

**Academic Council 25/05/2011**

**Item No. 4.101**

**University of Mumbai**



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NAAC ACCREDITED  
(2001-2006)

**Additional Provisions**

**To**

**General Ordinances**

**With Respect to**

**Credit Based Semester and Grading System  
(CBSGS)**

**For the Programmes**

**Under**

**The Faculty of Arts, Commerce & Science**

**With effect from the Academic year 2011-12**

# University of Mumbai

## **ORDINANCE O.5042 – A: - Grace Marks passing in each course/ head of passing (Theory/ Practical/ Oral/ Sessional/ TW/ External / Semester End Exam / Internal Assessment)**

The examinee shall be given the benefit of grace marks only for passing in each course / head of passing (Theory / Practical / Oral / Sessional/ TW) in External / Semester End Examination or Internal Examination Assessment as follows:

<b>Head of Passing</b>	<b>Grace Marks Upto</b>
Upto - 50	2
051 - 100	3
101 - 150	4
151 - 200	5
201 - 250	6
251 - 300	7
301 - 350	8
351 - 400	9
And 401 and above	10

Provided that the benefit of such gracing marks given in different courses/ head of passing shall not exceed 1% of the aggregate marks in that examination.

Provided further that the benefit of gracing of marks under this Ordinance, shall be applicable only if the candidate passes the entire examination of semester / year.

Provided further that this gracing is concurrent with the rules and guidelines of professional statutory bodies at the All India level such as AICTE, MCI, Bar Council, CCIM, CCIH, NCTE, UGC etc.

## **ORDINANCE O. 5043-A: - Grace Marks for getting Higher Class / Grade**

A candidate/learners who passes in all the subjects / courses and heads of passing in the examination without the benefit of either gracing or condonation rules and whose total number of marks falls short for securing Second Class / Higher Second Class/ First Class or next Higher Grade by marks not more 1% of the aggregate marks of that examination or up to 10 marks, which ever is less, shall be given the required marks to get the next higher or grade as the case may be.

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Provided that benefits of above mentioned grace marks shall not be given, if the candidate fails to secure necessary passing marks in the aggregate course / head of passing also, if prescribed, in the examination concerned.

Provided further that benefits of above mentioned grace marks shall be given to the candidate for such examination/s only for which provision of award of Class / Grade has been prescribed.

Provided further that this gracing is concurrent with the rules and guidelines of professional statutory bodies at the All India level such as AICTE, MCI, Bar Council, CCIM, CCIH, NCTE etc.

## **ORDINANCE O.5044-A: - Grace Marks for getting distinction / Grade 'O' in the subject / course only**

A candidate/learners who passes in all the Courses or Subjects/ Heads of passing in the examination without benefit of either gracing or condonation rules and whose total number of marks in the courses/ subject/s falls short by not more than three marks for getting Grade 'O'/ distinction in the courses / subject/s respected shall be given necessary grace marks up to three (03) in maximum two subjects, courses subject to maximum 1% of the total marks of that Head of Passing whichever is more, in a given examination.

Provided that benefits of above mentioned grace marks shall not be given to the candidate only for such examination/s for which provision for distinction in a course / subject has been prescribed.

Provided further that this gracing is concurrent with the rules and guidelines of professional statutory bodies at the All India level such as AICTE, MCI, Bar Council, CCIM, CCIH, NCTE etc.

## **ORDINANCE O. 5045-A: - Condonation**

If a candidate/learners fails in only one course/ head of passing, having passed in all other courses/ heads of passing, his/her deficiency of marks in such head of passing may be condoned by not more than 1% of the aggregate marks of the examination or 10% of the total number of marks of that course / head of passing in which he/she is failing, whichever is less. However condonation, whether in one head of passing or aggregate head of passing be restricted to maximum up to 10 marks only.

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Condonation of deficiency of marks be shown in the Grade Card/ Statement of Marks in the form of asterisk and Ordinance number.

Provided that this condonation of marks is concurrent with the rules and guidelines of professional statutory bodies at the All India level such as AICTE, MCI, Bar Council, CCIM, CCIH, NCTE etc.

## **ORDINANCE O. 5046-A: - Moderation**

1. The Moderation System shall be application to all the faculties for Under Graduate and Post Graduate Semester End Examination / External Theory Examination.
2. 100% moderation of the answer book shall be carried out in the case of candidates failing by 10% of marks of the aggregate marks of that course / paper.
3. In case of professional faculties / courses, 100% moderation shall be carried out in case of candidates obtaining 70% and above marks or Grade 'O'. For non-professional faculties / courses 100% moderation shall be carried out in case of candidates obtaining First Class Grade 'A' and above marks.
4. The moderation of answer books of at least 5% of total number of candidates obtaining marks between Grade 'E' / minimum passing marks and marks required for Grade 'A' and above First Class/ distinction shall be carried out on random sample basis.
5. One moderator shall be appointed per five examiners. However Chairman, Board of paper setters will act as the moderator, where there are less than five examiners.
6. Moderation work shall be carried out simultaneously with the central assessment of answer books at CAPs.
7. Where marks awarded by the moderator vary from those awarded by original examiner, the marks awarded by the moderator shall be taken as final.
8. Each University shall formulate detailed scheme of moderation on the basis of guidelines given above.

## **ORDINANCE O.5047-A: - Vigilance Squad**

1. The Vigilance Squad/s of not less than three and not more than four members shall be appointed by the Vice Chancellor to visit the Centres of University Examinations to:
  - i. Ensure that the University Examinations are conducted as per norms laid down.

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- i. Observe whether the Senior Supervisors and Block Supervisors are following scrupulously instructions for conduct of the University Examinations.
- ii. Check the students who try to resort to malpractices at the time of University Examinations and report such case to the University.
  2. The Vigilance Squad is authorized to visit any Examination Centre without prior intimation and enter office of the In-charge of the Examination Centre to check the record and other material relating to the conduct of Examination. They can enter in any block of Examination for checking the candidates identify card, fee receipt, hall tickets etc. to ascertain the authenticity of the Candidate. The Vigilance Squad shall e authorized to detect use of malpractices and unfair means in the University Examination.
  3. The Vice Chancellor shall appoint Vigilance Squad which may include:  
Senior Teachers of Affiliated College/Recognized Institution/ University Departments / Teachers and desirably one lady teacher; and any other person as the Vice Chancellor considers appropriate.
  4. The Chairman of Vigilance Squad/s shall submit the report on surprise visit directly to the Vice Chancellor with a copy to the concerned Principal. The Vigilance Squad/s may make suggestions in the matter of proper conduct of examinations, if necessary.
  5. The Principal of the College where the centre of examination is located shall be responsible for the smooth conduct of examination. He/ She shall ensure strict vigilance against the use of unfair means by the students and shall be responsible for reporting such cases to the University as well as the law of enforcing authority.

## **ORDINANCE O. 5048-A: - Amendments of Results**

### **Due to errors**

In any case where it is found that the result of an examination has been affected by errors, the Controller of Examinations shall have power to amend such result in such manner as shall be in accordance with the true position and to make such declaration as is necessary, with the necessary approval of Vice Chancellor / Pro Vice Chancellor, provided the errors are reported / detected within 6 months from the date declaration of results. Errors detected thereafter shall be placed before the Board of Examinations.

### **Error means:-**

- i) Error in computer/data entry, printing or programming and the like.
- ii) Clerical error, manual or machine, in totaling or entering of marks on ledger/register.

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iii) Error due to negligence or oversight of examiner or any other person connected with evaluation, moderation and result preparation.

## **A. Due to fraud, malpractices etc.**

In any case where the result of an examination has been ascertained and published and it is found that such result has been affected by any malpractices, fraud or any other improper conduct whereby an examinee has benefited and that such examinee, has in the opinion of the Board of Examination been party of privy to or connived at such malpractice, fraud or improper conduct, the Board of Examination shall have power at any time notwithstanding the issue of the Certificate or the award of a Prize or Scholarship, to amend the result of such examinee and to make such declaration as the Board of Examination considers necessary in that behalf

**Note:** a) The Ordinances O.5049, O.5050 will be as per the existing ordinances. However, the term “Student” be read as “Learners”

b) The Number of the Ordinances will be same. However, it is followed by alphabet ‘A’ only.

**UNIVERSITY OF MUMBAI**  
**No. UG/112 of 2015**

**CIRCULAR:-**

A reference is invited to the Ordinance 229-A relating to the award of 10 grace marks, **vide** this office Circular Nos.UG/155 of 1998, dated 19<sup>th</sup> May, 1998 and the Directors/Heads the Recognized Institutions, the Principal of Colleges, the Director, Students Welfare, Director of Lifelong Learning program Co-ordinator of NSS and the Director, Sport Pavilion are hereby informed that as the University of Mumbai has started the credit based and grading system the recommendation made by Academic Council at its meeting held on 29<sup>th</sup> May, 2015 **vide** item No. 7.2 and subsequently approved by the Management Council at its meeting held on 27<sup>th</sup> June, 2015 **vide** item No. 05 and that in accordance therewith, in exercise of the powers conferred upon Management Council under Section 54 (1) of the Maharashtra Universities Act, 1994, Ordinance 229-A regarding of the award of 10 grace marks to students for participation in any one of the various extracurricular activities, is amended as under and that the same has been brought into force with effect from the academic year 2015-16.

**O.229:-** Candidates appearing for any of the University examination/examinations conducted on behalf of the University, except those where point system of evaluation is introduced, shall be eligible for the award of maximum 10 grace marks at their option, wherever necessary in addition to the mark secured in each head of passing for participation in any one of the activities mentioned below: -

(a) Students who have enrolled as members of the N.C.C. and have satisfactorily completed the N.C.C. training programme during the academic year, as certified by the Principal, Associate N.C.C. Officer of their respective College.

OR

(b) Students who have enrolled as members of the Home Guards and have satisfactorily completed Home Guard training programme during the academic year as certified by the Principal of their respective College.

OR

(c) Students who have participated in the N.S.S. programme and have satisfactorily completed at least 120 hours of Social Service comprising the time spent in at least 2 types of projects as certified by the Principal of their respective College and forwarded by the N.S.S. Programme Co-ordinator.

OR



-:2:-

- (d) Students who have participated in any programme of the Department of Adult and Continuing Education and Extension such as these pertaining to the programmes of the National Literacy Mission, Population education, Continuing Education extension work, Continuing Education Center and have satisfactorily completed at least one hundred and twenty hours of work in the programme as certified by the Principal and further certified by the Director.

OR

- (e) Students who have participated in the Work-experience project of the Department for 240 hours as certified by the Principal and further certified by the Director.

OR

- (f) Students who are one of the members of the team/s reaching at Quarter final stage at inter-collegiate sports competitions or have secured one of the eight places in order of merit in individual sport event conducted by the University or have represented the University in sport events either at the Inter-State or at Zonal level or at National Level or at International Level and have produced the necessary certificate from the Principal of their respective college and forwarded by Head of the concerned Section.

OR

- (g) Students who are members of team/s securing first three positions in cultural group events or have secured one of the first three places in individual cultural events or whose performance have been adjudged best as an Actor/Actress, Music Director, Lighting/Sound effect Operator, Author, Choreographer, or as Director in Group events conducted at the Inter-collegiate cultural competition organized by the University, or have represented the University in any of the cultural events either at the State level or at the Zonal level or at the National level or at the International level in the same academic year as certified by the Principal of their respective college and forwarded by Head of the concerned Section.

OR

.....3/-



-:3:-

- (h) Students who are members of the Students Councils constituted under Section 40 (2) (a) or Section 40 (2) (b) or under Section 40 (4) of the Maharashtra Universities Act 1994, and have actively participated in various schemes, programmes and attended functions of the University during that academic year, as recommended by the Principal of the concerned college and certified by the Director of Students Welfare.

The benefit of 10 grace marks to candidates would be available only in any one of the activities mentioned above, at their option subject to their fulfilling following conditions:-

1. That they are appearing for any university examination, except the examinations having point system of evaluation, for the first time.
2. That in case of failure in one or more heads of passing an examination, the benefit of grace marks shall be granted to the extent of 5% of the maximum marks allotted to a subject.
3. That the grace marks will be granted for the purpose of claiming exemptions in a subject/s, provided it shall not exceed 5% of the maximum marks allotted to a subject.
4. That the maximum of 10-grace mark shall be granted for the purpose of enabling a candidate for the award of class and or distinction, in the examination.
5. That maximum 10 grace marks shall be added to the grand total, However, in the case of credit based grading system (CBGS) the (0.1) will be added in the final grade to the GPA, even if the benefit is given to students for passing the subject/s.
6. That if the examination is conducted in Semester and the marks of the two semesters are clubbed, the same shall be granted in even semester examination of that academic year.

.....4/-

7. That the grace marks under this Ordinance will not be counted for the award of scholarships, prizes and medals or any other awards.
8. That the rules relating to gracing under this Ordinance shall be applied first and the same shall separately be shown in the marks sheet of the candidates.
9. That the University authorities may consider with holding of any of the aforesaid benefit or to consider any of the merit/work of the candidates null and void if, in the option of duly constituted Disciplinary Committee, such an action is felt necessary, and communicated to University through the Principal/Head of the Department.

MUMBAI – 400 032  
27<sup>th</sup> October, 2015

Sd/-  
REGISTRAR

To,

The Directors/Heads the Recognized Institutions, the Principal of Colleges, the Director, Students Welfare, Department of Lifelong Learning program Co-ordinator of NSS and the Director, Sport Pavilion.

**A.C/7.1/26.06.2015**  
**M.C/05/27/06/2015**

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No. UG/12-A of 2015-16

MUMBAI-400 032

27<sup>th</sup> October, 2015

Copy forwarded with compliments for information to:-

- 1) The Deans, of all faculties and Chairman/Chairpersons of various Board of Studies and Ad-Hoc Board of Studies.
- 2) The Professor-cum- Director, Institute of Distance and Open Learning (IDOL),
- 3) The Director, Board of College and University Development,
- 4) The Controller of Examinations,
- 5) The Co-Ordinator, University Computerization Centre.

  
REGISTRAR