



GONDWANA UNIVERSITY GADCHIROLI

Ordinance No. 20 of 2017

EXAMINATIONS DEGREES NAMELY- BACHELOR OF COMMERCE (B.COM.), BACHELOR OF BUSINESS ADMINISTRATION (B.B.A.) AND BACHELOR OF COMMERCE (COMPUTER APPLICATION) (B.COM.C.A.) IN LEADING TO THE THREE YEARS BACHELOR THE FACULTY OF COMMERCE WITH SEMESTER PATTERN AND CREDIT GRADE SYSTEM ORDINANCE, 2017.

Whereas, it is expedient to provide an ordinance in respect of “Examinations leading to the three years Bachelor Degree namely – Bachelor of commerce (B.Com.), Bachelor of Business Administration (B.B.A.), and Bachelor of commerce (Computer Application) (B.Com.C.A.) in the faculty of commerce with semester pattern and credit grade system, for the purposes hereinafter appearing, the management council is hereby pleased to make the following ordinance :-

1. This ordinance may be called “Examination leading to the three years Bachelor Degree namely – Bachelor of commerce (B.Com.), Bachelor of Business Administration (B.B.A.), and Bachelor of commerce (Computer Application) (B. Com. C.A.) in the Faculty of Commerce, with Semester Pattern and Credit Grade System, Ordinance 2017.
2. This Ordinance shall come into force from the date of its making by the Management Council.
- 3. Definitions:**
 - a. “**Degree**” means Under Graduate Degree.
 - b. “**Student**” means student admitted to Under Graduate programmes under this Ordinance.
 - c. “**Board of Studies**” means Board of studies of the University in the discipline/subjects concerned.
4. Subject to compliance with the provisions of this Ordinance and of other Ordinances in force from time to time, an applicant for admission to the **Semester I examination** of the degree courses offered in this ordinance shall have the eligibility as mentioned below.
 - i) The 12th Standard Examination of the Maharashtra State Board of Secondary/Higher secondary Education or and examination recognized as equivalent thereto with English as one of the subject of passing and in such subject and with such standard of attainments as may be prescribed ; OR

ii) The XII Standard Examination of Maharashtra State Board of Secondary and Higher Secondary Education in Vocational of (MCVC) Stream with one Language only;

iii) Passed the “Diploma in Education” with English as one of the passing subjects, conducted by the Education Institute, Pune.

5. The examination leading to the Award of the Degrees namely, B.Com., B.B.A., B.Com. (C.A.) shall consist of Six Semesters.

6. The duration of each of the above Semester shall be of half (6 months) academic year with an Examination at the end of each half Academic year.

7. The examination specified in Paragraph 5 shall be held twice a year in Winter and Summer at such places and on such dates as may be specified by COE, Gondwana University, Gadchiroli.

8. Evaluation Scheme

Assessment procedure incorporates a suitable evaluation system supported by model ‘Credit Grade System’ involving letter grades as per the suggested guidelines by, UGC for under graduate programs in the Faculty of Commerce.

The evaluation of students in a course is a continuous process and is based on their performance in different methodological tests/examinations as mentioned below:

Theory Subject with or without Practical component:

It is broken into various components as mentioned below;

i) **Internal Assessment (IA)** – It will be carrying 20% weightage and shall be monitored based on parameters like, assignments, class tests, seminars, project, oral examination etc. and that the break-up of weightage to these parameters are as specified in the syllabus of the given subject relating to degree.

ii) **End Semester Examination (ESE)** – This parameter shall carry weightage of 80% for theory subjects without practical and 50% for theory subjects with practical component and the examination will be conducted by the Affiliating University at the end of the Semester.

iii) **Practical (P):** It will be carrying weightage as specified in the course and examination scheme of the respective course. The various components of evaluation for this parameter shall be as per specified in the syllabi of the given subject relating to degree.

The **Table 1** given below summarizes weightage in percent to the individual components of proposed ‘Evaluation System’ to be adapted for the theory subjects with and without practical component of UG programs in the Faculty of Commerce.

Table 1: Evaluation System						
For Theory Subject			For Theory Subject having Practical Component			
ESE	Internal Assessment	Total	ESE	Practical	Internal Assessment	Total
80	20	100	50	30	20	100

Pattern of End Semester Examination:

1. There will be **four** units in each paper
2. Question paper will consist of five questions and all questions shall be compulsory.
3. First four questions will be based on four units as Specified in the Syllabi of the given subject with internal choice only.
4. Fifth question will be compulsory having subject questions from each of the four units with equal weightage and there will be no internal choice.
5. Each paper will be of 3 hours duration.
6. Minimum passing marks in each head (Theory, Practical, and Internal Assessment) will be 35%.

9. Promotion /Absorption Scheme

The admission to the given Degree Course shall be subject to ATKT rules as given below.

Admission to Semester	Candidate should have passed in following examinations	Eligibility for admission
Semester – I	*	--
Semester –II	--	Candidate should have appeared in at least 01 Theory paper of Semester I
Semester-III	----	Candidate should have passed 40% subjects each of Semester –I & Semester II
Semester—IV	----	Candidate should have passed 40% subjects each of Semester –I & Semester II & appeared in at least 01 Theory paper of Semester III
Semester –V	Semester I & II	Candidate should have passed Sem. I & II & 40% subjects each of Semester –III & IV
Semester-VI	---	Candidate should have passed 40% subjects each of Semester –III & Semester IV & appeared in at least 01 Theory paper of Semester V

* - as mentioned in para above.

10. That an examinee who have passed in any subject/s shall, at his option, be exempted from appearing in that subject at the subsequent examination.
11. The fees for the examination shall be as prescribed by the university from time to time and whenever any change is made in the fees prescribed for any particular examination that shall be notified through a notification for information of the examinees concerned.
12. The subjects of examinations shall be as mentioned in course schemes appended as Appendix A for all the Degree Courses specified in this ordinance.
13. The Scope of the subject shall be as indicated in the Syllabi.
14. The students shall have to obtain a minimum of 35% marks in aggregate to qualify in each subject where it consists of Internal Assessment (IA) and Semester End Examination (ESE). However, the students shall obtain minimum of 35% marks i.e. 07 out of 20 in the Internal Assessment and i.e. 28 out of 80 in Semester End Examination considered separately.
15. Similarly for a theory subject with practical component, the student shall obtain minimum of 35 % marks i.e. 07 out of 20 in IA, i.e. 11 out of 30 in practical

examination with all of its evaluation components taken together and i.e. 17 out of 50 in ESE considered separately.

16. Model Credit-Grade System

As per the guidelines suggested by UGC for all the central, state and deemed universities in India, it is now mandatory to adopt credit system in place of conventional system comprising of marks and grades for all the undergraduate programs. The central idea of the system is that a student has to earn a prescribed minimum number of credits to fulfill the requirements of graduation. The credit system has to be designed uniformly together with a suitable continuous evaluation and a well-articulated system of grading.

Course Credits (C)

It is the unit of measurement of course works. Each course shall have an integer number of credits which reflects its weightage. One credit means one period of one hour duration.

The number of credits of a course in a given semester shall ordinarily be calculated as under:

$$\text{Number of Credits} = L + T + P/2$$

Where L, T and P represent the number of Lecture, Tutorial and Practical hours per week. The fraction is to be rounded off to next integer value. One practical/Lab. without theory of one hour equal to One Credit.

Grade (G)

It is the measure of performance quality. At the end of the each semester, a student is awarded a letter grade in each of his/her courses taking into account his/her performance based on the various components of evaluation i.e. on the basis of total marks (ESE+ Practical + Internal Assessment) in theory subject having practical component and total marks (ESE + IA) obtained in theory subject without practical. There are eight letter grades as O,A,B,C, D,E,F and X as shown in **Table 2**

Grade Points (GP)

The letter grades are converted to figures to indicate performance of the students. The following are the guideline steps for the computation of grade points:

- i) All evaluations of different components of a course specified in the course plan i.e. scheme shall be done in marks for each student.
- ii) The marks of various components of Internal Assessment and university conducted examination i.e. ESE shall be added to get total marks secured for the given course. For example, out of a total of 100 marks for theory subjects.
- iii) These letter grades are assigned numerical equivalents called Grade Points, **GP** on a 07-point scale and are correlated with percentage score of the student in the given course as shown in the **Table 2** given below.
- iv) For the given course, the adopted criteria of percentage marks given below shall then be used for the computation of grades and grade points.
- v) “**F**” grade stands for failure in that course examination. The course(s) in which a student has earned F-grade will be termed as back-log i.e. course(s) under ATKT.

Such a student will be required to reappear in the given course examination as per the specified provision.

- vi) “X” grade is awarded to a student who is absent in the examination or is not allowed to appear or could not appear in end semester examination (ESE) in a particular subject due to any reason, though he might have undergone other components of Internal Assessment, Practical etc. Such a student will be required to reappear in the given subject in which he/she has secured X –grade.

Table 2: Criteria for Award of Grades

Grade	Percentage score, X	Grade Points
O	75 -100	10
A	60-74	09
B	55-59	08
C	45-54	07
D	40-44	06
E	35-39	05
F	0-34	00
X	Absent in Examination	---

Credit Points (CP)

Credit points stands for performance of student in a particular subject. They are product of total credits of a subject and grade point secured by the student in the given subject.

Semester Grade Point Average (SGPA)

It is indicative of performance of a student in the given semester. The Grade Point Average for a semester is obtained by adding the products of Actual Grade Points and relative weightages for different subjects as shown in the course scheme for respective semester and dividing the total by the total credit hours for that semester as illustrated below.

$$\text{SGPA} = [C_i G_i + C_{ii} G_{ii} + \dots + C_n G_n] / (C_i + C_{ii} + \dots + C_n)$$

Where, C – No of Credits of individual subject.

G – Corresponding grade point obtained in the respective subject.

Cumulative Grade Point Average (CGPA)

The Cumulative Grade Point Average (CGPA) is indicative of the overall academic performance of a student in all the subjects registered up to and including the latest completed semester. It is the cumulative total of the products of actual grade point and its weightage upto last semester divided by total credits of all the semesters.

$$CGPA = \frac{\sum_{i=1}^n c_i g_i}{\sum_{i=1}^n c_i}$$

17. A student who PASSES in the Internal Assessment (IA) and Practical (P) but FAILS in the End Semester Examination (ESE) of a subject shall reappear for the ESE of the given subject. However, his/her marks of the IA and P shall be carried over and he/she shall be entitled for grade obtained by him/her on passing of the end semester examination of the given subject.
18. A student who FAILS in the IA or P or both but PASSES in the ESE of a subject shall submit and reappear for the IA or P or both in the form of project/s for that subject. However, his/her marks of the ESE shall be entitled for grade obtained by him/her on qualifying in the internal evaluation.
19. The Evaluation for students who fails in Internal Assessment (IA) and Practical (P) shall consist of one project having weightage as specified in the course and examination scheme given by the concerned teacher based on the prescribed curriculum. In the case, the marks for the IA or P or both shall be forwarded by Principal/Head of the Institution to the Affiliating University as per the schedule.
20. If a student is permitted to repeat any semester/course, the new letter grade will replace the old letter grade in the computation of the SGPA and further that every student will have only one grade-sheet for every semester and the last semester grade-sheet to indicate CGPA based on the adapted criteria for the Award of the Degree.

► ABBREVIATIONS USED

- ◆ C : Credits
- ◆ G : Grade
- ◆ GP : Grade Points
- ◆ CP : Credit Points
- ◆ ΣC : Sum of Credits points
- ◆ CG : Credits X Grades (Product of Credits & Grades)
- ◆ ΣCG : Sum of Product of Credits & Grades points

21. The medium of instruction and examination shall be English/Marathi/Hindi for B. Com. only & English for B.B.A. & B. Com. (C.A.) the Courses specified in this ordinance. However the Gondwana University, Gadchiroli permits student to write examinations in either English or Hindi or Marathi for B. Com. Only.
22. The number of paper and maximum marks assigned to each paper and minimum marks an examinee must obtain in order to pass the given examination are as prescribed in the respective course and examination Schemes appended as Appendix A with this ordinance.

23. The examinee at each of the examination shall have option of not being declared successful at the examination in case he/she does not secure a minimum of to 35% marks at the examination. Once this option is exercised, the option shall be binding on the examinee for that Semester examination only and it shall not be revoked under any circumstances.

An unsuccessful examinee, at any of the above examination shall have an option to carry his/her Internal Assessment and Practical marks for theory with or without having practical part to his/her successive attempt at the examination.

The examinee, however can forego his/her Internal Assessment marks for the subjects, in which he/she shall be examined for a total of marks comprising the Internal Assessment & ESE or Internal Assessment, Practical and ESE together to form the min. passing marks of 35% at his/her successive attempts of the examination. Such an option may be availed by the examinee by indicating the same in his/her Application form for Examination and this option once exercised, it shall be “Final and Binding” on the concerned examinee.

24. The external (Private) Candidates are not allowed for this programme
25. The provisions of Ordinance to provide grace marks for passing in a particular head and regarding improvement of Division (Higher class) and Condonation of Deficiency of marks in a subject shall apply to each examination under this ordinance.
26. Every student have right to challenge the evaluation, if he/she failed in such paper or any doubt in his/her scoring as per the provisions made in respective ordinance by the Affiliating University.

The provision regarding Revaluation/Challenge to valuation for the given subject of a particular End Semester Examination shall be applicable as specified in the relevant ordinance.

27. The candidate may take all the examinations as per the provisions of ATKT Rules simultaneously but his result of final Semester shall not be declared unless he is declared successful at all lower semester examinations.
28. If an examinee failed to pass the under graduate programme within six successive years from the date of his/her first admission to particular graduate programme, he/she shall be declared as “Not Fit for the Course” (NFC) and he/she will not be allowed to appear further for any previous examination of the course. An ex-student for any Examination under this Ordinance shall be eligible for readmission to the subsequent Examination on payment of fresh and any such other fees as may be prescribed on this behalf.

29. As soon as possible after the Semester End examination, the Board of Examination shall publish a list of successful examinees at the Semester I, II, III, IV, V, and VI Examinations respectively.
30. Notwithstanding anything to the contrary in this Ordinance, no person shall be admitted to an examination under this Ordinance, if he has already passed that examination or an equivalent examination of any other Statutory University.
31. (i) The examinee who have secured pass grade “E” in all the subjects prescribed for all the examinations shall be eligible for the Award of respective 3 year- 6 Semester Degree in the Faculty of Commerce.
- (ii) The Classification of Division of Examinees for the award of the Degree courses specified in this ordinance shall be on the basis of Cumulative Grade Point Average “CGPA” evaluated by accounting **SGPA of Semester of V & VI Semester**.
- (iii) The Degree, in the prescribed form shall be signed by the Hon’ble Vice-Chancellor.

(Statement of object and reasons)

The Vice-chancellor of the university had issued Direction No. 119 of 2012 on 27/6/2012 in respect of Direction governing the examination leading to award of the three years Bachelor Degree in the Faculty of Commerce with Semester Pattern and Credit Grade System from the year 2012-13, under provision of section 14 (8) of the Maharashtra university Act, 1994.

The subject matter of the Direction is required to be converted into an Ordinance as provided under the Act, hence this Draft ordinance is prepared for consideration of the Academic council and the Management council.

Appendix A

Course and Examination Scheme Bachelor of Commerce (B.Com.) 3 year Degree Course in the Faculty of Commerce Semester –I Examination

Sr. No	Subject	Course Scheme			No.of Credits	Examination Scheme							
		L	T	P		Maximum Marks				Minimum Passing Marks			
						ESE	P	IA	Total	ESE	P	IA	Total
1.	Compulsory English – I	4	1	--	2	80	-	20	100	28	--	07	35
2.	Marathi/Hindi/ Supplementary English- I	4	--	-	2	80	-	20	100	28	--	07	35
3.	Business Economics-I	4	--	-	3	80	-	20	100	28	--	07	35
4.	Principle of Management-I	4	--	--	3	80	-	20	100	28	--	07	35
5.	Financial Accounting –I	5	--	--	4	80	-	20	100	28	--	07	35
6.	Statistics Techniques and Business Mathematics- I	5	--	--	3	80	-	20	100	28	--	07	35
7.	Any One Paper from the following Optional Group												
	Group A Marketing Management (Basic Marketing Management- I)	4	--	-	3	80	-	20	100	28	--	07	35
	Group B Human Resource Development (Human Resource Management –I)	4	--	-	3	80	-	20	100	28	--	07	35
	Group C Banking and Insurance (Principle of Banking and Insurance –I)	4	--	-	3	80	-	20	100	28	--	07	35
	Group D Information Technology (Computer Fundamental -I)	2	--	4/ Bat -ch	3	50	30	20	100	18	11	7	35

***Note:** 1. L –Lecture T-Tutorial P- Practical IA-Internal assessment ESE: End Semester Exam.

2. The question papers in the subjects Financial Accounting , Statistics Techniques and Business Mathematics will be set in English/Marathi/Hindi.

However, the practical/numerical will be set in English only. The students of Marathi/Hindi medium will have the option to attempt the theory part in Marathi/Hindi and practical problems /numerical in English only.

3. The students shall opt for any one group of Specialization once a group selected in semester I the same group shall have to be continued in all the semesters.
No change of group will be allowed.

4. The student shall of any one of the language Marathi/Hindi/Supplementary English once in semester I the same shall have to be continued upto semester IV.

Bachelor of Commerce (B.Com.)
Semester –II Examination

Sr.No	Subject	Course Scheme			No.of Credits	Examination Scheme							
		L	T	P		Maximum Marks				Minimum Passing Marks			
						ESE	P	IA	Total	ESE	P	IA	Total
1.	Compulsory English – II	4	1	--	2	80	-	20	100	28	--	07	35
2.	Marathi/Hindi/ Supplementary English-II	4	--	-	2	80	-	20	100	28	--	07	35
3.	Business Economics-II	4	--	-	3	80	-	20	100	28	--	07	35
4.	Principle of Management-II	4	--	--	3	80	-	20	100	28	--	07	35
5.	Financial Accounting –II	5	--	--	4	80	-	20	100	28	--	07	35
6.	Statistics Techniques and Business Mathematics- II	5	--	--	3	80	-	20	100	28	--	07	35
7.	Any One Paper from the following Optional Group												
	Group A Marketing Management (Basic Marketing Management- II)	4	--	-	3	80	-	20	100	28	--	07	35
	Group B Human Resource Development (Human Resource Management –II)	4	--	-	3	80	-	20	100	28	--	07	35
	Group C Banking and Insurance (Principle of Banking and Insurance –II)	4	--	-	3	80	-	20	100	28	--	07	35
	Group D Information Technology (Information Communication Technology)	2	--	4/ Bat -ch	3	50	30	20	100	18	11	7	35

*Note: 1. L –Lecture T-Tutorial P- Practical IA-Internal assessment ESE: End Semester Exam.

Course and Examination Scheme
Bachelor of Business Administration (B.B.A.)
3 year Degree Course in the Faculty of Commerce
Semester –I Examination

Sr. No	Subject	Course Scheme			No.of Credits	Examination Scheme							
		L	T	P		Maximum Marks				Minimum Passing Marks			
						ESE	P	IA	Total	ESE	P	IA	Total
1.	English (Business Communication)-I	4	-	--	2	80	-	20	100	28	--	07	35
2.	Principle of Management -I	4	--	-	3	80	-	20	100	28	--	07	35
3.	Financial Accounting - I	4	--	-	3	80	-	20	100	28	--	07	35
4.	Business Economics-I	4	--	--	3	80	-	20	100	28	--	07	35
5.	Business Demography and Environmental Studies -I	4	--	--	3	80	-	20	100	28	--	07	35
6.	Statistical Methods for Business -I	4	--	--	3	80	-	20	100	28	--	07	35
7.	Computer Application for Business-I	4	--	--	3	80	-	20	100	28	--	07	35

*Note: 1. L –Lecture T-Tutorial P- Practical IA-Internal assessment ESE: End Semester Exam.

Bachelor of Business Administration (B.B.A.)
Semester –II Examination

Sr. No.	Subject	Course Scheme			No.of Credits	Examination Scheme							
		L	T	P		Maximum Marks				Minimum Passing Marks			
						ESE	P	IA	Total	ESE	P	IA	Total
1.	English (Business Communication)-II	4	-	--	2	80	-	20	100	28	--	07	35
2.	Principle of Management -II	4	--	-	3	80	-	20	100	28	--	07	35
3.	Financial Accounting - II	4	--	-	3	80	-	20	100	28	--	07	35
4.	Business Economics-II	4	--	--	3	80	-	20	100	28	--	07	35
5.	Business Demography and Environmental Studies -II	4	--	--	3	80	-	20	100	28	--	07	35
6.	Statistical Methods for Business -II	4	--	--	3	80	-	20	100	28	--	07	35
7.	Computer Application for Business-II	4	--	--	3	80	-	20	100	28	--	07	35

*Note: 1. L –Lecture T-Tutorial P- Practical IA-Internal assessment ESE: End Semester Exam.

Course and Examination Scheme
Bachelor of Commerce (Computer Application) B.Com.(C.A.)
3 year Degree Course in the Faculty of Commerce
Semester –I Examination

Sr. No.	Subject	Course Scheme			No.of Credits	Examination Scheme							
		L	T	P		Maximum Marks				Minimum Passing Marks			
						ESE	P	IA	Total	ESE	P	IA	Total
1.	English (Business Communication) -I	4	-	--	2	80	-	20	100	28	--	07	35
2.	Basic Economics and Business Environment-I	4	--	-	3	80	-	20	100	28	--	07	35
3.	Principle of Management- I	4	--	-	3	80	-	20	100	28	--	07	35
4.	Financial Accounting- I	4	--	--	3	80	-	20	100	28	--	07	35
5.	Information & Communication Technology	4	--	--	3	80	-	20	100	28	--	07	35
6.	Office Automation	4	--	--	3	80	-	20	100	28	--	07	35
7.	Practical –I, Based on Theory Paper-5	-	--	4	2		E25 I25	--	50	-	18	-	E 9 I 9
8.	Practical –II, Based on Theory Paper-6	-	--	4	2		E25 I25	--	50	-	18	-	E 9 I 9

*Note: 1. L –Lecture T-Tutorial P- Practical IA-Internal assessment ESE: End Semester Exam. E-External
2. Practical period for the subject Information Technology – 04 period per week/per batch of 30 students.

Bachelor of Commerce (Computer Application) B.Com. (C.A.)
Semester –II Examination

Sr. No.	Subject	Course Scheme			No.of Credits	Examination Scheme								
						Maximum Marks				Minimum Passing Marks				
		L	T	P		ESE	P		IA	Total	ESE	P	IA	Total
							E	I						
1.	English (Business Communication) -II	4	-	--	2	80			20	100	28	--	07	35
2.	Basic Economics and Business Environment-II	4	--	-	3	80			20	100	28	--	07	35
3.	Principle of Management- II	4	--	-	3	80			20	100	28	--	07	35
4.	Financial Accounting- II	4	--	--	3	80			20	100	28	--	07	35
5.	Introduction to Operating System	4	--	--	3	80			20	100	28	--	07	35
6.	Media Management	4	--	--	3	80			20	100	28	--	07	35
7.	Practical –I, Based on Theory Paper-5	--	--	4	2		25	25	--	50	-	18	-	E 9 I 9
8.	Practical –II, Based on Theory Paper-6	--	--	4	2		25	25	--	50	-	18	-	E 9 I 9

*Note: 1. L –Lecture T-Tutorial P- Practical IA-Internal assessment ESE: End Semester Exam. E-External Examiner marks. I- Internal Examiner Marks.

2. Practical period for the subject Information Technology – 04 periods per week/per batch of 30 students.