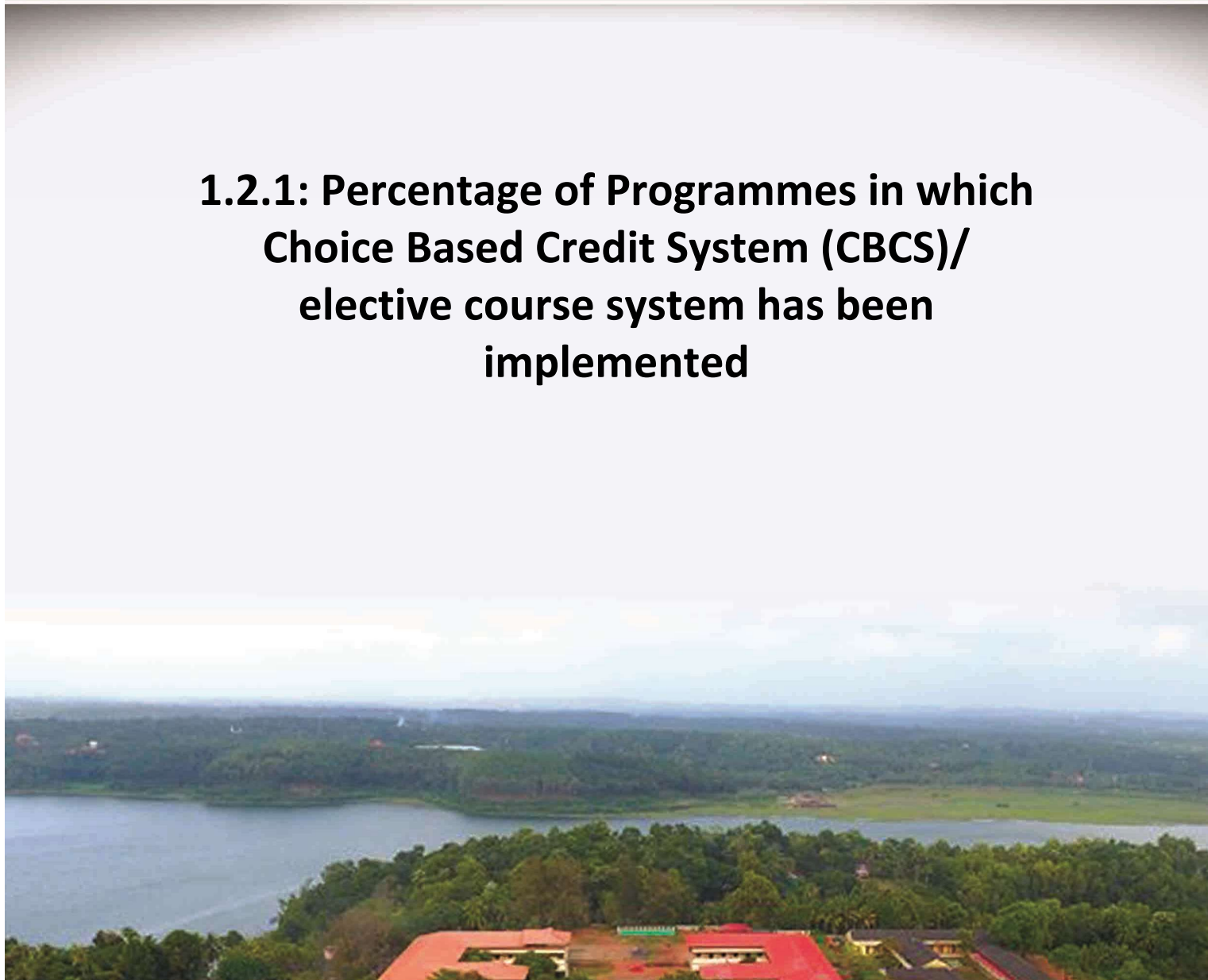# KUMBALATHU SANKUPILLAI MEMORIAL DEVASWOM BOARD COLLEGE

(Re-accredited with 'A' Grade by NAAC)

SASTHAMCOTTA, KOLLAM District, KERALA

CRITERION 1

1.2.1: Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

INDEX

CBCSS Order

UNIVERSITY OF KERALA
(Abstract)

Amendments in the Regulations for the First Degree Programmes under Choice Based Credit and Semester System (CBCS) in the Colleges affiliated to the University of Kerala and Centres of the University - Approved – Orders issued.

ACADEMIC 'A.II.' SECTION

No.Ac.A.II/UG Sem./2010   Dated, Thiruvananthapuram, 30-10-2010.

Read:-   1.   U.O. No.Ac.A.II/1/UG.Sem./2010 dtd.05-04-2010.
             2.   Minutes of the Meeting of the ULMC held on 08- 10-2010.

O R D E R

The Vice-Chancellor has approved subject to ratification by the Academic Council, the amendments to the Regulations for the First Degree Programme under CBCS System, as recommended by the meeting of the University Level Monitoring Committee read as (2) above.

Hence the Regulations for the First Degree Programmes under Choice Based Credit and Semester System issued as per U.O. read as (1) above stands amended.

A copy of the amended Regulations appended.

Orders are issued accordingly.

Sd/-
REGISTRAR

To
 1) The Principals of all affiliated Colleges and Centres of the University
 2) The Deans of the Faculties of Science/Arts/Social Sciences/Oriental Studies/
 Commerce/Fine Arts/Applied Sciences/Management Studies.
 3) The Chairmen of all Pass Boards of Studies of the Faculties concerned.
 4) The PS to VC/PVC
 5) The PA to Registrar/CE/DCDC/FO
 6) The Director, Computer Centre/IDE
 7) The Ac.B/Ac.BI Sections and Ac.L Section for necessary action.
 8) All Joint Registrars/Deputy Registrars/Assistant Registrars
 9) All Tabulation Sections (UG Courses)
10) Ac.A.III/Ac.A.IV/Ac.C/Ac.D/Ad.Misc Section.
11) The PRO/RO/Enquiry
12) Members of the ULMC
13) Stock file / File copy.

Forwarded / By Order

Sd/-
Section Officer

Appendix
UNIVERSITY OF KERALA

Regulations for the First Degree Programmes in Affiliated Colleges, 2009

1. Title

These Regulations shall be called 'The University of Kerala Regulations for the First Degree Programmes under the Choice Based Credit and Semester System (CBCS) in Affiliated Colleges', 2009.

2. Scope, Application and Commencement

2.1 The Regulations provided herein shall apply to all regular First Degree (Under Graduate) Programmes under the Faculties of Science, Applied Science, Arts, Social Sciences, Fine Arts, Oriental Studies, Management Studies and Commerce except BFA, BPA, BPE conducted in Colleges Affiliated to the University of Kerala *and* Centres of the University. These Regulations shall also apply to the vocational, triple main and restructured Degree Programmes. These Regulations shall not apply to the Courses offered by the Institute of Distance Education and the Private Registration stream.

2.1.1. Hereinafter, the Vocational and Triple Main and Restructured Courses be renamed as Career Related First Degree Programme.

2.2 These Regulations shall apply to First Degree Academic Programmes to which admissions are made from the academic year 2010-2011 onwards.

2.3 These Regulations supersede the provisions of all the existing Regulations for the regular under Graduate Programme conducted in Colleges Affiliated to the University of Kerala *and* Centres of the University w.e.f. 2010-2011 admissions unless otherwise specified.

3. Definitions

3.1 'Academic Programme' means the entire Course of study as per the given Scheme and Examinations.

3.2 'Semester' means a term consisting of a minimum of 90 working days distributed over a minimum period of 18 weeks.

3.3 'Course' means a portion of a subject to be taught and evaluated in a Semester (similar to a paper under traditional scheme).

3.4 'Language Courses" are Courses in English and an Additional Language of student's Choice, for which all the students who join for First Degree Programme have to register.

3.5 'Foundation Course' means a Course at the foundation level that all students of the First Degree Programme (FDP) have to register.

3.6 'Core Course' means a compulsory Course in a Major subject related to the First Degree Programme (FDP) in a discipline.

3.7 'Complementary Course' means a Course in a subject other than the Major subject and is complementary to it.

3.8 'Open Course' means an optional Course which the student is free to take at his/her will. Open Course can be an Elective Course in the Major subject or can be a non Major Elective Course outside the mainstream of study as well.

3.8.1 'Vocational Course' is a Compulsory course in a Major subject of Schedule 2 (a).

3.9 'Audit Course' means a Course which the student can register without earning Credits (zero Credit Courses) and are not compulsory for completing the Degree Programme.

3.9.1 "Elective Course" means a specialized Course from the frontier area of the core subject, which he/she is free to choose.

3.10 'Repeat Course' is a Course that a student repeats if he/she has failed in it.

3.11 'Credit' (C) of a Course is a measure of the weekly unit of work involving lecture or laboratory session or seminar or similar activity assigned to/for the Course.

3.12 'Grade' indicates the level of performance of a student in a Course.

3.13	'Grade Point' is an integer indicating the numerical equivalent of the broad level of performance of a student in a Course. The product of grade point average and the Credit of a Course is called 'Credit Point'.
3.13.1	Weight is a numerical measure quantifying the comparative range of an answer or the comparative importance assigned to different components like theory and practical, internal and external examinations, core and complementary subjects.
3.13.2	'Weighted Grade Point' is the sum of grade points multiplied by weight.
3.13.3	'Grade Point Average' (GPA) is an index of the performance of a student in a course. It is obtained by dividing the sum of Weighted Grade Point obtained in the course by the sum of weight of course.
3.14	'Semester Grade Point Average' (SGPA) is an index of the overall performance of a student at the end of a Semester. It is obtained by dividing the sum of the Credit points obtained by a student at the end of a Semester by the sum of the Credits of Courses taken by the student in the Semester.
3.15	'Cumulative Grade Point Average' (CGPA) indicates the broad academic level of performance of the student in a Programme. It is obtained by dividing the sum of the Credit points in all the Courses taken by the student for the entire Programme by the total number of Credits.
3.16.	'Major Subject' means the subject for which the student has chosen the core Courses in the respective Programme.
3.17	'Faculty Advisor' means a teacher appointed by the Department Council/HoD who will advise the student on all academic matters. The teacher will be from the department for the Major subject.
3.18	'Grace Grade' means upgraded grade awarded to a student in recognition of meritorious achievements in Sports/Arts/ NCC/NSS. Upgrading of grades shall be based on upgrading of Grade Point Average.

4. Admission

4.1	Eligibility for admissions and reservation of seats for various First Degree Programmes shall be according to the rules framed by the University from time to time. No student shall be eligible for admission to a First-Degree Programme (FDP) in any of the discipline unless he/she has successfully completed the examination conducted by a Board/University at the +2 level of schooling or its equivalent.
4.2	Student enrollment shall be in accordance with the academic and physical facilities available in the institution. The College shall make available to all students a brochure listing all the Courses offered by the various departments in the entire Programme and the number of seats sanctioned by the University for each Programme.
4.3	Depending upon the academic and physical facilities available in the Institution, the University may allow the Institution to admit a certain number of students in the 3rd or 5th Semester by transfer if required, from other Institutions subject to conditions prescribed by the University. A student who has already successfully completed a First Degree Programme and is desirous of and academically capable of pursuing another First Degree Programme may also be admitted with the prior approval of the University according to conditions regarding Course requirements specified by the University.

5. Registration

5.1	Each student shall register for the Courses in the prescribed Registration form in consultation with the Faculty Advisor within two weeks from the commencement of each Semester.
5.2	The number of Courses/Credits that a student can take in a Semester is governed by the provisions in these Regulations subject to a minimum of 16 and maximum number of 27 Credits.

5.3		A student can opt out of a Course/Courses registered subject to the minimum Credit/Course requirement if he/she feels he/she has registered for more Courses than he/she can handle, within thirty days from the commencement of the Semester.
5.4		The maximum number of students to be admitted to a Programme shall be limited to the number of seats sanctioned by the University.
5.5		The college shall send a list of the students registered for each Programme in each Semester giving the details of Courses for which each of the students has registered including the repeat/reappearance Courses, to the University in the prescribed form within 45 days from the commencement of the Semester.

6. Duration

6.1   The normal duration of a First-Degree Programme shall be three years consisting of six Semesters. No student shall be allowed to complete the Programme by attending more than 12 continuous Semesters.

6.2   The duration of each Semester shall be five months inclusive of the days of examinations. There shall be at least 90 working days in a Semester and a minimum of 450 hours of instruction in a Semester. Odd Semester (June-Oct) commences in June and Even Semester (Dec-April) commences in December every year. There will be, to an extent possible, one month Semester break in November and May between Semesters.

6.3   There shall be a uniform calendar prepared by the University for the conduct of the Academic Programme.

7. Programme Structure

7.1   Students shall be admitted to First Degree Programmes in the Faculties of Science, Applied Science, Arts, Fine Arts, Social Sciences, Oriental Studies, Management Studies and Commerce conducted in Affiliated Colleges and Centres of the University under the regular stream as indicated under 2.1.

7.2   The First Degree Programme shall include 1) Language Courses 2) Foundation Courses 3) Core Courses in the Major subjects related to Degree Programme 4) Complementary Courses on allied subjects 5) Open/Elective Courses and 6) Project/Dissertation. In the case of subjects included in 2 (a), there shall be a component of Vocational courses. The minimum number of Courses required for completion for a Degree Programme may vary from 30 – 38 depending on the Credit assigned to different Courses.

7.3   The students may choose the Major subject of study at the beginning of the Programme and shall join a Department.

7.4   Language Courses and Foundation Courses shall be offered in the 1st, 2nd, 3rd and 4th Semesters. Core Courses may be offered from the 1st Semester onwards along with the Complementary Courses and shall include a compulsory project / Dissertation to be undertaken during the 5th / 6th Semester.

    Open /Elective Courses may be offered in any subject and the student will have the option to do Courses offered by other Departments, subject to availability of teachers and infrastructure in the Institution, and in exceptional situation, specialized, advanced/applied course offered by same Institution. Open course shall be offered in Fifth Semester and Elective course in Sixth Semester.

7.5   No Course shall carry more than 4 Credits. Audit Courses will carry zero Credit.

7.6   The Core Courses prescribed by the University for the First Degree Programme shall be offered by the parent Department. More than one combination of Complementary Courses in allied subjects may be offered depending on the availability of teachers and infrastructure facilities (e.g. Chemistry with Mathematics and Physics or Chemistry with Mathematics and Computer Science or Chemistry with Mathematics and Zoology.)

7.7   The student is free to take any combination of Complementary Courses offered by the Institution and is also free to select any Elective Course offered by the departments. The student shall do Open/Elective Course totaling to a minimum of 4 Credits but not more than

24 Credits. However, the students may ascertain from the faculty advisor the suitability and usefulness of such Courses to increase the academic potential and opportunity/eligibility for higher studies.

7.8   The student secures the Credits assigned to a Course on successful completion of the Course. The students shall be required to earn a minimum of 120 Credits including Credits for Language Courses, Foundation Courses, Core Courses ,Complementary Courses (as the case may be), Dissertation and Open/Elective Courses as indicated below within a minimum period of 6 Semesters for the award of the Degree excluding Credit acquired for social service/extension activity. The minimum required Credits for different Courses for the award of the Degree are given in the general structure of the First Degree Programme in schedules 1 and 2.

	B.A. B.Sc.	B.Com.
Accumulated minimum Credits required for successful completion of the Programme:	120 Credits	120 Credits
Minimum Credits for Language Courses	33 Credits	22 Credits
Minimum Credits required for Foundation Courses:	5 Credits	5 Credits
Credits required for Core Courses including Dissertation	50-56 Credits	61 Credits
Credits required for complementary Course	22-28 Credits	12 Credits
Minimum Credits required for Open Courses/ Elective	4 Credits	20 Credits
Minimum Credits for Social Service/ Extension activity:	1 Credit	1 Credit

7.9   The student is free to take Audit Courses which may be skill Based/vocational Courses offered in the College sanctioned by the University, in consultation with the faculty advisor to enhance the academic potential of the student for higher studies/employment. Although the Audit Courses do not fetch any Credits, these Courses shall be indicated in the score sheet.

7.10   A student is free to register for as many Courses as he/she can if facilities permit, meeting the minimum Credits requirement. Such Additional Credits acquired will be separately shown in the grade card. No student shall register for more than 27 Credits (excluding repeat Courses) and less than 16 Credits in each Semester.

7.11   **Attendance:** (Weight 1) Students who secure a minimum of 75% attendance in the aggregate for all the courses of a Semester taken together alone will be allowed to register for End Semester Examinations. Others have to repeat the Semester along with next batch, unless they could make up the shortage of attendance through condonation. However the award of grade for attendance in CE shall be made course-wise. Condonation of shortage of attendance to a maximum of 10 days in a Semester subject to a maximum of two times during the whole period of a Degree Programme may be granted by the University on valid grounds. This condonation shall not be considered for awarding grades for CE. Benefits of attendance for a maximum of 10 days in a semester may be granted to students who participate/attend University Union activities, meetings of the University bodies and extra curricular activities, on production of participation/attendance certificate by University Authorities/Principals as the case may be. But in such cases, condonation will be considered for award of grades for CE.

7.12   Credit Transfer: The Credits acquired for Courses in other universities within the country would be accepted on a reciprocal basis according to University norms. Credit transfer and accumulation system can be adopted in a Programme. Transfer of Credit consists of acknowledging, recognizing and accepting Credits by an institution for programmes or courses completed at another institution. The Credit transfer scheme shall allow students pursuing a programme in one University to continue their Education in another University without break.

8. Board of Studies, Courses and Syllabi

8.1   The Board of studies (in each subject) shall design all the Courses and syllabi for each Course in that subject offered in the First-Degree Programme subject to the Regulations of the University. The Board shall design and introduce new Courses, modify or redesign existing Courses or replace any Course/Courses with new/modified Courses to ensure better exposure and training to students.

8.2   The syllabus for a Course shall include: Course code, the title of the Course, the statement of the aims and objectives of the Course and the number of Credits; instructional hours in terms of lectures, tutorials, and laboratory sessions with the pre-requisites if any, for taking the Course. The Course content shall be given in a unitized manner along with a list of reading materials.

8.3   The syllabus for each Course shall include the mode of transacting that Course in terms of lectures, tutorials, seminars, laboratory sessions, field work, projects and such other activities.

8.4   The syllabus for each Course shall also indicate the scheme of evaluation/ examination.

8.5   For laboratory sessions, the size of a batch shall depend upon the size of the laboratory, the facilities available for controlling and supervising the group of students, and the availability of the number of instruments for individual use. The optimal number of students in a batch for a normal laboratory session under the supervision of a teacher will be 15. In computer laboratory and Language laboratory, the number can be more, or less, depending upon the availability of infrastructure. There shall be at least one teacher to supervise a batch of not more than 15 students in each laboratory session.

8.6   For tutorials, a group shall not generally be more than 15 students.

8.7   For supervision of Dissertation/Project, each student shall be assigned to a Teacher. Not more than 15 students shall be assigned to a particular teacher in a Semester for such supervisory work.

8.8   There shall be a minimum of 15 students but not more than 75 students for Open Courses.

8.9   Maximum number of students for Language course shall not be more than 50.

9. Evaluation and Grading

9.1   Evaluation of each Course shall be done in percentage score and shall involve Continuous evaluation (CE) with a weight of 25 % and End Semester Evaluation (ESE) with a weight of 75 %.

9.2   Continuous Evaluation

9.2.1   All records of Continuous Evaluation shall be kept in the Department and shall be made available for verification by the University, if and when necessary.

9.2.2   *Attendance***:**
The allotment of grade for attendance shall be as follows:

Attendance less than 75 %	-	E grade
75 % & less than 80%	-	D grade
80% & less than 85%	-	C grade
85% & less than 90%	-	B grade
90% & above	-	A grade

9.2.3   *Assignments or Seminars: (WEIGHT 1)*
Each student shall be required to do one assignment or one seminar for each Course. Valued assignments shall be returned to the students. The seminars shall be organized by the teacher/teachers in charge of CE and the same shall be assessed by a group of teachers including the teacher/teachers in charge of that Course. Assignments/Seminar shall be graded on the basis of their quality. The teacher shall define the expected quality of an assignment in terms of structure, content, presentation etc. and inform the same to the students. Due weight may be given for punctuality in submission. Seminar shall be similarly graded in terms of structure, content, presentation, interaction etc. (Clause 12.6 of regulations dated 28-08-2010 added to clause 9.2.3).

9.2.4   **Tests: (WEIGHT 2)**
For each Course there shall be at least two class tests during a Semester. Grades for the test component in CE shall be awarded on the basis of calculating average of the grades secured for the two class tests. Valued answer scripts shall be made available to the students for perusal within 10 working days from the date of the test. Test papers shall be graded by the same procedure adopted for End-Semester-Evaluation (ESE) of theory course. (Clause 12.7 of regulations dated 28.8.2010 added to clause 9.2.4).

9.2.5   **Announcement of results of CE.**
The results of the CE shall be displayed within 5 working days from the last day of a Semester. Complaints regarding the award of grades for CE if any, have to be submitted to

the Head of the Department within 3 working days from the display of results of CE. These complaints shall be examined by the Department committee and shall arrive at a decision, which shall be communicated to the student.

9.2.6 The statement of grades of the CE of all the students shall be approved by the Department committee, countersigned by the Principal and forwarded to the Controller of Examinations within 15 working days from the last day of the Semester. The University has the right to normalize the CE, if required, for which separate rules shall be framed.

9.3 **End Semester Evaluation (ESE):**
End Semester Examination of all the Courses in all Semesters shall be conducted by the University. The results of the ESE shall be arranged to be published according to the examination calendar prescribed by the University level monitoring committee, which shall not exceed 45 days from the last day of the examination.

10. Project/Dissertation Work:

10.1 For each First Degree Programme there shall be a Project/ Dissertation Work.

10.2 The Project/Dissertation work can be done either individually or by a group not exceeding five students. However, Viva-Voce Based on the Project/Dissertation work shall be conducted individually.

10.3 The topics shall either be allotted by the supervising teacher or be selected by the students in consultation with the supervising teacher.

10.4 The report of the Project/ Dissertation shall be submitted to the Department in duplicate before the completion of the sixth Semester. There shall be no continuous assessment for Dissertation / project work.

10.5 A Board of two Examiners appointed by the University shall evaluate the report of the Project/Dissertation Work.

10.6 The detailed guidelines regarding the conduct and evaluation of the Project/ Dissertation will be framed by the Board of Studies concerned.

11. Social Service/Extension Activity:

11.1 It is mandatory for a student to participate in any one of the following Social Service/Extension Activities for not less than forty hours, during the 3rd and 4th Semester, for successful completion of the Programme
1) Health Education
2) Peoples Planning Programme
3) Debate Club
4) Environmental Activities
5) Human Rights Forum
6) Community Health Activity
7) Kerala State Literacy Mission
8) Performing Arts Club-Folklore
9) Media Club
10) Community Based activities of CACEE
11) NSS
12) NCC
13) Sports Club
14) Science Club
15) Nature Club/Eco Club
16) Theatre Club
17) Planning Forum
18) Literary Club
19) Women's study Unit
20) Anti-Ragging Cell
21) State Library Council Affiliated Rural Public Libraries

11.2 There shall be a General Coordinator to be nominated by the College Council, for the conduct of all these activities.

11.3 A statement testifying the participation of the students shall be forwarded to the Controller of Examinations along with the statement of CE results for the 4th Semester.

11.4   Those who have not secured the minimum number of hours of Social Service/Extension Activity during the 3rd and 4th Semester shall secure the minimum required attendance by attending such Programmes during the subsequent 5th and 6th Semesters. In such cases, the details about participation shall be forwarded to the Controller of Examinations, by the College authorities along with the CE results of the 6th Semester.

11.5   Separate rules will be framed by the University for awarding Credit for participation in social service/Extension activities.

12 GRADING SYSTEM

12.1   Both CE and ESE will be carried out using Direct Grading System on a 5-point scale as given below:

Direct Grading

Letter Grade	Performance	Grade Points (G)	Grade Range
A	Excellent	4	3.50 to 4.00
B	Very Good	3	2.50 to 3.49
C	Good	2	1.50 to 2.49
D	Average	1	0.50 to 1.49
E	Below Average	0	0.00 to 0.49

In direct grading, each descriptive answer is directly given a letter grade in place of marks, on the basis of an assessment of the quality of the answer. In case of objective type questions, grading is undertaken by bunching them into 4. Thus, if all the 4 answers in the bunch are correct, the bunch can be graded as A; if 3 are correct the grade is B; if 2 are correct the grade is C; if 1 is correct the grade is D; if no answer is correct, the grade is E.

12.2   Consolidation of Grades

The overall grade for an answer paper (ESE theory) is consolidated by dividing the sum of weighted grade points by the sum of weights, as shown in the example given below:

Consolidation of Grades for an Answer Paper (Theory)
Consolidation of Grades for an Answer Paper (Theory)

Question Type	Question No.	Grades awarded	Grade points (P)	Weight (W)	Weighted Grade points
Objective 4 bunches – No Choice 4x1= 4 Weightage	1-4	C	2	1	2
	5-8	B	3	1	3
	9-12	D	1	1	1
	13-16	A	4	1	4
	17	A	4	1	4
	18	----------------	--------------	--------------	-------------------
	19	C	2	1	2
	20	B	3	1	3
Short answer	21	A	4	1	4
	22	A	4	1	4
(8 out of 12) 8x1=8 weightage	23	A	4	1	4
	24	----------------	--------------	--------------	-------------------
	25	C	2	1	2
	26	----------------	--------------	--------------	-------------------
	27	A	4	1	4
	28	----------------	--------------	--------------	-------------------
Short Essay / Paragraph (5 out of 8) 5 x2=10 Weightage	29	B	3	2	6
	30	B	3	2	6
	31	----------------	--------------	--------------	-------------------
	32	B	3	2	6
	33	----------------	--------------	--------------	-------------------
	34	B	3	2	6
	35	A	4	2	8
	36	----------------	--------------	--------------	-------------------

Long Essay	37	B	3	4	12
(2 out of 3)	38	----------------	--------------	-------------	-------------------
2x4 = 8 Weightage	39	C	2	4	8
Total 30				30	89
Grade of Answer Paper	Total weighted grade points / Total weights = 89/30 = 2.97 = Grade B				

The hatched rows are excess answers and hence ignored

12.3   The grade of a answer paper (ESE Practical) shall be consolidated by similar procedure discussed above by assigning weights for the various components (e.g., Procedure, Experiment, Calculation, Accuracy of the reported values, Presentation of results, Diagrams, etc.). The Boards of studies shall define the components and their weights and include them in the scheme and syllabus of each practical Course.

12.4   The grades for Continuous Evaluation (CE) shall be consolidated using the same procedure adopted for the ESE grade by combining the grades of the internal components, taking into account their weights.

Clause 12.5 of regulations dated 28-08-2010 deleted.

12.5.   If B, C and A grades are scored by a student for attendance, assignment, seminar and test paper respectively for a particular Course, then her/his CE grade for that Course shall be consolidated as shown in the example given below:

Consolidation of Grades for CE

Component	Weight (W)	Grade	Grade points (G)	Weighted Grade (W x G)
Attendance	1	B	3	3
Assignment/Seminar	1	C	2	2
Test paper	2	A	4	8
Total	4			13
CE Grade	Total Weighted Grade points/ Total weights = 13/4 = 3.25 = Grade B			

12.6   Consolidation of the grade of CE & ESE of the Course: The grade for a Course is consolidated by combining the ESE and CE grades taking care of their weights. For a particular Course, if the grades scored by a student are C and B respectively for the End Semester and Continuous Evaluation, as shown in the above examples, then, the grade for the Course shall be consolidated as shown in the example given below:

Consolidation of the Grade of a Course

Exam	Weight	Grade	Grade points (G)	Weighted grade points (W x G)
ESE	3	C	2.47	7.41
CE	1	B	3.20	3.20
Total	4			10.61
Grade of Course	Total weighted grade points/ Total weights = 10.61/4 = 2.65 = Grade B			

12.7   A minimum of D grade is required for passing a Course with a separate minimum (D grade) for Continuous Evaluation and ESE.

12.8   Consolidation of SGPA: SGPA is obtained by dividing the sum of Credit points (P) obtained in a Semester by the sum of Credits (C) taken in that Semester. After the successful completion of a Semester, Semester Grade point Average (SGPA) of a student in that Semester shall be calculated.   Suppose the student has taken four Courses each of 4 Credits

and two Courses each of 2 Credits in a particular Semester. After consolidating the Grade for each Course as demonstrated above, SGPA has to be consolidated as shown in the example given below:

Consolidation of SGPA

Course code	Title of Course	Credits (C)	Grade awarded	Grade points (G)	Credit points (P = C x G)
01	………	4	A	4	16
02	……..	4	B	2.65	10.60
03	…….	4	A	3.8	15.2
04		4	C	2.2	8.8
05		2	B	3.2	6.4
06		2	B	3.4	6.8
Total		20			63.80
SGPA	Total Credit points /Total Credits = 63.80/20 = 3.19				

12.9 For the successful completion of a Semester, a student has to acquire minimum Credits as given in 7.8 and score a minimum SGPA of 2.00. However, a student is permitted to move to the next Semester irrespective of his/her SGPA.

12.10 Consolidation of CGPA: An overall letter grade (Cumulative Grade) for the whole Programme shall be awarded to the student Based on the value of CGPA using a 7-point scale, as given below. It is obtained by dividing the sum of the credit points in all the courses taken by the student, for the entire program by the total number of credits.

Consolidation of CGPA

Semester	SGPA Credit Point(CP)	SGPA Credit (C)	CGPACP/C
1	63.80	20	
2	65.00	20	
3	70.00	20	
4	69.45	20	396.6/120=3.30
5	64.25	20	
6	64.10	20	
Total	396.60	120	
CGPA= Total Credit points of all Semesters divided by Total Credits of all Semesters=396.6/ 120 = 3.30 = Grade B+			

Please see the table below.

Overall Grade in a Programme

CGPA	Overall Letter Grade
3.80 to 4.00	A+
3.50 to<3.80	A
3.00 to<3.50	B+
2.50 to<3.00	B
2.00 to<2.50	C+
1.50 to<2.00	C
Less than 1.5	D

12.11 The grades of the Courses taken over and above the minimum prescribed Credits, shall not be counted for computing CGPA

12.12 For the successful completion of a Programme and award of the Degree, a student must pass all Courses satisfying the minimum Credit requirement and must score a minimum CGPA of 2.00 or an overall grade of C+.

12.13 Promotion to Higher Semesters

Students who complete the Semester by securing the minimum required attendance as specified in section 7.11 and who register for the End Semester Examination conducted by the University of each Semester alone shall be promoted to the next higher Semester.

12.14 **Repetition of the Semester Courses**

Students who fail to secure the minimum required aggregate attendance during a Semester shall be given one or more chances to repeat the Semester along with the subsequent batch of students after obtaining re-admission, subject to provision contained in clause 6.1 they will have to repeat the CE for all Courses.

12.15 **Re-appearance of Failed Students**

Students who fail shall have to reappear for the ESE of the same along with the next regular batch of students. Failed candidates will have to appear for the examination in the Course concerned. They shall not be allowed to repeat the Semester but the grades secured by them for the CE part shall be carried over and added to the grades obtained in the ESE they reappear. However, those who fail in the CE (i.e. those who fail to secure a minimum of D Grade), will have one more chance to improve the same (except the grade for attendance) along with the next regular batch of students.

12.16 **Grace Grades**.

Grace grades shall be awarded for Sports/Arts/NCC/NSS in recognition of meritorious achievements by upgrading grades awarded to Courses to the next higher grade in the form of Grade Point Average. Separate rules will be framed by the University in this respect.

13 Grade Card and Award of Degree

13.1   The University under its seal shall issue to the students a Grade Card on completion of each Semester indicating the details of Courses, Credits and grade point, average for each Course and SGPA.

13.2   The final grade card issued at the end of the final Semester on completion of the Programme shall contain the details of all Courses taken during the entire Programme including Additional Courses taken over and above the prescribed minimum Credits for obtaining the Degree. However, for the calculation of CGPA, only those Courses in which the student has performed the best with maximum Credit points alone shall be taken subject to the minimum requirements of Credits for successful completion of a Programme. The final grade card shall indicate the CGPA and CGPA(S)* and the overall letter grade for the whole Programme. The final grade card shall also indicate all the audited Courses (zero Credit) successfully completed by the student during the whole Programme.

13.3.   No student shall be eligible for the award of the Degree unless s/he has successfully completed a Programme of not less than 6 Semesters duration and secured at least 120 Credits(excluding Credits for social service/extension) as prescribed by these Regulations.

13.4   The Degree to be awarded shall be called Bachelors Degree in the respective discipline (e.g. B Sc in Chemistry, B A in English, B Com etc) as specified by the Board of Studies and in accordance with the nomenclature specified by the Act and Statutes of the University.

* CGPA(S) is CGPA for specialized subjects. (It is computed in a similar manner but without considering the Language Courses, Foundation Course for Language and Open Course).

14 Monitoring of the Programme

Monitoring of the First Degree Programme shall be done by Committee at three levels viz., Department Level Monitoring Committee (DLMC), College Level Monitoring Committee (CLMC), and University Level Monitoring Committee (ULMC).

14.1   **Department Level Monitoring Committee (DLMC)**

A committee consisting of the Head of the Department and all teachers of the Department shall monitor the conduct of Courses and evaluation under CE. This committee shall examine the complaints, if any, from aggrieved students regarding the evaluation. The Head of the Department shall be the Chairperson and a teacher selected by DLMC from among the members shall be the Convener.

14.2   **College Level Monitoring Committee (CLMC)**

The College Level Monitoring Committee shall consist of the Principal, the Heads of departments and the elected representatives of teachers in College Council. The Principal shall be the Chairperson and a member selected by the CLMC from among the Heads of the Departments shall be the Convener. This committee shall be responsible for the conduct of the First Degree

Programme, ensuring minimum instructional days, making arrangements for ESE (University Examinations) of various Semesters etc. This committee shall consider all the complaints not redressed by the DLMCs. While considering the complaints, by the CLMC, the College Union Chairperson shall be included as an invitee. The College Level Monitoring Committee shall be reconstituted by the Principal immediately on commencement of each academic year.

14.3   University Level Monitoring Committee (ULMC) shall be reconstituted by the VC immediately on the commencement of each academic year.

The ULMC shall consist of the following members:

1) The Pro-Vice-Chancellor
2) A Member of the Syndicate representing Teachers of the Affiliated Colleges nominated by the Vice-Chancellor.
3) A Dean nominated by the Vice-Chancellor
4) Controller of Examinations
5) Director, College Development Council (DCDC)
6) Student Representative of the Syndicate
7) A member of the Academic council nominated by the VC.

The Pro Vice-Chancellor shall be the chairperson and DCDC shall be the convener of the committee. This committee shall be responsible for monitoring and conduct of First Degree Programme envisaged in this regulation. This committee shall finalize the academic calendar and the conduct of the ESE in the college. This committee shall also serve as an appellate committee to examine and settle the complaints not redressed by the CLMC. The committee shall suggest amendments if any to the Regulations of the First Degree Programme.

14.4   All committees mentioned under clause 14.1, 14.2 and 14.3 shall meet three times in a Semester, at the beginning, middle and at the end of the Semester.

14.4.1   All Committees shall be constituted at the beginning of each Academic Year

14.5   Quorum of the Committees

14.5.1   **DLMC**
50% of the total number of the members in the Department shall form the quorum of this committee. It is obligatory for the Teacher/teacher-in-charge of the CE for the particular Course/s to attend the meeting.

14.5.2   **CLMC**
50% of the total number of members shall form the quorum of the committee. It is obligatory for the Head of the Departments concerned, to be present in the meeting while a complaint pertaining to that Department is discussed in the Committee.

14.5.3   **ULMC**
Four members shall constitute the quorum for the meeting of this committee.

15   Transitory Provision

Notwithstanding anything contained in these Regulations, the Vice-Chancellor shall for a period of three years from the date of coming into force of these Regulations, have the power to provide by order that these Regulations shall be applied to any Programme with such modifications as may be necessary.

16   Repeal

Regulations now in force in so far as they are applicable to Programmes offered in the Affiliated Colleges as mentioned in 2.1 and 2.2 and to the extent they are inconsistent with these Regulations are hereby repealed. In the case of any inconsistency between the existing Regulations and the Regulations relating to First Degree Programme under the Semester Pattern in the Affiliated Colleges and Centres of the University in their application to Courses offered in the Affiliated Colleges and Centres of the University as mentioned in 2.1, the latter shall prevail.

__Schedule I__

1. Course Structure for B.A/B.Sc. Degree Programmes

Study components	Number of Courses	Credits/Course	Total Credits
Language Courses			
a) English	5	3 - 4	19
b) Additional Language	4	3 - 4	14
Foundation Course	2	2 - 3	5
Core Course	12 - 15	2 - 4	46 - 52
Complementary Course	8 - 10	2 - 3	22 - 28
Project/Dissertation	1	4	4
Open/Elective Course	1+1	2	4

2. Course Structure for B.Com. Degree Programme

Study components	Number of Courses	Credits/Course	Total Credits
Language Courses			
a) English	4	3 - 4	14
b) Additional Language	2	4	8
Foundation Course	2	2 - 3	5
Core Course	16	2 - 4	57
Complementary Course	4	3	12
Project/Dissertation	1	4	4
Open/Elective Course	1+1+4	2 - 4	20

Total number of Courses	:	32 - 38
Minimum Duration	:	6 Semesters
Total credits required for the Courses of Study	:	120 Credits
Minimum credit for Social Service/extension activity	:	1 Credit.

__Schedule 2__

General Course Structure of the Career-related First Degree Programme under CBCS System

All Programmes under schedule 2 are henceforth known as Career Related First Degree Programme. These Programmes are categorized into 2 groups viz. 2(a) & 2 (b).

2(a)

Study Components	Number of Courses	Credits/Course	Total Credits
Language Courses			
1. English	4	3	12
2. Additional Language	2	3	6
Foundation Courses	2	2-3	5
Core Courses	12-14	2-4	38
Vocational Courses	10-12	2-4	35
Complementary Courses	4-6	2-4	16
Open/Elective Courses	2	2	4
Dissertation/project	1	4	4

Accumulated Total Minimum Credits required for Programmes of study = 120 Credits.
Minimum Credits for Social Services/Extension Activity = 1 Credit
Minimum Duration = 6 Semesters
Programmes offered under 2 (a)

1) Botany and Biotechnology
2) Environmental Science & Environment and Water Management
3) Biochemistry &Industrial Micro Biology
4) Physics & Computer Application
5) Chemistry & Industrial Chemistry
6) Journalism &Mass Communication and Video production
7) Malayalam and Mass Communication
8) English & Communicative English
9) Commerce & Hotel Management and Catering
10) Commerce & Tax procedure and practice
11) Commerce and Tourism and Travel Management.

2 (b)

Study Components	Number of Courses	Credits/Course	Total Credits
Language Courses			
1. English	2	2	4
2. Additional Language			
Foundation Courses	2	2-3	5
Core Courses	20-32	2-4	74-98
Complementary Courses	0-4	2-3	0-12
Open/Elective Courses	2-6	2-4	4-24
Dissertation/project	1	4	4

Accumulated Total Minimum Credits required for Programmes of study = 120 Credits.
Minimum Credits for Social Services/Extension Activity = 1 Credit
Minimum Duration = 6 Semesters
Programmes offered under 2 (b)

1) Biotechnology (Multimajor)
2) Commerce with Computer Application
3) Computer Science
4) Electronics
5) Computer Application
6) Business Administration
7) Hotel Management

Courses

UNIVERSITY OF KERALA

Thiruvananthapuram - Kerala, India - 695 034.

(Established as University of Travancore by the Travancore University Act in 1937 and reconstituted as University of Kerala by the Kerala University Act of 1957 and presently governed by the Kerala University Act 1974 passed by the Kerala State Legislative Assembly)

(Re-accredited by NAAC with 'A' Grade)

14783/Ac B II/2022/UOK(2)   **Dated: 21.05.2022**

CERTIFICATE

This is to certify that the **Kumbalathu Sankupillai Memorial Devaswom Board College, Sasthamcotta** has been Affiliated to the University of Kerala since the year 1964 and the college was offering the following Courses, during the academic year 2020-21, on Aided basis.

Sl.No	Programme	Year of introduction	Seats
	BA		
1.	Economics	1967	60
2.	Political Science	1967	60
3.	Hindi	1981	24
4.	Sanskrit (Vedantha)	1970	50
5.	Malayalam	1967	40
6.	History	1967	60
7.	English Language and Literature	2013	40
	BSc		
8.	Mathematics	1967	40
9.	Physics	1969	32
10.	Chemistry	1979	24
11.	Polymer Chemistry	1993	20
12.	Botany	1967	37
13.	Zoology	1967	37
14.	Statistics	2013	32
15.	**BCom (Elective – Co-operation)**	1969	50
16.	B Voc Food Processing and Management *(UGC Aided)*	*2020*	30
17.	B Voc Software Development *(UGC Aided)*	*2020*	30
	MA		
18	Sanskrit (Vedanta)	1982	15
19.	Economics	1981	15
20.	English Language and Literature	1998	15
	MSc		
21.	Chemistry	1995	10
22.	Mathematics	1999	12
23.	**MSc Physics with specialisation in Nano science**	2020	12
24.	M.Com	2001	12

(..2)

UNIVERSITY OF KERALA

(Established by the Kerala State Legislature by Act 17 of 1974
vide Notification No. 3878-F1 / 72 / Law dated 27th July 1974, of the Government of Kerala)
(Originally established as University of Travancore in 1937 and renamed as University of Kerala in 1957)

No.Ac.E1/A1/16388/2022/UOK   Thiruvananthapuram

CERTIFICATE

Dated: 19.04.2022

This is to certify that the following Departments of **Kumbalathu Sankupillai Memorial Devaswom Board College, Sasthamcotta, Kollam** are recognised as Research centres of the University of Kerala and the details of recognition are as follows;

Sl. No.	Department	Subject/ Faculty	Details of U.O granting Recognition
1	Department of Chemistry	Chemistry/Science	U.O No AcE.1.A.2.32342/04 dated 11.03.2005
2	Department of Commerce	Commerce/Commerce	U.O No AcE1.A/30798/2011-2013 dated 18.06.2013

The certificate is issued as per the request of the Principal, Kumbalathu Sankupillai Memorial Devaswom Board College, Sasthamcotta, Kollam for the purpose of NAAC Re-accreditation.

REGISTRAR

This certificate is issued on request to the Principal, Kumbalathu Sankupillai Memorial Devaswom Board College, Sasthamcotta to produce before the NAAC in connection with IIQA Submission.

Prof.(Dr.) K.S. Anil Kumar
REGISTRAR

Declaration

KUMBALATHU SANKUPILLAI MEMORIAL DEVASWOM BOARD COLLEGE
(Managed by Travancore Devaswom Board)
Reaccredited with 'A' grade by NAAC
Affiliated to the University of Kerala - Estd. 1964
Sasthamcotta, Kollam Dist., Kerala - 690521

F. No: D3/807/KSMDBC/22   Date 10.5.2022

Principal

Self- Declaration

This is to declare that **Kumbalathu Sankupillai Memorial Devaswom Board College, Sasthamcotta, Kollam (Dist.) Kerala (State)** is affiliated to the **University of Kerala** and the following programmes taught in the institution are listed here under.

SI No	Name of the Programme leading to Degree	Year of introduction of Programme	Programme Duration	Current Affiliation Status
				Permanent/ Temporary
(I)	B.A			
1	Economics	1967	Three years	Permanent
2	Political Science	1967	Three years	Permanent
3	Hindi	1981	Three years	Permanent
4	Sanskrit (Vedantha)	1970	Three years	Permanent
5	Malayalam	1967	Three years	Permanent
6	History	1967	Three years	Permanent
7	English Language and literature	2013	Three years	Permanent
(II)	B.Sc			
8	Mathematics	1967	Three years	Permanent
9	Physics	1969	Three years	Permanent
10	Chemistry	1979	Three years	Permanent
11	Polymer Chemistry	1993	Three years	Permanent
12	Botany	1967	Three years	Permanent
13	Zoology	1967	Three years	Permanent
14	Statistics	2013	Three years	Permanent
15	B.Com (Elective Co-Operation)	1969	Three years	Permanent

Dr. B. Beena, M.Sc, Ph.D
Principal and Professor
K.S.M.D.B College, Sasthamcotta

16.	B. Voc. Food Processing and Management (UGC Aided)	2020	Three years	Temporary
17.	B. Voc. Software Development (UGC Aided)	2020	Three years	Temporary
(III)	MA			
18.	Sanskrit (Vedanta)	1982	Two years	Permanent
19.	Economics	1982	Two years	Permanent
20.	English Language and Literature	1998	Two years	Permanent
(V)	MSc			
21	Chemistry	1995	Two years	Permanent
22	Mathematics	1999	Two years	Permanent
23	M.Sc. Physics with Specialization in Nano science	2020	Two years	Permanent
24	M Com	2001	Two years	Permanent
(VI)	Ph. D. Programme			
25	Chemistry	2005	Five Years	Permanent
26	Commerce	2013	Five Years	Permanent

Details of the Programmes not taught/closed by the institution NOT APPLICABLE

Sl. No	Name of the Programme	Duration for which program was offered From Year --To Year	Year of closure
			NA
(I)	NA	NA	

Signature: _____

Name of the Institution/Head of the Institution: Prof. Dr. B. Beena

Dr. B. Beena, M.Sc, Ph.D
Principal and Professor
K.S.M.D.S College, Sasthamcotta

PS:

- The letter should be in English. If the letter is in Regional Language an English translation version may be enclosed.
- If the institution gives false information with respect to affiliation and any other information the Accreditation given by NAAC will be withdrawn and disciplinary action initiated as per law.