



STERLING
GLOBAL
UNIVERSITY
(Established under Haryana State Private University Act-2006 and
Approved by UGC under Section 2(f) of UGC Act-1956)

Asia's Fastest Rising University

Examination Rules

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Examination Rules

Students are strictly advised not to indulge in any kind of malpractice Cases. If any, it will be dealt with severely, ranging from cancellation of the specific paper to cancellation of all papers.

A. Candidates must bring their Hall Tickets and ID cards for all examinations.

B. In case of loss of Hall Ticket, a duplicate Hall Ticket shall be issued from Controller of Examination on payment of Rs. 100/-. An application is also required for issuing duplicate hall ticket. The application should be forward through Academic Coordinator.

C. Candidates should keep their books and bags outside the examination hall.

D. Candidates should occupy their allotted seats, 10 min before the commencement of the examination.

E. Candidates will not be permitted to appear for the examination if he/she reports after half an hour from the time of commencement of examination.

F. Strict silence should be maintained in the examination hall.

G. Candidates must bring their own stationery items such as pen, pencil, eraser etc. They should not exchange these items with others in the examination hall.

H. Cell phones are strictly prohibited in the examination halls.

I. Candidates should wear Formal Dress while appearing for the exams. ID Cards are mandatory for entry to the examination hall.

J. Candidates should check whether they have received the correct question paper before answering.

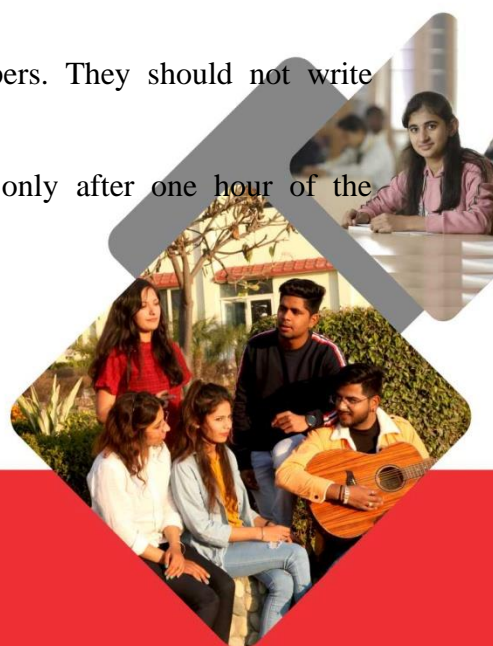
K. Candidates should write their Roll Number on question papers. They should not write anything else on the question paper.

L. Candidates will be permitted to leave the examination hall only after one hour of the commencement of the University examination.

Student Evaluation System

Examination Process

Continuous Assessment



All courses undertaken by students are evaluated during the semester using internal system of continuous assessment. The students are evaluated on class /tutorial participation, assignment work, lab work, class tests, mid-term tests, quizzes and end semester examinations, which contribute to the final grade awarded for the subject. Students will be notified at the commencement of each courses about the evaluation methods being used for the courses and weightages given to the different assignments and evaluated activities.

In order to make the evaluation system as similar and transparent with any of the globally reputed educational institutions like N.I.Ts, I.I.Ts etc. the Om Sterling Global University Academic Council has adopted the grading practices. Here marks obtained in the continuous assessment and end semester examination are added together and a 10-point grading system will be used to award the student with on overall letter grade for the course (subject).

SESSIONALS:

40% marks in each theory paper shall be assigned for sessional/ internal assessment and 60% marks in each theory paper shall be reserved for end term examination. However, for practical papers 50% marks shall be reserved for sessionals/ internal assessment and 50% marks for end semester examination.

The Sessionals be evaluated by the teachers concerned based on the work done during the semester on the basis of the following weightages:

(a) For Theory Subjects:

(i) Three Class Tests (Average of Two Best)	40%
(ii) Class Attendance (Lecture/ Tutorial)*	40%
(iii) Class Work/Assignment/Case Studies	20%

(b) For Practical Subjects:

(i) Viva-Voce/Test	20%
(ii) Laboratory Record	20%
(iii) Class Attendance*	40%
(iv) Class work	20%

*Marks will be awarded proportionate to the attendance.

Letter Grading System



Final evaluation of course is carried out on a TEN POINT grading system. Performance Grade and Grade Points are as shown below:

Table 1			
Marks	Grade Value	Grade	Description
91 to 100	10	AA	Out Standing
81 to 90	9	A+	Excellent
71 to 80	8	A	Very Good
61 to 70	7	B+	Good
51 to 60	6	B	Above Average
41 to 50	5	C	Satisfactory
Less than 41	0	F	Exposed
Absent in the University Final Examination	0	I	Incomplete

Note: In order to convert the SGPA and CGPA into percentile, multiply the same with the Conversion factor of 10.

A student who earns a minimum of 5 grade Point (C grade) in a course (subject) is declared to have successfully completed the course, and is deemed to have earned the credits assigned to that course. A course successfully completed cannot be repeated.

A student should have appeared for the end semester examination of the prescribed course of study (mere appearance in the continuous assessment test is not sufficient) to be eligible for the award of the degree in the course.

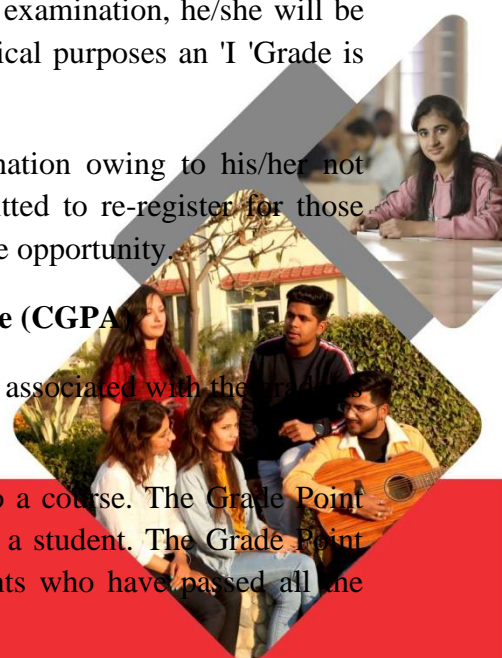
If a student is eligible for but-fails to appeared in the end semester examination, he/she will be awarded an 'I grade (in complete) on the grade sheet. For all practical purposes an 'I 'Grade is treated as an 'F'.

If a student is not eligible to appear in the end semester examination owing to his/her not fulfilling the minimum attendance requirements, he may be permitted to re-register for those courses in which he/she had attendance shortage, at the next available opportunity.

Grade Point Average (SGPA) & Cumulative Grade Point Average (CGPA)

Each course grade will be converted into a specific number of points associated with the grade mentioned in above Table

1. Here points are weighted with the number of credits assigned to a course. The Grade Point Average (GPA) is the weighted average of grade points awarded to a student. The Grade Point Average for each semester will be calculated only for those students who have passed all the



courses of that semester. The weighted average of GPA's of all semester that the student has completed at any point of time is the Cumulative Grade Point Average (CGPA) at that point of time.

CGPA up to any semester will be calculated only for those students who have passed all the courses up to that semester.

A student of student has to earn minimum of 244 credits to gets his B. Tech. Degree on completion of eight semesters.

Calculation of SGPA and CGPA:

Example:

Courses	Credits	Letter Grade	Grade Value	Credit Value	Grade Points
Mathematics	3	B+	7	3x7	21
Chemistry	3	A	8	3x8	24
Physics	3	A+	9	3x9	27
Language Lab	2	A	8	2x8	16
Total	11			Total	88

$$\text{In case GPA} = \frac{\text{Total Grade Point}}{\text{Credits}} = \frac{88}{11} = 8.0$$

Suppose the GPAS in two successive semesters are 7.0 and 8.0 with 26 and 24 respective course credits, then the =

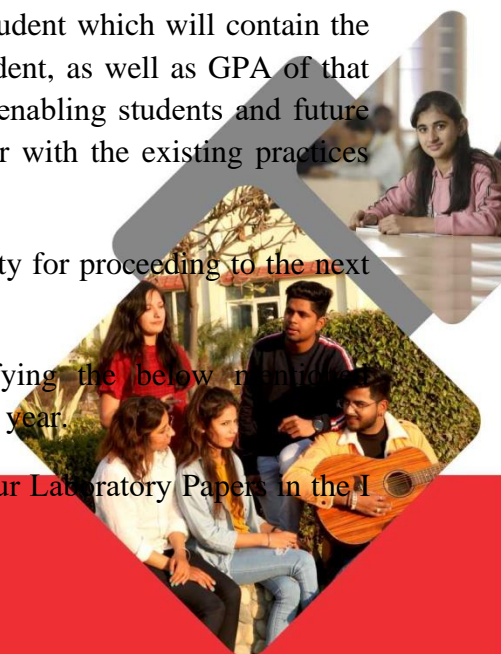
$$7.74 \text{ CGPA} = \frac{7 \times 26 + 8 \times 24}{26 + 24} = \frac{374}{50} = 7.48$$

After the results are declared, grade cards will be issued to each student which will contain the list of courses for that semester and the grades obtained by the student, as well as GPA of that semester. However, a conversion factor of “10”, will be included, enabling students and future employers for transforming CGPA into percentage of marks at par with the existing practices of I.I.Ts, N.I.Ts and A.I.C.T.E.

Minimum Eligibility Requirements in Om Sterling Global University for proceeding to the next academic year of study.

A First year Student of Om Sterling Global University satisfying the below minimum requirements is eligible to study in the 3rd Semester of next academic year.

“Pass with Minimum C Grade in Four Theory Papers & Pass in Four Laboratory Papers in the I & II Semester (Combined)”



A Second year Student of Om Sterling Global University satisfying the below mentioned requirements is eligible to study in the

Vth Semester of the next academic year.

“Pass with Minimum C Grade in Four Theory Papers & Pass in Four Laboratory Papers in the IIIrd&IVth Semester(Combined)”

A Third year Student of Om Sterling Global University satisfying the below mentioned requirements is eligible to study in the

VIIth Semester of the next academic year.

“Pass with Minimum C Grade in Four Theory Papers & Pass in Four Laboratory Papers in the Vth &VIth Semester (Combined)”

Proficiencies:

Extra-curricular activities will be offered to students of all programs. These activities will run in both semesters and evaluated.

Activities will be graded as Outstanding/Excellent/ Very Good/Good/ Above Average/ Satisfactory/Exposed/Incomplete.

Guideline for submission of assignment

A. Assignments (Theory)

Following are the guidelines of assignments, their evaluation.

Assignment means a set of work, tasks and/or numerical problems given to the student, on the basis of topics recently covered in the class as homework to be solved and submitted, within the time frame given by the faculty and the examination cell. Each assignment should require 5 – 6 hours' work to be done by the student. The Date of Submission (DOS) duly announced on the Date of Allotment (DOA) to the student and duly mentioned in the Academic Calendar.

1. In a multiple-section course, the preparation, duplication and distribution is the responsibility of the Course Coordinator.

a. Allotment of an assignment should be made in the academic calendar of the semester.

b. The Date of Submission (DOS) of an assignment should be the tutorial or the prescribed week wherever applicable. Where tutorials are not scheduled, submission should be in the first lecture of the subsequent week.



2. Assignment should NOT have any descriptive questions (that can be directly copied from a book or from the internet). However, in those course(s) where only descriptive problems are feasible, prior approval for the same is to be sought from the President in writing mentioning the justification for the same.

3. The effective teaching for semester is generally of 14 weeks. The minimum number of assignments to be given throughout the semester is two. No assignment should be due in the last week of the semester.

4. The assignment is to be submitted on or before the Date of Submission (DOS) as announced.

5. The evaluation of numerical assignment will be done through a test based on the assignment. The test would comprise of one of the questions from the assignment to be solved in the class. The following process may be adopted for the purpose:

a) Ask students to bring the assignment sheets to the class (along with calculators, if required).

b) Take 60 sheets of A4 sheets. On each sheet write the roll number of a student and the question number from the assignment that he/she has to solve. Different question for adjacent students. Make student sit roll-number-wise, so that no two adjacent students are given the same problem.

c) Make sure they have submitted the assignment before the start of the test and that they are not copying.

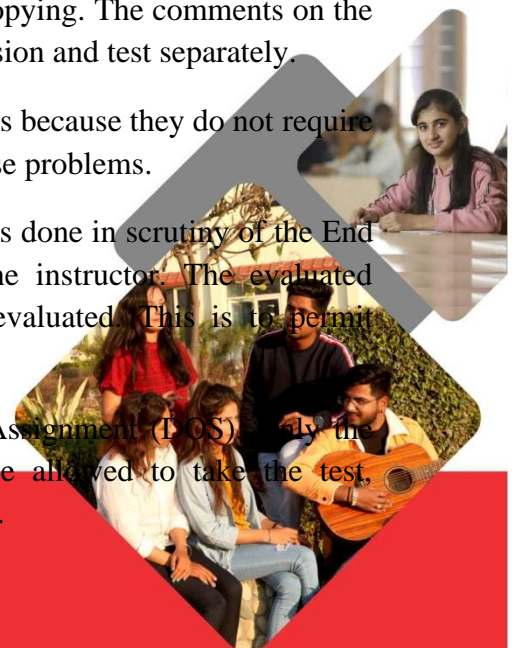
6. Marks to be awarded in these assignment-quizzes only if the assignment is submitted in time.

7. For non-numeric assignments the rest could have questions based on the assignment. Make sure that there are multiple shuffled sets for these tests to prevent copying. The comments on the assignments are mandatory. The marks are to be allotted for submission and test separately.

8. Minimal time is to be given to the students to attempt the said tests because they do not require more time to think for solving these as they have already solved these problems.

9. The evaluated assignments/tests are to be shown to the student (as done in scrutiny of the End Term Examination answer sheets) and are to be retained by the instructor. The evaluated assignments/test should be retained till the next assignment is evaluated. This is to permit checking by designated authority at any instance.

10. The assignment-based tests should be given on the Date of Assignment (DOS). Only the students who have submitted the assignment on time should be allowed to take the test, otherwise, the student should be awarded ZERO marks for the same.



11. This procedure is to be announced and explained to the students in the very first class. The importance of timely submission of assignments should be explained.

12. No deviation from this policy is permitted except with a written prior approval from the president.

B. Laboratory Assessments

Following are the guidelines for the conduct and evaluation of practical in all courses with laboratory components:

1. A practical is where a student is taken to a laboratory and is asked to perform a set of task on the given computer, equipment or on a setup comprising of devices or components. This includes on-the spot conduct of an activity to derive desired results and to report the findings.

2. A student will have to maintain record of the experiments performed in the labs in the bound lab notebook.

3. The lab notebook should be maintained in the format of a lab journal, where (in general) the aim of the experiment, the observations, calculations, results ad discussions are reported. These should not have any description like 'method' etc, unless the method itself is the aim of the experiment. Error analysis forms an essential part of the lab journal.

4. Each lab work performed is to be verified by the respective teachers in the next class.

5. A student will be evaluated on every experiment/lab performed. The components of practical assessment are to be redefined, notified to the student and to be strictly adhered to.

6. The records of the students attendance in the lab is to be maintained. The lab file record is evaluated for 10 marks and the attendance weightage will be again 10 Marks.

