

# MIDNAPORE COLLEGE

(AUTONOMOUS)

Midnapore-721101, West Bengal

## POST-GRADUATE ADMISSION 2025-2026

Online Applications from eligible candidates (passed out in the session 2023, 2024 or appeared / passed out in 2025) are invited for admission into 2 years (4 Semesters)

**Post Graduate Courses (as per CBCS Pattern)**

- Online Admission into the PG Courses: **Bengali, Botany, Chemistry, Computer Science, Education, English, Geography, History, Mathematics, Philosophy, Physics, Physiology, Political Science, Sanskrit and Zoology** will be made strictly on **Merit Basis (based on PG Entrance-Test and/or Merit in UG Course)**.
- PG Entrance Test** will be held for: **Bengali, Botany, Chemistry, Education, English, Geography, History, Mathematics, Philosophy, Physics, Sanskrit and Zoology**
- Admission will be carried out solely on the basis of Marks (CGPA) in graduation for **Computer Science, Physiology & Political Science** (no PG Entrance Test).
- Applicants must complete 14 Core (*i.e.* 6 x 14 Credits = 84 Credits) in UG (**CBCS Pattern**) to apply for any PG Subjects.
- Eligibility Criteria for application:**

SUBJECT(S)	REQUIREMENTS
Bengali, Botany, Chemistry, Computer Science, Education, English, Geography, History, Mathematics, Philosophy, Physics, Physiology, Political Science, Sanskrit and Zoology	<b>Pass in Honours in the respective subject</b>

- Online Application Forms for admission will be available in:  
Midnapore College website – <https://midnaporecollege.ac.in/>

**Direct link:-**[https://pg.onlineadmission.org/GHC/admission\\_notification\\_PG.aspx?clgcode=MIDN](https://pg.onlineadmission.org/GHC/admission_notification_PG.aspx?clgcode=MIDN)

**Use Google Chrome or Microsoft Edge browser for this admission portal**

# **ACADEMIC REGULATIONS**

## **ATTENDANCE (PG Courses):**

- A student must have at least 75% attendance in Theory and Practical classes **separately** in each subject in each Semester.
- Attendance in a subject shall be counted from the date of commencement of classes in that subject.
- In case student admitted on payment of late fee on account of increase of seats or opening of new subject after the prescribed dates of admission, the attendance shall be counted from the date of his/her admission.

## **EXAMINATIONS:**

- Under the Autonomous system, examinations are conducted by the Office of the Controller of Examinations of the College.
- Each Academic Year shall have two Semesters. **In each Semester, there shall be two types of Examinations for each student irrespective of the stream to which he/she belongs:**

- a) **Continuous Internal Assessment (CIA) and**
- b) **End Semester Examination (ESE).**

The Odd Semesters (I & III) ESE under this system will be conducted in December and the Even Semesters (II & IV) ESE will be conducted in June every year.

### ➤ **CIA FOR PG COURSES:**

- **Paper: A Paper is a part of a Course & consists of some specific topics. Each Paper in PG is of 50 (Th & Pr) Marks. unless mentioned otherwise.**

- **CIA of theory papers** will comprise **20% of the total marks** of each theory paper and the students shall be examined for the **rest 80% of marks** in the End Semester Examination.
- Forms of CIA in theory papers may include class tests, assignments, seminars, tutorials, grand-viva, etc. A **minimum of 50% of total CIA marks will be allotted for the written form of tests and 25% of CIA marks may be allotted for other forms of test.**
- **In case of non-implementation of other forms of tests, 75% of total CIA marks will be of written form of tests.**
- **Rest 25% of total CIA marks is reserved for attendance** in Theory classes and marks will be awarded as per following percentages of attendance:

91-100 % attendance	25 % marks of total CIA marks
81-90 % attendance	20 % marks of total CIA marks
75-80% attendance	10% marks of total CIA marks
Below 75%	zero

- For written form of test of CIA of each theory paper/ group of a paper of each subject both for **all the courses, two internal examinations each of 25-marks-paper and of 1 hr. duration will be taken.**

- The **Marks obtained** in each paper /group of a paper in a Semester by a student **in two Internal Examinations will be averaged** for computing the CIA marks secured by each student in each paper in the concerned Semester.
- The evaluated answer scripts of each Internal Test must be shown to the students by the teachers of the respective Department.
- **If a student remains absent in both internal examinations of CIA in a particular Semester for what-so-ever the reason may be, shall be awarded 'Zero' mark in CIA.**

#### **Evaluation of Practical papers for PG Courses:**

- **50% marks of a practical paper will be from CIA:** consisting of attendance-**10%** and performance in the laboratory throughout the Semester-**40%** (to be assessed continuously by each teacher individually who takes practical classes and these will be averaged).
- **Remaining 50% marks will be evaluated from ESE:** Comprising token experiment/ part of an experiment / a full expt.--**30% and grand viva - 20%.**
- **Marks obtained in End Semester Examination and marks obtained from CIA will be taken together for computing the total marks obtained in a paper.**
- Each Department will inform the students about the CIA programme at the beginning of the Semester.
- Results of different components of CIA will be displayed separately on the departmental notice boards.
- In case of any query or dissatisfaction regarding the results of CIA, a student may appeal to the Departmental Appeal Committee headed by the Head of the Department.
- The performance report of CIA shall be submitted by the Head /Co-ordinator of the Department to the Controller of Examinations at least 15 days before the commencement of End Semester Examination.

#### **ELIGIBILITY CRITERIA FOR APPEARING AT END SEMESTER EXAMINATION (ESE):**

- Each Semester shall end in an End Semester Examination (ESE).
- **ELIGIBILITY CRITERIA: Eligibility criteria mean the criteria to be fulfilled by a student to be allowed to sit for the End Semester Examination. Following are the Eligibility criteria:**
- A Student must get himself/ herself admitted in each Semester as per the admission rules of the College.
- **A student must have at least 75% class attendance in each paper (Theory and Practical paper separately).**
- A student **must appear at least one of the two Internal Examinations** in a Semester.
- **If a student is absent in both the Internal Examinations, he/she will not be eligible to sit for the ESE.**
- Those who fulfil the above criteria must pay the requisite Examination Fee and **fill-up the Examination Form within the notified due date.**
- Admit Cards for the ESE shall be issued only to those students who fulfil all the above eligibility criteria.
- A student who has disciplinary charge against his/her name may not be permitted to appear at the ESE.

- **Filling in of Examination Forms for the End Semester Examination shall be treated as first chance.**

#### **CASUAL STUDENT:**

- A Student having at least 75% attendance and appeared at one of the internal examinations **but did not fill-up the examination form for ESE** will be treated as casual student.
- A Student having at least **75% attendance** and **not appeared either of the Internal Examinations and hence not allowed to fill up the examination form for ESE** will be treated as casual student.
- A Student having **less than 75% attendance** and appeared at least one of the internal examinations and **not allowed to fill up the examination form for ESE** will be treated as casual student.
- A Student having **less than 75% attendance** and **not appeared either of the Internal Examinations and hence not allowed to fill up the examination form for ESE** will be treated as casual student.
- A Student appearing at the ESE but not qualified for the next Semester will be treated as casual student.
- **A casual student will not be allowed to take admission or allowed to continue in the next Semester until the particular Semester is cleared.**
- When the particular Semester is cleared, a casual student will be treated again as a regular student.
- **A casual student may appear at ESE in the next appropriate Semester by filling up the examination form.**
- **There will be provision of remedial classes for the casual student.**
- **Only casual students having at least 75% attendance and not appeared either of the Internal Examinations and hence not allowed to fill up the examination form for ESE** will be treated as casual student and **may be allowed to appear in the next appropriate Internal Examinations with prior permission of the principal.**
- **CIA marks of a casual student, who appeared at the ESE but not qualified for the next Semester, will be the marks as submitted earlier.**

#### **ARREAR PAPER:**

An Arrear Paper is one in which a student fails to secure the minimum pass marks. **Arrear Paper may arise either through absence or failure to obtain the required qualifying marks.** This will be indicated in the Semester Marks Sheet but not in the Consolidated Marksheet.

### **Guidelines of CBCS in PG-Courses:**

1. CBCS be introduced for PG- courses from the academic session 2016-2017.
2. To keep uniformity, all the PG Departments will allot subject content for **CBCS in paper-204 in 2<sup>nd</sup> semester and paper-304 in 3<sup>rd</sup> semester as Open Elective (OE) / Generic Elective (GE).**
3. Each PG student will be given scope for choice of **Open Elective (OE) / General Elective (GE) paper [i.e , paper-204 in 2<sup>nd</sup> semester and paper-304 in 3<sup>rd</sup>**

**semester] from the course offered by any department except the department of his/her core subject (at present scope is 1:11).**

4. Each paper under CBCS will be of **50 marks and equivalent credit** will be **4**.
5. **M.sc programme** will have 1200 marks equivalent to 96 credits.
6. **M.A. programme** will have 1000 marks equivalent to 80 credits.
7. There shall be **no provision of practical in paper 204 and 304** which are allowed for CBCS subject content.
8. **Paper 204 and 304 will be self-contained having no continuity.**
9. **A P.G. student under CBCS syllabus may seek change in option in the next semester, if he/she so likes.**
10. P.G. students be asked to give choice at least of two subjects for CBCS Paper on preference basis from among the option (14-eleven PG-subjects) available to him/her and selection will be done on the basis of availability of seats in the subject.

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## Course Structure for M.A. under CBCS System:

### W.E.F.-ODD SEMESTER-2022

Semester	Papers	Nature of course	Marks	Credit	Sub total Marks	Sub total Credit	Total Marks	Total Credit
I	PG-101	Core (Theory)	50	4	250	20	250	20
	PG-102		50	4				
	PG-103		50	4				
	PG-104		50	4				
	PG-105		50	4				
II	PG-201	Core (Theory)	50	4	150	12	250	20
	PG-202		50	4				
	PG-203		50	4				
	PG-204	CBCS Elective-1 (Theory)	50	4	50	4		
	PG-205	Core (Theory)	50	4	50	4		
III	PG-301	Core/DSE/SPL (Theory)	50	4	150	12	250	20
	PG-302		50	4				
	PG-303		50	4				
	PG-304	CBCS Elective-1 (Theory)	50	4	50	4		
	PG-305	DSE/Spl paper (TH)	50	4	50	4		
IV	PG-401	Core/DSE/SPL (Theory)	50	4	150	12	250	20
	PG-402		50	4				
	PG-403		50	4				
	PG-404	DSE/Spl paper (TH)	50	4	50	4		
	PG-405	DSE/ Spl paper (TH/Proj./Dissertation)	50	4	50	4		
<b>Grand Total: Marks: 1000</b> (Core+DSE/SPL.=900, CBCS Elective=100), <b>Credit: 80</b> (Core+ DSE/SPL =72, CBCS Elective =8),								

## Course Structure for M.Sc. under CBCS System:

Semester	Papers	Nature of course	Marks	Credits	Sub total Marks	Sub total Credit	Total Marks	Total credit
<b>I</b>	PG-101	CORE Theory	50	4	300	24	300	24
	PG-102		50	4				
	PG-103		50	4				
	PG-104		50	4				
	PG-105	CORE Practical	50	4				
	PG-106		50	4				
<b>II</b>	PG-201	Core Theory	50	4	150	12	300	24
	PG-202		50	4				
	PG-203		50	4				
	<b>PG-204</b>	CBCS Elective-1 (TH)	50	4	50	4		
	PG-205	Core Practical	50	4	50	4		
	PG-206		50	4	50	4		
<b>III</b>	PG-301	Core/DSE/SPL (Theory)	50	4	100	8	300	24
	PG-302		50	4				
	PG-303	DSE/SPL-(TH)	50	4	50	4		
	<b>PG-304</b>	CBCS Elective-2 (TH)	50	4	50	4		
	PG-305	Core Practical	50	4	50	4		
	PG-306	DSE/SPL-PRACTICAL	50	4	50	4		
<b>IV</b>	PG-401	Core/DSE/SPL (Theory)	50	4	150	12	300	24
	PG-402		50	4				
	PG-403		50	4				
	PG-404	DSE/Spl paper (TH)	50	4	50	4		
	PG-405	CORE (PRACTICAL)	50	4	50	4		
	PG-406	(DSE/spl-PRAC) / PROJECT /Dissertation	50	4	50	4		
<b>Grand Total: Marks: 1200</b> (Core+DSE=1100, CBCS Elective =100), <b>Credit: 96</b> ( Core+DSE=88, GE=8),								

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## **Letter Grades and Grade Points**

<b>Score (Marks) Range</b>	<b>Score (Marks) Range (%)</b>	<b>Letter Grade</b>	<b>Grade Point</b>
≥45	≥90	O (Outstanding)	10
<45 ≥ 40	<90 ≥ 80	A+(Excellent)	9
< 40 ≥35	< 80 ≥70	A(Very Good)	8
< 35 ≥30	< 70 ≥60	B+(Good)	7
< 30 ≥25	< 60 ≥50	B(Above Average)	6
< 25 ≥20	< 50 ≥40	C(Average)	5
< 20 ≥15	< 40 ≥30	P (Pass)	4
< 15	< 30	F(Fail)	0
		AA/AB (Absent)	0

- I. A student obtaining Grade F shall be considered failed and will be required to reappear in the examination.**
- II. For non-credit courses 'Satisfactory' or "Unsatisfactory' shall be indicated instead of the letter grade and this will not be counted for the computation of SGPA/CGPA.**

**Qualifying in the ESE in PG Courses:** The qualifying marks for each practical paper shall be 50% **(Equivalent Credit Points:24)** For provisional promotion to the next Semester a student shall have to pass in all the practical papers. The qualifying marks for promotion to next semester for each theory paper shall be 30% **(Equivalent Credit Points:16)** and **in aggregate** in each Semester it shall be 40%. **(i.e. SGPA: 5).**

**Eligibility for Re-examination/Review in PG Courses:** A student of PG non-lab-based course is eligible to apply for re-examination/ review of maximum two theory papers, if he/she has Secured at least 40% marks in aggregate **(Equivalent Credit Points on Avg.: 20)** in other theory paper/s in particular semester. A student of PG lab-based course is eligible to apply for re-examination/ review of maximum two theory papers, if he/she has Secured at least 40% marks in aggregate in other theory paper/s and Re-addition of marks in one practical paper only.

## **Computation of SGPA and CGPA**

# The UGC recommends the following procedure to compute the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

# The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student, i.e

$$SGPA (S_i) = \frac{\sum(C_i \times G_i)}{\sum C_i}$$

Where  $C_i$  is the number of credits of the  $i^{th}$  course and  $G_i$  is the grade point scored by the student in the  $i^{th}$  course.

#### Illustration of Computation of SGPA

Course	Credit	Grade letter	Grade point	Credit Point (Credit x Grade Point)
Course 1	4	A	8	4x8 = 32
Course 2	4	C	6	4x6 = 24
Course 3	4	B	7	4x7 = 28
Course 4	3	O	10	3x10= 30
Course 5	3	D	4	3x4 = 12
Course 6	3	C	6	3x6 = 18
Course 7	2	S	9	2x9 = 18
Course 8	2	C	6	2x6 = 12
	<b>25</b>			<b>174</b>

Thus,  $SGPA = 174/25 = 6.96$

#### Computation of CGPA

# The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme, i.e.

$$CGPA = \frac{\sum(C_i \times S_i)}{\sum C_i}$$

where  $S_i$  is the SGPA of the  $i^{th}$  semester and  $C_i$  is the total number of credits in that semester.

The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts

#### Illustration of Computation of CGPA

- CGPA after Final Semester

Semester 1	Semester 2	Semester 3	Semester 4
Credit : 25 SGPA:7	Credit : 25 SGPA:8.5	Credit : 27 SGPA:9.2	Credit : 27 SGPA:6.86

$$\text{Thus CGPA} = \frac{(25 \times 7) + (25 \times 8.5) + (27 \times 9.2) + (27 \times 6.86)}{104} = 7.89$$

#### CLEARANCE OF ARREAR PAPERS OF PG COURSES:

- The **arrear-papers of the first, second and the third Semesters** shall only be cleared with the regular Semester examinations in the next appropriate Semester. Before being promoted to the 4<sup>th</sup> Semester he/she has to clear all the previous back papers.

- The **arrear- papers of fourth Semester** shall be cleared in a special examination to be conducted within six weeks from the publication of the results or in the regular examinations in the next appropriate Semester, to be decided by the Controller of Examinations.
- A student shall have to qualify in all the Semesters to qualify for the degree.
- A student shall be allowed a maximum of consecutive four years to complete the two-year Post-Graduate Programme.
- Non appearance **only in one paper** will be treated as arrear-paper, **provided minimum SGPA (5.00) is secured.**

#### **Number of chances for appearing in ESE:**

- For a PG student, in a particular Semester two chances (including first appearance) are allowed, **as a special case one additional chance** may be allowed in the 2<sup>nd</sup> year (4<sup>th</sup>sem). This will be restricted to those students who did not avail any chance in the 1<sup>st</sup> year (1&2-Sem).
- No additional chance will be given to the student who does not qualify even after availing the special chance, his/her registration will be cancelled without any intimation.
- **In no circumstances, registration will exceed more than four years for PG courses.**

#### **REVIEW / RE-EXAMINATION**

- **Review of papers not more than 50% of the total papers** will be allowed in a particular Semester.
- There will be **no review for Practical Examinations** but there will a provision for **re-addition of marks** obtained in the practical papers.
- Review is offered for both Regular and Arrear Papers.
- All eligible candidates should apply to the *Controller of Examinations* for re-examination/ re-view or re-addition in the prescribed form available in the website of the College within 15 days from the issue of the mark-sheet after remitting requisite fees prescribed by the authority
- In case of **variation of 5% (calculated on marks awarded)** or less marks between the initially awarded and the re-viewed marks the change shall be ignored.
- In case of variation of marks for **more than 5%** (calculated on marks awarded), the marks initially obtained and marks obtained after review will be averaged out to find out the final marks.
- **Final marks may be more or less than the marks awarded initially. However class or division initially awarded will not be lowered in any case due to re-examination of answer script. Similarly, a candidate declared passed initially will not be declared unsuccessful candidate in any case. In such cases marks initially awarded remain unchanged.**
- **SELF INSPECTION OF THE ANSWER SCRIPTS (RTI):**
  - A student may apply to see his/her answer script of ESE in prescribed format after remitting requisite fees within 15 days from the date of issue of mark sheet.

- **A student cannot apply for review after he/she has seen his/her answer script.** A student will not be allowed to apply for self-inspection and re-examination simultaneously. However, report of self-inspection by the student will be considered by the controller of Examinations and necessary measures will be taken.

➤ **CANCELLATION OF RESULT:**

- A candidate may apply for cancellation of his / her **entire result of any Semester** to the Controller of Examinations for his improvement of his/ her results within 30 (thirty) days since the publication of results/ mark sheet. However, there will be no provision for cancelling result of any singular subject/paper in any case.
- In all cases, cancellation of result will be counted as one chance lost. Such candidates shall have to surrender their original mark sheet along with the application for cancellation of the results.

➤ **SUPPLEMENTARY EXAMINATION:**

- A supplementary examination will be held for 2<sup>nd</sup> year **PG students** who have arrear papers only from Semester **III & IV**.
- A 3<sup>rd</sup>/4<sup>th</sup> year student who has a disciplinary charge against his/her name may not be allowed to appear at the supplementary examination.
- There will be no supplementary examination for any practical paper.

- A **provisional Certificate** shall also be issued to the successful candidates from the end of the Controller of Examinations duly signed by both Controller and Principal/Teacher-in-Charge. This provisional certificate will remain valid till the issue of certificate from the end of Vidyasagar University.

➤ **FINAL DEGREE CERTIFICATE:**

Vidyasagar University will award degree to the students evaluated and recommended by Midnapore College (Autonomous). The degree certificates will be in a common format devised by the University. **The name of the College will be mentioned in the degree certificate.**

➤ **MIGRATION CERTIFICATE**

Students from other Universities must submit the Migration Certificate from University under which they appeared for the last examination, **within one month from the date of their admission into this College**. Migration Certificate shall be issued to the **registered students** moving from this College to other College/University on request and on submission of the requisite fees.