

***ORDINANCE- BACHELOR OF SCIENCE (B.Sc) (Hospitality & Catering Management)**

(Annual System)

- 1.1 The duration of the course leading to the Degree of B.Sc (Hospitality & Catering Management) shall be **three** academic years. There shall be actual teaching for a minimum period of 180 days in an academic year excluding the admission, preparation and examination days. The term end examinations shall ordinarily be held in the month of April/May on such dates as may be fixed by the Vice-Chancellor.
- 1.2 A Supplementary examination for re-appear candidates shall be held in the month of Sept./Oct. of the same year. .
- 1.3 The date(s) fixed under this clause shall be notified by the Controller of Examinations
2. The last date by which the admission-examination forms and fees must reach the Controller of Examinations shall be as notified by the Controller of Examination.
- 3.1 **£** A person who has passed in 10+2 Examination in any stream with English as one of the subjects in the qualifying Examination from any recognized Board/University shall be eligible to apply for admission to B.Sc (Hospitality & Catering Management) course.
- 3.2 **£** A candidate who has been placed under Compartment or re-appear in one subject only in 10+2 Examination or any other examination recognized as equivalent thereto may be allowed to admit provisionally for Part-I of the course. Such a candidate shall be allowed to clear the Compartment/re-appear subject in two consecutive chances from concerned University /Board. If such a candidate fails to clear/qualify in Compartment/re-appear subject at the Supplementary Examination, he/she shall be permitted to continue his/her studies for Part-I of the course concerned and to appear again in the compartment/re-appear subject alongwith Part-I of the above courses at the Annual Examination. If he/she does not clear his/her Compartment/re-appear subject even in the Second Chance, his/her provisional admission/ result of Part-I shall be cancelled ab-initio.
4. The Term End Examination in Part-I/II/III shall be open to a student who:-
 - a) has passed the qualifying examination as laid down in Clause 3 above;
 - b) has passed the previous examination or is covered under Clause 13 below.
 - c) has been on the rolls on the constituent institution of this University during the year preceding the examination;
 - d) has attended not less than 75% of lectures delivered in each subject/paper, practicals separately(course is to be counted upto the date of commencement of the preparatory holidays viz., 10 days before the commencement of the examination) A deficiency upto 10% may be condoned by the Principal of the Institute, in exceptional cases to his satisfaction.

£ Provided that a candidate who has not attended the requisite percentage of lectures will be eligible to take examination in the remaining paper(s).

Explanation: For the purpose of counting of the last date when the classes shall break up for the preparatory holidays, first day of the commencement of examination of any part will apply to examinations of all parts and classes for all parts will have the preparatory holidays from the same date viz. 10 days before the date on which the first examination of any part commences.

5. Every candidate shall be examined in the subjects as laid down in the syllabus prescribed by the Academic Council. The examination shall consist of:-
 - a) External – Term Papers, Practical Examination.
 - b) Internal - Sessionals, Presentations and Assignment.
6. 40% marks in each paper excluding Term Papers (Seminar)/Dissertation/Project Report/Training Report and Viva-Voce shall be assigned for Internal Assessment.
7. The question papers will be set and answer-books examined by single external examiner. The Training Report based on Practice field in the concerned year shall be evaluated by an Internal team. Viva-voce shall be conducted and the Training Report/Dissertation/Project Report shall be examined jointly by Internal and External Examiners.
- 8.1 The Principal/ Director of the Institute shall forward Internal Assessment marks on the basis of Periodical tests, Written Assignments, Case Discussions, and Field Trips etc to the Controller of Examinations at least one week before the commencement of the term end examination.
- 8.2 £ The candidate is required to obtain Pass Marks in each of the Theory and Practical papers in aggregate of the external and internal assessment/sessionals subject to obtaining pass marks separately in each paper of external examinations. The internal assessment award of any candidate who fails in one or more papers of any semester examination shall be carried forward to the next examination. He/she will, however, have the option to improve his/her marks of sessional examinations at the time of appearing in the Reappear Papers.
- 8.3 £ The Principal/ Director of the Institute will preserve the records on the basis of which the Internal Assessment awards have been prepared, for inspection, if needed by the University upto **six months** from the date of declaration of Term End Examination results.
9. The amount of examination fee to be paid by a candidate for each year shall be as prescribed by the University from time to time. A candidate who re-appears in one or more papers shall pay examination fee as for the whole examination.
10. The medium of instruction and examination shall be English.
11. Candidates shall be examined according to the Scheme of examination and Syllabus as approved by the academic council from time to time. A candidate who fails in the

examination, or having being eligible, fails to appear in the examination, shall, unless approved otherwise by the Academic Council take the examination according to the syllabus prescribed for regular students appearing for the examination.

12. The minimum number of marks required to pass in each term examination shall be as under:-
 - (i) 40% marks in each Written papers and Internal Assessment separately;
 - (ii) 40% marks in Term Papers (Seminar)/Dissertation/Project Report, Training Report / Viva-voce and Practical Examination.
- 13.1 A candidate who has appeared and failed in one or more paper(s) of the First Year shall be allowed to study for and appear in the next year. He shall, however, be allowed promotion to the Third Year Examination provisionally only if he earns exemption in at least 50% papers of both the First and Second Year Examinations taken together.

Such a candidate will be allowed to re-appear for the remaining paper(s) of the First Year alongwith the Third Year and for the paper(s) of the Second Year alongwith the Third Year Examination simultaneously when held, subject to the provisions of clauses 13.2 and 13.3 below. While re-appearing in the examination the candidate shall be exempted from re-appearing in the papers(s), Term Paper(Seminar), Dissertation/Project Report, Training Report and Viva-Voce in which he has obtained at least 50% marks including the marks for Internal Assessment, where prescribed.
- 13.2 Subject to clause 13.3 below, a candidate who has failed in one or more paper(s) or fails to appear in a Term End Examination shall be allowed **three** additional chances only to clear re-appear paper(s) alongwith respective Even or Odd Yearly Examination throughout the duration of a course.
- 13.3 A candidate must pass all the three year Examinations within five years of his admission to the First year of the B.Sc(HCM) course failing which he will be deemed to be unfit for the programme.
14. The candidates whose result is declared late for no fault of theirs, may be allowed to attend the classes of the next year provisionally at their own risk and responsibility, subject to their passing the concerned year examination/earning exemption in the requisite number of papers as provided in Clause 13 above.
15. A candidate, who having passed the Second Year Examination discontinues the studies, may be permitted to join Third Year within two years of his passing the Second Year Examination provided he/she has to pay the additional fee for the gap years also.
16. Each successful candidate shall receive a copy of the Detailed Grade Sheet of having passed the term end examination.
17. After the termination of the examination, the Controller of Examinations shall publish the result of candidates who have passed the Annual Examination.

18. a) The subject of Dissertation will be as approved by the Committee consisting of Senior teachers presided over by the Principal/Director of the Institute provided:-
- (i) The candidate has obtained written consent of the teacher for supervising his/her work of Dissertation and he has deposited the same in the office within two weeks from the commencement of Third Year;
 - (ii) A candidate who has offered Dissertation will also submit his/her synopsis indicating the thrust area of his/her research to be undertaken by him/her;
 - (iii) A teacher of the Institute would supervise the Dissertation work as approved by a Committee consisting of teachers of the Institute in an academic year.

19. The candidates for B.Sc(HCM) Degree shall be required to undergo 12 weeks industrial training or to submit details of four industrial visits in the shape of prescribed reports format after the first year annual examinations. The candidates shall submit the concerned report (in original & duplicate) by 15th February of the academic session .The report will be evaluated by internal & external examiner(s) jointly and viva -voce will be taken in the Institute before annual examination of Second year.

The candidates shall have to go for 12 weeks training in one department as per the area of interest after B.Sc(HCM) second year annual examinations

The candidates shall have to go on the job training of six months in the third year from October onwards, in a Hospitality sector approved by the Principal/Director.

The candidates shall have to submit the concerned reports of second year and Dissertation/Project Report/Training Report of six-months duration done in third year(in original & duplicate) by 31st March of the year .The report will be evaluated by internal & external examiner(s) jointly and viva -voce will be taken in the Institute before annual examination of Third year.

21. The candidates who successfully complete all the three years examinations will be awarded B.Sc(HCM) Degree.

22. The successful candidate shall be awarded Grade calculated on the basis of total marks obtained including internal and year- end assessment, as follows:-

Marks	Letter Grade	Performance	Grade Point
75-100	A	Excellent	10
65-74	B	Good	08
50-64	C	Fair	06
40-49	D	Poor	04
Below 40	E	Fail	To Re- appear

Each letter grade awarded to the student indicates the level of performance in a course and has a grade Point for the purpose of computing the Cumulative Grade Point Average (CGPA) as given above.

A student who earns an ‘E’ grade in a course shall have to re-appear in that course in the subsequent examination (s)

CGPA is the weighted average of all the grades and computed as follows:

$$CGPA = \frac{\sum C_i G_i}{\sum C_i}$$

C_i denotes Credit assigned to i th course and G_i indicates the Grade Point equivalent to the letter Grade obtained by the student to i th course.

The division obtained by a candidate shall be classified on the following basis:

Division	CGPA
First with distinction	8.5 or more
First	6.75 or more but less than 8.5
Second	4.5 or more but less than 6.75

Note: The percentage of marks obtained by a student be calculated as:
CGPA multiplied by 9.00

23. Notwithstanding the integrated nature of the course, which is spread over more than one academic year, the Ordinance in force at the time a student joins the course shall hold good only for the examination held during or at the end of the Academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, apply to all students whether old or new.

* (Approved by AC vide Res. No. 4 (6) dated 30-03-09 and BOM Res. No. 5 (6) dated 13-04-09).

£ (Amended vide AC Res. No. 5 dated 13-12-2013 and BOM Res. No. 5 dated 27-12-2013).