

# BUNDELKHAND UNIVERSITY, JHANSI

## Ordinance for the 3 YEARS HONORS / SINGLE SUBJECT UNDERGRADUATE PROGRAMS (Semester System)

*Single Subject 3 years UG Program Examples: BBA, BCA,  
BHM, BSc (Chemistry) B.Sc. Chemistry (Hours), etc.)*

### 1. Introduction:

#### Preamble:

This ordinance governs all the rules and regulations as per the National Education Policy 2020 for the **Three Years Under Graduate Programs** (Honors / Single Subject) running in Bundelkhand University, Jhansi Campus and all its affiliated colleges. This is the First Ordinance of TYUP and it will supersede all the previous relevant ordinances, rules and regulations, if exists.

### 2. Duration:

Bundelkhand University has adopted the semester system in **Three Years Undergraduate Programs** [TYUP] as per directives of Higher Education Department, Uttar Pradesh Government to accelerate the teaching-learning process and enable vertical and horizontal mobility in learning from academic session 2025- 26 onwards.

The **Three Year Undergraduate Program** [TYUP] in Honors / Single Subject, viz *BBA, BCA, BHM, BSc (Chemistry) B.Sc. Chemistry (Hours), etc.* shall be of duration **Three Academic Years, i.e. Six Semesters**. However, the maximum completion time of this Program shall be Nine Years, although the student (s) shall avail the Multiple Entry-Multiple Exit and Re Entry, if he / she wishes, he / she can do so only after successful completion of one academic year and it's both semesters. This program comprises the following options for the student (s), and after successful completion of each academic year, the student (s) shall be eligible to get the certificate / diploma / degree etc. The details are as under:

**2.1 Certificate in Single Subject:** Student (s) shall be eligible to get a **Certificate in Single Subject** after successful completion of First Year (I and II Semesters), provided that he / she wishes to take an exit from TYUP at the end of first year. The total Credits required shall be 40 only. The student (s) shall be allowed to take re entry within a



span of nine years only at the beginning of the Odd Semesters and subject to availability of seats as prescribed by the university time to time. In case, the university has revised the prescribed syllabus and fee / examination fee, the same shall be applicable.

**2.2 Diploma in Single Subject:** Student (s) shall be eligible to get a **Diploma in Single Subject** after successful completion of Second Year (III and IV Semesters), provided that he / she wishes to take an exit from TYUP at the end of second year. The total Credits required shall be 80 only i.e. sum of the credits earn by the students in both the years. The student (s) shall be allowed to take re-entry within a span of nine years only at the beginning of the Odd Semesters and subject to availability of seats as prescribed by the university time to time. In case, the university has revised the prescribed syllabus and fee / examination fee, the same shall be applicable.

**2.3 Undergraduate Degree in Honors / Single Subject:** Student (s) shall be eligible to get an **Undergraduate Degree in Honors / Single Subject** i.e. *BBA, BCA, BHM, BSc (Chemistry) B.Sc. Chemistry (Hours), etc.*, as the case may be, after successful completion of Third Year (V and VI Semesters). The total Credits required for plain degree and honors degree shall be 120 and 130 respectively i.e. sum of the credits earn by the students in all the three years. In case, the university has revised the prescribed syllabus and fee / examination fee, the same shall be applicable.

*Note: Provisions for student (s) who wish to continue their education at Master Level i.e. 2 Years PG Degree shall be governed by the Ordinance for two-year PG Program / FYUP.*

### 3. Eligibility of Admission:

**3.1** A candidate, who wishes to enter in a course of study prescribed for a degree of the University, shall be admitted to the university campus or an affiliated college, only he/she has either 3.1.1 or 3.1.2:

**3.1.1** Passed the Intermediate Examination of the board of High School and Intermediate Education, Uttar Pradesh or of any other Indian Board incorporated by any law in force at the time of admission.

**3.1.2** Passed any other examination recognized by the University as equivalent thereto.

**3.2** The date of admission shall follow the University Academic Calander.

### 4. Choice of Courses:

**4.1** University campus / College shall admit students as per the eligibility criteria and availability of seats decided by the university from time to time.

**4.2** Student (s) willing to take admission to the first year of TYUP after 12th class, will have to choose a **Faculty (Science, Arts or Commerce, etc.)** depending on the number of seats available and eligibility criteria.

**4.3** Student (s) shall select any **One Major (Core)** Subjects / Courses / Papers for the

- first three years (First, Second, Third, Fourth, Fifth and Sixth Semesters) from own faculty.
- 4.4 Major (Core) Course shall be a paper of 4 (Four) credits including theory and practical, (if any) in each semester.
- 4.5 Student (s) shall select **One Minor** from other faculty (except own faculty) / multidisciplinary Subjects / Courses / Papers as (**Minor-1**) in the First Year (First Semester) and Second Year (Third Semester), i.e. Minor Course/Subject / Paper shall be selected in the odd semesters of First and Second Years.
- 4.6 Minor-1 Course shall be a paper of 6 credits, in the First and Second Year respectively and also it will not full subject. No pre-requisite shall be required for this.
- 4.7 Student (s) shall select **Vocational Skill Enhancement Courses (SEC)** with Summer Internship course as Subject/Course/Paper as (**Minor-2**). The student (s) shall select any one Subject / Course / Paper in the prescribed manner and as per the list of courses provided for the same. (Refer Annexure-1 to 4).
- 4.8 Minor-2 Course shall be a paper of 3 credits including theory and practical, (if any) in all three semesters i.e. I, II, and III.
- 4.9 Student(s) shall select **Co-curricular Ability / Enhancement Courses (AEC)** as Subject / Course / Paper as (**Minor-3**) in the First and Second Year (One in each Semester i.e. I, II, III and IV). The student (s) shall select any one Subject / Course / Paper in the prescribed manner and as per the list of courses provided for the same. (Refer Annexure-1 to 4).
- 4.10 **Minor-3 Course shall be a paper of 2 credits** including theory and practical, (if any) in all four semesters i.e. I, II, III and IV.
- 4.11 In addition to above, student (s) shall have to take one **Research Project / Dissertation / Internship / Field or survey work** during third and Fourth Semester of the Second Year including Summer Vacations. University Department / College shall allocate him a research guide as per guideline laid by BoS of the concern subject at the end of the 2<sup>nd</sup> semester. This will be of 3 credits.
- 4.12 Depending upon the availability of seats, a student may select **NCC as Minor 3**. He or she shall be required to opt NCC for both the semesters of that year. (i.e. either first two semesters of the first year or in third and fourth semester of the second year) as the case may be.
- 4.13 Student (s) shall continue with pre-selected **One Major (Core) with Four** Subjects / Courses / Papers, for the third years (Fifth and Sixth Semesters) from own faculty.
- 4.14 Major (Core) Course shall be four Theory papers of 4 credits or Three Papers and One Practical of 4 Credit each.

*Note: Apprenticeship / Internship Embedded Degree Program Degree and Three year undergraduate degree holder shall have to do 2 year PG program, as per guideline provided by the university to run and give this degree.*



Note: The following Provisions are also adopted for 3 Year Honors / Single Subject Program as prescribed in the Table-1.

**3 Year Honors/Single Subject Program Structure  
Table 1: (To be in effect from 2024-25 Session)**

(Cumulative minimum Credits Required for Award of Certificate/ Diploma/ Degree			Subject I	Subject II	Subject III	Vocational Skill Enhancement Courses (SES) with Summer Internship	Co-curricular Ability/ Enhancement Courses (AEC)	Research Project/ Dissertation/ Internship/ Field or survey work	Minimum Credits For the Year
	Year	Sem.	Major (Core)	Major (Core)	Minor Multidisciplinary	Minor	Minor	Major	
	Own Faculty	Own Faculty	Other Faculty	Vocational Skill Enhancement Courses (SES) with Summer Internship	Co-curricular Ability/ Enhancement Courses (AEC)	Intra/Intra Faculty related to Main Subject			
40 Certificate in Faculty	1	I	Th-3(4)or Th-2(4)+ Pract-1(4)		1(6)	1(3)	1(2)		40
		II	Th-3(4)or Th-2(4)+ Pract-1(4)			1(3)	1(2)		
40 +40= 80 Diploma in Faculty	2	III	Th-3(4)or Th-2(4)+ Pract-1(4)		1(6)	1(3)	1(2)		40
		IV	Th-3(4)or Th-2(4)+ Pract-1(4)				1(2)	1(3) Point 7.1	
80+40=120 3 Year UG Degree Subject Plain UG Degree	3	V	Th-4(4)or Th-3(4)+ Pract-1(4)					1(4)	40
		VI	Th-4(4)or Th-3(4)+ Pract-1(4)					1(4)	
OR									
80+50=130 3 Year Single Subject Honours UG Degree	3	V	Th-4(5)or Th-4(4)+ Pract-1(4)					1(5)	50
		VI	Th-4(5)or Th-4(4)+ Pract-1(4)					1(5)	

Note:

- Single Subject 3 years UG Program Examples: BBA, BCA, BHM, BSc (Chemistry) B.Sc. Chemistry (Hours), etc.
- After both the above program (3 years plain or Honours Degree), one has to pursue 4<sup>th</sup>/5<sup>th</sup> years of UG/PG Programs as given in the table 1, in the same manner as the one who completes, 3 years UG Degree of Table 1

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- The program shall comprise of theory (1 credit) and training (2 credits). Ratio of theory and Skill component in the syllabus will be 40:60 respectively. Theoretical evaluation will be carried out by Colleges and training evaluation will be done by skill partner.
- Credit distribution in Major/ Minor/ SEC/ AEC/etc.

One credit (theory) = 15 hours One Credit (practical / training) = 30hours  
Courses can be of individual nature or progressive nature.

Note: These co-curricular papers must be essentially passed with 33 percent marks. The grade on the basis of marks will be entered in the grade sheet but shall not be counted in calculation of CGPA.

#### 5. Semesters:

An Academic Year is divided into Two Semesters. The Odd semesters shall be scheduled from July to December and Even semesters from January to June.

#### 6. Attendance:

- The expression "a regular course of study" wherever it is used in these Ordinances, means minimum attendance required shall be 75% of the total lectures in each course / paper / subject and other teaching classes in the university campus / affiliated college in the subject for the examination at which a candidate intends to appear and at such other practical work (such as work in a laboratory) as is required by any Statute, Ordinance or Regulation in force in the University during that period.
- Provided that in the case of a N.C.C. cadet, only 70% attendance will be required if the officer commanding of the unit certifies that he has attended not less than 70 % of the parades during the session.
- A shortage up to 10% of the total number of lectures delivered or practical work done in each subject may be condoned by the Principal of the College / Head of the Department (in case of University Campus) concerned.
- A further shortage up to 15% may be condoned by the Vice- Chancellor on the specific /recommendation of the principal of the college / Head of the Department concerned (in case of University Campus).

#### 7. Examinations:

7.1 There shall be examinations at the end of each semester as, for odd and even semesters in accordance with the academic calendar of the university. A candidate who does not pass the examination in any course (s) shall be permitted to appear in such failed course (s) in the subsequent examinations up to the maximum duration of the course.

7.2 A candidate should get enrolled/registered for the first semester examination and is mandatory. If enrolment/ registration is not possible owing to shortage of attendance / rules prescribed OR belated joining or on medical grounds, such students shall not be permitted to proceed to the next semester. Such students shall re-do the first semester in the subsequent term of that semester as a regular student; however, a

  
  


  


student of first semester shall be admitted in the second semester, if he/she has successfully completed the first semester.

**7.3** It shall be mandatory for the student (s) to register for examination in each and every semester

(i.e. to fill up the examination form with the requisite fee). If a student fails to register for the examination in any semester, he or she shall not be allowed to appear in that semester as a back paper student. Such student(s) shall appear in the (next) subsequent examination of that semester.

## **8. Evaluation:**

The performance of a student in each course is evaluated in terms of percentage of marks with a provision for conversion to grade point. Evaluation for each course shall be done by a Continuous Internal Assessment (CIA) by the concerned course teacher as well as by end semester examination and will be consolidated at the end of course. The evaluation must be continuous and holistic and should be based on following parameters:

- i. Academic assessment
- ii. Skill assessment
- iii. Physical assessment
- iv. Personality assessment
- v. Extra-curricular assessment

### **8.1 Theory Paper**

Semester Examinations shall be conducted by the university as mentioned in the academic calendar. The Question paper will be set by the examiners appointed by the Vice Chancellor based on the recommendation of the Board of Studies (BoS). The pattern of the question papers shall be as given in annexure II.

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| i. Internal Assessment (C.I.A.):                           | 25% Weightage of a Course |
| • Test/ Mid-term assessment:                               | 10 Marks                  |
| • Term paper / Presentation on given project / assignment: | 10 Marks                  |
| • Attendance / activities:                                 | 05 Marks                  |
| ii. End Semester Exam (External Examination):              | 75% Weightage of a Course |

### **8.2 PRACTICAL PAPER**

Practical examinations will be conducted by the examiners appointed by the Vice Chancellor on the recommendations of the Board of Studies. Each student has to present the practical records.

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| • Internal Assessment (C.I.A.):                            | 25% Weightage of a Course |
| • Test/ Mid-term assessment:                               | 10 Marks                  |
| • Term paper / Presentation on given project / assignment: | 10 Marks                  |
| • Attendance / activities:                                 | 05 Marks                  |

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| <b>8.3</b> End Semester Exam (External Examination): | 75% Weightage of a Course |
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**9. Minimum Passing Standard:**

- a. The minimum passing standard for combined external and internal examinations for each subject/paper shall be 33%, i.e. 33 out of 100 marks for Theory and Practical Courses. The minimum passing standard for Aggregate in a Semester end Examination shall be 33%.
- b. Continuous Internal Assessment (CIA) shall be ensured by the colleges / departments. The colleges / departments shall provide the marks of the same to the university and it shall be mandatory for the colleges / departments to maintain the records of the same till the maximum duration of that course.
- c. The internal assessment, field training and practical examination awards of a student who fails in any semester examination shall be carried forward to the next examination.
- d. It shall be mandatory for a student to secure minimum 33% marks (i.e. 25/75) in the Theory and Practical Courses separately.

**10. Provision for Back Paper and Ex Students:**

A Back Paper (B.P.) candidate shall be promoted to next semester. The back paper facility in a semester provides promotion to the next semester and another opportunity to obtain a minimum of the pass marks assigned for an individual paper or in the aggregate. Following category of students of Bundelkhand University shall be eligible for back paper facility as under,

- a. A student shall be required to pass in minimum two subjects/papers in each semester. However, at the end of each year, it shall be mandatory for a student to pass in at least two major subjects/papers and two minor subjects/paper otherwise he/she shall be deemed as failed and will be treated as a year back / ex- student.
- b. A student shall have to compulsorily qualify all the Co-curricular courses (i.e. Minor 3) of the concerned semesters to be eligible for the award of certificate / Diploma /Degree. If a student fails to pass this paper as a regular student of that semester, he/she can appear in it as Back paper student in the subsequent semester(s).
- c. Students shall get the attempts to appear in the Back paper examination in the subsequent odd /even semester till the maximum duration of the said course i.e. seven years.
- d. Special back paper examination shall be held only for regular students of the final year i.e. seventh and eight semesters for the FYUP.
- e. The candidates who fail in more than three of the total papers, will be deemed as failed. These candidates can appear only in subsequent examination of that semester as Ex-Students.

**11. Promotion Rules:**

**a. Semester Courses & Examination:**

The students who have taken admission in the FYUP in a session and who have put in the minimum percentage of attendance for appearing at the Examination, presented himself/herself for internal assessment and have filled in the examination form in time for appearing at the End Semester Examination shall be allowed to appear at the respective examinations.



## b. Declaration of Results:

After appearing in the Examination of both the semesters in a particular year, the student can be put in the following categories in the context of declaration of the results of the Semester Examination:

- Passed
- Promoted with Back Paper(s)
- Failed

## c. Promotion to next Semester:

- All students under category Passed and promoted with back papers shall be promoted to the next Semester.
- "Failed" students may clear their UNCLEARED courses in subsequent examinations as ex-students.
- Students promoted with back papers shall clear their back papers in subsequent examinations as ex-students.
- A student who has failed in a course shall get two more chances to clear this course subject to the maximum duration for passing the course. Further, each candidate shall have to clear all the courses within the maximum period of seven years from the date of his/her latest admission.
- A candidate who has qualified for the Degree shall be placed in the First / Second / Third Division as per following table:

## 12. COMPUTATION OF SGP AND CGPA

The guidelines formulated by Bundelkhand University shall be followed in order to bring uniformity in evaluation system of every CBCS based Course and computation of the SGPA (Semester Grade Point Average) and CGPA (Cumulative Grade Point Average) based on students' performance in examination. The number of core, elective, open elective papers and foundation papers and the required credit for each paper shall be formulated by respective Board of Studies (BOS) and faculty board. For the purpose of computation of work load the UGC proposed mechanism is adopted i.e. one credit=1 Theory period of one hour duration, 1credit= 1Tutorial period of one hour duration, 1credit=1 Practical period of one hour duration. The credit(s) for each theory paper/practical/tutorial/dissertation will be as per the respective Board of Studies of departments.

Letter Grade	Numerical grade
O (outstanding)	10
A+ (Excellent)	9
A (very good)	8
B+(Good)	7
B(Above average)	6
C( Average)	5
D (Satisfactory)	4

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F(Fail)	0
Ab (Absent)	0

The minimum passing marks shall be 33% of the maximum marks as prescribed in the University Examination and 33% of marks in the aggregate marks in the subject including internal / sessional marks. i.e. Minimum Passing Grade is "C".

A student who obtains Grades "O" or "C" shall be considered as PASSED. If a student secures "F" grade, he/she shall be considered as FAILED and shall have to reappear in the examination. It is mandatory for a student to earn the required SGPA as in each semester. If a student is not able to secure 33% / C grade in any theory / practical / internal / sessional / viva-voce / internship / project examination, the awarded grade point shall be ZERO (0).

- i. The University, adopts absolute grading system where in the marks are converted to grades, and every semester results will be declared with semester grade point average (SGPA) and year result will be declared with year grade point average (YGPA). The Cumulative Grade Point Average (CGPA) will be calculated in end of final semester. The grading system except pharmacy department will be with following letter grades and grade points scale as given below:

**Table A (For all courses except Pharmacy courses)**

Level	Outstanding	Excellent	Very Good	Good	Above Average	Average	Satisfactory	Fail
Letter Grade	O	A+	A	B+	B	C	D	F
Grade Points	10	9	8	7	6	5	4	0
Score (Marks) Range (%)	≥90 (90-100)	<90, ≥80 (80-89.99)	<80, ≥70 (70-79.99)	<70, ≥60 (60-69.99)	<60, ≥50 (50-59.99)	<50, ≥40 (40-49.99)	<40, ≥36 (36-39.99)	<36 (0-35.99)

- ii. A student obtaining Grade "F" shall be considered failed and will be required to reappear in the examination. Such students after passing the failed subject in subsequent examination/s will be awarded with grade respective of marks he/she scores in the subsequent examination/s.
- iii. The University has the right to scale/moderate the theory exam / practical exam / internal exam / sessional marks of any subject whenever required for converting of marks into letter grades on the basis of the result statistics of university as in usual practice, i.e. marks obtained in decimal will be converted in nearest integer.

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**A. Conversion of Grades in to Percentage:**

Conversion formula for the conversion of CGPA into Percentage is **CGPA Earned x10= Percentage of marks scored.**

**Illustration:** CGPA Earned 8.2 x10=82.0%

**B. Award of Division:**

Division shall be awarded only after the final semester examination based on integrated performance of the student for all the semesters as per following details.

- a. A student who qualifies for the award of the degree securing "C" or above grades in all subjects pertaining to all semesters, and in addition secures a CGPA of 8.0 and above shall be declared to have passed the examination in **FIRST DIVISION WITH HONOURS.**
- b. A student who qualifies for the award of the degree securing "C" or above grades in all subjects pertaining to all semesters, and in addition secures a CGPA of 7.0 and above shall be declared to have passed the examination in **FIRST DIVISION.**
- c. A student who qualifies for the award of the degree securing "C" or above grades in all subjects pertaining to all semesters, and in addition secures a CGPA of 5.0 and above shall be declared to have passed the examination in **SECOND DIVISION.**

**13. Unfair means:**

Cases of unfair means in the End Semester Examinations and Mid-Term Tests shall be dealt as per the rules laid by the University.

**Note:**

- Those students who are NOT eligible for promotion to next year shall have to reappear in the coming examination as ex-students. However, the marks of internal assessment shall be carried forward in such cases.
- Scrutiny facility and Challenge Evaluation facility shall be available for those students who want to improve their grades.

Note: Respective BoS shall have list at least three to five courses / subjects / papers for the Minor-1 (Multidisciplinary / Other Faculty ), Minor-2 (SEC), Minor-3 (AEC) and topics / area of Research for Major-3 (Research)

