ISLAMIAH COLLEGE (AUTONOMOUS)

Accredited by NAAC with "A" Grade in 3rd Cycle
[Affiliated to Thiruvalluvar University, Vellore]
VANIYAMBADI – 635 752

(AIDED & SELF FINANCE)

EXAMINATION MANUAL

VOLUME XV

17th ACADEMIC COUNCIL MEETING

(For the UG & PG Candidates Admitted from 2022-2023)

Office of the Controller of Examinations

ISLAMIAH COLLEGE (AUTONOMOUS), VANIYAMBADI
FUNCTIONS OF THE OFFICE OF THE CONTROLLER OF EXAMINATIONS

❖ To appoint question paper setters and receive question paper sets with key and detailed valuation schemes.

❖ To conduct centralized **CIA I & CIA II Tests** for all programs.

❖ To **issue End Semester Examinations applications** to UG, PG, and M.Phil students

❖ To **announce the schedule for End Semester Examinations for** all programs

❖ To **conduct the Practical Examinations, Project work** including Viva-voce for all required Courses.

❖ To **receive the filled-in Examination Applications** from UG, PG, and M.Phil., Students and upload the same in Exam Cell software through QR code

❖ To **prepare the list of candidates and subjects in** which they appear for End Semester Examinations.

❖ To receive **Practical OMR mark sheets** from the respective departments.

❖ To generate a **login facility for each mentor** to enter **CIA** marks through the intranet.

❖ To appoint the **Scrutiny Committee** to scrutinize the question papers of Autonomous Semester Examinations.

❖ Autonomous Semester Examinations question paper printing & Sealing and handing over to **Controller of Examinations for safe custody**.

❖ To distribute End Semester **Examinations Time-Table** to the respective department for Notice Board display and make it available on the college website.

❖ To arrange for the **issue of Hall Tickets** to eligible candidates

❖ To appoint the Observer and Squad for End Semester Examination

❖ To Conduct the End Semester Examinations after getting **approval from the Chief Superintendent**

❖ To **appoint examiners for evaluation** of End Semester Examinations answer scripts.

❖ To generate **OMR sheets** and handed over to a camp officer for a centralized evaluation process.

❖ **Dummy number generation** for received answer scripts

❖ To **report the malpractice cases**, if any, to the Examination Committee, for disciplinary action.

- ❖ The **received theory OMR sheets** from the Camp Officer and the same is uploaded in exam cell software through the optical scanner

- ❖ To generate **the statistical datasheet and hand it over to the Chairman** of the respective board for **passing the board**

- ❖ To place End Semester Examination results to Secretary & Correspondent and Principal for **approval.**

- ❖ To **publish the End Semester Examination results on College Website** and to hand over the Galley sheets to the respective department

- ❖ Arranges for dealing with the malpractice cases, if any, to the examination disciplinary committee to take appropriate action

- ❖ To arrange for the **revaluation of answer scripts** whenever necessary or requested by the concerned student.

- ❖ **To arrange for the Instant Examinations** for final year UG, PG students within 15 days after the publication of results

- ❖ To **issue the Grade Sheets and Consolidated Mark Statement** to the students

- ❖ To arrange to get Provisional **and Degree Certificates** from the Affiliating Thiruvalluvar University.

SCRUTINY OF QUESTION PAPERS

- ❖ A Committee is appointed to scrutinize the question papers received from the paper setters before conducting Autonomous Semester Examinations. The duties of the Committee are to carry out the following:

  - ✓ To check whether **every question paper has covered the questions from each unit** as per the norms

  - ✓ To check the higher-order thinking level of questions as per **Bloom's Taxonomy**
  - ✓ To check the **spelling and errors**, if any

  - ✓ Scrutiny Committee **approves the question** papers.

QUESTION PAPER SCRUTINY COMMITTEE

- A Question, Paper Scrutiny Committee, has been constituted **to avoid errors** in the question papers. The Committee consists of Heads of the Department/Board Chairman or, in their absence, any **senior staff of the departments** concerned.

- Two sets of question papers are given to the Scrutiny Committee. They need to certify that the question paper may be accepted or rejected, pointing out the defects or errors **immediately after the scrutiny**.

- **The Scrutiny Committee takes utmost care in scrutinizing the Question Paper, ensuring zero defects.** If an unnoticed defective question paper is given to students, the Chairman will be responsible for the act even after the scrutiny.

- The Committee requested to **adhere to the timings specified by COE's office to scrutinize** work.

- The Scrutiny Committee members shall maintain utmost **secrecy,** which will amount to a breach of trust.

SECURITY AND CONFIDENTIALITY

- ❖ Scrutinized question papers were typed & printed, and the copies were taken to the office of the COE. They are sealed and **kept in the Strong Room** under the direct custody of the COE. The sealed question papers were handed over to the Chief Superintendent on the previous day to conduct examinations. **Half an hour before**, the Chief Superintendent opens the sealed question paper packets on the day of examinations. The collected answer scripts were **packed and sealed immediately** after each session and **handed over to the COE's custody**.

CONTINUOUS INTERNAL EVALUATION

The Internal assessment test schedules are prepared and communicated to the student well in advance. The head of the department verifies the pattern, quality, and correctness of the question papers prepared by mentors of respective classes for the internal assessment test. The examination cell conducts all the internal assessment tests as per schedule. The examination cell circulates the duty chart for the faculty member and hall allotment for the student well in advance. The course-handling faculty

members prepare the answer key. The evaluation process is done within three days from the last date of the internal assessment test. The corrected answer scripts are verified by the Head of the department to ensure the evaluation process's standard and also shown to the student for transparency and accountability of the evaluation process. Based on the student test performance, corrective actions about the students' performance are informed to their parents by SMS or post. The class mentor considers the students who have failed in more than two subjects to improve their performance. Retests are conducted for the student who got the prior permission for genuine reasons.

The institution ensures the calculation of the internal marks with transparent evaluation procedures. Mentors of respective classes calculate the internal assessment marks. Suppose there is any tabulation-related error in the assessment, in that case, corrections are duly made by the concerned mentor of the class, and the corrected marks are informed to the concerned student. The CIA marks obtained by the students in two internal assessment tests are uploaded in Exam cell software through the intranet. The COE office circulates the statement of students' internal assessment marks to the department's respective Head for students' signature purposes, and it is maintained in the COE office.

CONTINUOUS INTERNAL ASSESSMENT (CIA) TEST

The following procedure will be followed for the award of internal marks:

CIA Test I: Two or Three hours duration for 100 marks

CIA Test II: Three hours duration for 100 marks

Marks Distribution	Theory & Practical
CIA Test Marks 200 to be converted to	10 Marks
Library Usage in Hours - 20 hours per Semester for all the courses of UG Programmes	5 Marks
Assignment / Seminar / Observation	5 Marks
Attendance	5 Marks
TOTAL	25 Marks

Reg. No	Name	Test I - 100 Marks	Test II - 100 Marks	Total - 200 Marks	Marks converted to 10 Marks	Library Usage Min. 20 hours for UG & 30 hours for PG – 5 Marks	Assignment / Seminar 5 Marks	Attendance - 5 Marks	Total for 25 Marks (Rounded Off)

In the last column, any fraction may be rounded off to the nearest integer.

EVALUATION

- ❖ Qualified **external/internal examiners** carry out the evaluation.

- ❖ All the programs adopt a **single valuation** system.

- ❖ Evaluation of practical exam manuscripts is carried out **jointly by one internal and one external examiner** recommended by the Head of the Department concerned.

- ❖ Based on the recommendation of the Results Passing board, the moderation up to **FIVE** marks may be given to those students who have passed end semester examination but failed to secure the aggregate passing minimum of **40% and 50%** in UG and PG programs, respectively. The moderation marks are awarded in the external component only.

- ❖ Results were published after the **Passing Board's approval**, soon after the evaluation.

QUESTION PAPER PATTERN FOR UG & PG DEGREE PROGRAMMES - 3 HOURS DURATION

Part A	To answer All the 15MCQs (Three questions from each UNIT)	**15 x 1 = 15 Marks**
Part B	To answer All the 5 questions (One question from each UNIT)	**5 x 3 = 15 Marks**
Part C	To answer All the 5 questions (either or type) (One question from each UNIT)	**5 x 5 = 25 Marks**
Part D	To answer 3 questions (out of 5 questions) (One question from each UNIT)	**3 x15 =45 Marks**
TOTAL		**100 Marks***
* To be converted to 75 Marks (Equal Weightage should be given to each unit)		

*Environmental Studies and Value Education are excluded from the above pattern, and an objective-type Pattern with an OMR sheet is adopted.

OMR-BASED EXAMINATION AND VALUATION

❖ **Environmental Studies and Value Education** subjects are OMR-based Examinations.

❖ Objective-type questions along with OMR sheets are given to the students.

❖ Students should **shade the correct circle** using a ballpoint pen only.

❖ OMR Sheet will be collected at the end of the Examination for valuation.

❖ **OMR automation system** does the valuation.

QUESTION PAPER PATTERN FOR M. PHIL PROGRAMMES

Part - A	To answer ALL the 5 questions (either or type) (One question from each unit)	**5 x 6 = 30 Marks**
Part - B	To answer 3 questions (out of 5 questions) (One question from each unit)	**3 x15 =45 Marks**
TOTAL		**75 Marks**

PASSING MINIMUM

The passing minimum for the End Semester Examinations shall be **40% out of 75 marks (30 Marks), and the overall pass is 40% of 100 Marks. In PG courses, a candidate shall be declared to have passed each course if he secures not less than 50% (38 Marks) in the End Semester Examinations and not less than 50% in the aggregate**, taking the continuous internal assessment and End Semester Examination marks together.

A candidate shall be declared to have passed the project work if he gets 40% or more in each of the Project Report and Viva Voce, for the UG students, 50% or more in the aggregate of both the marks for Project Report and Viva Voce for the PG Students.

A candidate who gets **less than 40% in the Project Report must resubmit** the Project Report. Such candidates need to retake the viva voce on the resubmitted Project.

GRADING SYSTEM

Once the marks of the CIA and End Semester Examinations for each course are available, they will be added. The marks thus obtained will then be graded.

From the second Semester onwards, the total performance within a semester and continuous performance starting from the first Semester are indicated by Grade Point Average (GPA) and Cumulative Grade Point Average (CGPA). The marks thus obtained will then be converted into Letter Grades and Grade points as per the details given below:

Range of Marks	Letter Grade	Grade Points
96 – 100	O	10
86 – 95	A+	9
76 – 85	A	8
66 – 75	B+	7
56 – 65	B	6
50 – 55	C	5
40 – 49	P	4
00 – 39	F	0
Absent	Ab	0

The term Grading system indicates a seven-point scale of evaluation of students' performances in terms of Grade Points secured in the Internal and External Examinations.

Classification of Successful Candidates

Successful candidates who passed all the specified courses in a program are classified as follows:

Passed all the courses with CGPA 7.5 and

above without any arrear   : **First Class with Distinction**

Passed all the courses with CGPA 6 to 7.4   : **First Class**

Passed all the courses with CGPA 5 to 5.9   : **Second Class**

Passed all the courses with CGPA 4 to 4.9   : **Third Class**

The total performance within a semester and continuous performance starting from the first Semester are indicated respectively by Grade point Average (GPA) and Cumulative Grade point Average (CGPA). The following formula calculates these two.

$$GPA = \frac{\sum_i C_i G_i}{\sum_i C_i} = \frac{\text{Sum of the product of credits and grade points earned}}{\text{Sum of the credits of the courses in a Semester}}$$

$$CGPA = \frac{\sum_n \sum_i C_{ni} \ G_{ni}}{\sum_n \sum_i C_{ni}}$$

$$= \frac{\text{Sum of the product of the credits and grade points earned}}{\text{Sum of the credits for the entire programme}}$$

Where C_i is the credit earned for the course i in any semester, G_i is the grade point obtained by the student for the course i and n is the number of courses passed in that Semester. CGPA is the GPA of all the courses starting from the first Semester to the current Semester.

QUESTION PAPER PATTERN FOR CERTIFICATE COURSE

Section- A	To answer ALL the 10 questions (no choice)	10 x 2 = 20 Marks
Section- B	To answer 5 out of 8 questions	5 x5 = 25 Marks
Section- C	To answer 3 out of 5 questions	3 x10 = 30 Marks
	TOTAL	75 Marks

INSTRUCTIONS TO INVIGILATORS

1. Invigilation work is a part of the duty of all teaching staff members. No change or alternate arrangements for invigilation work are permitted except in **emergencies.**

2. The invigilators requested to present **30 minutes before** the commencement of the Examination and check for any incriminating materials, including mobile phones inside the Hall and with the candidates.

3. Any incriminating materials, including mobile phones and other electronic gadgets, are **restricted inside the Hall.**

4. The invigilators must **check the Register number of the candidates** in their hall tickets, on the table, and in the answer booklet, and then sign in the column provided for them.

5. The invigilators must also get the candidates' signatures on the sheet supplied in the examination hall.

6. The absentee's slip will be collected half an hour after the commencement of the Examination.

7. The invigilator should sign the additional books when requested by the students.

8. The invigilators must remain inside the Hall during the Examination and **should not substitute others in their place** during the examination session.

9. The invigilators must not attend to any other work in the examination hall. They must be **vigilant in the examination hall** and see no malpractice by any student.

10. **Any malpractice or copying by the students should immediately be reported to the Chief Superintendent,** writing with the material as evidence

11. The invigilator must collect the answer books as and when the students complete the Examination, arrange them in register number-wise order and hand it over to the Staff-in-charge. He must wait until the answer scripts have been checked and received by the staff in charge.

12. The invigilators requested to collect the remaining additional sheets, answer booklets, and other materials supplied to them, along with the answer scripts, and hand them over to the staff in charge.

13. Any problem/grievances related to conducting an examination are immediately brought to the knowledge of the COE/Chief Superintendent.

INSTRUCTIONS TO STUDENTS

1. Students should come fully prepared and take their examinations seriously.

2. Students can enter the Hall only **15 minutes** before the Autonomous Semester Examination/Test commencement. They can be allowed to enter the Hall only up to 30 minutes from the commencement of the Semester examinations and CIA Tests, respectively.

3. Students stay in the Hall until the completion of the CIA test.

4. Students should keep their belongings that are not required for examinations outside the Hall (or) at the place specified by the college authorities at their own risk.

5. Students can carry materials like a pen, pencil, ruler, eraser, calculators, Hall ticket, and ID card.

6. Students without Hall-Ticket and ID-Card are not permitted to write the Examination (Exemption may be given to I-year students if it is not supplied).

7. Malpractice, if any, such as possession of incriminating materials, including mobile phones in the examination hall and copying during the Examination, will be severely dealt with by imposing punishments such as cancellation of Examination taken and debarring in future examinations or even dismissal from the College.

8. Students were restricted from writing anything on the question paper, hall ticket (or) anywhere in the Hall except the answer script.

9. The students must check the intactness of their answer script before handing over the same to invigilators.

10. Before leaving the examination hall, students should take all the writing materials, Hall-Ticket, ID-Card, etc.

11. Students are restricted to re-enter the Hall for any reason without the prior permission of the chief superintendent.

GRIEVANCES REDRESSAL MECHANISM

1. The Evaluated answer scripts are given to students for their information, which provides transparency and accountability in the evaluation process. Student grievances are taken care of and redressed in a timely manner.

2. Grievances of the students related to pending Grade cards, Consolidated Mark Statements, Tamil Name correction in Degree certificates, Exam applications, and Hall ticket download difficulties are cleared immediately by Grievances Redressal.

3. Students can put their examination-related queries through the suggestion box in the Administrative Block, giving them in writing to the COE and online Grievances through the Principal or COE email ID.

PROCESS OF IT INTEGRATION

1. OMR foil sheet generation for Practical and Theory Evaluation.

2. Students, Parents & Staff to view the Exam Schedule and Results on the college Website.

3. Result analysis report :

   (i) Course–wise percentage before moderation

   (ii) Re-appear list before moderation

   (iii) Moderation list before moderation for passing the board

4. The percentage for the individual course.

5. Semester-wise final Grade Cards and Consolidated Mark Statement Printing.

6. Students' login facility on the Website to check their attendance position.

7. Online Examinations.

8. Optical Mark Reader had been introduced for generating dummy numbers in answer script through QR code.

9. Students download the Examination Application, Hall Ticket, and Pass Certificate through their login.

10. Seating arrangements are informed to the students before the commencement of the Examination for half an hour through SMS or the Student login portal on our College website.

11. Tamper-proof Grade Cards & Consolidated Marks statement with QR Code and Encrypted Candidate's Photos

12. Individual Unique Security in the Grade Cards

13. CCTV monitoring in the COE office.

POSITIVE IMPACT OF EXAMINATION REFORMS

1. Online E-verification of Degree Certificate

2. Error generation in the examination system is gradually minimized.

3. Examination communication systems have been improved.

4. The overall pass percentage of students has increased.

5. The number of exam complaints and grievances has been reduced drastically.

6. The results publication period from the last day of the Examination has been reduced.

7. IT integration facilitates the smooth function of the Examination system substantially

8. Based on the above reforms, the overall efficiency of the Examination Cell has increased in all aspects excellently.

LIST OF MALPRACTICES AND CORRESPONDING PUNISHMENTS

Indicating identity / Candidates name / Reg. No. in other pages / any other special marking.	Warning / Cancellation of Examinations of that particular Paper.
Letter of appeal	Cancel the Examinations in that particular subject.
Insubordinate behaviour / Misbehavior in the Examination Hall reported by the Chief / Hall Superintendent.	Cancel the whole Examinations and debar for the next two / three years.

a) Possession of materials connected to the Examination / Writing on the desk/any art on the body/Writings on the scale, calculator, Handkerchief, Hall ticket, Organizer etc.	Cancel all the written Examinations of that session.
b) Copying from the above	Cancel all the written Examinations and Debar for one /two more sessions.
(a) Helping others with copying or getting help from others in the Examination Hall in any form and accept the Malpractice	Cancel all the written Examinations of that session and debar for one more session.
(b) Helping others with copying or getting help from others in the Examination Hall in any form but do not accept Malpractice.	Cancel all written Examinations of that session and debar for two more sessions.
Willfully changing register number/ Course code	Cancel the whole Examinations taken in that Semester.
Insertion of answer sheets was brought from outside.	Cancel the examinations taken and debar for the next two/three years.
Tampering with Hall Tickets / Certificates etc.	Candidates are not permitted to appear for any Examinations for two years from the date of production of documents
Other forms of Malpractice by students: Writing filthy words in answer script / Wrong entry of Reg. No. / Possession of material not related to that particular Examination.	Cancel the Examinations taken in the particular subject only.
Not returning the answer books / Malpractice in practical Examination /Dissertation	Cancel all the written Examinations of that sessionand debar for two subsequent Examination sessions.
Committing the Malpractice for the second time / Forged official communication about correction / re-totaling of marks.	Cancel the whole Examinations and debar for the next two years
The Malpractice disciplinary Committee/Principal reserves the right to decide the alternate punishment for the malpractice case.	

ATTENDANCE REQUIREMENTS

a) A candidate will be permitted to take the End Semester Examinations of any Semester, if

- He / She **secures at least 75% of attendance out of the 90 instructional days**/450 instructional hours during the particular Semester.
- He / She earns a progress certificate from the Principal for having satisfactorily completed the prescribed course of study in the subjects required by these Regulations, and their conduct has been satisfactory.

b) A candidate who has secured attendance of less than 75% but 65% and above shall be permitted to take the End Semester Examinations on the recommendation of the Head of the Department and approved by the Principal to condone the lack of attendance as well as on the payment of the prescribed condonation fee to the College.

c) A candidate who has secured the attendance of less than **65% but 55% and above is detained** for that particular Semester. They will be permitted to write the examinations in the next Odd / Even Semester by paying the prescribed condonation fee.

d) A candidate who has **secured attendance less than 55% shall REDO** the course and will be permitted to write the examinations as per the rules prescribed by the College from time to time.

DUTIES OF CHAIRMAN OF BOARD OF EXAMINERS

- The **HOD** shall be the **Chairman of the valuation Board** of their respective department.
- If any, the Chairman and the chief examiner have to convene two meetings –one before the commencement of the valuation, viz. **VALUATION BOARD MEETING** and the second one after completing the valuation, viz. **RESULT PASSING BOARD MEETING**.
- The Chairman has to submit two reports and two Resolutions, i.e., **VALUATION BOARD MEETING RESOLUTIONS AND PASSING BOARD MEETING RESOLUTIONS**.
- Utmost care should be taken on the complaints received from the students regarding disputes in the question paper, as there is no provision for review of answer scripts after the Result passing the board meeting.
- The Chairman has to comply with all sorts of complaints received before the commencement of the valuation.

VALUATION BOARD MEETING

The Chairman, along with chief examiners, if any, has to convene a meeting and take stock of the situation like the number of answer scripts in each paper, availability of a scheme of valuation, and arrangement for a scheme of valuation, if necessary, and the number of External Examiners required within the time frame fixed by the COE. The Chairman has to pass Resolutions regarding the following and forward the same to the COE.

- Scheme of valuation and the defective questions,
- Complaints were received from the students about wrong questions if any.
- The instructions were given to the Examiners for the implementation of valuation rules, etc.

PASSING BOARD

The Chairman and the Chief Examiners shall analyze the results of each course immediately after the completion of the valuation. The Passing Board can decide on the moderation of marks only when the overall pass percentage result in any specific course is less than 50%. The moderation up to **FIVE** marks may be given to those students who have passed in end semester examination but failed to secure the aggregate passing minimum of **40% and 50%** in UG and PG programs, respectively. The moderation marks are awarded in the external component only. The moderated papers are not eligible for **REVALUATION** or to get **PHOTOCOPIES**. If no moderation is required, the same may be passed as a Resolution.

TRANSPARENCY

1. Internal assessment answer scripts are shown to the students after evaluation for their information, providing transparency and accountability in the evaluation process.
2. Any student can get a photocopy of the valued answer scripts of current semester papers only by paying the prescribed fee, irrespective of the number of papers.
3. If a candidate is opting for revaluation, the following rules are to be followed:
   - The students shall apply for revaluation with the prescribed fee within the stipulated period.

- As a special case, consideration of revaluation for arrear papers is also at the sole discretion of the Principal.

4. Publication of results on the College Website and a copy of the same is sent to the respective department.

5. The entire evaluation process is kept secret and confidential.

6. Observers are appointed to monitor the entire Autonomous Semester examination process

7. The final statement of internal marks is notified, and student signatures are obtained.

INSTANT EXAMINATION

Instant Examinations will be conducted every year during June/July for those candidates who have completed their studies and have not passed only one paper. The Governing Body shall fix the fee for Instant Examinations from time to time. A **separate Grade sheet** will be issued for instant Examination.

A WORD TO EXAMINERS

All the Examiners shall report to the Chairman by 10 a.m. until the Controller approves the data Sheets of Examinations. The use of mobile phones shall be avoided during valuation work. The examiners whose hands the candidates' fate lie should be honest and careful during the valuation. **Utmost care shall be taken to ensure error-free valuation.**

EXAMINATION CALENDAR
EVEN SEMESTER

MONTH	NATURE OF WORK
December/ January	Revaluation of Answer Scripts of Odd Semester, Procuring Question Papers from Examiners for M.Phil. Degree [FT] and Notification of M.Phil. Degree Examinations [I Semester]
February	Forwarding of List of candidates for Provisional and Degree Certificate to Thiruvalluvar University, Conduct of CIA Test I for Even Semester, Conduct of M.Phil. Degree Examinations for Full-Time candidates and Valuation Procuring of Question Papers from Examiners for Even Semester
March	Declaration of Results for M.Phil. Degree I Semester, Distribution of Examination Applications and Examination Fee Collection for Even Semester. Question Papers Scrutiny Committee Meeting and final approval of Question Papers Conduct of CIA Test II for Even Semester
April & May	Issue of Hall Tickets for Even Semester Examination schedule along with Time Table and the conduct of Practical Examinations for Even Semester in the I week of April, Conduct of Theory Examinations for Even Semester, and conduct of Valuation for Even Semester
June	Publication of Results for Even Semester, Procuring of Question Papers from Examiners for M.Phil. Degree, I Semester [PT] and Notification of M.Phil. Degree Examinations.

ODD SEMESTER

MONTH	NATURE OF WORK
July	Revaluation and Instant Examinations for Even SemesterForwarding of List of candidates for Provisional and Degree Certificates to Thiruvalluvar University, Conduct of M.Phil. Degree Examination for Part-Time candidates
August & September	Issue of Marks Statement for Even Semester M.Phil. Degree -Submission of Dissertation and Conduct of Viva -Voce for M.Phil. Degree [FT & PT], Conduct of CIA Test I for Odd Semester, Procuring Question Papers from Examiners for Odd Semester, and Declaration of Results for M.Phil. Degree [FT & PT]
October	Distribution of Examination Applications and Examination Fee Collection for Odd Semester, Question Papers Scrutiny Committee Meeting, final approval of Question Papers Conduct of CIA Test II for Odd Semester, and Conduct of Practical Examinations for Odd Semester.
November & December	Issue of Hall Tickets for Odd Semester Examination schedule along with Time Table. Conduct of Theory Examinations for Odd Semester, Conduct of Valuation for Odd Semester, and Publication of Results for Odd Semester

EXAMINATION REFORMS

1. The Controller of Examinations office has provided an Examination calendar for the Odd & Even Semester, Course structure for UG, PG & M.Phil., programs in Student's Hand Book.

2. Introduction of **OMR**-based answer script for the paper Value Education & Environmental Studies

3. Entry of **CIA** marks via **intranet/internet** from the respective departments.

4. **CIA** answer sheets are shown to the students after evaluation for their information which provides transparency and accountability in the evaluation process

5. The department head gives the absentees of the internal tests an opportunity if they have valid reasons.

6. Question papers for 100% CIA courses and OMR-based Examinations shall be set by the respective mentor and scrutinized by the HOD of the individual department.

7. Provision for **change of M.Phil. If needed, a dissertation title and a separate application should be submitted at least 15 days before** the last date for submitting the dissertation with the prescribed fee.

8. The Principal will decide on the appointment of an observer/squad from time to time

9. Examination for all the arrear papers (theory only) will be conducted along with regular End Semester Examinations.

10. Instant Examinations will be conducted for those candidates who have completed their studies and have not passed only one paper

11. End semester Examination Time-Table and seating arrangements are automated.

12. Receiving End Semester Examination applications through QR code format

13. The new format of the Answer Booklet was introduced in April 2019, with the student's photo, Subject details (Course, Subject code, Register No, date of Examination), and QR code format for the security and benefit of students.

14. The randomized dummy numbers are generated from the QR code of the answer script through an optical scanner.

15. Results are declared within three to five days from the last examination day.

SECURITY FEATURES OF GRADES AND CONSOLIDATED

MARK STATEMENT

1. Introduction of photographs of candidates on Grades and Consolidated Mark Sheet
2. Unique background with complex pattern and textured layout in Grade card & Consolidated mark statement
3. Micro text throughout the sheet.
4. Accountability Number.
5. Customized design and print setup.
6. Barcode & QR code printing.
7. Hologram with Islamiah College Logo.
8. Distinct marking for different students.
9. Date of print and names of reader and verifier.
10. Manual signature of COE in individual Grade Card & Consolidated Marks statement

GENERAL DUTIES AND RESPONSIBILITIES OF THE OBSERVER

1. The Observer shall reach the college **one hour before** the commencement of the Examination and contact the Examination Co-ordinator.
2. The Observer **shall check all arrangements** and take essential measures in consultation with the Co-ordinator of the Examination.
3. The Observer **shall follow all instructions** of the Co-ordinator/COE/Chief Superintendent.
4. The Observer **MUST BE PRESENT** when opening the question paper packets and checking **the seal, date,** etc. The sealed packets are opened only in the **presence of the Observer, Co-ordinator, and Hall Superintendent**.
5. The Observer shall ascertain the **intactness of Question paper packets,** and he has to sign on the Question paper cover with the time and date and verify the **Question paper packets with the Time Table**. **If any discrepancy is found, brought immediately to the notice of the Co-ordinator /COE/Chief Superintendent.**

6. The Observer shall inspect all examination halls during frequent intervals and see that no student indulges, if any, type of Malpractice.

7. The Observer shall verify the authenticity of the candidate's Identity who is writing the Examination. In case of any impersonation, he must bring it to the notice of the Co-ordinator / COE /Chief-Superintendent.

8. In the event of **Malpractice,** the Observer must immediately record the Malpractice case and inform the Co-ordinator / COE /Chief-Superintendent.

9. The Observer shall assist the Co-ordinator in scrutinizing **answer books** at the closure of the Examination. He should ensure that the answer books are kept inside the packets and sealed with cellophane tapes in his presence. **He has to affix his signature along with the facsimile of the Chief Superintendent.**

10. In case of any **serious lapses, the Observer shall at once bring the matter to the notice of the COE / Chief Superintendent.**

DUTIES AND RESPONSIBILITIES OF THE SQUAD MEMBERS

1. Checking the **seating arrangements** and **adequacy of examination Halls and** Checking the **ventilation** and **lighting facilities** in the examination Hall.

2. Checking the availability of **drinking water and toilet** facility

3. Checking whether the **warning notice regarding Malpractice is displayed in all Notice Board**

4. Checking the candidates for **possession of any incriminating materials or involvement in any kind of Malpractice**

5. Verifying the procedure followed in conducting the examination/test.

6. Students Hall tickets verification and ID verification

7. Verify the **list of absentees, students, and staff signatures** in the answer scripts

8. **Squad members must avoid interrogating the staff and students found guilty/irresponsible**.

9. **If any irregularities/malpractice cases are found, they shall be immediately reported to the Coordinator/Controller of Examinations/Chief Superintendent.**

GUIDELINES FOR THE EXAMINERS AND
CHAIRMAN OF BOARD OF EXAMINATIONS

The following guidelines are issued for the Central Valuation of answer scripts for various UG & PG courses, which both the examiner should follow.

1. The Camp Officer, Chairman of the Board of Examinations, Chief examiners, and examiners are **responsible** for ensuring the proper conduct of paper valuation and OMR entry of mark statements.

2. Valuation Time: **10.00 am to 5.00 pm** with a lunch break of 1 hour between **1.00 pm. and 2.00 pm**.

3. Examiners should report **before 10.30 am** and should remain in the Hall till 4.30 pm.

4. It is the responsibility of the **Chairman to ensure the presence of examiners maintaining a separate attendance register and submit it to the camp officer daily** for his counter signature.

5. The Chairman of the board of Examination shall arrange for the **key** to the question paper for each subject concerned on the **first day of valuation**. After ensuring the distribution of keys, bundles will be distributed to the examiners.

6. Each bundle will contain **25 answer scripts,** and each examiner is permitted to evaluate **two bundles** in a day.

7. It is the responsibility of the Chairman to evaluate **10% of answer scripts** evaluated by the examiners under him and marks entered with a green pen.

8. The chairman and examiners are **fully responsible** for any **legal issues arising in the paper valuation process.**

9. Examiners will be given one bundle at a time. **Each bundle should be valued for a minimum of two hours.** After completing the first evaluated bundle, the Chairman verifies and signs the answer scripts, and then the examiner enters the marks in the **OMR sheet**.

10. The second bundle will be given only after completing the valuation and entry of the first bundle marks in the computer.

11. It is the responsibility of the Chairman to **verify the OMR entry** and upload the same with the help of the staff in the examination section.

12. Instruction for awarding marks:

   a)   Marks shall be written only in the space provided in the front sheet, besides entering the marks in the margin column against the respective answer using a **red pen** only.

   b)   Marks be awarded according to the **keys** provided to them.

   c)   Paper valuator should mark **-0-** on the front sheet for a question if the candidate has written wrong/irrelevant answers.

   d)   Box pertaining to the question number **should not be left blank.**

   e)   **Overwriting marks is not permitted, and if it happens, it should be countersigned by the Chairman, who has to enter the green pen.**

   f)   Total marks **should be written** in words in the space provided.

   g)   There should not be any discrepancy between the marks written in numerical and that reported in words. **If there is any discrepancy, the marks written in words will be taken as final.**

13. It is the **responsibility of the examiner and Chairman to check the total** before marking it in OMR.

14. The correctness of marks entered should be authenticated by both the examiner and Chairman by affixing their signature on the top of the answer paper bundle cover. A seal with the terms "Entered by & Checked by "should be signed.

15. The Chairman Board of Examination should submit the sealed cover daily to the Camp officer.

16. The **statement of answer scripts evaluated need to be submitted to COE at the time of claim for payment**.

17. **Any discrepancy in marking or totaling in the answer scripts noted by the college authorities will be viewed seriously, and action will be initiated.**

18. Silence should be maintained, and Mobile phones should be switched off during valuation.

19. **The Chairman Board of Examination is fully responsible for the proper conduct of the entire valuation process, and he is legally bound for any unnecessary evaluation-related incident.**

20. **There will be one Chief Examiner for a maximum of six examiners**.

Undertaking:

I _____ read the **Examination Manual Vol. XV** and I am fully aware of all the facts mentioned in it.

Signature   :

Designation   :

Date   :

LATEST UP-GRADATION IN THE OFFICE OF THE CONTROLLER OF EXAMINATIONS

From June/July 2022, Autonomous End Semester Examinations, the Department of Examinations has introduced a new system to know the Hall and Seat number of students half an hour before the commencement of Autonomous Examination for every session through the Student login portal on our College Website. The students are delighted with this method, and this will avoid unnecessary last-moment tension among the students to know their Hall and seat Numbers from the Examination notice board.

From June/July 2022, Autonomous End Semester Examinations, the Department of Examination has also introduced a new method in the Evaluation process. The Office of the Controller of Examinations will provide a separate login facility to the Chairman of all the Board of Examiners to upload the marks of central evaluation along with their examiners. The Chairman of the respective board has to take the printout of marks entry and verify with a dummy number of evaluated answer scripts for every course code and hand it over to the Chief Superintendent with examiners' signatures. This method has eradicated all the mistakes and it has become an error-free evaluation process. The above method was also implemented for Practical Examination from November - 2022 Autonomous Odd Semester Practical Examinations.

Result Analysis of Autonomous Odd Semester Examinations Nov./Dec. 2022

ISLAMIAH COLLEGE [AUTONOMOUS], VANIYAMBADI

OFFICE OF THE CONTROLLER OF EXAMINATIONS
AUTONOMOUS ODD SEMESTER EXAMINATION NOV./DEC. - 2022
OVERALL RESULT ANALYSIS

C-CODE	COURSE TITLE	APPEARED	PASS	PERCENT
I SEM	**B.A. ENGLISH**			
UBVED101	Value Education	23	23	100.00
UBFUR101	Urdu I	1	1	100.00
UBENAL11	Allied - Literary Forms	23	23	100.00
UBSKB101	Professional Communication for Arts and Social Sciences	23	23	100.00
UBFEN101	English I	22	22	100.00
UBVBC101	Moral Education	21	21	100.00
UBEN1001	Indian Literature in English	22	20	90.91
UBFTA101	Tamil I	22	19	86.36
	TOTAL	**157**	**152**	**96.82**
III SEM				
UAFUR301	Urdu III	1	1	100.00
UAHDNM31	Basic Hindi I	1	1	100.00
UAENV301	Environmental Studies	26	26	100.00
UAENAL32	Allied - History of English Language	26	26	100.00
UAFTA301	Tamil III	24	24	100.00
UAFEN301	English III	24	24	100.00
UAEN3001	English Drama	26	25	96.15
UAENAL31	Allied - History of English Literature II [1851-1950]	26	23	88.46
UAEN3002	English Poetry	26	23	88.46
UATANM31	Ariviyal Tamil I	25	22	88.00
	TOTAL	**205**	**195**	**95.12**
V SEM				
UAEN5004	African-American Literature	18	18	100.00
UAEN5003	English Language Teaching	18	18	100.00
UAEN5005	Introduction to Literary Criticism	18	18	100.00
UAENCE51	English for Communication	18	18	100.00
UAENSE51	English for Competitive Examinations I	18	18	100.00
UAEN5001	Twentieth Century Literature I	18	18	100.00
UAEN5002	English Phonetics	17	17	100.00
	TOTAL	**125**	**125**	**100.00**
III SEM	**M.A. ENGLISH**			
PAENEP31	Interpretation of Literature	4	4	100.00
PAEN3004	Subaltern Literature	4	4	100.00
PAEN3002	Literary Theory and Criticism I	4	4	100.00
PAEN3003	English Language Teaching	4	4	100.00
PAEN3001	Modern and Post Modern Literature	3	3	100.00
	TOTAL	**19**	**19**	**100.00**

I SEM	B.A. HISTORY			
UBFUR101	Urdu I	2	2	100.00
UBVED101	Value Education	76	76	100.00
UBFEN101	English I	76	76	100.00
UBVBC101	Moral Education	76	76	100.00
UBFTA101	Tamil I	74	72	97.30
UBHIAL11	Allied - Introduction to Tourism	76	18	23.68
UBSKB101	Professional Communication for Arts and Social Sciences	77	12	15.58
UBHI1001	History of India Up to CE 712	77	11	14.29
	TOTAL	**534**	**343**	**64.23**
III SEM				
UATANM31	Ariviyal Tamil I	57	56	98.25
UAFEN301	English III	57	56	98.25
UAFTA301	Tamil III	57	54	94.74
UAHIAL32	Allied - Studies on States and Governments	57	46	80.70
UAHIAL31	Allied - Tourism in South India	56	44	78.57
UAENV301	Environmental Studies	57	28	49.12
UAHI3001	History of India from 1526 A. D. to 1707 A. D.	57	25	43.86
UAHI3002	History of Tamil Nadu from 1336 A. D. to 1806 A.D.	57	10	17.54
	TOTAL	**455**	**319**	**70.11**
V SEM				
UAHI5003	History of the USA from Colonization to 1865 A.D.	62	52	83.87
UAHI5005	History of Japan from 1853 A.D. to 2000 A.D.	62	51	82.26
UAHISE51	General Knowledge	63	42	66.67
UAHICE51	Select Constitutions (UK, USA, Switzerland, China, Japan)	64	41	64.06
UAHI5002	History of the Arabs from 500 A.D. to 750 A.D.	65	40	61.54
UAHI5004	History of Europe from 1453 A.D. to 1789 A.D.	62	22	35.48
UAHI5001	History of India from 1857 A.D. to 1947 A.D.	63	17	26.98
	TOTAL	**441**	**265**	**60.09**
I SEM	**M.A. HISTORY**			
PBHIDE11	Travel Management	10	10	100.00
PBHI1003	History of Ancient Civilizations	10	10	100.00
PBHI1004	Islamic History from CE 500 to 750	10	9	90.00
PBHI1002	Social and Cultural History of Tamil Nadu up to CE 1565	10	8	80.00
PBHI1001	Social and Cultural History of India up to CE 1206	10	7	70.00
	TOTAL	**50**	**44**	**88.00**
III SEM				
PAHI3004	History of the Ottoman Empire	15	15	100.00
PAHI3001	Social and Cultural History of India from 1857 A.D. to 2010 A.D.	15	13	86.67
PAHI3002	History of Modern Civilizations	15	13	86.67
PAHI3003	Historiography	15	12	80.00
PAHIEP31	Epigraphy and Numismatics	15	10	66.67
	TOTAL	**75**	**63**	**84.00**

I SEM	B.B.A.			
UBFAR101	Arabic I	12	12	100.00
UBFTA101	Tamil I	8	8	100.00
UBVBC101	Moral Education	77	77	100.00
UBFEN101	English I	76	76	100.00
UBVED101	Value Education	76	76	100.00
UBFUR101	Urdu I	56	55	98.21
UBSKB102	Professional Communication for Commerce and Management	76	46	60.53
UBBA1001	Financial Accounting	76	42	55.26
UBBAAL11	Allied - Business Statistics	76	20	26.32
	TOTAL	533	412	77.30
III SEM				
UABANM31	E-Business	77	77	100.00
UABASBP3	Tally - Basics (Practical)	77	77	100.00
UABA3002	Human Resource Management	77	73	94.81
UABAAL31	Allied - Managerial Economics	76	71	93.42
UABA3001	Financial Accounting	77	67	87.01
UABA3003	Financial Management	77	65	84.42
UABAAL32	Allied - Total Quality Management	74	62	83.78
UAENV301	Environmental Studies	77	58	75.32
	TOTAL	612	550	89.87
V SEM				
UABASE51	Ms Office - Basics - Practical	72	72	100.00
UABA5003	Entrepreneurial Development	72	72	100.00
UABACE51	Retail Management	71	71	100.00
UABA5005	Strategic Management	71	71	100.00
UABA5002	Cost Accounting	72	71	98.61
UABA5001	Business Law	72	71	98.61
UABA5004	International Business & Exports Management	72	68	94.44
	TOTAL	502	496	98.80
I SEM	B.C.A. [SHIFT - I]			
UBVBC101	Moral Education	50	50	100.00
UBVED101	Value Education	50	50	100.00
UBFEN101	English I	50	49	98.00
UBFUR101	Urdu I	25	23	92.00
UBFTA101	Tamil I	25	23	92.00
UBCCAL11	Allied - Mathematical Foundation I	50	45	90.00
UBSKB103	Professional Communication for Physical Sciences	50	39	78.00
UBCC1001	Digital Logic Fundamentals & Microprocessors	50	33	66.00
	TOTAL	350	312	89.14
III SEM				
UABCSB31	Web Technology - Lab	40	39	97.50
UACCPR31	C++ & Data Structures - Lab	40	39	97.50
UAENV301	Environmental Studies	43	41	95.35

UACCAP31	Allied - Computer Oriented Financial Accounting - Lab I	36	34	94.44
UACCAL31	Allied - Computer-Oriented Financial Accounting I	43	39	90.70
UABCNM31	Enterprise Resource Planning	43	39	90.70
UABC3002	Web Technology	43	35	81.40
UACC3001	C++ & Data Structures	42	32	76.19
	TOTAL	**330**	**298**	**90.30**
V SEM				
UACCPR51	Database Management System - Lab	39	39	100.00
UACC5001	Programming in R	38	38	100.00
UACC5002	Database Management System	39	37	94.87
UACCSE51	Mobile Application Development - Lab	39	37	94.87
UACCPR52	Python and R Programming - Lab	39	36	92.31
UACCCE51	Design and Analysis of the Algorithm	39	34	87.18
UACC5003	Programming in Python	39	34	87.18
	TOTAL	**272**	**255**	**93.75**
I SEM	**B.C.A. [SHIFT - II]**			
UBFEN101	English I	50	50	100.00
UBFTA101	Tamil I	28	28	100.00
UBVED101	Value Education	50	50	100.00
UBSKB103	Professional Communication for Physical Sciences	50	50	100.00
UBVBC101	Moral Education	50	50	100.00
UBFUR101	Urdu I	21	21	100.00
UBCCAL11	Allied - Mathematical Foundation I	49	41	83.67
UBCC1001	Digital Logic Fundamentals & Microprocessors	49	30	61.22
	TOTAL	**347**	**320**	**92.22**
III SEM				
UACCPR31	C++ & Data Structures - Lab	28	28	100.00
UABCSB31	Web Technology - Lab	26	26	100.00
UACCAL31	Allied - Computer Oriented Financial Accounting I	32	30	93.75
UACCAP31	Allied - Computer Oriented Financial Accounting - Lab I	25	22	88.00
UABCNM31	Enterprise Resource Planning	32	28	87.50
UAENV301	Environmental Studies	32	27	84.38
UACC3001	C++ & Data Structures	30	18	60.00
UABC3002	Web Technology	31	14	45.16
	TOTAL	**236**	**193**	**81.78**
V SEM				
UACCPR51	Database Management System - Lab	31	31	100.00
UACCSE51	Mobile Application Development - Lab	30	30	100.00
UACC5001	Programming in R	33	30	90.91
UACCPR52	Python and R Programming - Lab	31	30	96.77
UACC5003	Programming in Python	33	29	87.88
UACC5002	Database Management System	29	27	93.10
UACCCE51	Design and Analysis of the Algorithm	33	19	57.58
	TOTAL	**220**	**196**	**89.09**

I SEM	B.COM. [DAY]			
UBFTA101	Tamil I	18	18	100.00
UBFHD101	Hindi I	1	1	100.00
UBFUR101	Urdu I	43	43	100.00
UBFEN101	English I	77	77	100.00
UBVED101	Value Education	77	77	100.00
UBVBC101	Moral Education	77	77	100.00
UBFAR101	Arabic I	15	12	80.00
UBCO1001	Financial Accounting I	76	60	78.95
UBSKB102	Professional Communication for Commerce and Management	77	51	66.23
UBCOAL11	Allied - Modern Business Organisation	77	37	48.05
	TOTAL	**538**	**453**	**84.20**
III SEM				
UACOSBP3	Computerised Accounting I - Lab	78	78	100.00
UACO3003	Business Management	79	75	94.94
UAENV301	Environmental Studies	79	69	87.34
UACO3002	Modern Marketing	79	67	84.81
UACO3001	Corporate Accounting I	78	64	82.05
UACOAL32	Allied - Goods and Services Tax	78	61	78.21
UACONM31	Business Regulatory Framework	79	56	70.89
UACOAL31	Allied - Business Statistics and Operations Research I	79	54	68.35
	TOTAL	**629**	**524**	**83.31**
V SEM				
UACOSBP3	Computerised Accounting I - Lab	1	1	100.00
UACO5001	Cost Accounting I	78	75	96.15
UACOSE51	Employability skills	77	72	93.51
UACO5005	Banking System and Practices	78	68	87.18
UACO5004	Practical Auditing	78	66	84.62
UACO5002	Management Accounting I	76	64	84.21
UACO5003	Income Tax Law and Practice I	77	59	76.62
UACOCE51	Human Resource Management	77	54	70.13
	TOTAL	**542**	**459**	**84.69**
I SEM	**B.COM. [EVENING]**			
UBVED101	Value Education	65	65	100.00
UBFEN101	English I	64	64	100.00
UBVBC101	Moral Education	58	58	100.00
UBFTA101	Tamil I	65	58	89.23
UBCO1001	Financial Accounting I	64	33	51.56
UBSKB102	Professional Communication for Commerce and Management	65	17	26.15
UBCOAL11	Allied - Modern Business Organisation	65	16	24.62
	TOTAL	**446**	**311**	**69.73**

III SEM				
UACOSBP3	Computerised Accounting I - Lab	64	64	100.00
UACO3003	Business Management	63	60	95.24
UACOAL31	Allied - Business Statistics and Operations Research I	63	56	88.89
UAENV301	Environmental Studies	63	52	82.54
UACO3001	Corporate Accounting I	63	35	55.56
UACOAL32	Allied - Goods and Services Tax	62	25	40.32
UACONM31	Business Regulatory Framework	63	24	38.10
UACO3002	Modern Marketing	63	16	25.40
	TOTAL	**504**	**332**	**65.87**
V SEM				
UACO5001	Cost Accounting I	54	53	98.15
UACOSE51	Employability skills	54	38	70.37
UACO5005	Banking System and Practices	54	37	68.52
UACO5003	Income Tax Law and Practice I	54	36	66.67
UACO5002	Management Accounting I	54	25	46.30
UACO5004	Practical Auditing	54	24	44.44
UACOCE51	Human Resource Management	54	16	29.63
	TOTAL	**378**	**229**	**60.58**
I SEM	**M.COM.**			
PBCODE11	Strategic Management	15	15	100.00
PBCO1004	Global Financial System	15	15	100.00
PBCO1001	Marketing Management	15	14	93.33
PBCO1003	Advanced Business Statistics	15	14	93.33
PBCO1002	Advanced Management Accounting	15	12	80.00
	TOTAL	**75**	**70**	**93.33**
III SEM				
PACOEP31	Organisational Behaviour	25	25	100.00
PACO3003	Indirect Taxes	25	25	100.00
PACO3002	Advanced Cost Accounting I	25	24	96.00
PACO3004	Research Methodology	25	21	84.00
PACO3001	Advanced Accounting I	25	19	76.00
	TOTAL	**125**	**114**	**91.20**
I SEM	**B.COM. [COMPUTER APPLICATIONS]**			
UBVBC101	Moral Education	72	72	100.00
UBVED101	Value Education	72	72	100.00
UBFTA101	Tamil I	19	17	89.47
UBFEN101	English I	72	66	91.67
UBFUR101	Urdu I	48	39	81.25
UBCA1001	Financial Accounting I	73	58	79.45
UBFAR101	Arabic I	6	4	66.67
UBCAAL11	Allied - Information Technology for Business	73	34	46.58
UBSKB102	Professional Communication for Commerce and Management	72	30	41.67
	TOTAL	**507**	**392**	**77.32**

III SEM				
UAENV301	Environmental Studies	77	77	100.00
UACAAP31	Allied - DBMS - Lab	75	74	98.67
UACAAL31	Allied - Management Information System (MIS)	77	71	92.21
UACASB31	Insurance in Digital Era	76	70	92.11
UACA3003	Legal Framework for Business	77	69	89.61
UACANM31	Indian Constitution	77	69	89.61
UACA3001	Advanced Accounting I	77	49	63.64
UACA3002	Statistics with Computer Applications I	77	45	58.44
	TOTAL	**613**	**524**	**85.48**
V SEM				
UACA5003	Digital Auditing	66	64	96.97
UACASE51	Basic Numerical Skills	65	64	98.46
UACA5004	Computer Application in Finance & Investment	65	64	98.46
UACAPR51	Accounting Software (Tally ERP.9) - Lab	67	62	92.54
UACACE51	Banking with Information Technology	65	62	95.38
UACA5001	Accounting for Decision Making I	66	56	84.85
UACA5002	Tax Planning in Digital Era	66	49	74.24
	TOTAL	**460**	**421**	**91.52**
I SEM	**B.COM. [FINANCE & ACCOUNTS]**			
UBFHD101	Hindi I	4	4	100.00
UBFAR101	Arabic I	8	8	100.00
UBFUR101	Urdu I	27	27	100.00
UBFEN101	English I	69	69	100.00
UBVED101	Value Education	69	69	100.00
UBVBC101	Moral Education	56	56	100.00
UBFTA101	Tamil I	30	29	96.67
UBFAAL11	Allied - Indian Economy	69	49	71.01
UBFA1001	Financial Accounting I	70	36	51.43
UBSKB102	Professional Communication for Commerce and Management	69	34	49.28
	TOTAL	**471**	**381**	**80.89**
III SEM				
UAFA3003	Business Economics I	65	63	96.92
UAFASB31	E-Commerce	65	61	93.85
UAFAAL32	Allied - Industrial Law	65	58	89.23
UAENV301	Environmental Studies	65	55	84.62
UAFANM31	Insurance and Risk Management	65	53	81.54
UAFAAL31	Allied - Business Statistics I	65	51	78.46
UAFA3002	Banking Theory Law & Practice	65	46	70.77
UAFA3001	Corporate Accounting I	65	44	67.69
	TOTAL	**520**	**431**	**82.88**
V SEM				
UAFAPR51	Computerised Accounting System - Tally - Lab	61	61	100.00
UAFA5004	Human Resource Management	59	59	100.00

UAFA5002	Cost Accounting I	59	55	93.22
UAFA5001	Income Tax Law & Practice I	59	48	81.36
UAFACE51	Marketing Management	60	46	76.67
UAFASE52	Business Environment	59	39	66.10
UAFA5003	Management Accounting	59	38	64.41
	TOTAL	**416**	**346**	**83.17**
I SEM	**B.SC. BIO-CHEMISTRY**			
UBFAR101	Arabic I	2	2	100.00
UBFUR101	Urdu I	2	2	100.00
UBFEN101	English I	49	49	100.00
UBVED101	Value Education	49	49	100.00
UBVBC101	Moral Education	45	45	100.00
UBFTA101	Tamil I	45	43	95.56
UBSKB104	Professional Communication for Life Sciences	49	41	83.67
UBBIAL11	Allied Chemistry I	48	24	50.00
UBBI1001	Cytology	48	14	29.17
	TOTAL	**337**	**269**	**79.82**
III SEM				
UAFUR301	Urdu III	6	6	100.00
UAARNM31	Basic Arabic I	3	3	100.00
UABIAP32	Allied Zoology Practical - Biology of Invertebrates and Chordates	42	42	100.00
UAHDNM31	Basic Hindi I	4	4	100.00
UAFAR301	Arabic III	1	1	100.00
UABIPR31	Practical II - Volumetric Analysis & Biological Preparation	42	42	100.00
UAFEN301	English III	37	37	100.00
UAFTA301	Tamil III	30	29	96.67
UATANM31	Ariviyal Tamil I	30	28	93.33
UAENV301	Environmental Studies	37	33	89.19
UABIAL32	Allied Zoology - Biology of Invertebrates and Chordates	36	31	86.11
UABI3001	Analytical Biochemistry	37	23	62.16
	TOTAL	**305**	**279**	**91.48**
V SEM				
UABIPR51	Practical IV - Colorimetric Analysis and Electrophoresis	42	42	100.00
UABIPR52	Practical V - Medical Laboratory Technology I	42	42	100.00
UABI5003	Human Anatomy and Physiology	41	38	92.68
UABICE51	Medical Laboratory Technology	41	33	80.49
UABI5001	Enzymes	41	28	68.29
UABI5002	Genetics and Molecular Biology	41	27	65.85
UABISE51	Biotechnology I	41	26	63.41
	TOTAL	**289**	**236**	**81.66**
I SEM	**M.SC. BIO-CHEMISTRY**			
PBBI1001	Microbiology and Microbial Technology	5	5	100.00
PBBI1002	Biomolecules	5	5	100.00
PBBIPR11	Practical - I Microbiology and Microbial Technology	5	5	100.00

PBBIPR12	Practical - II Isolation and Estimation of Biomolecules	5	5	100.00
PBBIDE11	Human Physiology	5	5	100.00
	TOTAL	**25**	**25**	**100.00**
III SEM				
PABI3001	Enzymology	9	9	100.00
PABIPR31	Practical - V Clinical Enzymology & Analysis of Urine	9	9	100.00
PABIPR32	Practical - VI Enzyme Assays	9	9	100.00
PABIEP31	Ecology, Evolution and Biodiversity	9	9	100.00
PABI3002	Clinical Biochemistry	9	9	100.00
	TOTAL	**45**	**45**	**100.00**
I SEM	**B.SC. BIO-TECHNOLOGY**			
UBFTA101	Tamil I	41	41	100.00
UBFUR101	Urdu I	8	8	100.00
UBSKB104	Professional Communication for Life Sciences	51	51	100.00
UBFAR101	Arabic I	2	2	100.00
UBVED101	Value Education	51	51	100.00
UBVBC101	Moral Education	50	50	100.00
UBBTAL11	Allied - Fundamentals of Botany	51	50	98.04
UBFEN101	English I	51	49	96.08
UBBT1001	Cell and Molecular Biology	51	42	82.35
	TOTAL	**356**	**344**	**96.63**
III SEM				
UAARNM31	Basic Arabic I	1	1	100.00
UAURNM31	Basic Urdu I	1	1	100.00
UAFAR301	Arabic III	4	4	100.00
UAFUR301	Urdu III	1	1	100.00
UAHDNM31	Basic Hindi I	3	3	100.00
UAFEN301	English III	36	36	100.00
UAFTA301	Tamil III	31	31	100.00
UATANM31	Ariviyal Tamil I	31	31	100.00
UABTAP31	Allied Biostatistics - Practical	38	37	97.37
UABTPR31	Immunology - Practical	38	35	92.11
UAENV301	Environmental Studies	36	33	91.67
UABT3001	Immunology	36	29	80.56
UABTAL31	Allied Biostatistics	36	28	77.78
	TOTAL	**292**	**270**	**92.47**
V SEM				
UABTPR51	Practical IV: r-DNA technology and Plant Biotechnology	51	51	100.00
UABT5002	Plant Biotechnology	51	51	100.00
UABTPR52	Practical V - Industrial Biotechnology	51	51	100.00
UABTCE51	Animal Biotechnology	51	50	98.04
UABT5001	r-DNA technology	51	49	96.08
UABTSE51	Fermentation Technology	51	49	96.08
UABT5003	Industrial Biotechnology	51	48	94.12
	TOTAL	**357**	**349**	**97.76**

I SEM	M.SC. BIO-TECHNOLOGY			
PBBT1001	Microbiology and Microbial Technology	15	15	100.00
PBBTPR11	Practical - Microbiology and Microbial Technology	15	15	100.00
PBBTDE11	Human Physiology	15	15	100.00
PBBTPR12	Practical - Functional Biochemistry	15	15	100.00
PBBT1002	Functional Biochemistry	14	12	85.71
	TOTAL	**74**	**72**	**97.30**
III SEM				
PABTPR32	Practical VI - Gene Cloning	11	11	100.00
PABTPR31	Practical V - DNA Barcoding Technology	11	11	100.00
PABT2001	Interactions and Metabolism of Biomolecules	1	1	100.00
PABT3001	DNA Barcoding Technology	11	10	90.91
PABT3002	Gene Cloning	11	10	90.91
PABTEP32	Bioprospecting Technology	11	10	90.91
	TOTAL	**56**	**53**	**94.64**
I SEM	**B.SC. CHEMISTRY**			
UBFTA101	Tamil I	50	50	100.00
UBVED101	Value Education	50	50	100.00
UBFEN101	English I	50	50	100.00
UBSKB103	Professional Communication for Physical Sciences	50	50	100.00
UBVBC101	Moral Education	45	45	100.00
UBCH1001	General Chemistry - I	49	37	75.51
UBCHAL11	Allied Physics - I	50	17	34.00
	TOTAL	**344**	**299**	**86.92**
III SEM				
UAFAR301	Arabic III	1	1	100.00
UAFUR301	Urdu III	7	7	100.00
UAHDNM31	Basic Hindi I	8	8	100.00
UACHAP31	Allied Mathematical Statistics Practical I	35	35	100.00
UAFEN301	English III	54	54	100.00
UACHPR31	Practical II - Volumetric Estimation I	54	54	100.00
UATANM31	Ariviyal Tamil I	46	46	100.00
UAFTA301	Tamil III	45	45	100.00
UACHAP32	Allied Zoology Practical - Biology of Invertebrates and Chordates	20	20	100.00
UAENV301	Environmental Studies	53	45	84.91
UACHAL32	Allied Zoology - Biology of Invertebrates and Chordates	19	17	89.47
UACHAL31	Allied Mathematics - I	34	27	79.41
UACH3001	General Chemistry III	54	40	74.07
	TOTAL	**430**	**399**	**92.79**
V SEM				
UACHPR52	Practical V: Physical Chemistry Practical I	50	50	100.00
UACHPR51	Practical IV: Gravimetric Estimation I	50	50	100.00
UACHSP51	Organic Chemistry Practical I	50	50	100.00
UACH5001	Inorganic Chemistry I	50	46	92.00

Code	Subject			
UACH5003	Physical Chemistry I	49	44	89.80
UACH5002	Organic Chemistry I	50	43	86.00
UACHCE51	Applied Chemistry I	48	39	81.25
	TOTAL	**347**	**322**	**92.80**
I SEM	**M.SC. CHEMISTRY**			
PBCHPR11	Organic Chemistry Practical	26	26	100.00
PBCHDEP1	Colorimetry and Kinetic Studies - Practical	26	26	100.00
PBCH1001	Inorganic Chemistry I	26	25	96.15
PBCH1003	Physical Chemistry I	26	23	88.46
PBCH1002	Organic Chemistry I	25	17	68.00
	TOTAL	**129**	**117**	**90.70**
III SEM				
PACHEP31	Practical VI - Conductometric Titration and Organic Estimations	23	23	100.00
PACHPR31	Practical V - Inorganic Practical	23	23	100.00
PACH2001	Inorganic Chemistry II	1	1	100.00
PACH2003	Physical Chemistry II	2	2	100.00
PACH3003	Physical Chemistry III	23	21	91.30
PACH3001	Inorganic Chemistry III	23	18	78.26
PACH3002	Organic Chemistry III	23	18	78.26
	TOTAL	**118**	**106**	**89.83**
I SEM	**B.SC. COMPUTER SCIENCE [DAY]**			
UBFAR101	Arabic I	26	26	100.00
UBVED101	Value Education	56	56	100.00
UBFEN101	English I	55	55	100.00
UBFUR101	Urdu I	18	18	100.00
UBVBC101	Moral Education	48	48	100.00
UBSKB103	Professional Communication for Physical Sciences	56	55	98.21
UBCCAL11	Allied - Mathematical Foundation I	56	54	96.43
UBFTA101	Tamil I	12	11	91.67
UBCC1001	Digital Logic Fundamentals & Microprocessors	56	43	76.79
	TOTAL	**383**	**366**	**95.56**
III SEM				
UAHDNM31	Basic Hindi I	28	28	100.00
UAFEN301	English III	53	53	100.00
UAFAR301	Arabic III	22	22	100.00
UAARNM31	Basic Arabic I	9	9	100.00
UAFUR301	Urdu III	17	17	100.00
UAURNM31	Basic Urdu I	2	2	100.00
UAFTA301	Tamil III	14	13	92.86
UATANM31	Ariviyal Tamil I	14	13	92.86
UAENV301	Environmental Studies	53	45	84.91
UACCAP31	Allied - Computer Oriented Financial Accounting - Lab I	50	45	90.00
UACCAL31	Allied - Computer Oriented Financial Accounting I	53	43	81.13
UACCPR31	C++ & Data Structures - Lab	44	36	81.82

UACC3001	C++ & Data Structures	53	34	64.15
	TOTAL	**412**	**360**	**87.38**
V SEM				
UACC5003	Programming in Python	51	51	100.00
UACCSP51	Mobile Application Development - Lab	51	51	100.00
UACCPR52	Python and R Programming - Lab	50	45	90.00
UACCPR51	Database Management System - Lab	49	45	91.84
UACC5002	Database Management System	50	42	84.00
UACC5001	Programming in R	51	40	78.43
UACCCE51	Design and Analysis of Algorithm	51	39	76.47
	TOTAL	**353**	**313**	**88.67**
I SEM	**B.SC. COMPUTER SCIENCE [EVENING]**			
UBVBC101	Moral Education	47	47	100.00
UBVED101	Value Education	47	47	100.00
UBFEN101	English I	47	47	100.00
UBFUR101	Urdu I	8	8	100.00
UBFTA101	Tamil I	39	38	97.44
UBCCAL11	Allied - Mathematical Foundation I	47	45	95.74
UBSKB103	Professional Communication for Physical Sciences	47	44	93.62
UBCC1001	Digital Logic Fundamentals & Microprocessors	47	30	63.83
	TOTAL	**329**	**306**	**93.01**
III SEM				
UAFEN301	English III	44	44	100.00
UAFTA301	Tamil III	45	44	97.78
UATANM31	Ariviyal Tamil I	44	43	97.73
UACCAP31	Allied - Computer Oriented Financial Accounting - Lab I	40	33	82.50
UACCPR31	C++ & Data Structures - Lab	44	35	79.55
UAENV301	Environmental Studies	45	32	71.11
UACC3001	C++ & Data Structures	45	26	57.78
UACCAL31	Allied - Computer Oriented Financial Accounting I	45	21	46.67
	TOTAL	**352**	**278**	**78.98**
V SEM				
UACC5003	Programming in Python	36	36	100.00
UACCPR51	Database Management System - Lab	36	36	100.00
UACCSP51	Mobile Application Development - Lab	36	34	94.44
UACCCE51	Design and Analysis of Algorithm	36	31	86.11
UACC5001	Programming in R	36	30	83.33
UACC5002	Database Management System	36	28	77.78
UACCPR52	Python and R Programming - Lab	36	27	75.00
	TOTAL	**252**	**222**	**88.10**
I SEM	**B.SC. DATE SCIENCE**			
UBFEN101	English I	49	49	100.00
UBVED101	Value Education	49	49	100.00
UBFUR101	Urdu I	17	17	100.00
UBVBC101	Moral Education	46	46	100.00

UBFTA101	Tamil I	32	31	96.88
UBCCAL11	Allied - Mathematical Foundation I	49	43	87.76
UBSKB103	Professional Communication for Physical Sciences	47	40	85.11
UBDS1001	Programming in C	49	24	48.98
	TOTAL	**338**	**299**	**88.46**
I SEM	**B.SC. MATHEMATICS**			
UBFUR101	Urdu I	1	1	100.00
UBFAR101	Arabic I	1	1	100.00
UBVED101	Value Education	37	37	100.00
UBVBC101	Moral Education	37	37	100.00
UBSKB103	Professional Communication for Physical Sciences	38	37	97.37
UBFEN101	English I	37	36	97.30
UBFTA101	Tamil I	36	35	97.22
UBMS1001	Algebra & Calculus	37	27	72.97
UBMSAL11	Allied - Numerical Approximations - I	37	25	67.57
	TOTAL	**261**	**236**	**90.42**
III SEM				
UAARNM31	Basic Arabic I	2	2	100.00
UAFUR301	Urdu III	2	2	100.00
UAENV301	Environmental Studies	41	41	100.00
UAFEN301	English III	40	40	100.00
UAMSAP31	Allied Computational Statistics Practical I	45	43	95.56
UAFTA301	Tamil III	40	38	95.00
UATANM31	Ariviyal Tamil I	39	37	94.87
UAMSAL31	Allied Statistics I	40	27	67.50
UAMS3002	Vector Analysis & Z-Transforms	41	27	65.85
UAMS3001	Ordinary and Partial Differential Equations	41	22	53.66
	TOTAL	**331**	**279**	**84.29**
V SEM				
UAMS5002	Real Analysis I	40	40	100.00
UAMSSE51	Programming in C++ : Practical	39	39	100.00
UAMS5004	Statics	38	38	100.00
UAMSCE51	Programming in C++ : Theory	39	38	97.44
UAMS5001	Modern Algebra I	40	38	95.00
UAMS5003	Complex Analysis I	39	36	92.31
UAMS5005	Operations Research I	40	32	80.00
	TOTAL	**275**	**261**	**94.91**
I SEM	**M.SC. MATHEMATICS**			
PBMS1001	Algebra I	6	6	100.00
PBMS1002	Real Analysis I	6	6	100.00
PBMS1003	Ordinary Differential Equations	6	6	100.00
PBMS1004	Classical Dynamics	6	6	100.00
PBMSDE11	Operations Research I	6	6	100.00
	TOTAL	**30**	**30**	**100.00**

III SEM				
PAMS3004	Differential Geometry	21	21	100.00
PAMSEP31	Tensor Analysis	21	21	100.00
PAMS3002	General Topology	21	21	100.00
PAMS3001	Complex Analysis I	21	21	100.00
PAMS3003	Modern Probability Theory	20	20	100.00
	TOTAL	**104**	**104**	**100.00**
I SEM	**B.SC. PHYSICS**			
UBVED101	Value Education	39	39	100.00
UBFTA101	Tamil I	37	37	100.00
UBFAR101	Arabic I	2	2	100.00
UBVBC101	Moral Education	39	39	100.00
UBFEN101	English I	39	38	97.44
UBSKB103	Professional Communication for Physical Sciences	39	28	71.79
UBPY1001	Properties of Matter and Acoustics	38	8	21.05
UBPYAL11	Allied Chemistry - I	39	6	15.38
	TOTAL	**272**	**197**	**72.43**
III SEM				
UAFHD301	Hindi III	1	1	100.00
UAHDNM31	Basic Hindi I	2	2	100.00
UAFUR301	Urdu III	1	1	100.00
UAFAR301	Arabic III	1	1	100.00
UAFTA301	Tamil III	34	34	100.00
UAFEN301	English III	36	36	100.00
UAPYAP31	Allied Mathematical Statistics Practical I	36	36	100.00
UATANM31	Ariviyal Tamil I	33	33	100.00
UAPYPR31	Physics Practical II	37	34	91.89
UAENV301	Environmental Studies	37	32	86.49
UAPY3001	Classical Mechanics	36	15	41.67
UAPYAL31	Allied Mathematics I	38	13	34.21
UAARNM31	Basic Arabic I	1	0	-
	TOTAL	**293**	**238**	**81.23**
V SEM				
UAPYPR51	Physics Practical IV	45	43	95.56
UAPYSE51	Radiation Physics	45	30	66.67
UAPYPR52	Electronics Experiments I	45	28	62.22
UAPYCE51	Digital Electronics	45	24	53.33
UAPY5002	Atomic Physics	44	19	43.18
UAPY5001	Electricity and Electromagnetism	45	18	40.00
UAPY5003	Applied Electronics	45	16	35.56
	TOTAL	**314**	**178**	**56.69**
I SEM	**M.SC. PHYSICS**			
PBPY1001	Mathematical Physics	1	1	100.00
PBPY1002	Classical Mechanics	1	1	100.00
PBPY1003	Quantum Mechanics I	1	1	100.00

PBPYPR11	Practical I General Physics Experiments I	1	1	100.00
PBPYDE11	Semiconductor Devices and Integrated Circuits	1	1	100.00
	TOTAL	**5**	**5**	**100.00**
III SEM				
PAPYPR31	Practical III - General Physics Experiments II	13	13	100.00
PAPYEP31	Synthesis and Characterization of Nano Materials	13	13	100.00
PAPY3001	Condensed Matter Physics	13	12	92.31
PAPY3003	Crystal Physics and Crystallography	13	11	84.62
PAPY3002	Nuclear and Particle Physics	13	8	61.54
	TOTAL	**65**	**57**	**87.69**