

University of Mumbai & Department of Atomic Energy  
**Centre for Excellence in Basic Sciences**

**Scheme of Awarding Grades**

1. Type of grading

Students will be awarded letter grades (A, B, C, D, E and F) and not numerical marks.

2. Meaning of grades

- a. There will be four passing grades: **A, B, C** and **D**.
- b. Grade **E** means the student has attended the course i.e. has been 'Exposed' to the course content, but his / her performance is not satisfactory enough to award any grade points. The student has to appear for a reexamination if he / she desires to get higher passing grade from the course. For reexamination, the student has to apply to the Registrar within 15 days of declaration of the semester result and the Registrar will schedule a reexamination before July 31<sup>st</sup> (in case of even semesters) or before January 31<sup>st</sup> (in case of odd semesters).
- c. Grade **F** (Fail) means that the performance of the student in the course has been poor and student has to repeat the entire course with satisfactory performance to be eligible for any grade points. The student can either repeat the course with any subsequent batches or in vacation period, subject to availability of the instructor.
- d. If a student opts for a course, besides the prescribed courses of his / her stream, the grades for such courses will be superscripted by hash (#) sign.

3. Grade Point Average (GPA)

- a. For the purpose of GPA, points for each course are deemed to be out of 10. Grade points for the grades **A, B, C** and **D** are taken as 10, 8, 6 and 4 respectively.
- b. Taking the number of credits for each course as weights, weighted average of grade points will be computed. This will be the student's GPA. i.e. If the number of credits for courses are denoted by  $c_i$  and the corresponding earned grade points for a student are  $p_i$ , then,

$$G.P.A. = \frac{\sum c_i p_i}{\sum c_i}$$

- c. Grades **E** and **F** correspond to zero grade points and are included in the computation of GPA.
- d. Grades with hash signs (as explained in 2.d) are not included in the GPA.
- e. Each student will be notified about his / her GPA for the just completed semester (SGPA) and cumulative GPA of all the semesters till that point (CGPA).
- f. Any grade points accumulated as a result of reexamination or repeated course (as explained in 2.b or 2.c) will not be included in any SGPA, but will be included in the CGPA of subsequent semester. Unless the course is repeated during a regular semester, a separate mark sheet will be issued indicating new grade for the course.
- g. If a student is allowed to change the stream, some of the hash-marked courses may become required courses under new stream. In such a case, no fresh mark list will be issued. CGPA in the subsequent semester will be recalculated as per the new choice of stream.
- h. If any student has accumulated a total of five **E** or **F** grades, which have not been cleared till that point, or if the CGPA of the student drops below 4.0, he / she will not be allowed to progress to the next semester. The student may be allowed to clear some of the **E** or **F** grades accumulated till that point with the permission of Director / Academic Board as follows. The next academic year will be deemed a dormant year and the student will have to clear the backlog in this dormant year for progression to the subsequent academic year.
- i. The award of scholarships to students will be reviewed at the beginning of each academic year and **the Centre reserves the right to refuse scholarships to any student whose CGPA falls below 5.0. Similarly, no scholarship may be awarded for dormant year (see 3.h) irrespective of CGPA of the student.**

#### 4. Grading Individual Courses

- a. For each theory course, weightages for continuous evaluation, mid-semester examination and end-semester examination will be 40%, 20% and 40% respectively. For each laboratory course, weightages for continuous evaluation and end-semester examination will be 60% and 40% respectively.
- b. Continuous evaluation may include quizzes i.e. class tests (pre-scheduled and/or surprise), home assignments, class work, projects, laboratory reports etc. and is left to the discretion of course instructor.
- c. Any deviation from the scheme above would require approval of the Students Assessment Committee (SAC) within four weeks of commencement of course.

- d. At the end of every course, the course instructor may give numerical marks for each student along with recommended letter grades to the SAC. Marks for each section as mentioned in 4.a and 4.b should be mentioned separately.
- e. The SAC will subject the numerical scores to single average Z-test. The recommended guidelines for the grades are<sup>1</sup>

Grading	Z – score limits	
	Less than	Greater than
A	---	1.0
B	1.0	0.0
C	0.0	-1.0
D	-1.0	-2.0
E / F	-2.0	---

- f. The above guidelines are to be implemented flexibly. The SAC is authorized to make value judgments of the mark distribution and permit some deviation from recommended Z-scores on course to course basis. The SAC may consult the course instructor prior to awarding the final grades.
- g. Any student securing at least 40% of absolute numerical marks should not be awarded grade **E** or **F**.
- h. On recommendation of the course instructor, the SAC may consider awarding special grade **A\*** for exceptional performance in any course. The grade cannot be awarded as a routine for good performance but is reserved for only distinguished cases. Grade points for the **A\*** grade will be same as grade A i.e. 10.
- i. **F** will be the default fail grade for unsatisfactory performance. The grade **E** will be awarded if and only if the student's in-semester performance is satisfactory but he/she fails to pass on account of poor show in end-semester examination.
- j. If a student wishes to clear **E** grade through reexamination, his/her marks for the continuous evaluation and mid-semester examination will be retained and the performance in re-examination will only replace the end-semester examination performance and the grade will be recalculated accordingly. The option of reexamination can be availed only once per **E** grade and if the student fails to clear the **E** in that attempt, he / she can subsequently clear the particular course only by repeating it. However, the mark sheet will still show the grade as **E** ( till the time it is cleared) in reference to 5.b.

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<sup>1</sup> If in a course average score for the entire class is X and the standard deviation is  $\sigma$  then Z – score of a student

scoring marks  $x_i$  in the course is  $Z_i = \frac{x_i - X}{\sigma}$

## 5. Award of Degree

- a. Students may be deemed fit for an award of degree after completion of 95% credits from the prescribed syllabus of the chosen stream, subject to condition mentioned in article 3.h regarding the courses with **E** and **F** grades.
- b. Courses with the grade **E** which have not been cleared until the completion of the 5-year programme, may be counted in the number of completed credits.
- c. Courses with grades **F** cannot be counted in the number of completed credits.
- d. Certificate of degree will mention only the CGPA, not the class.

## 6. Re-evaluation

- a. If any student desires revaluation of a grade awarded in any particular course, he / she can appeal to the SAC within fifteen days of declaration of grades.
- b. The SAC, in consultation with the Chairman of the Academic Board, may re-assess the grades awarded.
- c. Decision reached by the SAC, after re-assessment, will be final.
- d. The Centre reserves right to refuse further extension to any student, if he / she fails to complete the course within 7 years from start.
- e. The Director of the Centre, in consultation with the Academic Board and the SAC, reserves the right to recommend discontinuation of enrollment of any student, at any time during the course, if his / her motivation level was found to be less than satisfactory.

## **Student Assessment Committee**

Prof. V. Singh

Prof. P. Raina

Dr. A. Sule

Dr. Mamta Aggarwal

Dr. Nabanita Nag