



Chowgule Education Society's
Parvatibai Chowgule College of Arts and Science
(Autonomous)

Accredited by NAAC with Grade 'A+'
Best Affiliated College-Goa University Silver Jubilee Year Award

Handbook – Exam Cell

(Applicable to students who have registered for first year M.A./M.Sc./P.G.Diploma in the Academic Year 2024-2025)

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EXAM CELL

Following are the members of Exam Cell :

S.No.	Name	Designation	Responsibility
01	D Prabakaran	Associate Professor	Controller of Examinations
02	Dr.Meghana S Devli	Associate Professor	Deputy Controller of Examinations
03	Dr.Manjita Porob	Associate Professor	Member
04	Ms.Suchitra Bhat	Associate Professor	Member
05	Ms.Malati Desai	Assistant Professor	Member
06	MS.Alka Gawas	Assistant Professor	Member
07	Mr.Mahesh Matha	Assistant Professor	Member
08	Mr.Mitendra Alve	Assistant Professor	Member
09	Mr.Shaiesh Morajkar	Assistant Professor	Member
10	Ms.G V K Nagalakshmi	Junior Programmer	Member
11	Mr.Vasant Shirwaikar	Junior Programmer	Member
12	Mr.Cedric Barreto	Support Staff	L.D.C.
13	Mr.Balaji Naik	Apprentice	Secretary
14	Ms.Anjali Gaonkar	Support Staff	M.T.S.

ACADEMIC PROGRAMMES

Following are the various academic programmes in the College :

- B.A./B.Sc. (120 Academic credits)
- B.VOC. (180 Academic credits)
- M.A./M.Sc. (80 Academic Credits)
- PG Diploma(40 Academic Credits)

ACADEMIC EVALUATION

- ▶ For Courses **without** Practical : Theory = 100 marks ≈ 4 Credits
Theory = 50 marks ≈ 2 credits

- ▶ For Courses **with** Practical : Theory = 75 marks ≈ 3 Credits
: Practical = 25 marks ≈ 1 Credit

ASSESSMENTS

Theory Assessment

- ▶ To be entirely conducted by the course teacher(s)
- ▶ Minimum **FOUR** evaluations for courses of 3 credits and above
(3 Continuous Assessments[CA] + 1 Semester End Examination[SEE])
- ▶ No grace marks
- ▶ Minimum of 40% cumulative score required to earn allotted credits.

CA+ SEE

- ▶ The weightage for the CA and SEE in all Core and Elective courses, shall be 60% and 40% respectively.
- ▶ The SEE shall be conducted as per the academic calendar.

Practical Assessment

- ▶ Assessment to be done on regular basis.
- ▶ No formal examination at the end of semester.
- ▶ Record of marks of each practical assessment in laboratory is to be maintained.
- ▶ Minimum of 40% of the total marks allotted to be scored to earn the allotted credit.
- ▶ No grace marks.
- ▶ The practical assessment shall be treated as an **independent head of passing**.
- ▶ A student unable to obtain a minimum Grade P in a practical component will have to **repeat** the respective practical credits as and when it is next offered.

REPEAT EXAMINATIONS

- Students who do not secure a minimum of “P” Grade in a Core Course shall have the option of answering SEE in the following Semester(s), or to repeat the Course by registering for the Course whenever it is offered in the regular Programme.
- In the case of Elective Courses, a student who does not secure a minimum of “P” Grade shall have the option of answering SEE in the following Semester(s), or to repeat the Course by registering for the Course whenever it is offered in the regular Programme, or register for an alternative Elective Course to secure requisite number of Credits.
- Repeat examinations shall be conducted as per the allotted time frame for SEE in the academic calendar.
- In such cases, the CA score shall be carried forward. However, if the candidate is re-registering for a course, neither the CA nor the attendance of the previous attempt shall be carried forward.

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