

NOTICE – EXAMINATION

New Policy of Evaluation (Session 2025-26 Onwards)

To improve student attendance and enrich overall learning experience, Evaluation Policy is being changed from session 2025-26 onwards. Details of components are as under:

Type of Assessment	Weightage	Conduction	Duration
University Test-1 (UT1)/Departmental Internal Test-1	07 marks	15 marks	50 minutes
Mid Term Examination (MIDTERM)	20 marks	40 marks	02 Hours
University Test-2 (UT2) /Departmental Internal Test-2	08 marks	15 marks	50 minutes
Teacher Assessment (TA)	10 marks	20 (5 marks x 4 assignments or 10 marks x 2 assignments)	throughout the semester
Innovative Type Test (ITT)/Innovative Assessment	10 marks	20 (01 or more than one activity)	throughout the semester
Make-Up Examination (MAKEUP) *optional	20 marks	40 marks	02 Hours
Class Participation (CP1) ≥ 75% : 10 marks; ≥ 65 – 75 %: 08 marks; ≥ 55 – 65%: 06 marks; ≥ 45 – 55%: 04 marks < 45 – 40%: 02 marks	05 marks	10 marks	Throughout the semester
Continuous Internal Evaluation (CIE)	60 marks	120 marks	Continuous
End Semester Examination (ESE)	40 marks	80 marks	03 Hours

Attendance criteria for all UG/PG/IG/Diploma students Minimum 75% overall attendance (100% desired)

Attendance Percentage	Type of Compensatory Attendance with Genuine Reason	Applicable for DIT-1/UT-1, DIT-2/ UT-2, Mid Term Exam (MTE)/End Sem Exam
≥ 75%	Not required	Permitted
≥ 60% - < 75%	Medical/Sports/Cultural (Max. 15%)	Permitted
< 60%	No Impact ⇒ Not Required	Not Permitted

Make-Up Examination (Optional): Special provision for students who could not appear in Mid Term or wish to improve their marks secured in Mid Term Examination

- If during the scheduled Mid Term Examination, any eligible student (who was fulfilling the attendance criteria during the Mid Term) could not appear in the Examination due to any unforeseen situations like a) Marriage of sister/brother, b) Accident/health issue, c) Appearing in any competitive exams of national level, or d) Critical illness/demise of guardian, will be given an opportunity to appear in the Make-Up Examination. However, the genuine cases will be thoroughly assessed by the respective HoDs/Deans/Directors and then forwarded to higher authorities for consideration.
- Students who were unable to appear in the Mid Term Examination due to short attendance, they can appear in Make Up Examination after fulfilling the attendance and fee criteria as under:

Attendance Criteria	Fee	Procedure
≥ 75% attendance in respective subject/course for improvement of marks of Mid Term Exam	Rs. 200@subject/ course	1. Desired attendance % 01 week prior to commencement of Make-Up Exam 2. Filling of prescribed format along with the documents & submitting respective fee in the Accounts Office 3. Submitting duly filled format along with the fee receipt to their respective HODs/Deans/Director
≥ 75% Attendance	No Fee	
60% - 74% Attendance	Rs. 500@subject/ course	
45% - 59% Attendance	Rs. 1000@subject/ course	
Less than 45% Attendance	Not allowed to appear in Make-Up Exam	

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Controller of Examination

Distribution:

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