



UNIVERSITY OF HYDERABAD

O/o the Controller of Examinations
Date: 4th August, 2017

REVISED NOTIFICATION

- Sub: Introduction of Choice Based Credit System (CBCS)-Continuous Assessment System for Post Graduate courses from the academic year 2017-18.
- Ref: 1) This office Notification of even no, dated 11-5-2015.
2) Proceedings of the 74th Academic Council meeting held on 15-4-2015 & 21-4-2015.
3) Vice-Chancellor's approval dated 22-6-2017, 17-7-2017 and 4-8-17

As emphasized by the University Grants Commission, the University of Hyderabad has decided to implement the full version of Choice Based Credit System (CBCS)-Continuous Assessment System to provide greater academic autonomy to the University Departments of studies from the academic year 2017-18. Accordingly, the regulations for Choice Based Credit System (CBCS)-Continuous Assessment System has been approved by the 74th Academic Council meeting held on 15-4-2015 & 21-4-2015 and the decision was endorsed by the 165th Executive Council meeting held on 29-6-2015.

The existing Choice Based Credit System (CBCS) will however continue for All Schools/Departments/Centres.

NOTE: The above Choice Based Credit System (CBCS)-Continuous Assessment System is uploaded on the University Website.

Sd/-
Controller of Examinations

REGULATIONS FOR
CHOICE BASED CREDIT SYSTEM (CBCS)
AND CONTINUOUS ASSESSMENT SYSTEM
FOR POSTGRADUATE DEGREE PROGRAMMES IN THE UNIVERSITY
SCHOOLS/DEPARTMENTS/CENTRES WITH EFFECT FROM 2017-18

1. Title and Commencement—: These Regulations shall be called the University of Hyderabad Regulations for Choice Based Credit System (CBCS) and Continuous Assessment System for Postgraduate Degree Programmes. These Regulations shall come into force from the academic year 2017-2018.

2. Programmes offered : The Masters Courses approved by the Academic Council on the recommendations of various School Boards and Departmental Committees from time to time.

3. Definitions:

Academic Unit (AU): A School/ Department/ Centre of study is designated as an Academic Unit.

Academic Year: Two consecutive (one odd + one even) semesters constitute one academic year, i.e, 1st July of a calendar year to 30th June of the succeeding calendar year.

Choice Based Credit System (CBCS): The CBCS provides choice for students to select from the prescribed minimum number of credits to be completed by the students.

Course: Usually referred to, as 'papers' is a component of a programme. All courses need not carry the same weight. The courses should define learning objectives and learning outcomes. A course may be designed to comprise lectures/ tutorials/laboratory work/ field work/ outreach activities/ project work/ vocational training/viva/ seminars/ term papers/assignments/ presentations/ self-study etc. or a combination of some of these.

Credit Based Semester System (CBSS): Under the CBCS, the requirement for awarding a degree or diploma or certificate is prescribed in terms of minimum number of credits to be completed by the students.

Credit Point: It is the product of grade point and number of credits for a course.

Credit: A unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical work/field work per week.

Cumulative Grade Point Average (CGPA): It is a measure of overall cumulative performance of a student over all semesters completed up to the end of a given semester. The CGPA is the ratio of total credit points secured by a student in various courses in all these semesters and the sum of the total credits of all courses in all these semesters. It is expressed up to two decimal places.

End-of-Semester Examination: Examination to be conducted at the end of the semester.

Grade Point: It is a numerical weight allotted to each letter grade on a 10-point scale.

Letter Grade: It is an index of the performance of students in a said course. Grades are denoted by letters A+, A, B+, B, C, D and F.

Minor: An assessment of student progress in a course before the end of the semester, Minors are to be conducted periodically during a semester at regular intervals and may consist of written exam, quiz, term paper, assignment, seminar presentation etc.

Programme: An educational programme leading to award of a Degree, diploma or certificate.

Semester Grade Point Average (SGPA): It is a measure of performance of work done in a semester. It is ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It is expressed up to two decimal places.

Semester: Each semester consists of 15-18 weeks of academic work equivalent to 90 actual teaching days. The odd semester may be scheduled from July to December and even semester from January to June.

Transcript or Grade Card or Certificate: Based on the grades earned, a grade certificate shall be issued to all the registered students after every semester. The grade certificate will display the course details (code, title, number of credits, grade secured) along with SGPA of that semester and CGPA earned till that semester.

Core Course: This is a course which is to be compulsorily studied by a student as a core requirement to complete the requirement of a programme in a said discipline of study.

Elective Course: Elective course is a course which can be chosen from a pool of courses. It may be:

- Supportive to the discipline of study
- Providing an expanded scope
- Enabling an exposure to some other discipline/domain
- Nurturing student's proficiency/skill.

An elective may be "Generic Elective" focusing on those courses which add generic proficiency to the students. An elective may be "Discipline centric" or may be chosen from an unrelated discipline to be called an "Open Elective"

Foundation Course: The Foundation Courses are the courses based upon the content that leads to Knowledge enhancement. They are mandatory for all disciplines.

Every course offered will have three components associated with the teaching-learning process of the course, namely (i) Lecture (L) (ii) Tutorial (T) and (iii) Practicals (P).

The Tutorial session constitutes participatory discussion / self-study/ desk work/ brief seminar presentations by students and such other novel methods that make a student to absorb and assimilate more effectively the contents delivered in the Lecture classes. Practical / Practice session consists of Hands on experience / Laboratory Experiments / Field Studies / Case studies that equip students to acquire the much required skill component.

A course shall have either some or all the three components. That means, a course may have only lecture component, or only practical component or combination of any two or all the three components.

In terms of credits, every one hour session of L or T per week amounts to 1 credit per semester and a minimum of two hour session per week of P amounts to 1 credit per semester, with one semester generally running 16 weeks of teaching-learning process. The total duration of a semester is 20 weeks inclusive of semester-end examination.

The total credits earned by a student at the end of the semester upon successfully completing a course are $L + T + P$, where L is lecture credits; T, tutorial credits and P, practical credits. The credit pattern of the course is indicated as L: T: P. If a course is of 4 credits then the different credit distribution patterns in L : T : P format could be

4 : 0 : 0, 1 : 2 : 1, 1 : 1 : 2, 1 : 0 : 3, 1 : 3 : 0,
2 : 1 : 1, 2 : 2 : 0, 2 : 0 : 2, 3 : 1 : 0, 3 : 0 : 1,
0 : 2 : 2, 0 : 4 : 0, 0 : 0 : 4, 0 : 1 : 3, 0 : 3 : 1,

The concerned School Board will choose the convenient credit pattern for every course based on the requirement. Generally, a course could be of 2 to 4 total (L+T+P) credits.

Every course of study is categorized into one of the three groups namely, Foundation course, core course or Elective course.

A programme of study may also have a Project component.

4. Eligibility for admission

The candidates for various courses will be admitted based on the eligibility criteria as mentioned in the prospectus of the University.

5. Scheme of Instructions

5.1 A Masters Degree programme generally is of 4 semesters (two years duration) course except for MCA and MPA Theatre Arts (for which normal duration is 6 semesters or 3 years). A candidate can avail a maximum duration of $N + 2$ years (in one stretch) to complete Masters Degree (including idle semesters, if any), where N is the Normal duration of the programme in years. The course durations for all the courses has been provided in the prospectus of the University.

5.2 A candidate has to earn a minimum of credits as prescribed by the respective Academic Unit for successful completion of a Master's Degree with a distribution of credits for different courses as given in the following table.

The Course Structure as per CBCS would be as follows

Course	Total (Credits)
Two Foundation courses (to be offered for I & II semesters) each of 3/ 4 credits	06 (minimum)
Core courses	64
Electives	(minimum)
Total	70 (minimum)

- a) The entire course structure will be categorized into Foundation, Core and Elective Courses.
- b) The total number of credits may vary from one Academic unit to another for various courses, however, the minimum credits for the PG programme should be at least 70.
- c) The Choice Based Credit System shall apply to all Integrated and PG students joining the university from 2017-18 batch and shall not apply to the ongoing students (including the students of the integrated programmes joining their host departments/schools).
- d) The Choice Based Credit System shall not apply to M.Tech, M.Phil and PhD students.
- e) The foundation courses may be of 3/ 4 credits.
- f) Every student has to take at least two foundation courses in the 1st and 2nd semester from within or outside the Academic Unit as per the choice of the student.
- g) All Foundation courses shall be offered in the time slot of 8 am to 9 am or 6 pm to 7 pm.
- h) The course codes for all the Foundation courses shall be prefixed with FN
- i) The ceiling in number of students for each foundation course offered will be 100
- j) Every Foundation course is open to all students of Integrated and PG courses.
- k) If the Foundation course offered is also a core course of the Academic unit then Foundation course shall be taught separately during the time slot of 8 am to 9 am or 6 pm to 7 pm and shall be of 3 credits.
- l) All Integrated and PG students will do course registration for a Foundation course from the list of courses offered during this semester as per the schedule to be announced by the e-governance team.
- m) Commencement of all Foundation courses shall be tentatively from 10th August 2017.
- n) After the course registration by students is over the Centre Time Table committee shall inform the time and venue of each Foundation course.
- o) All courses other than foundation courses shall be scheduled between 9.30 hours and 17.30 hours to facilitate student/teacher movement.
- p) The College of Integrated Studies also will follow similar pattern and come up with the course structure.

5.3 The Academic Unit should encourage students to register for maximum credits in each semester to help them to broaden their scope of learning.

5.4 Only such candidates who register for a minimum credits in every semester (as decided by the respective Academic Unit) and complete the minimum credits

required in 4/6 successive semesters successfully shall be considered for declaration of ranks, medals and are eligible to apply for student fellowship, scholarship, and free ships.

6.0 Continuous Assessment, Earning of Credits and Award of Grades

The evaluation of the candidate shall be based on continuous assessment. The guidelines for continuous assessment for PG courses are evolved by their respective Boards of Study.

The period of internal assessment (Minors) is split into 3 components : C1, C2, and C3 and the end- semester assessment is represented as the last component C4. The end-semester assessment is for 60%. Each minor is for 20%. The best two minors (totaling 40%) are to be included in the total assessment.

6.1 The timeframe for semester duration would be as per the Academic Calendar approved by the Academic Council.

6.2 A candidate should have a minimum of 75% attendance in each course. However, the Deans of the respective Schools can allow exemption up to a maximum 5% for valid reasons including medical issues.

6.3 An assessment component may be written test/quiz/problem solving / practical - assignment/ mini-project work / case-study / assignment / seminar / term paper / review-test based etc. The guidelines may be worked out by the respective Academic Units. The performance of the learner in each minor should be made known to the learner within a fortnight from the date of test. The three continuous assessments have to be at regular intervals and distributed over the semester.

6.4 Assessment Norms, Question Papers and Evaluation

The Departmental Committee/the School Board of an Academic Unit will have a supervisory role in the choice of assessment pattern and the setting of the question paper. Any observations by the Departmental Committee / School Board have to be addressed by the concerned teacher(s).

At the end of the semester, the Academic Unit shall collect the student feedback on each course.

6.4.1 In case a candidate secures less than 40% marks in a course after the end-semester exam, the candidate is said to have FAILED in that course. The candidate may appear for supplementary examination. A student having failed in the supplementary examination or not appearing in the supplementary examination after having failed in the course, shall be required to repeat the course. In case of an elective course, the student may repeat the same course or an alternative course of equal credits.

6.4.2 Improvement examination

i) Students securing 'D' grade in the course of a semester may be allowed to improve their marks in one course in a semester. Appearance at such an examination in the course will be allowed only once. No further chance will be given under any circumstances.

ii) The improvement examinations will be conducted along with the supplementary examinations within a week of the commencement of the teaching of the next semester or as per the schedule prescribed.

iii) For the purpose of determining the Division, the better of the two performances in the examinations will be taken into consideration.

iv) The facility for improvement shall be open to all those who want to improve their grade irrespective of the CGPA obtained by them in the examination concerned. However, one should clear all courses of a particular semester in which he/she intends to take an improvement examination.

6.4.3 Supplementary Examinations: Students who are permitted to appear in supplementary examinations in course/s in accordance with clauses 5(a) of Teaching and Evaluation Regulations, and will be required to apply to write the examination concerned in the prescribed form and pay the prescribed examination fee by the date prescribed for the purpose by the University.

6.4.4 Special Supplementary Examinations: The PG and 5year Integrated PG students who after completion of the prescribed duration of the course are left with backlogs are eligible to appear for special supplementary exams subject to a maximum of two courses where number of courses in a semester are four and a maximum of three courses where the number of courses in a semester are more than four. Appearance in such exams shall be allowed only once.

6.4.5 Readmission: Students who are not found eligible to take semester examinations and also those who are not promoted to the next semester of the course may be considered for readmission to the concerned semester of the immediately following academic year. Such students should seek readmission before the commencement of the classes for the concerned semester or within a week of the commencement of the concerned semester if they are appearing in the supplementary examinations.

6.4.6 APPEAL / GRIEVANCE

A student can appeal to the Dean of the School for revaluation of C4 (end-semester exams) scores within **15** days of the announcement of results or the scheduled commencement of classes, whichever is later. The Dean of the School, shall constitute a Committee to look into the end-semester scripts of the student and send the recommendations of the Committee to the Controller of Examinations.

6.5 Project Evaluation

The Academic Unit of the University will decide the mode of evaluating the progress of the student and the allotment of weightages to different components. This has to be notified to the students before the commencement of the project.

6.6 An Academic Unit will forward the results of all students pursuing the courses in terms of grades obtained after adding internals and end-semester exam to the office of the Controller of Examinations for notifying the results.

6.7 The grade sheet will be issued by the office of the Controller of Examinations at the end of every semester indicating the courses completed successfully.

6.8 Upon successful completion of Master's Degree, a provisional certificate consisting of grades of all courses will be issued by the office of the Controller of Examinations.

6.9 The grade and the grade point earned by the candidate in the course will be as per the conversion formula of the respective Academic Unit.

6.10 Overall cumulative grade point average (CGPA) of a candidate after successful completion of the required number of credits as per the requirement of the programme and as approved by respective School Board is given by

$$\text{CGPA} = \frac{\text{Sum of all Credit Points}}{\text{Total number of credits}}$$

The CGPA to Percentage conversion table can be seen at:

<http://acad.uohyd.ac.in/downloads/ConversinoChart.PDF>

7. Classification of results

The final Qualitative Index to be awarded to the student is based on CGPA secured by the candidate and is given as follows.

CGPA	Qualitative Index
5 <= CGPA <= 6.49	SECOND CLASS
6.5 <= CGPA <= 7.99	FIRST CLASS
8 <= CGPA <=10	FIRST CLASS WITH DISTINCTION

8. In case there is any issue not addressed in these regulations, the decision of Vice-Chancellor on the advice of the School Boards/Academic Council shall be final. In emergency situation(s) the Vice Chancellor will take a decision in consultation with the Head and/or Dean, whichever is relevant.

Courses offered under CBCS by all the Schools for the July- Dec-17 Semester

Sl. No.	Name of the School	Foundation courses (3 Credits) except *	
		Title	Course code
1.	Computer information Sciences	Information Technology-I	FN 101
2.	Mathematics & Statistics	1. Bridge Mathematics	FN102
		2. Discrete Mathematical Structures *	FN103
		3. Elements of Probability & Statistics *	FN104
3.	Physics	How Things work, The Physics of Everyday Life	FN105
4.	Chemistry	Symmetry and Mathematics	FN106
5.	Life Sciences	Foundation Biology	FN107
		Basics of Maths & Statistics	FN108
6.	Humanities	Introduction to Ethics	FN109
		How Language Works	FN110
		Literature and the Margins	FN111
7.	Social Sciences	Indian Constitution	FN112
8.	S.N. School of Arts & Communication	Overview of Indian Dance and Theatre Forms	FN113
9.	Management Studies	Introduction to Management	FN114
		Principles of Analytical Ability & Logical Reasoning	FN115
10.	Medical Sciences	Introduction to Public Health	FN116
11.	Engineering Science & Tech.	Concepts of Nanoscience and Engineering	FN117

*----- 4 Credits

The Foundation courses offered by School of Mathematics and Statistics is open to following:

1. All Schools except to PG students of Schools of Math & Stat, Physics, Chemistry, SEST, SCIS and CIS students opting for MM102 course.
2. All Schools except to M.Sc. Math/ Appl. Math. Students and CIS students
3. All Schools except to M.Sc. Stat students and CIS students

