

FYUGP REGULATIONS

B.A./ B.COM./ BBA/ B.SC./ BCA 4-YEAR UNDERGRADUATE
PROGRAM (FYUGP) WITH SINGLE MAJOR UNDER THE NEW
CURRICULUM AND CREDIT FRAMEWORK, 2022

UNIVERSITY OF NORTH BENGAL

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1. PREAMBLE

These Regulations will be known as THE UNIVERSITY REGULATIONS RELATING to B.A./B.Com./BBA/ B.Sc./BCA 4-YEAR UNDERGRADUATE PROGRAM under the New Curriculum and Credit Framework effective from 2023-2024 academic session, by the University of North Bengal, herein after, referred to as the University.

2. AUTHORITY

In exercise of the powers conferred upon it by Section 52 read with Section 21 sub sections XX, XXI, XXII, XXIII of the North Bengal University Act, 1981 (West Bengal Act, XIII 1981) read with the up-to-date amendments, the appropriate Authority approves the following Regulations namely as: UNIVERSITY REGULATIONS RELATING TO B.A./B.Com./BBA/B.Sc./BCA 4-YEAR UNDERGRADUATE PROGRAM WITH SINGLE MAJOR under the New Curriculum and Credit Framework, 2022.

3. DATE OF EFFECT

These Regulations will come into effect from the academic year 2023-2024 and will have prospective effect.

4. APPLICABILITY

UNIVERSITY REGULATIONS RELATING TO B.A./B.COM./BBA/B.SC./BCA 4-YEAR UNDERGRADUATE PROGRAM WITH SINGLE MAJOR under the New Curriculum and Credit Framework, 2022, will be applicable only to full time Under Graduate Programs.

5. UNDERGRADUATE PROGRAMS

- a) The University is offering several undergraduate programs in its different constituent and affiliated Colleges in the Faculty of Science and Faculty of Arts, Commerce and Law with appropriate certifications for B.Sc./BCA & B.A./B.Com./BBA such as:
 1. A Certificate after completing 1 year (2 Semesters) of study in the chosen field.
 2. A Diploma after 2 years (4 Semesters) of study in the chosen field.
 3. A Bachelor's Degree after 3 years (6 Semesters) Program of study in the chosen field.
 4. A Bachelor's Degree (with Honours/Honours with Research) after 4 years (8 Semesters)
- b) A participant of the Program is a student who gets registered himself/herself/ transgender with the University for a Program of study and attends the same.
- c) Full-time Program is that Program where the participants study as per the semester system and are not employed elsewhere.

6. DEFINITIONS

- a) “University” means The University of North Bengal established and incorporated under the North Bengal University Act, 1981 (West Bengal Act, XIII, 1981)
- b) “College” means State Aided Colleges/ Government Colleges/ Minority Colleges/ Private Self-Financed Colleges affiliated to this University.
- c) “Under Graduate Program of Study” (UNDERGRADUATE) means a one/two/three/four year(s) Course of Study, with each year divided into two semesters, each of six-month duration, with a maximum of eight semesters to be pursued after successful completion of 10+2 examinations from any recognized Council/Board.
- d) “Academic Session” means academic year from July of one calendar year to June of the next calendar year.
- e) “Year” means the period commencing from the 1st day of July and ending on the 30th day of June of the following year
- f) “Semester” means a period of six months i.e. July to December and January to June of each Academic Session containing at least 90 actual direct teaching days per semester.
- g) “Credit”, a numeric value, is the unit by which the weight of a course is measured. One Credit is equivalent to one hour of teaching (Theoretical or Tutorial) or two hours of Practical Work/ Field Work/ Extra Curricular Work per week in a semester.
- h) “Grade” means a numeric value between 4 to 10 based on the percentage of marks obtained in a course.
- i) “Grade Point” is the product of Grade and Credit Value of a particular course.
- j) “Letter Grade” is an index of the performance of students in a said Course. Letter Grades are allotted by letters, O, A+, A, B+, B, C+, C, P, and F
- k) “Semester Grade Point average (SGPA)” means a measure of performance of a student in a Semester. It is the weighted average of total grade point secured by a student in various courses registered in a semester and the total course credits taken during that semester and will be expressed up to two decimal places.
- l) “Cumulative Grade Point Average (CGPA)” means a measure of cumulative performance of students over all the Semesters at the end of each academic session.
- m) “Grade Card” means a certificate issued to each candidate generally containing Course Type, Course Code, Course Title, Course Marks, Grade, Credit Values and Grade Points along with SGPA of that Semester/CGPA of the Course.
- n) “Enrol” means enrolment of a student for appearing at Semester-End Examination.
- o) “MIL” means Modern Indian Language.
- p) The Words and Expressions used but not defined will be interpreted to have the same meaning as they have in the North Bengal University Act, 1981 (West Bengal Act, XIII, 1981), North Bengal University Statutes, North Bengal University Ordinances, North Bengal University Regulations, etc.

7. COURSE STRUCTURE

- a) Two semesters, with 40 credits, for exit option with a Certificate.
- b) Four semesters, with 82 credits, for exit option with a Diploma.
- c) Six semesters, with 124 credits, for exit option with a Degree.
- d) Eight semesters, with 160 credits, culminating in a Degree in Honours.
- e) Eight semesters, with 160 credits, culminating in a Degree in Honours with Research.

Each Course will be of 2/3/4 credits (wherever applicable), and the marks distribution will be as follows:

- i. Major Course (MAJ) - 75 marks each – 4 credits
- ii. Minor Courses (MIN) - 75 marks each – 4 credits
- iii. Ability Enhancement Courses (AEC) - 50 marks each – 2 credits
- iv. Multidisciplinary Courses (MDC) - 75 marks each – 3 credits
- v. Value Added Courses (VAC) - 75 marks each – 4 credits
- vi. Skill Enhancement Courses (SEC) - 75 marks each – 3 credits
- vii. Internship/Apprenticeship (IARD) - 50 marks each – 2 credits
- viii. Research Project/Dissertation (IARD) - 225 marks each (applicable only if the student chooses to pursue Honours with Research) – 12 credits

At the time of admission, a student will identify a Major Course in which he/she/transgender will concentrate. Apart from the Major Course he/she/transgender will have to select two (2 – A & B) Minor courses. He/she/transgender will also have to select Multidisciplinary Courses (MDC) courses, Ability Enhancement Courses (AEC), Value Added Courses (VAC), and Skill Enhancement Courses (SEC) from the provided pool of choices.

OUTLINES OF 4-YEAR UNDERGRADUATE PROGRAM

a) Major Course (MAJ)

The course designed for papers under this category aim to cover the basics that a student is expected to imbibe in that particular discipline. A course, which should compulsorily be studied by a candidate as a core requirement is termed as a Core Course.

b) Elective Courses

Generally, a course which can be chosen from a pool of courses and which may be very specific or specialized or advanced or supportive to the discipline/subject of study or which provides an extended scope or which enables an exposure to some other discipline/subject/domain or nurtures the candidate's proficiency/skill is called an Elective Course.

- i. **Minor Course (MIN) (4 credits each):** Two Elective courses, to be chosen from a pool of subjects, (one each to be chosen from two pools of subjects, in case of BA course), with an intention to seek exposure beyond discipline/s of choice is called a Minor Course. The purpose of this category of these courses is to offer the students the option to explore disciplines of interest beyond the choices they make in Major (Core).
- ii. **Multidisciplinary Courses (MDC) (3 credits each):** All UG students are required to

undergo 3-introductory-level courses relating to any of the BROAD DISCIPLINES (as given in the pool) and whose difficulty level, should not be higher than the +2 level. Students are not allowed to choose or repeat courses already undergone at the Higher Secondary Level (12th) class in the proposed major and minor stream under this category.

- iii. **Skill Enhancement Courses (SEC) (3 credits each):** These courses (three in number) may be chosen from Major courses designed to provide value-based and/or skill-based knowledge and **should contain both theory and laboratory/hands-on training/field work**. The prime purpose of these courses is to provide students life-skills in hands-on mode so as to increase their employability. Apart from the above, a student will also have to undergo **Internship or Apprenticeship once in the fifth semester**.
- iv. **Ability Enhancement Courses (AEC) (2 credits each):** Two papers of each of the Ability Enhancement Courses (AEC) may be of two kinds, both pertaining to enhancement in ability in language subjects:
 - **1st Semester & 3rd Semester:** Compulsory English for BA Major, and one from MIL Bengali or MIL Hindi or MIL Nepali or MIL Sanskrit or MIL Urdu or Alternative English, for Other Majors.
 - **2nd Semester & 4th Semester:** One from MIL Bengali or MIL Hindi or MIL Nepali or MIL Sanskrit or MIL Urdu or Alternative English for BA Major and Compulsory English for Other Majors.
- v. **Value Added Courses (VAC) (4 credits each):** These courses include courses based on Environmental Education, Community engagement and service, and Value based education:
 - **1st Semester:** Environmental Education for BA Major, and one from Digital Marketing or Understanding India for Other Majors.
 - **2nd Semester:** One from Digital Marketing or Understanding India for BA Major, and Environmental Education for Other Majors.
- vi. **Vocational Courses (VOC) (OPTIONAL - 4 credits):** One course to be chosen from a pool of subjects, in case of **Certificate / Diploma Level Exit**, as stipulated by the respective College authorities.

c) Practical/Tutorials (One each with every Major and Minor Course)

Practical means Laboratory or field exercises in which the student has to do experiments or other practical work of two-hour duration. Tutorial means special instructions based on the Lectures.

d) Detailed Course Structure for B.A./B.Com./BBA/B.Sc./BCA

One Year Under Graduate Certificate (OYUGCERS)

Course Components	No. of Courses
Major Courses (MAJ)	2
Minor Courses (MIN)	2
Multidisciplinary Courses (MDC)	2
Skill Enhancement Courses (SEC)	2
Ability Enhancement Courses (AEC)	2
Value Added Courses (VAC)	2
Total	12

Two Year Under Graduate Diploma (TYUGDIPS)

Course Components	No. of Courses		
	1 st Year	2 nd Year	Total
Major Courses (MAJ)	2	6	8
Minor Courses (MIN)	2	2	4
Multidisciplinary Courses (MDC)	2	1	3
Ability Enhancement Courses (AEC)	2	2	4
Skill Enhancement Courses (SEC)	2	1	3
Value Added Courses (VAC)	2	0	2
Total	12	12	24

Three Year Under Graduate Degree (TYUGDEGS)

Course Components	No. of Courses			
	1 st Year	2 nd Year	3 rd Year	Total
Major Courses (MAJ)	2	6	8	16
Minor Courses (MIN)	2	2	2	6
Multidisciplinary Courses (MDC)	2	1	0	3
Ability Enhancement Courses (AEC)	2	2	0	4
Skill Enhancement Courses (SEC)	2	1	0	3
Value Added Courses (VAC)	2	0	0	2
Internship	0	0	1	1
Total	12	12	11	35

Four Year Under Graduate Program with Honours (FYUGHONS)

Course Components	No. of Courses				
	1 st Year	2 nd Year	3 rd Year	4 th Year	Total
Major Courses (MAJ)	2	6	8	7	23
Minor Courses (MIN)	2	2	2	2	8
Multidisciplinary Courses (MDC)	2	1	0	0	3
Ability Enhancement Courses (AEC)	2	2	0	0	4
Skill Enhancement Courses (SEC)	2	1	0	0	3
Value Added Courses (VAC)	2	0	0	0	2
Internship	0	0	1	0	1
Total	12	12	11	9	44

Four Year Under Graduate Program with Honours with Research (FYUGHWRS)

Course Components	No. of Courses				
	1 st Year	2 nd Year	3 rd Year	4 th Year	Total
Major Courses (MAJ)	2	6	8	4	20
Minor Courses (MIN)	2	2	2	2	8
Multidisciplinary Courses (MDC)	2	1	0	0	3
Ability Enhancement Courses (AEC)	2	2	0	0	4
Skill Enhancement Courses (SEC)	2	1	0	0	3
Value Added Courses (VAC)	2	0	0	0	2
Internship	0	0	1	0	1
Research Project / Dissertation	0	0	0	1	1
Total	12	12	11	7	42

e) Detailed Credit Distribution Structure for B.A./B.Com./BBA/B.Sc./BCA

The term '**credit**' refers to the weightage given to a course, usually in terms of the number of instructional hours per week assigned to it. This explains why usually 'credit' is taken to mean '**credit hours**'. The credits also determine the volume of course contents and delivery of Course such as lectures, tutorials, practicals, assignments etc.

For the purpose of credit determination, instruction is divided into three components:

- **Lectures (L)** - Classroom lectures of one-hour duration.
- **Tutorials (T)** - Special, elaborate instructions on specific topics (from Lectures) of one-hour duration.
- **Practicals (P)** - Laboratory or field exercises in which the student has to do experiments or other practical work of two-hour duration.

Each one of these components is considered as equal to **one credit hour**. One lecture (*L*) as well as one Tutorial (*T*) of one hour a week is considered as one credit, whereas one Practical (*P*) of two hours a week is considered as one credit. The total weightage given to a course in terms of credits will be equal to $L + P/T$, where *L* is the number of one hour Lectures per week, *T* is the number of one hour Tutorials per week, and *P* is the number of two hours Practicals per week. This can be written in symbols as: $C = L + P/T$, where *C* is the credit weightage for a particular course.

Credit Distribution Structure – Course Type Wise

Individual Course Type	Credit					
	Practical Based Course			Non-Lab Based Course		
	Theory	Practical	Total	Theory	Tutorial	Total
Major Courses (MAJ)	3	1	4	3	1	4
Minor Courses (MIN)	3	1	4	3	1	4
Multidisciplinary Courses (MDC)	3	0	3	3	0	3
Ability Enhancement Courses (AEC)	2	0	2	2	0	2
Skill Enhancement Courses (SEC)	2	1	3	2	1	3
Value Added Courses (VAC)	4	0	4	4	0	4
Internship	0	2	2	0	2	2
Research Project / Dissertation	12		12	12		12
Vocational Courses (VOC) [OPTIONAL - in case of Certificate / Diploma Level Exit]	4		4	4		4

Credit Distribution Structure - Four Year Under Graduate Program with Honours (FYUGHONS)

Course Components	Credit Distribution				
	1 st Year	2 nd Year	3 rd Year	4 th Year	Total
Major Courses (MAJ)	8	24	32	28	92
Minor Courses (MIN)	8	8	8	8	32
Multidisciplinary Courses (MDC)	6	3	0	0	9
Ability Enhancement Courses (AEC)	4	4	0	0	8
Skill Enhancement Courses (SEC)	6	3	0	0	9
Value Added Courses (VAC)	8	0	0	0	8
Internship	0	0	2	0	2
Total	40	42	42	36	160

Credit Distribution Structure - Four Year Under Graduate Program with Honours with Research (FYUGHWRS)

Course Components	Credit Distribution				
	1 st Year	2 nd Year	3 rd Year	4 th Year	Total
Major Courses (MAJ)	8	24	32	16	80
Minor Courses (MIN)	8	8	8	8	32
Multidisciplinary Courses (MDC)	6	3	0	0	9
Ability Enhancement Courses (AEC)	4	4	0	0	8
Skill Enhancement Courses (SEC)	6	3	0	0	9
Value Added Courses (VAC)	8	0	0	0	8
Internship	0	0	2	0	2
Research Project / Dissertation	0	0	0	12	12
Total	40	42	42	36	160

Credit Distribution Structure – A comparison between Minimum Credit Requirements under NEP and Credit distribution according to NBU FYUGP REGULATIONS

Sl. No.	Course Category	Minimum Credit Distribution under NEP		Credit distribution in NBU FYUGP REGULATIONS		
		3-year	4-year	3-year	4-year (Honours)	4-year (Honours with Research)
1	Major (Core)	60	80	64	92	80
2	Minor	24	32	24	32	32
3	Multidisciplinary Courses (MDC)	09	09	09	09	09
4	Ability Enhancement Course (AEC)	08	08	08	08	08
5	Skill Enhancement Course (SEC)	09	09	09	09	09
6	Vacation Internship/ Apprenticeship/ Assignments/ Seminar/ Field Work	02-04	02-04	02	02	02
7	Value Added Course (VAC)	06-08	06-08	08	08	08
8	Research Project/Dissertation	-	12	-	-	12
TOTAL		120	160	124	160	160

Notes

- Students **exiting the program after securing 40 credits will be awarded UG Certificate** in the relevant Discipline / Subject provided they **secure additional 4 credits in work based vocational courses** offered during summer/vacation term or Internship/Apprenticeship in addition to 6 credits from Skill Enhancement Courses earned during first and second semester.
- Students **exiting the program after securing 82 credits will be awarded UG Diploma** in

the relevant Discipline/Subject provided they **secure additional 4 credits in work based vocational courses** offered during summer/vacation term or Internship/Apprenticeship.

- Modalities regarding the offering of vocational courses or Internship/Apprenticeship to be finalized by the respective colleges and to be intimated to the University, in case of any exit.
- Students who want to undertake the 3-year UG program will be **awarded UG Degree** in the relevant Discipline/Subject upon **securing 124 credits**.
- Students will be **awarded UG Degree (Honours)** in the relevant Discipline/Subject provided they **secure 160 credits**.
- Students will be **awarded UG Degree (Honours) with Research** in the relevant Discipline/Subject provided they **secure 160 credits**.

8. CURRICULUM

The Courses will be recommended by the Undergraduate Board of Studies in each respective Subject from time to time in accordance with the rules of the University of North Bengal.

a) General guidelines

- A student pursuing a subject as a Major Course, will have to opt for SEC in the Major subject.
- Two Minor Courses must be different from the Major Course.
- Three Multidisciplinary Courses (MDC) to be chosen from a pool of courses.
- Practical/Tutorial: Every Major and Minor Course will have one Practical/Tutorial. Wherever there is a Practical, there will be no Tutorial and vice-versa.
- A student will have to study two papers each from two Ability Enhancement Courses (AEC), and two papers of Value Added Courses (VAC).
- SEC, VAC, AEC, MDC, and Vocational Courses – Respective UG-BOS will frame the syllabi.

b) Guidelines for Four Year Under Graduate Program with Honours with Research

Students who secure 75% marks and above in the first six semesters and wish to undertake research at the undergraduate level can choose a research stream in the fourth year. They should do a research project or dissertation in the major discipline under the guidance of a faculty member of the University/College in the eighth semester. The research outcomes of their project work may be published in peer-reviewed journals or may be presented in conferences/seminars or may be patented.

The College offering a 4-year UG Degree (Honours with Research) must have the required infrastructure such as the library, access to journals, computer lab and software, laboratory and/or other required facilities to carry out experimental research work, and at least two permanent faculty members who are recognized as Ph.D. supervisors.

c) A detailed structure of all the papers (Semester-wise)**1st Year**

Semester	Sl. No.	Course Type	Course	Credits	Cumulative Credits
I	1	MAJ	MAJ001	4	4
I	2	MIN	MINA01 (Minor Course A)	4	8
I	3	MDC	MDC001	3	11
I	4	AEC	AECL01 / AECM01	2	13
I	5	SEC	SEC001	3	16
I	6	VAC	VACA01 / VACB01	4	20
II	7	MAJ	MAJ002	4	24
II	8	MIN	MINB02 (Minor Course B)	4	28
II	9	MDC	MDC002	3	31
II	10	AEC	AECM02 / AECL02	2	33
II	11	SEC	SEC002	3	36
II	12	VAC	VACB01 / VACA01	4	40

2nd Year

Semester	Sl. No.	Course Type	Course	Credits	Cumulative Credits
III	13	MAJ	MAJ003	4	44
III	14	MAJ	MAJ004	4	48
III	15	MAJ	MAJ005	4	52
III	16	MIN	MINA03 (Minor Course A)	4	56
III	17	AEC	AECL03 / AECM03	2	58
III	18	SEC	SEC003	3	61
IV	19	MAJ	MAJ006	4	65
IV	20	MAJ	MAJ007	4	69
IV	21	MAJ	MAJ008	4	73
IV	22	MIN	MINB04 (Minor Course B)	4	77
IV	23	MDC	MDC003	3	80
IV	24	AEC	AECM04 / AECL04	2	82

3rd Year

Semester	Sl. No.	Course Type	Course	Credits	Cumulative Credits
V	25	MAJ	MAJ009	4	86
V	26	MAJ	MAJ010	4	90
V	27	MAJ	MAJ011	4	94
V	28	MAJ	MAJ012	4	98
V	29	MIN	MINA05 (Minor Course A)	4	102
V	30	IARD	Internship	2	104

VI	31	MAJ	MAJ013	4	108
VI	32	MAJ	MAJ014	4	112
VI	33	MAJ	MAJ015	4	116
VI	34	MAJ	MAJ016	4	120
VI	35	MIN	MINB06 (Minor Course B)	4	124

4th Year [Four Year Under Graduate Program with Honours (FYUGHONS)]

Semester	Sl. No.	Course Type	Course	Credits	Cumulative Credits
VII	36	MAJ	MAJ017	4	128
VII	37	MAJ	MAJ018	4	132
VII	38	MAJ	MAJ019	4	136
VII	39	MIN	MINA07 (Minor Course A)	4	140
VIII	40	MAJ	MAJ020	4	144
VIII	41	MAJ	MAJ021	4	148
VIII	42	MAJ	MAJ022	4	152
VIII	43	MAJ	MAJ023	4	156
VIII	44	MIN	MINB08 (Minor Course B)	4	160

Notes

Though UG-BOS will take the final call regarding the syllabus, but the following subject preferences should be considered while finalizing the curriculum.

- MAJ020 – Research Methodology
- MAJ021 - Field work / Case Study / Tutorial / Term Paper / Industry Visit
- MAJ022 - Group Discussion / Seminar Presentation / Grand Viva

4th Year [Four Year Under Graduate Program with Honours with Research (FYUGHWRS)]

Semester	Sl. No.	Course Type	Course	Credits	Cumulative Credits
VII	36	MAJ	MAJ017	4	128
VII	37	MAJ	MAJ018	4	132
VII	38	MAJ	MAJ019	4	136
VII	39	MIN	MINA07 (Minor Course A)	4	140
VIII	40	MAJ	MAJ020	4	144
VIII	41	MIN	MINB08 (Minor Course B)	4	148
VIII	42	IARD	Research Project / Dissertation	12	160

Notes

Though UG-BOS will take the final call regarding the syllabus, but preference should be given to include study of Research Methodology under Research Project / Dissertation

9. ATTENDANCE

No student will be allowed to take the end semester written Examination if the student concerned has not attended minimum of 75% of the classes held in the course concerned and also in other curricular components.

10. ELIGIBILITY FOR ADMISSION***a) General eligibility criteria***

A student will be allowed to take admission in the Major Course of B.A./B.Com./BBA/B.Sc./BCA if he/she/transgender has passed in at least four (04) subjects with English as compulsory subject in the Higher Secondary [10+2] Examination held by the West Bengal Council of Higher Secondary Education or any other Examination which is recognized by the University as equivalent thereto.

Admission will be on merit and availability of seats, provided that for SC/ST Candidates, the minimum marks for eligibility will be as per rules of the State Government.

Provided however that:

- i. A candidate will be allowed to take up any subject except Computer Science, Microbiology, and such other interdisciplinary subjects in B.A./B.Com./BBA/B.Sc./BCA FYUG Program, if he/she/transgender has passed in the corresponding subject(s) at the Higher Secondary Examination (10+2) recognized as equivalent by the University.
- ii. A candidate will be allowed to take up Sociology or Psychology or Education if he/she/transgender has passed in the previous qualifying examination of any stream.
- iii. A candidate will be allowed to take up B.Com. if he/she/transgender has studied Science subjects along with Mathematics in the previous qualifying exams.
- iv. A candidate will be allowed to take up Physics Subject if he/she/transgender has passed in Mathematics and Chemistry along with Physics and other subject as prescribed at the qualifying examination.
- v. A candidate will be allowed to take up Chemistry Subject if he/she/transgender has passed in Mathematics and Physics along with Chemistry and other subject as prescribed at the qualifying examination.
- vi. A candidate will be allowed to take up Botany/Zoology Subject if he/she/transgender has passed in Biology at the qualifying examination.
- vii. A candidate will be allowed to take up Physiology subject if he/she/transgender has passed in Biological Science and Chemistry at the qualifying examination.
- viii. A candidate will be allowed to take up Computer Science Subject if he/she/transgender has passed in Mathematics at the qualifying examination.
- ix. A candidate will be allowed to take up Microbiology Subject if he/she/transgender has passed in Chemistry and Biology at the qualifying Examination.
- x. A candidate will be allowed to take up Economics as if he/she/transgender has passed in Mathematics or Applied Mathematics or Business Economics including Business Mathematics, and other subjects as prescribed at the qualifying examination.

- xi. No student other than those of Science stream and Economics/Geography of Arts stream will be allowed to take Science subjects as Minor Subjects.
- xii. No student of Arts and Commerce stream other than those of Geography and Economics will be allowed to take Science subjects as Minor Subjects.
- xiii. A candidate will be allowed to take up Geography subject if he/she/transgender has passed in Geography with other subjects at the qualifying examination.
- xiv. A candidate will be allowed to take up Geology subject if he/she/transgender has passed in Mathematics, Physics and Chemistry at the qualifying examination.
- xv. A candidate will be allowed to take up Mass Communication and Journalism if he/she/transgender has passed in any Stream at the qualifying examination.
- xvi. A candidate will be allowed to take up BBA and BCA if he/she/transgender has passed in any Stream at the qualifying examination.
- xvii. A candidate pursuing Major in a subject will not be allowed to take up the same subject as Minor.
- xviii. While taking Major & Minor subjects, availability of the said subjects in the concerned Colleges will be taken into cognizance.
- xix. A candidate pursuing Major in Economics will be awarded:
 - a. B.Sc. Major if he/she/transgender chooses atleast one subject from Mathematics or Statistics or Computer Science, as Minor. The other subject as Minor may be from the pool of Arts, Humanities & Social Sciences subjects mentioned under Minor Courses of Appendix I.
 - b. B.A. Major if he/she/transgender chooses both the subjects as Minor from pool of Arts, Humanities & Social Sciences mentioned under Minor Courses of Appendix I.
- xx. A candidate pursuing Major in Geography will be awarded:
 - a. B.Sc. Major if he/she/transgender chooses atleast one subject from the pool of Science subjects mentioned under Minor Courses of Appendix I, as Minor. The other subject as Minor may be from the pool of Arts, Humanities & Social Sciences subjects mentioned under Minor Courses of Appendix I.
 - b. B.A. Major if he/she/transgender chooses both the subjects as Minor from pool of Arts, Humanities & Social Sciences mentioned under Minor Courses of Appendix I.

b) Merit calculation

- For a Major course, **where student has studied the subject at +2 level** – Marks obtained in Major/related subject + Marks obtained in English + Best marks obtained in other two subjects.
- For a Major course, **where student has not studied the subject at +2 level** – Marks obtained in English + Best marks obtained in other three subjects.

Note:

A candidate will be allowed to pursue a maximum of Three Year under a Major Course if he/she/transgender has passed the qualifying examination in Vocational Stream subjects.

11. OTHER REGULATIONS

Reservation of Seats: There will be reservation of seats for SC/ST/OBC/EWS/Differently-Abled Candidates as per Government Rules. For differently-abled candidates' minimum disability at least 40% will be considered.

Session Gap: For admission to the Undergraduate Program there should not be a gap of more than 3 years between the year of Higher Secondary Examination and the year of admission to Undergraduate Program of study.

Session Break: Students who exit with Undergraduate Certificate or Undergraduate Diploma, are permitted to re-enter within 3 (three) years and complete the Degree Program Students are also permitted to take a break from the study, during the period of study, but the total duration for completing the program will not exceed seven years.

Admission on Transfer: If a student has been admitted to a College, he/she/transgender will not, except as otherwise provided in the Ordinances, be subsequently admitted to any other College without the production of a Transfer Certificate from the Principal of the College in which he/she/transgender studied last.

A student admitted to a College, will not ordinarily be allowed to take transfer to any other College, except at the end of a semester. If an application for transfer is made at any time, other than at the end of a Semester, on the ground of (a) transfer of the parent / guardian of the student from the station at which the College is situated, or (b) reasoned need for a change on the ground of health supported by proper medical evidence, **or any other sufficient reason**, the Principal may grant the transfer.

A student may apply for transfer within one month from the date of publication of semester-end examination and the student should qualify all the previous semester examinations without any back paper(s).

Admission on Transfer should abide by the following stipulations:

A candidate taking transfer from one College to another is required to pursue the same set of courses of study in both the colleges;

- a) Admission on transfer must not violate the approved intake of the course concerned of the College granting admission. Only in cases of wards of Government employees who have been transferred, a relaxation of intake may be granted with the permission of the Vice-Chancellor;
- b) Cases of admission on transfer must be intimated in writing to the University authority by the College admitting such candidates within a fortnight of such admission without which such admission on transfer will not be recognized;
- c) All other steps and procedures related to transfer will be in accordance with the provisions of the Ordinances.

12. ADMISSION PROCEDURE

As per guidelines of North Bengal University in compliance with W.B. Govt. Rules, provided that a student who has been admitted in the 1st Semester of an Academic year will not ordinarily require to take admission again on progressing to a subsequent Semester.

13. FEES

As notified by the University Authority from time to time for Admissions, Registration and Examinations etc.

14. ACADEMIC SESSION

- a) The academic session normally will start in July in each year.
- b) There will be at least 90 teaching days in each semester excluding periods of examination and admission etc. for instruction, field work and dissertation
- c) The academic sessions including the examinations for first, third, fifth and seventh semester are July to December and that for second, fourth, sixth and eighth semester are January to June.

15. EXAMINATION & EVALUATION**a) Eligibility to appear in an Examination**

A student will be eligible for appearing at any of the Semesters of 4-Year UNDERGRADUATE PROGRAM, fulfilling the following two essential conditions:

- Minimum 75% attendance of lectures delivered in all courses.
- Students should appear in all internal assessments.

b) Internal Evaluation

The evaluation of the students will be a continuous process and will be based on their performances in Internal and the Semester End Examination. All the internal continuous evaluations will be conducted by the Teachers of the Department. It will be on the basis of a combination of Mid Term Tests and Reports, or Seminar Presentations, or Class Tests, or Field Work, spread over the entire period of study. The modalities of such assessment be recorded and documents will be preserved by the respective college and those must be placed before a Committee or Team constituted by the University for verification purpose, if required. The Internal Assessment marks will be communicated to the Examination Branch of the University at least 10 days before the commencement of the University Examinations.

After filling in of University examination forms, if a student's internal marks are not uploaded by the College, University will award minimum 2 marks for attendance and the marks obtained will be carried over in case the students fail to pass the course(s).

c) Final Evaluation

The final evaluation in a course means the total or aggregate of the marks obtained in internal evaluation and the marks obtained at the Semester End Examination (Theoretical & Practical).

- i. There will be one written and one practical examination (where applicable) at the end of each semester as per the prescribed syllabus in the course concerned.
- ii. Marks for vocational/ internship/apprenticeship will be provided by the Colleges.
- iii. In the 4-year Undergraduate Semester system, the Undergraduate Examinations will be held in eight parts: First & Second Semester for the first year students, Third & Fourth Semester for the second year students, Fifth & Sixth Semester for the third year students and Seventh & Eighth Semester for the fourth year students. The academic sessions including the examinations for first, third, fifth and seventh semesters are July to December and that for second, fourth, sixth and eighth semesters are January to June.
- iv. A student has to complete his/her/transgender **4-year Undergraduate program within a span of 7 years.**

A student has to complete his/her/transgender 3-year Undergraduate program within a span of 5 years.

- A student has to complete his/her 3-year Bachelor's Degree within a span of 5 years and one revival chance for clearing any one semester with SNC between first to sixth semesters with the corresponding odd or even semester examinations after completion of 5 years. Students availing revival chance cannot opt for seventh and eighth semester courses.
- A student has to complete his/her 4-year Bachelor's Degree (Honours/Honours with Research) within a span of 7 years.
- A student may opt to exit only after completion of first & second semesters having secured 40 credits and after qualifying the first year examination. The student is allowed to re-enter and complete the 3-year undergraduate program within a span of 5 years.
- A student may opt to exit only after completion of first, second, third & fourth semesters and having secured 82 credits and after qualifying the second year examination. The student is allowed to re-enter and complete the 3-year undergraduate program within a span of 5 years.
- A student may opt to exit only after completion of first & second semesters and having secured 40 credits and after qualifying the first year examination. The student is allowed to re-enter and complete the 4-year undergraduate program (Honours/Honours with Research) within a span of 7 years.
- A student may opt to exit only after completion of first, second, third & fourth semesters and having secured 82 credits and after qualifying the second year examination. The student is allowed to re-enter and complete the 4-year undergraduate program (Honours/Honours with Research) within a span of 7 years.
- A student may opt to exit only after completion of six semesters and having secured

124 credits and after qualifying the third year examination. A student is allowed to re-enter and complete the 4-year degree (Honours/Honours with Research) within a span of 7 years.

- A student who secures 75% marks and above in the first six semesters and wishes to undertake research at the undergraduate level can choose a research stream in the fourth year.
 - A student who wants to exit finally with a Bachelor's Certificate/Bachelor's Diploma/Bachelor's Degree has to apply online within 25 days from the date of publication of results of first year, second year and third year respectively duly approved by the Colleges (modalities to be notified later).
- v. A student to be eligible for appearing at any of the Semesters of UNDERGRADUATE Examination must have minimum 75% attendance of lectures delivered. Award of 05 (five) marks on class attendance will be given in the following manner:

Attendance of 75% and above but below 80%-	02 marks
Attendance of 80% and above but below 85%-	03 marks
Attendance of 85% and above but below 90%-	04 marks
Attendance of 90% and above-	05 marks

- vi. Students should complete internal assessments before appearing at the respective semester examination and the marks obtained will be carried over in case students fail to pass the course(s). All the internal continuing evaluation will be conducted by the teachers of the Department. It will be on the basis of dissertations/projects, term papers, reports, seminar presentations, field work, class tests or any combinations thereof spread over the entire period of study. The modalities of such assessment will be recorded and documents will be preserved by the colleges at least for a period of six months after the publication of the result of the relevant Semester End Examinations. The University Authority may ask for any such records, if required.
- vii. To secure qualifying grade in a Course/Semester, a student has to secure the minimum 30% marks in the Semester End Examination, 40% marks in the Practical Examination separately and an aggregate of 40% marks including Theoretical, Practical and Internal Assessment taken together.
- viii. To qualify in a Practical-based course, an examinee is to appear in the Theoretical as well as the Practical portion of the examination. If a student fails to appear in any of the portion or fails to secure 30% & 40% marks in the theoretical and practical examinations respectively, the student will have to appear in the portion they have failed to secure the stipulated percentage of marks in the next corresponding semester.
- ix. Qualifying Marks:
- There will be no qualifying marks for internal assessment but the students will have to appear at the said part of the examination. There will be no scope of re-appearing in internal assessment examination for improvement of marks. Marks awarded in internal assessment will be credited to a student's performance in subsequent chances.
 - The qualifying marks for each course/paper will be 40% in each semester taken together of internal assessment, semester end examinations, and practical examinations (minimum 30% marks in the semester end examination, minimum

40% marks in practical examinations separately).

- x. If a student secures qualifying grade in all courses he/she/transgender will be declared to have qualified the said semester and the result will be shown as Q. However, if a student fails to secure qualifying grade in a particular course/paper his/her/transgender result of the concerned semester end examination will be declared SNC (Semester Not Cleared). Marks obtained in the internal assessment will be clubbed with marks obtained in the semester end examination before awarding the grade. If a student fails to secure pass grade in a particular Course, he/she/transgender will have to appear in that course/paper only. The internal assessment marks will be retained for next examination(s) with valid chances.
- xi. The Semester End Examinations will be held in the last month of the semesters, namely December (in the odd semesters) and in June (in the even semesters). The internal assessments will continue through the Semester.
 - All question papers of Major Course and Skill Enhancement Courses (SEC), will only be in English version, except for vernacular subjects. All question papers of Minor Course, Multidisciplinary Courses, Value Added Courses will be in English/Bengali/Nepali versions and in Hindi version only for the Hindi Medium Colleges.
 - All Vocational courses, if any and Internship, Internship/Apprenticeship, will be conducted by the College, and marks will be submitted to the University.
 - All SEC examinations will consist of Theoretical (40 marks) and Practical Components (the latter will have to contain Assignment / Field work / Project / Industry visit / Lab visit as per the concerned UGBOS).
 - All examinations of Multidisciplinary Courses (MDC), AEC (Compulsory English, MIL/Alt. English) and Value Added Courses will be conducted in OMR sheets.
- xii. All examinations will be conducted ordinarily by means of printed question papers.
- xiii. All answer scripts, all OMR sheets and other examinations related papers of 4-year Undergraduate examination will be disposed of by the University on expiry of one month from the date of the publication of post publication reassessment & scrutiny results of the respective examinations.
- xiv. **Provisional Result and Grade Card**
 The provisional result of each semester will be published stating only the total marks and SGPA obtained by a student and the 'Grade Card' would be issued showing the details of courses studied (code, title, marks, number of credits, grade secured) along with SGPA of that semester and CGPA of all the semesters at the end of each academic session.
 The provisional result after completion of each year will be published stating full marks, marks obtained, CGPA and Grade.
- xv. **Semester Not Cleared:** If a student fails to secure qualifying (pass) marks in one paper or more in a particular semester examination his/her/transgender result of semester

examination will be declared as 'SNC' (i.e., Semester Not Cleared). The result of 6th semester examination will be kept withheld unless a student clears all the five semesters within the stipulated span of five years and a revival chance. He/she/transgender would be declared to have passed the 3-year Bachelor's Degree in a discipline in the year in which he/she/transgender clears his/her six semesters.

- The result of 8th semester examination (Honours/Honours with Research) will be kept withheld unless a student clears the 4th year (7th & 8th semesters) within the stipulated span of seven years. He/she/transgender would be declared to have passed the 4-year Bachelor's Degree (Honours/Honours with Research) in a discipline in the year in which he/she/transgender clears his / her / transgender 8th semester.

- xvi. **Position in the Merit List:** To qualify for position in the merit list a student will have to pass all the semesters in his/her/transgender regular chances (8 semesters) (Honours/Honours with Research).
- xvii. **Validity of Students' Enrolment/Registration:** A student has to complete his/her/transgender 4-year Undergraduate Program within a span of 7 years and a student will be promoted to the 7th semester provided the student clears all the six semesters within a span of 5 years without taking any revival chance. If any of the chances mentioned above is not availed by a student within the stipulated period, the chance will be deemed to have lapsed.
- xviii. **Promotion:** In the Semester system, there would be automatic promotion right from the first Semester, till the 6th (sixth) Semester, irrespective of the marks obtained in the previous Semesters subject to the fact that the eligibility conditions for appearing in the examination are satisfied. A student has to clear all the six (6) semesters to be promoted in the 7th semester and after completion of the 8th (eighth) semester within a span of 7 (seven) years will be declared passed with Honours/Honours with Research
- xix. **Total Marks Distribution for MAJ & MIN**

Examination	(Practical based Course)	Duration of Exams	(Non-Practical Course)	Duration of Exams
Semester End Examination (Theoretical)	40	2 hours	60	2.5 hours
Semester End Examination (Practical)	20	Up to 5 hours	-	
Continuing Evaluation/Internal Assessment/Mid Semester Exams (By the Colleges)	10		10	
Attendance	5		5	
Total:	75		75	

The modalities of the continuing evaluation will be decided by the respective Board of Studies taking any two items from clause 15 (ix).

xx. **Total Marks Distribution for MDC**

Examination	(Practical based Course)	Duration of Exams	(Non-Practical Course)	Duration of Exams
Semester End Examination (Theoretical)	60	2.5 hours	60	2.5 hours
Continuing Evaluation/Internal Assessment/Mid Semester Exams (By the Colleges)	10		10	
Attendance	5		5	
Total	75		75	

The modalities of the continuing evaluation will be decided by the respective Board of Studies taking any two items from clause 15 (ix).

xxi. **Total Marks Distribution for SEC**

Examination	(Practical based Course)	Duration of Exams	(Non-Practical Course)	Duration of Exams
Semester End Examination (Theoretical)	40	2 hours	40	2 hours
Semester End Examination (Practical / Assignment / Field work / Project)	20	Up to 5 hours	20	Up to 5 hours
Continuing Evaluation/Internal Assessment/Mid Semester Exams (By the Colleges)	10		10	
Attendance	5		5	
Total:	75		75	

xxii. **Total Marks Distribution for VAC and AEC**

Examination	VAC	Duration of Exams	Examination	AEC (LCC / MIL)	Duration of Exams
Semester End Examination (Theoretical : MCQ)	60	1.5 hours	Semester End Examination (Theoretical)	30	1.5 hours
Continuing Evaluation/ Internal Assessment/Mid Semester Exams (by Colleges)	10		Viva Voce (By the Colleges)	15	
Attendance	5		Attendance	5	
Total	75			50	

xxiii. **Question Pattern for MAJ, MIN & SEC (Theoretical)**▪ **For 60 Marks**

Sl. No.	Questions to be answered	Out of	Marks of each question	Total Marks
1	4	6	3	$4 \times 3 = 12$
2	4	6	6	$4 \times 6 = 24$
3	2	4	12	$2 \times 12 = 24$

▪ **For 40 Marks**

Sl. No.	Questions to be answered	Out of	Marks of each question	Total Marks
1	5	8	1	$5 \times 1 = 5$
2	3	5	5	$3 \times 5 = 15$
3	2	4	10	$2 \times 10 = 20$

xxiv. The schedule for the Semester End Examination will be prepared and announced by the Controller of Examinations. Except for exigencies, all the examinations will usually be held within the dates specified in the Academic Calendar.

xxv. Two sets of question paper for each course/unit will be set by internal/external paper setters(s). The concerned Board of Studies will recommend the names of the Paper Setters, Moderators, Examiners, Scrutinizers, Tabulators and Reviewers.

16. RESULTS

- The final result of a student will be determined on the basis of CGPA.
- Grade Card will be made as per grading system. Course-wise marks (internal and term end exams added together) will be converted into percentage of mark. Percentage of marks will be converted into Grade Letter and Grade Point. Credit and Grade Point will be converted into Credit Point. Finally, Semester Grade Points Average (SGPA) and Cumulative Grade Point Average (CGPA) will be computed.
- The Grade Card of a Semester will be issued only after completion of that Semester.

• **Conversion of Marks into grade letter and grade point:**

% of Marks	Grade	Grade Point	Description
91% and above	O	10	Outstanding
81% to less than 91%	A+	9	Excellent
71% to less than 81%	A	8	Very Good
61% to less than 71%	B+	7	Good
56% to less than 61%	B	6	Above Average
51% to less than 56%	C+	5.5	Average
41% to less than 51%	C	5	Below Average
40% to less than 41%	P	4	Pass
Less than 40%	F	0	Fail
Absent	-	0	Fail

▪ **Computation of SGPA:**

Example

Course	Credit	Grade Letter	Grade point	Credit Point
Course-1	4	O	10	$4 \times 10 = 40$
Course-2	4	A+	9	$4 \times 9 = 36$
Course-3	4	A	8	$4 \times 8 = 32$
Course-4	4	B+	7	$4 \times 7 = 28$
Course-5	4	C	5	$4 \times 5 = 20$
Total:	20			156

SGPA: $156/20 = 7.80$

• **Computation of CGPA:**

Example:

	SEM-1	SEM-2	SEM-3	SEM-4	SEM-5	SEM-6	SEM-7	SEM-8
Credit	20	20	20	20	20	20	20	20
SGPA	6.9	6.3	6.6	6.7	7.3	7.1	6.5	8.2
Credit $\times$ SGPA	$20 \times 6.9 = 138$	$20 \times 6.3 = 126$	$20 \times 6.6 = 132$	$20 \times 6.7 = 134$	$20 \times 7.3 = 146$	$20 \times 7.1 = 142$	$20 \times 6.5 = 130$	$20 \times 8.2 = 164$

CGPA: $1112/160 = 6.95$

- **Conversion of SGPA/CGPA into Percentage of Marks:** Ten (10) times of SGPA/CGPA

- **Final Result/Grades Description**

CGPA	Alpha-Sign/Letter Grade
9.00 - 10.00	O (Outstanding)
8.00 - <9.00	A+ (Excellent)
7.00 - <8.00	A (Very Good)
6.00 - <7.00	B+ (Good)
5.50 - <6.00	B (Above Average)
5.00 - <5.50	C (Average)
4.00 - <5.00	P (Pass)
Below 4.00	SNC
0	SNC

17. PROVISIONS FOR REVIEW

- a) A student may apply for Post-Publication Review (PPR) of his/her answer-script(s) in the prescribed form and manner and a submission of fees prescribed for the purpose within the date as per notification to be issued by the Controller of Examinations at the time of publication of result.
- b) There will be no Post-Publication Review/Scrutiny of Practical Papers, Oral Examinations, Project Work/Field Work and for the papers where examination is conducted with OMR sheet.
- c) A student may apply for post-publication reassessment/review of maximum 50% of the theoretical courses excluding the courses where examination is conducted with OMR sheets.
- d) Incomplete and faulty application is liable to be rejected without assigning any reason or without any intimation to the student/college concerned.
- e) Under no circumstances fees for Post-Publication Review once paid be refunded
- f) A student may apply for review online in a particular Semester Examination.
- g) Post-Publication Review (PPR) and Post-Publication Scrutiny (PPS) of the same paper(s) in a course will not be allowed.
- h) **Finalization of Review Results:** If the marks awarded by Post-Publication Review Examiner in a Paper do not exceed the original award by more than 20% of the full marks in that Paper, the Review Examiner's award will be accepted as final marks in that Paper. If the increase of marks exceeds 20% of the full marks in that Paper, the answer script will be evaluated by a third examiner (external) and the final marks will be the average of the three examiners. However, if it is found that there was error in calculating total marks of the original award, the increase of marks to the full extent will be accepted as corrected original award of the student. If the marks awarded by Post-Publication Review Examiner in a Paper does not reduce the original award by more than 20% of the full marks in that Paper, the Review Examiner's award will be accepted as final marks in that Paper. If the decrease of marks exceeds 20% of the full marks in that Paper, the answer script will be evaluated by a third examiner (external) and the final marks will be the average of the three examiners. However, if it is found that there was error in calculating total marks of the original award, the change of marks to the full extent will be accepted as corrected original award of the student.

Any addition or subtraction of marks as declared by the University after Post-Publication Review will be treated as final and will be binding on the student. No further application for consideration of Post-Publication Review result will be entertained.

The decrease in marks will not be considered if such reduction results the failure of a successful student who has secured already qualifying grade prior to review.

18. SCRUTINY OF ANSWER SCRIPTS (PPS)

- a) If the results of a student of any part of his/her/transgender examination does not come under the purview of Post-Publication Review, he/she/transgender may apply for Post-Publication Scrutiny of his/her/transgender's one or more answer scripts irrespective of marks.
- b) "Post-Publication Scrutiny (PPS)" does not imply re-examination or re-assessment of scripts but involve verification of scripts and records to ascertain-

Marks have been assigned to each of the required number of answers made by an examinee as per instruction printed on the question paper;
Totaling of marks awarded by the examiners on the scripts/marks-slips, as the case may be, has correctly been done.

19. COMPENSATORY TIME FOR PERSON WITH DISABILITY (PWD) STUDENTS

- a) PWD Students are provided extra time of 20 minutes for every hour of examinations subject to maximum limit of one hour as Compensatory time.
- b) PWD Students are allowed the use of a scribe (amanuensis) who holds lesser qualification than the student. Scribe is allowed to students
 - who have disability in the upper limbs or have loss of finger/hands thereby preventing them from writing.
 - Who are blind or have impaired vision.
 - who are dyslexic.
 - who are autistic.
- c) If a PWD student wants to avail compensatory time or scribe he/she/transgender must apply with all relevant documents to the Principal/TIC during form fill-up of each part/semester examination and the same application be forwarded by the Principal/TIC to the Controller of Examinations just after downloading the admit cards.
- d) If it is found that a student has used the service of a scribe and/or extra time but does not possess the extent of disability that warrants of use the service of a scribe and/or extra time, he/she/transgender will be excluded from the process of evaluation and legal action may be initiated by the authority in this regard.

20. BREACH OF DISCIPLINE BY ANY EXAMINEE IN CONNECTION WITH EXAMINATIONS

- a) The Centre-in-Charge of any University Examination held at a Centre will, on his/her/their own or on the basis of reports received from the invigilator(s)/members of the visiting team as may be constituted by the Controller of Examinations and duly approved by the Vice-Chancellor expel a student from the examination hall debarring him/her/transgender from appearing in the examinations of the said course(s)/paper(s), if the student is found copying or possessing any paper, book or such other incriminating material(s) or smuggling, written answer scripts/loose sheets from outside. On expulsion, he/she/transgender will be debarred from appearing at the said part of the examination
- b) Signature(s) of each of the expelled students may be obtained on the incriminating document(s) found in his/her/transgender possession and the same must be attached to the main answer script(s). If a student refuses to put his/her/transgender signature on the incriminating document(s), the invigilator(s)/members of the visiting team will certify the matter and the Centre-in-Charge will take immediate action as in regulation 20.1 on the basis of the certificate/report of the room invigilator(s)/members of the visiting team.
- c) If, however, in the judgment of the Centre-in-Charge, a student is found to have committed an offence of a more serious nature, e.g., impersonation, use of filthy languages, indiscipline behavior, threatening the persons connected with the examination duties and such other activities inside and outside the examination hall/room, the Centre-in-Charge will expel the student debarring him/her from appearing in the examination(s) of the remaining subject(s)/paper(s) and send to the Controller of Examinations a list of such students along with their answer scripts and a detailed report on the circumstances leading to the action taken by the Centre-in-Charge in a separate packet for record and for placement before the Committee of Discipline for further action. In such cases as detailed in above paragraph, the Committee of Discipline, duly constituted by the Vice-Chancellor may note the action, if already taken by the Centre-in-Charge, but will not lessen the penalty already given by the Centre-in-Charge.
- d) The Committee of Discipline, however, may recommend further penal action to be taken against such student(s). If the Centre-in-Charge, instead of taking any action against such a student, forward the case along with the detailed report, the Committee of Discipline may take penal action as it may deem fit.
- e) When the Centre-in-Charge expels any offending student from the examination hall, as referred to in the rules above, the order/notification regarding such expulsion will forthwith be circulated in all the examination halls by the Centre-in-Charge. Such order/notification should be pasted on the Notice Board and a copy of the same alongwith the answer scripts and other documents are to be sent to the Controller of Examinations for subsequent issuance of order/notification including order of cancellation of the entire examination of the student(s), to the concerned college for its implementation.
- f) If the students are found to consult or talk with each other or change their scheduled seats or exchange answer-scripts/loose sheets etc. during an examination in spite of warnings by the Centre-in-Charge/Room Invigilator(s), the Centre-in-Charge will report the matter in details to the University against the concerned students together with the relevant answer scripts for placement before the Committee of Discipline.
- g) An examiner may forward to the Controller of Examinations of the University through the chairperson of the concerned examination or to the Controller of Examination directly if there is no Chairperson in the concerned subject an explanatory report along with the relevant answer script(s) of the student(s) for placement of the same before the Committee of Discipline

if, in his/her/their judgment, the student/students has/have adopted unfair means in answering questions.

- h) If an examinee uses filthy languages against the Centre-in-Charge/Invigilators or Convener/Member(s) of the Visiting Teams or any person connected with the examination or resorts to indiscipline behavior inside or outside the examination hall or undertakes any unfair means or violates the instructions for the examinees, the Centre-in-Charge may send his/her/transgender's answer-script of that paper along with a report from the Invigilator(s) with his comment, if any. However, in such case, the examinee will be allowed to sit for the examination in the remaining course(s)/subject(s).
- i) **Non-submission of scripts:** If an examinee appears at the examination but does not submit his/her/transgender's answer-script, the matter should be noted in the Attendance Sheet. A diary should be lodged on the day with the local police station. A report along with a copy of the said Diary and a statement from the Invigilator of the concerned examination hall must be sent by the Centre-in-Charge to the Controller of Examinations.
- j) **Torn scripts:** In case of a script being willfully torn by a student, the fact should be noted in the Attendance Sheet(s) and a report should be sent by the Centre-in-Charge to the Controller of Examinations in a separate packet along with the torn script and a statement from the Invigilator of the concerned examination hall stating the circumstances leading to the incident.
- k) Report on R.A. cases from any end should always be supported by documentary evidence or statement of the reporting concerned authority. Without such documentary evidence/statements disposal of the matter cannot be taken up.
- l) On receipt of the report of malpractice in the examination, as referred to in above, the University will direct the concerned student to appear before the Committee of Discipline and furnish an explanation in writing regarding the charges leveled against the student
- m) If the Committee of Discipline is satisfied that the charge/charges leveled against any student in terms of above mentioned rules is/are true, it may recommend any one or multiple of the following actions:
 - Cancellation of examination of the student in the concerned paper
 - Cancellation of the entire examination of the student and
 - If necessary also Debarment of the student from appearing at the University examination for a specified period as it may deem fit according to the gravity of the offence(s) committed. If a student does not appear before the Committee of Discipline without assigning any reason, the Committee of Discipline may recommend any or all of the measure(s) as above, as it may deem fit, on the basis of available document(s) in absentia.
 - The Committee after giving due consideration to the report of the Centre-in-Charge and giving the student a hearing, if necessary, may recommend exoneration of a student from the charges leveled against him/her/transgender if in its judgment the student concerned is innocent.
- n) The recommendations of the Committee of Discipline will need approval of the Vice-Chancellor before any action can be taken thereon. The Vice-Chancellor may, after considering the recommendations, pass such orders as he/she/transgender thinks fit. The Controller of Examinations will take action according to the recommendation of the Committee of Discipline, if approved by the Vice-Chancellor or as per orders of the Vice-Chancellor.
- o) All questions arising in relation to the interpretation of these Regulations will be referred to

the Executive Council for decision and the decision of the University Council will be final and binding.

- p) The Board of Discipline (UNDERGRADUATE EXAMINATION) may be constituted with the following members:
- i. Controller of Examinations (Convener)
 - ii. Inspector of Colleges
 - iii. One member of EC to be nominated by EC
 - iv. Three Teachers of Undergraduate Colleges/Post Graduate Departments to be nominated by the Controller of Examinations

The tenure of this committee will be four years from the date of its constitution.

21. TERMINATION

If a student newly admitted to the first semester remains absent from attending classes for more than the first 15 days continuously without any intimation, his/her/transgender's admission will stand cancelled.

22. Other Modalities and inclusions

- a) **Academic Bank of Credit (ABC):** It is the platform developed by National e-Governance Division (NeGD) of the Ministry of Electronics and Information Technology, Government of India, having the facility/functionality of opening Academic Account by students and on boarding of eligible Higher Education Institutions (HEIs), in accordance with "The University Grants Commission (Establishment and Operation of Academic Bank of Credits in Higher Education) Regulations, 2021". ABC will digitally store the academic credits earned by students from HEIs registered with ABC for awarding degrees/diplomas/certificates taking into account credits earned by students. ABC will ensure the opening, closure and validation of Academic Bank Accounts, credit verification, credit accumulation, and credit transfer, redemption for students.
- b) **Accumulation of Credits:** Every student shall open an account in the Academic Bank of Credits which will provide him/her/transgender with a unique ID and will allow access to the Standard Operating Procedure (SOP). The Credits awarded to a student for the courses pursued in the University shall be accumulated in the Academic Bank Account of the student. The procedure for accumulation of credits earned, shelf life, redemption of credits, would be as per the UGC (Establishment and Operation of Academic Bank of Credits in Higher Education) Regulations, 2021 and their subsequent amendments. The validity of credits earned will be to a maximum period of seven years or as specified by the Academic Bank of Credits.
- c) **Foreign Nationals:** The candidate (**Foreign Nationals**) will have to show "Original Copy" of Certificate of Madhyamik (or equivalent), Certificate of Higher Secondary (or equivalent) and original Passport (along with Visa) at the time of admission. **Foreign Nationals will have to pay the fees equivalent to or higher than the Indian Nationals, as decided by the individual Colleges.** Their papers must be duly endorsed by the local Embassies/Consulates/High Commissions, whichever is applicable and their visa period must cover the period required to complete the course.
- d) **SWAYAM Courses:** The University may allow up to 40% of the total courses being offered in a particular program in a Semester through the online learning courses offered through the SWAYAM platform, subject to the following conditions:
 - i. The course contents are alike;

- ii. The courses are not offered in the University/College;
- iii. There is non-availability of suitable teaching staff to run the course in the University/College.

The University shall give the equivalent credit weightage to the student for the credits earned vide online learning credit courses through the SWAYAM platform, in the credit plan of the program.

23. Power to remove any difficulties

In any case of any situation or not covered under these Regulations, the Vice-Chancellor may, by order, make such provisions not inconsistent with the Act, Statutes, Ordinances or other Regulations, as appears to be necessary or expedient to remove the difficulty, however, subject to ratification of such order by the Appropriate University Authorities.

If any dispute arises in respect to interpretation of the regulations or any matter not covered by these, the decision of the Vice-Chancellor in that respect will be final and binding.

Appendix I: POOL OF COURSES**1. Major (MAJ) Courses (any one from the following)**

Science	Arts, Humanities and Social Science	Commerce	Business Administration	Computer Applications
1. Anthropology 2. Botany 3. Chemistry 4. Computer Science 5. Economics 6. Geography 7. Geology 8. Mathematics 9. Microbiology 10. Physics 11. Physiology 12. Statistics* 13. Tea Science 14. Zoology	1. Bengali 2. Economics 3. Education 4. English 5. Geography 6. Hindi 7. History 8. Mass Communication & Journalism 9. Nepali 10. Philosophy 11. Political Science 12. Psychology 13. Physical Education* 14. Sanskrit 15. Sociology 16. Urdu	1. Accounting and Finance 2. Management	1. BBA 2. BBA (Tourism, Aviation & Hospitality Management)*	1. BCA

* to be introduced only as a 3-year UG Major Course as of now

2. Minor (MIN) Courses (any two from the following, belonging to the group of the Major subject chosen, excluding the Major subject, one each the two Groups in case of Arts, Humanities and Social Science)

Science	Arts, Humanities and Social Science	Commerce	Business Administration	Computer Applications
1. Anthropology 2. Botany 3. Chemistry 4. Computer Science 5. Economics 6. Food Technology 7. Geology 8. Mathematics 9. Microbiology 10. NCC 11. Physics 12. Physiology 13. Statistics 14. Tea Science 15. Zoology	1. Bengali 2. Economics 3. English 4. Hindi 5. History 6. Modern Tibetan 7. Nepali 8. Psychology 9. Sanskrit 10. Urdu 11. Education 12. Geography 13. Mass Communication & Journalism 14. NCC 15. Philosophy 16. Physical Education 17. Political Science 18. Sociology	1. Commerce Minor*	1. BBA Minor*	1. Economics 2. Mathematics 3. NCC 4. Statistics

* to be specified by UG-BoS

3. Multidisciplinary Courses (MDC) (any three from the following, excluding courses belonging to the group of the Major and / or Minor subjects chosen and excluding those courses already undergone at the Higher Secondary Level (12th) class): one each to be chosen from each Semester-wise pool of courses.

Pool A – for Semester 1 only

Sl No	Course	Eligibility Condition
1.	Cultural Anthropology	All Students
2.	Performing Arts	All Students
3.	Introduction to Basic Bioinformatics	All Students
4.	Chemistry in Action	All Students except those who have studied Chemistry at +2 level and / or are having Chemistry as a Major or a Minor
5.	Accounting and Finance	All Students except Commerce Stream
6.	Microfinance and Financial Inclusion	All Students except those who have studied Economics at +2 level and / or are having Economics as a Major or a Minor
7.	Fundamentals of Data Science	All Students
8.	Introduction to African Literature	All Students except those who are having English as a Major.
9.	Fundamentals of Remote Sensing	All Students except those who have studied Geography at +2 level and / or are having Geography as a Major or a Minor
10.	History of North Bengal	All Students
11.	Management of Libraries and Information Centres	All Students
12.	Community Journalism	All Students except those who are having Mass Communication & Journalism as a Major or a Minor
13.	Sports Management	All Students except those who are having Physical Education as a Major or a Minor
14.	Behavioural Science	All Students
15.	Statistical Survey	All Students except those who are having Statistics as a Major or a Minor
16.	Human Rights	All Students
17.	Tibetan Language and Culture	All Students except those who are having Modern Tibetan as a Major or a Minor
18.	Gender Studies	All Students
19.	Great Indian Educators	All Students
20.	Distance Education	All Students except those who have studied Education at +2 level and / or are having Education as a Major or a Minor
21.	Studies of Sexualities	All Students

Pool B – for Semester 2 only

Sl No	Course	Eligibility Condition
22.	Local Language and Folk Culture	All Students
23.	Understanding Shakespeare and Tagore	All Students
24.	Strategic and Area Studies	All Students

25.	Introduction to Polymers	All Students except those who have studied Chemistry at +2 level and / or are having Chemistry as a Major or a Minor
26.	Conservation Biology	All Students except those who are having Zoology as a Major or a Minor
27.	Human Resources Management	All Students except Commerce Stream
28.	Web Technology	All Students except those who have studied Computer Science / Information Practices / other IT related subject at +2 level and / or are having Computer Science as a Major or a Minor
29.	Software Development	All Students except those who have studied Computer Science / Information Practices / other IT related subject at +2 level and / or are having Computer Science as a Major or a Minor
30.	Sustainable Development	All Students
31.	Graphic Novels	All Students
32.	Disaster Management	All Students
33.	Media Science	All Students except those who are having Mass Communication & Journalism as a Major or a Minor
34.	Introduction to Linear Programming	All Students except those who have studied Mathematics at +2 level and / or are having Mathematics as a Major or a Minor
35.	Introduction to Astronomy	All Students except those who have studied Physics at +2 level and / or are having Physics as a Major or a Minor
36.	Ergonomics and Sports Medicine	All Students except those who are having Physiology as a Major or a Minor
37.	International Relations	All Students except those who have studied Political Science at +2 level and / or are having Political Science as a Major or a Minor
38.	Sociology of Development	All Students except those who are having Sociology as a Major or a Minor
39.	Tourism and Travel Management	All Students
40.	Education of Children with Special Needs	All Students except those who have studied Education at +2 level and / or are having Education as a Major or a Minor
41.	Mental Health and Hygiene	All Students
42.	Literature of Eastern Himalayas	All Students except those who are having English as a Major or a Minor

Pool C – for Semester 4 only

Sl No	Course	Eligibility Condition
43.	Pharmacognosy and Medicinal Plants	All Students except those who are having Botany as a Major or a Minor
44.	Basic Programming	All Students except those who have studied Computer Science / Information

		Practices / other IT related subject at +2 level and / or are having Computer Science as a Major or a Minor
45.	Bio Entrepreneurship	All Students except those who have studied Biotechnology at +2 level
46.	Business Regulations	All Students except Commerce Stream
47.	Cognitive Science	All Students
48.	Constitutional Law	All Students
49.	E-commerce	All Students except Commerce Stream
50.	Environmental Microbiology	All Students except those who are having Microbiology as a Major or a Minor
51.	Global Environment and Health	All Students
52.	Green Chemistry	All Students except those who are having Chemistry as a Major or a Minor
53.	Guidance and Counselling	All Students
54.	ICT Fundamentals	All Students except those who have studied Computer Science / Information Practices / other IT related subject at +2 level and / or are having Computer Science / BCA as a Major or a Minor
55.	Introduction to Cosmic Ray Physics	All Students except those who have studied Physics at +2 level and / or are having Physics as a Major or a Minor
56.	Mathematical Economics	All Students except those who are having Economics as a Major or a Minor
57.	Nutrition and Diet	All Students
58.	Political Economy and Development	All Students except those who are having Political Science as a Major or a Minor
59.	Postcolonial Literature	All Students except those who are having English as a Major or a Minor
60.	Public Administration	All Students except those who are having Political Science as a Major or a Minor
61.	Rural Studies	All Students
62.	Social Work	All Students except those who are having Sociology as a Major or a Minor
63.	Development Studies of Indian Economy	All Students except those who have studied Economics at +2 level and / or are having Economics as a Major or a Minor

- 4. Three Skill Enhancement Courses (SEC) need to be completed by each student based on their Major (MAJ) Course:** these courses are aimed at imparting practical skills, hands-on training, soft-skills, etc., to enhance the employability of the students. List of courses offered, to be designed by the respective Under Graduate Board of Studies keeping the essence of the Major subject intact.

5. Ability Enhancement Course (AEC) (any one from the following): two papers each

Sl. No.	Course
1	Alternative English
2	MIL Bengali
3	MIL Hindi
4	MIL Nepali
5	MIL Sanskrit
6	MIL Urdu

Apart from the above, another AEC – Language Core Course (LCC) English (Compulsory) (two papers) needs to be studied, by all UG students.

6. Value Added Courses (VAC)

Sl. No.	Course
1	A - Environmental Education (EE)
2	B - Understanding India (UI) / Digital Marketing (DM)

7. Vocational Courses (Optional): required for completion of 4 credits, which may be required for students who will opt for Exit at Certificate / Diploma level -

Sl. No.	Course
1	Beauty and Wellness
2	GST Filing
3	Hospitality Management
4	NSS
5	Office Administration
6	Soft Skill and Personality Development

Apart from the above, any other Skill-based course allowed by their Colleges will also be valid which will be guided by different modalities to be decided by the Controller of Examinations.

Appendix II: Semester wise view of Course and Credit Distribution Structure

Semester	Major (Core) Courses	Major (Core) Courses Credit	Minor Courses	Minor Courses Credit	Multidisciplinary Courses (Not related to either Major or Minor or any other subject studied in 10+2)	Multidisciplinary Courses Credit	Ability Enhancement courses (language) Courses	Ability Enhancement courses (language) Credit	Skill Enhancement courses (Related to Major)	Skill Enhancement Credit	Common Value-Added Courses	Common Value-Added Courses Credit	Total Credit	Total no of Courses
First Year														
I	Course - 1	4	Course - 1	4	Course - 1	3	English - 1 [For BA Course] MIL / Alt.English - 1 [For Courses other than BA]	2	SEC - 1	3	VAC 1 - Environment Education [For BA Course] VAC - 2 [For Courses other than BA]	4	20	6
II	Course - 2	4	Course - 2	4	Course - 2	3	English - 1 [For Courses other than BA] MIL / Alt.English - 1 [For BA Course]	2	SEC - 2	3	VAC 1 - Environment Education [For Courses other than BA] VAC - 2 [For BA Course]	4	20	6
Total - 1st Year	2	8	2	8	2	6	2	4	2	6	2	8	40	12
Students exiting the programme after securing 40 credits will be awarded UG Certificate in the relevant Discipline / Subject provided they secure additional 4 credits in work based vocational courses offered during summer/vacation term or internship / Apprenticeship in addition to 6 credits from skill-based courses earned during first and second semester. Modalities regarding the offering of vocational courses or internship / Apprenticeship to be finalised by the respective colleges and to be intimated to the University, in case of any exit.														

Semester	Major (Core) Courses	Major (Core) Courses Credit	Minor Courses	Minor Courses Credit	Multidisciplinary Courses (Not related to either Major or Minor or any other subject studied in 10+2)	Multidisciplinary Courses Credit	Ability Enhancement courses (language) Courses	Ability Enhancement courses (language) Credit	Skill Enhancement courses (Related to Major)	Skill Enhancement Credit	Common Value-Added Courses	Common Value-Added Courses Credit	Total Credit	Total no of Courses
Second Year														
III	Course - 3 Course - 4 Course - 5	12	Course - 3	4			English - 2 [For BA Course] MIL / Alt. English - 2 [For Courses other than BA]	2	SEC - 3	3			21	6
IV	Course - 6 Course - 7 Course - 8	12	Course - 4	4	Course - 3	3	English - 2 [For Courses other than BA] MIL / Alt. English - 2 [For BA Course]	2					21	6
Total - 2nd Year	6	24	2	8	1	3	2	4	1	3	0	0	42	12
Students exiting the programme after securing 82 credits will be awarded UG Diploma in the relevant Discipline / Subject provided they secure additional 4 credits in work based vocational courses offered during summer/vacation term or internship / Apprenticeship. Modalities regarding the offering of vocational courses or internship / Apprenticeship to be finalised by the respective colleges and to be intimated to the University, in case of any exit.														
Cumulative Total - 2nd Year	8	32	4	16	3	9	4	8	3	9	2	8	82	24

Semester	Major (Core) Courses	Major (Core) Courses Credit	Minor Courses	Minor Courses Credit	Multidisciplinary Courses (Not related to either Major or Minor or any other subject studied in 10+2)	Multidisciplinary Courses Credit	Ability Enhancement courses (language) Courses	Ability Enhancement courses (language) Credit	Skill Enhancement courses (Related to Major)	Skill Enhancement Credit	Common Value-Added Courses	Common Value-Added Courses Credit	Total Credit	Total no of Courses
Third Year														
V	Course - 9 Course - 10 Course - 11 Course - 12	16	Course - 5	4					Internship	2			22	6
VI	Course - 13 Course - 14 Course - 15 Course - 16	16	Course - 6	4									20	5
Total - 3rd Year	8	32	2	8	0	0	0	0	1	2	0	0	42	11
Students who want to undertake 3-year UG programme will be awarded UG Degree in the relevant Discipline /Subject upon securing 124 credits														
Cum Total - 3rd Year	16	64	6	24	3	9	4	8	4	11	2	8	124	35

Semester	Major (Core) Courses	Major (Core) Courses Credit	Minor Courses	Minor Courses Credit	Multidisciplinary Courses (Not related to either Major or Minor or any other subject studied in 10+2)	Multidisciplinary Courses Credit	Ability Enhancement courses (language) Courses	Ability Enhancement courses (language) Credit	Skill Enhancement courses (Related to Major)	Skill Enhancement Credit	Common Value-Added Courses	Common Value-Added Courses Credit	Total Credit	Total no of Courses
Fourth Year (Honours)														
VII	Course - 17 Course - 18 Course - 19	12	Course - 7	4									16	4
VIII	Course - 20 Course - 21 Course - 22 Course - 23	16	Course - 8	4									20	5
Students will be awarded UG Degree (Honours) in the relevant Discipline /Subject provided they secure 160 credits														
Total - 4th Year	7	28	2	8	0	0	0	0	0	0	0	0	36	9
Cum Total - 4th Year	23	92	8	32	3	9	4	8	4	11	2	8	160	44
Fourth Year (Honours with Research)														
VII	Course - 17 Course - 18 Course - 19	12	Course - 7	4									16	4
VIII	Course - 20	4	Course - 8	4					Research Project / Dissertation	12			20	3
Students will be awarded UG Degree (Honours) with Research in the relevant Discipline /Subject provided they secure 160 credits														
Total - 4th Year	4	16	2	8	0	0	0	0	1	12	0	0	36	7
Cum Total - 4th Year	20	80	8	32	3	9	4	8	5	23	2	8	160	42

Appendix III: The committee for implementation of new curriculum and credit framework for Under Graduate Programs

The Vice-Chancellor, University of North Bengal constituted a committee for implementation of new curriculum and credit framework for Under Graduate Programs starting from the forthcoming academic session.

The terms of reference of the Committee were as follows:

- Formulate detailed roadmap for implementation of NEP-2020 at the UG departments and affiliated colleges under University of North Bengal
- Coordinate and liaise with the academic & administrative units of the University and the Colleges in chalking out programs and structures as per NEP-2020.
- To submit the Regulations for implementation of new curriculum and credit framework at NBU with the new programs/courses for approval by the Executive Council, for implementation from the academic year 2023-2024.

The Committee

Prof. Gangotri Chakraborty (Retired), Department of Law, University of North Bengal
 Dr. Debasis Dutta, The Controller of Examinations, University of North Bengal
 Mr. Anirban Biswas, Systems Manager & Head CIRM, University of North Bengal
 Dr. Joydeep Biswas, Principal Secretary, Faculty Council for P.G. Studies in Science, NBU
 Dr. Rupak Bhattacharjee, Secretary, Faculty Council for P.G. Studies in Arts, Commerce & Law, NBU
 Mr. Palash Paul, Development Officer, University of North Bengal
 Smt. Shankari Chakraborty, Assistant Controller, University of North Bengal
 Dr. Jhinuk Dasgupta, Department of Chemistry Siliguri College
 Dr. Protip Basu, Department of Botany, Siliguri College
 Dr. Kalyan Das, A.C College of Commerce Jalpaiguri
 Dr. Anurima Chanda, Department of English, Birsa Munda College
 Dr. Ritwika Laskar, Department of Education, Alipurduar Mahila Mahavidyalaya
 Ms. Remika Thapa, Department of Nepali, Parimal Mitra Smriti Mahavidyalaya

Dr. Ranjita Chakraborty, The Director, IQAC, University of North Bengal - **Invitee Member**
 Dr. Soumitra Sarkar, Department of Commerce, University of North Bengal - **Invitee Member**
 Dr. Suphal Biswas, Department of Bengali, Surya Sen Mahavidyalaya - **Invitee Member**

Dr. Nupur Das, Principal Secretary, Council for Under Graduate Studies, NBU - **Convener**