



हैदराबाद विश्वविद्यालय  
University of Hyderabad

Prof. C.R. Rao Road, Gachibowli, Hyderabad - 500 046



प्रतिष्ठित संस्थान  
INSTITUTION OF EMINENCE  
राष्ट्रीय अपेक्षाएँ, वैश्विक मानक  
National Needs, Global Standards

## University Teaching & Evaluation System

### Special features

The special features of the University's academic set up include a favorable teacher-student ratio which is one of the best in India; a flexible academic programme that encourages interdisciplinary courses and research. The assessment, including projects and examinations of the 5-Year Integrated PG/Postgraduate courses, is continuous and internal.

### Semester system

The courses are organized on the semester pattern. The academic year consists of two semesters of 16 to 18 weeks each. **July – December** is the **Monsoon** and **January – June** is the **Winter** semester.

### Continuous internal assessment

The examination system of the University is designed to test systematically the student's progress in class, laboratory and fieldwork through continuous evaluation in place of the usual "make or mar" performance in a single examination. Students are given periodical tests, short quizzes, home assignments, seminars, tutorials, term papers in addition to the examination at the end of each semester. The final result in each course is calculated based on continuous assessment and their performance in the end semester examination.

### Attendance and progress of work

Every student will be eligible for writing the end-semester examinations subject to fulfilling the attendance requirement of 75% of the classes held in all courses (Core, Elective, Foundation, etc.) and participate, to the satisfaction of the School/Department/Centre, in seminars, sessional and practicals as may be prescribed, mandatory.



## Important

Students repeating the **same course** will require attendance of **60%** of the classes held in each course.

Students repeating with an **alternative course** will require attendance of **75%** of the classes in that course

The progress of the work of the research scholars and their attendance is regularly monitored by their supervisors.

**Absence from classes continuously for 10 days shall make the student liable to have his/her name removed from the rolls of the University.** Absence on medical grounds should be supported by a medical certificate which has to be submitted to the Dean/Head of the School/ Department/Centre for consideration of condonation of attendance. Deans of the Schools and Director, College for Integrated Studies can condone the requirement of attendance up to 5% only. Students having attendance below 70% have to repeat the course.

### Payment of fee by those students repeating course/s

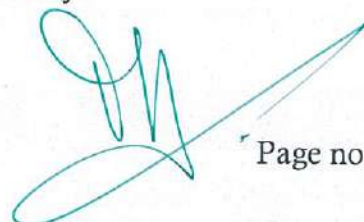
The student/s who are repeating the course/s, need to pay the prescribed semester fee till completion of course including the idle semester fee in case of re-admission.

### Summer Semester

To help the I.MA/I.M.Sc. (5-Year Integrated) students having more backlogs than allowed, classes will be held during May/July subject to the availability of the teachers. This will be offered at the College for Integrated Studies (CIS) for students to clear their backlogs for courses offered at CIS.

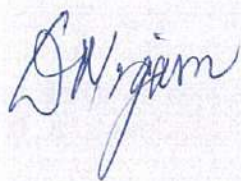
### Evaluation Regulations

1. The performance of each student enrolled in a course will be assessed at the end of each semester. Evaluation of all P.G., M.Phil. M.Tech and Integrated PG courses is done under the Grading System. There will be 7 letter grades; A+, A, B+, B, C, D and F on a 10-point scale which carries 10,9,8,7,6,5,0 grade points respectively.





2. The final result in each course will be determined based on continuous assessment and performance in the end semester examination which will be in the ratio of **40:60** in case of **theory** courses and **60:40** in **laboratory** courses (practicals).
3. The mode of continuous assessment will be decided by the School Board concerned. The students will be given a minimum of three units of assessment per semester in each course from which the best two performances will be considered for calculating the result of continuous assessment. The record of the continuous assessment will be maintained by the School/Department/Centre.
4. At the end of the semester examination, the answer scripts shall be evaluated and the grades scored by each student shall be communicated to the Dean of the School/Head of the Department/Centre for onward transmission to the Office of the Controller of Examinations. Wherever required, the Dean / the Head of the Department/Centre along with the teacher concerned may moderate the evaluation.
5. Students should obtain a minimum of 'D' grade in each course to pass in the Postgraduate and Integrated PG courses. Students who obtain less than 'D' grade in any course, may be permitted to take the supplementary examination in the course/s concerned within a week after the commencement of the teaching of the next semester or following the schedule notified. Appearance at such examinations shall be allowed only once. Those students who get less than 'D' grade in the supplementary examination also shall have to repeat the course concerned or take an equivalent available course with the approval of the Head of the Department/Centre and the Dean of the School concerned. Such approval should be obtained at the beginning of the semester concerned.
6. (a) A student of PG and M.Tech is expected to clear more than 50 % of the courses offered in that semester to be promoted to the next semester. A student may have a maximum of two backlogs where the number of the courses in a semester is four and a maximum of three backlogs where the number of courses in a semester is more than four at any given point of time including the backlogs of the previous semester if any.
- (b) A student of I.M.A./I.M.Sc. (5-year Integrated) is expected to clear more than 50 % of the courses offered in that semester to be promoted to the next semester subject to a maximum of 5 backlogs at any given point of time including the backlogs of previous semester/s, if any.





(c) I.M.Sc students admitted from 2017-18 must clear all their backlogs accumulated during their first 2 years before moving to the 3<sup>rd</sup> year or V<sup>th</sup> semester. Similarly, I.M.A. students admitted from 2017-18 must clear all their backlogs accumulated during their first 3 years before moving to the 4<sup>th</sup> year or VII<sup>th</sup> semester. Further, the transfer of students to the respective School/Dept. with up to 2 backlogs in Foundation course/s is permitted. The students will be allowed to write a supplementary exam also after the completion of the summer semester exam to enable them to clear their backlogs if any.

7. The qualifying marks for the dissertation/project report/monograph/ research paper in the M.Tech courses shall be 50%. Students who obtain less than 50% or 'D' grade in the dissertation/ monograph/ research paper will be required to rewrite it within such extra time as may be allowed by the University based on the recommendation of the Supervisor(s) and the Department/Centre/School concerned.

8. Students who are permitted to appear in supplementary examinations in the course/s under clause 5 above will be required to apply to write the examination concerned in the prescribed form and pay the prescribed examination fee by the date prescribed for the purpose.

9. (a) A student to be eligible for the award of M.A., M.Sc., MCA, MBA, MPA, MFA, and Integrated PG Courses must obtain a minimum of 'D' grade in each course. The results of successful candidates will be classified as indicated below based on the CGPA:

CGPA of 8.0 and above and up to 10.0	I Division with Distinction
CGPA of 6.5 and above and < 8.0	I Division
CGPA of 5.5 and above and < 6.5	II Division
CGPA of 6.0	II Division with 55%
CGPA of 5.0 and above and < 5.5	III Division

(b) To satisfactorily complete the program and qualify for the degree, a student must obtain a minimum CGPA of 5. There should not be any 'F' grades on records of any student for making himself/herself eligible for award of the degree.





The division obtained by a student will be entered in his/her provisional cum consolidated grade sheet and the Degree certificate.

10. (a) A student to be eligible for the award of the M.Tech. degree must obtain a minimum of 50% in each of the courses she/he takes as well as in the dissertation/project report/ monograph. The results of the successful candidates will be classified as below:

CGPA of 8.0 and above and up to 10.0 I Division with Distinction

CGPA of 6.5 and above and < 8.0 I Division

CGPA of 5.5 and above and < 6.5 II Division

**There is no III Division in these programmes**

- (b) To satisfactorily complete the programme and qualify for the M.Tech. degree, a student must obtain a minimum CGPA of 5.5. There should not be any 'F' grades on the records of any student for making himself/herself eligible for award of the degree.

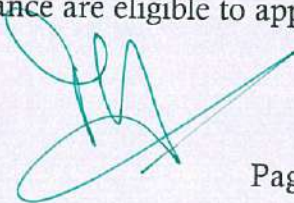
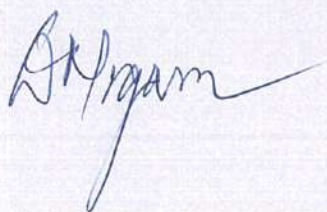
The division obtained by a student will be entered in his/her provisional-cum-consolidated marks sheet and the degree certificate.

11. Students who are not found eligible to take semester examinations and also those who are not promoted to the next semester of the course may be considered for **re-admission** to the concerned semester of the immediately following academic year. Such students should seek **re-admission** before the commencement of the classes for the concerned semester or within a week of the commencement of the concerned semester if they are appearing in the supplementary examinations. Such students are given an option either to undergo instruction for all the courses of the semester concerned or to undergo instruction in only such courses in which they have failed on the condition that the option once exercised will be binding on the student concerned.

12. At the specific written request of the student concerned, answer scripts of the semester examinations may be shown to him/her, but not returned to the candidates. The result of the continuous assessment of the students will, however, be communicated to students immediately after the assessment.

**SUPPLEMENTARY EXAMINATIONS**

Students who obtain an "**F Grade**" in any of the courses and/ or who absent themselves from the Semester examinations held, inspite of having attendance are eligible to appear for the Supplementary examinations.





#### Note

**Students with shortage of attendance are not eligible to appear for Supplementary examinations.**

#### Special supplementary examinations

i. The PG/Integrated PG students, who after completion of the prescribed duration of the course are left with backlogs are eligible to appear for special supplementary examinations subject to a maximum of two courses where the number of courses in a semester is four and a maximum of three courses where the number of courses in a semester is more than four. **Appearance in such examinations shall be allowed only once.**

ii. **Students with a shortage of attendance in a course are not eligible to appear for Special Supplementary examinations in that course.**

iii. **Students who are appearing for Supplementary Examinations are not eligible to appear for Special Supplementary Examination for the same course in the same semester.**

iv. The Students of M.Phil/M.Tech/Ph.D. courses are not eligible for **Special Supplementary Examinations.**

#### IMPROVEMENT EXAMINATIONS

i. This provision is open to all those students with any grade who wish to improve their grades irrespective of the SGPA/CGPA obtained by them. However, the student should clear all the courses of a particular semester in which he/she intends to take an improvement examination. Appearing for Improvement Examinations along with the Supplementary Examinations of the same subject or different subjects simultaneously in a particular semester shall not be permitted.

ii. Students who wish to improve their grades for the papers written in previous semesters are permitted to improve two courses at the end of the second semester and three courses at the end of the third semester and so on.

iii. Students who had already appeared for Improvement examination in a particular course in the semester concerned are not eligible to appear for Improvement examination again in the same course of the Semester concerned. However, the student may appear for Improvement exam/s in other courses/s in the same Semester up to the maximum number of Improvement exams **as per clause C (ii) above.**



- iv. Students who had completed the course and wish to improve any of the papers can apply for the same within a maximum period of six months after completion of the course.

#### Note

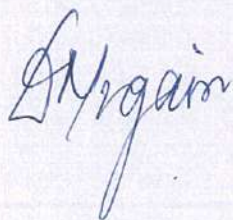
**Students appearing /applying for supplementary/Improvement/ Special supplementary examinations will not be considered for the award of Medals.**

#### Applying for supplementary/ special supplementary & improvement examinations

- i. All the Applications for Supplementary/Special Supplementary & Improvement examinations should be submitted through the e-governance portal and the Hall-tickets for the said exams can be downloaded through the e-governance portal. This applies to all except
- ii. Integrated students admitted before 2017 should submit the offline applications to the Exam branch through the concerned Dept. /School and the Hall tickets will be issued after processing of the applications.
- iii. The results of the pre-2017 batch students should be sent in hard copy to the office of the Controller of Examinations through proper channel.

#### Evaluation of M.Tech. CS/AI/IT Dissertation & MCA Project work

1. The dissertation of M. Tech. and M.C.A. project will be evaluated in two phases' viz., mid-term and final. The midterm is for 40% and the final is for 60%.
2. The mid-term and final evaluation will be done by a Board of examiners and the students have to present the work done by them.
- 3 (i) The provisional certificate-cum-consolidated grade transcript shall contain the CGPA and the division also. This document shall also contain a classification of the results under the letter grade system.  
(ii) An additional grade sheet will be given to the students for the audit courses taken by them without attributing the credits, and also for the courses taken by them having credits which are not counted for the award of the degree and the credits scored by them for the extracurricular activities like NSS, literacy programme etc. The audited courses will be included in the additional grade sheet, based on the certification given by the teacher concerned and recommended by the Head of the Department and Dean of the School concerned.





- (iii) In the degree certificate, the division will also be mentioned.
- (iv) In addition to the above provisions, the existing evaluation regulations in the University shall be applicable in the other matters, wherever required.

#### **Bridge courses for SC/ST Ph.D. scholars**

Students from the SC/ST category who are admitted to **Ph.D.** programmes and identified with some academic deficiencies have to take up bridge courses for a maximum period of two semesters to enable them to pass the course work and this period will not be counted against the maximum period (5+1 year) allowed for submission of the thesis.

**M.Phil and Ph.D. scholars will be governed by the UGC Regulations, 2016 and its amendments and as approved/ adopted by the Academic Council, which is appended in detail in this Prospectus.** All M.Phil and Ph.D. scholars are advised to read the details and comply with the guidelines in their interest.

#### **Grace Marks**

The 53<sup>rd</sup> Academic Council meeting held on 12.10.2004, approved the Prof. V. Kannan Committee report. Accordingly, the provision of awarding grace marks by the Results Committee chaired by the Vice-Chancellor to be continued and a maximum CGPA of 0.02 may be considered as Grace Mark for all Integrated PG and PG courses (**except for M.Tech./M.Phil./Ph.D.**) for securing the following:

- a) To secure I Division from Second
- b) To secure II Division from Third
- c) To secure an overall CGPA of 6.00

After successful completion of the course, a student may represent to Controller of Examinations for consideration of the Grace Mark. This shall be placed before the Results Committee/Vice-Chancellor for consideration and shall be reported to the Academic Council





## GUIDELINES FOR SWAYAM COURSE REGISTRATION UNDER MOOCs

Following the UGC (Credit Framework for online learning courses through SWAYAM) Regulations 2016, the following procedure concerning registration of MOOCs courses by the students of University of Hyderabad is prescribed:

- Students of the University can register for the MOOCs courses offered by the SWAYAM Platform.
- Further, if these courses are approved by the respective Schools/Departments/Centres which are awarding the Degrees and are floated among the other courses of same or equal credits in that semester, it shall be considered for credit transfer, calculation of CGPA and be reflected in the Provisional Certificate. Academic units will specify whether SWAYAM courses taken by a student are in the place of a core paper/elective or is taken as an extra course.
- The course mapping of their courses shall be done by the Dean/Head in the e-governance.
- To coordinate the registration of MOOCs courses at the Academic Unit level, a faculty coordinator is to be nominated by the Dean/HOD. The concerned faculty coordinator will forward the results to CE's Office.
- Students can register for a maximum of one course per semester under MOOCs.
- No student shall register for online MOOCs courses during the final semester of his/her programme.
- If any students take a MOOCs course on his own without the approval of the faculty coordinator or the Academic unit, the credits earned will not count for credit transfer, calculation of CGPA and will not be reflected in the Provisional Certificate. Such SWAYAM course can be considered as additional / extra elective / audit/ courses.

**This will apply to the College for Integrated Studies and other Academic Units from 2020-21 for all programmes.**

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**देवेश निगम / Devesh Nigam**

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हैदराबाद विश्वविद्यालय / University of Hyderabad  
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