

Academic Regulations for

MSc Medical Bioinformatics

Programme in

Kerala University of Health Sciences, Thrissur

(2025 Academic Year onwards)



Kerala University of Health Sciences, Thrissur
Academic Regulations for MSc Medical Bioinformatics Programme
in Kerala University of Health Sciences

1. Short Title

These Regulations shall be called ‘**KUHS Academic Regulations for MSc Medical Bioinformatics Programme in Kerala University of Health Sciences - 2025**’.

2. Scope and Effect

These shall be binding on the Post Graduate Degree Programme in Medical Bioinformatics 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 2025-26.

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 to 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.

- 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. 'Curriculum' is a group of courses and other specified requirements for the fulfilment of the Programme
- 3.18. '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.
- 3.19. 'CIE' means Continuous Internal Evaluation
- 3.20. 'ESE' means End Semester Evaluation
- 3.21. 'Grade point' earned for a course is a value in 0 to 10.0-point scale
- 3.22. 'Semester Grade Point Average (SGPA)' It is the value of the total credit points obtained by student.
- 3.23. 'Cumulative Grade Point Average (CGPA)' It is the quotient of cumulative credit points obtained by a student.
- 3.24. 'Repeat course' is a course repeated by a student for want of attendance or secured

zero grade in that course when registered earlier.

3.25. '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.

3.26. 'Transcript' is the consolidated report of grade points indicating SGPA secured by the student, issued by the University.

3.27. '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 Minimum Standard Requirement 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

4.4. 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.

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.

4.5. Department Council (DC)

- i. 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.
- ii. The Department Council (DC) shall, regarding PG programmes, be competent to design programmes and courses, prescribe course delivery strategies, assessment and evaluation practices.
- iii. 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.

5. Intake

Intake of students is limited to 15 per year or as decided by the University.

6. Eligibility for Admission

- 6.1. Candidates who have completed undergraduate degree courses in health science subjects belonging to Medical / Dental / Ayurveda / Homeopathy / Nursing / Pharmacy / Allied Health streams from KUHS or courses deemed as equivalent by the University and who have registered under the respective statutory regulatory councils of the state are eligible to pursue the programme.
- 6.2. The candidates who have undergone the prescribed courses through regular full-time mode of study only are eligible for admission.
- 6.3. Usual relaxation of age and marks in the qualifying examination shall be applicable for SC/ST/SEBC/OEC/differently abled candidates, as fixed by KUHS/ Government.
- 6.4. 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.
- 6.5. A candidate seeking admission under KUHS must be certified as Medically fit to undergo the programme by an official competent for the same
- 6.6. 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, while pursuing the programme.
- 6.7. There shall be no provision of stipend for the Programme.

7. Lateral entry

Lateral entry is not permitted to the programme

8. Admission of Students to the Programme

- 8.1. The AC-CSS shall oversee admission to the programmes, by conducting a merit cum screening test and approve the rank list for admissions.
- 8.2. General reservation policy for SC/ST/SEBC/OEC/differently abled candidates, as fixed by KUHS/ Government shall be applicable for admission of students to the Programme.
- 8.3. 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.
- 8.4. 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.
- 8.5. 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.
- 8.6. Transfer during the Programme is not permitted.

9. 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.

10. Course teachers

- 10.1. 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.
- 10.2. The course teacher shall be responsible to the Head of the Department in all matters connected with the conduct of the course.
- 10.3. 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.

11. Programme duration and credits

- 11.1. The duration of the Post Graduate Programme shall be 4 Semesters (2 Academic Years)
- 11.2. The maximum permitted time to successfully complete the course is twice the

actual duration of the Programme, that is 4 years from the date of commencement of the course.

11.3. The credit requirement for a Post Graduate degree programme spanning two Academic Years shall be 84.

11.4. 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.

12. Programme Fees

Shall be as fixed by KUHS from time to time.

13. Programme Structure

13.1. The Programmes shall be conducted full time, in-campus.

13.2. The Programme shall follow a Credit and Semester System.

13.3. Each Semester shall have a maximum duration of twenty weeks with a break of 6 weeks in between.

13.4. Each semester shall have a minimum of 90 Teaching days excluding days for examinations (Internal and End Semester Examination)

13.5. A 5-day week with 6 teaching- learning hours and one-hour break period per day shall be followed.

13.6. The Programme shall mandatorily consist of Core Courses (Theory, Practical, project / dissertation), Foundation Courses and Elective courses.

13.7. 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.

13.8. Broad objective of the Programme and Programme specific outcome as envisaged under Competency / Outcome Based Education shall be included.

14. 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. **Internship** and fieldwork outside the Department

- i. Students will be assigned with internship and fieldwork. The Head of the Department can sanction such and inform them to the AC-CSS
- ii. The students shall submit an internship completion certificate, attendance statement from the organization offering internship,
- iii. Department Council evaluate the same and forward it to AC-CSS for approval.
- iv. The maximum credits allowed for internship for the programme is four.

| 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 |
| Mandatory Elective courses | Yes | Credit | Yes | Yes |
| Foundation Course | Yes | Credit | Yes | Yes |
| Internship | Yes | Credit | Yes | Yes |

15. Credits assigned to a Course

15.1. 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 |

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

15.3. Projects shall be assigned 8 to 12 credits

16. 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.

16.1. **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

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

16.3. Credits Assigned shall include credits for theory and practical components. e.g., 3 + 2 means 3 credits for theory and 2 for practical

17. **Credit load in a semester**

17.1. The maximum credit load including regular courses shall not exceed 26 in a semester. The maximum credit load for regular, re-examination, repeat courses in a semester shall not exceed 30 credits for a student in a semester.

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

18. **Credit Transfer**

18.1. The whole process shall be regulated by the Academic Committee of the University and shall be effected only with the prior approval of the Academic Council.

18.2. Credit transfer shall be permitted in lieu of the Elective Courses of a Programme

18.3. The upper limit for such transferred credits shall be limited to 50 % of the Mandatory Elective Courses.

18.4. The Syllabus and Curriculum of the external course shall be verified and the credits shall be equated with that of an Elective Course.

18.5. There shall not be any reduction in the duration or the course in lieu of credits transferred.

18.6. The transferred credits shall be mentioned separately in the Programme Transcript.

19. **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.

19.1. 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.

19.2. 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. 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 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.

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

20. Syllabus and Medium of Instruction

- 20.1. 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.
- 20.2. 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.
- 20.3. To make the syllabus dynamic, the course teacher can introduce to incorporate additional material for updating the topic.
- 20.4. Medium of instruction and examinations shall be in English, if not otherwise

specified otherwise in the respective Programme Regulations.

21. Adaptation of online content

Online academic content may be adapted as follows:

- 21.1. Up to 50% of the Credit Equivalents of the Mandatory Elective / Foundation courses
- 21.2. The Courses may be selected from SWAYAM Platform of Ministry of Human Resources Development (MHRD).
- 21.3. The Fees for such online courses shall be paid entirely by the student
- 21.4. 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 with the approval of the Academic Council.

22. Attendance

- 22.1. There shall be a minimum of 90 Teaching days in a Semester, excluding the days marked for examination (internal & University examination)
- 22.2. 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.
- 22.3. The attendance shall be calculated as follows
Attendance for the course = (no. of hours attended / no. of hours of classes) x 100
- 22.4. Head of the Department shall submit Attendance Certificate for each student at the time of registration for examination.
- 22.5. A student who does not secure required minimum attendance of 80% for courses (Theory and practical separately) registered in any semester will be allowed to continue studies with the junior batch only.
- 22.6. There shall be no provision for condonation of shortage of attendance

23. Leave and Holidays

- 23.1. Leave and Holidays shall be as prescribed by the Government / KUHS from time to time.
- 23.2. The students shall be entitled for one off day in a week.
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.
- 23.3. Academic Leave shall be counted as attendance. Each day will count as 6 hours and will be added to the theory attendance and distributed proportionately among the courses enrolled in the semester.

- 23.4. Permission for attending such Academic Conferences shall be obtained from the Department, prior to proceeding for the same.
- 23.5. 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 not be counted for attendance.
- 23.6. All leaves / absence which exceed the absence permitted during each semester (20%), shall be liable to be compensated by course extension.
- 23.7. There will be no provision for remedial classes.

24. 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:

24.1. 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 |

24.2. 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 |

24.3. 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 |

24.4. 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 |

24.5. Classification

| | |
|-------------|---------------------------|
| Distinction | CGPA 8.0 and above |
| First Class | CGPA 6.5 to less than 8.0 |

25. Continuous Internal Evaluation

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

25.2. 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.

25.3. 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.

- 25.4. 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.
- 25.5. 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.
- 25.6. 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%
- 25.7. 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.

26. End Semester Assessment

- 26.1. 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.
- 26.2. Students shall have a minimum of 80% attendance each in Theory and Practical Component to be eligible to appear for End Semester Assessment.
- 26.3. 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.
- 26.4. Evaluation of ESE shall be done by one internal and one External Faculty and the average of the marks shall be taken.
- 26.5. List of External Examiners shall be recommended by the respective Department Council and approved by Academic Committee
- 26.6. For Theory Examinations, Digital Evaluation of the Answer books shall be done
- 26.7. 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.
- 26.8. 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.

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

26.10. 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).

26.11. 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.

27. Criteria for Pass

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

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

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

27.4. There shall be no provision for grace marks

28. Grade report

28.1. 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.

28.2. 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.

29. Academic Progression

- 29.1. 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.
- 29.2. A student who has failed to get a pass in any of the course in a Semester shall be allowed to progress to the next Semester.
- 29.3. 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.
- 29.4. The student shall have passed all courses of the previous semesters before being eligible to appear for final year End Semester Examination.

30. Re-examination Courses

- 30.1. '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.
- 30.2. 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.
- 30.3. 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.
- 30.4. Re-examination attempt shall be permitted only once for a Course.
- 30.5. The symbol 'RE' shall be shown in the Grade Card.
- 30.6. If a student fails to achieve a pass even in the Re-Examination attempt, the Course shall be repeated.

31. Repeat Course

- 31.1. 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.
- 31.2. If a student fails to achieve a pass in a Regular or Re-Examination attempt, also can register for the Repeat Course.
- 31.3. The symbol 'R' shall be shown together with the number of the repetition. (e.g., R1, R2 etc.)
- 31.4. The course can be registered as a repeat course only when it is offered by the Department.
- 31.5. The Total Credit Load in semester including the Regular Courses (Core / Elective / Foundation) and Repeat Courses, shall not exceed 30 in a Semester.

32. Issuance of Grade cards and Certificates

- 32.1. The Grade Card issued by KUHS shall 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.

- 32.2. Consolidated Grade card list of the entire course period shall be issued, once the student 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.
- 32.3. A Provisional degree certificate shall be issued after successful completion of the Programme, passing all the courses (Foundation, mandatory Elective and Core).
- 32.4. 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.'
- 32.5. Transcript shall be issued by KUHS in the model format approved by the University from time to time.

33. Condonation of Break of Study

- 33.1. Continuous absences of more than 18 working days in a semester (20% of total working days) shall be considered as a break in study.
- 33.2. A student may temporarily discontinue the Programme with prior intimation / permission to the Head of the Department, on valid and genuine grounds.
- 33.3. The option for Break of Study shall be available only once during a Programme.
- 33.4. The student can apply for rejoining on payment of re-registration fee.
- 33.5. University / CSS-AC shall take a decision on the application on rejoining.
- 33.6. The student shall be allowed to rejoin afresh with the junior batch, in the semester in which the student discontinued the course. 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.
- 33.7. The student shall have to complete all the procedures to register for that Semester.
- 33.8. A student who discontinued without intimation of the Head of the Department shall be reported to the University for further action.
- 33.9. If a student who discontinues the Programme permanently may be liable to pay liquidated damages as prescribed KUHS.

34. Eligibility for Award of Degree

- 34.1. The successful completion of all the approved courses for the degree Programme with a Cumulative Grade Point Average (CGPA) of 5.00/10.00 shall be the minimum requirement for the award of the degree.
- 34.2. The student shall have Passed all the Mandatory Online Courses taken as the part of the

Programme.

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

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

35. Monitoring Student Progression and Grade Inflation

The office of the AC-CSS 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 AC-CSS

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

36. Saving Clause

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

36.2. 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.