



# **INTEGRAL UNIVERSITY LUCKNOW**

**Ordinance**

**For**

**Bachelor of Arts (Honours)**

Effective from session-2020-21 onwards

**Faculty of Humanities and Social Sciences**

## **Bachelor of Arts (Hons.)**

Bachelor of Arts (Hons.) is a three year under graduate programme offered by the University through in various streams of studies under faculty of humanities and social sciences namely History, Economics, Political science and Psychology. It aims to fulfill the basic learning needs of all the students in an inclusive environment, bridging social and gender gaps with the active participation of the community and produce dynamic graduates with great human values in the society to inspire others.

### **1. Eligibility Criteria of B.A. (Hons.) Programme.**

**1.1** A candidate seeking admission to the B.A. (Hons.) programmes of Integral University, Lucknow, must hold a 10+2 from a recognized Board/ School.

**1.2** He/She should have 45% marks at the 10+2 level. SC/ST candidates should have atleast 40% marks at the 10+2 level.

**1.3** Conditions not specified in above clauses 1.1 and 1.2, the eligibility criteria/ guidelines prescribed and/or issued by University Grants Commission UGC or any other such statutory bodies, from time to time pertaining to said disciplines/ courses may be considered as minimum requirements for registration to the B.A. (Hons.) programmes of the University.

### **1. ADMISSION**

**2.1** The total number of seats available in any academic year shall be advertised. The admission shall be made on the basis of marks obtained in qualifying exams.

**2.2** The candidate seeking admission to the B.A. (Hons.) in various streams of studies namely must apply to the University in the prescribed application form.

### **2. REGISTRATION**

**3.1** A candidate shall be registered for B.A. (Hons.) programmes in the qualifying examination as stated in the clause "Eligibility".

**3.2** Registration of candidates who have been selected for admission shall be made on the payment of the prescribed fee to the University. The fee has to be paid before the beginning of the semester. The program will be considered to commence from the first semester for which the fee has been paid.

### **3. Duration**

**4.1** B.A. (Hons.) programmes shall be of the duration of three academic years. However, the students shall be permitted to complete the programme within a maximum period of five years from the date of admission to the programme.

**4.2** There shall be at least two hundred working days each year exclusive of the period of examination and admission. The institution shall work for a minimum of thirty six hours in a week during which physical presence in the institution of all the teachers and students are necessary to ensure their availability for advice, guidance, dialogue and consultation as and when needed. The minimum attendance of students in theory as well as practicum shall be as per University set norms.

#### **4. Registration**

Each student has to register in every semester of the programmes.

#### **5. Attendance**

**6.1** The attendance of student shall be reckoned from the date of his /her registration in the class.

**6.2** Each student is normally required to attend all the lectures, tutorials and lab classes in every subject, also the curricular and co-curricular activities. However, for each subject a minimum attendance of 75% will be necessary. The Dean of the concerned faculty may condone the absence, on medical reasons, further, up to a maximum 15% limit.

**6.3** A student, who fails to achieve the prescribed minimum attendance as per the provisions of article 5.2 above, shall not be allowed to appear at the Even Semester Examination and, shall be deemed to have been detained. The list of students to be detained shall be forwarded by the Deans/HOD's to V.C. through P.V.C. for necessary action. However under very special circumstances, the Deans of the concerned faculty will review and forward those genuine cases which however fall below reasonable and prescribed attendance level with their recommendation for reconsideration through P.V.C. to V.C. for a final decision.

**6.4** The Academic Cell will consolidate the attendance record for the lectures and practicals etc. Attendance on account of participation in the prescribed functions of NSS, Inter University Sports & functions, Educational Tours shall be credited to aggregate, provided the attendance record duly countersigned by the Course Coordinator is sent to the Academic Cell within two weeks of the function/activity.

**6.5** If a student is found to be continuously absent from the classes without proper application and sanction for a period of 30 days or his/her attendance is less than 30%, the course coordinator shall report it to the Head of the Department/Dean for striking off the name of such a student from rolls. Such a student may, however, apply for readmission within 10 days from the date of issue of the notice of striking off the name. The request may be considered by the Dean for readmission. Such a student shall not be readmitted after the prescribed period. The readmission shall be affected on payment of prescribed readmission fees.

**6.6** The statement of attendance of students shall be displayed on the notice board of the Department twice in each semester. The same shall be kept in the academic cell for record purpose. Notices displayed on the notice board shall be deemed to be a proper notification for all concerned, no separate notification to individuals shall be issued.

**6.7** Notwithstanding any of the above provisions, under very special circumstances, the Hon'ble Vice Chancellor in consultation with Dean of the Faculty has the power to amend or condone all or any of the above said clauses or the prescribed percentage in the interest of the academics and the University.

#### **6. Curriculum**

**7.1** The two year curriculum has been divided into four semesters and shall include lectures, tutorials and projects and assignment as mentioned in Study and Evaluation Scheme of the Course.

#### **7.2 The Curriculum Structure (Evaluation scheme)**

The curriculum for B.A. (Hons.) programmes will contain a listing of all subjects, subject category, subject number, subject title, number of contact periods per week, and the marks assigned to various components of evaluation.

#### **7.3 Approval of the Curriculum**

The curriculum for B.A. (Hons.) programmes will be prepared by the department concerned and will be approved by the Faculty board of the department. It will then be placed in the Board of Studies for approval. Once approved by the Board of Studies, it will be placed in the Academic Council for final approval and then the Curriculum will be implemented. Same procedure shall be used for any modification in the Curriculum.

#### **8 Curriculum and Credit System**

**8.1** The 2 year curriculum has been divided into 4 semesters. Semester 1<sup>st</sup> to 4<sup>th</sup> shall include lectures, tutorials, practical and project work as defined in the scheme of instruction and examination issued by the University from time to time.

**8.2** The curriculum will be also including such other curricular, co-curricular and extra- curricular activities as may be prescribed by the University from time to time.

### **8.3 Credit System**

B.Ed. programme will have a curriculum in which every course will be assigned certain credits reflecting its weight and contact periods per week, as given below:

1 Lecture period (L) per week	= 1 Credit
1 Tutorial period (T) per week	= 1 Credit
1 Practical period (P) per week	= 0.5 Credit

In addition to theory and laboratory courses there may be other courses such as seminar, project etc., which will be assigned credits as per their contribution in the programme without regard to contact periods.

### **8.4 Credit Requirements**

The credit required for award of B.A. (Hons.) programmes as per study and evaluation scheme. This is normally divided into theory courses, Lectures, tutorials, and practicals in duration of four semesters. The credits are distributed semester wise as shown in the structure and syllabus manual of the programmes. Courses generally progress in sequences, building competencies and their positioning indicates certain academic maturity on the part of the learners. Learners are expected to follow the semester wise schedule of courses given in the syllabus manual of the programmes.

### **8.5 Course Categories**

The curriculum for B.A. (Hons.) programmes will contain the following categories having credits in the ranges given below in such a way that the total of all credits will be equal to that required for the award of degree as specified elsewhere in this ordinance- Annexure-II

8.5.1	Departmental Core (DC)	: 6 Credits
8.5.2	Generic Elective (GE)	: 6 Credits
8.5.3	Ability Enhancement Compulsory Courses (AECC)	: 3/4 Credits
8.5.4	Ability Enhancement Elective Courses (AEEC)	: 2 Credits
8.5.5	Skill Enhancement Course (SEC)	: 2 Credits
8.5.6	Departmental Specific Elective (DSE)	: 6 Credits

## **9 Examination / Assessment and Grading**

### **9.1 Components of Evaluation**

Each course will be evaluated out of 100 marks. The courses will normally have the following components of evaluation:

### **9.2 Theory courses:**

A- Continuous Assessment (CA)	60 Marks
i) One exam per Unit of Syllabus	40 Marks
ii) Assignments, Quizzes and Attendance	20 Marks

B- End-Semester Examination (ESE) 40 Marks

### 9.3 Laboratory courses:

Continuous Assessment (CA) 60 Marks

End-Semester Examination (ESE) 40 Marks

## 10. Grading of Performance

### Letter Grade and Grade Point Allocation

The Credit and Grading system will be effective from the academic year 2019-20 onwards for B.A. (Hons.) programmes. In every course, based on the combined performance in all assessments in a particular semester as per the curriculum/syllabus, the student is awarded a letter grade. These letter grades not only indicate a Qualitative assessment of the learner's performance but also carry a quantitative (numeric) equivalent called the Grade Point. The letter grades and their equivalent grade point applicable for B.A. (Hons.) programmes are given below:

Percentage of Marks Obtained	Letter	Grade Points	Performance
85.00 and above	O	10	Outstanding
80.00 – 84.99	A	9	Excellent
75.00 – 79.99	B	8	Very Good
65.00 – 74.99	C	7	Good
60.00 – 64.99	D	6	Fair
55.00 – 59.99	E	5	Average
41.00 – 54.99	P	4	Pass
Less than 41.00	F	0	Fail

A learner who remains absent in any form of evaluation/examination, letter grade allocated to him/her should be AB and corresponding grade point is zero. He/ She should reappear for the said evaluation/examination in due course.

### 10.1 SGPI/ CGPI Calculation

#### Semester Grade Performance Index (SGPI)

The performance of a learner in a semester is indicated by a number called Semester Grade Performance Index (SGPI). The SGPI is the weighted average of the grade points obtained in all the courses by the learner during the semester. For example, if a learner passes five courses (Theory/Labs/Projects/ Seminar) in a semester with credits C<sub>1</sub>, C<sub>2</sub>, C<sub>3</sub>, C<sub>4</sub> and C<sub>5</sub> and learners grade points in these courses are G<sub>1</sub>, G<sub>2</sub>, G<sub>3</sub>, G<sub>4</sub> and G<sub>5</sub> respectively, then learners' SGPI is equal to:

$$SGPI = (C_1G_1 + C_2G_2 + C_3G_3 + C_4G_4 + C_5G_5) / (C_1 + C_2 + C_3 + C_4 + C_5)$$

The SGPI is calculated to two decimal places. The SGPI for any semester will take into consideration the "F or AB" grade awarded in that semester. For example if a learner has failed in course 4, the SGPI will then be computed as:

$$SGPI = (C_1G_1 + C_2G_2 + C_3G_3 + C_4*Zero + C_5G_5) / (C_1 + C_2 + C_3 + C_4 + C_5)$$

#### 10.2 Cumulative Grade Performance Index (CGPI)

An up to date assessment of the overall performance of a learner from the time he/she enrolled in the University is obtained by calculating a number called the Cumulative Grade Performance Index (CGPI), in a manner similar to the calculation of SGPI. The CGPI therefore considers all the courses mentioned in the

curriculum/syllabus manual, towards the minimum requirement of the degree learner have enrolled for. The CGPI is calculated at the end of every semester to two decimal places and is indicated in semester grade report cards.

The CGPI will reflect the failed status in case of F grade(s), till the course(s) is/are passed. When the course(s) is/are passed by obtaining a pass grade on subsequent examination(s) the CGPI will only reflect the new grade and not the fail grades earned earlier. Example: Up to semester r a learner has registered for n courses, among which he/she has “F” grade in i<sup>th</sup> course. The semester grade report at the end of semester r therefore will contain a CGPI calculated as:

$$\text{CGPI} = (C_1G_1 + C_2G_2 + C_3G_3 + \dots + C_i \cdot \text{Zero} + \dots + C_nG_n) / (C_1 + C_2 + C_3 + \dots + C_i + \dots + C_n)$$

Even if a learner has failed in a course more than once, the course will figure only once in the numerator as well as the denominator. At the end of semester r+1 he/she has appeared for examination for k number of courses including the i<sup>th</sup> backlog course and has cleared all the courses including the backlog course, the CGPI at the end of this semester is calculated as,

$$\text{CGPI} = (C_1G_1 + C_2G_2 + C_3G_3 + \dots + C_iG_i + \dots + C_nG_n) / (C_1 + C_2 + C_3 + \dots + C_i + \dots + C_n)$$

There will also be a final CGPI calculated which considers all the credits earned by the learner specified for a particular programme.

### 10.3 Examination/Assessment

The subjects will normally have two components of evaluation.

- i. Continuous Assessment (CA),
- ii. End Semester Examination and (ESE)
- iii.

### 10.4 Promotion of Student

A student will be declared **PASS** if,

He/She secures at least 45% marks in CA & 35% marks in ESE.

**OR**

If He/She fails in Continuous Assessment but secures 50% or more in the total (Continuous Assessment + End Semester Examination) in that subject, he/she will be declared as **PASS**.

**10.5** Evaluation of progress of the candidates shall be done through examinations which will be held at the end of each semester. Candidates are expected to pass all the courses pertaining to each semester. However, they may be permitted one more attempt to pass the failed courses, in the next consecutive semester.

## 11. Heads of Passing

Continuous Assessment (CA) and End Semester Examination (ESE) shall be two separate heads for passing a subject.

<b>Subjects</b>			
	<b>Continuous Assessment (CA)</b>		<b>End Semester Examination (ESE)</b>
	<b>Unit Exams (UE)</b>	<b>Teacher's Assessment (TA)</b>	<b>ESE</b>
<b>Theory</b>	<b>One Exam per Unit of the syllabus</b> (Max. marks 40; MCQs/SAs/LAs)	<b>i. Assignments</b> (Average of two Assignments per subject) (Max. marks: 10; SAs/LAs, Case studies, Challenge Problems) <b>ii. Quiz</b> (Max Marks: 5) (Average of two quiz per subject) <b>iii. Attendance</b> (Max Marks: 5)	<b>One ESE</b> (Max. Marks 40)
<b>Lab</b>	<b>Two viva-voce/tests</b> (Max. Marks : 40)	<b>i. Lab Report:</b> (Max Marks: 10) <b>ii. Quiz:</b> (Max Marks: 5) <b>iii. Attendance:</b> (Max Marks: 5)	<b>i. Practical Exam</b> <b>ii. Viva voce</b> (Max. Marks 40)
<b>Project/Seminar</b>	-	-	<b>i. Report</b> <b>ii. Presentation</b> <b>iii. Viva voce</b>

### 11.1 Award of Continuous Assessment (CA)

Award of Continuous Assessment (CA) for theory subject, practical and project shall be done as per the provisions in the schemes of examinations. The break-up of CA shall be as follows:

#### (A) Theory Subjects:

##### (i) Class Test

(One Exam per Unit of the syllabus) 40 Marks

##### (ii) Teacher Assessment

(a) Tutorial /Assignment 10 Marks  
(b) Quizzes 05 Marks  
(b) Attendance 05 Marks

#### (B) Practical:

(i) Viva –voce/Tests 40 Marks  
(ii) Teacher Assessment 50 Marks  
(a) Lab Record 10 Marks  
(b) Quizzes 05 Marks  
(c) Attendance 05 Marks

#### (C) Seminar

The marks of Seminar shall be awarded on the following basis:

(i) Write-up /Report 60%  
(ii) Presentation 40%

(D) The marks in Seminar shall be awarded by a committee consisting of following members constituted by the Head of concerned Department:

(i) Concerned Faculty – In-charge  
(ii) Head of the Department or his/ her nominee  
(iii) Senior Faculty Member of the Department nominated by the Head of Department.

### 12. Carry Forward of Marks

In case of a student who does not fulfill criteria mentioned in section 6.3 and fails in the Continuous Assessment and/or End Semester Examination in one or more subjects:

- A student who passes in the Continuous Assessment but FAILS in the End Semester Examination of the subject shall reappear for the End Semester Examination of that subject. However his/her marks of the Continuous Assessment shall be carried over and he/she shall be entitled for division obtained by him/her on passing.

- A student who passes in the End Semester Examination but fails in the Continuous Assessment of the subject shall reappear for the Continuous Assessment of that subject. However his/her marks of the End Semester Examination shall be carried over and he/she shall be entitled for division obtained by him/her on passing.

a. **Re-examination of Continuous Assessment and End Semester Examination**

i. **Re-examination for Continuous Assessment** should be completed before the commencement of next semester theory examination.

**Example:** A student who is supposed to reappear for Internal Assessment in semester-I subject will appear for the reexamination before commencement of End Semester Examination of semester -II. Re-examination of Continuous Assessment will be based on single examination having same marks as of original assessment. A student who is supposed to reappear for Continuous Assessment will be given some suitable assignment. The work assigned can be of the form of a subject project/ assignment problems/ test etc. A student will do the submission of the assigned work in the predefined period. Records should be maintained properly for all the re-examinations as well as Continuous Assessments.

ii. **Re-examination of End Semester Examination** will be conducted as per the schedule planned by the University.

b. There will be no written or oral examination of subjects of Physical and Health Education and Socially Useful Productive Work.

**13. Allowed to Keep Term (ATKT) in line with CBCS System :**

1. A learner shall be allowed to keep term for Semester II irrespective of grades obtained in each course of Semester I.

2. A learner shall be allowed to keep term for Semester III if he/she passes each of Semester I and Semester II

**OR**

He/she fails in not more than **five** heads of passing of which not more than **four** shall be in End Semester Examinations of Semester I and Semester II taken together.

3. A learner shall be allowed to keep term for Semester IV irrespective of grades obtained in each course of Semester III.

4. A learner shall be allowed to keep term for Semester V if he/she passes in all heads of Semester I, Semester II, Semester III and Semester IV

**OR**

He/she has passed in all heads of Semester I and Semester II and fails in not more than eight heads of passing of which not more than five shall be in End Semester Examinations of Semester III and Semester IV taken together.

5. A learner shall be allowed to keep term for Semester VI irrespective of grades obtained in each course of Semester V.

Note: Grade AB should be considered as failed and treated as one head for deciding ATKT.



## **Re-Admission in the University**

A student who fails and has not been promoted to the higher class will have to repeat the year as a regular student. He /she will be allowed for re- admission on payment of prescribed fees provided he/ she satisfies one of the following conditions:

- a. A student is declared failed.
- b. A student did not appear in the semester examination and or he/ she was granted permission for not to appear in the examination on his own request.
- c. A student has been detained by the university and has also been permitted to take re-admission.
- d. A student promoted with carry over subjects and he/she opted for re-admission.

## **14. Results**

- a. If a student passes all the examinations and fulfills all the requirements for the award of degree his/her result will be shown as “Passed”.
- b. Ranks/Positions will be determined at the end of even semesters. Only those students who fulfill the following conditions will be eligible for ranks/positions:

- (i) They do not have any break in their studies;
- (ii) They have passed every scheduled subject in first attempt;
- (iii) They have passed every subject on time as per the curriculum;
- (iv) They have not improved marks in any subject after passing the subject.

The students who violate any of the above conditions will not be awarded any rank/position. The ranks/positions will be determined on the basis of total marks obtained.

## **15. Grace Marks**

- a. A student may be awarded grace marks upto the maximum of total 10 marks, in maximum 4 subjects including theory papers, internship and/ or aggregate marks in each academic year provided he / she can be declared to have passed the academic year by the award of these marks
- b. The grace marks shall not be added to the aggregate marks.

## **16. Scrutiny**

- a. Scrutiny shall be allowed in only theory papers as per the rules of the university
- b. Re-evaluation is not permitted
- c. If the obtained marks during scrutiny will be more than the previous marks only then will scrutiny be considered effective otherwise the marks would be the same.

## **17. Cancellation of Admission**

The admission of student at any stage of study shall be cancelled if:

- (i) He/She is not found qualified as per state Government norms and guidelines or the eligibility criteria prescribed by the university.

**or**

- (ii) He/she is found unable to complete the subject within the stipulated time as prescribed in clause 4.1.

**or**

(iii)He/ she is found involved in creating indiscipline in the university.

**or**

(iv)He/ she is found involved in any criminal case / has given any false statement.

**18.** For the rules of Unfair Means please refer to ‘**As per university rules**’

**19.** The Academic Council shall have the power to relax or amend any provision provided in the Ordinance in any specific matter subject to the approval of Executive Council of the University.

\*\*\*\*\*