



കേരള ഗസറ്റ് KERALA GAZETTE

അസാധാരണം EXTRAORDINARY

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KERALA UNIVERSITY OF HEALTH SCIENCES

NOTIFICATION

No.21380/20214/DA A1/KUHS

Dated, 7th March 2025

In exercise of the powers conferred by Chapter XXXVI of the First Statutes, 2013 of the Kerala University of Health Sciences, the 38th Academic Council in its meeting held on 27-09-2024 vide item No. 38.20 made the Academic Regulations for Post Graduate Degree Programmes in Schools and Department of Kerala University of Health Sciences. The 82nd Governing Council meeting held on 31.12.2024 has approved the same. The regulation was placed before the Senate at the meeting dated 05-10-2024.

It is hereby notified that the Academic Regulations for Post Graduate Degree Programmes in Schools and Department of Kerala University of Health Sciences, as appended.

Sd/-
Registrar



**Academic Regulations for Post Graduate Degree Programmes
in Schools and Departments of Kerala University of Health Sciences
2024 Academic Year onwards**

1. Short Title

These Regulations shall be called '**KUHS General Regulations for Post Graduate Degree Programmes in Schools and Departments of Kerala University of Health Sciences - 2024**'.

2. Scope and Effect

These shall be binding on the **Post Graduate Degree Programmes** conducted by Kerala University of Health Sciences through its Schools and Departments unless otherwise mentioned herein. These Regulations shall be effective from the academic year 2024-25.

3. Definitions

In these Regulations, unless the context otherwise requires:

- 3.1. 'Act' means the 'The Kerala University of Health Sciences Act' (2010) amended from time to time.
- 3.2. 'Statutes' mean the Statute of Kerala University of Health Sciences in force.
- 3.3. 'Department' means an Academic Department for Studies and Research established by the University according the KUHS Act and Statutes in the teaching institution offering academic Programmes.
- 3.4. 'Programme': means the entire course of study and examinations (traditionally referred to as a 'Course'. The Programmes should be Competency based and should specify the Learning Outcomes.
- 3.5. 'Outcome Based Education' (OBE) refers to an educational theory that focuses each part of an educational system around goals (outcomes). Each student should have achieved the goal by the end of the educational experience. The outcomes include:
 - i. Programme Outcomes (POs) or statements that describe what the students graduating from general programmes should be able to do



- ii. Programme-Specific Outcomes (PSOs) which are statements that describe what the graduates of a specific programme should be able to do
 - iii. Course Outcomes (COs) or statements that describe what the students should be able to do at the end of a course.
- 3.6. 'Academic Committee for Credit Semester System(AC-CSS)' means the committee constituted for the academic coordination and administration of PG programmes according to the provisions laid out in this regulation.
- 3.7. 'Department Council' (DC) means council by that name in every department, constituted according to the Statutes of the University.
- 3.8. 'Semester' means a term consisting of a minimum of 90 instructional days excluding assessment days.
- 3.9. 'A course' is a unit of instruction or segment of subject matter to be covered in a semester. It has specific number, title and credits.
- 3.10. 'Course catalogue' is a list of approved courses for each Post Graduate degree Programme.
- 3.11. 'Core Course' (CC) means a course closely related to the subject of the Post-Graduate programme aimed to cover the essential contents that a student is expected to imbibe in that discipline, which should compulsorily be studied by a candidate as a core requirement.
- 3.12. 'Elective Course' (EC) means a course in areas that are closely or distantly related to the subject of the PG programme. It can be offered by a Department to students of Post-Graduate programmes of any Department.
- 3.13. 'Non-Taught Course' means core or elective course which do not have class learning, but are laboratory courses, seminars, projects, case studies, internship, fieldwork etc.
- 3.14. 'Credit' is the weekly unit of work assigned for the course.
- 3.15. 'Credit load' of a student during a semester is the total number of credits of all the courses the student registers during that semester.
- 3.16. 'Credit point' means the grade point multiplied by credits of the course.
- 3.17. 'Credit Transfer' (CT) means the transfer of credits into and out of a programme as per provision of the credit transfer regulations of the University.
- 3.18. 'Curriculum' is a group of courses and other specified requirements for the fulfilment of the Programme.



- 3.19. 'Advisor' means a teacher of the Faculty who has been nominated by the Head of the Department to advise a particular student in academic matters.
- 3.20. 'CIE' means Continuous Internal Evaluation.
- 3.21. 'ESE' means End Semester Evaluation.
- 3.22. 'Grade point' earned for a course is a value in 0 to 10.0-point scale.
- 3.23. 'Semester Grade Point Average (SGPA)' It is the value of the total credit points obtained by student.
- 3.24. 'Cumulative Grade Point Average (CGPA)' It is the quotient of cumulative credit points obtained by a student.
- 3.25. 'Repeat course' is a course repeated by a student for want of attendance or secured zero grade in that course when registered earlier.
- 3.26. 'Re-examination course' is a course registered by a student in which the student had satisfactory attendance and secured a grade point of less than 5.0 when registered earlier.
- 3.27. 'Transcript' is the consolidated report of grade points indicating SGPA secured by the student, issued by the University.
- 3.28. 'MSR' means Minimum Standard Requirements for conducting the Programme.

4. Requirements for Conduct of the Programme

- 4.1. Infrastructure, faculty and staff requirements shall be as per the MSR for the Programme.
- 4.2. In cases where a specific part of the programme is not available in-house, the University shall collaborate with external centers.
- 4.3. The campus PG programmes shall have an administrative office with sufficient staff to manage the administration of CSS system.

5. Academic Committee for Credit Semester System(AC-CSS)

There shall be a committee for the administration and monitoring of the Programmes under the Credit and Semester System. The Academic Committee for Credit Semester System(AC-CSS) constituted by the Vice-Chancellor to coordinate the PG programmes.



5.1. The committee shall consist of:

1. The Vice-Chancellor (Chairperson)
2. The Pro-Vice-Chancellor
3. Registrar
4. Heads of the University Departments
5. Faculty Deans of the University
6. Two University teachers other than School Chairpersons / Heads of Departments
7. Controller of Examinations
8. Dean Academic (Convenor)
9. Special invitee(s)

5.2. The term of office of the Academic Committee shall be two years, but the Academic Committee once constituted shall continue in office until a reconstituted committee assumes office.

5.3. The committee shall meet at least once in two months. The rules of business of Faculties vide Statutes thereon apply to Academic Committee.

5.4. The committee shall be competent to:

- i. Recommend scheme and syllabi designed by Department Councils for approval of the Academic Council.
- ii. Oversee admission to PG programmes and approve the rank list for admissions.
- iii. To formulate and amend regulations for all the academic Programmes in University Departments with the approval of the academic Council. Immediately upon adoption of these regulations, the Academic Committee shall formulate and notify guidelines detailing the implementation of the system, including procedures and forms.
- iv. Coordinate end semester examinations and approve the results of all semesters of the PG programmes.
- v. Frame guidelines for grievance redressal mechanism during the course and evaluation.
- vi. Make other decisions on academic matters related to PG programmes within the purview of the regulations.



6. Department Council (DC)

- 6.1. There shall be a Department Council for the Programmes in the Department, consisting of the Head of the Department and Advisors and Faculty from Departments Conducting the Programme. The Committee shall be the authority for assigning the courses to the students.
- 6.2. The Department Council (DC) shall, regarding PG programmes, be competent to design programmes and courses, prescribe course delivery strategies, assessment and evaluation practices.
- 6.3. The Council shall meet at least thrice every semester and shall consolidate the results of the students for each semester in time and forward it to the AC-CSS.

7. Eligibility for Admission

- 7.1. KUHS shall admit students only according to the individual Programme requirements published from time to time. (Schedule 1 of these regulations).
- 7.2. The candidates who have undergone prescribed courses / through regular full-time mode of study only are eligible for admission.
- 7.3. Usual relaxation of age and marks in the qualifying examination shall be applicable to for SC/ST/SEBC/OEC candidates, as fixed by competent authority.
- 7.4. A candidate seeking admission under KUHS must be an Indian National. Candidates having Overseas Citizen of India card or Nationality other than India shall be admitted under KUHS only if permitted by competent authority.
- 7.5. The student shall not enroll in any other part – time or full-time academic / Research programmes (including part time / full time PhD / MPhil Programmes) / courses which necessitate physical attendance.
- 7.6. There is no provision of stipend for the Programme.

8. Lateral entry

- 8.1. To facilitate Professional graduates to acquire additional skills and training in different areas of health sciences and technology, lateral entry to various PG programmes shall be permitted.



- 8.2. The admission shall be offered for candidates who have completed Bachelor / Post Graduate Professional Programmes and is deemed as equivalent to the Curriculum of the 1st Academic Year of the Programme by the by the AC-CSS. Such equivalent courses shall be specified in the Schedules of these regulations.
- 8.3. Such admissions shall be the 2nd Academic Year of the Programme and to supernumerary seats as approved by the AC-CSS / University.
- 8.4. For students admitted under lateral entry scheme, credits for the first and second semester courses shall not be accounted for the calculation of CGPA.
- 8.5. The Academic Committee as recommended by the Department council may prescribe any additional courses from among the approved courses, if required for a particular candidate.

9. Mode of Selection to the Programme

The selection of students shall be merit based, ensuring transparency and fairness. The process, including the reservation policy, shall be as decided by KUHS from time to time. Number of seats in each Academic Year shall be as approved by KUHS from time to time.

10. Admission of Students to the Programme

- 10.1. Admission of the eligible students at the Department shall be made by the Head of the Department based on the rank list approved by the AC-CSS.
- 10.2. Head of the respective Department shall complete the student registration in the University portal by entering the remaining details required by the University therein, of each student.
- 10.3. The student shall be assigned an admission number through an automated process. The admission number allotted to the student shall consist of three components (e.g.: 2023-12-001), the first component indicating the year of admission, the second one the fixed code number allotted for the post-graduate Degree Programme in the University and the third component the serial number of student in the list of students admitted to the Programme during the year.
- 10.4. Transfer During the Programme is not permitted.



11. Advisors

After admission, the Head of the respective Departments shall allot each student to a teacher at the Department who will be the 'Advisor' to the student in all academic matters.

12. Course teachers

- 12.1. The Head of the Department will nominate the Course Teachers for each course before the commencement of the semester as recommended by the Department Council. Wherever multi-disciplinary courses are offered and/or disciplines or subject areas for which Department are not specified, the course teachers shall be nominated in consultation with other Departments.
- 12.2. The course teacher shall be responsible to the Head of the Department in all matters connected with the conduct of the course.
- 12.3. When more than one teacher is teaching a course, a course leader may be nominated who will be responsible for the overall planning and conduct of the course.

13. Programme duration and credits

- 13.1. The duration of the Post Graduate Programme shall be 4 Semesters (2 Academic Years).
- 13.2. The maximum permitted time to successfully complete the course is twice the actual duration of the Programme.
- 13.3. The credit requirement for a Post Graduate degree programme spanning two Academic Years shall be 84.
- 13.4. The distribution of credits for the programme shall be as follows:

	Minimum Credits	Maximum Credits
Total Credits for a Program		84
Core Courses	60	68
Elective Courses	12	20
Foundation Course	4	4
Internship	0	2



- 13.5. The minimum credit requirement for the lateral entry scheme shall be 44 credits.
- 13.6. A student shall be provided with the option to acquire additional credits within the structure of the Programme. Such credits shall not be part of computation of SGPA and CGPA but shall be mentioned in the Transcript.

14. Programme Fees

Shall be as fixed by KUHS from time to time.

15. Programme Structure

- 15.1. The Programmes shall be conducted full time, in-campus.
- 15.2. The Programme shall follow a Credit and Semester System.
- 15.3. Each Semester shall have a maximum duration of twenty weeks with a break of 6 weeks in between.
- 15.4. Each semester shall have a minimum of 90 Teaching days excluding days for examinations (Internal and End Semester Examination).
- 15.5. A 6-day week pattern with 5 teaching- learning hours and one hour break period per day or a 5-day week with 6 teaching- learning hours and one hour break period per day shall be followed.
- 15.6. The Programme shall mandatorily consist of Core Courses (Theory, Practical, project / dissertation), Foundation Courses and Elective courses.
- 15.7. The Course Code, Title of the course, description of the transaction in terms of hrs/week for Lectures(L), Tutorial(T), laboratory work (P) and credit for each course in each semester shall be given in the Programme structure prepared for each Programme.
- 15.8. Broad objective of the Programme and Programme specific outcome as envisaged under Competency / Outcome Based Education shall be included.



16. Types of courses

- a. **Core Courses** are to be compulsorily studied by a student as a core requirement to complete the Programme in a said discipline of study to receive the Degree.
- b. **Elective courses** shall be chosen from a pool of courses; the courses may be discipline centric or those which add generic proficiency to the students. They are supportive to the discipline of study / expand the scope of the subject / enable an exposure to some other discipline/domain or enhance skill / proficiency.

Elective courses shall be of two types

- | | | |
|-----------|---|---|
| Mandatory | : | The credits will be counted towards SGPA / CGPA |
| Optional | : | The credits will be not counted towards SGPA / CGPA |

- c. **Foundation Course** means courses based upon the content that leads to knowledge enhancement.
- d. **'Audited course'** is a course which the student can register without earning credits (zero credit course). Credit courses can be registered as zero-credit courses if a student desires so.
- e. **Internship** and fieldwork outside the Department
 - i. Students may be assigned with internship and fieldwork based on the nature of the Programme. Internship work could be offline or online, national or international. Direct visit internships can have a duration of a month. Preferably vacation between second and third semester could be used for this purpose,
 - ii. The students shall submit an internship completion certificate, attendance statement from the organization offering internship, and the Department Council minutes approving internship to the AC-CSS.
 - iii. Any internship extending beyond one month should get the prior permission from the AC-CSS.
 - iv. The credits allowed for each internship for a month may be one and each candidate shall have a maximum of two credits during the entire programme. Department



Council shall fix the weightage of the credits for internship where credits are not offered by the host institutions and report the same to the AC-CSS for approval.

- v. Such credits earned shall be considered as additional credits.

Type of course	Mandatory	Credit / Non-Credit	Counted towards credit load	Counted for SGPA / CGPA
Core Course	Yes	Credit	Yes	Yes
Projects	Yes	Credit	Yes	Yes
Dissertation	Yes	Credit	Yes	Yes
Mandatory Elective courses	Yes	Credit	Yes	Yes
Foundation Course	Yes	Credit	Yes	Yes
Internship	No	Credit	No	Yes
Audited course	No	Zero credit	No	No
Optional Elective courses	No	Non-Credit	Yes	No

17. Credits assigned to a Course

17.1. The general pattern for the credits is as follows

1 Hr. Lecture (L) per week	1 Credit
1 Hr. Tutorial (T) per week	1 Credit
1 to 2 Hours Practical (P) per week	1 Credit
3 to 4 Hours Practical (P) per week	2 Credits

17.2. The minimum credit assigned for a Course shall be 2 and the maximum credits assigned for a Course shall be 4.

17.3. Projects shall be assigned 8 to 12 credits



18. Nomenclature of the courses

Course description: shall include Course Code, Course Title, Credits assigned for theory and practical components and Total Credits. The nomenclature shall be specific for each Programme.

18.1. Course Code

- shall start with 3 alphabets denoting the subject, followed by
- a digit denoting the level of the course (for Post Graduate courses in semester 1 and 2 is the level is 4 and those in semester 3 and 4 is level 5)
- a digit denoting the semester in which the course is offered
 - 0 or zero means the course can be offered in any semester
 - 1 and 3 means the course is offered in an odd semester
 - 2 and 4 means the course is offered in an even semester
- Two digits denoting the serial no. of the course in relation to the Subject

18.2. **Course Title** shall be unique and self-explanatory.

18.3. Credits Assigned shall include credits for theory and practical components.

e.g., 3 + 2 means 3 credits for theory and 2 for practical

MSc Programme in “...”			
Course Code	Course Title	Credits Assigned	Total Credits
BIO - 4001	Biochemistry 1	3 + 1	4
PHY - 4102	Physiology 2	2 + 2	4
CMM - 5215	Community Medicine 15	3 + 0	3

19. Credit load in a semester

19.1. The maximum credit load including regular courses shall not exceed 26 in a semester.

19.2. The maximum credit load for regular, re-examination, repeat courses in a semester shall not exceed 30 credits for a student in a semester.

19.3. The core courses in a semester shall have a minimum of 16 credits and a maximum of 20 credits in a Semester



20. Credit Transfer

- 20.1. Credit transfer from courses completed from other Universities may be permitted on a case to case basis.
- 20.2. The credits should have been attained through a Regular Programme (on site Programme with End Semester Examination conducted by the University recognised by the UGC.
- 20.3. The whole process shall be regulated by the Academic Committee of the University and The shall be effected only with the prior approval of the Academic Council.
- 20.4. No Credit transfer shall be permitted in lieu of the Core Courses of a Programme.
- 20.5. Credit transfer shall be permitted in lieu of the Elective Courses of a Programme
- 20.6. The upper limit for such transferred credits shall be limited to 50 % of the Mandatory Elective Courses.
- 20.7. The Syllabus and Curriculum of the external course shall be verified and the credits shall be equated with that of an Elective Course.
- 20.8. There shall not be any reduction in the duration or the course in lieu of credits transferred.
- 20.9. The transferred credits shall be mentioned separately in the Programme Transcript.

21. Grade point

Grade point earned for a course is a value in 0 to 10.0-point scale. It is calculated by adding the products of theory-marks secured (out of 100) and theory-credits, the practical-marks secured (out of 100) and practical-credits, divided by the total credit hours (theory + practical) and further divided by 10. The grade point will be limited to two decimals without rounding.

21.1. Semester Grade Point Average (SGPA)

It is the value of the total credit points obtained by student in various courses in which the student has a pass at the end of each semester divided by the total credit hours taken by the student in that semester.



SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student, i.e.,

SGPA (S_i) = $\sum (C_i \times G_i) / \sum C_i$ where C_i is the number of credits of the course and G_i is the grade point scored by the student in the course.

21.2. Cumulative Grade Point Average (CGPA)

It is the quotient of cumulative credit points obtained by a student in all the courses taken by the student from the beginning of the first semester divided by the total credit hours of all the courses which the student had completed up to the end of a specified semester from the first semester. It shows the overall performance of a student in all the courses taken up to the period of reckoning.

CGPA = $\sum (C_i \times S_i) / \sum C_i$ where S_i is the SGPA of the i^{th} semester and C_i is the total number of credits in that semester.

21.3. The grading is done on a 10.0-point scale and shall be rounded off to 2 decimal points and reported in the transcripts.

The total combined marks obtained by a student out of 100 for a course is 'a'

for theory and 'b' for practical will be $(ax + by) / (a + b)$

where 'x' is the marks obtained for theory and 'y' is the marks obtained for practical, each out of 100.

The minimum grade point required for passing a course shall be 5.00/10.00. A student getting less than 5.00 shall be deemed to have failed in that course and 'F' shall be indicated in the grade report against the actual grade point obtained. To complete the degree requirement, the student shall have to get a minimum CGPA of 5.00 out of 10.00.

21.4. Equivalent percentage of mark shall be $(10 * CGPA) - 2.5$

22. Syllabus and Medium of Instruction

22.1. An extended outline of the syllabus with the option to develop into multiple modules and a list of reference books and other learning materials must be prepared for each Programme.



- 22.2. Title of the course, scope/aim of the course, course objective, mode of transaction and course specific outcome for each course according to OBE shall be stated.
- 22.3. To make the syllabus dynamic, the course teacher can introduce to incorporate additional material for updating.
- 22.4. Medium of instruction and examinations shall be in English, if not otherwise specified otherwise in the respective Programme Regulations.

23. Adaptation of online content

Online academic content may be adapted as follows:

- 23.1. Up to 50% of the Credit Equivalents of the Mandatory Elective / Foundation courses
- 23.2. Up to 100% of the Credit Equivalents of the Optional Elective & audited Courses
- 23.3. The Courses may be selected from SWAYAM Platform of Ministry of Human Resources Development (MHRD).
- 23.4. The Fees for such online courses shall be paid entirely by the student
- 23.5. The Department / School / University shall approve the list of such courses after verification of its course content and the Credit Equivalents of the course shall be fixed.

24. Attendance

- 24.1. There shall be a minimum of 90 Teaching days in a Semester.
- 24.2. A minimum of 80% attendance in each course, (Theory and practical separately) is required by a student to be eligible for appearing in the End Semester Examinations.
- 24.3. The attendance shall be calculated as follows
- $$\text{Attendance for the course} = (\text{no. of hours attended} / \text{no. of hours of classes}) \times 100$$



- 24.4. Head of the Department shall submit Attendance Certificate for each student at the time of registration for examination.
- 24.5. A student who does not secure required minimum attendance for 80% courses registered in any semester will be allowed to continue studies with the junior batch only.
- 24.6. There shall be no provision for condonation of shortage of attendance.

25. Leave and Holidays

- 25.1. Leave and Holidays shall be as prescribed by the Government / KUHS from time to time.
- 25.2. The students shall be entitled for one off day in a week.
- 25.3. The students shall be entitled to one Academic Leave per semester for physically attending State /National / International Academic Conferences / CME related to the Programme enrolled in. This can be extended to 2 days, on submitting evidence of oral / poster presentation at the Conference.
- 25.4. Academic Leave shall be counted as attendance. Each day will count as 5 hours and will be added to the theory attendance.
- 25.5. Permission for attending such Academic Conferences shall be obtained from the Department, prior to proceeding for the same.
- 25.6. Maternity leave shall be granted as per the norms of KUHS and Government will be permitted as per the norms of Government/KUHS from time to time. However, but absence during the maternity leave period shall on this account will not be counted for attendance.

26. Assessment and Grading

The overall assessment shall consist of Continuous Internal Evaluation (CIE) and End Semester Examination (ESE). Supplementary Examinations for ESE shall be held along with the ESE of the succeeding semester only.

The assessments shall have the following structure:



26.1. For Courses with Theory component only

Component	Description	Marks
Continuous Internal Evaluation		
Component 1	Mid-term examination	30 marks
Component 2	Assignments (best of two)	10 marks
Component 3	Short Tests / Quiz / Seminars etc.	5 marks
Component 4	Attendance	5 marks
End Semester Examination		
Component 5	End Semester Assessment - Theory	50 marks
	Total	100 marks

26.2. For Courses with Theory & Practical components

Component	Description	Marks
Continuous Internal Evaluation		
Component 1	Mid-term examination - Theory	25 marks
Component 2	Assignments (best of two)	5 marks
Component 3	Practical examination – End Term	15 marks
Component 4	Attendance	5 marks
End Semester Examination		
Component 5	End Semester Assessment (Theory)	50 marks
	Total	100 marks



26.3. For Courses with Practical component only

Component	Description	Marks
Continuous Internal Evaluation		
Component 1	Mid-term examination (Practical)	30 marks
Component 2	Assignments (best of two)	10 marks
Component 3	Short Tests / Quiz / OSPE etc.	5 marks
Component 4	Attendance	5 marks
End Semester Examination		
Component 5	End Semester Assessment (Practical)	50 marks
	Total	100 marks

26.4. For Courses with Theory & Project components

Component	Description	Marks
Continuous Internal Evaluation		
Component 1	Mid-term examination (Theory)	25 marks
Component 2	Assignments (best of two)	5 marks
Component 3	Mid-term assessment (Project)	15 marks
Component 4	Attendance	5 marks
End Semester Assessment		
Component 5	End Semester Assessment (Theory)	30 marks
Component 6	End Semester Assessment (Project)	20 marks
	Total	100 marks

26.5. For Courses with Project component only

Component	Description	Marks
Continuous Internal Evaluation		
Component 1	Mid-term Evaluation (Project)	30 marks
Component 2	Assignments (best of two)	5 marks



Component 3	Quiz / Seminars etc.	10 marks
Component 4	Attendance	5 marks
End Semester Assessment		
Component 5	End Semester Assessment (Project)	50 marks
	Total	100 marks

26.6. The following 10-point grading system shall be used for Assessment of the course

Letter Grade	Grade Point	% of marks obtained	Performance
O	10	95.00 - 100	(Outstanding)
A+	9	90.00 - 94.99	(Excellent)
A	8	80.00 - 89.99	(Very Good)
B+	7	70.00 - 79.99	(Good)
B	6	60.00 - 69.99	(Fair)
C	5	50.00 - 59.99	(Average)
F	0	Below 50.00	(Fail)
FE	0	0	Failed due to lack of eligibility criteria
I	0	0	Could not appear for the end semester examination but fulfils the eligibility

26.7. Classification

First Class with Distinction	CGPA 8.0 and above
First Class	CGPA 6.5 to less than 8.0

27. Continuous Internal Evaluation

27.1. Midterm examination of one and half hour duration conducted after 40th working day after the commencement of the semester by the Department.

27.2. A schedule of the internal examinations shall be prepared by the Head of the Department and notified to the students at the beginning of each semester.



- 27.3. Supplementary examination for the internal examinations shall be conducted only with the prior approval of the Head of the Department following the guidelines prescribed. It will be sanctioned only in exceptional cases and after very careful scrutiny.
- 27.4. The valued answer papers of internal examinations should be made available for verification by the students, in the presence of the course teacher within 10 working days of the examinations.
- 27.5. Unless a student appears for the mid-term examination, the student is not eligible to appear for the semester final examination in the course concerned.
- 27.6. The CIE marks for the attendance shall be awarded in full, only if the candidate has secured 95% attendance or above in the subject. If a student has attendance for a between 80% and below 95% reduction in the marks for the attendance shall be made proportionally. There shall be no CIE marks for attendance below 80%
- 27.7. The CIE marks obtained by the student for all courses in a semester are to be published at least 5 days before the commencement of the University examinations.

28. End Semester Assessment

- 28.1. The external evaluation component shall be conducted by University for each course at the end of the semester. Specific guidelines for the conduct of examination and evaluation shall be issued separately by the University.
- 28.2. Students shall have a minimum of 80% attendance each in Theory and Practical Component to be eligible to appear for End Semester Assessment.
- 28.3. Students shall have completed the Mandatory Elective courses. In case of the online Elective courses, a Certificate of completion shall be accepted to fulfil the eligibility criteria. However, the Pass Certificate of such courses is mandatory requirement for completion of the Programme.
- 28.4. Evaluation of ESE shall be done by one internal and one External Faculty and the average of the marks shall be taken.
- 28.5. List of External Examiners shall be recommended by the respective Department Council and approved by Academic Committee.
- 28.6. For Theory Examinations, Digital Evaluation of the Answer books shall be done.



28.7. In Theory Evaluation, if there is a difference of 15 % or more between the 1st and 2nd evaluation, a third valuation shall be done by another External Evaluator and the nearest of the two marks shall be taken as the Final mark.

28.8. One supplementary assessment for the course shall be conducted along with the End Semester Examination of the succeeding Semester. Students failing in one or more Courses(s) shall appear as for whole examination (i.e., Theory, Practical) after registering for the Repeat Course.

28.9. For Final Semester, the supplementary assessment shall be held along with the End Semester Assessment of the 1st Semester of the succeeding Batch.

28.10. Partial Appearance in Examinations

Partial appearance is permitted in ESE, provided the candidate satisfies the requirement of 80% attendance and the academic requirements in all courses (Theory and Practical separately).

28.11. Attempt / Chance

If a student registers for an examination and does not attempt any of the papers, such that appearance shall not be considered as an attempt/ chance.

29. Criteria for Pass

29.1. Candidates shall obtain minimum 50% marks separately for End Semester (University) theory and practical examinations.

29.2. Candidates shall satisfy all other conditions for a pass as specified in concerned course regulations. (SGPA 5.00/10)

29.3. The candidate shall complete any other additional criteria for pass shall be as per the respective Programme Structure.

29.4. There shall be no provision for grace marks.



30. Grade report

30.1. At the end of a Semester and before ESE

- a. The course teachers are required to maintain the attendance and academic records of the students registered for the respective courses. At the end of each semester the course teacher shall prepare the marks (mid-term, final and practical examinations, assignments and viva voce examinations) of various courses and report to the Head of the Department and Department Council within seven days with the counter signature of the Head of the Department.
- b. The Head of Department shall send the approved marks to the AC-CSS, along with the attendance details of the students to register for the ESE.

30.2. After declaration of the results of ESE

- a. It shall be the responsibility of the Advisors to consolidate the Grade reports of students under them and calculate the CGPA at the end of each semester.
- b. The Advisor shall fill up the course registration cum grade card and forward the same to the Head of the Department before the commencement of the next semester.
- c. The results shall be evaluated by the Department Council.
- d. The Head of the Department, shall forward one copy of the approved grade report to the Registrar / Convener, Academic Committee.

31. . Academic Progression

- 31.1. A student who has failed to attain 80 % attendance in Theory and Practical in a semester shall be detained and will have to register afresh for the Semester with the junior batch.
- 31.2. A student who has failed to get a pass in any of the course in a Semester shall also be allowed to progress to the next Semester.
- 31.3. However, the eligibility to register for a particular course in the next semester will be subject to fulfilment of the pre-requisites for the course.
- 31.4. The student shall have passed all courses of the previous semesters before being eligible to appear for final End Semester Examinations.



32. Re-examination Courses

- 32.1. 'Re-examination course' is a course registered by a student in which the student had satisfactory attendance but was absent for the ESE when attempted earlier.
- 32.2. A student getting a Grade B or C in a course, may if the student so desires register for re-examination of that course to improve CGPA. Such attempts at improvement may be limited to limited to a maximum of two Courses in a semester.
- 32.3. The marks attained by a student in the CIE and attendance obtained by the student in the original attempt shall be carried forward for the Re-Examination.
- 32.4. Re-examination attempt shall be permitted only once for a Course.
- 32.5. If a student fails to achieve a pass even in the Re-Examination attempt, the Course shall be repeated.
- 32.6. The symbol 'RE' shall be shown together with the number of the repetition. (e.g., RE1, RE2 etc.)

33. Repeat Course

- 33.1. A student who does not satisfy the attendance requirement / academic requirements in a course shall register to repeat the course when it is offered again.
- 33.2. If a student fails to achieve a pass in a Regular or Re-Examination attempt, also can register for the Repeat Course.
- 33.3. The symbol 'R' shall be shown together with the number of the repetition. (e.g., R1, R2 etc.)
- 33.4. The course can be registered as a repeat course only when it is offered by the Department.
- 33.5. The Total Credit Load in semester including the Regular Courses (Core / Elective / Foundation) and Repeat Courses, shall not exceed 30 in a Semester.



34. Issuance of Grade cards and Certificates

- 34.1. The Grade Card issued by KUHS shall contain bear the date of publication of the results of the examination concerned and students shall be deemed to have passed the examination on such that date.
- 34.2. Consolidated Grade card list of the entire course period shall be issued, once the student is candidate has been declared to have passed all the examinations of the Programme and shall contain the number of chances availed by a student for passing the Courses.
- 34.3. A Provisional degree certificate shall be issued after successful completion of the Programme, passing all the courses (Foundation, mandatory Elective and Core).
- 34.4. The provisional degree certificate shall have validity will be valid for a period of one year from the date of issue of the same or the till the issue of degree certificate, whichever is earlier. The provisional degree certificate will thus bear the wordings 'valid for a period of one year from the date of issue or till the issue of degree certificate, whichever is earlier.'
- 34.5. Transcript shall be issued by KUHS in the model format approved by the University from time to time.

35. Condonation of Break of Study

- 35.1. A student may temporarily discontinue the Programme with prior intimation / permission to the Head of the Department, on valid and genuine grounds.
- 35.2. The option for Break of Study shall be available only once during a Programme.
- 35.3. The student can apply for rejoining on payment of re-registration fee.
- 35.4. University / CSS-AC shall take a decision on the application on rejoining.
- 35.5. The student shall be allowed to rejoin afresh with the junior batch, in the semester in which the student discontinued the course.
- 35.6. Such rejoined students shall be considered along with the junior batch for all academic purposes and the Academic Regulations for the junior batch will be applicable.
- 35.7. The student shall have to complete all the procedures to register for that Semester.



35.8. A student who discontinued without intimation of the Head of the Department shall be reported to the University for further action.

35.9. If a student who discontinues the Programme permanently may be liable to pay liquidated damages as prescribed KUHS.

36. Eligibility for Award of Degree

36.1. The successful completion of all the approved courses for the degree Programme with an Cumulative Grade Point Average (CGPA) of 5.00/10.00 shall be the minimum requirement for the award of the degree.

36.2. The student shall have Passed all the Mandatory Online Courses taken as the part of the Programme.

36.3. The student shall have completed all curriculum requirements for the Programme.

36.4. There shall be no disciplinary action pending against the student.

37. Monitoring Student Progression and Grade Inflation

The office of the CSS-AC shall compile at the end of each Academic year, the following data covering the results of the last Academic year:

- a. Distribution of grades stream-wise and department-wise
- b. The grade statistics showing the percentage of each type of grade awarded to all students and present it before the CSS-AC.

The committee shall analyze the pass percentage, investigate any abnormality and grade inflation or deflation and issue guidelines to address the same.

38. Saving Clause

38.1. The Vice Chancellor of the University shall be the final authority for all matters regarding the Programme.

38.2. Notwithstanding anything contained in these regulations, the Vice Chancellor shall have the power to,



- i. Implement changes approved by the Academic Committee, Academic Council and Governing Councils through a University Order until such amendments are Gazetted.
- ii. Order that these Regulations shall be applied to any other programmes with such modifications as may be necessary.
- iii. Take actions as he/she deems fit to remove difficulties in implementation /interpretation of the Regulations.

