

**GANGADHAR MEHER UNIVERSITY, SAMBALPUR 768004**  
**REGULATION FOR MASTER OF COMPUTER APPLICATION (MCA) EXAMINATION**  
(Under Semester System and effective from the academic session, 2015-2016)

**1. INTRODUCTION:**

- (a) The G.M. University, Sambalpur offers instructions and conducts examinations for the award of the Degree of Master of Computer Application.
- (b) The syndicate may on recommendation of Academic Council. Change any or all of these regulations at any time considered appropriate by the Syndicate.
- (c) The duration of MCA course shall be Three Academic years. Each Academic year shall be divided into two semesters:
  - (i) MCA 1<sup>st</sup> Semester
  - (ii) MCA 2<sup>nd</sup> Semester
  - (iii) MCA 3<sup>rd</sup> Semester
  - (iv) MCA 4<sup>th</sup> Semester
  - (v) MCA 5<sup>th</sup> Semester
  - (vi) MCA 6<sup>th</sup> Semester

The detailed course of studies framed by the Board of Studies is appended (in Annexure - 1)

**2. ADMISSION AND READMISSION:**

(a) **Minimum Qualification**

To be eligible for admission to First Semester of MCA Course a candidate should have passed the B.A., B.Sc or B.Com. Examination of with Mathematics or Statistics as core subject in degree level or any other examination recognized by the Academic Council as equivalent there to or any other qualification as will be decided by Government of Orissa from time to time.

(b) **Age limit**

He/She should be within the age limit of 20 years to 25 years by 31<sup>st</sup> December of the calendar year preceding the academic session in which he/she seeks admission to the first semester. Maximum age limit may be relaxed by three years in case of SC/ST candidates

(c) **Reservation of seats**

- (i) 22.5% of the seats available in MCA course shall be reserved for the students belonging to Scheduled Tribes and 16.25% of the seats for the students belonging to Scheduled Castes.
- (ii) 5% of the seats shall be reserved for the Children of Green Card holders.
- (iii) Two seats each shall be reserved for Physical Handicapped and Children of Ex Service men.

- (iv) 30% of the seats in the scheduled Caste. Scheduled Tribe and General categories are to be reserved for Women Students Any reserved seats remaining vacant shall be filled up by candidates belonging to general category. (G.O. 2451 dt-15.01 .98).

(d) **Method of Selection:**

Admission shall be made on the basis of the results of Joint Entrance Examination conducted by MCA Joint Entrance Examination Committee, Odisha or by University.

(e) **Re-Admission to First Semester & Subsequent Semesters:**

- (i) Those who have discontinued study in the first semester of previous academic year on valid grounds and have obtained prior permission from the Vice Chancellor.
- (ii) Those who have marginally fallen short of required attendance in the first semester or previous academic year provide they have attended 60% of more classes in each subject.
- (iii) Those who have failed in sessional examination of the First semester in the previous academic year.
- (iv) Those who have been rusticated for some definite period in the first is over by the time of admission.
- (v) For readmission to other semester, see part (b) of Art. 6.

**3. COMMENCEMENT OF SEMESTERS:**

- (a) The First Semester shall commence ordinarily after one week from the last date of admission to the University. Odd semesters shall commence ordinarily during the middle of July and the even semesters shall commence ordinarily on 1<sup>st</sup> week of January.

(b) **Hours of Teaching:**

Time devoted for theory subject and (Laboratory) sessional work per week shall be as follows:

- (i) For each theory subject carrying 100 marks - 5 periods.
- (ii) For each (Laboratory) sessional work carrying 100 marks- 6 periods.
- (c) Students shall be admitted to different semesters before the commencement of the respective semesters. Attendance shall be counted for all classes from the date of commencement of a semester.

**4. EXAMINATION:**

In each of the first five semesters there shall be two examination:

- (i) Mid Term examination.
- (ii) End Term / Semester examination.

**Mid term examination :** There shall be a mid term examination for theory papers in each semester (except the sixth semester) and this examination shall be conducted by the controller of examinations.

- (i) One Mid Term examination shall carry 30 marks for a time paper carrying 100 marks.
- (ii) The examination in each paper shall be of two hours duration.
- (iii) The questions on a subject shall be prepared by the teacher teaching

that subject.

- (iv) The examination papers shall be valued by the respective teacher teaching that paper.
- (v) There shall be no mid semester examination in the sessional paper.
- (vi) There shall be no mid semester examination in the sixth-semester.
- (vii) A student remaining absent from the mid term examination shall forfeit the marks allotted for the examination. However if a candidate takes prior permission from the Principal in cases like death in the family, illness leading to hospitalization (to be supported by the Discharge Certificate from the hospital), he/ she may be allowed to appear the examination at later date decided by the subject teacher. In such cases, the decision of the Vice Chancellor shall be final.

**End Term examination** : There shall be an end term examination at the end of each semester and it shall be conducted by the Controller of Examination of G.M. University, Sambalpur.

- (i) There must be 80 working days excluding Sundays and Holidays between the commencement of a semester and the commencement of a semester examination.
- (ii) Semester examination shall carry 70 marks in each theory paper and 100 marks in the sessional papers.
- (iii) The panel of question setters and examiners shall be prepared by the Board of Studies (MCA) as per the following guide lines:
  - (a) **Question Setters:** The Question setters in all the theory papers of all the semesters examinations except the 6<sup>th</sup> semester shall be from outside the jurisdiction of G.M. University.
  - (b) **Examiners:** Two papers in each semester Examination shall be valued internally by the members of the teaching staff of the MCA Department.

Rest of the papers of each semester Examination shall be valued by the experts outside the jurisdiction of G.M. University, Sambalpur.

- (iv) Each sessional shall be examined by one internal examiner (to be appointed by the Coordinator Head of the Department) and one external examiner from among the panel of examiners prepared by the Board of Studies. The Full marks under different head are as follows:
  - Practical - 50
  - Viva Voce - 30
  - (50% shall be assessed by the internal examiner and 50% shall be assessed by the examiner)
  - Record - 20
  
  - Total - 100
- (v) No student shall be allowed to register for appearing at semester examination unless he/she has good conduct and satisfies attendance requirements as the down in part (vii) below

- (vi) Attendance shall be recorded in each the class teacher. A student should not remain absent with out prior permission from the Coordinator /Vice Chancellor Shortage of attendance to the extent of 25% maximum may be condoned by the Vice Chancellor if the student submits to the Vice Chancellor satisfactory remains for his her absence from the class.

In special cases, like death in the family, long period of hospitalization or long period of absence for going to represent the University or the University, the State or the Nation in Sports and games, the examination committee may condone shortage by another 10% Thus

- (a) A student shall not be allowed to appear at a semester examination if his her attendance falls below 75%.

- (b) In special cases as stated in second paragraph of (vii) above minimum attendance requirement is 65%.

- (vii) A student shall be required to register provisionally for the examination by paying the examination fees at least 15 days before the commencement of semester examination. However, Examination registration fees shall not be accepted unless the student has Cleared all the University and hostel dues.

- (viii) Admit cards shall be issued to the eligible students atleast two days before the commencement of examination.

- (ix) In the sixth semester each student shall prepare a project work / Dissertation under the guidance of a supervisor and the work shall be examined by the supervisor and one external examiner from the panel of examiners prepared by the Board of Studies.  
The supervisor and the external examiner added together shall award marks for his/her project or Dissertation.

#### **5. CRITERIA FOR PASSING A SEMESTER:**

- (a) To pass a theory paper of 100 marks, a student has to secure at least 25 marks out of 70 marks in the end term/semester examination in order to pass a semester a student shall be required to secure a minimum 40% of the aggregate of mid-term examination and the semester examination.
- (b) To pass the sessional, a student has to secure at least 60% marks in each sessional.
- (c) In order to pass in the Project Report / Viva voce in other semester and Thesis Viva Voce in the 6<sup>th</sup> semester examination student must secure minimum of 60% marks.
- (d) A student is declared to have passed a semester if he/she has passed in all the Theory and sessional papers of that semester.

A student shall be declared to have passed the MCA examination if he/she has passed in all the examination of six semesters.

#### **6. CRITERIA FOR PROMOTION:**

- (a) A student in any semester (except the 6<sup>th</sup> semester) is eligible to get promotions to next semester if he/she satisfies the following conditions:

- (i) Passed in the sessional examination of the semester and
- (ii) Failed in not more than two papers in that semester.
- (iii) A student can avail maximum of two chance to clear the paper(s) in which he/she has failed during a five academic sessions from the session in which he/she takes admission to MCA course.

(b) However a student failing in more than two papers in the sessional examination in a semester shall be debarred from getting promotion to the next semester and in that case he/she may seek readmission to that semester.

Under no circumstances a student shall not be allowed readmission more than once to a particular semester.

When a student seeks readmission to a semester other than the first semester, he/she has to prosecute study decoding to the new course of studies for that semester and onwards. But he /she shall be governed by the regulation prevalent at the time of his/her admission to the first semester and shall have to appear in the paper(s) in which he/she has failed of the precious semester.

#### **7. CRITERIA FOR IMPROVEMENT:**

- (i) A student shall be allowed to improve his/her marks at most when he/she secures less than 60% of marks in that paper and such examination will be considered as improvement examination.
- (ii) A student shall be allowed to improve his/her mark at most in five papers in whole course of three years subject to minimum of two papers in a particulars semester.
- (iii) A student can avail only one chance to improve his/her marks in a particular paper.
- (iv) No student shall be allowed to avail the chance of improvement examination after the completion of sixth semester examination.
- (v) A student availing improvement examinations shall not be awarded Honours/ Distinction even through he/she has secured requisite marks for the same.
- (vi) A student either detained or failed in any paper of a particular semester shall not be allowed to appear at the improvement examination in any other paper of that semester.
- (vii) There shall be no improvement examination for the sixth semester.

#### **8. CLASSIFICATION OF RESULTS:**

For calculation of the aggregate marks to decide the class in Master in Computer Application Examination, the aggregate marks of all the semester shall be taken into consideration.

- (a) A student securing 75% or more in aggregate shall be declared to have passed the MCA examination in First class with Honours except in the cases under clause 7(vi).
- (b) A student securing 60% or more in each theory paper shall be declared to have passed the MCA Examination with Distinction except in the cases under clause 7(v).

- (c) A student securing 60% or more in aggregate shall be declared to have passed the MCA Examination in 1<sup>st</sup> class only.
- (d) A student securing 48% and above but below 60% in aggregate shall be declared to have passed the MCA Examination in 2<sup>nd</sup> class.
- (e) A student who secures 40% or more but less than 48% in the aggregate shall be declared to have passed in the Pass Class.

#### **9. CONDUCT AND DISCIPLINE:**

- (a) Spitting on the walls, floors, pillars or doors of the University & smoking within the University premises are strictly prohibited.
- (b) Students are forbidden to loiter on the verandah. When they have no classes to attend they may remain either in the Student Common rooms or in the hostels of boarders.
- (c) Students warned not to handle bicycles or other articles which are not their own property.
- (d) Scooters, Mopeds, Cycle etc. should not be left in the corridors or the verandah of the University building. Students are advised to park their vehicles in the cycle stand and ensure thereby the safety of their property.
- (e) Misbehavior of University students at games played outside University premises shall be regarded as breach of University discipline.
- (f) During University hours students should have in their possession the identity cards which may be demanded from them by the office library the postman and in the classrooms examination halls University functions and on other occasions. Students are also advised in their interest to carry the identity cards when they go outside the University. For proper use of the identity cards students are advised to go through the instruction printed at the back of the identity cards. In no case the identity card should be misused.
- (g) Students are warned against tampering with or mishandling the electrical/Computer wares or water fitting and any other property of the University.
- (h) Students should desist from misbehaving with any other student of the University or members of the teaching staff.

#### **10. GENERAL RULES:**

- (i) Payment of Course Fees: A student shall pay his/her course fee of Rs. 15,000/- in second year and third year on the reopening day of the University after summer vacation. The course fee should be handed over to the Coordinator MCA of the University in shape of an Account Payee Demand Draft drawn in favour of Principal G.M. University, Sambalpur payable at any Nationalised Bank of Sambalpur.  
A fine of Rs.50/- per day will be charged if the course fee is not paid on the due date the reopening day of the University. In no case the fine be wave aside.
- (ii) Students remaining absent either from the class or hostel without prior permission of the Vice Chancellor/Coordinator or Hostel Superintendent shall be fined Rs. 10/- (Rupees Ten only) for each day of his/her absence.

- (iii) The maximum period allowed for completion of MCA course is five consecutive academic year from the year of admission to first semester. After this the name of the student shall be struck off the roll and he/she be debarred from attending classes and registering for any examination.

**However appeal to the Registrar for the extension of time may be considered by the academic council in the following cases:**

- (a) Death in the family (subsequently to be supported by a certificate from the Administrative Officer of the locality and
  - (b) Illness requiring long period of hospitalization certified by Doctors not below the rank of Civil Surgeon and duly supported by Hospital Discharge Certificate.
- (iv) The names of those students who do not attend any class or register for examination for a semester without taking prior permission from the Registrar shall be struck off from the rolls and he/she shall not be allowed any further readmission into the University except through MCA-JEE, Orissa.

*Sdt*  
Registrar

G.M. University, Sambalpur

