

**PONDICHERRY UNIVERSITY**

**CHOICE BASED CREDIT  
SYSTEM**

**REVISED REGULATIONS**

**(EFFECTIVE FROM ACADEMIC YEAR 2019-2020)**



**2019-2020**

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# CHOICE BASED CREDIT SYSTEM REGULATIONS

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## 1. PREAMBLE

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The Choice Based Credit System (CBCS) enables a student to obtain a degree by accumulating prescribed number of credits. The number of credits earned by the student reflects the knowledge or skill acquired. Credits are assigned to each course based on the contents. The student also has choice in selecting courses out of those offered by various departments. The grade point earned in each course reflects the student's proficiency.

The CBCS enables the students to earn credits across departments and provides flexibility in duration to complete a Programme of study. The CBCS facilitates transfer of credits earned in different Departments/Centers of other recognized / accredited universities or institutions of higher education in India and abroad. In this System student representatives take part in designing the curriculum for a Programme of Study and facilitate in running the academic Programmes.

The CBCS is managed by Pondicherry University Student Academic Management System (PU-SAMS), an online platform that works on the principle of differential access and need-to-know basis.

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## 2. SCOPE AND COVERAGE

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- 1) The CBCS is applicable to all full-time Post Graduate and Five Year Integrated Post Graduate study approved by the Academic Council.
- 2) It is also applicable to any other Programme of study approved by the Academic Council that has been prescribed to follow the CBCS pattern.
- 3) The learning and evaluation is on Semester pattern.
- 4) Eligibility and admission procedure for each Programme of study under CBCS shall be approved by the Academic Council and specified in the Information Brochure of the University.

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### **3. COURSES AND CREDITS**

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#### **3.1. Course Structure and Syllabus**

1. The Course Structure shall prescribe the minimum eligibility, Semester wise list of courses, including, Theory, Laboratory, Field work, Project work etc., and total credits for each Programme of Study.
2. Detailed syllabus for all courses offered by the Department shall be prepared in a specific number of units along with full details of Text Books, Reference Books, Web based resources, Reference of papers, e-Books, Published Reports, Monographs, etc. relevant to the course and made available to teachers and students.
3. Each course shall have a title and a unique course code. The course code shall consist of four alphabets representing the Department /Centre, and three numerals. The first numeral stands for level of the course, the second numeral stands for odd or even semester and third numeral is the serial number of the course. The Course Structure and Syllabus of each PG programme shall be approved and recommended by the Programme Committee to Board of Studies (BOS) and School Board and then the Academic Council.
4. The syllabi of courses shall be revised at least once in three years to keep up with developments. Teachers can carry out minor revisions within the outline of the syllabus to include latest developments in the course, while retaining the title and code of the course. Such minor revisions should be approved by Programme Committee before implementation.
5. New course proposed by a Faculty member is to be first considered and approved in the Programme Committee of the Department and BOS and then to be placed before the School Board and Academic Council for approval.

#### **3.2. Courses**

1. The courses offered under a Programme of Study are designated as Hard Core and Soft Core courses.
2. A course designated as Hard Core course for a particular Programme of Study must invariably be completed by students to receive the degree in that Programme.

3. In addition to Hard Core courses, students are required to earn a minimum number of credits from Soft Core courses (please see Table 1) to receive the degree.
4. A course offered by a Department may be treated as a Hard core or Soft Core course for students of other departments as per the requirement of the Programme of Study.
5. Soft Core courses can be chosen from (a) a list of Soft Core courses prescribed for a Programme of Study and (b) any course offered by a Centre/Department/School under CBCS as Soft Core course, with the advice of Faculty Advisor.
6. While choosing a Soft Core course students should keep in mind that the chosen course will: (a) support the discipline of study; (b) provide an expanded scope; (c) enable an exposure to some other discipline/domain; and (d) nurture the student's proficiency/skill.
7. Each Hard Core and Soft Core course offered for 5 year Integrated PG and 2 year PG programmes shall normally carry 2, 3 or 4 credits.
8. Project Work of PG programmes may normally carry 4 or 5 credits, however, if a semester is assigned entirely for Project work it may carry up to 12 credits.

### **3.3. Online Courses**

1. Students may pursue online courses through SWAYAM platform, with the approval of Programme Committee of respective Department/Centre, and these will be treated as Soft Core courses.
2. Though the host institute may award more credits to an online course, the maximum number of credits assigned to an online course shall not exceed 3 credits, and the minimum shall be 2 credits. Course code for online courses and the number of credits assigned to each course will be approved by the Programme Committee of respective Department/Centre, and these will be uploaded in the PU-SAMS portal.
3. A student will be permitted to pursue online courses up to a maximum of (a) 12 credits in 2 year PG Programmes, (b) 15 credits in 3 year PG Programmes like MCA, and (c) 24 credits in 5 year Integrated PG Programmes. However, during one semester a student will not be permitted to register for more than 5 credits of online courses.

4. SWAYAM Counsellors of each Department/Centre that facilitates online courses through the SWAYAM platform, shall obtain marks from the host institution. Grades will be awarded by the Programme Committee of respective Department/Centre.
5. Attendance will not be applicable for SWAYAM courses and therefore hall ticket will not reflect these courses.
6. Students will be permitted to drop online course within the time limit prescribed in the Academic Calendar.

### 3.4. Number of Credits

- 1) The minimum number of credits required to be earned by students of M.A./M.Sc./MBA Programmes shall be in the range specified in Table 1.
- 2) A candidate who has passed in all the Hard Core courses and Project Work (if any) and accumulated not less than the minimum number of Credits prescribed shall be eligible to receive the Degree.
- 3) The normal duration of 2 years PG Programme is 4 semesters. However, students have the flexibility to complete the PG Programme within a minimum of 3 semesters and maximum of 8 semesters. The normal duration of Integrated 5 years PG Programme is 10 semesters. The students, however, can earn the minimum number of credits in 8 semesters or in not more than 16 semesters.

**Table 1:** Minimum prescribed credits for the award of degree in PG Programmes

Sl.No.	Programme	Credits for Hard Core Courses	Credits for Soft Core Courses	Minimum credits required for award of degree
1	M.A./M.Sc./M.Tech. (except M.Tech ECE) / Any other 2 year P.G. Programme not mentioned below	48 to 60	12 to 24	<b>72</b>
2	M.Com.	68 to 78	12 to 24	<b>90</b>
3	M.B.A.	72 to 86	14-28	<b>100</b>
4	M.C.A.	72 to 90	18 to 36	<b>108</b>
5	5 year Integrated PG Programmes	148 to 162	30 to 44	<b>192</b>
5.1	Exit option to get UG degree in 5 year Integrated PG Programmes			<b>120</b>
6	M.Tech. (Electronics & Communication Engineering)	53	21	<b>74</b>

### **3.5. Contact Hours**

1. One credit shall mean one period of teaching for theory or two periods for laboratory /practical course per week in a semester having about 15 weeks of teaching.
2. One teaching period shall be for 60 minutes duration including 10 minutes for discussion/movement.
3. Field training course conducted by faculty members will carry one credit for every one week of such training.
4. Internship/Training for one month in an institution/ company/ organization approved by the Programme Committee will carry 2 credits.
5. One Tutorial hour per week may be conducted in addition to regular contact hours for both Hard core and Soft core theory Courses.

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### **4. REGISTRATION**

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1. Each student, on admission shall be assigned to a Faculty Advisor.
2. With the advice and consent of the Faculty Advisor the student shall register for a set of courses in each Semester.
3. The student has to seek the consent of each teacher offering the courses for registration.
4. No student shall be permitted to register for courses exceeding 30 credits per semester. However, registration for repeat courses is allowed in excess of this limit.
5. A student, to retain status, should register for at least 12 credits in a semester while registering within normal duration of 2 year PG and 5 year Integrated PG Programmes.
6. Students shall have to register for the courses within first week of a semester.
7. The maximum number of students to be registered in each course shall depend upon the physical facilities available.

8. Registration for Hard Core course offered by a Department is also open to students of other departments provided they meet the prerequisites.
9. The information on list of courses offered by every Department/Centre shall be made available in the PU-SAMS portal.
10. In any department, preference for registration shall be given to those students of that department for whom the course is a Hard core course.
11. The registration for Soft Core course shall be on first come first served basis, provided the student fulfills prerequisites for that course, if any. The number of students to be registered shall be based on the class room and laboratory capacity. Every effort shall be made by the Department/Centre to accommodate as many students as possible.
12. No soft core course shall be offered unless a minimum of 5 students are registered
13. After registration, the students shall be permitted to drop courses within the time limit prescribed in the Academic Calendar.

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## **5. EVALUATION**

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### **5.1. Internal and End Semester Marks:**

1. All theory courses in a PG programme shall carry an Internal Assessment component of 40 marks and End Semester component of 60 marks.
2. In case of practical courses involving Laboratory/Field/Project work, appropriate distribution of marks for Practical Record/ Project Report, Practical End-Semester exam, Viva, etc. may be decided by the respective Programme Committee.



## 5.2. Internal Assessment Marks

Each teacher shall organize a continuous assessment of each of the courses assigned to him/her. The internal assessment marks shall be given as per the following breakup:

Internal Assessment Tests /Term Papers/Quizzes (two)	: 30 marks
Seminars/Assignments/Case Demos/Presentations/ Write ups/ Viva, etc.	: 10 marks
Total	: 40 marks

A schedule of Internal Assessment tests may be prepared at the beginning of each semester. Internal Assessment marks shall be displayed a week before the conduct of end semester examination and all corrected answer papers shall be given back to students with comments, if any. It is mandatory for students to participate in all the Internal Assessment tests and in various course-work related activities for award of the above marks.

## 5.3. End Semester Examinations and Evaluation

1. End Semester examination shall be conducted for all courses offered in the department. The duration of the end semester examination shall be 3 hours.
2. A schedule of End Semester examinations will be prepared and displayed by the department about one month ahead of the conduct of the examination.
3. No student who has less than 70% attendance in any course shall be permitted to attend the end-semester examination and he/she shall be given FA grade– failure due to lack of attendance. He/she shall be required to repeat that course.
4. End-semester examinations shall be conducted by the University Department/Centre by assigning the responsibility of question paper setting, invigilation and single valuation of answer papers to the course teachers.

#### **5.4. Consolidation of Marks**

Programme Committee consisting of VC's nominee and other members shall take up the consolidation of Internal Assessment marks and End-Semester marks and prepare a Consolidated Marks Statement. In order to declare the pass, a Student should get

- a. A minimum of 40% marks in end-semester exam, and
- b. A minimum of 50% marks in aggregate when Internal Assessment and End-Semester marks are added.

#### **5.5. Supplementary Exam**

- a. A failed student who meets the attendance requirement shall be permitted to register for the next end-semester examination in the following semester itself and/or in subsequent semesters.
- b. A student who fails in a course due to insufficient attendance should repeat the course as and when it is offered.
- c. A student who gets F or FA grade in a course shall be given an option either to retain the previously awarded Internal Assessment mark or to improve it, and the higher mark out of these two options will be considered for the supplementary exam.

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### **6. PROGRAMME COMMITTEE**

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Every academic department of the University shall have a Programme Committee for implementing and monitoring the CBCS. The Programme Committee shall consist of a nominee of the Vice Chancellor who will be from a related discipline/department, all teachers offering the Hard and Soft core-courses for the Programmes of study and one student representative per class. The Head of the Department shall be the ex-officio Chair person.

## **6.1. Activities of the Programme Committee**

### **Duties and Responsibilities**

1. It shall be the duty and responsibility of Programme Committee to implement the CBCS guidelines in all Programmes of Study prescribed in a Department. It reviews and monitors the implementation of BOS approved Course structure, Coverage of syllabus, Time Table, Distribution of workload of faculty, Conduct of classes, Internal Assessments and End-semester examinations.
2. Programme Committee shall review and recommend infrastructure requirements for smooth conduct of teaching-learning activities and to carryout research in every Department.
3. Programme Committee provides an opportunity for individual teachers to initiate steps to float new courses, new methods of teaching, ICT implementation, etc.

## **6.2. Frequency of Meetings**

The Committee shall meet at least thrice in every semester. At first, in the beginning of the semester to chalk out Time Table, list of courses to offer, etc. Second time, at middle of the Semester to review the progress of academic activities. Last meeting of the Programme Committee shall finalize and recommend the grades for all the courses offered by the department in that semester. In this meeting student members shall not take part.

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## **7. GRADING AND GRADE CARD**

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The Programme Committee shall prepare two copies of the results, one with marks to be sent to the University Office and another for the Department. Grades shall be awarded as indicated below (**Section 7.1**) in a meeting of the Programme Committee to be held at the earliest, not later than 15 days after the last day of semester examinations.

The department shall display the provisional grades approved by Programme Committee within a week after the meeting. If a student wishes to look at his/her evaluated answer script, he/she can approach the concerned teacher or HOD within a week of declaration of the provisional results, and the evaluated answer script will be shown to the student. The extant procedure

notified by the University shall be followed for rectifying totaling error, mistake due to unvalued answer, and for revaluation of answer script. Thereafter the results shall be communicated to the Dean for approval.

### 7.1. Letter Grades

Performances of students in each paper are expressed in terms of marks as well as in Letter Grades. In case of fractions the marks shall be rounded off to nearest integer. The class interval for the purpose of awarding the grades shall be arrived at by dividing the difference between the highest mark secured and the minimum pass mark by 6 as there are six passing grades. The formula is given below:

$$K = (X-50)/6$$

Where, K = class interval, X= the highest mark in the subject.

The grades shall be awarded as given in Table II.

**Table II**

Range of Marks in %	Letter Grade	Points for Calculation of SGPA
X to (X-K)+1	O	10
(X-K) to (X-2K)+1	A+	9
(X-2K) to (X-3K)+1	A	8
(X-3K) to (X-4K)+1	B+	7
(X-4K) to (X-5K)+1	B	6
(X-5K) to 50	C	5
Below 50	F	
Failure due to lack of attendance	FA	

K should not be rounded off to less than two decimal places. The numbers given in Range of Marks column, (X-K), (X-2K), (X-3K), etc., can be rounded off to the nearest whole number.

In courses where the number of students who have secured 50 marks and above is less than 10, and in all courses for which students appear in supplementary exams, irrespective of the number of students who appear in supplementary exam of a course, grades shall be awarded as given in Table III.

**Table III**

<b>Range of Marks in %</b>	<b>Letter Grade</b>	<b>Points for Calculation of SGPA</b>
81-100	O	10
71-80	A+	9
66-70	A	8
61-65	B+	7
56-60	B	6
50-55	C	5
Below 50	F	
Failure due to lack of attendance	FA	

Semester Grade Point Average (SGPA) will be calculated as weighted average of grade points secured by the student in all the courses passed by him/her in a semester. The weights are the number of credits for each paper. For example, if a student gets A grade in a 4 credit course, B+ grade in a 2 credit course, A+ grade in a 3 credit course and F grade in a 3 credit course during a semester, SGPA will be calculated like this:  $(8 \times 4 + 7 \times 2 + 9 \times 3) / (4 + 2 + 3) = (32 + 14 + 27) / 9 = 73 / 9 = 8.11$ . Hence, the credits earned by the student in the semester will be 9, and SGPA will be 8.11. Cumulative Grade Point Average (CGPA) shall be calculated as weighted average of SGPA and credits earned by the student in consecutive semesters.

On successful completion of 5 year Integrated PG Programme and 2 year PG Programme, by earning prescribed number of credits (Table 1), students with a CGPA of 9.00 and above who passed all the courses in first attempt shall be awarded the degree in First Class with Distinction. Students with CGPA of 6.00 and above shall be placed in First Class, and students with CGPA between 5.00 and 5.99 shall be placed in Second Class.

## **7.2. Grade Card**

1. The University shall issue a Grade card for the students, containing the marks and grades obtained by the student in the previous semester and Grade Point Average (GPA) and Cumulative Grade Point Average (CGPA).
2. The grade card shall list:
  - a. The title of the courses taken by the student.
  - b. The credits associated with the course.
  - c. The marks and grade secured by the student.
  - d. The total credits earned by the student in that semester.
  - e. The GPA of the student.
  - f. The total credits earned by the students till that semester.
  - g. The CPGA of the student.

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## **8. EXIT OPTION IN 5 YEAR INTEGRATED PROGRAMME**

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- (1) The Exit Option shall be allowed at the end of 3<sup>rd</sup> year of all 5 year Integrated Programmes with the exception of M.P.Ed. Programme and subject to fulfilling mandatory conditions
- (2) It is mandatory to complete the courses such as English, MIL Communication, Environmental Sciences and Public Administration.
- (3) The concerned Co-ordinators have to frame the course structure and to arrange classes for the compulsory papers which are to be offered to fulfil the mandated requirements for consideration to issue Bachelor Degree.
- (4) The minimum number of credits to be completed for a 3 year UG degree is 120, including mandatory courses.
- (5) The students should be successful in all the courses (both hard and soft core).

- (6) The students are permitted to exercise Exit Option any time after 3 years. However, the students should have completed minimum required credit for a UG Programme by that time.
- (7) The respective Board of Studies will suggest the nomenclature of appropriate UG degree to the students who are exercising Exit Option.
- (8) Integrated/Dual Degree (name of the first degree - name of the final degree) will be awarded to all students on successful completion of 5 year Integrated Programme.

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## **9. POWER TO MODIFY AND REMOVE DIFFICULTIES**

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- 1. Notwithstanding anything contained in the foregoing, the Chairman, Academic Council shall have the power to issue directions or orders to remove any difficulty.
- 2. Nothing in the foregoing limits the power the A.C. to amend, modify or repeal any or all of the above.

**PONDICHERRY UNIVERSITY  
NATIONAL EDUCATION POLICY (NEP)  
REGULATIONS-2023**



**April 2023  
(Effective from Academic Year 2023-24)**



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# **PONDICHERRY UNIVERSITY**

## **NEP 2020 - REGULATIONS**

### **1.0. INTRODUCTION**

- Government of India has launched the National Education Policy (NEP - 2020) encompassing radical changes in the delivery and governance of Higher Education in India.
- Pondicherry University is adopting to implement the NEP curriculum framework from the Academic Year 2023-24 across all Academic Programmes.
- Pondicherry University NEP Regulations provide clear procedure for implementation of different provisions of NEP in Higher Education in terms of Undergraduate Degree (Honours/Honours with Research) programmes.
- Whereas the University seeks to enforce the academic disciplines to adopt to the spirit of NEP in terms of entry-exit requirements, academic bank of credits and credit transfers.
- Whereas the regulations ought to preserve the academic autonomy of the Schools/Departments in formulating curriculum, outlining learning outcome descriptors, pedagogical approaches, evaluation methods and assignment of grades.
- These regulations are poised for skill development, inter/multi-disciplinary learning, wider access and inclusiveness and entrepreneurship.

#### **1.1. Major Highlights**

- NEP-Regulations are applicable from the Academic Year 2023-24
- All Schools/ Departments are mandated to launch Integrated UG (Honours/Honours with Research) with entry – exit facility

- These academic programs will have lateral entry facility in all the years of study.
- First Year ends with the award of a Certificate, second year with a Diploma, third year with a UG degree and 4<sup>th</sup> year ends with an Honours/Honours with Research Degree.
- Skill development and holistic-multi-disciplinary learning are the focus of NEP.
- Summer vacation is proposed for conducting Internships/fieldstudies/exploring/Scientific Innovations/ conducting social/community outreach programmes and other similar field/work related programmes.
- Boards of Studies with inputs from programme committee would design curriculum as per the NEP guidelines of Pondicherry University outlined hereunder.
- Faculty members are encouraged to design courses having components of job-oriented skills. They are also encouraged to adopt innovative methods of Teaching-Learning for imparting the same and to have suitable assessment practices.
- Internationalisation of Higher Education is encouraged by designing Joint/Dual/twinning Degree programmes under MoU with Foreign Universities/National Institutes.
- All Departments/Schools to network with Industry/R&D Labs/PSUs/Govt. Departments/Academic Institutions for facilitating student internships.
- Overall monitoring and implementation of NEP-2020 will be the responsibility of a standing committee of NEP.

## **1.2. Transformative initiatives in Higher Education envisaged by NEP**

- Introduce holistic and Multidisciplinary undergraduate Education, that would help develop all capacities of human beings- intellectual, aesthetic, social, physical, emotional, ethical, and moral- integrating other soft skills along with specialised immersion in academics.
- The transformed education should improve employability of students by providing internships/skill development.
- The hard separation line between General Education, vocational Education and experiential learning will be removed, mobility between such different types of learning is to be smoothened by creditising every learning.
- Holistic education across the sciences, social sciences, arts, humanities and sports.
- Credit based courses on community engagement and service, environmental education, and value-based education.
- Opportunities for Internships with local industry, businesses, artists and craft persons to improve the employability of students.
- Flexibility for students to move from one institution to another
- Learning Outcome based approach to Higher Education

## **2. SHORT-TITLES AND DEFINITIONS**

### **2.1. Short- title, Commencement and Application**

- a) The Regulations brought out to implement GOI's National Education Policy shall be called as NEP-Regulations of Pondicherry University-2023.
- b) These Regulations shall come into force from the Academic Year 2023-24.
- c) These Regulations shall apply to all the Schools/Departments and Centres of the of the University for award of Degrees/Diplomas/Certificates.

- d) The UG/PG programmes governed by other statutory bodies/professional associations including NCTE, AICTE, BCI will adopt the pattern approved by those organisations.

## 2.2 Definitions

Terms used in the NEP- Regulations shall have the meaning assigned to them as given below unless the context otherwise requires.

- a) **“Credit”** is a unit by which the coursework is measured. It determines the number of hours of instruction required per week during a semester (Minimum 15 weeks). One credit is equivalent to 15 hours of teaching (lecture and /or tutorial) or 30 hours of practical and/or field work or community engagement and service per semester.
- b) **“Academic Year”** means the year starting in the month of June and ending in the succeeding month of May.
- c) **“Semester”** means 15-16 weeks of teaching-learning session of which two weeks shall be set apart for examination and evaluation; A semester comprises 90 working days and an academic year is divided into two semesters.
- d) **“Summer term”** is for 8 weeks during summer vacation. Internship/apprenticeship/work based vocational education and training can be carried out during the summer term, especially by students who wish to exit after two semesters or four semesters of study.
- e) **“Grade”** means a letter grade assigned to a student in a Course for her/his performance at academic sessions as denoted in symbols of : O(outstanding), A+(Excellent), A(Very good), B+(Good), B(Above average), C(Average), P(Pass) F(Fail) and Ab( Absent) with a numeric value of O=10, A+=9, A=8, B+=7, B=6, C=5 P=4, and F=0, Ab=0;
- f) **“Semester Grade Point Average (SGPA)”** is computed from the grades as a measure of the students’ performance in a given semester.

- g) **“Cumulative GPA (CGPA)”** is the weighted average of all courses the student has taken in a given Programme;
- h) **“Programme”** means a set of Courses that allows a student to structure and study to attain the status of being admitted to a Degree/Diploma of the University;
- i) **“Programme Committee”** means an Academic Committee constituted by the University for the purpose of conducting an Academic Programme;
- j) **“Credit Requirement”** for a Degree/Diploma/Certificate Programme means the minimum number of credits that a student shall accumulate to achieve the status of being qualified to receive the said Degree, Diploma/Certificate as the case may be;
- k) **“Exit option”** means the option exercised by the students, to leave the Programme at the end of any given Academic year;
- l) **“Lateral entry”** means a student being admitted into an ongoing Programme of the University other than in the 1st year of the programme.

### **2.3. Duration of the Programme**

The duration of the UG programme is 4 years or 8 semesters. Students who desire to undergo a 3-year UG Programme will be allowed to exit after completion of the 3rd year. If a student wants to leave after the completion of the first or second year, the student will be given a UG Certificate or UG Diploma, respectively, provided they secure the prescribed number of credits (as given in table below). Students who exit with a UG certificate or UG diploma are permitted to re-enter within three years and complete the degree programme. Students may be permitted to take a break from the study, they are allowed to re-enter the degree programme within 3 years and complete the programme within the stipulated maximum period of seven years.

## **2.4. Eligibility for the UG Programmes**

Senior Secondary School Leaving Certificate or Higher Secondary (12th Grade) Certificate obtained after successful completion of Grade 12 or equivalent stage of education corresponding to Level-4 (Levels in NHEQF).

## **3.0. AWARDING OF UG CERTIFICATE, UG DIPLOMA, AND DEGREES**

**UG Certificate:** Students who opt to exit after completion of the first year and have earned a minimum of 42 credits will be awarded a UG certificate if, in addition, they complete work based vocational course/internship of 4 credits during the summer vacation of the first year.

**UG Diploma:** Students who opt to exit after completion of the second year and have earned a minimum of 84 credits will be awarded the UG diploma if, in addition, they complete work based vocational course/internship of 4 credits during the summer vacation of the second year.

**3-year UG Degree:** Students who wish to discontinue after the 3-year UG programme will be awarded a UG Degree in the Major discipline after successful completion of three years, earning a minimum of 124 credits and satisfying the minimum credit requirements as mentioned in the table below.

**4-year UG Degree (Honours):** A four-year UG Honours degree in the major discipline will be awarded to those who complete a four-year degree programme, earning a minimum of 164 credits and have satisfied the credit requirements as mentioned in table below.

**4-year UG Degree (Honours with Research):** Students who secure a minimum of 7.5 CGPA in the first six semesters and wish to undertake research at the undergraduate level can choose a research stream in the fourth year. They should do a research project or dissertation under the guidance of a faculty member of the

University. The research project/dissertation will be in the major discipline. The students who secure a minimum of 164 credits, including 12 credits from a research project/dissertation, will be awarded UG Degree (Honours with Research).

#### **4.0. STRUCTURE OF THE UNDERGRADUATE PROGRAMME**

Every Integrated Programme offered by the University shall confirm to the structure specified hereunder. A programme must mandate the students to complete 124 credits to complete a basic Bachelor's Degree within first 3 years. With an additional 40 credits of course work one can pursue 4<sup>th</sup> Year Honours or Honours with Research Degree. The UG Programme will consist of the following categories of courses and the minimum credit requirements for 3-year UG and 4-year UG(Honours) or UG (Honours with Research) programmes are given below.



**Table 1: Breakup of Credits and Courses- Minimum requirement Outline**

<b>Sl.No.</b>	<b>Component</b>	<b>3 Year UG</b>	<b>4 Year UG (Honours/Honours With research)</b>
1	Major Disciplinary/Interdisciplinary Courses	60 Credits (15 Courses of 4 credits)	80 Credits (20 Courses of 4 credits)
2	Minor Disciplinary/interdisciplinary Courses (Vocational programme included)	24 Credits (6 Courses of 4 Credits)	32 Credits (8 Courses of 4 credits)
3	Multi-Disciplinary Courses	9 Credits (3 courses of 3 credits)	9 Credits (3 courses of 3 credits)
4	Ability Enhancement Courses	12 Credits (4 courses of 3 credits)	12 Credits (4 courses of 3 credits)
5	Skill Enhancement Course	9 Credits (3 courses of 3 credits)	9 Credits (3courses of 3 credits)
6	Value-added courses	8 Credits (4 courses of 2 credits)	8 Credits (4 courses of 2 credits)
7	Summer internship	(4credits- Included in Major courses of 60 credits)	(4 credits-Included in Major courses of 80 credits)
7	Community engagement and service	2 Credits (1 course)	2 Credits (1 course)
8	Research Dissertation Project	-	12 Credits
9	Total	124	164

*Note: Honours students not undertaking research will do 3 courses for 12 credits in lieu of a research project/ Dissertation.*

#### 4.1 STRUCTURE OF THE UNDERGRADUATE PROGRAMME UNDER NEP

**The Semester wise- Broad Course Category-wise Distribution of credits of the four-year UG programme with curricular/generic components focus based on the Curriculum and Credit Framework for Undergraduate Programmes (CCFUP-UGC)**

Sem.	Levels of Course in Major/ Minor Discipline (Codes)	Focus of Course Structure	Major Discipline	Minor Discipline	Multi-disciplinary Courses (MD)*	Ability Enhancement courses (AEC)	Skill Enhancement Courses (SEC)	Value-added courses (VAC)	Total
I	100-199 Foundation / Introductory courses.	-should equip students to take up advanced courses/ specialized coursework,  -to choose disciplinary/interdisciplinary course of their interest prospective professional field	Major 1 (4 Cr) (100 level)	Minor 1 (4 Cr) (100 level)	MD-1 (3 Cr) (Can be chosen from a bouquet) 1.Natural/Physical Sciences 2.Math/Stats/Comp. Applications 3. Lib. Information and Media. Sciences. 4.Commerce & Management 5.Humanities & Social Sciences	Eng -1 (3 Cr) Linguistic/communication Skills/critical reading/academic writing/cultural intellectual heritage of language /abilities to discuss/ debate	SEC-1 (3 Cr) (Practical skills, Hands on, soft skills and so on for employability in the disciplinary/interdisciplinary areas chosen)	VAC-1 (2cr) Understanding India - National development policies/fundamental duties/Indian education system, role of teachers)  VAC-2 (2cr) Environmental Science/Edn)- (2cr) (intends to deepen understanding of India's environment and effects on future)	21

II			Major 2 (4Cr) (100 level)	Minor 2 (4cr) (100 level)	MD-2 (3cr) (Can be chosen from a bouquet)  1.Natural/Physical Sciences 2.Math/Stat/Comp. Applications 3. Lib. Information and Media. Sciences. 4.Commerce & Management 5.Humanities & Social Sciences	MIL -1 (3cr) Linguistic/communication Skills/critical reading/academic writing/cultural intellectual heritage of language /abilities to discuss/ debate	SEC-2 (3cr) (Practical skills, Hands on, soft skills and so on for employability in the disciplinary/interdisciplinary areas chosen)	VAC-3 Health & Well Being / Yoga /sports/fitness (Promoting an optimal state of wellbeing) (2cr) VAC-4 Digital Technologies(2cr) Cutting edge areas like AI, Big data analysis and related areas. (2cr)	21
	<ul style="list-style-type: none"><li>❖ Students exiting the programme after securing 40 credits will be awarded UG Certificate in the relevant Discipline/Subject provided they secure 4 credits in work based vocational courses offered during summer term or internship / Apprenticeship in addition to 6 credits from skill-based courses earned during first and second semester.</li><li>❖ UG Certificate can be offered in multiple streams pertaining to the major discipline – eg. In the discipline of Commerce, certificates may be offered in Accounting, Taxation and Auditing and so on as separate streams.</li><li>❖ The student decides either to continue with the chosen major or request a change of major at the end of 2<sup>nd</sup> semester.</li><li>❖ The student declares the choice of minors and vocational stream related to the minor at the end of second semester after exploring various courses. ( The minor stream courses include vocational courses which will help the students to equip with job oriented skills.)</li></ul>								

III	200-299:Intermediate level courses	-Prerequisite for advanced level major courses	Major 3 Major 4 (8 cr) 200level	Minor 3 (4 Cr) 200 level (Vocational)	MD-3 (3cr) (Can be chosen from a bouquet)  1.Natural/Physical Sciences 2.Math/Stat/Comp. Applications 3. Lib. Information and Media .Sciences, 4.Commerce & Management 5.Humanities & Social Sciences	Eng -2 (3cr) Linguistic/communication Skills/critical reading/academic writing/cultural intellectual heritage of language /abilities to discuss/ debate	SEC(3cr) (Practical skills, Hands on, soft skills and so on for employability in the disciplinary/interdisciplinary areas chosen)		21
IV			Major 5 Major 6 Major 7 (12 cr) ( 200 level)	Minor 4 (4 Cr) (200&above) (Vocational)		MIL -2 (3 Cr) Linguistic/communication Skills/critical reading/academic writing/cultural intellectual heritage of language /abilities to discuss/ debate		Community Engagement and Service(2cr) (Generating solutions to real life problems)	21
<p>❖ Students exiting the programme after securing 80 credits will be awarded UG Diploma in the relevant Discipline /Subject, provided they secure additional 4 credits in work based vocational courses offered during summer term or internship / Apprenticeship.</p> <p>❖ UG Diploma can be offered in multiple streams pertaining to the major discipline. Summer Internship could be initiated during holidays and continued to the V<sup>th</sup> semester.</p>									

V	300-399: Higher Level courses	<i>Disciplinary/interdisciplinary course study for the award of degree</i>	Major 8 Major 9 Major 10 (12 cr) (300 level)	Minor 5 (4 Cr) (200&above) (Vocational)				Internship(4cr) (Major 11)		20
VI			Major 12 Major 13 Major 14 Major 15 (16 cr) 300 level	Minor 6 (4 Cr) (200&above))						20
<p>❖ Students who want to undertake 3-year UG programme will be awarded UG Degree in the relevant Discipline /Subject upon securing 122 credits.</p> <p>❖ A minimum of 12 credits will be allotted to the minor stream relating to vocational education and training spreading through 2, 3, 4 &amp;5 semesters.</p> <p>❖ Internship is included as the Major 11 course.</p>										
VII	400-499: Advanced Courses	<i>Lectures with seminars/term papers/ /labs/hands on, internships, Research/projects and so on.</i>  <i>(Research methodology/Statistics course for UG with Research)</i>	Major 16 Major 17 Major 18 (12 cr) (400 level)	Minor 7 Minor 8 (8 Cr) (300&above)						20

VIII			Major 19 Major 20 (8 cr) (400 level)			Research Project/Dissertation (12 Cr)			20
<ul style="list-style-type: none"> <li>❖ Students will be awarded UG Degree (Honours) with Research in the relevant Discipline /Subject provided they secure 164 credits</li> <li>❖ Honours students not undertaking research will do 3 courses for 12 credits in lieu of a research project / Dissertation.</li> <li>❖ Students of UG honours with research will choose a research component in the 4<sup>th</sup> year and complete research methodology courses and advanced courses in major/minor.</li> </ul>									

*Important Note: The concerned departments/centres need to design the structure of the courses following the suitable pedagogical approaches, learning outcomes and assessment methods following the guidelines given in the NEP regulations of Pondicherry University. Outcome based approach need to be followed so that students possess the characteristics of the graduate programme in both disciplinary areas and generic areas. The following link can be used for a detailed outline from the National Higher Education Qualifications Framework (NHEQF):*

[www.ugc.gov.in/pdfnews/2990035\\_Final-NHEQF.pdf](http://www.ugc.gov.in/pdfnews/2990035_Final-NHEQF.pdf)

## 4.2. Description of courses

The following are the types of courses in the UG Programme. Departments shall categorise and list out the courses offered into the following:

### (i) **Major Discipline (60 to 80 Credits)**

Major discipline is the discipline or subject of main focus and the degree will be awarded in that discipline. Students should secure the prescribed number of credits (not less than 50% of the total credits) through core courses in the major discipline. The major discipline would provide the opportunity for a student to pursue in-depth study of a particular subject or discipline. A student may choose to change the major discipline within the broad discipline at the end of the second semester provided all the prerequisites of the respective degree programme are fulfilled.

### (ii) **Minor Discipline (24 to 32 credits)**

Minor discipline helps a student to gain a broader understanding beyond the major discipline. For example, if a student pursuing an Economics major obtains a minimum of 12 credits from a bunch of courses in Statistics, then the student will be awarded B.A. degree in Economics with a Minor in Statistics.

- *24 credits of minor courses in the 3-year programme can be Disciplinary or Interdisciplinary courses or a mix of both. 50% of the total credits from minors must be secured in the relevant subject/ discipline and another 50% of the total credits can be from any discipline of students' choice.*
- 12 credits (50%) of the Minor (Disciplinary / Interdisciplinary) in the 3-year programme should be related to vocational education/training courses.

<b>Type of Minor</b>	<b>Credits</b>
Disciplinary/Interdisciplinary	12 cr
Disciplinary/Interdisciplinary vocational	12 cr

(iii) **Multidisciplinary courses (MD): 9 credits**

All UG students are required to undergo 3 introductory-level courses relating to any of the broad disciplines given below. These courses are designed and developed by every department for the benefit of other discipline students and are pooled under 5 baskets for students to choose any 3 courses from 3 broader areas (one each from any three broad areas from below) from the basket. Students are not allowed to choose or repeat courses already undergone at the higher secondary level (12<sup>th</sup> class) under this category.

- a. **Natural and Physical Sciences:** Students can choose basic courses from disciplines such as Natural Science, for example, Biology, Botany, Zoology, Biotechnology, Biochemistry, Chemistry, Physics, Biophysics, Astronomy and Astrophysics, Earth and Environmental Sciences, and other related subjects.
- b. **Mathematics, Statistics, and Computer Applications:** Courses under this category will facilitate the students to use and apply tools and techniques in their major and minor disciplines. The course may include training in programming software like Python among others and applications software like STATA, SPSS, Tally and similar others. Basic courses under this category will be helpful for science and social science in data analysis and the application of quantitative tools.
- c. **Library, Information, and Media Sciences:** Courses from this category will help the students to understand the recent developments in information and media science (journalism, mass media, and communication)
- d. **Commerce and Management:** Courses include business management, accountancy, finance, financial institutions, fintech and other related subjects.



- e. **Humanities and Social Sciences:** The courses relating to Social Sciences, for example, Anthropology, Communication and Media, Economics, History, Linguistics, Political Science, Psychology, Social Work, Sociology and other related subjects will enable students to understand the individuals and their social behaviour, society, and nation. Students be introduced to survey methodology and available large-scale databases for India. The list of Courses that can include interdisciplinary subjects such as Cognitive Science, Environmental Science, Gender Studies, Global Environment & Health, International Relations, Political Economy and Development, Sustainable Development, Women's and Gender Studies and similar subjects. will be useful to understand society.

**Note:** *As explained elsewhere in this regulation, all departments/centres/schools are mandated to participate in the conduct of these courses and offer at least one introductory course on the concerned subjects, in the above groups and the students can choose these subjects from the basket of courses.*

(iv) **Ability Enhancement Courses (AEC): 12 credits**

*Modern Indian Language (MIL) & English language focused on language and communication skills.*

Students are required to achieve competency in a Modern Indian Language (MIL) and in the English language with special emphasis on language and communication skills. The courses aim at enabling the students to acquire and demonstrate the core linguistic skills, including critical reading and expository and academic writing skills, that help students articulate their arguments and present their thinking clearly and coherently and acquaint with the cultural and intellectual heritage of languages.

(v) **Skill Enhancement Courses (SEC): 9 credits**

These courses are aimed at imparting practical skills, hands-on training, soft skills, and other skills to enhance the employability of students. The institution may design courses as per the students' needs and available institutional resources. Skill based courses could be related to disciplinary/interdisciplinary minors and vocational education programmes chosen/offered.

(vi) **Value-Added Courses (VAC) Common to All UG Students: 8 credits**

- a) **Understanding India:** This course aims at enabling the students to acquire and demonstrate the knowledge and understanding of contemporary India with its historical perspective, the basic framework of the goals and policies of national development, and the constitutional obligations with special emphasis on constitutional values and fundamental rights and duties. The course would also focus on developing an understanding among student-teachers of the Indian knowledge systems, the Indian education system, and the roles and obligations of teachers to the nation in general and to the school/community/society. The course will attempt to deepen knowledge about and understanding of India's freedom struggle and of the values and ideals that it represented to develop an appreciation of the contributions made by people of all sections and regions of the country, and help learners understand and cherish the values enshrined in the Indian Constitution and to prepare them for their roles and responsibilities as effective citizens of a democratic society.
- b) **Environmental Science/Education:** This course seeks to equip students with the ability to apply the acquired knowledge, skills, attitudes, and values required to take appropriate actions for mitigating the effects of environmental degradation, climate change, and pollution, effective waste management, conservation of biological diversity, management of biological resources, forest and wildlife conservation, and sustainable development and living. The course will also deepen the knowledge and understanding of India's environment in its totality, its

interactive processes, and its effects on the future quality of people's lives.

- c) **Digital and Technological Solutions:** Courses in cutting-edge areas that are fast gaining prominences, such as Artificial Intelligence (AI), 3-D machining, big data analysis, machine learning, drone technologies, and Deep learning with important applications to health, environment, and sustainable living that will be woven into undergraduate education for enhancing the employability of the youth.
- d) **Health & Wellness, Yoga Education, Sports, and Fitness:** Course components relating to health and wellness seek to promote an optimal state of physical, emotional, intellectual, social, spiritual, and environmental well-being of a person. Sports and fitness activities will be organized outside the regular institutional working hours. Yoga education would focus on preparing the students physically and mentally for the integration of their physical, mental, and spiritual faculties, and equipping them with basic knowledge about one's personality, maintaining self-discipline and self-control, to learn to handle oneself well in all life situations.

(vii) **Vocational Training/Education: 12 Credits**

These courses are meant to provide the students with adequate knowledge and skills for employment and entrepreneurship. Departments are expected to incorporate the requirements of related industries while designing these courses to groom the students to take up gainful employment or becoming entrepreneurs. Vocational education courses designed by each department should relate the skills provided with the content of general education in order to ready the students for work at each exit point of the programme. A minimum of 12 credits will be allotted to the minor stream relating to vocational education and training.

(viii) **Summer Internship: 4Credits**

All students will undergo internships / Apprenticeships in a firm, industry, or organization or Training in labs with faculty and researchers in their own or other HEIs/research institutions during the summer term. Students will be provided with opportunities for internships to actively engage with the practical side of their learning and, as a by-product, further improve their employability. Summer internship shall be conducted for a minimum of 8 weeks.

(ix) **Community Engagement and Service: 2 Credits**

The curricular component of 'community engagement and service' seeks to expose students to the socio-economic issues in society so that the theoretical learnings can be supplemented by actual life experiences to generate solutions to real-life problems. This can be part of summer term activity or part of a major or minor course depending upon the major discipline. Community Engagement shall be conducted for a minimum of 2 weeks.

(x) **Research Project / Dissertation: 12 Credits**

Students choosing a 4-Year Bachelor's degree (Honors with Research) are required to take up research projects under the guidance of a faculty member. The students are expected to complete the Research Project in the eighth semester.

(xi) **Audit courses: 0 credits**

Audit courses offered do not carry any credits. Evaluation will be based on continuous assessment. Students may be given a pass or fail(P/F) based on the assessment that may consist of class tests, homework assignments, and/or any other innovative assessment methodology suitable to the expected learning outcome, as determined by the faculty in charge of the course of study.

### 4.3. Levels of the Courses

Courses can be coded based on the academic rigor. The first four alphabets of the course code represent the department/Centre, followed by three numerals. The first numerical digit stands for the level of the course (refer page no. 20), second digit for semester and the last digit for the serial number of courses based on the type of the course in a particular semester. For e.g. in the course code *Phys211*, 2 indicates the level of the course(intermediate) offered in first semester. The third digit is the serial number of the course.

The coding structure follows:

**0-99: Pre-requisite courses** required to undertake an introductory course which will be a pass or fail course with no credits. It will replace the existing informal way of offering bridge courses that are conducted in some of the colleges/ universities.

**100-199: Foundation or introductory courses** that are intended for students to gain an understanding and basic knowledge about the subjects and help decide the subject or discipline of interest. These courses generally would focus on foundational theories, concepts, perspectives, principles, methods, and procedures of critical thinking in order to provide a broad basis for taking up more advanced courses.

**200-299: Intermediate-level courses** including subject-specific courses intended to meet the credit requirements for minor or major areas of learning. These courses can be part of a major and can be pre-requisite courses for advanced-level major courses.

**300-399: Higher-level Courses** which are required for majoring in a disciplinary/interdisciplinary area of study for the award of a degree.

**400-499: Advanced Courses** which would include lecture courses with practicum, seminar-based course, term papers, research methodology, advanced laboratory experiments/software training, research projects, hands-on-training, internship/apprenticeship

projects at the undergraduate level or First year post-graduate theoretical and practical courses.

#### **4.4 Credit-hours for different types of courses**

A three-credit lecture course in a semester means three one-hour lectures per week with each one-hour lecture counted as one credit. One credit for tutorial work means one hour of engagement per week. A one-credit course in practicum or lab work, community engagement and services, and fieldwork in a semester mean two-hour engagement per week. In a semester of 15 weeks duration, a one-credit practicum in a course is equivalent to 30 hours of engagement. A one-credit of Seminar or Internship or Studio activities or Field practice/projects or Community engagement and service means two-hour engagements per week. Accordingly, in a semester of 15 weeks duration, one credit in these courses is equivalent to 30 hours of engagement.

- **Lecture courses:** Courses involving lectures relating to a field or discipline by an expert or qualified personnel in a field of learning, work/vocation or professional practice
- **Tutorial:** Courses involving problem solving and discussions relating to a field or discipline.
- **Seminar:** A course requiring students to participate in structured discussion/conversation or debate focused on assigned tasks/readings, current or historical events, or shared experiences guided or led by an expert or qualified personnel in a field of learning, work/vocation or professional practice.
- **Practicum:** A course requiring students to participate in an approved project or practical activity that applies previously learned/studied principles/theory related to the chosen field of learning, work/vocation or professional practice.

- **Internship:** A course requiring students to participate in professional employment-related activity or work experience, or cooperative education activity with an entity external to the education institution, normally under the supervision of an employee of the given external entity.
- **Laboratory work/activity:** A course requiring students to discover/practice application of a scientific or technical principles/theories. The course may require scientific, or research focused experiential work where students observe, test, conduct experiment(s) or practice application of principles/theories relating to field of learning, work/vocation or professional practice.
- **Studio activities:** Studio activities involve engagement of students in creative or artistic activities. Studio-based activities involve visual- or aesthetic-focused experiential work.
- **Workshop-based activities:** Courses involving workshop-based activities requiring engagement of students in hands-on activities related to work/vocation or professional practice.
- **Field practice/projects:** Courses requiring students to participate in field-based learning/project generally under the supervision of an employee of the given external entity.

## **5.0. PROGRAMMES OF STUDY, ELIGIBILITY AND GRADUATING REQUIREMENTS**

### **5.1. Admissions by Lateral Entry**

In all Academic programmes where admission was carried out adopting approved procedures in preceding years, subject to availability, lateral entry admission shall be permitted, subject to:

- i. that the University shall notify the admission process and number of vacancies open for lateral entry.
- ii. that the Lateral entrants shall be admitted only after such transparent screening process and such procedure that the University may prescribe from time to time. University may prescribe different methods of screening for different programmes depending on the circumstances prevailing in each case.
- iii. Lateral entry shall be permissible only in the beginning of years 2,3,4 of the Under Graduate/honours programme; provided that students seeking lateral entry shall have obtained the minimum pass marks/ grades fixed by the University in their previous academic years.

## **6.0. DEGREES, DIPLOMAS AND CERTIFICATES OF THE UNIVERSITY AND MINIMUM CREDIT REQUIREMENTS**

The University shall award Degrees, Diplomas and Certificates as follows:

- a. A Bachelor's with Honours/Honours with Research Degree in the discipline of the candidate (appropriately styled) who has earned at least 164 credits in 4 years; and a basic Bachelor's Degree in the given discipline of the candidate (appropriately styled) for those who have earned at least 124 credits including NEP specified courses, during first 3 years of Academic programme.



- b. A Diploma for those students who have earned at least 84 credits including the NEP specified courses and the mandatory 4 credits of skill enhancement/internship programmes in the summer semester.
- c. A Certificate for those students who have earned at least 42 credits including the NEP specific courses and the mandatory 4 credits of skill enhancement/internship programmes.

### **6.1. Programmes to be offered by the University**

- Unless the Academic Council and Executive Council otherwise resolves, all the Programmes on offer in the University campus are based on the recommendations of duly constituted School Boards.
- School Boards are constituted with experts from different fields, academic, research institutes and from Industry who explore the manpower requirements of the society, technological advancements and skill sets required for different institutions of the economy and shall provide a vision plan for the school.
- Departments/Centres may operationalise the said plan by proposing different academic programmes of study and by suggesting modifications needed in existing programmes with due approval of Boards of Studies in respective disciplines.

### **7.0. ACADEMIC BANK OF CREDITS (ABC)**

The scheme of academic bank of credits will facilitate the transfer and consolidation of credits by using an 'academic bank account' opened by students across the country by taking up courses in any of the eligible HEIs. The validity of the credits earned and kept in the academic credit account will be to a maximum period of seven years or as specified by the ABC time to time.

## **8.0. CURRICULUM DESIGN FOR FOUR-YEAR UNDERGRADUATE DEGREE WITH HONOURS/HONOURS WITH RESEARCH PROGRAMME**

- a) The Curriculum for every Certificate/Diploma/Degree shall be prescribed by the University at the beginning of every academic year.
- b) The Curriculum shall be framed by each Department/School, as the case may be, by following such procedure specified by the Academic Council.
- c) Where the Programme is offered by the University Department, a duly constituted Programme Committee shall propose a draft curriculum design and detailed syllabus to the appropriate Board of Studies (BOS). Structured curricular framework and syllabus, learning outcomes specified in NHEQF (mentioned elsewhere in this regulation as a link), prescribed resources, course session plan, pedagogy of Teaching/Learning process/Supplementary Learning, student engaged- method of assessment and any other related methodology need to be prepared after due deliberations. These shall be considered by the School Board and thereafter forwarded for approval of Academic council.
- d) The curriculum of any academic programme shall ensure compliance with the requirements of NEP by GOI or guidelines from time to time on different aspects of skill development, Internships, inter disciplinary knowledge for creating young talent for Innovations, Entrepreneurship and Community development.
- e) Notwithstanding to the said procedure, all faculty members shall propose newer courses for growing demand for a particular skill, subject to and to meet the requirements of MOUs with Industry, Students exchange from National/International institutions/Government institutes and other organisations.

**9.0. MINIMUM CREDITS FOR ENROLMENT, ONLINE COURSES,  
STUDENT STRENGTH AND MENTORSHIP**

- a) To be considered a full-time student, a student must be enrolled at least for 12 credits in each and every Semester. No student, unless specifically permitted by the Programme committee, be permitted to enrol in more than 30 credits in any semester (excluding the credits for writing arrear exams).
- b) 40% of the credits of minor courses may be earned through online mode (Swayam or such other similar platforms) approved by the department and the University as per the existing UGC regulations. Such decisions may be taken by the department/centres after considering the course requirements and learning outcomes planned and duly approved by the Programme Committee. This does not apply to the major courses/internship/skill enhancement courses/community service/engagement or any other hands-on/vocational programmes. Such courses need to be completed offline/physical mode.
- c) Course code for online courses and the number of credits assigned to each course will be approved by the programme committee of respective department/Centre.
- d) A student will be permitted to register for only one minor course during one semester.
- e) Students will be permitted to drop online courses within the time limits prescribed in the Academic Calendar.
- f) Every student upon admission to the University shall be associated with a member of the faculty of the programme to which she/he is admitted to, who shall advise and help the student as a mentor in choosing courses that is most appropriate for the goals of the student.
- g) No minor course shall be offered unless a minimum of 10 students are registered.

## **10.0. EXIT OPTIONS**

- a) Students enrolled in any Programme shall have an option to exit at the end of 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> years of a programme, subject to fulfilment of conditions.
- b) A student desiring an exit shall give a notice of such intention in writing in the prescribed format at least 8 weeks before the scheduled end of the Academic year.
- c) The Department running the programme shall on receipt of the notice shall recommend for a Certificate/ Diploma/ Degree as the case may be from the University based on the requirements for such degrees. In case of arrear papers, the certificate shall be provided after passing the arrear paper.
- d) As soon as the student completes the requirements of the certificate/diploma/degree, as the case may be, the Department shall communicate to such officer as may be notified by the Administration.

## **11.0. PROGRAMME COMMITTEE AND BOARD OF STUDIES FUNCTIONS, DUTIES AND RESPONSIBILITIES**

- a) For each Academic Programme of the University, a Programme Committee may be constituted consisting of the Head of the Department as its Chairperson (ex-officio), one nominee of the Vice-Chancellor from another department, all the faculty members of the department, and not more than two representatives from each batch of students. For programmes that are offered by more than one department in a School, the Dean of the School concerned shall appoint a Coordinator who shall act as the Chair of the Committee. For programmes involving more than one school, the University shall appoint a coordinator who shall serve as the Chair of the Committee.
- b) Programme Committee has the overall responsibility to implement the NEP guidelines in all Programmes of Study prescribed in a department. It reviews and monitors the

implementation of approved Course structure and Coverage of syllabus, Time Table, Distribution of workload of faculty members and Conduct of Assessments.

- c) Programme Committee shall review and recommend infrastructure requirements for smooth conduct of teaching-learning activities in every Department.
- d) Programme Committee provides an opportunity for individual teachers to initiate steps to float newer courses, new methods of teaching, ICT implementation and any other academic initiative.
- e) The Programme Committee shall decide on the credits to be associated with SWAYAM and other similar platforms for on-line learning approved by the University.
- f) The Programme Committee shall meet at least thrice in every semester. At first, in the beginning of the semester to chalk out time table and course session plans/ evaluation methods of faculty. Second time, in the middle of the semester to review the progress of academic activities. Third meeting shall review the fairness of evaluation/distribution of scores/ maintenance of standards in evaluation procedures and will finalise and recommend the grades for all the courses offered by the department/ centre in that semester. Student members shall not take part in the last meeting of Programme Committee in a semester.
- g) The Learning Outcome-based curriculum planning requires that the pedagogical approaches are oriented towards enabling students to attain the defined learning outcomes relating to the courses within a programme. This outline for the programmes run by the department may be placed and approved in the BOS after the PC reviews them.

## **12.0. PEDAGOGICAL AND LEARNING OUTCOMES APPROACHES**

The *Learning Outcomes-Based Approach* to curriculum planning and transaction requires that the pedagogical approaches are oriented towards enabling students to attain the defined learning outcomes relating to the courses within a programme. NEP 2020 mandates that the outcome-based approach be adopted in all programmes, particularly in the context of undergraduate studies, and it requires a significant shift from teacher-centric to learner-centric pedagogies, and from passive to active/participatory pedagogies. Every programme of study run by the University need to lend itself to the well-structured and sequenced acquisition of knowledge and skills.

### **12.1. Outcome based approach to Higher Education (Graduate Attributes/Profile)**

NHEQF is an outcome-based framework for qualifications of different types. It envisages the award of qualifications based on the demonstrated achievement of the expected learning outcomes that specify what students completing a particular programme of study associated with the chosen fields of learning, work/vocation are expected to know. The concerned departments/centres need to design the structure of the courses following the suitable pedagogical approaches, learning outcomes and assessment methods following the guidelines given in the NEP regulations of Pondicherry University. Outcome based approach need to be followed so that students possess the characteristics of the graduate programme in both disciplinary areas and generic areas. The following link shall be used for a detailed outline from the National Higher Education Qualifications Framework (NHEQF):

[www.ugc.gov.in/pdfnews/2990035\\_Final-NHEQF.pdf](http://www.ugc.gov.in/pdfnews/2990035_Final-NHEQF.pdf)

## **12.2. Learning assessment**

### **12.3. Continuous Assessment and End semester Examination marks and evaluation of skill based/vocational courses/ Internships and other hands on/field-based courses**

- All theory courses in a UG programme shall carry a continuous assessment component of 40 marks and end semester assessment component of 60 marks.
- In case of skill-based courses, vocational education courses, internships, practical, lab/field/project works, community service and related skill-based activities, the evaluation pattern may be decided by the respective Programme Committees/BOS and be approved in Academic Council. The evaluation methods need to be drawn based on the learning outcomes planned for such courses following the NEP guidelines of Pondicherry University.

### **12.4. Continuous Assessment Component (Sessional)**

- Evaluation will be based on continuous assessment carried out through activities spread over a complete semester based on the learning outcomes listed. Sessional work consists of class tests, at least one mid-semester examination, homework assignments, and any other innovative assessment methodology as determined by the faculty in charge of the course of study. Progress towards achievement of learning outcomes shall be assessed using the following: time-constrained examinations; closed-book and open-book tests; problem-based assignments; practical assignments; laboratory reports; observation of practical skills; individual project reports (case-study reports); team project reports; oral presentations, including seminar presentation; viva voce interviews; computerized adaptive assessments, examination on demand, modular certifications and other suitable assessments methods.

- Total Marks from continuous assessments may be up to 40% of the total. Departments/Centres/Schools need to design suitable continuous assessment models splitting the 40 marks into 2 to 4 different components including at least one mid semester test, duly approved by the PC/BOS. This splitting may match the requirements/nature of courses taught.

### **12.5. End- Semester Examination and Evaluation**

- End semester examinations shall be conducted for all courses offered in the department/centres after ensuring that the required number of classes and related activities are completed. The duration of the end semester examination may be 3 hours.
- A schedule of End semester examinations will be announced by the department/centre about 15 days ahead of the conduct of examinations.
- The responsibility of question paper setting, invigilation and valuation of answer papers lie with the course teachers. However, all assessments shall be conducted under the uniform practices of the department approved in the programme committee.
- However, the departments/faculty members are free to decide the components of continuous assessment and the method of assessment based on the nature of the course and are expected to communicate these to students and respective HODs at the beginning of the semester.
- Mid semester /end semester examinations schedule notified by the University in the academic calendar shall be uniformly followed.



### **12.6. Minimum Marks for Pass**

A student shall be declared to have passed the course only if she/he gets,

- A minimum of 40% marks in end semester exam and
- A minimum of 40% marks in aggregate when continuous assessment and end semester examination marks are put together.

### **12.7. Supplementary examination**

- A student who gets F grade in a course shall be permitted to register for the supplementary examination in the following semester or in the subsequent semesters.
- A student who gets F grade in a course shall be given an option either to retain the previously awarded continuous assessment mark or to improve it, and the higher mark out of these two options will be considered for the supplementary examination.
- A student who gets Ab grade in a course/practicum/vocational course/internship/practicum or any other hands-on skill related course is mandated to repeat the course and undergo all the stages of assessment in subsequent semesters.

### **12.8. Attendance Requirement**

No student who has less than 70% attendance in any course shall be permitted to participate in end semester examination and she/he shall be given 'Ab' grade, -failure due to lack of attendance. she/he shall be required to repeat that course as and when it is offered.

### 13.0. LETTER GRADES AND GRADE POINTS

Performance of students in each paper will be expressed as marks as well as Letter Grades.

Letter Grade	Grade Point
O (outstanding)	10
A+ (Excellent)	9
A (Very good)	8
B+ (Good)	7
B (Above average)	6
C (Average)	5
P (Pass)	4
F (Fail)	0
Ab (Absent)	0

In case of fractions the marks shall be rounded off to nearest integer.  
The class interval K will be calculated by the formula given below:

$$K = (X-50)/6$$

where X is the highest mark secured.

According to K value, one of the following grading schemes will be followed.

(i) If  $K \geq 5$ , then the grades shall be awarded as given in Table II.

Table II		
Range of Marks in %	Letter Grade Points for	Letter Grade Points for
X to (X-K)+1	O	10
(X-K) to (X-2K)+1	A+	9
(X-2K) to (X-3K)+1	A	8
(X-3K) to (X-4K)+1	B+	7
(X-4K) to (X-5K)+1	B	6
(X-5K) to 50	C	5
40 – 49	P	4
Below 40	F	0
Absent (Lack of Attendance)	Ab	0

(ii) If  $K < 5$ , then the grades shall be awarded as given in Table III.

<b>Table III</b>		
<b>Range of Marks in %</b>	<b>Letter Grade Points for</b>	<b>Letter Grade Points for</b>
80-100	O	10
71-79	A+	9
66-70	A	8
61-65	B+	7
56-60	B	6
50-55	C	5
40-49	P	4
Below 40	F	0
Absent (lack of attendance)	Ab	0

The Semester Grade Point Average (SGPA) is computed from the grades as a measure of the student's performance in a given semester. The SGPA is based on the grades of the current term, while the Cumulative GPA (CGPA) is based on the grades in all courses taken after joining the programme of study.

#### **Computation of SGPA and CGPA**

The following procedure shall be followed to compute the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

The SGPA is the ratio of the sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student, i.e. **SGPA** ( $S_i$ ) =  $\sum(C_i \times G_i) / \sum C_i$

Where  $C_i$  is the number of credits of the  $i^{\text{th}}$  course and  $G_i$  is the grade point scored by the student in the  $i^{\text{th}}$  course.

**Example for Computation of SGPA where candidate has not failed in any course.**

Semester	Course	Credit	Letter Grade	Grade point	Credit Point (Credit x Grade)
I	Course 1	3	A	8	3 X 8 = 24
I	Course 2	4	B+	7	4 X 7 = 28
I	Course 3	3	B	6	3 X 6 = 18
I	Course 4	3	O	10	3 X 10 = 30
I	Course 5	3	C	5	3 X 5 = 15
I	Course 6	4	B	6	4 X 6 = 24
		20			139
	SGPA				139/20=6.95

The CGPA shall be calculated as follows:  $CGPA = \frac{\sum C_i \times S_i}{\sum C_i}$

Where  $S_i$  is the SGPA of the  $i^{th}$  semester and  $C_i$  is the total number of credits in that semester

Example for computation of CGPA

Semester 1	Semester 2	Semester 3	Semester 4	Semester 5	Semester 6
Credit: 20 SGPA: 6.8	Credit: 25 SGPA: 7.2	Credit: 28 SGPA: 7.5	Credit: 22 SGPA: 6.9	Credit: 23 SGPA: 6.5	Credit: 26 SGPA: 7.1

$$CGPA = \mathbf{7.02} \quad (20 \times 6.8 + 25 \times 7.2 + 28 \times 7.5 + 22 \times 6.9 + 23 \times 6.5 + 26 \times 7.1) / 144$$

In case of audit courses offered, the students may be given (P) or (F) grade without any credits. This may be indicated in the mark sheet. Audit courses will not be considered towards the calculation of CGPA.

### Grade Card

The University shall issue a Grade card for the students, containing the marks and grades obtained by the student in the previous Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA).

The grade card shall list:

- a. The title, semester and course code of the courses taken by the student.
- b. The credits associated with the course.
- c. The marks and grade secured by the student.
- d. The total credits earned by the student in that semester
- e. The SGPA of the student.
- f. The total credits earned by the students till that semester.
- g. The CPGA of the student.

On successful completion of the programme, students with a CGPA of 9.00 and above who passed all the courses in first attempt shall be awarded the degree in First Class with Distinction. University Rank in a programme will be awarded to the student who secures the highest CGPA in a batch and passed all the courses in first attempt. Students with CGPA between 6.00 and 8.99 shall be placed in First Class, students with CGPA between 5.00 and 5.99 shall be placed in Second Class, and students with CGPA between 4.00 and 4.99 shall be placed in Pass Class.

#### **14.0. NEP IMPLEMENTATION**

University may constitute a Standing Committee to oversee the implementation of NEP in all Academic Programmes of the Schools/Departments/Centres. This Standing Committee may conduct periodic academic audits to ensure the quality of the academic programmes, teaching-learning process, fairness in evaluation after every semester exam, and benchmark the practices with national international institutes by following the regulations put in place by UGC/Government of India. In the event of any difficulty arising in the implementation of these regulations, the Chairman, Academic Council may issue such directions / clarifications/ modifications to ease the difficulties in implementation, whose decision is final.

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