GOVERNMENT OF KARNATAKA
DEPARTMENT OF COLLEGIATE EDUCATION

GOVERNMENT COLLEGE
KALABURAGI-585105

Accredited by NAAC with 'A' Grade
(Affiliated to Gulbarga University, Kalaburagi)

RULES & REGULATIONS
GOVERNING POST-GRADUATE
DEGREE PROGRAMMES

2018

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RULES & REGULATIONS GOVERNING
POST-GRADUATE DEGREE PROGRAMMES

2018

GOVERNMENT COLLEGE (AUTONOMOUS)
KALABURAGI

UNIFORM REGULATIONS GOVERNING ADMISSION TO POST-GRADUATE DEGREE PROGRAMMES UNDER CHOICE BASED CREDIT SYSTEM (CBCS) AND CONTINUOUS ASSESSMENT GRADING PATTERN (CAGP), GOVERNMENT COLLEGE (AUTONOMOUS), KALABURAGI – 2018

1. **Title and Commencement**

These Regulations are called "Uniform Regulations governing the Post-graduate Degree Programmes under the Choice Based Credit System (CBCS) and Continuous Assessment Grading Pattern (CAGP), Government College (Autonomous), Kalaburagi 2018".

2. **Programmes Offered**

The PG Degree programmes offered by Government College(Autonomous), Kalaburagi under various faculties are as follows:

a) **Faculty of Arts**

Master of Arts (hereafter MA) in Kannada, English and Hindi and any other PG programmes introduced under the faculty of Arts from time to time.

b) **Faculty of Social Sciences**

Master of Arts (hereafter MA) in History, Sociology, Economics and Political Science and any other PG programmes introduced under the faculty of Social Sciences from time to time.

c) **Faculty of Commerce**

Master of Commerce (hereafter M.Com.) and any other PG programmes introduced under the faculty of Commerce from time to time.

d) **Faculty of Science**

Master of Science (hereafter M.Sc.) in Computer Science, Zoology, Microbiology, Mathematics and Physics and any other PG programmes introduced under the faculty of Science from time to time.

3. **Definitions**

Programme: A Programme is a level of education consisting of a set of courses leading to the award of Master's Degree.

Semester: A semester is duration of four consecutive months with a minimum of 90 working days.

Blank Semester: A semester is said to be blank semester for a candidate if he/ she does not enroll for that semester.

Credit: A credit is a unit of study of a fixed duration. In terms of credits, every one-hour session of lecture amounts to one credit and a minimum of a two-hour session of Tutorial or Practical amounts to one credit.

Course: A course is a study specified by the concerned Board of Studies for teaching, learning and evaluation during a particular semester. A course shall have a minimum of two credits and maximum of eight credits. Every course offered will have three components associated with the teaching-learning process of the course, namely L, T and P. L stands for Lecture Session, T stands for Tutorial Session and P stands for Practical/ Practice Session.

Tutorial: A tutorial is a supplementary practice to any teaching-learning process that may consist of participatory discussion/ self study/ desk work/ seminar presentations by students and such other novel methods that make a student to absorb and assimilate more effectively the contents delivered in the lecture classes. Seminars, Case Study, Discussion Sessions, etc. are part of Tutorial.

Practical/ Practice: A practical/ practice is a method of imparting education that consists of hands-on experience/ laboratory experiments/ field studies/ study tour, etc. that equip students to acquire the required skill component.

Core Course: A core course is a course that is fundamental and compulsory in requirement for a subject of study in a particular programme. The core course prescribed for study in a programme shall not be replaced by studying any other course/s. Essential field work, team work, etc., leading to report writing and project/ dissertation of the main programme of study shall be treated as the core course.

Discipline Specific Elective (DSE) Course: A Discipline Specific Elective (DSE) Course is a course chosen from the pool of courses in the main discipline/ related discipline supporting the main discipline.

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Generic Elective (GE) Course: A generic elective course is a course chosen from the courses offered for the purpose by other Department of Studies (such courses shall be defined by the college from time to time) other than the parent department in the College with an intention to seek exposure of other disciplines.

Project Work: A project work is a special course involving an application of knowledge in solving/ analyzing/ exploring a real-life situation/ difficult problem and preparing a report and/or project/ dissertation based on the findings of the project.

4. **Duration of the Programme/s**

Unless and otherwise provided, a Master's degree programme is of four semesters – two years duration. A candidate can avail a maximum of eight semesters – four years (in one stretch) to complete Master's degree (including blank semesters, if any). Wherever a candidate opts for blank semesters, he/ she has to study the prevailing courses when he/she continues his/ her studies.

5. **Eligibility for Admission**

The eligibility for admission to PG Degree offered by Government College (Autonomous), Kalaburagi under various faculties is as follows:

5.1 **Eligibility for Faculty of Arts**:

Master of Arts (MA)

a) A candidate who has passed B.A. degree examination from Government College (Autonomous), Kalaburagi or Gulbarga University or any other university recognized as equivalent thereto shall be eligible for admission to the first semester of the programme provided he/ she has studied the concerned/ cognate subject at the BA degree with at least 50% of marks in the concerned/ cognate subject and also in aggregate in all the semesters of BA degree. However, SC/ ST and Category-1 candidates should have secured at least 45% marks in the concerned/ cognate subject and also aggregate in all the semesters of the BA degree.

b) In case of MA in Languages, the candidates who have passed the three years BA degree with concerned Language subject as optional/ basic subjects are eligible. Preference shall be given to those who have studied the subject/s as optional.

5.2 **Eligibility for Faculty of Social Sciences**

Master of Arts (MA)

a) A candidate who has passed B.A. degree examination from Government College (Autonomous), Kalaburagi or Gulbarga University or any other university recognized as equivalent thereto shall be eligible for admission to the first semester of the programme provided he/ she has studied the concerned/ cognate subject at the BA degree with at least 50% of marks in the concerned/ cognate subject and also in aggregate in all the semesters of BA degree. However, SC/ ST and Category-1 candidates should have secured at least 45% marks in the concerned / cognate subjects and also in aggregate in all the semesters of B A degree.

5.3 **Eligibility for Faculty of Commerce**

Master of Commerce (M.Com)

A candidate who has passed B.Com/ BBM/ BBA degree with minimum of 50% in aggregate (45% in case of SC/ ST and Category-1) from Government College (Autonomous), Kalaburagi or Gulbarga University or any other University recognized as equivalent thereto shall be eligible.

5.4 **Eligibility for Faculty of Science**

Master of Science (M.Sc.)

i) A candidate who has passed B.Sc. degree examination fromGovernment College (Autonomous), Kalaburagi or Gulbarga University or any other university recognized as equivalent thereto shall be eligible for admission to the first semester of the programme provided he/ she has studied the concerned/ cognate subject at the B.Sc. degree with at least 50% of marks in the concerned/ cognate subject and also in aggregate in all the semesters of B.Sc. degree. However, SC/ ST and Category-1 candidates should have secured at least 45% marks in the concerned/ cognate subject and also aggregate in all the semesters of B.Sc. degree.

ii) **For M.Sc. in Computer Science:** A candidate who has passed B.Sc. with Computer Science/ Information Science/ Information Technology as one of the optional subjects or BCA degree.

iii)   **For M.Sc. in Life Sciences:** A candidate who has passed B.Sc. with Botany/ Zoology/ Microbiology/ Biochemistry/ Biotechnology/ Bioinformatics/ Environmental Science as one of the optional subjects.

6.   **Intake:** Intake for various programmes shall be decided by the Governing Body on the recommendation of the Department Council and Academic Council of the Government College (Autonomous), Kalaburagi.

7.   **Admission**: The admission to a PG programme shall be as per the guidelines issued by the Department of Collegiate Education, Government of Karnataka.

8.   **Cancellation of Admission**

In case a candidate seeks cancelation of his/her admission, he/she may be permitted after the payment of whole fees (all semesters) prescribed for the programme.

9.   **Medium of Instruction:** The medium of instruction and examination shall be in English for all the PG courses. However, a candidate of MA in Social Sciences shall be permitted to write the examination either in English or in Kannada.

This rule is not applicable to Faculty of Arts.

10.   **Scheme of Instructions**

10.1   There shall be three components of study viz., (i) Lecture; (ii) Tutorial and (iii) Practical/ Field work in a given course.

10.2   A course shall have Lecture and/or Tutorial component OR Lecture and/or Tutorial and practical/ Field work component or all the three components.

11.   **Attendance**:

11.1   Each semester shall be taken as a unit for the purpose of calculating attendance. A student shall be considered to have put in the required attendance for the semester, if he/ she has attended not less than 75% of the number of working hours/ period in each semester.

11.2   Deleted

11.3   A candidate who does not satisfy the requirement of attendance shall not be eligible to take examination of the concerned semester.

11.4   A candidate who fails to satisfy the requirement of attendance in a semester shall repeat that semester when offered in the immediate subsequent year. This facility shall be available only for two times in the entire programme.

11.5   In case of a candidate who represents the College at University/State/ National level in Sports/ NCC/ NSS/Scouts & Guides/ Cultural or any official activities, shortage of attendance up to a maximum of 15 days in a semester may be condoned by the Principal. For this purpose, the candidate should have been recommended by the Head of the concerned activity and with prior permission of the Principal.

11.6   The Head of the Department shall notify the monthly attendance of students in the first week of every month. Further, the Head of the concerned Department shall send the monthly attendance of students with respect to open elective paper/s to the parent department/s of the students in the first week of every month.

12.   Component of a Programme

Each programme shall consist of the following courses:

Core Course (CC) Courses

Discipline Specific Elective (DSE) Courses

Generic Elective (GE) Courses

12.1   Credits for Core Courses

- The number of credits allotted to each CC shall be in the range of minimum 4 credits and maximum 5 credits. The Project work during IV semester should be considered as a CC. In case of Faculty of Sciences, the Project work can have a maximum of 6 credits.

- In Faculty of Sciences, Research Methodology paper shall be considered as Core Course with 02 credits.

- In each semester there shall be a minimum of 02 CC for M.A., M.Com. and M.Sc.

12.2   Credits for Discipline Specific Elective Courses

- The number of credits allotted to each DSE course shall be in the range of minimum 2 credits and maximum 6 credits.

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- In each semester there shall be a maximum of 02 DSE courses for M.A./M.Com. and 04 DSE courses for M.Sc.

12.3 Generic Elective Courses

- The number of credits allotted to each GE course shall be in the range of minimum 2 credits and maximum 6 credits.
- In second and third semesters there shall be one GE course.
- The total credit to be allotted for GE course for the entire programme shall be minimum of 8 and maximum of 12 credits.
- Faculty of Arts, Social Sciences and Commerce can offer the Generic Elective course among themselves.
- Faculty of Science (including mathematics) can offer the Generic Elective course among the faculty of science only.
- The number of students for the GE Course shall not exceed the total intake allocated for that department.
- A student shall fill up a Registration Form for opting the GE Course indicating a maximum of 03 preferences of choice.
- The allocation of students for a GE Course shall be done on the basis of his / her merit at UG level examination.

13. The Credit Matrix for PG Degree Programmes

13.1 Unless and otherwise provided, a candidate has to earn the total credits for successful completion of a two-year Master's Degree by studying Core Course, Discipline Specific Elective Course and Generic Elective courses as given below.

a) Credit Matrix for two years Master Programme under Faculty of Arts:

Semester	No. of Core Courses (No. of Credits) = Total Credits	No. of DSE Courses (No. of Credits) = Total Credits	No. of Generic Elective Courses (No. of Credits) = Total Credits	Total Credits
I	3 (5)=15	2 (5)=10	--	25 credits
II	3 (5) = 15	1 (5)=5	1 (4) = 4	24 credits
III	3 (5) = 15	1 (5)=5	1 (4) = 4	24 credits
IV	2 (5)=10 **1 (5) = 5	2 (5)=10	--	25 credits
			Total Credits	98 credits

** Project Work

b) Credit Matrix for two years Master Programme under Faculty of Social Science:

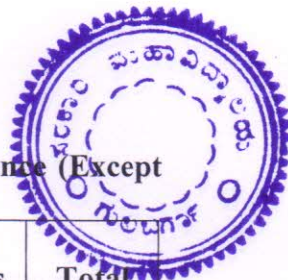| Semester	No. of Core Courses (No. of Credits) = Total Credits	No. of DSE Courses (No. of Credits) = Total Credits	No. of Generic Elective Courses (No. of Credits) = Total Credits	Total Credits
I	3 (5)=15	2 (5)=10	--	25 credits
II	3 (5) = 15	1 (5)=5	1 (4) = 4	24 credits
III	3 (5) = 15	1 (5)=5	1 (4) = 4	24 credits
IV	2 (5)=10 **1 (5) = 5	2 (5)=10	--	25 credits
			Total Credits	98 credits

** Project Work

c) Credit Matrix for two years Master Programme under Faculty of Commerce:

Semester	No. of Core Courses (No. of Credits) = Total Credits	No. of DSE Courses (No. of Credits) = Total Credits	No. of Generic Elective Courses (No. of Credits) = Total Credits	Total Credits
I	3 (4)=12 1 (3)=03	2 (4)=08	--	23 credits
II	2 (4) = 08 2 (3) = 06	2 (4)=08	1 (4) = 4	26 credits
III	3 (4)=12	2 (4)=08	1 (4) = 4	24 credits
IV	3 (4)=12 **1 (5) = 5	2 (4)=08	--	25 credits
			Total Credits	98 Credits

** Project Work

d) Credit Matrix for two years Master Programme under Faculty of Science (Except M.Sc. in Mathematics)

Semester	Component	No. of Core Courses (No. of Credits) = Total Credits	No. of DSE Courses (No. of Credits) = Total Credits	No. of Generic Elective Courses (No. of Credits) = Total Credits	Total Credits
I	Theory	3 (4)= 12	1 (4)= 4	--	24 credits
	Practical	2 (4) = 8			
II	Theory	2 (4) = 8	1(4)= 4	1 (4) = 4	24 credits
	Practical	2 (4) = 8			
III	Theory	2 (4) = 8	1(4)= 4	1 (4) = 4	24 credits
	Practical	2 (4) = 8			
IV	Theory	2 (4) = 8	1(4)= 4		26 credits
	Practical	2 (4) = 8		--	
	Project	1(6)=6	--		
				Total Credits	98 credits

e) Credit Matrix for two years Master Programme of Mathematics under Faculty of Science

| Semester	Component	No. of Core Courses (No. of Credits) = Total Credits	No. of DSE Courses (No. of Credits) = Total Credits	No. of Generic Elective Courses (No. of Credits) = Total Credits	Total Credits
I	Theory	5 (4)= 20	1 (4)= 4	--	24 credits
II	Theory	3 (4) = 12	1(4)= 4	1 (4) = 4	24 credits
	Practical	1 (4)= 4			
III	Theory	3 (4) = 12	1(4)= 4	1 (4) = 4	24 credits
	Practical	1 (4)= 4			
IV	Theory	4 (4) = 16	1(4)= 4		26 credits
	Project Work	1(6)=6	--	--	
				Total Credits	98 credits

14. **REGISTERING FOR THE EXAMINATIONS:**

   a) A candidate shall register for all the papers in each examination.

   b) A candidate should appear for at least one paper in each semester examination.

15. **Assessment and Evaluation**

   Assessment and evaluation processes happen in a continuous mode. A candidate's performance in a course shall be assessed for a maximum of 100 marks. The total marks for each course shall be based on Internal Assessments (for 20 marks) and semester end examinations (for 80 marks). The evaluation of the candidate shall be based on continuous assessment. However, for reporting purposes, a semester is divided into 04 discrete components identified as C1, C2, C3 and C4. The structure for evaluation is as follows:

15.1 The first component, C1, of assessment is for 10% of maximum marks. This will be based on session test of one hour in case of theory or two hours in case of practical. This assessment and score process should be completed after completing 30 – 35 percent of syllabus of the course/s and within 30 – 40 days of semester programme.

15.2 The second component, C2, of assessment is for 10% maximum marks. This will be based on session test of one hour in case of theory or two hours in case of practical. This assessment and score process should be completed after completing 65 – 70 percent of syllabus of the course/s and within 50 – 70 days of semester programme.

15.3 The third component, C3, of assessment is for 10% maximum marks. This will be based on session test of one hour in case of theory or two hours in case of practical. This assessment and score process should be completed after completing the entire syllabus of the course/s and within 90 – 100 days of semester programme.

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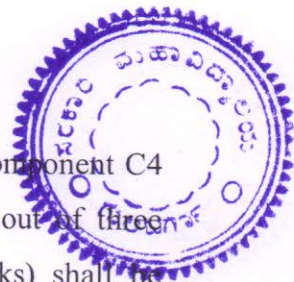
15.4 For reporting and award of final grades, a candidate's performance in component C4 (for 80 marks) and his/her best performance in any two components out of three components [C1, C2 and C3] of internal assessment (for 20 marks) shall be considered

Component	% of marks	Marks Allocated	Total Marks in a Course for final award of grade
C1	10	10	
C2	10	10	20
C3	10	10	
C4	80	80	80
			100

15.5 The total marks for the course on practical courses, wherever applicable, shall be based on Internal Assessment (for 10 marks) and Conduct of semester end Examinations (for 40 marks).

15.6 In case of a student who has failed to attend the C1 or C2 or C3 on a scheduled date, it shall be deemed that the student has dropped these components.

15.7 The Academic Dean in consultation with Heads of the Department shall notify the common time table for C1, C2 and C3 Assessments. The teacher concerned shall set and evaluate the course paper. The evaluated course papers during components C1, C2 and C3 are immediately provided to the candidates. The Head of the Department shall make arrangements to display the Statement of marks secured by the candidate in components C1, C2 and C3, immediately after each session and a copy of the same is to be submitted to the Controller of Examinations immediately.

15.8 The numerical grade (Grade Points) and credit points earned by the candidate in the course shall be as given below:

Range of Marks in Percentage	Grade Point (G)	Grade (G)	Credit Point (CP) = C x G
90 – 100	10	O (Outstanding)	C X 10
80 – <90	9	A+ (Excellent)	C X 9
70 – <80	8	A (Very Good)	C X 8
60 – <70	7	B+ (Good)	C X 7
50 – <60	6	B (Above Average)	C X 6
40 – <50	5	C (Average)	C X 5
<40	0	F (Fail)	C X 0
Absent	0	Ab (Absent)	C X 0

Where C is the credit value of the course.

15.9 **Semester Grade Point Average (SGPA)**

Credit Points for the Paper (CP) = Number of Credits assigned for the paper X Grade Points secured for that paper

SGPA indicates the performance of a student in a given semester. SGPA is based on the total credit points earned by the student in all the courses and the total number of credits assigned to the courses / papers in the semester.

Note: SGPA is computed only if the candidate passes in all the course (gets a minimum P grade) of a semester.

$$\text{SGPA of a semester} = \frac{\text{Total Credit Points in the semester}}{\text{Total Credits in that semester}}$$

15.10 Cumulative Grade Point Average (CGPA):

CGPA refers to the cumulative grade point average weighed across all the semesters. CGPA is obtained by dividing the total number of credit points in all the semesters by the total number of credits in all the semesters. The final result at the end of all the semesters is declared in the form of CGPA.

Note: CGPA is calculated only when the candidate passes in all the courses of all the semesters.

$$CGPA = \frac{\Sigma \text{ Total Credit Points in I to IV semesters}}{\Sigma \text{ Total Credits in I to IV semester}}$$

16. Setting of Question Papers and Evaluation of Answer Scripts

16.1 There shall be a BOAE consisting of Academic Dean, Controller of Examinations and the Principal.

16.2 The BOAE shall appoint the Board of Examiners (BOE) from panel of examiners prepared by the Department Council and approved by BOS for each course.

16.3 There shall be one Chairman, BOE, for each semester (for all papers in that semester) appointed on rotation basis by the concerned Department Council based on the seniority. The Chairman, BOE, shall be responsible for conduct of paper setting / valuation / any other such duties related to examinations.

16.4 There shall be two sets of question papers for each course, of which at least one should be set by an external examiner.

16.5 Whenever there are no sufficient internal examiners, both sets of the question papers shall be set by external examiners.

16.6 The Chairman, BOE, and an External Member shall scrutinize all the Question Papers. Any discrepancies / errors in the question paper should be brought to the notice of the Controller of Examinations and rectified.

16.7 There shall be double valuation for all theory papers, practical courses/ project, one by Internal & one by External examiner. The average of the marks awarded by the internal and external examiners shall be taken as the final marks (subject to 16.9) for that particular course. Whenever there are no sufficient internal examiners, both valuations should be done by external examiners.

16.8   In practical course examination / project evaluation, each examiner shall submit marks sheet / report separately in a sealed cover to the Exam Branch.

16.9   In case of theory papers, if 20% or more difference (out of total marks allocated in component C4) in the marks awarded by the internal valuer and external valuer arises, the script shall be referred to the third valuer (who shall be an external). For the final award of marks, the average of nearest two from three shall be considered. In case, the difference between the marks obtained in all three valuations is same, then the average of all shall be considered.

16.10 The pattern of Question Paper shall be as decided by the concerned BOS.

17.   Submission and Evaluation of Project Report

17.1   The candidate has to submit the project report one week before the commencement of respective semester end examination. However, in case of a course, if the candidate has to undergo for in-plant training/ internship/ field work, etc., as the case may be, the candidate shall submit the project report within one week of the completion of in-plant training/ internship/ field work, etc.

17.2   The responsibility of allocating the project including the topic of the project, duration and the time for the field work / Lab work, etc. shall be decided by the Department Council either at the end of the previous semester or in the beginning of the semester.

17.3   Right from the initial stage of defining the problem, the candidate has to submit the progress reports periodically and also present his/ her progress in the form of seminars in addition to the regular discussion with the guide. Components of evaluation of the project are as follows:

   a) Component-I (D1): Periodic progress of the project work (10%)

   b) Component-II (D2): Results of work and draft report (10%)

   c) Component-III (D3): Final evaluation of the project report and viva-voce (80%).
       Out of the total marks allocated for the component D3, 60% marks shall be for evaluation of the Project Report and 40% for viva-voce examination.

17.4   The D3 (Component-III) for the project work shall be evaluated by a panel of two members consisting of the guide and an external examiner and marks shall be submitted as per 16.8.

18. Discard Policy of Answer Sheets

18.1 The valued answer scripts of components CI and CII shall be maintained in the Department by the Head of Department for at least one year from the date of examination.

18.2 The answer scripts of C4 examination shall be maintained by the Controller of Examinations for a period of one year after announcement of the results of the concerned semester and all the answer scripts should be discarded immediately. Once the answer scripts are discarded, no complaints what so ever about the marks awarded to courses relating to these scripts shall be entertained.

19. Pending Course/s

19.1 A candidate is said to have completed the course only if he/she secures a minimum of 40% of marks in component C4 and a minimum of 40% of marks in components C1, C2, C3 and C4 put together.

In case a candidate secures less than 40% of marks in component C4, the candidate is said to have not completed the course and he/ she has to utilize PENDING option.

In case a candidate secures 40% or more in component C4 but less than 40% in components C1, C2, C3 and C4 put together, the candidate is said to have not completed the course and he/ she has to utilize PENDING option.

The candidate with pending option shall complete C4 component within specified duration by reappearing only for C4 component of that course and he/ she carries the same marks awarded in C1, C2 and C3.

19.2 The candidate has to earn at least 50% of the total credit points (courses) specified for first and second semester of the programme in order to become eligible for third semester.

20. Issue of Marks Card / Statement

20.1 After every semester-end examination, the marks card / statement with the details of SGPA score shall be issued by the Controller of Examinations.

20.2 On successful completion of a programme, the marks card with details of CGPA score and the actual percentage of aggregate marks secured in all courses of the programme shall be issued by the Controller of Examinations.
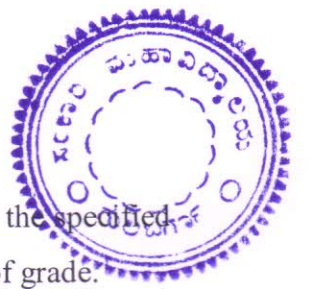
21.   Provision for Improvement of the Results

21.1   A candidate has an option to withdraw the result of any semester within the specified duration of that programme in order to improve his/ her results in terms of grade.

21.2   The improvement option is applicable to only C4 component except practical/ project work/ viva-voce retaining the marks of C1, C2 and C3 components.

21.3   A candidate opting for improvement of the results should take prior permission of the Controller of Examination within two months of the commencement of the semester by surrendering his/her original marks cards of the semester for which improvement is sought along with final semester marks card.

21.4   The candidates opting for the improvement of results should pay the prescribed fee.

22.   Award of Ranks

22.1   In each programme there shall be 03 ranks, viz., First, Second and Third.

22.2   The candidates who pass all the semester examinations in first attempt are eligible for ranks provided they secure at least a CGPA of 7.00 (Grade B+).

23. POWER TO REMOVE DIFFICULTIES

23.1   If any difficulty arises in giving effect to the provisions of these regulations, the Principal may by order make such provisions to remove the difficulty.

23.2   Every order made under this rule shall be subject to ratification by the Academic Council and Governing Body of the College.

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