain degree of choice); and
   (ii) a certain number of Elective Courses that would be open to all students (those majoring in the subject or from outside).
   Although the total number of courses identified by each Department can vary widely, a minimum of 14 core courses and 6 elective courses (total of at least 20) may be identified by each Department.
3. Each UG BoS be directed to:
   (i) Design each course content to provide for the stipulated instruction hours as is envisaged by the credits assigned to the course.
   (ii) Design each course content to spread evenly over 15 weeks of the semester making the necessary allowance for the mid-term tests and end-semester examination.
   (iii) Design each course content to be divided in to at least four or five units and preferably two or three sub-units each.
4. Arrangement should be made to counsel the students to take a combination of Compulsory, GI & H courses, and Core Courses in the earlier semesters (I and II), do the electives in the middle semesters (III and IV), and go for additional electives in the last semesters (V and VI).
5. While making the syllabus it be ascertained that the learning goals and objectives of each Unit / Sub-Unit be clearly stated and each teacher be directed to adhere to these strictly.
6. In the syllabus the recommended Textbook (preferably one only) should be clearly mentioned, as should be the list of supplementary reading and the list of internet sources.
7. Each course is given a unique name reflecting its content and an alpha numeric code code for easy identification

Three letter alphanumeric Prefix for level	Three letter Alphanumeric code for Subject/Department	Numeric code for Semester	(Double digit)
CER	GER	01	07

CERGER0107

8. Sample Course Codes

Level	Prefix for level	Subject/Department
Certificate	**CER**	**GER**
Diploma	DIP	RUS
PG Diploma	PGD	CA
General Education Courses		
Bachelor degree	BA/BSC	ECO/PHY
Masters degree	MA/MSC	ENG/MAT
M. Phil.	MPL	SAN
Ph. D.	PHD	PHY
Professional Education and Technical Courses		
Bachelor	BTC/LLB/BBA/BED/BPED/BCM/BVC	IT/LAW/MAN/EDU/PED/COM/RET
Masters	MBA/MTC/MTA/MED/MCA/LLM/MCOM	
Short Duration Courses		
Life Long Learning	LLL	IT/MUS/ART

9. Different levels of courses be identified in an alphanumeric coding system. For instance, Physics courses be prefixed by PHYS; Geography courses be prefixed by GEOG; and so on, and followed by 100-series (e.g. PHYS101, PHYS102 and so on) for undergraduate Certificate, Diploma, and Degree courses; by 200-, 300-, and 400-series (e.g. PHYS201 . . . , PHYS301 . . . ., PHYS401 . . . . and so on) for post-graduate (Masters, and Post-Masters level courses) courses.