

Parvatibai Chowgule College of Arts and Science (Autonomous)
Scheme of Examination (B. A. and B. Sc.)
(Applicable to students who have registered from Academic year 2018-19 onwards)

AO-4: Scheme of Examination (B. A. and B. Sc.)

AO-4.1: Pattern of Assessment

Courses conducted in the B.A. and B.Sc. shall be assessed employing any one of the following options:

1. Continuous assessment only;
2. Continuous assessment and semester end examination; and
3. Continuous assessment, Mid-semester assessment and an end semester assessment.

The pattern of assessment can be based on alternative modes of evaluation. The pattern of assessment and modes of evaluation will be decided by the course instructor in consultation with the Department Faculty Council (DFC). The instructor will announce the pattern of assessment, the mode of evaluation and the time schedule of assessment right at the beginning of the semester. This disclosure will be a part of the course schedule.

Courses with practical components will have separate heads of passing.

AO-4.1.1 Pattern of Assessment for courses employing Continuous Assessment only (Theory)

- (a) The CA (Continuous Assessment) shall be conducted in a given Semester using alternate modes of evaluation such as assignment, seminar presentation, orals, demonstration, written etc.
- (b) Minimum 3 different assessments are to be conducted for the course. However, the teacher may conduct more than mandatory 3 assessments.

AO-4.1.2 Pattern of Assessment for courses employing Continuous Assessment and Semester End examination (Theory)

- (a) The CA (Continuous Assessment) shall be conducted in a given Semester using alternate modes of evaluation such as assignment, seminar presentation, orals, demonstration, written etc.
- (b) Minimum 3 different Assessments (including two CAs and one Semester End Examination (SEE)) are to be conducted for the course. However, the teacher may conduct more than mandatory 2 CAs.
- (c) Semester End Examination (SEE) to be conducted covering the entire syllabus.

AO-4.1.3 Pattern of Assessment for courses employing Continuous Assessment, Mid Semester Assessment (Midterm Assessment) and End Semester Assessment (Term End Examination) (Theory)

- (a) The CA (Continuous Assessment) shall be conducted in a given Semester using alternate modes of evaluation such as assignment, seminar presentation, orals, demonstration, written etc.
- (b) Minimum 3 different Assessments [including one CA, one Midterm Assessment (MA) and Term End Examination (TEE)] are to be conducted for the course. However the teacher may conduct more than one mandatory CA.
- (c) Midterm Assessment to be conducted covering the 50% of the entire syllabus. Term End Examination to be conducted at the end of the semester covering the remaining 50% of the entire syllabus.

AO-4.2: Monitoring the Assessments:

The responsibility for monitoring the assessment of courses offered by the Department will lie with the Head of the Department and the concerned Dean.

AO-4.3: Retake examination and Submission of results:

- a) After completion of the regular entire course assessment in a semester, retake examination will be conducted within 15 days for the following specified reasons with prior approval from the concerned teacher:
 - Students participating in various events like NSS/NCC/conferences etc
 - Medical reasons such as hospitalization, etc with prior permission supported by the medical certificate
 - Unforeseen emergencies such as Accidents, medical, curfew, bad weather etc.
 - Students who fulfill class policies and attendance policy but have acquired Grade R/Ab.
- b) Marks scored by students in the courses offered by the Department during the semester should be submitted to Examination Cell of the College at least one week before the end of the semester (commencement of the winter/ summer break) so as to facilitate the declaration of results.
- c) Any issues related to conduct of examination should be addressed to Controller of Examination.

AO-4.4: Scheme of evaluation for courses (Theory)

- a) A student shall be required to score a minimum of 40% marks in the theory component, to obtain a minimum Grade P in the theory component.
- b) For a course with practical component, a student is required to score a minimum of 40% marks in theory and practical component separately to obtain a minimum Grade P for the theory and practical components of the course.
- c) Marks scored by the student in the practical component of a course shall be carried forward if he/she has scored the minimum Grade P in that component.
- d) A student unable to obtain a minimum Grade P in core courses (CC) after the retake examination will have to repeat the course as and when it is next offered and if the time table permits.

- e) A student unable to obtain minimum Grade P in elective courses (CE) after the retake examination will have to repeat the course as and when it is next offered or choose any other elective (CE) offered by the respective department during the semester.
- f) A student unable to obtain the minimum Grade P in courses other than core and electives (CE) after the retake examination will be eligible for repeat exam as per the college/class policy.

AO-4.5: Scheme of evaluation for courses (Practical)

- a) No separate examination(s) in laboratory exercises shall be conducted for courses having practical(s) component. Each experiment/laboratory work carried out by the student shall be assessed by the teacher/s during the regular practical. Marks shall be allotted for journal/lab record book, field work and oral/viva voce. The teacher concerned will decide the distribution of marks under different heads.
- b) For assessing the candidate's performance in the assigned experiment, the examiner shall take into account the planning, the procedure and the technique followed by the candidate along with the readings/observations, the results and the presentation.
- c) In oral examination, the examiner(s) shall assess the knowledge of the candidate in the course as well as the experiment(s) performed by the candidate.
- d) Record of the marks obtained by the candidate shall be maintained by the respective department for Semesters I to VI, in a sealed envelope for a minimum period of 3 years.
- e) The practical assessment shall be treated as an independent head of passing.
- f) A candidate may be permitted, strictly on medical or other genuine grounds, to perform practical(s) missed, at the end the course.
- g) A student unable to obtain a minimum Grade P in a practical component will be provided with a comprehensive repeat assessment provided the student fulfills the Course/Department policies and attendance policy.

AO-4.10: Provision for Improvement

A candidate who has passed B.A. / B.Sc. Programme and desires to improve his/her performance / grade shall be permitted to appear again only in the core courses(CC) and core elective courses(CE) from semester I to semester VI.

This facility to reappear under improvement in a course shall be made available only during the immediately subsequent regular odd/even semester subject to the approval of the concerned Departmental Faculty Council (DFC).

To avail of this facility, a student will have to register at the beginning of the semester. As part of the improvement process, the student will have to answer all assessments of the course as per the class policy.

The candidate shall be required to surrender the original statement of marks and other relevant documents at the time of receiving the fresh statement of marks in the event of improvement of performance/total score. The performance of a candidate, who appears under this provision and fails to improve, shall be ignored. A candidate can appear only once under this clause.

AO-4.12: Guidelines for Exemption

- a) A candidate who obtains a minimum Grade P in a course(s) shall be exempted from reappearing in that course(s).
- b) He/She shall be declared to have passed the full examinations on his/her obtaining a minimum Grade P in all the courses.