



GOA UNIVERSITY

Taleigao Plateau, Goa

No. 2/710/2023-Legal(Vol.XXVI)/293

Date: 16th June, 2023.

To,

1. The Secretary to Hon'ble Governor of Goa & Chancellor of Goa University, Raj Bhavan, Dona Paula, Goa.
2. The Director, Directorate of Higher Education, Govt. of Goa, IInd floor, SCERT Building, Alto-Porvorim-Goa PIN 403521.
3. All the Deans of Schools of Studies
4. All the Directors of recognized institutions.
5. All the Vice Deans of Schools of Studies.
6. All the Deans/Principals of affiliated Colleges.
7. All the Divisional/Sectional Heads of University Offices.
8. The President, University College Teachers Association, Goa C/o Fr. Agnel College of Arts and Commerce, Pilar, Goa - 403601.
9. The Secretary, Goa University Teacher's Association.
10. The Registrar, High Court of Bombay at Goa, Penha De Franca, Porvorim, Bardez-Goa. Pin:403521.
11. Senior Adv. A.A. Agni, University Counsel, Navelkar Trade Centre, 2nd Floor, Opp. Azad Maidan, Panaji, Goa.
12. The P. S. to Vice-Chancellor
13. The Assistant Registrar to Registrar
14. The Office copy
15. The Guard File.

Sub: New Ordinance OA-39 Governing the Five-Year Integrated Master's Degree Programmes.

Sir/Madam,

I am to forward herewith a copy of the New Ordinance OA-39 Governing the Five-Year Integrated Master's Degree Programmes. This Ordinance OA-39 has been approved by the Hon'ble Chancellor of Goa University on 16th June, 2023 under Statute SA-2(6) as amended. The New Ordinance OA-39 is approved by the Academic Council in its meeting held on 10th April, 2023 and the Vice-chancellor has approved it on behalf of the Executive Council on 14th June, 2023.

Yours sincerely,


(Prof. V. S. Nadkarni)
Registrar

Encl: As above.

OA-39 Ordinance Governing the Five-Year Integrated Master's Degree Programmes

OA-39 **Ordinance for the Five-Year Integrated Master's Degree Programme in Arts (M.A.), Commerce (M.Com.), Science (M.Sc.), Computer Applications (MCA), Tourism and Travel Management (MTTM), Business Administration (MBA) and other such Programmes based on the National Education Policy (NEP) 2020.**

OA-39.1 GENERAL OBJECTIVE OF THE PROGRAMME

The General Objective of the Programme envisages building competence in students to effectively undertake research, teaching and managerial jobs in various institutions and organizations. The Integrated Master's Degree Programme aims to provide a more focused and integrated approach to the study of the disciplinary area chosen by the student, within a multidisciplinary framework.

The broad objectives of the Programme shall be as provided in OA-38.2.

OA-39.2 OUTCOME BASED APPROACH TO THE INTEGRATED PROGRAMME

The Integrated Master's Degree Programme envisages an outcome-based approach as provided in OA-38.3.

OA-39.3 DURATION OF THE PROGRAMME

The Integrated Master's Degree Programme shall be of Five Years duration with an exit option after Three Years with a Graduate Degree. A student shall be permitted to re-join the Programme within two years to complete the Master's Degree. A student shall be required to complete the Integrated Master's Degree Programme within a maximum period of eight years.

OA-39.4 DEGREE TO BE AWARDED

The nomenclature for the final Degree to be awarded shall be as follows:

- (i) The Nomenclature of the final Degree to be awarded shall be Master of Arts (Integrated), Master of Science (Integrated), Master of Commerce (Integrated), Master of Computer Applications (MCA) (Integrated), Master of Tourism and Travel Management (MTTM) (Integrated), Master of Business Administration (Integrated). Any other Five-Year Integrated Master's Degree Programme will follow a similar pattern of nomenclature. **(NCrF Level: 6.5).**
- (ii) The Nomenclature of the final Degree to be awarded for those who exit with an Undergraduate Degree shall be Bachelor of Arts/Bachelor of Commerce/Bachelor of Science/Bachelor of Computer Applications/Bachelor of Tourism and Travel Management/Bachelor of Business Administration. Any other Three Year UG Degree Programme will follow a similar pattern of nomenclature. **(NCrF Level: 5.5).**

OA-39.5 ADMISSION AND ELIGIBILITY

The Eligibility for admission to the Five-Year Integrated Master's Degree Programme shall be as follows:

- (i) The Higher Secondary School Certificate (Std. XII) Examination conducted by the Goa Board / equivalent body, after successful completion of Grade 12 or equivalent stage of education corresponding to Level-4.
- (ii) A student not covered under any of the above categories but desirous of seeking admission to the said Programme may apply to the University /College. However, the Vice Chancellor along with Dean of the concerned School/Faculty and

Chairperson(s) of Board(s) of Studies of concerned subjects shall decide the eligibility.

- (iii) A student shall have to also qualify a Programme-wise common entrance test conducted by the Goa University or any other test conducted by the recognized bodies as decided and announced by the Admissions Committee of each Programme.
- (iv) The merit list shall be prepared based on test Scores and other parameters as decided by the respective Admissions Committee.
- (v) A student admitted for Semester-I /III/V/VII/IX shall be deemed eligible for admission to Semester-II/IV/VI/VIII/X of each respective year.
- (vi) A student migrating from another recognized University from a similar integrated Programme with a three years UG degree desiring direct admission to the Integrated Master's Degree Programme shall be eligible for admission based on the earned Credits in the subjects for which admission is sought. This is subject to the provisions of the Academic Bank of Credits (ABC) Ordinance of Goa University. The Vice Chancellor along with Dean of the concerned School and Chairperson(s) of Board(s) of Studies of concerned subjects shall decide the eligibility.
- (vii) A student who exits the Integrated Master's Degree Programme with a UG Degree is eligible to take admission in Semester VII of the same Integrated Master's Degree Programme within a period of two years and shall have to complete the Master's Degree Programme within a maximum duration of eight years from the date of enrolment in Semester I of the Integrated Master's Degree Programme.
- (viii) A Graduate from the same or related Discipline may seek admission in Semester VII of the Integrated Master's Degree Programme. However, the admission shall be based on the score at the entrance test and the availability of seats.
- (ix) The number of students in a Class/Division shall not ordinarily exceed thirty.
- (x) Reservation of seats shall be in accordance with the Directives of Government of Goa and adopted by Goa University.

OA-39.6

BROAD DISCIPLINES OF STUDY

A student may opt for a Major from one of the Broad Disciplines for an Integrated Master's Degree Programme. A student may choose Courses from Broad Disciplines of Study for Major and Minor Courses which are as follows:

- (i) **Natural and Physical Sciences:** Microbiology, Botany, Zoology, Biotechnology, Biochemistry, Chemistry, Physics, Biophysics, Astronomy, Astrophysics, Earth Sciences, Environmental Sciences, and such others.
- (ii) **Mathematics, Statistics, and Computer Applications:** Mathematics, Statistics, Computer Applications, Programming Software, Applications Software and such others.
- (iii) **Library, Information, and Media Sciences:** Library Science, Information Science, Media Science, Journalism, Mass Media, Communication, and such others.
- (iv) **Commerce and Management:** Business Management, Financial Accounting, Cost Accounting, Finance, Banking, Fintech, and such others.
- (v) **Humanities and Social Sciences:** Anthropology, Economics, History, Linguistics, Political Science, Psychology, Social Work, Women's Studies, Sociology, Archaeology, History, Comparative Literature, Arts & Creative Expressions, Creative Writing and

Literature, Language(s), Philosophy, Cognitive Science, Environmental Science, Gender Studies, Global Environment, Health, International Relations, Political Economy and Development, Sustainable Development, Public Administration and such others.

OA-39.7 COURSES AND COURSE STRUCTURE

- (i) A Course shall consist of either of the following:
 - (a) Only theory component,
 - (b) Only practical component or,
 - (c) Both theory and practical components.
- (ii) For Courses which have both theory and practical components, the ratio of 75% theory and 25% practical shall be maintained with separate heads of passing. However, in case of Skills Enhancement Courses (SEC) the emphasis shall be on hands on training/Practical component.
- (iii) The pedagogy for a Course shall include any of the following:
Lectures, tutorials, practicum, seminar, internship, studio activities, field/laboratory projects, community engagement and such others or a combination of the above forms as recommended by the Board of Studies.

OA-39.7.1 An Integrated Master's Degree Programme (Master of Arts, Master of Commerce, Master of Science, Master of Computer Applications, Master of Tourism and Travel Management, and Master of Business Administration and such other Programmes) shall have the following types of Courses.

- (i) **Disciplinary/Interdisciplinary Major (Core):** A Major Course provides a student the opportunity to pursue in-depth study of a particular subject or discipline. A student who joins a specific Discipline in the Integrated Master's Degree Programme shall select all Major Courses from that Discipline in Semester I to X. A total of 12 Credits Research Specific Elective Courses shall be offered during Semester IX and X to enable the students to carry out the Dissertation in specialized research areas. A minimum of five options shall be given for three Research Specific Elective Courses.
- (ii) **Disciplinary/Interdisciplinary Minors:** Students shall opt for Minor Courses from Disciplinary/ Interdisciplinary areas including skill- based Courses relating to a chosen Vocational Education and Training. Students, who successfully complete the requisite number of Courses as specified in the OA-39.12.1 & OA-39.12.2 in a Disciplinary or an Interdisciplinary area of study other than the chosen Major, shall qualify for a Minor in that discipline or in the chosen Interdisciplinary area of study. To qualify for a Minor, a student shall have to earn a minimum of 12 Credits in the chosen Minor.
- (iii) **Vocational Education and Training (VET):** VET shall form an integral part of the undergraduate Programme to impart skills along with theory and practical. A minimum of 12 Credits shall be allotted to the Minor stream relating to VET which can be related to the Major or Minor Discipline or choice of the student. A student shall have to declare Courses under VET at the end of Semester II.
- (iv) **Multidisciplinary Courses (MC):** UG students shall be required to undergo Three

Introductory-Level Courses relating to any Broad Discipline that they have not undergone at the HSSC level as given below:

Natural and Physical Sciences, Mathematics, Statistics and Computer Applications Library, Information and Media Sciences, Commerce and Management, Humanities and Social Sciences.

- (v) **Value-Added Courses (VAC):** The following are the VAC common to all students: Understanding India, Environmental Science/Education, Digital and Technological Solutions, Health & Wellness, Yoga Education, Sports, Fitness, Courses related to National Service Scheme (NSS), National Cadet Corps (NCC) and such other Courses. However, a two-Credit Environmental Science Course shall be mandatory under VAC.
- (vi) **Ability Enhancement Courses (AEC):** Students shall achieve competency in a Modern Indian Language (MIL) and in the English Language with special emphasis on communication, reading and writing skills. Foreign National/ Person of Indian Origin/Non-Resident Indian/Foreign Board students may opt for additional English Language Courses or any other Foreign Language Courses in lieu of MIL.
- (vii) **Skills Enhancement Courses (SEC):** SECs shall focus on practical skills, hands-on training, soft skills and such other Courses to enhance the employability of the students.
- (viii) **Summer Internship / Apprenticeship (I):** Students shall be provided with opportunities for Internships in the Summer Term. Students shall undergo Internships in a Firm, Industry, Organizations, Laboratory with Faculty and Researchers (in their own or other HEIs), Health and allied areas, Local Governments (such as Panchayats and Municipalities), Parliament or elected representatives, media, artists, crafts persons, NGOs and other such organizations to improve their employability.
- (ix) **Community Engagement and Service (CES):** CES shall be offered either as a part of the Summer Term activity or part of Major or Minor Course depending upon the Major Discipline. Through CES students shall be exposed to the socio-economic issues in society so that the theoretical learnings can be supplemented by actual life experiences to generate solutions to real life problems.
- (x) **Minor Project/ Field-Based Learning (P):** Project work shall be offered as field-based learning wherever it is essential. Field-based learning may be a part of Summer Term activity.
- (xi) **Dissertation (D):** A student shall complete a Dissertation under the guidance of a faculty member. An Internship shall be offered In lieu of Dissertation where Internship is an integral component of the Curriculum.
- (xii) **Extra-curricular Activities (EA):** Sports, Adult Education/Literacy initiatives,

mentoring school students and other similar activities. National Service Scheme (NSS) and/or National Cadet Corps (NCC) Courses that are not opted by a student as VAC may be permitted under EA.

OA-39.7.2 SWAYAM COURSES

Students shall have the option to earn 40% of the Credits through online SWAYAM Courses recommended by the Board of Studies and approved by Academic Council preferably in the beginning of each Semester.

OA-39.8 CREDIT REQUIREMENTS

Each Course shall carry different weightage in terms of number of Credits. The Board of Studies in the concerned Discipline shall formulate Course Objectives, Course Contents and Course Outcomes. The Board of Studies shall have the option to design Courses comprising any or a combination of Lectures/ Tutorials/ Laboratory Work/ Field Work/ Outreach Activities/ Project Work/ Vocational Training/ Viva/ Seminars/ Term Papers/ Assignments/ Presentations/ Self-Study/ Internships and such others.

- (i) A Programme shall comprise Courses such as Major (Core), Minor, Multidisciplinary Courses (MC), Ability Enhancement Courses (AEC), Skill Enhancement Courses (SEC), Value Added Courses (VAC), Summer Internship/Apprenticeship (I), and Dissertation (D).
- (ii) A Programme shall be based on a system of time-integrated Units called Credits.
- (iii) One Credit of a Theory Course shall be equivalent to 15 Contact Hours of learning activities including Lectures, Group Discussions, Seminars, Problem Solving, Assessments and such others.
- (iv) One Credit of a Tutorials shall be equivalent to 15 Contact Hours of engagement.
- (v) Ordinarily a theory and tutorial class shall be of 1 hour duration.
- (vi) One Credit of Practicum or Laboratory Work, Community Engagement and Services, and Field Work shall comprise of 30 hours of engagement.
- (vii) One Credit of Seminar or Internship or Apprenticeship or Studio Activity or Field Work or Community Engagement and Service shall comprise of 30 hours of engagement.
- (viii) A student shall be eligible for the award of UG Degree on successful completion of a minimum of 120 Credits, to be completed over a minimum of six Semesters.
- (ix) A student shall be eligible for the award of Integrated Master's Degree Programme on successful completion of a minimum of 200 Credits, to be completed over a minimum of Ten Semesters.

OA-39.9 LEVELS OF COURSES

- (i) **0-99:** Pre-requisite Courses are no Credit Courses, which students are required to pass.
- (ii) **100-199:** Foundation or Introductory Courses are intended for students to gain an understanding and basic knowledge about the subjects to help them decide their discipline of interest. These Courses may also be prerequisites for Courses in the Major subject. These Courses shall focus on foundational theories, concepts, perspectives, principles, methods, and procedures of critical thinking in order to provide a broad basis for taking up more advanced Courses.

- (iii) **200-299:** Intermediate-level Courses including subject-specific Courses are intended to meet the Credit requirements for Minor or Major areas of learning. These Courses can be part of a Major and can be pre-requisite Courses for advanced-level Major Courses.
- (iv) **300-399:** Higher-level Courses which are required for Majoring in a Disciplinary area of study for the Award of a UG Degree (Exit).
- (v) **400-499:** Advanced Courses include lecture Courses with practicum, seminar-based Courses, term papers, research methodology, advanced laboratory experiments, software training, research projects, hands-on-training, internship/apprenticeship projects equivalent to First Year Postgraduate level.
- (vi) **500-599:** Advanced Courses pertaining to Research and Dissertation equivalent to Second Year Postgraduate Theory and Practical Courses.

OA-39.10 SEMESTER-WISE DISTRIBUTION OF COURSES

The Distribution of Courses and the levels across the Ten Semesters shall be as follows:

- (i) **Semesters I & II:** Students shall undergo Courses in Major Stream (same subject), Minor Stream (different subjects of same Broad Discipline), 2 Broad Disciplines under Multidisciplinary Category to have basic knowledge not only in Major areas but also in two other Disciplines.

Additionally, these students shall also take up Courses of their interest from Ability Enhancement (language), Skill Enhancement, and Value-Added categories.

In order to facilitate the students to make a rational choice at the end of the first year, the two Minor Courses offered at Semester I & II shall be from different subjects within the Broad Discipline.

- (ii) **Semesters III & IV:** Students shall choose Major and Minor Courses to build a career of their interest. Students shall undertake Courses to strengthen their language and other skills including VET.
- (iii) **Semesters V & VI:** Students shall undergo higher level Courses to gain in-depth knowledge in the Major and related disciplines through the Minor stream. Students shall also gain work-related skills through Courses in VET.
- (iv) **Semesters VII & VIII:** During the Fourth Year, students shall undertake advanced level Courses in both Major and Minor streams.
- (v) **Semesters IX & X:** During the Fifth Year, students shall undertake advanced level research-oriented Courses in Major and Minor streams. Students shall carry out a Dissertation and submit a Report. However, Professional Programmes such as IMBA, IMCA, IMCOM and IM.Sc. (I.H.T.M.) may opt for 12 Credits of Internship in lieu of Dissertation.

Students shall be permitted to carry out Research and submit a Dissertation in another Disciplines/Department of the same Institution or another Institution

provided the required facilities are available.

OA-39.11 PROGRAMME STRUCTURE

The Programme Structure for the Integrated Master's Degree Programme with minimum Credit requirements under each category for a Single Discipline as Major (Core), having an entry and exit option after three Years UG Degree shall be as follows:

Sr. No.	Broad Category of Course	Minimum Credit Requirement	
		3-year UG (Exit) (NCrF Level: 5.5):	5-year PG (NCrF Level: 6.5):
1	Major-Core	60	100 +12 (RSEC)
2	Minor Stream	24 <i>[Minimum 12 Credits of VET]</i>	36 <i>[Minimum 12 Credits of VET]</i>
3	Multidisciplinary Course (MC)	09	09
4	Ability Enhancement Courses (AEC)	08	08
5	Skill Enhancement Courses (SEC)	09	09
6	Value Added Courses (VAC)	08	08
7	Summer Internship/ Apprenticeship (I)	02	02
8	Dissertation (D)	-	16
	Total	120	200
*The BOS of each Programme shall decide whether Dissertation or Internship shall be offered to students depending upon the specific requirement.			

OA-39.12 CREDIT DISTRIBUTION

Ordinarily, the minimum number of Credits to be completed in each Semester shall be 20.

OA-39.12.1 Semester-Wise Distribution of Course Levels and Corresponding Credits.

Semester	Major-Core	Minor	MC*	AEC (language)	SEC	I	D	VAC	Total Credits
I	100 level Courses (4)	100 level Courses (4)	1 Course (3)	1 Course English-I (2)	1 Course (3)			2 Courses *** (4)	20
II	100 level Courses (4)	100 level Courses (4)	1 Course (3)	1 Course MIL-I** (2)	1 Course (3)			2 Courses (4)	20
III	200 level	200 & above	1 Course	1 Course	1 Course			-	20

	(8)	(4)	(3)	English-II (2)	(3)				
IV	200 level (14)	200 & above (4)	-	1 Course MIL-II** (2)	-				20
V	300 level (14)	200 & above (4)	-	-		(2)		-	20
VI	300 level (16)	200 & above (4)	-	-	-			-	20
VII	400 level (16)	300 & above (4)	-		-			-	20
VIII	400 level (16)	300 & above (4)	-						20
IX	500 level (16)	400 & above (4)							20
X	500 level (4)	-					(16)		20

* Foundation/Introductory level Courses

** Foreign National/ Person of Indian Origin/Non-Resident Indian/Foreign Board students may opt for additional English Language Courses or any other Foreign Language Courses in lieu of MIL depending upon availability.

*** In Semester I, one of the two Credit Courses under VAC shall be Environmental Studies (EVS).

Note: Values in brackets indicate Credits

OA-39.12.2 Semester-Wise Distribution of Credits among the Categories of Courses

Sem	Major-Core	Minor	MC	AEC	SEC	I	D	VAC	Total Credits
I	4	4	3	2	3			4*** (2+2)	20
II	4	4	3	2	3			4 (2+2)	20
III	8 (4+4)	4	3	2	3			-	20
IV	14 (4+4+4+2)	4 VET	-	2	-				20
V	14 (4+4+4+2)	4 VET	-	-		2		-	20
VI	16 (4+4+4+4)	4 VET	-	-	-			-	20
VII	16 (4+4+4+4)	4	-		-			-	20

VIII	16 (4+4+4+4)	4	-						20
IX	16 (4**+4+4*+4*)	4	-		-			-	20
X	4*	-					16		20
Total	100+12(E)= 112	36	09	08	9	2	16	08	200

* Research Specific Elective Courses from Major Stream

**RM- Research Methodology Course is compulsory.

*** In Semester I, one of the 2 Credit Courses under VAC shall be Environmental Studies (EVS).

OA-39.12.3 Integrated Master's Degree Programme with a Single Major

Sem	Major-Core	Minor	MC	AEC	SEC	I	D	VAC	Total Credits
I	Major1(4)	Minor-1(4)	MC-1 (3)	AEC-1 (2)	SEC-1 (3)	-	-	VAC-1** (2) VAC-2 (2)	20
II	Major- 2 (4)	Minor-2(4)	MC-2 (3)	AEC-2 (2)	SEC-2 (3)	-	-	VAC-3 (2) VAC-4 2)	20
III	Major-3 (4) Major-4 (4)	Minor-3(4)	MC-3 (3)	AEC-3 (2)	SEC-3 (3)	-	-	-	20
IV	Major-5 (4) Major-6 (4) Major-7 (4) Major-8 (2)	Minor-4-VET (4)	-	AEC-4 (2)	-	-	-	-	20
V	Major-9 (4) Major-10 (4) Major-11 (4) Major-12 (2)	Minor-5-VET (4)	-	-	-	(2)		-	20
VI	Major-13 (4) Major-14 (4) Major-15 (4) Major-16 (4)	Minor-6-VET (4)	-	-	-	-	-	-	20
VII	Major-17 (4) Major-18 (4) Major-19 (4) Major -20 (4)	Minor-7 (4)	-	-	-	-	-	-	20
VIII	Major-21 (4) Major-22 (4) Major-23 (4) Major -24 (4)	Minor-8 (4)	-	-	-	-	-	-	20

IX	Major -25 (4) (RM*) Major-26 (4) Major-27(E)(4) Major-28(E)(4)	Minor-9 (4)	-	-	-	-	-	-	20
X	Major-29(E) (4)	-	-				(16)		20
Tot al	100+12(E)= 112	36	09	08	09	2	16	08	200

Note: A student joining for a specific Discipline in the Integrated Master's Degree Programme shall select all Major Courses from that Discipline in Semester I to X. A student shall declare at the end of Semester II the Courses s/he wishes to opt for under Minor.

- 1) Major- 1, Major -2.... etc. are the Major Core Courses (total 29 Major Courses).
- 2) Minor-1, Minor-2...etc. are the Minor Elective Courses (total 09 Minor Courses)
- 3) *RM- Research Methodology Course is compulsory.
- 4) Courses (numbering 27-29) in Semester IX and X shall be Research Specific Elective Courses to enable the students to carry out Dissertation. A minimum of five options may be given for Research Specific Elective Courses.
- 5) ** In Semester I, one of the 2 Credit Courses under VAC shall be Environmental Studies (EVS).

OA-39.13 **DISSERTATION**

- (i) Dissertation shall be spread over Semester IX and X and assessed in Semester X.
- (ii) Dissertation shall be carried out by the student on an individual basis and not as group work.
- (iii) The topic of the Dissertation shall be finalized by the student in consultation with the Research Supervisor/Research Mentor by the beginning of the Academic Year in which they are pursuing their Dissertation.
- (iv) The Departmental/Discipline Faculty Committee (DFC) shall decide the modalities relating to the implementation of Dissertation.
- (v) In case of Schools, the DFC shall comprise the Dean/Vice-Dean Research, Programme Director and the faculty members of the Discipline. In case of the Colleges, the DFC shall comprise the Principal of the College, Head of the Department, Coordinator of the Programme and faculty members teaching the Programme.
- (vi) The DFC shall decide the distribution/number of students to be allotted to a Research Supervisor.
- (vii) The Dissertation workload shall be two hours per week irrespective of the number of students guided by a teacher.
- (viii) Dissertation shall be based on field work/library work /laboratory work/on-the-job training or similar work.
- (ix) The Research Report shall be accepted for assessment only after clearing the

mandatory plagiarism test.

- (x) A student shall declare, in the prescribed proforma, that the Dissertation is her/his own original work and that all the sources used are duly acknowledged.
- (xi) The Research Supervisor shall certify, in the prescribed proforma, that the Dissertation is a work of the student completed under her/his supervision.
- (xii) A student shall submit her/his Dissertation to the College/School through the Research Supervisor not later than one week before the end of the Semester. Ordinarily, no student shall be permitted to submit their Dissertation after the due date.
- (xiii) A student shall submit a soft copy and a spiral bound copy of their Dissertation to the School/College in the standard format as notified by Goa University for the Ph.D. Programme.
- (xiv) The DFC shall decide the modalities relating to the implementation of Internship.
- (xv) All above clauses shall be applicable for the submission of Internship Reports when opted for by students in lieu of Dissertation.
- (xvi) Internship: Internship may be offered to the students in lieu of Dissertation for the Programmes such as IMBA, IMCA, IMCOM, IM.Sc. (I.H.T.M.) and such others, where Internship is an integral component of curriculum. The modalities for the Internship shall be decided by the respective BoS. The Internship Report shall be submitted in Semester X.

OA-39.14 SCHEME OF EXAMINATION

The Scheme of Examination shall be as follows:

- (i) Evaluation shall be based on continuous assessment, in which Intra-Semester Assessment (ISA) and Semester End Assessment (SEA) will contribute to the final grade. ISA will consist of class tests, mid-Semester examination(s), homework assignments, and such other modes of evaluation, as determined by the faculty in charge of the courses of study. Progress towards achievement of learning outcomes will be assessed using the following: time-constrained examinations; closed-book and open book tests; problem-based assignments; practical assignment, laboratory reports; observation of practical skills; individual project reports (case-study reports); team project reports; oral presentations, including seminar presentation; viva voce; computerized adaptive assessment, surprise test, modular certifications, and any other modes of assessment.
 - (a) The evaluation for the Courses shall comprise of ISA and the SEA.
 - (b) One Credit shall carry 25 marks.
 - (c) The ISA shall carry 60% of maximum marks allotted for the Course, and SEA shall carry 40% marks.
 - (d) A Course of Four Credits for total of 100 marks, having only Theory, shall have ISA for 60 marks and SEA for 40 marks.
 - (e) A Four Credit Course (100 marks) comprising Theory (Three Credits) and Practical (One Credit) shall have ISAs only for the Theory Component (45 marks), and SEA Theory Component (30 marks). The One Credit Practical Component has only SEA (25 marks).
 - (f) There shall be no ISA for a One Credit Practical Course.
 - (g) In case of Two to Four Credit Practical Courses, the ISA shall have 60%

weightage and SEA 40%.

- (h) Courses of any other number of Credits shall have a proportionate marking system.
- (i) Assessment of ISA and SEA shall ordinarily be by the teacher teaching the Course.
- (j) For each Theory Course, a written or any other evidence-based component shall constitute at least 50% of ISA.

(ii) **Intra-Semester Assessment (ISA):** There shall be Four ISAs in each Semester for the Theory Component of each Course. The three best scores shall be considered for the final ISA marks. ISAs may be through a written test or any other alternative mode of evaluation, including assignments, presentations, oral or online test, MCQs, open book test, and any other mode of assessment.

- (a) There shall not be any averaging of ISA marks.
- (b) Generally, the ISA for a given Course shall be conducted by the teacher/s teaching that Course.
- (c) The ISA schedule shall be notified at the beginning of the Semester.
- (d) ISA marks shall be communicated to students within two weeks of the ISA.
- (e) Ordinarily, ISA-I shall be completed by the end of the Fourth week after the commencement of the Semester and ISA-II by the end of the Eight week of the Semester. ISA-III shall be completed by the end of the Twelfth week of the Semester and ISA-IV in the Fifteenth week of the Semester.
- (f) Students who fail to appear for an ISA due to a genuine reason shall be given an opportunity, to complete Three ISAs.
- (g) There shall be a Committee appointed to monitor the conduct of ISAs.
- (h) Appearance in minimal number of ISAs (50%), and in the SEA, shall be compulsory for passing.

(iii) **Semester End Assessment (SEA)**

- (a) SEAs shall be conducted at the conclusion of every Semester, and shall cover the entire syllabus prescribed for the respective Course.
- (b) A student shall be considered to have successfully fulfilled the requirements of a Semester to be eligible to appear for the SEA provided the student fulfils the minimum attendance requirements as per the relevant rules of the University. A student failing to fulfil this condition shall have to repeat the Course.
- (c) Ordinarily, the SEA for a given Course shall be conducted by the teacher/s teaching that Course.
- (d) The pattern of question paper(s) to be set for the SEA in a given Course and the scheme of marking shall be decided by the respective BoS. For this purpose, the BoS shall frame specimen question paper(s) in the various Courses concerned for the information of the students. Similarly, for practical examinations, the number of laboratory exercises, marks distribution for each exercise and other relevant details shall be decided by the respective BoS.
- (e) To pass a Course a student shall have to obtain a minimum of 40%. A Course

shall have a 'single passing-head' based on the combined performance at the ISA and SEA. Fractional marks shall be rounded off to the nearest integer only at the time of calculating the Course Grade.

(iv) Paper Setting

The duration of SEA Theory Paper carrying 20-30 marks shall be 1 hour, and Papers of above 30 and up to 40 marks shall be of 2 hours duration.

OA-39.14.1 PRACTICAL EXAMINATIONS

Conduct of Examination

- (i) Examination(s) in Laboratory exercises shall be conducted for Courses with a practical component. Marks will be allotted as follows: Experiment (including Field Work) 60%, Journal/Record Book 20%, Oral Examination 20%. A student shall be permitted to appear for the practical examination only if s/he submits her/his journal duly certified by the teacher(s) teaching the Course and the concerned Head of the Department/Programme Director.
- (ii) To assess the student's performance in the assigned experiment, the examiner shall take into account the planning, procedure, techniques followed, readings/observations, results and the presentation.
- (iii) Students shall be required to submit the journal/record book before the practical examination. Examiner(s) shall take into account the regularity of the student in attending the Laboratory Course, completeness of the exercises and presentation and format of the journal. For subjects having field work component, the student shall be required to submit the report of such field excursion(s) along with the journal(s) for assessment. The examiner(s) shall consider the report along with journal(s) while allotting marks.
- (iv) In the oral examination, examiner(s) shall assess the knowledge of a student in the Course as well as during the experiment(s) performed.
- (v) Record of the breakup of marks obtained by the student in Semesters I to X shall be maintained by the College/School in a sealed envelope for a minimum period of one year.
- (vi) A student who is unable to appear for the practical examination on medical or other genuine grounds may be permitted to appear for a practical examination out of turn, irrespective of the timetable and the batch allotted to him/her, in the examination. This out of turn appearance may be in the same Institution or in a different Institution. Such permission shall be granted by the University if recommended by the respective Dean or Principal of the College. The student shall be required to remit the requisite fee for this out of turn examination.

OA-39.14.2 EVALUATION OF DISSERTATION

The Research Supervisor along with the faculty members of the concerned Discipline and External Examiner shall assess the Dissertation work as per the components below:

- (i) **Research Conceptualization:** The Research Conceptualization shall have only one assessment component of 100 marks at the beginning of the Semester X which shall be in the form of a presentation of the research frame, identification of the research gap through a review of literature and availability of data, compiled by the student in

Semester IX. 50% of the marks shall be awarded by the Research Supervisor and 50% by the faculty members of the Department/Discipline.

- (ii) **Research Mentoring:** The Research Supervisor shall continuously monitor the progress of research work, evidenced by attendance over Semesters IX and X, and shall award marks for research work and the Research Report submitted by the student out of 100 marks. The Research Supervisor should also take into account the student's discipline, sincerity, interest and performance.
- (iii) **Research Report** The total marks to be assessed under Research Report are 200. The Research Report shall have two ISAs of 50 marks each (total 100 marks) assessed by the Research Supervisor and may comprise Viva-Voce, Seminar presentation or written reports. The SEA component of the remaining 100 marks shall be in the form of a presentation by the student to be assessed by the faculty members of the Discipline including the Research Supervisor. The soft copy of the Research Report shall be made available to all the faculty members of the Discipline.
- (iv) A student who fails the Dissertation shall have to resubmit the Dissertation after incorporating changes suggested by the External Examiner. If there is further rejection of the Dissertation, the candidate shall have to change the topic of Dissertation in consultation with a Guide and submit in the next Semester.
- (v) **Evaluation of Internship:**
 - (a) The modalities of internal evaluation shall be decided by BoS.
 - (b) The students on internship shall be under the mentorship of faculty member/s. The mentor faculty shall orient the students on Internship and outline the expected learning outcomes from Internship. The mentor faculty is expected to monitor and periodically assess the progress.
 - (c) There shall be an ISA component of 60% marks and SEA component of 40% marks.
 - (d) The faculty mentoring the student shall assign ISA marks based on the feedback obtained from company/organization and the domain knowledge, skill set, best practices learned by the student at the organisation/company. The BoS shall devise suitable evaluation techniques to assess the ISA component.
 - (e) SEA marks shall be based on Internship Report and presentation and shall be decided by the Department/Discipline faculty members. The Internship Report shall be prepared in line with the Dissertation report for the purpose of evaluation.

OA-39.15 IMPROVEMENT OF PERFORMANCE

- (i) Improvement of Performance shall be permitted to a student who has exited with UG Degree or passed Integrated Master's Degree Examination. The student shall be required to appear again only in the SEA component of the papers of Semesters I to X Examinations, excluding the Dissertation/Practicals/Internship. For this purpose, the marks scored at the first appearance in the Dissertation/Practicals/Internship, as also in the ISA component of the other Courses, shall be carried forward for tabulation of the result under improvement of performance.
- (ii) Students shall be permitted to appear for the improvement examinations along with the regular students.
- (iii) The performance of a student, who appears under this provision and fails to

- improve, shall be ignored.
- (iv) The student availing of this provision shall be considered to have passed under improvement and this fact shall be recorded in the statements of marks and other relevant documents.
 - (v) The student shall be required to surrender the original statement of marks and other relevant documents at the time of receiving the fresh statement of marks in the event of improvement of performance.
 - (vi) A student can appear for improvement only once in a Course under this clause.
 - (vii) Students may seek improvement of performance no later than two years after the declaration of final results for the award of a Degree, but within 8 years of the total duration of the Programme. A student shall not be eligible to apply for improvement of performance during the pursuance of a Programme.

OA-39-16 AWARD OF GRADES

Award of Grades shall be as per Ordinance OA-16.

OA-39-17 COLLEGE COMMITTEES:

The following Committees shall be constituted by the Principal of the College for a duration of three years:

OA-39-17.1 College Examination Committee

- (i) The College Examination Committee shall consist of:
 - (a) A Senior Teacher who shall be the Chairperson
 - (b) Four to eight Regular Teachers (In addition to the Chairperson).
- (ii) This Committee shall be in charge of all matters pertaining to ISAs.
- (iii) The Committee shall prepare the ISA examination time-table, arrange to print question paper sets and have answer books assessed.
- (iv) The Committee shall also arrange the statement of ISA marks to be sent to the University.
- (v) The Committee shall also carry out any other examination related work.
- (vi) The Committee shall make arrangements for the conduct of University Examinations for the Semesters I to X.

OA-39-17.2 College Unfair Means Inquiry Committee (CUMIC)

- (i) The College Unfair Means Inquiry Committee shall be constituted with the following members:
 - (a) Vice-Principal /Senior Teacher as Chairperson.
 - (b) Two regular teachers, preferably not members of the College Examination Committee or the College Grievance Committee.
- (ii) The Committee shall inquire into the cases of unfair means and malpractices reported and shall recommend to the Principal a Course of action as prescribed in OA-5.14.

(iii) Procedures for CUMIC

The following procedure shall be followed for inquiring into the cases of students

alleged to have used unfair means at the Integrated Masters level Examinations.

- (a) The student shall be served with a show cause notice and made aware of the charges/allegations reported against him/her so as to enable her/him to prepare the defense at the time of his/her appearance before the CUMIC and inform her/him thereby of the proposed action to be taken in the case, directing her/him to reply to the show cause notice as to why the action proposed should not be taken against her/him.
- (b) The reply received by the Committee from the student when the student appears before the Committee shall be considered and the final recommendation in the matter shall be taken and reported to the Principal of the College for approval.
- (c) The broad category of malpractice and the quantum of punishment shall be as per OA-5.14.19.
- (d) The punishment finally awarded shall be equal to, or less than, what is mentioned in the show cause notice, but not more than what is mentioned therein.
- (e) The CUMIC is a recommendatory body.
- (f) The Principal of the College shall under Statute SB-13(iv) of the University issue the final order.

OA-39-17.3 College Grievance Committee

- (i) The College Grievance Committee shall be constituted as under: -
 - (a) Vice-Principal/Senior member of teaching staff as Chairman, provided that he is not the Chairman of CUMIC.
 - (b) Two regular teachers, preferably not members of CUMIC or the College Examination Committee.
- (ii) In case the grievance concerns any member of the Committee, the Principal of the College shall reconstitute the Committee for the concerned grievance, excluding the concerned member.
- (iii) This Committee shall investigate into written complaints from the students regarding the conduct of examinations, referred by the Principal of the College, and recommend a Course of action to the Principal of the College as per the relevant Ordinance.

(iv) Investigation of Grievance by the College Grievance Committee

The Committee shall consider the written complaint by a student on the conduct of examination provided that:

- (a) The complaint is submitted within 15 days after the declaration of results or 7 days after the personal verification of the answer books as the case may be.
- (b) The complaint is accompanied with a fee of Rs.200/- (refundable if the complaint is found genuine) and the matter is referred to the Committee by the Principal of the College.
- (v) The Committee shall invite a reply to the allegations, if any, made by the student

from the concerned party.

(vi) After considering the reply of the concerned party, the Committee shall recommend a Course of action in writing to the Principal of the College.

(vii) The Principal of the College may inform the students of the findings of the Committee and shall take appropriate action including reassessment of the said answer book. However, if the marks are reduced after reassessment of the said answer book, the original marks shall be retained and the student informed that there is no change in his/her result.

(viii) A fine (as notified by the University) shall be imposed on the student complainant, if the said allegation(s) is (are) found to be a deliberate attempt at casting aspersions on the teacher(s) concerned. If the allegations are found to be genuine and the same is recorded giving reasons, the action shall be taken as provided under OA-5.2.6.

OA-39-18 UNIVERSITY COMMITTEES

The Constitution of the University Grievance Committee and other relevant Committees under this Ordinance shall be as per Ordinance OA-35.
