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University of Mumbai

॥ विद्या विनयेन शोभते ॥

Janardan Bhagat Shikshan Prasarak Sanstha's



Changu Kana Thakur

**Arts, Commerce and Science College, New Panvel
(Empowered Autonomous)**

**Scheme of Evaluation (Amended) for
Continuous Internal Assessments and
Semester End Examinations
for
Under-graduate Programmes
in
Faculty of Arts**

As Per National Education Policy (NEP)-2020

Choice Based Credit System (CBCS)

(To be implemented from Academic Year 2026-2027)

Scheme of Examination (Amended)

First Year UG: Faculty of Arts

Sr. No.	Type of Course	Credits	Internal Evaluation (Marks)	External Evaluation (Marks)	Field work	Total
1	Discipline Specific Course 1	04	40	60	---	100
2	Discipline Specific Course 2	04	40	60	---	100
3	Discipline Specific Course 3	04	40	60	---	100
4	SEC	02	---	30	20	50
5	IKS/OE	02	20	30	---	50
6	AEC	02	20	30	---	50
7	VEC	02	20	30	---	50
8	CC	02	20	30	---	50
	Total	22				550

Second Year UG : Faculty of Arts

Sr. No.	Type of Course	Credits	Internal Evaluation (Marks)	External Evaluation (Marks)	Field work / Practical	Total
1	Major Course 1	03	40	60	---	100
2	Major Course 2	03	40	60	---	100
3	Major Course 3 / IKS	02	20	30	---	50
4	Minor	04	40	60	---	100
5	OE	04	40	60	---	100
6	AEC	02	20	30	---	50
7	CC	02	20	30	---	50
8	SEC (Sem. III)	02	---	30	20	50
9	CEP (Sem. IV)	02	---	---	50	50
	Total	22				600

Third Year UG : Faculty of Arts

Sr. No.	Type of Course	Credits	Internal Evaluation (Marks)	External Evaluation (Marks)	Field work / Practical	Total
1	Major Course 1	04	40	60	---	100
2	Major Course 2	04	40	60	---	100
3	Major Course 3	04	40	60	---	100
4	Elective	02	20	30	---	50
5	Minor (Sem. V)	02	20	30	---	50
6	Field Project (FP)(Sem. V)	02	---	---	50	50
7	VSC	04	---	60	40	100
8	OJT (Sem. VI)	04	---	---	100	100
	Total	22				550

Scheme of Examination (Amended)

Faculty of Arts

(Under-graduate Programmes)

Choice Based Credit System (CBCS)

❖ Revised Scheme of Examination

1. For 4 or 3 Credits Courses (Discipline Specific Courses (DSC) / Major / Elective / Minor Courses) (100 Marks)

The performance of the learners shall be evaluated into two components, as the first component by 'Continuous Internal Assessment (CIA)' with 40% marks and as the second component by conducting the 'Semester End Examinations (SEE)' with 60% marks. The allocation of marks for the Continuous Internal Assessment (CIA) and Semester End Examinations are as shown below:

A) Continuous Internal Assessment (CIA): 40 % 40 Marks

Sr. No.	Particular	Marks
01	One periodical class test / online examination to be conducted in the given semester	20 Marks
02	Group/ Individual Survey Project/Presentation and write up on the selected units of the courses /Case studies / Test based on tutorials /Book Review /Poetry Appreciation/ Open Book Test	15 Marks
03	Active participation in routine class instructional deliveries and overall conduct as a responsible learner, mannerism and articulation and exhibition of leadership qualities in organizing related academic activities	05 Marks

Question Paper Pattern (Periodical Class Test)

Maximum Marks: 20

Duration: 40 Minutes

Questions to be set: 02

All Questions are Compulsory

Question No.	Particular	Marks
Q-1	Match the Column / Fill in the Blanks / Multiple Choice Questions/True or False/ Answer in One or Two Lines (Concept based Questions) (1 Marks / 2 Marks each)	10 Marks
Q-2	Answer in Brief (Attempt any Two of the Three) (5 Marks each)	10 Marks

B) Semester End Examination (SEE): 60 %**60 Marks**

- Duration: The examination shall be of 2 hours duration.

Question Paper Pattern

Theory question paper pattern
1. There shall be four/five questions each of 15/12 marks (with internal options).
2. All questions shall be compulsory with internal options.
3. Question may be subdivided into sub-questions a, b, c... and the allocation of marks depends on the weightage of the unit.

2. For 2 Credits Courses (VEC/AEC/IKS/Major/ Elective /Minor Courses)**(50 Marks)**

The performance of the learners shall be evaluated into two components, as the first component by 'Continuous Internal Assessment (CIA)' with 40% marks and as the second component by conducting the 'Semester End Examinations (SEE)' with 60% marks. The allocation of marks for the Continuous Internal Assessment (CIA) and Semester End Examinations (SEE) are as shown below:

A) Continuous Internal Assessment (CIA): 40 %**20 Marks**

Sr. No.	Particular	Marks
01	One periodical class test / online examination to be conducted in the given semester	20 Marks

Question Paper Pattern
(Periodical Class Test)

Maximum Marks: 20

Duration: 40 Minutes

Questions to be set: 02

All Questions are Compulsory

Question No.	Particular	Marks
Q-1	Match the Column / Fill in the Blanks / Multiple Choice Questions/ Answer in One or Two Lines (Concept based Questions) (1 Marks / 2 Marks each)	10 Marks
Q-2	Answer in Brief (Attempt any Two of the Three) (5 Marks each)	10 Marks

B) Semester End Examination (SEE): 60 %**30 Marks**

- Duration: The examination shall be of 1 hour's duration.

Question Paper Pattern

Theory question paper pattern	
1.	There shall be two/three questions each of 15/10 marks.
2.	All questions shall be compulsory with internal options.
3.	Question may be subdivided into sub-questions a, b, c... and the allocation of marks depends on the weightage of the unit.

3. For 2 Credits Skill Enhancement Courses (SEC) (50 Marks)

The performance of the learners shall be evaluated into two components. The allocation of marks are as shown below:

A) Field Work (FW)/Practical Examinations (PE) /Test Based on Tutorials: 40 % 20 Marks

Workbook/Journal/Lab book/Viva Voce	05 Marks
field work /Practical/Laboratory Work /Test based on tutorials	15 Marks

B) Semester End Examination (SEE): 60 %**30 Marks**

- Duration: The examination shall be of $1\frac{1}{2}$ hour's duration.

Question Paper Pattern

Theory question paper pattern	
1.	There shall be two/three questions each of 15/10 marks.
2.	All questions shall be compulsory with internal options.
3.	Question may be subdivided into sub-questions a, b, c... and the allocation of marks depends on the weightage of the unit.

4. For 4 Credits Vocational Skill Courses (VSC) (100 Marks)

The performance of the learners shall be evaluated into two components. The allocation of marks are as shown below:

A) Field Work (FW)/Practical Examinations (PE) : 40 % 40 Marks

Workbook/Journal/Lab book/Viva Voce	10 Marks
field work /Practical/Laboratory Work	30 Marks

B) Semester End Examination (SEE): 60 %**60 Marks**

- Duration: The examination shall be of $2\frac{1}{2}$ hour's duration.

Question Paper Pattern

Theory question paper pattern
1. There shall be four/five questions each of 15/12 marks (with internal options).
2. All questions shall be compulsory with internal options.
3. Question may be subdivided into sub-questions a, b, c... and the allocation of marks depends on the weightage of the unit.

5. For 2 Credits Open Elective (OE) / CC Courses (50 Marks)

The performance of the learners shall be evaluated into two components. The allocation of marks are as shown below:

A) Projects/Case Studies/Portfolio/Survey/Model/Presentation/Workbook:40% 20 Marks**B) Semester End Examination (SEE): 60 %****30 Marks**

- Duration: The examination shall be of 1 hour duration.

Question Paper Pattern

Theory question paper pattern
1. There shall be two/three questions each of 15/10 marks.
2. All questions shall be compulsory with internal options.
3. Question may be subdivided into sub-questions a, b, c... and the allocation of marks depends on the weightage of the unit.

6. For 4 Credits Open Elective (OE) Courses (100 Marks)

The performance of the learners shall be evaluated into two components, as the first component by 'Continuous Internal Assessment (CIA)' with 40% marks and as the second component by conducting the 'Semester End Examinations (SEE)' with 60% marks. The allocation of marks for the Continuous Internal Assessment (CIA) and Semester End Examinations are as shown below:

A) Continuous Internal Assessment (CIA): 40 %**40 Marks**

Sr. No.	Particular	Marks
01	One periodical class test / online examination to be conducted in the given semester	20 Marks
02	Projects / Case Studies / Portfolio / Survey / Model / Presentation / Workbook	20 Marks

Question Paper Pattern **(Periodical Class Test)**

Maximum Marks: 20

Duration: 40 Minutes

Questions to be set: 02

All Questions are Compulsory

Question No.	Particular	Marks
Q-1	Match the Column / Fill in the Blanks / Multiple Choice Questions/True or False/ Answer in One or Two Lines (Concept based Questions) (1 Marks / 2 Marks each)	10 Marks
Q-2	Answer in Brief (Attempt any Two of the Three) (5 Marks each)	10 Marks

B) Semester End Examination (SEE): 60 %

60 Marks

- Duration: The examination shall be of 2 hours duration.

Question Paper Pattern

Theory question paper pattern
1. There shall be four/five questions each of 15/12 marks (with internal options). 2. All questions shall be compulsory with internal options. 3. Question may be subdivided into sub-questions a, b, c... and the allocation of marks depends on the weightage of the unit.

7. For 2 Credits Community Engagement Project (CEP)

(50 Marks)

The Community Engagement & Service Programme must involve the student for minimum 30 hours of total engagement with a significant portion dedicated to outreach activity beneficial to community. The whole exercise is marked out of 50 marks. The marks distribution will be as follows-

- Project proposal 10 marks,
- Participation/attendance (Log book entry) 10 marks,
- Summary report 20 marks and
- Presentation/ Viva-voce 10 marks.
- The summary report should be of minimum 05 pages

N.B.: For details, refer the guidelines given by the College.

8. For 2 Credits Field Project (FP)

(50 Marks)

- **Research Proposal (10 Marks):** Evaluated on clarity, feasibility, and ethical considerations.
- **Fieldwork and Data Collection (15 Marks):** Assessed based on completion of research activities, adherence to timelines, and data quality.
- **Data Analysis and Interpretation (10 Marks):** Evaluated on the application of appropriate analysis techniques and meaningful interpretation of findings.
- **Written Report (10 Marks):** Assessed on clarity, structure, organization, and adherence to scientific writing conventions.
- **Presentation (05 Marks):** Evaluated on delivery, clarity, effectiveness in communicating research findings.
- The summary report should be of minimum 05 pages

N.B.: For details, refer the guidelines given by the College.

9. For 4 Credits On Job Training (OJT) / Internship Program (100 Marks) Evaluation Pattern

The Internship/OJT program has the two examinable units that the students are supposed to undertake and be examined in. The whole exercise is marked out of 100 marks. Evaluation will be done by Examiner and Mentor. The marks distribution will be as follows:

➤ OJT/Internship performance: 50 marks,

Marks will be given based on

- Remark by the supervisor
- OJT/Internship completion certificate

➤ Institute supervisor 50 marks with following break up

- Internship/OJT Report: 20 marks
- Log Book 10 marks and
- Presentation/Viva-Voce: 20 marks

N.B.: For details, refer the guidelines given by the College.

Guidelines for Internship based project work

- Minimum 120 hours of Internship with an Organisation/ NGO/ Charitable Organisation/ Private firm.
- The theme of the internship should be based on any study area of the elective courses
- Experience Certificate is Mandatory
- A project report has to be brief in content and must include the following aspects:
 - **Executive Summary:**
A bird's eye view of your entire presentation has to be precisely offered under this category.
 - **Introduction on the Company:**
A Concise representation of company/ organization defining its scope, products/ services and its SWOT analysis.
 - **Statement and Objectives:**
The mission, vision and objectives of the organization need to be stated enshrining its broad strategies.
 - **Your Role in the Organisation during the internship:**
The key aspects handled, the department under which you were deployed and brief summary report duly acknowledged by the reporting head.
 - **Challenges: (Experience during project work)**
The challenges confronted while churning out theoretical knowledge into practical world.
 - **Conclusions:**
A brief overview of your experience and suggestions to bridge the gap between theory and practice.
- The project report based on internship shall be prepared as per the broad guidelines given below:
 - Font type: Times New Roman
 - Font size: 12-For content, 14-for Title
 - Line Space : 1.5-for content and 1-for in table work
 - Paper Size: A4
 - Margin : in Left-1.5, Up-Down-Right-1
 - The Project Report shall be bounded.
 - The project report should be of minimum 50 pages

➤ **Passing Standard**

The learners shall obtain minimum of 40% marks (i.e. 16 out of 40 or 08 out of 20) in the Continuous Internal Assessment (CIA) and 40% marks in Semester End Examination (SEE) (i.e. 24 out of 60 or 12 out of 30 or 20 out of 50) separately, to pass the course and minimum of Grade D, wherever applicable, to pass a particular semester. A learner will be said to have passed the course if the learner passes the Continuous Internal Assessment (CIA) and Semester End Examination (SEE).

❖ Carryforward of Marks in case of a learner who fails in the Continuous Internal

Assessment (CIA) and /or Semester End Examinations (SEE) in one or more Courses:

1. A learner who Passes in the Continuous Internal Assessment (CIA) but fails in the Semester End Examinations (SEE) of the course shall reappear for the Semester End Examinations (SEE) of that Course. However, his/her marks on the Continuous Internal Assessment (CIA) shall be carried over and he/she shall be entitled to the grade obtained by him/her on passing.
2. A learner who Passes in the Semester End Examinations (SEE) but fails in the Continuous Internal Assessment (CIA) of the course shall reappear for the Continuous Internal Assessment (CIA) of that Course. However, his/her marks on the Semester End Examinations (SEE) shall be carried over and he/she shall be entitled to the grade obtained by him/her on passing.

• **Rules of Passing / A.T.K.T. for Revised NEP-2020 structure of Academic Year 2026-27**

1. A learner shall be allowed to keep term for Semester II irrespective of the number of courses of failure in the Semester I.
 2. A learner being eligible for the admission to **Second Year i.e. Semester III** must have-
 - a. Passed in all the courses of semester I and Semester II Examinations.
- OR
- b. A learner shall be allowed to keep term for Semester III, if he/she earns 32 or more Cumulative credits from Semester I and Semester II.
3. A learner shall be allowed to keep term for Semester IV irrespective of the number of courses of failure in the Semester III.
4. A learner being eligible for the admission to **Third Year i.e. Semester V** must have-
 - a. Passed in all the courses of semester I, Semester II, Semester III and Semester IV Examinations.

OR

- b. A learner shall be allowed to take Admission to Semester V and Keep Terms if he/she Passes in all the courses of both Semester I and Semester II and if he/she earns 32 or more Cumulative credits from Semester III and Semester IV

OR

- c. A learner shall be allowed to take Admission to Semester V and Keep Terms if he/she Passes in all the courses of both Semester III and Semester IV and if he/she earns 32 or more Cumulative credits from Semester I and Semester II.
- 5. A learner shall be allowed to keep term for Semester VI irrespective of the number of courses of failure in the Semester V.
- 6. The result of Semester VI shall be withheld by the College till the learner passes all the Semesters from I – V.
- 7. A Learner is allowed to take admission in semester VII (UG Hon. /PG Part I) only if he passes all courses of semesters I to VI earns 132 Credits.

➤ **Eligibility Condition to appear for Additional Examination of any Semester (Applicable only for Regular Semester End Examinations)**

A learner who remains absent in some or all the subjects on medical grounds or for representing the College or University in NSS, NCC, Sports, Cultural Activities or co-curricular/extracurricular/extension activities with prior permission of the Principal or Head of the institute reported to the examination section, by producing necessary documents and testimonials, will be allowed to appear for the Additional Semester End Examination (ASEE). This is not applicable for any A.T.K.T. / Supplementary Examinations.

➤ **Supplementary Examination (SE)**

The college will conduct supplementary examinations for semester II, IV, and VI after the declaration of their respective results.

Note:

- 1) It is noted that the concerned regulation of the College is amended and implemented to Semester I to Semester VI of undergraduate programmes, under faculty of Arts, Commerce and Science with effect from the academic year 2026 - 2027.
- 2) All these rules maybe amended as and when required with authorisation of Academic bodies.