

**DEENBANDHUCHHOTU RAM UNIVERSITY OF SCIENCE & TECHNOLOGY,  
MURTHAL, SONEPAT (HARYANA)  
ORDINANCE FOR MASTER OF SCIENCE  
(CREDIT BASED SYSTEM)  
(Effective from academic session 2009-10)**

**1. Preliminaries**

1.1 This ordinance shall apply to all the Master of Science Programmes in the University.

**DURATION OF THE COURSE**

<b>Course</b>	<b>Normal duration</b>	<b>Extended duration</b>
(i) M. Sc.(Chemistry)	Two years (04Sem.)	<b>Four Years</b>
(ii) M.Sc. (Mathematics)	Two years (04Sem.)	<b>Four Years</b>
(iii) M.Sc. (Physics)	Two years (04Sem.)	<b>Four Years</b>

(a) However, a student, who having passed the second semester examination discontinues her/ his studies, for some justified reasons may be permitted to join the third semester within one year of her/his passing the second semester examination.

(b) An academic year shall consist of two semesters (**odd & even**) each of approximately **20** weeks duration inclusive of the period of examination and semester break. The eligibility criteria for admission to each programme, fee structure, academic calendar, scheme of studies and examinations, examination schedule, sports calendar and cultural activity calendar etc. for the academic year shall be published in the prospectus.

**2. ORDINANCE: MASTER OF SCIENCE**

Notwithstanding anything contained in any other ordinance with regard to the matter hereunder, the courses of study for the Degree of Master of Science and the conditions for admission thereto shall be as under:

**2.2 ELIGIBILITY CRITERIA FOR ADMISSION**

2.2.1 For M.Sc. (Chemistry): B.Sc./B.Sc.(Hons) Pass with 50% marks in aggregate (45% for SC/ST) with Chemistry as regular subject at graduation level from a recognized University/Institute.

2.2.2 For M.Sc. (Mathematics): B.A./ B.A. (Hons) / B.Sc. /B.Sc. (Hons) Pass with 50% marks in aggregate (45% for SC/ST) with Mathematics as regular subject at graduation level from a recognized University/Institute.

2.2.3 For M.Sc.(Physics): B.Sc./B.Sc.(Hons) Pass with 50% marks in aggregate (45% for SC/ST) with Physics as regular subject at graduation level from a recognized University/Institute.

-2-

2.2.4 Before accepting the admission, the candidate must also ensure that she/he fulfills the minimum eligibility conditions as laid down herein and by the University for admission to the course.

2.2.5 The admission would be made on the basis of the merit of the qualifying examination or as per the criteria decided by the University from time to time. The reservation would be according to the Haryana Government/University norms to be notified in the admission brochure. An additional weightage of 5% will be given in the merit to those candidates who have passed their qualifying examination with Honours in relevant discipline. However, the minimum eligibility criteria will remain as given in clause 2.2.1 to 2.2.3.

2.2.6 The merit list of eligible candidates will be notified/displayed and only those candidates whose names appear in merit list and present themselves personally on the specified date & time alongwith the originals of the documents/testimonials will be considered for admission.

If the seats remain vacant, a second list of eligible candidates will be notified and filled accordingly. The reserved seats still remaining vacant after the second list will be converted into general seats and filled from the merit list of general candidates.

Last date of admission will be as decided by the university.

2.2.7 The admitted candidates will be required to deposit all the dues/charges as decided by the University in cash/ D.D. on the spot at the time of admission.

### **2.3 Examinations**

2.3.1 At the end of the each semester, there shall be an examination wherein candidates shall be examined in the courses studied by them in that semester. Each semester examination shall be designated as First Semester Examination, Second Semester Examination, and Third Semester Examination and so on.

2.3.2 The Examinations for all **odd semesters** will normally be held in **November/December** and for all **even semesters** in **April/May** on such dates as may be fixed by the Controller of Examination (COE) as per the Schedule provided by the University. The date(s) of commencement of examination as well as the last date(s) for the receipt of examination forms and fees shall also be notified by the Controller of Examinations.

2.3.2 The courses of the study and the subjects of examinations shall be as approved by the **Academic Council from time to time**. The medium of instructions and Examination shall be **English** except otherwise decided by the Academic Council.

The question papers will be set in English, except otherwise decided by the concerned Board of Post graduate Studies & Research and approved by the Academic Council. Every candidate shall be examined in the subjects/papers as laid down in the syllabus approved by the Academic Council from time to time.

The credits for each subject as well as the contact hours per week will be mentioned in the scheme of studies approved by the Academic Council.

-3-

## 2.4 Evaluation Process

### 2.4.1 Semester/External Examination

- **Theory Examination**

The theory papers shall be set by external/internal paper setters appointed by the Vice-Chancellor out of a panel of paper setters and examiners supplied to him by the chairperson of the department and duly approved by its Board of PG Studies and Research. The evaluation of theory papers will be done by examiner(s) appointed by university norms and notified by Controller of Exam.

- **Practical Examination**

Examination in practical and viva-voce shall be conducted jointly by one external and one Internal Examiner. If an External Examiner is unable to come, alternate examiner may be appointed by the Chairperson of the concerned department from outside/DCRUST, Murthal with the intimation to COE.

### 2.4.2 Sessionals

Sessional work shall be evaluated by the teachers of the various subjects based on the work done by the students during semester on the basis of the following weightage:

S. No.	Components of Minors	Weightage
<b>A)</b>	<b>THEORY COURSES</b>	
1.	Minor Test ó I	40 %
2.	Minor Test ó II	40%
3.	Assignment / Written Quiz	20 %
<b>B)</b>	<b>LAB COURSES (Wherever Applicable)</b>	
1.	Lab. Work (Lab Record, Practical Performance)	60 %
2.	Viva Voce	40 %
<b>C)</b>	<b>SEMINAR (Wherever applicable)</b>	
1.	Presentation	60 %
2.	Report	40 %
<b>D)</b>	<b>PROJECT (Wherever applicable)</b>	
1.	Project	60%
2.	Presentation	40%

Wherever the evaluation is through presentation, it will be done by a Committee constituted by the Chairperson of the concerned department under his/her chairmanship.

**Every student has to appear in both the minor tests. If a student does not take a minor test, he/she shall be awarded zero marks in that test.** The total marks obtained in each sessional/practical/theory/seminar are to be submitted to the Examination Branch duly signed by the concerned teacher and countersigned by the Chairperson of the department before the close of semester examination or a date fixed by the COE. The examination branch shall convert the marks into equivalent grades as per the grading procedure.

#### **2.4 The examination shall be open to a candidate provided**

- has attended regularly the prescribed courses of studies for the relevant semester examination in the department recognized by the University for the degree of Master of Science in relevant course of studies.
- his /her name submitted to the Controller of Examinations by the Chairperson of the department.
- has a good moral character (certificate be issued by the Chairperson of the department concerned, if required ).
- has attended **not less than 75% of the total classes held in each theory/lab/seminar etc.** This requirement shall be fulfilled separately for each paper of study. A deficiency up to **10% may be condoned by the Chairperson** of the department. A further condonation of **5% in attendance** may be allowed in severe cases or on Compassionate grounds by the Vice-Chancellor. **However it may not be treated as a matter of right by the students.** (In case a student fails to fulfill the necessary requirement of the attendance in any subject(s)/paper(s) in any semester, she/he shall not be allowed to appear in the exam and shall also not be promoted to next semester. Such candidates shall have to repeat the relevant academic semester in the next academic session along with regular students by paying dues/fees as to be paid by the fresh candidate.)
- whose result declaration is delayed for no fault of his/her or has applied for re-valuation may attend classes of the next higher semester provisionally at his/her own risk and responsibility subject to her/his passing the concerned semester examination.

Such a candidate shall also be governed by the clause 2.8 of the ordinance. In case the candidate fails to pass the concerned lower Semester Examination, his/her attendance and studies in the next higher semester in which he/her was allowed to attend classes provisionally, shall stand cancelled. Such candidates shall have to repeat the relevant academic semester (higher) in the next academic session along with regular students by paying dues/fees as to be paid by the fresh candidate.

-5-

## 2.6. Reappear

- The examinations for re-appear in any subject(s)/paper (s) in the **odd semester** and that of in the **even semester** shall be held in the respective semesters along with the regular students. However a special reappear examination can be held along with the 4<sup>th</sup> semester examination for the students having reappear in the 3<sup>rd</sup> semester and similarly along with the regular 3<sup>rd</sup> semester for those having reappear in the 4<sup>th</sup> semester.
- If a candidate, after attending the requisite percentage of classes for the course of studies in the department either not appeared or having appeared in any semester examination has failed in one or more paper(s) for that examination, he/she can appear for such paper(s) at subsequent examinations without attending a fresh course of studies for that semester. Such a candidate may, in the meantime, pursue his/her studies for the next semester(s) and appear in the examination(s) for the same along with the examination for the lower semester(s).
- **A candidate shall be eligible for promotion to**

III Semester	if passed at least 50% papers of semesters I and II taken together
IV Semester	if passed at least 50% papers of semesters I, II and III taken together

### 2.6.1 Fees

- The amount of Exam/Reappear/ Re-evaluation/ Improvement fee to be paid by the candidates shall be as prescribed by the University from time to time. A candidate who has paid dues for the higher class/semester and is dropped for want of fulfillment of any of the above conditions shall be required to pay his dues again on re-admission after fulfillment of above conditions.

### 2.6.2 Re-evaluation

- Re-evaluation is permitted only for Semester/External Examination (Theory course) as per University rules for re-evaluation.

A candidate who is unable to pass the Master of Science Course within a maximum of **four consecutive academic years** from the date of her admission shall **lose the right to pursue the concerned Master's programme. In exceptional cases, mercy chance can be given by the Vice-Chancellor to a candidate if he/she applies.**

- 2.6.3** The minimum passing marks/grade for passing any semester Examination shall be:
- 40% in Semester/External Examination (theory examination) of the each subject.
  - 40% in the aggregate of the sessional and the theory in each subject.
  - 40% each Practical Examination/Viva-Voice/Project Examination.
  - SGPA of 4.0.

-6-

A candidate who fails to obtain the requisite marks/grade in any course shall **be required to appear again** in the concerned course in the subsequent examination(s) as per the clause 2.7.

- 2.7** The result of a student at the end of each Semester Examination and after completion of course shall be declared on the basis of the **SGPA & CGPA (cumulative grade point average)** obtained by the student.
- 2.8** At the end of each semester examination, the COE shall publish the result, provided that in a case where candidate who was permitted to take examination for higher semester but has not cleared the lower semester examination his/her result for the higher semester examination will be declared provisionally. Each successful candidate shall be issued a copy of the result card on having passed the semester examination.
- 2.9** Notwithstanding the integrated nature of the course wherever it is spread over more than one academic year, the Ordinance in force at the time a student joins the course shall hold good only for the examination held during or at the end of the semester and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all students whether old or new.

### **3. SCHOLARSHIP**

Scholarship may be awarded to students as per the terms and conditions stipulated by the funding agencies. However, it should be mentioned in the prospectus.

### **4. THE CREDIT SYSTEM**

Each Academic Program has a certain number of **credits** which describe its weightage. A student's performance is measured by the number of credits that he/she has completed satisfactorily. A minimum grade point average is required to be maintained for satisfactory progress.

Each subject (component) has a certain number of credits which reflect its weightage and is normally decided on the basis of effective contacts hours. It is mentioned in the scheme of studies and examinations.

- 4.1 The semester examination for the odd semesters shall ordinarily be held in the month of **November/December** and for the even semesters in the month of **April/May** on such dates as may be fixed by University authority. The concerned teacher/ course coordinator should ensure that 100% syllabus is covered in each subject before the Semester Examination.
- 4.2 A faculty member shall be appointed as a **course-coordinator** by the **Chairperson** of the department who shall have the full responsibility for conducting the minor tests, evaluation work and awarding of grades.
- 4.3 The marks/grade awarded to a student in any particular subject will be based on the performance of the student evaluated throughout the semester. **The syllabus of the minor tests will be what is covered in that particular term.** The Semester Examination will be based on the entire syllabus.
- 4.4 The marks/grades for sessional will be displayed on the notice board of the department by the Chairperson before forwarding it to the Examination Branch.

-7-

- 4.5 The Chairperson of the department shall forward the awards/grades to the Examination Branch within a week after the semester ends and examination process starts. The evaluated answer sheets of minor tests are to be kept by the course coordinator for at least one year. The Examination Branch will keep the evaluated answer sheets of the semester examination for **at least one year**.

## 5. GRADING SYSTEMS

For the award of grades in a subject, all component-wise evaluation shall be done in marks. The marks would be converted to grades as per the guidelines given below:

### 5.1 Award of Grades Based on Absolute Marks

The University will follow system of grading for all (irrespective of no. of students) based on absolute marks (**after applying moderation if any**) as given below:

<u>Range of Marks (%)</u>			<u>Grade</u>
90	to	100	A+
80	to	89	A
70	to	79	B+
62	to	69	B
55	to	61	C+

46	to	54	C
40	to	45	D
Less than		40	F

**Note:**

- (i) The awards/grades shall be submitted by the teacher concerned through course coordinator to the Chairperson of the department. **The awards/grades should be finalized within 7 days** of the semester examination.
- (ii) In case of any difficulty/issue related to **courses/conduct/moderation of awards/grades/reconduct of paper**, the matter will be referred to a **departmental monitoring** committee comprising of **Chairperson, senior most teachers by rotation, course coordinator and faculty nominee of the Dean**. The committee will be headed by the chairperson. The committee, on receipt of complaint either from the student or from the teacher, shall meet at the earliest or will give its decision within one week. The decision of the committee shall be final.

**5.2 Grade Points**

The grading point of academic performance will be as under:

<b>Academic Performance</b>	<b>Grades</b>	<b>Grade Points</b>
Outstanding	A+	10
Excellent	A	9
Very Good	B+	8
Good	B	7
Average	C+	6
Below Average	C	5
Marginal	D	4
Very Poor	F	0
Absent	G	-
Audit Pass	AP	-
Audit Fail	AF	-
Incomplete Dissertation	X	-

**Note:**

- 1. Pass Grade is Grade D and higher grades.
- 2. Grades F is Fail grade.



## **‘F’ Grade**

The F grade denote poor performance, i.e. failing a subject (or subject component). A student has to repeat all those components of a subject(s), in which she/he obtains  $\neq\emptyset$  grades, **until a passing grade is obtained, within the stipulated time of completion of that programme as mentioned in clause 1(a)**

## **‘G’ Grade**

If a student, who is otherwise eligible for appearing in the semester examination as per the ordinance, but can not appear in the semester examination then she/he will be awarded  $\neq\emptyset$  grade. The candidate will be allowed to take up the examination next time along with regular students and she/he will be awarded the grade as per grade system explained above.

## **AP/AF Grade**

These grades are awarded to qualifying/Non-Credit subject(s) (as per scheme supplied by the concerned departments). The candidate **will not be eligible for award of degree** without qualifying these courses.

## **Continuous Absence**

If a student is continuously absent from the Department for **more than four weeks** without intimation to the Chairperson of Department, her/his name will be struck off from the roll of the department. The re-admission shall not be allowed to the candidate during the same academic session.

-9-

## **‘X’ Grade**

This grade is awarded for incomplete Dissertation work as per guidelines given below and will be converted to a regular grade on the completion of the Dissertation work and its evaluation.

A student who is unable to complete her/his Dissertation may be awarded an  $\neq\emptyset$  grade by the Chairman/Chairperson on the recommendation of his/her supervisor.

A student who has been awarded  $\neq\emptyset$  grade shall be required to formally register for the next semester and pay the requisite fee.

$\neq\emptyset$  grade will be awarded in exceptional circumstances beyond student's/supervisor's control. Normally, the following grounds may be considered for the award of  $\neq\emptyset$  grade:

- (i) Technical reasons/grounds such as Supervisor/equipment not being available.
- (ii) Any other reason to the satisfaction of supervisor.

## **5.3 Evaluation of Performance**

The performance of a student will be evaluated in terms of Cumulative Grade Point Average (CGPA) which is the Grade Point Average for all the completed semesters at any point of time.

The CGPA is calculated on the basis of all pass grades, except audit courses, obtained in all completed semesters.

CGPA=

$$\frac{\sum (\text{Course credits} \times \text{Grade point}) \text{ for courses with pass grade except audit courses}}{\sum (\text{Course credits}) \text{ of courses with pass grade except audit courses}}$$

An example of these calculations is given below:

### I Semester

Course No. (1)	Course Credits (2)	Grade Awarded (3)	Earned Credits (4)	Grade Points (5)	Point Secured (6)
MALXXX	5	C+	5	6	30
CSLXXX	4	C	4	5	20
PHLXXX	4	A+	4	10	40
PHPXXX	1.5	B+	1.5	8	12
MELXXX	4	F	0	0	00
AMLXXX	4	B	4	7	28

Credits registered in the semester (total of column 2) = 22.5

Earned Credits in the semester

Total of column 4 (total of column 2 excluding F grade) = 18.5

Point secured in this semester in passed courses = 130

$$\text{SGPA/CGPA} = \frac{\text{Point secured in passed courses}}{\text{Credits earned}} = \frac{130}{18.5} = 7.027$$

-10-

### II Semester

Course No. (1)	Course Credits (2)	Grade Awarded (3)	Earned Credits (4)	Grade Points (5)	Point Secured (6)
MALXXX	5	D	5	4	20
EELXXX	5	F	0	0	00
CYLXXX	4	B	4	7	28
CYPXXX	1.5	C+	1.5	6	09
MELXXX	4	A	4	9	36
HULXXX	2	AP	2	N.A.	00

Credits registered in the semester (total of column 2) = 21.5  
 Earned Credits in the semester  
 Total of column 4 (total of column 2 excluding F&AP grades) = 14.5  
 Cumulative Earned Credits (earned credits in previous semesters and current semester)  
 = 18.5+14.5=33.0  
 Points Secured in this semester in passed courses = 93  
 Cumulative points secured (total of point secured in previous semesters and current semester)  
 = 130 + 93 = 223

$$\text{CGPA} = \frac{\text{Cumulative points secured in all passed courses}}{\text{Cumulative earned credits, excluding audit courses}} = \frac{130 + 93}{18.5 + 14.5} = 6.757$$

Each successful candidate shall be issued a copy of the result card on having passed the semester examination.

### **Conversion of CGPA into Marks**

**The CGPA if multiplied by 9.5 will give the equivalent marks in %age.**

Candidates who pass all the prescribed subjects for all the semesters, but obtained:-

- |       |                                |  |
|-------|--------------------------------|--|
| (i)   | $4.0 \leq \text{CGPA} < 5.26$  | Pass class   |
| (ii)  | $5.26 \leq \text{CGPA} < 6.32$ | 2 <sup>nd</sup> Division   |
| (iii) | $6.32 \leq \text{CGPA} < 7.9$  | 1 <sup>st</sup> Division   |
| (iv)  | CGPA of 7.9 or more            | 1 <sup>st</sup> Division with Distinction provided that they have passed all the semester exams. within the normal period of course. |

will be awarded aforesaid division.

**Amended M.Sc. Ordinance**

**10-05-2010**

### **2.6. Reappear (As per decision of 3<sup>rd</sup> Academic Council meeting held on 26-03-2010 under item no.6)**

- The examination for reappear in any subject(s) in the odd semester and that of in the even semester shall be held in the respective semester alongwith the regular students. In addition to above, examination for reappear in the subject in odd semester will also be held during the even semesters examinations and Vice-Versa.

- If a candidate, after attending the requisite percentage of classes for the course of studies in the department either not appeared or having appeared in any semester examination has failed in one or more paper(s) for that examination, he/she can appear for such paper(s) at subsequent examinations without attending a fresh course of studies for that semester. Such a candidate may, in the meantime, pursue his/her studies for the next semester(s) and appear in the examination(s) for the same along with the examination for the lower semester(s).
- A candidate shall be promoted to next higher semester if he/she is not detained in lower semester OR his/her admission is not cancelled.

#### 2.6.1 Fees

- The amount of Exam/Reappear/ Re-evaluation/ Improvement fee to be paid by the candidates shall be as prescribed by the University from time to time. A candidate who has paid dues for the higher class/semester and is dropped for want of fulfillment of any of the above conditions shall be required to pay his dues again on re-admission after fulfillment of above conditions.

#### 2.6.2 Re-evaluation

- Re-evaluation is permitted only for Semester/External Examination (Theory course) as per University rules for re-evaluation.

A candidate who is unable to pass the Master of Science Course within a maximum of **four consecutive academic years** from the date of her admission shall **lose the right to pursue the concerned Master's programme. In exceptional cases, mercy chance can be given by the Vice-Chancellor to a candidate if he/she applies.**

#### 2.6.4 The minimum passing marks/grade for passing any semester Examination shall be:

- iv) 40% in Semester/External Examination (theory examination) of the each subject.
- v) 40% in the aggregate of the sessional and the theory in each subject.
- vi) 40% each Practical Examination/Viva-Voice/Project Examination.
- iv) SGPA of 4.0.