

GUIDELINES ON SEMESTER SYSTEM (Three Year Degree Course)

1. Duration- Duration of the course is of Six Semester. Each semester is of six months duration
2. Total Marks – There will be only Honours course of total 2800 marks
3. Grouping of Subjects- (i) General group of three subjects are compulsory for all students of Science, Arts, Commerce and Computer Applications. These are (a) General English (Second and Third Semester) (b) General Hindi (Second and Third Semester) (c) Environmental Studies (first semester). (d) Skill based course (Sixth Semester).

(ii) Three elective subjects to be chosen as permissible in the College as per the guidelines of the University.
4. Marks Pattern - (i) Each theory course paper will be of 100 marks for non practical subjects and of 70 marks for subjects having practical.

(ii) Each practical paper will be of 60 marks.

Practical classes will be held round the year but examinations shall be held only in even semesters.
5. Theory Examinations- Duration of theory examinations shall be of 2 hours and 30 minutes. There will be three shifts of examination in each day.
6. Practical Examinations- Duration of practical examinations shall be as suggested in course content in the syllabi.
7. Admission/ Registration (For Private Candidates) Period- (i) First semester admission should be completed within 15th July each year. (ii) Admission/ Registration in other semesters i.e. 2nd, 3rd, 4th, 5th and 6th semester should be completed within 7 days after completion of examinations on provisional basis. The provisional admission to be regularized within seven days from the date of publication of results. Requests for permission for late Admission/Registration shall not be entertained.

8. **Schedule of Classes-**

- (i) 1st semester classes from 16th July
- (ii) 3rd and 5th Semester classes from 2nd July
- (iii) 2nd, 4th and 6th Semester classes from 2nd January.

Classes shall be continued till 07 days before commencement of the examinations.

9. **Examination Schedule- Tentative schedules of examinations are as under:-"**

- {i) Odd Semester- 20th November to 20th December.**
- (ii) Even Semester- 15th April to 14th May.**

10. **Examinations Pattern- (i) Theory**

- a) Questions will be Group/ Unit wise. Questions will be set from all groups/ units covering the entire syllabi. There will be one alternative question for each question to be answered.
- b) Five questions are to be answered each of 20 marks for subjects without practical and of 14 marks for subjects having practical.
- c) There will be no separate distribution of objective type of questions but these will be included along with main questions
- d) Marks shall be distributed for a question like 1,2,3 for different portion and maximum marks shall be 20 for non practical subjects and 14 for subjects having practical in the following manner:-

(i) Theory

- Objective type (in a few words) -20%
- Short answer type (three to five sentences) -40%
- Broad and critical type (marks between 5-10) -40%

(ii) Practical -

| | Each pass paper |
|------------------------------|-----------------|
| Laboratory note book/project | 10 |
| Viva voce | 10 |
| Experiment(s) | 40 |
| Total | 60 |

Note for Commerce :

1. One question from each unit will be set in each paper. There will be one alternative question for each question to be answered.
2. In each Pass paper 20% Objective
(Theory) 80% Descriptive

 For Honours papers (Theory) : 100% Descriptive
- e) In Odd semester examinations, a candidate shall appear in papers of odd semester(s) only. Similarly in even semester examinations, a candidate shall appear in papers of even semester(s) only. Papers of odd and even semesters shall not be combined in one examination.

11. Internal Assessment

Internal Tests are compulsory for theory papers and must be held as per following calendar :-

| | |
|---------------------|--|
| Odd Semester | 1st Test- August and 2nd Test October |
|---------------------|--|

| | |
|----------------------|--|
| Even Semester | 1st Test- February and 2nd Test March |
|----------------------|--|

Each test will be of 10 marks. Average of the marks obtained in the two tests shall be incorporated as the final mark. Qualifying mark is 04 (40%). If a candidate fails to obtain qualifying marks and for those who have failed to attend the test on bonafide grounds, one special test may be arranged before submission of application forms and fees to the university. The Unit tests marks are to be sent to the university as per notification to be issued by the university from time to time. In each theory paper 10% marks will be awarded from the marks obtained in the internal tests and 90% marks will be awarded from the marks obtained in the external paper of the main examination.

12. Eligibility criteria for admission in Semester end Examinations

- (i) A candidate should have 75% of attendance both in theory and practical papers. 65% attendance may be considered only on special circumstances and on certification by the Principal of the concerned college

- (ii) A candidate shall have to qualify in the internal tests securing at least 40% marks.
- (iii) A candidate shall be allowed to appear in those papers only in which he/she has secured qualifying marks in internal test.
- (iv) If a candidate after taking admission in 1st semester could not continue the classes or could not obtain eligibility cannot appear in the 1st semester examinations. Similarly a private candidate after being registered in 1st Semester could not obtain eligibility cannot appear in the 1st semester examination. In such cases the student will not be allowed to continue in second semester and he/ she has to take fresh admission/registration in 1st semester again in next academic year.

13. Lecture Periods / Classes

There shall be a minimum of 50 lecture Periods/ Classes for theory papers in respective course. Minimum of 20-30 hours shall be for each practical paper. This shall be strictly adhered to.

14. Promotion Rules

- (a) A candidate is eligible to continue the second semester classes immediately after the 1st semester examinations and can appear in the 2nd semester examinations notwithstanding the number of arrear papers in 1st semester provided he / she must have appeared in the 1st semester examinations.
- (b) A candidate will be promoted to 3rd semester with not more than two back papers of 1st semester and he/she will continue to attend classes of 3rd Semester provisionally. He/ she will be allowed to get final admission in the 3rd semester with maximum of four back papers in all in 1st semester and 2nd semester.
- (c) A candidate will be promoted to 4th semester with not more than two back papers in 2nd semester and he/she will be allowed to attend classes of 4th semester provisionally. He/ she will be allowed to get final admission in the 4th semester with maximum of four back papers in all in 2nd semester and 3rd semester.
- (d) A candidate will be promoted to 5th semester with not more than two back papers of 3rd semester and he/she will continue to attend classes of 5th semester provisionally. He/ she will be allowed to get final admission in the 5th semester with any number of back papers of 4th semester and only two back papers of 3rd semester.
- (e) A candidate will be promoted to 6th semester with not more than two back papers of 4th semester. He/ she will be allowed to take admission finally in the 6th semester with any number of back papers of 5th semester and only two back papers of 4th semester.

15. **Other Guidelines :**

- i) There will be no provision for Revaluation, Supplementary or Betterment (Division Improvement).
- ii) A candidate has to clear all the papers within 12 semesters (six years) from the year of first admission in the programme.
- iii) Non-collegiate private candidate, as per ordinance, may appear in the TDC examinations choosing only non-practical subjects in the new system like that of regular students.
- iv) a candidate will choose Honours papers from any one of the three elective subjects/ courses selected by him/her in the First Semester. A candidate can change the Honours subject within 15th days from the date of admission in the Third Semester.
- v) The system of credit of ten point scale examination marks in the final mark sheet shall be introduced.
- vi) The system of Choice based credit system and Gradation system shall be introduced after its formal approval by the university authority.

16(A) For Honours Course (Total marks: 2800) of B.A., B.Sc., B.C.A. and B.B.A

| Subject | First Year | | | | second Year | | | | Third Year | | | | Total in each subject in three years | |
|-----------------------------|------------|-----|----------|-----|-------------|-----|----------|-----|------------|-----|----------|-----|--------------------------------------|------------|
| | 1st Sem. | | 2nd Sem. | | 3rd Sem. | | 4th Sem. | | 5th Sem. | | 6th Sem. | | Paper | Full marks |
| | Paper | FM | Paper | FM | Paper | FM | Paper | FM | Paper | FM | Paper | FM | | |
| Environmental Studies | 101 | 100 | | | | | | | | | | | 1 | 100 |
| General English | | | 201 | 100 | 301 | 100 | | | | | | | 2 | 200 |
| General Hindi | | | | | | | 401 | 100 | 501 | 100 | | | 2 | 200 |
| Skill based Course | | | | | | | | | | | 601 | 100 | 1 | 100 |
| Sub Total | | | | | | | | | | | | | 6 | 600 |
| First Elective | | | | | | | | | | | | | | |
| Non Practical Subject/group | 102 | 100 | 202 | 100 | 302 | 100 | 402 | 100 | 502 | 100 | 602 | 100 | 6 | 600 |
| Practical Subject | 102(T) | 70 | 202(T) | 70 | 302(T) | 70 | 402(T) | 70 | 502(T) | 70 | 602(T) | 70 | 6(T) | 420 |
| | | | 202(P) | 60 | | | 402(P) | 60 | | | 602(P) | 60 | 3(P) | 180 |
| | | | | | | | | | | | | | Total-9 | 600 |
| 2nd Elective | | | | | | | | | | | | | | |
| Non Practical Subject | 103 | 100 | 203 | 100 | 303 | 100 | 403 | 100 | 503 | 100 | 603 | 100 | 6 | 600 |
| Practical Subject | 103(T) | 70 | 203(T) | 70 | 303(T) | 70 | 403(T) | 70 | 503(T) | 70 | 603(T) | 70 | 6(T) | 420 |
| | | | 203(P) | 60 | | | 403(P) | 60 | | | 603(P) | 60 | 3(P) | 180 |
| | | | | | | | | | | | | | Total-9 | 600 |
| 3rd Elective | | | | | | | | | | | | | | |
| Non Practical Subject | 104 | 100 | 204 | 100 | 304 | 100 | 404 | 100 | 504 | 100 | 604 | 100 | 6 | 600 |
| Practical Subject | 104(T) | 70 | 204(T) | 70 | 304(T) | 70 | 404(T) | 70 | 504(T) | 70 | 604(T) | 70 | 6(T) | 420 |
| | | | 204(P) | 60 | | | 404(P) | 60 | | | 604(P) | 60 | 3(P) | 180 |
| | | | | | | | | | | | | | Total-9 | 600 |
| Honours Subject | | | | | | | | | | | | | | |
| Non Practical Subject | | | | | 305 | 100 | 405 | 100 | 505 | 100 | 605 | 100 | 4 | 400 |
| Practical Subject | | | | | 305(T) | 70 | 405(T) | 70 | 505(T) | 70 | 605(T) | 70 | 4(T) | 280 |
| | | | | | | | 405(P) | 60 | | | 605(P) | 60 | 3(P) | 120 |
| | | | | | | | | | | | | | Total-7 | 400 |

Grand Total - 2800

(B) B.Com Honours Group*

| | | |
|----------|------------------------|---|
| Group- A | Accounting and Finance | <ol style="list-style-type: none">1. Specialised Accounts2. Cost and Management Audit3. Financial Management & Control4. Financial Market & Services |
| Group- B | Business Management. | <ol style="list-style-type: none">1. Human Resource Management2. Marketing Management3. Strategic Management4. Organizational Behavior |
| Group- C | Applied economics | <ol style="list-style-type: none">1. Macro Economics2. Public Finance3. Money & Banking4. International Economics |
| Group- D | Taxation | <ol style="list-style-type: none">1. Tax Planning & Procedure2. Indian Tax Structure3. Investment Management & Security Analysis4. E-Commerce |

* Honours candidate shall have to choose either one group.

B.Com. Honours Course

| | | | | | | |
|-----------------|-------------|--|---|---|--|------------------------|
| First Semester | Pass Papers | BCMP 101 Env. Studies (100 marks) | BCMP 102 Financial Accounting (100 marks) | BCMP 103 Business Communication (100 marks) | BCMP 104 Business Economics (100 Marks) | 400 marks |
| Second Semester | Pass Papers | BCMP 201 General English 01 (100 marks) | BCMP 202 Business Mathematics (100 marks) | BCMP 203 Business Regulatory Frame work (100 marks) - | BCMP 204 Business Environment (100 marks) | 400 marks |
| Third Semester | Pass Papers | BCMP 301 General English 02 (100 marks) | BCMP 302 Corporate Accounting (100 marks) | BCMP 303 Principles of Management (100 marks) | BCMP 304 Business Statistics (100 marks) | 400 marks |
| | Hons Papers | BCMH 301 First Subject of Selected Group (100 marks) | | | | 100 marks Total 500 |
| Fourth Semester | Pass Papers | BCMP 401 General Hindi 01 (100 marks) | BCMP 402 Cost Accounting (100 marks) | BCMP 403 Company Law (100 marks) | BCMP 404 Business Organization (100 marks) | 400 marks |
| | Hons Papers | BCMH 401 Second Subject of Selected Group (100 marks) | | | | 100 marks Total 500 |
| Fifth Semester | Pass Papers | BCMP 501 General Hindi 02 (100 marks) | BCMP 502 Income Tax (100 marks) | BCMP 503 Auditing (100 marks) | BCMP 504 Insurance (100 marks) | 400 marks |
| | Hons Papers | BCMH 501 Third subject of Selected Group (100 marks) | | | | 100 Marks Total 500 |
| Sixth Semester | Pass Papers | BCMP 601 Skill Based Course (100 marks) | BCMP 602 Indirect Tax (100 marks) | BCMP 603 Management Accounting (100 marks) | BCMP 604 Industrial Organization (100 marks) | 400 marks |
| | Hons Papers | BCMH 601 Fourth subject of Selected group (100 marks) | | | | 100 marks Total 500 |

Grand Total -2800

17 Result

(A) Each theory paper (Non practical subjects)

| Min. Passing Percentage | Full Marks | Min. Passing Marks |
|-------------------------|------------|--------------------|
| 34% | 100 | 34 |

(B) Each theory paper (Practical subjects)

| Min. Passing Percentage | Full Marks | Min. Passing Marks |
|-------------------------|------------|--------------------|
| 34% | 70 | 24 |

(C) Each Practical paper

| Min. Passing Percentage | Full Marks | Min. Passing Marks |
|-------------------------|------------|--------------------|
| 34% | 60 | 21 |

18 General group for science, Arts and Commerce and abbreviation of subject.

| | |
|-------------------------|------|
| Environmental Studies - | FCES |
| General English - | ENGG |
| Business Communication- | BCOE |
| Skill Based Course- | SBC |

Abbreviations of other Science and Arts subjects are appended below:-

| Science and Arts subjects | Hons | Pass | Science and Arts subjects | Hons | Pass |
|---------------------------|------|------|---------------------------|------|------|
| Physics | PHSH | PHSP | Education | EDCH | H)CP |
| Chemistry | CHMH | CHMP | Sociology | SOCH | SOCP |
| Mathematics | MTMH | MTMP | English | ENGH | ENGP |
| Statistics | STSH | STSP | Arabic | ARBH | ARBP |
| Anthropology | ANTH | ANTP | Persian | PERH | PERP |
| Geography | GEOH | ANTP | Sanskrit | SANH | SANP |
| Geology | GELH | GELP | Hindi | HINH | HINP |
| Botany | BOTH | BOTP | Fish and Fisheries | - | FISV |
| Zoology | ZOOH | ZOOP | Bicotechnology | BTCH | BTCP |
| Economics | ECOH | ECOP | Computer Applications | BCAC | EBCA |
| Political Science | PLSH | PLSP | Ecology and Env'tl. Sc. | - | EESP |
| Philosophy | PHIH | PHIP | Microbiology | MICH | MICP |
| History | HISH | HISP | | | |
| Computer Sc | BCSH | BCSP | | | |
| Mass Commn. | - | MACP | | | |

19. Restriction in combinations of elective subjects Combinations that are *not* allowed:-

Two elective languages

Language with Physics, Chemistry, Statistics, Botany, Zoology, Computer Science, Bio-technology and Geology

Statistics with Sociology, Philosophy, Zoology and Chemistry

Mathematics with Sociology, Philosophy, Zoology, Botany, Bio-technology and Fish & fisheries. Classics

subjects with science subjects Two practical

subjects for TDC Arts

Non practical subjects other than Mathematics and Economics for TDC Science