

IFTM University, Moradabad

Examination Ordinance for all the Programme(s) from session 2018-2019 onwards
(in case of B.Pharm. & M.Pharm. programmes, the Ordinance of PCI has been adopted from 2017-18 onwards)

1. Examination:

- The minimum Grade required to pass in each Theory & Practical paper is '**Grade D**'.
- A candidate, in order to pass must satisfy the following:

(i) **Semester System:** Minimum CGPA of 4.50 is required in a particular academic year inclusive of both semesters of that academic year subject to conditions of clause 3.

(ii) **Annual System:** Minimum CGPA of 4.50 is required in a particular academic year subject to conditions of clause 3.

- There shall be no minimum Grade required to pass in General Proficiency (GP). However, Grade obtained in General Proficiency (GP) shall be included in SGPA.
- In case of audit paper, the minimum Grade required to pass is Grade D, however, the Grade obtained in audit paper shall not be included in SGPA.

2. Credits and Grade System

- All programmes shall have credits associated with them as per their Lecture & Practical (L&P) structure and shall be determined as follows:

One lecture (L) hour per week per semester shall be assigned one credit.

One practical (P) hour per week shall be assigned half credit.

However, the credits associated with every programmes will be a whole number, i.e., wherever the sum comes out to be in half credit on calculation following the aforesaid process, the half shall be rounded to the next whole number.

The weightage of General Proficiency (GP) if any, in the Programme shall be one credit.

- The letter grades based upon the overall marks obtained in a subject will be as follows:

S.No.	Marks	Letter Grade	Grade Point
1.	≥ 90	A+	10
2.	80-89	A	9
3.	70-79	B+	8
4.	60-69	B	7
5.	50-59	C+	6
6.	40-49	C	5
7.	35-39	D	4
8.	30-34	E	2
9.	< 30	F	0

'E' & 'F' Grade will be treated as Carry Over Paper

In addition to the above grades, there shall be two more letter grades 'I' and 'AB' which shall stand for Incomplete and Absent Grades, respectively.

(c) **Semester Grade Point Average (SGPA)**

The SGPA is a weighted average of the grade points earned by a student in all the papers credited and described his/ her academic performance in a semester. If the grade points associated with the letter grades awarded to a student are $g_1, g_2, g_3, \dots, g_k$ etc. and the corresponding credits are $c_1, c_2, c_3, \dots, c_k$, the SGPA is given by :

$$SGPA = \frac{c_1 g_1 + c_2 g_2 + c_3 g_3 + \dots + c_k g_k}{c_1 + c_2 + c_3 + \dots + c_k}$$

Where, K is the number of papers for which the candidate remains registered during the semester.

(d) **Cumulative Grade Point Average (CGPA)**

The Cumulative Grade Point Average (CGPA) indicates the overall academic performance of a student in all the papers registered in that particular academic year. It is computed in the same manner as the SGPA, considering all the papers (say, n), and is given by

$$CGPA = \frac{\sum_{i=1}^n c_i g_i}{\sum_{i=1}^n c_i}$$

(e) **Final CGPA**

It is the weighted average of the CGPA of all years of study.

(f) **Percentage equivalence of CGPA/Final CGPA**

The conversion of CGPA/Final CGPA to exact percentage of marks does not have perfect rationale. However, its equivalent at best can be arrived at by multiplying by 10.00.

3. **Carry over system:**

Name of Programme(s)	Maximum number of Carryover paper permissible for promotion to next academic year
B. Tech.(ME)/ B. Tech.(CE)/ B.Tech.(E & CE) / B.Tech.(CS &E) / B.Tech. (EE)/ B.Tech. (AgE)/ B.Tech. (BT) Diploma(E&CE)/ Diploma (CE)/ Diploma (EE)/ Diploma (CS&E)/ Diploma(ME) / D. Pharm./ M.B.A./ M.C.A./ B.C.A./ B.Sc.(BT)/ B.Sc. (MB)/ B.Sc. (FT)/ B.Sc. (Home Science)/B.Sc. (H)Agriculture	06 theory/ practical/ project papers
B.B.A./ B. Com. (Hons.)/ B.Sc. (PCM)/ B.Sc. (ZBC) M. Sc.(Chemistry) M.Sc. (Botany)/ M.Sc. (Zoology)/ M.Sc. (MB)/ M.Sc. (BT)/ M.Sc. (FT)/ M.S.W./ M.Sc. (Home Science) B.L. & I.Sc./ M.L. & I.Sc./ B.H.M.C.T./ B.A.-L.L.B./ B.B.A.-L.L.B./ B.Sc. (Hons.)Chemistry/ B.Sc. (Hons.) Physics/ B.Sc. (Hons.) Mathematics/ B.Sc. (Hons.)Zoology/ B.Sc. (Hons.)Botany/ B.Sc.+B.Ed.(Integrated)/B.A.+B.Ed.(Integrated)/ D.H.M./M.T.T.M.	05 theory/ practical/ project papers
L.L.B./ M. Sc. (Physics)/M.Sc. (Mathematics)/ M.Sc. Agricultural (Agronomy)/ M.Sc.(AG) Hort-Vegetable Science/ M.Sc.(AG) Hort-Floriculture & Landscaping)/ M. Tech. (ME)/ M. Tech. (CS&E)/ M. Tech. (E&CE)/ M. Tech. (EE)/ M. Tech. (BT)/ M. Tech. (CE)/ M. Tech. (Process & Food Engineering)/ M. Tech. (Farm Machinery)/ M. Tech. (S&WCE) / L.L.M./ M.A. (Education)/ B.Ed./ B.A. (Journalism)/ M.A. (Journalism)/ M.Ed.	04 theory/ practical/ project papers
B.A. (General)/ B.Com. (G)/ M.Com./ M.A. (English)/ M.A. (Economics)/ M.A. (Geography)/ M.A. (Sociology)/ M.A. (Hindi)	03 theory/ practical/ project papers

4. **Promotion:**

- a) A candidate satisfying all the requirements under clause 1 shall be promoted to the next academic year of study.
- b) A candidate shall be eligible for provisional promotion with carryover (PCP status) to the next academic year of study provided he/she fails to satisfy the requirements of clause 1(a) in not more than permissible carry over paper as mentioned in clause 3.
- c) If a candidate satisfy the requirement of clause 1(a) but fails to satisfy the requirement of 1(b) he/she shall be eligible for provisional promotion with carryover (PCP-A {aggregate} status). He/she may choose upto a maximum of any 04 theory papers of that particular academic year as per his/her choice to pass the examination of that.

5. **Change of Grade already awarded**

Letter Grade 'E' will be changed into Letter Grade 'D' upto the maximum of 03 papers at the time of promotion to the next academic year provided he/she can be declared to have passed the academic year without any carry over paper, by changing the Grade.

6. **Evaluation of Performance**

- (a) **Programmes:** Evaluation of performance of the students in a programme shall be a continuous process based on their performance in the class test, assignments and the end semester examinations.

(i) **Theory papers in semester system (Maximum Marks: 100)**

The evaluation will be done through two class test and one end semester examination. This will be in addition to assignments, attendance, etc. Each class test will carry a weightage of 10 marks, and the end semester examination will carry a weightage of 70 marks. The remaining 10 marks will be awarded on the basis of attendance and performance in assignments.

(ii) **Practical in semester system (Maximum Marks: 100)**

In each practical, the student will be required to carry out the number of experiments as specified in the syllabus. Each practical conducted will be assessed by the teacher based on the experiment done during the lab, submission of the practical file, and understanding of the experiment done, which will carry a weightage of 30 marks. There shall be an end semester practical examination with or without an external examiner which will carry a weightage of 70 marks.

(b) **Summer Training, Project, Dissertation, Seminar etc.**

Summer Training, Project, Seminar, Dissertation, and other learning oriented activities shall have associated maximum marks and credits, as stated in the syllabus.

7. **Award of Division:**

- a) The division shall be awarded on the basis of final year result.
- b) If a student passes all examinations and secure minimum Final CGPA 4.50 to 5.99, he/she shall be eligible for the award of SECOND DIVISION.
- c) If a student passes all examinations and secure minimum Final CGPA 6.00 to 7.49, he/she shall be eligible for the award of FIRST DIVISION.
- d) If a student passes all examinations in first attempt without change of Grade and secures minimum Final CGPA 7.50 & above, he/she shall be eligible for the award of FIRST DIVISION WITH HONOURS.

8. **Medium of Instruction & Examination:**

In all the academic programmes, the medium of instruction and examination shall be English except those in Education, Law, Arts and Diploma programmes shall be bilingual.

9. **Attendance:**

A minimum of 75% attendance is compulsory to appear in end semester/Annual examination. However, the same can be condoned to 15% on medical grounds or for other genuine reasons beyond the control of students.

10. **Scrutiny & Re-evaluation:**

- a) Scrutiny shall be allowed in only theory papers, in which Re-totaling of the marks awarded will be done and only unchecked answers (if any) will be evaluated.
- b) Re-evaluation of theory/practical papers is not permitted.

11. **Change of Branch:**

- a) In case of B. Tech courses only there is provision of Change of Branch in second year for the candidates who are passing with minimum CGPA of 6.0 in first year.
- b) The change of branch if allowed will become effective from B. Tech third semester.
- c) Further change of branch shall not be permitted.
- d) Change of branch facility is not applicable to the Candidate admitted in first year of B. Tech (BT/AG) courses having PCB (Physics, Chemistry & Biology) group at 10+2 level.
- e) Candidates with the PCP (pass with carry over paper) and PCG (pass with change of grade) status in first year are not eligible for change of branch.

12. **Duration of Programme(s):**

The maximum period in which a student will be allowed to complete his/ her degree requirements is as follows:

For 04 & 05-year programme(s)	:	08 Years
For 03-year programme(s)	:	06 Years
For 02-year programme(s)	:	04 Years
For 01-year programme(s)	:	02 Years

13. **Unfair Means:**

Cases of unfair means shall be dealt as per the rules of the University.

14. **Result:**

- a) The result of a candidate shall be declared on the following basis:
 - (i) **Semester System:** on the basis of the performance of both semesters of the same academic year.
 - (ii) **Annual System:** on the basis of the annual performance of the academic year.
- b) Result of the final year shall be declared on the basis of working out Final CGPA which is the weighted average of CGPA of all years of the study.

15. Improvement:

There shall be no provision of Improvement examination in all the courses running in the University.

16. Grade Card:

(a) A copy of the Grade Card shall be issued to each student at the end of each academic year. The duplicate copy, if required can be obtained on payment of prescribed fee.

(b) The Grade Report Card of a student may be withheld if he/she has not paid his/her dues or if there is a case of indiscipline pending against him/her or for any other such reasons.

17. Ex-Studentship:

A candidate opting for ex-studentship shall be required to appear in all the theory/practical/viva papers in the end semester examinations of both semesters/ annual examination of the same academic year. However, the sessional marks of theory & practical both shall remain the same as those secured earlier.

18. Re-Admission:

A candidate may be allowed for re-admission provided he/she satisfies one of the following conditions:

- a) A candidate is declared fail.
- b) A candidate promoted with carry over papers and opts for re-admission.

19. Convocation:

(a) The Convocation of the University shall be held at the date fixed by the Executive Council. The Controller of Examinations shall report to the Executive Council the names of all students who fulfill the requirements prescribed for various Degrees of the University and have become qualified under these regulations for the award of the Degrees.

(b) If the Convocation is not held due to some unforeseen reasons or unavoidable circumstance within six months after the batch of the students has become eligible to receive the degree, shall be collected by the students from the office of the COE.

Dr. Anuj Srivastava

Controller of Examinations

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