

guidelines, each case may be examined in detail and punishment awarded on the merit of each case.

### **OC-66.7.3 Investigation of Grievance by the College Grievance Committee**

- 1 The Committee shall consider the written complaint by a student on the conduct of examination provided that
  - (i) the complaint is submitted within 15 days after the declaration of results;
  - (ii) the complaint is accompanied with a fee of Rs.200/- (refundable if the complaint is found genuine); and
- 2 The matter is referred to the Committee by the Principal. The Committee shall invite a reply to the allegations, if any, made by the student from the concerned party.
- 3 After considering the reply of the concerned party, the Committee shall recommend a course of action in writing to the Principal.
- 4 The Principal may inform the student the findings of the Committee and shall take appropriate action including reassessment of the said answer book. However, if the marks are reduced after revaluation of the said answer book the original marks shall be retained and the student to be communicated that there is no change in his/her result.
- 5 A minimum fine of Rs.200/- which shall not exceed Rs.500/-, shall be imposed on the student complainant, if the said allegation(s) is (are) found to be a deliberate attempt at casting aspersions on the teacher(s) concerned. If the allegations are found to be genuine and the same is recorded giving reasons, the action shall be taken as provided under OA-5.2.6.

### **OC-67 Ordinance relating to the Three Year Choice Based Credit System(CBCS) Programme of Bachelor of Computer Applications (BCA) (effective from academic year 2019-2020 onwards)**

#### **OC-67.1 GENERAL**

Choice Based Credit System (CBCS) provides choice for students to select from the prescribed courses. Under the CBCS, the requirement for awarding a Degree is prescribed in terms of number of Credits to be completed by the students.

#### **OC-67.1.1 OBJECTIVES**

- a) To bring the BCA curriculum on par with the model curriculum recommended by the University Grants Commission
- b) To impart quality education on par with international standards.



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#### OC-66.6 Grade Point Average (GPA)

The grade sheet in every semester shall reflect Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA). The Final result shall be declared as Final Grade Point Average (FGPA), earned at the end of the Programme, which shall be a measure of overall cumulative performance of a student over Semesters I- VI.

The SGPA/CGPA/FGPA shall be converted to a Letter Grade, as shown in the table below:

CGPA	Grades
10.0	O(Outstanding)
9.0 - <10	A+ (Excellent)
8.0 - <9.0	A (Very Good)
7.0 - <8.0	B+ (Good)
6.0 - <7.0	B (Above Average)
5.0 - <6.0	C (Average)
4.0 - <5.0	P (Pass)
Less than required credits or CGPA <4.0	F (Fail)

#### OC-66.7 College Examination Committee, College Unfair Means Inquiry Committee and College Grievance Committee.

OC-66.7.1 The following committee shall be constituted by the Principal of the college for the terms mentioned against each of them and shall work subject to control and supervision of the Principal.

- (a) College Examination Committee - 3 years
- (b) College Unfair Means Inquiry Committee (CUMIC) - 3 years
- (c) College Grievance Committee - 3 years
- (A) The College Examination Committee shall consist of :
  - (i) A senior teacher who shall be the Chairperson
  - (ii) Two or four regular teachers (In addition to the Chairperson).
- (a) There shall be no remission in work-load but adequate remuneration shall be paid to the members.
- (b) This Committee shall be generally in charge of all matters pertaining to B.A., B.Com., and B.Sc. Examinations in the College.
- (c) The Committee shall prepare the examination time-table, arrange to get the question paper sets printed and answer books assessed.
- (d) The Committee shall arrange to get the results prepared, settled, announced and individual statement of marks prepared and issued to the candidates.
- (B) The CUMIC shall be constituted with the following members



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- (i) Vice-Principal or a senior teacher as Chairman.
- (ii) Two member of the College Examination Committee.
- (2) The Committee shall inquire into the cases of unfair means and malpractices reported in a manner prescribed by OC-66.7.2 and shall recommend to the Principal a course of action as prescribed in OA-5.14.
- (C) The College Grievance Committee shall be constituted as under :-
  - (i) Vice-Principal/ senior member of teaching staff as Chairman, provided that he is not the Chairman of CUMIC.
  - (ii) Two regular teachers, preferably not members of CUMIC and the College Examination Committee.
  - (iii) In case the Grievance concerns any member of the committee, the Principal shall reconstitute the Committee for the concerned grievance, excluding the concerned member.
- (a) This committee shall investigate into written complaints from the students, referred to Committee by the Principal, in the conduct of examinations and recommend a course of action to the Principal as prescribed in OC-66.7.3 and OA- 5.14.

#### OC-66.7.2 Inquiry into cases of unfair means

The following procedure shall be followed for inquiring into the cases of candidates alleged to have used unfair means at the F. Y. and/or S. Y. B.A./B.Com./ B.Sc., examinations.

- 1 The candidates be served with a show cause notice and made aware of the charges/allegations reported against him/her so as to enable him/her to prepare his defence at the time of this appearance before the CUMIC and inform him/her thereby of the proposed action to be taken in his/her case, directing him/her to reply to the show cause notice as to why the action proposed should not be taken against him/her.
- (a) The reply received by the Committee from the candidate when he/she appears before it be considered by the Committee and the final recommendation in the matter be taken and reported to the Principal for approval.
- (b) The punishment finally awarded can be equal to, or less than, what is mentioned in the show cause notice, but not more than what is mentioned therein.
- (c) The CUMIC is a recommendatory body. The Principal has to exercise his/her power under Statute SB-13(iv) of the University and issue final order.
- (d) The broad category of malpractice and the quantum of punishment for each category thereof shall be as given in Ordinance on malpractices i.e. OA-5.14.19. Besides these



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