



भारतीय समुद्री विश्वविद्यालय INDIAN MARITIME UNIVERSITY

(Central University, Govt. of India)

IMU/HQ/C/20th AC/ATR/20/2018

Dated: 06-03-2018

CIRCULAR-1749

Sub: Amendment to Ordinance 01 of 2017 prescribing the procedure of Internal Assessment of Practical and Theory papers for the various programmes conducted by IMU.

- Ref: 1. AC resolution vide Agenda Item No: AC 2017-20-10 dated 26/10/2017
2. EC Resolution vide Agenda Item No: EC 2017-41-17 dated 21/12/2017
3. Circular No 1703 dated 06/01/2017
4. Circular No 1742 dated 24/10/2017

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The Executive Council in its 41st meeting held on 21-12-2017, vide Agenda Item No: EC 2017-41-17 resolved to approve the amendments to the Ordinance 01 of 2017 as follows:

Ordinance prescribing the procedure of Internal Assessment of Practical and Theory papers for the various programmes conducted by IMU

1. There will be no minimum pass mark for Internal Assessment for all programmes.
2. For all UG Programmes:
 - a. The maximum marks for each theory paper will be 100 marks, out of which 30 marks will be for Internal Assessment and 70 marks for University Examination.

- b. The maximum marks for each practical paper will be 100 marks, out of which 50 marks will be for Internal Assessment and 50 marks for University Examination.
3. For all PG Programmes:
- a. The maximum marks for each theory paper will be 100 marks, out of which 40 marks will be for Internal Assessment and 60 marks for University Examination.
- b. The maximum marks for each practical paper will be 100 marks, out of which 50 marks will be for Internal Assessment and 50 marks for University Examination.
4. The above break-up will not apply to Project Work, Dissertation, Summer Internship and Shipboard Structured Training Programme (SSTP).
5. The component-wise breakup of the 'Internal Assessment' for the Theory papers of UG and PG Programmes shall be as follows:

UG Programmes

| <i>S No</i> | <i>Component</i> | <i>Marks</i> |
|-------------|--|--------------|
| 1 | Teachers Assessment which may include parameters such assignments/behavior in class, responses/attentiveness in class etc. | 10 |
| 2 | Class Tests - 2 per semester | 20 |
| | Total | 30 |

PG Programmes

| S No | Component | Marks |
|-------------|--|--------------|
| 1 | Teachers Assessment which may include parameters such assignments/behavior in class, responses/attentiveness in class etc. | 10 |
| 2 | Class Tests - 2 per semester | 30 |
| | Total | 40 |

6. The component-wise breakup of the 'Internal Assessment' for the Practical papers of UG and PG Programmes shall be as follows:

UG Programmes

| S No | Component | Marks |
|-------------|--|--------------|
| 1 | Teachers Assessment which may include parameters such assignments/behavior in class, responses/attentiveness in class etc. | 10 |
| 2 | Lab work records | 40 |
| | Total | 50 |

PG Programmes

| S No | Component | Marks |
|-------------|--|--------------|
| 1 | Teachers Assessment which may include parameters such assignments/behavior in class, responses/attentiveness in class etc. | 10 |
| 2 | Lab work records | 40 |
| | Total | 50 |

7. The IMU Campus/Affiliated Institute must preferably notify the schedule of the various components of Internal Assessment, especially Class test, well in advance. If one or more students are absent for a particular component of Internal Assessment, he should be awarded to zero marks for that component.

Provided that if one or more students were to miss a Class Test or a Project Review or Lab/Workshop classes owing to illness or accident or participation in any national event, the IMU Campus/Affiliated Institute may conduct a special Class Test or Project Review or Lab/Workshop classes for such student(s) within the same semester as decided by the HoD, but no student shall claim any right in this regard.

8. The finally compiled Internal Assessment marks of all the papers should be displayed in the common Notice Board of the IMU Campus/ Affiliated Institute for the information of the students at least 14 days before the date of commencement of the end-semester examinations. Where representations are received from the students about mistakes in Internal Assessment marks due to wrongful data entry or otherwise, such requests should be given due consideration and the mistakes should be corrected in IMU's records. Such editing of the Internal Assessment marks should be completed at least 7 days before the end-semester examinations, after which they shall be frozen. No requests for change in the Internal Assessment marks on any ground whatsoever will be entertained thereafter.

9. The IMU Campus/ Affiliated Institute will be required to make online entries in IMU's website / submit to the office of COE the Internal Assessment marks, component- wise, before the commencement of the practical examinations.
10. The Vice Chancellor shall have the power to order a random sample verification of the original records relating to the award of Internal Assessment marks by an IMU Campus or Affiliated Institute for a particular paper or papers at any point of time. In the event of non-production of records, an adverse inference shall be drawn and the Vice Chancellor shall have the right to order that the Internal Assessment marks for that paper or papers or component or components for which records have not been produced as zero. The defaulting Affiliated Institute shall also be liable for disaffiliation from IMU.
11. This amendment Ordinance shall take effect from December/January 2017-End Semester Examinations for the students joined in Academic Year 2017-18. Internal Assessment Marks of students of the Academic Year prior to 2017-18 will continue to be recorded as per the regulations/Ordinances pertaining to their batch.



REGISTRAR

To

All IMU Campus Directors (i/c)

All Principals of Affiliated Institutes