



B.P.S.COLLEGE OF EDUCATION
B.P.S.MAHILA VISHWAVIDYALAYA,
KHANPUR KALAN, SONEPAT-131305
(A State University Established under the Legislative Act No. 31/2006)

ORDINANCE NO. BPSMV/EDU./ UG/ B.Ed./2009/1
ORDINANCE FOR BACHELOR OF EDUCATION (B.Ed.)

1. DEFINITIONS:

- 1.1. **Programme of Study:** Programme of study stands for Bachelor of Education (B.Ed.).
- 1.2. **Course:** Course stands for each individual paper in a semester.
- 1.3. **Credit Weightage:** Credit weightage is a weightage assigned to a course in terms of contact hours. One contact hour per week per course per semester is equivalent to one credit.
- 1.4. **Grade:** Grade stands for letter grade assigned in a particular course/semester/programme to a student on the basis of evaluation on the 10 point scale.
- 1.5. **Grade Point:** Grade point stands for the numerical equivalent of the letter grade on a 10 point scale.
- 1.6. **Semester Performance Index:** The Semester Performance Index (SPI) is the weight average of the grade points and describes the performance of the candidate in the courses of a particular semester.
- 1.7. **Cumulative Performance Index:** The Cumulative Performance Index (CPI) describes the overall performance of a candidate in first and second semester examination. It shall be computed in the manner similar to SPI.

2. DURATION:

- 2.1. The duration of the programme leading to the Degree of Bachelor of Education (B.Ed.) shall be of one academic year, comprising of two semesters i.e. July to November/ December and January to May/June. There will be teaching/ instruction of 90 days in a semester, comprising 180 days in a year as per University Grants Commission (U.G.C.) /National Council for Teacher Education (NCTE) requirements.
- 2.2. The minimum and maximum duration to complete the B.Ed. shall be 1 year (2 semesters) and 3 years respectively. A candidate, who fails to pass B.Ed. examination within a period of three years of her admission to the programme, shall be required to repeat the course *de novo*.

3. ADMISSIONS:

3.1. **Eligibility:** A person who possesses the following qualifications shall be eligible to join the B.Ed. Programme:

3.1.1 Bachelor's/Master's Degree of a recognized University with at least 45% marks in aggregate. There shall be relaxation of 5% marks in case of blind candidates. Minimum pass marks are required in case of Scheduled Caste (SC) candidates.

3.1.2 No candidate who is in employment (whole-time, part-time, or honorary service) shall be eligible to take admission in B.Ed. programme without taking leave from her institution/ office etc. from the date of admission to the termination of her examination including practicals and skills in teaching. She has to submit an affidavit in this regard. If found in violation of this rule necessary action shall be taken against the candidate.

3.2 **Procedure:** Admission shall be done on the basis of the Common Entrance Test (CET)/Merit conducted by the competent authority entrusted by the Government of Haryana/ Bhagat Phool Singh Mahila Vishwavidyalaya (B.P.S.M.V) for such purpose.

4. **FEE:** The programme fee to be paid by the candidate shall be as such as prescribed by the University/government from time to time.

5. **TEACHING METHODOLOGY:** The methods of teaching shall include classroom instructions, assignments, practical, seminars, workshops, skill in teaching, projects etc. The medium of instruction shall be English/Hindi.

6. **CREDIT WEIGHTAGE:** The B.Ed. programme shall be of 72 credits in total. One contact hour per week per course per semester is equivalent to one credit.

7. EXAMINATION:

7.1. Every candidate shall be examined according to the scheme of examination and syllabus as approved by the Academic Council from time to time.

7.2. Each examination shall comprise sessional work, written papers, practical and/or viva-voce examinations prescribed by the faculty on the recommendations of the Board of Under Graduate (U.G.) Studies. The credits and relative weightage of sessional and term end examinations of each course shall be 50:50.

7.3. The medium of examination shall be as under:

7.3.1 The question-papers shall be set both in English and Hindi except for languages in which they will be set as under:

Teaching Subject	Medium
(a) Hindi	Hindi
(b) English	English
(c) Sanskrit	Hindi

7.3.2 The candidates shall write their answers:

- (a) In English in the subject of Teaching of English
- (b) In Hindi in case of Teaching of Hindi
- (c) In Sanskrit/Hindi in case of Teaching of Sanskrit
- (d) In English or Hindi in case of other subjects

7.4 The examination for first semester shall ordinarily be held in the month of December/January and for the second semester in the month of May/June or such dates as may be fixed by the Controller of Examinations. Supplementary examination will be held for re-appear candidates as under:

Semester	When held
(a) First Semester	Along with second semester in May/June of the academic year.
(b) Second Semester	Along with first semester in December/January of next academic year.

The dates fixed under this clause shall be notified by the Controller of Examinations in consultation with the Dean, Faculty of Education/ Head Department of Education.

7.5 The sessional and end-term examination shall be conducted as per the University calendar in the following way:

7.5.1 The sessional examination shall be conducted within a week. Ordinarily one day is allocated for one test. The schedule shall be decided by the Head of the Department.

7.5.2 End semester examination will be conducted in two weeks time allotted for this purpose. One day gap between theory courses of a semester may be permissible.

7.5.3 End semester skills in teaching examination shall be held after the termination of theory examination.

7.5.4 The schedule for conducting sessional examination shall be decided by the Head of the Department.

8. EVALUATION AND GRADING:

8.1. The evaluation of learners shall be a two-tier system depending upon various activities ranging from internal assessment to end semester (Theory and Practical) examination in equal ratio. More specifically it comprises:

- a. End semester external evaluation (theory and practical) : 50% (50 marks) and;
- b. Internal comprehensive continuous evaluation (sessionals) : 50 % (50 marks)

8.2. Sessional work (internal) in every semester shall be evaluated by the internal examiners. Terminal/ end semester theory paper/ course may be set and evaluated by the internal /

external examiners depending on the situation. However, 50 percent of the total theory papers/ courses shall be set and evaluated by external examiners only.

8.3. In case of any biasness or skewed sessional evaluation the moderation board constituted by the Head of the Department shall be the competent authority to moderate the internal evaluation.

8.4. The academic performance of a student shall be graded on a ten–point scale.

The award of grades based upon marks obtained out of 100 shall be made as follows:

Academic Performance	Letter Grades	Grade Points (G)
Outstanding	A+	10
Extra ordinary	A	09
Excellent	B+	08
Very Good	B	07
Good	C+	06
Average	C	05
Poor	D	04
Very Poor	E	03

Note: 1 Pass Grade is Grade C and higher grades
2 Grades D and E are fail grades

The grades shall be awarded on the basis of absolute marks obtained by the candidates as per the procedure given below:

<u>Marks</u>		<u>Grade</u>		<u>Marks</u>
90	≤	A+	≤	100
80	≤	A	≤	89
70	≤	B+	≤	79
60	≤	B	≤	69
50	≤	C+	≤	59
40	≤	C	≤	49
30	≤	D	≤	39
0	≤	E	≤	29

8.5. The grades in each course shall be awarded on the basis of the total marks obtained by a candidate in the sessional work and end term examination. The Semester Performance Index (SPI) is the weighted average of the grade points and describes the performance of the candidate in the courses of a particular semester. If the grade points of the letter grades awarded to a candidate in various courses are denoted by G1,G2,G3,etc. and their credits by C1,C2,C3 etc. respectively , the SPI is computed as $SPI = (C1G1+C2G2+C3G3+.....) / (C1+C2+C3+.....)$

The Cumulative Performance Index (CPI) describes the overall performance of a candidate in first and second semester examination. It shall be computed in the manner similar to SPI.

The division in which successful candidates are to be placed at the end of the year shall be based on CPI as indicated below:-

First Division with Distinction	:	CPI \geq 8.4
First Division	:	8.4 > CPI \geq 6.7
Second Division	:	CPI < 6.7

8.6. If the candidate is not satisfied with the evaluation of the answer script of end-semester examination, she may apply to the Controller of Examinations for re-evaluation in accordance with the rules laid down by the University in this regard.

8.5. The Controller of Examinations shall publish the result of the examination within 2 weeks after the termination of examination, or as soon as possible.

8.6. Each successful candidate shall be awarded a Degree Stating the Letter Grade/ Division obtained.

9. PROMOTION:

9.1. To get promotion from first semester to second semester a student has to qualify internal (sessional) and external examination separately.

9.2. A candidate who has completed the first semester course requirements but failed in the end semester examinations may be promoted on the recommendations of the Principal of the College/ Head of the Department to the second semester. However, her result of second semester will not be declared unless she clears all the papers of the first semester in the next two chances. All such candidates will take the first semester exam with the regular students of the next academic session. She shall also pay the fee as prescribed by the Controller of Examinations from time to time.

9.3. A candidate who has obtained letter grade lower than D, as given in clause 8.3, in not more than 3 papers of the course of first semester shall be allowed to attend the course for the second semester, if otherwise eligible, and shall appear in supplementary examination of first semester along with the paper(s) of the second semester examination. The result of such a candidate for the second semester shall be declared only after the candidate has cleared the first semester examination.

9.4. The Vice-Chancellor may, however, in very exceptional cases and where she is satisfied that there are unavoidable circumstances e.g. serious illness, serious calamity like death of father or mother etc., allow a candidate who having been eligible could not appear in the first semester examination, to study for the second semester, provided that an intimation to this effect, accompanied by a documentary proof thereof, is received in the office of the Controller of Examinations through the Head, Department of Education/ Principal, College of Education, within ten days of the expiry of the examination.

10. ATTENDENCE: 10.1 If a candidate remains absent from classes for 2 weeks or more continuously without intimating to the Head of the Department/ Principal, her name shall be struck off from the departmental rolls.

10.2 A candidate who has been on the rolls of College of Education/Department of Education, whichever is applicable, for the course of B.Ed. degree during each semester preceding to the examination and produces the following certificates, signed by the Principal/ Head of the Department, is eligible to appear in the semester examination:

10.2.1 Of having attended not less than 75% of lectures delivered in each course in each semester including theory, tutorials, seminars, practicals, assignment/projects and co-curricular activities etc. The attendance period shall be counted upto the last day when the classes break off for preparatory holidays;

10.2.2 Of having submitted all projects reports, assignments, micro-teaching, skill in teaching files etc.

10.3 A deficiency in the prescribed course (lectures or practical's or tutorials or skill in teaching) may be condoned, as described under, by the Principal of the College/ Head of the Department in case of serious illness, accident or where he/she is satisfied that the factors of absence were beyond the control of the student.

- (i) Lectures/ tutorials/ skills in teaching/practicals : upto 10% of the Lectures delivered in each subject/ course

These shall also include loss of attendance due to participation in cultural and sports assignments etc. Provided that students who participate in the Inter-University tournaments/ youth festivals shall be allowed additional condonation on this ground of upto 15% in each paper on a certificate from Director, Physical Education and Sports/ Director, Department of Youth Affairs or production of certificate from the person authorized by the Vice-Chancellor to do the same, as the case may be. However, such candidates shall not be allowed to appear in semester examination if her attendance, after condonation on all counts, falls below 50%.

11. A person who has already passed B.Ed. course may offer as an additional subject, out of any of the subjects offered by the college of Education/Department of Education. She may be permitted to the examination on submission of application on the prescribed form and on the payment of fees as prescribed by the Controller of Examinations.

12. The Head of the Department/Principal, College of Education in consultation with the Dean, Faculty of Education is fully authorized to make minor changes in the Ordinance from time to time. Where this Ordinance remains silent the directions from the Vice Chancellor shall be final.

13. Nothing in this Ordinance shall debar the University from amending the Ordinance and the amended Ordinance, if any, shall be applicable to all the students whether old or new.

