

FYUGP REGULATIONS

W.E.F. 2024-2025

B.A./ B.COM./ B.SC. WITH SINGLE MAJOR – SINGLE MINOR
AND B.A./ B.COM./ B.SC./B.B.A./B.C.A./B.B.A. (TAH) THREE
DISCIPLINE SPECIFIC (MULTIDISCIPLINARY) COURSE, 4-
YEARS UNDERGRADUATE PROGRAM (FYUGP) UNDER THE
NEW CURRICULUM AND CREDIT FRAMEWORK, 2022

UNIVERSITY OF NORTH BENGAL

RAJA RAMMOHUNPUR, P.O. - N.B.U., DISTRICT-DARJEELING, PIN-734013, WEST BENGAL, INDIA

TABLE OF CONTENTS

PREAMBLE	1
AUTHORITY	1
DATE OF EFFECT	1
APPLICABILITY	1
UNDERGRADUATE PROGRAMS	2
DEFINITIONS	2
COURSE STRUCTURE	4
OUTLINE OF THE PROGRAMS UNDER FYUGP	5
OUTLINE OF THE COURSES UNDER FYUGP	5
LEVELS OF COURSES	6
CREDIT DISTRIBUTION	7
CREDIT DISTRIBUTION STRUCTURE	8
CURRICULUM	10
ATTENDANCE	11
ELIGIBILITY FOR ADMISSION	11
CHOICE OF COURSES	12
MERIT CALCULATION	14
FEES	14
ACADEMIC SESSION	14
OTHER REGULATIONS	15
COMPLETION OF UNDERGRADUATE PROGRAMS OF THE UNIVERSITY	16
EXAMINATION AND EVALUATION	16
RESULTS	23
PROVISIONS FOR REVIEW	26
SCRUTINY OF ANSWER SCRIPTS	27
COMPENSATORY TIME FOR PWD STUDENTS	27
BREACH OF DISCIPLINE	28
TERMINATION	31
OTHER MODALITIES AND INCLUSIONS	31
ANNEXURE – A1	33
ANNEXURE – A2	34
ANNEXURE – B1	35
ANNEXURE – B2	36
LIST OF COURSES UNDER IDC	37
LIST OF COURSES UNDER SEC	39

1. PREAMBLE

These Regulations will be known as THE UNIVERSITY REGULATIONS RELATING to B.A./B.COM./ B.SC./B.B.A/B.C.A WITH SINGLE MAJOR & SINGLE MINOR AND B.A./ B.COM./ B.SC./B.B.A. (TAH) THREE DISCIPLINE SPECIFIC (MULTIDISCIPLINARY) COURSES, 4-YEARS UNDERGRADUATE PROGRAM (FYUGP) UNDER THE NEW CURRICULUM AND CREDIT FRAMEWORK, 2022 effective from 2024-2025 academic session, by the University of North Bengal, herein after, referred to as the University.

2. AUTHORITY

In exercise of the powers conferred upon it by Section 52 read with Section 21 sub sections XX,XXI, XXII, XXIII of the North Bengal University Act, 1981 (West Bengal Act, XIII 1981) read with the up-to-date amendments, the appropriate Authority approves the following Regulations namely as: UNIVERSITY REGULATIONS RELATING to B.A./B.COM./ B.SC./B.B.A/B.C.A WITH SINGLE MAJOR & SINGLE MINOR AND B.A./B.COM./B.B.A. (TAH) THREE DISCIPLINE SPECIFIC (MULTIDISCIPLINARY) COURSES, 4-YEARS UNDERGRADUATE PROGRAM (FYUGP) UNDER THE NEW CURRICULUM AND CREDIT FRAMEWORK, 2022.

3. DATE OF EFFECT

The Regulations will come into effect from the Academic Year 2024 – 2025 and will have prospective effect.

4. APPLICABILITY

UNIVERSITY REGULATIONS RELATING to B.A./B.COM./ B.SC./B.B.A/B.C.A WITH SINGLE MAJOR & SINGLE MINOR AND B.A./B.COM./B.B.A. (TAH) THREE DISCIPLINE SPECIFIC (MULTIDISCIPLINARY) COURSES, 4-YEARS UNDERGRADUATE PROGRAM (FYUGP) UNDER THE NEW CURRICULUM AND CREDIT FRAMEWORK, 2022 will be applicable only to full time Under Graduate Programs.

5. UNDERGRADUATE PROGRAMS

a. The University is offering several undergraduate programs in its different constituent and affiliated Colleges in the Faculty of Science and Faculty of Arts, Commerce and Law with appropriate certifications for B.Sc./BCA & B.A./B.Com./BBA such as:

- i. A Certificate after completing 1 year (2 Semesters) of study in the chosen field.
- ii. A Diploma after 2 years (4 Semesters) of study in the chosen field.
- iii. A Bachelor's Degree after 3 years (6 Semesters) Program of study in the chosen field, to be completed within a period of five years including the year of admission.

A Bachelor's Degree (with Honours/Honours with Research) after 4 years (8 Semesters) to be completed within a period of seven years including the year of admission.

- b. A participant of the Program is a student who gets registered himself/herself/ transgender with the University for a Program of study and attends the same.
- c. Full-time Program is that Program where the participants study as per the semester system and are not employed elsewhere.

6. DEFINITIONS

- a. "University" means The University of North Bengal established and incorporated under the North Bengal University Act, 1981 (West Bengal Act, XIII, 1981).
- b. "College" means State Aided Colleges/ Government Colleges/ Minority Colleges/ Private Self-Financed Colleges affiliated to this University.
- c. "Under Graduate Program of Study" (UNDERGRADUATE) means a one/two/three/four year(s) Course of Study, with each year divided into two semesters, each of six-month duration, with a maximum of eight semesters to be pursued after successful completion of 10+2 examinations from any recognized Council/Board.
- d. "Academic Session" means academic year from July of one calendar year to June of the next calendar year.
- e. "Year" means the period commencing from the 1st day of July and ending on the 30th day of June of the following year.
- f. "Semester" means a period of six months i.e. July to December and January to June of each Academic Session containing at least 90 actual direct teaching days per semester.
- g. "Credit", a numeric value, is the unit by which the weight of a course is measured. One Credit is equivalent to one hour of teaching (Theoretical or Tutorial) or two hours of Practical Work/ Field Work/ Extra Curricular Work per week in a semester.
- h. "Grade" means a numeric value between 4 to 10 based on the percentage of marks

obtained in a course.

- i. “Grade Point” is the product of Grade and Credit Value of a particular course.
- j. “Letter Grade” is an index of the performance of students in a said Course. Letter Grades are allotted by letters, O, A+, A, B+, B, C+, C, P, and F.
- k. “Semester Grade Point average (SGPA)” means a measure of performance of a student in a Semester. It is the weighted average of total grade point secured by a student in various courses registered in a semester and the total course credits taken during that semester and will be expressed up to two decimal places.
- l. “Cumulative Grade Point Average (CGPA)” means a measure of cumulative performance of students over all the Semesters at the end of each academic session.
- m. “Grade Card” means a certificate issued to each candidate generally containing Course Type, Course Code, Course Title, Course Marks, Grade, Credit Values and Grade Points along with SGPA of that Semester/CGPA of the Course.
- n. “Enrol” means enrolment of a student for appearing at Semester-End Examination.
- o. “MIL” means Modern Indian Language, AEC implies Ability Enhancement Course, SEC means Skill Enhancement Course, IDC means Inter Disciplinary Course and VAC refers to Value Added Course.
- p. The Words and Expressions used but not defined will be interpreted to have the same meaning as they have in the North Bengal University Act, 1981 (West Bengal Act, XIII, 1981), North Bengal University Statutes, North Bengal University Ordinances, North Bengal University Regulations, etc.

7. COURSE STRUCTURE

All UG Courses shall focus on conceptual understanding and development of critical thinking in a given field of study. A student has to complete the 4 Year Undergraduate Program within a span of 7 years. The FYUGP offers exit at multiple levels. A student can opt for:

- a) A UG Certificate after completion of 2 semesters (1 year) of study with 41 credits along with the additional 2 credits of Internship. The student is allowed to re – enter and complete the 4 – year Undergraduate Program within a span of 7 years.
- b) A UG Diploma after completing 4 semesters (2 years) of study with 82 credits and completion of Internship equivalent to 2 credits. The student is allowed to re – enter and complete the 4 – year Undergraduate Program within a span of 7 years.
- c) A Bachelor Degree after completing 6 semesters (3 years) of study with 124 credits. The student is allowed to re – enter and complete the 4 – year Undergraduate Program within a span of 7 years.
- d) A Bachelor Degree in Honours/ Honours with Research after completing 8 semesters (4 years) of study with 160 credits.
- e) Internship is compulsory for all students and should be completed at the end of the Second or the Fourth Semester during Summer Recess.

Each Course will be of 3/4 credits and the marks distribution will be as follows:

- a) Major Course (MAJ) – 80 marks – 4 Credits (Theory – 3 Credits, Tutorial/Practical – 1 Credit)
- b) Minor Course (MIN) – 80 marks – 4 Credits (Theory – 3 Credits, Tutorial/Practical – 1 Credit)
- c) Discipline Specific Course (DSC) – 80 marks – 4 Credits (Theory – 3 Credits, Tutorial/Practical – 1 Credit)
- d) Ability Enhancement Course (AEC) – 80 marks – 4 Credits (Theory – 3 credits, Tutorial – 1 Credit)
- e) Value Added Course (VAC) – 80 marks – 4 Credits (Theory – 3 credits, Tutorial – 1 Credit)
- f) Skill Enhancement Course (SEC) – 60 marks – 3 Credits (Theory – 2 credits, Practical – 1 credit)
- g) Inter Disciplinary Course (IDC) – 60 marks – 3 Credits (Theory – 2 credits, Tutorial – 1 credit)
- h) Internship / Apprenticeship (IARD) – 2 credits
- i) Research Project / Dissertation (applicable only for those students opting for Honours with Research in the 7th Semester) – 12 credit.

7.1 Outline of the Programs under the FYUGP

Single Major – Single Minor Program

A student will identify one Major Course at the time of admission. Apart from **one** Major Course he/she/transgender will have to select **one** Minor course. He/she/transgender will also have to select Inter Disciplinary Courses (IDC) courses, Ability Enhancement Course (AEC), Value Added Course (VAC), and Skill Enhancement Course (SEC) from the provided pool of courses.

Three Discipline Specific Multi – Disciplinary Program

A student will identify **two** Courses as Discipline Specific Course at the time of admission. Apart from the **two** Courses he/she/transgender will have to select **one** Minor course. He/she/transgender will also have to select Inter – Disciplinary Courses (IDC) courses, Ability Enhancement Course (AEC), Value Added Course (VAC), and Skill Enhancement Course (SEC) from the provided pool of courses.

7.2 Outline of the Courses under the FYUGP

Major Course

The papers are designed for students to have an in-depth knowledge about theories, concepts and practices of that Course.

Discipline Specific Course

It aims to cover the basics that a student is expected to imbibe in that particular discipline.

Minor Course

It intends to offer students the option to explore disciplines of interest beyond the choices they make in Major or Discipline Specific Courses.

Inter – Disciplinary Courses

All UG students are required to undergo 3-introductory-level courses relating to any of the BROAD DISCIPLINES (as given in the Pool of IDCs) and whose difficulty level should be between 100 to 199, equivalent to Foundation Courses / Introductory Courses (i.e. difficulty level should not be higher than the

+2 level. **Students are not allowed to choose or repeat courses already undergone at the Higher Secondary Level (12th) class or chosen as Major/Minor/DSC.**

Skill Enhancement Courses

These courses (three in number) may be chosen from a pool of courses designed to provide skill-based knowledge and **should contain both theory and laboratory/hands-on training/field work**. The prime purpose of these courses is to provide students life-skills in hands-on mode so as to increase their employability.

Value Added Course

VAC includes courses on Environmental Education and Value based Education.

Single Major/Single Minor Program: Environmental Education to be studied in the 1st Semester and Understanding India to be studied in the 4th Semester.

Three Discipline Specific Multi – Disciplinary Program: Understanding India to be studied in 1st Semester and Environmental Education to be studied in 4th Semester.

Ability Enhancement Course

AEC emphasises on enhancement of ability in language.

Single Major/Single Minor Program:

Compulsory English to be studied in 2nd Semester and one from MIL (Bengali/Nepali/Hindi/Urdu/Sanskrit/Alternative English) to be studied in 3rd Semester.

Three Discipline Specific Multi – Disciplinary Program:

One from MIL (Bengali/Nepali/Hindi/Urdu/Sanskrit/Alternative English) to be studied in 2nd Semester and Compulsory English to be studied in 3rd Semester.

7.3 Levels of Courses

All Courses are classified into levels based on their content and level of difficulty.

The Levels are:

100 – 199: Foundation / Introductory Courses

200 – 299: Intermediate Level Courses

300 – 399: Higher Level Courses

400 – 499: Advanced Courses

7.4 Credit Distribution

The term 'credit' refers to the weightage given to a course, usually in terms of number of instructional hours assigned to it per week. For the purpose of credit determination, instruction is divided into the following components:

Lecture (L) – Classroom lecture of one hour duration.

Tutorial (T) – Special, elaborate instruction on specific topics of one hour duration. **OR Practical (P)**: Laboratory or Field Exercises in which the student has to conduct experiments or other practical based work of two hours duration.

The total weightage given to a course in terms of credits (C) will, therefore, be equal to $L+P/T$.

$$C = L+P/T$$

L= Number of one hour lectures per week.

T= Number of one hour tutorials per week.

P= Number of two hour practical classes per week.

Credit Distribution Structure – Course Type Wise

Individual Course Type	Credit					
	Practical Based Course			Non-Lab Based Course		
	Theory	Practical	Total	Theory	Tutorial	Total
Major Courses (MAJ)	3	1	4	3	1	4
Minor Courses (MIN)	3	1	4	3	1	4
Discipline Specific Course (DSC)	3	1	4	3	1	4
Inter–Disciplinary Course (IDC) *	3	0	3	3	0	3
Ability Enhancement Course (AEC)	4	0	4	4	0	4
Skill Enhancement Course (SEC)	2	1	3	2	1	3
Value Added Course (VAC)	3	1	4	3	1	4
Internship	0	2	2	0	2	2
Research Project / Dissertation	12		12	12		12

** NCC as an IDC subject shall consist of 02 Theory and 01 Practical credit totaling 03 credits for the course.*

Credit Distribution Structure

A comparison between Minimum Credit Requirements under NEP and Credit Distribution according to NBU FYUGP REGULATIONS

Sl. No.	Course Category	Minimum Credit Distribution under NEP		Credit distribution in NBU FYUGP REGULATIONS		
		3-year	4-year	3-year Degree	4-year Honours Degree	4-year Honours Degree with Research
1	Major	60	80	64	92	80
2	Minor	24	32	24	32	32
3	Inter- disciplinary Courses(IDC)	09	09	09	09	09
4	Ability Enhancement Course (AEC)	08	08	08	08	08
5	Skill Enhancement Course (SEC)	09	09	09	09	09
6	Internship	02-04	02-04	02	02	02
7	Value Added Course (VAC)	06-08	06-08	08	08	08
8	Research Project/Dissertation	-	12	-	-	12
TOTAL		120	160	124	160	160

Notes

- Students **exiting the program after securing 41 credits will be awarded UG Certificate** in the relevant Discipline / Subject provided they **secure additional 2 credits for Internship** offered during summer recess.
- Students **exiting the program after securing 82 credits will be awarded UG Diploma** in the relevant Discipline/Subject provided they **secure additional 2 credits for Internship** offered during summer recess.
- Modalities regarding the offering of Internship to be finalized by the respective colleges and to be intimated to the University, in case of any exit.
- Students who want to undertake the 3-year UG program will be **awarded UG Degree** in the relevant Discipline/Subject upon **securing 124 credits**.
- Students will be **awarded UG Degree (Honours)** in the relevant Discipline/Subject provided they **secure 160 credits**.
- Students will be **awarded UG Degree (Honours) with Research** in the relevant Discipline/Subject provided they **secure 160 credits**, provided such a student has a CGPA of 7.50 (cumulative) at the end of six semesters.

8. CURRICULUM

The Courses will be recommended by the respective Under Graduate Board of Studies for each subject in accordance with the rules of the University of North Bengal. The syllabus may also be revised by the UG Board of Studies from time to time.

a) General Guidelines

Single Major Single Minor Program

- A student taking admission into the Single Major Single Minor Program will have to choose one subject as Major Course and one other subject as Minor Course. The subject chosen as Minor Course has to be different from the subject chosen as Major Course.
- A student has to choose One Group (comprising of three Inter – Disciplinary Courses) from the Pool taking into consideration the eligibility condition as specified for each group.
- A student has to choose Three Skill Enhancement Courses to be studied in Semesters I/II/III. The Skill Enhancement Courses are to be chosen from the pool of courses provided by the University of North Bengal.
- For Value Added Course, Environmental Education is to be studied in the 1st Semester and Understanding India is to be studied in the 4th Semester.
- For Ability Enhancement Course, Compulsory English is to be studied in 2nd Semester and one from MIL (Bengali/Nepali/Hindi/Urdu/Sanskrit/Alternative English) is to be studied in 3rd Semester.

Three Discipline Specific Multidisciplinary Program

- A student taking admission in the Three Discipline Specific Multidisciplinary Program will have to choose 03 subjects, namely DSC 1, DSC 2 and Minor. One subject each needs to be chosen from the subject baskets provided by the University of North Bengal.
- A student has to choose One Group (comprising of three Inter – Disciplinary Courses) from the Pool taking into consideration the eligibility condition as specified for each group.
- A student has to choose Three Skill Enhancement Courses to be studied in Semesters I/II/III. The Skill Enhancement Courses are to be chosen from the pool of courses provided by the University of North Bengal.
- For Value Added Course, Understanding India is to be studied in the 1st Semester and Environmental Education is to be studied in the 4th Semester.
- For Ability Enhancement Course, one from MIL (Bengali/Nepali/Hindi/Urdu/Sanskrit/Alternative English) is to be studied in the 2nd Semester and Compulsory English is to be studied in 3rd Semester.

b) Guidelines for Four Year Under Graduate Program in Honours with Research

Students who secure CGPA of 7.5 (Cumulative) and above in the first six semesters and wish to undertake research at the undergraduate level can choose a research stream in the fourth year. They should do a research project or dissertation in the major discipline under the guidance of a faculty member of the University/College in the seventh and eighth semester. The research outcomes of their project work may be published in peer-reviewed journals or may be presented in conferences/seminars or may be patented.

The College offering a 4-year UG Degree (Honours with Research) must have the required infrastructure such as the library, access to journals, computer lab and software, laboratory and/or other required facilities to carry out experimental research work, and at least two permanent faculty members with Ph.D Degree.

9. ATTENDANCE

No student will be allowed to take the semester end written Examination if the student concerned has not attended minimum of 75% of the classes held in the course concerned and also in other curricular components.

10. ELIGIBILITY FOR ADMISSION**Single Major Single Minor Program**

A student shall be allowed to take admission in the Single Major and Single Minor Program of B.A. /B.Sc. /B.Com./BBA/BCA if he/ she/transgender has passed in at least four (04) subjects with English as compulsory subject in the Higher Secondary [10+2] Examination held by the West Bengal Council of Higher Secondary Education or any other Examination which is recognized by the University as equivalent thereto.

Provided that a candidate who has obtained- (a) 55% marks in the aggregate, or (b) 50% in the aggregate with 60% marks in a subject / related subject in the last qualifying Examination shall be eligible to apply for Single Major and Single Minor Program in that subject.

Admission shall be on the basis of merit and availability of seats.

Provided that for SC/ST/OBC-A/OBC-B/PWD candidates – the minimum marks for eligibility shall be as per Rules of the State Government.

Provided further that in matter of eligibility 54.5% marks or above shall be equal to 55%, 49.5% and above shall be equal to 50% and 59.5 marks or above shall be equal to 60%.

Three Discipline Specific Multidisciplinary Program

A student shall be allowed to take admission in the Multidisciplinary Program of B.A. /B.Sc. / B.Com / BBA (TAH) if he/she/transgender has passed in at least four (04) subjects with English as compulsory subject in the Higher Secondary [10+2] Examination held by the West Bengal Council of Higher Secondary Education or any other Examination which is recognized by the University as equivalent thereto.

A candidate shall be allowed to pursue B.A. / B. Sc. / B. Com / BBA (TAH) Multidisciplinary Program if he/she/transgender has passed the qualifying Examination in Vocational Stream subjects, however, such students shall have the option to study up to the end of 6th semester.

Choice of Courses for Single Major Single Minor Program and Three Discipline Specific Multidisciplinary Program:

- A candidate pursuing Major in Economics can opt for:
 - B.Sc. Major if he/she/transgender chooses at least one subject from Mathematics or Statistics or Computer Science as Minor.
 - B.A. Major if he/she/transgender chooses a subject from the Arts/Humanities/Social Science stream as Minor .
- A candidate pursuing Major in Geography can opt for:
 - B.Sc. Major if he/she/transgender chooses the Minor subject from the Science stream.
 - B.A. Major if he/she/transgender chooses the Minor subject from the Arts/Humanities/Social Science stream.
- A candidate pursuing Economics as one of the Discipline Specific Course in the Three Discipline Specific Multidisciplinary Program can opt for
 - B.Sc. Multidisciplinary Program if he/she/transgender chooses either Mathematics, Statistics or Computer Science as the other DSC and Minor.
 - B.A. Multidisciplinary Program if he/she/transgender chooses the other DSC and Minor from Arts/Humanities/Social Science stream as allowed in the combination.
- A candidate pursuing Geography as one of the Discipline Specific Course in the Three Discipline Specific Multidisciplinary Program can opt for
 - B.Sc. Multidisciplinary Program if he/she/transgender chooses the other DSC and Minor from the Science stream as allowed in the combination.
 - B.A. Multidisciplinary Program if he/she/transgender chooses the other DSC and Minor from Arts/Social Science stream as allowed in the combination.
- A student will be allowed to take up any subject as Major/Minor/DSC except Computer Science/Microbiology/Statistics and such other interdisciplinary subjects if he/she/transgender has passed in the said subject/related subject at the HS (10+2) examination or any other board recognized as equivalent by the University.
- A candidate will be allowed to take up Philosophy or Sociology or Psychology or Education or Mass Communication & Journalism as Major/Minor/DSC or BBA or BCA or BBA (TAH) if he/she/transgender has passed in the previous qualifying examination of any stream.

- A candidate will be allowed to take up B.Com. if he/she/transgender has studied Science subjects along with Mathematics in the previous qualifying exams.
- A candidate will be allowed to take up Physics as Major/Minor/DSC if he/she/transgender has passed in Mathematics and Chemistry along with Physics and other subject as prescribed at the qualifying examination.
- A candidate will be allowed to take up Chemistry as:
 - **Major** subject if he/she/transgender has passed in Mathematics and Physics along with Chemistry and other subject as prescribed at the qualifying examination.
 - **DSC** or **Minor** subject if he/she/transgender has passed in Chemistry and other subjects as prescribed at the qualifying examination.
- A candidate will be allowed to take up Botany/Zoology as Major/Minor/DSC if he/she/transgender has passed in Biology at the qualifying examination.
- A candidate will be allowed to take up Physiology if he/she/transgender has passed in Biology at the qualifying examination.
- A candidate will be allowed to take up Computer Science as Major/Minor/DSC if he/she/transgender has passed in Mathematics or Statistics at the qualifying examination.
- A candidate will be allowed to take up Microbiology as Major/Minor/DSC if he/she/transgender has passed in Chemistry and Biology at the qualifying Examination.
- A candidate will be allowed to take up Statistics as Minor/DSC if he/she/transgender has passed in Mathematics or Statistics at the qualifying Examination.
- A candidate will be allowed to take up Economics as:

Major subject if he/she/transgender has passed in Mathematics or Applied Mathematics or Business Economics including Business Mathematics, and other subjects as prescribed at the qualifying examination and

DSC or **Minor** subject if he/she has passed in Economics and other subjects as prescribed at the qualifying examination.
- A candidate will be allowed to take up Geography as Major/Minor/DSC if he/she/transgender has passed in Geography at the qualifying examination.
- A candidate will be allowed to take up Geology as Major if he/she/transgender has passed in Mathematics, Physics and Chemistry at the qualifying examination.

- A candidate will be allowed to take up Tea Science as Major if he/she/transgender has passed in Biology at the qualifying Examination.
- A candidate pursuing Major in a subject will not be allowed to take up the same subject as Minor.
- While taking Major & Minor subjects, availability of the said subjects in the concerned Colleges will be taken into consideration.

Note: A candidate will be allowed to pursue a maximum of Three Years UG Course if he/she/transgender has passed the qualifying examination in Vocational Stream.

MERIT CALCULATION

For **Single Major and Single Minor Program** (4 year UG), where a student has studied the subject at +2 level = (Marks obtained in Major/ related subject + Marks obtained in English + Best marks obtained in other two subjects) / 4.

For **Single Major and Single Minor Program** (4 year UG), where a student has not studied the subject at +2 level = (Marks obtained in English + Best marks obtained in other three subjects) / 4.

For **Three Discipline Specific Multidisciplinary Program**
= (Marks obtained in English + Marks obtained in 3 other subjects) / 4.

11. FEES

As notified by the Higher Education Council/University Authority from time to time for Admissions, Registration and Examinations etc.

12. ACADEMIC SESSION

- a. The academic session will normally start in July in each year.
- b. There will be at least 90 teaching days in each semester excluding periods of examination and admission etc. for instruction, field work and dissertation
- c. The academic sessions including the examinations for first, third, fifth and seventh semester are July to December and that for second, fourth, sixth and eighth semester are January to June.

13. OTHER REGULATIONS

Reservation of Seats: There will be reservation of seats for SC/ST/OBC/EWS/Differently-Abled Candidates as per Government Rules. For differently-abled candidates' minimum disability at least 40% will be considered.

Session Gap: For admission to the Undergraduate Program there should not be a gap of more than 3 years between the year of Higher Secondary Examination and the year of admission to Undergraduate Program of study.

Session Break: Students who exit with Undergraduate Certificate or Undergraduate Diploma, are permitted to re-enter within 3 (three) years and complete the Degree Program. Students are also permitted to take a break from the study, during the period of study, but the total duration for completing the program will not exceed seven years.

Admission on Transfer: If a student has been admitted to a College, he/she/transgender will not, except as otherwise provided in the Ordinances, be subsequently admitted to any other College without the production of a Transfer Certificate from the Principal of the College in which he/she/transgender studied last.

A student admitted to a College, will not ordinarily be allowed to take transfer to any other College, except at the end of a semester. If an application for transfer is made at any time, other than at the end of a Semester, on the ground of (a) transfer of the parent / guardian of the student from the station at which the College is situated, or (b) reasoned need for a change on the ground of health supported by proper medical evidence, **or any other sufficient reason**, the Principal may grant the transfer.

A student may apply for transfer within one month from the date of publication of semester-end examination and the student should qualify all the previous semester examinations without any back paper(s).

Admission on Transfer should abide by the following stipulations:

A candidate taking transfer from one College to another is required to pursue the same set of courses of study in both the colleges;

- a. Admission on transfer must not violate the approved intake of the course concerned of the College granting admission. Only in cases of wards of Government employees who have been transferred, a relaxation of intake may be granted with the permission of the Vice-Chancellor;
- b. Cases of admission on transfer must be intimated in writing to the University authority by the College admitting such candidates within a fortnight of such admission without which such admission on transfer will not be recognized;
- c. All other steps and procedures related to transfer will be in accordance with the provisions of the Ordinances.

Termination: If a student newly admitted to the first semester remains absent from attending classes for more than the first 15 days continuously without any intimation, his/her/transgender admission will stand cancelled.

14. COMPLETION OF UNDERGRADUATE PROGRAMS OF THE UNIVERSITY

A 4 year undergraduate program (with exit facility at the end of every year) has to be completed within a maximum span of 7 years from the year of admission.

15. EXAMINATION AND EVALUATION**ALLOCATION OF MARKS FOR EACH PAPER**

1 credit = 20 marks

Type of Course	THEORETICAL EXAMINATION	TUTORIAL*	PRACTICAL EXAMINATION*	PRACTICAL EXAMINATION / TUTORIAL*	TOTAL
MAJOR	60	---	---	20	80
MINOR	60	---	---	20	80
DSC	60	---	---	20	80
VAC	60	20	---	---	80
AEC	60	20	---	---	80
SEC	40	---	20	---	60
IDC	40	20	---	---	60

***It is mandatory for Lab Based Subjects to conduct Practical Examinations at the end of each Semester.**

***For Non – Lab based subjects Tutorials are to be conducted by the Colleges throughout the Semester.**

*** SEC should also include a Practical Component which will be evaluated by the College.**

*** Students opting for NCC as IDC will have to appear for Practical Examinations.**

Internship is to be conducted and certified by respective colleges.

a) Eligibility to appear in an Examination

A student will be eligible for appearing at any of the Semesters of 4-Year UNDERGRADUATE PROGRAM, fulfilling the following two essential conditions:

- Minimum 75% attendance of lectures delivered in all courses.
- Students should appear in all tutorials/practical classes.

b) Tutorials

Evaluation of the students will be a continuous process and will be based on their performances in Tutorial and the Semester End Examination. All tutorials will be conducted by the Teachers of the

Colleges. It will be on the basis of a combination of Reports, or Seminar Presentations, or Class Tests, or Field Work, or Group Discussions, or Home Assignments spread over the entire period of study, as decided by the respective Board of Studies / Expert Panel. The modalities of such assessment be recorded and documents will be preserved by the respective college for a period of 2 months from the date of publication of reassessment result. The marks obtained in the tutorials will be communicated to the Examination Branch of the University, as and when required by them.

c) Final Evaluation

The final evaluation in a course means the total or aggregate of the marks obtained in tutorial / practical and the marks obtained at the Semester End Examination.

- i. There will be one written and one practical examination (wherever applicable) at the end of each semester as per the prescribed syllabus in the course concerned.
- ii. Marks for Internship will be provided by the Colleges.
- iii. In the 4-year Undergraduate Semester system, the Undergraduate Examinations will be held in eight parts: First & Second Semester for the first-year students, Third & Fourth Semester for the second- year students, Fifth & Sixth Semester for the third-year students and Seventh & Eighth Semester for the fourth-year students. The academic sessions including the examinations for first, third, fifth and seventh semesters are July to December and that for second, fourth, sixth and eighth semesters are January to June.
- iv. A student has to complete the **4-year Undergraduate program within a span of 7 years.**
 - A student may opt to exit only after completion of first & second semesters having secured 43 credits and after qualifying the first-year examination. The student is allowed to re-enter and complete the 4 – year undergraduate program within a span of 7 years.
 - A student may opt to exit only after completion of first, second, third & fourth semesters and having secured 84 credits and after qualifying the second-year examination. The student is allowed to re-enter and complete the 4 – year undergraduate program within a span of 7 years.
 - A student may opt to exit only after completion of six semesters and having secured 124 credits and after qualifying the third-year examination. A student is allowed to re-enter and complete the 4-year degree (Honours/Honours with Research) within a span of 7 years.
 - A student who secures 75% marks and above in the first six semesters and wishes to undertake research at the undergraduate level can opt for Honours with Research in the fourth year.
 - A student who wants to exit finally with a Bachelor's Certificate/Bachelor's Diploma/Bachelor's Degree has to apply to the Principal/Teacher – in – Charge / Officer – in – Charge of their respective colleges within 25 days from the date of publication of results of first year, second year and third year respectively duly approved by the

Colleges. The Colleges will convey the same to the University within a period of 10 days.

- v) A student to be eligible for appearing at any Semesters of the UNDERGRADUATE Examination must attend minimum 75% attendance of lectures delivered and complete all tutorials/practical classes.
- vi) All tutorials will be conducted by the teachers of the Department. It will be on the basis of dissertations/projects, term papers, reports, seminar presentations, field work, class tests or any combinations thereof spread over the entire period of study, as decided by the respective Board of Studies / Expert Panel. The modalities of such assessment will be recorded and documents will be preserved by the colleges for a period of 2 months after the publication of the Reassessment Result of the relevant Semester End Examinations. The University Authority may ask for any such records, if required.
- vii) To secure qualifying grade in a Course/Semester, a student has to secure the minimum 30% marks in the Semester End Examination, 40% marks in the Practical Examination (Lab based subjects only) separately and an aggregate of 40% marks including Theory and Practical / Tutorial taken together.
- viii) To qualify in a Practical-based course, an examinee is to appear in the Theoretical as well as the Practical portion of the examination. If a student fails to appear in any of the portion or fails to secure 30% & 40% marks in the theoretical and practical examinations respectively, the student will have to appear in the portion they have failed to secure the stipulated percentage of marks in the next corresponding semester.
- ix) Qualifying Marks:
- The qualifying marks for each course/paper will be 40% in each semester taken together of tutorials, semester end examinations, and practical examinations (minimum 30% marks in the semester end examination, minimum 40% marks in practical examinations separately).
- x) If a student secures qualifying grade in all courses, he/she/transgender will be declared to have qualified the said semester and the result will be shown as Q. However, if a student fails to secure qualifying grade in a particular course/paper his/her/transgender result of the concerned semester end examination will be declared SNC (Semester Not Cleared). Marks obtained in the tutorials/practical will be clubbed with marks obtained in the semester end examination before awarding the grade. If a student fails to secure pass grade in a particular Course, he/she/transgender will have to appear in that course/paper only. The tutorial marks will be retained for next examination(s) with valid chances.

xi) The Semester End Examinations will usually be held in the last month of the semesters (December for Semesters I/III/V/VII and June for Semesters II/IV/VI/VIII). Tutorials will continue throughout the Semester.

- All question papers of Major Course will only be in English version, except for vernacular subjects. All question papers of Minor Course, Interdisciplinary Courses, Discipline Specific Courses, Value Added Courses, Skill Enhancement Courses will be in English/Bengali/Nepali versions and in Hindi version only for the Hindi Medium Colleges.
- All Vocational courses, if any and Internship will be conducted by the College, and marks will be submitted to the University.
- For Lab Based Courses (both Major and Minor), guidelines for Practical Examinations and Model Practical Question Papers are to be prepared by the BOS. Practical Examination for Lab Based Major Courses to be conducted by external examiners selected by the BOS.
- All SEC courses will consist of Theoretical (40 marks) and Practical Components (20 marks); the modalities of the Practical Component are to be fixed by the respective BOS. Evaluation of the Practical Component for SEC is to be completed by the colleges.
- All examinations of Value-Added Courses and Inter Disciplinary Courses will be in MCQ format. These examinations will be held in OMR sheets only.

xii) All examinations will be conducted ordinarily by means of printed question papers.

xiii) All answer scripts, all OMR sheets and other examinations related papers of 4-year Undergraduate examination will be disposed of by the University on expiry of two months from the date of the publication of post publication reassessment & scrutiny results of the respective examinations.

xiv) **Provisional Result and Grade Card**

The provisional result of each semester will be published stating only the total marks and SGPA obtained by a student and the 'Grade Card' would be issued showing the details of courses studied (code, title, marks, number of credits, grade secured) along with SGPA of that semester and CGPA of all the semesters at the end of each academic session.

The provisional result after completion of each year will be published stating full marks, marks obtained, CGPA and Grade.

xv) **Semester Not Cleared:**

If a student fails to secure qualifying (pass) marks in one paper or more in a particular semester examination his/her/transgender result of semester examination will be declared as 'SNC' (i.e., Semester Not Cleared). The result of 6th semester examination will be kept withheld unless a

student clears all the five semesters within the stipulated span of five years. He/she/transgender would be declared to have passed the 3-year Bachelor's Degree in a discipline in the year in which he/she/transgender clears his/her six semesters.

The result of 8th semester examination (Honours/Honours with Research) will be kept withheld unless a student clears the 4th year (7th & 8th semesters) within the stipulated span of seven years. He/she/transgender would be declared to have passed the 4-year Bachelor's Degree (Honours/Honours with Research) in a discipline in the year in which he/she/transgender clears his/ her / transgender 8th semester.

xvi) **Position in the Merit List:** To qualify for position in the merit list a student will have to pass all the semesters in his/her/transgender regular chances (8 semesters) (Honours/Honours with Research).

xvii) **Promotion:** A student will be promoted to the Fifth Semester only if he/she/transgender has cleared all the papers in the first and second semesters. However, a student will get a maximum of three chances for the purpose.

A student will get a maximum of 3 chances each to clear the semester end examinations. However, a student who exhausts all the 3 chances to clear Semesters I/II/III/IV will get only 2 chances to clear Semester V/VI and subsequently one chance to clear Semester VII/VIII.

A student has to clear all the six semesters to be promoted to the seventh semester and after completion of the eighth semester will be declared passed with Honours/Honours with Research.

A student who fails to fill in his/her/transgender examination form before the examination will not be promoted to the next semester automatically.

xviii) **Duration of Examination for MAJ, DSC, MIN, AEC**

Examination	(Lab based Course)	Duration of Exams	(Non – Lab based Course)	Duration of Exams
Semester End Examination (Theoretical)	60	2.5 hours	60	2.5 hours
Semester End Examination (Practical)	20	Up to 5 hours	-	-
Tutorials (By the Colleges)	-	-	20	-
Total	80		80	

xix) **Duration of Examination for SEC**

Examination		Duration of Exams
Semester End Examination (Theoretical)	40	2 hours
Semester End Examination (Practical) – To be conducted by the Colleges. Modalities of the examination to be finalized by the BOS	20	Up to 5 hours
Total	60	

xx) **Duration of Examination for VAC and IDC**

Examination	VAC	Duration of Exams	IDC	Duration of Exams
Semester End Examination (Theoretical: MCQ)	60	2 hours	40	1.5 hours
Tutorial (by colleges)	20	-	20	-
Total	80		60	

xxi) **Question Pattern for MAJ, DSC, MIN & AEC (Theoretical)**▪ **For 60 Marks**

Sl. No.	Questions to be answered	Out of	Marks of each question	Total Marks
1	4	6	3	$4 \times 3 = 12$
2	4	6	6	$4 \times 6 = 24$
3	2	4	12	$2 \times 12 = 24$

▪ **For SEC (Theoretical – 40 Marks)**

Sl. No.	Questions to be answered	Out of	Marks of each question	Total Marks
1	5	8	1	$5 \times 1 = 5$
2	3	5	5	$3 \times 5 = 15$
3	2	4	10	$2 \times 10 = 20$

- Subject Codes will be prepared and circulated by the Controller Section in due course.
- The question paper pattern may vary depending upon decisions taken by the Board of Studies in different subjects.

xxii) Internship is to be conducted and certified by colleges based on their available resources.

xxiii) The modalities of conducting and evaluating Dissertation for students opting for Honours with Research in the seventh and the eighth semesters will be decided by the BOS of respective subjects in due course of time.

xxiv) The schedule for the Semester End Examination will be prepared and announced by the Controller of Examinations. Except for exigencies, all the examinations will usually be held within the dates specified in the Academic Calendar.

xxv) Two sets of question paper for each course/unit will be set by internal/external paper setters(s). The concerned Board of Studies will recommend the names of the Paper Setters, Moderators, Examiners, Scrutinizers, Tabulators and Reviewers.

RESULTS

- a) The final result of a student will be determined on the basis of CGPA.
- b) Grade Card will be made as per grading system. Course-wise marks (tutorial/practical and semester end exams added together) will be converted into percentage of mark. Percentage of marks will be converted into Grade Letter and Grade Point. Credit and Grade Point will be converted into Credit Point. Finally, Semester Grade Points Average (SGPA) and Cumulative Grade Point Average (CGPA) will be computed.
- c) The Grade Card of a Semester will be issued only after completion of that Semester.

- **Conversion of Marks into grade letter and grade point:**

% of Marks	Grade	Grade Point	Description
91% and above	O	10	Outstanding
81% to less than 91%	A+	9	Excellent
71% to less than 81%	A	8	Very Good
61% to less than 71%	B+	7	Good
56% to less than 61%	B	6	Above Average
51% to less than 56%	C+	5.5	Average
41% to less than 51%	C	5	Below Average
40% to less than 41%	P	4	Pass
Less than 40%	F	0	Fail
Absent	-	0	Fail

▪ **Computation of SGPA:**

Example

Course	Credit	Grade Letter	Grade point	Credit Point
Course-1	4	O	10	$4 \times 10 = 40$
Course-2	4	A+	9	$4 \times 9 = 36$
Course-3	4	A	8	$4 \times 8 = 32$
Course-4	4	B+	7	$4 \times 7 = 28$
Course-5	4	C	5	$4 \times 5 = 20$
Total:	20			156

SGPA: $156/20 = 7.8$

• **Computation of CGPA:**

Example

	SEM 1	SEM 2	SEM 3	SEM 4	SEM 5	SEM 6	SEM 7	SEM 8
Credit	20	20	20	20	20	20	20	20
SGPA	6.9	6.3	6.6	6.7	7.3	7.1	6.5	8.2
Credit × SGPA	$20 \times 6.9 = 138$	$20 \times 6.3 = 126$	$20 \times 6.6 = 132$	$20 \times 6.7 = 134$	$20 \times 7.3 = 146$	$20 \times 7.1 = 142$	$20 \times 6.5 = 130$	$20 \times 8.2 = 164$

CGPA: $1112/160 = 6.95$

Conversion of SGPA/CGPA into Percentage of Marks: Ten (10) times of SGPA/CGPA

▪ **Final Result/Grades Description**

CGPA	Alpha-Sign/Letter Grade
9.00 - 10.00	O (Outstanding)
8.00 - <9.00	A+ (Excellent)
7.00 - <8.00	A (Very Good)
6.00 - <7.00	B+ (Good)
5.50 - <6.00	B (Above Average)
5.00 - <5.50	C (Average)
4.00 - <5.00	P (Pass)
Below 4.00	SNC
0	SNC

PROVISIONS FOR REVIEW

- a) A student may apply for Post-Publication Review (PPR) of his/her answer-script(s) in the prescribed form and manner and a submission of fees prescribed for the purpose within the date as per notification to be issued by the Controller of Examinations at the time of publication of result.
- b) There will be no Post-Publication Review/Scrutiny of Tutorials, Practical Papers, Oral Examinations, Project Work/Field Work and for the papers where examination is conducted with OMR sheet.
- c) A student may apply for post-publication reassessment/review of maximum 50% of the theoretical courses excluding the courses where examination is conducted with OMR sheets.
- d) Incomplete and faulty application is liable to be rejected without assigning any reason or without any intimation to the student/college concerned.
- e) Under no circumstances fees for Post-Publication Review once paid be refunded
- f) A student may apply for review online in a particular Semester Examination.
- g) Post-Publication Review (PPR) and Post-Publication Scrutiny (PPS) of the same paper(s) in a course will not be allowed.
- h) **Finalization of Review Results:** If the marks awarded by Post-Publication Review Examiner in a Paper do not exceed the original award by more than 20% of the full marks in that Paper, the Review Examiner's award will be accepted as final marks in that Paper. If the increase of marks exceeds 20% of the full marks in that Paper, the answer script will be evaluated by a third examiner and the final marks will be the average of the three examiners. However, if it is found that there was error in calculating total marks of the original award, the increase of marks to the full extent will be accepted as corrected original award of the student. If the marks awarded by Post-Publication Review Examiner in a Paper does not reduce the original award by more than 20% of the full marks in that Paper, the Review Examiner's award will be accepted as final marks in that Paper. If the decrease of marks exceeds 20% of the full marks in that Paper, the answer script will be evaluated by a third examiner and the final marks will be the average of the three examiners. However, if it is found that there was error in calculating total marks of the original award, the change of marks to the full extent will be accepted as corrected original award of the student.

Any addition or subtraction of marks as declared by the University after Post-Publication Review will be treated as final and will be binding on the student. No further application for consideration of Post-Publication Review result will be entertained.

The decrease in marks will not be considered if such reduction results in the failure of a successful student who has already secured qualifying grade prior to review.

SCRUTINY OF ANSWER SCRIPTS (PPS)

- a) If the results of a student of any part of his/her/transgender examination does not come under the purview of Post-Publication Review, he/she/transgender may apply for Post- Publication Scrutiny of his/her/transgender's one or more answer scripts irrespective of marks.
- b) "Post-Publication Scrutiny (PPS)" does not imply re-examination or re-assessment of scripts but involve verification of scripts and records to ascertain-
Marks have been assigned to each of the required number of answers made by an examinee as per instruction printed on the question paper;
Totaling of marks awarded by the examiners on the scripts/marks-slips, as the case may be, has correctly been done.

COMPENSATORY TIME FOR PERSON WITH DISABILITY (PWD) STUDENTS

- i) PWD Students are provided extra time of 20 minutes for every hour of examinations subject to maximum limit of one hour as Compensatory time.
- ii) PWD Students are allowed the use of a scribe (amanuensis) who holds lesser qualification than the student. Scribe is allowed to students
 - who have disability in the upper limbs or have loss of finger/hands thereby preventing them from writing.
 - Who are blind or have impaired vision.
 - who are dyslexic.
 - who are autistic.
- iii) If a PWD student wants to avail compensatory time or scribe he/she/transgender must apply with all relevant documents to the Principal/TIC/OIC during form fill-up of each semester examination and the same application be forwarded by the Principal/TIC/OIC to the Controller of Examinations just after downloading the admit cards. The photograph should also be attested by the Principal/TIC/OIC.
- iv) If it is found that a student has used the service of a scribe and/or extra time but does

not possess the extent of disability that warrants of use the service of a scribe and/or extra time, he/she/transgender will be excluded from the process of evaluation and legal action may be initiated by the authority in this regard.

BREACH OF DISCIPLINE BY ANY EXAMINEE IN CONNECTION WITH EXAMINATIONS

The Centre-in-Charge of any University Examination held at a Centre will, on his/her/their own or on the basis of reports received from the invigilator(s)/members of the visiting team as maybe constituted by the Controller of Examinations and duly approved by the Vice-Chancellor expel a student from the examination hall debarring him/her/transgender from appearing in the examinations of the said course(s)/paper(s), if the student is found copying or possessing any paper, book or such other incriminating material(s) or smuggling, written answer scripts/loose sheets from outside. On expulsion, he/she/transgender will be debarred from appearing at the said part of the examination

Signature(s) of each of the expelled students may be obtained on the incriminating document(s) found in his/her/transgender possession and the same must be attached to the main answer script(s). If a student refuses to put his/her/transgender signature on the incriminating document(s), the invigilator(s)/members of the visiting team will certify the matter and the Centre-in-Charge will take immediate action as in regulation 20.a on the basis of the certificate/report of the room invigilator(s)/members of the visiting team.

If, however, in the judgment of the Centre-in-Charge, a student is found to have committed an offence of a more serious nature, e.g., impersonation, use of filthy languages, indiscipline behavior, threatening the persons connected with the examination duties and such other activities inside and outside the examination hall/room, the Centre-in-Charge will expel the student debarring him/her from appearing in the examination(s) of the remaining subject(s)/paper(s) and send to the Controller of Examinations a list of such students along with their answer scripts and a detailed report on the circumstances leading to the action taken by the Centre-in-Charge in a separate packet for record and for placement before the Committee of Discipline for further action. In such cases as detailed in above paragraph, the Committee of Discipline, duly constituted by the Vice-Chancellor may note the action, if already taken by the Centre-in-Charge, but will not lessen the penalty already given by the Centre-in-Charge.

The Committee of Discipline, however, may recommend further penal action to be taken against such student(s). If the Centre-in-Charge, instead of taking any action against such a student, forward the case along with the detailed report, the Committee of Discipline may take penal action as it may deem fit.

When the Centre-in-Charge expels any offending student from the examination hall, as referred to in the rules above, the order/notification regarding such expulsion will forthwith be circulated in all the examination halls by the Centre-in-Charge. Such order/notification should be pasted on the Notice Board and a copy of the same along with the answer scripts and other documents are to be sent to the Controller of Examinations for subsequent issuance of order/notification including order of cancellation of the entire examination of the student(s), to the concerned college for its implementation.

If the students are found to consult or talk with each other or change their scheduled seats or exchange answer-scripts/loose sheets etc. during an examination in spite of warnings by the Centre-in-Charge/Room Invigilator(s), the Centre-in-Charge will report the matter in details to the University against the concerned students together with the relevant answer scripts for placement before the Committee of Discipline.

An examiner may forward to the Controller of Examinations of the University through the chairperson of the concerned examination or to the Controller of Examination directly if there is no Chairperson in the concerned subject an explanatory report along with the relevant answer script(s) of the student(s) for placement of the same before the Committee of Discipline if, in his/her/their judgment, the student/students has/have adopted unfair means in answering questions.

If an examinee uses filthy language against the Centre-in-Charge/Invigilators or Convener/Member(s) of the Visiting Teams or any person connected with the examination or resorts to indiscipline behavior inside or outside the examination hall or undertakes any unfair means or violates the instructions for the examinees, the Centre-in-Charge may send his/her/transgender's answer-script of that paper along with a report from the Invigilator(s) with his comment, if any. However, in such case, the examinee will be allowed to sit for the examination in the remaining course(s)/subject(s).

Non-submission of scripts: If an examinee appears at the examination but does not submit his/her/transgender's answer-script, the matter should be noted in the Attendance Sheet. A diary should be lodged on the day with the local police station. A report along with a copy of the said Diary and a statement from the Invigilator of the concerned examination hall must be sent by the Centre-in-Charge to the Controller of Examinations.

Torn scripts: In case of a script being willfully torn by a student, the fact should be noted in the Attendance Sheet(s) and a report should be sent by the Centre-in-Charge to the Controller of Examinations in a separate packet along with the torn script and a statement from the Invigilator of

the concerned examination hall stating the circumstances leading to the incident.

Report on R.A. cases from any end should always be supported by documentary evidence or statement of the reporting concerned authority. Without such documentary evidence/statements disposal of the matter cannot be taken up.

On receipt of the report of malpractice in the examination, as referred to in above, the University will direct the concerned student to appear before the Committee of Discipline and furnish an explanation in writing regarding the charges leveled against the student.

If the Committee of Discipline is satisfied that the charge/charges leveled against any student in terms of above-mentioned rules is/are true, it may recommend any one or multiple of the following actions:

- Cancellation of examination of the student in the concerned paper
- Cancellation of the entire examination of the student and
- If necessary, also Debarment of the student from appearing at the University examination for a specified period as it may deem fit according to the gravity of the offence(s) committed. If a student does not appear before the Committee of Discipline without assigning any reason, the Committee of Discipline may recommend any or all of the measure(s) as above, as it may deem fit, on the basis of available document(s) in absentia.
- The Committee after giving due consideration to the report of the Centre-in-Charge and giving the student a hearing, if necessary, may recommend exoneration of a student from the charges leveled against him/her/transgender if in its judgment the student concerned is innocent.

The recommendations of the Committee of Discipline will need approval of the Vice-Chancellor before any action can be taken thereon. The Vice-Chancellor may, after considering the recommendations, pass such orders as he/she/transgender thinks fit. The Controller of Examinations will take action according to the recommendation of the Committee of Discipline, if approved by the Vice-Chancellor or as per orders of the Vice-Chancellor.

All questions arising in relation to the interpretation of these Regulations will be referred to the Executive Council for decision and the decision of the University Council will be final and binding.

The Board of Discipline (UNDERGRADUATE EXAMINATION) may be constituted with the following members:

- i. Controller of Examinations (Convener)
- ii. Inspector of Colleges
- iii. One member of EC to be nominated by EC
- iv. Three Teachers of Undergraduate Colleges/Post Graduate Departments to be nominated by the Controller of Examinations

The tenure of this committee will be four years from the date of its constitution.

TERMINATION

If a student newly admitted to the first semester remains absent from attending classes for more than the first 15 days continuously without any intimation, his/her/transgender's admission will stand cancelled.

Other Modalities and Inclusions

Academic Bank of Credit (ABC): It is the platform developed by National e-Governance Division (NeGD) of the Ministry of Electronics and Information Technology, Government of India, having the facility/functionality of opening Academic Account by students and on boarding of eligible Higher Education Institutions (HEIs), in accordance with "The University Grants Commission (Establishment and Operation of Academic Bank of Credits in Higher Education) Regulations, 2021". ABC will digitally store the academic credits earned by students from HEIs registered with ABC for awarding degrees/diplomas/certificates taking into account credits earned by students. ABC will ensure the opening, closure and validation of Academic Bank Accounts, credit verification, credit accumulation, and credit transfer, redemption for students.

Accumulation of Credits: Every student shall open an account in the Academic Bank of Credits which will provide him/her/transgender with a unique ID and will allow access to the Standard Operating Procedure (SOP). The Credits awarded to a student for the courses pursued in the University shall be accumulated in the Academic Bank Account of the student. The procedure for accumulation of credits earned, shelf life, redemption of credits, would be as per the UGC (Establishment and Operation of Academic Bank of Credits in Higher Education) Regulations, 2021 and their subsequent amendments. The validity of credits earned will be to a maximum period of seven years or as specified by the Academic Bank of Credits.

Foreign Nationals: The candidate (**Foreign Nationals**) will have to show "Original Copy" of Certificate of Madhyamik (or equivalent), Certificate of Higher Secondary (or equivalent) and original Passport (along with Visa) at the time of admission. **Foreign Nationals will have to pay the fees equivalent to or higher than the Indian Nationals, as decided by the individual Colleges.** Their papers must be duly endorsed by the local Embassies/Consulates/High Commissions, whichever is applicable and their visa period must cover the period required to complete the course.

SWAYAM Courses: The University may allow up to 40% of the total courses being offered in a

particular program in a Semester through the online learning courses offered through the SWAYAM platform, subject to the following conditions:

- i. The course contents are alike;
- ii. The courses are not offered in the University/College;
- iii. There is non-availability of suitable teaching staff to run the course in the University/College.

The University shall give the equivalent credit weightage to the student for the credits earned vide online learning credit courses through the SWAYAM platform, in the credit plan of the program.

Power to remove any difficulties

In any case of any situation or not covered under these Regulations, the Vice-Chancellor may, by order, make such provisions not inconsistent with the Act, Statutes, Ordinances or other Regulations, as appears to be necessary or expedient to remove the difficulty, however, subject to ratification of such order by the Appropriate University Authorities.

If any dispute arises in respect to interpretation of the regulations or any matter not covered by these, the decision of the Vice-Chancellor in that respect will be final and binding.

UNIVERSITY OF NORTH BENGAL – FYUGP REGULATIONS, 2024 – 2025
(Annexure –A1)

Course Structure for Single Major and Single Minor together with allied courses (FYUGP).

Semester	Level of Course for Major & Minor	Major (4 credit each)	Minor (4 credit each)	AEC (4 credit each)	VAC (4 credit each)	IDC (3 credit each)	SEC (3 credit each)	Internship (2 credits)	Total Credit hours/total papers
		Paper	Paper	Paper	Paper	Paper	Paper	Paper	
I	100	1,2	1,	X	1#	X	1		19 (5)
II	100	3,4	2	1#	X	1	2		22 (6)
I* 2 #									
Students exiting after securing 41 credits at the end of 2 nd Semester + 2 credits of Internship will be allowed to exit and provided with a U.G. Certificate									
III	200	5,6	3	2 #	X	2	3		22 (6)
IV	200	7,8	4	X	2 #	3	X		19 (5)
I* 2 # 2(1)									
Students exiting after securing 82 credits at the end of 4 th Semester + 2 credits of Internship will be allowed to exit and provided with a U.G. Diploma									
V	300 / 200@	9, 10, 11,12	5 @	X	X	X	X		20 (5)
VI	300 / 200@	13, 14, 15, 16	6 @	X	X	X	X		20 (5)
Students exiting after securing 122 credits at the end of 6 th Semester + 2 credits of Internship will be allowed to exit and provided with a U.G. Degree in the relevant Major subject with a Minor subject X									
VII	400/300@	17**, 18***, 19 @	7 @	X	X	X	X		16 (4)
VIII	400/300@	20, 21, 22*** & 23 ***	8@	X	X	X	X		20 (5)
Students exiting after securing 158 credits at the end of 8 th Semester + 2 credits of Internship shall exit and provided with a U.G. Honours Degree with Research/without Research in the relevant Major subject with a Minor subject									
		92	32	8	8	9	9		160 (42)

* Students have the option to complete their internship at the end of 2nd semester or 4th semester during the summer recess.

** Paper 17 shall be a compulsory major paper on Research Methodology.

*** Paper 18, 22 & 23 shall be major papers on Research Project/Dissertation for students taking up Honours with Research.

**** Paper 18, 22, 23 shall be three core major papers for students taking up Honours

without Research.

Ability Enhancement Course

Single Major/Single Minor Course: Compulsory English to be studied in 2nd Semester and one from MIL (Bengali/Nepali/Hindi/Urdu/Sanskrit/Alternative English) to be studied in 3rd Semester.

Value Added Course

Single Major/Single Minor Course: Environmental Education to be studied in the 1st Semester and Understanding India to be studied in the 4th Semester.

Course Structure for Three Discipline Specific Multidisciplinary Course

Semester	Level of Course for DSC & Minor	DSC (4 credit each)		Minor (4 credit each)	AEC (4 credit each)	VAC (4 credit each)	IDC (3 credit each)	SEC (3 credit each)	Internship (2 credits)	Total Credit hours / total papers
		DSC Subject A	DSC Subject B							
		Paper	Paper							
I	100	1	1	1	X	1#	X	1		19 (5)
II	100	2	2	2	1#	X	1	2		22 (6)
I* 2 #										
Students exiting after securing 41 credits at the end of 2 nd Semester + 2 credits of Internship will be allowed to exit and provided with a U.G. Certificate										
III	200	3	3	3	2 #	X	2	3		22 (6)
IV	200	4	4	4	X	2 #	3	X		19 (5)
I* 2 # 2(1)										
Students exiting after securing 82 credits at the end of 4 th Semester + 2 credits of Internship will be allowed to exit and provided with a U.G. Diploma										
V	300/200*	5, 6	5, 6	5*	X	X	X	X		20 (5)
VI	300/200*	7, 8	7, 8	6*	X	X	X	X		20 (5)
Students exiting after securing 122 credits at the end of 6 th Semester + 2 credits of Internship will be allowed to exit and provided with a U.G. Degree in the relevant Major subject with a Minor subject										
VII	400/300 @	10 9*** 10		7@	X	X	X	X		16 (4)
VIII	400/300@	11 & 12	11 & 12	8@	X	X	X	X		20 (5)
Students exiting after securing 158 credits at the end of 8 th Semester + 2 credits of Internship shall exit and provided with a U.G. Honours Degree with Research/without Research in the relevant Multidisciplinary course of study										
		44+4**	44+4**	32	8	8	9	9		160 (42)

* Students have the option to complete their internship at the end of 2nd semester or 4th semester during the summer recess.

** Paper 9 shall be a compulsory major paper on Research Methodology.

*** Paper 10,11,12 of the other subject shall re-numbered 13, 14 & 15 as (one Research project from either of the two courses) shall be major papers on Research Project/ Dissertation for students taking up Honours with Research in any one major core subject.

Ability Enhancement Course

Three Discipline Specific Multi – Disciplinary Course: One from MIL (Bengali/Nepali/Hindi/Urdu/Sanskrit/Alternative English) to be studied in 2nd Semester and Compulsory English to be studied in 3rd Semester.

Value Added Course

Three Discipline Specific Multi – Disciplinary Course: Understanding India to be studied in 1st Semester and Environmental Education to be studied in 4th Semester

Annexure – B1

Subjects to be chosen under Single Major and Single Minor Program - B.A FYUGP

MAJOR / MINOR SUBJECTS	
Bengali	Economics
English	Education
Nepali	Political Science
Hindi	Geography
Sanskrit	Sociology
Urdu	Psychology
History	Mass Communication & Journalism
Philosophy	

- * Students should choose any one subject as Major and choose the Minor from the remaining subjects.
- * Colleges can make restrictions on offering Minor Course subject along with Major course subject depending upon the availability of the subject combination.

Subjects to be chosen under Single Major and Single Minor Program - B.Sc. FYUGP.

MAJOR / MINOR SUBJECTS	
Botany	Geology
Chemistry	Geography
Economics	Microbiology
Physiology	Physics
Statistics	Zoology
Mathematics	Tea Science**
Computer Science	

ONLY MINOR SUBJECT
Food Technology

- * Students should choose any one subject as Major and choose the Minor from the remaining subjects.
- ** Students opting for Tea Science as Major shall have the option to choose Food Technology or Microbiology as Minor.
- * Colleges can make restrictions on offering Minor Course subject along with Major course subject depending upon the availability of the subject combination.

Subjects to be chosen under Single Major and Single Minor Program - B.Com. FYUGP

Major	Minor
B.Com. in Accounting & Finance	Business Management
B.Com.in Business Management	Accounting & Finance

Subjects to be chosen under Single Major and Single Minor Program – BCA FYUGP

Minor - Economics /Mathematics/ Statistics / Physics / Business Management

Single Major and Single Minor Program – BBA FYUGP

Annexure – B2

Three Discipline Specific Multi Disciplinary Program for B.A. FYUGP

DSC / MINOR SUBJECTS		
COMBINATION-A	COMBINATION – B	COMBINATION - C
Bengali	Geography	History
English	Education	Sociology
Nepali	Political Science	Philosophy
Hindi	Mass Communication & Journalism	Physical Education
Sanskrit	Psychology	Tibetan **
Urdu		
Economics		

* Students should choose any two subjects from any two Combinations as DSC subjects and choose the third subject from the other remaining Combinations as Minor subject.

** *Tibetan shall necessarily be a Minor subject. In such case a student should choose the two subjects from Combination – A & B as DSC Subjects.*

Three Discipline Specific Multi Disciplinary Program for B.Sc. FYUGP (Pure Science)

DSC / MINOR SUBJECTS			
Combination – A	Combination – B	Combination – C	Combination - D
Chemistry	Physics	Mathematics	Geology
Computer Science	Geography		Statistics
Economics			

* Students should choose any two subjects from any two Combination as DSC subject and choose the third subject from any one of the remaining two

Combinations as Minor subject.

Three Discipline Specific Multi Disciplinary Program for B.Sc. FYUGP (Biological Science)

DSC / MINOR SUBJECTS			
Combination – A	Combination – B	Combination – C	Combination - D
Chemistry	Physiology	Botany	Zoology
	Geography		
	Microbiology		

* Students should choose any two subjects from any two Combination as DSC subject and choose the third subject from any one of the remaining two

Combinations as Minor subject.

Three Discipline Specific Multi Disciplinary Program for B.Com./BBA (TAH) FYUGP

Two DSC	One Minor
B.Com. in Accounting & Finance	Business Management
B.Com.in Business Management	Accounting & Finance
BBA (TAH)	BBA (TAH)

Undergraduate Courses under University of North Bengal w.e.f 2024-2025
INTER-DISCIPLINARY COURSES

A student has to choose any one entire group as IDC depending on the eligibility condition.

PHYSICAL SCIENCES		
SEMESTER	SUBJECT	ELIGIBILITY CONDITIONS
II	Chemistry in Daily Life	Chemistry and Physics at +2 level, & Chemistry / Physics as MAJOR, MINOR & DSC, not eligible.
III	Physics in Daily Life	
IV	Introduction to Basic Astronomy	

LIFE SCIENCES 1		
SEMESTER	SUBJECT	ELIGIBILITY CONDITIONS
II	Conservation Biology	Botany/Physiology/Zoology as MAJOR, not eligible.
III	Basic Bioinformatics	
IV	Pharmacognosy and Medicinal Plants	

LIFE SCIENCES 2		
SEMESTER	SUBJECT	ELIGIBILITY CONDITIONS
II	Basic Microbiology	Microbiology as MAJOR, MINOR & DSC, not eligible.
III	Environmental Microbiology	
IV	Dairy Microbiology	

MATHEMATICAL SCIENCES		
SEMESTER	SUBJECT	ELIGIBILITY CONDITIONS
II	Mathematics in Daily Life	Mathematics / Statistics at +2 level, & Mathematics / Statistics as MAJOR, MINOR & DSC, not eligible.
III	Statistics in Daily Life	
IV	Basic Algebra	

EARTH SCIENCES		
SEMESTER	SUBJECT	ELIGIBILITY CONDITIONS
II	Climatology	All students are eligible.
III	Introduction to Himalayan Studies	
IV	Remote Sensing	

SOCIAL SCIENCES 1		
SEMESTER	SUBJECT	ELIGIBILITY CONDITIONS
II	Basics of Economics	Economics at +2 level, & Economics as MAJOR, MINOR & DSC, not eligible.
III	Indian Economy	
IV	Micro Finance & Financial Inclusions	

SOCIAL SCIENCES 2		
SEMESTER	SUBJECT	ELIGIBILITY CONDITIONS
II	Public Administration	All students are eligible.
III	Human Rights	
IV	International Relations	

SOCIAL SCIENCES 3		
SEMESTER	SUBJECT	ELIGIBILITY CONDITIONS
II	Behavioral Science	All students are eligible.
III	Ethical Values	
IV	Yoga Education	

SOCIAL SCIENCES 4		
SEMESTER	SUBJECT	ELIGIBILITY CONDITIONS
II	Great Indian Educators	All students are eligible.
III	Mental Health and Hygiene	
IV	Guidance and Counselling	

SOCIAL SCIENCES 5		
SEMESTER	SUBJECT	ELIGIBILITY CONDITIONS
II	Social Work	All students are eligible.
III	Rural Studies	
IV	Gender Studies	

INFORMATION AND COMMUNICATION TECHNOLOGY		
SEMESTER	SUBJECT	ELIGIBILITY CONDITIONS
II	Fundamentals of ICT	All students are eligible.
III	Introduction to Web Technology	
IV	Open Educational Resources & E-Learning	

COMMERCE AND MANAGEMENT		
SEMESTER	SUBJECT	ELIGIBILITY CONDITIONS
II	Basics of Accounting	Commerce at +2 level, & Commerce as MAJOR, MINOR & DSC, not eligible.
III	Human Resource Management	
IV	Business Operations of MSMEs	

NCC		
SEMESTER	SUBJECT	ELIGIBILITY CONDITIONS
II	NCC Organization, National Integration, Personality Development & Leadership	All students are eligible, subject to selection as NCC Cadet.
III	Indian Army, Health & Hygiene, Environmental Awareness	
IV	Disaster Management, SSCD, JDFS & Weapon Training	

Undergraduate Courses under University of North Bengal w.e.f 2024-25
SKILL ENHANCEMENT COURSES SEMESTER WISE DETAILS

A student has to choose one SEC from the pool for Semester I

SL. NO.	SEMESTER - I
1.	Communication Skill in Bengali
2.	Basics of Script Writing in English
3.	Bhasha Kaushal Vividh Aayam (Hindi)
4.	Sanchar Vidhi Ra Sampresan Kaushal (Nepali)
5.	Basic Programming in Python
6.	MS PowerPoint
7.	Modern Office Management
8.	Website Design and Content Management System
9.	Training in Youth Parliament
10.	Media Production Basics
11.	Tourism & Entrepreneurship
12.	Nutrition & Diet
13.	Biofertilizers

A student has to choose one SEC from the pool for Semester II

SL. NO.	SEMESTER - II
1.	Editing and Publishing in Bengali
2.	Proof Reading in English
3.	Media Samagri Nirman (Hindi)
4.	Nepali Chalchitra Adhayan (Nepali)
5.	Cyber Security
6.	HTML Programming
7.	Digital Marketing
8.	RFID and Library Automation
9.	Developing Teaching Skills
10.	Studying the Architecture and Artefacts of North Bengal
11.	Financial Literacy and Banking
12.	Type Setting in LATEX
13.	Maternal and Child Nutrition
14.	Horticulture

A student has to choose one SEC from the pool for Semester III

SL. NO.	SEMESTER - III
1.	Bengali Creative Writing & Application
2.	Creative Writing in English
3.	Shaikshik Takniki (Hindi)
4.	Nepali Sahitik Patrakarita (Nepali)
5.	Fundamentals of Computer Networking
6.	MS Excel
7.	Entrepreneurship Development & Startups
8.	Information Marketing and Digital Library
9.	Determining Capacity of Memorization
10.	Community Development
11.	Media Literacy
12.	Pharmaceutical Chemistry
13.	Poultry Farming
14.	Mushroom Culture Technology

Undergraduate Courses under University of North Bengal w.e.f 2024-2025**INTER-DISCIPLINARY COURSES**

A student has to choose any one entire group as IDC depending on the eligibility condition.

PHYSICAL SCIENCES		
SEMESTER	SUBJECT	BOARD OF STUDIES
II	Chemistry in Daily Life	Chemistry
III	Physics in Daily Life	Physics
IV	Introduction to Basic Astronomy	Physics

LIFE SCIENCES 1		
SEMESTER	SUBJECT	BOARD OF STUDIES
II	Conservation Biology	Zoology
III	Basic Bioinformatics	Bioinformatics
IV	Pharmacognosy and Medicinal Plants	Botany

LIFE SCIENCES 2		
SEMESTER	SUBJECT	BOARD OF STUDIES
II	Basic Microbiology	Microbiology
III	Environmental Microbiology	Microbiology
IV	Dairy Microbiology	Microbiology

MATHEMATICAL SCIENCES		
SEMESTER	SUBJECT	BOARD OF STUDIES
II	Mathematics in Daily Life	Mathematics
III	Statistics in Daily Life	Statistics
IV	Basic Algebra	Mathematics

EARTH SCIENCES		
SEMESTER	SUBJECT	BOARD OF STUDIES
II	Climatology	Geography
III	Introduction to Himalayan Studies	Centre for Himalayan Studies
IV	Remote Sensing	Geography

SOCIAL SCIENCES 1		
SEMESTER	SUBJECT	BOARD OF STUDIES
II	Basics of Economics	Economics
III	Indian Economy	Economics
IV	Micro Finance & Financial Inclusions	Economics

SOCIAL SCIENCES 2		
SEMESTER	SUBJECT	BOARD OF STUDIES
II	Public Administration	Political Science
III	Human Rights	Political Science
IV	International Relations	Political Science

SOCIAL SCIENCES 3		
SEMESTER	SUBJECT	BOARD OF STUDIES
II	Behavioral Science	Philosophy
III	Ethical Values	Philosophy
IV	Yoga Education	Philosophy

SOCIAL SCIENCES 4		
SEMESTER	SUBJECT	BOARD OF STUDIES
II	Great Indian Educators	Education
III	Mental Health and Hygiene	Education
IV	Guidance and Counselling	Education

SOCIAL SCIENCES 5		
SEMESTER	SUBJECT	BOARD OF STUDIES
II	Social Work	Sociology
III	Rural Studies	Sociology
IV	Gender Studies	Sociology

INFORMATION AND COMMUNICATION TECHNOLOGY		
SEMESTER	SUBJECT	BOARD OF STUDIES
II	Fundamentals of ICT	Computer Science
III	Introduction to Web Technology	Computer Science
IV	Open Educational Resources & E-Learning	Computer Science

COMMERCE AND MANAGEMENT		
SEMESTER	SUBJECT	BOARD OF STUDIES
II	Basics of Accounting	Commerce
III	Human Resource Management	Commerce
IV	Business Operations of MSMEs	Commerce

NCC		
SEMESTER	SUBJECT	BOARD OF STUDIES
II	NCC Organization, National Integration, Personality Development & Leadership	NCC
III	Indian Army, Health & Hygiene, Environmental Awareness	NCC
IV	Disaster Management, SSCD, JDFS & Weapon Training	NCC

Undergraduate Courses under University of North Bengal w.e.f 2024-25
SKILL ENHANCEMENT COURSES SEMESTER WISE DETAILS

A student has to choose one SEC each from the pool for Semester I/II/III

SEMESTER - I		
SL. NO.	SUBJECT	BOARD OF STUDIES
1.	Communication Skill in Bengali	Bengali
2.	Basics of Script Writing in English	English
3.	Bhasha Kaushal Vividh Aayam	Hindi
4.	Sanchar Vidhi Ra Sampresan Kaushal	Nepali
5.	Basic Programming in Python	Computer Science
6.	MS PowerPoint	Computer Science
7.	Modern Office Management	Commerce
8.	Website Design and Content Management System	Library Science
9.	Training in Youth Parliament	Political Science
10.	Media Production Basics	Mass Communication and Journalism
11.	Tourism & Entrepreneurship	Economics
12.	Nutrition & Diet	Food Technology
13.	Biofertilizers	Botany

SEMESTER - II		
SL. NO.	SUBJECT	BOARD OF STUDIES
14.	Editing and Publishing in Bengali	Bengali
15.	Proof Reading in English	English
16.	Media Samagri Nirman	Hindi
17.	Nepali Chalchitra Adhayan	Nepali
18.	Cyber Security	Computer Science
19.	HTML Programming	Computer Science
20.	Digital Marketing	Commerce
21.	RFID and Library Automation	Library Science
22.	Developing Teaching Skills	Education
23.	Studying the Architecture and Artefacts of North Bengal	History
24.	Financial Literacy and Banking	Economics
25.	Type Setting in LATEX	Physics / Mathematics
26.	Maternal and Child Nutrition	Food Technology
27.	Horticulture	Botany

SEMESTER - III		
SL. NO.	SUBJECT	BOARD OF STUDIES
28.	Bengali Creative Writing & Application	Bengali
29.	Creative Writing in English	English
30.	Shaikshik Takniki	Hindi
31.	Nepali Sahitik Patrakarita	Nepali
32.	Fundamentals of Computer Networking	Computer Science
33.	MS Excel	Computer Science
34.	Entrepreneurship Development & Startups	Commerce
35.	Information Marketing and Digital Library	Library Science
36.	Determining Capacity of Memorisation	Education
37.	Community Development	Sociology
38.	Media Literacy	Mass Communication & Journalism
39.	Pharmaceutical Chemistry	Chemistry
40.	Poultry Farming	Zoology
41.	Mushroom Culture Technology	Botany