



Bharath

INSTITUTE OF HIGHER EDUCATION AND RESEARCH

(Declared as Deemed-to-be University under section 3 of UGC Act, 1956)
(Vide Notification No. F.9-5/2000 - U.3, Ministry of Human Resource Development, Govt. of India, dated 4th July 2002)



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ADDITIONAL REGISTRAR

Ref: BIHER /BIST/FAS/Exam Policy_2020

Date: 28.08.2020

CIRCULAR

To

All Students
(UG & PG – Arts & Science Students)
Faculty of Arts & Science,
Bharath Institute of Science and Technology (BIST)
Chennai - 600 073

Dear Students,
Greetings!

You are aware that our country is overcoming the unprecedented difficult times due to the outbreak of COVID -19 Pandemic. However, we are confident that under the guidance of our Central/State Governments, we will overcome this situation and soon lead a normal life.

Considering the guidelines of MHRD/UGC, New Delhi on the examination and academic calendar and the guidelines issued by respective statutory councils, our Bharath Institute of Higher Education and Research (Deemed - to - be University) – Faculty of Arts and Science using the advancement of ICT, has successfully completed the Teaching Learning Process for the academic year 2019-2020 (Even Semester). The BIHER (Deemed - to - be University) appreciates the Faculty/Students for quickly adapting to the online classes system and completing the syllabus successfully.

Now, it has come to the evaluation and assessment stage on the performance of our students. Considering the present situation and in the interest of students' community, this issue was discussed in the Sub Committee of BOM and Academic Council of the University. On the



recommendations of authorities of the Deemed to be University, it has been decided as one time measure to have an alternate mode of examination system for this academic year 2019-2020 in particular for the Jan -June 2020 semester (Final Semester), without compromising on the standards of education in Faculty of Arts & Science, BIHER.

The Authorities of Bharath Institute of Higher Education and Research (Deemed to be University) Chennai in accordance with the MHRD/UGC guidelines on examinations and academic calendar dated 29/4/2020 and revised guidelines dated: 6/7/2020, the G.O. No:111 dated 27/7/2020 issued by the Government of Tamilnadu (Since our Deemed to University is located in the State of Tamilnadu) and the developments observed in the Hon'ble Supreme Court on the above said UGC's Policy on Examinations, prevailing situation due to increase in COVID cases across the country has formulated the following guidelines:-

Phase-I: Final Semester Batches: (U17 - Under Graduate Courses and P18- Post Graduate Courses: Faculty of Arts & Science – Full Time),

- a. All final year UG and PG students currently on roll/registered for the even semester (Jan - June 2020) are declared as eligible for appearing for the final semester examinations, even if shortage of attendance are recorded since,
 - ✓ The physical/regular mode of academic session for this semester was discontinued due to lockdown direction from the Governments and
 - ✓ Even a few students could not attend the online mode of classes fully due to connectivity, bandwidth and other issues.
- b. To facilitate the final year UG and PG students to join for higher education, placement process, research institutions etc., the VIVA-VOCE for the project will be conducted using any of the online platforms (Our BIHER - CAMU, MS Teams, Skype, Webex / Google etc) with one External / Internal expert member, in consultation with the respective Head of the Department. The HODs are entrusted to suitably schedule the viva -voce considering the present students' location, connectivity issues etc.,
The marks distribution for **Project Viva Voce** will be
 1. Internal reviews (40 marks)
 2. Final viva voce (60 marks) summing to a Total 100 marks.
- c. The **Theory papers** may be Two/Three/Four/Five/Six papers depending upon the respective departments. For all the Theory papers the exam will be in the following pattern.



- Internal marks (40 marks) based on continuous assessment
- End semester exam marks (60 marks) (Online mode).

This End Semester Examination mark will have two components namely

- Assessment I - MCQ – 30 Marks and
- Assessment II – Descriptive Assessment (Assignment work) (30)

All these processes will be under the supervision of COE.

d. The Practical Paper and Extension Activity Paper (YOGA) will be in the following pattern

- Internal marks (50 marks) based on continuous assessment
- End semester exam marks (50 marks) (Online mode).
- Assessment Method - MCQ – 50 Marks

(25 questions, each question carry 2 Marks)

e. MCQ pattern for theory based courses (30 Marks) will be implemented via BIHER CAMU ERP, for 30 questions with 6 questions from each of the five units. The students will be given one full day time to complete the MCQ (9AM to 6 PM) with three attempts and submit the same via CAMU. The best of the three attempts will be automatically taken by the System ERP CAMU and verified by HOD/COE. The marks scored will be available for scrutiny and transparency will be maintained.

f. Descriptive Assessment (Assignment) pattern will be implemented via BIHER CAMU ERP, with one question from each of the five units. The students will be given four days' time to complete the assignment and submit the same via CAMU. The Descriptive Assessment (assignment) must be limited to maximum of seven pages (Max 5MB Size) and should be submitted in PDF format via ERP CAMU. The marks scored will be always available for scrutiny and transparency will be maintained.

g. In case of the point (f) above, the students are advised to refer text books/reference books and the descriptive assessment (assignment) answers should be in their **own handwriting** only.

h. Any Bandwidth, Connectivity issues or in Special Cases, the students can represent their issues / problems through mail to the Examination Grievances Cell which will dispose the grievances on the merits of the cases.

i. The Schedule of end semester examination (Online mode) will be announced at least one week in advance to all students.



A separate instruction to students detailing the step by step procedure to be followed for end semester online mode examination will be issued separately.

Considering the COVID 19 PANDEMIC situation it is decided to reduce the University examination fees to Rs.100/- per paper uniformly for theory/practical/ Projects papers.

On completion of these evaluation processes and declaration of results, the final year students shall be issued Mark sheets, TC, Provisional Certificate etc., before **30th September 2020**. This deadline may be extended due to unforeseen issues that are beyond the control of University.

The Students should pay their Tuition Fees for the Jan - June 2020 semester, (which was originally due on 25th January 2020) and Exam Fees, Mark Sheets, Certificates Fees etc. on or before **7th September 2020 (Monday)**.

Any queries related to Fees please contact fas.feequery@bharathuniv.ac.in or your respective HOD for assistance.

If any student of the above batches feel that their awarded grade need to be improved, a supplementary examination (the procedure for conduct of supplementary examination process will be issued in a separate circular considering the SOP issued by the Government) will be conducted once normalcy is restored.

In this supplementary exam, additional cases i.e students who have missed MCQ/online class/assessment/assignment due to QUARANTINE (COVID 19) will also be considered. In such cases a valid certificate and medical fitness certificate is mandatory.

A Separate Circular on the Decision of the next phase for the following Batches U18, U19, and P19 (Theory/ Practical/ Viva voce/ Extension Activity) will be issued shortly.

Any grievances/issues on this alternate examination mode shall be addressed to the Examinations Grievances Cell (EGC) at examgrievancescell@bharathuniv.ac.in. The decision of the authorities of Deemed to be University will be final on the basis of the recommendation of the EGC.



Any clarification on the exam schedule (Theory / Practical/Project) and any other issues, the students can contact their respective HODs / Class in-Charges. (The contact numbers of the HOD/Class in-Charges are displayed on the website).

The alternate examination system followed during COVID 19 pandemic cannot be referred as precedence as this is only a one-time measure and all the above measures are derived purely considering the interest of the students only, as per the guidelines of UGC / Statutory Council.

The Bharath Institute of Higher Education and Research (Deemed - to - be University), Chennai may revisit any of the procedure mentioned in this circular/order from time to time considering the prevailing situations.

All the Students and Parents of Bharath family are requested to follow the guidelines of our Government to protect themselves from COVID 19.

Be Safe! Maintain Social Distance! Protect yourself! Stay connected!

With Best Wishes


(Dr.R.HARIPRAKASH)
Additional Registrar

ADDITIONAL REGISTRAR
BHARATH INSTITUTE OF HIGHER EDUCATION & RESEARCH
(Declared as Deemed to be University U/S 3 of UGC Act,
Chennai-600 073, INDIA)



- Copy to:-
1. PS to Vice Chancellor/ Pro-Vice Chancellor
 2. Controller of Examinations/ Office of the Registrar
 3. All Directors/Dean/HoDs – Faculty of Arts and Science
 4. AO/Finance Dept. /Office
 5. Website Coordinator/ITES Centre
 6. BIHER ERP Cell/Exam Grievances Cell (EGC)
 7. Notice Board/file.
