



# **VARDHAMAN MAHAVEER OPEN UNIVERSITY, KOTA**

(Examination Section)

Rawatbhata Road Kota (Raj.) 324021

No.: VMOU/Exam/2014/90550-57

Dated: January 27, 2015

Subsequent to (A) the approval of the proposal for a general provision for Ordinance for Admission and Evaluation of Students Performance by 48<sup>th</sup> Academic Council Meeting dated 10/4/ 2014 and 88<sup>th</sup> Board of Management Meeting dated 14/6/2014 and (B) the approval of relevant rules by 50<sup>th</sup> Academic Council Meeting dated 18/11/ 2014 and 90<sup>th</sup> Board of Management Meeting dated 20/1/2015, the following shall be the rules along with their implementation date/ month/ year regarding (i) Gold Medal, (ii) Endowment Fund, (iii) Retotalling, (iv) Revaluation of Answer Books, (v) Challenge Evaluation and (vi) Improvement in Examination :

## **(I) Rules for Award of Gold Medal**

**(w.e.f. June Examination 2013)**

1. Only in Post Graduate, Under Graduate, PG Diploma and Diploma programmes having atleast 50 students enrolled in a programme in a session (in the admission batch) Gold Medal shall be awarded. Bachelor Preparatory Programmes are excluded from the above provision.
2. Gold Medals shall be awarded only in credit based programmes. Non-credit based programmes shall not be considered for award of Gold medal.
3. Only a student whose examination result is complete in the minimum period in all aspects like Term End Examination and wherever prescribed the Internal Assignment /Practical/Project and P.T. etc. at the time of declaration of result shall be considered for inclusion in the merit list/Gold Medals.
4. Only the student who has secured highest marks with First Division in a single attempt within minimum duration of the academic programmes shall be considered for Gold Medal.

(Clarification: A student who has been declared NOT CLEARED (NC) due to failure in any component viz. term end exam of the course, in any of the attempts of programme during minimum duration will not be considered for Gold Medal. However, a student who did not avail the chance of appearing in examination at the end of minimum duration prescribed for a part of the programme, but subsequently appears in an examination held by the university before the completion of minimum

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duration of the programme and passes the courses (papers) without any NC statement will be considered for Gold Medal).


5. A student who does not appear in the final year examinations at the end of minimum duration prescribed for the programme and subsequently appears in an examination before the completion of the maximum duration of the programme and secures the highest marks, will not be eligible for being considered for merit position and Gold Medal.
6. If the marks of the candidates are increased on account of scrutiny (Revaluation/Re totalling/ challenge evaluation), the same marks will be taken into consideration for preparation of Merit list and list of Gold medallists.

**(II) Rules of Endowment Fund**  
**(w.e.f. June 14, 2014)**

1. The university shall have the right to create an endowment fund and accept donation from individual(s) and institution(s) for the same.
2. Donation from only those individual(s) and institution(s) shall be accepted whose interest do not clash with that of university.
3. No amount less than 1.00 lakh shall be accepted in the form of donation by the university.
4. The university may utilize the fund to meet out the expenditure of gold medals/ scholarship/ award to be distributed to meritorious student who are decided on the basis of rules of Gold Medal.
5. The university shall not only have the right to prescribe the minimum and maximum limit of donation to be accepted but also to decide such aspects like amount to be incurred, disbursement schedule of scholarship (onetime/ yearly/ bi-annually/ monthly/ any other), etc.

**(III) Rules for Re-totalling of Answer Books**  
**(w.e.f. December Examination 2014)**

1. Re-totalling of Answer books shall be permissible in all theory papers in which candidate actually appeared in term end examination.
2. Notwithstanding the aforesaid provisions, Re-totalling of answer books, shall not be permitted in respect of i) Internal Assignment (ii) practical papers (iii) Project Report (iv) Dissertation (v) Viva-voce (vi) Boycotted papers (vii) special examination.
3. A candidate who wishes to apply for Re-totalling of his answer-books must apply in the prescribed form together with copy of marksheet (original or internet) and the



requisite fee as per the schedule notified by the University. Application not received in the prescribed form or by the due date or without the requisite fee shall be rejected. Incomplete application form will also be rejected.

4. The time period for apply for Re-totalling shall be 30 days from the date of declaration of result and the application must reach the office of Controller of Examination (CE) within 45 days of declaration of result by post or by hand. e.g. if result is declared on 01 May 2013 then the application fee must be deposited on or before 31 May 2013 and the application form along with fee and marksheet must be reached at the office of CE on or before 15 June 2013.
5. A Candidate shall be required to pay a fee of Rs. 50/- per paper (not subject) for Re-totalling of answer books, which will not be refunded. University reserves the right to make change in the fee above mentioned.
6. In Re-totalling the following process will be used:
  - a) Total of the marks given by the examiner will be counted
  - b) Verification that all the question as per question pattern and scheme of the question / (s) has been checked and scored by the examiner
7. If awarded marks change after re-totalling the student will be informed and the result will be updated accordingly.

#### **(IV) Rules for Revaluation of Answer Books (w.e.f. December Examination 2014)**

1. Revaluation of Answer books shall be permissible in not more than 25% of the theory papers in which candidate actually appeared at an examination. Where the number of papers in which a candidate at an examination happens to be an odd number i.e. if an examination consists of 5 papers, the candidates can apply for revaluation of answer books up to 2 papers.
2. Notwithstanding the aforesaid provisions, revaluation of answer book shall not be permitted in respect of (i) Internal Assignment (ii) practical paper (iii) Project Report (iv) Dissertation (v) Viva-voce (vi) special examination and Improvement Papers etc.
3. A Candidate who wishes to apply for revaluation of his answer-book must apply in the prescribed form along with the requisite fee as per the schedule notified by the University. Application not received in the prescribed form or by the due date or without the requisite fee shall be rejected. Incomplete application form will also be

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rejected.

4. The time period for applying for revaluation shall be 30 days from the date of declaration of result.
5. A Candidate shall be required to pay a fee of Rs. 400/- per paper (not subject) for revaluation of answer books. The fee will not be refunded. University reserves the rights to change the fee from time to time.
6.
  - i) If the award of second examiner (re-valuator) is more than the award of the first examiner subject to a limit of 20% of the maximum marks prescribed for the paper, the same shall be taken as the marks obtained in evaluation. In case the award of the second (re-valuator) exceeds the above limit of 20 % the answer books shall be referred to a third examiner and the average of the two closest awards shall be taken into account. If the three awards are uniformly spread, then the middle award shall be taken into account.
  - ii) If the award of the second examiner (re-valuator) is less than of the first examiner up to the extent of 5% of the maximum marks prescribed for the paper, the award of the first examiner shall stand.
  - iii) In case the award of the second examiner (re-valuator) is less than that of the first examiner & the decrease is more than 5% but not more than 20% of the maximum marks prescribed for the paper, the average of the two awards shall be taken as the marks of revaluation provided the result of the candidate is not affected adversely, i.e. his division in not changes or he does not get due instead of pass or he does not fail instead of due or he does not fail in an individual paper/subject instead of pass. In such cases the marks shall be decreased to the extent that his result is not affected adversely.
  - iv) If the award of the second examiner (re-valuator) is less than that of the first examiner and the decrease in marks exceeds 20 % of the maximum marks prescribed for the paper the answer book shall be referred to a third examiner and the average of the two closest awards (the middle award in case the three awards are uniformly spread) shall be taken as the marks of revaluation subject to the provision mentioned above in sub

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clause (iii).

7. The answer book(s) shall not be subject to any inspection or production before any External or Internal Authority except at the instance of the Vice-Chancellor.
8. A candidate who is declared eligible for due examination as a result of revaluation shall be permitted to appear at the next examination provided the student submits the duly filled examination form along with the prescribed fees as per rules.
9. The remuneration rate for revaluation of the answer book shall be double of the rate prescribed for evaluation of answer books prescribed for the first evaluation.  
(Thus if the remuneration for evaluation of answer book at the first instance is Rs. 100/- then the remuneration rate for revaluation of the same answer book will be Rs. 200/-). The minimum remuneration will be Rs. 100/- (Rupees one hundred only)

**(V) Rules for Challenge Evaluation**  
**(w.e.f. December Examination 2014)**

1. Challenge Evaluation is applicable only to the Term End Examination (written/ theory examination); it is not applicable to Practical Examination, Internal Assignment, Project and Dissertation.
2. A student not satisfied with the marks awarded to him in the Term End Examination shall first apply for revaluation of his answer copy.
3. Even after revaluation, if the student is not satisfied with the evaluation made, he can avail the facility of Challenge Evaluation.
4. A student shall avail the facility of Challenge Evaluation within 15 days of declaration of revaluation result. The student shall submit the prescribed form completed in all respects along with the fees. A fee of Rs. 5000/- per paper shall be paid by the student for availing the facility of challenge evaluation. University reserves the right to change the fee from time to time.
5. On challenge evaluation if there is a variance in marks then:
  - i) The marks secured in the challenge evaluation, whether increased or decreased, shall be taken as the final marks secured by the student. The marks so secured shall form the basis of passing the examination, division, gold medal, etc.
  - ii) Full refund of challenge evaluation fee deposited shall be made by the university if there is atleast 10% increase in marks in comparison to that awarded before the challenge.



- iii) No refund of challenge evaluation fee deposited will be made by the university if there is less than 10% increase in marks in comparison to that awarded before the challenge.
- iv) No refund of challenge evaluation fee deposited will be made by the university if there is no-change or decrease in marks in comparison to that awarded before the challenge evaluation.
6. The rules shall be uploaded in the university website and also published in the admission prospectus.
  7. The student can request for a digitalized copy of his answer book(s) which has been evaluated under the above provision.
  8. As per the result of challenge evaluation the student, if he/ she so desires, will be permitted to appear in the forthcoming examinations as per rules.

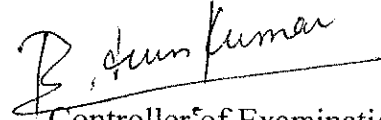
**(VI) Rules of Improvement in Examination**  
**(w.e.f. January 2015)**

1. The improvement of mark is applicable only for the Bachelor's/Master's Degree Programmes during completion or immediately after declaration of result of completion of programme.
2. Only one opportunity will be given to improve the marks.
3. The improvement is permissible only in theory papers. No improvement is permissible in Practical(s) / Lab courses, Project Report, Dissertation, Workshops and Internal Assignment etc.
4. Under the provision of improvement, a maximum of 50% of the total papers of the Examination, for which he / she wants to improve, shall be permitted.
5. Students wishing to improve the marks may appear in one subsequent examination after declaration of result of the examination in which he / she is declared successfully cleared as per the schedule notified by the University, subject to the condition that their registration for the programme/course being applied for improvement, is valid till the next term-end examination in which they wish to appear for improvement.
6. No student will be permitted to improve if maximum duration to complete the programme, including the re-admission period, has expired. No re-registration will be permissible for improvement purpose.
7. After appearing in the examination for improvement, better performance of the two examinations i.e. marks/grade already awarded and the marks/grade secured in the improvement examination will be considered.

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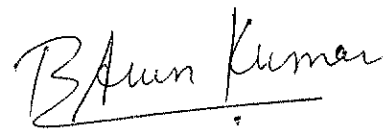


8. In case of improvement, the month and year of completion of the programme will be changed to the term-end examination, in which students appeared for improvement.
9. Students will be permitted for improvement of marks/grades provided the examination for the particular course i.e. as per syllabus enforce, in which they wish to improve, is being conducted by the University at that time.

  
Controller of Examination

Copy to:

1. Secretary to Vice-Chancellor
2. Registrar, VMOU
3. Finance Officer, VMOU
4. Director Academic
5. Director RSD with the request to incorporate the above rules in University Prospectus
6. Directors, All Regional Centres
7. In-charge EMPC with the request to upload the above rules on University website

  
Controller of Examination  
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