

SDGS COLLEGE
HINUPUR

CIRCULAR

Date : 21-05-2015

It is informed to all the Heads of the Departments and teaching staff members of this college that the Government of Andhra Pradesh and Andhra Pradesh Higher Education Council (APSCHE) has initiated several measures to make Andhra Pradesh as a hub of Knowledge. In view of this, **Andhra Pradesh State Higher Education Council (APSCHE)** has taken measures to enhance the academic standards and quality in Higher Education Institutions, in which **Choice Based Credit System (CBCS)** is one of them.

You are known that ours is an affiliated college of Sri Krishnadevaraya University, Anantapur. As per the instructions of APSCHE the affiliating University has adopted the **Choice Based Credit System** and the University is going implement **CBCS** from the coming Academic Year i.e **2015-2016** in the affiliated Degree and PG colleges under its Jurisdiction.

Further, it is informed that our college is one of the affiliated colleges of Sri Krishnadevaraya University, Anantapur hence we are bound to **adopt CBCS Regulations**. In this view all the head of the departments of this college and the all the teaching staff members of the respective departments are instructed to go through the **AP CBCS Regulations 2015** prepared by the Sri Krishnadevaraya University, Anantapur, which is attached with this circular.



// Attested //

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PRINCIPAL
S.D.G.S. COLLEGE
HINDUPUR-515201.

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Principal
PRINCIPAL
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Extracts of the Minutes of the Academic staff council of SDGS College,
Hindupur, held in the Principal's Chamber dated 15-06-2015.

Extracts

Ratified and Unanimously resolved to implement **Choice Base Credit System (CBCS)** course structure in the all the programs of this institution as per the circular issued by the **Sri Krishnadevaraya University, Anantapur** to implement **CBCS** course structure in all the programs from the **academic year 2015-2016**.



G. S. Sivak
Principal and

Chairmen of Academic staff council

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**SRI KRISHNADEVARAYA UNIVERSITY
ANANTAPUR
CURRICULUM DEVELOPMENT**

1. PREAMBLE

Andhra Pradesh Government has initiated several measures to make Andhra Pradesh as knowledge Hub. In view of this, important measures are to be taken to enhance academic standards and quality in higher education which include innovation and improvement in curriculum, teaching-learning process, examination and evaluation process to maintain minimum standards and quality in Higher Education throughout Andhra Pradesh. The Higher Education department of AP Government and the APSCHE has constituted various committees to achieve the goal of academic excellence in Higher Education. There are different approaches/systems followed by Universities, in Andhra Pradesh, towards examination, evaluation and grading system. We propose the Choice Bases Credit System for undergraduate programs (B.A./B.Sc./B.Com., etc.). It is desirable to introduce uniform grading system throughout AP, which will facilitate student's mobility from one University to other University. Further this will benefit the employers/organization to assess the performance of students.

2. TITLE:

These regulations shall be called "Choice Bases Credit System". In short, it will be referred to as "AP CBCS Regulations 2015".

3. CHOICE BASED CREDIT SYSTEM:

Choice Bases Credit System (CBCS) it provides cafeteria type approach in which the students can choose courses of their interest, learn at their own pace, undergo additional courses as audit courses and acquire more skills and adopt an interdisciplinary approach in learning. This approach suits the needs of students to keep pace



with the development in higher education and quality assurance in the light of globalization in higher education.

4. PROGRAM:

Programme means a set of required number of Semesters for the award of aUG/PG/Diploma of a University in Andhra Pradesh.

5. SEMESTER:

Semester means a term consisting of a minimum number of 450 contact hours, distributed over 90 instructional days in 16 weeks. In each semester, 16 weeks are meant for teaching and another additional 5 weeks are utilized for conduct of examination and evaluation purpose. Per week 36 working periods spread over to 6 days in a week. An academic year is divided into two semesters. Semesters will be known as either ODD Semester or EVEN semester. The Semester from June/July to October/November will be called as ODD Semesters of I, III and V and similarly the semester from November/December to March/April will be EVEN Semesters of II, IV and VI. Each semester requires 90 instructional days and 60 instructional hours for each subject.

6. COURSE DURATION:

The maximum duration permitted to any student to successfully complete THREE YEAR Degree Programme shall be SIX CONSECUTIVE academic years from the year of admission for a student admitted into the first year of Programme.

7. CREDIT:

A unit by which the course work is measured. It determines the number of hours of instruction 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.

7.1 In each of the courses, credits will be assigned on the basis of the number of lectures / tutorials / laboratory work and other



forms of learning required for completing the course contents in maximum 16 week schedule.

7.2 The instructional days as worked out by the UGC for one academic year are 180 working days and 90 days per semester.

7.3 UG Programmes have minimum five Theory Papers and three Labs (IN THE CASE OF Science courses) and two Foundation courses. It means a UG student has to complete 30 to 32 credits in each semester.

8. GRADING SYSTEM:

It is a numerical weight allotted to each letter grade on a 10 point scale.

After adding the internal marks (maximum 25 marks) to external marks (maximum 75 marks), the marks secured by a student from maximum 100 will be converted into a letter grade. The grade points are the numerical equivalent of letter grade assigned to a student in the 10 points scale. The Grades Classification is as follows

9. PROGRAMME STRUCTURE:

Marks	Grades	Performance Classification	Class.
95 - 100	O	Outstanding	Distinction
85 - 94	E	Excellent	
75 - 84	A	Very Good	
60 - 74	B	Good	First
50 - 59	C	Average	Second
40 - 49	D	Pass	Third
<40	F	Fail	Fail

9.1 COURSE: A Course is a component (a paper) of a programme.

A course may be designed to involve lectures / tutorials / laboratory work / seminar / project work / practical training / report writing / Vivavoce, etc. or a combination of these, to



meet effectively the teaching and learning needs and the credits may be assigned suitably. The programme will consist of (A) Core courses & Elective courses; and (B) Foundation courses & Skill Based Courses.

9.2 CORE COURSE: Core courses are those, knowledge of which is deemed essential for students registered for a particular Programme. A student shall have to choose the required courses from the list of core courses identified by the concerned Faculty. Core courses shall be spread over all the semesters.

9.3 ELECTIVE COURSES: A student shall choose the elective course depending upon his interest and choice. These courses are restricted to semesters V / VI of Third year only.

9.4 FOUNDATION/SKILL BASED COURSES: Courses, in this category, are aimed at enhancing the professional competency of students and increasing their employment prospects. This category includes courses in (i) Communication Skills (ii) Spoken English (iii) Personality Development, (iv) Environmental, Ethics, etc.

10. INTERNAL ASSESSMENT:

10.1 The performance of the students in each semester shall be evaluated paper wise. The Scheme of instruction and Examinations shown below shall be followed

Paper category	Internal Assessment Marks	University Exam. Marks
Theory	25	75
Practical's	25	75

10.2 In Theory papers two tests to be conducted for the Internal Assessment and best of two tests to be taken. First test shall be conducted in the middle of the Semester and second test shall be conducted at the end of the Semester. These tests to



be conducted for 100 marks with 2 hours duration and reduced to 25 marks. These marks are to be communicated to the Controller of Examinations Office on or before the commencement of the end Semester examination, by the soft and hard copies.

10.3 In practical papers, the sessional (Internal Assessment Marks) marks shall be awarded based on day-to-day class work and tests, if any. The procedure shall be decided and announced by the department at the beginning of the semester.

10.4 In case of Minor Project work/Major Project work, the sessional (Internal Assessment Marks) marks shall be awarded based on the work turned out and presented in, project mid-seminar and submitted in the form of project report.

11. University Examination: Evaluation will be done on a continuous basis. End semester practical examinations shall normally be held before the theory examinations.

11.1 For each theory subject there shall be a comprehensive University Examination of three hours duration. Setting of Question papers shall be done by external examiners from the panels recommended by the Board of Studies.

11.2 (a) The examiners for Practical examinations and Viva-voce examinations shall be appointed from among the panels submitted by the Chairperson/Chairman of the Board of Studies.

(b) The examiners for Project report evaluation for Minor/Major Project Works and Viva-voce examination for Minor/Major Project Works shall be appointed from among the panels submitted by the Chairperson/Chairman of the Board of Studies.

11.3 For each practical subject, the University Examination shall be conducted by one internal examiner and one external examiner for EVEN semesters only. In the case of ODD semesters the College authorities shall conduct the practical's with two internal examiners as per the University norms.



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11.4 Viva-voce Examination in Minor/Major Project work shall be conducted by one internal examiner and one external examiner.

11.5 The examiners for Project report evaluation for Minor/Major Project Works and Viva-voce examination for Minor/Major Project Works shall be appointed from among the panels submitted by the Chairperson/Chairman of the Board of Studies.

11.6 The internal examiners for major project work shall have at least five years of teaching experience. The appointments of the teaching faculty working in the colleges should have been approved by duly constituted committee of the University.

11.7 The internal examiners for Practical/Minor/Major Project work Viva-voce examinations shall be appointed on the recommendations of the Head of the Department duly forwarded by the Principal of the respective institution to the Chairperson of the Board of

Studies. If none of the teachers in the department is eligible to act as internal examiner, as per the eligibility criteria prescribed, one more external examiner shall be appointed following the University norms.

12. **Question Paper Setting:** The Question papers shall be set by the University for 75 Marks Semester-end Examinations as per the Choice Based Credit System (CBCS). The Semester-end Examination Question papers shall be sent to the respective Principals by the Controller of Examinations.

13. **ATTENDANCE REQUIREMENT:** Attendance in all the components is compulsory, while pursuing studies in any Semester and shall reckon as,

13.1 A candidate shall be eligible to appear for End semester examination if he/she acquires a minimum of 75% attendance in aggregate in all he subjects during a semester.

13.2 No consideration whatsoever in attendance will be shown to any student for late admission due to any reason.

13.3 Condonation of shortage of attendance may be recommended provided a student puts in at least 62.5% attendance in all the papers put together, and the Principal is satisfied with the reason for shortage of attendance.



13.4 A student who could not satisfy these requirements of attendance as given in clauses above, in any semester, shall have to repeat that semester.

13.5 Further a student is required to complete the course of study satisfying the attendance requirements in all the six semesters, within a period of first twelve semesters from the time of admission, failing which he/she shall forfeit his/her seat.

14. ACADEMIC REQUIREMENTS:

14.1 A candidate shall be declared to have passed whole examination of a semester of he/she secures a minimum 40% out of 25 (i.e., 10 marks) of internal marks and 40% out of 75 (i.e., 30 marks) of end semester examination in each theory /practical's.

14.2 If, the candidate is Absent / Failed to secure 40% out of 25 (i.e. 10 Marks) of Internal Assessment Examinations shall invariably secure 40 Marks out of 75 Marks in the end Semester Examinations otherwise such candidate be declared as failed in the Particular Semester.

14.3 SGPA for part-I, part-II and part-III shall be shown separately, for classification in the cumulative Grade Point Average to be given in the Pass Certificates.

14.4 Provision of Grace Marks for Moderation necessarily be maintained, if any candidate fails with one mark in anyone paper, one mark may be added as grace mark to declare a candidate pass in that paper by subtracting one mark from the other paper, if there is any excess marks over and above in any other paper.

15. AWARD OF DEGREE:

The UG Degree shall be conferred on a candidate who has satisfied the following:

15.1 The candidate must have satisfied minimum attendance requirements as stipulated in clause 13 and minimum academic requirements as prescribed in clause 14 in each of the six semesters of the UG Programme.



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- 15.2** The programme of study for the UG (B.A./B.Sc./ B.Com., etc.) Degree shall cover normally a period of three academic years, comprising of 6 semesters and
- 15.3** *No student shall be permitted to complete the course of study of UG Degree earlier than six semesters (3 years) or to take not more than twelve consecutive semesters, failing which he/she shall forfeits his/her seat, w.e.f date of admission.*

16. AWARD OF CLASS:

- 16.1** After a candidate has satisfied all requirements for the award of the degree as specified in clause 15, he/she shall be placed in one of the following classifications after the regular period of study of six semesters.

CGPA	CLASSIFICATION
$7.5 \leq \text{CGPA} \leq 10$	Distinction
$6.0 \leq \text{CGPA} < 7.4$	First Class
$5.0 \leq \text{CGPA} < 6.0$	Second Class
$4.0 \leq \text{CGPA} < 5.0$	Third Class
< 4.0	Fail

Note: CGPA shall be calculated separately for the following: Part-I, Part-II and Part-III.

- 16.2** A candidate before and even after becoming eligible for the award of the Degree, may reappear for the University Examination as and when conducted, in any of the theory subjects which he/she has already passed for the purpose of improving the aggregate. However, this facility cannot be availed by a candidate who has taken the Provisional pass Certificate. Candidates shall not be permitted to appear for University examination in Practical papers including. project work for the purpose of improvement.
- 16.3** The marks are converted into grade points of each courser (paper) as follows

Grade Point = (MS/10), MS denotes the marks secured



17. Calculation of Cumulative Grade Point Average (CGPA) and Semester Grade Point Average (SGPA)

Cumulative performance of all the semesters/ semesters together will reflect performance in the whole programme and it will be known as Semester Grade Point Average (SGPA), Cumulative Grade Point Average (CGPA) respectively. Thus SGPA/CGPA are the real indicators of a student's performance of the programme. CGPA is computed as the ratio of total credit points secured by a student in various courses in all semesters and sum of the total credits of all courses in all the semesters. SGP A, CGP A may be computed up to two decimal places. The formulas for calculation of SGPA, CGPA are given below:

$$SGPA = (\sum C_i G_i) / \sum C_i,$$

Where C_i , G_i , are credits and grade points of i^{th} course respectively.

$$CGPA = (\sum C_i S_i) / \sum C_i,$$

Where C_i , S_i are credits and Semester grade points of i^{th} course respectively.

18. AMENDMENTS OF REGULATION:

The University may, from time to time, revise, amend, or change the Regulations Scheme of Examinations and Syllabi, whenever necessary.



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