

Hemchand Yadav Vishwavidyalaya, Durg (C.G.)

Ordinance - 205

for

Four Year Undergraduate Programme (FYUP)

(With Choice Based Credit System and Multiple Entry and Exit Options as per NEP2020)

1. Short Title and Commencement

- 1.1. This Ordinance shall be called "Ordinance for Four Year (Eight Semesters) Undergraduate Programme (FYUP)".
- 1.2. It shall apply to undergraduate programmes B.A., B.Sc., B.Com., B.Sc.(H. Sc.), BCA, BBA under semester system, and any other undergraduate programme as notified by the University from time to time.

2. Definition and keywords

In this Ordinance, unless the context otherwise requires:

- 2.1 "Choice Based Credit System" (CBCS) means a programme that provides choice for students to select from the prescribed courses (Core, Elective, Ability Enhancement courses, etc.) as approved by the University from time to time.
- 2.2 "Undergraduate Curriculum Framework" means a choice based credit framework of curriculum for undergraduate programmes.
- 2.3 "Course" means a plan of study in a particular subject through different modes of delivery and is a component of a programme as detailed out in the respective programme structure.
- 2.4 "Letter Grade" means an index of the performance of students in a course and is denoted by letters O, A+, A, B+, B, C, P, F and Ab.
- 2.5 "Credit" means a unit by which the course is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one-hour teaching (lecture, seminar or tutorial) per week or two hours of practical work/field work/project/out-of-class activity etc. per week. One credit involves a minimum of 15 hours of teaching (lecture, seminar or tutorial) and 30 hours of practical work/field work/project/out-of-class activity etc. in a semester. The number of credits for each course shall be defined in the respective examination scheme.
- 2.6 "Grade Point" means points assigned to each course credit in accordance with the letter grade earned in the courses.
- 2.7 "Credit Point" means the product of grade point and number of credits for a course.
- 2.8 "Semester Grade Point Average (SGPA)" means the ratio of total credit points secured by a student in various courses registered in a semester and the total credits of all courses during the semester. It measures the performance of a study. It shall be expressed up to two decimal places and shall be calculated as per **Appendix III** of this ordinance.
- 2.9 "Cumulative Grade Point Average (CGPA)" means a measure of overall cumulative performance of a student in all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all semesters. It shall be expressed up to two decimal places and shall be calculated as per **Appendix III** of this ordinance.
- 2.10 "Semester" means a half year term that normally include an academic session spread over minimum 15 weeks of teaching days. The odd semesters may normally be scheduled from July to December and even semesters from January to June.

- 2.11 **"Grade Card"** means a mark sheet based on the grade earned. Grade certificate shall be issued to the registered students after every semester. The grade certificate will contain the course details (code, title, number of credits, grade secured etc.) along with SGPA of the semester and CGPA earned till date semester. The final semester grade certificate shall also reflect the cumulative total of marks obtained by the student in all semesters out of maximum marks allocated for which the grades of the programme were evaluated. However, the final result will be based on the grade / CGPA.
- 2.12 **"SWAYAM" (Study Webs of Active-Learning for Young Aspiring Minds)** means an Information Technology platform developed and made functional by the Government of India in the Ministry of Education, for the purpose of offering online learning courses/Massive Open Online Course (MOOC).
- 2.13 **"Academic Bank of Credit(ABC)"** means digital storehouse which contains/stores the academic credit earned by an individual student from various recognized HEIs so that the degree from an HEI can be awarded taking into account the credits earned.
- 2.14 **"Transcript"** means a certificate issued to all enrolled students in a programme after successful completion of the programme. It contains the SGPA of all semesters and the CGPA.
- 2.15 **"Summer term"** means a duration of eight weeks coinciding with summer vacation for Internship/apprenticeship/work-based vocational education and training which can be carried out especially by students who wish to exit after two semesters or four semesters of study.
- 2.16 **"Credit earned"** means the credits associated with a course which has been cleared by the students.
- 2.17 **"NHEQF Level"** means National Higher Education Qualification Framework (NHEQF) level, an instrument for the classification of qualifications according to a set of criteria for specified levels of learning achieved.
- 2.18 **"Major discipline"** means the discipline or subject of main focus opted by the student and the degree will be awarded in that discipline. Students should secure the prescribed number of credits (about 50% of total credits) through core courses in the major discipline.
- 2.19 **"Minor discipline"** means the discipline student opts to gain a broader understanding beyond the major discipline.

3. **Duration:**

- 3.1 The duration of the UG programme is 4 years or 8 semesters. Students who desire to undergo a 3-year UG Programme will be allowed to exit after successful completion of the third year. If a student wants to leave after the successful completion of the first and second year, he/she shall be awarded a UG Certificate and UG Diploma, respectively. The credit requirements of various levels of programme of study along with stage of exit shall be as per **Appendix-I** of this ordinance.
- 3.2 Students who exit with a UG certificate or UG diploma shall be permitted to re-enter within three years and complete the degree programme. Students may be permitted to take a break from the study during the period of study but the total duration for completing the 4 years programme shall not exceed 7 years. The maximum total duration shall include the period of absence, withdrawal and different kinds of leave permissible to a student but it shall exclude the period of rustication/suspension/or any other penalty period imposed by the University.

- 3.3 A student after successful completion of the two, four, six and eight semesters of the programme shall be awarded Certificate, Diploma, Degree, Honours/ Honours with Research respectively in the field of study/discipline for which he/she was enrolled as per **Appendix-I** of this ordinance.
- 3.4 The students having UG Certificate/UG Diploma are allowed to re-enter the degree programme within three years and complete the degree programme within the stipulated maximum period of seven years.
- 3.5 Discipline/Field of study under which award will be given, shall be decided by the University through Regulation from time to time.

4. Eligibility for Admission:

- 4.1. Student seeking admission to the first semester of the programme must have passed Higher Secondary (10+2) examination of C.G. Board of Secondary Education or any other Examination recognized by the University or C.G. Board of Secondary Education as equivalent thereto.
- 4.2. Eligibility for admission in a particular discipline will be as notified by the University/ Chhattisgarh Govt. from time to time.
- 4.3. Students who leave with a Certification, Diploma, or a Basic Bachelor's Degree will be eligible to re-enter the programme at the exit level to complete or progress to the next level.
- 4.4. University shall evolve a suitable mechanism for Admission/Enrolment process of **Non-collegiate student**, through Regulation.

5. Undergraduate Curriculum Framework (UGCF)

- 5.1. Courses/syllabus as per UGCF for Four Year Undergraduate Programme shall be prepared by incorporating the following points:
 - 5.1.1. The courses shall be based on credit system.
 - 5.1.2. Programmes offered shall consist Programme Outcome (PO) and Programme Specific Outcome (PSO) and each course of the programme shall consist Course Learning Outcome (CLO). PO, PSO and CLO. It shall be prepared in accordance with the Graduate Attributes determined by the UGC.
 - 5.1.3. Syllabus shall also consist mapping of CLO to PO and PSO..
 - 5.1.4. There shall be 5 level of courses based on the learning outcomes, level of difficulty and academic rigour and distributed across semesters in ascending order, viz, Level-1 (0-99), Level-2 (100-199), Level-3 (200-299), Level-4 (300-399) and Level-5 (400-499) corresponding to prerequisite, foundation or introductory, intermediate level, higher level, and advanced courses respectively.
 - 5.1.5. Course content related to Indian Knowledge System (IKS) shall also be incorporated in syllabus.
- 5.2. UG Degree Programme shall be of the following categories:
 - 5.2.1. **UG Degree Programmes with Single Major:** A student has to secure a minimum of 50% credits from the major discipline for the 3-year/4-year UG degree to be awarded a single major.
 - 5.2.2. **UG Degree Programmes with Double Major:** A student has to secure a minimum of 40% credits from the second major discipline for the 3-year/4-year UG degree to be awarded a double major.

5.2.3. **Interdisciplinary UG Programmes:** The credits for core courses shall be distributed among the constituent disciplines/subjects so as to get core competence in the interdisciplinary programme.

5.2.4. **Multidisciplinary UG Programmes:** In the case of a student pursuing a multidisciplinary programme of study, the credits of core courses will be distributed among the broad disciplines. For example, in case of multidisciplinary programme, a student may opt three disciplines, such as - Physics, Mathematics, and Chemistry - from the Faculty of Science or Zoology, Botany and Chemistry from the Faculty of Life Science. Similarly, in case of single discipline faculty, like B. Com. and B. H. Sc. etc. all the courses under this category shall be from same faculty.

5.3. Every multidisciplinary/ single disciplinary programme shall offer following categories of courses of study:

5.3.1. **"Discipline Specific Core" (DSC) Course:** DSC is a course of study, which shall be pursued by a student as a mandatory requirement of his/her programme of study.

5.3.2. **"Discipline Specific Elective" (DSE) Course:** The DSEs shall be credit courses from a pool of core discipline, from which a student opts to study. It comprises a list of elective courses for each discipline within a faculty, from which students may select any one discipline based on their interests and objectives.

5.3.3. **"Generic Elective" (GE)/Multidisciplinary Course:** GE shall be a pool of courses which is meant to provide multidisciplinary or interdisciplinary education to students. GEs shall consist of a pool of courses offered by various disciplines of study (excluding the GEs offered by the parent discipline), in groups of odd and even semesters, from which a student can choose. The GEs specified in the framework would be identified by the concerned Department as GEs to be taught in a Programme.

GE/Multidisciplinary courses are intended to broaden the intellectual experience and form part of liberal arts and science education. Students are not allowed to choose or repeat courses already undergone at the higher secondary level (12th class) in the proposed major stream under this category.

Note: A core course offered in a discipline/subject may be treated as an elective by other discipline/subject and vice versa and such electives may also be referred to as Generic Elective.

5.3.4. **"Ability Enhancement course" (AEC):** AEC courses consist of modern Indian language (MIL) and English language focused on language and communication skill. It aims at enabling the students to acquire and demonstrate the core linguistics skills, including critical reading and expository and academic writing skills, that help students articulate their arguments and present their thinking clearly and coherently and recognize the importance of language as a mediator and identity. The courses will also emphasize the development and enhancement of skills such as communication, and the ability to participate/conduct discussion and debates.

5.3.5. **"Skill Enhancement Course" (SEC):** SEC courses are skill-based courses in all disciplines, aimed at providing practical skills, hands-on-training, soft

skills etc., to enhance employability of the students. SEC courses may be chosen from a pool of courses designed to provide skill-based instructions.

5.3.6. **"Value Added Course" (VAC):** VAC courses are value based courses which are meant to inculcate the development of humanistic, ethical, constitutional, and universal human value of truth, righteous conduct, peace, love, nonviolence, scientific temper, citizenship values and life skills. It also includes environmental science/education.

5.3.7. **"Dissertation/Research Project":** A course designed to acquire special/advanced knowledge, such as supplement study / support study to a project work, and a student pursues such a course on his own with an advisory support by a teacher / faculty member is called dissertation / research project.

5.3.8. **"Internship":** A course requiring students to participate in professional employment- related activity or work experience, or cooperative education activity with **preferably** an entity external to the education institution, normally under the supervision of an employee of the given external entity. A key aspect of the internship is induction into actual work situations. Internships involves working with local industry, businesses, artists, crafts persons, etc. and opportunities for students to actively engage with the practical side of their learning.

5.4. **Number of Credits by types of courses:** The Undergraduate Curriculum Framework for Four Year Undergraduate Programme shall have courses as much as possible with credits as specified in **Appendix-II**. This shall be treated as sample table. The number of credits to each type of course may be as below:

5.4.1. Major/ DSC, Minor/DSE, Multidisciplinary/GE: Shall be of 4 credits or as appropriate. An additional one or two credits may be allotted for tutorial or practical.

5.4.2. Other courses: All course under, AEC, SEC VAC, community outreach, internship and apprenticeship shall be of 2 credits or as prescribed by Regulation.

5.4.3. Final year research project/Dissertation etc. may be of 12 credits.

5.4.4. The above distribution of credits is suggestive. The detailed structure of UGCF courses with credit shall be notified by the University through its Regulation from time to time.

5.5. **Remote/Blended Learning Modes:** Options will be made available for students to earn credit by completing quality-assured remote learning modes, including Study Webs of Active Learning for Young Aspiring Minds (SWAYAM): (www.swayam.gov.in) or other equivalent online educational platform approved/notified by the University from time to time. Students may opt to earn credits from such courses up to 40% of the total credits offered in a particular programme in a semester, in these modes. The detailed method and modality, including transfer of credit and approval of list of courses, shall be notified by the University through its regulation from time to time in consonance with UGC (SWAYAM) Regulations amended from time to time.

6. Medium of Instructions:

The medium of instructions, in general, shall be Hindi or English except for language courses. However, University may ascertain the medium of instruction and examination for a specific programme, and in such cases the medium of instruction shall be as notified by the University.

7. Eligibility of departments of College/University to conduct 4-year UG (Honours with Research) Programme:

The Departments offering a 4-year UG Degree (Honours with Research) must have the required infrastructure such as the library, access to journals, computer lab and software, laboratory facilities to carry out experimental research work and at least two permanent faculty members who are recognized as Ph.D. supervisors. The Departments already recognized for conducting the Ph.D. programme may conduct a 4-year UG Degree (Honours with Research) without obtaining any approval from the University.

8. Examination and Assessment/Evaluation

8.1. The academic performance of a candidate shall be evaluated in respect of the courses of study prescribed for each semester through evaluation. The evaluation of students admitted in the programme shall be based on:

- (i) End Semester Examinations- 70% marks of total marks and
- (ii) Continuous Internal Assessment- 30% marks of total marks.

8.2. There shall be no internal assessment for a major or minor project/ project/ dissertation/ field work/ Internship etc.

8.3. Pattern of question papers of end semester examination and structure of scheme of continuous internal assessments for each course shall be as notified by the University through Regulation.

8.4. The end semester examinations shall be held at the end of each semester and the duration of each course of end semester examination (Theory and Practical) shall be of three hours for courses having more than two credits and two hours for courses having less or equal to two credits.

8.5. The minimum percentage of marks required to pass the programme in each semester shall be 40% in each course comprising marks obtained in End Semester Examination and Continuous Internal Assessment.

8.6. A programme shall have a specified number of credits in each semester. The number of credits along with grade points that the student has satisfactorily achieved shall measure the performance of the student.

8.7. There shall be provision of grace marks to enable a candidate to pass the examination as notified by the University through Regulation.

8.8. Semester examination results shall have the following categories:

- i. **Passed**, i.e., those who have passed in all courses of the semester examination.
- ii. **Promoted**, i.e., those who have earned minimum 50% credits in a particular year including both the semesters (Even and Odd) or those who have earned any number of credit in odd semester.

Detained, i.e., those who have not passed or promoted as per the above provisions will be detained. Such students have to appear in the examination of next academic session to earn required credits (excluding the credits already earned) as per the provisions of this Ordinance and only then he/she may continue the programme. However, the same shall be subject to the condition of maximum time limit set out for the completion of the programme.

8.9. However, a regular student of any semester who has not appeared in examination due to less attendance shall attend the class of the same semester in the next academic session so as to be eligible to appear in examination of that particular semester. Further, student of any semester, not applied for examination/ applied but not appeared in examination/ not appeared in examination due to any other reasons may appear in the examination of same semester in the next academic session only.

Further a student is eligible for promotion into next higher semester subject to fulfilling of conditions mentioned above and only when he/she has appeared in end semester examination either partly or fully of current semester.

9. Promotion Rule:

- 9.1. A student shall be promoted and may take admission in the 2nd semester immediately after the 1st semester end examination irrespective of any number of back papers.
- 9.2. A student may take admission in the 3rd semester provisionally, immediately after the 2nd semester end examination and his/her admission shall be confirmed to the 3rd semester only if he/she has earned minimum 50% credits in both 1st and 2nd semesters.
- 9.3. A student shall be promoted and may take admission in the 4th semester immediately after the 3rd semester examination irrespective of any number of back papers in 3rd semester.
- 9.4. A student may take admission in the 5th semester provisionally, immediately after the 4th semester examination and his/her admission shall be confirmed and he/she will be promoted to the 5th semester only if he/she has earned minimum 50% credits including both 3rd and 4th semesters and cleared all the papers of 1st and 2nd semesters.
- 9.5. A student shall be promoted and may take admission in the 6th semester immediately after the 5th semester with any number of back papers.
- 9.6. Examinations of back papers of odd semesters shall be conducted along with odd semesters end examinations, similarly examinations of back papers of even semesters shall be conducted along with even semesters end examinations.
- 9.7. Further, a special examination of the 5th semester shall be conducted along with the 6th semester for those students who have cleared all the papers till 4th semester.
- 9.8. A special examination of the 6th semester shall be conducted after the declaration of end semester result, for those students having back papers only in the 6th semester.
- 9.9. A student may take admission in the 7th semester (Fourth year of UG) only after clearing all the semesters up to the 6th semester.
- 9.10. A student will be promoted and may take admission in 8th semester (Fourth year of UG) provisionally, immediately after the 7th semester examination irrespective of number of back papers in the 7th semester.
- 9.11. A special examination of the 7th semester shall be conducted for students having back papers of 7th semester along with the 8th semester end examination.
- 9.12. A special examination of the 8th semester shall be conducted soon after declaration of the semester results. Any student having back papers in 8th semester shall be eligible to appear in this special examination.
- 9.13. A student may choose honours course in the fourth year before the commencement of the fourth year by applying for the same, in a manner laid down for the same. However, pursuance of the course shall be subject to availability of seats and other criteria and shall be confirmed by the HEI.
Further students who secure 75% marks or above or equivalent 7.5 CGPA in the first six semesters and wish to undertake research at the undergraduate level can choose a research stream in the fourth year and shall do a research project or dissertation under the guidance of a faculty member of the college. The research project/dissertation will be in the major discipline. The research outcomes of their project work may be published in peer-reviewed journals or may be presented in conferences /seminars or may be patented.
- 9.14. University shall recognize any HEI to offer Honours with research programme through its regulation.
- 9.15. In case a student is detained or not promoted to higher semester, he/she will be held up till the back papers are cleared for which he/she can take attempt in the next

appropriate examination provided that the same is done within the maximum duration allowed for the programme. Internal assessment marks of such students will be carried forward for the corresponding course(s) in which he/she is appearing.

- 9.16. For counting 50% credits both theory as well as practical courses shall be considered and 0.5 credit shall be rounded up.

10. Results Preparation

A student who has passed in all the courses of each I, II, III, IV, V, VI, VII and VIII semesters with a CGPA at least 4.0 shall be declared as 'Passed'. The division shall be awarded after successful completion of Bachelor degree of programme of study as per **Table of Appendix-I** according to the following criteria:

- i. First Division with distinction: $CGPA \geq 7.50$
- ii. First Division: $CGPA \geq 6.00$, but < 7.50
- iii. Second Division: $CGPA \geq 4.50$ but < 6.00
- iv. Third Division: $CGPA \geq 4.00$ but < 4.50

11. Computation of SGPA, CGPA and Format of Transcript/Marksheet

- 11.1. The SGPA and CGPA shall be calculated as per the formulae provided in the **Appendix -III**.

- 11.2. Based on the letter grades for corresponding percentage of marks shown in the Table of **Appendix III**, the transcript shall be issued as per the template shown in the **Appendix IV** or as per the template offered by Digi locker including the marks obtained, grade points, SGPA and CGPA along with other particulars of the student, as the case may be HEI shall issue the transcript or mark sheet for each semester and a consolidated transcript indicating the performance in all the semesters. The details of the letter grade and formulae of SGPA and CGPA shall be given on the back side of transcript/mark sheet.

12. Conversion to Percentage

The conversion formula for converting the CGPA to the corresponding percentage (P) of marks will be as follows:

$$P = 10 \times CGPA$$

13. General:

- 13.1. There shall be no provision for repeat or improvement of the programme, once student has cleared it.
- 13.2. There shall be no provision for revaluation. However, re-totalling is permissible as per the University rule.
- 13.3. There shall be provision for Challenged valuation as notified by the University through Regulation.
- 13.4. Any points related to ABC and multiple entry and exit which are not covered in this Ordinance shall be dealt with as per the Regulation of the University in accordance with the provisions of UGC guidelines/Regulation issued from time to time.
- 13.5. Any points related to UGCF not covered under this Ordinance shall be as prescribed by the University through its Ordinance/regulation/guidelines from time to time.
- 13.6. If any question arises related to the matters not covered in this Ordinance, the relevant provisions made in the Act/appropriate Statutes/Ordinances of the University or the UGC shall be applicable.

14. Removal of Difficulties

If any difficulty arises in giving effect to the provisions of this Ordinance, the Kulapati may, by order, make such provisions not inconsistent with the Act, Statutes, Ordinances, or other Regulations, as appears to be necessary or expedient to remove the difficulty. Every order made under this rule shall be subject to ratification by the appropriate University authorities.

Appendix-I Table:

Details of various levels of programme of study along with stage of exit and credit.

NHEQF Level	Type of Award	Stage of Exit	Minimum credits to be secured for the award
4.5	Undergraduate Certificate (in the field of Study/Discipline) for example: Undergraduate certificate in Life Science, Undergraduate certificate in Humanities, Undergraduate certificate in Social Sciences etc.	After successful completion of Semester II	40
	Students exiting the programme after securing 40 credits will be awarded UG Certificate provided they secure additional 4 credits in work based vocational courses offered during summer term or internship/ Apprenticeship.		
5	Undergraduate Diploma in the field of Study/Discipline. For example, Undergraduate Diploma in Life Science, Undergraduate Diploma in Humanities, Undergraduate Diploma in Social Sciences etc.	After successful completion of Semester IV	80
	Students exiting the programme after securing 80 credits will be awarded UG Diploma provided they secure additional 4 credit in skill based vocational courses offered during first year or second year summer term.		
5.5	For single discipline course of study:	After successful completion of Semester VI	120
	Bachelor of (Field of Study)(Honours) Discipline for example B.Com., B.Sc. in Computer Science etc.		
5.5	For multiple disciplines courses of study:	After successful completion of Semester VI	120
	Bachelor of (Field of Multidisciplinary courses of Study) for example B.Sc. in Life Sciences, B.A in humanities, BA in Social Sciences etc.		
6	For single discipline course of study:	After successful completion of Semester VIII	160
	Bachelor of (Field of Study/Discipline) (Honours) for example B.Com. (Honours), B.Sc. (Honours), B.Sc. (Honours) in computer Science etc. or		
	Bachelor of (Field of Study/Discipline) (Honours with research) for example B.Com. (Honours with research), B.Sc. (Honours with research) in computer Science etc.		
6	For multiple disciplines courses of study:	After successful completion of Semester VIII	160

Appendix-II

Table: Credit requirements for award of a degree under each category.

S. No.	Broad category of Course	Credit requirement	
		Three Year UG	Four Year UG (Honours with Research) or UG (Honours)
1	Major (Core)	60	80
2	Minor Stream	24	32
3	Multidisciplinary (GE)	09	09
4	AEC	08	08
5	SEC	09	09
6	VAC	06-08	06-08
7	Summer internship	02-04	02-04
8	Research project/Dissertation/Core Courses	-	12
	Total	120	160

Appendix-III

Calculation of Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

$$SGPA = \Sigma(C_i \times G_i) / \Sigma C_i$$

where, C_i is the number of credits of the i^{th} course and G_i is the grade point scored by the student in the i^{th} course.

$$CGPA = \Sigma(C_i \times S_i) / \Sigma C_i$$

where, S_i is the SGPA of the i^{th} semester and C_i is the total number of credits in that semester.

Table: Award of Grade based on absolute marks on a 10 point scale

Range of marks in %	Grade point	Letter grade	Grade
>90 to <=100	10	O	Outstanding
>80 to <=90	9	A+	Excellent
>70 to <=80	8	A	Very good
>60 to <=70	7	B+	Good
>50 to <=60	6	B	Above Average
>40 to <=50	5	C	Average
=40	4	P	Pass
< 40	0	F	Fail
Absent	0	Ab	Fail

Description

- (i) Letter grades O, A+, A, B+, B, C, and P awarded to a student in a course means that the student has passed that course.
- (ii) The grade F and Ab denote **FAIL**; a student fails in the course due to poor performance or non-appearance/incomplete appearance in the examination held for the course. A student may appear in subsequent examination(s), as per the provisions of the Ordinances in all such courses, until a passing grade is obtained, which shall be subject to maximum time limit set out for completion of the programme.