

OA-35A Ordinance governing the M.A., M.Sc., (Effective from Academic Year 2025-26)

OAC-2A 1 GENERAL	The eligibility criteria, admission procedure, and conditions for admission to the M.A., M.Sc., and Postgraduate Diploma Programmes shall be governed by the relevant Ordinances, Regulations, and Notifications issued by the competent authorities from time to time. The provisions relating to (a) reservation of seats for each programme, (b) preparation of the merit list, and (c) registration and payment of fees shall be regulated in accordance with the applicable Ordinances, Regulations, and Notifications.
OAC-2A 1.1	The Discipline Faculty Committee (DFC) / Departmental Faculty Committee (DFC) shall be responsible for the implementation, coordination, and effective conduct of the Credit-Based Master's Degree Programme(s). The Committee shall comprise the Principal of the College, the Head of the Department concerned, the Programme Coordinator, and all faculty members teaching in the respective Programme.
OAC-2A 2 PROGRAMME STRUCTURE	
OAC-2A 2.1	(a) The Programme shall be offered under the Choice Based Credit System (CBCS) and shall be based on a system of time-integrated units known as Credits. The Programme shall comprise Core Courses, Elective Courses (including Discipline-Specific, Research-Specific, Vocational, and Generic Electives), and a Dissertation, wherever applicable. The credit requirements shall be governed by Ordinance OAC-2. A student shall be permitted to earn, accumulate, transfer, and redeem Credits in accordance with the provisions of the Ordinance governing the Academic Bank of Credits (ABC) and shall be eligible for multiple entry and multiple exit options as prescribed therein. (b) Notwithstanding anything contained herein, a student admitted to a standalone Postgraduate Diploma Programme shall not be eligible for lateral entry into any Postgraduate Degree Programme.
OAC-2A 2.2	(a) A student shall be eligible for the award of the Master's Degree upon the successful completion of the prescribed Programme requirements, including the attainment of a minimum of 80 Credits . The duration of the Programme, credit

requirements, and the number of semesters shall be as specified

Programmes	Number of Credits	Number of Semesters
(i) Two Year Post Graduate Degree (for those who have completed the Three Year Under Graduate Degree)	80	4
(ii) One Year Post Graduate Diploma (for those who exit after One Year of the Post Graduate Programme)	40	2
(iii) One Year Post Graduate Degree (for those who have completed the Four Year Under Graduate Degree)	40	2
(iv) Standalone One Year Post Graduate Diploma	40	2

below:

(b) A student registered for Programmes of two years (four semesters) duration and above, shall be eligible for a relaxation of one Semester as per the relevant provisions of the Ordinance relating to the Academic Bank of Credits.

(c) A student who joins after completing the 4-year UG Degree, shall have to successfully complete 40 Credits as recommended by the respective Board of Studies:

i. A student who joins after completing the 4-year UG degree having completed the research component of 40 Credits, shall have to successfully complete 40 Credits of Discipline Specific Core and Elective Courses.

ii. A student who joins after completing the 4-year UG Degree without the research component of 40 Credits, shall have to successfully complete either:

(i) 40 Credits of Research Dissertation

OR

(ii) 20 Credits of Research Specific Elective & Vocational Courses and 20 Credits of Dissertation.

OR

(iii) 20 Credits of Research Specific Elective & Vocational Courses and 20 Credits of Generic Elective Courses.

(d) A student who has obtained a minimum of 75% marks or equivalent CGPA in the UG Honours Programme shall be eligible to opt for one year PG Degree with 40 credit Dissertation.

(e) A student who has obtained a minimum of 75% marks or equivalent CGPA at the end of the Second Semester of the PG Programme shall be eligible to opt for 40 credit Dissertation.

(f) Colleges may offer standalone Post Graduate Diploma Programmes in highly specialized and job-oriented Disciplines/subjects/courses where Post Graduate Degree is not offered by Goa University and the Affiliated Colleges.

OAC-2A 2.3

(a) The Master's Degree Programme shall comprise a minimum of **80 Credits**, consisting of **32 Credits of Core Courses (Compulsory)** and **48 Credits** of Elective Courses and/or Dissertation, as prescribed under this Ordinance and the curriculum approved by the respective Board of Studies.

(b) A standalone Postgraduate Diploma Programme shall comprise a total of **40 Credits**, consisting of **32 Credits of Core Courses** (16 Credits in Semester I and 16 Credits in Semester II) and **8 Credits of Discipline-Specific Elective (DSE) Courses** (4 Credits in Semester I and 4 Credits in Semester II), as prescribed under this Ordinance.

Notwithstanding the above, a College may offer **4 Credits of Internship** in lieu of **4 Credits of Discipline-Specific Elective (DSE)** in Semester II, where so approved by the respective Board of Studies. In addition, the Board of Studies may recommend a **non-credit Internship** as part of the Programme requirements.

OAC-2A 2.4

(a) A student shall be required to obtain a minimum of 60 Credits from the parent Discipline, out of which 32 Credits shall be Discipline Specific Core; 8 Credits shall be Discipline Specific Elective Courses. The remaining 20 Credits can be obtained via Dissertation/Courses.

(b) In order to be eligible for award of specialization within a Discipline, a Student shall earn a minimum of 28 credits of Elective courses and/or Dissertation as recommended by the Board of Studies.

(c) Semester-wise break up of Courses and Credits

i. For Students opting only Courses

Courses	SEM I	SEM II	SEM III	SEM IV	Credit
Discipline Specific Core (DSC)	16 (400)	16 (500)			32
Discipline Specific Elective (DSE)	4 (400)	4 (400)			08
Research Specific Elective Course (RSE)			12 (500)		12
Discipline Specific Vocational Elective Course (DSVE)			8 (500)		08
Generic Elective Course (GE)				20(500)	20
Total Credits	20	20	20	20	80

Note: Figures in bracket indicate level of courses.

ii. For Students opting 20 Credits Dissertation

Courses	SEM I	SEM II	SEM III	SEM IV	Credits
Discipline Specific Core (DSC)	16 (400)	16 (500)			32
Discipline Specific Elective (DSE)	4 (400)	4 (400)			08
Research Specific Elective Course (RSE)			12 (500)		12
Discipline Specific Vocational Elective Course (DSVE)			8 (500)		08
Discipline Specific Dissertation (DSD)* / Internship				20 (500)	20
Total Credits	20	20	20	20	80

* - Including 4 Credits of Research Methodology and/or Dissertation-related Course(s), to be opted for by the student in consultation with the assigned Research Guide.

Note: Figures given in parentheses indicate the level of the respective courses.

(iii) For students opting for the **40-Credit Dissertation** pathway:

Courses	SEM I	SEM II	SEM III	SEM IV	Credits
Discipline Specific Core (DSC)	16(400)	16 (500)			32
Discipline Specific Elective (DSE)	4 (400)	4 (400)			8
Discipline Specific Dissertation (DSD)			40**(500)		40
Total Credits	20	20	40		80

** - Including 4 Credits Course/s of Research Methodology and a 4-credit Dissertation related Courses to be opted in consultation with the guide.

Note: Figures in bracket indicate level of courses.

(d) Levels of Courses

(i) **Level 400:** These shall comprise advanced Courses, including lecture-based Courses with practicum, seminars, term papers, research methodology, advanced laboratory experiments, software training, research projects, hands-on training, internships, and other theoretical and practical components.

(ii) **Level 500:** These shall provide opportunities for original study or investigation in the major discipline or area of specialization on an individual and more autonomous basis, primarily through Dissertation and advanced research.

(e) Discipline-Specific Core (DSC) Courses

Discipline-Specific Core (DSC) Courses are compulsory Courses amounting to **32 Credits** in the discipline in which the student is registered for the Master's Degree Programme.

(f) Discipline-Specific Elective (DSE) Courses

Discipline-Specific Elective (DSE) Courses supplement the Discipline-Specific Core Courses while providing students

with the flexibility to pursue areas of interest within the discipline.

(g) Research-Specific Elective (RSE) Courses

Research-Specific Elective (RSE) Courses are intended to equip students with the knowledge and research skills necessary for undertaking a Dissertation. The RSE Courses for each discipline shall be recommended by the respective Board of Studies. A student may, with the prior recommendation of the Discipline Faculty Committee (DFC), opt for RSE Courses offered by another discipline. A student may also opt for a **4-Credit Research Project** in lieu of a **4-Credit RSE Course**, wherever provided in the approved curriculum.

(h) Discipline-Specific Vocational Elective (DSVE) Courses

Discipline-Specific Vocational Elective (DSVE) Courses shall form an integral component of the Master's Degree Programme with the objective of imparting vocational and professional skills through appropriate theoretical and practical training. A maximum of **8 Credits** shall be allotted to such Courses.

(i) Generic Elective (GE) Courses

Generic Elective (GE) Courses are elective Courses offered by disciplines other than the student's parent discipline. These Courses are intended to provide multidisciplinary and interdisciplinary exposure consistent with the objectives of the National Education Policy (NEP).

(j) Discipline-Specific Dissertation (DSD)

The Discipline-Specific Dissertation (DSD) shall carry either **20 Credits** or **40 Credits**, as applicable, in the discipline in which the student is registered for the Master's Degree Programme.

(i) A **20-Credit Dissertation** shall comprise:

- Research Course(s): **100 Marks**
- Dissertation and Viva-Voce: **400 Marks**

OR

(ii) A **40-Credit Dissertation** shall comprise:

- Research Course(s): **200 Marks**
- Dissertation and Viva-Voce: **800 Marks**

The evaluation and assessment of the Dissertation shall be governed by the provisions of this Ordinance.

(k) Eligibility to Guide Dissertation

Only a faculty member possessing a **Ph.D. Degree** shall be eligible to supervise a **40-Credit Dissertation**. The eligibility criteria for guiding a **20-Credit Dissertation** shall be as prescribed by the respective Board of Studies and the applicable University Regulations.

(l) Research Course(s)

	The Research Course(s) forming part of the Dissertation component shall ordinarily include topics such as Knowledge Production and Dissemination, Academic Writing, Research Methodology, and Research Ethics, with appropriate emphasis on the concerned discipline. These Courses shall be evaluated in accordance with the provisions of this Ordinance. (m) The maximum number of Credits that a student may earn in any one semester shall ordinarily not exceed 28 Credits. (n) A student who has earned 52 to 56 Credits during the first two semesters and wishes to complete the Master's Degree Programme within three semesters may be permitted to complete all the components of the 20-Credit Dissertation during the third semester, subject to the recommendation of the Discipline Faculty Committee and the approval of the competent authority. This provision shall not apply to students opting for the 40-Credit Dissertation pathway.
OAC-2A 2.5	The Courses may comprise Theory, Theory with Tutorial, Practical, or any other instructional component, as prescribed by the respective Board of Studies. Discipline-Specific Vocational Elective (DSVE) Courses shall ordinarily comprise both Theory and Practical components, with the Practical component constituting not less than 50% of the total course content. One Credit in each Discipline-Specific Vocational Elective (DSVE) Course shall be exclusively devoted to Practical training or other approved hands-on learning activities.
OAC-2A 2.6	Elective Courses may also include self-learning components such as fieldwork, projects, summer training, internships, online courses offered through SWAYAM or other approved platforms, and such other academic or skill-based learning activities as may be recommended by the respective Board of Studies. The Board of Studies shall prescribe the nature, scope, evaluation, and credit allocation for such components.
OAC 2A 2.7	A student may earn Credits in excess of the minimum Credit requirement prescribed for the award of the Master's Degree or Postgraduate Diploma. The award of the Degree or Diploma and the computation of the final Grade/CGPA shall be based on the student's performance in the Discipline-Specific Core Courses and the best performance in the Elective Courses, Dissertation, and/or Internship, as applicable, to satisfy the minimum Credit requirements of the Programme. Any additional Credits earned, including those through Internships or other approved academic components, shall be reflected separately in the final Transcript/Grade Card/Mark sheet.

	(c) A student who has successfully earned a minimum of 40 Credits and opts to exit the Programme shall be eligible for the award of a Postgraduate Diploma in the concerned discipline, subject to the provisions of this Ordinance. (d) A student seeking the award of a Postgraduate Diploma under the Multiple Entry and Multiple Exit provisions shall redeem the Credits earned at the postgraduate level through the Academic Bank of Credits (ABC) in accordance with the applicable Ordinances and the relevant UGC Regulations.
OAC-2A 2.8	A student may be permitted to register for Courses offered by other Higher Education Institutions (HEIs) registered with the Academic Bank of Credits (ABC) and to transfer the Credits earned to the College through the Academic Bank of Credits, subject to the provisions of the relevant University Ordinance governing the Academic Bank of Credits and the applicable UGC Regulations.
OAC-2A 2.9	A student shall register with the Academic Bank of Credits (ABC) and maintain an active ABC account for the purpose of depositing, accumulating, transferring, and redeeming the Credits earned, in accordance with the provisions of the applicable UGC Regulations and the relevant University Ordinances governing the Academic Bank of Credits.
OAC-2A 2.10	Transfer of Credits earned by a student through Courses undertaken outside the College shall be permitted in accordance with the provisions of the Academic Bank of Credits (ABC) and the applicable Ordinances. The Courses proposed to be undertaken by a student outside the College shall ordinarily require the provisional approval of the concerned Discipline Faculty Committee (DFC). Such approval shall be placed before the respective Board of Studies for ratification at its next meeting.
OAC-2A 2.11	A Course shall carry a minimum of 1 Credit and a maximum of 6 Credits , unless otherwise specified by the respective Board of Studies and approved by the competent academic authority.
OAC-2A 2.12	One Credit of a Theory Course shall be equivalent to 15 contact hours of instructional and learning activities, including lectures, tutorials, seminars, group discussions, problem-solving sessions, and such other pedagogical activities as may be approved by the respective Board of Studies.

OAC-2A 2.13	One Credit of a Practical Course shall be equivalent to 30 clock hours of laboratory work, fieldwork, study tours, or other approved practical learning activities. This shall ordinarily comprise 15 practical sessions , each of 2 clock hours' duration , or an equivalent combination of practical engagements as prescribed by the respective Board of Studies.
OAC-2A 2.14	One week of Internship, comprising a minimum of 30 hours of supervised training or experiential learning, shall be equivalent to one Credit .
OAC-2A 2.15	Ordinarily, the Credit distribution between Theory and Practical/Laboratory/Field-based Core Courses shall be in the ratio of 2:1 , unless otherwise recommended by the respective Board of Studies and approved by the competent academic authority.
OAC-2A 2.16	The College shall notify the Discipline-Specific Core and Elective Courses to be offered for the ensuing semester sufficiently in advance to facilitate student registration. The College shall also ensure the availability of an adequate number of Elective Courses to enable a student, if so desired, to earn all the prescribed Elective Credits from the parent discipline.
OAC-2A 2.17	Ordinarily, an Elective Course shall be offered only if a minimum of five students are enrolled. However, with the prior approval of the Principal, an Elective Course may be offered even if the number of enrolled students is less than five.
OAC-2A 2.18	A student may opt for a Core Course offered by a discipline other than the parent discipline as an Elective Course, subject to the fulfillment of the prerequisites prescribed by the concerned Board of Studies and the approval of the Discipline Faculty Committee, wherever applicable.
OAC-2A 2.19	The teaching workload for supervision of a 20-Credit Dissertation shall be computed at the rate of two hours per week per student , subject to a maximum of four hours per week for supervising two or more students. The teaching workload for supervision of a 40-Credit Dissertation shall be computed at the rate of four hours per week per student , subject to a maximum of eight hours per week for supervising two or more students.
OAC-2A 3 SCHEME OF INSTRUCTION	

OAC-2A 3.1	Ordinarily, a Course shall be taught by a single teacher. However, where the nature of the Course requires interdisciplinary or multidisciplinary expertise, or where so recommended by the respective Board of Studies, the Course may be taught by more than one teacher. The teacher(s) assigned to a Course shall prepare and submit the Course Session Plan to the concerned Discipline Faculty Committee (DFC) before the commencement of the semester or the Course, as applicable. (a) The teacher teaching the Course shall finalize the assessment scheme in conformity with the approved Course structure and shall ensure that the assessment appropriately reflects the prescribed teaching-learning hours, Course Outcomes, and the weightage assigned to each unit, module, or component of the Course. (b) The Discipline Faculty Committee (DFC) shall prepare and recommend the detailed syllabus of all Core and Elective Courses, including the Programme Objectives (POs), Programme Specific Outcomes (PSOs), Course Outcomes (COs), themes, topics, learning outcomes, pedagogical approaches, and assessment framework, for consideration by the respective Board of Studies. The Board of Studies shall recommend the Courses to the Academic Council for approval. All Courses shall be designed in accordance with the principles of Outcome-Based Education (OBE). (c) All Core and Elective Courses approved by the Academic Council shall be uploaded on the official website of the College and made accessible to students before the commencement of the relevant semester.
OAC-2A 3.2	The Course Outline and Session Plan shall clearly specify the Course Objectives, Course Outcomes, and the thematic distribution of the syllabus, together with the corresponding teaching-learning activities and assessment methods for each component of the Course.
OAC-2A 3.3	The Courses shall be designed in a hierarchical manner, reflecting progressive levels of complexity and learning. The Discipline Faculty Committee (DFC) and the respective Board of Studies shall identify and prescribe the prerequisites, if any, for each Course to ensure the orderly progression of learning.

OAC-2A 4 DISSERTATION/INTERNSHIP	
OAC-2A 4.1	Ordinarily, the Dissertation and/or Internship shall extend over the Third and/or Fourth Semester(s) of the Programme. However, in the case of a two-year Master's Degree Programme, the Discipline Faculty Committee (DFC) may permit a 20-Credit Dissertation to be completed within a single semester, provided the student is otherwise eligible to complete the Programme in three semesters in accordance with the provisions of this Ordinance. This provision shall not apply to a 40-Credit Dissertation .
OAC-2A 4.2	The respective Board of Studies shall prescribe and recommend the modalities, guidelines, procedures, evaluation framework, and other operational requirements relating to the conduct, supervision, assessment, and completion of the Dissertation and/or Internship, and may revise the same from time to time, subject to the approval of the competent academic authority.
OAC-2A 4.3	The topic of the Dissertation shall be finalized by the student in consultation with the assigned Research Supervisor or Research Mentor (in the case of a Dissertation undertaken outside the parent institution) at the commencement of the academic year in which the Dissertation is to be undertaken. The approved Dissertation topic shall be submitted to the concerned Discipline Faculty Committee (DFC) within the time prescribed by the College.
OAC-2A 4.4	The Discipline Faculty Committee (DFC) shall determine the allocation and distribution of students among the eligible Research Supervisors, taking into consideration the approved intake, area of specialization, availability of faculty, and the maximum permissible supervisory workload.
OAC-2A 4.5	Every student shall submit, along with the Dissertation, a declaration in the prescribed format affirming that the Dissertation is the student's original work, has not been submitted wholly or partly for the award of any other degree, diploma, or qualification, and that all sources of information and references used have been duly acknowledged and cited.
OAC-2A 4.6	The Research Supervisor shall certify, in the prescribed format, that the Dissertation is the original work of the student, carried out under the Supervisor's guidance and supervision, and that the Dissertation fulfils the requirements prescribed under this Ordinance for the award of the Master's Degree.
OAC-2A 4.7	A student shall submit the Dissertation to the College through the Research Supervisor not later than one week before the last

	working day of the relevant semester, or by such date as may be notified by the College. Ordinarily, no Dissertation shall be accepted after the prescribed due date, except with the prior approval of the competent authority under exceptional circumstances and in accordance with the provisions of this Ordinance.
OAC-2A 4.8	A student shall submit one soft copy and one spiral-bound hard copy of the Dissertation to the College in the prescribed format. The Dissertation shall conform to the formatting guidelines and standards, as amended from time to time, applicable to the Ph.D. Programme of Goa University, unless otherwise prescribed by the College.
OAC-2A 5 SCHEME OF EXAMINATION	
OAC-2A 5.1	The assessment of all Courses, excluding the Dissertation and Internship components, shall comprise Intra-Semester Assessment (ISA) and Semester-End Assessment (SEA). The assessment shall ordinarily be conducted internally by the teacher(s) teaching the respective Course in accordance with the provisions of this Ordinance and the approved assessment scheme. Where the teacher(s) who taught the Course is/are no longer associated with the College or is/are otherwise unavailable, the Principal shall appoint a qualified teacher as the Paper Setter-cum-Evaluator to conduct the Semester-End Assessment and complete the evaluation process.
OAC-2A 5.2	(a) Each teacher teaching a Course shall ordinarily be the Examiner for the portion of the Course assigned to them. The Course Coordinator shall be responsible for coordinating the teaching, assessment, examination, and evaluation of the entire Course, including both the Intra-Semester Assessment (ISA) and the Semester-End Assessment (SEA), and shall maintain all records relating to the assessment and evaluation of the Course. (b) Where a Course is taught by more than one teacher, the Discipline Faculty Committee (DFC) shall designate one of the teachers, preferably a regular faculty member, as the Course Coordinator. The Course Coordinator shall oversee the effective coordination of teaching, assessment, examination, evaluation, and maintenance of records for the Course.

OAC-2A 5.3	(a) The Intra-Semester Assessment (ISA) shall comprise one written Mid-Semester Examination and two additional assessment components. The additional components may include Written or Oral Assessments, Open-Book or Closed-Book Tests, Scheduled or Surprise Tests, Objective or Multiple-Choice Tests, Seminars, Assignments, Viva-Voce, Peer Assessment, Presentations, Projects, or any other evidence-based assessment methods specified in the Course Outline and approved by the Discipline Faculty Committee (DFC). (b) For every Theory Course, written and/or other evidence-based assessment components shall constitute not less than 50% of both the Intra-Semester Assessment (ISA) and the Semester-End Assessment (SEA). (c) A student who is unable to appear for any component of the Intra-Semester Assessment (ISA) due to a personal or family medical emergency, natural disaster, or any other exceptional circumstance considered valid by the College, shall be permitted to complete the missed assessment through an additional assessment opportunity. Such additional assessment shall be conducted within the same semester and, ordinarily, before the last teaching day of the semester.
OAC-2A 5.4	(a) Every Course shall have a single passing head, and the result for the Course shall be determined on the basis of the student's combined performance in the Intra-Semester Assessment (ISA) and the Semester-End Assessment (SEA). (b) In the case of Discipline-Specific Vocational Elective (DSVE) Courses comprising both Theory and Practical components, there shall be a single passing head based on the combined performance of the student in the Theory and Practical components of both the Intra-Semester Assessment (ISA) and the Semester-End Assessment (SEA), in accordance with the approved assessment scheme. (c) Fractional marks, if any, shall be rounded off to the nearest whole number only at the stage of computation of the final marks for the Course and the award of the Course Grade.
OAC-2A 5.5	(a) The schedule of the Mid-Semester Examination for each Course shall be notified and displayed by the College at the commencement of every semester.

	(b) Every teacher shall submit the question paper, evaluated answer scripts, award list, and such other assessment records as may be prescribed, to the Controller of Examinations within ten days from the date of completion of each assessment. (c) The results of each assessment shall be notified to the students through the prescribed mode. The evaluated answer scripts and other assessed materials shall be made available for verification by the concerned students within the stipulated period. Thereafter, the concerned teacher shall submit the evaluated answer scripts, question paper, marks statement, and other relevant records to the Programme Coordinator in a sealed cover for safe custody and record.
OAC-2A 6 EVALUATION OF COURSES	
OAC-2A 6.1	(a) A One-Credit Course shall carry 25 marks. The maximum marks assigned to all other Courses shall be proportionate to the number of Credits prescribed for the respective Course. (b) The assessment of both Theory and Practical Courses shall comprise Intra-Semester Assessment (ISA) and Semester-End Assessment (SEA), carrying 60% and 40% weightage, respectively. (c) The Intra-Semester Assessment (ISA) for each Course shall consist of: • one Mid-Semester Examination, carrying 50% of the total ISA marks; and • two additional assessment components, each carrying 25% of the total ISA marks, conducted through any of the assessment modes prescribed under this Ordinance. The Course teacher shall notify the assessment scheme, evaluation methodology, and the schedule of the ISA within two weeks from the commencement of the semester. (d) A One-Credit Theory Course shall have only one Mid-Semester Assessment. A One-Credit Practical Course shall not have a Mid-Semester Examination or any other Intra-Semester Assessment component. (e) All components of the Intra-Semester Assessment shall be completed on or before the last teaching day of the relevant semester.

OAC-2A 6.2	Ordinarily, the teacher teaching a Core Course, or any part thereof, shall be responsible for conducting and evaluating the Intra-Semester Assessment (ISA) for the portion of the Course assigned to them. Where a Course, or any part thereof, is taught by a Guest Faculty member or Contributory Teacher, the Intra-Semester Assessment shall be conducted and evaluated by such teacher in consultation with, and under the overall coordination of, the Course Coordinator.
OAC-2A 6.3	The Discipline Faculty Committee (DFC) shall undertake a continuous review and monitoring of the implementation and delivery of the teaching programme during each semester to ensure effective curriculum transaction, adherence to the approved Course Plan, and the attainment of the prescribed learning outcomes.
OAC-2A 6.4	The Mid-Semester Examination and the Semester-End Assessment (SEA) shall be conducted in accordance with the Academic Calendar approved by the College. The Discipline Faculty Committee (DFC), in consultation with the concerned Schools, Departments, or Disciplines offering Elective Courses to students of the Programme, shall prepare and notify the examination schedule for the Mid-Semester Examination and the Semester-End Assessment. The approved schedule shall be displayed on the College Notice Board and published through such other modes as may be prescribed by the College.
OAC-2A 6.5	The duration of written examinations shall be as follows: • Examinations carrying 30 marks or less shall be of one hour duration. • Examinations carrying more than 30 marks and up to 50 marks shall be of two hours duration. • Examinations carrying more than 50 marks shall be of three hours duration. The duration prescribed above shall apply unless otherwise specified by the respective Board of Studies and approved by the competent academic authority.
OAC-2A 6.6	The duration and mode of the Semester-End Assessment (SEA) for Laboratory, Field-based, Studio, and other Practical Courses shall be as prescribed by the respective Board of Studies and approved by the competent academic authority.
OAC-2A 6.7	The Semester-End Assessment (SEA) answer scripts shall be evaluated by the concerned teacher within ten days from the

	date of the examination. Before the marks are finalized and submitted, the evaluated answer scripts shall be made available for verification by the students. The date, time, and venue for such verification shall be notified sufficiently in advance through the College Notice Board or any other mode prescribed by the College.																				
OAC-2A 7 EVALUATION OF DISSERTATION /INTERNSHIP																					
OAC-2A 7.1	The Research Supervisor, together with the faculty members of the concerned Discipline, shall assess the Dissertation in accordance with the following components. (a) Twenty-Credit Dissertation The assessment of the 20-Credit Dissertation shall three components. Research Course/s for 100 marks. <table><tr><th>Mode</th><th>Weightage</th><th>Timeline</th><th>Assessment by</th></tr><tr><td>Research Course/s</td><td>100 marks</td><td>Third Semester</td><td>Teacher (s) teaching the Course/ SWAYAM Course Coordinator.</td></tr><tr><td>Research proposal presentation</td><td>150 marks</td><td>Beginning of the Fourth Semester</td><td>75 marks by the Guide and 75 marks by Discipline Faculty members.</td></tr><tr><td>Dissertation</td><td>125 marks</td><td>Submission shall be at least one day prior to the last teaching day.</td><td>by the Guide for continuous monitoring of the research work and Dissertation Report.</td></tr><tr><td>Dissertation Presentation and Viva voce</td><td>125 marks</td><td>Conduct before the end of the Fourth Semester.</td><td>by the Discipline Faculty Members for Report Presentation and Viva voce.</td></tr></table> (i) Ordinarily, all faculty members of the concerned Discipline shall participate in the evaluation of the Dissertation Presentation and Viva-Voce. However, the evaluation shall be valid only if not less than fifty per cent (50%) of the faculty members of the Discipline are present. (ii) There shall be separate heads of passing for: • Research Course(s); and • Dissertation Report, Presentation, and Viva-Voce (combined). (b) 40 credit Dissertation Research Course/s for 200 marks.	Mode	Weightage	Timeline	Assessment by	Research Course/s	100 marks	Third Semester	Teacher (s) teaching the Course/ SWAYAM Course Coordinator.	Research proposal presentation	150 marks	Beginning of the Fourth Semester	75 marks by the Guide and 75 marks by Discipline Faculty members.	Dissertation	125 marks	Submission shall be at least one day prior to the last teaching day.	by the Guide for continuous monitoring of the research work and Dissertation Report.	Dissertation Presentation and Viva voce	125 marks	Conduct before the end of the Fourth Semester.	by the Discipline Faculty Members for Report Presentation and Viva voce.
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	<table><tr><th>Mode</th><th>Weightage</th><th>Timeline</th><th>Assessment by</th></tr><tr><td>Research Course/s</td><td>200 marks</td><td>Third Semester</td><td>Teacher (s) teaching the Course/ SWAYAM Course Coordinator.</td></tr><tr><td>Research proposal presentation</td><td>150 marks</td><td>middle of Third Semester</td><td>75 marks by the Guide and 75 marks by Discipline Faculty members.</td></tr><tr><td>Research Progress Presentations – I</td><td>150 marks</td><td>Beginning of Fourth Semester</td><td>75 marks by the Guide and 75 marks by Discipline Faculty members.</td></tr><tr><td>Research Progress Presentations – II</td><td>150 marks</td><td>middle of Fourth Semester</td><td>75 marks by the Guide and 75 marks by Discipline Faculty members.</td></tr><tr><td>Dissertation</td><td>175 marks</td><td>Submission shall be at least one day prior to the last teaching day.</td><td>by the Guide for continuous monitoring of the research work and Dissertation Report.</td></tr><tr><td>Dissertation Presentation and Viva voce</td><td>175 marks</td><td>Conduct before the end of the Fourth Semester.</td><td>by the Discipline Faculty Members for Report Presentation and Viva voce.</td></tr></table> (i) Ordinarily, all faculty members of the concerned Discipline shall participate in the evaluation of the Dissertation Presentation and Viva-Voce. However, the evaluation shall be valid only if not less than fifty per cent (50%) of the faculty members of the Discipline are present. (ii) There shall be separate heads of passing for: • Research Course(s); and • Dissertation Report, Presentation, and Viva-Voce (combined).	Mode	Weightage	Timeline	Assessment by	Research Course/s	200 marks	Third Semester	Teacher (s) teaching the Course/ SWAYAM Course Coordinator.	Research proposal presentation	150 marks	middle of Third Semester	75 marks by the Guide and 75 marks by Discipline Faculty members.	Research Progress Presentations – I	150 marks	Beginning of Fourth Semester	75 marks by the Guide and 75 marks by Discipline Faculty members.	Research Progress Presentations – II	150 marks	middle of Fourth Semester	75 marks by the Guide and 75 marks by Discipline Faculty members.	Dissertation	175 marks	Submission shall be at least one day prior to the last teaching day.	by the Guide for continuous monitoring of the research work and Dissertation Report.	Dissertation Presentation and Viva voce	175 marks	Conduct before the end of the Fourth Semester.	by the Discipline Faculty Members for Report Presentation and Viva voce.
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OAC-2A 7.2	(a) Where an Internship forms part of the Programme in lieu of a Dissertation, the modalities governing the Internship, including its duration, learning outcomes, supervision, assessment, evaluation, and award of Credits, shall be recommended by the Discipline Faculty Committee (DFC) and approved by the respective Board of Studies. (b) Where an Internship is offered in lieu of a Discipline-Specific Elective (DSE) in a standalone Postgraduate Diploma Programme, the modalities governing the Internship, including its duration, learning outcomes, supervision, assessment, evaluation, and award of Credits, shall be recommended by the Discipline Faculty Committee (DFC) and approved by the respective Board of Studies.																												
OAC-2A 7.3	To successfully complete the Dissertation or Internship (where the Internship is undertaken in lieu of the Dissertation), a student shall secure a minimum Grade 'P' (Pass) in																												

	accordance with the grading and passing requirements prescribed under this Ordinance.																														
OAC-2A 7.4	There shall be no revaluation or re-assessment of the Dissertation or the Internship undertaken in lieu of the Dissertation.																														
OAC-2A 7.5	A student who fails to obtain the minimum passing Grade in the Dissertation or Internship (where the Internship is undertaken in lieu of the Dissertation) shall be required to repeat the respective Dissertation or Internship.																														
OAC-2A 8 AWARD OF GRADES	The marks obtained by a student in each Course shall be converted into Grades in accordance with the grading scheme prescribed under this Ordinance. The Semester Grade Card issued at the end of each semester shall indicate the Semester Grade Point Average (SGPA). The result declared at the end of the Second Semester and each subsequent semester shall also indicate the Cumulative Grade Point Average (CGPA), computed on the basis of all Courses successfully completed up to the respective semester. The CGPA computed and declared upon the successful completion of all Programme requirements shall be designated as the Final Grade Point Average (FGPA) and shall be reflected in the final Grade Card and Transcript.																														
OAC-2A 8.1	The marks obtained by a student in the Intra-Semester Assessment (ISA) and the Semester-End Assessment (SEA) shall be combined to determine the total marks for each Course. The corresponding Grade and Grade Point shall be awarded in accordance with the grading scheme specified in the table below: <table><tr><th>Range of percentage scored</th><th>Grades</th><th>Grade Point</th></tr><tr><td>85 – 100</td><td>O (Outstanding)</td><td>10</td></tr><tr><td>75 – < 85</td><td>A+ (Excellent)</td><td>9</td></tr><tr><td>65 – < 75</td><td>A (Very Good)</td><td>8</td></tr><tr><td>55 – < 65</td><td>B+ (Good)</td><td>7</td></tr><tr><td>50 – < 55</td><td>B (Above Average)</td><td>6</td></tr><tr><td>45 – < 50</td><td>C (Average)</td><td>5</td></tr><tr><td>40 – < 45</td><td>P (Pass)</td><td>4</td></tr><tr><td>0 – < 40</td><td>F (Fail)</td><td>0</td></tr><tr><td>Absent in ISA/SEA</td><td>Ab (Absent)</td><td>0</td></tr></table>	Range of percentage scored	Grades	Grade Point	85 – 100	O (Outstanding)	10	75 – < 85	A+ (Excellent)	9	65 – < 75	A (Very Good)	8	55 – < 65	B+ (Good)	7	50 – < 55	B (Above Average)	6	45 – < 50	C (Average)	5	40 – < 45	P (Pass)	4	0 – < 40	F (Fail)	0	Absent in ISA/SEA	Ab (Absent)	0
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OAC-2A 8.2	Every student shall secure a minimum Grade 'P' (Pass) in each Course to be declared successful in that Course, in accordance																														

	with the grading and passing requirements prescribed under this Ordinance.
OAC-2A 8.3	The provisions relating to the award of Entitlement Marks as prescribed under Ordinance OAC-2 shall apply to the Credit-Based Master's Degree Programmes. However, the provisions relating to the award of Grace Marks shall not be applicable to these Programmes.
OAC-2A 8.4	(a) A student who fails to secure the minimum Grade 'P' (Pass) in a Discipline-Specific Core (DSC) Course may either: 1. appear for the Semester-End Assessment (SEA) of the Course in the subsequent semester(s) in accordance with the Academic Calendar; or 2. re-register for the Course whenever it is offered as part of the regular Programme. (b) A student who fails to secure the minimum Grade 'P' (Pass) in an Elective Course may: 1. appear for the Semester-End Assessment (SEA) of the Course in the subsequent semester(s); 2. re-register for the same Course when it is next offered under the regular Programme; or 3. register for an alternative Elective Course, subject to the approval of the Discipline Faculty Committee (DFC), to earn the prescribed number of Credits required for the Programme. (c) To be eligible to pass a Course, a student shall compulsorily appear for the Mid-Semester Examination, at least one additional component of the Intra-Semester Assessment (ISA), and the Semester-End Assessment (SEA). (d) There shall be no supplementary examination for the Semester-End Assessment (SEA). However, repeat Semester-End Assessments shall be conducted in accordance with the schedule prescribed in the Academic Calendar. In such cases, the Intra-Semester Assessment (ISA) marks obtained in the previous attempt shall be carried forward. Where a student re-registers for a Course, the Intra-Semester Assessment (ISA) marks and attendance earned in the previous attempt shall not be carried forward, and the student shall be required to fulfil all the academic and attendance requirements afresh.

OAC-2A 8.5

(a) The **Weighted Grade Point (WGP)** for a Course shall be calculated by multiplying the **Grade Point (Gi)** obtained by the student in that Course by the number of **Credits (Ci)** assigned to the Course.

(b) The **Cumulative Grade Point Average (CGPA)** computed upon the successful completion of the prescribed **80 Credits** for the Master's Degree Programme shall be designated as the **Final Grade Point Average (FGPA)**.

(c) The **CGPA** shall be computed in accordance with the provisions of **Ordinance OAC-2** using the following formula:

$$CGPA = \frac{\sum(C_i \times G_i)}{\sum C_i}$$

(C_i) = Number of Credits assigned to the *i*th Course; and

(G_i) = Grade Point earned by the student in the *i*th Course.

(d) The **CGPA/FGPA** shall be rounded off to **two decimal places** and recorded in the Grade Card, Transcript, and other official academic records.

(e) For the purpose of computing the **FGPA**, the Grade Points obtained in **all Discipline-Specific Core Courses** and the **best Grade Points** obtained in the prescribed number of **Elective Courses**, including the **Dissertation and/or Internship**, wherever applicable, shall be taken into account.

(f) Where the total number of Elective Credits earned by a student exceeds the minimum Elective Credit requirement prescribed for the Programme, only the **best Elective Credits** required for the computation of the FGPA shall be considered. If partial exclusion of an Elective Course is necessary to arrive at the prescribed number of Elective Credits, the Grade Point of the Elective Course with the **lowest Grade Point** among the selected Elective Courses shall be proportionately weighted for the required number of Credits. Such proportionate adjustment shall be reflected in the Grade Card and Transcript.

(g) A student awarded **Grade 'F' (Fail)** or **'Ab' (Absent)** in any Course shall not earn the Credits assigned to that Course.

(h) The **CGPA/FGPA** shall be converted into the corresponding **Final Grade** in accordance with the grading table prescribed under this Ordinance.

	<table border="1"> <thead> <tr> <th>CGPA</th><th>Grade</th></tr> </thead> <tbody> <tr> <td>10.0</td><td>O (Outstanding)</td></tr> <tr> <td>9.0 – < 10.0</td><td>A+ (Excellent)</td></tr> <tr> <td>8.0 – < 9.0</td><td>A (Very Good)</td></tr> <tr> <td>7.0 – <8.0</td><td>B+ (Good)</td></tr> <tr> <td>6.0 – <7.0</td><td>B (Above Average)</td></tr> <tr> <td>5.0 – <6.0</td><td>C (Average)</td></tr> <tr> <td>4.0 – <5.0</td><td>P (Pass)</td></tr> <tr> <td>< Required Credits for award of the Degree</td><td>F (Fail)</td></tr> </tbody> </table> Here is a more precise and ordinance-style version: (i) Where the CGPA/FGPA exceeds the upper limit prescribed for a Grade by 0.005 or more after computation to three decimal places, the student shall be awarded the next higher Grade. <i>Illustration:</i> A student securing a CGPA/FGPA of 4.995 or above shall be awarded Grade 'C'. A student who fails to earn the minimum prescribed Credits required for the award of the Master's Degree or Postgraduate Diploma shall be awarded Final Grade 'F' (Fail) and shall be declared "Failed."	CGPA	Grade	10.0	O (Outstanding)	9.0 – < 10.0	A+ (Excellent)	8.0 – < 9.0	A (Very Good)	7.0 – <8.0	B+ (Good)	6.0 – <7.0	B (Above Average)	5.0 – <6.0	C (Average)	4.0 – <5.0	P (Pass)	< Required Credits for award of the Degree	F (Fail)
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< Required Credits for award of the Degree	F (Fail)																		
OAC-2A 8.6	Within two weeks from the completion of the last examination of each semester, the Intra-Semester Assessment (ISA) and Semester-End Assessment (SEA) marks shall be scrutinized and approved by the Discipline Faculty Committee (DFC). Thereafter, the approved marks shall be forwarded to the Controller of Examinations (CoE) in the prescribed format. The Examination Section shall be responsible for the verification of the marks received, validation of data entry, computation of Grades, preparation of the Semester Grade Card, and declaration of the results. The results shall ordinarily be declared within three weeks from the date of receipt of the complete ISA and SEA marks from the respective College/School/Department.																		
OA-35A 8.7	A student who is unable to complete the Programme within the prescribed four semesters may, subject to the maximum period permitted for completion of the Programme under the relevant University Ordinances, be allowed to re-register for one or more additional semester(s) to complete the outstanding Course(s), Dissertation, Internship, or other Programme requirements.																		

	Such re-registration shall be permitted only for those Courses that are offered by the College during the relevant semester. A student so re-registered shall be treated as a supernumerary student for the purpose of attending and completing the respective Course(s).
OAC-2A 9 IMPROVEMENT	(a) A student who has successfully completed the Master's Degree Programme and desires to improve the Final Grade Point Average (FGPA) may be permitted to reappear only for the Semester-End Assessment (SEA) of one or more Theory Courses of the student's choice, subject to the following conditions: (i) The student shall have previously completed and appeared for the respective Course(s) during the Programme. (ii) The improvement examination shall be conducted in accordance with the schedule and modalities approved by the Discipline Faculty Committee (DFC) and the Controller of Examinations. (b) In lieu of reappearing only for the SEA, a student may also be permitted to re-register as a regular student for one or more Theory Courses and complete both the Intra-Semester Assessment (ISA) and the Semester-End Assessment (SEA) for the purpose of improving the Final Grade. (c) An application for improvement of the Final Grade shall be submitted within the maximum period prescribed for completion of the Programme under the relevant University Ordinances. (d) For the purpose of computation of the FGPA, the best performance secured by the student in each Course shall be taken into consideration. (e) A revised Grade Card/Transcript shall be issued only where the improvement results in an enhancement of the student's Grade, CGPA, or FGPA. (f) The improvement examinations shall be conducted by the College in accordance with the provisions of this Ordinance. (g) A student shall be permitted to avail of the improvement facility only once in respect of each Course under these provisions.

OAC-2A 10 COLLEGE GRIEVANCE COMMITTEE	There shall be a College Grievance Committee comprising five teachers drawn from different Departments/Disciplines of the College. The Committee shall be constituted by the Principal for a term of three years .
OAC-2A 10.1	The Principal shall appoint one of the members of the College Grievance Committee as its Chairperson . No member of the Committee against whom a grievance has been made, or who has a direct or indirect conflict of interest in the matter under consideration, shall participate in the deliberations or decision-making of the Committee in respect of such grievance.
OAC-2A 10.2	The College Grievance Committee shall examine and adjudicate grievances relating to the assessment, evaluation, and marking of answer scripts, tests, assignments, dissertations, internships, and other academic assessment components of students. The Committee may also consider and decide upon any other matter relating to examinations, assessment, evaluation, or allied academic issues arising under this Ordinance.
OAC-2A 10.3	A student seeking redressal of a grievance relating to assessment or evaluation shall submit a written representation within ten days from the date on which the evaluated answer script or awarded marks are made available for verification. The representation shall be submitted to the Programme Coordinator/Head of the Department (HoD), who shall place the matter before the Discipline Faculty Committee (DFC) for consideration and resolution. Where the grievance pertains to a Course taught by the Programme Coordinator or the Head of the Department, the representation shall be submitted directly to the Principal, who shall take appropriate action in accordance with the provisions of this Ordinance.
OAC-2A 10.4	If the student is not satisfied with the decision of the Discipline Faculty Committee (DFC) , the grievance may be preferred to the College Grievance Committee . The DFC shall forward the grievance, together with its recommendations and all relevant records, to the College Grievance Committee for consideration and appropriate decision in accordance with the provisions of this Ordinance.
OAC-2A 10.5	If the College Grievance Committee is satisfied that a prima facie case exists, it may refer the concerned answer script(s), assignment(s), dissertation, internship report, or any other

	assessment component to an external subject expert for independent evaluation. The student shall pay the prescribed fee for such evaluation. The decision based on the external evaluation shall be final and binding , and no further appeal or re-evaluation shall ordinarily be entertained.
OAC-2A 10.6	The decision of the College Grievance Committee shall be communicated in writing to the student within one month from the date of receipt of the grievance
OAC-2A 11 ACADEMIC AUDIT	There shall be an Academic Audit of the academic programme(s) offered by each Discipline at least once every three years . For this purpose, the Principal shall constitute a separate Academic Audit Committee (AAC) for each Discipline to review and evaluate the planning, delivery, assessment, quality, and overall implementation of the Programme(s) in accordance with the provisions of this Ordinance.
OAC-2A 12.1	The Academic Audit Committee (AAC) shall consist of three members nominated by the Principal from a panel of experts recommended by the respective Board of Studies (BoS) and approved by the Academic Council .
OAC-2A 12.2	The Academic Audit conducted by the Academic Audit Committee (AAC) shall ordinarily include the following: (a) Review of the question papers of the assessments conducted during the preceding semesters to: 1. assess the adequacy of coverage of the prescribed syllabus and Course Outcomes; and 2. evaluate the standard, quality, and appropriateness of the questions in relation to the prescribed curriculum, learning outcomes, and cognitive levels. (b) Review of a representative sample of evaluated answer scripts and other assessment records to ascertain the objectivity, consistency, transparency, and uniformity of the assessment and evaluation process. (c) Scrutiny of the records pertaining to the Intra-Semester Assessment (ISA) and Semester-End Assessment (SEA) maintained by the College to assess the adequacy, effectiveness, and appropriateness of the assessment methods and evaluation procedures. (d) Review of student feedback relating to teaching, learning, assessment, and evaluation, and recommendation of suitable

	corrective and remedial measures for continuous quality improvement. (e) The Academic Audit Committee (AAC) shall prepare a comprehensive Audit Report and submit the same to the Principal. The Principal may record observations thereon and forward the Report to the respective Board of Studies (BoS) for consideration. The Board of Studies shall make appropriate recommendations to the College for implementation and continuous academic quality enhancement. (f) The Controller of Examinations shall coordinate the conduct of the Academic Audit and provide all necessary records, documentation, and administrative assistance required by the Academic Audit Committee.
OAC-2A 13 FEEDBACK	At the end of every semester, the College shall conduct a student feedback exercise to assess the effectiveness of the teaching and learning process for each Course offered during the semester. The feedback shall be collected in the prescribed manner, and the records thereof shall be maintained by the Internal Quality Assurance Cell (IQAC) for quality assurance, academic review, and continuous improvement.