

KURUKSHETRA UNIVERSITY KURUKSHETRA

(Established by the State Legislature Act XII of 1956)

("A" Grade, NAAC Accredited)

NOTIFICATION

On the recommendations of the Academic Council vide its Res. No. 3 dated 27.05.2013, the Executive Council vide its Res. No. 3(2) dated 31.10.2013 has approved the (i) amendments/additions to various Ordinances, **(annexure-I)** and (ii) Modalities/Guidelines for Implementation of the criteria for awarding Internal Assessment Marks in all Undergraduate and M.A. Courses **(annexure-II)**, w.e.f. the session 2013-14.

Further necessary action may please be taken accordingly.

REGISTRAR

Endst. No.ACR-III/10/13/34450-34563 dated: 31.10.2013

Copy of the above is forwarded to the following for information and necessary action:-

1. Dean Academic Affairs.
2. Chairpersons/Directors of all the University Teaching Departments/Institutes.
3. Controllers of Examinations.
4. Chief Co-ordinator (Exams.)
5. Principals/Heads of all the affiliated Colleges/Institutes.
6. Director, Directorate of Distance Education.
7. Deputy Registrar/Assistant Registrar/Administrative Officer (R-I/II/III.).
8. Head, Automation Cell (with the request to upload the same on University Website.
9. Superintendent-Incharge (Regn.)
10. Supdt.(Syllabus)/ACR-II/ACM-3 (Academic Section).

Sd/-

Assistant Registrar (Academic)
for Registrar

AMENDMENTS/ADDITIONS TO VARIOUS ORDINANCES, MENTIONED BELOW:**B.A.(General and Hons.)/B.Sc. (General & Hons.) Examination**
(Semester System) (Clauses 6 and 12)**EXISTING**

6.1 There shall be 10 marks or 10% marks earmarked for Internal Assessment in each theory paper of each Semester to be awarded by the class teachers, calculated/based upon College test and attendance, as under: -

- (a) College Test = 60%
(b) Class attendance = 40%

The weightage of 40% for attendance will be given only to those students who have attended more than the minimum requirement of 75% lectures/practicals in each subject.

6.2 One test of two hours duration for each theory paper will be got held by the College concerned at its own level one month before the commencement of examinations on the dates which may be announced by the College. The Principal of the College concerned shall forward award of Internal Assessment to the Examinations Branch one week before the commencement of the Semester examination.

6.3 The Principal of the College concerned shall preserve the record on the basis of which the Internal Assessment awards have been prepared, for inspection if needed by the University up to six months from the date of declaration of the Semester result.

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AMENDED*(w.e.f. the session 2013-14)*

6.1 20% marks in each theory paper shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of Internal Assessment shall be adopted and inserted in the relevant scheme of examination:-

- (i) Two handwritten Assignments : 50%
(1st Assignment after one month & 2nd Assignment after two months)
(ii) One Class test : 25%
(one period duration)
(iii) Attendance : 25%

Marks for Attendance will be given as under:

- (1) 91% onwards : 5 Marks (2) 81% to 90%:4 Marks
(3) 75%to80% : 3Marks (4) 70%to 74% : 2Marks*
(5) 65% to 69% : 1 Mark*

*For students engaged in co-curricular activities of the Colleges only/authenticated medical grounds duly approved by the concerned Principal.

6.2 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Principal of the College concerned, shall be forwarded to the Examinations Branch at least one week before the commencement of the relevant semester examination. The Internal Assessment awards of a candidate who fails in any semester examination shall be carried forward to the next examination.

NO CHANGE

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12. The minimum percentage of marks to pass the Semester examination shall be:

(a) **For B.A/B.Sc.(General):**

35% in each subject/paper provided that in a subject in which there is a practical examination the percentage shall be required separately in the Written and the Practical parts of the examination (including Map Work in the case of Geography).

(b) **For B.A/B.Sc.(Hons.):**

(i) **Main subject (Honours):** 40% marks in the aggregate and 40% in each paper(written and Practical separately).

(ii) **Qualifying and subsidiary subject:** 35% marks in each for qualifying and subsidiary subjects(written and practical separately).

While re-appearing in the examination the candidate shall be exempted from appearing in paper(s) and/or practical(s) in which he/she has obtained at least 40% marks in the main subjects and 35% marks in the subsidiary/qualifying subject(s)

12.1 The minimum number of marks required to pass the examination in each Semester shall be as under:

- (i) 40% in each theory paper;
- (ii) 40% in each practical examination or Project Report/Training Report or Viva-Voce examination;
- (iii) 40% in the aggregate of Sessionals and examination for each theory/practical subject.

12.2 While re-appearing in the examination the candidate shall be exempted from appearing in paper(s) and/or practical(s) in which he/she has obtained at least 40% marks..

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Note: Similar amendments/additions will be made in the Ordinances for:-

- (i) B.Sc. (Home Science) Examination (Semester System), Clauses 6 & 11.
- (ii) B.Com. Examination (Semester System), Clauses 6 & 12.
- (iii) B.Sc. Physical Education, Health Education and Sports Examination (Semester System), Clauses 6 & 11.
- (iv) BBA Examination (Semester System), Clauses 6 & 12.
- (v) BCA Examination (Semester System), Clauses 6 & 12.
- (vi) BFA Examination (Semester System), Clauses 6.1 (c), 6.2, 6.3 & 11.
- (vii) B.Sc. (Fashion Designing) Examination (Semester System), Clauses 6 & 12.
- (viii) Bachelor of Fashion & Apparel Design Exam. (Semester System), Clauses 6.1(c) & 6.2.
- (ix) B.Sc.(Hons.) Information Technology Exam. (Semester System), Clauses 6 & 11.

MASTER OF ARTS (M.A.) EXAMINATION (SEMESTER SYSTEM)

Clauses 6 and 12

EXISTING

AMENDED

(w.e.f. the session 2013-14)

6.1 Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. regular students appearing for that examination.

NO CHANGE

6.2 In case of M.A. (Fine Arts), the sessional work shall be evaluated by the teachers nominated by the Chairperson of the Department of Fine Arts, based on the work done during the academic year on the basis of following weightages for Practical papers/Project work :

- (i) Sessional work 60%
- (ii) Class Attendance 40%

The maximum attendance for calculation of attendance component of Sessional marks shall be 85% of total scheduled periods. Provided further the Chairperson will give attendance to the extent of 10% for the award of Sessional marks on account of :

- (i) Participation in Sports/Games/Cultural activities etc. certified by the Chairperson of the Department.
- (ii) Organising/participating in the exhibitions/workshops/seminar or project work or any other academic work assigned by the Chairperson of the Department. The Sessional marks will be forwarded to the Examination Branch soon after the examination.

6.3 For M.A. Mass Communication

The criteria for Internal Assessment for theory paper will be as under:

- (i) One written test/sessional work for each paper : 75% marks
- (ii) Attendance : 25% marks

Note: The weightage of 25% marks shall be given only to those students who have attended more than the minimum requirement of 75% lectures in each Theory paper. During

6.2 For all M.A. courses except M.A.(Fine Arts) and M.A.(Mass Communication):

20% marks in each Theory paper shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of internal assessment shall be adopted and inserted in the relevant scheme of examination:-

- (i) One test/Seminar : 50%
for each paper
- (ii) One Class test : 25%
(one period duration)
- (iii) Attendance : 25%

Marks for Attendance will be given as under:

- (1) 91% onwards : 5 Marks
- (2) 81% to 90%:4 Marks
- (3) 75%to80% : 3 Marks
- (4) 70%to74%:2Marks*
- (5) 65% to 69% : 1 Mark*

*For students engaged in co-curricular activities of the Colleges only/authenticated medical grounds duly approved by the concerned Chairperson/Principal/ Director.

6.3 For M.A. (Fine Arts) and M.A. (Mass Communication)

20% marks in each paper/practical shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of Internal Assessment shall be adopted and inserted in the relevant scheme of examination:-

For Theory Papers:

- (i) One test/ Seminar : 50% marks
for each paper
- (ii) One Class test : 25% marks
(one period duration)
- (iii) Attendance : 25% marks

semester one written test for each theory paper will be conducted by the Institute in the format prescribed by the Director. In practical or production based paper Internal Assessment will be done on the basis of sessional work assigned by the subject teacher during the session.

For Practicals:

- (i) One Seminar/Test/Viva/ : 50% marks
Sessional for each practical paper
- (ii) One Class test : 25% marks
(one period duration)
- (iii) Attendance : 25% marks

Marks for Attendance will be given as under:

- (1) 91% onwards : 5 Marks
- (2) 81% to 90% : 4 Marks
- (3) 75% to 80% : 3 Marks
- (4) 70% to 74% : 2 Marks*
- (5) 65% to 69% : 1 Mark*

*For students engaged in co-curricular activities of the Departments/colleges only/authenticated medical grounds duly approved by the concerned Chairperson/ Principal.

6.4 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Chairperson/ Director/Principal of the Department/Institute/College concerned, shall be forwarded to the Examinations Branch at least one week before the commencement of the relevant semester examination. The Internal Assessment awards of a candidate who fails in any Semester examination shall be carried forward to the next examination.

6.4 The Chairperson of the Department/Director of the Institute/ Principal of the College concerned shall preserve the record on the basis of which the Sessional/Internal Assessment awards have been prepared, for inspection, if needed by the University upto six months from the date of declaration of the concerned semester result.

NO CHANGE except that it will re-numbered as 6.5

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12. The minimum number of marks required to pass the examination in each Semester shall be as under:-

- (i) 35% in each paper (Written and Practical separately);
- (ii) 40% in each practical in the case of Music;
- (iii) 40% in each practical paper/sessional work in case of Fine Arts;

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12.1 The minimum number of marks required to pass the examination in each Semester shall be as under:

- (i) 40% in each theory paper;
- (ii) 40% in each practical examination or Dissertation or Project Report or Training Report or Viva-Voce examination, where prescribed.
- (iii) 40% in the aggregate of Sessionals and examination for each theory and Practical subject.

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| (iv) | 40% in Dissertation/Assignment viva-voce, where prescribed. | . 12.2 While re-appearing in the examination the candidate shall be exempted from appearing in paper(s) and/or practical(s) in which he/she has obtained at least 40% marks. |
| (v) | 40% in the aggregate of each Semester viz., I/II/III/IV Semester. | |
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Note Similar amendments/additions will be made in the Ordinances for (i) Master of Fine Arts (MFA) Examination (Semester System); Clauses 6.1 (c), 6.2, 6.3 and 12; (ii) M.A. in Applied Yoga and Health/M.A. (Music Yoga and Health), Clauses 5.2, 5.3 and 11.

ORDINANCE-MASTER OF COMMERCE (M.COM.) EXAMINATION (SEMESTER SYSTEM)

Clauses 5 and 11

EXISTING

AMENDED

(w.e.f. the session 2013-14)

5. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time. A candidate, who fails in an examination, or, having been eligible fails to appear in an examination, shall, unless approved otherwise by the Academic Council, take the examination according to the syllabus prescribed by the University for regular students appearing for that examination.

NO CHANGE except that it will be re-numbered as 5.1

(As given in the scheme of examination)

The Academic Council vide its Res. No. 64 dated 11.09.2009 approved the introduction of internal assessment of 20 marks in M.Com. with the following parameters from the academic session 2009-10:-

Written Assignment on a topic relevant : 5 Marks
to the subject concerned/presentation : 5 Marks
Class Attendance and Participation : 5 Marks
Written Test : 10 Marks
One Written test out of two scoring more marks will be considered.

The second test will be optional for the students.

Total : **20 Marks**

Students are required to obtain minimum 40 percent marks in internal assessment in each subject separately. If a student fails in the internal assessment, he will get re-appear in the subject concerned.

5.2 20% marks in each paper shall be reserved for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of internal assessment shall be adopted and inserted in the relevant scheme of examination:-

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| (i) One test/Seminar
for each paper | : 50% |
| (ii) One Class test
(one period duration) | : 25% |
| (iii) Attendance | : 25% |

Marks for Attendance will be given as under:

- (1) 91% onwards :5 Marks (2) 81% to 90%:4 Marks
(3) 75%to80% : 3 Marks (4) 70%to74%:2Marks*
(5) 65% to 69% : 1 Mark*

*For students engaged in co-curricular activities of the Colleges only/authenticated medical grounds duly approved by the concerned Chairperson/Principal/Director.

5.3 The marks obtained by a candidate in Internal Assessment, duly countersigned by the Chairperson/Director/Principal of the Department/Institute/College concerned, shall be forwarded to the Examinations Branch at least one week before the commencement of the relevant semester examination. The Internal Assessment awards of a candidate who fails in any Semester examination shall be carried forward to the next examination.

5.4 The Chairperson of the Department/Director of the Institute/ Principal of the College concerned shall preserve the record on the basis of which the

Sessional/Internal Assessment awards have been prepared, for inspection, if needed by the University upto six months from the date of declaration of the concerned semester result.

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11. The minimum number of marks required to pass the examination in each Semester shall be as under:-

- (i) 35% in each Written paper;
- (ii) 40% in Viva-voce;
- (iii) 40% in the aggregate of each Semester viz., I/II/III/IV Semester.

A candidate who fails in an examination shall be exempted from re-appearing in Paper(s) in which he/she has obtained at least 40% marks.

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11.1 The minimum number of marks required to pass the examination in each Semester shall be as under:

- (i) 40% in each Written paper/Viva-voce;
- (ii) 40% in the aggregate of Sessionals and examination for each Written paper.

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B.A. (General and Hons.)/B.Sc. (General & Hons.) Examination (Annual System)

Clause 20

EXISTING

20. The minimum number of marks to pass the examination shall be 35% in each subject/paper provided that in a subject in which there is a practical examination the percentage shall be required separately in the Written and the Practical parts of the examination (including Map Work in the case of Geography).

AMENDED

(w.e.f. the session 2013-14)

20.1 The minimum number of marks required to pass the examination in each Part/Semester shall be as under:

- (i) 40% in each theory paper;
- (ii) 40% in each practical examination or Dissertation or Project Report or Training Report or Viva-Voce examination, where prescribed;
- (iii) 40% in the aggregate of Sessionals, where prescribed and examination for each theory and Practical subject.

20.2 While re-appearing in the examination the candidate shall be exempted from appearing in paper(s) and/or practical(s) in which he/she has obtained at least 40% marks.

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Note: Similar amendments/additions will be made in the Ordinances for:-

1. B.Com. Examination (Annual System), Clause 17.
2. BCA Examination (Annual System), Clause 14.
3. M.A. Examination (Annual System), Clause 14.
4. M.A. (Mass Communication) (Annual System), Clause 13.
5. M.Com. Examination (Annual System), Clause 11.
6. M.Sc. Examination (Annual System), Clause 13.
7. MCA Examination (Semester System) (3-year), Clause 12.
8. M.Ed. Examination (Annual System), Clause 11.
9. M.Ed. (Spl. Education), Clause 10.
10. B.P.Ed. Examination, Clause 12.
11. P.G. Diploma in Remote Sensing and Geographic Information System Examination (Semester System), Clause 10
12. Diploma in (i) French (ii) German (iii) Russian (iv) Sanskrit (v) Jyotisha/Advanced Diploma in (i) French (ii) German Examination, Clause 12.
13. Certificate in (i) French (ii) German (iii) Russian (iv) Music (v) Tamil (vii) Dance (Kathak) (vii) Sanskrit (viii) Persian (ix) Communication Skills (x) Fashion Designing Examination, Clause 11.

Modalities/Guidelines for Implementation of the criteria for awarding Internal Assessment Marks in all Undergraduate and M.A. Courses.

(1) Minimum 20% marks in each paper shall be earmarked for Internal Assessment. The following parameters (with weightage of each) forming the basis of award of Internal Assessment shall be adopted and inserted in the relevant scheme of examination:-

A. For all Undergraduate Courses

- (i) Two handwritten Assignments : 50%
(1st Assignment after one month &
2nd Assignment after two months)
- (ii) One Class test : 25%
(one period duration)
- (iii) Attendance : 25%

B. For all M.A./M.Com. Courses except M.A. (Fine Arts) and M.A. (Mass Communication)

- (i) One test/Seminar : 50%
for each paper
- (ii) One Class test : 25%
(one period duration)
- (iii) Attendance : 25%

C. For M.A. (Fine Arts) and M.A. (Mass Communication) courses.

For Theory Papers:

- (i) One test/ Seminar : 50% marks
for each paper
- (ii) One Class test : 25% marks
(one period duration)
- (iii) Attendance : 25% marks

For Practicals:

- (i) One Seminar/Test/Viva/ : 50% marks
Sessional for each practical paper
- (ii) One Class test : 25% marks
(one period duration)
- (iii) Attendance : 25% marks

Marks for Attendance will be given as under:

- (1) 91% onwards : 5 Marks
- (2) 81% to 90%:4 Marks
- (3) 75%to80% : 3 Marks
- (4) 70%to74%:2Marks*
- (5) 65% to 69% : 1 Mark*

*For students engaged in co-curricular activities of the Colleges only/authenticated medical grounds duly approved by the concerned Principal.

- (2) Regarding point No. B(i) and C(i), it will be optional for the Department/College concerned to conduct a seminar or a test for each theory paper. The test of one hour duration for each theory paper will be got held by the Department/College concerned at its own level on the dates which shall be announced by the Department/College 15 days before the commencement of the test
- (3) Regarding point No. A(ii), B(ii) and C(ii), one class (surprise) test of one period's duration for each paper will be got held by the teacher concerned at his own level one month before the commencement of the semester examination on the date to be announced by the teacher concerned.
- (4) In case the student(s) remain absent from appearing in the test(s), the Chairperson/Director/Principal of the Department/College/Institute/teacher concerned will decide the case at his own level.
- (5) The Internal Assessment marks obtained by the students should be displayed separately componentwise/pointwise and paperwise on the Notice Board of the Department/ Institute/College 15 days before the commencement of the examination so that the students remaining absent from appearing in the test(s) may in a special and last chance, appear in the test to obtain pass marks in the internal assessment. This chance may not be a regular feature. However, paperwise consolidated marks obtained by the students in internal assessment, duly countersigned by the Chairperson/ Director/ Principal of the Department/Institute/College concerned shall be forwarded to the Examinations Branch atleast one week before the commencement of the relevant semester examination.
- (6) The Chairperson of the Department/Director of the Institute/ Principal of the College concerned shall preserve the record on the basis of which the Sessional/Internal Assessment awards have been prepared, for inspection, if needed by the University upto six months from the date of declaration of the concerned semester result.
