

Approved by the Competent Authority U/S 11(7) of
University Act, 2014 on dated 01.07.2019

DEPARTMENT OF COMPUTER SCIENCE AND APPLICATIONS

ORDINANCE

FOR

**POST GRADUATE DIPLOMA IN COMPUTER APPLICATIONS
(PGDCA)
(2 Semester Course)**

w.e.f. Academic Session 2019-20

**CHAUDHARY RANBIR SINGH UNIVERSITY
JIND – HARYANA - 126102**

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**ORDINANCE FOR
Post Graduate Diploma in Computer Applications (P.G.D.C.A.)
Course Examination**

Notwithstanding the integrated nature of a course spread over one year, the Ordinances in force at the time a student joins a course shall hold good only for the examination held during or at the end of the year. Nothing in these ordinances shall be deemed to debar the University from amending the ordinances subsequently and the amended ordinances, if any, shall apply to all the students whether old or new.

1. STRUCTURE AND DURATION OF THE PROGRAMME:

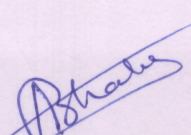
- The course for the Degree of PGDCA. (Post Graduate Diploma in Computer Applications) shall be spread over one academic year to be called Semester I and II. The examination for the semester – I shall be held in the month of November/December and for the semester – II in the month of May/June or on such other dates as may be fixed by Controller of Examination.
- The candidate has to clear all the papers in maximum 2 years. However, the Vice Chancellor, can consider the request to extend the period maximum by 1 year, if found fit.
- The outlines of tests and syllabi shall be such as prescribed by the Academic Council from time to time.

2. ELIGIBILITY FOR ADMISSION:

Graduate in any Subject.

3. SCHEDULE FOR EXAMINATION FEES:

- (a) Candidates will be required to pay examination fees for each semester as prescribed by the University from time to time.
- (b) Candidates shall submit their application forms for admission to the examination duly countersigned by Chairperson of the Department/Principal of the concerned College.



4. **MEDIUM OF EXAMINATION:**

The medium of examination and instructions shall be English only.

5. **EVALUATION:**

(a) In each paper 20% of the total marks are assigned to the internal assessment and 80% marks to the University examination.

(b) Internal Assessment will be calculated as:

Attendance (Max Marks 5)	Internal Test / Sessional Exam (Max Marks 10)	Assignment (Max Marks 5)
Below 75% 0	Marks will be calculated in accordance with marks achieved by student in internal test / Sessional exam. e.g. if internal test / Sessional exam is of max 20 marks then Half of the marks scored by student will be used for the purpose.	Marks will be calculated in accordance with marks achieved by student in assignment. e.g. if assignment is of max 10 marks then Half of the marks scored by student will be used for the purpose.
75% - 80% 1		
80% - 85% 2		
85% - 90% 3		
90% - 95% 4		
95% - 100% 5		

(c) The minimum number of marks required to pass the examination shall be 35% separately in each internal assessment as well as University Examination.

(d) When a candidate has failed or placed under "reappear" in the University examination but passes in the internal assessment, the marks in the internal assessment shall be carried for subsequent examinations.

(e) If a candidate has failed or placed under "reappear" in the continuous assessment, but passes in the University examination, the marks in the University examination shall be carried for subsequent examination. In that case, the candidate will have to improve his/her score in internal assessment by taking only a single test which will consist of 20% of total marks for each paper. Such candidate will have to inform the

Attache

Chairperson of the Department/Principal of the College in writing and in turn the test will be scheduled by the Department/College.

6. MINIMUM REQUIREMENTS TO CONTINUE THE PROGRAMME:

- (a) A candidate shall be allowed to join **Second Semester** provided that he/she has undergone a regular course of studies of first semester as provided under the regulations and fulfils the conditions as laid in the ordinance 5(a) and 5(b)
- (b) A candidate who fails in one or more papers, but not in all papers may be declared 're-appear' in those papers and may be permitted to 're-appear' in those papers at a subsequent examination within two chances.

7. ELIGIBILITY FOR EXAMINATION:

The semester examination shall be open to a student who satisfies 7(a) and 7(b) below:

Satisfies the following requirements

- i. who has been on the rolls of the Department/College throughout the Semester preceding the examination.
- ii. Every candidate will be required to attend 75% attendance of the delivered lectures in each paper.
- iii. In case of students, whose names are struck off on account of non-payment of fee, their periods, for the time they were not on the rolls, shall not be accounted for.
- iv. The **shortage in attendance** of lectures by the candidate will be condoned as per rules made by the University from time to time.

8. GRACE MARKS:

The grace marks shall be allowed according to University rules.

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