

Academic regulations of Dr B R Ambedkar School of Economics University, Bengaluru pertaining to 2-year MSc Economics and Financial Economics programmes.

In exercise of the Powers conferred under Section 34 of the Dr B. R. Ambedkar School of Economics University, Bengaluru Act 2018, the University hereby makes the following regulations pertaining to the 2-year MSc Economics and Financial Economics programmes.

Title and Commencement

- a. These regulations shall be called “The Regulations Governing the MSc Economics and MSc Financial Economics Programmes under the Choice Based Credit System”.
- b. These regulations shall be applicable for the batches of students admitted for the MSc Economics and MSc Financial Economics Programmes.

1. Definition of Key Words

- › University: Bengaluru Dr B R Ambedkar School of Economics University
- › Committees: Various committees formed by the authorities of the University.
- › Student: A student admitted to any academic programme at this University.
- › Course Instructor: A faculty member appointed for imparting instruction and research guidance to students at the University.
- › Undergraduate: A first-level degree programme offered by the University.
- › Postgraduate: A second level degree programme offered by the University.
- › Academic Programme: Various degree programmes offered by the University.
- › Academic Year: An academic year starts in the month of July each calendar year and ends in the month of June of the next calendar year.

- › Semester: A division of an academic year (July-June), which comprises of two semesters, odd and even.
- › Odd Semester: the odd semester normally runs from July to December.
- › Even Semester: the even semester normally runs from January to May.
- › Curriculum: A series of courses designed to provide learning opportunities to meet the requirements for awarding a degree.
- › Course: A Course is a unit of instruction or segment of subject matter as specified in the curriculum set for a semester. It has a specified code, title and credits.
- › Credit Hours: A measure of quantity of work done in a course or a semester, as the case may be. One credit represents one hour of lecture or two hours of laboratory or field work per week through a semester.
- › Letter Grade: It is an alphabetical measure of the quality of work done by a student in a course. It is computed using a relative grading system.
- › Grade Points: A measure of quality of work done by a student in a course. It is matched with letter grades and displayed as a whole number between and including 4 and 10. In case a student fails a course, the grade point will be 0.
- › SGPA: The Semester Grade Point Average is a measure of quality of work done by a student in a semester.
- › CGPA: The Cumulative Grade Point Average is the cumulative performance of a student in all the courses taken in all preceding semesters.
- › OGPA: The Overall Grade Point Average is a measure of overall performance of a student on completion of the Integrated MSc Economics degree programme.

2. Title and Commencement

- a.** These regulations shall be called “The Regulations Governing the MSc Economics and MSc Financial Economics Programmes under the Choice Based Credit System”.
- b.** These regulations shall be applicable for the batches of students admitted for the MSc Economics and MSc Financial Economics Programmes.

3. Duration of the Programme

The Academic Calendar lists the schedule of academic activities for an academic year, inclusive of dates for registration, interim examinations and end semester examinations, inter-semester breaks and other dates. This academic calendar will be published on the University website and campus notice board.

An Academic Year starts in the month of July of a calendar year and ends in the month of June of the next calendar year. The academic year (July-June) consists of 2 semesters (Odd and Even). Each of the two semesters is of about sixteen weeks duration. Further about two weeks of each semester are used for examinations.

Ordinarily a student will complete all the requirements for the programme in the respective semesters.

4. Maximum period / duration permitted for completion of the programme

Students wishing to pursue the course at a slower pace are permitted to take up to twice the total amount of time for the programme. Once a student registers for the two-year programme, the entire programme must be completed within a total of four years. No intermediate awards are available.

If the student takes a break between the two years of the programme, a certain fixed fee will be payable to retain the student's seat in the University during the absent year/s. This break must be in terms of years, or for a duration of an even number of semesters.

5. Medium of Instructions

The medium of instruction in the Bengaluru Dr B R Ambedkar School of Economics University will be English. All the examinations including the supplementary examinations will be conducted in English.

6. Hours of instruction per week

Every Programme has a curriculum comprising syllabi for the courses approved by the Curriculum Advisory Committee or Board of Studies, as appropriate (presented in the Appendices). These details are available in the Curriculum document, which will also list the types of courses, credit requirements and other curricular details.

Teaching of the courses will be reckoned in credits. Credits are assigned to courses based on the following general pattern:

- › One credit for each lecture period of one hour/week/semester.
- › Half a credit for each hour of laboratory or project per week/semester.

Every semester has a prescribed minimum and maximum number of credits, which is specified in the Curriculum document. A student may be allowed to register for additional credits, after obtaining approval from the relevant academic authorities.

- › The number of core and elective courses and corresponding credits per semester is given in the curriculum document.
- › Students wishing to pursue the programme at a slower pace than indicated in the curriculum document may talk to the authorities.
- › Students are not permitted to register for a course more than once and use their credits towards the fulfilment of the requirements of the programme.
- › A student in any programme may not register for more than 32 (core or elective) credits per semester.

7. Attendance requirements

- › Attendance in all classes is compulsory.
- › Full class attendance is expected in each course for which a student has registered. A student who fails to attend 80% of the classes conducted in a course (theory and practical put together) will not be permitted to appear for the end semester examination in that course. Of this 80% requirement, 10% condonation may be granted, under exceptional circumstances by the concerned authority (Examinations Dept / Vice Chancellor / Registrar). This condonation may permit a student to appear for the end semester examination, though may not entitle them to any more marks assigned for attendance / class participation.
- › Requests for condonation on medical grounds may only be considered if the students submit their medical certificates, signed by the University doctor within one calendar week after return from their medical leave. Submission of medical certificate at the end of the semester will not be entertained.
- › Students who have less than 80% attendance will be assigned an I* grade and must register for the course when it is offered again. In case of elective courses, the student may register for a different elective course in any future semester.
- › For calculation of attendance, the number of classes attended during the

instructional period will be considered. In case of students admitted late, attendance is calculated from the date of registration.

- › It is the responsibility of students to intimate the relevant course teacher, regarding any planned absence before proceeding on leave. Unplanned absence must be intimated in the earliest.
- › In case students are absent from classes for University-related extra-curricular activities, like organisation of fests, placement activities, etc, the student must collect a form from the Examinations Dept, fill in the details of the classes missed, get the signature of the faculty coordinator responsible for those events, and submit the form back to the Examinations Dept within 3 working days of the absence from class. The Examinations Dept may consider granting attendance for a maximum of 10% of the number of hours of classes conducted for each course.

8. Course Pattern

The programme has the following categories of courses:

- a. Discipline specific core courses: All students must register for these courses. These courses may be categorised under the following sub-categories:
 - › Economics
 - › Quantitative Techniques
- b. Elective courses: A certain minimum number of credits must be earned during certain semesters through elective courses.
- c. Audit courses: These courses are optional. Only elective courses are open for auditing. There are no grade points attached with audited courses. It is not considered for computing the SGPA, CGPA or the OGPA. Students should satisfy the following conditions to be eligible to receive a letter stating that they have audited the course: (i) minimum 80% attendance; (ii) minimum 50% marks in continuous assessment. Students auditing a course are not permitted to appear for the end semester examination. Audited courses will not appear in the grade card.

Adding or Dropping courses

- › Students will be required to choose elective courses. These choices must be made before the commencement of the semester.

- › Students may drop any core, elective or audited course, provided they complete the required number of credits within the stipulated time to earn the degree.
- › Students may be permitted to add or drop courses even two calendar weeks after the start of the semester in which the course is being offered. No changes in choice of courses will be permitted beyond this date.
- › Course add / drop requests need to be accepted by the concerned course teacher.
- › If a student is unable to complete a course to their own satisfaction during the course, it will still appear in their grade card with the appropriate letter grade. In case of elective courses, an F grade will be counted towards the semester grade point average, whereas an F* grade will not. Students with an F* grade may register for the same or another elective in a future semester. These letter grades are explained further below.

The detailed course outline is presented in the Appendices.

9. Scheme of Examinations

- › The duration of end semester examinations is 3 hours for all 2 credit (80 marks examination), 3 and 4 credit (100 marks examination) courses.
- › Students with a disability that causes them to write slower may have up to 20% extra time for all written examinations. The appropriate letter should be submitted to the Examinations Department at the time of admission.
- › Students unable to write examinations due to a temporary or permanent disability may request for a scribe. The scribe will be assigned by the Examinations Department. The appropriate letter should be submitted to the Examinations Department before the examinations commence or as soon as the disability occurs, whichever is earlier.
- › Registration number of the students is to be written in the facing sheet of the answer booklet and all additional sheets taken.
- › Students will not be permitted to enter the examination hall without a valid hall ticket and University ID card.
- › Students should carry their own pens, pencils, erasers, etc. and are strictly not permitted to borrow anything from anyone inside the examination hall.
- › Students must be in their assigned seats ten minutes prior to the

commencement of the examinations.

- › Students will not be permitted to leave the examination hall during the first 60 minutes.
- › Any cases of malpractice will be considered with utmost seriousness by the Disciplinary Action Committee.
- › No mobile phones or any other electronic gadgets (apart from calculators as permitted for a course) are permitted in the examination hall.

Supplementary Examinations

- › Students who score less than 20 out of 50 marks in the end semester examination will be declared as 'Failed'. Such students are eligible for a supplementary examination.
- › Students who fail in a course have the option of either taking the supplementary examination or registering for the course afresh whenever offered next.
- › Students will have only one supplementary examination attempt to pass a course. If they fail in it, they must repeat the course.
- › Students who are eligible and opt to register for supplementary examination must pay the prescribed fee for each course.
- › The supplementary examination will be conducted within one month of declaration of end semester examination results.
- › Supplementary examinations for a course carry the number of marks determined by the number of credits. However, the marks earned by the students for the continuous assessment component as part of the regular course will be carried over for finalizing the letter grade and grade point.
- › There is no restriction on the grade to be awarded following a supplementary examination.

10. Continuous Internal Assessment

- › The evaluation of students' performance will be made separately for each course.
- › Each 3 and 4-credit course will carry a maximum of 100 marks. There will be continuous assessment for 50 marks, and an end semester examination for 100 marks, which will be brought down to 50 marks.
- › Each 2-credit course will carry a maximum of 75 marks. There will be

continuous internal assessment for 35 marks, and an end semester examination for 80 marks, which will be brought down to 40 marks.

- › The decision of the course teacher in this regard will be final.
- › Results for each course will be announced as letter grades from A to F, and grade points under a ten-point scale.

For 3 and 4-credit courses

The evaluation for each paper will be for 100 marks: 50% weightage each for continuous internal assessment and end semester examination.

Continuous Assessment (50% Weightage)

Sl. No.	Details	Marks
1	Attendance / class participation	5
2	Assignments, projects, presentations, as decided by course teacher	15
3	Interim Examinations*	30

End Semester Examination (50% Weightage)

1	Written Exam	50
	<u>Total</u>	<u>100</u>

2-credit courses

The final assessment for each paper will be for 75 marks: 35 marks for continuous assessment and 40 marks for end semester examination.

Continuous Assessment (50% Weightage)

Sl. No.	Details	Marks
1	Attendance / class participation	5
2	Assignments, projects, presentations, as decided by course teacher	10
3	Interim Examinations*	20

End Semester Examination (50% Weightage)

1	Written Exam	40
	Total	<u>75</u>

* Three Interim Examinations will be conducted through the semester. The best two of three test scores will be considered. No make-up Interim Examinations will be conducted for students who miss them for any reasons.

- › All written examinations (Interim Examinations 1, 2, and 3 and End Semester Examinations) will be conducted for double the number of marks shown in the table. The marks earned by the students will be brought down to half.
- › The Interim Examinations and End Semester Examination will be conducted centrally by the Examination Department. All end semester examination dates will be announced about two weeks in advance. All interim tests dates will be announced about a week in advance.
- › Class tests, assignment, etc. (listed under item number 2 above) will be conducted by the instructor.

2-credit Laboratory Courses

Continuous assessment will be the same as for other 2 credit courses.

End semester examination: Practical examination will be conducted in the laboratory, where students will need to demonstrate their ability to carry out tasks as asked in the question paper. The Examiners will assess the satisfactory completion of each task and make a comment in their answer scripts – either “executed” or “partial” or “unsatisfactory”, for each question asked. The examiner may ask students to perform additional tasks related with the questions.

2-credit Internship

Marks – 75

To be completed during the semester break after Semester VI for a minimum of 2 months. Evaluation will be carried out on the basis of a presentation (30 marks) and report (45 marks) at the end of the internship period.

11. Eligibility for End Semester Examinations

To be considered as having passed in a course, students must secure a minimum of 40% in each evaluation component: continuous assessment and end semester examination. Failing this, the student will be given an F* grade and will need to repeat the course in a future semester. If a student clears the internal assessment component but fails the end semester examination, the student will get an F grade and may appear for one supplementary attempt.

A student who fails to attend 80% of the classes conducted in a course (theory and practical put together) will not be permitted to appear for the end semester examination in that course.

12. Valuation of answer books

The faculty teaching the course will be responsible for preparing examination question papers following the deadlines that will be given by the Examinations Department, and for completing the valuation of answer books within a week of completion of the last examination.

Procedure to be followed for announcement of results of all written examinations:

- a) The evaluated answer scripts will be returned to the students;
- b) Students may point out discrepancies in the evaluation, if any, within the stipulated time fixed by the course instructor;
- c) After this date, no claims will be entertained.

The course faculty will share the marks with the Examinations Department after all grievances have been addressed.

The answer scripts of all written end semester examinations will be preserved by the Examination Office till the completion of the course. Any grievances may be brought to the notice of the Examinations Department.

13. Classification of results

Based on the performance in the continuous internal assessment and end semester examination together, each student is awarded a final letter grade in each course, following a system of relative grading.

Letter Grade	A+	A	B+	B	C+	C	D	F
Grade Point	10	9	8	7	6	5	4	0

In addition to these letter grades, a student may receive some transitional grades that do not carry any grade points:

I: Incomplete grade is assigned to students who are absent from the end semester examination for any reason. These students are entitled to appear for the supplementary examination.

I*: Incomplete grade with an asterisk is assigned to students who have not been allowed to appear for the end semester examination due to lack of attendance. These students must register afresh for the course when it is offered again.

F: Fail grade is assigned to students who have failed in the end semester examination and are entitled to appear of the supplementary examination.

F*: Fail grade with an asterisk is assigned to students who have failed in the internal assessment component, or have failed in the supplementary examination for that course. These students must register afresh for the course when it is offered again.

S: Satisfactory grade (S) may be assigned to students in mandatory courses that do not carry any credits. Since no grade is assigned, these courses are not considered in computing the SGPA, CGPA or OGPA.

14. Computation of Grades

An illustration of the relative grading system follows:

Maximum marks obtained by a student for a course:	96
Minimum marks required to pass a course:	40
Difference:	56
Range, computed as: difference/7:	8

Grade points and corresponding letter grades:

A+	A	B+	B	C+	C	D	F
>88.00	80.00- 87.99	72.00- 79.99	64.00- 71.99	56.00- 63.99	48.00- 55.99	40.00- 47.99	<40.00

These ranges will vary for courses depending on the performance of the students.

Students who appear for a supplementary examination will receive a letter grade based on the brackets already prepared during the main examination: no fresh grade brackets will be computed. In case the marks secured by a student in the supplementary examination is more than 96, that student will receive a letter grade of A+.

15. Computation of SGPA, CGPA and OGPA

The SGPA is computed for each semester as follows:

$$SGPA = (C_1 * G_1 + C_2 * G_2 + \dots + C_n * G_n) / (C_1 + C_2 + \dots + C_n)$$

where, n is the number of courses for which a student has registered that semester, C_i is the number of credits allotted to a particular course, and G_i is the grade points earned by the student for the course. This will include all core and elective courses. The exceptions are: courses which do not carry any credits like audit courses, and an elective course in which a student has either an I* or an F* grade.

The CGPA gives the cumulative performance of the student from the first semester to the semester to which it refers, and is calculated as above, where n is the total number of courses the student has registered for up to that semester, including all previous semesters.

The OGPA gives the overall performance of the student throughout the programme, and is calculated as above, where n is the total number of courses the student has registered for up to the end of the programme.

- › When a student secures the grade I or F for any course during a semester, the SGPA for that semester and the CGPA at the end of that semester will be tentatively calculated considering a score of zero for that course. After the student successfully converts I/I*/F/F* grades to appropriate letter grades either after supplementary examinations or course repetition, or improves the letter grade after a grade improvement examination or course repetition, the

SGPA and CGPA for that semester will be recalculated.

- › The grade sheet with the SGPA and the CGPA will be shared with students at the end of each semester. Any changes in grades due to supplementary or grade improvement examinations will be reflected in freshly issued grade cards. Together with this fresh grade card, another will be issued stating that any previous grade card issued for the particular course/s is cancelled.
- › In case of students who wish to exit the programme at any point, the CGPA for the completed semesters will be displayed as OGPA in their grade card.

16. Minimum requirements to pass

- › Students are considered to have completed a course successfully and earned credits if they secure any letter grade other than the transitional grades I, I*, F, or F*.
- › Students who wish to exit the programme before the completion of four semesters will not earn any degree. They will only have their semester grade cards to show for their courses.
- › A student in order to earn the MSc Economics or MSc Financial Economics degree must complete the prescribed number of credits over a minimum of two years. A fixed minimum number of credits are to be completed in each year.

17. Eligibility for promotion

The university does not specify any eligibility criterion for promotion from the first to the second year of either of the MSc programmes.

That said, it may be noted that if a student has over three first semester courses to repeat, then the academic section may advise the student to focus on clearing those before registering for any third semester courses, and similarly for second and fourth semester courses.

18. Improvement of Results

Grade Improvement Examination

- › Students who have passed in a course but wish to improve their grade may register for a grade improvement examination.
- › This will only take the place of the end semester examination. Marks

secured as part of the continuous assessment for the course will be carried forward to compute the grade point and letter grade for the course.

- › Grade improvement examinations are permitted only for the core economics and quantitative skills courses in each semester.
- › They will be conducted together with the supplementary examinations one month after declaration of end semester examination results.
- › Student appearing for a supplementary examination for any reason will be unable to appear for a grade improvement examination for that course and are advised to choose other courses (in which they have already secured a passing grade) for grade improvement, if they so choose.
- › Students will not be permitted to appear for grade improvement examinations for courses from their previous semesters.
- › A student may wish to repeat a course to improve the grade.
- › To avoid scheduling conflicts, students who wish to or are required to repeat a course must register for it at least two weeks before commencement of classes. If a scheduling conflict is unavoidable, the student may have to drop some other course/s of their current semester – this may entail a delay in graduation, given the upper limit on the number of credits that a student may register for per semester, and the student's capacity to handle higher course load.
- › Once a student registers to repeat a course, all previous continuous and end semester examination marks secured in the first attempt will be cancelled.
- › To complete the registration for a course, a student must pay the applicable fees on time.
- › Opting for grade improvement disqualifies a student from any award or recognition by the University. Scholarships may still be applicable – depending on who is administering them.

Students must repeat a course under the following conditions:

- › When they receive an F* grade – failed continuous assessment component, or failed the supplementary examination
- › When they receive an I* grade, due to attendance shortage
- › When they fail in the end semester examination, and they wish to repeat the course
- › When the student desires to repeat a course to improve the grade

Students who wish to improve their grade are permitted to register for any course in the programme. Students repeating courses must register for them a minimum of two weeks before the commencement of classes to ensure that the timetable of classes can be prepared appropriately. The prescribed fee must be paid at the time of registration. In case a scheduling conflict cannot be avoided, the student may have to register for the course at a later date, or drop some other course for that semester, to accommodate the course being repeated.

If a student repeats a course for the purpose of grade improvement, then all marks (continuous assessment and end semester examinations) secured in the first attempt will be cancelled. The grade brackets for a student repeating a course will be fixed in relation to the new batch of students studying the course.

19. Power to address issues in implementation of these regulations:

The university has a system of grievance redressal.

In case of any issues in the implementation of these regulations, with or without a formally registered grievance, Vice Chancellor may, by order, make such provisions not inconsistent with the Act, Statutes, Ordinances or other Regulations, as appears to be necessary or expedient, given the circumstances.

Orders made under this rule shall be subject to ratification by the appropriate authorities.

The above regulation shall be in force for all students who have been admitted to the 2-year MSc Economics programme.

~ ~ ~