



BANGLADESH AGRICULTURAL UNIVERSITY MYMENSINGH

Ordinance for Course-Credit Semester System of Undergraduate Studies at BAU (Fourth Amendment)

In pursuance of the powers and functions of Academic Council and Syndicate as per statutes of the University the ordinance for course-credit semester system of undergraduate studies (fourth amendment) has been approved with effect from the date of its approval by the Syndicate in its 299th meeting, held on 29-06-2012.

1. Degrees offered

The following undergraduate degrees will be offered by different Faculties of the University:

DVM (Doctor of Veterinary Medicine)

B.Sc. Ag. (Hons.) (Bachelor of Science in Agriculture)

B.Sc. A.H. (Hons.) (Bachelor of Science in Animal Husbandry)

B.Sc. Ag. Econ. (Hons.) (Bachelor of Science in Agricultural Economics)

B.Sc. Ag. Engg. (Bachelor of Science in Agricultural Engineering)

B.Sc. Fisheries (Hons.) (Bachelor of Science in Fisheries)

B.Sc. Food Engg. (Bachelor of Science in Food Engineering)

2. Curricula and Syllabi for the degrees

- (a) For each of the degrees mentioned in clause 1, there must be specific curricular layout and syllabi developed initially by the BOS, recommended by the Faculty, and approved by the Academic Council for adoption by the Syndicate as Curricula and Syllabi for that degree.
- (b) The approved curricular layout and syllabi for each of the degree offered shall be updated in regular interval.
- (c) Any corrections/modifications/amendments of the curricular layout and syllabi shall be proposed by the Faculty to the Academic Council as per provisions of the University Statutes.

3. Medium of instruction

The medium of instruction and assessment are both in English.

4. Definition

- (a) **Course:** A course is a set of lectures on a specific subject developed to offer in a semester period based on the approved syllabus.
- (b) **Course teachers(s):** A person or persons assigned responsibility by the Board of Studies (BOS), to design, develop and offer a course.
- (c) **Semester:** An academic year or level is divided into two semesters: Semester-1 and Semester-2 each covering twenty four weeks of course instruction including class test, semester final examination and preparation of results.

- (d) **Credit:** A credit means 1 contact hour per week for theory and 2 contact hour per week for practical.
- (e) **Contact hour:** Means number of hours of 60 min. (55 min. + 5 min. gap in between for venue change) per week needed to complete a theoretical course of instruction. The practical and laboratory classes of 2 hours duration will be taken as one credit hour, while practical classes of 3 contact hours will be considered as 1.5 credit hours. The home assignments of 0.5 credit hour may be combined with a practical course, if required by a BOS/Faculty. Five working days will be considered as one academic week. One working day may have eight contact hours with a recess of 1.5 hours after the 5th hour. Classes may be held between 08.00-13.00 and 14.30-17.30 hours. However, a Faculty may arrange its class routine using needed contact hours per day.
- (f) **Course load:** A maximum of 24 credit hours with not more than 12 courses (theory/practical) may be allowed in a semester.
- (g) **GPA/CGPA:** Means the weighted average of grade points obtained in all the courses undertaken by a student in a semester/all semesters of a study programme, calculated on a 4-point scale. The result of an optional course will not be used in GPA/CGPA calculation but it will be shown on the student's transcript with letter grade

5. Course designation and title

- 5.1. Each course shall be designated by a course identification number referring to the offering Department, level/semester of study and the nature of course (theory/practical). The course identification number shall consist of a departmental code of 2-3 letters, maximum of 5 letters, as prefix followed by three digits. The first digit stands for the level (year) of study (**1 to 5**). The next two digits commencing with 01 or 11 shall be used for the courses of semester-1 and those commencing with 21 shall be used for the courses of semester-2. An odd course number shall mean the theoretical course whereas an even course numbers the practical course, of particular level and semester.
- 5.2. The theory and practical courses of same subject matter may share the common title but they shall be considered independent courses with separate numbers for the purpose of evaluation and grading, and GPA/CGPA calculation.

6. Credit requirement and duration of study

- 6.1. **Credit hour:** Based on course content and weightage, individual courses will have different credit hour (or simply credit) as defined in clause 4 (d and e).
- 6.2. The total credits required to be earned or fulfilled for obtaining an undergraduate degree at BAU will be 150 or more depending on the respective Faculty Curricula as approved by the Academic Council for the degree.
- 6.3.
 - i. The duration of study for the faculties of Agriculture, Agricultural Economics & Rural Sociology, Agricultural Engineering & Technology and Fisheries shall be 4 (four) academic years (levels) or 8 semesters; and the maximum admissible time limit is 7 (seven) years or 14 semesters; beyond which the study will end unsuccessfully.
 - ii. The duration of study for the Faculty of Veterinary Science shall be 5 (five) academic years (levels) or 10 semesters and the maximum admissible time limit is 8 (eight) years or 16 semesters; beyond which the study will end unsuccessfully.

- iii. The duration of study for the Faculty of Animal Husbandry shall be 4 (four) years and 6 (six) months (levels) or 9 semesters and the maximum admissible time limit is 7 (seven) years and 6 (six) months or 15 semesters; beyond which the study will end unsuccessfully.

7. Faculty degree programme

The Faculty shall decide a set of core, collateral and elective courses required for the Faculty degree programme.

- (a) **Core courses:** The courses generally offered by the Departments of the Faculty and are needed to be taken by the students as compulsory.
- (b) **Collateral courses:** Those that the Faculty considers as essentially required (compulsory) for the degree programme, but are offered by the Departments of other Faculties. The syllabi of such courses shall be prepared by the BOS of the concerned Departments, and may be revised, if necessary, on the basis of the suggestions made by the Faculty which offers the degree and recommends these syllabi to the Academic Council for approval.
- (c) **Elective courses:** Those that are considered part of the degree requirement. The student shall choose and undertake the instructed number of elective course(s) for the fulfillment of the degree programme.
- (d) Besides, there shall be provision for a student to take some courses from within or outside his/her faculty as **optional courses** depending on the aptitude and load-bearing ability of the student. For optional courses(s) the student will attend class and seat for the examination but the results of the course(s) shall not be incorporated in GPA though shall be presented in the transcript in grade. Optional courses must be completed in regular eight semesters of four year period counted from the first admission.

8. Admission requirement

- 8.1. The students shall be admitted as per the existing rules of the University to the level-1, semester-1.
- 8.2.
 - (a) If a student fails to attend the classes within the first two weeks of the L-1, S-1, his/her admission shall be cancelled automatically and the vacant seat shall be filled up from the waiting list of the admission test within the third week from the commencement of the classes.
 - (b) A student after admission into L-1, S-1 shall have to sit for the class test in all courses with the requisite class attendance of minimum of 60%, failing which his/her admission shall be cancelled. However, Dean may consider the case if the average class attendance of all courses of the student becomes 60%.
- 8.3. A student under certain specific condition might be allowed withdrawal from a semester and re-admission in the next academic year as detailed in clause 19.
- 8.4. A student shall get registered in each of the semesters on payment of necessary fees and shall be entitled to Course Record Card issued by the Dean of the Faculty.
- 8.5. Each student shall be given an ID number with seven digits - first two digits referring to the year of admission (e.g. 03 for 2003), next two digits the degree code of different faculties, such as -

DVM	:	01
B.Sc. Ag. (Hons.)	:	02
B.Sc. A.H. (Hons.)	:	03
B.Sc. Ag. Econ. (Hons.)	:	04
B.Sc. Ag. Engg.	:	05
B.Sc. Fisheries (Hons.)	:	06
B.Sc. Food Engg.	:	07

and the last three digits (commencing with 001) will be the roll number given to a student on first admission. The ID number of a student shall be carried in all semesters as his/her permanent class and exam roll number.

9. Semester course plan

A Course plan card delivered by the Dean of the Faculty shall be filled-in by every student following his/her first admission into level-1, semester-1 in consultation with his/her advisor assigned by the Dean of the Faculty. The card shall be checked by the respective Dean's office. A student will choose elective courses carefully from the approved faculty programme and curricula (clauses 2 and 7), so that the minimum course-credit requirements for the degree are eventually fulfilled. The courses planned, chosen and written on the card could be changed through application to the respective Dean of the Faculty within 10 days of the commencement of the semester classes.

10. Distribution of semester activities

Each semester shall have 24 working weeks distributed as follows:

- (a) Classes including class test : 16 weeks
- (b) Semester final examination including preparatory recess : 6 weeks
- (c) Preparation and publication of results : 2 weeks

11. Course registration

At the time of registration in a particular semester each student shall complete five copies of a Course Record Card as designed by the Dean of the Faculty. After countersignature of the Dean, the card shall be maintained by the student himself/herself, the office of the Dean, Academic Section and Controller of Examinations shall keep a copy.

12. Marks distribution

- 12.1.** Each course, Theory or Practical, irrespective of credit hours shall be evaluate on 100 marks basis for the convenience of assigning letter grade and grade point. The distribution of marks for a given course will be as follows:

i.	Class attendance	10	Marks
ii.	Class test(s)	20	"
iii.	Final examination	70	"
Total :		100	Marks

12.2. Marks for class attendance shall be allotted on the basis of the following criteria:

Attendance*	Marks
90% to 100%	10
80% to 89%	9
70% to 79%	8
60% to 69%	7
Less than 60%	0

* Percentage of attendance shall be calculated in round figures. A fraction of 0.5% or above shall be considered as 1%.

13. Classes and teaching of courses

13.1. The size of the theory class/section and practical group will be determined on the basis of the number of the students admitted into study programme by the respective Faculty.

13.2. A particular course (theory/practical) shall be taught by one or two course teachers per class/section or practical group as decided by the relevant Board of Studies.

13.3. The contact hour/frequency of classes per week for a theory/practical course will be according to credit hour (clause 4 d/e), as mentioned in the approved curricula layout for the course.

14. Examinations

14.1. Exam committee: In each concerned Department maximum a four-member Examination Committee (EC), will be proposed, as under, by the BOS for approval of the Dean of the Faculty with intimation to the Controller of Examinations by the Dean.

Composition of EC:

1.	Head of the Department	--	Chairman
2.	A Senior Teacher of the Department	--	Member
3.	One of the relevant Course Teachers	--	Member
4.	External member of the BOS	--	Member

The tenure of the Examination Committee (EC) will be 2 years

14.2. Major functions of EC: The EC shall-

- i.** finalize/moderate the question paper for semester final examination as received from the paper setter;
- ii.** get the questions printed and packed under security seal for sending it to the controller of examinations at least 3 days before the date of the final examination of particular theory course;
- iii.** receive the evaluated scripts and mark sheets of final exam of Theory and

Practical courses from the examiners, the marks and scripts of the class test, and marks of class attendance from the course teachers(s);

- iv. compile the course results (Grade sheet) in quadruplicate of both Theory and Practical courses in letter grade and grade point based on overall score (marks) of individual students in class test, class attendance and final examination;
- v. keep one copy of compiled grade sheet for future office use and references by the EC, and send three copies under sealed cover along with relevant papers/scripts to the Controller of Examinations for central tabulation of the results of all the courses and publication of semester results.

14.3. Class test:

- (a) The class test shall normally take place during 10-12 week of the semester. The course teachers may at their convenience conduct more than one class test. However, the cumulative value shall not exceed 20% of the total marks.
- (b) In case of double course teachers for a course in a theoretical class/section or a practical group, the question for the class test may be set mutually by both course teachers relevant to that class/section/group.

14.4. Class attendance: The total class attendance of students as compiled by the course teacher(s) shall be sent to the Dean within 3 days of class suspension. A student having less than 60% class attendance, in a particular course of a semester shall not be allowed to sit for the final exam for the said course. However, the Dean, before notification about the disqualification of such student from semester final examination, may consider his/her average class attendance covering all courses in that semester and allow him/her to sit for, if satisfied, with intimation to the Chairman, EC. But he/she will not get any marks for class attendance of that course.

14.5. Semester final Exam

- (a) The Semester final examinations of all levels shall take place simultaneously and shall be conducted centrally by the Controller of Examinations in collaboration with the Dean of the concerned Faculty.
- (b) The Controller of Examination shall announce the date and schedule for the final examination on recommendation of the Dean, ordinarily one month prior to the commencement of the examinations.
- (c) **Appointment of paper setter/examiners:** The concerned BOS will propose, as communicated by its Chairman, a panel of question paper setter and examiners for Theory and Practical courses to the Dean of the Faculty (the degree offering Faculty) as per following guidelines:

Theory: One question paper setter and required number of examiner(s) from amongst course teacher(s).

Practical: One or two internal examiners from amongst the course teachers, and an external examiner other than the course teacher from within or outside the Department.

The appointment of examiners will be issued by the Controller of Examination, as approved by the Dean of the relevant Faculty.

- (d) For semester final exam the question-setter will set the question paper covering the whole of the syllabus of the course with different types of questions and submit it under sealed cover to the Chairman of the Examination Committee for moderation and necessary action as per schedule announced by the controller of Examinations.

14.6. Examination procedure (Final):

- (a) The Controller of Exam shall conduct the Semester Final Examinations after collecting the printed question papers from the Chairman, Examination Committee in sealed cover.
- (b) The duration of a theory examination will be 2 hours for courses of 1-2 credits and 3 hours for courses of 3 or more credits. The duration of practical examination for courses of 1.5-2 credits will be 3 hours and that of 1 credit will be 2 hours.
- (c) The Controller, after completing the final examinations, shall distribute the scripts immediately to the paper setter/examiners for evaluation of the same.
- (d) The examiner(s) shall examine the final answer scripts awarding numerical marks and send two copies of mark sheet under separate sealed cover; one copy to the Chairman EC and the other copy to the Controller of Examination. The evaluated scripts shall be sent to Chairman, EC also in separate sealed cover.
- (e) For practical examination the internal and external examiners shall mutually give the marks (numerical). The mark-sheet (duplicate) must be singed by all or two examiners. The evaluated scripts and mark-sheet should be sent as stated in clause 14.6 (d) concerning theory examination.
- (f) In the absence of an appointed examiner for practical examination the Chairman of the respective BOS shall appoint a new examiner with intimation to the Dean of the Faculty and Controller of Examinations for the record.

14.7. Results preparation: Having received the score sheets (marks) and scripts from the paper setter/examiners of the semester final examinations, compilation for the course(s) will be completed by the EC in letter grade and grade point based on score of the final examination, class test and attendance. The grade sheets of the course(s) will be compiled in quadruplicate, but triplicate copies along with all examined scripts and documents of class tests and semester final examinations and singed marks sheets for class attendance shall be sent to the Controller of Examinations by the Chairman, EC for necessary action for tabulation and publication of the results covering all courses taken by individual students.

15. Grading system

- 15.1.** A letter grade having a specified number of grade point shall be awarded to each student for individual courses following conversion of numerical marks as shown below:

Numerical Grade*	Letter Grade		Grade Point
80% and above	A ⁺	(A Plus)	4.0
75% to less than 80%	A	(A regular)	3.75
70% to less than 75%	A ⁻	(A minus)	3.5
65% to less than 70%	B ⁺	(B Plus)	3.25
60% to less than 65%	B	(B regular)	3.0
55% to less than 60%	B ⁻	(B minus)	2.75
50% to less than 55%	C ⁺	(C Plus)	2.5
45% to less than 50%	C	(C regular)	2.25
40% to less than 45%	D		2.0
Less than 40%	F		0

* Total marks for each course shall be compiled in round figures. A fraction of 0.5 or above shall be considered as next higher number (marks).

* In the Transcript/Grade sheet, only the Letter Grade and the Corresponding Grade points, and finally the CGPA, not the numerical marks will be shown.

15.2. Grade D is the minimum passing grade. If a student gets D or a higher grade in a course he/she will be considered to have earned the requisite credit assigned for that course.

15.3. Absence in semester final exam for a course/courses will result in F grade in the concerned course(s).

15.4. Grade Point Average (GPA):

The following formula shall be used for calculation of semester GPA

$$GPA = \frac{\sum(G_i \times C_i)}{\sum C_i}$$

Where,

\sum = Sum of,

G_i = Grade point obtained in individual course(s) passed/completed,

C_i = Credit earned of respective courses.

15.5. Cumulative Grade Point Average (CGPA):

Cumulative Grade Point Average (CGPA) which is the weighted average of the GPAs of a student in all concerned semesters shall be calculated as follows:

$$CGPA = \frac{\sum(GPA_i \times TC_i)}{\sum TC_i}$$

Where,

\sum = Sum of,

GPA_i = Grade Point Average obtained in individual semesters earned

TC_i = Total credits earned of respective semesters.

Both GPA and CGPA shall be calculated up to three decimal places.

16. Tabulation and publication of results

- (a)** The Dean shall nominate three tabulators to the controller of Examinations for tabulating the results of different courses undertaken by both regular and repeater students in particular semester, and compilation of overall final results (Clause 21/a).
- (b)** The tabulation of results shall be done in a way that transcripts of academic records of the candidates can be conveniently issued with provision of office records for future uses and references.
- (c)** The controller of examinations upon receipt of tabulated results shall present them to the Examination Controlling Committee of the Faculty for reviewing the same and making recommendation for publication. The results shall be published by the controller of Exams after necessary approval by the Vice-Chancellor.

17. Academic progress, course registration at higher semester and probation

- 17.1.** Students must maintain a GPA of 2.00 or more in each semester with at least D grade in all compulsory and elective courses. A student having GPA of 2.00 or more in a semester final result and no F grade in any course will be eligible for registration in the next higher semester as regular student.
- 17.2.** A student who has obtained F grade in a course or courses of any semester may be allowed to register for courses in the next semester subject to clause of probation (17.3).
- 17.3. Academic probation:** If a student is found to have accumulated, or at his/her disposal, ten or more courses (theory/practical) with F grade at the end of Level 2 or Level 3, he/she shall be placed under academic probation. During probation the student is debarred from enrolment for course registration at higher semester so as to enable him/her to devote full time to clear (pass) backlog courses with course repetition and repeat exam as applicable. However, when academic probation holder students will be able to lessen his/her repeat courses below 10 (ten), then he/she will be eligible for enrolment for course registration at higher semester.
 - 17.3.1.** A student under probation may be allowed to take repeat exam (clause 18) by the Dean in specific course(s) in which he/she has not taken any repeat exam earlier.

18. Repeat examination and course repetition

- 18.1.** A student may be allowed to take repeat exam (final) to clear F grade in a course/courses in the next available semester when the concerned course(s) will be offered on regular basis (with retention of earlier in-course marks for class tests and class attendance).
- 18.2.** The final exam for regular and repeat-students will be held on same question paper. If however it is required to be conducted on the modified and original syllabi to cater to both groups of students (regular and repeater), necessary options may be provided for in the questions by the question paper setter/EC.
- 18.3.** If a student fails in a repeat exam he/she shall be required to enroll for course repetition without retaining any in-course marks; however, he/she may be allowed additional repeat exam by the Dean, if satisfied, subject to fulfillment of

clauses of probation (17.3) and maximum time-limit for the study (6.3- i, ii, iii).

- 18.4.** A student shall not be permitted to take a repeat exam for the purpose of improving a grade other than F.
- 18.5.** A student completing all the repeat courses (if any) at the time of final examination (level-4 semester-2 for the Faculties of Agriculture, Agricultural Economics and Rural Sociology, Agricultural Engineering & Technology & Fisheries; level-5 semester-2 for the Faculty of Veterinary Science and level-5 semester-1 for the Faculty of Animal Husbandry) he/she will be treated as a regular student. On the other hand, a student failing to complete the courses as specified in level-4 semester-2; level-5 semester-2 and level-5 semester-1 respectively he/she will be treated as a repeat student.
- 18.6.** A student having F grade in an elective or optional course may register for a substitute course if available or if situation permits instead of resorting to repeat exam or course repetition.
- 18.7.** All necessary steps have to be taken towards holding all repeat examinations from the date of publication of the results of examinations (level-4 semester-2 for the Faculty Agriculture, Agricultural Economics and Rural Sociology, Agricultural Engineering & Technology, Fisheries; level-5 semester-2 for the Faculty of Veterinary Science and level-5 semester-1 for the Faculty of Animal Husbandry) within the period not exceeding 60 (sixty) days. It may be mentioned here that the students who have become unsuccessful in the said repeat examination are required to sit for the examination in the next available semester.

19. Withdrawal from a semester and re-admission

- 19.1.** After filling the Examination Entry Form if a student owing to serious illness or an acceptable ground fails to sit for final exam in all courses of a semester or gets F grade in all courses, he/she may apply to the Dean of the Faculty through the Controller of Examination with supporting evidence within one week after the end of the semester final exam or within one week of the publication of the result respectively for total withdrawal from the semester with provision of re-admission/re-enrolment in it in the next semester.
- 19.2.** A student who has been granted withdrawal from a semester, as spelled in clause 19.1, shall not be eligible for course registration in the next upper semester (of the same or different level); however, he/she can take repeat exam or enroll for course repetition to clear F grade(s), if any, of earlier semester(s).
- 19.3.** If a student gets F grade in all courses of the first semester of level-1, he/she may apply to the Dean within one week of the publication of the results, for re-admission (in the level-1, semester-1) in the next academic year.
- 19.4.** The student re-admitted/re-enrolment on any ground will not get extra time beyond the maximum limit, counted from the date of his/her first admission to complete the study as elaborated within the clause 6.3-i, ii & iii.
- 19.5.** In case of break of study if a student apply to continue his/her study, he/she may be allowed for re-admission by the Dean of the faculty considering the reasonable ground if he/she can possibly cover with in maximum admissible time limit of the study, clause 6.3-i, ii & iii.

20. Boycotting of an examination, adoption of unfair means and breach of discipline in an examination.

20.1. The followings shall be considered as examination offences:

- i.** Copying from incriminating documents or from other’s script,
- ii.** Possession of incriminating documents,
- iii.** Communicating with other(s),
- iv.** Smuggling in/out of answer script(s),
- v.** Using abusive language or holding out threat to Invigilator/Chief Invigilator,
- vi.** Creating obstruction or disturbances inside examination hall,
- vii.** Assault or attempt to assault an Invigilator/Chief Invigilator,
- viii.** Possession of arms or other lethal weapons inside the examination hall,
- ix.** Using cell-phone inside examination hall, and
- x.** Any other offences not mentioned specifically above but considered by the Chief Invigilator as breach of discipline in the examination.

20.2. For any offence mentioned in 20.1, the concerned course-examination of the examinee who committed the offence shall be cancelled by the Chief Invigilator subject to report to the Examination Discipline Committee through the Controller of Examinations. The result of the said course shall be finalized with “F” grade.

20.3. Depending on the gravity of the offence, the Chief Invigilator may refer the case(s) to the Examination Discipline Committee for further disciplinary action.

Disciplinary action shall be taken by the Examination Discipline Committee and that shall be reported to the Syndicate. The decision of the Examination Discipline Committee shall stand final. The Committee shall comprise as follows:

i)	Vice-chancellor	Chairman
ii–iii)	Two Deans to be nominated by the Vice-chancellor	Member
iv)	One non-salaried member of the Syndicate to be nominated by the Vice-chancellor	Member
v)	Student’s Affairs Advisor	Member
vi)	Proctor	Member
vii)	Registrar	Member
viii)	Controller of Examinations	Secretary

Nominated members shall hold office for a term of two years. Four members shall form quorum in the meeting.

20.4. Students who either individually or jointly boycott the examination unlawfully shall be marked absent by the Chief Invigilator and the matter shall be referred to the Examination Discipline Committee for further disciplinary action.

- 20.5.** The Chief Invigilator shall submit the report on the offence committed by the examinee(s) to the Controller of Examinations in the prescribed form under sealed cover packet. The Controller of Examinations shall place the cases of unfair means along with relevant documents before the Examination Discipline Committee.
- 20.6.** Before taking any disciplinary action by the Examination Discipline Committee, a notice shall be served upon the examinee found guilty of examination offences to show-cause. The Examinee shall be given a time not less than 72 hours for replying the notice.
- 20.7.** The examinee who is identified in copying from incriminating documents or from other's script or found creating disturbances inside the examination hall or found possessing incriminating documents may be debarred from appearing at examinations in the current semester.
- 20.8.** The examinee who uses abusive languages or holds threat in the Examination Hall to the Chief Invigilator or Invigilator(s) or other persons engaged in the examination shall be debarred from appearing at examinations for not more than 3 (three) semesters.
- 20.9.** The examinee who assaults or attempts to assault the Chief Invigilator or Invigilator(s) or any other person(s) engaged in the examination shall be liable to a maximum punishment of debarment from subsequent examinations of the University and expulsion for good from the University.
- 20.10.** Any examinee found guilty of disclosing his/her identity or deliberately making symbolic marks in his/her answer script, the answer script shall be cancelled by script examiner and the matter be reported to the Controller of Examinations.
- 20.11.** The script of the examinee who has committed an Examination offence other than that defined in 20.10 shall not be sent to the Examiner for evaluation.
- 20.12.** A student expelled for adopting unfair means, shall not get extra time beyond the time limit as clarified vide clause 6.3-i, ii & iii to complete his/her study, if allowed re-admission.
- 20.13.** Any other cases not covered by the above rules shall be dealt by the Examination Discipline Committee in such a manner as it deems fit.

21. Final results, degree and certificate

- (a)** At the end of level-4 semester-2; level-5 semester-1 and level-5 semester-2 (where applicable), the results of successful regular students of that semester and that of overall final results for graduation shall be published separately. The overall final results covering all semester results of regular successful students will be declared in order of merit based on CGPA, the transcript shall show the course number, course title, credits, contact hours, grade and grade point of individual courses, and GPA of each semester.
- (b)** The final results of the repeater or irregular students after level-4 semester-2; level-5 semester-1 and level-5 semester-2 (where applicable) will be published on clearance of the course with F grade(s) and fulfillment of necessary course-credit requirement, without assigning and merit order.
- (c)** The course number, course title, credits, contact hours, and letter grade obtained by the student in optional course(s), if any, will be shown on the transcript. However, the results of optional course(s) shall not be considered in calculation of the GPA and CGPA.

- (d) The registrar may issue the provisional certificate to a successful candidate on demand. The original certificate of the degree shall normally be issued during convocation of the University.

22. Vice-Chancellor's merit list and award

A student securing highest GPA in each level in the respective Faculty will stand eligible to obtain Vice-chancellor's merit award every year in recognition of his/her outstanding performances with provisions of free studentships and special merit scholarships tenable for twelve months. A student with record of "repeat" results and misconduct will not be considered for any merit award.

23. Dean's merit list and award

Names of students obtaining a GPA 3.75 and above in both semesters of the same level (academic year), shall be included in the Dean's list published every year in recognition of their outstanding performances with provisions of free studentships and special merit scholarships tenable for twelve months. Academic awards may be given for superior performance based on overall final results. A student with record of "repeat" results and misconduct will not be considered for any merit award.

- 24.** Anything not covered by this ordinance and that may arise in course of time in the implementation of the ordinance, shall be referred to the Academic Council for resolution and disposal.

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