



MAHATMA GANDHI UNIVERSITY

PRIYADARSHINI HILLS – KOTTAYAM – 686 560

**M.Ed. Programme Under Choice Based Credit and Semester
System (CBCSS) with Grading for Affiliated Colleges**

REIFIED CURRICULUM

2011-2012

Board of Studies (PG) in Education

Prof. (Dr.) A Sudharma

Chairperson

BOS (PG)

M.G. University



MAHATMA GANDHI UNIVERSITY

PRIYADARSHINI HILLS – KOTTAYAM – 686 560

REGULATIONS FOR M.Ed. PROGRAMME IN AFFILIATED COLLEGES UNDER CHOICE BASED CREDIT AND SEMESTER SYSTEM (CBCSS) WITH GRADING 2011-'12

1. TITLE

- 1.1 These regulations shall be called 'Regulations for M.Ed. programme conducted by the Mahatma Gandhi University with effect from 2011-2012 admission.

2. SCOPE

- 2.1 Applicable to M.Ed. programme conducted by the Mahatma Gandhi University with effect from 2011-2012 admission.
- 2.2 The provisions herein supercede all the existing regulations for the M.Ed. programmes to the extent prescribed.

3. PRELIMINARIES

The four major aspects of the newly implemented CBCSS M.Ed. programme are

- Semesterisation
- Choice based credit system
- Continuous Evaluation
- Grading

It shall be introduced by the Mahatma Gandhi University w.e.f 2011-2012 admission onwards

4. DEFINITIONS

- 4.1 **Programme** means a one year course of study and examinations spread over two semesters, the successful completion of which would lead to the award of a

Masters degree in Education.

- 4.2 **Course** means a segment of subject matter to be covered in a semester.
- 4.3 **Common course** means a course that comes under the category of courses which are compulsory as specified for all students undergoing the M.Ed. programme.
- 4.4 **Core course** means a course in the subject of specialization in the M.Ed. degree programme.
- 4.5 **Complementary Elective Course** means a course which would enrich the M.Ed. programme.
- 4.6 **Semester System** means, the M.Ed. Programme will have two semesters, with a semester break of one month in between. There shall be a minimum of 540 hours distributed over 90 working days in each semester spread over 18 five day working weeks. In the first Semester 18 working days are for Internship program. The time table may be set according to the day order system to provide optimal distribution of contact hours in two spells of which half of the period in Secondary/ Higher Secondary School and the other half in B.Ed. Colleges.
- 4.7 **Credit (C)** is a unit of academic input measured in terms of the weekly contact hours assigned to a course in a semester.
- 4.8 **Grade** means a letter symbol (e.g. A,B,C.) which indicates the broad level of performance of a student in an answer/course/semester/programme.
- 4.9 **Weight** is a numerical measure quantifying the comparative range of an answer or the comparative importance assigned to different components like theory (internal and external examinations) Internship, Dissertation etc.
- 4.10 **Grade point (G)** is an integer indicating the numerical equivalent of the letter grade
- 4.11 **Credit point (C)** is the assigned credit of the course

- 4.12 Weighted Credit Point (P)** is the value obtained by multiplying the grade point (G) with the credit (c) point i.e. $P = G \times c$
- 4.13 Cumulative Grade Point Average (CGPA)** is the value obtained by dividing the sum of credit points in all the courses taken by the student for the entire programme by the total number of credits. CGPA indicates the broad level of academic performance of a student in a programme and is the index for ranking (grading) students. An overall letter grade on a 7 Cumulative Grade for the entire programme shall be awarded to a student depending on her/his CGPA. The CGPA shall be rounded off to two decimal places.
- 4.14 Semester Grade Point Average (SGPA)** is the value obtained by dividing the sum of the weighted credit points (p) obtained by a student in various courses taken in a semester by the total number of credits taken by him/her in that semester. The grade point shall be rounded off to two decimal places. The academic performance of a student shall be assessed on a 5 point scale.
- 4.15 Grade Point Average (GPA)** is the value obtained by dividing the sum of the weighted grade points obtained by a student in an examination of a course in a semester by the total weightages taken in that examination. The grade point average shall be rounded off to two decimal places.
- 4.16 Weighted Grade Point** is the sum of the grade point multiplied by weightage
- 4.17 Academic Week :** is a unit of five working days in which distribution of work is organized from day one to day five, with a minimum of six contact hours of one hour duration on each day.
- 4.18 College Co-ordinator :** is a teacher nominated by the college council to co-ordinate the continuous evaluation undertaken by various subjects within the college

5. Eligibility for admission and reservation of seats

Eligibility for admission, norms for admission, reservation of seats for M.Ed. Degree Programme shall be in accordance with University / Govt / NCTE norms from time to time.

6. Duration

6.1 The duration of M.Ed. programme shall be of 2 semesters

6.2 The duration of each semester shall be 90 days spread over 18 working weeks.

First semester is from **June to October** and **Second semester** is from **December to April**

6.3 The internship programme which is a compulsory part of M.Ed. programme is scheduled in the I semester for 18 working days, of which the first half is to be done in a secondary /higher secondary school and the other half in a B.Ed. college.

6.4 A student may be permitted to complete the programme, on valid reasons, within a period of 6 semesters from the date of commencement of the first semester of the programme.

6.5 Medium of Instruction and Examination: The medium of instruction and examination of the course shall be in English. Those candidates who desire to write the Lesson Designing for Data collection are permitted to prepare it in Malayalam and other languages but get the English version of the same appended.

7. Scheme of the Programme

The M.Ed. programme shall include

- (a) Common course
- (b) Core Course
- (c) Complementary Elective Course
- (d) Internship Programme
- (e) Dissertation and Viva-Voce

7.1 Structure of the M.Ed. programme

Programme Duration	2 Semesters
Minimum Credits required for successful completion of the programme	42
Minimum credits required for Common Courses (4 courses)	16
Minimum credits required for Core Course including internship (2×4 + 2) [core -2]	10
Minimum credits required for complementary elective courses	4
Minimum attendance required	80%
Dissertation and viva voce	12

Programme Structure

One year programme in two semesters

I. Semester

4 Courses	:	3 common courses	-	4×3 = 12 credits
		1 core course	-	4×1 = 4 credits
		Internship	-	= 2 credits
			-	<u>= 18 credits</u>

II. Semester

3 Courses	:	1 common course	-	4 credits
	:	1 Complementary Elective	-	4 credits
		1 core course	-	4 credits
Dissertation	:		-	10 credits
Viva – Voce	:		-	2 credits
			-	<u>24 credits</u>

Total : 18+24 = **42 credits**

Internship

- Through field experiences and advanced practicum
- To acquaint the M.Ed. teacher educands with the practices of B.Ed. programme - 9 days
- To acquaint M.Ed. teacher educands with the secondary /higher secondary school practices - 9 days
- Internship for 18 working days within a period of 30 days during the I semester.

Course Summary of the M.Ed. Programme

Semester II – Programme

Code No.	Courses	Credit	Minimum Contact hours
	Common Course		
906	ICT and Modern Educational Practices	4	108
	Core Course		
907***	Applicational Pedagogy of optional courses	4	108
908****	Complimentary Elective Course	4	108
909	Thesis	10	
910	Viva Voce- Comprehensive	2	
	Semester – Total	24	
***Code No.	*** 907 Applicational pedagogy of optional courses	Credit	Contact hours
907.1	<i>Applicational pedagogy of English Education</i>	4	108
907.2	<i>Applicational pedagogy of Malayalam Education</i>	4	108
907.3	<i>Applicational pedagogy of Hindi Education</i>	4	108
907.4	<i>Applicational pedagogy of Sanskrit Education</i>	4	108
907.5	<i>Applicational pedagogy of Arabic Education</i>	4	108
907.6	<i>Applicational pedagogy of Mathematics Education</i>	4	108
907.7	<i>Applicational pedagogy of Science Education</i>	4	108
907.8	<i>Applicational pedagogy of Social Science Education</i>	4	108
907.9	<i>Applicational pedagogy of Commerce Education</i>	4	108
907.10	<i>Applicational pedagogy of ICT</i>	4	108
Code No.	**** 908 Complementary Elective	Credit	Contact hours
908.1	<i>Curriculum Development</i>	4	108
908.2	<i>Test Construction and Evaluation</i>	4	108
908.3	<i>Teacher Education</i>	4	108
908.4	<i>Higher Education</i>	4	108
908.5	<i>Guidance and Counselling</i>	4	108

908.6	<i>Educational Administration, Planning and Finance</i>	4	108
908.7	<i>Economics of Education</i>	4	108
908.8	<i>Special Education</i>	4	108
908.9	<i>Early Childhood Education</i>	4	108
908.10	<i>Environmental Education</i>	4	108
908.11	<i>Life long education and Extension</i>	4	108
908.12	<i>Educational Technology</i>	4	108
908.13	<i>Knowledge and Learning Management</i>	4	108

Distribution of Credits

	Credit	Contact hours
Semester I	18	540
semester II	24	540
Total	42 credits	1080hrs

8. Scheme of Evaluation

The academic growth of the student is evaluated through continuous internal assessment and end semester examination. 25% weightage is given for continuous internal assessment and 75% weightage for the end semester examination. In case of theory courses the continuous internal assessment will be done by the faculty.

For dissertation average grade point of first and second external evaluation is to be taken. All the students should appear before the duly constituted board of examination for viva-voce.

8.1 Internal Examination

Components of the Internal Evaluation and their weightages are shown below.

A) i) Theory

Component	Weightage
Attendance	1
Assignment / Seminar/Project/Survey	2
Test Paper	2

ii) Internal Evaluation

-25%

Attendance	- 5%
Test	- 10%
Assignment/Seminar/Project/Survey	-10%

a) Attendance

- i) Those students who have a minimum of 80% average attendance for all the courses can register for the examination. Condonation of attendance to a maximum of 10 days or 50 hours in a semester subjected to a maximum of two times during the whole period of the programme may be granted by the university on valid grounds. This condonation shall not be counted for internal assessment.

Student who is not eligible for condonation of attendance shall repeat the course along with the next batch.

- ii) Benefit of attendance may be granted to students attending University/College union activities, participation in co-curricular activities by treating them as present for the days of absence, by the Head of the Institution. This is limited to a maximum of 10 days and this benefit shall be considered for internal assessment also.

Percentage of Attendance	Grade
>95	A
Between 90 and 95	B
Between 85 and 90	C
Between 80 and 85	D
<80	E

- b) Assignment / Seminar/ Project / Survey : The student has to take a minimum of one Assignment / Seminar/ Project / Survey per course.
- c) Class test. A minimum of 1 class test is to be attended per semester.

8.2 External Examination

a. Theory

The external examination of all semesters shall be conducted by the University at the close of each semester.

8.3 There will be no supplementary exams. For appearance / improvement, students can appear along with the next batch.

8.4 Student who registers his/her name for the external examination for a semester will be eligible for promotion to the next semester.

8.5 All programmes and courses shall have unique alpha numeric code. Each teacher working in affiliated institutions shall have a unique identification number and this number is to be attached with the code of the courses for which he/she can perform examination duty.

9. Pattern of questions

Questions shall be set to assess knowledge acquired, standard application of knowledge, application of knowledge in new situations, critical evaluation of knowledge and the ability to synthesize knowledge. The question setter shall ensure that questions covering all skills are set. He/she shall also submit a detailed scheme of evaluation along with the question paper.

A question paper shall be a judicious mix of very short answer type, short answer type, essay type/ problem solving type and long essay type questions.

9.1 Different types of questions shall be given different weightages to quantify their range as follows.

	Type of questions	Weight	Number of questions to be answered
1	Essay type questions	4	2 out of 4
2	Short essay/problem solving type questions	2	6 out of 8
3	Short answer type questions (analytical)	1	6 out of 8
4	Very short response type	.5	12 questions

10. Grading

10.1 The Internal and External examinations shall be evaluated using Direct Grading system based on a 5 – point scale as given below.

Letter Grade	Performance	Grade Point (G)	Grade Range
A	Excellent	4	3.5 to 4.0
B	Very Good	3	2.5 to 3.49
C	Good	2	1.5 to 2.49
D	Average	1	0.5 to 1.49
E	Poor	0	0.00 to 0.49

10.2 The overall grade for a programme for certification shall be based on CGPA with a 7-point scale given below.

CGPA	Grade
3.80 to 4.00	A+
3.50 to 3.79	A
3.00 to 3.49	B+
2.50 to 2.99	B
2.00 to 2.49	C+
1.50 to 1.99	C
1.00 to 1.49	D
<1.00	E

A separate minimum of D grade for internal and external are required for a pass for a course. For a pass in a programme a separate minimum of Grade D is required for all the courses, and must score a minimum CGPA of 2.00 or an overall grade of C+ and above.

$$\mathbf{10.3\ Overall\ grade} = \frac{\text{Sum of weighted grade points}}{\text{Sum of the weight}}$$

11. Grievance Redressal Mechanism

The internal assessment shall not be used as a tool for personal or other type of vengeance. A student has all rights to know, how the teacher arrived at the grade. In order to address the grievance of students, a three level Grievance Redressal mechanism is envisaged. A student can go to the upper level only if the grievance is not addressed at the lower level.

Level 1 Teacher Level. The teacher concerned

Level 2 College level committee with the principal as Chairman, Co-ordinator, a teacher nominated by the College staff council as member

Level 3 University Level: Committee constituted by the Vice-Chancellor

11.1 The college council of the college shall nominate a teacher as coordinator for internal evaluation. This co-ordinator shall make arrangements for giving awareness of the internal evaluation components to students immediately after commencement of First Semester.

12. Grade Card

The university under its seal shall issue to the students a grade card on completion of each semester, which shall contain the following information.

- a) Name of the University
- b) Name of the College
- c) Title of Under-Graduate Programme
- d) Name of Semester
- e) Name and Register number of student
- f) Code number, Title and Credits of each course opted in the semester
- g) Internal, external and Total Grade, Grade point (G), Letter grade and Credit point (P) in each course opted in the semester

- h) Institutional average of the Internal exam and University average of the external exam in each course
- i) The total credits, total credit points and SGPA in the semester

12.1 The final Grade Card issued at the end of the final semester shall contain the details of all courses taken during the entire programme including those taken over and above the prescribed minimum credits for obtaining the degree.

12.2 In the final Grade Card, the details of the courses taken over and above the minimum prescribed credits, which shall not be counted for computing CGPA, shall be shown separately along with the grade points and letter grades obtained.

13. The Board of Studies

Board of studies (PG) in education has designed the scheme, syllabus and model question paper for the M.Ed. programme according to the regulations.

Transitory Provision

Notwithstanding anything contained in these regulations, the Vice-Chancellor shall, for a period of one year from the date of coming into force of these regulations, have the power to provide by order that these regulations shall be applied to any programme with such modifications as may be necessary.

Annexure I

The following gives an illustration of evaluation with grading

A. Consolidation of Grade for Internal Evaluation

If D, C, B and A grades are scored by a student for attendance, assignment, seminar and test paper respectively for a particular course, then her/his CE grade for that course shall be consolidated as follows.

Component	Weight (W)	Grade	Grade	Weighted Grade Points
Attendance	1	B	3	3
Assignment	1	C	2	2
Seminar	1	B	3	3
Test paper	2	A	4	8
Total	5	0		16
Grade	Total weighted Grade points/Total weights $16/5 = 3.20 = \text{Grade B}$			

B. Consolidation of Grades for External Evaluation

The grade of an answer paper shall be consolidated by similar procedure discussed above by assigning weights for the various components. The Board of studies shall define the components and their weights and include them in the scheme and syllabus of each course.

C. Consolidation of the grade of a course: The grade for a course is consolidated by combining the External and Internal grades taking care of their weights. For a particular course, if the grades scored by a student is C and B respectively for the External and Internal Evaluation, as shown in the above examples, then, the grade for the course shall be consolidated as follows.

Type of questions	Qn. Nos.	Grade awarded	Grade points	Weightage	Weighted grade points
Essay type (1 – 4) Any two	1	B	3	4	12
	2	A	4	4	16
	3				
	4				
Short essay/ problem, solving type (5-12) any six	5	B	3	2	6
	6	A	4	2	8
	7	C	2	2	4
	8	A	4	2	8
	9	B	3	2	6
	10	C	2	2	4
	11				
	12				
Short answer type (13-20) Any six	13	A	4	1	4
	14	C	2	1	2
	15	B	3	1	3
	16	D	1	1	1
	17	A	4	1	4
	18	B	3	1	3
	19				
	20				
Very Short response type (12-32) All questions	21	A	4	.5	2
	22	A	4	.5	2
	23	A	4	.5	2
	24	B	3	.5	1.5
	25	C	2	.5	1
	26	D	1	.5	.5
	27	E	0	.5	0
	28	A	4	.5	2
	29	B	3	.5	1.5
	30	E	0	.5	0
	31	E	0	.5	0
	32	E	0	.5	0
				32	73.5

Calculation: Overall grade of an answer paper is $\frac{\text{Sum of weighted grade points}}{\text{Sum of the weightage}}$

$$= \frac{73.5}{32} = 2.20 = \text{Grade C}$$

A. Consolidation for a course

Exam	Weight	Grade awarded	Grade Points (G)	Weighted grade points (W×G)
External	3	B	3	9
Internal	1	B	3	3
Total	4			12
Grade of Course (GPA)	Total weighted grade points/Total weights 12/4			3.00 Grade B

Separate minimum of D grade is required for Internal and External for passing a course.

A. Consolidation of SGPA

SGPA is obtained by dividing the sum of credit points (P) obtained in a semester by the sum of credits (c) taken in that semester. Semester Grade point Average (SGPA) of a student in that semester shall be calculated using the formula given. Suppose the student has obtained 4 credits for two courses and two credits for other two courses in a particular semester after consolidating the Grade for each course as demonstrated above, SGPA has to be consolidated as shown below.

Course Code	Title of Course	Credits (C)	Grade awarded	Grade Points (G)	Credit points (P C × G)
01	4	A	4	16
02	4	C	2	8
03	2	B	3	6
04	2	C	2	
05				
Total	12			34
SGPA	Total credit points / Total credits = 34/12 = 2.83				

Consolidation of CGPA

CGPA is calculated by computing the average of SGPA of two semesters because the total credits for each semester is 24

Sem I SGPA = 2.83

Sem II SGPA = 3.25

$$\text{CGPA} = \frac{2.83 + 3.254}{2} = 3.04 = \text{B}^+$$

Annexure II

MODEL GRADE CARD – SEMESTER I
MAHATMA GANDHI UNIVERSITY
SEMESTER I

Name of Candidate

Register Number

Name of the Institution

Name of Examination:(Semester) Degree Examination

Branch : Programme

Code No.of Course	Title of course & Type	Credit	Inst. Aver age	University Average	Letter Grade Awarded			Grade point	Credit point
					Internal (wt:1)	External (wt:3)	combin ed		
EDU 901		4			A	A	A	4	16
EDU 902		4			A	B	B	3	12
EDU 903		4			B	B	B	3	12
EDU 904		4			B	C	C	2	8
EDU 905	Internsh ip	2			B			6	8
Total		18							56

SGPA : 3.11 (Grade : B)

Prepared by :

Compared by :

Section Officer :

Assistant Registrar :

Controller of Examinations

Annexure II
MODEL GRADE CARD – SEMESTER I
MAHATMA GANDHI UNIVERSITY
SEMESTER II

Name of Candidate

Register Number

Name of the Institution

Name of Examination:(Semester) Degree Examination

Branch : Programme

Code No.of Course	Title of course & Type	Credit	Inst. Average	University Average	Letter Grade Awarded			Grade point	Credit point
					Internal (wt:1)	External (wt:3)	combined		
EDU 906		4			A	A	A	4	16
EDU 907		4			A	B	B	3	12
EDU 9038		4			B	B	B	3	12
EDU 909	Dissertation	10					External C	2	20
EDU 905	Viva Voce	2					A	4	8
Total		24							68

SGPA : 2.83 (Grade : B)

Prepared by :

Compared by :

Section Officer :

Assistant Registrar :

Controller of Examinations