

UNIVERSITY OF MUMBAI
No. UG/140 of 2015-16

CIRCULAR:-

A reference is invited to the Ordinances and Regulations relating to the Bachelor of Engineering (B.E) degree course **vide** this office Circular No.UG/88 of 2012-13, dated 8th November, 2012 and the Principals of affiliated Colleges in Engineering are hereby informed that the recommendation made by the Faculty of Technology at its meeting held on 26th August, 2015 has been accepted by the Academic Council at its meeting held on 31st August, 2015 **vide** item No. 2.1 and that in accordance there with in exercise of the powers conferred upon Management Council under Section 54 (1) of the Maharashtra Universities Act, 1994, the Ordinance 6242, 6243, 6244, 6245, 6246, 6247,6248, 6249, 6250, 6251, 6352, 6253, 6254, 6255, 6256, 6257, 6258, 6259, 6260, 6261, 6262, 6263 relating to the Credit Based Semester and Grading System of B.E. Program are amended, which is available on the University's web site (www.mu.ac.in) and which is come in to force with immediate effect.

Sd/-
REGISTRAR

MUMBAI – 400 032
3rd February, 2016

To,

The Principals of affiliated Colleges in Engineering.

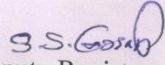
A.C/ 2.1/31/08/2015.

No. UG/140-A of 2016

MUMBAI-400 032 3rd February, 2016

Copy forwarded with compliments for information to:-

1. The Dean, Faculty of Technology,
2. The Chairmen/Chairpersons of various Board of the Studies in Engineering and Technology.
3. The Director, Board of College and University Development,
4. The Controller of Examinations,
5. The Co-Ordinator, University Computerization Centre.


Deputy Registrar
Under Graduate Studies

... PTO

UNIVERSITY OF MUMBAI

Ordinances for Bachelor of Engineering (B. E.) Full Time Degree course with Credit Based Grading System (CBGS) for Rev – 2012 syllabus effective from A. Y. 2012-2013

The revised curriculum and credit based grading system is implemented for Bachelor of Engineering programme in the University of Mumbai from the academic year 2012-2013. In view of this it is essential to modify and amend the regulations applicable to Bachelor of Engineering programme and these are as given below as ordinances:

ORDINANCES RELATED TO ADMISSION:

0.6242:- A learner who has passed semester I and Semester II examinations of engineering will be permitted to enter upon the program for semester III of second year engineering. However, a learner who has failed in not more than **eight heads** of passing of which not more than **five** shall be in End Semester Examinations of Semester I and Semester II considered together will also be permitted to enter upon the program for Semester III of second year engineering.

0.6243:- A learner who has passed semester I to semester IV examinations will be permitted to enter upon the program for semester V of third year engineering. However, a learner who has failed in not more than **eight heads** of passing of which not more than **five** shall be in End Semester Examinations of Semester III and Semester IV considered together will also be permitted to enter upon the program for Semester V of third year engineering provided he / she has passed semester I and semester II examinations of first year engineering.

0.6244:- A learner who has passed semester I to Semester VI examinations will be permitted to enter upon the program for semester VII of final year engineering. However, a learner who has failed in not more than **eight heads** of passing of which not more than **five** shall be in End Semester Examinations of Semester V and Semester VI considered together will also be permitted to enter upon the program for semester VII of final year engineering provided s/he has passed all examinations up to and including semester IV.

0.6245:-Notwithstanding anything contained in 0.3711R and 0.3712R a learner who has satisfactorily kept term for semester VI of the Third Year production Engineering program shall be deemed eligible to undergo training in industry if arranged during semester VII of final year engineering . However, s/he will be eligible to join semester VIII of the program provided s/he has failed in not more than **eight heads** of passing of which not more than **five** shall be in End Semester Examinations of Semester V and Semester VI considered together and has passed all examinations up to and including semester IV previously. The word ‘previously’ refers to semester I, Semester II, Semester III and Semester IV examinations conducted no later than the first half of the year or training.

ORDINANCES RELATED TO EXAMINATION:

0.6246:- Internal Assessment, End semester examination, Practical and / or oral will be considered as separate Head of passing prescribed in the scheme of instructions and examinations. **Term Work** is not a **separate head of passing**; however a learner is **eligible to appear** for any form of **examination** only after **satisfactorily completion of Term Work in all courses** of a particular semester as per scheme of instructions and examinations.

0.6247:-A learner for being eligible to appear for semester III of the second year Engineering Examination should have satisfactorily kept the term for semester III and passed in semester I and Semester II examination. However, a learner who has failed in not more than **eight heads** of passing of which not more than **five** shall be in End Semester Examinations of Semester I and Semester II considered together will also be permitted to appear for semester III examination.

0.6248:- A learner for being eligible to appear for semester IV of the second Years Engineering examination should have satisfactorily kept the term for semester IV and passed all examinations upto semester III. However, a learner who has failed in not more than **eight heads** of passing of which not more than **five** shall be in End Semester Examinations of Semester I, Semester II considered together and kept the terms for semester III will also be permitted to appear for semester IV examination.

0.6249:- A learner for being eligible to appear for semester V of the Third year Engineering Examination should have satisfactorily kept the term for semester V and passed all examinations

upto semester IV. However, a learner who has failed in not more than **eight heads** of passing of which not more than **five** shall be in End Semester Examinations of Semester III and Semester IV considered together will also be permitted to appear for semester V examination.

0.6250:- A learner for being eligible to appear for semester VI of the Third Year Engineering Examination should have satisfactorily kept the term for semester VI and passed all examinations upto semester V. However, a learner who has failed in not more than **eight heads** of passing of which not more than **five** shall be in End Semester Examinations of Semester III and Semester IV considered together and kept the term for semester V will also be permitted to appear for semester VI examination.

0.6251:- A learner for being eligible to appear for semester VII of the Final Year Engineering examination should have satisfactorily kept the term for Semester VII and passed all examinations upto semester VI. However, a learner who has failed in not more than **eight heads** of passing of which not more than **five** shall be in End Semester Examinations of Semester V and Semester VI considered together will also be permitted to appear for semester VII examination.

0.6252:- A learner for being eligible to appear for semester VIII of the Final Year Engineering Examination should have satisfactorily kept the term for semester VIII and passed all examinations upto semester VII. However, a learner who has failed in not more than **eight heads** of passing of which not more than **five** shall be in End Semester Examinations of Semester V and Semester VI considered together and kept the term for semester VII will also be permitted to appear for semester VIII examination.

0.6253:- To pass in the individual courses of semester I to VIII examinations of first to final year of engineering, a learner must obtain a minimum of 40 % of the full marks. The minimum of 40 % of the full marks must be obtained in the Internal Assessment, End semester examination, practical and oral examination separately in each course as applicable.

Or

A learner also pass in individual courses even if s/he **fails in Internal Assessment** but secure **more than 50% in total (Internal Assessment + End Semester Examination)** in that course.

0.6254:- A learner who fails in an examination, but secures a minimum of 40 % of the marks assigned to the Internal Assessment, End semester examination, practical and/or oral examination in a course will at his / her option be exempted from reappearing in the Internal Assessment, End semester examination, practical and/or oral examination in that course. The marks secured by such a learner in the Internal Assessment, End semester examination, practical

and/or oral examination will be carried forward to the subsequent examination at which s/he reappears.

0.6255:- Credit (C) for a course is dependent on the number of hours of instruction per week in that course, and is obtained by using a multiplier of one (1) for lecture and tutorial hours, and a multiplier of half (1/2) for laboratory hours. The minimum credit required for award of a B.E. degree is **180**.

0.6256:- Rating of learner's performance in a theory course should be done by using various modes of assessment, which mainly include Internal Assessment and End Semester Examination. Relative weightage for Internal Assessment is typically 20 per cent. This will consist of two class tests.

The relative weightage for end semester examination is 80 % and will be held as per the university schedule. The end semester examination is mandatory.

0.6257:- A learner is awarded a letter grade in every course, based on the combined performance in all assessments in a particular semester as per scheme of instructions and examinations of the respective programme. These letter grades not only indicate a qualitative assessment of the learner's performance but also carry a quantitative (numeric) equivalent called the Grade Point. The letter grades and their equivalent grade point applicable for undergraduate programme are as below:

Percentage of Marks Obtained	Letter Grade	Grade Points	Performance
80.00 and above	O	10	Outstanding
75.00 – 79.99	A	9	Excellent
70.00 – 74.99	B	8	Very Good
60.00 – 69.99	C	7	Good
50.00 – 59.99	D	6	Fair
45.00 – 49.99	E	5	Average
40.00 – 44.99	P	4	Pass
Less than 40.00	F	0	Fail

0.6258:- The **grade** for **theory courses** can be **awarded** only after **successfully completion** of both **Internal Assessment** and **End Semester Examination** of the respective course as per scheme of instructions and examinations of the respective programme.

0.6259:- A learner who remains **absent** in any form of **evaluation/examination, letter grade** allocated to him/her should be **AB** and corresponding **grade point** is **zero**. S/he should reappear for the said evaluation/examination in due course.

0.6260:- The performance of a learner in a semester is indicated by a number called Semester Grade Performance Index (SGPI). The SGPI is the weighted average of the grade points obtained in all the courses by the learner during the semester. For example, if a learner passes five courses (Theory/labs./Projects/ Seminar etc.) in a semester with credits C_1, C_2, C_3, C_4 and C_5 and learners grade points in these courses are G_1, G_2, G_3, G_4 and G_5 respectively, then learners SGPI is equal to:

$$SGPI = \frac{C_1G_1 + C_2G_2 + C_3G_3 + C_4G_4 + C_5G_5}{C_1 + C_2 + C_3 + C_4 + C_5}$$

The SGPI is calculated to two decimal places. The SGPI for any semester will take into consideration the “**F** or **AB**” grade awarded in that semester. For example if a learner has failed in course 4, the SGPI will then be computed as:

$$SGPI = \frac{C_1G_1 + C_2G_2 + C_3G_3 + C_4 * ZERO + C_5G_5}{C_1 + C_2 + C_3 + C_4 + C_5}$$

0.6261:- A learner’s up to date assessment of the overall performance from the time s/he entered for the programme is obtained by calculating a number called the Cumulative Grade Performance Index (CGPI), in a manner similar to the calculation of SGPI. The CGPI therefore considers all the courses mentioned in the scheme of instructions and examinations, towards the minimum requirement of the degree learner have enrolled for. The CGPI is calculated at the end of every semester up to two decimal places and is indicated in semester grade report cards.

The CGPI will reflect the **failed status** in case of **F grade(s)**, till the course(s) is/are **passed**. When the **course(s)** is/are **passed** by obtaining a **pass grade** on subsequent examination(s) the **CGPI** will only reflect the **new grade** and not the **fail grades** earned earlier.

Example: Up to semester “**r**” a learner has registered for **n** courses, among which s/he has “**F**” grade in **ith** course. The semester grade report at the end of semester **r** therefore will contain a CGPI calculated as:

$$CGPI = \frac{C_1G_1 + C_2G_2 + C_3G_3 + \dots + C_i * ZERO + \dots + C_nG_n}{C_1 + C_2 + C_3 + \dots + C_i + \dots + C_n}$$

Even if a learner has **failed** in a course **more than once**, the course will figure **only once** in the **numerator** as well as the **denominator**. At the end of semester $r+1$ s/he has appeared for examination for k number of courses including the i^{th} **backlog course** and has cleared all the courses including the **backlog course**, the CGPI at the end of this semester is calculated as,

$$CGPI = \frac{C_1G_1 + C_2G_2 + C_3G_3 + \dots + C_i * G_i + \dots + C_nG_n}{C_1 + C_2 + C_3 + \dots + C_i + \dots + C_n}$$

There will also be a **final CGPI** calculated which considers **all the credits earned** by the learner specified for a particular programme.

0.6262:-

A Learner who has passed the Bachelor of Engineering degree examination of the university and who wish to improve their CGPI be permitted to appear again for the same examination with the same courses. The learner may appear Semester VII and VIII together or separately but all courses of semester VII together and all courses of semester VIII together without being required to keep any term again. This provision shall be applicable subsequent to the first passing of the degree examination for not more than three consecutive examinations conducted by the University. Marks obtained by the candidate in term-work, internal assessment, practical and/or oral examination, seminar and project of semester VII and semester VIII shall be carried forward for not more than three consecutive examinations.

0.6263:-A learner who has passed the Bachelor of Engineering degree examination of the university and wish to improve CGPI at any point of time be permitted to appear again for the existing examination with the available courses at that point of time. The learner may appear Semester VII and VIII together or separately but all courses of semester VII together and all courses of semester VIII together without being required to keep any term again. Marks obtained by the candidate in term-work, internal assessment, practical and/or oral examination, seminar and project of semester VII and semester VIII whichever applicable shall be carried forward.

Academic Council 25/05/2011

Item No. 4.102

University of Mumbai



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**NAAC ACCREDITED
(2001-2006)**

Ordinances and Regulations

With Respect to

**Credit Based Semester and Grading System
(CBSGS)**

For the Programmes

Under

The Faculty of Arts, Commerce & Science

With effect from the Academic year

2011-12

R. 8433 : The definitions of the key terms used in the Credit Based Semester and Grading System introduced from the academic year 2011-12 are as under:

Program:

A **Program** is a set of courses that are linked together in an academically meaningful way and generally ends with the award of a Certificate or Diploma or Degree depending on the level of knowledge attained and the total duration of study.

B.A., B.Sc. and B.Com. are Programs.

Course

A ‘**course**’ corresponds to the word ‘subject’ used in many universities. A course is essentially a constituent of a ‘program’ and may be conceived of as a composite of several learning topics taken from a certain knowledge domain, at a certain level. All the learning topics included in a course must necessarily have academic coherence, that is, there must be a common thread linking the various components of a course. A number of linked courses considered together are in practice, a ‘program’.

Module and Unit:

A course which is generally an independent entity having its own separate identity, is also often referred to as a ‘Module’ in today’s parlance, especially when we refer to a ‘modular curricular structure’. A module may be studied in conjunction with other learning modules or studied independently. A topic within a course is treated as a Unit.

Credit Point:

Credit Point refers to the ‘Workload’ of a learner and is an index of the number of learning hours deemed for a certain segment of learning. These learning hours may include a variety of learning activities like reading, reflecting, discussing, attending lectures / counseling sessions, watching especially prepared videos, writing assignments, preparing for examinations, etc. Credits assigned for a single course always pay attention to how many hours it would take for a learner to complete a single course successfully. A single course should have, by and large a course may be assigned anywhere between 2 to 8 credit points wherein 1 credit is construed as corresponding to approximately 30 to 40 learning hours.

Credit completion and Credit accumulation:

Credit completion or Credit acquisition shall be considered to take place after the learner has successfully cleared all the evaluation criteria with respect to a single course. Thus, a learner who successfully completes a 4 CP (Credit Point) course may be considered to have collected or acquired 4 credits. His level of performance above the minimum prescribed level (viz.

grades / marks obtained) has no bearing on the number of credits collected or acquired. A learner keeps on adding more and more credits as he completes successfully more and more courses. Thus the learner ‘accumulates’ course wise credits.

Credit Bank:

The process of accumulating Credits over a period of time, leads to the idea of a ‘Credit Bank’. Conceptually, a Credit Bank in simple terms refers to stored and dynamically updated information regarding the number of Credits obtained by any given learner along with details regarding the course/s for which Credit has been given, the course-level, nature, etc. In addition, all the information regarding the number of Credits transferred to different programs or credit exemptions given may also be stored with the individual’s history. In short, this would involve maintaining all the Credit-related transactions of an individual. Credit Banking, when practiced would go a long way in facilitating credit transfers and learner mobility.

Credit Transfer:

Performance transfer

When a learner successfully completes a certain academic program, he/she is allowed to transfer his/her past performance to another academic program having some common courses and *Performance transfer* is said to have taken place.

Course exemption

Occasionally, when two academic programs offered by a single university or by more than one university, may have some common or equivalent course-content, the learner who has already completed one of these academic programs is allowed to skip these ‘equivalent’ courses while registering for the new program. The Learner is ‘*exempted*’ from ‘*relearning*’ the common or equivalent content area and from re-appearing for the concerned examinations. It is thus taken for granted that the learner has already collected in the past the credits corresponding to the exempted courses.

Block Transfer:

Block transfer refers to a group of courses, such as a completed certificate or diploma program that are accepted for transfer of credit into a degree program.

Dimensions of Credit Transfer

When a learner successfully completes the courses included in an academic program at a certain level, he/she is allowed to transfer his/her credits in some of these courses to another same-level academic program having these courses in common. This is referred to as ‘**Horizontal or Lateral Credit Transfer**’.

‘**Vertical Credit Transfer**’, sometimes is also referred to as ‘**Career Laddering**’ is said to occur when a learner’s performance in some courses within a certain academic program at a particular level is carried over to a higher-level academic program having these or equivalent courses in common.

Credit Transfer is conceived as operating along **lateral (or horizontal)** and **vertical transfers**.

Types of Credit Transfer

When the process of credit transfer takes place *within* a university department or institution, it may be called intra-institutional credit transfer; when the credit transfer process operates *across two or more* institutions/universities, this may be viewed as inter-institutional/inter-university credit transfer. Both inter/intra institutional/university credit transfer operate across levels – vertical or horizontal.

Note: The Ordinances and Regulations given below are applicable to Faculty of Arts, Commerce & Science unless and otherwise specified.

O. 5974

Duration of the B.A., B.Com. and B.Sc. programme will be of 3 years in the Semester pattern i.e. from Sem. I to Sem. VI.

The degree will be awarded to a learner who successfully completes 120 credits of the programme in period of 3 to 6 years from the year of enrollment to semester I.

If a learner does not earn 120 credits in 12 semesters from the year of enrolment to semester I, he/she may at his/her option transfer his/her performance in the existing/new program after establishing equivalence between old and new syllabus. Such a performance transfer will be decided by the Board of Studies / Ad-hoc Board / Ad hoc Committee of the concerned subject.

The admission to the program will be governed by the existing rules

O. 5975

The fees for transfer of credits or performance will be based on number of credits that a learner has to complete for award of the degree.

O. 5976

The following credit transfers will be allowed

Intra-institutional/University lateral credit transfer
Intra-institutional/University vertical credit transfer
Inter-institutional/University lateral credit transfer
Inter-institutional/University vertical credit transfer

R.8434

Credits earned at one institution for one or more courses under a given program will be accepted under another program either by the same institution or another institution either through Direct Performance Transfer or Course exemption.

R.8435 : The Scheme of Examination:

FACULTY OF SCIENCE:

The Scheme of Examination shall be divided into two components: Internal assessment and External assessment (semester end examination) for each course of the program. Internal Assessment includes Assignments, Seminars, Case Studies, Quizzes, Viva, Open book test, Unit Tests etc. For each course, there is a passing minimum for internal Assessment as 40% (16 out of 40 marks), for External / Semester End Examination 40% (24 out of 60 marks) and overall 40% (40 out of 100 marks).

The performance of the learner will be evaluated in each course in the following manner

Internal assessment	Semester end examination	Total (for each course or head of passing)
40 %	60 %	100%

The internal assessment of 40 % for each course will be as follows:

Courses with practical (for Theory Component)

Sr. No	Evaluation type	Marks
1	Two Assignments/Case study/Project	20
2	One class Test (multiple choice questions objective)	10
3	Active participation in routine class instructional deliveries(case studies/seminars//presentation)	05
4	Overall conduct as a responsible learner, manners, skill in articulation, leadership qualities demonstrated through organizing co-curricular activities, etc.	05

Practical

Each practical course can be conducted out of 50 marks with 20 marks for internal and 30 marks for external

Practical (Internal component of the Practical Course)

Sr No	Evaluation type	Marks
1	Two best practical	10
2	Journal	05
3	Viva	05

Courses with tutorials (Mathematics):

Sr No	Evaluation type	Marks
1	Two Assignments (one Tutorial converted into assignment) / Case studies / Project	20
2	One class Test [Tutorial converted into test]	10
3	Active participation in routine class instructional deliveries/Tutorials	05
4	Overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic actives	05

The semester end examination (external component) of 60% for each course will be as follows:

- i) **Duration – 2 Hours**
- ii) **Theory Question Paper Pattern:-**
 1. There shall be four questions each of 15 marks. On each unit there will be one question and the fourth one will be based on entire syllabus.
 2. All questions shall be compulsory with internal choice within the questions. (Each question will be of 20 to 23 marks with options.)
 3. Question may be subdivided into sub-questions a, b, c... and the allocation of marks depend on the weightage of the topic.

The marks will be given for all examinations and they will be converted into grade (quality) points. The semester-end, final grade sheets and transcripts will have only credits, grades, grade points, SGPA and CGPA.

FACULTY OF ARTS:

The performance of the learners shall be evaluated into two components. The learner's performance shall be assessed by Internal Assessment with 40% marks in the first component by conducting the Semester End Examinations with 60% marks in the second component. The allocation of marks for the Internal Assessment and Semester End Examinations are as shown below:-

a) Internal Assessment – 40% **40 Marks**

Sr. No.	Particulars	Marks
1	One periodical class test held in the given semester	10 Marks
2	Subject specific Term Work Module/assessment modes – <i>at least two-</i> as decided by the department in the beginning of the semester (like Extension/field/experimental work, Short Quiz; Objective test, lab practical, open book test etc and written assignments, Case study, Projects, Posters and exhibits etc for which the assessment is to be based on class presentations wherever applicable) to be selflessly assessed by the teacher/s concerned	20 Marks
3	Active participation in routine class instructional deliveries (and in practical work, tutorial, field work etc as the case may be)	05 Marks
4	Overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic activities	05 Marks
Projects in Semesters V and/or VI (of 50 marks each)		
	Report Submitted	40 marks
	Presentation & Viva Voce	10 marks
	Total	50 marks

The semester end examination (external component) of 60 % for each course will be as follows:

i) **Duration – 2 Hours**

ii) **Theory Question Paper Pattern:-**

1. There shall be four questions each of 15 marks. On each unit there will be one question and the fourth one will be based on entire syllabus.
2. All questions shall be compulsory with internal choice within the questions. (Each question will be of 20 to 23 marks with options.)
3. Question may be subdivided into sub-questions a, b, c... and the allocation of marks depend on the weightage of the topic.

FACULTY OF COMMERCE

The performance of the learners shall be evaluated in two components: Internal Assessment with 40% marks by way of continuous evaluation and by Semester End Examination with 60% marks by conducting the theory examination.

INTERNAL ASSESSMENT:- It is defined as the assessment of the learners on the basis of continuous evaluation as envisaged in the credit based system by way of participation of learners in various academic and correlated activities in the given semester of the programme.

A). Internal Assessment – 40%

40 marks

1. For Courses without practical.

Sr. No.	Particulars	Marks
1	Two periodical class tests/ case study / online examination to be conducted in the given semester	20 Marks
2	One assignment based on curriculum to be assessed by the teacher concerned	10 Marks
3	Active participation in routine class instructional deliveries	05 Marks
4	Overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic actives	05 Marks

2. For Courses with Practical.

Sr. No.	Particulars	Marks
1	Semester End Practical Examination	
	Journal	05 Marks
	Viva	05 Marks
	Laboratory Work	10 Marks
2.	One assignment/project with class presentation to be assessed by teacher concerned	10 Marks
	Presentation	05 Marks
	Written Document	05 Marks
3	Active participation in routine class instructional deliveries	05 Marks
4	Overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic actives	05 Marks

ONLY FOR COURSE IN FOUNDATION COURSE I AND COURSE II (FOR THE FACULTY OF ARTS AND SCIENCE)

Sr. No.	Particulars	Marks
1	One periodical class test/ case study / online examination to be conducted in the given semester	10 Marks
2	Assignment/project based on curriculum to be assessed by the teacher concerned. The student will have to submit the assignment/project before appearing for the Semester End Examination. Assignment will be entirely based on Unit 6 and can take the form of street-plays / exhibition/power-point presentation or similar other modes suitable to the topic selected. Students can work in a group of not more than 8 students for the purpose of assignment/project. Students will have to submit the hard copy of the assignment/project before appearing for the Semester End Examinations. The assignment will be evaluated for 20 marks of which 10 marks shall be allotted to Viva, to assess the level of engagement of the students with the topic concerned.	20 Marks
3	Active participation in routine class instructional deliveries	05 Marks
4	Overall conduct as a responsible learner, mannerism and articulation and exhibit of leadership qualities in organizing related academic actives	05 Marks

SEMESTER END EXAMINATION:- It is defined as the examination of the learners on the basis of performance in the semester end theory / written examinations.

B. Semester End Examination --- 60 %

60 Marks

- 1) Duration – These examinations shall be of 2 Hours duration.
- 2) Question Paper Pattern:-
 - i. There shall be four questions each of 15 marks.
 - ii. All questions shall be compulsory with internal choice within the questions.
 - iii. Question may be sub-divided into sub-questions a, b, c, d & e only and the allocation of marks depends on the weightage of the topic.

The assessment of **Part ‘A’ i.e. Internal Assessment and Part ‘B’ i.e. Semester End Examination** as mentioned above for the Semesters I to IV shall be processed by the Colleges / Institutions of their learners and issue the grade cards to them after the conversion of marks into grade as per the procedure mentioned in this manual. The format of the grade card is given in the Chapter 5 of the manual to maintain the uniformity across the all colleges for the examinations conducted by the colleges on behalf of the University.

The assessment of **Part ‘A’ i.e. Internal Assessment** as mentioned above for the **Semesters V & VI shall be processed by the Colleges / Institutions** of their learners admitted for the programme while the University shall conduct the assessment of **Part ‘B’ i.e. Semester End Examination** for Semesters V & VI. The Internal Assessment marks of learners appearing for

Semesters V & VI shall be submitted to the University by the respective colleges/ Institutions before the commencement of respective Semester End Examinations. The Semester End Examinations for Semesters V & VI shall be conducted by the University and the results shall be declared after processing the internal assessment and the marks awarded to the learners. The grade card shall be issued by the University after converting the marks into grades.

THE MARKS OF THE INTERNAL ASSESSMENT SHOULD NOT BE DISCLOSED TO THE STUDENTS TILL THE RESULTS OF THE CORRESPONDING SEMESTER IS DECLARED.

R.8436 : PASSING STANDARD AND PERFORMANCE GRADING:

PASSING STANDARD

The learners to pass a course shall have to obtain a minimum of 40% marks in aggregate for each course where the course consists of Internal Assessment & Semester End Examination. The learners shall obtain minimum of 40% marks (i.e. 16 out of 40) in the Internal Assessment and 40% marks in Semester End Examination (i.e. 24 Out of 60) separately, to pass the course and minimum of Grade E in each project, wherever applicable, to pass a particular semester. A learner will be said to have passed the course if the learner passes the Internal Assessment & Semester End Examination together.

PERFROMANCE GRADING:

The PERFORMANCE GRADING of the learners shall be on the SEVEN point ranking system as under:

Grade	Marks	Grade Points
O	70 & above	7
A	60 to 69.99	6
B	55 to 59.99	5
C	50 to 54.99	4
D	45 to 49.99	3
E	40 to 44.99	2
F (Fail)	39.99 & below	1

The performance grading shall be based on the aggregate performance of Internal Assessment and Semester End Examination.

R.8437 : CARRY FORWARDS OF MARKS IN CASE OF A LEARNER WHO FAILS IN THE INTERNAL ASSESSMENT AND/OR SEMESTER END ASSESSMENT IN ONE OR MORE SUBJECTS:

- 1) A learner who PASSES in the Internal Examination but FAILS in the Semester End Examination of the course shall reappear for the Semester End Examination of that course. However his/her marks of the Internal Examinations shall be carried over and he/she shall be entitled for grade obtained by him/her on passing.
- 2) A learner who PASSES in the Semester End Examination but FAILS in the Internal Assessment of the course shall reappear for the Internal Examination of that course. However his/her marks of the Semester End Examination shall be carried over and he/she shall be entitled for grade obtained by him/her on passing.
- 3) **A) For Courses without practical (for Faculty of Arts, Commerce & Science including Foundation Course Paper I & II)**

In case of a learner who is reappearing for the Internal Examination, the examination =will consist of one project of 40 marks which will be divided into 20 marks for the documentation of the project, 10 marks for the presentation and 10 marks for the viva and the interaction.

B) For Courses with practical/field work (for Arts & Commerce Faculty)

In case of a learner who is reappearing for the Internal Examination for subjects with Practical/fieldwork, the examinations will consist of practical examination of 40 marks which will be divided into 20 marks for the laboratory work, 10 marks for the Viva Examination and 10 marks for the Journal.

For courses with practical for the program under Faculty of Science, In case of learners who is reappearing for the internal Assessment of the Practical Course, the internal assessment will consist of one project of 40 marks which will be divided into 20 marks for the documentation of the project, 10 marks for the presentation and 10 marks for the viva and the interaction and the marks thus obtained out of 40 will be converted to marks out of 20 (marks in decimal after conversion will be moved to the next integer).

R.8438 ALLOWED TO KEEP TERMS (ATKT):

- a. A learner shall be allowed to keep term for Semester II irrespective of number of heads of failure in the Semester I.
- b. A learner shall be allowed to keep term for Semester III if he/she passes each of Semester I and Semester II

OR

A learner who fails in not more than two courses of Semester I and Semester II taken together.

- c. A learner shall be allowed to keep term for Semester IV irrespective of number of heads of failure in Semester III. However, the learner shall pass each course of Semester I and Semester II in order to appear for Semester IV.

- d. A learner shall be allowed to keep term for Semester V if he/she passes Semester I, Semester II, Semester III and Semester IV

OR

A learner shall pass Semester I and Semester II and fails in not more than two courses of Semester III and Semester IV taken together.

- e. A learner shall be allowed to keep term for Semester VI irrespective of number of heads of failure in the Semester V. However, the learner shall pass each course of Semester III and Semester IV in order to appear for Semester VI.
- f. The result of Semester VI shall be kept in abeyance until the learner passes each of Semester I, Semester II, Semester III, Semester IV and Semester V.

R. 8439 ADDITIONAL EXAMINATION:

INTERNAL ASSESSMENT:

Eligibility norms to appear for the additional class test or assignment or project for learners who remained absent:

- a. The learner must apply to the Head of the Institution giving the reason(s) for absence within 8 days of the conduct of the examination along with the necessary documents and testimonials.
- b. If the learner is absent for participation in Inter Collegiate events, State or National or International level events, Training camp or coaching camp organized by authorized university or state or national or international bodies, NSS / NCC Events / Camps / cultural activities / sports activities / research festival or any other activities authenticated by the head of the institution, the head of the Institution shall generally grant permission to the learner to appear for the additional class test or assignment.
- c. The Head of the Institution, on scrutiny of the documents and testimonials, may grant the permission to the learner to appear for the additional examination.

Class test or assignment for Internal Assessment for courses without practical: (for Commerce Faculty):

- a. A learner who is absent for the two class test and the assignment will be declared fail in the Internal Assessment Scheme.
- b. A learner who is absent for the two class tests and has appeared for the assignment will be allowed to appear for the additional class test of 10 marks. However, his marks for the class test will be taken as out of 20 However, his marks for the class tests will be taken as out of 20 i.e. he/she will forfeit his/her 10 marks of one class test (without conversion i.e. if the learner gets 4/10 marks in his additional class test , his/her marks for the class tests will be taken as 4/20) and internal assessment will be calculated as out of 40 marks and not 30 marks.
- c. A learner who has appeared for both the class test but remains absent for the assignment will be allowed to appear for the additional assignment and the internal assessment will be calculated as out of 40 marks.

- d. A learner who is absent for one of the two class tests and is also absent for the assignment, the learner will be allowed to appear for one additional class test OR one additional assignment as per the selection of the student (to be given in writing to the Principal / Head of the Institution) i.e. the student will forfeit his or her 10 marks of one of the class test / assignment as the case may be and the internal assessment will be calculated as out of 40 marks and not 30 marks.
- e. A learners who is absent for one of the two class tests /assignment as the case may be the learner will be allowed to appear for one additional class test/one additional assignment and the internal assessment will be calculated as out of 40 marks.

Class test or assignment for Internal Assessment (for Arts & Science Faculty)

- a. A learner who is absent for the class test and for all the assignment/s will be declared fail in the Internal Assessment Scheme.
- b. A learner who is absent for the class test and has appeared for all the assignment/s will be allowed to appear for the additional class test of 10 marks.
- c. A learner who has appeared for the class test but remains absent for all the assignment/s will be allowed to appear for only one additional assignment out of 10 marks. **The student will forfeit 10 marks of one assignment** and the internal assessment will be calculated as out of 40 marks.
- d. A learners who is absent for the class test or one assignment as the case may be the learner will be allowed to appear for the additional class test/assignment and the internal assessment will be calculated as out of 40 marks.

Class test or assignment for Internal Assessment (for Foundation Course I & II for the Faculty of Arts & Science):

- a. A learner who is absent for the class test and has submitted the assignment/project as per schedule will be allowed to appear for the Semester End Examination. However, his/her marks for the class test will be forfeited and the internal assessment will be calculated as out of 40 marks.
- b. A learner who has appeared for the class test but fails to submit the assignment/project or remains absent for the assignment/project will be allowed to submit an additional assignment/project for 20 marks and the Internal Assessment will be calculate out of 40 marks.

Class test or assignment for Internal Assessment for Courses with practical:

- a. A learner who is absent for the Semester End Practical Examination and the assignment/project will be declared fail in the Internal Assessment Scheme.
- b. A learner who is absent for the Semester End Practical Examination and has appeared for the assignment will be awarded marks for the Journal (out of 5 marks) & Viva (out of 5 marks) component of the Semester End Examination. Thus he will be evaluated for 10 marks instead of 20 marks and will lose the 10 marks for the Laboratory work. However, his marks for the Semester End Practical Examination will be taken as out of 20 (without conversion i.e. if the learner gets 4/10 marks in for Journal & Viva , his/her marks for the Semester End Practical Examination will be taken as 4/20) and internal assessment will be calculated as out of 40 marks and not 30 marks.

- c. A learner who has appeared for Semester End Practical Examination but remains absent for the assignment will be allowed to appear for the additional assignment and the internal assessment will be calculated as out of 40 marks.

The Additional Class Test (or viva examination) or Assignment must be conducted 15 days prior to the commencement of the Semester End Examination after following the necessary procedure and completing the formalities.

SEMESTER END EXAMINATIONS

ELIGIBILITY TO APPEAR FOR ADDITIONAL SEMESTER END EXAMINATION:

A learner who does not appear i.e. remains absent in some or all the courses on medical grounds or for representing the college / university in sports, cultural activities, activities of NSS, NCC or sports training camps conducted by recognized bodies / competent authorities or for any other reason which is considered valid under exceptional circumstances and to the satisfaction of the Principal or the Head of the Institute OR fails in some or all the subjects is eligible to appear for the additional examination.

A learner who does not appear for both the Internal Assessment and Semester End Examination shall not be eligible to appear for the additional Semester End Examination.

The additional Semester End Examination shall be of two hours duration and of 60 marks per course. The learner shall appear for the course of the Semester End Examination for which he/she was absent or has failed. Learners who are punished under O.5050 are not eligible to appear for this additional examination.

MODE OF CONDUCT OF SEMESTER END ADDITIONAL EXAMINATION:

- a) There will be one additional examination for semester I, II, III and IV for those who have failed or remained absent.
- b) The absent learner will be allowed to appear for the examination by the head of the institution after following the necessary formalities subject to the reasons to the satisfaction of the head of the institution.
- c) This examination will be held 20 days after the declaration of results but not later than 40 days.

PROJECT EVALUATION (IF APPLICABLE)

1. A learner who PASSES IN ALL THE COURSES BUT DOES NOT secure minimum grade of E in project as applicable has to resubmit a fresh project till he/she secures a minimum of grade E.
2. The credits and grade points secured by him/her in the other courses will be carried forward and he/she shall be entitled for grade obtained by them on passing of all the courses.
3. The evaluation of project and viva/voce examination shall be done by marks only and then it will be converted into grade in the seven point scale and award the same to the learner.
4. A learner shall have to obtain minimum of grade E (or its equivalent marks) in project evaluation and viva/voce taken together to obtain 40% marks in project work.

R. 8440 : Grade cum Marks cards:

The result gazette and the format of the Grade Cards for the semesters conducted by colleges on behalf of the University will be uniform for all the Colleges / Institutions as indicated in the manual for the faculty.

R. 8441: Course wise, Semester wise Credit allocation:

Faculty	Sem I	Sem II	Sem III	Sem IV	Sem V	Sem VI	Total Credits
Arts for BA Program only.	15	15	22	22	22	24	120
Science (for all courses)	20	20	20	20	20	20	120
Bachelor of Commerce (B.Com.)	20	20	17	17	23	23	120
Bachelor of Management Studies (BMS)	21	21	18	18	21	21	120
Bachelor of Commerce (Accounting & Finance)(BAF)	21	21	21	21	18	18	120
Bachelor of Commerce (Banking & Insurance)(BBI)	18	18	21	21	21	21	120
Bachelor of Commerce (Financial Markets)(BFM)	18	18	21	21	21	21	120

R. 8442 Format of Grade Card

(Format of the Grade Cards with example are attached herewith)



University of Mumbai

ABC COLLEGE OF ARTS, SC & COM

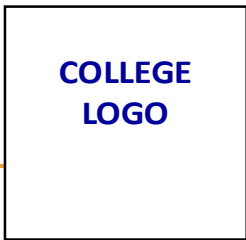
(Affiliated to University of Mumbai)

B- Road, CHURCHGATE, MUMBAI-400 020, M.S. (INDIA)

GRADE CARD

PROGRAMME: Bachelor of Commerce (B. Com)

SEMESTER: - I



Examination Seat No.	Name of the Candidates	Month & Year of Examination
1	A. B. C. D.	October, 2011

Course Code	Course Title	Marks Obtained		Total Marks (100)	Grades	Grade Points	Credits Points	CG = C x G	GPA = $\frac{\sum CG}{\sum C}$	
		Int. Asst (40)	Sem. End. (60)							
UBCOMFSI.1	Accountancy and Financial Management-I	25	30	55	B	5	3	15	106 / 20 = 5.3	
UBCOMFSI.2	Commerce-I (Business Development)	22	38	60	A	6	3	18		
UBCOMFSI.4	Business Economics-I	30	40	70	O	7	3	21		
UBCOMFSI.4	Business Communication-I	32	48	80	O	7	3	21		
UBCOMFSI.5	Environmental Studies-I	16	24	40	E	2	3	06		
UBCOMFSI.6	Mathematical and Statistical Techniques-I	30	40	70	O	7	3	21		
UBCOMFSI.7	Foundation Course-I	30	45	75	O	7	2	14		
						$\sum C = 20$		$\sum CG = 106$		Grade = B
Remarks : Pass				Credits Earned : 20		SGPA=5.3				

Result Declared on: 24th January, 2011

Chairperson (Exam)

PRINCIPAL

VBS_COE

University of Mumbai_07-02-2011



University of Mumbai
ABC COLLEGE OF ARTS, SC & COM

(Affiliated to University of Mumbai)

B- Road, CHURCHGATE, MUMBAI-400 020, M.S. (INDIA)

GRADE CARD

PROGRAMME: Bachelor of ARTS (B. A)

SEMESTER: -I

**COLLEGE
LOGO**

Photo

Examination Seat No.	Name of the Candidates	Month & Year of Examination
1	A. B. C. D.	October, 2011

Course Code	Course Title	Marks Obtained		Total Marks (100)	Grades	Grade Points	Credits Points	CG = C x G	GPA = $\frac{\sum CG}{\sum C}$
		Int. Asst. (40)	Sem. End (60)						
UBARTFSI.1	Economics - I	25	30	55	B	5	3	15	86 / 15 = 5.73
UBARTFSI.2	History - I	20	40	60	A	6	3	18	
UBARTFSI.4	Politics - I	30	40	70	O	7	3	21	
UBARTFSI.4	Communication Skill-I	32	48	80	O	7	2	14	
UBARTFSI.5	Elective Component (Language)	16	24	40	E	2	2	04	
UBARTFSI.6	Foundation Course - I	30	45	75	O	7	2	14	
							$\sum C = 15$	$\sum CG = 86$	Grade = B
Remarks: PASSES		Credits Earned : 20				SGPA = 5.73			

Result Declared on: 24th January, 2011

Chairperson (Exam0)

PRINCIPAL

VBS_COE

University of Mumbai_07-02-2011



University of Mumbai

ABC COLLEGE OF ARTS, SC & COM

(Affiliated to University of Mumbai)

B-Road, CHURCHGATE, MUMBAI-400 020, M.S. (INDIA)

GRADE CARD

PROGRAMME: Bachelor of Science (B. Sc.)

SEMESTER: - I

COLLEGE
LOGO

Photo

Examination Seat No.	Name of the Candidates	Month & Year of Examination
1	A. B. C. D.	October, 2011

Course Code	Course Title	Marks Obtained		Marks (100)	Grades	Grade Points	Credits Points	CG = C x G	GPA = $\frac{\sum CG}{\sum C}$
		Int. Asst (40)	Sem. End (60)						
USFCT01	Foundation Course	18	32	50	C	4	2	8	126/20 = 6.3
USCHT01	Chemistry Theory	19	40	59	A	6	4	24	
USCHT02		20	53	73					
USCHP01	Chemistry Practical	30	48	78	O	7	2	14	
USPHT01	Physics Theory	16	40	56	A	6	4	24	
USPHT02		20	44	64					
USPHP01	Physics Practical	30	45	75	O	7	2	14	
USBOT01	Botany Theory	20	45	65	O	7	4	28	
USBOT02		27	50	77					
USBOP01	Botany Practical	30	46	76	O	7	2	14	
						$\sum C = 20$	$\sum CG = 126$	Grade = A	
Remarks : PASS			Credit Earned : 20			SGPA = 6.3			

Result Declared on: 24th January, 211

Chairperson (Exam)

PRINCIPAL

VBS_COE

University of Mumbai_07-02-2011

R. 8443 GRACING: The gracing shall be carried out as per existing ordinances of the University in force.

R. 8444 Question Papers Pattern:

1. The question papers shall be set and assessed by the teacher, teaching the course. If the course is taught by more than one teacher, the question paper shall preferably be set jointly and assessment of the sections / questions shall be done by the respective teacher.
2. The College authorities may request the teachers from other institutes teaching the course to set the question paper and/or assess the answer papers. However for such actions the university authorities may seek proper reasons and justifications from the concerned Head of the Institute.
3. The question paper set by the college in different courses shall be forwarded to the University within 15 days of the declaration of the results for the semester for being placed before the respective Board of Studies, which shall report their observations to the Academic Council and inform the observations of the Board and the Academic Council to the concerned colleges.

R. 8445 Centralised Assessment: The entire work of assessment of the answer papers at the Semester End Examinations shall be centralized within the premises of the concerned college as per the provisions of the University Act and shall be open to inspection by the University. The College can appoint a Committee of 5 members to plan and conduct the CAP Center to ensure smooth, efficient and effective conduct of CAP and Completion of the Assessment.

R. 8446 Moderation : The norms for moderation shall be as per the existing ordinances of the University in force.

R. 8447 Verification and Revaluation: Shall be as per the existing ordinances and regulation & VCD of the University.

R. 8448 Ex-student: Learner's who are declared failed in one or more courses on account of failure at the Internal Assessment and/or Semester End Examinations or who have been allowed to keep terms for the higher class shall appear as ex-student for the Internal Assessment and/or the Semester End Examination in the failed course at the examinations held by their respective college. Examination for the ex-students will be held at least 15 days prior to the Semester End Examination of the next Semester as per the pattern of the course in the respective (failed) semester ex. For a student who fails in the semester end examination in the subject of Foundation Course paper I in Semester I the examination for FC paper I of semester I shall be held at least 15 days prior to the conduct of the Semester End Examination for Semester II. The examinations for the ex-students shall be held in every semester.

R. 8449 College Examination Committee:

The College Examination Committee shall consist of not more than 10 members, nominated by the Principal / Head of the Institute. One of the members shall be the Chairman of the Committee. The Committee will act as the custodian and shall be In-charge of all the matters pertaining to the Internal Assessment, Semester End Examination of regular as well as ex-students for all the examination at Semester I to IV and for the Internal Assessment for Semester V and VI including preparation of time table, setting of the question paper, arrangement for assessment of the answer books, the declaration of the results, attending to and resolving the grievances/queries of the learners which are not part of Unfair Means Inquiry Committee, keeping records of the assessment of all the assessments and examinations, scrutiny of the student's eligible to appear for the additional examination and any other matter pertaining to the conduct of the additional and examination for the ex-students. The committee shall work as per the rules & regulation of the University and under the superintendent of the Principal/ Head of the Institution but as per direction of University Examination authority from time to time.

R. 8450 College Unfair Means Inquiry Committee: The College Unfair Means Inquiry Committee shall be constituted as per the prevailing ordinances of the University. The term of the committee shall be for five years subject to the provision of Section 42 and 43 of the Maharashtra Universities Act. The proceedings and working of the committee shall be maintained in the form of documents and minutes.

R. 8451 Sets of Question papers: Three different sets of question papers shall be drawn with the model answer paper and assessment scheme per course for every Semester End Examination one of which shall be used for the regular examination, the second set can be used for the additional examination and the third set can be used for the examination for the ex-student. Similarly two sets of question papers shall be drawn for every test/assignment conducted per course one of which shall be used for the examination and the other for the additional examination.

R. 8452 Remuneration to Paper Setters / Examiners / Teaching and Non-Teaching Staff: The remuneration payable to the paper setters and examiners will be as prescribed by the University Statute 482-A from time to time. The remuneration payable to the teaching and non-teaching staff appointed for the conduct of the examinations will be as per the rates prescribed by the University for the conduct of the Third Year Examinations by the University in the concerned faculty.

UNIVERSITY OF MUMBAI
No. UG/112 of 2015

CIRCULAR:-

A reference is invited to the Ordinance 229-A relating to the award of 10 grace marks, **vide** this office Circular Nos.UG/155 of 1998, dated 19th May, 1998 and the Directors/Heads the Recognized Institutions, the Principal of Colleges, the Director, Students Welfare, Director of Lifelong Learning program Co-ordinator of NSS and the Director, Sport Pavilion are hereby informed that as the University of Mumbai has started the credit based and grading system the recommendation made by Academic Council at its meeting held on 29th May, 2015 **vide** item No. 7.2 and subsequently approved by the Management Council at its meeting held on 27th June, 2015 **vide** item No. 05 and that in accordance therewith, in exercise of the powers conferred upon Management Council under Section 54 (1) of the Maharashtra Universities Act, 1994, Ordinance 229-A regarding of the award of 10 grace marks to students for participation in any one of the various extracurricular activities, is amended as under and that the same has been brought into force with effect from the academic year 2015-16.

O.229:- Candidates appearing for any of the University examination/examinations conducted on behalf of the University, except those where point system of evaluation is introduced, shall be eligible for the award of maximum 10 grace marks at their option, wherever necessary in addition to the mark secured in each head of passing for participation in any one of the activities mentioned below: -

(a) Students who have enrolled as members of the N.C.C. and have satisfactorily completed the N.C.C. training programme during the academic year, as certified by the Principal, Associate N.C.C. Officer of their respective College.

OR

(b) Students who have enrolled as members of the Home Guards and have satisfactorily completed Home Guard training programme during the academic year as certified by the Principal of their respective College.

OR

(c) Students who have participated in the N.S.S. programme and have satisfactorily completed at least 120 hours of Social Service comprising the time spent in at least 2 types of projects as certified by the Principal of their respective College and forwarded by the N.S.S. Programme Co-ordinator.

OR

-:2:-

- (d) Students who have participated in any programme of the Department of Adult and Continuing Education and Extension such as these pertaining to the programmes of the National Literacy Mission, Population education, Continuing Education extension work, Continuing Education Center and have satisfactorily completed at least one hundred and twenty hours of work in the programme as certified by the Principal and further certified by the Director.

OR

- (e) Students who have participated in the Work-experience project of the Department for 240 hours as certified by the Principal and further certified by the Director.

OR

- (f) Students who are one of the members of the team/s reaching at Quarter final stage at inter-collegiate sports competitions or have secured one of the eight places in order of merit in individual sport event conducted by the University or have represented the University in sport events either at the Inter-State or at Zonal level or at National Level or at International Level and have produced the necessary certificate from the Principal of their respective college and forwarded by Head of the concerned Section.

OR

- (g) Students who are members of team/s securing first three positions in cultural group events or have secured one of the first three places in individual cultural events or whose performance have been adjudged best as an Actor/Actress, Music Director, Lighting/Sound effect Operator, Author, Choreographer, or as Director in Group events conducted at the Inter-collegiate cultural competition organized by the University, or have represented the University in any of the cultural events either at the State level or at the Zonal level or at the National level or at the International level in the same academic year as certified by the Principal of their respective college and forwarded by Head of the concerned Section.

OR

.....3/-

-:3:-

- (h) Students who are members of the Students Councils constituted under Section 40 (2) (a) or Section 40 (2) (b) or under Section 40 (4) of the Maharashtra Universities Act 1994, and have actively participated in various schemes, programmes and attended functions of the University during that academic year, as recommended by the Principal of the concerned college and certified by the Director of Students Welfare.

The benefit of 10 grace marks to candidates would be available only in any one of the activities mentioned above, at their option subject to their fulfilling following conditions:-

1. That they are appearing for any university examination, except the examinations having point system of evaluation, for the first time.
2. That in case of failure in one or more heads of passing an examination, the benefit of grace marks shall be granted to the extent of 5% of the maximum marks allotted to a subject.
3. That the grace marks will be granted for the purpose of claiming exemptions in a subject/s, provided it shall not exceed 5% of the maximum marks allotted to a subject.
4. That the maximum of 10-grace mark shall be granted for the purpose of enabling a candidate for the award of class and or distinction, in the examination.
5. That maximum 10 grace marks shall be added to the grand total, However, in the case of credit based grading system (CBGS) the (0.1) will be added in the final grade to the GPA, even if the benefit is given to students for passing the subject/s.
6. That if the examination is conducted in Semester and the marks of the two semesters are clubbed, the same shall be granted in even semester examination of that academic year.

.....4/-

7. That the grace marks under this Ordinance will not be counted for the award of scholarships, prizes and medals or any other awards.
8. That the rules relating to gracing under this Ordinance shall be applied first and the same shall separately be shown in the marks sheet of the candidates.
9. That the University authorities may consider with holding of any of the aforesaid benefit or to consider any of the merit/work of the candidates null and void if, in the option of duly constituted Disciplinary Committee, such an action is felt necessary, and communicated to University through the Principal/Head of the Department.

MUMBAI – 400 032
27th October, 2015

Sd/-
REGISTRAR

To,


The Directors/Heads the Recognized Institutions, the Principal of Colleges, the Director, Students Welfare, Department of Lifelong Learning program Co-ordinator of NSS and the Director, Sport Pavilion.

A.C/7.1/26.06.2015
M.C/05/27/06/2015

No. UG/12-A of 2015-16 MUMBAI-400 032 27th October, 2015

Copy forwarded with compliments for information to:-

- 1) The Deans, of all faculties and Chairman/Chairpersons of various Board of Studies and Ad-Hoc Board of Studies.
- 2) The Professor-cum- Director, Institute of Distance and Open Learning (IDOL),
- 3) The Director, Board of College and University Development,
- 4) The Controller of Examinations,
- 5) The Co-Ordinator, University Computerization Centre.


REGISTRAR

Academic Council 25/05/2011

Item No. 4.101

University of Mumbai



* * * * *

NAAC ACCREDITED
(2001-2006)

Additional Provisions

To

General Ordinances

With Respect to

**Credit Based Semester and Grading System
(CBSGS)**

For the Programmes

Under

The Faculty of Arts, Commerce & Science

With effect from the Academic year 2011-12

University of Mumbai

ORDINANCE O.5042 – A: - Grace Marks passing in each course/ head of passing (Theory/ Practical/ Oral/ Sessional/ TW/ External / Semester End Exam / Internal Assessment)

The examinee shall be given the benefit of grace marks only for passing in each course / head of passing (Theory / Practical / Oral / Sessional/ TW) in External / Semester End Examination or Internal Examination Assessment as follows:

Head of Passing	Grace Marks Upto
Upto - 50	2
051 - 100	3
101 - 150	4
151 - 200	5
201 - 250	6
251 - 300	7
301 - 350	8
351 - 400	9
And 401 and above	10

Provided that the benefit of such gracing marks given in different courses/ head of passing shall not exceed 1% of the aggregate marks in that examination.

Provided further that the benefit of gracing of marks under this Ordinance, shall be applicable only if the candidate passes the entire examination of semester / year.

Provided further that this gracing is concurrent with the rules and guidelines of professional statutory bodies at the All India level such as AICTE, MCI, Bar Council, CCIM, CCIH, NCTE, UGC etc.

ORDINANCE O. 5043-A: - Grace Marks for getting Higher Class / Grade

A candidate/learners who passes in all the subjects / courses and heads of passing in the examination without the benefit of either gracing or condonation rules and whose total number of marks falls short for securing Second Class / Higher Second Class/ First Class or next Higher Grade by marks not more 1% of the aggregate marks of that examination or up to 10 marks, which ever is less, shall be given the required marks to get the next higher or grade as the case may be.

University of Mumbai

Provided that benefits of above mentioned grace marks shall not be given, if the candidate fails to secure necessary passing marks in the aggregate course / head of passing also, if prescribed, in the examination concerned.

Provided further that benefits of above mentioned grace marks shall be given to the candidate for such examination/s only for which provision of award of Class / Grade has been prescribed.

Provided further that this gracing is concurrent with the rules and guidelines of professional statutory bodies at the All India level such as AICTE, MCI, Bar Council, CCIM, CCIH, NCTE etc.

ORDINANCE O.5044-A: - Grace Marks for getting distinction / Grade 'O' in the subject / course only

A candidate/learners who passes in all the Courses or Subjects/ Heads of passing in the examination without benefit of either gracing or condonation rules and whose total number of marks in the courses/ subject/s falls short by not more than three marks for getting Grade 'O'/ distinction in the courses / subject/s respected shall be given necessary grace marks up to three (03) in maximum two subjects, courses subject to maximum 1% of the total marks of that Head of Passing whichever is more, in a given examination.

Provided that benefits of above mentioned grace marks shall not be given to the candidate only for such examination/s for which provision for distinction in a course / subject has been prescribed.

Provided further that this gracing is concurrent with the rules and guidelines of professional statutory bodies at the All India level such as AICTE, MCI, Bar Council, CCIM, CCIH, NCTE etc.

ORDINANCE O. 5045-A: - Condonation

If a candidate/learners fails in only one course/ head of passing, having passed in all other courses/ heads of passing, his/her deficiency of marks in such head of passing may be condoned by not more than 1% of the aggregate marks of the examination or 10% of the total number of marks of that course / head of passing in which he/she is failing, whichever is less. However condonation, whether in one head of passing or aggregate head of passing be restricted to maximum up to 10 marks only.

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Condonation of deficiency of marks be shown in the Grade Card/ Statement of Marks in the form of asterisk and Ordinance number.

Provided that this condonation of marks is concurrent with the rules and guidelines of professional statutory bodies at the All India level such as AICTE, MCI, Bar Council, CCIM, CCIH, NCTE etc.

ORDINANCE O. 5046-A: - Moderation

1. The Moderation System shall be application to all the faculties for Under Graduate and Post Graduate Semester End Examination / External Theory Examination.
2. 100% moderation of the answer book shall be carried out in the case of candidates failing by 10% of marks of the aggregate marks of that course / paper.
3. In case of professional faculties / courses, 100% moderation shall be carried out in case of candidates obtaining 70% and above marks or Grade 'O'. For non-professional faculties / courses 100% moderation shall be carried out in case of candidates obtaining First Class Grade 'A' and above marks.
4. The moderation of answer books of at least 5% of total number of candidates obtaining marks between Grade 'E' / minimum passing marks and marks required for Grade 'A' and above First Class/ distinction shall be carried out on random sample basis.
5. One moderator shall be appointed per five examiners. However Chairman, Board of paper setters will act as the moderator, where there are less than five examiners.
6. Moderation work shall be carried out simultaneously with the central assessment of answer books at CAPs.
7. Where marks awarded by the moderator vary from those awarded by original examiner, the marks awarded by the moderator shall be taken as final.
8. Each University shall formulate detailed scheme of moderation on the basis of guidelines given above.

ORDINANCE O.5047-A: - Vigilance Squad

1. The Vigilance Squad/s of not less than three and not more than four members shall be appointed by the Vice Chancellor to visit the Centres of University Examinations to:
 - i. Ensure that the University Examinations are conducted as per norms laid down.

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- i. Observe whether the Senior Supervisors and Block Supervisors are following scrupulously instructions for conduct of the University Examinations.
- ii. Check the students who try to resort to malpractices at the time of University Examinations and report such case to the University.
 2. The Vigilance Squad is authorized to visit any Examination Centre without prior intimation and enter office of the In-charge of the Examination Centre to check the record and other material relating to the conduct of Examination. They can enter in any block of Examination for checking the candidates identify card, fee receipt, hall tickets etc. to ascertain the authenticity of the Candidate. The Vigilance Squad shall e authorized to detect use of malpractices and unfair means in the University Examination.
 3. The Vice Chancellor shall appoint Vigilance Squad which may include:
Senior Teachers of Affiliated College/Recognized Institution/ University Departments / Teachers and desirably one lady teacher; and any other person as the Vice Chancellor considers appropriate.
 4. The Chairman of Vigilance Squad/s shall submit the report on surprise visit directly to the Vice Chancellor with a copy to the concerned Principal. The Vigilance Squad/s may make suggestions in the matter of proper conduct of examinations, if necessary.
 5. The Principal of the College where the centre of examination is located shall be responsible for the smooth conduct of examination. He/ She shall ensure strict vigilance against the use of unfair means by the students and shall be responsible for reporting such cases to the University as well as the law of enforcing authority.

ORDINANCE O. 5048-A: - Amendments of Results

Due to errors

In any case where it is found that the result of an examination has been affected by errors, the Controller of Examinations shall have power to amend such result in such manner as shall be in accordance with the true position and to make such declaration as is necessary, with the necessary approval of Vice Chancellor / Pro Vice Chancellor, provided the errors are reported / detected within 6 months from the date declaration of results. Errors detected thereafter shall be placed before the Board of Examinations.

Error means:-

- i) Error in computer/data entry, printing or programming and the like.
- ii) Clerical error, manual or machine, in totaling or entering of marks on ledger/register.

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iii) Error due to negligence or oversight of examiner or any other person connected with evaluation, moderation and result preparation.

A. Due to fraud, malpractices etc.

In any case where the result of an examination has been ascertained and published and it is found that such result has been affected by any malpractices, fraud or any other improper conduct whereby an examinee has benefited and that such examinee, has in the opinion of the Board of Examination been party of privy to or connived at such malpractice, fraud or improper conduct, the Board of Examination shall have power at any time notwithstanding the issue of the Certificate or the award of a Prize or Scholarship, to amend the result of such examinee and to make such declaration as the Board of Examination considers necessary in that behalf

Note: a) The Ordinances O.5049, O.5050 will be as per the existing ordinances. However, the term “Student” be read as “Learners”

b) The Number of the Ordinances will be same. However, it is followed by alphabet ‘A’ only.