

Mode and Method of UG Examination, Guidelines, 2020.

Whereas the continued lockdown due to impending COVID-19 pandemic, the academic calendar of educational institutions throughout country could not be strictly followed;

Whereas the UGC vide notification No. F.1-1/2020 (secy.) dated:6-4-2020 constituted a committee to deliberate and make recommendations regarding the issues related to examinations and Academic Calendar and the said committee has submitted its report on 24th April and on the basis of the said report, the UGC has formulated the recommendations which inter alia provides.

“4. Examinations

Maintaining the sanctity of academic expectations and integrity of Examination process, the universities may adopt alternative and simplified modes and methods of examinations to complete the process in shorter period of time in compliance of CBCS requirements as prescribed by UGC from time to time. These may include MCQ/OMR based examinations, Open Book Examination, Open Choices Assignment/ Presentation-base assignments etc....”

And hence under the mandate of the University Act, the UGC recommendations as referred herein before, followed by the meeting with the Director Higher Education, Principals of the Govt. Degree Colleges on 04-06-20, and consequent approval of the Competent authorities, the following Guidelines are hereby framed as one time concession till the lockdown is lifted and normal class work is resumed.

(I) Short title, Extent and Applicability

- (1) These Guidelines shall be called the University of Kashmir Mode and Method of UG Examination Guidelines, 2020;
- (2) These Guidelines shall not be read in derogation of the existing statutes but supplementary to the existing mode of examination that could not/cannot be held due to impending lockdown;
- (3) These Guidelines shall come into force with immediate effect in anticipation of the approval of the competent authority and shall remain in force until withdrawn;
- (4) These Guidelines shall apply to:-
 - (i) All UG Regular/ Backlog students of CBCS from Batch, 2016 and onwards of Govt/ Private Degree Colleges affiliated with the University of Kashmir;
 - (ii) All UG Honours Courses of CBCS form Batch, 2016 and onwards and Integrated course run by any Degree College/Institute affiliated with the University of Kashmir
 - (iii) All the Fazila Courses from Batch 2016 and onwards;
 - (iv) All B.Arch semesters run by the School of Architecture Kashmir;

- (v) All the semesters of Integrated Course run by the Institute of Mathematical Science;
 - (vi) (i) Notwithstanding anything contained contrary, these Guidelines shall apply in the first instance to 2nd Semester (Batch 2019), 3rd Semester pending papers (Batch,2018), 4th semester (Batch 2018) and 5th Semester (Batch 2017) and their backlogs, wherever applicable ; and
(ii) Ist semester (Batch 2019), 3rd semester (Batch 2018) and 5th semester (Batch 2017) of B. Arch course;
- (5) These Guidelines shall be made applicable to other Semesters or shall be withdrawn, as and when the circumstances so warrant by a notification issued by the Competent Authority;

(II) Mode and Method of Examination

- (6) There shall be a credible alternative to the conventional examination to be worked out by the concerned Principal of the Degree College in consultation with the Faculty to suit the requirements of their course for which the broad parameters are;-
- (i) Written assignment/ Project/Case Study
 - (ii) Continuous Assessment
 - (iii) MCQ
 - (iv) Individual /Group viva;
 - (v) Any other as may be decided by the Principal in consultation with the Faculty;
- (7) The assignment shall be given to individual student or group of the students by the concerned subject teacher or group of teachers;

(III) Nature and contents of Assignment

- (8) The assignment shall be so drafted that it should appropriately test the knowledge and understanding of the student/s about the concerned subject;
- (9) The nature, number and contents of the assignment will vary from subject to subject and will depend on the discretion and choice of the concerned Principal of the Degree College and the Faculty;
- (i) The assignment shall be necessarily based on the prescribed syllabus, preferably on the topic/s taught or for which study material has been provided or recommended or is available on any other online platform made known to the student/s
- (10) The time duration for submission of the awards shall be decided by the concerned Principal of the Degree College in consultation with the Faculty but every effort shall be made to complete this process as early as possible;
- (11) There shall be proper record of all the assignments, etc to answer any student complaint/ RTI application;
- (12) The evaluation of the assignment shall be done by the same Faculty who has given the assignment and /or by another faculty of the same subject specialization to be worked out by the concerned Principal of the Degree College in consultation with the Faculty;

- (13) The evaluation of skill courses shall be based on the two credit evaluation done internally by the concerned faculty and the marks secured by the candidate will be raised to make it four credit evaluation;
- (14) Where a candidate is a backlog student of skill course for which 2=2 credit scheme was not in vogue, his/her examination for all the four credits shall be conducted under these Guidelines
- (15) The examination of the practicals shall be deferred and shall be conducted as and when the lockdown is lifted and students can attend laboratories, or else will be notified separately;

(IV) Honorarium for Paper setting/Evaluation

- (16) The honorarium for setting of question paper and evaluation of Assignment shall be the same as is provided for setting of question papers and Evaluation of Answer Books as revised by the university vide notification No.F(R-Rates-Exam) Acad/ KU/2020 dated: 01-01-2020.
- (17) The concerned Principal has to countersign the bills before they are submitted for payment in the office of the Controller of Examinations

(V) Distribution of Marks

- (18) The maximum marks assigned to each paper shall be distributed among the assignment/s, Project/s/Case study/ Continuous Assessment MCQ/Viva Voce in such a way as shall be prescribed by the concerned Principal of the Degree College in consultation with the Faculty;
- (19) The final marks secured by the student in a given paper should be consolidated in such a way as to answer the present software requirements;

(VI) Re-appear in Backlog Paper/s

- (20) The candidate who fails or remains absent in any paper in the examination conducted as prescribed under these Guidelines, he/she shall have to reappear under the statutes/guidelines in vogue at the time when his/her backlog examination becomes due;

(VII) Attendance in Virtual Classes

- (21) There shall be no separate requirement of attendance and the students attending virtual classes shall be deemed to have completed a minimum statutory requirement of attendance;

(VIII) Application of Carry on instead of Promotion

- (22) The student/s whose eligibility for promotion could not be determined for one reasons or the other, he/she/they shall be eligible to appear in the semester examination for which he was to satisfy the promotion criteria but he /she/they shall have to pass the subjects in which he/she/they have failed previously;

(IX) Removal of Difficulties

- (23) Where any difficulty arises in the implementation of these Guidelines, the same shall be reported by the concerned Head of the Department to the Controller of

Examinations who shall refer the matter to the committee competent to take decision in this regard.

- (24) The Committee competent to take decision under these Guidelines shall be:-
- (i) The Vice-chancellor (Chairman)
 - (ii) Dean Academic Affairs (Member)
 - (iii) Controller of Examinations (Member)

(X) Power to withdraw Application of these Guidelines

- (25) Notwithstanding anything contained contrary in these Guidelines, the Competent Authority may withdraw the application of these Guidelines at any time when the change in circumstances warrant such withdrawal and the Competent Authority is satisfied that the normal class work can be resumed and the general statutes otherwise governing conduct and mode of examinations can be applied and enforced.

**Controller of Examinations
University of Kashmir**