

(Applicable to all the candidates admitted from the academic year 2017-18 onwards)

1. ELIGIBILITY:

- i) **For Admission:** A pass in the Higher Secondary Examination (Academic / Vocations Stream) conducted by the Government of Tamilnadu, or an examination accepted as equivalent thereto (like PUC) by the Syndicate, subject to such conditions as may be prescribed therefore.
- Provided that the candidates who have passed the qualifying examination with Tamil as one of the subjects of study shall only be considered in admission to **B.A., (Tamil) and B.Lit., (Tamil)** Degree programmes.
  - Provided that the candidates who have passed the qualifying examination with English/History/Economics as one of the subjects of study shall only be considered in admission to **B.A.,(English)/B.A.,(History)/B.A.,(Economics)** Degree programmes.
  - Provided that the candidates who have passed the qualifying examination be considered in admission to **B.A., (Political Science)** Degree programme.
  - Provided that the candidates who have passed the qualifying examination with Commerce and Accountancy as one of the subjects of study shall only be considered in admission to **B.B.A., B.Com., B.Com (Computer Applications) and B.Com (Corporate Secretaryship)** Degree programmes. 20% reserved for Vocational Stream.
  - Provided that the candidates who have passed the qualifying examination with Mathematics, Physics and Chemistry shall only be considered in admission to **B.Sc., (Mathematics), B.Sc., (Physics) and B.Sc.,(Chemistry)** and the candidates should have studied Mathematics as compulsory.
  - Provided that the candidates who have passed the qualifying examination with Botany, Zoology, Biology and Chemistry shall only be considered in Admission to **B.Sc.,(Chemistry), B.Sc., (Botany), B.Sc.,(Zoology) and B.Sc.,(Biochemistry)** and the candidates should have studied Chemistry as compulsory.
  - Provided that the candidates who have passed the qualifying examination with Botany, Zoology and Biology shall only be considered in Admission to **B.Sc.,(Microbiology)** and 80% for students who have studied Botany and Zoology subjects and 20% reserved for Biology students.

- Provided that the candidates who have passed the qualifying examination with Microbiology/ Biochemistry/ Biotechnology/ Biology/ Botany/ Zoology shall only be considered in Admission to **B.Sc., (Microbiology & Clinical Lab Technology) & B.Sc., (Biotechnology)**
  - Provided that the candidates who have passed the qualifying examination with Physics and Mathematics shall only be considered in admission to **B.Sc.,(Electronics)** and Physics and Chemistry to **B.Sc.,(Geology)**.
  - Provided that the candidates who have passed the qualifying examination with Computer Science & Mathematics shall be considered for **B.Sc.,(Computer Science), B.C.A., B.Sc., (Information Technology) & B.Sc., (Software)** degree programmes. 2/3 of seats are for students who have studied Computer Science as a subject in plus two and 1/3<sup>rd</sup> seats are for students who have not studied Computer Science as a subject in plus two.
  - Provided that the candidates who have passed the qualifying examination with Chemistry and Biology shall be considered in admission to **B.Sc., (Home Science)** Degree programmes and 25% of Vocational students shall be considered for B.Sc., (Home Science) programme.
  - Provided that the candidates who have passed the qualifying examination be considered in admission to **B.Sc., (Fashion Technology and Costume Designing)** Degree programme.
- ii) **For the Degree:** The candidates shall have subsequently undergone the prescribed course of study in a college affiliated to this University for a period of not less than three academic years, passed the examinations prescribed and fulfilled such conditions as have been prescribed therefore.

## 2. DURATION:

**The course is for a period of three years.** Each academic year shall comprise of two semester viz. Odd and Even semesters. Odd semesters shall be from June / July to October / November and Even Semesters shall be from November / December to April / May. There shall be not less than 90 working days which shall comprise 450 teaching clock hours for each semester. (Exclusive of the days for the conduct of University end-semester examinations).

## 3. MEDIUM OF INSTRUCTION

The medium of instruction for all UG programmes is English except B.A., Tamil & B.Lit.,Tamil

## 4. PROGRAMMES:

### a. Arts:

- Tamil
- English

- History
- Economics
- Political Science

**b. Science:**

- Mathematics
- Physics
- Chemistry
- Botany
- Zoology
- Zoology (Industrial Microbiology)
- Computer Science
- Electronics
- Home Science
- Biochemistry
- Microbiology
- Geology
- Information Technology
- Software

**Bachelor of Computer Applications (B.C.A)**

- c. **B.Com. , B.Com.(CA) , B.Com (Corporate Secretaryship)**
- d. **Bachelor of Business Administration (BBA)**
- e. **B.Lit., Tamil**

**5. THE CBCS SYSTEM:**

All programmes (named after the core subject) mentioned earlier shall be run on **Choice Based Credit System (CBCS)**. It is an instructional package developed to suit the needs of students to keep pace with the developments in higher education and the quality assurance expected of it in the light of liberalization and globalization in higher education.

**6. COURSES IN PROGRAMMES:**

The **UG** programme consists of a number of courses. The term 'course' is applied to indicate a logical part of the subject matter of the programme and is invariably equivalent to the subject matter of a 'paper' in the conventional sense. The following are the various categories of courses suggested for the UG programmes.

**Part I** – Language Courses (LC) (any one of Tamil, Hindi, Sanskrit, Arabic or special subject designed in lieu of the above).

**Part II** – English Language courses (ELC) or special subject designed in lieu of.

The Language courses and English Language Courses are 4 each / 2 each in number and the LC and ELC are meant to develop the students' communicative skill at the UG level. Core courses are the basic courses compulsorily required for each of the programme of study.

**Part III** includes **Core Course (CC)**, **Allied Course (AC)** and **Elective Course (EC)**.

- i) Core courses are the basic courses compulsorily required for each of the programme of study. These will be related to the subject of programme in which the candidate gets his / her degree. The number of Core Courses shall be 15 for B.A./B.Sc. and 18 for B.Com/B.Com(CA)/ B.Com (CS)/BBA.
- ii) Allied Courses cover preferably two disciplines that are generally related to the main subject of the programme. **Each discipline shall provide 4 Allied Courses.** The students of each Department may select two Allied courses each from two disciplines.
- iii) Elective Courses are three in number for each UG programme. Each discipline shall provide three set of Elective Courses (each set contain 2 Elective courses). Out of which, a student is required to choose three Elective courses from the options given in the respective Discipline. Six Elective Courses are given to the students. A student shall choose three Elective Courses from the list of Elective Courses offered at their respective disciplines.

#### **Selection of students to the EC:**

The Department Committee shall follow a selection procedure on a first come first served basis, fixing the maximum number of students, giving counselling to the students etc. to avoid overcrowding to particular course (s) at the expense of some other courses. The Colleges shall provide all information relating to the ECs in each programme to all the students so as to enable them to choose their ECs.

#### **Part IV:** It consists of four categories:

- i)
  - a) Those who have not studies Tamil upto XII standard and taken a Non-tamil language under Part I shall take Tamil comprising of two courses (level will be at 6<sup>th</sup> Standard).
  - b) Those who have studies Tamil upto XII standard and taken a non-tamil language under Part I shall take advanced Tamil comprising of two core subjects.
  - c) Non-major Elective: Others who do not come under the above two categories (a & b) can choose non-major elective comprising of two compulsory courses, viz. **Communicative English in First Semester and Effective Employability Skills in Third Semester.**
- 2) **Skill-based Subjects:** In view of enhancing the employable skills of the students, two group of skill oriented courses (five courses in each group) are given for students' option. The student should take any one course out of first two courses offered in the list of Group I in Third Semester and two courses out of the remaining Three courses in Group I in Fifth Semester. Also they should take any one course out of first two courses offered in the list of Group II in Fourth Semester and two courses out of the remaining three courses in Group II in Sixth Semester.
- 3) UGC sponsored Environmental studies course in Second Semester
- 4) Value Education in Fourth Semester
- 5) Extension and Extra Curricular Activities: These should be carried out outside the class hours

**7. SEMESTERS:** An academic year is divided into two Semesters. In each semester, courses are offered in 15 teaching weeks and the remaining 5 weeks are to be utilized for conduct of examinations and evaluation purposes. Each week has 30 working hours spread over 5 / 6 days a week.

#### **8. CREDITS:**

The term 'credit' refers to the weightage given to a course, usually in relation to the instructional hours to it. For instance, a six hour course per week is assigned five/ four credits, four / five hour course per week is assigned four / three credits and two hour course per week is given two credits. However, in no instance the credits of a course can be greater than the hours allotted to it.

The total minimum credits, required for completing a UG programme is 140. The details of credits for individual components and individual courses are given in Table - 1(A) & 1(B).

#### **9. COURSE:**

Each course is to be designed variously under lectures / tutorials / laboratory or field work / seminar / practical training / Assignments / Term paper or Report writing etc., to meet effective teaching and learning needs.

#### **10. EXAMINATIONS:**

- i) There shall be examinations at the end of each semester, for odd semesters in the month of October / November, for even semesters in April / May. A candidate who does not pass the examination in any course(s) shall be permitted to appear in such failed courses in the subsequent examinations to be held in October / November or April / May.
- ii) A candidate should get registered for the first semester examination. If registration is not possible owing to shortage of attendance beyond condonation limit / regulations prescribed OR belated joining OR on medical grounds, the candidates are permitted to move to the next semester. Such candidates shall re-do the missed semester after completion of the programme.
- iii) The results of all the examinations will be published through the college where the student underwent the course as well as through University Website. In the case of private candidates, the results, will be published through the Centres in which they took the examinations as well as through University Website.

Candidates studying Sanskrit under Language Course are permitted to write the Examinations in Sanskrit Or English Or Tamil. While answering in Sanskrit "Devanagari Script" alone be used.

#### **11. CONDONATION:**

Students must have 75% of attendance in each course for appearing the examination. Students who have 74% to 70% of attendance shall apply for condonation in the prescribed

form with the prescribed fee. Students who have 69% to 60% of attendance shall apply for condonation in prescribed form with the prescribed fee along with the Medical Certificate.

Students who have below 60% of attendance are not eligible to appear for the examination. They shall re-do the semester(s) after completion of the programme.

## 12. QUESTION PAPER PATTERN: (except B.Sc., Physics)

	<u>Core Papers</u>	<u>Allied Papers</u> (Theory)
	<b>Part A</b>	
Ten questions (No choice)	10 x 2 = 20 marks	10 x 1½ = 15
Two questions from each unit		
	<b>Part B</b>	
Five questions (either or type)	5 x 5 = 25 marks	5 x 3 = 15
One question from each unit		
	<b>Part C</b>	
Three questions out of five	3 x 10 = 30 marks	3 x 10 = 30
One question from each unit		

## Distribution of marks between Theory, Practical and Project:

<u>Core / Elective</u>	<u>Int.</u>	<u>Ext.</u>	<u>Total</u>
Theory papers	25	75	100
Practical papers	40	60	100
<u>Allied courses</u>	<u>Int.</u>	<u>Ext.</u>	<u>Total</u>
Theory papers	15	60	75
Practical papers	20	30	50

## 13. EVALUATION:

The performance of a student in each course is evaluated in terms of percentage of marks with a provision for conversion to grade points. Evaluation for each course shall be done by a continuous internal assessment by the concerned course teacher as well as by an end semester examination and will be consolidated at the end of the course. The components for continuous internal assessment are:

Two tests	-	15 marks (third / repeat test for genuine absentees)
Seminar / Quiz	-	5 marks
Assignments	-	5 marks
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<b>Total</b>	<b>-</b>	<b>25 Marks</b>

## Allied courses

Two tests	-	10 marks (third / repeat test for genuine absentees)
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Seminar / Quiz	-	2.5 marks
Assignments	-	2.5 marks
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<b>Total</b>	<b>-</b>	<b>15 Marks</b>

Attendance need not be taken as a component for continuous assessment, although the students should put in a minimum of 75% attendance in each course. In addition to continuous evaluation component, the end semester examination, which will be a written type examination of at least 3 hours duration, would also form an integral component of the evaluation. The ratio of marks to be allotted to continuous internal assessment and to end semester examination is 25 : 75. the evaluation of laboratory component, wherever applicable. Will also be based on continuous internal assessment and on an end-semester practical examination.

#### 14. PASSING MINIMUM:

The passing minimum for CIA shall be 40% out of 25/15\* marks (i.e.10/6\* marks) in Theory papers and 40% out of 40/10\* marks (i.e. 16/4\* marks ) in Practical Examinations.

**Failed candidates** in the Internal Assessment are permitted to improve their Internal Assessment marks in the subsequent semesters. (2 chances will be given) by writing test and by submitting Assignments.

The passing minimum for University Examinations shall be 40% out of 75/ 60\*marks (i.e. 30/24\* marks) for Theory papers and 40% out of 60/40\* marks (i.e. 24/16\* marks) for Practical papers.

\* for allied courses

#### 15. GRADING

Once the marks of the CIA and end-semester examinations for each of the courses are available, they will be added. The marks thus obtained will then be graded as per details provided in Table 3.

From the second semester onwards the total performance within a semester and continuous performance starting from the first semester are indicated respectively by **Grade Point Average (GPA)** and **Cumulative Grade Point Average (CGPA)**. These two are calculated by the following formulae.

$$\text{GPA} = \frac{\sum_{i=1}^n C_i G_i}{\sum_{i=1}^n C_i},$$

where 'C<sub>i</sub>' is the Credit earned for the Course i in any semester ; 'G<sub>i</sub>' is the Grade Point obtained by the student for the Course i and 'n' is the number of Courses **passed** in that  
**CGPA = GPA of all the Courses starting from the first semester to the current semester.**

**Note: The GPA and CGPA shall be calculated separately for the following five parts:**

**Part I: LCs; Part II : ELCs and Part III : CCs, ACs, ECs , Part IV: NME, SBC,ES,VE, Part V:VP.**

## **16. CLASSIFICATION OF FINAL RESULTS (TABLE - 3)**

- (i) For each of the three parts, there shall be separate classification on the basis of CGPA as indicated in Table - 4.
- (ii) For purpose of declaring a candidate to have qualified for the degree of Bachelor of Arts/Science/Commerce/Management/Literature in the First class/ Second class/Third class or First class with Distinction / Exemplary, the marks and the corresponding CGPA earned by the candidate in part III alone will be the criterion, provided he / she has secured the prescribed passing minimum in Part I, II, IV and V.

## **17. CONFERMENT OF THE BACHELOR'S DEGREE**

A candidate shall be eligible for the conferment of the Degree of Bachelor of Arts / Science / Commerce / Management / Literature only if he / she has earned the minimum required credits for the programme prescribed therefore (i.e.140 credits).

## **18. RANKING: UNIVERSITY RANK EXAMINATION**

1. The University Rank Examination shall be conducted for the toppers (first toppers) of all the colleges (having passed their examinations in the first appearance within the prescribed duration of the programme. Absence from an examination shall not be taken as an attempt) including autonomous / non-autonomous ones and they are required to take two examinations.
2. The questions papers of the examinations comprise of objective type questions covering the core courses in each of the Programmes generally followed by both autonomous / non-autonomous streams.
3. The top scorers in this University Rank Examination would be declared as University Rank Holders, based on the marks secured in their semester examinations.
4. Three Ranks shall be given for each of the Programmes if the student strength is below 20; upto 5 Ranks if the student strength is above 20 but below 50; upto 10 Ranks where the student strength exceeds 50 but less than 100; and upto 20 Ranks if the student strength is 100 and above.

## **19. SELF-FINANCING STREAM**



The above Regulations shall be applicable also for the candidates undergoing the programmes in Self-Financing Stream.

## **20. GRIEVANCE REDRESSAL COMMITTEE**

The College shall form a Grievance Redressal Committee for each course in each department with the Course Teacher and the HOD as the members. This Committee shall solve all grievances relating to the Internal Assessment marks of the students.

## **21. TRANSFER OF CREDITS**

Students are permitted to transfer their course credits from Centre for Distance Education (CDE) of Alagappa University to Regular Stream and vice-versa.

## **22. Revision of Regulations and Curriculum**

The University may from time to time revise, amend and change the Regulations and Curriculum, if found necessary.



Table – 1(A)

Details on the number of courses and credits per course in different UG programmes

Sl. No.	Study Components	B.A./B.Sc.			
		Number of Courses	Credits per Course	Total Credits	Total Weekly hours / 180 weekly hours
1.	Language Course (LC)	4	3	12	24
2.	English Language Course (ELC)	4	3	12	24
3.	Core Course (CC)	15	4	60	79
4.	Allied Course (AC)	4	5	20	20
5.	Elective Courses (EC)	3	5	15	15
6.	<b>Part IV Courses:</b>				
	a) Major / Non/major Elective	2	2	4	2
	b) Skill based subjects	6	2	12	12
	c) Environmental Studies	1	2	2	2
	d) Value Education	1	2	2	2
7.	Part V: Extension activities	1	1	1	-
	<b>TOTAL</b>			<b>140</b>	<b>180</b>

Table - 1(B)

Sl. No.	Study Components	B.Com/B.Com(CA)/B.Com(CS)/BBA			
		Number of Courses	Credits per Course	Total Credits	Total Weekly hours / 180 weekly hours
1.	Language Course (LC)	2	3	6	12
2.	English Language Course (ELC)	2	3	6	12
3.	Core Course (CC)	18	4	72	103
4.	Allied Course (AC)	4	5	20	20
5.	Elective Courses (EC)	3	5	15	15
6.	<b>Part IV Courses:</b>				
	a) Non-major Electives	2	2	4	2
	b) Skill based subjects	6	2	12	12
	c) Environmental Studies	1	2	2	2
	d) Value Education	1	2	2	2
7.	Part V: Extension activities	1	1	1	-
	<b>TOTAL</b>			<b>140</b>	<b>180</b>

**Distribution of Marks:**(1) Core / Elective

	Internal	External	Total
Theory papers	25	75	100
Practical papers	40	60	100

(2) Allied for Arts

	Internal	External	Total
Theory papers	25	75	100

(3) Allied for Science (Theory and Practical)

	Internal	External	Total
Theory papers	15	60	75
Practical papers	20	30	50

Allied	I Semester	II Semester	III Semester	IV Semester
Arts - Marks (Int. + Ext.)	25+75	25+75	25+75	25+75

Theory only				
Credits	5 credits	5 credits	5 credits	5 credits
Science - Theory	15+60	15+60	15+60	15+60
Credits	4 credits	4 credits	4 credits	4 credits
Practical	20+30		20+30	
Credits	2 Credits		2 Credits	

Practicals: 2 credits only  
only 2 practicals at the end of the year or even semester

**Table 2**

**Grading of the Courses**

<b>Marks</b>	<b>Grade Point</b>	<b>Letter Grade</b>
96 and above	<b>10</b>	<b>S<sup>+</sup></b>
91 - 95	<b>9.5</b>	<b>S</b>
86 - 90	<b>9.0</b>	<b>D<sup>++</sup></b>
81 - 85	<b>8.5</b>	<b>D<sup>+</sup></b>
76 - 80	<b>8.0</b>	<b>D</b>
71 - 75	<b>7.5</b>	<b>A<sup>++</sup></b>
66 - 70	<b>7.0</b>	<b>A<sup>+</sup></b>
61 - 65	<b>6.5</b>	<b>A</b>
56 - 60	<b>6.0</b>	<b>B<sup>+</sup></b>
51 - 55	<b>5.5</b>	<b>B</b>
46 - 50	<b>5.0</b>	<b>C<sup>+</sup></b>
40 - 45	<b>4.5</b>	<b>C</b>
Below 40	<b>0</b>	<b>F</b>

**Table 3**

**Final Result**

<b>CGPA</b>	<b>Letter Point</b>	<b>Classification of Final Result</b>
9.51 and above	<b>S<sup>+</sup></b>	First Class – Exemplary
9.01 – 9.50	<b>S</b>	
8.51 – 9.00	<b>D<sup>++</sup></b>	First Class – Distinction
8.01 – 8.50	<b>D<sup>+</sup></b>	
7.51 – 8.00	<b>D</b>	
7.01 – 7.50	<b>A<sup>++</sup></b>	First Class
6.51 – 7.00	<b>A<sup>+</sup></b>	
6.01 – 6.50	<b>A</b>	
5.51 – 6.00	<b>B<sup>+</sup></b>	Second Class
5.01 – 5.50	<b>B</b>	
4.51 – 5.00	<b>C<sup>+</sup></b>	Third Class
4.00 – 4.50	<b>C</b>	
Below 4.00	<b>F</b>	Fail

Credit based weighted Mark System is adopted for individual semesters and cumulative semesters in the column 'Marks Secured' (for 100).

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