UNIVERSITY OF CALICUT

REGULATIONS FOR CHOICE-BASED CREDIT SEMESTER SYSTEM IN THE UNIVERSITY TEACHING DEPARTMENTS WITH MULTIPLE ENTRY AND EXIT OPTIONS (2024)

(OUTCOME BASED EDUCATION)

CALICUT UNIVERSITY
673635
KERALA

2024

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1. PREAMBLE

In the dynamic landscape of our nation's Higher Education sector, a pivotal shift toward an educational framework has become imperative. This framework must harness the collective potential of University Departments, providing innovative courses and programmes attuned to the job market of a globally informed knowledge sphere. The University Grants Commission (UGC) has embarked on numerous initiatives to infuse equity, efficiency, and excellence into the Higher Education System. Moreover, UGC has developed a plethora of regulations and guidelines periodically, aimed at enhancing the quality and maintaining uniform standards across Higher Educational Institutions (HEIs) in India. UGC's proposed Action Plan is a blueprint for elevating academic standards. It encompasses innovative strides in curriculum development, pedagogic methods, and assessment mechanisms, incorporating the Semester system, Choice Based Credit System (CCSS), Four-year UG programs (FYUGP), Comprehensive continuous assessment, and a Grading system, amongst other reformative strategies.

The semester system fosters an expedited teaching-learning dynamic, enabling both vertical and horizontal mobility in the educational journey. It introduces a cafeteria-style approach, offering flexibility in curriculum design and credit allocation, contingent on course content and instructional hours. CCSS, embracing an interdisciplinary stance, empowers students to navigate their learning trajectories, select electives from an extensive array of departmental/center offerings, and even surpass the requisite credit threshold by enrolling in additional courses. It facilitates the seamless transfer of credits across departments/centers of various accredited institutions, both domestically and internationally. CCSS also permits partial completion of programs in the parent university, coupled with the opportunity for enrollment in alternate recognized universities.

Under CCSS, students earn their degrees by amassing the stipulated credits for a given program, with each course's credit value reflecting the depth and breadth of knowledge to be acquired. This system shifts the emphasis from semester-end examinations to a more comprehensive, continuous assessment, cultivating a low-pressure learning milieu. CCSS not only broadens educational horizons but also aligns with students' academic pursuits and career aspirations. The

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grading system quantifies a student's proficiency in each course, with assessments, projects, and examinations being ongoing and internally administered.

The introduction of the FYUGP scheme further enriches the undergraduate and honors degree frameworks. This preamble is pivotal for the regulations governing integrated 5-year PG programs, inclusive of UG, Honors, and PG exit options. It also accommodates multiple entry points, specifically at the commencement of the first, fourth and fifth years, facilitating a smooth transition into the PG segment.

At the University of Calicut, students who successfully complete three years and accrue 133 credits receive a bachelor's degree. On fulfilling the four-year curriculum with 177 credits, they are conferred a honours degree or honours with research degree, in their chosen disciplines. After a five-year tenure and accumulating a minimum of 221 credits, students attain postgraduate degrees in their respective disciplines. The curriculum for the final two years of the 5-year programs is meticulously designed to seamlessly integrate with the existing two-year postgraduate programs. In disciplines where Undergraduate and Honours programs are not available, the existing two-year postgraduate programs are adeptly restructured to harmonize with the 5-year PG framework.

2. SHORT TITLE AND COMMENCEMENT

2.1. These regulations shall be called "Regulations for Choice-based Credit Semester System in the University Teaching departments with multiple entry and exit options (2024)".

2.2. All programms under this regulation shall be in CCSS-FYUGP Scheme

2.3. They shall come into effect for the admissions commencing from the academic year 2024-25.

3. SCOPE AND APPLICATION

3.1. These regulations apply to all full-time programmes including but not restricted to Three year Graduate, Four year Honours, Two year Post Graduate, one year Post Graduate and Five year integrated Post Graduate programmes of study conducted by the Teaching Departments/Schools of the University of Calicut unless otherwise specified.

3.2. It is also applicable to any other Programme of study approved by the Academic Council that has been prescribed to follow the CCSS pattern.

3.3. The provisions herein supersede all the existing regulations for the regular to Three year Graduate, Four year Honours, Two year Post Graduate, one year Post Graduate and Five year integrated Post Graduate programmes conducted by the Teaching Departments/Schools of the University of Calicut unless otherwise specified.

3.4. The Department of Education may be allowed to follow the present system

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4. DEFINITIONS

4.1. **Ability Enhancement Courses**: Courses aim to improve proficiency in English (E) and Other languages (OL), focusing on linguistic skills and cultural understanding.

4.2. **Academic Committee:** A Committee constituted by the Vice-Chancellor to manage the working of the choice-based credit semester system (CCSS).

4.3. **Academic week:** is a unit of five working days in which distribution of work is organized from day one to day five, with a minimum 5 instructional hours per day. A sequence of 18 such academic weeks constitutes a semester.

4.4. **Academic Year:** Two consecutive (one odd + one even) semesters constitute one academic year.

4.5. **Act:** Calicut University Act, Statutes, Ordinances and Regulations

4.6. **Administrative committee**: A 5-member Committee within the Academic Committee to look after the day-to-day affairs of the CCSS in consultation with the Vice-Chancellor.

4.7. **Audit Course:** An Audit Course allows students to attend classes for interdisciplinary knowledge without undergoing assessments or exams. Students must maintain 75% attendance for a pass, but credits from Audit Courses do not affect the Semester Grade Point Average (SGPA).

4.8. **Capstone Level Courses:** Course that helps students showcase their comprehensive knowledge through advanced courses, internships, fieldwork, community service, and vocational training.

4.9. **CCSS Convener:** the Convener of the Academic Committee who shall be a Professor nominated by the Vice-Chancellor from among the members of the academic committee.

4.10. **Choice Based Credit Semester System (CCSS):** The CCSS provides choices for students to select from the prescribed courses (major, minor, elective or soft skill courses).

4.11. **Course Faculty:** A faculty member nominated by the Head of the Department, who shall be in charge of running a particular course in a particular semester of FYUG programme.

4.12. **Course:** Usually referred to, as 'papers' is a component of a programme or in other words "Course" refers to a subject offered under the degree programme. Each course is identified by a unique course code and course title. All courses need not carry the same

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weight. The courses should define learning objectives and students learning outcomes. A course may be designed to comprise lectures/ tutorials/laboratory work/ field work/outreach activities/project work/vocational training/viva/ seminars/ term papers/assignments/ presentations/ self-study etc. or a combination of some of these.

4.13. **Credit:** Credit defines the quantum of content/syllabus prescribed for the course. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching (lecture or tutorial) or 2 hours of practical work/practicum/fieldwork per week.

4.14. **Credit Point:** It is the product of grade point and number of credits for a course.

4.15. **Cumulative Grade Point Average (CGPA):** It is a measure of overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all the semesters. It is expressed up to two decimal places.

4.16. **Department Coordinator:** A teacher nominated by a Department council to co-ordinate all the necessary work related to FYUGP and CCSS undertaken in that department, including continuous evaluation.

4.17. **Department Council:** Body of all teachers of a teaching department as per the Act and Statutes.

4.18. **Department**: University Teaching Department offering a course of study approved by the University as per the Statutes and the Act of the University and it includes a Department, Centre, or School of Teaching and Research conducted directly by the University.

4.19. **Duration of Programme:** The time period required for the conduct of the programme.

4.20. **Examination board:** The board is responsible for the conduct, evaluation and publication of results. The examination board consists of the Head of the department of the major department as chairperson and all examiners involved in the valuation as members. After the evaluation, the marks will be consolidated by the chairman of the exam board. The result finalization including fixation of moderation, if any, will be done by the examination board.

4.21. **Faculty Adviser:** A teacher from the department offering major courses, nominated by the Department Council to advise students in academic matters;

4.22. For examination including continuous assessment, evaluation and other academic activities. In a bi-semester system, an academic year consists of two semesters. The odd

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semesters may be scheduled from June/July to November/ December, and even semester from November/December to April/May.

4.23. **Grade Card:** The printed record of students' performance, awarded to him/her.

4.24. **Grade Point**: It is a numerical weight allotted to each letter grade on a 10-point scale.

4.25. **Graduate Attributes:** The qualities and characteristics possessed by the graduates of a programme of study at the university or the Higher Education Institution, which include the learning outcomes related to the disciplinary areas in the chosen field of learning and generic learning outcomes. The university should specify its graduate attributes for each programme.

4.26. **Integrted Stream:** A combination of major and minor disciplines which constitute bouquet of choices from which the students can aquire the credits of their choice. Admission will be made to the stream (e.g., Bioscience, Physical science, Humanities, Languages etc.,)

4.27. **Letter Grade** or simply **Grade:** in a course is a letter symbol (O, A+, A, B+, B, C, P, F and Ab) that represents the alphabetical grade awarded to a student based on his/her performance in various examinations. Each letter grade is assigned a **'Grade Point' (G)** which is an integer indicating the numerical equivalent of the broad level of performance of a student in each course. Grade Point means point given to a letter grade on 10-point scale.

4.28. **Minor Course**: Supplementary courses that can be related or unrelated to the primary area of study.

4.29. **Major Course**: The main focus of study allowing students to delve deeply into a particular subject.

4.30. **Multi-disciplinary Courses:** Courses that broaden student perspectives across arts, science, commerce, social sciences and language and literature. All the UG students are required to undergo 3 introductory-level MDC in any of the disciplines other than their chosen Major and Minor disciplines (Except in case of double major). All students have to take one coursemandatory from the humanities (MDC3 in semester III) and the other two are optional.

4.31. **Programme:** An educational programme leading to award of a Degree, diploma or certificate in a discipline.

4.32. **Reflective Essay:** In a reflective essay students look back and reflect upon the course and write about their experience with the course and how it has helped/not helped them to learn new things and caused personal changes. How their thoughts evolved throughout

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a particular course. From teachers' part, this will also help them to test whether their stated outcomes truly work in the classroom.

4.33. **Regulatory Body:** The University Grants Commission, All India Council for Technical Education, National Council for Teacher Education, and includes the Medical Council of India (MCI), Pharmacy Council of India (PCI), and Indian Council for Agricultural Research (ICAR), Bar Council of India, Council of Architecture, National Assessment and Accreditation Council (NAAC) and National Board of Accreditation (NBA)

4.34. Repeat course: Course that is repeated by a student due to the failure in that course in the earlier registration.

4.35. **Semester Grade Point Average (SGPA):** It is a measure of performance of work done in a semester. It is ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

$$SGPA = \frac{P_1 + P_2 + \ldots\ldots + P_n}{C_1 + C_2 + \ldots\ldots + C_n}$$

4.36. **Semester** means a term consisting of 18 weeks, with 15 instructional weeks and 3 weeks for examination including internal examinations, evaluation and other academic activities.

4.37. **Skill Enhancement Courses:** Course that aim at developing real-world application skills like creativity, critical thinking, communication, and collaboration.

4.38. **Strike off the Roll"** means that a student who is continuously absent for 14 days without sufficient reason and proper intimation to the head of the department shall be removed from the roll.

4.39. **Grade Card or Certificate:** Based on the grades earned, a grade certificate shall be issued to all the registered students after every semester. The grade certificate will display the course details (code, title, number of credits, grade secured) along with SGPA of that semester and CGPA earned till that semester.

4.40. **Term Paper:** A term paper is a form of academic writing that requires extensive research and focus on a particular subject. It's an assignment that the students are expected to complete at the end of an academic term.

4.41. **Transcript:** An academic transcript is a formal, comprehensive record detailing a student's educational performance and achievements within an institution.

4.42. **University:** University of Calicut.

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4.43. **Value Added Courses:** Courses that focus on personality development, self-awareness, and understanding diverse topics like the environment, gender equity, IT skills, human rights and constitutional values

4.44. Words and expressions used and not defined in this regulation, but defined in the Calicut University Act and Statutes shall have the meaning assigned to them in the Act and Statutes.

5. PROGRAMMES STRUCTURE OF CCSS

The following programmes shall be offered by the University teaching departments under this regulation. Admissions shall be conducted for 5.1, 5.2 and 5.3

5.1. **Five-year Integrated PG Degree** (after 10+2)**:** The integrated Postgraduate degree is designed in such a way that the students may opt for an exit at the third/fourth/fifth year with Degree/Honours/PG as per the FYUG credit structure. University teaching departments may design integrated PG programmes to broaden the spectrum of choices for students by offering many options within and across disciplines like bioscience, physical and chemical sciences, humanities, and languages, where students can have a seamless transition in the first and second years.

1. **Three-year UG Degree** (3rd Year Exit)**:** Students who choose to exit the five-year program after three years will be awarded a UG Degree in their Major discipline. This requires the successful completion of three years with a minimum of 133 credits and fulfilling the course requirements outlined in the provided tables.

2. **Four-year UG Degree (Honours)** (4th Year Exit)**:** Students completing the four-year program and achieving 177 or more credits, along with meeting the minimum course requirements (as detailed in the tables), will receive a Four-Year UG Honours Degree in their Major discipline. Honours students who choose not to undertake a project and opt out of Honours with research will instead complete three courses, amounting to a total of 12 credits, in place of the project.

3. **Four-year UG Degree (Honours with Research)** (4th Year Exit)**:** Highly motivated students interested in pursuing research as a career can opt for the 'Honours with Research' stream in their fourth year. Eligibility for this stream is determined according to UGC or university guidelines. These students must undertake a compulsory research project or dissertation under the supervision of a faculty member from the college, university, or any recognized higher education institution (HEI) or research centre, who is also an approved research guide. The focus of the research project or dissertation will be

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on the student's major discipline. To be awarded an Undergraduate Degree (Honours with Research), a student must accumulate at least 177 credits, which includes 12 credits from their research project or dissertation.

4. **Five-year Integrated PG Degree** (5th Year Exit)**:** During the fifth year, students are required to accumulate an additional 44 credits, culminating in a minimum total of 221 credits. Fulfilling this criterion qualifies them for the conferment of a Postgraduate degree in their selected discipline.

5.2. **Two-year Post Graduate Degree** (After 3 Year UG): The existing 2 year PG programme structure under CCSS scheme shall be redesigned to align with the credit structure 4th and 5th year of the five-year integrated PG programme. The students who acquire a minimum of 88 credits as per this structure from 500 and 600 level courses will be awarded a two-year postgraduate degree.

5.3. **One-Year Post Graduate Degree** (After 4 Year Honours): Graduates with 4 year honours degree will be eligible for this course. New one year post graduate programmes may be started in this scheme by enrolling them to the 600 level courses. Those who aquire a minimum of 44 credits under this scheme shall be awarded with one one-year post graduate degree.

6. STRUCTURE OF CURRICULAR CONTENTS

1. **Foundation Component**: Comprises General and Discipline-Specific Courses.

   o General Foundation courses, universal for all students, include:

      ▪ Ability Enhancement Courses (AEC)

      ▪ Skill Enhancement Courses (SEC)

      ▪ Value Addition Courses (VAC)

      ▪ Multi-disciplinary Courses (MDC)

   o Discipline-specific foundation courses focus on core theories and concepts, targeting completion by the third or fourth semester.

2. **Discipline Specific Pathway Components (Major/Minor)**:

   o **Minor Component**: Supplementary courses that can be related or unrelated to the primary area of study.

   o **Major Component**: Main focus of study allowing students to delve deeply into a particular subject.

3. **Capstone Level Courses**: Helps students showcase their comprehensive knowledge through advanced courses, internships, fieldwork, community service, and vocational training. Its components include:

   o Advanced Major Courses (Specialization)

   o Summer Internship/Apprenticeship

   o Field-based Learning/Minor Projects

   o Community Engagement

   o Vocational Education and Training: Focuses on imparting job-oriented skills and real-world competencies.

   o Research Project/Dissertation

   o Other Activities: Participation in initiatives like NCC and adult education.

7. ACADEMIC LEVELS OF COURSES

7.1. The pathway Courses shall be coded based on the learning outcomes, levels of difficulty and academic rigour. The coding structure is as follows.

Table 1: Academic Levels of Discipline-Specific Pathway Courses

Sl. No.	Academic Level	NHE QF Level	Nature of the Courses	Implementation in CU-FYUGP	
				Semesters	Minimum Credits
1	0 – 99		Prerequisites for foundation courses	-	-
2	100 – 199	4.5	Foundation courses	1 & 2	24
3	200 – 299	5	Intermediate level courses	3 & 4	28
4	300 – 399	5.5	Higher level courses	5 & 6	42[*]
5	400 – 499	6	Advanced / capstone / PG level courses	7 & 8	44[**]
6	500 – 599	6	First year PG level courses in a two-year PG degree programme	7 & 8	44[***]
7	600 – 699	6.5	Second year PG level courses in a two-year PG degree programme/ One year PG Programme	9&10	44

[*] Out of 42 credits, 2 credits are from Internship.

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** In the case of students opting a pathway with a Minor, 8 credits out of 44 can be of 300-399 level

*** In CCSS-FYUGP scheme, the fourth year can be merged with the first year of the two-year PG programme. In such cases, the academic level 400-499 and 500-599 courses may be synchronized.

7.2. The curriculum should be designed in a manner that at the end of year- 1, year-2, year-3, year-4 and year 5 students are able to meet the level descriptors for levels 4.5, 5, 5.5, 6, and 6.5 of the UGC Guidelines on National Higher Education Qualifications Framework (NHEQF).

8. FEATURES AND OBJECTIVES OF CCSS UG/PG PROGRAMMES

The features and objects of the Calicut University UG/PG/Integrated PG Programmes under CCSS-FYUGP scheme shall be as follows:

8.1. The features, meaning, and purpose of FYUGP shall be as stipulated by the UGC and as adapted by the Kerala State Undergraduate Curriculum Framework (KSUCF).

8.2. Study programs in section 4.1 come under the FYUGP framework.

8.3. On completing 133 credits in 3 years, students earn a UG Degree in their Major Discipline.

8.4. Completion of 177 credits in 4 years earns students a UG Honours Degree in their Major. Those not pursuing Honours with Research undertake three additional 4-credit courses in their Major.

8.5. In the fifth year, on completion of 221 credits students earn a Post graduate degree in their chosen major discipline.

8.6. Aspiring researchers can opt for Honours with Research in their fourth year, requiring 177 credits, including 12 from a graduate research project/dissertation in their Major.

8.7. Students with a 75% cumulative score in the first six semesters qualify for the Honours with Research in the fourth year.

8.8. A faculty member of the University teaching department with a Ph.D. degree can supervise the research project of the students who have opted for Honours with Research.

8.9. Honours with Research students must complete and successfully defend a research project under the supervision of a mentor in their Major/allied discipline to earn 12 credits.

8.10. The FYUGP curriculum shall comprise Three Broad Parts: a) Foundation Components, b) Discipline Specific Pathway components (Major/ Minor), and c) Discipline Specific Capstone Components.

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8.11. The Foundation component of the FYUGP shall consist of a Set of General Foundation Courses and a Set of Discipline Specific Foundation Courses.

8.12. General Foundation Courses shall be common for all students and shall be grouped into 4 major baskets as Ability Enhancement courses (AEC), Skill Enhancement Courses (SEC), Value Added Courses (VAC), and Multi-Disciplinary Courses (MDC).

8.13. Discipline Specific Foundation Courses are the Major and Minor courses in the first two semesters. They shall focus on foundational theories, concepts, perspectives, principles, methods, skills, and critical thinking essential for taking up advanced Courses.

8.14. Ability Enhancement Courses shall be designed specifically to achieve competency in English and Additional Languages as per the student's choice with special emphasis on language and communication skills.

8.15. Additional Language Courses develop core linguistic skills, including critical reading and academic writing, while exploring cultural and intellectual heritage.

8.16. Multi-disciplinary Courses (MDC) shall be so designed as to enable the students to broaden their intellectual experience by understanding the conceptual foundations of Science, Social sciences, Commerce, Language, Humanities, and Liberal Arts. All the UG students, except those who choose a double major stream are required to undergo 3 introductory- level MDC in any of the disciplines other than their chosen Major and Minor disciplines.

8.17. Skill Enhancement Courses (SEC) shall be designed to enhance workplace skills such as Creativity, Critical Thinking, Communication, and Collaboration—21st-century Skills.

8.18. Value Added Courses (VAC) shall be so designed as to empower the students with personality development, perspective building, and self-awareness.

8.19. The students should acquire the ability for well-defined problem-solving at the end of the first year and the ability to solve broadly defined problems at the end of the second year, and they should be able to demonstrate the ability to solve complex problems that require multidisciplinary skills at the end of the third year.

8.20. During the fourth year, the students shall engage in workplace problem-solving through internships and research experiences, which will help them develop adequate skills suitable for their higher education or Entrepreneurship.

8.21. Discipline Specific Pathway Components (Major/ Minor) shall provide the students with an opportunity to pursue in-depth study of a particular subject or discipline and develop competency in that chosen area, which includes Major courses, Minor courses and discipline-specific elective Courses.

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8.22. Major Components shall be the main focus of t h e study. By selecting a Major, the student shall be provided with an opportunity to pursue an in-depth study of a particular discipline.

8.23. The students in a Major discipline can choose as their Minor stream the Minor courses offered by the same discipline or a different discipline. In the former case, the content of the Minor stream can be related to the Major discipline, but the Minor stream should maintain a distinct academic identity. Students shall have the option to choose courses from disciplinary/ interdisciplinary Minors and skill-based courses related to a chosen vocational education programme.

8.24. Students shall be permitted to switch their Major at the end of the second semester by giving them sufficient time to explore different courses during the first year. The faculty advisor shall guide the students in major switching and stream selection for synthesizing the customized basket of their choice.

8.25. Depending on the availability of time provided by the timetable of the programme, the student has the option to register for and attend a course without taking part in the continuous assessment and end-semester examination of that course. Such a course is called the Audit Course. If the student has 75% attendance in an Audit Course, he/she is eligible for a pass in that course. The credit for the Audit Course shall not be included in the Semester Grade Point Average (SGPA) of that semester. This option can be used by the student to gain interdisciplinary knowledge.

8.26. Major components consist of three types: Discipline Specific Core or the Discipline Specific Elective Courses, and the research/laboratory/fieldwork.

8.27. The Capstone-Level Courses shall be designed in such a manner as to enable students to demonstrate their cumulative knowledge in their main field of study, which shall include advanced thematic specialization/ internships/ community engagement/ services, vocational/ professional training, or other kinds of work experience.

8.28. Advanced Major Specialization shall include courses focused on a specific area of study attached to a specific Major, which could be an Elective Course. They shall include research methodology as well.

8.29. All students shall undergo a n Internship or Apprenticeship in a firm, industry or organization, or training in labs with faculty and researchers of their own institution or other Higher Educational Institutions (HEIs) or research institutions.

8.30. Students shall be provided with opportunities for internships with local industries, business organizations, agriculture, health and allied sectors, Local Government institutions

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(such as panchayats, and municipalities), State Planning Boards, State Councils/ Boards, elected representatives to the parliament/ state assembly/ panchayath, media organizations, artists, crafts persons etc. These opportunities will enable the students to actively engage with the practical aspects of their learning and to improve their employability.

8.31. The University shall provide the students with opportunities for field-based learning/ minor projects enabling them to understand the different socio-economic and development-related issues in rural and urban settings.

8.32. The University shall provide the students with opportunities for Community engagement and services, exposing them to socio-economic issues to facilitate theoretical learning in real-life contexts.

8.33. Social Activities shall include participation in the National Service Scheme (NSS), sports and games, arts, participation in university/college union- related activities (for respective elected /nominated members), National Cadet Corps (NCC), adult education/literacy initiatives, mentoring school students, and engaging in similar social service organizations that deemed appropriate to the University.

8.34. Options shall be made available for students to earn credit by completing quality-assured remote learning modes, including online programmes offered on the Study Webs of Active Learning for Young Aspiring Minds (SWAYAM) or other online educational platforms approved by the Board of Study from time to time.

8.35. Students shall be entitled to earn a maximum 12 credits through such online courses to complete the minimum credits required for the award of the Degree.

8.36. The University shall advise the students to opt for such Online/ MOOC Courses that have a comprehensive graded evaluation with proper grades and grade points.

9. ADMISSION

1.   The maximum number of students to be admitted to the programme shall be decided by the Department Council of major departments.

2.   Students admitted to the Integrated PG programmes will be merged with the two-year PG programme of the same major department in 7th semester. If any seats reserved for the Integrated PG stream is vacant, the same can be filled by direct admission from the 2-year PG rank list.

3.   This new regulation will apply to the 7, 8, 9 and 10th semesters (PG segment) of all integrated PG programmes in the University teaching departments. Therefore, in such

cases, the 7, 8, 9 and 10 semesters of the ongoing integrated PG programmes may be merged with the 2-year PG programmes in the same discipline under this regulation. No separate admission procedure is required for the ongoing integrated PG programme students. The academic structure, evaluation, grading system and other aspects of this regulation will apply to their PG segment after merging.

4. Students entering the two-year postgraduate program from an integrated postgraduate course are exempt from clause 10.5, which mandates a three-year undergraduate degree as a prerequisite.

5. It is the responsibility of the CCSS Academic Committee to monitor and finalize the admission to all programmes as per the existing rules and regulations of the University.

6. The admission shall be based on the marks scored by a student in the qualifying examinations/ entrance examinations as notified by the university from time to time, unless otherwise decided by the university.

7. Admission taken in the first semester shall be admission to "Five Year Integrated Programme" and students will not be required to take readmission to the Advanced Programme.

8. During the time of admission each student may be provided with a unique Higher education student ID which may be advised to link with the Aadhar number of the student so that this ID can be transferred if required to other higher education institutions as well.

9. On admission to a particular degree programme, the student shall be assigned an admission number, which shall consist of 3 components: Department/School offering the degree program, year of admission, and the serial number of the student in the admission list of the year (e.g., STA- 2019-14).

10. The Academic Committee shall make available to all admitted students a Bulletin listing all the courses offered in various Departments/Schools during a particular semester. The information so provided shall contain title of the course, credits for the course, prerequisites, the name of the instructor, place & time of classes & examination schedule.

11. Students are allowed to make informed choices on major switching/ customizing the credit basket with the help of a faculty advisor.

12. Admission and enrollment of students into major, minor, or general courses will depend strictly on the availability of academic and infrastructural resources in the respective

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department. At the time of course registration, a merit-based approach will be adopted. This approach will consider the index mark for the first semester or the performance in the relevant major/minor discipline in preceding semesters.

13. Notifications for Entrance are usually published in March and the entrance examination is conducted in May, admission is in June and classes start in July. Detailed syllabi shall be made available at information terminals as well as on the University website.

14. There shall be a uniform calendar prepared by the Academic Committee for the conduct of the courses under the CCSS scheme. The Academic Committee shall ensure that the calendar is strictly followed.

10. ELIGIBILITY FOR ADMISSION AND RESERVATION OF SEATS

10.1. The eligibility for admissions and reservation of seats for various Programmes shall be in accordance with the norms /rules made by the Government/ University from time to time.

10.2. Separate rank lists shall be drawn up for reserved seats as per the existing rules.

10.3. In the integrated programs, the students may be admitted to the stream based on their initial preference on major discipline and they may be allowed to choose the major and minor combinations of their interest during the 1 and 2 semesters. Merit-based seat limit shall be placed on every discipline while exercising the stream selection. Reservation rules shall be applied at the time of admission only.

10.4. No student shall be eligible for admission to FYUG Degree Programmes in any of the disciplines unless he/she has successfully completed the examination conducted by a Board/University at the +2 level of schooling or its equivalent.

10.5. For admission to a 2-year PG programme, a 3-year UG degree/ equivalent degree is mandatory.

10.6. The eligibility for admission shall be decided by the department council and endorsed by the board of studies concerned. The eligibility for admission shall be as announced by the University from time to time.

10.7. A student is eligible for admission in a master's programme either in the major or minor discipline chosen by the student in a UG programme.

10.8. Irrespective of the major or minor disciplines chosen by a student in a UG programme, a student is eligible for admission in any discipline of Master's programmes if the student qualifies the National level or University level entrance examination in the discipline of the Master's programme

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10.9. Departments are encouraged to facilitate the enrollment of students from other states or countries. In such instances, the Department Council will verify the eligibility of these applicants. This provision aims to streamline the process of obtaining equivalence/recognition certificates for such students, minimizing procedural delays.

11. SWITCHING OF MAJOR, MINOR AND PATHWAY

11.1. The students at the end of the second semester are permitted to switch their Major programme of study, their Minor, and their academic pathway. Based on the availability of seats and requisite infrastructure, the students are permitted to opt for any discipline in which he/she has completed two courses and earned 8 credits during the first two semesters as a discipline-specific foundation course (Major /Minor). Throughout the first two semesters, the faculty advisor should guide the student to properly plan for the changeof Major and academic pathway.

11.2. Students in the four academic pathways, Single Major, Major with Multiple disciplines, Major with Minor and Major with Vocational Minor, can switch their Major toone of the Minor disciplines in which they have attended a minimum of two courses and earned a minimum 8 credits in the first two semesters. The details of the academic pathways are given in section 14.

11.3. Students in the Double Major pathway can switch to one of the other four pathways by retaining one of the two Major disciplines they have studied as their only Major. The second Major discipline they have studied can be redefined as the Minor, or one of the two disciplines in the Major with Multiple Disciplines pathway, or just a discipline in which three courses are taken in the Single Major pathway.

11.4. When a student switches the Major to one of the disciplines in which he/she has earneda minimum 8 credits, the credits acquired by the student by these courses will be transferred to the total credits required for the new Major.

11.5. To accommodate the students who switch to a new Major programme, additional seats are created, depending upon the academic and infrastructural facilities available in the institution. The maximum number of these additional seats shall be 10% of the sum of the sanctioned strength and the marginal increase of the newly chosen Major programme. In addition, any unfilled or vacant seats after the close of admission may be filled with those seeking a switching of the Major. The total number of students in a discipline after the switching of the Major to that discipline should remain within the statutory limit of that discipline.

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11.6. In the case of switching of Major, preference will be given to those who have got highest SGPA with no arrears each in the first and second semesters. Preference will be given to those who had studied the newly chosen Major at the higher secondary level. The higher secondary marks too can be one of the additional criteria for preparing the rank list of students opting for a switching of Major into a particular discipline. The previous semester marks/grade of the newly selected major may also be considered for preparing the ranklist. The Ranklist shall be prepared and approved by the department council of the newly selected major subject.

11.7. The only change of Major permitted is through the switching between Major and other discipline- specific courses (Major / Minor) at the end of the second semester. Hereafter, change of Major and switching of Major are used synonymously.

12. CREDIT STRUCTURE OF CCSS FYUGP

The credit structure for CCSS Programmes is summarized as follows:

12.1. **Academic Calendar**: An academic year includes 200 working days, divided into two semesters and a summer break. Each semester consists of 90 academic days and 10 for co-curricular and orientation activities, spanning 18 weeks with 5 working days each.

12.2. **Instructional Hours & Curriculum**: A semester offers 450 instructional hours, with 15 days reserved for exams and related activities. The curriculum is designed for 15 weeks of transactions per semester.

12.3. **Credit Allocation & Course Structure**:

1. A credit hour corresponds to an hour of lecture/tutorial or two hours of lab/practical/field work weekly.

2. Discipline-specific courses: Major and Minor (4-credit) include 4 hours of lecture/tutorial weekly (60 hours/semester). If including practical components, the course is structured as 3-credit theory and 1-credit practical, totalling 45 hours of lecture/tutorial and 30 hours practical per semester.

3. General foundation courses: AEC, SEC, VAC, and MDC (3-credit) encompass 3 hours of lecture/tutorial weekly (45 hours/semester). With practical components, the structure is 2-credit theory and 1-credit practical, amassing 30 hours each of lecture/tutorial and practical sessions per semester.

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4. Seminar, Internship, Studio, Field projects, or Community engagement: 1 credit involves two-hour engagements weekly (30 hours/semester).

12.4. **Flexible Timetable & Online Components**: The FYUGP scheme under CCSS promotes flexible timings and timetables for students and teachers. Additional credits can be obtained through online courses—47 credits for a 3-year UG programme, 63 credits for a 4-year UG programme, 79 credits for a 5-year PG programme, and 32 credits for a 2-year PG programme.

12.5. **Course Duration & Credit Limits**:

1. Courses under Multi-disciplinary, Ability Enhancement, and Skill Enhancement categories require 3 hours per week, or as appropriate in the case of the addition of practical / practicum component.

2. The minimum and maximum credits for a course are 2 and 4 respectively, with a student able to undertake a maximum of 30 credits per semester.

12.6. **Additional Activities & Credits**:

1. Engagements like Summer internships, Apprenticeships, and Community outreach require 60 hours for two credits.

2. Institute/Industry Visits may be incorporated into the Internship based on the Major Department Council decision.

3. Grace marks are awarded for co-curricular achievements, capped at 8 courses over two semesters.

4. Each semester, courses totalling up to 25 credits are designed based on available teaching hours.

13. COURSE STRUCTURE OF CCSS FYUGP

The structure and credit distribution of various degree programmes under the CCSS are outlined as follows:

13.1. Programme Duration and Semester Allocation:

1. The 3-year UG Degree programme spans six semesters over three years.

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2. The 4-year UG Degree (Honours) and the 4-year UG Degree (Honours with Research) each consist of eight semesters over four years.

3. The 5-year integrated PG programme encompasses ten semesters over five years.

4. The 2-year PG programme includes four semesters over two years.

5. The 1-year PG programme includes Two semesters over one year.

6. Odd semesters (1, 3, 5, 7, 9) occur from June to October, while even semesters (2, 4, 6, 8, 10) are from November to March.

13.2. General Foundation Courses (GFC):

1. All students in CCSS UG programmes must acquire 39 credits from 13 GFCs, each offering 3 credits.

2. Ability Enhancement Courses (AEC) include:

   a. AEC1 and AEC3, offered by the English discipline in semesters I and II respectively.

   b. AEC2 and AEC4, provided by Additional Language disciplines in semesters I and II respectively.

3. Multi-Disciplinary Courses (MDC), Value Added Courses (VAC), and Skill Enhancement Courses (SEC) are available across all disciplines. MDC3 must be chosen from a different faculty than the student's major faculty.

4. In a Double Major pathway, aside from the four AECs, the remaining nine GFCs are divided between the two major disciplines.

5. Language departments may integrate a 1-credit practicum component into AEC courses if necessary.

6. In the case of the four general foundation courses taught by the language disciplines, the maximum number of students in a batch is limited to 50, including the marginal increase from time to time. If the total number of students is less than or equal to 70, they should be accommodated in the same batch. If the total number of students exceeds 71, the next batch can be formed after allocating 50 students in the first batch.

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13.3. Credit Distribution for GFCs:

Specific credit distribution guidelines for the four sub-categories of GFCs are provided, ensuring a comprehensive educational framework.

Table 2 General Foundation Courses

Sl. No.	Name of the General Foundation Course	No. of Courses	Required Credits	Semester-wise course distribution among Departments offering CCSS-FYUGP		
1	Ability Enhancement Course (AEC)	4	12	Sem I	AEC1	English (E)
					AEC2	Additional Languages (AL)
				Sem II	AEC3	English (E)
					AEC4	Additional Languages (AL)
2	Skill Enhancement Course (SEC)	3	9	Sem IV	SEC1	All Departments
				Sem V	SEC2	All Departments
				Sem VI	SEC3	All Departments
3	Value-Added Course (VAC)	3	9	Sem III	VAC1	All Departments
				Sem IV	VAC2	All Departments
					VAC3	All Departments
4	Multi-Disciplinary Course (MDC)	3	9	Sem I	MDC1	All Departments
				Sem II	MDC2	All Departments
				Sem III	MDC3	All Departments
	Total in the first three years of FYUGP	**13**	**39**			

In the case of the "Double Major pathway", except for the four AEC, all the other nine general foundation courses will be distributed between the two Major disciplines.

13.4. Discipline-Specific Pathway Courses and Capstone Components in the Three-Year UG Programmes/ Integrated PG Programme

1. The student who wishes to exit with a degree after three years needs to acquire 94 credits from discipline-specific foundation, pathway and capstone level courses, with 4 credits for each Discipline-Specific Course and 2 credits for the Internship.

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2. The minimum number of elective courses that can be offered by a discipline in the three-year programme shall be four, with two each in semesters V and VI.

3. The maximum number of elective courses that can be offered by a discipline in the three-year programme shall be six, with three each in semesters V and VI.

4. In both semesters V and VI, a minimum o f twice the number of elective courses should be designed, to provide choice to the students. The upper limit to the number of elective courses to be made available in the basket of elective courses in semesters V and VI shall be three times the number of electives offered.

5. If four elective courses in semesters V and VI, with a total 16 credits, belong to one field, they constitute a specialisation in that Major discipline. BoS should specify the list of the four elective courses that constitute a specialisation. There can be more than one specialisation from the different combinations of the electives in semesters V and VI. The arrangements of elective courses in the basket should be such that a department can offer a minimum o f four courses constituting a specialisation in the Major discipline. However, offering the courses constituting a specialisation is not mandatory. This is the choice of individual departments.

6. In BA Music, BA Costumes and Fashion Designing, and Bachelor of Theatre Arts, as the practical component in Major courses is much higher than the theory component, both theory and practical hrs. are treated identically with reference to the credits. For these three programmes, 1 credit in practical equals 1 hr. of training. Hence, a 4-credit Major course with only practical content has 4 practical hours/week. The evaluation of such practical courses can be with only internal evaluation or with both internal and external evaluation, as specified by the BoS. This condition applies to these three programmes only.

7. Students in the Single Major pathway can choose course/courses from any of the Minor groups offered by a discipline other than their Major discipline.

8. Students pursuing the Major with Multiple Disciplines pathway are required to select two minor disciplines distinct from their major. They must acquire 12 credits from each of two minor departments by completing 3 out of 6 courses offered by each minor department.

9. Students in a Major with Minor pathway can choose all 6 courses from a Minor discipline and acquire the required 24 minor credits.

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10. Every discipline can offer three of its Major courses in semesters I, II and III as Minor courses to students from other disciplines.

11. Any department can offer additional related disciplines as minors with different course codes. (e.g., Malayalam (Kerala studies), Life sciences (Microbiology, Biochemistry, Human Physiology), Physica (Radiation physics, Photonics) etc.)

12. For science disciplines, the maximum number of students in a practical batch is limited to 16. If the total number of students or the sanctioned strength, whichever is less, is less than or equal to 20, the students should be accommodated in the same batch. If the total number of students or the sanctioned strength, whichever is less, exceeds 20, thesecond batch can be formed, with 16 students in the first batch. If the total number of students or the sanctioned strength, whichever is less, exceeds 36, the third batch can beformed.

13. The Suggested credit distribution for each of the sub-categories of Discipline- specific courses in the first three years of the CCSS FYUGP scheme is given in Table 3,for the academic pathway "Major with Minor".

Table 3: Discipline-Specific Courses in a Three-Year Programme

Sl. No.	Name of the Discipline-Specific Course	No. of Courses	Required min. Credits
1	Major Pathway Courses	17	68
2	Minor Pathway Courses	6	24
3	Internship / Apprenticeship	-	2
	Total for first three years of CCSS-FYUGP	23	94

13.5. Discipline-Specific Pathway Courses and Capstone Components in the Fourth Year of Honours & Integrated PG/ First Year of 2-year PG

1. The student who wishes to continue to the fourth year for the Honours degree/ Integrated PG should pass all the courses in the first three years and earn 133 credits.

2. The student who joins for the first year of a 2-year PG should have a 3-year UG/equivalent in the concerned discipline as per the eligibility conditions stipulated by the University from time to time.

3. He/she should acquire a minimum of 44 credits during the fourth year.

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4. Out of the 44 credits in the fourth year Honours & Integrated PG / first year of 2-year PG, 32 credits should be from the Major discipline and the additional 12 credits can be earned based on the academic pathway chosen by the student in the first three years. Three courses shall be Discipline specific electives of which two shall be from major disciplines. The one elective shall be from other disciplines to make it an open elective. Clauses from (5) to (10) below consist of the different ways of acquiring the required 44 credits in the fourth year of honours & Integrated PG/ first year of 2-year PG.

5. In the seventh semester of the Honours degree and Integrated PG programme, or the first semester of the 2-year PG, students must secure 24 credits from 500-level courses. Within these, 16 credits must be obtained from courses within the Major discipline. The remaining 8 credits may be earned from Minor pathway courses/open electives, of which at least one must be an ONLINE/MOOC course.

6. During the eighth semester of the UG Degree (Honours)/Integrated PG, or the second semester of the 2-year PG, students are required to attain 20 credits. These should be from five Major courses at level 500 or above, with the inclusion of one elective and one ONLINE /MOOC course of 400 level or above.

7. In MBA discipline that permits specialization at the postgraduate level, students selecting three courses in one specialization and two in another may receive mark sheets, along with Provisional and Final Degree Certificates, indicating dual specialization. The major specialization corresponds to the area with three electives, whereas the minor specialization aligns with the area comprising two electives.

8. If a student desires to exit with a UG Degree (Honours with Research), in semester VIII, he/she should earn 12 credits from a mandatory Research Project in the Major discipline, guided by a faculty member with PhD, at a recognized research centre of theUniversity / any other university / higher educational institution or a centre prior- approved by the University. The remaining 8 credits of the eighth semester shall be obtained through an elective course and a ONLINE/ MOOC course of 400 level or above.

9. If the student desires to exit with an honours degree with the Minor / Vocational Minor pathway, he/she needs a minimum of a n additional 8 credits in the Minor/ Vocational Minor discipline in the fourth year acquired from elective courses orONLINE/ MOOC courses of 400 level or above.

10. A student who goes to another institution to do the Project in semester VIII can choose to do all three courses (for the additional 12 credits) as online courses from the collection approved by the department council in the discipline. Such a student can also choose to do some or all of these three courses in the in-person mode at the institution where he/she is doing the Project.

11. In the case of the UG (Honours with Research) programme, one of the three courses (for the additional 12 credits) should be in the research methodology.

12. In University teaching departments, honours/ integrated PG students may be integrated into the two-year postgraduate programme that aligns with their major discipline.

The distribution of credits in the fourth year of CCSS FYUGP is as given in Table 4:

Table 4: Discipline-Specific Courses in a Fourth Year of Honours/ Fourth Year of Five-Year PG/ First Ayear of 2 year PG Programme

Sl. No.	Name of the Discipline-Specific Course	No. of Courses	Required min. Credits
1	Major Pathway Courses (3 DSC and 2 DSE)	5	20
2	Minor Pathway Courses (1 DSE, 1 ONLINE/ MOOC)	2	8
3	Research Project/3 Major Courses	3	12
4	ONLINE/ MOOC	1	4
	Total for the fourth year of CCSS-FYUGP	11	44

13.6. Discipline-Specific Pathway Courses in the Fifth Year of Integrated PG/ Second Year of 2-year PG/ First Year of 1-year PG

1. The student who continues to the fifth year of Integrated PG/ second year of 2-year PG should have passed all the courses in the first four years of Integrated PG/ first year of 2-year PG and earn minimum mandatory credits.

2. The student who joins for a 1-year PG should have a 4-year Honours/equivalent in the concerned discipline as per the eligibility conditions stipulated by the University from time to time.

3. He/she should acquire a minimum of 44 credits during the fifth year.

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4. Out of the 44 credits in the fifth year Integrated PG / first year of 1-year PG/ second year of 2-year PG, 24 credits should be from 6 courses at 600 level.

5. In the ninth semester of the Integrated PG programme or the third semester of the 2-year PGor first semester of 1-year PG, students must secure 20 credits from five 600-level courses of which at least two must be elective courses.

6. In the final semester, 20 credits shall be allotted to the research project. Alternatively, the course can be offered with five theory courses at 500 level or more instead of a project. The remaining 4 credits in the final semester shall be acquired through a ONLINE/ MOOC course at above 500 level or more.

7. It is mandatory to choose a course in research methodology if the student had not taken the same in previous years/ programmes.

8. For students graduating with an undergraduate Honours Degree with research and looking forward to enrolling in a postgraduate programme at a later stage, an additional 20 theory credits are mandatory. These credits can be obtained from the relevant 500-level course offered by the same department.

9. In University teaching departments, 1-year PG students may be integrated into the two-year postgraduate programme that aligns with their major discipline.

10. The curriculum for the fifth year is designed to offer between 6 to 11 courses and a project, totalling 44 credits.

11. The distribution of credits in the last year of CCSS is as given in Table 5:

Table 5: Discipline-Specific Courses in the Last Year of a Five-Year PG Programme / Second year of 2 years PG / 1-year PG Programme

Sl. No.	Name of the Discipline-Specific Course	No. of Courses	Required min. Credits
1	Major Pathway Courses	5	20
2	Research Project/ Five Courses from 500-level	5*	20
3	ONLINE/ MOOC	1	4
	Total for the fifth year of CCSS-FYUGP	6-11	44

* Courses selected from 7& 8 semesters for 1 year PG programme

12. However, Departments offering postgraduate degrees will have the freedom to adjust their 2-year PG curriculum to provide students with the choice of: (i) undertaking only coursework in the third and fourth semesters, (ii) completing coursework in the third semester followed by research in the fourth, or (iii) focusing exclusively on research in

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both semesters. Similarly, students progressing to a 1-year PG after completing a 4-year UG program have the options to: (i) engage solely in coursework, (ii) conduct research, or (iii) combine coursework and research within their Master's discipline.

14. CREDIT REQUIREMENTS OF PROGRAMME PATHWAYS

In CCSS there are five possible combinations of discipline-specific courses, called *academic pathways*. Students who have joined for UG/Integrated PG programme under CCSS regulations shall have the option to choose the following pathways for their degree and Honours programme.

14.1. Single Major Pathway

1. This pathway may be recommended to those students who opt for an in-depth study in a particular discipline, without systematically exploring any other discipline.

2. To obtain a UG Degree in a Major discipline under the CCSS FYUGP, a student must accumulate at least 50% of the total 133 credits required over three years. This equates to a minimum of 68 credits from 17 discipline-specific courses within the Major discipline during the initial three years.

3. Within the first three years, for the 26 credits still needed from discipline-specific courses, 2 credits must come from an Internship conducted in the Major discipline..

4. From the same 26 credits, the remaining 24 credits may be achieved from 6 discipline-specific courses in various disciplines other than the Major.

5. If the students continue to the fourth year of CCSS FYUGP, to be eligible for a UG Degree (Honours) in the Major discipline, they should earn a further 32 credits in that Major discipline from PG level courses or project, and an additional 12 credits from any disciplines, whose details are given in section 12.5.

6. Examples: *BA Degree (Honours) in History Major, BSc Degree (Honours) in Chemistry Major, BCom Degree (Honours) in Commerce Major*

14.2. Major with Multiple Disciplines Pathway

1. This pathway may be recommended for students who wish to develop core competency in multiple disciplines of study. In this case, the credits for the minor pathway shall be distributed among the constituent disciplines/subjects.

2. If students pursuing CSS FYUGP are awarded a UG Degree in a Major discipline, they are eligible to mention their core competencies in other disciplines of their

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choice if they have earned 12 credits each from pathway courses of two particular disciplines.

3. In the first three years of CCSS FYUGP, this pathway is composed of one Major discipline with 68 credits from 17 courses, and two other disciplines, with 12 credits from 3 courses in each discipline.

4. In this pathway, if the students choose one of the two disciplines for 12 credits as the same Major discipline, then they should choose a different discipline for the other 12 credits.

5. If the students continue to the fourth year of CCSS FYUGP, the details of the credits in the Major discipline in the fourth year are the same as given for the Single Major Pathway. In the fourth year, the students need to earn an additional 12 credits from any disciplines, whose details are given in section 12.5.

6. Examples: *BSc Degree (Honours) in Physics Major with Chemistry and Mathematics, BA Degree (Honours) in Economics Major with History and English*

14.3. Major with Minor Pathway

1. This pathway may be recommended to those students who wish for an in-depth study in more than one discipline with a more focus on one discipline (Major) and relatively less focus on the other (Minor). The concept of Minor is relevant only when there is a Major discipline.

2. If students exit at the end of the third year of CCSS FYUGP , they are awarded a Major Degree in a particular discipline. They are also eligible to be awarded a Minor in another discipline of their choice, if they earn a minimum of 24 credits through 6 discipline-specific pathway courses in the Minor discipline.

3. If the students continue to the fourth year of CCSS FYUGP , they should earn a minimum of 32 credits in the Minor discipline, to be eligible for a UG Degree (Honours) with a Major and a Minor. For this, in the fourth year, they should earn an additional minimum of 8 credits through 2 elective/ ONLINE/ MOOC courses in the Minor discipline. The details of the credits in the Major discipline are the same as those given for the Single Major Pathway.

4. Examples: *BA Degree (Honours) in English Major with Functional English Minor, BCom Degree (Honours) in Commerce Major with Economics Minor*

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14.4.   Major with Vocational Minor Pathway

1. This pathway may be recommended to those students who wish for exposure to a vocational discipline in addition to the in-depth study in the Major discipline.

2. The credit requirements for Major and vocational Minor disciplines in this pathway are the same as those for Major with Minor pathway, except that the Minor courses are in a vocational discipline. The details of the credits in the Major discipline are the same as given for the Single Major Pathway.

3. Examples: *BSc Degree (Honours) in Mathematics Major with Data Analysis Minor, BA Degree (Honours) in Malayalam Major with Journalism Minor*

14.5.   Double Major Pathway

1. This pathway may be recommended to those students who wish for an in-depth study in two disciplines to more or less equal extent.

2. It is composed of two Major disciplines with minimum 50% credits in one Major and minimum 40% credits in another Major (B) out of the total credits. In the three-year UG programme, the student should earn minimum 68 credits in Major A and 53 credits in Major B out of the total credits of 133 to qualify for a UG degree with a Double Major.

3. Students who wish to opt for a Double Major should include the credits earned by them from the Multi-Disciplinary Courses, Skill Enhancement Courses and Value- Added Courses offered by the respective double-Major disciplines to secure the required minimum credits in each discipline.

4. The Double Major pathway is not extended to the fourth year.

5. In the fourth year, the student can continue to earn the required credits in either Major A or Major B to qualify for a UG Degree (Honours) / UG Degree (Honours with Research) in A or B.

6. If he/she opts to continue with B in the fourth year, he/she should earn an additional 15 credits of 300-399 level in B through in-person or online courses.

7. Examples: *Degree in BA Economics and BSc Mathematics Double Major, Degree in BSc Physics and Chemistry Double Major with Honours in Physics.*

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Table 6. Course Credit Distribution over 10 Semesters of Integrated PG

No.	Courses	Major Only		Major+Minor		Double Major	
		N	C	N	C	N	C
1	Major Courses	17	68	17	68	12+6*	66
2	Minor Courses	6	24	6	24	11+3*	53
3	Internship / Apprenticeship		2	-	2		2**
4	General Foundation Courses	13	39	13	39	4	12
	3 Year Total	36	133	36	133	36	133
Exit With Degree							

No.	Courses	N	C	N	C	N	C
e.g	B.Sc. Physics Major						
	B.Sc. Physics Major with Chemistry Minor						
	B.Sc. Physics Major with Chemistry and Mathematics						
	B.Sc. Physics and Chemistry Major						
1	Major Courses +3 Courses instead of project/project	28$^{\$\$}$	112	26$^\$$	104	21$^\$$+6*	102
2	Minor Courses	6	24	8$^\$$	32	13$^\$$+3*	61
3	Internship / Apprenticeship		2	-	2		2**
4	General Foundation Courses	13	39	13	39	4	12
	4 Year Total	47	177	47	177	47	177

Exit with Honours

No.	Courses	N	C	N	C	N	C
e.g	B.Sc.(Hons.) Physics Major						
	B.Sc.(Hons.) Physics Major with Chemistry Minor						
	B.Sc.(Hons.) Physics Major with Chemistry and Mathematics						
	B.Sc.(Hons.) Physics and Chemistry Major						
1	Major Courses + 8sem Project/3 Courses	34$^{\$\$\$}$	136	32$^{\$\$}$	128	26$^{\$\$}$+6*	128
2	Minor Courses	6	24	8$^\$$	32	13$^\$$+3*	61
3	Internship / Apprenticeship		2	-	2		2**
4	General Foundation Courses	13	39	13	39	4	12
5	Project		20		20		20
	5 Year Total	53	221	53	221	53	221

Exit With PG

e.g	M.Sc. Physics						

N - No. of Courses, C- Required Minimum Credits, $^\$$ One ONLINE/ MOOC Course, $^{\$\$}$ Two ONLINE/ MOOC courses, $^{\$\$\$}$Three ONLINE/ MOOC Courses.

* MDC/SEC/VAC, ** in Major Discipline

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Table 7. Course Credit Distribution for Two-year PG

No.	Courses	Courses	Credits
1	Major Courses	9	36
2	Electives	5	20
3	ONLINE/ MOOC Courses	3	12
4	Project*		20
	5 Year Total	17	88

*Alternatively, 5 courses can be offered instead of the project

Table 8. Course Credit Distribution for One-year PG

No.	Courses	Courses	Credits
1	Major Courses	3	12
2	Electives	2	8
3	ONLINE/ MOOC Courses	1	4
4	Project[#]		20
	5 Year Total	6	44

[#] In the case of students who had completed the honours with research programme, it is mandatory to take 5 courses of 500 level instead of the project.

15. SCHEME OF DIFFERENT ACADEMIC PATHWAYS

The sample scheme of various academic pathways is provided in Appendix II, Tables 1 to 6

16. COURSE REGISTRATION

16.1. Each department shall publish well in advance the relevant details of courses offered, such as the name, level, expected outcomes, time slot, and names of faculty members.

16.2. The University shall publish a uniform academic calendar for the registration, conduct/schedule of the courses, examinations and publication of results.

16.3. Every department/school shall have a Student Advisory Committee constituted by the Department Council comprising a maximum of 4 faculty members and a student representative of the batch concerned. Details of the Advisory Committee will be notified to the Academic Committee during the second week of the first semester. Each student (mentee) has a mentor (Faculty advisor) who is the faculty of the department during the programme. The mentor has the duty to guide the mentee throughout the programme and he/ she should keep a register (online / offline) to enter the progress of the mentee. Normally the same committee shall continue during the entire programme for the batch concerned, except

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under very special circumstances. Any such change shall be made by the Department Council and reported immediately to the office of the Academic Committee.

16.4. The student shall register for the courses she / he plans to do during a semester three weeks prior to the end of the previous semester, in consultation with the Student Advisory Committee.

16.5. The number of courses a student can take is restricted by the rules that govern the minimum and maximum credits she/he may earn during a semester (see Table 1).

16.6. The Department/School offering any course shall prescribe the maximum number of students that can be admitted, taking into consideration the facilities available.

16.7. In a Department/School, preference shall be given to those students for whom the course is major if the demand is beyond the maximum prescribed.

16.8. The student can reduce the number of credits by opting out if she/he feels that she/he has registered for more courses than she/he can handle, within 30 days of the commencement of classes.

16.9. A student shall be normally permitted to register for the examination if he/she has required minimum attendance. Suppose the registration for examination is not possible owing to a shortage of attendance beyond the condonation limit in a semester. Then the student shall be permitted to move to the next semester with Provisional Registration if the attendance is equal to or greater than 50%. Such a student can write the examination for the entire courses of the semester in which a shortage of attendance occurs as supplementary examination only after the completion of the entire programme. If the attendance is less than 50%, the student is ineligible to continue the programme and has to seek readmission.

17. READMISSION AND SCHEME MIGRATION

17.1. Students will be offered the opportunity to take breaks during the programme and resume after the break, but the total duration for completing the programme shall not exceed Five Years for a two year programme , six years for the three-year programme, seven years for the four-year programme and eight years for a five-year programme. If not, such a candidate has to cancel the existing registration and join afresh as a new candidate.

17.2. Students who discontinued the previous CCSS regulations can resume their studies under the new regulations upon obtaining readmission, and such students have to complete their programmes as per the new regulations.

17.3. The Head of the Department can grant readmission to the student, subject to the conditions detailed below and inform the matter of readmission to the Controller of Examinations within one month of such readmission.

17.4. The readmission is applicable to a student who has discontinued his/her study in any semester.

17.5. The readmission is permitted from the 2nd semester onwards.

17.6. The readmission is permitted only once in the entire programme.

17.7. After the student has discontinued the study, there should be a gap of at least one semester for readmission.

17.8. The candidate seeking readmission to a particular semester should have registered for the previous semester examination.

17.9. When the readmission is sought to the same department in which the student has originally studied up to some semester, then the readmission is allowed without considering the availability of seats in the particular programme to which the student has sought readmission. This is permitted from 2nd semester to 6th semester.

17.10. Readmission shall be taken within two weeks from the date of commencement of the semester concerned.

17.11. Credit transfer tables shall be prepared department council and approved by the academic committee to address the issue of scheme change during readmission.

17.12. Students who opt out before the completion of the third year shall be provided with a 'Course cum Credits Certificate' as proof of re-entry to another institution, and this certificate is essential for preserving the credits in the Academic Bank of Credits.

18. COURSE PARTICIPATION AND ATTENDANCE

18.1. Class participation is one of the most important ways by which students acquire knowledge and understand course materials, but due to exceptional circumstances, students may occasionally be unable to attend classes.

18.2. Absence from classes due to valid reasons may be treated as authorized absence and appropriate chances for make-up shall be provided to ensure timely completion of the course.

18.3. The authorized absence includes absence due to participation in meetings or events organized by the college or the University, or in a regularly scheduled curricular or extracurricular activity prescribed by the college or the University, and absence due to unavoidable or other legitimate circumstances such as illness, injury,

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family emergency, care-related responsibilities, severe weather conditions, academicor career-related interviews etc. Apart from this, all other eligible leaves such as maternity leave, and menstrual leave shall also be treated as authorized absences.

18.4. Participation in such activities may be treated as presence in lieu of their absence on production of participation/attendance certificate (within two weeks) in curricular /extracurricular activities (maximum 9 days in a semester).

18.5. In all these cases, students should inform the concerned faculty in advance, where ever possible, and discuss the implications of the absence. Missing class, even for a legitimate purpose in certain cases, the student may not be able to make up the missed work completely, resulting in a negative impact on the student's grade. Students should be prepared to furnish proper documentation to justify their absence from the class.

18.6. In such situations, the faculty should offer guidance on making such suitable plans that the student can complete in advance or immediately upon returning. It is essential to recognize that not all missed work can be made up, and absences may ultimately affect a student's performance in the course.

18.7. The faculty shall advise students to access the classes online or in blended mode and use simulation-based Labs such as virtual labs to make up the pending works.

18.8. The minimum requirement of attendance during a semester shall be 75% for male students for each course and an exemption of 3% is sanctioned to female students. Attendance shall be maintained by the course teacher. 10% condonation can be granted on the attendance requirements by the Chairman of the Academic Committee on genuine grounds, provided it is also recommended by the Department Council. A fee for this purpose may be collected as prescribed by the Academic Committee and approved by the Syndicate.

18.9. Candidates who do not satisfy the required minimum attendance in a course shall be awarded zero grade point in that course. Such a student can write the examination for the entire courses of the semester in which shortage of attendance occurs as supplementary examination only after the completion of the entire programme.

18.10. If the attendance is less than 50%, the student is ineligible to continue the programme and has to seek readmission.

18.11. A minimum requirement of attendance 50% can be sanctioned for genuine reasons to attend the final examinations by collecting appropriate fees as prescribed by the Academic Committee and approved by the Syndicate.

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19. COURSE CODE

19.1. Each course shall have a unique alphanumeric code number, with the following components:

19.2. Abbreviation of the subject in three letters (PHY, HIS, ENG etc.)

19.3. The semester number in which the course is offered (1 to 10)

19.4. Abbreviation of the category of the course in two letters (Major/minor (C), Elective (E), AEC (A), VAC (V), SEC (S), MDC (D), ONLINE/ MOOC (M), Internship (I) and Project (P) etc.

19.5. The academic level and serial number of the course in three digits (101, 206 etc.)

Examples:

19.6. PHY1C101 represents a Major course of Level 100 in Physics with serial number 101 offered in the first semester.

19.7. HIS8E507 represents an Elective course of Level 500 in History with serial number 507 offered in the eighth semester.

20. ASSESSMENT AND EVALUATION

The examination has two modes, Continuous evaluation and End-semester Evaluation.

20.1. Continuous Assessment:

1. 50% weight shall be given to the continuous (internal) evaluation:- Each semester has continuous evaluation with a particular criterion.

2. The teacher who is conducting the course should evaluate the student continuously during the semester in the specific format, prescribed by the BoS concerned. In the case of theory and practical, a dissertation/project separate format for continuous evaluation is prescribed.

3. The course teacher(s) shall maintain the academic record of each student registered for the course, which shall be forwarded to the Academic Committee through the Head of the Department/School.

4. The continuous assessment shall be based on a predetermined transparent system involving periodic written tests, viva-voce, seminars and attendance in respect of theory courses and based on written tests, viva-voce and lab skill/records in respect of practical courses as detailed below in Table 9:

Table 9. Criteria for Continous Assessment

	Criteria	Marks	Total
Theory	a. Attendance*	5	
	b. Assignment/ Term Paper	10	**50**
	c. Test Paper	25	
	d. Viva-Voce / Fieldwork / Reflective Essay	10	

	Criteria	Marks	Total
Practical	a. Lab skill/ Quality of Records	10	
	b. Practical Test	30	**50**
	c. Viva Voce	10	

(95% & above: 5 marks, 90 to 95%: 4 marks, 85to 90%: 3 marks, 80 to 85%:

2 marks, 75 to 80%: 1 mark, below 75%: Nil)

5. The details of executing the continuous assessment shall be decided by the concerned Departmental Council. To ensure transparency of the evaluation process, original answer scripts of the test paper shall be returned to the students after evaluation within a week of the conduct of the tests. Any dispute regarding the continuous assessment shall be taken up with the concerned teacher within 48 hours. The continuous assessment marks awarded to the students in each course in a semester shall be notified on the notice board at least one week before the commencement of the end-semester examination.

6. No separate minimum is required for continuous assessment for a pass.

20.2. End Semester Examination:

1. 50% weight shall be for the end semester examination. (For all courses under CCSS including MBA programme):- Each semester has end semester examination after the completion of the syllabus prescribed for the semester.

20.3. Question paper setting and Evaluation:

1. The End Semester examination in theory courses is to be conducted with the question papers set by a committee. The department council or the Committee constituted by the department council is in charge of setting question papers for the end semester examination. At least 3 sets of OBE model question papers set by the committee are scrutinized by the chairman of the department council. The chairman of the question paper setting committee may be the head of the department or a faculty nominated by the department council. The evaluation of the answer scripts shall be done by the teacher

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offering the course and an expert, based on a well-defined scheme of valuation framed by them. If any course has no expert other than the faculty who is offering the course, the chairman has the power to nominate an expert from the other departments in the University or a qualified person in any other reputed institution as a special case. The remuneration for the external expert may be given as per the University rules framed by the controller of examinations.

2. If there is more than 15% difference in marks on double valuation, a third valuation shall be conducted by another faculty/expert. In that case, the average of the third valuation marks and the highest marks of the double valuations will be taken as the final marks. The answer scripts should be kept under the safe custody of the chairman for a period of one year from the date of publishing the results.

3. Alternatively, the department council may opt for evaluation of the answer sheets by the teacher offering the course alone (single evaluation). In that case, the answer sheet must be shown to the respective student before the results are communicated to the Controller of Examinations. If the students are not satisfied with the result, they could submit the grievanceto the chairman / HoD concerned. The chairman can take appropriate decisions includingrevaluation of the answer script by a faculty other than the one evaluated earlier.

4. Each course demands a minimum of 40% in the end semester examination. However, for MBA courses, this requirement rises to 50%.

5. If the students have any grievances regarding the results, they could apply for revaluation of end semester theory answer scripts as per the University norms. The Head of the Department or the faculty nominated by the Department council may be the chairman of the revaluation examiners. The chairman should appoint the examiners and he/she should ensure the revaluing examiners are not the previous examiners of the same theory paper.

6. The End Semester practical examination shall be conducted and evaluated by two or more examiners nominated by the Department Council.

7. The end semester examination answer scripts evaluation shall be done in a centralized valuation camp, to be held in the respective Departments/ Schools immediately after the examination, under the supervision of the Department Council /control of the Academic Committee if necessary. The chairman of the valuation camp should upload/convey the marks of all theory, practical and dissertation/projects to the Controller of Examination immediately after all the evaluation procedures and exam board approval. The Controller

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of Examination should publish the results online. It is desirable to have the semester results announced within 10 days of the last examination of the semester.

8. The students can apply for the Save a Year (SAY) Final Semester examination by applying within 7 days from the publication of results.

9. The SAY exams shall be conducted within **7 days** from the final date of application for the SAY examination.

10. The Academic Committee is empowered to lay down the procedure for the conduct of examinations from time to time.

Table 10. End Semester Evaluation (50%)

Theory	Marks	Practical	Marks
Written Examination with double internal valuation	50	Experiments	30
		Record	10
		Viva	10

20.4. The valuation scheme for the Project/ Dissertation:

1. The valuation shall be jointly done by the supervisor of the project in the department and an internal expert from the approved panel, based on a well-defined scheme of valuation framed by them. If internal experts are not available in the department, the chairman has the power to nominate an expert from other departments in the university or any other reputed institution as a special case. The following break-up is suggested for the valuation. The concerned Department Council/Board of Studies may decide on an alternative break-up, if required, specific to the discipline of study.

Table 11: Criteria for Project Evaluation

Sl. No.	Particulars	Weightage (%)
1	Review of Literature and Formulation of the Research Problem /Objective	20
2	Methods and Description of the techniques used	15
3	Analysis and Discussion of results	30
4	Presentation of the report, organization, linguistics style, references etc.	15
5	Viva Voce examination based on the Project work /Dissertation	20
	Total	100

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21. GRADING SYSTEM

21.1. The indirect absolute grading system, in which marks are compounded to grades based on pre-determined class intervals and letter grades based on the UGC-recommended 10-point grading system, shall be used.

21.2. Students are graded in each course based on the percentage of marks earned (continuous assessment and end-of-semester examination marks combined) using the grading system shown in Tables 11 and 12

Table 12. Letter Grades with Grade Points and Marks Equivalence (For Programmes other than MBA)

Range of Marks (%)	Grade Point	Letter Grade
90 – 100	9 - 10.0	O (Outstanding)
80 – 89.99	8 - 8.99	A+ (Excellent)
70 - 79.99	7 - 7.99	A (Very Good)
60 - 69.99	6 - 6.99	B+ (Good)
50 - 59.99	5.0 - 5.99	B (Above Average)
45 - 49.99	4.5 - 4.99	C (Average)
40 – 44.99	4.0 - 4.49	D (Pass)*
0-39.99	0	F (Failed) / RA (Reappear)
-	0	Abs (Absent)
-	0	I (Course Incomplete)

* Pass only if the student scores a minimum 40% in the end-semester examination). There is no minimum for continuous evaluation.

*Remarks: Pass minimum for each course is 40%; and that for aggregate (*continuous assessment + *End semester) is* **40%** *and hence % marks range 0-39.99 corresponds to the letter grade 'F'.*

Table 13. Letter Grades with Grade Points and Marks Equivalence (For MBA programme)

Range of Marks (%)	Grade Point	Letter Grade
90-100	9.0-10.0	O (Outstanding)
80-89.99	8.0-8.99	A+ (Excellent)
70-79.99	7.0-7.99	A (Very Good)

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65-69.99	6.5-6.99	B+	(Good)
60-64.99	6.0-6.49	B	(Above Average)
55-59.99	5.5-5.99	C	(Average)
50-54.99	5.00-5.49	D	(Pass)
0-49.99	0	F	(Failed) / RA (Reappear)
-	0	Abs	(Absent)
-	0	I	(Course Incomplete)

Remarks: The cut-off mark for Grade B+ (Good) is 65% marks and the cut-off mark for Grade B (Above Average) is 60% marks under this grading system.

For MBA courses, achieving a 50% minimum in end semester examinations is mandatory. Continuous assessments lack a specified pass minimum requirement. However, the combined total (continuous assessment plus end semester) must reach at least 50% for passing. Consequently, any percentage ranging from 0 to 49.99 falls under the 'F' letter grade category.

Conversion Formula: Percentage of Marks=Grade point x 10

21.3. Each student shall be assigned a grade point and a letter grade in each course on the basis of the % marks scored in the course (continuous assessment and end semester examination marks taken together) as shown above. The minimum grade point required for passing a course is 4.0.

21.4. If two students score 78% and 73% marks in a course, then their grade points are 7.8 and 7.3 respectively, but both will be assigned the same letter grade of A. If the course carries 4 credits, then the credit points of these students will be 3.12 and 2.92 respectively.

21.5. The student is required to pass all the core courses and the stipulated minimum number of elective courses in order to complete the programme successfully.

21.6. After the completion of a semester, the Semester Grade Point Average (SGPA) of a student in that semester is calculated using the formula given under its definition. The minimum SGPA required for the successful completion of a semester is 5.0. However, a student with a SGPA less than 5.0 in a semester is permitted to proceed to the next semester.

21.7. The Cumulative Grade Point Average (CGPA) of the student is calculated at the end of a programme. For the CGPA computation, only the best performed courses with maximum credit points (P) alone shall be taken subject to the restrictions on the credits of Core and Elective courses prescribed for a specific PG degree programme. The CGPA of a student determines the academic level of the student in a programme and is the criterion for ranking the students.

21.8. An overall letter grade (Cumulative Grade) for the whole programme shall be awarded to the student based on the value of CGPA using the same criterion given in Table 12 for

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assigning a letter grade for a course on the basis of the grade point. For instance, if the CGPA of a student turns out to be 7.6, then the Cumulative Grade of that student will be A(Very Good).

21.9. The minimum CGPA required for the successful completion of a programme is 5.0, which corresponds to 50% marks.

21.10. A student who secures zero grade point (F grade) in a course is permitted to register for repeating the course when the course is offered to the next batch in case of shortage of attendance.

21.11. A student who does not complete the stipulated requirements of a course gets I Grade (Course Incompletion). However, such a student shall be permitted by the Academic Committee, with the concurrence of the Department Council, to complete the course at a later time along with the respective semester.

21.12. If a student receives a grade point of less than 6.0 in a course, she or he may register for a re-examination within 7 days of the announcement of results in order to improve performance and may appear for the re-examination in the following semester for an end semester examination. However, there will be no opportunity for continuous evaluation improvement, but for end semester examination it is allowed. The student need not attend classes for a re-examination course. When registering for a re-examination course, the candidate will be awarded the higher of the marks obtained during regular registration or new registration. However, the continuous assessment marks will be carried forward to determine the new grade point in the re-examination course.

21.13. Courses in all programmes should be completed before the commencement of the final semester. The final semester shall contain the projects, dissertation and viva voce only.

22. GRADE CARD/ MARK / GRADE SHEET

22.1. The University under its seal shall issue to the students a mark/grade sheet on completion of each semester. The mark sheet shall contain the following information:

1) Name of the University

2) Name of the parent department

3) Title of the Programme

4) Name of the Semester

5) Name and Register Number of the student

6) Code number, Title and credit of each course opted in the semester

7) Continuous assessment, End semester examination and Total marks out of 100, Grade point (G), Letter grade and Credit point (P) in each course opted in the semester

8) The total credits, total credit points earned and SGPA in the semester

9) Details of the audit courses undergone in the semester provided that the candidate has an attendance of 75% or above for males and 72% or above for females in the course.

22.2. The final Mark/Grade sheet issued at the end of the final semester shall contain the details of all courses and projects taken by the student, including those taken over and above the prescribed credits for obtaining such a degree. However, as previously stated, only the best-performed courses with the highest grade points and the project alone shall be taken for the CGPA computation, subject to the restrictions on the minimum prescribed credits of core and elective courses for passing a specific degree. The final mark sheet shall contain the following information:

1) Name of the University

2) Name of the parent department

3) Title of the Programme

4) The academic pathway of the student (for UG and Honours)

5) Name of the Semester

6) Name and Register Number of the student

7) Code number, Title and credit of each course opted in the semester

8) Continuous assessment, End semester examination and Total marks out of 100, Grade point (G), Letter grade and Credit point (P) in each course opted in the semester

9) The total credits, total credit points earned and SGPA in the semester

10) Details of the audit courses undergone in the semester provided that the candidate has an attendance of 75% in the course.

11) CGPA (corrected to three decimal places), calculated on a 10-point scale.

12) Percentage of marks (corrected to two decimal places)

13) Overall letter grade of the student for the entire programme.

14) CGPA and percentage of arks separately for Major courses, Minor courses, Internships, General Foundation Courses and Projects (if applicable).

15) The elective courses opted for by the student.

16) Specialisation of the student (if applicable)

17) Details of Extra credits earned by the student through online/ additional courses

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23. TRANSCRIPT

23.1. A detailed transcript may be issued by the Controller of Examinations on request and payment of a prescribed fee by the student. The transcript shall contain:

   i. All the information that is included in the grade card

   ii. The month and year of passing each course

   iii. The final grades awarded

   iv. The CGPA and the class, if any obtained

   v. Signature or facsimile of the Controller of Examinations/ Registrar

24. ACADEMIC COMMITTEE

24.1. There shall be an Academic Committee constituted by the Vice-Chancellor to manage the working of the choice-based credit semester system (CCSS).

24.2. The committee consists of;

   1. The Vice-Chancellor

   2. The Pro-Vice-Chancellor

   3. The Registrar

   4. The Controller of Examinations

   5. Deans of Faculties representing the subjects of the University Teaching Departments / Schools.

   6. Syndicate member representing the University Teachers

   7. Head and One teacher other than the Dean from each Department/School nominated by the Department Council based on seniority and by rotation.

   8. Student Syndicate Member

   9. Chairman, Department Students Union

   10. The Convener, CCSS PG

24.3. The Vice-Chancellor shall be the Chairman of the Academic Committee and the Pro-Vice-

24.4. Chancellor the Vice-Chairman. A senior Professor nominated by the Vice-Chancellor from among the members of the committee shall be the Convener of the   Academic Committee.

24.5. The normal term of the Academic Committee shall be two years. It is mandatory to reconstitute the committee before its term expires.

24.6. The Academic Committee shall meet at least two times in a semester.

24.7. The Committee shall manage the activities starting from the conduct of admission of the students to the issuance of the final score sheet at the end of the course.

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24.8. Administrative committee: There shall be a 5-member Administrative Committee within the Academic Committee to look after the day-to-day affairs of the CCSS in consultation with the Vice-Chancellor. The Convener of the Academic Committee shall be the Convener of the Administrative Committee. The other members of the Administrative Committee shall be nominated by the Vice-Chancellor from among the members of the Academic Committee.

24.9. There shall be a separate Administrative Office for the management of the CCSS.

25. BOARD OF STUDIES FOR THE CHOICE BASED CREDIT SEMESTER SYSTEM

25.1. The Department Council shall prepare the Syllabus for Choice based Credit Semester System and the same shall be reported to the respective Board of Studies. Presently, the syllabus should be crafted in the Outcome-Based Education (OBE) format.

25.2. This council holds the prerogative to craft new courses, revise or restructure existing ones, and substitute any current courses with updated or re-envisioned versions. These actions aim to enrich the educational experience and practical training for students.

25.3. Any courses that are newly introduced or modified as per the stipulation above must be notified to the Academic Committee well before the commencement of the semester. This ensures that students have access to this information when registering for courses. Registration for semester courses should be initiated three weeks before the conclusion of the preceding semester.

25.4. It is desirable not to change the courses once a programme gets started. However, modified or new courses can be offered in the midst of a programme at the elective level, with such changes made available well in advance of the start of a semester.

25.5. A course syllabus should encompass the course title, credit allocation, prerequisites, and anticipated outcomes. Students are required to fulfil any prerequisites before the start of the course.

25.6. Each Department's PG Programme Syllabus should contain at least one Horizontal Mobility (Open Elective) course syllabus that can be chosen by the students from other departments in the University.

25.7. Every course will be assigned a unique alpha-numeric code, which encapsulates comprehensive details about the Department/School offering the course, the semester it's offered in, and its sequence number.

25.8. The Department Council is mandated to report any course creation or modifications to the respective Boards of Studies in their first meeting after these changes.

25.9. The Department Council will oversee the administration of every program implemented under the Credit Semester System within a Department/School.

25.10.   The Board of Studies concerned must validate model question papers for each course.

26. RANK / POSITION CERTIFICATE

26.1. Position certificate will be issued by the Controller of Examinations on request of the candidates concerned. A provisional Position Certificate will be issued immediately after the publication of the result. Final position certificates are issued only after the completion of the revaluation process.

26.2. Normally position certificates are issued up to 3rd positions. However, if a candidate applies, certificates up to the 5th position can be issued.

26.3. The grace marks, and moderation awarded, if any, will not be considered.

26.4. The candidates who have passed the entire programme in the first appearance itself will only be considered.

26.5. Improvement marks during the course are considered for ranking. But improvement after the completion of the course shall be reckoned.

26.6. Candidates should have completed the course without any break.

26.7. Readmitted candidates shall not be considered for ranking/positioning.

27. ACADEMIC MONITORING AND STUDENT SUPPORT

27.1. Regular Department Council meetings shall be convened in the department immediately after the commencement of the semester and immediately after announcing the marks of the Continuous assessment test.

27.2. The continuous assessment marks, classroom presence/participation, etc. shall be uploaded on the University portal only after displaying the same on the department notice board at least for two working days.

27.3. Any concern raised by the students regarding attendance and continuous assessment marks shall be looked into in the combined meetings of advisors, course faculty, and the students concerned.

27.4. If the concerns are not resolved at the advisor's level, the same can be referred to the properly constituted departmental/university-level grievance redressal committees.

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27.5. Grievances Redressal Committee: Grievances of students, if any, will be duly addressed by the two-tier Grievances Redressal Committee.

(Tier -1) Department-level Grievances Redressal Committee consisting of

1) HoD as the Chairman
2) One senior faculty from the department concerned
3) One female course teacher from the department concerned or a sister department
4) One Minority/SC/ST course teacher from the department concerned or a sister department
5) One student class representative from the batch concerned of the programme.

If the grievance is not resolved at the Department level, it will be considered by

(Tier 2) University Level Grievances Redressal Committee consisting of;

1) Vice Chancellor (Chairman)
2) Convener, CCSS PG
3) HoD concerned
4) Member, Internal Complaint Committee
5) Chairman, Department Students Union

27.6. The decision of the University Level Grievances Redressal Committee Chairman will be final.

28. FAIRNESS OF THE EVALUATION

The Department Council has the responsibility to ensure a fair evaluation of the students. Any complaints from the students about the conduct of courses and evaluation or any complaints from the teacher about the students shall be enquired by the Department Council. If the council fails to sort out such complaints, it shall be reported to the Academic Committee for further enquiry by a Committee duly constituted by the Academic Committee. If the complaint still exists or prevails, the two-tier Grievance Redressal Committee will sort it out.

29. STUDENT EVALUATION OF THE COURSES AND THE TEACHERS

There shall be a questionnaire prepared by the Academic Committee to evaluate the specific courses and the concerned teachers confidentially by the students at the end of each semester. The required questionnaire shall be designed by the Academic Committee (A draft is given in Appendix–I). These confidential reports must be used to improve the quality of courses and academic standards and must not be linked to teacher career advancement.

30. TRANSITORY PROVISION

Notwithstanding anything contained in this regulation, the Vice-Chancellor shall, for one year from the date of coming into force of this regulation, have the power to provide by order that this regulation shall be applied to any programme with such modifications as necessary.

31. REPEAL

The Regulations now in force in so far as they are applicable to the programmes offered in the University Teaching Departments/Schools and to the extent they are inconsistent with this regulation are hereby repealed. In the case of any inconsistency between the existing regulations and this regulation relating to the Choice-based Credit Semester System in their application to any course offered in a University Teaching Department / School, the latter shall prevail.

APPENDIX –I. EVALUATION BY STUDENT

Your honest and thoughtful suggestions are solicited for the purpose of aiding your instructor and the Department/School in improving the teaching programmes in the Department/School. Please read carefully and assess the various aspects of your teacher / course given below by putting tick mark in the appropriate boxes. Your response will be anonymous and will not affect your grade.

A. TEACHER EVALUATION SCHEDULE

Department:

Semester: Year:

Name of the Course:

Name of the Instructor**:**   Date:

Sl. No.	Aspect	Very Good	Good	Average	Poor
1	Ability to inspire you				
2	Mastery of the subject				
3	Clarity of Explanation / Communication skill				
4	Keenness to ask questions				
5	Ability to stimulate discussion				
6	Ability to stimulate fresh thoughts				
7	Keenness to invite questions				
8	Preparation for the class				
9	Efficiency in classroom management				
10	Fairness in student evaluation				
11	Use of modern teaching aids and methods				
12	Regularity in taking classes				
13	Special care for weak students				
14	Demonstration of practical experiments				
15	Availability to students outside the class				
16	Your willingness to take another course offered by this teacher				
17	Any other aspect to mention.				

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B. COURSE EVALUATION SCHEDULE

Sl. No.	Question	Answer			
1	Is the course difficult to study?	Very difficult	Difficult	Somewhat difficult	Simple
2	Is the subject matter interesting?	Very interesting	Interesting	Somewhat interesting	Boring
3	Is the course relevant to the programme offered?	Very relevant	Relevant	Somewhat relevant	Irrelevant
4	Is the course stimulating to search for further knowledge?	Very stimulating	Stimulating	Somewhat stimulating	Not stimulating
5	Does the course cover all the aspects to be studied in the area?	Covers all aspects	Covers All aspects	Average coverage	Poor coverage
6	Did the course further your knowledge?	Substantially furthered	Furthered	Somewhat furthered	Did not further
7	Will you be interested in undertaking further studies in the area?	Very much interested	Interested	Somewhat interested	Not interested

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Table 1. Course and Credit Requirements of 5 Year Integrated PG (Major with Multiple Discipline Pathway)

Semester	Level	Discipline Specific courses Major + Minor				Multidisciplinary Stream (MDC) (General Elective)		Ability Enhancement courses (language) (AEC)		Skill Enhanceme nt courses /Internship /Dissertation (SEC) 3C		Common ValueAdded Courses (VAC)3 C		Total Credits
		DSC	Credits	DSE	Credits	MDC	Credits	AEC	Credits	SEC	Credits	VAC	Credits	
I	100	DSC(A)-1	4			MDC-1	3	AEC-1	3					
	100	DSC(B)-1	4					AEC-2	3					21
	100	DSC(C)-1	4											
II	100	DSC(A)-2	4			MDC-2	3	AEC-3	3					
	100	DSC(B)-2	4					AEC-4	3					21
	100	DSC(C)-2	4											
III	200	DSC(A)-3	4											
	200	DSC(A)-4	4			MDC-3	3					VAC-1	3	22
	200	DSC(B)-3	4											
	200	DSC(C) -3	4											
IV	200	DSC(A)-5	4											
	200	DSC(A)-6	4			-		-		SEC-1	3	VAC-2	3	21
	200	DSC(A)-7	4									VAC-3	3	
V	300	DSC(A)-8	4	DSE(A)-1	4									
	300	DSC(A)-9	4	DSE(A)-2	4	-		-		SEC-2	3	-		23
	300	DSC(A)-10	4											
VI	300	DSC(A)-11	4			-		-						
	300	DSC(A)-12	4	DSE(A)-3	4					SEC-3	3			23
	300	DSC(A)-13	4	DSE(A)-4	4									
										Internship	2			2
Total			76		16		9		12		11		9	**133**
Students who want to exit after 3-year UG programme will be awarded UG Degree in the relevant Discipline /Subject upon securing 133credits														
VII	500	DSC(A)-14	4	DSE(A)-5	4	Online/ MOOC-1	4	-		-				24
	500	DSC(A)-15	4											
	500	DSC(A)- 16	4	DSE(B/C)-1	4									
VIII	500	DSC(A)-17	4	DSE(A)-6	4	Online/ MOOC-2	4			(Research Project/ Dissertation) or DSC(A)17-19 12 Credits				20
		DSC(A)-18	4											
		DSC(A)-19	4											
			24		12		8		0		0		0	44
Students who want to exit after 4-year will be awarded Honours Degree in the relevant Discipline /Subject upon securing 177 credits.														
	600	DSC(A)-20	4											
IX	600	DSC(A)-21	4	DSE(A)-7	4									
	600	DSC(A)-22	4	DSE(A)-8	4									20
X	600					Online/ MOOC-3	4			Project /5 Courses#	20			24
Total			12		8		4		0		20		0	44
Students who complete 5-year will be awarded M.Sc Degree in the relevant Discipline /Subject upon securing 221 credits, #May be selected from 500 level														

Table 2. Course and Credit Requirements of 5 Year Integrated PG (Major with Minor Pathway)

Semester	Level	Discipline Specific courses Major + Minor				Multidisciplinary Stream (MDC) (General Elective)		Ability Enhancement courses (language) (AEC)		Skill Enhanceme nt courses /Internship /Dissertation (SEC) 3C		Common ValueAdded Courses (VAC)3 C		Total Credits
		DSC	Credits	DSE	Credits	MDC	Credits	AEC	Credits	SEC	Credits	VAC	Credits	
I	100	DSC(A)-1	4			MDC-1	3	AEC-1	3					
	100	DSC(B)-1	4					AEC-2	3					21
	100	DSC(B)-2	4											
II	100	DSC(A)-2	4			MDC-2	3	AEC-3	3					
	100	DSC(B)-3	4					AEC-4	3					21
	100	DSC(B)-4	4											
III	200	DSC(A)-3	4											
	200	DSC(A)-4	4			MDC-3	3					VAC-1	3	22
	200	DSC(B)-5	4											
	200	DSC(B)-6	4											
IV	200	DSC(A)-5	4											
	200	DSC(A)-6	4			-		-		SEC-1	3	VAC-2	3	21
	200	DSC(A)-7	4									VAC-3	3	
V	300	DSC(A)-8	4	DSE(A)-1	4									
	300	DSC(A)-9	4	DSE(A)-2	4	-		-		SEC-2	3	-		23
	300	DSC(A)-10	4											
VI	300	DSC(A)-11	4			-		-						
	300	DSC(A)-12	4	DSE(A)-3	4					SEC-3	3			23
	300	DSC(A)-13	4	DSE(A)-4	4									
										Internship	2			2
Total			76		16		9		12		11		9	133
Students who want to exit after 3-year UG programme will be awarded UG Degree in the relevant Discipline /Subject upon securing 133credits														
VII	500	DSC(A)-14	4	DSE(A)-5	4	Online/ MOOC-1	4	-		-				24
	500	DSC(A)-15	4											
	500	DSC(A)- 16	4	DSE(B)-1	4									
VIII	500	DSC(A)-17	4	DSE(A)-6	4	Online/ MOOC-2	4			(Research Project/ Dissertation) or DSC(A)17-19 12 Credits				20
		DSC(A)-18	4											
		DSC(A)-19	4											
			96		20		17		12		23		9	177
Students who want to exit after 4-year will be awarded Honours Degree in the relevant Discipline /Subject upon securing 177 credits.														
IX	600	DSC(A)-20	4											
	600	DSC(A)-21	4	DSE(A)-7	4									
	600	DSC(A)-22	4	DSE(A)-8	4									20
X	600					Online/ MOOC-3	4			Project /5 Courses#	20			24
Total			100		36		21		12		43		9	221
Students who complete 5-year will be awarded M.Sc Degree in the relevant Discipline /Subject upon securing 221 credits, #May be selected from 500 level														

Table 3. Course and Credit Requirements of 5 Year Integrated PG (Major Only Pathway)

Semester	Level	Discipline Specific courses Major + Minor				Multidisciplinary Stream (MDC) (General Elective)		Ability Enhancement courses (language) (AEC)		Skill Enhanceme nt courses /Internship /Dissertation (SEC) 3C		Common ValueAdded Courses (VAC)3 C		Total Credits
		DSC	Credits	DSE	Credits	MDC	Credits	AEC	Credits	SEC	Credits	VAC	Credits	
I	100	DSC(A)-1	4			MDC-1	3	AEC-1	3					
	100	DSC(B/C/D)-1	4					AEC-2	3					21
	100	DSC(B/C/D)-2	4											
II	100	DSC(A)-2	4			MDC-2	3	AEC-3	3					
	100	DSC(B/C/D)-3	4					AEC-4	3					21
	100	DSC(B/C/D)-4	4											
III	200	DSC(A)-3	4											
	200	DSC(A)-4	4			MDC-3	3					VAC-1	3	22
	200	DSC(B/C/D)-5	4											
	200	DSC(B/C/D)-6	4											
IV	200	DSC(A)-5	4											
	200	DSC(A)-6	4			-		-		SEC-1	3	VAC-2	3	21
	200	DSC(A)-7	4									VAC-3	3	
V	300	DSC(A)-8	4	DSE(A)-1*	4									
	300	DSC(A)-9	4	DSE(A)-2*	4	-		-		SEC-2	3	-		23
	300	DSC(A)-10	4											
VI	300	DSC(A)-11	4			-		-						
	300	DSC(A)-12	4	DSE(A)-3*	4					SEC-3	3			23
	300	DSC(A)-13	4	DSE(A)-4*	4									
										Internship	2			2
Total			76		16		9		12		11		9	**133**
Students who want to exit after 3-year UG programme will be awarded UG Degree in the relevant Discipline /Subject upon securing 133credits														
VII	500	DSC(A)-14	4	DSE(A)-5	4		4	-		-				24
	500	DSC(A)-15	4			Online/ MOOC-1								
	500	DSC(A)- 16	4	DSE(A)-6	4									
VIII	500	DSC(A)-17	4	DSE(A)-7	4	Online/ MOOC-2	4			(Research Project/ Dissertation) or DSC(A)17-19 12 Credits				20
		DSC(A)-18	4											
		DSC(A)-19	4											
			96		20		17		12		23		9	177
Students who want to exit after 4-year will be awarded Honours Degree in the relevant Discipline /Subject upon securing 177 credits.														
IX	600	DSC(A)-20	4											
	600	DSC(A)-21	4	DSE(A)-8	4									
	600	DSC(A)-22	4	DSE(A)-9	4									20
X	600					Online/ MOOC-3	4			Project /5 Courses#	20			24
Total			100		36		21		12		43		9	**221**
Students who complete 5-year will be awarded M.Sc Degree in the relevant Discipline /Subject upon securing 221 credits, #May be selected from 500 level														

Table 4. Course and Credit Requirements of 5 Year Integrated PG (Double Major Pathway)

Semester	Level	Discipline Specific courses Major + Minor				Multidisciplinary Stream (MDC) (General Elective)		Ability Enhancement courses (language) (AEC)		Skill Enhanceme nt courses /Internship /Dissertation (SEC) 3C		Common ValueAdded Courses (VAC)3 C		Total Credits
		DSC	Credits	DSE	Credits	MDC	Credits	AEC	Credits	SEC	Credits	VAC	Credits	
I	100	DSC(A)-1	4			MDC-1 (DSC-A)	3	AEC-1	3					
	100	DSC(A)-2	4					AEC-2	3					21
	100	DSC(B)-1	4											
II	100	DSC(A)-3	4			MDC-2 (DSC-A)	3	AEC-3	3					
	100	DSC(B)-2	4					AEC-4	3					21
	100	DSC(B)-3	4											
III	200	DSC(A)-4	4											
	200	DSC(A)-5	4			MDC-3 (DSC-B)	3					VAC-1 (DSC-A)	3	22
	200	DSC(B)-4	4											
	200	DSC(B)-5	4											
IV	200	DSC(A)-6	4			-				SEC-1 (DSC-A)	3	VAC-2 (DSC-A)	3	21
	200	DSC(A)-7	4									VAC-3 (DSC-B)	3	
	200	DSC(B)-6	4											
V	300	DSC(A)-8	4			-		-		SEC-2 (DSC-A)	3	-		23
	300	DSC(A)-9	4	DSE(A)-1	4									
	300	DSC(B)-7	4	DSE(B)-1	4									
VI	300	DSC(A)-10	4	DSE(A)-2	4	-		-		SEC-3 (DSC-B)	3			23
	300	DSC(B)-8	4	DSE(B)-2	4									
	300	DSC(B)-9	4											
										Internship	2			2
Total			76		16		9		12		11		9	133
Students who want to exit after 3-year UG programme will be awarded UG Degree in the relevant Discipline /Subject upon securing 133credits														
VII	500	DSC(A)-11	4	DSE(A)-3	4		4	-		-				24
	500	DSC(A)-12	4			Online/ MOOC-1								
	500	DSC(A)-13	4	DSE(B)-3	4									
VIII	500	DSC(A)-14	4	DSE(A)-4	4	Online/ MOOC-2	4			(Research Project/ Dissertation) or DSC(A)14-16 12 Credits				20
	500	DSC(A)-15	4											
	500	DSC(A)-16	4											
			100		28		17		12		11		9	177
Students who want to exit after 4-year will be awarded Honours Degree in the relevant Discipline /Subject upon securing 177 credits.														
IX	600	DSC(A)-17	4											
	600	DSC(A)-18	4	DSE(A)-5	4									20
	600	DSC(A)-19	4	DSE(A)-6	4									
X	600					Online/ MOOC-3	4			Project /5 Courses#	20			24
Total			112		36		21		12		31		9	221
Students who complete 5-year will be awarded M.Sc Degree in the relevant Discipline /Subject upon securing 221 credits, #May be selected from 500 level														

Table 5. Course and Credit Requirements of 2 Year PG

Semester	Level	Discipline Specific courses Major + Minor				Online / MOOC Courses		Ability Enhancement courses (language) (AEC)		Skill Enhanceme nt courses /Internship /Dissertation (SEC) 3C		Common ValueAdded Courses (VAC)3 C		Total Credits
		DSC	Credits	DSE	Credits	MDC	Credits	AEC	Credits	SEC	Credits	VAC	Credits	
VII	500	DSC(A)-1	4	DSE(A)-1	4	Online/ MOOC-1	4	-		-				24
	500	DSC(A)-2	4											
	500	DSC(A)- 3	4	DSE(A)-2	4									
VIII	500	DSC(A)-4	4	DSE(A)-3	4	Online/ MOOC-2	4							20
		DSC(A)-5	4											
		DSC(A)-6	4											
			24		12		8					0		44
IX	600	DSC(A)-7	4	DSE(A)-4	4									20
	600	DSC(A)-8	4											
	600	DSC(A)-9	4	DSE(A)-5	4									
X	600					Online/ MOOC-3	4			Project /5 Courses#	20			24
Total			12		8		4		0		20		0	77
													To l	88

Table 6. Course and Credit Requirements of 1 Year PG

Semester	Level	Discipline Specific courses Major + Minor				Online / MOOC Courses		Ability Enhancement courses (language) (AEC)		Skill Enhanceme nt courses /Internship /Dissertation (SEC) 3C		Common ValueAdded Courses (VAC)3 C		Total Credits
		DSC	Credits	DSE	Credits	MDC	Credits	AEC	Credits	SEC	Credits	VAC	Credits	
IX	600	DSC(A)-1	4	DSE(A)-1	4									20
	600	DSC(A)-2	4											
	600	DSC(A)-3	4	DSE(A)-2	4									
X	600					Online/ MOOC-3	4			Project /5 Courses#	20			24
Total			12		8		4		0		20		0	44
													Total	44

Teaching departments will have the freedom to modify this structure to offer Theory only/ project only option in the final year PG. They are also allowed redistribute the X semester credits between theory and project components.