

DAV UNIVERSITY, JALANDHR

NOTIFICATION

DAVU/DA/2018/3071

December 24, 2018

Examination Policy/Scheme

Vide resolution No. 7 of the Board of Management meeting held on September 26, 2018 the following Examination Policy/Scheme has been adopted w.e.f. Academic Session 2018-19.

The Examinations/Assessment will be as under from the Academic Session 2018-19 and onwards:

1. Mid Semester Examination: Weightage 25% (Question Paper of 25 marks of 1½ hours duration). More than one paper in a day may be held.
2. Written Quiz (Objective Type MCQs) and Assignment and Project Work/Seminar (evidence based): Weightage 20% and will be completed at departmental level at least fifteen days before the start of End Semester Examinations/Practical.
3. End Semester Examination: Weightage 50% (Question Paper of 50 marks of 3 hours duration) (Appearance compulsory)
4. Attendance: 5%

Total weightage of the course: 100%

Pattern of Question Paper:

1. **Mid Semester Examination:** One MST per course shall be conducted in the middle of a semester having 50% of syllabus. This MST shall be subjective type examination of 1½ hours duration with a maximum of 25 marks. The composition of MSE shall be as follows:

Section	Max Marks per question	No. of questions to be attempted	Type of question	Total Marks (25)
A	1	5	Very Short Answer Type: Each Question to be answered with in 5-8 lines. (indicative)	5
B	4	3	Short Answer Type (3 questions out of 5 questions to be attempted). Each question to be answered in maximum 2 pages (indicative)	12
C	8	1	Long Answer Type (One question out of 2 questions to be attempted). Each question to be answered in maximum 4 pages (Indicative)	8

2. **Written Quiz (Objective type questions i.e. MCQs) and Assignment/Project Work/Seminar:** This has to be conducted at Departmental Level by informing the schedule date to the students well in advance. The department is free to have its own pattern and to be conducted after the conduct of the Mid Semester Examinations and at least one week before the schedule of the End Semester Examinations/End Term Practical.

(a) Written Quiz (Objective Type MCQs): 10 Marks

(b) Assignment and Project Work/Seminar (evidence based): 10 Marks

3. **End Semester Examination:** One ESE per course will be conducted in the end of a semester. This ESE shall be subjective type examination of 3 hours duration with a maximum of 50 marks. The composition of ESE shall be as follows:

Section	Max Marks per question	No. of questions to be attempted	Type of question	Total Marks (50)
A	1	10	Very Short Answer Type. Each Question to be answered with in 5-8 lines. (indicative)	10
B	4	6	Short Answer Type (6 Questions out of 10 questions to be attempted). Each Question to be answered in maximum 2 pages) (indicative)	24
C	8	2	Long Answer Type (2 Questions to be attempted out of 4 questions). Each question to be answered in maximum 4 pages. (indicative)	16

4. Attendance: 5 marks

75%	0 marks
More than 75% and less than 80%	1 marks
80% and less than 85%	2 marks
85% and less than 90%	3 marks
90% and less than 95%	4 marks
95% and above	5 marks

Note: The weightage in the End Semester Examination paper be given as under to cover whole of the syllabi of the course:

- i. 25% of the ESE paper be set from the first half of the syllabi covered in the Mid Semester Examination.
 - ii. 75% of the ESE paper be set from the rest of the half of the syllabi taught after mid semester examination.
5. To qualify for the grant of credits for a particular course, a candidate must get at least 40% pass marks. In case a course contains both theory and practical in a single course code, a candidate must get at least 40% pass marks in theory and practical together.
6. In case course code of theory and practical are different then the candidate has to pass separately in both practical and theory.
7. Candidates appearance in End Term Examination is compulsory and should score atleast pass marks separately in each paper other than the marks obtained in other components of assessment.
8. If a student fails in a particular course by not getting minimum of 40% marks, he/she will be awarded 'R' grade in that course. In such case, a student will be allowed to re-appear as under:
- i. Reappear examination will be conducted only for those students who are unable to attain minimum passing grade 'P', i.e. 40%

- ii. The Reappear Practical Examination will be conducted only for ESE for those students who are unable to attain minimum passing grade, i.e. 40% till his/her last attempt of re-appear examination.
- iii. Number of attempts other than the regular one will be given to a student to qualify the course in which he/she is having reappear grade within time limit to qualify the degree i.e. +2 years.
- iv. In each of the attempts, a student would be allowed to appear in re-appear examination by paying a fee of Rs. 2000/- per course or as per the University fee decided from time to time.
- v. Re-appear examination shall be conducted in every semester in the month of September/October and March/April for candidates who are unable to get grade required to pass. The Re-appear examination shall have the same template as that of ESE and the weightage shall be 100%.
- vi. If a student gets re-appear in a course which contains theory as well as practical then he/she has to re-appear in theory examination only and marks/weightage of practical examination shall be carried forwarded till he/she passes the course will be kept as it is.
- vii. Maximum Duration: The maximum duration allowed to complete a course will be 2 additional years across the Programmes irrespective of the normal duration of the programme.
The student who fails to qualify the program within the maximum duration allowed. The Governing Body shall be authorized to review individual hardship cases where a student fails to clear all chances available and permit to him/her a golden chance.
- viii. Chances for Improvement in Marks (Scores) – The students shall also be provided along with the re-appear examination, chance for improvement in their earlier marks (scores). This would be available for all the courses. A student will have to pay an improvement fee of Rs. 4000/- per course per chance or as per the University fee decided from time to time. This chance however will be offered along with reappear examination when that particular course is being offered. In case a student opting for improvement examination scores less marks than the previous, his/her original result will stand.
- ix. In case of On Job Training/Live Project Training which ranges for a period of three months to 6 months, student shall be evaluated on the basis of written report of On Job Training/Live Project Training for the award of marks in the course by the committee constituted for this purpose.

9. The University has adopted 10 point scale grading system of evaluation as recommended by UGC as per details below:

Class (Percentage)	Interval	Letter Grade	Grade Point
> 90 - <=100		O (Outstanding)	10
> 80- <=90		A+ (Excellent)	9
>70- <=80		A (Very Good)	8
>60- <=70		B+ (Good)	7

>50- < =60	B (Above Average)	6
>40- < =50	C (Average)	5
40	P (Pass)	4
Below 40	R (Re-appear)	0

Formula for Equivalent Percentage = 10 x CGPA

In addition, the following grading systems would be adopted as per the contingency:

Description	Letter Grade	Grade Point
Detained	F	0
Absent	Ab	0
Incomplete	I	0
UMC/Fee Default/Indiscipline Issue/Any other reason	RL	0
Satisfactory*	S	0
Unsatisfactory*	U	0

*Satisfactory grade and unsatisfactory grade will be given in the courses which have no grade point and are qualifying in nature to complete the programme as per the requirements of the statutory bodies such as ICAR, AICTE, etc.

10. To take cognizance of Unfair Means of Conduct (UMC) cases reported during various examination, UMC Committee constituted will decide the matter to deal with such cases, the decision of the Committee shall be final.
11. To maintain transparency in the evaluation system, every student shall be given a chance to scrutinize his/her answer sheet free of cost within the notified period after the conduct of examination and declaration of result by the concerned teacher.
12. In case candidate fails to turn up for scrutiny on time it will be presumed that he/she has no objection and will lose chance to scrutinize the paper in future.
13. Controller of Examination will send a sample of question papers and a sample of evaluated answer sheets to external experts to maintain the quality in Examination process with prior permission of Dean Academics and Vice-Chancellor.
14. The medium of instructions for teaching and examination is English.

Sd/-
Dean (Academics)

Copy to:

- (i) O/o the Vice-Chancellor
- (ii) O/o the Registrar
- (iii) Website Committee for updation on University Website