

COTTON COLLEGE STATE UNIVERSITY

PANBAZAR, GUWAHATI-781 001, ASSAM:: INDIA

NOTICE

It is for information of all concerned that the dates for filling up of forms for the 1st and 3rd End-Semester M.A./M.Sc./MCA/PGDCA Examinations, 2015 have been fixed as per the dates given below :

Semester	Date	Subjects	Time
1 st & 3 rd semester (ARREAR / REPEAT)	6 th November, 2015	All subjects	10.00 am to 4.00 pm
1 st semester (REGULAR) & MCA 5 th semester (REGULAR)	2 nd November, 2015	Anthropology, Botany, Chemistry, Geography, Geology, Mathematics, Physics, Zoology, Economics, History, MCA, Philosophy, Sociology	10.00 am to 4.00 pm
	3 rd November, 2015	Arabic, Persian, Bengali, Assamese, Education, English, Hindi, Political Science, Statistics, Sanskrit, PGDCA, Psychology, MCA (5 th sem)	10.00 am to 4.00 pm
3 rd semester (REGULAR)	4 th November, 2015	Anthropology, Botany, Chemistry, Geography, Geology, Mathematics, Physics, Zoology, Economics, History, MCA, Philosophy	10.00 am to 4.00 pm
	5 th November, 2015	Arabic, Persian, Bengali, Assamese, Education, English, Hindi, Political Science, Statistics, Sanskrit	10.00 am to 4.00 pm

The repeat/arrear candidates must also fill up the forms (Form Ex-9A) by the above-mentioned dates along with the form for the regular examinations (Form Ex-9) as per CCSU Examination Rules and Regulations. As such the concerned Heads of the Departments are requested to get the Forms filled up by the students, verify the forms for submission at the University along with the requisite fees on the above days. HODs are also requested to submit the list of students of PG courses, who do not have requisite attendance to the office of the Controller of Examinations on or before 2nd November, 2015.

The University has made arrangements for collection of fees through ICICI bank. **Students are asked to collect the examination form (Ex-9 & Ex-9A) from the respective HoDs, Cotton College or to download from CCSU website. Students are further asked to bring filled up form, cash amounts and photocopies of concerned odd semester Gradesheets for the purpose of submission of form to University cash counter, which will function temporarily in Room No 307 of the MCB building in Cotton Campus on the dates as mentioned above.**

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Sd/- Dr.AmitabhaBarua
Controller of Examinations, CCSU
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COTTON COLLEGE STATE UNIVERSITY

Rules of Arrear, Betterment and Repeat papers

DEFINITIONS:

Course: The program of study for which the student has registered i.e. B. A. /M. A. in a particular subject; B. Sc. /M. Sc. in a particular subject etc.

Paper: Any one of the core, elective or compulsory papers in a course, having a certain number of credits attached to it.

Normal duration of the course: 3 years (six semesters), 2 years (4 semesters) or 1 year (2 semesters) as stipulated for a particular course.

Maximum stipulated period of the course: Normal duration plus 2 years (or 4 semesters) more. For diploma courses of 2 semesters, an extra 1 year (or 2 semesters) is allowed.

Regular coursework or regular semester: The compulsory and elective papers, for which study and examination are normally offered to all the students registered for a course in a particular semester.

- 1) Normally a student registers to study and take examinations for 20 credits in each semester. However, a student should normally register for a minimum of 15 credits but not less in a semester during the normal duration of the course. In such a case the student will have to **REPEAT** the papers s/he had not registered for and will have to follow the routine attendance and examination rules.
- 2) A student may also drop a course/paper for which s/he is registered within 2 (two) weeks of the beginning of the course (Refer Rule 111).
- 3) **ARREAR:** A paper will be treated as **ARREAR** if the student fails in the end semester examination but has cleared the attendance requirements and the during-the-semester examinations (sessional examinations). The student will have to take and clear only the end semester examinations.
- 4) **BETTERMENT:** If a student is not satisfied with her/his end-semester results in a particular paper, s/he may opt for **BETTERMENT**. For this, it is necessary that the student has cleared attendance requirements and during-the-semester (sessional) examinations and taken and cleared the end-semester examination. **Maximum 2 (two) end-semester theory papers or components are permissible for BETTERMENT.** BETTERMENT is not permissible for during-the-semester examinations or practical/laboratory components, projects, workshops, assignments and internal assessments. After the **BETTERMENT** examination, the student will be awarded the grade/marks of the **better** of her/his two results, i.e. the originally awarded grade/marks **or** the grade/marks secured in the **BETTERMENT** examination. If a student registers for **BETTERMENT** but is unable to appear for the examination due to illness or other unavoidable circumstances (documentary evidence is required to support the reason), the original grade/marks will be retained. However, the paper will remain in the list of permissible papers for **BETTERMENT** should the student wish to re-register at another time. Registration for **BETTERMENT** is only permitted if the particular course/paper being registered for is offered by the University at that time. No registration for **BETTERMENT** is possible after the degree has been conferred and/or the student has received the provisional/original certificate. All betterment examinations must be completed within 2 (two) semesters (one year) of the end of the normal duration of the course.

- 5) **REPEAT:** A student must **REPEAT** a paper under the following circumstances: (a) S/he did not register for the paper in the semester it was originally offered (see point 1 above); (b) s/he did not clear attendance requirements for the paper; (c) s/he cleared attendance requirements but failed in or did not appear for the during-the-semester (sessional) examinations; (d) s/he has not been allowed to appear for the end-semester examination. **REPEATING** a paper means clearing attendance requirements and passing in during-the-semester (sessional) and end-semester examinations for that paper and for that matter a student has to take guidance teaching from the existing internal teachers.
- 6) A student can register for **REPEAT** or **ARREAR** papers or a combination of both types of papers for a maximum of 20 credits. A student can take any number of arrear papers if he/she has not registered any regular course work in a semester. Registration to **REPEAT** a paper will be subjected to the constraints of the college/university. All **ARREAR/REPEAT/BETTERMENT** examinations will be held along with the regular examinations. All **ARREAR/REPEAT** examinations must be cleared within the maximum stipulated period of a course.

(Note:-Please refer website for details)