

Roorkee Adventist College

Ordinance

For Programme 2007 & onwards

H.N.B. Garhwal University, Srinagar (Garhwal), Uttarakhand

1. Admission

Admission to the BBA (6 Semester), BCA (6 Semester), B.Com (3 Years)& B.Sc. (3 Years) made as per rules prescribed by the Academic Council of the University or as per guidelines prescribed by the State Govt. from time to time.

2. Eligibility

Intermediate pass with aggregate 45% best of 5 subjects.

3. Attendance

- 3.1 Every candidate is required to attend all the lectures, tutorials, practical and other prescribed curricular and co-curricular activities. It can be condoned up to 25% on medical grounds or for other genuine reasons.
- 3.2 A further relaxation of attendance up to 15% can be given by Principal/Dean/Director of the Institute for the students, who have been absent with prior permission, for reasons acceptable to Head of the Institution/College/University.
- 3.3. No candidate will be allowed to appear in the end semester/yearly examinations if he/she does not satisfy the overall average attendance requirement as per clause 3.1 and clause 3.2.

4. Duration

- 4.1 Total duration of the courses shall be three years, each year comprising two semesters/yearly.
- 4.2 Each semester shall normally have teaching for the 90 working days.
- 4.3 A student failing 2 times in I and /or II semester (of first year) and ineligible for the carry over system (clause 8) shall not be permitted to continue studies further.
- 4.4 Maximum time allowed for completing the courses will be 5(five) years. Those who are unlikely to satisfy the condition shall not be allowed to continue the studies any further.

5. Curriculum

- 5.1 The 3 (three) years curriculum will be divided into six semesters. Each semester include lectures, tutorials, practical and seminars as defined in the scheme of instructions and examinations.
- 5.2 It will also include co-curricular and extracurricular activities as prescribed from time to time by the Institute/college/university.

6. Examination

- 6.1 Student's performance will be evaluated through continuous assessment in the form of Class Tests, Assignments, quizzes, Viva Voce/Practical etc. There shall also be an examination at the end of each semester/yearly in theory subjects, practical and project.
- 6.2 The distribution of marks for the class tests, quiz test, assignments, end semester theory, practical, project, seminar and other examination shall be as per the prescribed scheme of examination.
- 6.3 The maximum marks for the theory subjects shall consist of marks allotted for practical examination and sessional work.
- 6.4 The maximum marks for the practical shall consist of marks allotted for practical examination and sessional work.
- 6.5 Pass/fail in a subject shall be declared on the basis of total marks obtained in theory/practical examination and the sessional award for theory/ practical subjects.
- 6.6 The minimum pass marks in the theory subjects (including sessional marks) shall be 40%.
- 6.7 The minimum pass marks in the practical subjects (including sessional marks) shall be 50%.
- 6.8 The marks of the previous semester(s) shall not be added in declaring the result of any semester examination.
- 6.9 To pass a semester/yearly candidate must secure 50% of aggregate marks in that semester/yearly.
- 6.10 No merit position shall be awarded to a candidate who has qualified for promotion to higher classes with back papers.
- 6.11 The student failing in the project only but satisfying all other requirements including obtaining 50% or more marks in aggregate will be allowed to submit a new/modified project at any time after three months of the declaration of result without repeating the whole session.

7. Promotion Rules

- 7.1 A candidate satisfying all the conditions under clause 6 shall be promoted to the next semester.
- 7.2 A candidate not satisfying the above conditions but failing in not more than 3 subjects (Theory and /or practical) of a semester/yearly examination shall be governed by the Clause No. 8.
- 7.3 All other candidates will be required to repeat the semester/year either as regular candidate, after re-admission or opting for ex-studentship. This facility is however subject to the time limits stipulated in Clause No. 4.

8. Promotion under carry-over system

8.1 A candidate who fails in the category of Clause No. 7.2 shall become eligible for provisional promotion to next semester/year and the carry-over system as per the following table:

For Promotion to ' & Exam semester	Max. permitted no. of carry over subjects of					
	I	II	III	IV	V	VI
II	2	-	-	-	-	-
III	2	2	-	-	-	-
IV	2	2	2	-	-	-
V	-	-	2	2	-	-
VI	-	-	2	2	2	-

Admission to & Semester Exams not Permitted V

Carry over subjects not cleared of semester

8.2 No separate carry-over Examination will be held for any subject except for Final year. Any candidate eligible for the carry-over system shall have to appear in the carry over subjects in the subsequent University Examination for the same semester.

9. Ex-studentship

Sessional marks in the subject of an ex-student shall remain the same as those secured by him/her earlier.

10. **Result:** Results at the end of final year will be declared with the following weight ages:

I year	100%
II year	100%
III year	100%

11. Award of Division

- 11.1 If candidate passes all examinations in single attempt and secures 75% or more in aggregate marks he/she shall be placed in the First Division with Honors.
- 11.2 If candidate passes all examinations and secures aggregate marks of 60% or more but less than 75% OR greater than or equal to 75% after back in any examination, he/she shall be placed in First Division.
- 11.3 If candidate passes all examinations and secures aggregate marks of 50% or more but less than 60%, he /she shall be placed in Second Division.

12. **Seminar and Project:** Candidate must secure 50% marks to pass in seminar and project.

13. Grace Marks

A candidate shall be entitled to grace marks of a maximum of 5 in any one subject in a semester to enable him to pass, provided he is failing in only one subject and has secured the necessary minimum aggregate. The grace marks shall not be added to the marks of the subject or to the aggregate. The grace marks will not be awarded to enable a candidate to pass in a practical or project.

14. Scrutiny shall be allowed as per the rules of the University. Revaluation is not permitted.