

WEST BENGAL STATE UNIVERSITY
REGULATION FOR POST GRADUATE EXAMINATIONS
(Under NEP Curriculum and Credit Framework effective from July 2026)

These Examination Regulations are framed for M.A./ M.Sc./ M.Com./ MRS Programmes under NEP Curriculum Framework in Four-Semester (2 years) and Two-Semester (1 year) Examination System.

1. A candidate for 2-year Masters' Degree shall be examined in M.A./ M.Sc./ M.Com./ MRS through Semester I, II, III, and IV (Final) examination and the total credit will be 88 as per NEP Curriculum and Credit Framework for Post Graduate Programmes under the National Education Policy (2020).
2. A candidate for 1-year Masters' Degree shall be examined in M.A./ M.Sc./ M.Com./ MRS through Semester I and II (Final) examination and the total credit will be 46 as per NEP Curriculum and Credit Framework for Post Graduate Programmes under the National Education Policy (2020).
3. End Semester Examination shall be held at the end of every semester. The duration of each semester shall be followed ordinarily as mentioned below. There should be at least 14 direct teaching weeks in a semester and one week study leave before the commencement of the End Semester Examination.

Semester	Duration
First Semester	July to Mid January
Second Semester	Mid-January to June
Third Semester	July to December
Fourth Semester	January to June

4. Evaluation

The evaluation of the students shall be carried out through – i) Continuous Evaluation and ii) End Semester Examination:

4.1. Continuous Evaluation: The Departments shall conduct Continuous Evaluation for each course during the period of teaching the course based on the extent of syllabus covered up to the time.

For Continuous Evaluation the mode of evaluation may include:

- Mid-term Examination
- Term Courses/ Reviews/ Small Research Projects/ Case Studies.
- Group Discussions
- Field Work
- Seminar Presentations
- Home Assignments
- Laboratory Assignments
- Class Assignments/ Tests
- Class Presentation

4.2. A) In case of any course on Project/Dissertation/ Seminar/Research Paper Marks will consist of:

- (i) Marks awarded by the supervisor on the basis of work done by the student;
- (ii) Marks awarded by a board of examiners (formed by the Department), which should include one expert from other institution/University, on the basis of (a) the written work, and (b) the seminar and/or viva-voce on the relevant work.

In case of any Project/Dissertation/ Research Paper/ Internship course students may be sent to other Universities/ Institutes to work for Term Courses/ Reviews/ Projects/ Case Studies or as Interns under the supervision of regular teacher(s) of that University/ Institute.

B) In case of Seminar Presentation/ Group Discussions/Grand viva, a board of examiners consisting of teacher/s of the Department or allied Department and one external expert shall be responsible for the assessment.

C) If Grand Viva is a separate course, then a preparatory Grand Viva may be conducted sometime in the middle of the semester, and shall be counted as Continuous Evaluation.

4.3. Copies of the term course, reviews or reports of projects, case studies and similar assignments shall be submitted ordinarily one week before the commencement of evaluation towards the end of the semester.

4.4. The marks obtained in Continuous Evaluation for *Theoretical* Core and DSE courses shall comprise 20% of the total marks in the course concerned and shall be added to the End Semester Examination marks, which shall carry 80% of the total marks in the course.

4.5. The *Practical* Core or DSE Courses shall be evaluated on (a) continuous basis, which would carry 80% of the marks allotted for the course. (b) The rest 20% of the marks shall be awarded to the students on the basis of their performance in *viva-voce* to be conducted by a board of examiners (as defined in 4.2.B) during the End Semester Examination. The two marks of (a) and (b) added together shall constitute the total marks obtained by the student in such practical course.

4.6. The mode of evaluation of *Mixed* Core or DSE Courses offered by a Department shall be determined by the respective PGBOS. However, the marks obtained in such courses will appear as single component and no break up of Continuous Evaluation and End Semester Examination shall be shown in the grade card.

4.7. The mode of evaluation of AEC and SEC courses shall be determined by the corresponding PGBOS. However, marks obtained in these courses shall appear as single component and no break up of Continuous Evaluation and End Semester Examination shall be shown in the grade card.

4.8. All the records of Continuous Evaluation should be retained by the department for a period of not less than five years.

4.9. End Semester Examination

4.9.1. A student admitted to the M.A./ M.Sc./ M.Com./ MRS Programme, having completed a regular course of studies at the Post Graduate Department of the University, may be allowed to appear for the End Semester Examination at the end of the course of each semester, subject to the conditions stipulated in the regulations and the rules as may be framed there under.

4.9.2. The time frame of End Semester Examination shall normally be announced in the academic calendar of the University at the beginning of the academic session.

4.9.3. There shall be one set of questions for each theoretical course set internally by the concerned Departmental teacher(s). If deemed necessary by the concerned Post Graduate Board of Studies (PGBOS), another set may be invited from the external paper setter(s). A

Board of Moderators as recommended by the concerned PGBOS shall moderate the questions. The composition of the Board of Moderators shall be as decided by the respective PG Board of Studies.

4.9.4. Duration of End Semester Examination for theoretical courses will be as follows:

Full marks of courses	Duration
Up to 25 marks	1 hour
More than 25 and up to 40	2 hours

4.10. Marks obtained by a student in Continuous Evaluation and End Semester Examination shall be added together to calculate the *marks obtained* by the student in a given course and the grades shall be calculated from the *marks obtained* of the course as explained in Section 8. Marks obtained will always be rounded off to closest integer. However, for obtaining a valid grade in a course the student has to appear in the End Semester Examination in that course, failing which the candidate will be declared “failed” (“F” grade) and has to reappear in the End Semester Examination for obtaining the grade as explained in Section 12.

5. Attendance of student

The minimum percentage of attendance to qualify for appearing in the End Semester Examination shall be strictly 75%. Any discrepancy in this regard shall be referred to the Vice-Chancellor for final decision.

6. Publication of Result

In normal cases results of a semester shall be published within one month from the last date of the Semester Examination. Prior to the publication of the result the examined answer scripts of the theoretical courses shall be shown to the candidates in presence of the teachers of the Department and the shortcomings for which the marks have been deducted shall be explained to them.

7. Post Publication Review

However, if a student is not satisfied with the marks obtained in a course/paper, s/he may apply for post-publication review of one or more course/s to the Controller of Examinations in prescribed format as decided by the University. The case shall be referred to the Departmental Committee and if necessary to the corresponding PGBOS for re-evaluation by another examiner (From a panel recommended by the PGBOS).

8. Grading System

8.1. Under NEP PG system grades shall be calculated on a 10-point scale as shown in Table I

Table I: Look up table for calculation of the grade in a course of Full Marks 100 (8 credit)

Percentage (M)	Letter grade	Grade point
$M \geq 80$	O	10
$70 \leq M < 80$	A+	9
$60 \leq M < 70$	A	8
$55 \leq M < 60$	B+	7
$50 \leq M < 55$	B	6
$45 \leq M < 50$	C	5

$40 \leq M < 45$	P	4
$M < 40$	F	GPW (Grade Point Withheld)

Table II: Look up table of Grade Points for FM 50 (4/2 credits)

Marks	Letter grade	Grade Point
$M \geq 40$	O	10
$35 \leq M < 40$	A+	9
$30 < M < 35$	A	8
$28 < M < 30$	B+	7
$25 \leq M < 28$	B	6
$23 \leq M < 25$	C	5
$20 \leq M < 23$	P	4
$M < 20$	F	GPW (Grade Point Withheld)

A candidate *clears* a course when s/he obtains a valid grade (grade point greater than or equal to 4). S/he *earns* the corresponding credit which was allotted to the course.

8.2. A) Semester Grade Point Average: With the calculated grade point in each course the Semester Grade Point Average (SGPA) of a student in the semester shall be calculated in the following manner:

$$\text{Semester Grade Point Average} = \text{SGPA} = \frac{\sum_{i=1}^n c_i G_i}{\sum_{i=1}^n c_i}$$

Where n is the number of courses in the Semester, c_i stands for the credit allotted to a particular course and G_i is the Grade Point of the corresponding course.

B) Year Grade Point average (YGPA): The same formula as explained in Section 7.2. A) shall be adopted but in this case n stands for all the courses in that year. YGPA will be calculated in the grade card of Second and Fourth semester.

C) Cumulative Grade Point Average (CGPA): The same formula as explained in Section 7.2. A) shall be adopted but in this case n stands for all the courses in the PG curriculum. CGPA shall be calculated in the grade card of the Fourth Semester Examination for 2-year

PG and Second Semester Examination for 1-year PG programmes and will reflect the final grade indicator of the student.

8.3. Rule to convert SGPA/CGPA to equivalent percentage

Let SGPA is $X.y$ where X is the integer part and y the fractional part

And the Upper cut off percentage of Grade X is PL in Table I

And the Lower cut off percentage of Grade $X+1$ is PU in Table I

And the Upper cut of percentage of $X+1$ is PUU in Table I

Then Equivalent Percentage is $Peq = PL + (PUU - PU) * 0.y$

For example, for SGPA is 6.8

$X=6, y=8$

$PL=54, PU=55, PUU=60, Peq=54+0.8*5=58$

8.4. Both SGPA and CGPA shall be rounded off to the second place of the decimal and recorded as such.

8.5. A student securing a CGPA 4 or above but below 7.12 will be placed in *second class* and a student who secured CGPA of 7.12 or above shall be declared to have passed with *first class*. Securing a CGPA of 5.25 or above shall be considered as having secured at least 50% of marks. Similarly, CGPA of 6.25 or above would ensure 55% marks.

9. Grade Card: A student shall be given a grade card after each End Semester Examination which will clearly state the following:

- Course name and credit details of each course.
- Marks obtained in Continuous Evaluation Examination and End Semester Examination.
- The Letter Grade and the Grade Point obtained by the student in each course.
- SGPA and equivalent percentage.
- The final Grade Card shall be given to the student after the completion of the Fourth Semester and Second Semester Examinations respectively for 2-year and 1-year PG Programmes. This grade card, apart from the above-mentioned points, will state the SGPA obtained in each of the semesters along with the CGPA/ YGPA and equivalent percentage and the Class in which s/he has been placed.

10. Final Merit List

A Final merit list shall be prepared on the basis of Cumulative Grade Point Average (CGPA). Those students having cleared any course in a Supplementary Examination (see Section 11) shall be excluded from such merit list.

11. Supplementary Examination

- 11.1. If a student gets 'F' in one or more course(s), s/he shall be deemed to have failed in that/those course(s) *only* and shall be required to repeat the End Semester Examination of that course/ those courses in a subsequent semester when offered.
- 11.2. A student can appear at supplementary examinations to clear a particular course as many times as available till end of validity period of her/his Registration, i.e. four years from the date of admission in case of 2-year PG programme and three years for 1-year PG programme, failing which s/he shall be dropped from the rolls of the University.

However, marks obtained in Continuous Evaluation in *Theoretical* courses shall remain unchanged. For *Practical or Mixed* courses, the mode/modalities of supplementary examinations in case of Continuous Evaluation of more than 20% of total marks shall be decided by the respective PG Board of Studies.

- 11.3. The grades of Fourth Semester and Second Semester Examinations for 2-year and 1-year PG programmes respectively shall be kept withheld unless a candidate has cleared all courses of the previous semesters. For such candidates one Grand Supplementary Examination may be arranged within three months of the publication of the result of the Fourth and Second semesters of 2-year and 1-year PG programmes respectively. A student can appear for Grand Supplementary Examination only once after her/ his regular final Semester Examination.
- 11.4. A candidate desirous of appearing at Supplementary Examination or Grand Supplementary Examination has to intimate the Controller of Examinations through the concerned Head/ Coordinator of the Department.
- 11.5. If a candidate gets 'F' grade in one or more courses in any Semester Examination her/his SGPA in that Semester will be temporarily withheld and GPW (Grade Point Withheld) will be marked against SGPA on the grade card. A fresh grade card with duly calculated SGPA shall be issued to the candidate after successfully clearing that/ those courses. In case the candidate gets 'F' grade again, her/ his SGPA will continue to be withheld and GPW (Grade Point Withheld) will be marked against SGPA on the grade card.
- 11.6. Further, if a candidate obtains 'F' letter grade in one or more courses in any Semester, then her/his CGPA shall remain INC (Incomplete) till s/he clears all such courses. The CGPA shall be marked as 'INC' on the grade card. Fresh grade card with duly calculated CGPA shall be issued after he/ she clears all those such courses subsequently.
- 11.7. A candidate for supplementary examination may be allowed to attend classes for any semester even if s/he has not appeared for the examinations for the previous semester provided s/he has completed the internal assessments and satisfy the criteria of attendance as per the University norms.
- 11.8. If a student is dropped from the University Rolls because of her/his failure to clear particular course/courses, s/he may apply for readmission in the beginning of the next academic session along with the fresh applicants.

12. PG Diploma

Those who shall join 2-Year PG Programme may exit at the end of 1st year with the award of a Post Graduate Diploma. In such case, the candidate has to apply to the Controller of Examinations through the Head/ Coordinator of the respective Department, expressing her/ his desire to exit from the 2-year Programme with a PG Diploma within fifteen (15) days from the date of publication of result of the Second Semester Examination. The candidate, however, shall have to pass in all courses of First and Second Semester Examinations for obtaining a PG Diploma.

13. Cancellation of Examination/ Discontinuity for one or more semester(s)

- 13.1. A student may discontinue her/his study of a particular semester at any point during the semester and may join the semester subsequently when offered, subject to the permission of the appropriate authority. However, such a candidate may be allowed to attend classes for subsequent semester even if s/he has not appeared for the examinations for the previous semester. Such a candidate shall have to attend classes and appear for Continuous Evaluations and End Semester Examinations when s/he re-joins the discontinued semester.

- 13.2. A student, subject to the permission of the appropriate authority, may opt for cancellation of the entire result of a particular semester within 15 days of publication of the result of that semester and repeat the study of that particular semester. Such a candidate shall have to attend classes and appear for Continuous Evaluations and End Semester Examinations when s/he repeats the cancelled semester.
- 13.3. A candidate, after successfully completing one semester, may opt for not continuing the next semester immediately and may join the semester subsequently when offered, subject to the permission of the appropriate authority.

14. Re-appearance for improvement

14.1. A student after clearing a course may choose to re-appear in any End Semester Examination of a course, on foregoing in writing her/his previous performance in the course/s concerned. A student reappearing in any course prescribed for Semester I and/or II Examinations may do so along with subsequent Semester III/ IV Examinations respectively in case of 2-year PG Programme, and for courses of Semester III and IV the improvement test is to be given during the Grand Supplementary Examination. In case of 1-year PG Programme, the student has to reappear in any course/s of Semester I/ II Examinations during the Grand Supplementary one. In all such cases the result obtained after reappearance shall be considered as final.

14.2. This option of reappearance for improvement shall be available only once per course against prescribed fees and only for those courses which are cleared in the first chance (without supplementary). All requests for reappearance for improvement must be made within 15 days of publication of result after which no such request shall be entertained. A student can appear for improvement in End Semester Examination for a maximum of two courses in a semester.

15. Shifting to and from other Universities: If a student after completing at least one semester but before completion of the Fourth Semester in case of 2-year PG programme and of the Second Semester in case of 1-year PG Programme wants to shift to any other University s/he will have to apply through the concerned Department to the University authority and an appropriate No Objection Certificate (NOC) along with the Migration Certificate may be issued to her/him provided s/he has paid all the dues for period of her/his study in this University.

The University shall follow the same rule in case of accepting a student from another University, applying after completing at least one semester but before completion of the Fourth Semester in case of 2-year PG Programme and of the Second Semester in case of 1-year PG Programme.

16. Validity period of Registration: A candidate once registered for 2-year M.A/ M.Sc./ M.Com./ MRS Course, has to complete all four semesters within **four (4) years from the date of admission**. A candidate once registered for 1-year M.A/ M.Sc./ M.Com./ MRS Course, has to complete both semesters within **three (3) years from the date of admission**. The Vice Chancellor, however, may extend the period of registration of a candidate in an extraordinary situation.

17. Certificate

A successful candidate after the completion of the Final End Semester Examination in 2-year PG programme shall be awarded a certificate in the format as stated hereunder:

“This is to certify that..... obtained the degree of 2-Year Master of Science/ Arts/ Commerce/ Rural Studies from this University in 20..... under the National Education Policy (NEP) Curriculum & Credit Framework in (Subject) and was placed in the Class attaining the CGPA.....”

A candidate, who, after the successful completion of the Second Semester Examination in 2-year PG programme, wishes to exit from the programme, shall be awarded a certificate in the format as stated hereunder:

“This is to certify that..... obtained 1-Year Diploma in Master of Science/ Arts/ Commerce/ Rural Studies from this University in 20..... under the National Education Policy (NEP) Curriculum & Credit Framework in (Subject) and was placed in the Class attaining the YGPA.....”

A successful candidate after the completion of the Final End Semester Examination in 1-year PG programme shall be awarded a certificate in the format as stated hereunder:

“This is to certify that..... obtained the degree of 1-Year Master of Science/ Arts/ Commerce/ Rural Studies from this University in 20..... under the National Education Policy (NEP) Curriculum & Credit Framework in (Subject) and was placed in the Class attaining the CGPA.....”

18. The Vice-Chancellor shall instruct the concerned Office on any point, not covered/ clarified/ interpreted in the Regulations for PG Examination.