ORDINANCE No. 97

04 Years UG programme with Multiple Entry-Exit Options

Under National Education Policy 2020

(as per the Curriculum and Credit framework for Undergraduate Programmes by UGC, New Delhi)

(Ordinance prepared as per the provisions given in Statute 28(1) (b) of The Central Universities Act, 2009)

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1. TITLE AND COMMENCEMENT:

1.1. The Ordinance shall be called as Ordinance governing the award of 04 Years UG programme with Multiple Entry-Exit Options.

1.2. This ordinance will come into force from the Academic Session 2023-24 and shall replace the existing ordinance.

1.3. The ordinance shall govern the 04 years undergraduate programmes offered by School of Physical Science, Life Sciences, Natural Science, Interdisciplinary Science, Social Science, Arts, Management and Commerce, Mathematical and Computational Science barring the programmes recognized and regulated by any regulatory body.

2. DEFINITION & KEY WORDS:

2.1. "*Vishwavidyalaya*" or "*University*" means Guru Ghasidas Vishwavidyalaya (A Central University established by the Central Universities Act, 2009 No. 25 of 2009) located at Koni, Bilaspur, Chhattisgarh;

2.2. "*Student*" means one who has been admitted in the UG programme of this University through Common University Entrance Test (CUET) or by any other procedure notified by the University from time to time;

2.3. *"Academic Year" means t*wo consecutive (one odd and one even) semesters;

2.4. *"Semester"*means an academic session spread over 15-18 weeks of teaching work with minimum 90 teaching days. The odd semester may normally be scheduled from July to December and even semester from January to June.

2.5. *"Summer term"* means the period during the summer vacation between the even and odd semesters. The students especially those who wish to exit after the 2nd/4th semesters of study should carry out internship/apprenticeship/ work-based vocational education in summer term period.

2.6. *"Course*" means "*papers*" through different modes of delivery and is a component of a programme as detailed out in the respective program structure;

2.7. *"Flexibility for courses"* means courses across various branches of UG available for students to learn. A program that provides choice for students to select courses from the prescribed (Major, Minor, Multi-disciplinary, Ability enhancement, Skill enhancement,

Value added etc.)courses as per the guidelines issued by UGC/regulatory bodies where ever applicable and as approved by the appropriate bodies of the University;

2.8. *"Credit"* means a unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of lecture/tutorial per week or two hours of seminar/internship/studio activity/practical/lab work/field work/community engagement/community service/project etc. per week. The number of credits for each course shall be defined in the respective examination scheme;

2.9. *"Credit Point"* means the product of grade point and number of credits for a course;

2.10. *"Grade Point"* means a numerical weight allotted to each letter grade on a 10 point scale or as prescribed by the UGC/University from time to time;

2.11. *"Letter Grade"* means an index of the performance of students in a course. Grades are denoted by letters O, A+, A, B+, B, C, P, F, and Ab;

2.12. *"Semester Grade Point Average* (*SGPA*)" means a measure of performance of a student in a semester of program. It is the ratio of total credit points (sum of product of number of credits with grade points in all courses of a semester) and the total credits of all courses during the semester. It shall be expressed up to two decimal places;

2.13. *"Cumulative Grade Point Average* (C*GPA*)" means a measure of cumulative performance of a student till a semester/ at the end of program. It is the ratio of total credit points (sum of product of number of credits in a semester with respective SGPA) and the total credits till that semester. It shall be expressed up to two decimal places;

2.14. *"Grade Card"* means a certificate based on the grades earned. Grade certificate shall be issued to all registered students after every semester. The grade certificate will contain the course details (code, title, number of credits, grade secured) along with SGPA of the semester and CGPA earned till that semester. The semester grade certificate shall also reflect the cumulative total of marks obtained by the student till that semesters out of maximum marks allocated for which the grades of the program were evaluated. However, the final result will be based on the grades/CGPA;

2.15. *"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;

2.16. "Promotion" means a student will be promoted to the next semester till final semester and will be allowed to pursue the courses of programme and he will be awarded certificate/diploma/degree/Hons/Hons with Research after clearing all the courses/internship (if any) of the programme within the maximum period of the programme.

2.17. "Internship" means that the student will gain the working experience in the actual work situation either in firms/industry/organization/individuals (Maestros) etc. or training in labs with faculty in their own or other HEIs/research institutions.

2.18. "ABC Credit Transfer" means transfer of credits earned by the student from other HEI or through MOOCs for such courses which were offered by the department in a semester of

the programme within 40% maximum limit for awarding a certificate/diploma/degree/Hons/Hons with Research either through ABC portal or any other mechanism notified by the University.

2.19. "Equivalence Committee" means a committee notified by the University to consider the equivalence of courses in case of a student entering in to the programme through lateral entry after exiting the same programme or other programme from other HEI.

2.20. Degree awarding for lateral entry students will be from that institute where students earned maximum credits in core courses.

2.21. Vocational courses shall be defined as courses from the pool of vocational courses notified by the University or chosen from the pool of such courses from the accredited vocational University / Institute or from MOOCs on SWAYAM platform or any such blended mode platform notified by the University.

3. Entry – Exit options and award of CERTIFICATE, DIPLOMA, DEGREE AND THEIR DURATION:

3.1. "UG (Honours)" program shall be of eight semesters (four academic years) and those students who secure 75 % marks and above in first six semesters in aggregate and are inclined towards research may opt "UG (Honours with research)". The 4-year undergraduate programs have multiple entry-exit options and the re-entry may be allowed within a period of three years from the session in which student exits. However, the maximum stipulated period to complete the undergraduate program will be seven consecutive academic years. The student after successful completion of the eight semesters of the programme shall be awarded degree of UG (Honors) or UG (Honours with research) as the case may be. If a student is unable to clear all the semesters of the program within the maximum duration (as specified above), he/she will automatically exit from the program.

3.2. If a student wish to exit the "UG (Honours)" after completion of the (first/second) year(s) and secured (40/80) credits respectively and completed one vocational course/Internship of 4 credits during the summer vacation of first or second year will be awarded "UG Certificate/UG Diploma".

3.3. If a student wish to exit after completion of three years and secures 120 credits and fulfils minimum credit requirements distributed over all type of courses will be awarded "UG in Major discipline".

3.4. The maximum total duration shall include the period of absence, withdrawn 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.

4. NUMBER OF SEATS

Number of seats in each program will be as approved and notified by the Academic Council of the University and as advertised for admission to the program.

5. ADMISSION PROCEDURE AND ELLIGIBILITY

5.1. Admission to the UG programme of this University will be through Common University Entrance Test (CUET) or by any other procedure notified by the University from time to time. The minimum qualification for admission to the specific programme will be as notified by the university from time to time.

5.2. Reservation and relaxation in minimum eligibility for admission for OBC/SC/ST/ EWS/PwD (Person with Disability) and Kashmiri migrant candidates, as specified by Government of India/UGC and notified by the university shall be followed.

5.3. Either foreign nationals residing in India or abroad or Indian nationals residing abroad may be admitted to the programme according to the policy guidelines laid down by the Government of India/ University from time to time as per the number of seats available for this category. These seats will be supernumerary and shall be advertised separately in addition to the seats approved for each program.

6. ENROLMENT IN THE UNIVERSITY

Every student admitted to the programme shall be enrolled before appearing in the first semester examination through the procedure prescribed by the competent authority from time to time.

7. TYPES OF COURSES

The UG programme will consist of the following categories of the courses:

(i)   Major (core) : 80 credits;
(ii)   Minor   : 32 credits
(iii)   Multidisciplinary : 09 credits
(iv)   Ability enhancement : 08 credits
(v)   Skills enhancement : 09 credits
(vi)   Value added courses (VAC) and internship (Int.) : 10 (if VAC of 6 credit then Int. will be of 4 credits; if VAC is of 8 credits then Int. will be of 2 credits)
(vii)   Research project/dissertation : 12 credits (for the UG (Honours with research)) or 12 credits (5 credit major + 5 credit minor + 2 seminar for UG (Honours))

The nature and number of courses mentioned above may be changed as per the university notification from time to time.

7.1. **Major and minor courses:**

Major discipline is the discipline or subject in which degree will be awarded. The major course will provide in-depth study of particular subject or discipline and will carry 50% of total credits required for awarding the degree.

Minor discipline helps a student to gain a broader understanding beyond the major discipline. The minor courses will be of 32 credits from two disciplines including 12 credits for vocational

courses to be chosen from the pool of vocational courses, which are to be studied compulsorily by a candidate as a core requirement.

7.1.1 A major course offered in a discipline/subject may be treated as a minor by other discipline/subject and vice versa.

7.1.2 The student may be allowed to change major within the broad discipline and may declare the choice of minor and vocational course at the end of first year/second semester. However, change of such major discipline is subject to the seat restrictions as notified by University and on the basis of CGPA merit of first two semesters.

7.2. **Multidisciplinary/AEC/SEC:**

   Generally, three basic courses may be chosen each from a pool of courses offered by the University in different categories of multidisciplinary, AE, SE, VA courses.

7.2.1 **Multidisciplinary courses:** These courses may expand the horizon of intellectual experience of the students across different disciplines. A student has to opt three introductory level courses from the broad disciplines which were not taken by the student at the higher secondary level in the proposed major and minor steam courses. A student of 4-year UG (Honours) or 4-year UG (Honours with research) programmay opt the multidisciplinary courses from the following broad disciplines:

   i. Natural &Physical Sciences:

   ii. Humanities and Social Sciences:

   iii. Commerce and Management:

   iv. Mathematical and Computational:

   v. Library, Information and Media Science:

   Students will not be allowed to choose multidisciplinary courses as mentioned above from those broad disciplines, which they have studied at 10+2 level.

7.2.2 **Ability Enhancement Courses (AEC):** The student will opt the one AEC course of 2 credits in each semester from pool of University AEC courses in the first four consecutive semesters to achieve competency in Modern Indian Languages (MIL) and in English Language with emphasis on communication skill including writing skill, discussions, debate and other linguistic skills.

7.2.3 **Skills Enhancement Course (SEC):** These courses may be chosen from a pool of courses designed to provide practical skills, soft skills etc. to enhance the employability of students. The student will opt the one SEC course of each 3 credits in first three semesters of the program.

7.3 **Value added courses (VAC) common to all:**

   7.3.1 The student will study the four value added courses which will be common to all students invariably. Each value added course will be of 2 credits and the student

will opt any two courses given below in first semester and then remaining in the second semester:

(i) **Understanding India:** To inculcate the deeper understanding of modern India with historical perspective, Indian knowledge system, constitutional values, freedom struggle etc. to make the students a responsible democratic citizen.

(ii) **Environmental education:** The student will learn knowledge, skill, attitude and values for conservation of environment for sustainable living.

(iii) **Digital and technological solutions:** Students shall get the knowledge of front runner technologies such as artificial intelligence, machine learning, big-data analysis, 3-D machining, drone technologies and deep learning.

(iv) **Health & Wellness/Yoga/Sports/Fitness:** The student will acquire physical, emotional, intellectual, social, spiritual quotient. The activities may be organized outside of the regular classes.

7.3.2 The students may get chance to opt other VA Courses as offered by the University time to time which may be relevant for any specific discipline or common to all.

7.4 **Summer Internship/Apprenticeship:**

Internship will be mandatory component of the course. The student may be inducted in actual work situation either in firm/industry/organization etc. or training in labs with faculty in their own or other HEIs/research institutions.

7.5 Research Project/Dissertation:

An elective course designed to acquire special/advanced knowledge, such as supplement study/support study to a project work, and a candidate studies such a course on his own with an advisory support by a teacher/faculty member is called dissertation/project. The student who is eligible and opted UG (Honours with research) will take up research project. The research outcomes will be published in peer-reviewed journal/patented/presented in conferences or seminars/defended in open seminar to secure 12 credits.

8. **Level of courses:** There will be 5 level of courses on the basis of learning outcome and difficulty levels distributed across semesters in ascending order. Level-1 (0-99), Level-2 (100-199), Level-3 (200-299), Level-4 (300-399), Level-5 (400-499) courses shall be pre-requisite, introductory, intermediate, higher level, and advanced courses respectively.

9. Course Structure:

9.1 The Board of Studies of each department will decide the course structure and syllabus for a specific programme.

9.2 An undergraduate degree with Honours in a discipline such as UG (Honours with research) with single major will be awarded with the following course structure as per the UGC guidelines-

17 Major papers in the discipline: 2 (level-2); 5(level-3); 6(level-4); 4(level-5)

08 Minor papers: 2 (level-2); 2(level-3); 2(level-4); 2(level-5)

03 Multidisciplinary: 3 courses from broad disciplines

04 AEC courses; 03 SEC courses; 4 VAC courses; Internship and Research Project

9.3 The credit of the courses given in the following table:

Course	Credits distribution Theory + Practical/Tutorial (L+P+T or L+P or L+T)	
	UG (Honours with research)	**UG (Honours)**
I. Major Course* Theory (17/18 Papers) Practical / Tutorial (17/18 Papers) *The schemes of major courses and pedagogy can be decided by the respective Board of Studies subject to the total core credits remains same. The structure should be such that experiential learning should be enhanced maximum upto 50%, however, it is not mandatory.	Total 80	Total 85
II. Minor Courses (including 12 credits vocational)	32	37
III. Multidisciplinary courses	9	9
IV. Ability Enhancement Courses	8	8
V. Skill Enhancement Courses	9	9

VI. Value added courses	8	8
VII. Internship	2	2
VIII. Research Project/Seminar	Research Project/Dissertation of 12 Credits	Seminar 02 Credits
Total Credit	**160**	**160**

9.4 STRUCTURE OF COURSES

Semester	Courses	Number of courses	Level	Credits	Total Credits
I	Major	1	2	4	20
	Minor	1	2	4	
	Multidisciplinary	1	1	3	
	AEC	1	1	2	
	SEC	1	1	3	
	VAC	2	1	2 + 2	
II	Major	1	2	4	20
	Minor	1	2	4	
	Multidisciplinary	1	1	3	
	AEC	1	1	2	
	SEC	1	1	3	
	VAC	2	1	2 + 2	
The student must complete the 4 credit vocational course/Internship during summer term to get UG Certificate if he wish to exit the program after first 2 semesters.					
	Major	2	3	8	
	Minor	1	3	4	

III	Multidisciplinary	1	1	3	20
	AEC	1	1	2	
	SEC	1	1	3	
IV	Major	3	3	14	20
	Minor	1	3	4	
	AEC	1	1	2	

The student must complete the 4 credit vocational course/Internship either after first year or second year during summer term to get UG Diploma if he wish to exit the program after first 4 semesters.

V	Major	3	4	15	21
	Minor	1	4	4	
	Internship	-	-	2	
VI	Major	3	4	15	19
	Minor	1	4	4	

The students wish to exit after six semester upon securing 120 credits will be awarded UG degree in relevant subject/discipline

After sixth semester, there will be two steams :(I) UG (Honours with research) and (II) UG (Honours). The students who will secure 75% and above may opt for UG (Honours with research).

(I) Course structure for UG (Honours with research)

VII	Major	3	5	15	19
	Minor	1	5	4	
VIII	Major	1	5	5	21
	Minor	1	5	4	
	Research project/dissertation	-	-	12	

(II)	Course structure for the UG (Honours)				
VII	Major	3	5	15	
	Minor	1	5	4	20
	Seminar	-	-	1	
VIII	Major	2	5	10	
	Minor	2	5	8	20
	Seminar	-	-	2	

10. ATTENDANCE AND ELIGIBILITY TO APPEAR IN THE EXAMINATION

A student must have a minimum attendance of 75% of the total number of classes held during the semester including lectures, practicals /tutorials etc., for appearing in the end semester examination. However, Students having attendance more than or equal to 65% and less than 75% shall apply for condonation to the respective Dean of school through the Head of Department. The Dean of School may condone aforesaid shortage in attendance after due consideration of one or more of the following reasons:

(a) Participation in NCC/NSS Camps, duly supported by a certificate from the Commanding Officer;

(b) Participation in University Team(s)/Games or Inter-state or Inter-University tournament(s) duly supported by a certificate from appropriate authority of the University;

(c) Participation in educational excursion conducted on working days certified by the Dean or Head of the department. These excursions shall not include those organized for the class as a whole;

(d) Participation in any of co-curricular activities organized by the Institute/Department/School, duly certified by competent authority;

(e) Prolonged illness duly certified by the Registered Medical Practitioner;

(f) Any other cogent reason up to the satisfaction of the Head of Department/ Dean.

The application must be supported by such documents as considered to be fit for granting such condonation.

11. MEDIUM OF INSTRUCTION

The medium of instructions in general shall be English or Hindi except for language courses. However, University may notify the medium of instruction for a specific programme, and in such cases the medium of instruction shall be as notified by the university. Regardless of the medium of instructions for a programme students will be allowed to answer the semester/internal examinations in Hindi.

12. EXAMINATION AND EVALUATION

12.1. The academic performance of a candidate shall be evaluated in respect of the courses of study prescribed for each semester through the evaluation. The evaluation of students admitted in any of these programmes shall decide the grade and shall be based on
   (a) End Semester Examinations (summative assessment), and (b) Continuous Internal Assessment (Formative assessment).

12.2. Out of the total marks, 70% shall be allotted for the end semester examinations and 30% shall be allotted to continuous internal assessments during the semester. The scheme of internal assessment shall be as notified from time to time by the university in the academic calendar.

12.3. The end semester examinations will be held on such dates as may be notified by the appropriate authority of the University.

12.4. The minimum percentage of marks to pass the courses in each semester shall be 40% in each paper (course) comprising internal assessment and end semester examination.

12.5. All programmes shall have a specified number of credits in each semester. The number of credits along with grade points that the student has satisfactorily cleared shall measure the performance of the student. Satisfactory progress of a student is subject to his/ her maintaining a minimum Cumulative Grade Point Average (CGPA), as well as minimum grades in different courses of the programme as given in table-1 which a student if obtains as mentioned above in 9.4 is eligible for the award of appropriate Certificate/Diploma/Degree as the case may be.

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

i. The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student, i.e

$$\text{SGPA } (S_i) = \Sigma(C_i \times G_i) / \Sigma C_i$$

where, C_i is the number of credits of the ith course and G_i is the grade point scored by the student in the ith course.

ii. The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme, i.e.

$$\text{CGPA} = \Sigma(C_i \times S_i) / \Sigma C_i$$

where, S_i is the SGPA of the ith semester and C_i is the total number of credits in that semester.

iii. The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.

Grading System: The grading system, as detailed here under in Table 1 shall be applicable for each course:

Table - 1: Award of Grades Based on Absolute Marks on a 10 point scale

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

Description

(i) Letter grades **O, A+, A, B+, B, C,** and **P** in a course mean 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 of the course. A student has to appear at subsequent examination(s), if provided under the ordinances in all such courses, until a passing grade is obtained.

Declaration of Semester Examination Results

Semester examination results will have in the followings categories:

(i) **Pass**: those students who have passed in all courses of the semester examination.

(ii) **Promoted:** Any student admitted in a programme having duly filled in examination

form forwarded by the HoD concerned shall be promoted in the next semester, subject to the eligibility for appearing in the end semester examination.

Backlog: ln any semester a student can opt maximum 40 credits to appear in the end semester examination including those of current semester as well as of previous semesters backlog. The backlog of even semester courses will be cleared with even semester examinations and odd semester courses will be cleared with odd semester examinations. Accordingly, the backlog credits will be opted. The maximum duration in which a student can clear the backlog is the maximum duration of that programme as notified by the University from time to time.

(iii) **Withheld:** those who have cleared all courses in the last semester, but not cleared the backlog courses of the program, the result of the last semester will be *Withheld* till clearing of all backlog courses subject to not crossing maximum duration of the program as defined in the ordinance.

(iv) **Fail:** The student fails to clear all courses in last semester will be categorized as *Fail*. He/she will be given ATKT chance after declaration of last semester result subject to not crossing maximum duration of the program as defined in the ordinance.

13. DECLARATION OF DIVISION:

A student who has passed in all the courses of all Semesters and obtained at least CGPA of 4.00 with fulfilling other requirement mentioned in the ordinance shall be declared as **'Passed'**. The division will be awarded after successful completion of second, fourth, sixth, and eight semester as the case may be for awarding of certificate, diploma, degree, degree (honours) or degree (honours with research) 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   : $CGPA \geq 4.00$, but < 6.00

14. TRANSCRIPT:

Based on the above Letter grades, grade points and SGPA and CGPA, the Vishwavidyalaya shall issue the transcript indicating the performance in all semesters after successful completion of second, fourth, sixth, and eight semester as the case may be for awarding of certificate, diploma, degree, degree (honours) or degree (honours with research).

15. CONVERSION TO PERCENTAGE:

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

$$P = 10 \times CGPA$$

16. RANKING

Ranking of top 10 candidates in each program will be declared by the university on the basis of their percentage of marks. Only such candidates who complete successfully all courses of the programme in single attempt without using entry-exit option in the program shall be considered for declaration of ranks, medals etc.

17.   Re-admission:

1.1   A student of First Year (Semester I/II) of a programme (enrolled in the University) found not eligible to appear in the End-Semester Examination of Odd or Even Semester of the programme due to shortage of attendance *less than 75%* shall be permitted to take re-admission to the First Semester of the same programme in the following academic year.

17.2   Students of III Semester onwards, disallowed to appear in the End- Semester Examination due to shortage of attendance (< 75%) shall be permitted to take re-admission in the following academic year in the same semester.

18. Interpretation of Ordinance

In any matter of interpretation of the provisions of this ordinance, the matter shall be referred to Vice-Chancellor who is the chairman of Academic Council and his/her decision shall be final.

19. POWER TO REMOVE DIFFICULTIES

If any question arises related to the matters not covered in these provisions, the relevant provisions made in appropriate Act/Statute/Ordinance/Regulations/Rules/Notifications issued by the university, will prevail.