

***ORDINANCE – MASTER OF ARTS (M.A) PROGRAMME
(Semester System)**

1.1. The duration of the course leading to the Master of Arts (M.A) shall be of two academic years. Each year shall be divided into two Semesters i.e. July to December and January to June. There shall be actual teaching of 90 days in each Semester excluding admission, preparation and examination days. The examination for First and Third Semester will be held normally in the month of December/January and for the Second and Fourth 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 will be held for re-appear candidates of different semesters, as under:-

<u>Semester</u>	<u>to be held</u>
(a) First Semester	Alongwith the Third Semester.
(b) Second Semester	Alongwith the Fourth Semester.
(c) Third Semester	Alongwith or after the Fourth Semester.
(d) Fourth Semester	Alongwith or after the Third Semester.

The dates of examinations shall be as fixed by the Vice-Chancellor and notified by the Controller of Examinations.

2. The examination for the degree of Master of Arts (M.A) shall be held in the following subjects:-

1. English
2. Education

However, in addition to above, more subjects with relevant provisions can be added with the approval of the Vice-Chancellor.

3. A person who has passed one of the following examinations of the University or an examination recognised as equivalent thereto, shall be eligible to join the first semester of M.A course in the subject concerned:-

(i) **For M.A (English):**

The candidates should have passed BA (Hons) examination in English with 45% (5% relaxation for reserved category) marks in aggregate from any recognized University. Or

Have passed BA/B.Sc. examination in full subjects obtaining atleast 45% (5% relaxation for reserved category) marks in the subject of English from any recognized University. Or

Any other examination recognized from admission to MA Course with at least 50% (5% relaxation for reserved category) marks in aggregate and have passed English as one of the subjects in one year or all the three years from any recognized University.

(ii) **For M.A (Education):**

BA/B.Sc./B.Com or any other equivalent examination with atleast 45% marks from a recognized University.

4. 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 3 above if he/she is a candidate for the First Semester examination or has passed the preceding Semester examinations if he/she is a candidate for the Second/Third/Fourth Semester examination. This is, however, subject to Clause 7.1 below;

(ii) has his/her name submitted to the Controller of Examinations by the Principal/Head of the Department/College and produces the following certificates signed by the Principal/Head of the Department/College :-

(a) of good character;

(b) of having remained on the rolls of the Department/College of this University for the semester preceding the examinations;

(c) of having attended not less than 75% of the full course of lectures delivered in each paper, seminars etc. (to be counted upto the last day when the classes break up for preparatory holidays i.e. 7 days before the commencement of the examination)

A deficiency of lectures upto 10% of the total lectures delivered in the concerned paper may be condoned by the Principal/Head of the Department/College in exceptional cases on reasonable grounds.

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

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. 7 days before the date on which the first examination of any semester commences.

5. The examination shall be held according to the Scheme of Examination and the Syllabus prescribed by the Academic Council. A candidate who fails in an examination or having been eligible fails to appear at an examination shall take the examination according to the Syllabus prescribed by the University for regular students appearing for that examination.
- 6.1 40% marks in each paper excluding seminar shall be assigned for Internal Assessment based on attendance, sessional tests and class performance in term papers as under:-
 - (i) Attendance component : 40% (16 marks)
 - (ii) Sessional tests : 40% (16 marks)
 - (iii) Class performance : 20% (8 marks)

The remaining 60% marks in each paper shall be reserved for external examination at the end of each semester.

- 6.2 The Principal/Head of the Department/College shall forward the Internal Assessment marks to the Controller of Examinations at least one week before the commencement of semester examination.
- 6.3 The Principal/Head of the Department/College 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 the semester examination results.
- 6.4 The candidate is required to obtain Pass marks in each Theory paper in aggregate of the external examinations and internal assessment 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, be allowed to improve his/her marks of examinations at the time of appearing in the Re-appear Papers.
- 7.1 A candidate who has appeared and failed in one or more paper(s) of First semester shall be allowed to study for and appear in the Second semester. He/she shall, however, be allowed promotion to the Third Semester provisionally only if he/she earns exemption in at least 50% papers of both the 1st and 2nd Semester examination taken together.
- 7.2 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 on the recommendation of the Principal/Head of the Department/College, to appear in the Semester examination only twice within the period of

four years of his her admission to the course. Such a candidate may be exempted from re-appearing in the papers in which he/she may have obtained at least 40% marks.

7.3 The evaluation of the Sessionals and Seminars shall be conducted by the Internal Examiner(s) to be appointed by the Principal/Head of the Department/College.

8. The question paper(s) will be set and the answer books will be examined by the External Paper-setter/ Examiner.

9. 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 for the purpose of passing shall pay fee as for the whole examination.

10. The medium of instruction and examination shall be English.

11. The candidate must pass all the four semester examinations within maximum FOUR years of his/her admission to the first semester of the course failing which he/she will be required to repeat the course de novo.

12. The minimum number of marks required to pass the examination in each Semester shall be, as under:-

- (i) 40% marks in each Theory paper in aggregate of the external and sessionals obtaining atleast 40% marks separately in each paper of external examination;
- (ii) 50% in Seminars, Dissertation (wherever applicable) separately;
- (iii) 40% in the aggregate. (50% in the aggregate if the student opts for Dissertation in 4th Semester).

The result of the candidate for the Theory papers, and the Seminars shall be declared but the candidate will become eligible for the award of degree only after his/her Dissertation (wherever applicable) has been evaluated as Satisfactory by attaining at least Grade-B.

13. **CREDIT-BASED SYSTEM OF EVALUATION:**

Credit-based system followed in the University in order to determine the performance of the candidate will be as under:-

(i) **CREDIT COUNTS:**

All courses would have a Credit Count and teaching of subjects would be reckoned in terms of Credits. The number of credits of a course shall ordinarily be calculated as under:-

- (a) Lectures/Seminar : One Lecture per week shall be assigned One credit.
- (b) Tutorials/Practicals : One Tutorial period per week shall be assigned Half a credit.
- (c) Dissertation : will have no credit count.

(ii) **GRADING:**

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
85	≤ and above upto	A+	<	100
75	≤ and above upto	A	<	85
65	≤ and above upto	B	<	75
50	≤ and above upto	C	<	65
40	≤ and above upto	D	<	50
		E	<	40

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:

<u>Letter Grade</u>	<u>Performance</u>	<u>Grade Point</u>
A+	Outstanding	10
A	Excellent	9
B	Very Good	8
C	Good	7
D	Satisfactory	6
E	Fail	-

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

$$\text{SGPA} = \frac{\text{Grade points earned in the current semester}}{\text{Total credits in the semester}}$$

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 :-

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

= 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:

$$\text{Percentage of marks obtained by a student} = (9.0 \times \text{CGPA})$$

14. The candidate shall submit his/her synopsis indicating the thrust area of his/her research to be undertaken by him/her, within one week of commencement of the 4th semester. The Topic of Dissertation and the Supervisor of a candidate will be decided by the Committee consisting of senior teachers presided over by the Principal/Head of the Department/College within a period of two weeks of commencement of 4th Semester. The candidate shall work under the supervision of a Supervisor assigned to him/her and shall submit a certificate that his/her work of dissertation is original of his own and there is no copying and not similar to one which has already been submitted by any other candidate here or elsewhere.
15. Prior to submission of the Dissertation, the student shall make a presentation in the department /college before the Committee in which available students will also be present, for getting feedback and comments if any, may be suitably incorporated in the draft Dissertation under guidance of the Supervisor. Other teachers also of the College/Department may be present but will not be expected to put questions.
- 16.1 Every candidate shall be required to submit two copies of his/her Dissertation to the Controller of Examinations during the session by 30th June, along with a brief abstract of the same giving an account of the investigation /research conducted and its main finding together with a soft copy of the Dissertation for evaluation by the examiners. If any candidate fails to submit his Dissertation by 30th June, he/she may do on the subsequent date(s) within the prescribed period but he/she will not be listed in the merit list.
- 16.2 The evaluation of the Dissertation and Viva-Voce for the same shall be carried out by one External Examiner to be appointed by the Academic Council on the recommendation of the Board of Studies, who shall examine and classify the Dissertation , as under:-
 - (i) Grade- A+
If the candidate deserves 85% or more marks.

- (ii) Grade- A
If the candidate deserves 75% or more but less than 85% marks.
- (iii) Grade- B+
If the candidate deserves 65% or more but less than 75% marks.
- (iv) Grade- B
If the candidate deserves 50% or above or more but less than 65% marks.
- (v) **Grade- C (Unsatisfactory)**
If the candidate deserves less than 50 % marks.

If the examiner considers the Dissertation as Unsatisfactory by awarding **Grade-C**, he shall also point out in writing the defects and make suggestions for improvement and modification. Such a candidate shall be allowed to re-submit the Dissertation within the prescribed period of the course. If the examiner recommends rejection of the Dissertation, the candidate shall submit the dissertation on revised topic to be approved by the Principal/Head of the Department/College concerned.

If the re-submitted Dissertation is adjudged as Satisfactory, the viva-voce will ordinarily be conducted by the same examiner and awarded the Grade.

17. A candidate who has passed the above course of this University and is desirous of improving his/her performance will be allowed to appear as an ex-student in these examinations twice within a period of five years of his passing the examination. Such a candidate in the first instance shall intimate all the paper (s) in which he/she would like to improve his/her performance. He/she will then appear in the respective one or more theory paper(s) of the First, Second and/or Third & Fourth Semester examinations simultaneously in the main as well as in the supplementary examination. If he/she does not improve his/her performance, he/she shall be eligible to do so in the following year(s) which would be treated as his/her second chance.

The result of such a candidate shall be declared only if he/she improves performance in the aggregate of the whole examination by taking into account the marks obtained by him/her in the paper(s) in which he/she re-appears and the marks obtained by him/her earlier in the remaining paper(s) etc. The fact that the candidate has improved the performance shall be mentioned in the Detailed Marks Card.

Such candidates will take the examination according to the syllabus in force for the regular students in that academic session in which he/she proposes to take the examination for the purpose of improving his/her performance.

18. Notwithstanding the integrated nature of this course, which is spread over two academic years, 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, shall apply to all the students whether old or new.

***Approved vide AC Res. No. 6 dated 21-11-2014 & BOM Res. No. 5 dated 21-11-2014**