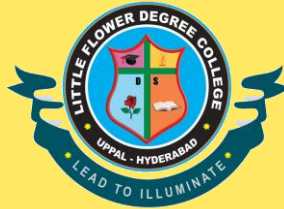


**LITTLE FLOWER DEGREE
COLLEGE**
(Affiliated to Osmania University)
Uppal, Hyderabad

**Managed by Brothers of St. Gabriel Educational
Society**



EXAMINATION POLICY



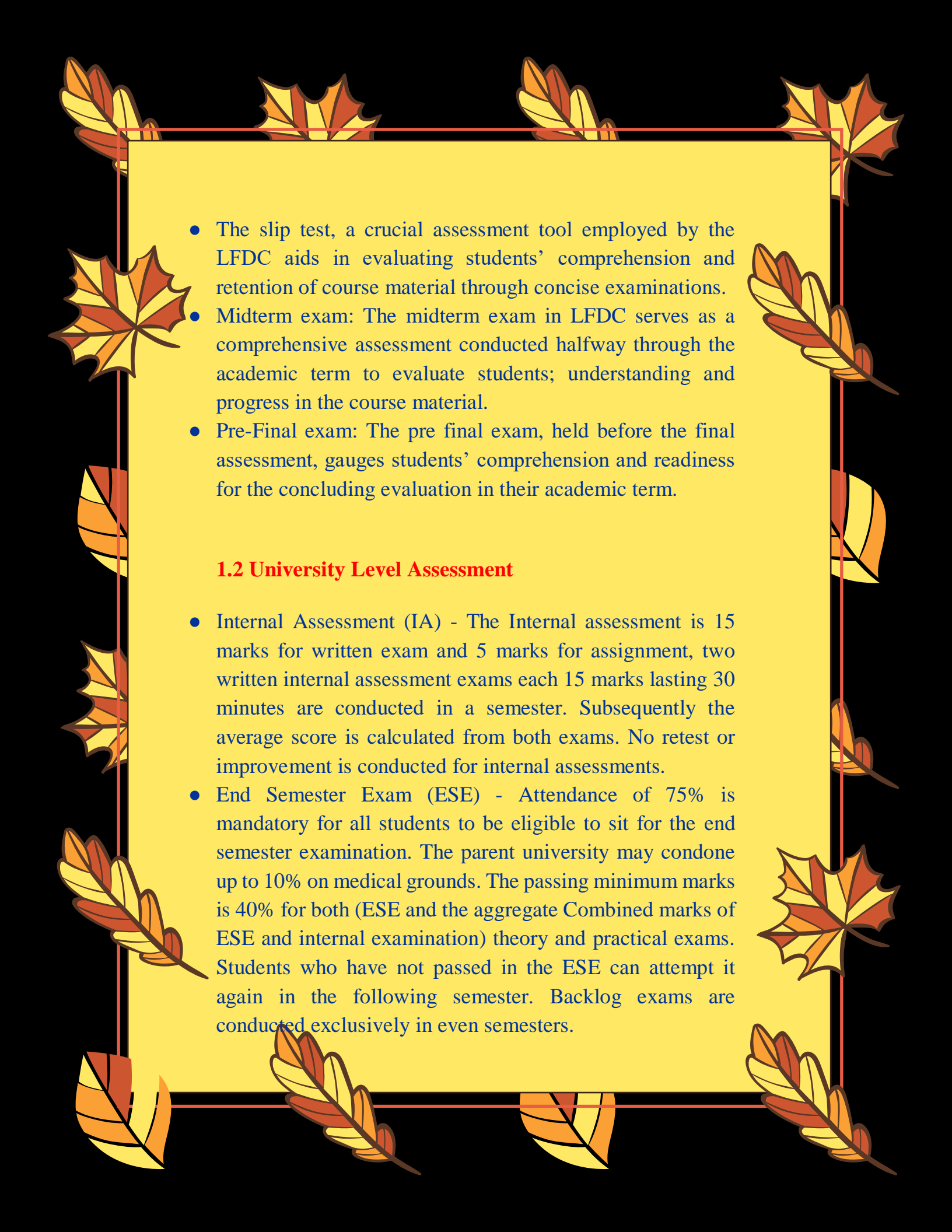
Preface

LFDC's implementation of Choice Based Credit System (CBCS) is facilitated through affiliation with Osmania University, which combines internal assessment with end semester evaluation. Under CBCS, an academic year is divided into two semesters (odd and even) and student's performance is graded and assessed in terms of Grade Point Average (GPA). The college evaluates each student's performance through both internal Assessment (IA) and End Semester Examination (ESE) with the ratio of 20:80. To earn a degree, students must achieve minimum required credits laid down by the OU controller of Examinations. The college utilizes a 10-point absolute grade system for calculating Semester Grade Point Average (SGPA) and Cumulative Grade Point Average System (CGPA).

1. Types of Examinations:

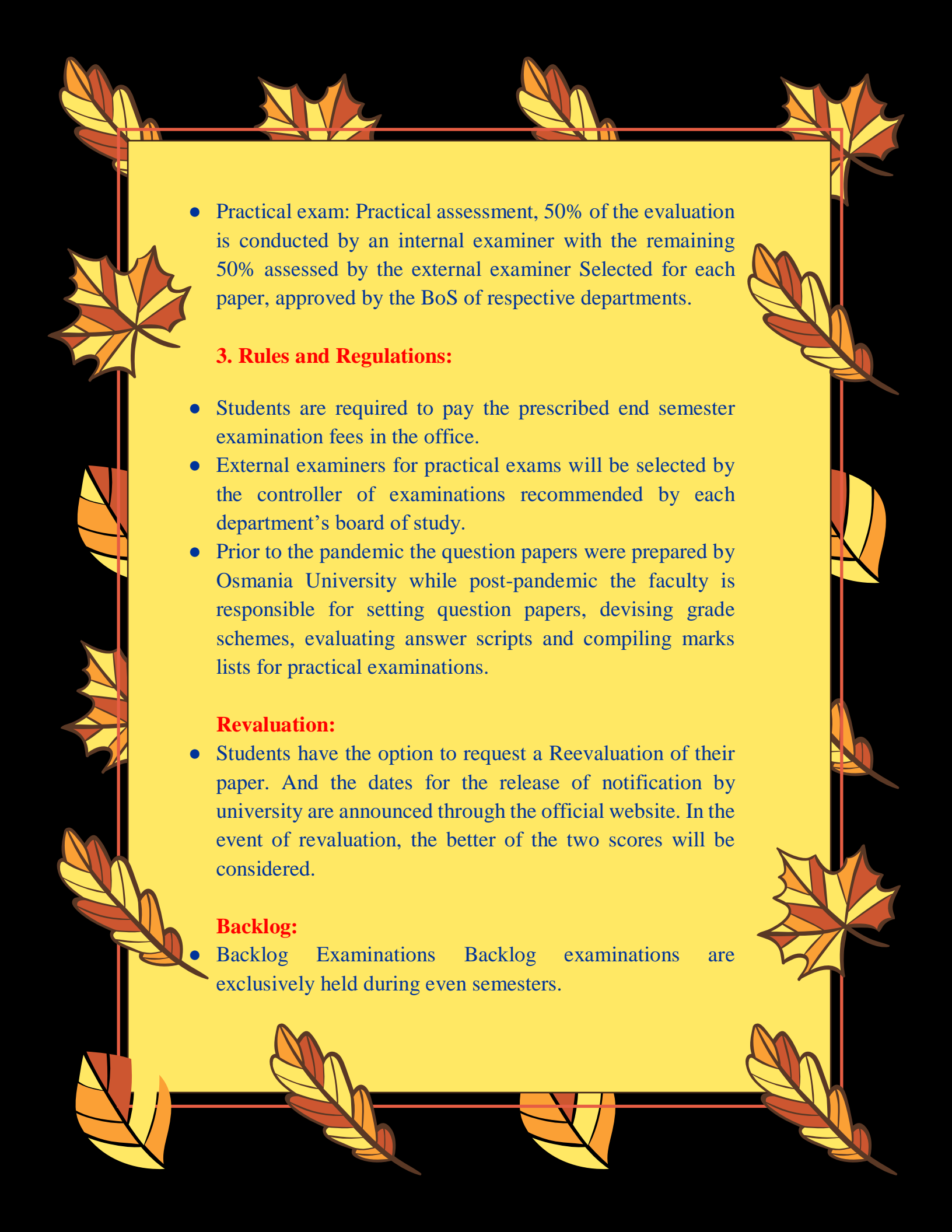
1.1 College Level Assessment:

College level assessments are of various forms, each tailored to assess different aspects of students' knowledge, skills, and abilities. Mid-term and pre final examinations are conducted following the university exam pattern, with each carrying a weightage of 80 marks and with 40 marks pass percentage. Re Exam will be arranged for students who underperform and absent. Subsequently report cards detailing the student performance are given during parent-teacher meetings.

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- The slip test, a crucial assessment tool employed by the LFDC aids in evaluating students' comprehension and retention of course material through concise examinations.
 - Midterm exam: The midterm exam in LFDC serves as a comprehensive assessment conducted halfway through the academic term to evaluate students; understanding and progress in the course material.
 - Pre-Final exam: The pre final exam, held before the final assessment, gauges students' comprehension and readiness for the concluding evaluation in their academic term.

1.2 University Level Assessment

- Internal Assessment (IA) - The Internal assessment is 15 marks for written exam and 5 marks for assignment, two written internal assessment exams each 15 marks lasting 30 minutes are conducted in a semester. Subsequently the average score is calculated from both exams. No retest or improvement is conducted for internal assessments.
- End Semester Exam (ESE) - Attendance of 75% is mandatory for all students to be eligible to sit for the end semester examination. The parent university may condone up to 10% on medical grounds. The passing minimum marks is 40% for both (ESE and the aggregate Combined marks of ESE and internal examination) theory and practical exams. Students who have not passed in the ESE can attempt it again in the following semester. Backlog exams are conducted exclusively in even semesters.

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- Practical exam: Practical assessment, 50% of the evaluation is conducted by an internal examiner with the remaining 50% assessed by the external examiner Selected for each paper, approved by the BoS of respective departments.

3. Rules and Regulations:

- Students are required to pay the prescribed end semester examination fees in the office.
- External examiners for practical exams will be selected by the controller of examinations recommended by each department's board of study.
- Prior to the pandemic the question papers were prepared by Osmania University while post-pandemic the faculty is responsible for setting question papers, devising grade schemes, evaluating answer scripts and compiling marks lists for practical examinations.

Revaluation:

- Students have the option to request a Reevaluation of their paper. And the dates for the release of notification by university are announced through the official website. In the event of revaluation, the better of the two scores will be considered.

Backlog:

- Backlog Examinations Backlog examinations are exclusively held during even semesters.



Malpractice:

- If any student engages in malpractice during the end semester examination (ESE) or is found in possession of unauthorized materials or electronic devices the examinations for all papers listed on the hall tickets stands cancelled following the rules laid down by Osmania University.

Declaration of Results:

- The results of end semester examinations will be published on the OU website.

Promotion & Detention:

- Students must meet attendance requirements and register for semester exams during the odd semester to be promoted to the next semester. There is no detention in odd semesters, however during the even semester students must pass at 50% of the total number of papers from all previous semesters to advance to the next semester.

Completion of Course:

- UG degree requires a specified number of credits to be earned. A student is allowed a duration of 3+2 years to complete a course. Even if the syllabus undergoes revision during this period, candidates who need to retake exams are permitted to do so based on the old syllabus under the specified 2 years duration.

Answer Scripts Photocopy:

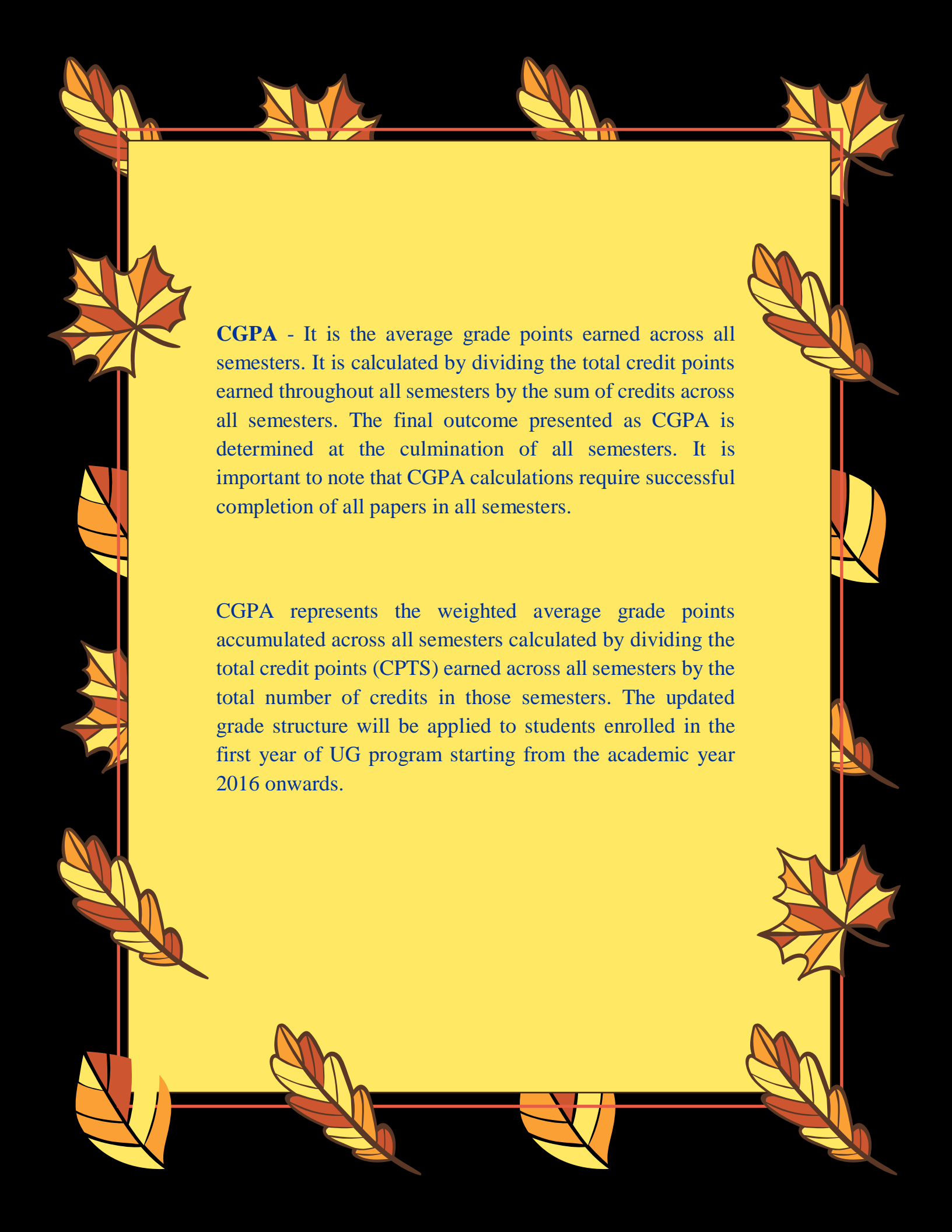
- Students can obtain a photocopy of his/her theory answer scripts by paying Rs. 1000 per paper. The request for the photocopy should be submitted in the specified Performa, duly attested by the principal along with
 - Fee receipt
 - Hall ticket
 - Copy of memo

Photocopy of the answer script will be provided to the students, two from the last date of submission.

CBCS System:

- Credit serves as a measurement unit of course work, where one credit corresponds to either one hour teaching work or two hours of practical work per week. Grade point represents the assigned value of a grade letter, determined by the marks received in a course or paper.

SGPA - it reflects a student's performance in a particular semester. It is determined by considering the total credit points earned by the students across all courses and the total number of credits assigned to those courses or papers in that semester. The SGPA is calculated using the formula where credit points equal the product of the credit and grade point for each course. It is important to note that SGPA is calculated only when the student passes all courses achieving a minimum grade of D.



CGPA - It is the average grade points earned across all semesters. It is calculated by dividing the total credit points earned throughout all semesters by the sum of credits across all semesters. The final outcome presented as CGPA is determined at the culmination of all semesters. It is important to note that CGPA calculations require successful completion of all papers in all semesters.

CGPA represents the weighted average grade points accumulated across all semesters calculated by dividing the total credit points (CPTS) earned across all semesters by the total number of credits in those semesters. The updated grade structure will be applied to students enrolled in the first year of UG program starting from the academic year 2016 onwards.

| Range of % of Marks | Inference | Letter Grade | Grade Point |
|------------------------------------|-----------------------|--------------|-------------|
| ≥ 90% to 100 | Outstanding | O | 10 |
| ≥ 75 to < 90 | Excellent | A+ | 9 |
| ≥ 60 to < 75 | Very Good | A | 8 |
| ≥ 55 to < 60 | Good | B+ | 7 |
| ≥ 50 to < 55 | Above Average | B | 6 |
| ≥ 45 to < 50 | Average | C | 5 |
| ≥ 40 to < 45 | Pass | D | 4 |
| < 40 | Fail (Reappear) | F (RA) | 0 |
| | Absent (Not Appeared) | Ab (NA) | 0 |
| Not eligible for end semester exam | In-Complete | IC | 0 |

The end semester exams will be governed by the rules and statutes by Osmania University.

Jayanthi
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 College Code : 2010