

Dated: July 4, 2015

OFFICE MEMORANDUM

Subject: Re-appear Examination Policy

The undersigned is directed to notify the **Re-appear Examination Policy** duly approved by the Hon'ble Chancellor DAV University vide OM No. PS/DAV University/27452 dated June 15, 2015. The policy states as under:

As per the Examination Policy of the University notified on July 4, 2015 vide OM No. DAVU/Regr/2015/1182(A), the students who have attained overall 'Re-appear' i.e. 'F' grade in a course/s during regular examinations shall be governed for Re-appear Examinations as per the following procedure:

- 1)
 - 1.1 Re-appear examination will be conducted only for those students who are unable to attain minimum passing grade 'E', i.e. 40%.
 - 1.2 Whereas in Regular Mode of Theory Examination, the weightage of three components of evaluation are, Surprise Tests (ST) 20%, Mid Semester Test (MST) 30% and End Term Exam (ETE) 50% in Re-appear examination, score in ST will remain as it is till the last attempt to qualify the course and will carry 20% weightage. The student, therefore, has to re-appear in an examination comprising of the single component of 100 marks with 80% weightage.
 - 1.3 Whereas in Regular Mode of Practical Examination the weightage of evaluation is Continuous Assessment (CA) 20% & End Term Practical (ETP) 80%, the Reappear Practical Examination will be conducted only for ETP for those students who are unable to attain minimum passing grade, i.e. 40% till his/her last attempt of re-appear examination.
- 2) Two attempts other than the regular one will be given to a student to qualify the course in which he/she is having reappear grade.
 - 2.1 In each of the attempts, a student would be allowed to appear in re-appear examination by paying a fee of Rs 1000/- per course.
 - 2.2 If a student gets re-appear in odd semester, he/she will be given first chance in subsequent even semester and the second chance in even semester thereafter.
 - 2.3 If a student gets reappear in even semester he/she will be given first chance in subsequent odd semester and the second chance in odd semester thereafter.

Same

2.4 The chance given and not availed of by the student will be considered as chance gone/forfeited.

- 3) If the student is unable to pass the course after availing of the regular chance and two re-appear chances, the student has to Re-register for the same course as a back-log alongwith the regular students whenever offered, subject to self-adjustment in time table in which back-log is registered by the candidate and will have to pass all the applicable components of evaluation.
- 4) If a student is detained due to shortage of attendance or any other reason, no component (ST/MST/ETE or any other) of examination of the detained semester will be considered to award the grade. All or any such compartment, even if attempted will reduce to zero.
- 5) **5.1** The fee for back-log registration per course would be prorated of the total fee prevailing in the semester in which he/she is registering for back-log.
5.2 If the candidate is detained in the semester and he/she wants to register for the same as back-log then he/she has to deposit the prevailing fee of the semester as applicable to the regular students of that batch and would have to appear in every test including the STs.
- 6) If a student gets re-appear in a course which contains theory as well as practical then he/she has to re-appear in theory examination only and marks/weightage of practical examination will be kept as it is.
- 7) **Maximum Duration** – The maximum duration allowed to complete a course will be 2 additional years across the Programmes irrespective of the normal duration of the programme.

The student who fails to qualify the program within the maximum duration allowed, he/she will not be awarded the degree.
- 8) **Chances for Improvement in Marks (Score)** – The students shall also be provided along with the re-appear examination, chance for improvement in their earlier marks (scores). This would be available for all the courses. A student will have to pay an improvement fee of Rs.2000/- per course per chance. This chance however will be offered along with reappear examination when that particular course is being offered. In case a student opting for improvement examination scores less marks than the previous, his / her original result will stand.
- 9) **Scrutiny of Answer Sheets** – Every student will be given a chance to scrutinize his / her answer sheet free of cost within the notified period after the conduct of examination and declaration of result by the concerned teacher.

Same.

- 10) **Composition of the Paper Pattern for Re-appear examination** – In each course, the question paper will be of 100 marks with 3 hours duration. The composition of the paper will be as follows:

Section	Max. Marks	Question Type
Part A	20	Fill in the Blanks (10 Questions – 1 Mark Each) One line Answer Type (10 Questions – 1 Marks Each)
Part B	30	Short Answer Type (5 Questions - 6 Marks Each)
Part C	30	Long Answer Type with Internal Choice (2 Questions out of 3 - 15 Marks Each)
Part D	20	One Compulsory question of 20 marks

The Vice-Chancellor has the right to amend any of these rules or may frame new rules, if so required.

All concerned are requested to implement the policy as above and may also be brought to the notice of all the students.

Superintendent (EA)

To:

- (i) Dean (Academics)
- (ii) Examination Cell
- (iii) Accounts Department
- (iv) DAVIS
- (v) Director Public Relations for updation on University website.