

अधिनियम/परिनियम/अध्यादेश में संशोधन का प्रस्ताव

- स्वविद्यालय का नाम – संत गहिरा गुरु विश्वविद्यालय, सरगुजा अम्बिकापुर (छ.ग.)  
 (स्वशासी महाविद्यालय – राजीव गांधी शासकीय स्नातकोत्तर महाविद्यालय, अम्बिकापुर हेतु)  
 अधिनियम/अध्यादेश/परिनियम – अध्यादेश क्रमांक 181  
 अधिनियम/अध्यादेश/परिनियम का नाम – Revised Ordinance 181 (Four Year Under Graduate Program) (FYUP) With Multipule Entry and Exit under Choice Based Credit System (CBCS) and Learning Outcome - Based Curriculam Framework (LOCF), For Autonoums Colleges Affiliated to Sant Gahira Guru Vishwavidyalaya, Sarguja Ambikapur (C.G.).  
 अनुशंसा के प्राधिकारी का नाम एवं – विद्या परिषद् की स्थाई समिति की अनुशंसा दिनांक 27.10.2022  
 अनुशंसा की तिथि धारा 52(4) की कार्यपरिषद् की बैठक दिनांक 28.10.2022  
 स्थिति में कुलपति द्वारा अनुशंसा की तिथि

अध्यादेश/परिनियम	वर्तमान प्रावधान	प्रस्तावित संशोधन	औचित्य
अध्यादेश क्रमांक 12, 21 एवं Ordinance क्रमांक 12, 20, & 107 Under Graduate Program Search.	अध्यादेश क्रमांक 12, 20, 21 एवं 107 (B.A., B.Sc., B.Com., B.C.A.) . (राजीव गांधी शासकीय स्नातकोत्तर महाविद्यालय, अम्बिकापुर द्वारा स्वशासी योजनान्तर्गत सेमेस्टर प्रणाली के साथ अंगीकृत। आंतरिक मूल्यांकन 30 प्रतिशत एवं सेमेस्टर एण्ड 70 प्रतिशत )	<p><b>1. Short Title and Commencement</b></p> <p>1.1. This Ordinance shall be called “Ordinance for Four Years (Eight Semesters) Undergraduate Program (FYUP)”with multiple entry and exit.</p> <p>1.2. This Ordinance shall apply to all undergraduate programs (Arts, Science, Humanity, Commerce etc.) offered by autonomous collegesaffiliated to the University.</p> <p>1.3. This Ordinance shall come into force with effect from the date of its approval by the competent authority and as notified by the University.</p> <p>1.4. This program shall be full time course of study and there shall be an examination at the end of each semester on such date as may be notified by the concerned Higher Education Institution (HEI).</p> <p><b>2. Definition and keywords</b></p> <p>2.1 “<b>University</b>” means Sant Gahira Guru Vishwavidyalay, Sarguja Ambikapur (C.G.)</p> <p>2.2 “<b>Autonomous college</b>”means a college notified by University Grant Commission (UGC) as per UGC Act, 1956</p> <p>2.3 “<b>Higher Education Institution</b>”(HEI) means an autonomous college where studentsare enrolled.</p> <p>2.4 “<b>Undergraduate Curriculum Framework</b>” means a choice based credit framework of curriculum as suggested by the UGC from time to time.</p> <p>2.5 “<b>Student</b>” means one who has been admitted to any undergraduate programof HEI through any mode as decided by State Government.</p> <p>2.6 “<b>Academic Year</b>” means two consecutive (one odd followed by one even) semesters.</p> <p>2.7 “<b>Choice Based Credit System</b>” (CBCS)means a program that provides choice for students to select from the</p>	छ.ग. शासन उच्च शिक्षा विभाग, मंत्रालय, रायपुर के पत्र क्रमांक एफ 17-110/ 2022 /38-2 अटल नगर, दिनांक 10. 08.2022 के परिपालन में “चार वर्षीय स्नातक पाठ्यक्रम

prescribed courses (Core, Elective, Ability Enhancement courses, etc.) as per the guidelines issued by the UGC wherever applicable and as approved by the appropriate bodies of HEI.

- 2.8 **“Course”** a plan of study in a particular subject means paper or subject through different modes of delivery and is a component of a program as detailed out in the respective program structure.
- 2.9 **“Letter Grade”** means an index of the performance of students in a course and is denoted by letters O, A+, A, B+, B, C, P, and Ab.
- 2.10 **“Credit”** means a unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour teaching (lecture, seminar or tutorial) per week or two hours of practical work/field work/project/out-of-class activity etc. per week. One credit involves 15 hours of teaching (lecture, seminar or tutorial) and 30 hours of practical work/field work/project/out-of-class activity etc. in a semester. The number of credits for each course shall be defined in the respective examination scheme.
- 2.11 **“Grade Point”** means points assigned to each course credit in accordance with the letter grade earned in the courses.
- 2.12 **“Credit Point”** means the product of grade point and number of credits for a course.
- 2.13 **“Semester Grade Point Average”(SGPA)** means the ratio of total credit points secured by a student in various courses registered in a semester and the total credits of all courses during the semester. It measuring the performance of a study. It shall be expressed up to two decimal places and shall be calculated as per **Appendix III**.
- 2.14 **“Cumulative Grade Point Average” (CGPA)** means a measure of overall cumulative performance of a student in all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all semesters. It is expressed up to two decimal places and shall be calculated as per **Appendix III**.
- 2.15 **“Semester”** means an half year term that normally include an academic session spread over 15-18 weeks of teaching days. The odd semester may normally be scheduled from July to December and even semester from January to June.
- 2.16 **“Grade Card”** means the certificate base on the grade earned. Grade certificate shall be issued to the registered students after every semester. The grade certificate will contain the course details (code, title, number of credits, grade secured) along with SGPA of the semester and CGPA earned till date semester. The final semester grade certificate shall also reflect the cumulative total of marks obtained by the student in all semesters out of maximum marks allocated for which the grades of the program were



evaluated. However, the final result will be based on the grade / CGPA.

2.17 "SWAYAM" (Study Webs of Active-Learning for Young Aspiring Minds) means an Information Technology platform developed and made functional by the Government of India in the Ministry of Education, for the purpose of offering online learning courses/Massive Open Online Course (MOOC).

2.18 "Academic Bank of Credit(ABC)" means digital storehouse which contains/stores the academic credit earned by an individual student from various recognized HEIs so that the degree from an HEI can be awarded taking into account the credits earned.

2.19 "Transcript" means a certificate issued to all enrolled students in a program after successful completion of the program. It contains the SGPA of all semesters and the CGPA.

2.20 "Government" means government of Chhattisgarh.

### 3. Duration

3.1 The duration of Four Year Undergraduate Program (FYUP) shall be of eight semesters (Four academic years). The maximum duration for completing the program shall be double the duration to complete a particular level of program as per **Table of Appendix I** or as prescribed by UGC through its concerned regulation /guidelines from time to time. If a student is unable to clear all the semesters of the program within the maximum duration he/she will automatically exit from the program. Duration of different levels of program of study with exit option at different points shall be as per **Table of Appendix-I**.

3.2 The maximum total duration shall include the period of absence, withdrawal and different kinds of leave permissible to a student but it shall exclude the period of rustication/suspension/or any other penalty period imposed by the University.

3.3 The credit requirements of various levels of program of study along with stage of exit shall be as per **Table of Appendix-I**.

3.4 The extra credit requirement for exit from any level of program of study shall be prescribed by UGC through its concerned guideline/regulation from time to time.

3.5 The student after successful completion of the two, four, six and eight semesters of the program shall be awarded Certificate/Diploma/Degree/Research as per **Table of Appendix-I** in the field of study/discipline for which he/she was enrolled. Mandatory requirements of courses and credits for such award shall be as prescribed by UGC through its concerned regulation /guidelines from time to time.

### 4. Number of Seats

Number of seats in each program shall be as per the sanction given by the govt./university which shall be advertised for

## 5. Admission Procedure and Eligibility

- 5.1 There shall be as an admission committee for each programme to be constituted well in advance by the Principal of HEI as per the guidelines laid down for this purpose. The entire process of admission shall be the responsibility of duly constituted admission committee.
- 5.2 Admission in first semester shall be as per the academic calendar set out by the Higher Education Department of Govt. and as per the admission guidelines mentioned in "Pravesh Ke Margdarshi Siddhant" or any similar document, released by higher education department of govt.
- 5.3 For other semesters, student has to take admission to the next semester of the academic program the beginning of each semester in the department by completing the necessary formalities and by submitting application form.
- 5.4 Student seeking admission to the program must have passed Higher Secondary (10+2) offered by any State or Central Board of Higher Secondary Education or by any University or recognized Boards/Councils, in the subjects concerned as per the government rules.
- 5.5 Reservation and relaxation in minimum eligibility for admission to OBC/SC/ST/DA candidates along with female candidates shall be as per government rules.

## 6. Enrolment in the HEI

Every student admitted to the program shall be enrolled before appearing in the first semester examination through the procedure prescribed by the HEI/University.

## 7. Undergraduate Curriculum Framework (UGCF)

- 7.1 Courses/syllabus as per UGCF for Four Year Undergraduate Program (FYGP) shall be prepared and approved by BOS concerned and academic council of HEI by incorporating following points:
- i. The courses shall be based on credit system.
  - ii. Program offered by HEI must consist Program Learning Outcome (PLO) and each course of the program shall consist Course Learning Outcome (CLO). PLO and CLO shall be designed as per the UGC norms of LOCF for undergraduate education.
  - iii. The UGCF shall have courses with credit as specified in **Table of appendix-II** or as prescribed by UGC through its concerned regulation/guidelines from time to time. This table shall be treated as sample tables with 22 credits in each semester, however actual credits in each semester may vary as per **Table of Appendix-I** or as prescribed by UGC through its concerned



7.2 Every discipline shall offer following categories of courses of study:

- i. **“Discipline Specific Core” (DSC) course:** DSC is a course of study, which shall be pursued by a student as a mandatory requirement of his/her program of study. DSCs shall be the core credit course of that particular discipline which will be appropriately graded and arranged across the semesters of study, being undertaken by the student, with multiple exit options. The DSCs specified in the framework would be identified by the concerned department as core courses to be taught in a program.
- ii. **“Discipline Specific Elective” (DSE) Course:** The DSEs shall be a pool of credit courses of that particular discipline, which a student chooses to study from his/her particular discipline(s). There shall be a pool of DSEs from which a student may choose a course of study. The DSEs specified in the framework would be identified by the concerned department of HEI as elective courses to be taught in a Program.
- iii. **“Generic Elective” (GE):** GE shall be a pool of courses which is meant to provide multidisciplinary or interdisciplinary education to students. GEs shall consist of a pool of courses offered by various disciplines of study (excluding the GEs offered by the parent discipline), in groups of odd and even semesters, from which a student can choose. The GEs specified in the framework would be identified by the concerned Department as GEs to be taught in a Program.  

Note: A core course offered in a discipline/subject may be treated as an elective by other discipline/subject and vice versa and such electives may also be referred to as Generic Elective.
- iv. **“Ability Enhancement course” (AEC):** AEC courses are the courses intended to knowledge enhancement through various areas of study and Language Literature and Environmental Science and sustainable development which shall include mandatory for all disciplines.
- v. **“Skill Enhancement Course” (SEC):** SEC courses are skill-based courses in all disciplines and are aimed at providing hands-on-training, competencies, skills, etc. SEC courses may be chosen from a pool of courses designed to provide skill-based instruction.
- vi. **“Value Addition Course” (VAC):** VAC courses are value based courses which are meant to inculcate ethics, culture, constitutional values, soft skills, sports, education and such similar values to students which will help in all round development of students.
- vii. **“Dissertation/Project”:** A course designed to acquire special/advanced knowledge, such as supplement study /

support study to a project work, and a candidate studies such a course on his own with an advisory support by a teacher / faculty member is called dissertation / project.

**viii. "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. A key aspect of the internship is induction into actual work situations. Internships involves working with local industry, businesses, artists, crafts persons, etc..and opportunities for students to actively engage with the practical side of their learning.

**7.3** Courses in different categories (As mentioned above)/curricular components for FYUP in UGCF shall be such as may be prescribed by UGC through its regulation /guidelines from time to time.

## **8. SWAYAM Course**

**8.1** As per the University Grants Commission (Credit Framework for Online Learning Courses through Study Webs of Active Learning for Young Aspiring Minds: SWAYAM) Regulations, 2021, HEI can allow only up to **forty** percent of the total courses, being offered in a particular program in a semester, through the SWAYAM platform.

**8.2** For proper and smooth conduction of the online learning of credit course offered on SWAYAM platform, the HEI shall ensure that the physical infrastructures viz. computer facilities, library, etc., essential for pursuing such courses are made available for free and in adequate measure along with other facilities.

**8.3** The academic council of the HEI may expedite the process of transfer of credit earned by the student through SWAYAM.

**8.4** The academic council of the HEI may allow the Chairman, Board of Studies of concerned subject to approve the online credit courses of SWAYAM platform for credit transfer on the recommendation of the Head of the Department.

**8.5** The department concerned shall compile and prepare the list of courses to be chosen by the students before the commencement of each semester.

**8.6** Credit mobility of SWAYAM based course shall be as per University Grants Commission (Credit Framework for Online Learning Courses through Study Webs of Active Learning for Young Aspiring Minds: SWAYAM) Regulations, 2021.

**8.7** The HEI shall designate a faculty member as a facilitator to guide the students from registration till completion of the credit course.

**8.8** The students shall produce the evidence of credit earned for the courses opted through SWAYAM. Such credit shall be converted into the grade point or in appropriate scale as per



8.9 Other than SWAYAM, students can earn credits as per the provisions of UGC (Establishment and operation of Academic Bank of Credits (ABC) in Higher education) Regulation, 2021 and same can be transferred by the registered HEI awarding the credit to the HEI where student has enrolled.

**9. Attendance and Eligibility to Appear in Examination**

A student must have a minimum attendance of 75% of the total number of classes held during the semester including lectures, practical / tutorials etc., for appearing in the end semester examination. However, students having attendance more than or equal to 60% and less than 75% shall apply for condonation to the respective Head. The condonation shall be provided by the Head of the HEI after due consideration.

**10. Continuous Internal Assessment**

- 10.1 Continuous Internal assessment shall be of 20% marks of total marks allotted for the course.
- 10.2 Out of the total marks of a course, 80% shall be allotted for the end semester examinations and 20% shall be allotted to continuous internal assessments during the semester.
- 10.3 The components for continuous internal assessments for each course are as follows:

Particular	Marks % of Total Marks
Internal test	10 %
Seminar/quiz/group discussion/ Assignment/ Field study or any other similar activity	10 %
Total	20 %

- 10.4 There shall be two internal assessment tests which should be conducted as per the academic calendar. The better of the two tests shall be considered for the marks of internal test. The answer script of the tests shall be shown to the students and any clarification/doubt shall be cleared by the teacher concerned.
- 10.5 Internal assessment marks shall be displayed on the notice board before the end semester examination for reference of the students.
- 10.6 The schedule for the continuous internal assessment shall be as per the academic calendar released by the Higher Education Department and shall be made known to the students at the beginning of the semester. The tests shall be evenly spaced out throughout the semester.
- 10.7 Each department shall constitute an examination committee consisting of at least three members of its faculty to oversee all work connected with evaluation of internal assessment marks. The head of the department shall be the ex-officio

Chairman of this committee.

10.8 Internal assessment shall not be there for a major project/project/dissertation/field work and shall be carried forward in case of ATKT students. There shall not be any provision of conducting internal assessment tests for ATKT students at any circumstances.

10.9 Pattern of end semester examination and internal examination shall be decided by the Academic Council of HEI.

### 11. Medium of Instructions

The medium of instructions in general shall be English or Hindi except for language courses. However, HEI may ascertain the medium of instruction and examination for a specific program, and in such cases the medium of instruction shall be as notified by the HEI.

### 12. Examination and Evaluation

12.1. The academic performance of a candidate shall be evaluated in respect of the courses of study prescribed for each semester through the evaluation. The evaluation of students admitted in the program shall be based on

- i. End Semester Examinations- 80% marks of total and
- ii. Continuous Internal Assessment- 20% marks of total.

12.2. The end semester examinations will be held as per the academic calendar released by the Higher Education Department and the duration of end semester examination (Theory and Practical) shall be of three hours. The duration of internal assessment test shall be as decided by the Academic Council of HEI.

12.3. The minimum percentage of marks to pass the program in each semester shall be 40% in each course (including both internal and external marks) as well as consolidated in a semester.

12.4. A program shall have a specified number of credits in each semester. The number of credits along with grade points that the student has satisfactorily cleared shall measure the performance of the student.

12.5. Semester examination results shall have followings categories:

- i. **Passed**, i.e., those who have passed in all courses of the semester examination.
- ii. **Promoted**, i.e., those who have not passed in all the courses of the semester examination but have passed  $n-2$  courses. Where  $n$  is total number of courses in a semester.
- iii. **Detained**, i.e., those who are not promoted as per the above provisions will be detained. Such students have to rejoin the course of study in regular mode by paying fee in the same semester in the next academic session subject to not crossing maximum duration of the program as defined in this ordinance.



12.6. However, a student of the first semester who has been detained/ not appeared in examination due to less attendance/ not applied for examination/ applied but not appeared shall be out from the program. Such a student has to take admission in the next session as an ex-student through the procedure adopted by the HEI.

### 13. Promotion Rule

13.1A student may take admission in the 2<sup>nd</sup> semester provisionally immediately after the 1<sup>st</sup> semester examinations and his/her admission in the 2<sup>nd</sup> semester shall be confirmed and she/he will be promoted to the 2<sup>nd</sup> semester provided he/she is carrying not more than two back papers in the 1<sup>st</sup> semester.

13.2A student may take admission in the 3<sup>rd</sup> semester provisionally, immediately after the 2<sup>nd</sup> semester examination and his/her admission shall be confirmed and she/he will be promoted to the 3<sup>rd</sup> semester provided he/she is carrying not more than two back papers in the 1<sup>st</sup> semester and not more than two back papers in 2<sup>nd</sup> semester.

13.3 A student may take admission in the 4<sup>th</sup> semester provisionally, immediately after the 3<sup>rd</sup> semester examination and his/her admission shall be confirmed and she/he will be promoted to the 4<sup>th</sup> semester provided he/she is carrying not more than two back papers in the 2<sup>nd</sup> semester and not more than two back papers in the 3<sup>rd</sup> semester. Provided further that the student has cleared all the papers of the 1<sup>st</sup> semester.

13.4 A student may take admission in the 5<sup>th</sup> semester provisionally, immediately after the 4<sup>th</sup> semester examination and his/her admission shall be confirmed and she/he will be promoted to the 5<sup>th</sup> semester provided he/she is carrying not more than two back papers in the 3<sup>rd</sup> semester and not more than two back papers in the 4<sup>th</sup> semester. Provided further that the student has cleared all the papers of 2<sup>nd</sup> semester and 1<sup>st</sup> semester.

13.5 A student may take admission in the 6<sup>th</sup> semester provisionally, immediately after the 5<sup>th</sup> semester examination and his/her admission shall be confirmed and she/he will be promoted to the 6<sup>th</sup> semester provided he/she is carrying not more than two back papers in the 4<sup>th</sup> semester and not more than two back papers in the 5<sup>th</sup> semester. Provided further that the student has cleared all the papers of 3<sup>rd</sup>, 2<sup>nd</sup> and 1<sup>st</sup> semesters.

13.6 ATKT examination of even semesters shall be conducted along with even semesters similarly ATKT examination of odd semesters shall be conducted along with odd semester.

13.7 Further a special ATKT examination of the 5<sup>th</sup> semester

shall be conducted along with the 6<sup>th</sup> semester for the students having not more than two back papers in the 5<sup>th</sup> semester as well in the 4<sup>th</sup> semester.

13.8 A special ATKT examination of the 6<sup>th</sup> semester shall be conducted soon after the declaration of semester results. Only those students who are having not more than two back papers only in the 6<sup>th</sup> semester shall be eligible to appear in this special ATKT examination.

13.9 A student may take admission in the 7<sup>th</sup> semester (Fourth year of UG) only after clearing all the semesters up to the 6<sup>th</sup> semester with CGPA 7.5 or higher or equivalent percentage.

13.10 A student may take admission in 8<sup>th</sup> semester (Fourth year of UG) provisionally, immediately after the 7<sup>th</sup> semester examination and his/her admission shall be confirmed and she/he will be promoted to the 8<sup>th</sup> semester provided he/she is carrying not more than two back papers in the 7<sup>th</sup> semester.

13.11 Further, a special ATKT examination of the 7<sup>th</sup> semester shall be conducted along with the 8<sup>th</sup> semester for the students having not more than two back papers in the 7<sup>th</sup> semester.

13.12 A special ATKT examination of the 8<sup>th</sup> semester shall be conducted soon after declaration of the semester results. Only those students who are having not more than two back papers in the 7<sup>th</sup> semester shall be eligible to appear in this special ATKT examination.

13.13A student must choose honours course for the fourth year before the commencement of the fourth year, for which the department concerned shall ask the students to choose honours subject and the same shall be confirmed as per the availability of the seats and other criteria.

13.14 In case a student fails to clear the backlog, he/she will be held up till the backlog papers are cleared for which he/she can take attempt in the next appropriate examination as an ex-student subject to the completion of degree up to maximum duration allowed for the program. Internal marks of such ex-students will be carried forward for the corresponding course in which he/she is appearing as an ex-student.

13.15 For counting back papers both theory as well as practical courses shall be considered.

#### 14. Results Preparation

A student who has passed in all the courses of each I, II, III, IV, V, VI, VII and VIII semesters and obtained a CGPA of at least 4.0 shall be declared as 'Passed'. The division shall be awarded after successful completion of each level of program of study as per Table of Appendix-I according to the following criteria:

- i. First Division with distinction: CGPA  $\geq$  7.50
- ii. First Division : CGPA  $\geq$  6.00, but  $<$  7.50



iii. Second Division : CGPA  $\geq 4.5$  but  $< 6.00$

iv. Third Division: CGPA  $\geq 4$  but  $< 4.5$

#### 15. Computation of SGPA, CGPA and Format of Transcript/Marksheet

15.1. The SGPA and CGPA can be calculated as per the formulae provided in the Appendix –III.

15.2. Based on the letter grades for corresponding percentage of marks shown in the Table of Appendix III, the transcript shall be issued as per the template shown in the Appendix IV or as per the template offered by Digilocker including the marks obtained, grade points, SGPA and CGPA along with other particulars of the student. HEI shall issue the transcript or mark sheet for each semester and a consolidated transcript indicating the performance in all the semesters. The details of the letter grade and formulae of SGPA and CGPA shall be printed on the back side of transcript/mark sheet.

#### 16. Conversion to Percentage

The conversion formula for converting the CGPA to the corresponding percentage (P) of marks will be as follows:

$$P = 10 \times \text{CGPA}.$$

#### 17. General

17.1 There shall not be any provision for repeat or improvement of the program, once student has cleared it.

17.2 There shall not be any provision of revaluation. However, re-totalling is permissible as per the rule.

17.3 The merit list of a program shall be decided as per statute/ ordinance of the university and shall be notified by the HEI.

17.4 Any points related to ABC and multiple entry and exit which are not covered in this ordinance shall be as per the provisions of UGC (Establishment and Operation of Academic Bank of Credits (ABC) in Higher Education) Regulation, 2021 and the UGC guidelines for multiple entry and exit in academic program, offered in HEIs respectively.

17.5 Any points related to UGCF not covered under this ordinance shall be as prescribed by the UGC through its concerned regulation/guidelines from time to time.

#### 18 Interpretation

In any matter of interpretation of the provisions of this ordinance, the matter shall be referred to the Vice-Chancellor who is the Chairman of the Academic Council of the university. His/her decision shall be final. Also if any question arises related to the matters not covered in this ordinance, the relevant provisions made in the appropriate Act/Statute/ Ordinance/ Regulations/ Rules/Notifications issued by the university or the UGC shall be applicable.

*[Handwritten signature]*