

**RULES OF EXAMINATION
AS APPROVED BY THE EXECUTIVE COUNCIL
ON 16TH DECEMBER 2009.**

DEFINITIONS

- i. **'University'** shall mean the School of Planning and Architecture, New Delhi, Deemed to be a University.
- ii. **'Director'** shall mean the Director of the School of Planning and Architecture, New Delhi.
- iii. **'Dean'** shall mean the Dean of Studies of the School of Planning and Architecture, New Delhi.
- iv. **'Registrar'** shall mean the Registrar of the School of Planning and Architecture, New Delhi.
- v. **'Controller of Examinations'** shall mean the faculty in-charge of the Examinations of the School of Planning and Architecture, New Delhi.
- vi. **'Superintendent of Examinations'** shall mean the faculty in-charge for the actual conduct of Under-graduate, Post-Graduate Semester and Supplementary, Examinations of the School of Planning and Architecture, New Delhi.
- vii. **'Head of the Department'** shall mean the Head of any of the Departments of Studies of the School of Planning and Architecture, New Delhi
- viii. **'Faculty'** shall mean the faculty of the School of Planning and Architecture, New Delhi (Including Visiting Professors, and Visiting Faculty).
- ix. **'Studio/Laboratory Coordinator'** shall mean the faculty in-charge of the conduct of a particular Studio/Laboratory Subject.
- x. **'He'** shall mean he/she.

- xi. **'Regular Student'** shall mean a student who is required to pursue the prescribed course of study in any subject for a particular examination, according to the conditions of the Rules of Examination.
- xii. **'Studio/Laboratory subject'** shall mean subjects defined so by the approved curriculum of each Department.
- xiii. **'Subject'**: shall be as defined by the curriculum. In case of two parts these shall be called courses of the same subject.
- xiv. **'Semester'** shall mean semester as notified in the academic calendar of the School: Autumn semester (July to December) and Winter Semester (January to May).
- xv. **'Year'** shall mean academic year as notified in the academic calendar.
- xvi. **'Attendance'** shall mean the record of the presence of the student in the classes / studios / laboratories held according to the academic calendar of Theory and Studio/Laboratory Subjects, to be maintained for each semester – Autumn and Winter, for each academic year.
- xvii. **'Internal Assessment'** shall mean the marks awarded to the semester' work by the faculty as laid down in the Academic Programme.
- xviii. **'External Evaluation'** shall mean the marks awarded to the semester's work by External Jury and/or the marks awarded by the examiners for theory papers held at the end of each Semester..
- xix. **'Internal Only (IO)'** courses shall be those which do not have any External Evaluation and the Semester examination consists of Internal Assessment only.
- xx. **'Internal External (IE)'** courses shall be those which have both Internal Assessment and External Evaluation.
- xxi. **'Aggregate'** shall mean the sum total of the marks obtained

by a student in all the subjects over a whole examination.

- xxii. **'Degree'** shall mean the Degree to be awarded to a student on passing the final examination of the School according the approved Programmes of the School.

1.0 NAME OF EXAMINATIONS/ UNIVERSITY EXAMINATION:

Bachelor of Architecture	Bachelor of Planning	Master Courses in the relevant disciplines
I Semester Examination	I Semester Examination	I Semester Examination
II Semester Examination	II Semester Examination	II Semester Examination
III Semester Examination	III Semester Examination	III Semester Examination
IV Semester Examination	IV Semester Examination	IV Semester Examination
V Semester Examination	V Semester Examination	
VI Semester Examination	VI Semester Examination	
VII Semester Examination	VII Semester Examination	
VIII Semester Examination	VIII Semester Examination	
IX Semester Examination		
X Semester Examination		

2.0 ELIGIBILITY CONDITIONS

2.1 Attendance

- i) Every student shall be required to attend not less than 75 per cent of lectures/studio/laboratory classes held for the relevant course of study preceding each Semester Examination / External Jury. The minimum attendance is also required in subjects that have only internal assessments.
- ii) A student not found to have the minimum attendance in a subject will not be permitted to appear for external evaluation in that subject, if any, by way of either Theory paper or External Jury.

2.2 Subjects with only Internal Assessment (IO) (Pass Percentage)

- i) **The student should have secured a minimum of 50% in the aggregate of all assessments held during the Semester.** In each semester, in the case of subjects, for which internal assessment is required, **minimum two assessments** shall be made for assessing the performance of the students in the concerned subject (s). Marks awarded for each assessment shall be formally announced by the teacher(s) concerned from time to time.
- ii) Students who secure less than 50% marks for subjects which have only Internal Assessment (IO) shall be considered to have failed the subject and will be required to repeat the subject in the subsequent Academic year.

2.3 Subjects with Internal and External Assessments (IE) (Pass Percentage)

Internal Assessment

- i) Performance of the student should be assessed on a continuous basis in each Semester. The teacher(s) concerned may, in consultation, with the Head of the Department, adopt any of the methods viz., written tests, viva-voce, class assignments, studio work, seminar, practical, term paper, tutorials, etc. for assessing the performance of the student. Method of assessment shall be announced by the faculty at the beginning of the Semester.
- ii) Format for assessment for Planning, Design, Thesis Studio/ Laboratory subjects shall be decided by the Studio/ Laboratory Coordinator and Faculty concerned with respect to assessment criteria as well as weightages assigned to different stages of work and be informed to the students. **A minimum of four assessments shall be made for studio subjects.** Marks will be announced by the teacher(s) periodically.

- iii) A student not found eligible to appear in the Semester examination in any subject will be detained and has to repeat the year as a regular student in the same subject.

External Assessment

The minimum marks required for passing the Semester Examination/ Assessment shall be 50% in each paper in the Written Examination.

3.0 SUBJECTS WITH EXTERNAL JURY

DESIGN/THESIS STUDIOS/BUILDING CONSTRUCTION/ LABORATORIES ETC.

3.1 Pass Percentage

Minimum of 50% marks to be secured in External Jury.

3.2 Composition of Jury

The Jury shall consist of four members, of whom two will be External Members to be appointed by the Director on recommendation by the Head of the Department and approval of the Dean; and two Internal Members – Head of the Department or his nominee and Studio Coordinator/Director/In-Charge.

3.3 Appointment of Examiners

External members of the Jury and examiners for theory paper would be appointed by the Director on recommendation of the Head of the Department with the approval of the Dean of studies.

3.4 Declaration of Internal marks

Marks will be awarded under separate heads, and criteria for assessment will be formulated by the concerned Department and marks would be awarded under these criteria from time to time.

4.0 MINIMUM QUALIFYING MARKS

4.1 Minimum Qualifying Marks

A student shall be considered to have passed the semester examination if he/she has secured

- i) 50% marks in IO subjects
- ii) 50% marks in IE subjects (with minimum 50% in internal assessment and minimum 50% in external examination)
- iii) 50% marks in Planning, Design, Thesis, Studio/ Seminar/ Laboratory Subjects (with minimum 50% in internal assessment and minimum 50% in external jury separately).

5.0 PROMOTION TO NEXT ACADEMIC YEAR

5.1 Promotion to Next Academic Year

A student who fails in not more than two subjects in the external examination in the Autumn semester will be promoted to the Winter semester. A student who fails in not more than two theory subject after supplementary examination will be allowed to carry over the subject to the next year semester examination. He should also not have failed in any internal subject or Seminar/ Studio/Design/Laboratory subject in any semester.

6.0 SUPPLEMENTARY EXAMINATIONS

6.1 Supplementary Examinations

There shall be only one Supplementary Examination in the middle of the month of July. At any Supplementary Examination, a student may appear in a maximum of Two Theory subjects for each Semester.

In all such cases where a student is allowed to take the Supplementary Examination and has passed the Supplementary Examination, the **minimum pass marks** will be taken as marks obtained in the subject irrespective of the score in the Supplementary Examination.

7.0 TIME BAR FOR COMPLETION OF COURSE

7.1 Time Bar

Students can complete the Bachelor of Architecture, Bachelor of Planning and Post Graduate Course **within eight, six and three years respectively.**

8.0 CLASSIFICATION OF RESULT FOR AWARD OF DEGREE

8.1 Classification of Result

There shall be no classification of results of the semester examinations. The result will be classified at the end of the course. Candidates who pass the examination in subject/ subjects in more than one attempt, the minimum marks prescribed for passing the subject/subjects but not the marks obtained by them in the relegated subject/subjects at the subsequent examinations shall be taken into account for determining the aggregate marks obtained at the examinations in Theory papers.

Those obtaining 50% of marks and above but less than 60% in the aggregate of all examinations of all theory papers, sessional records and Thesis shall be awarded **Second Class**.

Those obtaining 60% and above but less than 75% marks in the aggregate of all the examinations and have passed all the examinations shall be awarded **First class**.

Those obtaining at least 75% marks and above in the aggregate of all the examinations and have **passed all the examinations in the first attempt shall be awarded First class with Distinction**.

9.0 MODERATION OF RESULTS OF SEMESTER EXAMINATIONS

9.1 Moderation

The Board of Moderators shall consist of:

- Dean of Studies as "Chairman"
- Controller of Examinations as "Secretary"
- Head of the Concerned Department
- Head of a sister Department
- One Member as approved by the Director from time to time.

The Moderators may consider an award of additional marks **up to 5 marks or 5% of the Aggregate marks** (whichever is less) in the subject in which the candidate has failed.

However, the additional marks for moderation can be given for maximum of two subjects only.

10.0 RULES RELATED TO MALPRACTICE DURING EXAMINATION

10.1 Malpractice/ Use of Unfair Means

In connection with conduct of examination, it is often found that students reach later than the stipulated time (half an hour after start of exam/ jury). **In case of theory and external jury exam the student would not be allowed to appear if he is late and would have to appear in supplementary exam or repeat the year in case of external jury.** Use of unfair means / indulging in breach of discipline, and/or disturbing or disrupting the examination would also result in failure in exam and/or disciplinary action. Any action related to conduct of theory examination would be based on the report of the Superintendent of Examination forwarded by the Controller of Examination.

Members of the Committee

1. Prof. (Dr.) Meenakshi Dhote	Chairperson
2. Prof. V.K. Paul	Member
3. Prof. (Dr.) Ranjana Mittal	Member
4. Dr. Poonam Prakash	Member
5. Sh. Sewa Ram	Member
6. Sh. Asim Guha	Secretary
