

e)

Summary of the Total Marks and Credits

Sr. No.		University Examination	Tutorial Hours	Total Hours	Marks			Credits
					Semester End Exam	Internal Assessment	Total	
1	Semester - I	230	90	320	560	240	800	32
2	Semester – II	230	90	320	560	240	800	32
3	Semester – III	235	85	320	560	240	800	36
4	Semester - IV	180	60	240	620	180	800	40
Total		875	325	1200	2300	900	3200	140

- f) The Semester End written examination of all the subjects & specialization courses shall be conducted by the University.
- g) The performance of the learners will be evaluated in two Components, One component will be the continuous assessment by the institute (Internal assessment) component carrying 30% marks and the second component will be the Semester wise End Examination component carrying 70% marks. The allocation of marks for the Internal Assessment and Semester End Examination will be as shown below:

1a	Two periodical class tests/ case study to be conducted in the given semester	15 marks
1b	An assignment based on curriculum to be assessed by the teacher concerned	05 marks
1c	Active participation in routine class instructional deliveries	05 marks
1d	Overall conduct as a responsible learner, mannerism and articulation and exhibition of leadership qualities in organizing related academic actives	05 marks
1	Internal assessment Total marks	30
2	Semester wise End Examination marks	70
Total marks per course		100

- Marks for internal assessment awarded on the basis of tests, assignment etc as determined by the teacher in the respective subject and moderated by the Director shall be notified on the college notice board for information of the students and it shall be communicated to the University 5 days before the commencement of the End Semester examinations.
 - The college shall preserve the answer sheets and assignments submitted by the students for at least one academic year, while the summery of the internal marks to be preserved as a permanent record.
 - An unsuccessful examinee at the any Internal shall be eligible for re-examination on payment of a fresh Examination fee prescribed by the University.
- h) **Summer Training:** At the end of second semester, all students will have to undergo summertraining of 8-10weeks with an industrial, business or service organization by taking a project study. The condition of successfully completing the programme shall not be deemed to have been satisfied unless a student undergoes summer training under the supervision of the

department in organizations as approved by the Director/ Principal/ Head / Faculty from time to time. Alternatively Director/ Principal/ Head / Faculty of the Department/ College/ Institute may allocate the sector/ industry/ company specific project to the individual student. Each student will be required to submit a project report to the Department/ College/ Institute for the work undertaken during this period within three weeks of commencement of the third semester for the purpose of evaluation in the third semester. .

- i) **Conversion of Marks to Grades and Calculations of GPA (Grade Point Average) and CGPA (Cumulative Grade Point Average):**In the Credit and Grade Point System, the assessment of individual Courses in the concerned examinations will be on the basis of marks only, but the marks shall later be converted into Grades by some mechanism wherein the overall performance of the Learners can be reflected after considering the Credit Points for any given course. However, the overall evaluation shall be designated in terms of Grade. There are some abbreviations used here that need understanding of each and every parameter involved in grade computation and the evaluation mechanism. The abbreviations and formulae used are as follows:-

Abbreviations and Formulae Used

G: Grade

GP: Grade Points

C: Credits

CP: Credit Points

CG: Credits X Grades (Product of credits & Grades)

SGPA = $\Sigma CG / \Sigma C$: (Sum of Product of Credits & Grades points) / ΣC : (Sum of Credits points)

SGPA: Semester Grade Point Average shall be calculated for individual semesters. (It is also designated as GPA)

CGPA: Cumulative Grade Point Average shall be calculated for the entire Programme by considering all the semesters taken together.

While calculating the CG the value of Grade Point 1 shall be consider Zero (0) in case of learners who failed in the concerned course i.e. obtained the marks below 50.

After calculating the SGPA for an individual semester and the CGPA for entire programme, the value can be matched with the grade in the Grade Point table as per the TEN (10) Points Grading System and expressed as a single designated GRADE such as O, A+, A, B+, B & F.

MARKS SCORED	Grade Points (on 10 point scale)	Grade	Remark
85 AND ABOVE	10	O	Outstanding
70 to less than 85	9	A ⁺	Excellent
60 to less than 70	8	A	Very Good
55 to less than 60	7	B ⁺	Good
50 to less than 55	6	B	Average
Less than 50	0	F	Fail
Absent in Examination	0	Ab	Absent

Note: Final Mark List will only show the Grade Points & Grades.

- i) Provision governing the award of grace marks for passing an examination, securing higher Grades shall apply to the examinations.

9. Project Work will be compulsory for each student appearing at the semester- IV (M.B.A) Examination.

- (i) Project shall carry 200 marks as follows-

	Marks
Project work	100
Seminar and open defense evaluation	50
Viva-voce	50
TOTAL	200

- (ii) For Project work/Research work a batch of **Thirty** students per guide /supervisor has to be allotted by the Institute.
 - (iii) A copy of Project work (Printed or Type Written) shall be submitted to college, at Fifteen Days prior to the date of commencement of Semester-IV Examination, which will be retained by the college/Department for internal evaluation purpose
 - (iv) A Candidate shall submit with his/her project work, a certificate from the Supervisor to the effect- That the candidate has satisfactorily completed the Project work for not less than one session and That the Project work is the result of the candidates own work and is of sufficiently high standard to warrant its presentation for examination.
 - (v) Candidate shall submit his declaration that the Project is the result of his own research work and the same has not been previously submitted to any examination of this University or any other University. The Project shall be liable to be rejected and /or cancelled if found otherwise.
 - (vi) The Project work shall be evaluated through seminar and open defense and Viva-voce at the College/ Department by one External Examiner & One internal examiners appointed by the University immediately after Semester-IV End Examination.
10. The scope of the subject, percentage of passing in theory and project will be governed as per following rules:
- i) In order to pass at the Semester I, II, III & IV examinations an examinee shall obtain not less than 50% marks or B grade in each head of passing of every paper, that is to say combinely in the Semester wise End examination , internal evaluation and in two heads of passing of project work.(Appendix - A,B,C & D)
 - ii) The results of successful candidates at the end of semester-IV shall be classified on the basis of CGPA obtained in all the four semesters.
 - iii) The candidates who has passed all the semester examinations in the first attempt are eligible for ranks, provided they secure Grade A and above.
 - iv) The results of the candidates who have passed the Semester-IV examination but not passed the lower semester examinations shall be declared as NCL (not completed lower semester examinations). Such candidates shall be eligible for the Degree only after completion of all the lower semester examinations.
 - v) An unsuccessful examinee at the any semester wise end examination shall be eligible for re-examination on payment of a fresh Examination fee prescribed by the University.

11. Promotion to Higher Semester (ATKT)

- i) An unsuccessful examinee at the any semester examination shall be ALLOWED TO KEEP TERM in next higher semester in accordance to the following table:

Table

Admission to Semester	Candidate should have passed in following examination	Candidate should have competed the term and appeared at least one Theory Paper	Candidate should have passed at least 50% courses of following examinations
I Semester	Degree examination	-----	-----
II Semester	-----	Semester-I	-----
III Semester	-----	-----	Semester- I&II
IV Semester	-----	Semester-III	-----

ii) No person shall be admitted to this Programme, if he has already passed the same Programme or a Programme of any other statutory University (which has been recognized as equivalent to this programme.)

iii) A candidate who fails in any of the semester examination may be permitted to take the examination again at a subsequent appearance as per the syllabus and scheme of examination in vogue at the time the candidate took the examination for the first time. This facility shall be limited to the following two years.

iv) Examinee successful at the Semester I, II, III and IV examinations shall, on payment of the prescribed fee, receive a Degree in the prescribed form signed by the Vice-Chancellor.

12. Guidelines for Setting Question Papers of Semester I, II, III & IV End Examinations :-

- The question paper shall be set in such a manner so as to cover the complete syllabus as prescribed by the University.
- The duration of the Semester wise End Examination shall be 3.00 Hours per course.
- Question No. 1-10 : 10 long answer (Three Hundred words Approximately) questions carrying 14 marks each covering the complete syllabus, out of which the student is required to attempt five questions
- The evaluation of the Semester IV Project work internal assessment shall be conducted at Institute / Department by the respective subject teacher.
- The result for these examinations shall be declared within time limit as per University norms and communicated to the University within stipulated time.
- The record of conduct of such examination, evaluation and results shall be maintained for a period of at least **One year** by the respective Institute / Department for the verification by the competent authority.

13. Not Fit for the Course:

If an examinee fails to pass the M.B.A. programme within FIVE successive years from the date of his/her admission he/she shall be declared Not Fit for the Course (NFC), and shall not be allowed to appear for any previous examination of the programme.