



MADURAI KAMARAJ UNIVERSITY

CHOICE BASED CREDIT SYSTEM

PROGRAMS & REGULATIONS

(P.G & M.Phil Programs for University Schools / Department)

The Choice Based Credit System was introduced in the University Teaching Departments from the academic year 1999—2000 and suitably modified as per the recommendations of TANSICHE in 2010.

Regulations:

1) The regulations formed herein shall apply to all post graduate programs and M. Phil. programs conducted by Schools / Departments of the Madurai Kamaraj University.

2) In these regulations, we use the following terms:

“**Academic Committee**” means the Committee constituted under the regulations.

“**Post-Graduate Program**” means Master’s degree. The term excludes M. Phil and Ph.D programs. A P.G. program or a M. Phil. Program can be offered by an individual Department or by the School (by the collaboration of the constituent Departments)

“**School / Department Council**” means the collection of teaching faculty and one or more experts from outside, if the program is offered by the School / Department. The council is a statutory body and will have the necessary powers of the Board of Studies and the Controller of Examinations. The Chairperson of the School or the Head of the Department will be the Chairman of the council. The Chairman will convene the council meeting and look after all the matters related to the implementation of the CBCS scheme. The Chairman may nominate one of the teaching faculty as the Controller of Examinations so as to look after the conduction of the Examinations. A Centre or any recognized body of the University with the permission of Syndicate, may offer a PG program with its own teaching faculty and / or one or more experts from outside the center. Here the Centre Council will have the same status as School / Department Council.

“**Core Course**” means a course that is offered by the parent Department and this will form the major component of the subject matter of the Program. This cannot be substituted by any other course.

“**Elective Course**” is a course offered by either the parent Department or another Department. The student has the choice in selecting a particular elective course.

“**Non-Major Elective**” (NME) course is offered by a non-Parent Department and this will not be available to the students of that Department. The NME is offered only in third semester.

The “**Student Adviser**” nominated by the Chairman of the School / Department Council will give counseling the students in selecting their elective course or NME course by understanding their aptitude, capability, etc.

“**Soft Courses**” means subject matters related to Spoken English and Personality Development.

3) Eligibility:

Students who have obtained a Bachelor’s degree from the Madurai Kamaraj University or a Degree recognized as equivalent thereto and who have secured a minimum of 50% in the aggregate in part III for subjects for Science and a pass in the aggregate in part III for Arts and Humanities subjects are eligible to apply (Relaxation in the minimum marks for admission and reservation of seats for SC/ST and other categories will be allowed as per existing norms). The School/Department Council shall have the authority to change the eligibility for a course.

4) Admission:

Admission to each P.G program and M. Phil Program in the University departments will be based on the marks obtained in the qualifying examination or entrance examination as opted by the School/Department. However in the case of subjects where students from other disciplines are admitted, admission will be based only on the marks obtained in an entrance test to be conducted by the School/Department.

5) Registration:

5.1 Every School/Department will have faculty members as students’ advisors. The School /Department Council shall fix the number of students to be counseled by each faculty member. Each student is free to take his/her own advisor according to his/her choice.

The student advisor will advise the student about the academic program and counsel on the choice of courses depending on the student’s academic background and objective. The student will then register for the course he/she plans to take for the semester before the classes start. The student has to complete the pre-requisites for the course prescribed by the advisor concerned. With the consent of the student Advisor, a student can drop out if he/she feels that he/she has registered for more courses than he/she can handle. This has to be done before the end of the 3rd week of the semester.

5.2 The University, on recommendation from the School/Department council shall prescribe the maximum number of students in each course taking into account infrastructural facilities available.

5.3 The University shall make available to all students a Bulletin, listing the entire courses offered in every semester specifying the credits, the pre-requisites, list of topics, the course contents, the name of the course teacher, the time and place of the classes for the course and the examination schedule. Each course will be assigned a code consisting of the following:-

For PG program:

- The first three characters will indicate the Department / Branch.
- The fourth character will indicate the year in which the syllabus is introduced / modified by way of showing the last digit of the year.
- The fifth character will indicate the semester number.
- The sixth character will indicate the course number in that semester.
- The last (seventh) will be an alphabet indicating the type of course: C for core course, E for Elective, N for Non-Major elective and P for Project or D for Dissertation.

For M. Phil. program

- The first four characters will indicate the Department / Branch.
- The fifth character will indicate the semester number.
- The sixth character will indicate the course number in that semester.
- The last (seventh) will be an alphabet indicating the type of course: C for core course, E for Elective, and D for Dissertation or Project.

5.4 Teaching load of every faculty member will be as per the UGC guidelines.

6.Credits and Degrees:-

6.1 The normal duration of a Post Graduate Program shall be 4 semesters except MCA (6 Semester) & M.Ed (2 Semester). No student shall be permitted to graduate earlier than 3 semesters or take more than 4 semesters. The Normal duration of M. Phil programs shall be 2 semesters.

6.2 The duration of each semester shall be of 90 working days inclusive of examinations. Classes shall be conducted for 30 hours in a five day week

6.3 There shall be three kinds of courses, Core courses, Soft Core Courses and Electives. Core courses and Soft Core Courses should be from the concerned Departments/Schools. All students shall undertake a project/dissertation worth 4 credits. Dissertation / Project work forms part of core courses prescribed. Weightage for project should be based on duration but not exceeding 6 credits for a candidate.

6.4 The total numbers of Core credits excluding Soft Core shall not be less than 70.

6.5 The School/Department Council shall report every year to the Academic Council on the courses offered in each School/Department under Choice Based Credit System.

6.6 In the choice of Electives, a student may opt for any elective courses offered by the university Departments/Schools. However, the student shall be guided by the student advisor who shall consider the relevance of the course for the student and also his/her abilities. In general, no student may register for more than two electives in any semester.

6.7 To promote inter-departmental and inter-school activities, student can take elective courses for at least 5 credits outside parent department/school.

POST GRADUATE COURSES

	One Year Program	Two Year Program	Three Year Program
Program Duration	2 Semester	4 Semesters	6 Semesters
Working Days / Semester	90	90	90
Accumulated minimum credits for successful completion of the Program	45 credits (35+10)	90 credits (70+20)	140 credits (110+30)
Minimum Credit for Core Course	35 credits *	70 credits *	110 Credits *

(* excluding "Soft Core" - Spoken English and Personality Development one credit each)

1 course	: Maximum 5 credits
Project	: not exceeding 6 credits
1 credit	: 1 hour Lecture theory class or two hours of practical/field work, per week
Minimum attendance required	: 75%

The Minimum attendance for each semester should be 75%. If a candidate fails to make of 75% of attendance, up to 65%, the student has to produce medical certificate. For less than 65% up to 60% the student has to produce medical certificate and pay a penalty of Rs.500 for each paper. If it is less than 60%, the student has to repeat the semester.

6.8 No student shall register for more than 24 credits or less than 16 credits per semester.

7. Evaluation Process:

- 7.1 Each end semester examination shall be conducted by the concerned School for all the courses run in the School. In addition a supplementary examination shall be conducted in July every year for failed candidates only.
- 7.2 There is no End Semester Examination for Spoken English and Personality Development. The Student will be continuously assessed for 100 marks by the Course Teacher in consultation with the external experts. For Spoken English, all the students must spent one hour in the Language Lab as part of the training Program during the course.
- 7.2 Evaluation of all semester examination shall be done by the course teacher.**
- 7.3 The School/Department council in consultation with the course teacher shall build a question bank for each course. The course teacher shall draw questions from this question bank and prepare a set of 2 question papers for the semester examinations of which one will be selected by the concerned course teacher and he/she shall conduct the examination.
- 7.4 The evaluation of the courses shall be made and the results shall be indicated as percentage marks. The minimum marks required for the successful completion of the course shall be 50% in aggregate with a minimum of 45% in the semester examination.

- 7.5 The marks for continuous assessment shall be 25% and marks for end semester examination 75% for the theory papers. The marks for continuous assessment shall be 40% and marks for end semester examination 60% for the practical papers.
- 7.6 All rules regarding the transparency of internal assessment should be strictly observed by the course teachers and the schools. Supportive documents for the internal assessment shall be maintained at least for one semester. It may be noted that the internal assessment is done throughout the semester.
- 7.7 There shall be three written tests in a semester. The continuous assessment (25%) shall comprise the best two written tests (15%), assignment (5%) and seminar (5%). Regarding the test, three tests are to be conducted (25 marks). Out of which the best two will be taken up. The candidate should attend at least two tests and one seminar in each paper.

Note: In case of students who failed to attend at least two tests, they should write the tests so as to be eligible for appear in the final examination.

7.8 Chairperson of the School shall display the provisional results of the students as approved by the School/Department Council within two weeks after the examination. To ensure transparency, the photocopy of the answer scripts shall be made available to the students who are not satisfied with the marking, on payment of Rs.100/- for scrutiny. The student can seek clarification from the course teacher /Student advisor, regarding the evaluation of scripts within three days of publishing the provisional results in the School notice board. If any student has complaint about the evaluation the same may be submitted to the Chairperson of School in writing for reassessment along with the fee of Rs 100/- within a week after the publication of provisional result. The student will be then asked to meet the School/Department Council. After hearing the views of the student as well as the course Teacher /Student Adviser, if the School /

Department Council is convinced of student's grievance, the council shall nominate one of the members present in the meeting to reassess the paper. The marks awarded by the second examiner will be final.

- 7.9 The School/Department Council will prepare two copies each of the result sheets-including break-up for each semester and sectional categories- and send one copy to the University and retain the other copy in the School. After confirmation of the results of the examinations the marks obtained by the candidate shall be passed on to Choice Based Credit System office for issue of mark sheets, certificates etc.
- 7.10 Every teacher will be evaluated by the students before the end of the semester. The Chairperson of the School will arrange for this evaluation.

8. Evaluation

There is no passing minimum for all internal evaluations. *However the student should undergo the continuous assessment process for the internal evaluation (by writing tests/ assignments, etc.)*

The passing minimum for the external evaluation (45%) is as follows:

Theory examination: 34 out of 75 marks
27 out of 60 marks

Practical:

Marks and Letter Grade

To get a pass in a course, the student should obtain a minimum of 50 marks in the aggregate of the internal and external evaluations. The performance of a candidate in each course is consolidated at the end of the semester in which the course is offered. The marks scored by a candidate on each course will be graded into eleven-point scale as per the details provided below:

Marks scored between	Letter Grade
95 and 100	O+
90 and 94	O
85 and 89	D++
80 and 84	D+
75 and 79	D
70 and 74	A++
65 and 69	A+
60 and 64	A
55 and 59	B+
50 and 54	B
0 and 49	U*
ABSENT	AA

- U indicates “Reappear” in that course.

Grade point

The marks obtained by the student in all the courses of each Part shall be combined by giving due weightage to each course so as to get an overall measure of his/her performance. For this purpose the mark obtained in a course will be converted to a numerical value known as Grade Point which is defined as

$$\text{Grade Point} = \text{Actual Mark} \times 0.1$$

For instance, if the score is 83 then his Grade Point is 8.3.

Grade Point Average

The *weighted average* of the Grade Points of all completed courses *in a semester* by taking the credits as weights is called *Grade Point Average*. This shall be computed for courses in each Part of a Semester. In other words, *for each Part*,

GPA= (Sum of the products of the Grade point and the respective credit of all completed courses) / (Sum of the credits of these courses).

Mathematically, for each Part,

$$\text{GPA} = \frac{[\sum_j (\text{GP})_j \times C_j]}{[\sum_j C_j]}$$

C_j], where $(\text{GP})_j$ is the grade point for course j

C_j is the credit for course j

and \sum_j is the sum over all courses of that semester.

Cumulative Grade Point Average

The Cumulative Grade Point Average gives an overall measure of the performance of a student in all semesters. This shall be calculated for each part by dividing the sum of products of Grade Point and the credit (of all completed courses) by the sum of the credits (of these courses).

In other words, the *weighted average* of the Grade Points of all completed courses in a program by taking the credits as weights is called Cumulative Grade Point Average. That is,

CGPA= (Sum of products of the Grade point and the respective credit of all completed courses) / (Sum of the credits of these

courses). Mathematically, for each Part,

$$\text{CGPA} = \frac{[\sum_j (\text{GP})_j \times C_j]}{[\sum_j C_j]}$$

where $(GP)_j$ is the grade point, C_j is the credit of the course j , and Σ_j is the sum over all courses of the program.

Classification

For the program, the overall performance of the candidates shall be classified on the basis of the CGPA obtained as per the details given in the following table. Based on the Grade and CGPA the class of the Students are specified (see the table).

CGPA lies between	Grade	CLASS
9.50000 and 10.0000	O+	FIRST
9.00000 and 9.49999	O	
8.50000 and 8.99999	D++	
8.00000 and 8.49999	D+	
7.50000 and 7.99999	D	
7.00000 and 7.49999	A++	
6.50000 and 6.99999	A+	
6.00000 and 6.49999	A	
5.50000 and 5.99999	B+	SECOND
5.00000 and 5.49999	B	

Mark Sheet:

8.1 The CBCS Office under the Seal of the university shall issue to the Students a mark sheet on completion of each semester / Trimester.

- a) Title of the Course
- b) The credits associated with the course
- c) The marks secured by the student for each course
- d) The letter grade for each course, and Grade point average for each semester
- e) The total credits earned by the student in that Semester / Trimester.

8.2 The CBCS Office also shall issue to the students a consolidated mark statement with signature of the Controller of Examinations on successful completion of the course.

- a) Title of the course
- b) The credits associated with the course
- c) The marks in percent secured by the student for each course and the corresponding grade point.
- d) The total credits earned by the student in all Semester / Trimester.
- e) The cumulative grade point average and the class secured.

8.3 The mark sheet issued at the end of the final semester shall contain the details of all the courses taken which shall include the titles of the courses, the credits associated with each course, the marks and the final class in which the student is placed.

8.4 In the case of those who do not complete all the courses components it will be indicated in the mark sheet as not completed. However, students will be permitted to complete the course with the concurrence of the Chairperson of the School with prior approval.

8.5 Those who fail in a particular course in any of the semester /Trimester shall be permitted to reappear for the course in the supplementary examination conducted in July every Year.

M. PHIL COURSES

Program Duration	: 2 Semesters	
One Semester	: 90 Working days	
Accumulated minimum credits for successful completion of the Program	: 36 credits (31+5)	
Research Methodology	: 5 credits	
General Core Course	: 5 credits	
Elective Course related to project work	: 5 credits	
Research Work (Internal Marks)	: 6 credits	
Project	: 10 credits	21 Credits
Viva-voce	: 5 credits	

The evaluation of a student on each course is based on Continuous assessment and end-semester examination with maximum marks 40 and 60 respectively for theory courses. For Project Dissertation carries 50 marks, 25 marks for viva-voce and 25 marks for internal. The passing minimum is 50% in aggregate with minimum of 45% in the End semester examination.

The dissertation / Project report must be submitted in April and extension is given upto 31st July. Those who could not submit the dissertation in time may be given a maximum period of two months extension with a penalty prescribed by the University. The Attendance is compulsory and student leave for field work/reference work on prior permission only.

Minimum attendance required : 75%

The Project work may be given to the candidate even at the beginning of the M. Phil. Program, so that the literature collection and methodology on the research problem will be completed in the Ist semester leaving enough time (whole Second Semester) for the research work. The course registration for dissertation shall be in the Ist semester itself and a separate registration form shall be used for Registration.

Mark Sheet :

The CBCS Office under the Seal of the university shall issue to the Students a mark sheet on completion of each semester.

Title of the Course

The credits associated with the course

The marks secured by the student for each course

The total credits earned by the student in that Semester

The total marks as weighted average in that Semester.

The CBCS Office also shall issue to the students a consolidated mark statement with signature of the Controller of Examinations on successful completion of the course.

Title of the course

The credits associated with the course

The marks secured by the student for each course The

total credits earned by the student in all Semester

The total marks as cumulative weighted average and the class secured.

To arrive at the cumulative weighted Average of marks, the total of the product of the credits assigned to each course and the percentage of marks secured in the course be obtained. This total is divided by the sum of the credits of all courses. On successful completion of the M.Phil. Programme a candidate will be declared to have passed the examination in the following categories.

Distinction: 80% and above

I Class : 60% and above but below 80%

II Class: 50% and above but below 60%

9. School/Department Council:

9.1 Every P.G Program and M. Phil program conducted in the University shall be monitored by the School/Department Council. Subject to these regulations the School/Department Council shall be the authority to design courses, prescribe the mode of conducting the courses, conduct examinations and evaluate the students and Teachers, declare the results and arrange to issue of mark statements. It shall be open to the council to bring to the notice of the Vice- Chancellor any difficulty encountered in the conduct of the classes or evaluation or any other related matter. The School/Department Council shall have the right to deal with the malpractice cases of examinations and its decision shall be final.

9.2 Chairperson of the School shall be the Chairperson of the School/ Department Council. All other members of the faculty of the School shall be the members of the School/Department Council. If there is more than one PG course in the School, then the concerned Head of the Department shall be Course Convener for the respective course. The course convener, in

consultation with the faculty of the department shall design courses, prescribe the mode of conducting courses, conduct examinations and evaluate the students and teachers. The School/Department Council shall be authority to approve the course and to declare the results and arrange for the issue of statement of marks. However, the nomination of Course Convener will not be applicable in the case of Schools running common courses.

10. Academic Committee:

10.1 There shall be an Academic Committee constituted by the Vice-Chancellor to monitor and co-ordinate the working of the Choice Based Credit System.

10.2 The committee shall consist of

- a. The Vice-Chancellor
- b. Three members of the Syndicate
- c. Three Head of the departments of the University other than the Syndicate members.

d. One Associate Professor and one Assistant Professor among the University teachers other than Syndicate members and Head of Departments.

10.3 The Vice-Chancellor shall be the Chairman of the committee.

10.4 A senior member of the Syndicate nominated by the Vice - Chancellor from among the members of the committee shall be the Vice-Chairman of the committee.

11 . Transitory Provision:

Notwithstanding anything contained in these regulations, the Syndicate, for a period of one year 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 P.G. Program or M. Phil Program with such modifications as may be necessary.

12. Repeal:

The regulations now in force in so far as they are applicable to P.G Programs and M. Phil programs offered in the University Schools and to the extent they are inconsistent with these regulations are hereby repealed. In the case of the inconsistency between the existing regulations and the regulations relating to the Choice Based Credit System in their application to any course offered in a University School, the latter shall prevail.

The powers under section 17(1) of Madurai Kamaraj University Act and accordance with chapter 6, statutes ordinance and regulations 30(a), the power of the Boards of studies shall be modified to confer their powers to the School/Department Councils created under the Choice Based Credit System for the University Schools.

The powers conferred under the Section 17 of the Madurai Kamaraj University Act, the Syndicate resolved to modify the Jurisdiction and duties of the Controller of Examinations in respect of the P.G. programs run by the University Schools under the Choice Based Credit System and enables the School / Department Councils to conduct examinations, publish results and arrange for issue mark statements and certificates, in respect of the P.G. programs run under the Choice Based Credit System.

Power under Section 45 of Chapter IX and Section I of chapter VII of the Madurai Kamaraj University Calendar 1987, the Syndicate resolves to create a School/Department Council in every School of Study and Research in the University for the running of the Choice Based Credit System in the University Departments of study and research.

LIST OF MASTER'S PROGRAMS

No.	Name of the School	Name of the Department	Name of the Course
1	School of Tamil Studies		M.A. Tamil
2	School of English and Foreign Languages	Dept. of English & Comparative Literature	M.A. English
		Dept of English Language Studies	M.A English Language Studies
		Dept. of French	M.A. French
3	School of Indian Languages	Dept. of Sanskrit	M.A. Sanskrit
		Dept. of Kannada	M.A. Kannada
		Dept. of Telugu	M.A. Telugu
		Dept. of Malayalam	M.A. Malayalam Language & Literature
4	School of Historical Studies	School of Historical Studies	M.A. History
5	School of Economics		M.A. Economics
			M.Sc. Mathematical Economics
6	School of Business Studies	Dept. of Commerce	M. Com.
		Dept. of Management Studies	M.B.A., M.B.A Evening Program
		Dept. of Entrepreneurship Studies	M.B.A Hospital Administration
7	School of Education	Dept. of Education	M.Ed.
		Dept. of Physical Education	M.P.Ed.
8	School of Earth and Atmospheric Sciences	Dept. of Geography	M.Sc. Geography
		Dept. of Environmental Remote sensing and Cartography	M.Sc. Earth Remote Sensing & Geo Information Technology
9	School of Performing Arts	Dept. of Folklore and Culture Studies	M.A. Folklore
10	School of Linguistics and Communication	Dept. of Journalism & Science Communication	M.Sc. Communication & Journalism
		Dept. of Communication	M.Sc. e. Media Communication
		Dept. of Linguistics	M.A. Linguistics
11	School of Social Sciences	Dept. of Sociology	M.A. Sociology
		Dept. of Political Science	M.A. Political Science
		Dept. of Political Science	M.A. Public Administration
12	School of Religions, Philosophy and Humanist Thought	Dept. of Philosophy	M.A. Philosophy and Religion
		Dept. of Gandhian Studies and Ramlinga Philosophy	M.Sc. Peace Making

13	School of Biological Sciences		M.Sc. Genomics
14	School of Biotechnology		M.Sc. Biotechnology
		Centre of Excellence in Bioinformatics	M.Sc Computational Biology
15	School of Energy, Environment and Natural Resources		M.Sc. Environmental Sciences
		Dept. of Marine & Coastal Studies	M. Sc. Marine Biology
16	School of Physics		M.Sc. Physics
17	School of Chemistry		M.Sc. Chemistry
18	School of Mathematics		M.Sc. Mathematics
19	School of Information Technology	Dept. of Computer Applications	Master of Computer Applications
		Dept. of Computer science	M.Sc. Computer Science
		Dept of Library and Information Science	M.L. I. Sc.
20	School of Youth Empowerment	Dept of Youth welfare studies	M.A Administrative Studies

No	Name of the Centre	Name of the Course offered
1	University Science Instrumentation Centre	M.Sc., Electronics & Instrumentation
2.	Centre for Film and Electronic Media Studies	M.Tech Film and Electronic Media Studies
3.	Centre for Tourism and Hotel Management	M.B.A Tourism and Hotel Management

LIST OF MASTER OF PHILOSOPHY PROGRAMS

- 1) M. Phil. Art History
- 2) M. Phil. Chemistry
- 3) M. Phil. Commerce
- 4) M. Phil. Communication Studies
- 5) M. Phil. Christianity
- 6) M. Phil. Comparative Religion (Tamil Medium)
- 7) M. Phil. Computer Applications
- 8) M. Phil. Computer Science
- 9) M. Phil. Management
- 10) M. Phil. Political Science
- 11) M. Phil. English
- 12) M. Phil. Economics
- 13) M. Phil. Environmental Sciences
- 14) M. Phil. Marine Environmental Sciences
- 15) M. Phil. Folklore
- 16) M. Phil. French
- 17) M. Phil. Geography
- 18) M. Phil. History
- 19) M. Phil. Journalism & Mass Communication
- 20) M. Phil. Linguistics
- 21) M. Phil. Malayalam
- 22) M. Phil. Materials Science
- 23) M. Phil. Mathematics
- 24) M. Phil. Physics
- 25) M. Phil. Peace Making and Gandhian Thought
- 26) M. Phil. Biotechnology
- 27) M. Phil. Sanskrit
- 28) M. Phil. Sociology
- 29) M. Phil. Saiva Sidhanta Philosophy
- 30) M. Phil. Tamil
- 31) M. Phil. Telugu
- 32) M. Phil. Vedangas
- 33) M. Phil. Entrepreneurship Studies
- 34) M. Phil. English Language Studies
- 35) M. Phil. Physical Education
- 36) M. Phil. Library and Information Science
- 37) M. Phil. Computer Application
- 38) M. Phil. Botany
- 39) M. Phil. Nanoscience & Technology