

xxi. No student shall be allowed to appear in the examination without the admit card.


5.10 Re-Examination (Back Paper)

- i. Students who have obtained a 'F' grade in a particular course will have to appear for re-examination (Back Paper) in corresponding semester. No special back paper examination will be conducted for such students.
- ii. Back paper would be of 75 marks and would include the weightage of both Mid-semester & End semester exams.
- iii. Examination Section will make the necessary arrangements for conducting re-examinations.
- iv. Re-examination fees is Rs. 1000/ for each exam.
- v. Normally, there will be no make-up arrangements for quizzes, presentations, other tests, etc. However, a Course Coordinator may decide to have make-up arrangements for missed quizzes, presentations and tests. The Course Coordinator's decision will be final in this matter.
- vi. In case of dissertation/major project work if a student gets an 'F' grade he/she will have to repeat the course.

5.11 Attendance in Class

- i. In all such courses where a student's attendance is below 75% after completion of the course, his/her result will be declared incomplete in these courses.
- ii. In such cases the student will have to repeat the course in corresponding semester with due payment of necessary fees as decided by the competent body/authority from time to time.
- iii. In case, due to some reasons, the course, in which a student gets his/her result as incomplete is not offered, the student will be suggested to take a related course of equivalent credit(s).
- iv. Attendance is compulsory in all courses and 100% attendance is desired. However maximum 25% relaxation can be given in case of any unforeseen emergency. Course coordinator may assign suitable weightage to class attendance in the evaluation scheme of the course. Course coordinator may also take into account unauthorized absence, while evaluating the performance in a course.
- v. In specific circumstances the attendance requirement for appearing in the End-Semester examination may further be relaxed by additional 15% on 'Special Grounds'. Such relaxation will be granted by the Vice-Chancellor on specific recommendation of the Dean of the concerned School.
- vi. Detailed Guidelines for marking attendance in Class are given below:


(देवी प्रसाद)
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