

## **The Evaluation Process**

The evaluation process includes Continuous Internal Assessment for 25% and End-Semester examination for 75% of marks.

The COE shall invite the external examiners for evaluation in the College premises itself.

The answer papers to be evaluated shall be dummy numbered if necessary to avoid any kind of malpractice that may creep into the evaluation process.

The COE shall appoint one Chief Examiner for each subject board consisting of six or more examiners appointed to evaluate the theory papers.

There shall be single evaluation for both UG and PG and papers shall be valued by the external examiners appointed.

In case of non-availability of examiners due to absence of appointed external examiner, a new external examiner may be appointed through phone contact.

Central Valuation will be supervised by two Camp Officers appointed by the Principal

For evaluation of Environmental Studies and Value Education of Part-IV and Gender Studies of Part-V, examiners from local Colleges may be appointed. In case suitable examiners are not available the scripts may be valued by the J.J. College Staff. This option shall be used only under exceptional circumstances with the prior approval of the Principal and the Exam Committee.

The passing Minimum for UG shall be as per the details given in the following table

	Under Graduation Passing Minimum		
Components	CIA	External Evaluation	Total
Theory	10/25 (40%)	30/75 (40%)	40/100 (40%)
Practical	16/40 (40%)	24/60 (40%)	40/100 (40%)

The passing Minimum for PG shall be as per the details given in the following table

	Post Graduation Passing Minimum		
Components	CIA	External Evaluation	Aggregate
Theory	10/25 (40%)	30/75 (40%)	50/100 (50%)
Practical	16/40 (40%)	24/60 (40%)	50/100 (50%)

The Exam Committee is empowered to pass the results after having due discussions with the COE

The Exam Committee shall decide the mode of moderation if it is needed before the publication of the results. This will be done only sparingly.

There shall be no general moderation if 80% of students have passed in a paper. However if the total of CIA and End Semester Exam for a paper, falls short of one or two marks in ESE for a just pass, such papers may be allowed individual moderation with maximum up to two marks by adding either one mark each for two papers or two marks for a single paper.

The COE should release the results of each semester exam as well as improvement/instant exams only with the approval of the Examination Committee.

The results withheld for any reason shall be intimated to the students through the College Office and necessary remedial action shall be initiated through the College office.

COE shall send the list of students who have completed the courses of study and passed all papers prescribed along with necessary documents to the University for the issue of Provisional Certificates and Degree Certificates.

The COE shall also issue Rank Certificates for the meritorious students who come within the first three ranks for each UG and PG programme of study offered, only if the candidate has passed all the papers in a single attempt within the period prescribed for the programme.

### **Grading of Final Result**

The performance of a candidate is given based on Weighted Average Marks (WAM), Grade Point Average (GPA), Grade and Total Credits he or she secured.

Once the marks of the CIA and end-semester examinations for each of the courses are available, they shall be totaled. The mark thus obtained shall then be converted to the relevant letter grade and grade point as per the details given below:

**Conversion of Marks to Grade Points and Letter Grade for UG**  
(Performance in a Course/Paper)

<b>Range of Marks</b>	<b>Grade Point</b>	<b>Letter Grade</b>	<b>Classification</b>
90 and above	10	O	Outstanding
80 and above but below 90	9	A+	Excellent
70 and above but below 80	8	A	Very Good
60 and above but below 70	7	B+	Good
50 and above but below 60	6	B	Above Average
40 and above but below 50	5	C	Average
Below 40	Not Applicable	RA	Reappearance

**Conversion of Marks to Grade Points and Letter Grade for PG**  
(Performance in a Course/Paper)

<b>Range of Marks</b>	<b>Grade Point</b>	<b>Letter Grade</b>	<b>Classification</b>
90 and above	10	O	Outstanding
80 and above but below 90	9	A+	Excellent
70 and above but below 80	8	A	Very Good
60 and above but below 70	7	B+	Good
50 and above but below 60	6	B	Above Average
Below 50	Not Applicable	RA	Reappearance

The performance of the candidate in the current semester and the performance from the first semester to the current semester are indicated in the Semester Mark Statement as CURRENT and CUMULATIVE performance respectively, but in the Cumulative Mark Statement only the Cumulative performance is stated.

The WAM and GPA are calculated by using the formulae

$$\text{GPA (Grade Point Average)} = \frac{\sum_{i=1}^n C_i G_i}{\sum_{i=1}^n C_i}$$

$$\text{WAM (Weighted Average Marks)} = \frac{\sum_{i=1}^n C_i M_i}{\sum_{i=1}^n C_i} \quad \text{where}$$

‘C<sub>i</sub>’ is the Credit earned for the Course ‘i’

‘G<sub>i</sub>’ is the Grade Point obtained by the student for the Course ‘i’

‘M<sub>i</sub>’ is the Marks obtained for the Course ‘i’

‘n’ is the number of courses passed.

Grading of Final result at the end of the final semester (6<sup>th</sup> Semester for UG and MCA and 4<sup>th</sup> Semester for other PG programmes) is based only on CGPA (Cumulative Grade Point Average) which will be printed in the Cumulative Mark Statement

#### Grading of Final result for UG Programme

<b>CGPA</b>	<b>Letter Grade</b>	<b>Classification of Final Result</b>
9.0 and above	O	Outstanding
8.0 and above but below 8.99	A+	Excellent
7.0 and above but below 7.99	A	Very Good
6.0 and above but below 6.99	B+	Good
5.0 and above but below 5.99	B	Above Average
4.0 and above but below 4.99	C	Average
Below 4.0	RA	Reappearance

#### Grading of Final result for PG Programme

<b>CGPA</b>	<b>Letter Grade</b>	<b>Classification of Final Result</b>
9.0 and above	O	Outstanding
8.0 and above but below 8.99	A+	Excellent
7.0 and above but below 7.99	A	Very Good

6.0 and above but below 6.99	B+	Good
5.0 and above but below 5.99	B	Above Average
Below 5.0	RA	Reappearance

### **Grading of Extension Activities**

Every student shall participate compulsorily for a period of not less than two years (4 semesters) in any one of the following programmes.

NSS, YRC, Red Ribbon Club, Rotract Club, Women Empowerment Wing and any other Extracurricular Activities.

The students' performance shall be examined by the staff in-charge through extension activities along with the Head of the respective department and a senior member of the Department on the following parameters.

10% of marks for Regularity of attendance

30% of marks for Active Participation

5% of marks for Exemplary Awards/Certificates/Prizes.

5% of marks for Other Social Components such as Blood Donations, Fine Arts, etc.

The marks shall be sent to the Controller of Examinations before the commencement of the final semester examinations.

Based on the Mark Secured the following grade will be awarded.

'A' Grade for students who have secured 40 to 50 Marks

'B' Grade for students who have secured 30 to 40 Marks

'C' Grade for students who have secured below 30 Marks

The above activities shall be conducted outside the regular working hours of the College. This Grade shall be incorporated in the Cumulative Mark Statement to be issued at the end of the semester. (Differently abled students who are unable to participate in any of the above activities shall be required to take a test in the theoretical aspects of any one of the above fields and awarded grades accordingly).

### **Regulations to appear for the examinations to complete the Programme**

Any candidate having arrear paper(s) shall have the flexibility to appear for the arrear paper in any semester along with the regular semester papers.

UG candidates who have arrears in any of the courses of Part I, II, III, IV & V in the final semester (sixth semester) and PG candidates who have arrears in courses in any semester in the final end semester (fourth semester) shall complete the course(s) concerned within 2 years from the year of completion of the programme (three years for UG and MCA, two years for other PG programmes). If they fail to do so, they shall take the examination in the revised current syllabus prescribed for the immediate next batch of candidates. If there is no change in the syllabus they shall appear for the examination in that course with the prevailing syllabus until there is a change in the texts or syllabus. In the event of removal of that course consequent on change of regulations/curricula, the candidates shall have to take an equivalent course in the revised syllabus as suggested by the Examination Committee and fulfill the requirements as per the regulation of curriculum for the award of the degree.

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