Darshan University

Academic Regulations (Undergraduate Degree Programs), 2023

1. Short Title, Application and Commencement

(1) These regulations may be called the "Academic Regulations (Undergraduate Degree Programs), 2023".

(2) These Regulations shall apply to all students admitted in 3 / 4 Years undergraduate degree programs, which are included in Schedule mentioned in *Annexure-A*, in constitute institutes of Darshan University from A.Y. 2023-24 and onwards.

(3) They shall come into force from the date of their publication of the notification, with the approval of the Governing Body of Darshan University.

2. Definitions

(a) **"Program"** - It is an undergraduate degree program, leading to award an undergraduate degree certificate

(b) **"Semester / Term"** - Duration for studying a course/s i.e. a portion of an academic year. The word "Term" is generally used synonymously with "Semester"

(e) **"Course"** - A constituent subject of the program

(f) **"Curriculum"** - A prescribed set of courses that are offered to a student in a program of study

(g) **"Credit"** - A unit by which the course work is measured. It determines the number of hours of instructions per credit. In general, one credit is equivalent to 15 hours of teaching (lecture or tutorial) or 30 hours of practical work/field work per week. On passing a course, a student will earn this number of credit.

(h) **"Letter Grade"** - A letter associated with a particular performance level of a student in a course. A qualitative meaning and numerical figures are attached to each grade.

(i) **"Grade Point"** - The numerical value corresponding to the letter grade obtained in a course by a student.

(j) **"Credit Point"** - It is the product of grade points and the number of credits per course.

(n) **"Registration"** - Procedure to register a course/s in a semester for the purpose of study or appearance in examination.

3. Admission to Program

The eligibility criteria, method of determination of merit marks and admission procedure shall be followed as per rules & regulation of Admission Committee defined in the schedule mentioned in *Annexure-A*.

4. Program & Course Structure

(1) Curriculum & Courses Approval

The structure of curriculum of a program and Teaching & Examination Scheme of courses offered under the curriculum shall be approved by the Academic Council from time to time on recommendation of respective Board of Studies.

(2) Categories of Courses

The following categories of courses are offered in the program which may also be part of major and minor:

i. **Core Courses:** The courses to be compulsorily studied by the students as a core requirement to complete the academic requirement of a program as prescribed by the Academic Council.

ii. **Elective courses:** The courses which can be chosen by the students from a pool of Courses. An elective may be "Open Elective" focusing on those courses which add generic proficiency to the students. An elective may be "Discipline Centric" which may include the elective offered for major and minor or may be chosen from another discipline.

iii. **Project(s)/Internship(s):** All students will have to complete project(s)/internship(s) with a social or an industrial or business or service or a foreign organization for a duration as prescribed in the Teaching and Examination Scheme with an objective to provide professional learning experience and/or that offers meaningful practical work related to a student's field of study or career interest or any field.

iv. **Value Added Courses:** They are offered to the students to provide an additional exposure to certain skills/knowledge. These courses are Non-credit courses or having lesser credits. The Dean is empowered to decide these courses, their curriculum, teaching and examination schemes, passing standards, etc.

(3) Components of Course Instruction

The academic schedule of the courses may consist of one or more of the following components, with their respective scope as described.

i. **Lectures (L):** Teaching-learning processes conducted in real and virtual classrooms with various multimedia aids.

ii. **Tutorial (T):** Supplementary to classroom teaching. It consists of one or more of the following teaching strategies: Tutorial exercises, quizzes, tests, objective questions.

iii. **Laboratory Work / Project Work / Field Work (P):** This component consists of one or more of the following practical exercises/projects: Laboratory experiments and their reports, fabrication/workshop jobs, the study of machine/equipment, tests on materials/components/prototypes, Seminar, software development, industrial/professional training, analysis, design, research problems etc.

(4) Credits of Course

Credits are assigned to the Courses based on the following general pattern:

A. One credit for 15 Hours of Lecture

B. One credit for 15 Hours of Tutorial

C. One credit for 30 Hours of Laboratory / Practical / Workshop

D. One credit for 30 Notional Hours of Seminar / Project _OR_ as indicated in the curriculum of the Program

(5) Medium of Instruction

Medium of instruction, examination and project reports shall be in English except in case of any language courses.

(6) **Faculty Advisor / Mentor**
The concerned Head of Department shall assign a Faculty Advisor (maybe called Mentor) to each student who will advise and counsel him regarding the selection of courses to be registered in a given semester as well as monitor his/her holistic growth.

5. Course Registration

To earn course credits in a semester, a student must register for the courses at the commencement of the semester. There will be TWO categories of Registrations: Initial Registration (IR) and Repeat Registration (RR). All categories of registration will be collectively referred to simply as Registration.

(1) **Initial Registration (IR)**

- In order to study a course for the first time, the student will register under the IR category. This will imply regular attendance for the study of all components of that course and appearing at all examinations thereof.

- IR registrations for courses of a term are to be done for ALL courses of that term as shown in the Teaching Scheme; IR registration will not be permitted for a lesser number of courses.

(2) **Repeat Registration (RR)**
Repeat registration is consisting of following categories of registrations;

A. **Repeat Registration for Study of a course:** The student whose Term is not granted for any registered course will have to repeat the study of that course. The student has to seek fresh registration for this category and will be subject to the availability of the course/s. This category will imply regular attendance and appearing at all examinations thereof.

B. **Repeat Registration for Examination**: This registration is necessary for appearing again in a particular examination of a course for a particular assessment component/s. It will not involve regular attendance for studying the course.

(3) **Approval of Registration**

- Every student must apply in the prescribed form for registrations, as applicable. The decision on the student's request will be based on the availability of courses and applicable Regulations.

- The Dean may cancel the registration of one or more courses if they are found to violate some rules or if there are restrictions imposed due to disciplinary reasons.

(4) Every student should register for all courses with Repeat Registration (RR) whether he/she becomes eligible for Initial Registration (IR) in higher semester or not.

6. Semester Enrollment

(1) **Requirement**
Enrollment for each semester by the students is mandatory, which is done on the first day of the semester. Students are enrolled after they pay the prescribed fees. For a student, to attend classes, he/she has to necessarily complete both course registration and semester enrollment.

(2) **Termination of Enrollment / Registration**
A student will not be allowed to enroll for a semester / register for courses, if he/she:

i. Fails to report and register within the last date of registration without any bonafide reason
ii. Has been 'Debarred from study' due to any specified reason in the previous semester.

iii. Has any 'Pending Disciplinary Action' against him/her.

iv. Has not paid the prescribed fees for the current and/or previous term(s).

Under such situation, the student must undergo break in studies for a semester or a year, as applicable.

7. Attendance Requirement

(1) **Minimum Attendance**

A student must strive to attend all the classes without fail. A student must maintain a minimum attendance record of at least **75%** in all course together. The students with less attendance will **not be permitted to appear in Semester End Examination**. Further, his/her course registration for all concern course will be treated as cancelled and he/she will have to do **Repeat Registration (RR)** for Study of courses **in the next academic year**.

(2) **Condonation of Attendance**

The condonation of **10%** attendance shall be given by the Provost on the specific recommendation of the Head of the Department / Dean, after examining the case based on the documents submitted by the student, facts and circumstances such as medical reasons, accidents, unforeseen emergencies, extracurricular activities permitted (such as job interviews, inter-university sports meet, inter-university competitions, national/international workshop and seminars), etc.

8. Learning Assessment

(1) **Types of Assessment Components**

For assessment of a course, every student shall be assessed through following two manners as prescribed in the Teaching & Examination scheme:

i. **Continuous Evaluation (CE):**

The CE shall normally be conducted by the assessment components spread through the running semester; the components of CE may be tests, mid-term exam, quiz, term paper, simulation-based problem solving, open-book test, solving open-end problems, mini-projects, seminars, viva-voce, awarding marks for attendance and such activities that enhance original thinking of students. The Course instructor shall announce the detailed methodology for conducting the various components of CE together specifying component-wise weightage on the commencement of each semester.

ii. **Semester End Examinations (SEE):**

The SEE shall be conducted at the end of each semester. The SEE components may be a closed or open book written/online examination, project demo, viva-voce, and/or a portfolio presentation, Laboratory experiments if the course having a laboratory work component.

(2) **Weightage of Assessment Components**

SEE and CE shall respectively have different percent weightage. The Academic Council, on the recommendations of the respective Board of Studies, may approve this weightage ratio.

(3) **Course Passing Criteria**

To pass the course, a student needs to fulfil all the following conditions:

- **For 4 Year UG Program (B.Tech.):**
    i. Needs to score at least **40% marks in Theory** from SEE and CE together
    ii. Needs to score at least **50% marks in Practical** / Term Work / Viva from SEE and CE together

- **For 3 Year UG Program (other than B.Tech.):**

i. Needs to score at least **40% marks in Theory** from SEE and CE together

ii. Needs to score at least **40% marks in Practical** / Term Work / Viva from SEE and CE together

(4) **Semester Passing Criteria**

For successful completion of a semester, a student is required to pass all courses of the semester.

(5) **Conditions for Promotion to the Succeeding Semesters**

A student will NOT be promoted to higher semester if he/she **fails in more than SIX courses, excluding the previous semester courses.**

(6) **Examiner**

i. Assessment of **CE** component shall be carried out by the concerned course instructor.

ii. Assessment of **Theory SEE** of each course shall be conducted by an internal and/or external examiner from the list of examiners recommended by the respective Board of Studies.

iii. Assessment of **Practical SEE** of each course for Semester-I to IV shall be conducted by an internal examiner, and from Semester-V onwards shall be conducted by an internal as well as an external examiner from the list of examiners recommended by the respective Board of Studies.

iv. The extent of associating external experts with the examination, selection and appointment of all examiners will be as directed in *Darshan University Regulation (Examination Conduct, Evaluation and Result Preparation), 2021*.

(7) **Recheck and Re-assessment**

i. A student may apply for recheck and re-assessment of his/her answer books for the **only pen-paper based Theory SEE** only within prescribed days after the declaration of the results by paying prescribed fees for the numbers of subjects notified in the result declaration notification.

ii. The result of the candidate shall be **updated only if** the change in the mark is more than or equal to 10% of the total mark of the paper <u>OR</u> the candidate passes the course from failure.

9. Performance Evaluation

(1) **Course Grade**

The overall performance level of a student in any course will be adjudged by the letter grades and grade points using the below conversion table.

% Marks	Grade	Grade Points	Performance Interpretation
90 to 100	A++	10	Outstanding
80 to 89	A+	9	Excellent
70 to 79	A	8	Very Good
60 to 69	B+	7	Good
50 to 59	B	6	Above Average
45 to 49	C	5	Average
40 to 44	P	4	Pass
Less than 40	FT / FP / F	0	Fail or Absent in Theory / Practical / Both

For **audit courses** (courses with zero credit), Only Pass (P) or Fail (F) grade shall be given.

Here, the overall percentage of marks of a course shall be computed by aggregating marks of SEE and CE (as applicable) examinations on the basis of the inter-SE weights of components

given in the Teaching Scheme. The overall percentage of marks, if fractional, will be rounded off to the next higher integer.

(2) **Semester Grade Point Average (SGPA)**
The performance level of a student in credit courses in a Semester is assessed by the *Semester Grade Point Average (SGPA).* The SGPA shall be calculated on the basis of grades obtained in all registered courses for the particular semester, except the letter grade below P.

$$SGPA = \Sigma\,(\,C_i \times G_i\,)\,/\,\Sigma\,C_i$$

Where,

C_i = Number of credits of the ith course

G_i = Grade point scored by the student in the ith course of the semester

(3) **Cumulative Grade Point Average (CGPA)**
The cumulative performance level of a student in credit courses at any stage of the study in a program is assessed by the *Cumulative Grade Point Average (CGPA)*. The CGPA shall be calculated on the basis of grades obtained in all registered courses for all the completed semester, except the letter grade below P.

$$CGPA = \Sigma\,(\,C_i \times G_i\,)\,/\,\Sigma\,C_i$$

Where,

C_i = Number of credits of the ith course

G_i = Grade point of the ith course at any point of study of the program

(4) **Program Grade Point Average (PGPA)**

- The PGPA shall be a CGPA computed **on completion of a programme** for the **last four semesters** of the program.

- For example, if program having 8 semesters, then PGPA shall be a CGPA computed for semester-5 to 8; if program having 6 semesters, then PGPA shall be a CGPA computed for semester-3 to 6; if program having 4 semesters, then PGPA shall be same as CGPA.

(5) The SGPA, CGPA and PGPA shall be **rounded off** to 2 decimal points and reported in the Grade sheet/ transcripts.

(6) **Earned Credits & Credit Points**

- The sum of credits for courses in which candidates have been awarded a passing grade shall be called *Earned Credits*.

- The sum of the product of the number of credits with the corresponding grade points scored by a student in each course shall be called *Earned Credit Points*.

(7) **Percentage (%) Marks**
In case an equivalence between SGPA / PGPA values and percentage of marks is desired, the same can be obtained as given below:

$$\textbf{Equivalence \% of marks = (\,SGPA\,/\,PGPA\,value\,-\,0.5\,)\,x\,10}$$

(8) **Result Class**

The relation between class and SGPA / PGPA is described in the table given below:

SGPA / PGPA	Equivalent Class
5.00 to 5.49	Pass
5.50 to 6.49	Second
6.50 to 7.49	First
7.50 and above	Distinction

(9) **Grade Report / Transcript**

- A Grade Report will be issued to each student indicating his performance in all courses taken in that semester, and it will also indicate the SGPA and CGPA.

- The Transcript will be issued, in one or more copies, up to any point of study to the student on request and by paying the stipulated fee.

- The Transcript shall indicate full information on the grades obtained in all courses as per the last attempt, and it will also include updated SGPA, CGPA, PGPA (if completed study of the whole program) and equivalent percentage marks.

10. Award of Degree

(1) **Eligibility for the Award of Degree**

A student shall be declared to be eligible for the award of the Undergraduate Degree, if he/she has

i. Registered and successfully completed all the prescribed courses in the curriculum with minimum credits **160 credits** *for 4 Years Program OR* **120 credits** *for 3 Years Program*

ii. Scored **PGPA of 5.0** or higher at the end of the Program

iii. Satisfactorily **completed all the non-credit** courses prescribed in the curriculum

iv. **No dues** to the University, Department, Library, Hostels, etc.

v. **No disciplinary action** is pending against him/her

(2) **Eligibility for the Award of Honors / Minor Degree**

A student shall be declared to be eligible for the award of the Undergraduate Honors / Minor Degree,

- *For **B.Tech. Program,** if he/she has earns addition* 20 Credits

- For **3 Years Undergraduate Program,** if he/she continued study in the program for 4th year and earns additional 40 Credits

11. Duration of the Program & Term

Normally, a student should complete all the requirements for a particular program in definite duration as prescribed in Schedule. However, academically weaker candidates who do not fulfil some of the requirements in their first attempt and have to repeat them in subsequent semesters may be permitted up to time span of **N+2 years** (where N stands for the normal or minimum duration prescribed for completion of the program) to complete all the requirements of the degree. After that, the admission shall be cancelled automatically.

12. Miscellaneous

(1) **New Programs**
The new programs may be included under this regulation by adding in the *Schedule* through amendment.

(2) **Powers to Remove Difficulties**
Any questions as to the interpretation of these Regulations shall be decided by the University, whose decision shall be final. The University shall have the powers to issue clarifications to remove any doubt, difficulty or anomaly which may arise during the implementation of the provisions of these regulations.

(3) **Powers to Amend Regulations**
The Governing Body of Darshan University may revise, amend or change the regulations from time to time on recommendation of Academic Council / Board of Management.

Annexure-A
Schedule of Undergraduate Programs

Sr.	Program Name	Duration	Admission Eligibility, Merit Marks Calculation, and Admission Procedure
1.	B.Tech.	4 Years	As prescribed by the *"Admission Committee for Professional Courses (ACPC)"* constituted by the Govt. of Gujarat from time to time.
2.	BCA	3 Years	As prescribed by *Darshan University Rules (Admission to University), 2021* and their amendments published from time to time.
3.	BBA		
4.	B.Com.		
5.	B.Sc. IT		
6.	B.Sc. Microbiology		

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