

GAUHATI UNIVERSITY
(Approved in the meeting of the Academic Council)

**Regulation of TDC for Semester System
& with Choice based Credit and Grading System.**

1. A TDC shall be of Six Semesters covering three Calendar Year. The schedule for Semester system shall be as shown below :
 - (a) First, Third and Fifth Semester : August 1—Dec-31
(including examinations)
 - (b) Second, Fourth and Sixth Semester : January -1---June -30
(including examinations)
 - (c) Semester Break : July 1---- July 31.

The Academic Calendar and schedule for Semester System is given in Annexure—I. Course Structure under Semester System given in Annexure—II.

2. Student's performance should be monitored throughout the Semester by continuous assessment in the theory and practical courses. Evaluation of the Students performance in each of the theory and practical paper will be based on the following:

Internal Evaluation : 20% Marks

External Evaluation : 80% Marks

3. Internal Evaluation should be based on two sessional examinations, home assignments, Seminars, and library work in each Semester. The schedule for internal evaluation is given in Annexure-I. The procedure for internal evaluation is given in Annexure-III.
4. External Evaluation should be through a final examination at the end on the Semester. The procedure for external evaluation is given in Annexure—IV.
5. The pass marks in each theory paper is 30 % and that in each practical paper is 40%.
6. In each paper, students must secure pass marks in both the internal as well as the external evaluation separately.
7. A student who could not appear or failed in any Semester examination will be allowed to clear the same as follows:
 - (a) First Semester with the regular Third Semester examination.
 - (b) Second Semester with the regular Fourth Semester examination.
 - (c) Third semester with regular Fifth Semester examination.
 - (d) Fourth Semester with regular Sixth Semester examination.
8. A student may be allowed to “repeat” any one of the theory papers in the First, Second, Third and Fourth Semester, and may be allowed for “betterment” of marks in one paper in the Fifth Semester, provided the student secures less than 45% marks in that paper.

9. No “repeat” /”betterment” shall be allowed in the practical examinations in any Semester.
10. A student must pass all his Semester examinations, including “repeat” and ‘betterment’ chances within five years from the date of admission to the First Semester course. A student will get a maximum of three chances to clear a particular Semester.
11. In case of any dispute regarding evaluation or unforeseen events the matter may be placed in the Committee of Courses and Studies (U.G) for amicable settlement.
12. Since the Semester involve continuous assessment there would be no scope for a student to appear as a private candidate in any subject.
13. For any matter not covered under this Regulation for semester System. The existing University Rules and the Gauhati University Act 1949 (as amended till date) should be applicable.

Annexure --- I

Academic Calendar and Schedule for Semester System

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|--|-------------------------------|
| (A) Admissions | - June |
| (B) Semester I/III/V Classes | - August - December |
| Sessional Examination 1 | - September |
| Sessional Examination 2 | - November |
| Final Semester Examination | - December |
| (including preparation for examination | |
| Announcement of Results | - by January |
| (C) Semester Break | - January 1—July 31 |
| (D) Semester II/IV/VI Classes | - Jan — June |
| Sessional Examination 1 | - February |
| Sessional Examination 2 | - April |
| Final Semester Examination | - To be completed by June -30 |
| (including preparation for examination) | |
| Announcement of Results | - First week of July. |

Note : The exact date of the sessional examinations shall be fixed by the concerned teachers/colleges and that of the final semester examination by the C.E.,G.U. The Controller of Examinations would announce the results of the final examinations. Admissions will be given by following University Rules.

Annexure ---II

Syllabus and Course Structure under Semester System

1. The Syllabus for each paper should be divided into modules or units. Each unit should be assigned marks (Preferably equal marks for each unit) so that the question paper of the final semester examination cover the entire syllabus.
2. The minimum total marks in a under graduate course should be (preferably) in between 2400-3000. Due to different nature of subjects, with practical or otherwise, the individual stream may make the final decision regarding the total marks.
3. In the Sixth semester there must be at least one paper where the students are given the opportunity to apply their knowledge. The course may be so designed that students creativity is encouraged . This could be a small academic project', an advanced level practical work including literature survey on a topic , field/survey work or any other work which may induce creativity among the students.

The students must submit two copies of the Project Work prepared in the format of a Ph.D. or M.Phil.thesis. The student will have to defend the work before an external examination and Internal Board comprising of three teachers including the supervisor/ guide. The external examiner will evaluate out of 80% and the Internal Board will evaluate out of 20%.

Annexure ---III

Procedure for Internal Evaluation

1. The marks allotted for internal evaluation (20%) in each paper will be based on the following :
 - (a) Sessional Examination I
 - (b) Sessional Examination II
 - (c) Home Assignment, Seminars and Group Discussion, or related work depending on the decision of the teachers/college concerned. Home assignment etc. (as in (c) above) may be given to the students at any time during the semester. These may be regarded as one question (out of four) in each of the sessional examination and marked accordingly. Thus (c) above is a part of the sessional examinations and the total internal marks in a-c above would be 20% of the marks allotted to the paper.
2. Each sessional examination will be of one hour duration and be conducted by the concerned teacher of each paper. The setting of question paper, invigilation duty, evaluation of answer scripts for each paper will be done by the concerned teacher(s) as a part of his/her normal duty.
3. The teacher concerned will fix the exact date of the sessional examination in each paper following the guidelines of academic schedule (Annexure-I) . Each sessional examination will be of one hour duration and the students should write the examination in proper University answer books.
4. After evaluation the answer scripts should be shown to the students and corrections should be made if there are any. After this, the answer scripts should be collected back from the students. The entire process of evaluation of a sessional examination should not take more than two weeks from the date of examination.

5. There is no provision for re-appearing or “repeat”/ “betterment” in the sessional examination. If a student miss one or both examination for valid reasons (as evidenced by medical certificate or other authentic documents) then the teacher /college concerned may allow the student a separate examinations using the teachers own discretion.
6. If a paper is taught by more than one teacher then the concerned teacher should co-operated in conducting the internal evaluation. Each sessional examination for a particular paper should be one examination of one hour duration even if several teachers may be teaching the paper. However, since the contents of a paper in a semester examination is approximately half that of a full paper in annual examination, it is strongly recommended that one paper in a semester system be taught by only one teacher.
7. At the end of the semester and before the final semester examination begin, the concerned teacher(s) should submit the internal marks in proper marksheets along with the answer scripts to the C.E., G.U.
8. The affiliated colleges should submit the internal evaluation marks and the answer scripts directly to the Controller of Examinations.
9. Scrutiny of the answer scripts and scaling of the internal marks may be arranged by the Controller of Examinations if necessary.

Annexure ---IV

Procedure for external evaluation

1. The Committee of Courses and Studies (CCS-UG) of each department will meet in the month of April and October to decide the dates of final examination for the on-going semester. The Head of the Department would notify these dates to the Controller of Examinations.
2. The Controller of Examinations would make the necessary arrangement for announcing the date of examinations and other necessary procedures as per University Rules.
3. Each paper will have 80% of the total marks for external evaluation. The final semester examination will be of three hour duration for a paper of 100 marks.
4. The affiliated colleges should send the answer scripts of the external examinations to the zonal officers as per direction of the C.E., G.U.
5. The evaluation zone will arrange for evaluation and scrutiny of the final examination answer scripts. After evaluation and scrutiny the answer script is should be sent to the Controller of Examinations..
6. The Controller of Examinations would make necessary arrangement for announcing the results within two weeks of receipts of the answer scripts. Efforts must be made to announce the results of semester examination on or before the schedule given in the Academic Calendar (Appendix –I).
7. For any procedure not mentioned above, the existing University Regulations for P.G. Examinations would be applicable.

“CREDIT & GRADING”

1. Definition of Credit:

(a) The theory paper would have one credit for each hour of instruction per week in a semester. The activities include lectures, tutorials and others for internal evaluation (Seminar, group discussion, laboratory/demonstration session mini project etc.)

A theory paper (which is equivalent to 100 marks of course load) should be of 6 (six) credit points which would consist of 4 hrs, of lectures and 2 hrs of tutorial & other activities. A theory paper of 50 marks would have 3 (three) credit points: 2 hrs of lectures + 1 hrs tutorial (& others)

For science subjects with practical one hour tutorial may be outside the office hours for home work, literature survey/internet browsing etc.

(b) Practical papers / courses would have one credit point for every 2 hrs of laboratory work per week in a semester. If the number of hrs per week is an odd number, appropriate adjustment be made it to the nearest even number for example.

1) 3 hrs lab per day x 2 days per week = 6 hrs = 3 credits

2) 3 hrs lab per day x 3 days per week = 9 hrs = 4 credits

3) 3 hrs lab per day x 6 days per week = 18 hrs = 9 credits.

If the total number of practical courses is 18 hrs per week, then 3 hrs per week be devoted as home work for preparing the report (i.e. lab book) and other activity related to practical.

(c) P.G. Dissertation by research work /projects would be of 12 credit points by 24 hrs of work per week in a semester. The dissertation would involve activities such as literature survey preparation of project report, computation, seminar, presentation, demonstrations, viva-voce examinations, and (if required) visit to other institutions or research lab for data collection etc. About six to nine hrs of work may be allowed to such activities outside class hours and about 18 to 15 hrs of work for the laboratory work.

(d) Other type of work such as departmental seminar, field/industrial training would be compulsory for the student, but no credit or marks for internal evaluation be assigned for such activities. Moreover, class attendance should not be considered for internal (or external) evaluation. Attendance including of department seminars would be treated under the University rules of minimum 75% attendance required for appearing in the examinations.

2. Total Credit per semester:

Every student must complete a minimum of 30 credits per week in a semester, this amounts to about 30 hrs of contacts teaching per week. The total number of credit for a four semester course should be between 120-140. For a two semester or a eight-semester course the total credit points may be worked out accordingly.

3. Core Course and Elective courses:

(a) Core courses are compulsory set of papers which also include those offered for specialization in each branch of the subject. For example, the set of papers (theory & practical) offered under specialization in physical chemistry would be considered under core course for the concerned

student of physical chemistry. The total credit assigned for the core courses would be not more than 80% of the total credit (viz. 96 credits out of 120 total credits).

- (b) Elective Courses: The essence of the credit system is the freedom of choice given to the students for opting for courses /papers within and outside the department. Moreover, student's mobility from one institution to another be encouraged by a credit transfer mechanism. However, the total credit points thus earned by opting for elective courses should be a minimum of 20% of total credit (viz. 24 credits out of total of 120 credits).
- (i) Students' counseling by the teachers is a must to guide the students to opt for elective courses those are relevant to the concerned subject in which the student is registered for a degree.
 - (ii) The students may be allowed to complete the elective course at their own pace. For example, a student who wishes to opt for a course or do his /her Dissertation /Research work in another institution, may be allowed to do so after completing other requirements in the parent institution.
 - (iii) Good students may be allowed to take extra load (over specified minimum 24 credits) in electives. The grade sheet/ Transcripts would the extra papers as Audit Course, but the grades obtained by the students would not be used for the calculation of GPA and CPI.

SUGGESTED EXAMPLES:

- (1) One Semester Course load (Semester I to III) for a subject without practical (Arts, Commerce, Law, Mathematics etc.)

Paper No.	Type of Paper	Name of hrs / week			No. of Credits
		Lecture (hrs)	Tutorial (hrs)	Total contact hrs	
1	Theory-1	4	2	6	6
2	Theory-2	4	2	6	6
3	Theory-3	4	2	6	6
4	Theory-4	4	2	6	6
5	Theory-5	4	2	6	6
	Total-	20	10	30 hrs	30 Credits

- (2) One Semester Course load (Semester I to III) for a subject with practical.

Paper No,	Type of Paper	No of hrs / week				No. of Credits
		Lecture (hrs) L	Tutorial (hrs)T	Home work	Total contact hrs (L+T)	
1	Theory-1	4	1	1	5	6
2	Theory-2	4	1	1	5	6
3	Theory-3	4	1	1	5	6
4	Theory-4	2	0	1	2	3
5	Theory-5	1	15	3	15	9
	Total-				32 hrs.	30 Credits

- (3) Suggested 4th Semester Course load : Either (1) / (2) above or as follows:

Paper I-III Three theory papers – 3x6 credit = 18 credits

Paper –IV P.G. Dissertation / Project

By Research- = 12 credits

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Total = 30 credits

4. Grading System :

(a) Conversion of marks to Grades :

Actual marks secured by a group of candidates are converted into Relative Percentile (R) before conversion into Relative Letter Grades. The maximum Actual marks (i.e. Highest mark) (M) secured in a particular Group is converted into 100% and other actual marks (A) secured by the students of the same groups are converted to the Relative Percentile.

$R = (100 / M) \times A$ where R= Relative Percentile

M= Maximum (Highest) marks in the class

A= Actual marks of a student who passed I.e., if the actual marks is not less than 30%

(b) Conversion Table for Relative Percentile into Letter Grades and Grade points.

Range of Relative Percentile	Letter Grades	Grade point
90-100	A	10
75-89	B	8
55-74	C	6
40-54	D	4
30-39	E	2
If A / or F is below 30 %	F	0

(C) Conversion of Grades of CGPA & CPI :

Grade point average (GPA) is used as a numerical survey of academic achievement, First, Grades are assigned to points in a 10 points scale as follows:

A= 10 points, B= 8 points, C= 6 points, D= 4 points, E= 2 points, F=0 points.

Secondly, the hours of credit for each course are multiplied by the Grade point value to determine the honour points. The honour points are then added for all the courses / papers in a Semester. The same of honour points in a given semester is then divided by the total number of credits.

Example :

Course No.	Course/ Paper	Credit	Grade	Point	Honour Point
Chem-401		12	A	10	120
Chem-401		12	B	8	96
Chem-420		12	C	6	72
Chem-60X		8	D	4	32
Chem-430	Laboratory work	16	A	10	160
		60			480

Grade point average (GPA) = $480 / 60 = 8.0$

Cumulative Performance Index (CPI):

The final result of a four Semester Course is expressed as the average Grade points obtained by the student in the entire course:

$$\text{CPI} = \left\{ (\text{CPA}) \text{ Sem-I} + (\text{GPA}) \text{ Sem-II} + (\text{GPA}) \text{ Sem-III} + (\text{GPA}) \text{ Sem-IV} \right\} / 4$$

(d) Conversion Formula: for m Grades to P.C. of marks for Humanities and Social Science:

For CGPA upto 9.5 : (5XCGPA)+20
For CGPA above 79.5 : (65XCGPA) -550

So, for class-I minimum CGPA be 8

For class -II minimum CGPA be 5

For other subjects / disciplines :
For CGPA upto 9.00 : (10 X CGPA)-5
For CGPA above 9.00 (15 X CGPA)-50

In order to qualify for a P.G. degree a student must secure CGPA of minimum 5.0 (equivalent to 45% marks).

Note :

- (1) There will not be any limit regarding the number of failed papers for enrolling in the next higher semester class.
- (2) A candidate who fails to clear certain papers in a particular semester she/he may be allowed to repeat papers in the next opportunity or after completion of the 4th Semester. For repeating a course a student should attend all the classes and complete internal and external examinations.
- (3) However, in order not to overload the students with courses, a student shall not be allowed to register for courses not more than 34 credits in a semester. If there is clash in the routine, she/he should repeat previous semester courses first and then opt for remaining paper(s) in the next opportunity or after completion of the semester.
- (4) Special Summer Course may be arranged by the respective P.G. Deptts of the University for repeater candidates provided the concerned teachers agree to conduct these courses during summer vacation. A repeater student shall be allowed to register not more than 2 (two) such courses in one summer semester. There should be minimum 30 one hour lectures for each course including examinations.

5. Examination and Evaluation :

- (1) The pass marks in each paper is 30 % of total marks in that paper (external+internal)
- (2) A student who fails in one or more papers should repeat the papers by attending all the classes and by appearing for internal as well as external examinations at the next opportunity. A student shall get three chances for clearing the papers within five years from the date of admission to the degree programme.

- (3) A student who has completed a semester may be allowed to proceed to the next semester irrespective of number of papers where the student failed.
- (4) In order to complete a course a student must obtain pass marks in all the papers in the semesters offered to the student in the degree course (PG or UG).
- (5) A student who fails in elective papers may be allowed to replace them by other elective papers of the same credit after obtaining prior approval from the department. For this the procedure for repeating (as in (2) above) would be applicable.
- (6) Students who secure the lowest grade (viz. E grade) may be given the option to repeat that paper by following the procedure for repeating (as in (2) above)
- (7) Internal Evaluation: the following guidelines be followed.
 - (i) For every paper there should be a separate internal evaluation conducted by the teachers involved in teaching that paper.
 - (ii) Each teacher involved in teaching a paper would conduct a one-hour written examination of (16-20% marks) some time in the middle of the of the semester. If seminars or group discussions are held as a part of internal evaluation, then each student should submit a report, which may be assigned about 4% marks (within 20%) in internal evaluation.
 - (iii) The mid semester examination answer scripts (with marking) should be shown to the student so that they are aware of the progress made by them in the course.
 - (iv) Attendance in class should not be considered for internal evaluation.