

R.13.0 Course Wise Grading of Students

R.13.1 Letter Grades and Grade Points (GP) Based on the aggregate of marks obtained through internal assessment and external assessment, each student is awarded a final letter grade at the end of the semester, in each Course. The letter grades and the corresponding grade points, as recommended by UGC, are as follows:

Letter Grade	Grade Points	Normalized Mark range
O (Outstanding)	10	95-100
A+ (Excellent)	9	90-94
A (Very Good)	8	85-89
B+ (Good)	7	75-84
B (Above average)	6	65-74
C (Average)	5	55-64
P (Pass)	4	50-54
F (Fail)	0	<50 Failure due to insufficient marks in the course
Ab (Absent)	0	Failure due to non-appearance in the examination
I (Incomplete)	0	Failure due to insufficient attendance in the course.

R.13.2 A student is considered to have successfully completed a course and earned the credits if he / she secured a letter grade other than **F or Ab or I** in that course. ***A letter grade F or Ab or I in any course implies a failure in that course.***

R.13.3 A course successfully completed cannot be repeated.

R.13.4 Students who have secured „F“(Fail) / „Ab“(Absent) grade in a particular course can reappear when the end semester examination for that course is again conducted provided they satisfy other eligibility conditions such as lack of attendance overcome by attending Compensatory course / appearance in end semester examinations requirements / Temporary withdrawal from the programme and Discipline.

R.13.5 For the first three attempts, the internal marks obtained in the first attempt will only be considered and it will be combined with the marks obtained end semester examinations for the award of appropriate grade.

R.13.6 However if a student obtains „F“(Fail) / „Ab“ (absent) grade in a course in the first three attempts, from fourth attempt onwards, full Weightage(100%)shall be assigned to marks scored in the end semester examinations and the internal assessment marks they have scored during the regular course of study will be ignored

R.13.7 If a student gets F grade or I or „Ab“ in an attempt that is treated as an attempt.

R.13.8 All applicable fees charged for the purpose of examination will apply for re-appearance courses as well.

R140 Method of Awarding Letter Grades.

R141 The internal marks awarded to the students are first normalized and combined with the normalized marks of end semester examination. Subsequently letter grades are awarded for the

normalized marks as indicated in the table under section R13.1: The detailed methodology of normalization of internal marks as well as marks in the end-semester examinations shall be formulated by the Controller of Examinations.

R142 To pass in a course with earnable credits a student has to score a minimum of 50% of the total normalized marks secured in both the internal and end semester examination.

Grades will be awarded as per R. 13.1

R150 Declaration of Results

R151 Normalized marks are referred to the Result Passing Board for the finalization of results. Controller of Examinations assigns letter grades and announces the results.

R152 The Ab / I / F grade once awarded stays in the record of the student and is deleted when he/she completes the course successfully later the grade acquired by the student will be indicated in the grade card of the appropriate academic year with an indication of the month and the year of passing of that course.

R153 The CGPA will be revised accordingly.

R.16.0 Re-view of answer scripts

In case any student feels aggrieved on the final outcome of the assessment in any course, the student shall apply to the Controller of Examinations, along with the prescribed fee, for the review of end semester examination answer script, within the stipulated time after the announcement of the results of the examinations. The Controller of Examinations shall facilitate the review of the answer script jointly to be carried out by the student and the faculty detailed for this purpose. If any discrepancy is noticed during review the same shall be rectified and the originally awarded grade accordingly amended.

R170 Grade Card

- R171** The grade card issued by the Controller of Examinations to each student, after the announcement of the results will contain the following:
- The credits for each course registered for that semester,
 - The letter grade obtained in each course
 - The attendance code in each course
 - The total number of credits earned by the student up to the end of that semester in each of the course categories
 - The Cumulative Grade Point Average (CGPA) of all the courses taken from the First semester.

R172 Computation of Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA)

- (i) The SGPA will be calculated according to the formula

$$SGPA = \frac{\sum_1^n C_i \times (GP)_i}{\sum_1^n C_i}$$

Where C_i = credit for the i^{th} course, $(GP)_i$ = the grade point obtained for the i^{th} course (refer R.13.1) , n = total number of courses and the sum is over all the courses taken in that semester, including those in which the student has secured F, Ab and I grades.

- (ii) For the cumulative grade point average (CGPA) following formula is used:

$$CGPA = \frac{\sum_1^r S_i \times (SGPA)_i}{\sum_1^r S_i}$$

Where S_i = Sum of credits in i^{th} semester, $(SGPA)_i$ = Semester Grade Point Average earned in i^{th} semester and r = number of semesters and the sum is over all the semesters under consideration.

- (iii) The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.

R173 Class/Distinction will be awarded to the students after they successfully complete the MBA programme as per the norms stipulated in the following table:

Category	CGPA	Class
Students who successfully complete the MBA programme within the time duration of 4 semesters .	≥ 4 & < 5.5	Pass
	≥ 5.5 & < 6.00	Second Class
	≥ 6 & < 8.00	First Class
	≥ 8.00 (Without F or Ab or I or Temporary break of study in any Semester)	First Class with Distinction
	≥ 8.00 (With For Ab or I or Temporary break of study in any Semester but obtained pass grade (O to P) subsequently)	First Class
Students who cannot complete the MBA programme in 4 semesters but complete it successfully within the time duration of 5 semesters .	≥ 4 & < 5.5	Pass
	≥ 5.5 & < 6	Second Class
	≥ 6	First Class
Students who cannot complete the MBA programme in 5 Semesters but complete it successfully within the time duration of 8 Semesters .	≥ 4 & < 5.5	Pass
	≥ 5.5	Second Class