

INTEGRAL UNIVERSITY
LUCKNOW

ORDINANCE

for

Bachelor of Computer Application (BCA)
Programme

Session 2020-21

**Ordinance for
BACHELOR OF COMPUTER APPLICATION (BCA)
PROGRAMME**

1. Admission

- 1.1 Admission in BCA 1st semester will be made as per the rules prescribed by the Academic Council of the Integral University (here-in after called University) from time to time.
- 1.2 The University can take 10% additional admission, in view of the short fall expected in 2nd year due to failure of students or students leaving the University.

2. Eligibility

- 2.1 Candidate should have passed '10+2' exam in any stream with at least 45% in aggregate.
- 2.2 Admission will be based on academic record.
- 2.3 The Academic Council shall have power to amend or repeal the eligibility criteria laid down at clause 2.1& 2.2, if required.

3. Attendance

- 3.1 The attendance of student shall be reckoned from the date of his /her registration in the class.
- 3.2 Each student is normally required to attend all the lectures, tutorials and lab classes in every subject, also the curricular and co-curricular activities. However, for each subject a minimum attendance of 75% will be necessary. The Dean of the concerned faculty may condone the absence, on medical reasons, further, up to a maximum 15% limit.
- 3.3 A student, who fails to achieve the prescribed minimum attendance as per the provisions of article 3.2 above, shall not be allowed to appear at the Even Semester Examination and, shall be deemed to have been detained. The list of students to be detained shall be forwarded by the Deans/HOD's to V.C. through P.V.C. for necessary action. However under very special circumstances, the Deans of the concerned faculty will review and forward those genuine cases which however fall below reasonable and prescribed attendance level with their recommendation for reconsideration through P.V.C. to V.C. for a final decision.
- 3.4 The Academic Cell will consolidate the attendance record for the lectures and practicals etc. Attendance on account of participation in the prescribed functions of NSS, Inter University Sports & functions, Educational Tours shall be credited to aggregate, provided the attendance record duly countersigned by the Course Coordinator is sent to the Academic Cell within two weeks of the function/activity.
- 3.5 If a student is found to be continuously absent from the classes without proper application and sanction for a period of 30 days or his/her attendance is less than 30%, the course coordinator shall report it to the Head of the Department/Dean for striking off the name of such a student from rolls. Such a student may, however, apply for readmission within 10 days from the date of issue of the notice of striking off the name. The request may be considered by the Dean for readmission. Such a student

shall not be readmitted after the prescribed period. The readmission shall be affected on payment of prescribed readmission fees.

- 3.6 The statement of attendance of students shall be displayed on the notice board of the Department twice in each semester. The same shall be kept in the academic cell for record purpose. Notices displayed on the notice board shall be deemed to be a proper notification for all concerned, no separate notification to individuals shall be issued.
- 3.7 Notwithstanding any of the above provisions, under very special circumstances, the Hon'ble Vice Chancellor in consultation with Dean of the Faculty has the power to amend or condone all or any of the above said clauses or the prescribed percentage in the interest of the academics and the University.

4. Duration

- 4.1 Total duration of BCA course shall be of 3 years, each year comprising of two semesters. Each semester shall have normally 90 working days, or as prescribed by the University from time to time.
- 4.2 A candidate, who has failed in the 1st and / or 2nd semester twice, shall not be allowed to continue the studies further. However, a candidate who has not appeared or has not been permitted to appear in the examination of 1st and / or 2nd semester of the first year may be allowed to appear for one more year on the approval of the Vice-Chancellor.
- 4.3 The maximum time allowed for completing the BCA course shall be 5 (five) years. If a candidate at any stage of his/her study is found unable to complete it within the said time, he/she shall not be allowed to continue the studies further.

5. Curriculum and Credit System

- 5.1 The 3 year curriculum has been divided into 6 semesters. Semester 1st to 6th shall include lectures, tutorials, practical, seminars and project work as defined in the scheme of instruction and examination issued by the University from time to time.
- 5.2 The curriculum will be also including such other curricular, co-curricular and extra-curricular activities as may be prescribed by the University from time to time.

5.3 Credit System

BCA programme will have a curriculum in which every course will be assigned certain credits reflecting its weight and contact periods per week, as given below:

1 Lecture period (L) per week	= 1 Credit
1 Tutorial period (T) per week	= 1 Credit
1 Practical period (P) per week	= 0.5 Credit

In addition to theory and laboratory courses there may be other courses such as seminar, project etc., which will be assigned credits as per their contribution in the programme without regard to contact periods.

5.4 Minimum Credit Requirements

The minimum credit required for award of a BCA degree is 146. This is normally divided into theory courses, tutorials, laboratory courses, seminars and projects in duration of six semesters. The credits are distributed semester wise as shown in the structure and syllabus manual of the programme. Courses generally progress in sequences, building competencies and their positioning indicates certain academic

maturity on the part of the learners. Learners are expected to follow the semester wise schedule of courses given in the syllabus manual of the programme.

5.5 Course Categories

The curriculum for BCA will contain courses in the following categories having credits in the ranges given below in such a way that the total of all credits will be equal to that required for the award of degree as specified elsewhere in this ordinance.

(a) Foundation Course : 24-34 credits

(Courses such as Mathematics, Management, Environment etc.)

(b) Departmental Core : 92-116 credits

(c) Departmental Elective : 8-16 credits

5.6 The Curriculum Structure

The curriculum for BCA will contain a listing of all courses, with each course having a course category, course number, course title, number of contact periods per week, number of credits assigned, and the marks assigned to various components of evaluation.

5.7 Approval of the Curriculum

The curriculum for BCA programme will be prepared by the Department concerned and will be approved by the Board of Studies of the Department. It will then be placed in the Faculty Board for approval. Once approved by the Faculty Board, it will be placed in the Academic Council for final approval and then the Curriculum will be implemented. Same procedure shall be used for any modification in the Curriculum.

6. Examination / Assessment and Grading

6.1 Components of Evaluation

Each course will be evaluated out of 100 marks. The courses will normally have the following components of evaluation:

(i) Continuous Assessment (CA):60 marks

(ii) End-Semester Examination (ESE):40 marks

6.2 Grading of Performance

6.2.1 Letter Grade and Grade Point Allocation

The Credit and Grading system will be effective from the academic year 2020-2021 for BCA programme. In every course, based on the combined performance in all assessments in a particular semester as per the curriculum/syllabus, the student is awarded a letter grade. These letter grades not only indicate a qualitative assessment of the learner's performance but also carry a quantitative (numeric) equivalent called the Grade Point. The letter grades and their equivalent grade point applicable for BCA programme are given below:

Percentage of Marks Obtained	Letter	Grade Points	Performance
85.00 and above	O	10	Outstanding
80.00 – 84.99	A	9	Excellent
75.00 – 79.99	B	8	Very Good
65.00 – 74.99	C	7	Good
60.00 – 64.99	D	6	Fair
55.00 – 59.99	E	5	Average
41.00 – 54.99	P	4	Pass
Less than 41.00	F	0	Fail

A learner who remains absent in any form of evaluation/examination, letter grade allocated to him/her should be AB and corresponding grade point is zero. He/ She should reappear for the said evaluation/examination in due course.

6.2.2 SGPI/ CGPI Calculation

6.2.2.1 Semester Grade Performance Index (SGPI)

The performance of a learner in a semester is indicated by a number called Semester Grade Performance Index (SGPI). The SGPI is the weighted average of the grade points obtained in all the courses by the learner during the semester. For example, if a learner passes five courses (Theory/Labs/Projects/ Seminar) in a semester with credits C₁, C₂, C₃, C₄ and C₅ and learners grade points in these courses are G₁, G₂, G₃, G₄ and G₅ respectively, then learners' SGPI is equal to:

$$SGPI = (C_1G_1 + C_2G_2 + C_3G_3 + C_4G_4 + C_5G_5) / (C_1 + C_2 + C_3 + C_4 + C_5)$$

The SGPI is calculated to two decimal places. The SGPI for any semester will take into consideration the "F or AB" grade awarded in that semester. For example if a learner has failed in course 4, the SGPI will then be computed as:

$$SGPI = (C_1G_1 + C_2G_2 + C_3G_3 + C_4 * Zero + C_5G_5) / (C_1 + C_2 + C_3 + C_4 + C_5)$$

6.2.2.2 Cumulative Grade Performance Index (CGPI)

An up to date assessment of the overall performance of a learner from the time he/she enrolled in the University is obtained by calculating a number called the Cumulative Grade Performance Index (CGPI), in a manner similar to the calculation of SGPI. The CGPI therefore considers all the courses mentioned in the curriculum/syllabus manual, towards the minimum requirement of the degree learner have enrolled for. The CGPI is

calculated at the end of every semester to two decimal places and is indicated in semester grade report cards.

The CGPI will reflect the failed status in case of F grade(s), till the course(s) is/are passed. When the course(s) is/are passed by obtaining a pass grade on subsequent examination(s) the CGPI will only reflect the new grade and not the fail grades earned earlier. Example: Up to semester r a learner has registered for n courses, among which he/she has “F” grade in ith course. The semester grade report at the end of semester r therefore will contain a CGPI calculated as:

$$\text{CGPI} = \frac{(C_1G_1 + C_2G_2 + C_3G_3 \dots + C_i * \text{Zero} \dots + C_nG_n)}{(C_1 + C_2 + C_3 \dots + C_i \dots + C_n)}$$

Even if a learner has failed in a course more than once, the course will figure only once in the numerator as well as the denominator. At the end of semester r+1 he/she has appeared for examination for k number of courses including the ith backlog course and has cleared all the courses including the backlog course, the CGPI at the end of this semester is calculated as,

$$\text{CGPI} = \frac{(C_1G_1 + C_2G_2 + C_3G_3 \dots + C_iG_i \dots + C_nG_n)}{(C_1 + C_2 + C_3 \dots + C_i \dots + C_n)}$$

There will also be a final CGPI calculated which considers all the credits earned by the learner specified for a particular programme.

6.3 Heads of Passing

Continuous Assessment (CA) and End Semester Examination (ESE) should be two separate heads for passing.

6.3.1 Award of Continuous Assessment (CA)

Award of Continuous Assessment (CA) for theory subject, practical and project shall be done as per the provisions in the schemes of examinations. The break-up of CA shall be as follows:

Subjects			
	Continues Assessment (CA)		End Semester Examination (ESE)
	Unit Exams (UE)	Teacher's Assessment (TA)	ESE
Theory	One Exam per unit of the syllabus (Max. marks 40; MCQs/SAs/LAs)	i. Assignments (Average of two Assignments per subject) (Max marks:10 SAs/LAs, Case studies, Challenge Problems) ii. Quiz (Max marks: 5) (Average of two quiz per subject) iii. Attendance (Max marks:5)	One ESE (Max marks 40)
Lab	Two viva-voce/tests (Max Marks : 40)	i. Lab Report : (Max marks 10) ii. Quiz : (Max marks: 5) iii. Attendance : (Max mark 5)	i. Lab Report ii. Viva voce (Max mark:40)
Project/ Seminar			i. Report ii. Presentation iii. Viva voce

Example for CA of theory subjects:

Unit Exam	TA	Quiz	Attendance	Max Marks
One exam per unit; (Average of all but one unit exam marks shall be taken) (Max marks 40) MCQs/SAs/LAs questions	(Average of two Assignments per subjects) (Max marks 10) (SAs and LAs Case studies, Challenge Problems)	MCQs Average of two quiz per subject (Max marks 5)	(Max marks 5)	60

6.4 Promotion of Learner and Award of Grades

A learner will be declared PASS if,

- A learner secures at least 50% & 35% marks in each head of passing mentioned in clause 6.3.

OR

- If learner fails in Continuous Assessment but secure 50% or more in total (Continuous Assessment + End Semester Examination) in that course.

6.5 Carry Forward of Marks

In case of a learner who does not fulfill criteria mentioned in section 6.4 and fails in the Continuous Assessment and/or End Semester Examination in one or more courses:

- A learner who PASSES in the Continuous Assessment but FAILS in the End Semester Examination of the course shall reappear for the End Semester Examination of that course. However his/her marks of the Internal Assessment shall be carried over and he/she shall be entitled for grade obtained by him/her on passing.
- A learner who PASSES in the End Semester Examination but FAILS in the Continuous Assessment of the course shall reappear for the Continuous Assessment of that course.

However his/her marks of the End Semester Examination shall be carried over and he/she shall be entitled for grade obtained by him/her on passing.

6.6 Re-examination of Continuous Assessment and End Semester Examination

6.6.1 Re-examination for Continuous Assessment should be completed before the commencement of next semester theory examination.

Example: A learner who is supposed to reappear for Internal Assessment in Semester-I course will appear for the re-examination before commencement of End Semester Examination of Semester -II. Re-examination of Continuous Assessment will be based on single examination having same marks as of original assessment. A learner who supposed to reappear for Continuous Assessment will be given some work by the concerned teacher. The work assigned can be of the form of a course project/ assignment problems/ test/ tutorials etc. A learner will do the submission of the assigned work in the predefined period. Records should be maintained properly for all the re-examinations as well as Continuous Assessments.

6.6.2 Re-examination of End Semester Examination will be conducted as per the schedule planned by the University.

6.7 Allowed to Keep Terms (ATKT):

1. A learner shall be allowed to keep term for Semester II irrespective of grades obtained in each course of Semester I.
2. A learner shall be allowed to keep term for Semester III if he/she passes each of Semester I and Semester II

OR

He/she fails in not more than **eight heads** of passing of which not more than **five** shall be in End Semester Examinations of Semester I and Semester II taken together.

3. A learner shall be allowed to keep term for Semester IV irrespective of grades obtained in each course of Semester III.
4. A learner shall be allowed to keep term for Semester V if he/she passes in all heads of Semester I, Semester II, Semester III and Semester IV

OR

He/she has passed in all heads of Semester I and Semester II and fails in not more than **eight heads** of passing of which not more than **five** shall be in End Semester Examinations of Semester III and Semester IV taken together.

5. A learner shall be allowed to keep term for Semester VI irrespective of grades obtained in each course of Semester V.

Note: Grade AB should be considered as failed and treated as one head for deciding ATKT.

7. Re-admission in the University

A candidate who has failed and has not been promoted to the higher class will have to repeat the whole year as a regular student. He will be allowed for re-admission on payment of prescribed fees provided he/she satisfies one of the following conditions-

- 7.1 A candidate is declared fail.
- 7.2 A candidate did not appear in a semester examination and or he/she was granted permission for not to appear in the examination on his own request.
- 7.3 A candidate has been detained by the University and has also been permitted to take re-admission.
- 7.4 A candidate promoted with carry over subject and he/she opted for re-admission.

8. Result

8.1 If a student passes all the examinations and fulfills all the requirements for the award of degree his/her result will be shown as “Graduated”.

8.2 The Division awarded will be based on the CGPI Numerical percentage and will be calculated by the following formula.

$$y = 6.9x + 22$$

Where, y- Percentage and x- CGPI.

The division will be awarded as under

First Division with (Honors)	75% and above
First Division	60% and above
Second Division	less than 60%

8.3 Ranks/Positions will be determined at the end of even semesters. Only those students who fulfill the following conditions will be eligible for ranks/positions:

- (i) They do not have any break in their studies.
- (ii) They have passed every scheduled course in first attempt.
- (iii) They have passed every course on time as per the curriculum.
- (iv) They have earned credits as per the schedule given in the curriculum.
- (v) They have not improved grade in any course after passing the course.

The students who violate any of the above conditions will not be awarded any rank/position. The ranks/positions will be determined on the basis of Percentage.

9. Grace Marks:

9.1 A candidate may be awarded grace marks up to a maximum of total 10 marks distributed in maximum four subjects including theory papers, practical, seminar, project and/or aggregate marks in each academic year provided he/she can be declared to have passed the academic year by the award of these marks.

9.2 The grace marks shall not be added to the aggregate marks.

9.3 No grace marks shall be awarded in carry over / re-back / special back examinations.

10. Scrutiny

10.1 Scrutiny shall be allowed in only theory papers for which the candidate has to apply within 15 days after declaration of semester result.

10.2 Re-evaluation is not permitted.

11. Cancellation of Admission

The admission of a student at any stage of study shall be cancelled if:

(i) He/ She is not found qualified as per AICTE/ State Government norms and guidelines or the eligibility criteria prescribed by the University.

OR

(ii) He/ She is found unable to complete the course within the stipulated time as prescribed in clause.

OR

(iii) He/ She is found involved in creating indiscipline in the University.

OR

(iv) He/ She is found involved in any criminal case/ has given any false statement.

OR

(v) He/ She is found involved in ragging activities.

12. Migration from any other University

A student may be able to transfer credits to another programme within the University, or may be able to transfer credit towards a programme in a different institution with which the University has a formal agreement of mutual credit transfer. Credit transfer depends on whether the accumulated credit is relevant to the programme to which the student wants to transfer.

13. The Academic Council shall have the power to relax or amend any provision provided in the ordinance in any specific matter/ situation subject to the approval of Executive Council of the University.