

***ORDINANCE - BACHELOR OF SCIENCE (HOSPITALITY & CATERING
MANAGEMENT) (B.Sc. - HCM) EXAMINATION
(Semester System) (w .e. f. the Academic Session 2010-11)**

- 1.1 The duration of the course leading to the Degree of Bachelor of Science (Hospitality & Catering Management) (B.Sc.-HCM) shall be three academic years. Each year shall be divided into two semesters i.e. July to December and January to June. There shall be actual teaching for a minimum of 90 days in each semester excluding admission, preparation and examination days. The examinations for the First, Third and Fifth semesters shall be held in the month of December/January and for the Second, Fourth and Sixth Semesters in the month of May/June on such dates as may be fixed by the Vice-Chancellor and notified by the Controller of Examinations.
- 1.2 Supplementary examinations of Odd and Even semesters will be held for re-appear candidates, as under:-

Semester	When held
First, Third Semesters	Alongwith Third, Fifth Semester respectively.
Second, Fourth Semester	Alongwith Fourth, Sixth Semester respectively.
Fifth, Sixth Semesters	Alongwith or after Third and Fourth Semesters respectively.

- 1.3 The last date by which the admission forms and fees must reach the Controller of Examinations shall be as fixed by the Vice-Chancellor and notified by the Controller of Examinations.
2. A person shall be eligible to join the First semester course of the Bachelor of Science (Hospitality & Catering Management (B.Sc-HCM), if he/she has passed **Senior Secondary Examination (10+2 standard)** in any discipline **with at least five subjects including English** as compulsory subject from a recognized Board/University *or* any other examination recognized as equivalent thereto by this University.

€ 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, obtaining at least 40% marks in B.Com, 40% marks in BBA, 45% marks in B.Sc. (HCM) in the aggregate considering the minimum pass marks in re-appear paper, may be allowed to admit provisionally for Part-I of the course concerned. 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.

3. The First and Subsequent Semester examinations shall be open to a regular student who:-
- (i) has passed the requisite qualifying examination as laid down in Clause 2 above, if he/she is a candidate for the First Semester examination, *or*, has passed the preceding Semester examination if he/she is a candidate for the Second/Third/Fourth/Fifth/Sixth Semester examination. This is, however, subject to Clause 10 below;
 - (ii) has his/her name submitted to the Controller of Examinations by the Principal of the Institute concerned and produces the following certificates signed by the Principal :-
 - (a) of good character;
 - (b) of having remained on the rolls of the constituent Institution of this University for the Semester preceding the examinations;
 - (c) of having attended not less than 75% of lectures delivered in each subject/paper and practicals separately (course to be counted upto the date of commencement of preparatory holidays, viz. 7 days before the commencement of the examination). A deficiency upto 10% may be condoned by the Principal of the concerned Institute in exceptional cases on reasonable grounds. '

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 any semester examination will apply to all semester examinations and all semester classes will have the preparatory holidays from the same date i.e. one week before the date on which the first examination of any semester commences.

4. 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 been eligible, fails to appear in the examination shall take the examination according to the syllabus prescribed for regular students appearing for that examination.
- 5.1 40% marks in each paper excluding Semester Papers, Seminar, Project Report/Training Report and Viva-Voce shall be assigned for Sessional /Internal Assessment.
- 5.2 The candidate is required to obtain Pass Marks in each of the Theory and Practical papers in aggregate of the external and sessionals subject to obtaining pass marks separately in each paper of External examinations. The Sessional 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 option to improve his/her marks of Sessional examinations at the time of appearing in the re-appear papers.
- 5.3 The Principal of the Institute shall forward Internal Assessment marks on the basis of Periodical tests, Attendance, Assignments, Discipline, Case Discussions, Field Trips etc. to the Controller of Examinations at least one week before the commencement of the semester- end examination.
- 5.4 The Principal 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 semester- end examination result.

6. The question papers will be set and answer-books examined by single external examiner.
7. The amount of examination fee to be paid by a candidate for each semester 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 semester examination.
8. The medium of instruction and examination shall be English.
9. The minimum number of marks required to pass in each semester examination shall be as under:-
 - (i) 40% marks in each Written paper and Internal Assessment;
 - (ii) 40% marks in Term Papers, Seminar, Project Report/Training Report, Viva-Voce and Practical examination.
 - (iii) 40% in aggregate of sessional marks and examination marks for each theory and practical papers subject to obtaining pass marks separately in each paper in external examination.
- 10.1 A candidate who has failed in one or more paper(s) of I and II, or III and IV Semesters shall be promoted provisionally to the III and V Semesters, as the case may be, only if he/she has earned exemption in the papers as mentioned below:-

From Semesters I & II to Semester III	If he has earned exemption in at least 50%, papers (Theory and Practicals taken together) of Semesters I and II.
From Semesters III & IV to Semester V	If he has passed all the papers of Semesters I and II and has earned exemption in at least 50% papers of Semesters III and IV taken together. (Theory and Practicals taken together)
- 10.2 A candidate who has failed in one or more paper(s) or having been eligible fails to appear in a semester examination shall be allowed two additional chances only, on the recommendation of the Principal of the Institute, to pass the Semester examination subject to Clause 12 below. Such a candidate may be exempted from re-appearing in the papers/ practicals in which he/she may have obtained at least 40% marks.
11. The candidates whose result is declared late for no fault of theirs may be allowed to attend the classes of the next semester provisionally at their own risk and responsibility, subject to their passing the concerned semester examination/earning exemption in the requisite number of papers as provided in Clause 10 above.
12. A candidate for the Bachelor of Science (Hospitality & Catering Management) (B.Sc.-HCM) Degree, must pass all the Six Semesters examinations within a period of Five years of his/her admission to the First Semester, failing which he/she will be required to repeat the course de novo.

- 13.1 The subject of Project Report and the name of the Supervisor for the supervision of research work of the candidate shall be approved by the Committee consisting of the senior teachers of the Institute presided over by the Principal concerned.
- 13.2 The candidate will submit the synopsis indicating the topic of his/her Project Report to be undertaken by 31st October of the Fifth Semester of the course for approval by the Committee within a period of one month.
- 13.3 The candidate shall be required to submit two copies of his/her Project Report. The last date for receipt of Project Report in the office of the Controller of Examinations shall be 31st March of Sixth Semester. If a candidate fails to submit the Project Report even upto extended date if any, he/she will be considered to have absented in the Project Report and his/her result shall be declared accordingly. Such a candidate will not be placed in the Merit list of the students.
- 13.4 The candidate will submit a Certificate to the effect that the Project Report submitted by him/her is an original work of his/her own and is not similar to one which has already been submitted by other candidates.
- 13.5 The Project Report shall be evaluated by External Examiners to be appointed by the Academic Council on the recommendation of the concerned Board of Studies. The same Examiner(s) will also hold the Viva-Voce examination.
- 13.6 The marks obtained by the candidate for the Project Report shall be taken into account when he/she appears in any future examination under 'Re-appear' Clause 10 above.
- 14 The candidate for Bachelor of Science (Hospitality & Catering Management) (B.Sc.-HCM) Degree shall be required to undergo six-months Practical Training after Third Semester Examination is over in any Hospitality Sector as approved by the Principal of the Institute. They shall be required to submit one copy of Comprehensive Training Report by the end of the training (within two weeks of commencement of Fourth semester).
The Training Report shall be evaluated by internal examiners to be appointed by the Principal of the Institute. The marks obtained by the candidate for the Training Report shall be taken into account when he/she appears in any future examination under re- appear clause 10 above.
15. After the termination of the examination, the Controller of Examinations shall publish the result of candidates who have passed the semester examination. Each successful candidate shall receive a copy of the Detailed Grade Sheet of having passed the semester examination.

16. GRADING:-

- i) The Academic Performance of a student shall be graded on a **TEN-POINT SCALE**. The award of Grades based upon marks obtained out of 100 shall be made as follows:

MARKS	GRADE	MARKS
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86	≤ and above upto	O	<	100
76	≤ and above upto	A+	<	85
66	≤ and above upto	A	<	75
56	≤ and above upto	B+	<	65
51	≤ and above upto	B	<	55
46	≤ and above upto	C	<	50
40	≤ and above upto	P	<	45
--		F	<	--
--		Ab		--

- ii) Letter grade will be awarded to the candidates. Each letter grade indicates the level of performance in the course and has a grade point for purpose of computing the **Semester Grade Point Average (SGPA) / Cumulative Grade Point Average (CGPA)** as given below:

® Letter Grade	Performance	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 (required to re-appear in the exam.)	
Ab	Absent	-

SGPA:- indicates the performance of the student in the current semester and is computed as below:

Grade points earned in the current semester/ Total credits in the semester.

CGPA:-

It indicates the performance of a student since his/her entry into the course including the current semester.

CGPA is the weighted average of all the grades awarded to a student since his entry into the University upto and including the latest Semester and computed as follows :-

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

= Total Grade Points earned since his entry/total credits.

Where C_i denotes credits assigned to the i^{th} course and G_i indicates the grade point equivalent to the letter grade obtained by the candidate in the i^{th} Course.

- iii) The division obtained by each student is classified on the following basis:

Division	C.G.P.A.
First with Distinction	8.0 or more
First	6.75 or more but less than 8.0
Second	Below 6.75

- iv) In order to compare the students of this University vis-à-vis other Universities where percentage of marks are shown in the final result, the following conversion formula will be used for calculating the percentage of marks from CGPA.

$$\text{Percentage of marks obtained by a student} = (9.0 \times \text{C.G.P.A.})$$

17. Notwithstanding the integrated nature of this course, which is spread over six semesters, 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 semester and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all the students whether old or new.

*** Approved vide A.C. Res. No. 4 (3) dated 29-11-2010 and BOM Res. NO. 3 (2) dated 19-2-2011**
€ Approved vide A.C. Res. No. 15 dated 10-10-2011 and BOM Res. NO. 14 dated 12-10-2011, w.e.f. the session 2011-12