

OC-44.17.3 (effective from 1st August, 2013) No persons shall be appointed as an external examiner for more than three consecutive examinations.

OC-44.18 (effective from 1st August, 2013) To pass the M.D.S. examination a candidate shall secure a minimum of 50% marks independently in both theory and practical examinations.

For computing results there shall be a grading system on a five point scale i.e. A, B, C, D, E. Assessment on each component (Separately for each paper in theory) as well as overall assessment for the component of theory.

OC-44.19 (effective from 6th December, 2004) The grade sheet shall be as under:-

- > A 70% and above (Excellent)
- > B 60% to 69% (Good)
- > C 50% to 59% (Satisfactory)
- > D 40% to 49% (Poor)
- > E Less than 40% (Very Poor)

For declaring a candidate as "Successful" he/she is required to secure a minimum of "C" grade in each of the following components – Theory (overall), Practical/Clinical and viva voce/dissertation.

(EFFECTIVE FROM THE ACADEMIC YEAR 2007-08 ONWARDS)

OC-45: Ordinance relating to the Three Year course of Bachelor of Arts, Bachelor of Commerce and Bachelor of Science degrees (Under Section 24(1) of Goa University Act 1984).

OC-45.1: General

This ordinance shall come into force from the beginning of such Academic Year as notified by the University. The sections relating to the Semester-I & Semester-II (in the first year), Semester-III & Semester-IV (in the second year) and Semester-V & Semester-VI (in the third year) courses shall come into force sequentially, those relating to Semester-I and Semester-II coming into force during the first year of operation. Once notified, this Ordinance shall supersede all relevant existing Ordinances, Notifications and Circulars relating to these courses.

OC-45.1.1: Objectives

(a) To bring the undergraduate curriculum on par with the model curriculum recommended by the University Grants Commission, (b) To impart quality education to make it internationally comparable, (c) To offer new, relevant and need-based courses, (d) To inculcate in students responsibility and self-discipline in the learning process, (e) To enable students to acquire specific skills in keeping with their area of study, (f) To make the evaluation system continuous and more objective.

OC-45.1.2: Degree to be awarded

- (a) Bachelor of Arts / Commerce / Science (with two subjects-three units).
- (b) Bachelor of Arts / Commerce / Science (with one subject-six units).

OC-45.1.3: Duration of course

The afore-mentioned Degree Courses, shall each have duration of three academic years. Every academic year shall consist of two semesters.

OC-45.2. Eligibility for admission

Eligibility for admission leading to the degree of Bachelor of Arts / Commerce / Science shall be as follows.

OC-45.2.1: Eligibility for admission to Semester-I & II (in the first year) B. A. course:

(A) To be eligible for admission to the Semester-I of the Three Years course leading to the degree of Bachelor of Arts, the candidate should have passed (i) the Higher Secondary School Certificate (Std. XII) examination conducted by the Goa Board of Secondary and Higher Secondary Education in the Arts stream, **OR** (ii) the Higher Secondary School Certificate (Std. XII) examination conducted by the Goa Board of Secondary and Higher Secondary Education in the Vocational stream in the subjects notified by the University under this clause from time to time, **OR** (iii) Std XII (Arts) or similar examination of another body, equivalent to Goa Board of Secondary and Higher Secondary Education, Goa, and recognized as such by Goa University.

(B) A candidate satisfying the conditions laid down by the University for admission to the Semester-I course in B. Sc. or B. Com. shall also be eligible for admission to the Semester-I of B. A. course.

(C) A candidate not covered under any of the above categories but desirous of seeking admission to the said course may apply to the college. However, the Registrar along with Dean of concerned Faculty and Chairperson(s) of Board(s) of Studies of concerned subjects shall decide the eligibility.

(D) A candidate admitted for Semester-I shall be deemed eligible for admission to Semester-II.

(E) A candidate migrating from another recognized University and desirous of direct admission to Semester-II may be considered for admission provided he/she has cleared/passed First Term/ Semester-I examination of that University with those subjects for which admission is sought and undertakes to successfully complete the other compulsory papers of Semester-I.

OC-45.2.2: Eligibility for admission to Semester I & II (in the first year) B. Com. course:

(A) To be eligible for admission to the Semester-I of the Three Years course leading to the degree of Bachelor of Commerce, the candidate should have passed (i) the Higher Secondary School Certificate (Std. XII) examination conducted by the Goa Board of Secondary and Higher Secondary Education in the Commerce stream, **OR** (ii) the Higher Secondary School Certificate (Std. XII) Examination conducted by the Goa Board of Secondary and Higher Secondary Education in the Vocational stream in the subjects notified by the University, under this clause, from time to time, **OR** (iii) the Std XII (Commerce) or similar examination of another body equivalent to Goa Board of Secondary and Higher Secondary Education, Goa and recognised as such by Goa University.

(B) A candidate not covered under any of the above categories but desirous of seeking admission to the said course may apply to the college. However, the Registrar along with Dean of concerned Faculty and Chairperson(s) of Board(s) of Studies of concerned subjects shall decide the eligibility.

(C) A candidate admitted for Semester-I shall be deemed eligible for admission to Semester-II.

(D) A candidate migrating from another University and desirous of direct admission to Semester-II may be considered for admission provided he/she has cleared/passed First Term/ Semester-I examination of that University with those subjects for which admission is sought and undertakes to successfully complete the other compulsory papers of Semester-I.

OC-45.2.3: Eligibility for admission to Semester I & II (in the first year) B. Sc. course:

(A) To be eligible for admission to the Semester-I of the three years course leading to the degree of Bachelor of Science, the candidate should have passed (i) the Higher Secondary School Certificate (Std. XII) examination conducted by the Goa Board of Secondary and Higher Secondary Education in the Science stream, **OR** (ii) the Higher Secondary Certificate (Std. XII) Examination conducted by the Goa Board of Secondary and Higher Secondary Education in the Vocational stream in the subjects notified by the University, under this clause, from time to time, **OR** (iii) Std XII (Science) or similar examination of another body equivalent to Goa Board of Secondary and Higher Secondary Education, Goa and recognised as such by Goa University.

(B) A candidate not covered under any of the above categories but desirous of seeking

admission to the said course may apply to the college. However, the Registrar along with Dean of concerned Faculty and Chairperson(s) of Board(s) of Studies of concerned subjects shall decide the eligibility.

(C) A candidate admitted for Semester-I shall be deemed eligible for admission to Semester-II.

(D) A candidate migrating from another University and desirous of direct admission to Semester-II may be considered for admission provided he/she has cleared/passed First Term/ Semester-I examination of that University with those subjects for which admission is sought and undertakes to successfully complete the other compulsory papers of Semester-I.

OC-45.2.4: Eligibility for admission to Semester-III and/or Semester-IV (in the second year) of B. A. / B. Com. /B. Sc. course:

(A) A candidate who has registered and have requisite attendance for Semester-I and Semester-II shall be eligible for admission to Semester-III.

(B) A candidate migrating from any other recognized University may be considered for admission to Semester-III of the B. A./ /B. Com. / B. Sc. provided: (a) he/she has passed the First Year B. A./ /B. Com./ B. Sc. examination in all subjects from that University, (b) he/she had offered at the First Year the same subjects as prescribed under Major category available under the scheme of this University, (c) he/she undertakes to successfully complete the compulsory Information Technology/ Environment Studies syllabus prescribed by this University for Semesters-I & II, if he/she has not already done so in the previous University. Result of Semester IV examination shall be withheld if the candidate fails to fulfill this undertaking.

(C) A candidate admitted for Semester-III shall be deemed eligible for admission to Semester-IV.

(D) A candidate from another recognized University may be considered for direct admission to Semester IV provided he/she fulfills the conditions in (a), (b) and (c) at (C) above and, in addition, has passed/cleared Semester-III/First Term examination of the Second Year B. A. /B. Com. /B. Sc. of that University. However, the result of Semester IV shall be withheld if the candidate does not fulfill these conditions.

OC-45.2.5: Eligibility for admission to Semester-V (in the third year) B. A. / B. Com. /B. Sc. course:

(A) A candidate who has been declared passed in Semester-I to Semester-IV examinations shall be eligible for admission to Semester-V.

(B) A candidate admitted for Semester-V shall be deemed eligible for admission to Semester-VI.

(C) A candidate migrating from any other recognized University may be considered for admission to Semester-V of the B. A. / B. Com. /B. Sc. Course provided: (a) he/she has passed the Second Year B. A. / B. Com. /B. Sc. Examination in all subjects from that University, and (b) he/she had offered at the Second Year the same subjects as prescribed under Major category available under the scheme of this University. A candidate fulfilling these conditions shall be eligible for admission to only Semester- V.

OC-45.2.6: Eligibility for admission to Semester-VI (in the third year) B. A. / B. Com. /B. Sc. course:

(A) A candidate already admitted for Semester-V shall be deemed eligible for admission to Semester-VI.

(B) Direct admission to Semester-VI shall not be permitted.

OC-45.2.7: Class strength:

Maximum number of students in a class/division shall not exceed sixty.

OC-45.3: Course Structure:

The course structure for the three year degree course in B.A./ /B. Com./B.Sc. is given below. –

(Notified on 25th July, 2017) Each instructional period mentioned therein shall be of 60 minutes duration.

OC-45.3.1: Course Structure for Bachelor of Arts:

(A) SEMESTER-I:

(a) Course Structure:

- (i) One Compulsory Paper in English.
- (ii) One paper in a Language from the list notified by the University.

- (ii) **(Effective from 4th February, 2013)** One paper in each of the three subjects other than Mathematics selected from the major category as notified by the University.

OR

In case of Mathematics, two papers of Mathematics and one paper in any other subject selected from the major category as notified by the University.

- (iv) One paper in Foundation Course from the list notified by the University.

- (v) One Compulsory Paper in Information Technology.

- (vi) One Compulsory paper in Environment Studies.

(b) (Effective from 22nd February, 2010) *Instructional Periods:* Each paper in (i) to (v) above (total seven papers) shall have five instructional periods per week. The paper on Information Technology shall have five instructional periods of Theory per week and twenty hours of practical per semester. The paper on Environment Studies shall have two instructional periods per week. Subjects other than Information Technology, having practical component, shall have three instructional periods for Theory component and three instructional periods for Practical component per week.

(c) Maximum Marks: The seven papers under (i) to (v) above shall carry 100 marks each. The compulsory paper on Environment Studies shall carry 50 marks.

Note: Notwithstanding the selection of subjects at the Semester-I, at the time of admission, the Principal of the college may permit a student of Semester-I B.A. admitted in his/her college to change one or more subjects taken by the student within a period of fifteen days from the reopening of the college.

(B) SEMESTER-II

(a) Course Structure:

- (i) One Compulsory Paper in English.
- (ii) One paper in a Language from the list notified by the University.
- (iii) **(Effective from 4th February, 2013)** One paper in each of the same three subjects from the Major Category offered in Semester I.

OR

In case of Mathematics, two papers of Mathematics and one paper in the same subject from the Major Category as offered in Semester –I.

- (iv) One Paper in Foundation Course from the list notified by the University.

- (v) One Compulsory Paper in Information Technology

- (vi) One Compulsory paper in Environment Studies.

(b) Instructional Periods: Each paper in (i) to (iv) above (total six papers) shall have five instructional periods per week. The paper on Information Technology shall have four instructional periods of Theory per week and twenty hours of Practicals per Semester. The paper on Environment Studies shall have two instructional periods per week. Subjects other than Information Technology, having practical component also, shall have three instructional periods for the Theory component and three instructional periods for the Practical component per week.

(c) Maximum Marks: The seven papers under (i) to (v) above shall carry 100 marks each. Compulsory paper on Environment Studies shall carry 50 marks.

(C) SEMESTER-III

(a) Course Structure:

- (i) One Compulsory paper in English.

- (ii) **(Effective from 4th February, 2013)** One paper in each of the same three subjects from the Major Category offered in Semester –I and Semester-II.

OR

In case of Mathematics, two papers of Mathematics and one paper in the same subject from the Major Category as offered in Semester I and Semester II.

- (iii) One Paper in a subject allied to anyone of the Major subjects in (ii) above. The list of Allied Subjects shall be notified by the University.

- (iv) Any one paper in Foundation Course from the list notified by the University.

- (v) One paper on Human Rights *or* Population Studies *or* Gender Studies

(b) Instructional Periods: Each paper in (i) to (v) above (total seven papers) shall have five instructional periods per week. Subjects having practical component also, shall have three instructional periods for the Theory component and three instructional periods for the Practical component per week.

(c) Maximum Marks: The seven papers under (i) to (v) above shall carry 100 marks each.

(D) SEMESTER-IV

(a) Course Structure:

- (i) One Compulsory paper in English.

- (ii) **(Effective from 4th February, 2013)** One paper in each of the same three subjects from the Major Category as offered in Semester III.

OR

In case of Mathematics, two papers of Mathematics and one paper in the same subject from the Major Category as offered in Semester III

- (iii) One Paper in the same subject allied to one of the Major subjects as offered in Semester-III.

- (iv) One paper in the Foundation Course subject offered in Semester-III.

- (v) One paper on Self Development *or* Etiquette *or* Goan Heritage.

(b) Instructional Periods: Each paper in (i) to (v) above (total seven papers) shall have five instructional periods per week. Subjects having practical component also shall have three instructional periods for the Theory component and three instructional periods for the Practical component per week.

(c) Maximum Marks: The seven papers under (i) to (v) above shall carry 100 marks each.

Bachelor of Arts degree (with two subjects-three units)

(E) SEMESTER-V

(a) Course Structure:

- (i) Three papers in one of the subjects from Major category offered at Semester-I to IV.

- (ii) Three papers in another subject from Major category offered at Semester-I to IV.

- (iii) One Project Paper on the given topic preferably related to any one of the Major subjects in (i) or (ii) above.

- (iv) **(Effective from 12th October, 2009)** Two Papers on a Skill-based subject/s from the list notified by the University. Skilled based subjects would be optional.

(Note: Topic for the Project Work, to be completed in Semester-VI, shall be given in Semester-V. The candidate shall be required to carry out work for the Project during Semesters-V & VI. The assessment of the project will be carried at the end of Semester-VI)

(b) Instructional Periods: Each paper in (i) and (ii) above (total six papers) shall have five instructional periods per week. Subjects having Theory and Practical component shall have three instructional periods for Theory component and three instructional periods for Practical component. Project paper in (iii) above shall have instructional period as defined in the project manual and each paper at (iv) above shall have three instructional periods, per week, respectively.

(c)Maximum Marks: The six papers under (i) and (ii) above shall carry 100 marks each, whereas the Skill-based paper shall carry 50 marks each. Marks scored in the Skill-based paper shall be converted into letter grade as given in the Scheme of examination.

(F) SEMESTER-VI

(a) Course Structure:

- (i) Three papers in the same subject under Major category as offered at Semester-V.
- (ii) Three papers in the same other subject from Major category as offered at Semester-V.
- (iii) One Project Paper on the given topic preferably related to any one of the Major subjects in (i) or (ii) above.

(Note: Topic for the Project Work, to be completed in Semester-VI, shall be given in Semester-V. The candidate shall be required to carry out work for the Project during Semesters V & VI. The assessment of the project will be carried at the end of Semester-VI)

(b) Instructional Periods: Each paper in (i) and (ii) above (total six papers) shall have five instructional periods per week. Subjects having Theory and Practical component shall have three instructional periods for Theory component and three instructional periods for Practical component. The Project Paper shall have instructional periods as defined in the Project Manual.

(c)Maximum Marks: The six papers under (i) and (ii) above shall carry 100 marks each, whereas the Project Paper shall carry 100 marks. Marks scored in the Project Paper shall be converted into letter grade as given in the Scheme of Examination.

Bachelor of Arts degree (with one subject-six units).

(E) SEMESTER-V

(a) Course Structure:

- (i) Six Papers in one of the subjects under Major category offered at Semester-I to IV.
- (ii) One Project Paper on the given topic preferably related to anyone of the Major subjects in (i) .
- (iii) Two Papers on a Skill-based subject/s selected from the list notified by the University.

(Note: Topic for the Project Work, to be completed in Semester-VI, shall be given in Semester-V. The candidate shall be required to carry out work for the Project during Semesters V & VI. The assessment of the project will be carried at the end of Semester -VI)

(b) Instructional Periods: Paper(s) in (i) shall have five instructional periods per week. Subjects having Theory and Practical component shall have three instructional periods for Theory component and three instructional periods for Practical component. Project Papers at (ii) shall have instructional periods as defined in the Project Manual. Each Paper at (iii) above shall have three instructional periods per week.

(c) Maximum Marks: The six papers under (i) above shall carry 100 marks each, whereas each Skill-based paper shall carry 50 marks. Marks scored in the Skill-based papers shall be converted into letter grade as given in the Scheme of Examination.

(F) SEMESTER-VI

(a) Course Structure:

- (i) Six Papers in the same subject under Major category offered at Semester-V.
- (ii) One Project Paper on the given topic preferably related to anyone of the Major subjects in (i).

(b) Instructional Periods: Each paper in (i) above (total six papers) shall have five instructional periods per week. Subjects having Theory and Practical component shall have three instructional periods for Theory component and three instructional periods for Practical component. The Project Paper shall have instructional periods as defined in the Project Manual.

(c) Maximum Marks: The six papers under (i) above shall carry 100 marks each, the Project Paper shall carry 100 marks. Marks scored in the Project Paper shall be converted into letter grade as given in the Scheme of Examination.

OC-45.3.2: Course Structure for Bachelor of Commerce:

(A) SEMESTER-I

(a) Course Structure:

- (i) One paper in *either* English *or* Geography.
- (ii) One paper *each* in two Commerce subjects selected from the list of such subjects notified by the University.
- (iii) One paper *each* in Mathematics and Economics.
- (iv) One paper in Foundation Course in Commerce from the list notified by the University.
- (v) One paper in Information Technology.
- (vi) One Compulsory paper in Environment Studies.

(b) (Effective from 22nd February, 2010) Instructional Periods: Each, paper in (i) to (iv) above (total six papers) shall have five instructional periods per week. The paper on Information Technology shall have five instructional periods of Theory per week and twenty hours of Practicals per Semester. The paper on Environmental Studies shall have two instructional periods per week.

(c) Maximum Marks: The seven papers under (i) to (v) above shall carry 100 marks each, whereas compulsory paper on Environment Studies shall carry 50 marks.

Note: Notwithstanding the selection of subjects at the Semester-I, at the time of admission, the Principal of the college may permit a student of Semester-I of B.Com. admitted to his/her college to change one or more subjects taken by the student within a period of fifteen days from the reopening of the college.

(B) SEMESTER-II

(a) Course Structure:

- (i) One paper in *either* English *or* Geography.
- (ii) The same two papers in Commerce subjects as offered in Semester-I
- (iii) One paper each in Mathematics and Economics
- (iv) One paper in Foundation Course in Commerce from the list notified by University.
- (v) One paper in Information Technology
- (vi) One Compulsory paper in Environment Studies.

(b) Instructional Periods: Each paper in (i) to (iv) above (total six papers) shall have five instructional periods per week. The paper on Information Technology shall have four instructional periods of Theory per week and twenty hours of Practicals per Semester. The paper on Environment Studies shall have two instructional periods per week.

(c) Maximum Marks: The seven papers under (i) to (v) above shall carry 100 marks each, whereas compulsory paper on Environment Studies shall carry 50 marks.

(C) SEMESTER-III

(a) Course Structure:

- (i) One paper in *either* Business Communication-I *or* Business Environment-I.
- (ii) One paper each in Statistics-I, Business Law-I and Economics-I.
- (iii) One paper *each* in two Commerce subjects selected from the list of such subjects for Semester-I and Semester-II, notified by the University.
- (iv) One paper in Applied Component subject, related to commerce, from the list notified by the University.

(b) Instructional Periods: Each paper in (i) to (iv) above (total seven papers) shall have five instructional periods per week.

(c) Maximum Marks: The seven papers under (i) to (iv) above shall carry 100 marks each.

(D) SEMESTER-IV

(a) Course Structure:

- (i) One paper in *either* Business Communication-II *or* Business Environment-II.
- (ii) One paper each in Statistics-II, Business Law-II and Economics-II.
- (iii) One paper each in the same two Commerce subjects as offered in Semester-III

(iv) One paper in the same Applied Component subject, related to commerce, as offered in Semester-III

(b) *Instructional Periods:* Each paper in (i) to (iv) above (total seven papers) shall have five instructional periods per week.

(c) *Maximum Marks:* The seven papers under (i) to (iv) above shall carry 100 marks each.

Bachelor of Commerce degree.

(E) SEMESTER-V

(a) *Course Structure:*

(i) One paper in Economics.

(ii) One paper each in two Commerce subjects (other than that selected as Major).

(iii) Three papers in a subject under Major category from the list notified by the University.

(iv) **(Effective from 12th October, 2009)** Two Papers on a Skill-based subject/s from the list notified by the University. Skilled based subjects would be optional.

(Note: Topic for the Project Work, to be completed in Semester-VI, shall be given in Semester-V. The candidate shall be required to carry out work for the Project during Semester -V & VI. The assessment of the project will be carried at the end of Semester-VI)

(b) *Instructional Periods:* Each paper in (i), (ii) and (iii) above (total six papers), shall have five instructional periods per week. The Skill-based paper shall have three instructional periods per week. In addition, the Project Paper shall have instructional periods as defined in the Project Manual.

(c) *Maximum Marks:* The six papers under (i), (ii) and (iii) above shall carry 100 marks each, whereas the each Skill-based paper shall carry 50 marks. Marks scored in the Skill-based paper(s) shall be converted into letter grade as given in the Scheme of Examination.

(F) SEMESTER-VI

(a) *Course Structure:*

(i) One paper in Economics

(ii) Two papers in the same Commerce subjects as offered in Semester-V.

(iii) Three papers in the same Major category subject as offered at Semester-V.

(iv) One Project Paper on the given topic preferably related to any paper at (ii) or (iii) in Semester-V.

(b) *Instructional Periods:* Each paper in (i), (ii) and (iii) above (total six papers) shall have five instructional periods per week. The Project Paper shall have instructional periods as defined in the Project Manual.

(c) *Maximum Marks:* The six papers under (i), (ii) and (iii) above shall carry 100 marks each, whereas the Project Paper shall carry 100 marks. Marks scored in the Project Paper shall be converted into letter grade as given in the Scheme of Examination.

OC-45.3.3: Course Structure for Bachelor of Science:

(A) SEMESTER-I

(a) *Course Structure:*

(i) Two papers each in three subjects under Major category from the list notified by the University. Generally, each paper shall have a Theory component and a Practical component. In the case of Mathematics (and similar subjects), both the papers shall have theory component only.

(ii) One Compulsory paper in Information Technology. Students offering two papers in Computer Science in (i) above, shall have a Compulsory paper in a Foundation Course (selected from the list notified by the University) in lieu of Information Technology.

(iii) One compulsory paper in Environment Studies.

(b) **(Effective from 22nd February, 2010)** *Instructional Periods:* Each paper in (i) above (total six papers) shall have three instructional periods per week for the Theory component and three instructional periods for the Practical component. However, for papers having Theory component only, there shall be five instructional periods per week. The paper on Information Technology shall have five instructional periods per week. The paper on Information Technology shall have five instructional periods of theory per week and twenty hours of

practicals per semester. The paper on Environmental Studies shall have two instructional periods per week.

(c) Maximum Marks: The six papers in (i) and (ii) above shall carry 100 (75 marks for Theory and 25 marks Practicals component) marks each. The Paper on Information Technology shall carry 100 marks. The paper without Practical component shall carry 100 marks. Environment Studies paper shall carry 50 marks.

Note: Notwithstanding the selection of subjects at the Semester-I, at the time of admission, the Principal of the college may permit a student of Semester-I admitted in his/her college to change one or more subjects taken by the student within a period of fifteen days from the reopening of the college.

(B) SEMESTER-II

(a) Course Structure:

(i) Two papers each in the same three subjects under Major category as offered at Semester I. Each paper shall generally have Theory component and a Practical component. In the case of Mathematics (and similar subjects), both the papers shall have theory component only.

(ii) One Compulsory paper in Information Technology. Students offering two papers in Computer Science in (i) above, shall have a Compulsory paper in a Foundation Course (selected from the list notified by the University) in lieu of Information Technology.

(iii) One compulsory paper in Environment Studies.

(b) Instructional Periods: Each paper in (i) above (total six papers) shall have three instructional periods per week for the Theory component and three instructional periods per week for the Practical component. However, for paper(s) having Theory component only, there shall be five instructional periods per week per paper. The paper on Information Technology shall have four instructional periods of Theory per week and twenty hours of Practicals per Semester. The paper on Environment Studies shall have two instructional periods per week.

(c) Maximum Marks: The six papers under (i) and (ii) above shall carry 100 (75 marks for Theory and 25 marks Practicals component) marks each. The paper without Practical component shall carry 100 marks. The Paper on Information Technology shall carry 100 marks. Environment Studies paper shall carry 50 marks.

(C) SEMESTER-III

(a) Course Structure:

(i) Two Papers each in the three subjects (Major category) offered at Semester-I/II. Each paper shall have a Theory component and a Practical component.

(ii) One compulsory paper in Foundation Course from the list notified by the University.

(b) Instructional Periods: Each paper in (i) above (total six papers) shall have three instructional periods per week for the Theory component and three instructional periods per week for the Practical component. However, for paper(s) having Theory component only, there shall be five instructional periods per week per paper. The paper on Foundation Course shall have five instructional periods per week.

(c) Maximum Marks: The six papers under (i) above shall carry 100 (75 marks for Theory and 25 marks Practicals component) marks each. The paper without Practical component shall carry 100 marks. The paper under (ii) shall carry 100 marks.

(D) SEMESTER-IV

(a) Course Structure:

(i) Two Papers each in the three subjects (Major category) offered at Semester-III. Each paper shall generally have a Theory component and a Practical component.

(ii) One compulsory paper in Foundation Course from the list notified by the University.

(b) Instructional Periods: Each paper in (i) above (total six papers) shall have three instructional periods per week for the Theory component and three instructional periods per week for the Practical component. However, for paper(s) having Theory component only, there shall be five instructional periods per week per paper. The paper on Foundation Course shall have five instructional periods per week.

(c) Maximum Marks: The six papers under (i) above shall carry 100 (75 marks for Theory and

25 marks Practicals component) marks each. The paper without Practical component shall carry 100 marks. The paper under (ii) shall carry 100 marks.

Bachelor of Science degree (with two subject-three units).

(E) SEMESTER-V

(a) Course Structure:

(i) Three papers each in any two subjects (Major category) from those offered at Semester-III/IV. Out of the three papers (in each subject), two papers shall be of Theory component and one paper shall be of Practical/s component. Subjects not having practical component shall have all the three papers in theory only.

(ii) One Project Paper on the given topic preferably related to any paper at (i) in Semester-V.

(iii) Two papers on Skill-based subject/s from the list notified by the University.

(iv) **(Effective from 12th October, 2009)** Two Papers on a Skill-based subject/s from the list notified by the University. Skilled based subjects would be optional.

(Note: Topic for the Project Work, to be completed in Semester-VI, shall be given in Semester-V. The candidate shall be required to carry out work for the Project during Semester V & VI. The assessment of the project will be carried at the end of Semester-VI)

(b) Instructional Periods: Each Theory paper in (i) above shall have four instructional periods per week. Each Practicals (Laboratory Exercises) paper in (i) above shall have eight instructional periods per week. Each Skill-based paper shall have three instructional periods per week. The Project Paper shall have instructional periods as defined in the Project Manual.

(c) Maximum Marks: The six papers under (i) above shall carry 100 marks each whereas the each Skill-based papers shall carry 50 marks. Marks scored in the Skill-based papers shall be converted into letter grade as given in the Scheme of Examination.

(F) SEMESTER-VI

(a) Course Structure:

(i) Three papers each in the same two subjects (Major category) offered at Semester-V. Out of the three papers (in each subject), two papers shall be of Theory component and one paper shall be of Practical/s component. Subjects not having practical component shall have all the three papers in theory only.

(ii) One Project Paper on the given topic preferably related to any paper at (i) on the same given topic as selected at Semester-V.

(b) Instructional Periods: Each Theory paper in (i) above shall have four instructional periods per week. Each Practicals (Laboratory Exercises) paper in (i) above shall have eight instructional periods per week. The Project Paper shall have instructional periods as defined in Project Manual.

(c) Maximum Marks: The six papers under (i) above shall carry 100 marks each. The Project Paper shall carry 100 marks. Marks scored in the Project Paper shall be converted into letter grade as given in the Scheme of Examination.

Bachelor of Science degree (with single subject-six units).

(E) SEMESTER-V

(a) Course Structure:

(i) Six papers in any one subject under Major category offered at Semester-III/IV, out of which, four papers shall be of the Theory component and two shall be of the Practical/s component. Subjects not having practical component shall have all the three papers in theory only.

(ii) One Project Paper on the given topic preferably related to any paper at (i) on the same given topic as selected at Semester-V.

(iv) **(Effective from 12th October, 2009)** Two Papers on a Skill-based subject/s from the list notified by the University. Skilled based subjects would be optional.

(Note: Topic for the Project Work, to be completed in Semester-VI, shall be given in Semester-V. The candidate shall be required to carry out work for the Project during Semester-V & VI. The assessment of the project will be carried at the end of Semester-VI)

(b) *Instructional Periods:* Each Theory paper under (i) above shall have four instructional periods per week. Each Practicals (Laboratory Exercises) paper in (i) above shall have eight instructional periods per week. Each Skill-based paper shall have three instructional periods per week. The Project Paper shall have instructional periods as defined in the Project Manual.

(c) *Maximum Marks:* The six papers in (i) above shall carry 100 marks each. The Skill-based papers shall carry 50 marks each. Marks scored in the Skill-based papers shall be converted into letter grade as given in the Scheme of Examination.

(F) SEMESTER-VI

(a) *Course Structure:*

(i) Six papers in the subject (Major category) offered at Semester-V, out of which, four papers shall be of Theory component and two shall be of Practicals component. Subjects not having practical component shall have all the three papers in theory only.

(ii) One Project Paper on the same given topic as selected at Semester-V.

(b) *Instructional Periods:* Each Theory paper in (i) above shall have four instructional periods per week. Each Practicals (Laboratory Exercises) paper in (i) above shall have eight instructional periods per week. The Project Paper shall have instructional periods as defined in the Project Manual.

(c) *Maximum Marks:* The six papers under (i) above shall carry 100 marks each. The Project Paper shall carry 100 marks. Marks scored in the Project Paper shall be converted into letter grade as given in the Scheme of Examination.

OC-45.4 Scheme of Examination (B. A. / B. Com. / B. Sc.)

OC-45.4.1. There shall be two modes of evaluation of the academic performance of the students offering the B.A. /B.Com. /B.Sc. course, namely, the Intra-Semester Assessment (ISA) and the Semester End Examination (SEE), hereafter mentioned as ISA and SEE respectively, for convenience. A student shall be required to appear for ISA as well as SEE.

OC-45.4.2. (Effective from 12th October, 2009) (a) The ISA (Intra-Semester Assessment) shall be conducted twice in a given Semester once through a test and the other by using alternate modes of evaluation such as assignment, presentation, orals etc. Generally, ISA for a given paper shall be conducted by the teacher/s teaching that paper. ISA shall not be conducted for the Practical component of a paper. The schedule for the ISAs shall be notified to all at the beginning of the semester. The marks of ISA shall be communicated to the students within two weeks.

(b) **(Effective from 12th October, 2009)** The ISA tests shall carry 20% of maximum marks allotted for the paper/course.

(c) **(Effective from 12th October, 2009)** Every College shall appoint a three member committee to monitor the ISA in the college. There would be no remission in workload or remuneration for carrying out this work.

(d) **(Effective from 12th October, 2009)** The test shall preferably be completed by the end of July for odd Semesters and end of January for even Semesters. Students who fail to appear for the test due to a genuine reason shall be given another opportunity by the end of August/February on a date pre-determined by the College. The other mode of ISA will be completed as decided by the teacher but before the end of the semester.

(e) **(Effective from 12th October, 2009)** A student who does not appear for a minimum of two ISA of a paper shall not be eligible to answer SEE of that paper.

OC-45.4.3. (a) The SEE (Semester End Examination) shall be conducted at the conclusion of a given Semester. Semester End Examinations shall cover the course of studies prescribed for the concerned / respective Semester.

(b) A candidate shall be considered to have successfully fulfilled the requirements of a Semester and deemed eligible to appear for the Semester End Examination provided he/she fulfills the minimum attendance requirements (75%) as per the relevant rules of the University. A candidate, failing to fulfill these conditions, shall have to repeat the Semester.

(c) A tentative schedule of SEE examination, evaluation, declaration of results etc. shall be prepared by the respective College(s), preferably at the beginning of each academic year for first four Semesters and shall be notified to their students with a copy to the University. Setting of the question papers, evaluation of answer-scripts and declaration of results shall be done by respective Colleges

(d) Assessment of answer-scripts of SEE of Semesters-I to Semester-IV shall be organized by the colleges. The assessment of the SEE answer scripts at the Semesters I to IV shall be done by the teachers of respective colleges. If two or more Colleges desire to have the same question paper in any of the subjects, a common paper may be set by the teachers from the concerned colleges. For this purpose, a Committee of senior teachers may be constituted by the Principals of concerned Colleges.

(e) The pattern of question paper(s) to be set for the SEE in a given subject and the scheme of marking shall be decided by the Board of Studies in that subject. For this purpose, the Board of Studies shall frame specimen question paper(s) in the concerned subject for each semester for the information of the students. Similarly, for practical examinations, the number of laboratory exercises, marks distribution for each exercise and other relevant details shall be decided by the Board of Studies in that subject.

(f) The Schedule of the Examination and the setting of question paper(s) for SEE for Semester-V and Semester-VI shall be done centrally by the University. A Board of Paper-Setters and Examiners for the SEE shall be appointed by the University. This Board shall finalize question paper(s), and the Chairperson shall personally hand over the sealed set of question papers to the Controller of Examinations in the prescribed manner. There shall be no objective type of questions at SEE, however short answer questions may be set. Further, before assessment begins, this Board of Examiners shall prepare a key to answers to all question/sub-questions and the scheme of marking of the paper set at the examination. Photocopies of this key and the marking scheme for each of the paper of the concerned Semester (V and VI) shall be given to the examiners assessing the papers. In case of descriptive type of answers, only important points to be expected may be highlighted. There shall be a blue print in each subject. The assessment of the SEE at Semesters V and VI shall be done centrally at the University.

(g) The duration of SEE theory paper carrying 80 or 60 marks shall be of two hours duration and the theory paper carrying 40 marks shall be of one and half hour duration.

OC-45.4.4. (Effective from 12th October, 2009) There shall be no revaluation of answer books of the candidates at Semester-I to Semester-IV examinations. However the existing provisions in the University for revaluation/verification shall be applicable to Semesters V and VI. Personal verification of marks shall be granted to the candidate in the presence of Principal/Vice-Principal and the concerned Examiner, provided he has applied for the same along with payment of prescribed fees within one week of the declaration of result. The following shall be the procedure for the verification of marks:

(a) On a notified day and time, which should be not later than 10 days after the receipt of application from the candidate, the candidate shall be shown the answer book in the chamber of the Principal/Vice-Principal in the presence of the Examiner concerned.

(b) If the candidate is not satisfied with the result on personal verification of answer book, he may apply to College Grievance Committee within a week.

(c) The College Grievance Committee shall take appropriate action as per the relevant Ordinance and inform the candidate of the decision taken accordingly.

OC-45.4.5. (a) A theory paper carrying 100 marks shall have ISA component of 20 marks and a SEE component of 80 marks. For a 75 marks theory paper, the ISA component shall be 15 marks and the SEE component shall be 60 marks. A theory paper carrying 50 marks shall have ISA component of 10 marks and SEE component of 40 marks.

(b) **(Effective from 12th October, 2009)** A student shall be required to score a minimum of 40% of maximum marks in ISA and SEE components taken together to pass in a paper in **Semesters I to VI.**

(c) **(Effective from 12th October, 2009)** Deleted.

(d) In practical paper/component a student shall be required to score a minimum of 40%

marks to pass in all the Semesters.

(e) Marks secured by the student in ISA shall be carried forward even if he/she fails in the paper.

(f) **(Effective from 12th October, 2009)** Deleted.

OC-45.4.6. (a) Examination(s) in Laboratory exercises shall be conducted for courses/papers having practical(s) component. Marks shall be allotted for journal/lab record book, field work, experiment assigned to the candidate and oral/viva voce during this examination. The break-up of marks shall be as per the recommendations of the Board of Studies in the respective subject as approved by the Academic Council. The allotment of marks shall be broadly as follows: **20%** for journal(s), **60%** for the experiment and **20 %** for the oral(s). Allotment of marks shall be notified by the University to all the colleges.

(b) Candidates shall be required to submit the journal/record book while entering the laboratory to appear for the practical examination. Examiner(s) shall take into account the regularity of the candidate in attending the Laboratory course, completeness of the exercises, presentation and style of writing the journal. For subjects having the field work component, the candidate shall be required to submit the report of such field excursion(s) along with the journal(s) for assessment. The examiner(s) shall consider the report along with journal(s) while allotting the marks.

(c) For assessing the candidate's performance in the assigned experiment, the examiner shall take into account the planning, the procedure and the technique followed by the candidate along with the readings/observations, the results and the presentation.

(d) In oral examination, the examiner(s) shall assess the knowledge of the candidate in the course/paper as well as the experiment(s) performed by the candidate.

(e) Record of the breakup of marks thus obtained by the candidate shall be maintained by the respective college for Semesters I to IV, in a sealed envelope for a minimum period of 4 years.

(f) The practical examination shall be treated as an independent head of passing.

(g) A candidate may be permitted, strictly on medical or other genuine grounds, to appear for practical examination out of turn, irrespective of the timetable and the batch allotted to him/her, in the examination programme for Semester-V and Semester-VI issued by the University. This out of turn appearance may be in the same college in a different batch or in a different college. Such permission may be granted by the University if so recommended by the Principal of the college. The candidate shall be required to remit the requisite fee for his/her being examined out of turn.

OC-45.4.7. (Effective from 17th February, 2010) (a) During the Semesters V & VI candidates of B.A./B.Sc./B.Com. shall be assigned work for completing the Project paper in the area/field of subject/s. Project work and the Report shall be based on field work/library work /laboratory work or on-the-job training or similar work assigned by the teacher on a topic identified by the latter.

Project work shall be assigned to a single student or upto a group of 5 students. The staff shall be assigned one or more such groups according to the requirement of the subject/college.

(Effective from 17th February, 2010) (b) Candidates shall be required to carry out a project in a subject which is in Semester –V and submit the Project Report at the end of Semester –VI for evaluation. A remission of 2 lectures per week shall be given for a group of 5 students in Semesters V and VI.

Those students opting for Fire Technology as one of the subjects at T.Y.B.Sc. in combination with either Chemistry or Physics shall have option to take a Project Paper either in Fire Technology or Chemistry or Physics. Those students who opt for Project paper in Fire Technology shall be required to undergo attachment training programme of total duration not less than 45 days. The attachment training shall be during the vacation starting from the end of semester IV examination till the end of December of that year. Such students shall submit the Project report including the report of attachment training on or before the last date notified by University.

The assessment of the project paper shall be done equally by Internal Examiner (Project Supervisor for 50 marks) and External Examiner (for 50 marks) as per the guidelines defined in the project manual.

OC-45.4.8. To be eligible for class, the student shall be required to complete the course in the minimum prescribed period and shall be required to pass Semester-V and Semester-VI each in a single seating with all SEE papers and Practicals of respective Semesters. The class shall be awarded on the basis of the aggregate total of marks scored at semester-V and semester -VI taken together as follows:

40% and above but less than 50%	- Pass Class
50% and above but less than 60%	- Second class
60% and above but less than 70%	- First Class
70% and above	- Distinction

OC-45.4.9 (Notified on 25th July, 2017) A candidate who has passed the B.A./B.Com./B.Sc. Degree examination and desires to improve his/her performance/total score shall be permitted to appear again.

However, such a candidate shall be allowed to reappear only in the SEE component of one or more papers of his/her choice Semester V and/or Semester VI examinations excluding the Project Paper and the Skill-based papers. For this purpose, the marks scored at the first appearance, in the Project Paper and in the Skill-based paper as also in ISA component of the other papers, shall be carried forward for tabulation of the result under "improvement of performance". This facility to reappear under "improvement" shall be available only during the immediately subsequent Semester-V and Semester-VI examinations. A candidate shall not be permitted to reappear for improvement of performance at Semesters- I, II, III and IV. The candidate availing of this provision shall be considered to have passed Semesters- V and/or VI "under improvement" and this fact shall be recorded on his/her statements of marks and other relevant documents. The candidate shall be required to surrender the original statement of marks and other relevant documents at the time of receiving the fresh statement of marks in the event of improvement of performance/total score. The performance of a candidate, who appears under this provision and fails to improve, shall be ignored. A candidate can appear only once under this clause.

OC-45.4.10. The semester-wise aggregate marks secured by the candidate in Semester-I to Semester-IV examinations along with the paper-wise marks secured in Semester-V shall be indicated in the statement of marks issued to the candidate for Semester-V. Similarly, the semester-wise aggregate marks secured by the candidate in Semester-I to Semester-V examinations along with the paper-wise marks secured in Semester-VI shall be indicated in the final statement of marks issued to the candidate after the Semester-VI examination for the B.A./B.Com./B.Sc. degree course. In case the student passes any Semester or part thereof in the second appearance, it shall be so indicated in the statement of marks of Semester-V and Semester-VI.

OC-45.4.11. An unsuccessful candidate who obtains the minimum percentage of marks prescribed for passing in a subject (theory/practical) shall be exempted from reappearing in that subject. He/She shall be declared to have passed the full examinations on his passing in the remaining subjects.

OC-45.4.12 (Effective from 15th September, 2011)

(i) Deleted.

(ii) **(Effective from 15th September, 2011)** A supplementary examination shall be conducted, preferably after 15 days from the declaration of results of Semester II and IV

examinations. Students who have a backlog of any or all the papers (theory / practical) of Semesters I, II, III and IV are eligible to appear for this examination, irrespective of whether a student has already attempted Semester I examination four times.

OC-45.4.13. (Effective from 12th October, 2009) Marks scored by a candidate in the Skill-based paper at Semester-V shall be converted into Letter Grade in the following manner:

Below 30%.....	E Grade
30% and above but below 40%.....	D Grade
40% and above but below 50%.....	C Grade
50% and above but below 60%.....	B Grade
60% and above but below 70%.....	A Grade
70% and above	O Grade

OC-45.4.14. (Effective from 12th October, 2009) A candidate registered for the three years B.A/B.Com./B.Sc. Degree course shall be required to successfully complete all papers and obtain 40% marks in all papers. 100 marks shall also be allotted for the Project and added to the aggregate. The award of class shall be determined accordingly. There would be no conversion of marks into grades.

OC-45. 4.15 College Examination Committee, College Unfair Means Committee and College Grievance Committee

OC-45. 4.15.1 The following committee shall be constituted by the Principal of the college for the terms mentioned against each of them and shall work subject to control and supervision of the Principal.

1. College Examination Committee - 3 years
2. College Unfair Means Committee - 3 years
3. College Grievance Committee - 3 years

(Effective from 12th October, 2009) (A) (1) The College Examination Committee shall consist of :

- i) A senior teacher who shall be the Chairman
- ii) Two or four regular teachers (In addition to the Chairman)

There will be no remission in work-load but adequate remuneration shall be paid to the members.

(2) This Committee shall be generally in-charge of all matters pertaining to F.Y. and S.Y.B.A., B.Com., and B.Sc., examination in the College.

(3) The Committee shall prepare the examination time-table, arrange to get the question paper sets printed or cyclostyled and answer books assessed. The Committee shall arrange to get the results prepared, settled, announced and individual statement of marks prepared and issued to the candidates.

(B)(1) The College Unfair Means Inquiry Committee (CUMIC) shall be constituted with the following members.

- i) Vice-Principal or a senior teacher as Chairman
- ii) Two more teachers who shall be the member of the College Examination Committee

(2) This committee shall investigate into the cases of unfair means and malpractices reported in a manner prescribed by OC-45.4.15.2 and shall recommend to the Principal a course of action as prescribed in OA-5.14

(C) (1) The College Grievance Committee shall be constituted as under :-

- i) Vice-Principal/Senior member of teaching staff as Chairman, provided that he is not the Chairman of CUMIC.
- ii) Two regular teachers, preferably not members of CUMIC and the College Examination Committee.
- iii) In case the Grievance concerns any member of the committee, the Principal shall reconstitute the committee, excluding the concerned member.

(2) This committee shall investigate into written complaints from the students referred to them by the Principal in the conduct of examinations and recommend a course of action to the Principal as prescribed in OC-45.4.15.3 and OA- 5.14.

OC-45.4.15.2 Procedure for investigating cases of unfair means:

The following procedure shall be followed for investigating the cases of candidates alleged to have used unfair means at the First Year and/or Second Year B.A., B.Com., and B.Sc., examinations.

(1) The candidates be served with a show cause notice and made aware of the charges/allegations reported against him so as to enable him to prepare his defence at the time of this appearance before the Unfair Means Inquiry Committee and informing him thereby of the proposed action to be taken in his case, with a request to bring reply to the show cause notice as to why the action proposed under it should not be taken against him.

(a) The reply received by the Committee from the candidate when he appears before it be considered by the Committee and the final recommendation in the matter be taken and reported to the Principal for his approval.

(b) The punishment finally awarded can be equal to or less than what is mentioned in the show cause notice, but not more than what is mentioned therein.

(c) The College Unfair Means Inquiry Committee is a recommendatory body. The Principal has to exercise his power under Statute SB-13(iv) of the University and issue final order.

(d) The broad category of malpractice and the quantum of punishment for each category thereof shall be as given in general Ordinance on malpractices i.e. OA-5.14.19. Besides these guidelines, each case be examined in detail and punishment awarded on the merit of each case.

OC-45.4.15.3 Procedure for Investigation of Grievance by the College Grievance Committee

1) The Committee shall consider the written complaint by a student on the conduct of examination provided that (i) the complaint is submitted by the student within 15 days after the declaration of results; (ii) the complaint is accompanied with a fee of Rs.200/- (refundable if the complaint is found genuine); and (iii) the matter is referred to the Committee by the Principal. The Committee shall invite a reply to the allegations, if any made by the student from the concerned party.

2) After considering the reply of the concerned party, the committee shall recommend a course of action in writing to the Principal.

3) The Principal may inform the student, the findings of the Committee and shall take appropriate action including reassessment of the said answer book. However, if the marks are reduced after revaluation of the said answer book the original marks shall be retained and the student to be communicated that there is no change in his/her result.

4) A minimum fine of Rs.200/- which shall not exceed Rs.500/-, shall be imposed on the student complainant, if the said allegation(s) is (are) found to be a deliberate attempt at casting aspersions on the teacher(s) concerned. If the allegations are found to be genuine and the same is recorded giving reasons, the action shall be taken as provided under OA-5.2.6.

OC –45.5 Field Training/Work at B.A/ BSc./B.Com Course of study

In the subject where the field training/work is a compulsory component of the curriculum, a minimum of 3 days equivalent to 24 clock hours of field training/work (at First Year), 9 days equivalent to 72 clock hours (at Second Year) and 18 days equivalent to 144 clock hours (at Third Year) in an academic year, consisting of two successive Semesters (one odd and one even) taken together, shall be undertaken. Number of clock hours in an academic year may be split equally between two Semesters by the teacher(s) supervising the field training/work. This work shall be deemed equivalent to one practical period per week per batch of 15 students for the respective Semesters.

OC-46 Ordinance for the Bachelor of Financial Services Programme (BFS) (Under Section 24(1) of the Goa University Act, 1984). (Effective from 2006-07).

OC-46.1 GENERAL

OC-46.1.1 Course Objective: To produce an employable workforce that will have sound knowledge of business fundamentals, of the working of institutions in the financial sector and services provided by these institutions.

OC-46.2 Duration of the Course:

OC-46.2.1 The duration of the programme is three years, which is divided into six semesters with two semesters per year.

OC-46.2.2 Semesters I, III and V shall be termed as Odd Semesters while Semesters II, IV and VI shall be termed as Even Semesters.

OC-46.2.3 The maximum period for the completion of the course shall be 6 years (as per Ordinance OA-16).

OC-46.3 Academic calendar

The academic calendar of the programme will be the same as that prescribed by Goa University for the B.Sc., B.Com and B.A. programmes.

OC-46.4 Degree to be awarded

Upon successful completion of the programme, the degree of Bachelor of Financial Services (BFS) shall be conferred upon every candidate.

OC-46.5 Eligibility for Admission and Intake Capacity: