



**MAHATMA GANDHI UNIVERSITY, KERALA**

**Abstract**

Framing of guidelines for the award of Grace Marks/Grace Grade points to Integrated UG/PG programmes and consolidation of orders for the award of Grace Marks/Grace Grade points to UG, PG & Professional programmes -Approved-Orders issued.

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**ACADEMIC A 3 SECTION**

No. 7463/AC A 3/2024/MGU

Priyadarsini Hills, Dated: 14.08.2024

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- Read:-*
1. U.O.No. 3108/Ac.AVIII/02/2011 dated 07.07.2011
  2. U.O.No. 2180/01/Ac.AVIII/2016 dated 16.04.2016
  3. U.O.No. 2205/01/Ac.AVIII/2016 dated 16.04.2016
  4. U.O.No. 2206/01/Ac.AVIII/2016 dated 16.04.2016
  5. U.O.No. 3346/01/Ac.AVIII/2016 dated 16.06.2016
  6. U.O.No. 3649/01/Ac.AVIII/2016 dated 05.07.2016
  7. U.O.No. 4084/01/Ac.AVIII/2016 dated 25.07.2016
  8. U.O.No. 1013/01/Ac.AVIII/2017 dated 20.02.2017
  9. U.O.No. 4323/Ac.AVIII/01/2017 dated 14.07.2017
  10. U.O.No. 5145/Ac.AVIII/01/2017 dated 22.08.2017
  11. U.O.No. 6677/Ac.AVIII/01/2017 dated 09.11.2017
  12. U.O.No. 4810/Ac.AVIII/01/2018 dated 12.06.2018
  13. U.O.No. 3431/Ac.AVIII/1/2018 dated 17.04.2018
  14. U.O.No. 4789/Ac.AVIII/1/2018 dated 13.06.2018
  15. U.O.No. 5046/Ac.AVIII/1/2018 dated 22.06.2018
  16. U.O.No. 5167/Ac.AVIII/1/2018 dated 28.06.2018
  17. U.O.No. 7293/Ac.AIII/01/CBCSS.9/3/Misc/6111-2017 dated 09.10.2018
  18. U.O.No. 7352/Ac.AVIII/01/2018 dated 11.10.2018
  19. U.O.No. 437/2019/MGU dated 06.02.2019
  20. U.O.No. 1500/Ac.AVIII/2019/MGU dated 06.04.2019
  21. U.O.No. 2709/Ac.AVIII/2019/MGU dated 18.06.2019
  22. U.O.No. 1325/Ac.AVIII/2020/MGU dated 06.03.2020
  23. U.O.No. 1456/Ac.AVIII/2020/MGU dated 10.03.2020
  24. U.O.No. 2626/Ac.AVIII/2020/MGU dated 17.06.2020
  25. U.O.No. 2932/Ac.AVIII/2020/MGU dated 30.06.2020
  26. U.O.No. 4210/Ac.AVIII/2020/MGU dated 22.09.2020
  27. U.O.No. 4218/Ac.AVIII/2020/MGU dated 22.09.2020
  28. U.O.No. 1205/Ac.AVIII/2021/MGU dated 26.02.2021
  29. U.O.No. 3922/Ac.AVIII/2021/MGU dated 11.08.2021
  30. U.O.No. 6731/Ac.AVIII/2021/MGU dated 06.12.2021
  31. U.O.No. 6765/Ac.AVIII/2021/MGU dated 06.12.2021

32. U.O.No. 349/Ac.AVIII/2023/MGU dated 12.01.2023
33. U.O.No. 400/Ac.AVIII/2023/MGU dated 13.01.2023
34. U.O.No. 1111/Ac.AVIII/2023/MGU dated 30.01.2023
35. U.O.No. 8867/Ac.AXII/2023/MGU dated 08.08.2023
36. U.O.No. 12236/DSS/2023/MGU dated 07.12.2023
37. U.O.No. 6209/AC A3/2024/MGU dated 10.07.2024
38. Minutes of the meeting held on 09.02.2024 at Vice Chancellor's Mini-Conference Hall.

### **ORDER**

Various orders have been issued from time to time regarding the award of Grace Marks/Grace Grade points to UG, PG and Professional students participating in Arts/Sports/ NSS/NCC/Cultural activities etc. The overlapping of various orders and the lack of clarity resulted in making the award of Grace Marks/Grace Grade points a very complex process. Moreover, there are no guidelines for the award of Grace Marks/Grace Grade points for Integrated UG/PG programmes. At present, only UG programmes have automated award of Grace Marks/Grace Grade points. Other programmes like PG, Professional UG/PG, Integrated UG/PG have also to be brought under automation. Considering the above, the Professor in charge of Vice-Chancellor ordered to consolidate all the existing orders/guidelines for awarding Grace Marks/Grace Grade points and to frame guidelines for the award of Grace Marks/Grace Grade points to Integrated UG/PG programmes. For this, a meeting was convened, and the meeting put forward certain proposals for the award of Grace Marks/Grace Grade points as per paper read as (38) above. The Vice-Chancellor exercising powers under section 3.10(17) of the Mahatma Gandhi University Act 1985, approved the proposals of the meeting and ordered to issue a Consolidated Order as detailed below.

### **General Guidelines**

1. The Grace Marks/Grace Grade points of the students shall be calculated on the basis of the performing year and the Grace Marks/Grace Grade points thus acquired can be distributed to any semester without any semester restriction. For eg. If a student is eligible for Grace Marks/Grace Grade points during the 2024-25 Academic Year while studying in the 3rd semester, his Grace Marks /Grace Grade points can be calculated on the basis of the theory papers of 3rd & 4th semesters and that can be distributed to any semester without any semester restriction.
2. The Performing Year/Academic Year shall be taken from 1st June to 31st May.
3. The Grace Marks/Grace Grade points shall be calculated on the basis of the Maximum marks/Grade points of the external part of each theory paper of the University exam.
4. The percentage of Grace marks to be allotted to each item shall be calculated on the basis of total marks (external part) for the two semesters of the year of performance by the candidate.
5. The lagging of semesters/Examinations shall not affect the year of performance.
6. The maximum Grace Marks/Grace Grade points that can be awarded to a student in a particular

academic year for all the activities put together shall not exceed 25% of the Maximum marks/Grade points of the theory papers for that academic year. For differently abled students, the Maximum marks/Grade points that can be awarded shall be 30% (25%+5% maximum).The excess Grace Marks/Grace Grade points acquired by students after 25% in a academic year shall not be carried over to any other academic year.

7. For UG/PG/Integrated UG/Integrated PG programmes, Grace Marks/Grace Grade points shall not be distributed to a candidate if he/she secures less than 5% of the Maximum marks/Grade points for external part of the theory paper.

8. Grace Marks/Grace Grade points shall be distributed only to the external part of the theory paper.

9. Grace Marks/Grace Grade points shall not be considered for Rank/ Position Certificate.

10. "Grace Marks/Grace Grade points awarded" shall be added to the Mark lists of students who receive the benefits of Grace Marks/Grace Grade points.

11. If a candidate does not secure the Minimum marks/Grade points required for a pass even after effecting Grace Marks/Grace Grade points, eligible moderation fixed by the respective Board shall be awarded to that candidate for a pass.

12. Moderation awarded to a course of study shall be replaced with Grace Marks/Grace Grade points, if sufficient Grace Marks/Grace Grade points is available in the account after the initial process. The replacement shall be made in the descending order of moderation awarded.

13. Students who are eligible to get Grace Marks/Grace Grade points, shall register their claims for the same, and the maximum time that can be allowed to register the claim is one week after the last regular examination of the programme. Students who have done such registration must submit the documents proving their eligibility for Grace Marks/Grace Grade points to the University, along with their application within one month from the date of issue of the document. Regarding the mode of submission of application, the orders/ instructions issued by the University from time to time shall be followed. For those who submit the application after the prescribed time limit, a fine will be levied, up to six months, six months to 2 years likewise. However, the request for Grace Marks/Grace Grade points received two years after the prescribed time limit will not be entertained on any account.

14. NSS volunteers who have completed two years of service shall be entitled to receive 2 % Grace Marks/Grace Grade points( that is, 1% for each performing year).

15. For BFA students, Grace Marks/Grace Grade points shall be allowed to the examinations conducted by the University during the performance year and can be distributed to University examinations without any semester restriction.

16. Grace Marks/Grace Grade points for the UG part of the Integrated programmes shall be calculated as in the case of non-professional UG Programmes and distributed at the end of the third year, among 1 to 6 semesters. For PG part of the Integrated programmes, Grace Marks/Grace Grade points shall be

calculated as in the case of PG programmes and distributed among 7 to 10 semesters at the end of the fifth year. The acquired Grace Marks/Grace Grade points in the UG part shall not be carried over to the PG Part of the Integrated programme and vice versa.

17. The benefit of Grace Marks/Grace Grade points shall be granted to a student, only up to the maximum period allowed to complete the course as per the regulation of each course. For eg., If the maximum time allowed to complete a UG course is 6 years as per regulation, then for the last semesters (5 & 6) – up to 4 chances (1 regular and 3 supplementary chances), for 3rd and 4th semesters – up to 5 chances (1 regular and 4 supplementary chances), for 1st and 2nd semesters – up to 6 chances (1 regular and 5 supplementary chances). Similarly, the benefit of Grace Marks/Grace Grade points shall be granted up to the maximum time limit allowed for completion of the programme as per regulation, to other programmes too. Special supplementary examinations shall not be counted as a chance. If regulation is amended, the chances mentioned above will change accordingly.

17.1 After the maximum time limit specified in the regulation ends, the Grace Marks/Grace Grade points left in the account shall be distributed in such a way that, to get the maximum number of course/paper pass. Even if it is not possible, the remaining Grace Marks/Grace Grade points shall be distributed equally to the papers already passed. If the Grace Marks/Grace Grade points cannot be distributed equally in such a way then, courses shall be selected as mentioned in clause 18.1 for awarding Grace Marks/Grace Grade points.

18. The students who have passed the programme in full, shall be awarded Grace Marks/Grace Grade points equally among all courses in the programme.

18.1 After distributing the Grace Marks/Grace Grade points equally, the excess/remaining Grace Marks/Grace Grade points if any shall be distributed to the courses with higher credit first, in the descending order from last semester onwards (eg. 6,5,4.....).

18.2 In 18.1., if more than one course comes with the same credits, Grace Marks/Grace Grade points shall be allotted by selecting the courses in the ascending order of their course code.

19. In the case of students, those who could not pass the programme, even after awarding the Grace Marks/Grace Grade points,

19.1 Grace Marks/Grace Grade points shall be distributed in such a way that, to get the maximum number of course/paper pass.

19.2 If equality occurs in 19.1., that is, if the probability/chance of passing the course/paper is equal for more than one paper, Grace Marks/Grace Grade points shall be allotted by selecting the courses/papers in the descending order from last semester onwards (eg. 6,5,4.....).

20. In case, if the programme is purely in the mark system, and the courses cannot be classified on the priority order of Credit/Core/Complementary, Grace Marks shall be allotted in the descending order of course code.

21. If a student pass the whole programme by awarding Grace Marks/Grace Grade points then, the subsequent supplementary examinations registered by the student shall be cancelled.

22. At the time of final distribution of grace mark from the account, Grace Marks shall be considered as whole numbers only. (Decimal numbers shall not be considered.) Grace Grade Points shall be omitted if it is less than 0.01.

23. The grace mark distribution process starts only after final result processing of the marks of entire programme. All grace mark activities must be completed and finalised from semester first to last before starting grace mark distribution process.

24. After the distribution of Grace Mark/Grace Grade points, the external marks shall not exceed the maximum external mark of the programme.

25. The Grace Marks/Grace Grade points as per this modified University Order shall be applicable to 5 year LLB Programme students from 2019 Admission onwards, BFA, Integrated UG and Integrated PG students from 2020 Admission onwards, Non-Professional UG programme students from 2022 Admission onwards, 3-year LLB Programme students from 2022 Admission onwards, PG and Professional UG/PG Programme students from 2023 Admission onwards .

26. For University Schools/ Departments, the Grace Marks/Grace Grade points as per this modified University Order shall be applicable to Integrated PG students from 2022 Admission onwards and PG students from 2023 Admission onwards.

**Table A:- Computation Table for the award of Grace Mark/Grace Grade points**

SI No:	Items to which Grace Marks/Grace Grade Points shall be awarded	Courses		
		UG/Integrated UG	PG/Integrated PG	Professional
<b>Sports/Arts/Cultural Activities</b>				
1	State Level events in all Sports/Games/Relay events (Inter-Districts Competition - Individual/team/games/ event. Certificates from the State/District Association concerned)			
	I Place	5%	5%	NIL
	II Place	4%	4%	NIL
	III Place	3%	3%	NIL
2	Inter Collegiate events-Sports (Individual/team events)			
	I Place	7%	7%	7%
	II Place	5%	5%	5%
	III Place	3%	3%	3%

3	Representing the State and Winning in Approved National Competition (Inter-State)			
	I Place	12%	12%	12%
	II Place	10%	10%	10%
	III Place	7%	7%	7%
	Representation	5%	5%	5%
4	Inter University South Zone/South West Zone			
	I Place	10%	10%	10%
	II Place	9%	9%	9%
	III Place	8%	8%	8%
	Participation	7%	7%	7%
Non-Participation	6%	6%	NIL	
5	All India Inter - University Competition (Indian Universities/ Combined University team)			
	I Place	17%	17%	17%
	II Place	14%	14%	14%
	III Place	12%	12%	12%
	Representation/ Participation	10%	10%	10%
Non-Participation	6%	6%	NIL	
6	Representing India in approved World competitions (Asian Games/Afro-Asian/Common Wealth /World University Games/Pre- Olympics/Olympics/Universiad - Junior, Youth, Senior tournaments)	25%	25%	25%
7	Blind students securing I/II/III places in Sports/ Cultural/ Youth Festival activities conducted by Kerala Federation of the Blind at College/ University/ Inter-University level	5%	5%	5%
8	Inter Collegiate Youth Festival (Individual & Group events)			
	I Place/ A Grade/Best Actor/Actress	5%	5%	5%
	II Place	4%	4%	4%
	III Place	3%	3%	3%
	(Accompanists of artists in Youth Festival will be given Grace Mark/ Grace Grade points as stipulated in UO read (1))	(Limited to 5%)	(Limited to 5%)	(Limited to 5%)
	South Zone Inter University Youth Festival			

9	conducted by AIU (Individual and Team events)			
	I Place	6%	6%	6%
	II Place	5%	5%	5%
	III Place	4%	4%	4%
	(Accompanists of artists in Youth Festival will be given Grace Mark/ Grace Grade points as stipulated in UO read (1))	(Limited to 6%)	(Limited to 6%)	(Limited to 6%)
10	National Level Youth Festival (Individual and Team events)			
	I Place	10%	10%	10%
	II Place	7%	7%	7%
	III Place	5%	5%	5%
	(Accompanists of artists in Youth Festival will be given Grace Mark/ Grace Grade points as stipulated in UO read (1) )	(Limited to 10%)	(Limited to 10%)	(Limited to 10%)
<b>NSS</b>				
11	NSS Certificate holders (1% for each year of performance )	2%	2%	2%
	Attending National Camp with attendance certificates (NIC, National Youth Festival, Mega Summer Camp, Adventure Camp, Pre- RD Camp etc.with atleast 5 days duration)	3%	3%	3%
	NSS State awardees and National awardees	3%	3%	3%
	Republic Day Camp ( Camp should be of at least one month duration)	7%	5%	5%
	NSS volunteers nominated by State NSS Cell who have attended International Programmes	8%	6%	6%
	Indira Gandhi National Service Scheme (IGNSS) awardees	10%	NIL	NIL
	NSS Volunteers of UG programme can claim Grace Marks under all the six categories subject to the limit of 10%. The volunteers of PG and Professional programmes can claim Grace Mark/Grace Grade points only from any one of the five categories.			
<b>NCC</b>				
	75% attendance	3% for each performance year	NIL	NIL

12	Attending Ek Bharath Sresht Bharath Camp (EBSB)/ National Integration Camp (NIC)	6%	5%	5%	
	Attending Republic Day Camp / Independence Day Camp (RDC/IDC)	8%	5%	5%	
	All Centrally Organised Camps like Basic Leadership Camp(BLC)/Thal Sainik Camp (TSC)/ Nau Sainik Camp(NSC), Vayu Sainik Camp (VSC), Inter Group Competition(IGC), Advance Leadership Camp(ALC)/ Independence day Camp (Sports and Games at Delhi)/ All India Annual Training Camp For SW Naval Cadets(AIATC for SW Naval Cadets)	6%	4%	4%	
	Trekking, Adventure Mountaineering Camp, Army Attachment Camp (AAC), Social Service Camp (SSC)	6%	NIL	NIL	
	Pre Republic Day Camp ( Pre RD Camp)	5%	NIL	NIL	
	Certificate holders	'B' Certificate	4%	2%	2%
		'C' Certificate	5%	3%	3%
	10 days Annual Training Camp (ATC) (Given once in the entire course period)	3%	3%	NIL	
	Youth Exchange Programme (YEP)	9%	5%	NIL	
		(Limited to 15%)	Limited to 10%)	(Limited to 10%)	



## Guidelines for Professional (UG & PG) Programmes

1. Percentage of Grace Marks/Grace Grade points eligible to the candidate is detailed in **Table A** shall be computed as shown in **Table B** to award Grace Marks/Grace Grade points.
2. Grace Marks/Grace Grade points shall not be awarded for non-participation of any event in the case of professional programmes.
3. Grace Marks/Grace Grade points shall not be awarded to a student if he/she secures less than 20% marks of the maximum marks for the theory paper. (External)
4. Grace Mark/Grace Grade points shall not be awarded to a candidate for a pass in practical/viva-voce/internal/sessional even though he/she fails for the same.
5. General rules governing the award of Grace Marks/Grace Grade points shall apply to those cases which are not specifically mentioned here.
6. Grace Marks/Grace Grade points shall be awarded only to those candidates who participate in Arts/Sports/NSS/NCC etc. activities detailed in Table A and at the rate shown in Table B.

**TABLE B:- The computation table for the award of grace mark to Professional Courses:**

Range of Percentage (%) of Grace Marks proposed by DSS/SPESS/NSS/NCC	Percentage (%) of Grace Marks that can be awarded for professional courses
10% and below	2%
11% to 15%	3%
16% to 20%	4%
21% to 25%	5%

The orders read 2 to 35 above, stands modified to this extent.

Settled cases will not be re-opened.

Orders are issued accordingly.

SHAJI K G

ASSISTANT REGISTRAR III  
(ACADEMIC)  
For REGISTRAR

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5. All Tabulation/ Academic Sections
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