

B.Ed (H.I) REGULATIONS 2018
(Applicable from 2018 batch onwards)

R.1.0 Admissions:

- R.1.1 The eligibility for this B.Ed. Spl.Ed (H.I) Course is B.A/B.Sc. or an equivalent degree at graduate level and post graduate level depending on the requirements for the particular course.
- R.1.2 The eligibility for admission is 50% aggregate in the qualifying degree examination. The eligibility criteria and reservation may be changed from time to time as per University admission rules.

R.2.0 The structure of the B.Ed (H.I) programme:

- R.2.1** The Category wise credit distribution for the B.Ed (H.I) program is given in Table 1. The program of instruction will consist of
- (i) An elective program enabling the students to take up a group of courses of interest to him / her
 - (ii) Community Service Project and
 - (iii) A project approved by the Department concerned.

The courses will belong to any one of the following categories

- (i) Theory courses (T)
Theory courses consist of lecture and tutorial hours.
- (ii) Laboratory courses (L)
Laboratory courses consist of practical hours
As part of the laboratory courses students may be asked to do a mini project work.
- (iii) Theory courses with practical component (TP)
For the theory courses which are not having the allied laboratory course, practical component will be added to the course, if required
- (iv) Integrated Theory and Laboratory Courses (IC)
Integrated courses consist of lecture hours and laboratory hours.

Theory component consist of **5 core courses, 6 cross disability and inclusive education courses, 5 disability specialization courses and 3 professional development courses** with the following descriptions

Table - I

S.No	CATEGORY	CREDITS
I.	Core papers	20
II.	Cross disability and inclusive education (Including optional course)	12
III.	Disability Specialization Course	18
IV.	Enhancing Professional capacities (EPC) Professional development Course	6
V.	Practical Related to disability	12
VI.	Filed Engagement / School Internship	9
	Total	77

R.3.0 Faculty Advisor:

R.3.1 To help the students in planning their courses of study and for getting general advice on the academic programme, the Department concerned will assign a certain number of students to a Faculty member who will be called their Faculty Advisor.

R.3.2 The Faculty Advisor will help the students in all their endeavours during their period of study. After the first End-Semester examination, if the Faculty Advisor finds that any of his/her wards is showing poor performance for whatever reason(s), he/she will bestow special care and attention on him/her as per the Standard Practice Record (SPR) of the University.

R.4.0 Class Committee:

R.4.1 Every class of the B.Ed (H.I) programme will have a Class Committee consisting of Faculty and Students. The constitution of the Class Committee will be as follows:

- (i) A Professor who is not associated with teaching the particular class, nominated by the Director (Academic) / Head of the Department concerned, to act as the Chairman of the Class Committee.
- (ii) Course Coordinators of all the lecture-based courses
- (iii) Workshop Superintendent(s) / Laboratory -in-charge(s)
- (iv) The Class Co-ordinator of the class
- (v) Five students (in the combination of two from the toppers and three from rest of the class) from the respective class to be chosen by the students of the class from amongst themselves (and)
- (vi) Faculty Advisors of the students of the respective class.

In case of project semester(s) the project guides and project work co-ordinator will become the members of the Class Committee.

On similar lines, separate Class Committee will be constituted for the Summer Term Courses, organised at the end of even semesters exclusively for slow learners.

R.4.2 the basic responsibilities of the Class Committees are

- (i) To review periodically the progress of the classes
- (ii) To discuss problems concerning curriculum, syllabi and conduct of the classes, for both CGPA and Non-CGPA courses.
- (iii) To resolve issues related to slow learners in regular semesters and in summer terms.

The Class Committee permits minor changes (not exceeding 10 percent) to the prescribed contents of a course, proposed by a teacher offering the course, to bring in tune with the latest developments in Science and Technology / current practices in industry. However, the Chairman of the Class Committee obtains approval of the Chairman, Board of Studies concerned and the Dean (Academic) for effecting such changes to the content of the course.

The method of assessment during the course will be decided by the teacher in consultation with the Class Committee and will be announced to the students at the beginning of the semester. However for all courses in both even & odd semesters of the B.Ed (H.I). Programme, the method of assessment will consist of

three Sessional Examinations, and one End-Semester Examination with Weightages specified. Each Class Committee will communicate its recommendations to the Head of the Department concerned and the Director (Academic).

The Class Committees shall meet at least four times in a semester; at the beginning of the semester, after the I Sessional Examination, after the II Sessional Examination, and finally (without the student members) at the end of the semester in order to finalize the grades.

The Class Committee, excluding the student members, is responsible for the finalization of the semester examinations results.

R.5.0 Registration and Enrolment:

R.5.1 Except for the first semester, registration for the courses in a semester will be done during a specified week before the End- Semester examination of the previous semester.

R.5.2 From the second semester onwards students have to enrol themselves on the first day of each semester. A student will be eligible for enrolment only if he / she fulfil the requirements and are not debarred for enrolment by any disciplinary action of the University. At the time of enrolment a student can drop a course registered earlier and also substitute it by another course for valid reason(s)

R.5.3 The registration sheet contains the code, name, credits assigned to and the category of each course to be registered in that semester. The student can make a choice of courses in consultation with his/her Faculty Advisor.

R.6.0 Registration Requirement:

R.6.1 The curriculum for any semester carries 14 - 22 credits. Students have to register for all the courses in a particular semester. However, a student who secures U grade in an elective course will have the option for registering the same elective course or a different elective course.

R.7.0 Summer Term Course

R.7.1 Summer Term Courses (STC) will be announced by the

Office of Director (Academic) on the recommendation of the Staff Council comprising of all the Deans, Heads of the Departments and chaired by the Vice Chancellor.

A Summer Term Course is open to those students who had taken the course earlier and failed or for courses with inadequate attendance, as recommended by the respective Faculty Advisors.

No student should register for more than three courses / 10 credits during a summer term.

- R.7.2 Summer Term Courses will be announced by the Office of Director (Academic) at the end of the even semester before the commencement of the End-Semester examinations. A student will have to register for the courses within the date stipulated in the announcement by paying the prescribed fees.
- R.7.3 The number of contact hours in any Summer Term Course will be the same as in the regular semester course. The assessment procedure in a Summer Term Course will also be similar to that for a regular semester course.
- R.7.4 Withdrawal from a Summer Term Course is not permitted. No Make-up examination (see R.18.0.) will be given for a Summer Term Course ordinarily.

R8.0 Maximum Duration of the Programme:

- R.8.1 The minimum duration of B.Ed Spl.Ed (H.I) programme is two years (4 semesters). The curriculum of the B.Ed Spl.Ed (H.I) programme is designed to have total of 78 Credits as per CGPA. The course includes practical work for each theory course besides these contact hours including self study, assignments, etc. That may involve same number of hours as are the contact hours specified for each course. However, students have to satisfy the requirements mentioned
- R.8.2 Every semester, failing which their registration is liable to be cancelled.

R.9.0 Temporary Withdrawal from the Programme:

- R.9.1 A student may be permitted by the Director (Academic) to withdraw from the programme for a semester or longer for reasons of ill health or other valid grounds. Normally,

a student will be permitted to discontinue the programme for a maximum period of only two semesters.

A student who is permitted to discontinue may rejoin the course at the appropriate semester only along with the regular students at the time of normal commencement of that semester.

- R.9.2 A student who discontinue and rejoins shall be governed by the rules, regulations, courses of study and syllabus in force, at the time of his/her rejoining the courses.

R.10.0 Discipline:

- R.10.1 Every student is required to observe discipline and decorous behaviour in all activities related to academics and not to indulge in activities that would tend to bring disrepute to the University.

- R.10.2 any instance of indiscipline related to the academic activity of a student will be referred to a Discipline and Welfare Committee; likewise, any instance of malpractice by a student or faculty member in connection with the examination process will be referred to an Examination Monitoring and Grievance Redressal Committee (EMGRC), constituted by the Chairman of the Academic Council.

These Committees will inquire into the matter and make recommendations, along with mentioning suitable punishment for the offenders (if the charges against them are substantiated), to the Staff Council. The Staff Council will consider the recommendation of these committees and decide on the appropriate action to be taken. The Director (Academic) will report the action taken in the matter at the next meeting of the Academic Council.

R.11.0 Attendance:

- R.11.1 Every faculty member handling a class will register his/her students' attendance till the last day of instruction of the semester and finalize the attendance records of the students.

The particulars of students who have an attendance percentage less than 80 in the courses they had registered themselves for will be displayed in the university notice boards/website before the start of the Sessional examination and end semester examination. Students,

whose attendance is less than 80% in the courses they had registered themselves for will not be permitted to appear for the Sessional examination / End-Semester Examination in these courses.

The attendance percentage, calculated up to the last day of instruction of the semester will be indicated by a number / letter code as shown in Table 2.

Table 2.

Percentage of Attendance (Rounded to)	Attendance Code
95 and above	H
88 to 94	9
80 to 87	8
Below 80	L

The Hall Ticket for the End-Semester Examination will be issued only to eligible students upon their clearing all of their dues to the University, Hostel, Library and other Departments/Sections (if any) of the University.

R.11.2 If a student has an attendance percentage lower than 80 in a course, his/her performance in that course will be treated as not satisfactory, and he/she shall be awarded W grade ('W' meaning failure for want of minimum attendance) in that course. This grade shall be mentioned in his/her grade card till the course is successfully completed.

A student who is awarded a W grade for a course must repeat the course, and he/she is not permitted to re-register the course as Contact Course.

R.11.3 Condonation of insufficient Attendance:

Those students who have availed medical leave on valid grounds may be considered for Condonation of attendance provided the percentage of attendance excluding the period of medical leave is not below 80 % and their attendance including the period of illness does not fall below 70%. Students can avail this facility only once during the entire period of study.

Students who wish to apply for the Condonation of attendance should apply within two days before the last working day the semester along with the medical certificates and other relevant documents to the office of the Controller of Examinations. An Attendance Committee constituted by the Chairman of the Academic Council will study the individual cases and approve of the application on the basis of merit.

R.12.0 Assessment Procedure Tests and Examinations:

R.12.1 The Academic Council will decide from time to time on the system of tests and examinations in each course in each semester. The general guidelines for this are as follows: Two Sessional Examinations, and End Semester Examination.

R.13.0 System of Tests

R.13.1 In the lecture / tutorial-based courses, Two Sessional Examinations (in the case of common courses of first two semesters and for higher semester courses as decided by the Class Committee) will be held for each course per semester. The details of Weightages of marks for the Sessional Examinations will be announced by the teacher, in consultation with the Class Committee, and the COE (Controller of the examinations), at the beginning of the semester.

R.14.0 End-Semester Examination

R.14.1 There will be an End-Semester Examination of three hours duration in each lecture-based course.

R.15.0 Evaluation of Project

R.15.1 The progress of the students in their Final Year projects will be assessed through three periodical reviews by a Project Review Committee, constituted by the Head of the Department concerned.

Upon completion of the Final Year project, the student will have to submit a project report which will be evaluated by duly appointed examiner/s. The evaluation will be based on the report and a viva voce examination on the project.

R.16.0 Weightages:

Table 4:

16.1 The Weightages for the different courses:	
(A) Theory courses:	
Three Sessional Examinations	35 %
Assignments	15%
End-Semester Examination	50%
(B) Theory courses with practical component:	
Two Sessional Examinations	20%
Practical	15%
Assignment	15%
End-Semester Examination	50%
(C) Laboratory courses:	
Sessional Assessment	50%
End-semester examination	50%

R.16.2 The evaluation for all tests, tutorials, assignments (if any), laboratory works and examinations will be on an absolute basis. The final marks in each course are calculated as per the Weightages mentioned and course wise grading of students will be done.

R.17.0 Make-up Examination:

R.17.1 Students who have missed the Sessional examination(s) or End-Semester examinations for valid reasons are eligible to appear for a Make-up Examination.

Students who have missed either one or both the Sessional Examinations and the End-Semester examination in the same course for genuine reasons, such as illness, may be permitted to write Make-up Examination only for the missed End-Semester Examination with no marks being awarded for the missed Sessional Examination(s), provided they satisfy the attendance requirements.

Such of the above-mentioned students should make an application, recommended by the Faculty Advisor and Head of the Department concerned to the Director (Academic) within one week of the date of the examination missed, explaining the reason(s) for their absence. Applications received after this period will not be entertained.

The Examination Monitoring and Grievances Redressal Committee (EMGRC) will scrutinize the applications and make recommendations to the Director (Academic) on the basis of merit of their applications.

R.17.2 Official permission to take a make-up examination will be given under exceptional circumstances, such as admission to a hospital due to illness.

Students residing in the hostels should produce a Medical Certificate issued by the Chief Medical Officer (CMO) of the University that he / she was admitted in the Hospital during the period of the missed Sessional Examination /End-Semester Examination.

Students residing in the hostels and taking medical consultation from outside doctors are required to obtain written permission from the Medical Officer of the University Hospital before they proceed for consultation.

Students residing in the hostels but taking medical consultation from outside doctors are required to obtain an endorsement on the certificate of treatment from the Medical Officer of the University Hospital.

A student staying outside the Campus permanently / temporarily must produce a medical certificate from a Registered Medical Practitioner and the same should be duly endorsed by the parent / guardian and CMO of the University.

R.17.3 A single make-up examination will be held about a week after the End- Semester examination for those who are permitted to take the make-up examination.

The question paper will be common to all students taking the make-up examinations in a given course. The question paper will cover the entire examinations.

R.18.0 Course-wise Grading of Students:

R.18.1 Letter Grades:

Based on the marks obtained by a student in the internal and end semester examination in each theory and practical course, he/she is awarded with a letter grade.

(a) For Theory Courses

At the end of each semester, based on the individual performance in a theory course relative to the performance of the class in the particular course, each student is awarded a final letter grade. The letter grades and the corresponding grade points are shown in **Table 5a**.

**TABLE 5a - GRADE CONVERSION TABLE
(For relative grading)**

Grade	Grade Points	Result
S	10	Pass
A	9	Pass
B	8	Pass
C	7	Pass
D	6	Pass
E	5	Pass
P	4	Pass
U	0	Fail
AB	0	Failure for not writing End Semester Examination
W	0	Failure for want of minimum attendance
I	0	Incomplete

(b) For Practical Courses and Project/Thesis work

At the end of each semester, based on the individual performance in a particular course, each student is awarded a final letter grade based on the marks obtained by him/her on an absolute basis.

The letter grades and the corresponding grade points are shown in **Table 5b**.

5b - GRADE CONVERSION TABLE (for absolute grading)

Grade	Grade	Mark Range (out of 100)	Result
S	10	> 90	Pass
A	9	> 80 but < 90	Pass
B	8	> 70 but < 80	Pass
C	7	> 60 but < 70	Pass
D	6	> 55 but < 60	Pass
E	5	> 50 but < 55	Pass
P	4	> 40 but < 50	Pass
U	0	< 40	Fail
AB	0	----	Failure for not writing End Semester Examination
W	0	----	Failure for want of minimum attendance
I	0	----	Incomplete

The I Grade awarded in a course to a student for want of completing prescribed formalities, relevant to that course, will be subsequently changed into pass grade (i.e., S/A/B/C/D/E/P) or U grade in the same semester, on completion of those formalities.

R.18.2 a student is considered to have completed a course successfully and earned the credits if he/she secures a letter grade other than a U, AB or I in that course. A letter grade U, AB or W in any course implies a failure in that course. A course successfully completed cannot be repeated.

R.19.0 Method of Awarding Letter Grades:

R.19.1 A final meeting of the Class Committee without the student members will be convened within seven days after the last day of the End-Semester Examination. The letter grades to be awarded to the students for different courses will be finalized at the meeting.

R.19.2 Along with the summary sheet, a copy of the result sheet (Grade Sheet) for each course, containing the absolute

marks, the final grade and attendance code will be submitted by the Course teacher/Class Co-ordinator to the Class Committee Chairman concerned. After finalization of the grades at the Class Committee meeting, the Grade Summary Sheet and the Grade Sheet of the individual courses will be endorsed and forwarded by the Class Committee Chairman to the Controller of Examinations.

R.20.0 Declaration of Results:

R.20.1 After finalization by the Class Committee, the grade sheets will be submitted for approval by the Controller of Examinations to a Grade Approval Committee constituted by the Chairman of the Academic Council. After the verification by the Grade Approval Committee, the grade summary sheet and the grade sheets of the individual courses will be signed and forwarded by the members of the Grade Approval Committee to the Controller of Examinations.

R.20.2 With the approval of the Grade Approval Committee, the results of all the examinations conducted in a semester will be placed before the Result Passing Committee, constituted by the Chairman of the Academic Council, for the final approval.

With the approval of the Result Passing Committee, letter-grades awarded to the students in each course will be announced by the office of the Controller of Examinations on the University notice boards and website.

R.20.3 The U, AB or W grade, once awarded, stays in the record of the student, and is replaced with a pass grade when he/she completes the course successfully later; the CGPA will be accordingly revised.

R.21.0 Distribution of Evaluated Answer Books:

R.21.1 The student shall have access to his/her answer books in the Sessional and End-Semester examinations through the teachers concerned on the day specified in the Academic Calendar. In case of any dissatisfaction at the

valuation, the student may contact and make an appeal to the course teacher concerned within two days of the date of distribution of the evaluated answer books. If the teacher determines that a case for lower-than-deserved marks brought forward by a student is genuine upon re-examining the answer book, he/she shall forward revised marks to the Controller of Examinations through the Chairman of the Class Committee, with justification for the revision, and with intimation to the Head of the Department.

If the student is not satisfied with the outcome of the re-examination of his/her answer book by the teacher, he/she should make an application to the Controller of Examinations for re-evaluation of answer book within a week of the date of distribution of evaluated answer books. Any application for re-evaluation received after this period will not be entertained. All applications for re-evaluation will be processed by the EMGRC and suitable decision will be taken by the staff council of the University, on the basis of individual merit.

The evaluated answer books after distribution to the students will be retained for a period of one year from the date of examination and will be destroyed by the COE office after his period. No grievances/complaints related to the examination / valuation of answer books will be addressed by the University after this period.

R.22.0 Course Repetition:

R.22.1 A student who has secured a U grade in a core course will have the option of either repeating the course when it is offered next or reappearing for the End-Semester Examination in the course (as supplementary examination), conducted in the subsequent semester, to secure a pass grade.

The students who failed in the first attempt in his/her End Semester Examination (ESE) of any course, he/she will be offered one more opportunities, in the immediate subsequent semesters to write the ESE with the Sessional Marks obtained earlier in the same syllabus. If he/she still does not pass the course, he/she shall be required to appear for the ESE in that course or in an equivalent course if the same course is not offered and the grade will be offered solely on the performance in the ESE.

A student securing a W grade in a core course has to repeat the course compulsorily when it is offered next. For the students who are required to repeat the course, he/she can register for an equivalent course if the same course is not offered and earn Sessional Marks in the equivalent course. Grades will be awarded on the basis of ESE marks plus Sessional Examination marks.

R.22.2 A student securing a U grade in an Elective course, may repeat the course if he/she so desires or reappear for the End-Semester Examination in the course, conducted in the subsequent semester, to secure a pass grade; otherwise, he/she may register for another elective (in place of the elective for which he/she was awarded the U grade) and successfully complete the course.

A student securing a W grade in an elective course, may repeat the course, if he/she so desires, to get a successful grade; otherwise, he/she may register for another elective (in place of the elective for which he/she was awarded the W grade) and successfully complete the course.

R.22.3 Arrear examinations for the failed candidates (those securing “U” grade) in a course will be conducted only along with the regular End-Semester examinations in the subsequent semester(s), with a question paper common to them and the regular students of that semester. In case, the said course is not offered in a subsequent semester,

the examination will be conducted exclusively for the supplementary (backlog) candidates. Question Paper for all the supplementary examinations on a course will on the basis of the latest regulations and syllabus in force.

No supplementary examination will be conducted for Sessional Examinations. The student's letter grade will be decided, on a relative basis, along with the class of students with whom the candidate had written the Sessional Examinations and secured Sessional marks.

R.22.4 A course successfully completed cannot be repeated.

R23.0 Grade Card

R.23.1 The grade card issued at the end of each semester to the students will contain the following:

- (i) the list of CGPA courses registered by the student along with credits for each course registered for that semester;
- (ii) the letter grade obtained in each of the CGPA course
- (iii) the attendance code assigned for each CGPA course
- (iv) the total credits earned under the CGPA and Non-CGPA categories in that semester
- (v) the cumulative credits earned under the CGPA and Non-CGPA categories up to the end of that semester
- (vi) the Grade Point Average of all the courses taken in that semester (SGPA)
- (vii) the Cumulative Grade Point Average (CGPA) of all the courses taken from the first semester up to the end of that semester

Separate grade cards with the above-mentioned details are issued to the students for all the Summer Term Courses they had undergone during their period of study.

R.23.2 The Semester Grade Point Average (SGPA) will be calculated according to the following formula

The Semester Grade Point Average (SGPA) will be calculated according to the following formula

$$SGPA = \frac{\Sigma (C \times GP)}{\Sigma C}$$

Where C = Credit(s) for the CGPA Course registered and completed

GP = Grade Point, as per the Grade Conversion Table (Table5), given under

R.23.3, For the letter grade obtained by the candidate for the course, ΣC = Sum of credits from all the courses Taken in that semester, including those in which the student has secured U and W grades. For the Cumulative Grade Point Average (CGPA) a similar formula is used where ΣC , the sum of credits, is from all the courses taken in all the semesters completed up to the end of that semester.

R.24.0 Degree Classification:

The Degree of Bachelor of Technology shall be awarded in four categories:

- (i) First Class with Distinction
- (ii) First Class
- (iii) Pass

- For a First Class with Distinction, the student must earn 78 credits and within two years from the time of admission/enrolment and obtain a minimum CGPA of 8.25 with all courses passed in the first attempt.
- For a First Class, the student must have earned a minimum of 77 credits within three years from the time of admission/enrolment and obtain a minimum CGPA of 6.5.
- Students who have earned the requisite number of credits 77 credits within four years from the date of admission will be awarded a Pass.

R.24.1 The award of the degree must be recommended by the Academic Council and approved by the Board of Management of the University.

R.25.0 Power to Modify:

R.25.1 Notwithstanding all that has been stated above, the Academic Council has the right to modify any of the above regulations from time to time.
