



BSDU

Examination

Process

Handbook





Examination and Evaluation System

1. Introduction

BSDU is committed to develop an efficient and flexible continuous evaluation system with emphasis on a high-quality skill learning process. The University will follow a credits based semester system. It will follow Cumulative Grade Point Average (CGPA) system of evaluation for all the programs offered by the University. There will be two semesters in a year. A total of six semesters will constitute a Bachelor of Vocation (B.Voc) program and four semesters will constitute a Master of Vocation (M.Voc) program. There will be provision for multiple entry and exist points for the students in the B.Voc program complying with the UGC guidelines and NSQF (National Skills Qualifications Framework).

The programs of the University will have two main components namely – Skill Component (roughly 60% of the content) and General Education Component (roughly 40% of the content). The students will be assessed for these two components separately. The university will conduct separate exams for skill component and the general courses. The students will receive skill training in the university in the odd semesters and will undergo internship in the industry in the even semesters.

1.1 General Education Component

The university will conduct two in-semester examinations for formative assessment and end-semester examination for summative assessment. 50% weightage will be assigned to formative assessment and 50% to summative assessment while calculating the grades and CGPA. For the even semesters (industrial internship), the University will offer two general education courses through on-line/self-study mode. The formative assessment will be undertaken through assignments and summative assessment will be through an end-semester examination to be conducted by the University after the internship.

1.2 Skill Component

The Skill Component is the more important component. It will be covered in two distinct forms. One is the hands on skills training in the state of the art workshops and laboratories at each Faculty School, equipped with the latest machinery and facilities. The second is the hard core on the job training during the six-month industrial internship every alternate semester. On the job training during the six-month industrial internship every alternate semester where students can practice what they've learnt in the Faculty School.

The skill component covered during the in-house semesters conducted at the University will be assessed by the University. The skill component at the end of the industrial semester will be assessed by a joint assessment board comprising representatives of the University, concerned Sector Skill Council and the Industry where the student undergoes the internship. This will be done as per the appropriate NSQF level.

The credits will be awarded in terms of NSQF levels and will be as shown in Table 1 :

Table 1: Credits Distribution at Different Levels of B.Voc Program

Award	NSQF Level	Duration	Skill Component Credits	General Education Component Credits	Total Credits
Certificate	4	One Semester	18	12	30
Diploma	5	Two Semesters	36	24	60
Advanced Diploma	6	Four Semesters	72	48	120
B.Voc	7	Six Semesters	108	72	180

The M.Voc program will be of two years duration after B.Voc or equivalent and will be of 100 credits. Of the four semesters, two semesters will be at the University and two in the industry as internship. The general education and the skill components will be assessed in a manner similar to that for B.Voc.

2. Credit Requirement and Normal Duration for the Programs

A student must earn a minimum number of credits to get a particular certificate/diploma/degree. The detailed break-up of course wise credits will be specified in the program curriculum. Normally each semester (of 24 weeks) will be of 30 credits (900 to 1000 teaching hours). Minimum number of credits to be earned by a student to get a degree and the normal duration for such courses will be as follows:

Table 2: Credits and Duration of the Programs

Program	Credits	Normal duration of the program
Certificate	30	One semester*
Diploma	60	1 year*
Advanced Diploma	120	2 years*
B.Voc	180	3 years*
Post Graduate Diploma	50	1 year
M.Voc.	100	2 years

*Multiple exits allowed under B.Voc programme

2.1 General Education Component

The General Education Component will be assessed by the concerned Institutes/University as per the norms set by the University. The following formula may be used for the credits calculation in the general education component of the program:

- General Education credits refer to a unit by which the course work is measured. It determines the number of hours of instruction required per week. One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical work/field work per week. Accordingly, one credit would mean equivalent to 20 – 22 periods of 60 minutes each or 40 – 44 hours of workshops/ labs.
- For internship, the credit weightage for equivalent hours shall be as per practical/ lab work.
- The award for “Certificates”/“Diploma”/“Advanced Diploma”/Degree to the successful learners in both skill and general education components of the curriculum may be done as illustrated in **Table 2**.

3. Assessment and Examinations

BSDU will conduct semester wise examinations. There will be two semesters in a year. In the odd semesters, the students will study at the University and in even semesters, they will be in the industries for internships. During the even semesters, the students will also study some general education courses through on-line/self-study mode to be followed by a brief contact program at the University. A powerful model for evaluation of all these components has been created by the University and the same has been explained in the following paragraphs.

3.1 Assessment Procedure

All courses undertaken by students will be evaluated using a system of continuous assessment. The students will be evaluated on class/tutorial participation, assignment work, laboratory work, internship, field work and in-semester examinations, which together will constitute the Formative Assessment. In addition, the students will also have to appear in the end-semester examination in all the theory courses as per the course of study. 50% weightage will be for in-Semester assessment and 50% for end-Semester examination. The detailed procedure of evaluation and award of grades is discussed below:

3.1.1 In-Semester Assessment

The weightage for the in-Semester assessment through the various modes listed above will normally be as follows:

- There will be two in-Semester (sessional) examinations of one-hour duration for each theory course to be held as per the schedule fixed in the Academic Calendar. In addition, quizzes/ assignments/term papers/viva-voce and regularity in attendance shall make up the rest of the In-Semester assessment. The In-Semester examinations for the theory courses will normally be conducted for 50 marks and the standard of questions should normally be equivalent to those set in the end-semester examination. However, Objective type questions/multiple choice questions may be preferred for quizzes.

- The assessment in laboratory courses will be based on the student's performance in the practical during the semester. Each practical will be graded. There will normally be 12 practical in a semester. Ten best grades awarded to a student out of the 12, will be considered for deciding the grade of the student. The schools may, however, conduct more than 12 practical and fix the weightage accordingly.
- The In-Semester assessment in case of drawing courses (e.g. Engineering Graphics, Mechanical Drawing etc.) will be based on the class work, assignments and in-semester examinations.
- If a student is detained due to shortage of attendance in a course, the marks secured by him/her in various components (viz., In-semester examinations, assignments, quizzes etc.) will be treated as null and void.

3.1.2 End-Semester Examination

It is mandatory for the students to appear in the End- Semester examination to be eligible for evaluation of grades. The End-Semester examination will be conducted centrally by the University. Answer-scripts will be examined by internal examiners (preferably by the course teachers).

3.1.3 Assessment of Internship

Skills practical work during internship at Industry will be assessed by a Special Examination Board detailed by the University for the purpose. The Board will comprise representatives of the University, concerned Sector Skill Council and the Industry where the student has undergone the internship. A Separate Examination Board will be detailed for each Skill Area.

3.1.4 Backlog Examination

If a student is promoted to a higher semester with 'F' or 'I' grade(s) in some course(s) (vide sec. 6), these course(s) will be considered his/ her backlog paper(s). The student will be allowed to clear the backlog paper(s) by appearing in the end-semester examination for the concerned paper(s) in the subsequent semester. The In-semester assessment of the regular semester will be considered for compilation of results of such students in backlog examination.

The university may also conduct (and reserves the right to conduct) a special examination called 'make-up' examination following the publication of result of end-semester examination to allow students to clear their backlog papers.

3.2 Attendance Requirement

A student must maintain an attendance of at least 75% in each course. Any student not fulfilling the above requirement will not be allowed to appear in the end-semester examination in the particular course and will be detained. He/she will have to repeat the course and fulfill the attendance requirement before being allowed to appear for the End-Semester examination.

However, if a student is promoted to next semester earning the requisite credits (as specified in table 4 under sec. 6) with attendance detention in some course(s), he/ she may be allowed to appear in the backlog examination to be held in the subsequent semester. In such cases, the in-semester assessment of the regular semester for which he/she was detained, would be revived for final assessment.

3.2.1 Special Condonation:

In exceptional cases, the shortage of attendance may be condoned by the President up to a maximum of 5% of the total number of classes held for the course. This will be done strictly on Medical grounds or on extreme compassionate grounds. For condonation on medical grounds, the medical certificate will be from a hospital and will also be scrutinized by a committee appointed by the University. Such certificates must be submitted to the Dean/ Principals of respective schools within a week of return to the institute. Certificates submitted after the said period shall not be entertained on any account.

4. Grading System

Based on the assessment as stated above, the students will be awarded letter grades, viz., O, A+, A, B+, B, C, P, F as per the UGC recommended 10-point grading system. The details are shown in Table 3. A relative grading system based on the statistical analysis of the total marks using Mean (m) and standard deviation (σ) will be adopted for award of grades if the number of students for the course is 30 or more. However, Absolute grading system will be followed if the total number of students for a course is less than 30. The details of the grading schemes are discussed below.

O to P Grade: A student passes the course if he/she gets any grade in the range of 'O' to 'P'.

F Grade: A student who has satisfied the attendance and In-Semester performance but fails to obtain the minimum cut-off marks for 'P' grade or minimum pass marks in the end-semester examination (vide sec. 4.1.1) or does not appear in the End-Semester exam without any valid reasons will be awarded 'F' grade in that course.

I Grade: A student is awarded 'I' grade in a theory/laboratory course if he/she has satisfied the attendance requirement and In-Semester performance, but does not appear in the End- Semester examination due to valid reasons

Dt Grade: A student is awarded 'Dt' grade in a theory/laboratory course if he/she has not satisfied the attendance criterion.

Table 3: Grades and Grade Points

Letter Grade	Grade Points
O (Outstanding)	10
A+ (Excellent)	9
A (Very Good)	8
B+ (Good)	7
B (Above Average)	6
C (Average)	5

P (Pass)	4
F(Fail)	0
I (Incomplete)	0
Dt (Detained)	0

4.1 Relative Grading

For award of grades O, A+, A, B+, B, C, P and F, a relative grading system shall be adopted when the number of students for a particular course is 30 or more. This system is based on the statistical analysis of the total marks using mean (m) and standard deviation (σ). The detailed procedure is as follows:

- i) Total marks out of 100 will be obtained giving equal weightage to the In-Semester assessment (50%) and End-Semester examination marks (50%). These components will not be separately rounded off even after being scaled down as per their weightage. The total marks (out of 100) will be rounded off and the grades will be decided and applied on these marks.
- ii) Those students, who have not appeared in the End-Semester examination, will not be included while calculating mean and standard deviation. Also, outliers will be removed before calculating the mean and standard deviation.
- iii) Procedure for finding the outliers will be as follows:
 - a. Class Size; N_{Total} .
 - b. Arrange marks in descending order.
 - c. p^{th} percentile is defined as Q_p where $p\%$ of the students have marks below Q_p . If there is more than one such number, the p^{th} percentile is defined as the average of the numbers, midpoint of that interval.
 - d. Find the median of marks; Q_{50}
 - e. Find Q_{25} (lower quartile) Q_{75} (upper quartile), and inter quartile range, $\Delta = Q_{75} - Q_{25}$
 - f. Find the statistical outliers; Those having marks below α ($\alpha = Q_{25} - \Delta/2$) and above β ($\beta = Q_{75} + \Delta/2$)
 - g. Statistical outliers are dropped (i.e., those with marks $< \alpha$ and $> \beta$ are dropped) to find the modified size of class (N_{modified})
 - h. Mean & SD are computed after dropping the outliers for N_{modified} ; Total number of data points remaining after dropping the outliers.

$$\text{Mean } m = \frac{1}{N_{\text{modified}}} \sum x_i$$

$$\text{SD } \sigma = \sqrt{\frac{1}{N_{\text{modified}}} \sum (x_i - m)^2}$$

Where, x_i = marks scored by the i th student belonging to N_{modified}

4.1.1 Minimum Marks for Passing End-Semester Examination

In order to motivate the students to be more serious about the end-semester examinations, they are required to score specified minimum marks in the end-semester examination to pass the course even if the total marks (combining in-semester assessment and end-semester examination) exceed the minimum cut-off for 'P' grade. Under this condition, a student is required to score at least 25% (12.5 out of 50) marks in the end-semester examination to pass.

4.1.2 Cut offs for grades O, A+, A, B+, B, C and P

Cutoff for O (m is mean, σ is Standard Deviation)

- If $m + 1.5\sigma \geq 90$ cutoff for O is 90.
- If $m + 1.5\sigma \leq 75$ cutoff for O is 75.
- Else cutoff for O is $m + 1.5\sigma$

Cutoff for P

- If $m - 2\sigma \geq 50$ cutoff for P is 50.
- If $m - 2\sigma \leq 35$ cutoff for P is 35.
- Else cutoff for P is $m - 2\sigma$

- a. Cut offs of other grades are decided by linearly dividing the range of marks between O and P.
- b. Cut offs are to be rounded to the nearest integer.
- c. Pre-fixed bounds are applicable (i.e., 35 and 50 for P; 75 and 90 for O and separate minimum of 12.5 out of 50 for end-semester examination).

Note: Outliers are removed only for the purpose of calculating mean and standard deviation. Subsequently the results are applied to all the students.

- i. In case the mean (m) of the class scores in a course is less than 50 or more than 70, it will be brought to 50 or 70 by adding the difference (50- m) in case it is below 50 or by subtracting (m -70) in case it is above 70, from all scores to get the modified scores. Standard deviation (σ) will be calculated after this correction.
- ii. The cut-offs for 'P' and 'O' grades will be $m - 2\sigma$ and $m+1.5\sigma$ respectively. Modified scores will be used for deciding the grades.
- iii. In case $m - 2\sigma$ is less than 35, the lower cut-off for 'P' grade will be 35. Also, in case $m - 2\sigma$ is more than 50, then the lower cut-off for 'P' grade will be brought down to 50.
- iv. In case $m + 1.5\sigma$ is higher than 90, the upper cut-off will be brought down to 90.
- v. Also in case $m + 1.5\sigma$ is less than 75, the upper cut-off will be fixed at 75.
- vi. The range between the lower and the upper cut-offs as decided by (iii), (iv) and (v) above, will be divided by 6 to get the step size/ Δ for deciding other grades.
- vii. $m - 2\sigma$ (rounded off)/35/50 will be the lower limit for P grade as per Clause (iii) above. Any student getting marks below this limit will be awarded F grade.
- viii. The lower limit of C, B, B+ , A and A+ will be obtained by adding 1, 2, 3, 4 and 5 step sizes/ Δ to the lower limit. These limits will be rounded off after adding the step sizes and will be used as cut-off for awarding respective grades.
- ix. $m+ 1.5\sigma$ (rounded off)/ 75/ 90 will be the lower limit of 'O' grade as per Cl. (iv & v) above.

4.2 Award of Grades with Absolute Grading

In case the number of students is less than 30, relative grading on the basis of statistical parameters is not feasible. Absolute grading scheme as given below will be followed in such cases:

In case the mean score of the class is less than 50 or more than 70, it will be corrected as given in Sec. 4.1.2 (i) above. On the corrected scores, grades will be decided as follows:

- Top 10% of the students will be awarded 'O' grade provided they have 75% or more marks in the course. In case no one has 75% or above marks, no 'O' grade will be awarded.
- For the remaining students, the range for 'P' to 'A+' grades will be the difference between the lowest score for which O grade has been awarded and 35. If none of the students score 75% or more, the range for P to A+ grade will be $(75 - 35)$.
- This range will be divided by 6 and the step (delta) so calculated will be used for deciding the cutoff for the remaining grades.
- A student is also required to score at least 25% marks (12.5 out of 50) in the end-semester examination as per sec. 4.1.1 to be eligible for award of 'O' to 'P' grades.
- Ranges of marks for different grades are as follows:

Students with less than 35 marks	: F (fail)
Students with $35 \leq \text{marks} < 35 + \text{one Delta}$: P grade
Students with $35 + \text{one Delta} \leq \text{marks} < 35 + 2 \text{ Delta}$: C grade
Students with $35 + 2 \text{ Delta} \leq \text{marks} < 35 + 3 \text{ Delta}$: B grade
Students with $35 + 3 \text{ Delta} \leq \text{marks} < 35 + 4 \text{ Delta}$: B+ grade
Students with $35 + 4 \text{ Delta} \leq \text{marks} < 35 + 5 \text{ Delta}$: A grade
Students with $35 + 5 \text{ Delta} \leq \text{marks} < 35 + 6 \text{ Delta}$: A+ grade
Students above A+	: O grade

4.3 Grades for Examinations on Backlog Papers

- i. Regarding the students appearing for back papers, the cut-off of the concerned paper in regular examination conducted in previous semester will be taken as cut-off for award of grades.
- ii. For course which are not there in the previous semester and the examination is held only for back papers, criteria used will be the same as used in the last regular examination held for that course.
- iii. For backlog papers maximum 'B' grade will be awarded to students who scored 'F' grade in the regular examination. Students, who scored 'I' or 'Dt' grades in the regular examination, will be eligible for all grades as per his score.

5. Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA)

The performance of a student in a semester is indicated by a number called SGPA (Semester Grade Point Average). The SGPA is the weighted average of the grade points obtained in all the courses taken by the student during the semester.

An up to date assessment of the overall performance of a student since the time he joined the course is obtained by calculating a number called CGPA. The CGPA is weighted average of the grade points obtained in all the courses studied by the student since he joined the course. The CGPA will also be calculated at the end of every semester from second semester onwards.

5.1 Computation of SGPA and CGPA: Following procedure to compute the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) may be adopted:

- i) The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the course components taken by a student and the sum of the number of credits of all the courses undergone by a student in a semester, i.e.

$$\text{SGPA (S}_j\text{)} = \frac{\sum(C_i \times G_i)}{\sum C_i}$$

where 'C_i' is the number of credits of the ith course component and 'G_i' is the grade point scored by the student in the ith course component. S_j is the SGPA for the jth semester.

- ii) The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a program, i.e.

$$\text{CGPA} = \frac{\sum(C_{sj} \times S_j)}{\sum C_{sj}}$$

where 'S_j' is the SGPA of the jth semester and C_{sj} is the total number of credits in that semester.

- iii) The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.
- iv) The skill component would be taken as one of the course components in calculation of SGPA and CGPA with given credit weightage at respective level.
- v) UGC guidelines on Choice Based Credit System (CBCS) may be referred for further illustration on computation of SGPA, CGPA etc.
- vi) The example given below illustrates the calculation of SGPA and CGPA

Example

Course code	Course Title	Credits	Grade	Grade Points
XXX301	COURSE 1	4	B+	4X7 = 28
XXX302	COURSE 2	3	C	3X5 = 15
XXX303	COURSE 3	4	A	4X8 = 32
XYY301	COURSE 4	4	C	4X5 = 20
XYY301	COURSE 5	3	P	3X4 = 12
XYZ301	COURSE 6	2	A	2X8 = 16
GEN301	COURSE 7	3	P	3X4 = 12
GEN302	COURSE 8	3	B+	3X7 = 21
GEN303	COURSE 9	1	B	1X6 = 6
GEN304	COURSE 10	3	C	3X5 = 15
TOTAL		30		177

$$\text{SGPA} = \frac{177}{30} = 5.9$$

SEMESTER	I	II	III
CREDITS	30	30	30
SGPA	6.2	6.7	5.9

$$\text{CGPA} = \frac{30 \times 6.2 + 30 \times 6.7 + 30 \times 5.9}{30 + 30 + 30} = 6.27$$

6. Promotion to a Higher Semester

The minimum credits to be earned by the students for promotion to the higher semesters is specified in table 4 given below:

Table 4: Criteria for promotion

For B.Voc (3 year Degree Program)

Semester	Total credits	Minimum credits required for promotion
I to II Semester	30	24
II to III Semester	60	51
III to IV Semester	90	78
IV to V Semester	120	105
V to VI Semester	150	132
B.Voc Degree	180	180

For M.Voc (2 year Degree Program)

Semester	Total credits	Minimum credits required for promotion
I to II Semester	25	20
II to III Semester	50	40
III to IV Semester	75	65
M.Voc Degree	100	100

7. Performance Requirements

7.1 Award of Degree:

Once a student completes the requirements for a degree, he/she will be conferred with a degree in the next convocation. However, after the declaration of the final result, a provisional certificate will be issued, which will be valid till the next convocation.

For award of degree, a student has to fulfill the following requirements:

- The student should have taken and passed the courses as prescribed in the courses of study/curriculum and should have earned the minimum number of credits specified for the program of study.
- The student should have satisfactorily fulfilled other academic requirements (as specified in the course of study/curriculum) like practical training, work visits, seminars, project and mandatory audit courses.
- The student should have paid all dues to the University.
- The student should have no case of indiscipline pending against him/her.

A student will not be awarded any class or division for his/her performance in the course. However, CGPA obtained by him/her will be mentioned in the grade card and certificate to be issued to him/her. The grades and the equivalent grade points will be mentioned on the reverse side of grade cards and certificates.

7.2 Conversion of CGPA into percentage of Marks

The CGPA is not meant to be converted into percentage of marks. It is an entirely different system of evaluation from the percentage system. However, if required for comparison in certain cases, equivalent percentage may be obtained as follows:

Equivalent Percentage of marks = CGPA x 9

7.3 Maximum Period for Completion of Program

The programs offered by the University are flexible and are based on credits accumulated by the student. A student can exit at any stage to work in the industry and can rejoin later on as per his convenience to continue the program. There is no age or time limit for completing an undergraduate or postgraduate program. However, for continuance of registration with the university, a student is required to apply in a prescribed format along with a nominal fee as decided by the university from time to time.

8. Re-evaluation of End- Semester Answer scripts

The Controller of Exams will issue a notice asking the interested students to apply for re-evaluation of end-semester examination answer scripts on a prescribed form which will be available at the Controller of-Examinations (COE) Office.

Re-evaluation will generally be done by the concerned teacher by showing the answer sheets to the student. The Principal/Dean/COE may also constitute committee(s) to reevaluate the answer scripts.

The recommendation(s) of the teacher/committee(s) will be submitted to Controller who will take appropriate action on the same.

Note: There will be no re-evaluation if answer sheets have already been shown to the students before the declaration of result.

9. Handling of Cases of Malpractice during Examinations

The following acts on the part of students during examination will be considered as acts of malpractice:

9.1 Minor acts of Malpractice (Category I offences)

- i. Having in his possession or having access to any paper, books or notes related to the course
- ii. Chits with content related to subject of examination.
- iii. Found receiving assistance from others or giving assistance to others.
- iv. Copying from any paper, book or notes, mobile.
- v. Allowing any other candidate to copy from his answer books or found trying to copy from the neighbors.
- vi. Disclosing identity by making peculiar marks in the answer books where the same act is prohibited.
- vii. Found having any written matter on the person (palm, leg, clothes, etc.)
or on any item in his/ her possession (e.g. calculator, scale, handkerchief etc.).
- viii. Scribble the points on the question paper and/or pass on the same to some other examinee.
- ix. Write any appeal on the answer book for more marks etc.
- x. Carrying mobile phones in examination hall.

9.2 Serious Acts of Malpractice (Category II offences)

- i. Use of obscene or abusive language during the examination.
- ii. Trying to cause disturbance to the fellow examinees and/or proceedings of examination.
- iii. Tearing off the sheets in the answer book.
- iv. Destroying any evidence of malpractice.
- v. Second instance of minor act of malpractice by a student.

9.3 Very serious Acts of Malpractice (Category III offences)

- i. Attempting any act that disturbs the sanctity or confidentiality involved in the examination process.
- ii. Impersonation
- iii. Third instance of category I Act of malpractice by a student.
- iv. Second instance of category II Act of malpractice by a student.

9.4 Procedure to be followed

When a student is found indulging in an act of malpractice, the following procedure will be

followed:

- i. The Invigilator of the examination hall where the student is found indulging in malpractice will expel the student from the exam hall. That paper of the concerned student will stand cancelled.
- ii. Candidate will be allowed to appear in the remaining papers of that examination provisionally. COE may however bar the candidate from appearing in remaining papers of that examination, if he/she considers the presence of the candidate on remaining days to be detrimental to the smooth conduct of examination.
- iii. The case along with all documents & evidence will be handed over by the Invigilator to Controller of Examinations, who in consultation with Vice Chancellor, will order a malpractice committee to go in to the details of the case and recommend a suitable punishment as per guidelines laid down in Section 9.5 .
- iv. The recommendation of the Committee will be forwarded to Vice Chancellor for confirmation of the recommended punishment.
- v. On confirmation of punishment by Vice Chancellor, the punishment will be communicated to the students and all others concerned. The result of the student for the concerned examination will then be finalized based on the punishment awarded.

9.5 Guidelines for the Award of Punishment

9.5.1 In-semester Examinations

- i. Punishment for any student indulging in any offence of Category I shall be at least scrapping the paper in which the student is found indulging in malpractice and at the most scrapping of all papers of that sessional examination.
- ii. Category II – At least scrapping all his/her papers of that sessional examination and may extend to scrapping of marks for other components of in- semester assessment.
- iii. Category III - Second instance of Category II or Category III offence shall invite the punishment of at least scrapping of all the papers of all the sessional examinations for the in-semester assessment and may even lead to suspension for one year or rustication of the student depending upon gravity of offence.

9.5.2 End Semester Examinations

- i. A candidate indulging in any offence of category I shall be punishable by at least scrapping of that paper and at the most scrapping of all the papers appeared in that examination.
- ii. Category II offence shall attract the punishment of minimum scrapping of all papers appeared in that examination and maximum up to suspension for one year.
- iii. For an instance of category III the punishment will be suspension for minimum one year and may be up to rustication from the University.

BSDU

Examination Process Handbook



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