

DYAL SINGH COLLEGE, KARNATAK



Established in 1949
NAAC Re-Accredited Grade 'A'
ISO 140001 and 9001 Certified

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EXAMINATION POLICY

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Examinations are an effective way to measure the student's knowledge, how much they have learnt. They promote competition among students, improve their memory power, polish their writing skills and develop the qualities, hard work, patience, creativity and leadership.

The college offers one certificate course, four diploma courses, ten undergraduate courses, five post graduate courses and one integrated course in the under mentioned subjects.

A. Certificate Course (six months duration) :

- i. Personality Development

B. Diploma Courses (one year duration) :

- i. Post Graduate Diploma in Hospitality Management
- ii. Post Graduate Diploma in Retail Management
- iii. Post Graduate Diploma in Software Development
- iv. Post Graduate Diploma in Forensic & Cyber Security

C. Under Graduate Courses (three years duration) :

- i. Bachelor of Arts (General)
- ii. Bachelor of Arts (Honours) - English
- iii. Bachelor of Arts (Honours) - Economics
- iv. Bachelor of Arts (Honours) – Political Science
- v. Bachelor of Commerce (General)
- vi. Bachelor of Commerce (Honours)
- vii. Bachelor of Commerce (Vocational -Tax)
- viii. Bachelor of Science (Medical)
- ix. Bachelor of Science (Non-Medical)
- x. Bachelor of Computer Applications

D. Post Graduate Courses (two years duration):

- i. Master of Arts – English
- ii. Master of Arts – Hindi
- iii. Master of Arts – Political Science
- iv. Master of Commerce
- v. Master of Science – Chemistry

E. Integrated Course (five years duration)

- i. Master of Science – Forensic Science

The above-mentioned courses involve Lectures / Tutorials / Practical Training / Seminars / Project Work / Report Writing / Lab Work and Viva-Voce.

Each exam consists of two components :

- 1) Internal Assessment
- 2) End Semester Examination

Internal Assessment consisting of 20% marks in each Theory paper is based on the following criteria :

- i) Two hand written Assignments - 10% marks
- ii) One Class Test (one period duration) – 5 % marks
- iii) Attendance – 5% marks

An Academic year/session consists of two semesters of six months each. Odd semester is from July to December and Even semester starts in January to June.

University Examinations are held at the end of each semester i.e. in the middle of December & May. Since the college is affiliated to Kurukshetra University, Kurukshetra (Haryana), therefore follows the examination policy of the University. The end semester examinations are held as per the date sheet of University. The tentative date sheet of the examinations is notified on the University and College Website well in advance i.e. two months prior to the start of exams.

Students are required to attend minimum 75% lectures (theory and practical) to become eligible to appear in the University Examination. Students can answer their questions either in English or Hindi except for the language papers such as Sanskrit & Punjabi. In an academic session, if the number of teaching days falls below 180 days due to some unforeseen reasons, extra classes are held/arranged to cover up the loss.

The Awards of Internal Assessment / Practical / Seminars / Viva-Voce are uploaded on the University Portal as per the uploading schedule of KUK by the College Examination Cell.

Students download their University Admit Cards from the Exam Portal of KUK after getting the NOC from the College.

Practical examinations are conducted prior to the theory examinations. UG & PG Theory Answer Books are evaluated by a single evaluator and the students have the facility of Re-Evaluation after the declaration of the University result. The student can go for improvement in a single paper or papers for the change of his/her marks/division.

Although the Examinations are conducted by the Kurukshetra University, Kurukshetra (Haryana), but during COVID-19, the Examination Cell of the College conducted the May, 2020 (held in Sept, 2020); December, 2020 (held in March, 2021); May, 2021 (held in July, 2021) & December, 2021 (held in Feb, 2022) UG & PG (Semester / Annual) Examinations through Online Mode on MS Teams / Google Meet on the basis of Question papers provided by the Kurukshetra University, Kurukshetra (Haryana). Answer Books were evaluated at the College level and the Awards were sent to the University in the form of hard copy as well as scanned copy through college Google Drive link.

Exams for Environmental Studies (EVS) for all UG courses and Computer Awareness (Level-I) for Bachelor of Arts students are conducted by the Examination Cell of the College in the second semester. Passing the EVS Exam is mandatory for the fulfillment of UG Degree Course.

The under-mentioned regulations permit the Under Graduate & Post Graduate students to complete their courses within the stipulated time of the corresponding programme :

1. If a student gets re-appear in his/her Examination, he/she can appear for the reappear paper(s) along with the next Odd/Even semester University Examinations.
2. If a student fails to clear the UG/PG course within stipulated time, he/she is provided an opportunity to clear the course within five years from the date of admission to the said Programme. In case of his/her failure to do so in five years, he/she is provided a mercy chance by the University to clear the reappear Exam(s) as per the revised syllabus (if any) being studied by the students of the current batch.
3. A student is permitted to appear for Semester Examinations if he/she has minimum 75% attendance and his/her conduct is satisfactory.
4. Students are expected to display good behaviour and honesty during the conduct of examinations. Cheating in examination is treated as a serious matter and the case is referred to the University's Unfair Means Committee (UMC). The decision taken by the UMC Committee is final and binding.
5. The minimum pass percentage for UG course is 35% marks in aggregate and for PG course, it is 40% aggregate. A student has to clear all his/her course papers for the award of Degree. The student is awarded Certificate/Diploma/UG/PG Degree if he/she clears the course in the stipulated period of time.
6. If any UG/PG student clears his/her course in the first attempt (i.e. within the minimum period prescribed for the completion of the programme of with first or second division, he/she is entitled to figure in University Merit (Ranking) List. Such ranking is confined only to the top 10 amongst those who have cleared the exam of that course. The improved marks are not taken into account for consideration of Ranking.

7. If the details marks card (DMC) or degree is destroyed/lost, duplicate DMC / Degree is issued by the University on payment of the prescribed fee and filing of application form with affidavit duly attested by the Notary Public.
8. The Vice-Chancellor reserves the right to quash the result of a student after declaration, if
 - i) The candidate is disqualified for using Unfair Means in the examination.
 - ii) A mistake is found in his/her result.
 - iii) He/She is found ineligible to appear in the examination.



(Dr Ashima Gakhar)
Principal



(Sushil Kumar)
Convener
IQAC



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Quality Policies