

REGULATIONS
for
ADMISSION, SCHEME AND SYLLABI
for
DDMCA DEGREE COURSE
(With effect from 2014 admissions)



MAHATMA GANDHI UNIVERSITY
KOTTAYAM
KERALA

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REGULATIONS FOR DUAL DEGREE MASTER OF COMPUTER APPLICATIONS (DDMCA) PROGRAMME

R1. CONDITIONS FOR ADMISSION

Qualifications

- i) A candidate seeking admission to Dual Degree MCA course must have A pass with not less than 45% marks in any discipline 10+2 level.
- ii) Subject to the regulation relating to prescribed minimum of the respective qualifying examination, the minimum marks of Admission to the Course of studies shall be a pass in the case of SC/ST candidates.
- iii) Candidates belonging to Socially and Educationally Backward Classes (SEBC) referred to GO(P)208/66/Edn dated. 2-5-96 and subsequent amendments to order issued by the Government shall be given a relaxation of 2% marks in the prescribed minimum for admission.
- iv) A relaxation of 5% marks from the prescribed minimum shall be allowed in the case of physically handicapped persons.
- v) Reservation of seats shall be as per rules prescribed in the relevant rules by the Directorate of Technical Education, Government of Kerala.

R2. DURATION OF THE COURSE

The Course shall extend over a period of Five Academic years consisting of Ten Semesters.

R3. PROGRAMME COORDINATOR

To help the students in planning their Courses of study and for getting general advice on Academic programme, the concerned Department will assign a programme coordinator for DDMCA programme under the Department. The programme coordinator will be the overall in charge in all matters concerning the students' work and progress.

R4. CURRICULUM

The Curriculum will comprise the Courses of study as given in the scheme in accordance with the prescribed syllabi.

Candidates will be required to undertake a suitable master's research project work and

industrial training and mini project in consultation with the head of the Department and the faculty advisor and submit the project report and industrial training report there on at the end of the respective Semesters, on dates announced by the College/Department.

R5. REQUIREMENTS OF ATTENDANCE AND PROGRESS

- i. A candidate will be deemed to have completed the requirements of study of any semester and permitted to appear each University End Semester Examinations (ESE) only if,
 - a) The candidate has kept not less than 75% of attendance in each of the subjects of the total number of working days of the concerned semester
 - b) His/Her progress has been good
 - c) His/Her character and conduct has been good
 - d) He/She has minimum of 50 % of sessional marks for each subject.
- ii. A student who has an attendance and sessional marks lower than 75% and 50% respectively will not be permitted to appear for the ESE and he/she has to redo the semester at the next available opportunity. However a candidate can repeat the course or have condonation of attendance or temporary break of study, only twice during entire programme.

Note: As these are academic mandatory prerequisites no exemption will be granted in these cases whatever may be the causes.

R6. PROCEDURE FOR COMPLETING COURSE

- i. The Examinations of the odd semesters will be conducted only in odd semesters and that of the even semesters only in even semesters.
- ii. A candidate may proceed to the course of study for the next semester only after completing the requirements of attendance and progress (Regulation clause R5) of the previous semester.
- iii. A candidate is eligible for condonation of shortage of attendance only once in the entire programme subject to the conditions given below.
 - a) His conduct and progress must be good as certified by the Principal.
 - b) Condonation will be granted only on medical grounds if he/she has secured not less the 65% of attendance.
 - c) By the recommendation of the head of the institution, the condonation shall be granted subject to rules and procedures prescribed by the University from time to time.
 - d) It is open to Vice Chancellor to grant condonation of shortage of attendance on the recommendation of the head of the institution.
- iv. A student who is not eligible for condonation of shortage of attendance shall repeat the course in full including the sessional work in the next immediate chance. The sessional marks earned during repetition of course alone will be counted in such case.

- v. A student can repeat the course only once in the entire course of study only on medical reasons (hospitalization / accident / specific illness). The hospitalization must be informed by the parent in writing with the certificate obtained from the Government medical officer to the faculty in charge of programme coordination, Head of the Department and Principal within fifteen days of hospitalization.
- vi. He/She shall repeat the course work in full (including sessionals) in a particular semester/year once and within 6 consecutive semesters.
- vii. He/She shall not combine his course work with regular course work of any other semester.
- viii. He/She shall not be allowed to repeat the course work of any semester if he/she has already passed that semester examination in full.
- ix. A candidate who has been registered for the higher semester examination will not be allowed to repeat the course work, in lower semesters.
- x. A candidate will be awarded an interim Degree on BCA after the successful completion of six semesters.
- xi. A candidate should complete up to six semesters before registering ninth semester.

R7. EXAMINATION AND VALUATION

a. Theory Examinations

There will be end semester University examination [ESE] at the end of each semester. There is no provision for improvement examinations.

To conduct all the theory examinations, a Chief Superintendent and an Assistant Chief Superintendent from senior faculty members are to be appointed by the Principal and approved by the University.

b. Practical Examinations

The Principals of colleges with the help of Chairmen/Chairperson should arrange the practical examination for all semesters with approval from the University.

Bonafide laboratory record / Master's project report / industrial training/ seminar report etc. are mandatory for appearing for the practical / viva-voce examinations.

To conduct practical examination, University will appoint an internal examiner from a panel of faculty (specialization in the relevant subject) of concerned college and an external examiner from other colleges. The examiners together will conduct the exam and decide the marks to be awarded to the candidates. The mark list filled and duly signed by the examiners should forward to the chairman by the internal examiner. The internal examiner will be the custodian of the valued answer script till the commencement of subsequent examination. There is no provision for revaluation.

c. Valuation

- i) The assessment will comprise of sessional assessment and university examination in certain subjects, and wholly sessional assessments in others, carrying marks as specified in the subject of study and scheme of assessment.

- ii) A candidate shall be declared to have passed in any subject in full in any semester if he/she secures not less than 50% marks in sessional, not less than 40% marks in the University examination including project and viva and not less than 50% of the overall aggregate marks for the subject i.e., university examination marks and sessional marks of the subjects put together.
- iii) There will be no provision to improve the sessional marks of any semester unless he repeats the semester.
- vi) University examinations will be conducted at the end of each semester for subjects offered during the semester.
- v) Semester examinations will normally be conducted in October/November and in April/May of each year.
- vi) All Sessional work shall be valued and marks awarded on the basis of day to day performance, periodic tests and assignments. The allocation of sessional marks for individual subjects shall be on the following basis.

Theory Subjects		Practicals	
Attendance	10%	Attendance	10%
Assignments /Seminar	30%	Regular class work / Lab record / Class Performance	50%
Tests	60%	Tests	40%
Total	100%	Total	100%

The sessional marks allotted for attendance shall be awarded in direct proportion to the percentage of attendance secured by the candidate in the subject. However, full sessional marks for attendance shall be awarded to those who are securing 80% of the attendance and above.

R8. UNIVERSITY EXAM QUESTION PAPER PATTERN

The pattern shall comprise of 2 parts: PART A (10 x 3=30 marks) and PART B (5 x 9=45 marks). **Part A** shall have 30 marks, in which the student is expected to answer 10 short questions (3 marks each) out of 12 questions evenly prepared from all the five modules. These questions can consist of definitions, theoretical concepts, short illustrative examples, block schematics etc. **Part B** shall have 2 questions from each module, out of which the student has to answer one from each module (9 marks). These can be descriptive type questions, derivations, problems or collection of 2 or more smaller questions in a topic. This offers 50% choice to the students, yet forces him to study all the five modules.

R9. PASSING REQUIREMENTS AND PROVISIONS

- i. All Credits should be earned by a candidate to be qualified for the DDMCA.
- ii. The candidate should have cleared all dues to the Institute/University.
- iii. No disciplinary action is pending against him/her.
- iv. Passing requirement for a student shall be a minimum of 50% marks (Theory and sessional put together), subjected to a minimum of 40% marks for the theory.
- v. A candidate, who is absent or secures a grade F or less than 40% in ESE in any subject carrying sessional marks and ESE marks, will retain the already secured sessional marks for subsequent supplementary appearance in the examination of that subject.
- vi. A candidate who fails to submit the report on the project/industrial training within the prescribed date (or whose report is not accepted for reasons of incompleteness or other serious deficiencies) will have to register, redo the project / industrial training and submit the report at the end of a subsequent semester.
- vii. A candidate who successfully completes the Course satisfying all the passing requirements of the courses will be declared to be qualified for the award of DDMCA.
- viii. Candidates who have passed all subjects of the Ten semesters at the first opportunity within Ten consecutive chances after the commencement of his/her study shall be ranked based on the CGPA obtained. In the case of a tie in the CGPA the total theory marks of the students who have secured same CGPA shall be considered for finalizing the rank.
- ix. A candidate who qualifies for the award of DDMCA degree having passed all the subjects of all the Ten Semesters within a period of maximum Ten consecutive semesters after the commencement of his/her study and secures a CGPA of 8 and above considering all the Ten semesters, will be declared to have passed the DDMCA degree in FIRST CLASS with DISTINCTION.
- x. A candidate who qualifies for the award of DDMCA degree having passed all the subjects of all the Ten semesters within a period of maximum Ten consecutive semesters after the commencement of his/her study and secures a CGPA of 6.75 and above considering all the Ten semesters will be declared to have passed the DDMCA degree in FIRST CLASS.
- xi. All other successful candidates will be declared to have passed the DDMCA degree in SECOND CLASS.
- xii. In the case of a student (regular / repeated /temporary break study) who has taken a **supplementary** chance for passing a subject, only **minimum pass grade (E)** will be **considered** in that subject for all classification purpose.

- xiii. Candidates shall be declared to have qualified for the award of the DDMCA degree provided the Candidate has successfully completed the course requirements and has ~~passed all the prescribed subjects of study in the ten semesters within a maximum period of seven years from the commencement of his/her study.~~
- xiv. Every candidate shall, based on his/her project work/dissertation, send a paper for publication in journal or a conference in which all papers are published after usual review.
- xv. **Minimum for a pass**
- A candidate shall be declared to have passed a semester examination in full in the first appearance if he/she secures not less than 6 CGPA with a minimum of 'E' grade for the all individual subject in that semester.
 - A candidate shall be declared to have passed in an individual subject of a semester examination if he/she secures grade 'E' or above.
 - A candidate who does not secure a full pass in a semester examination as per clause (a) above will have to pass in all the subjects of the semester examination as per clause (b) above before he is declared to have passed in that semester examination in full.

R10. SCHEME OF EVALUATION

a. Credit System

Each subject shall have a certain number of credits assigned to it depending upon the academic load and the nature and importance of the subject. The credit associated with each subject will be shown in the prescribed scheme and syllabi. Each course shall have an integer number of credits, which reflects its weightage.

b. Grading

The University shall award the letter grade to students based on the marks secured by them in both internal assessment and semester end examinations taken together in the subjects registered. Each letter grade indicates a qualitative assessment of the student's performance and is associated with a specified number of grade points. The grading system along with the grade points for each grade, applicable to passed candidates is shown below. All passed candidate will be allotted a grade S, A, B, C, D, E, and F according to the total marks scored by him/her.

There will be a continuous evaluation system. Various components of evaluation are Teachers' Assessment (TA), Class Tests (CT) and University end semester examination (ESE). To make the evaluation more effective, teachers' assessment could be broken into various components like assignments, quizzes, attendance, group discussions, tutorials, seminars, field visit reports etc. These two components i.e., TA & CT put together will form the sessional components. End semester examination will be conducted by the institute through concerned affiliating University, as per its rules and regulations.

On the basis total marks (TA+CT+ESE) for each subject obtained, a letter grade should be awarded, where S = 10, A = 9, B = 8, C = 7, D = 6, E = 5, F = 0. "F" denotes failure in the

course.

All letter grades except 'F' will be awarded if the marks for the University examination is 40 % or above and the total mark (TA+CT+ESE) is 50 % or above. No absolute mark will be indicated in the grade card. Letter grade corresponding to total marks (TA+CT+ESE) and the corresponding grade point in a ten point scale is described below.

Range of % of total marks	Letter grade	Grade point
90 to 100	S	10
80 to 89	A	9
70 to 79	B	8
60 to 69	C	7
55 to 59	D	6
50 to 54	E	5
0 to 49	F	0

c. Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA)

Semester Grade Point Average is the semester wise average points obtained by each student in a ten point scale. SGPA for a particular semester is calculated as per the formula shown below.

$$SGPA = \frac{\sum_{i=1}^n C_i G_i}{\sum_{i=1}^n C_i}$$

Where, n is the number of subjects registered during the semester, C_i is the number of credits allotted to i^{th} subject as per the scheme, and G_i is the grade points corresponding to the grade awarded to the student for the subject.

d. Cumulative Grade Point Average (CGPA) shall be computed for all the students at the end of each semester by taking into consideration their performance in the present and the past semesters as follows:

m

$$CGPA = \frac{\sum_{i=1}^m C_i G_i}{\sum_{i=1}^m C_i}$$

Where, m is the number of courses registered up to that semester, C_i is the number of credits allotted to i^{th} subject as per the scheme, and G_i is the grade points corresponding to the grade awarded to the student for the subject.

SGPA and CGPA shall be rounded to two decimal points.

e. Grade Card

The grade card issued to the students shall contain course number and subject name, credits for the subject, letter grades obtained, SGPA for the semester and CGPA up to that particular semester. In addition to the grade cards for each semester all successful candidate shall also be issued a consolidated statement grades. On specific request from a candidate and after remitting the prescribed fees the University shall issue detailed marks to the individual candidate.

R11. AWARD OF INTERIM DEGREE OF BCA

- I. All Credits should be earned by a candidate from first semester to sixth semester will be carried forward to qualify for the interim degree of BCA.
- II. The candidate should have cleared all dues to the Institute/University till sixth semester.
- III. No disciplinary action is pending against him/her.
- IV. Passing requirement for a student shall be a minimum of 50% marks (Theory and sessional put together), subjected to a minimum of 40% marks for the theory till sixth semester.
- V. A candidate, who is absent or secures a grade F or less than 40% in ESE in any subject carrying sessional marks and ESE marks, will retain the already secured sessional marks for subsequent supplementary appearance in the examination of that subject.
- VI. A candidate who fails to submit the report on the project/industrial training within the prescribed date (or whose report is not accepted for reasons of incompleteness or other serious deficiencies) will have to register, redo the project / industrial training and submit the report at the end of a subsequent semester.
- VII. A candidate who successfully completes the Course satisfying all the passing requirements of the courses upto the sixth semester will be declared to be qualified for the award of interim degree of BCA.
- VIII. Candidates who have passed all subjects of the Six semesters at the first opportunity within Six consecutive chances after the commencement of his/her study shall be ranked based on the CGPA obtained upto sixth semester.. In the case of a tie in the CGPA the total theory marks of the students who have secured same CGPA shall be considered for finalizing the rank.

- IX. A candidate who qualifies for the award of interim degree of BCA degree having passed all the subjects of all the Six Semesters within a period of maximum Six consecutive semesters after the commencement of his/her study and secures a CGPA of 8 and above considering all the Six semesters, will be declared to have passed the interim degree of BCA in FIRST CLASS with DISTINCTION.
- X. A candidate who qualifies for the award of interim degree of BCA having passed all the subjects of all the Six semesters within a period of maximum Six consecutive semesters after the commencement of his/her study and secures a CGPA of 6.75 and above considering all the Six semesters will be declared to have passed the interim degree of BCA in FIRST CLASS.
- XI. All other successful candidates will be declared to have passed the interim degree of BCA in SECOND CLASS.
- XII. In the case of a student (regular / repeated /temporary break study) who has taken a **supplementary** chance for passing a subject, only **minimum pass grade** (E) will be **considered** in that subject for all classification purpose.
- XIII. Candidates shall be declared to have qualified for the award of the interim degree of BCA provided the Candidate has successfully completed the course requirements and has passed all the prescribed subjects of study in the six semesters within a maximum period of five years from the commencement of his/her study.
- XIV. **Minimum for a pass**
- a. A candidate shall be declared to have passed a semester examination in full in the first appearance if he/she secures not less than 6 CGPA with a minimum of 'E' grade for the all individual subject in that semester.
- b. A candidate shall be declared to have passed in an individual subject of a semester examination if he/she secures grade 'E' or above.
- c. A candidate who does not secure a full pass in a semester examination as per clause (a) above will have to pass in all the subjects of the semester examination as per clause (b) above before he is declared to have passed in that semester examination in full.

R12. REVISION OF REGULATIONS

Notwithstanding all that has been stated above, the university has the right to modify any of the Regulations, Scheme of Studies, Examinations and Syllabi from time to time.