

Annual Report

(2014-15)

of

Division of Examination

(for all regular undergraduate, postgraduate and PhD.
programmes)



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Transforming Education Transforming India

Lovely Professional University

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1. Introduction

The Division of Examination is responsible for smooth, fair and transparent conduct of the all examinations of the University. The various examinations that the Division is required to conduct include

- End Term Examination (Theory and Practical)
- Mid Term Test (Theory and Practical)
- Reappear/Improvement Examinations (Theory and Practical)
- Continuous Assessment for all the theory and practical courses

The associated processes with this include:

- Examination Registration and fee payment by students
- Development and Display of date sheet and seating plan for all examination.
- Question Bank allocation and Question paper generation.
- Question paper moderation by course experts
- Evaluation of Answer sheets
- Declaration of result
- Scrutiny of answer sheets by students
- Re-evaluation of answer sheets

This report contains examination related details of regular undergraduate, postgraduate and PhD. programmes for academic year 2014-15 only.

2. Academic Calendar for Session 2014-15

“Academic Calendar” means the calendar that contains key dates important to every student and faculty of the University, including the start and end dates of classes, holidays, exam days, registration dates(for re-appear, backlog courses etc.), and deadlines for submission of forms etc. Academic Calendar for all programmes shall be released by Division of Academic Affairs. An Academic Year in the university comprises of the two terms i.e. Autumn Term and Spring Term for term based programmes.

The various programme wise calendars of the University for Academic session 2014-15 are depicted as below:

Academic Calendar for Architecture Programmes:

Term	Class Commence	End of Classes	Start and End Date of Exam	Declaration Of Result	Scrutiny Date
Autumn	30/07/2014	2/12/2014	4/12/2014- 16/12/2014	8/1/2015	09/01/2015- 10/01/2015
Spring	12/1/2015	6/5/2015	08/05/2015- 27/05/2015	3/6/2015	04/06/2015- 05/06/2015

Academic Calendar for Education Programmes:

Term	Class Commence	End of Classes	Start and End Date of Exam	Declaration Of Result	Scrutiny Date
Autumn	21/08/2014	6/12/2014	10/12/2014-27/12/2014	8/1/2015	9/1/2015
Spring	11/2/2015	11/6/2015	17/06/2015-29/06/2015	3/7/2015	4/7/2015

Academic Calendar for all other Full Time Programmes:

Term	Start of Session	End of Classes	Start and End Date of Exam	Declaration Of Result	Scrutiny Date
Autumn	6/08/2014	6/12/2014	9/12/2014-28/12/2014	08/01/2015	09/01/2015-10/01/2015
Spring	12/1/2015	6/5/2015	08/05/2015-27/05/2015	3/6/2015	04/06/2015-05/06/2015

Examination Calendar and Compliance Report: On the basis of Academic Calendar, the Examination Division prepares an Examination Calendar. This calendar details all the dates of examination, timelines for related activities, start and end dates for registrations of various processes such as re-appear, summer term, re-evaluation etc. It helps to keep track of compliance to the determined schedule of each examination activity.

The below given table depicts the compliance report to the Division of Examination with respect to the timelines as stated in the Academic Calendar for all programmes.

Sr. No	Description	Adherence	
		Autumn Term	Spring Term
1.	Display of Draft Date sheet for MTT and ETE	As per Timelines	As per Timelines
2.	Allocation of Question Banks	As per Timelines	As per Timelines
3.	Start of Mid Term Test	As per Timelines	As per Timelines
4.	End of Mid Term Test	As per Timelines	As per Timelines
5.	Evaluation of Mid Term Test	As per Timelines	As per Timelines
6.	Start of End Term Examination	As per Timelines	As per Timelines
7.	End of End Term Examination	As per Timelines	As per Timelines
8.	Scrutiny /Declaration of Result End Term Examination	As per Timelines	As per Timelines
9.	Re-evaluation	As per Timelines	As per Timelines

3 Committees and Their Role

- Paper Setting and Grading Committee
 - Approval for alteration of question bank
 - Approval of cut off grading for Grading
 - Question paper discrepancy report
- Examination Conduct and Review Committee (ECRC)
 - Approval of SOC/DSOC to be appointed
 - Flying squad duties allocation
 - UMC Board

4 Question papers and Question Bank:

In order to maintain the objectivity and confidentiality of question papers, instead of submitting individual question papers, the faculty of the University is required to submit questions for allocated courses in an online question bank. Question papers are then generated out of this question bank through an automated procedure. A brief summary in this regard is presented below:

Summary of Question Banks/Question Papers for Session 2014-15 (Regular)		
Description		
	Autumn Term	Spring Term
Number of Question Banks Allocated	2457	2814
Number of Faculty Members Participated	1294	1153
Total Number of Question Papers Generated	2459	2142

5 Conduct of Examination:

To ensure that the examinations are conducted as per University prescribed rules and regulations, Division of Examination made following arrangements for the session 2014-15.

- (i) **Establishment of Examination Centre:** Examination centres along with control rooms and answer sheet collection centres were set-up across the University to oversee and manage the smooth conduct of examination.
- (ii) **Appointment of Superintendent (SOC) and Deputy Superintendent of Examination Centre (DSOC):** In each Examination Centre, Superintendent and Deputy Superintendent were appointed with the approval from competent authorities of the University to review and supervise all the processes and infrastructural requirements related to conduct of Examination.

End Term Examination	Autumn Term	Spring Term
Session in a Day	2	2
Number of Days	20	20
Total Number of Sessions	40	40
Number of Centres	15	16
Number of SOC	15	16
Number of DSOC	30	32
Number of Collection SOC	15	16
Number of Collection DSOC	30	32
Total Number of Students Appeared	26011	25658

6. Evaluation of Answer Sheets

The evaluation is strictly carried out in the Evaluation Centre only and answer sheets are strictly prohibited to be carried out of the Evaluation Centre. All evaluation processes have to be completed at least one day before scrutiny thus for all courses studied by the students marks are visible to them at least one day before scrutiny.

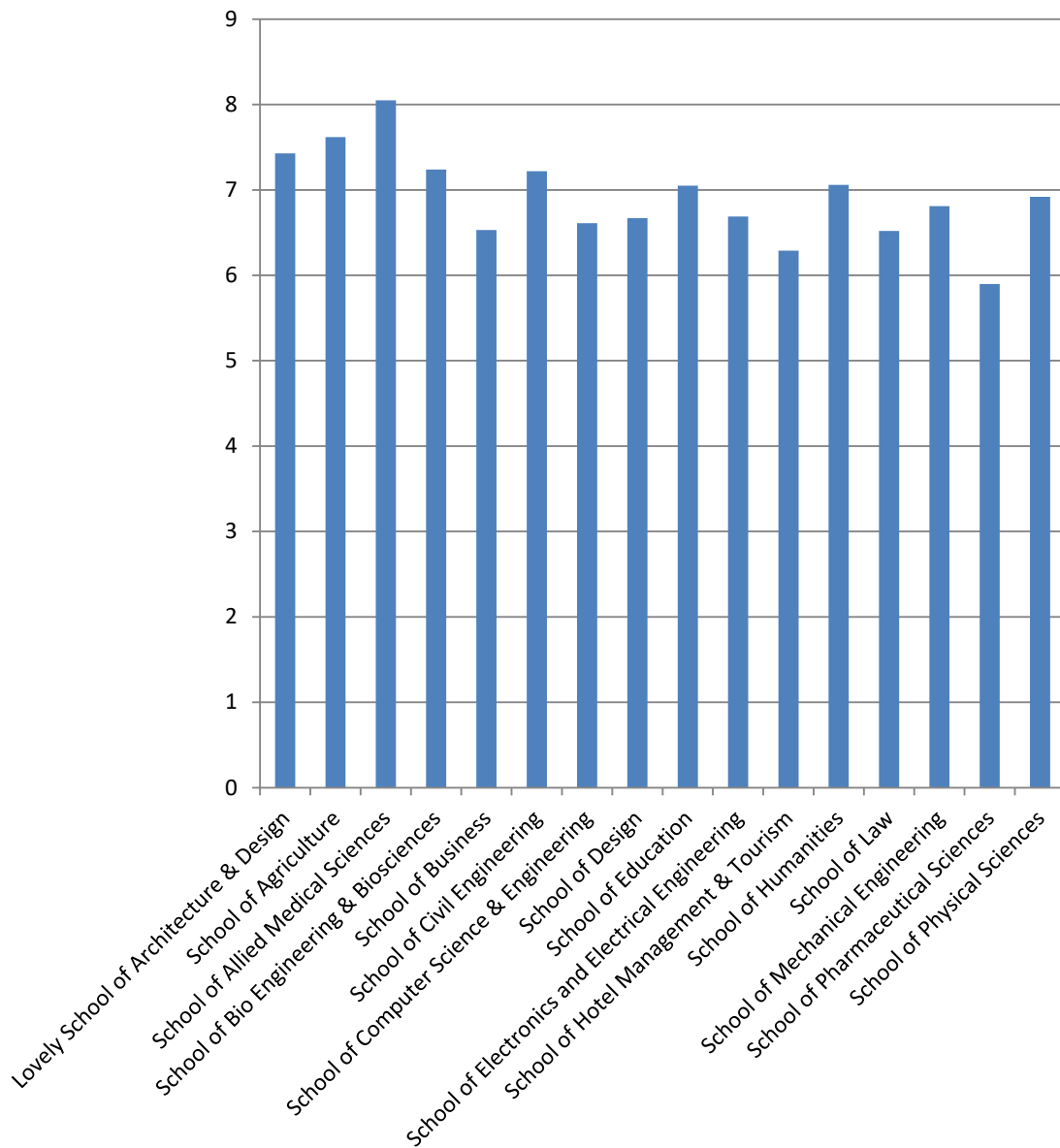
Summary of Evaluation for Theory Component of Courses is given as under:

End Term Examination	Autumn Term	Spring Term
Number of Evaluators/Evaluation Teams	2541/1019	2757/1130
Number of Answer Sheets Evaluated	143047	117183
Number of Chief Examiner Appointed	1019	1130

7. **Result:** The University follows a Grade Based System for declaration for result. For each course, letter grades are awarded to the students. Corresponding to the obtained grade point and the Credits associated with the course code the TGPA (Term Grade Point Average) is calculated for a particular term. The CGPA (Cumulative Grade Point average) indicates the overall performance of the student up to that particular term/year. CGPA is updated after declaration of result of every term. The school-wise Grade Point Average (GPA) and pass percentage has been detailed in this section.

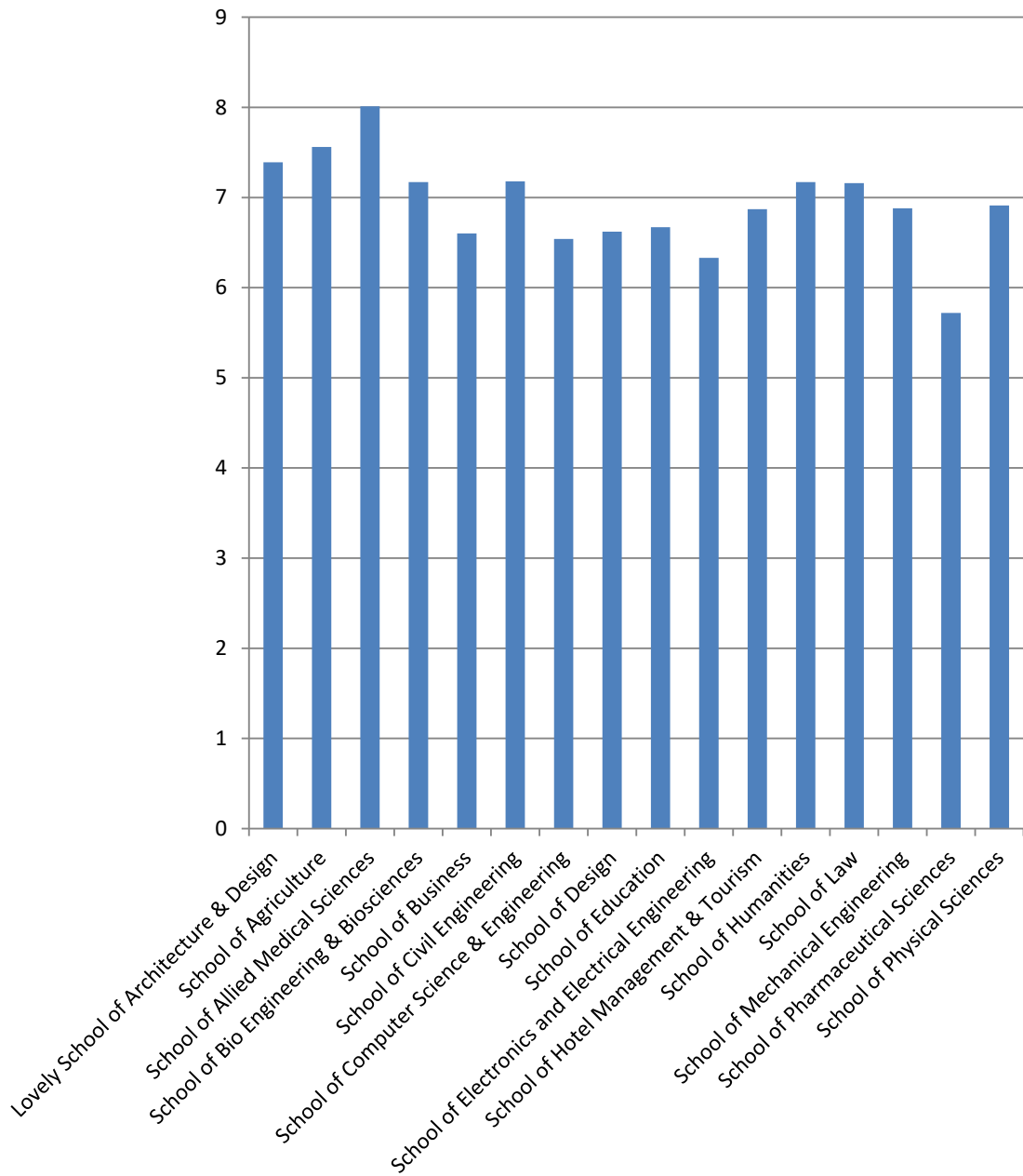
7(a) GPA Analysis: The GPA analysis of Autumn Term and Spring Term (school-wise) is presented below:

GPA AUTUMN TERM: The average GPA of the University for the Autumn term of 2014-15 is 6.85.



GPA SPRING TERM: The average GPA of the University for the Spring term of 2014-15

is 6.82.



7(b) Average pass percentage of final year students: The average pass percentage of final year students who appeared for examinations in the Academic Year 2014-15 is:

Student Appeared	Student Passed	Pass Percentage
8900	6926	77.82

7 (c) Declaration of Result: The average number of days taken to declare the result after last date of examination during the Academic Year 2014-15 is **9.0 days**

8. Answer Sheet Scrutiny by Students: The University in its endeavour to maintain complete transparency in its system of evaluation provides opportunities to all the students of the University to review their answer sheets after evaluation. The schedule of scrutiny is prepared centrally by the Division of Examination, spread usually over two days and intimated to the student as well. The schedule of the answer sheet scrutiny can be found in the Academic Calendars.

9. Grievances reported by Students: Although the University has a well established mechanism of answer sheet scrutiny by students as mentioned in **Point 8**, however, in case any student faces any issue with regards to the evaluation he/she can apply for re-evaluation for the same. The details with regards to the re-evaluation applied for by the students in the Academic year 2014-15 are detailed as below:

Description	
Applications received with regards to re-evaluation	323
Number of applications leading to change of marks/grade	6

10. PhD. Notifications: The Division of Examination issued PhD. completion notifications to 6 students during the Academic year 2014-15.

11. Automation of Examination related processes for the Academic Session 2014-15

Current Status of Automation:

11 (a) Automation for Faculty: Current Status of activities that can be performed in Online mode for Faculty:

Sr. No.	Description	Status
1.	Information regarding all duties to be allocated with regard to examination including question bank, invigilation, scrutiny invigilation, evaluation, etc.	Online
2.	Submission of question bank for Online question bank	Online
3.	Submission of marks post evaluation for MTT and ETE	Online
4.	Submission of request for any kind of duty exemption	Online
5.	Examination duty preferences	Online

11 (b) Automation for Students: Current Status of activities that can be performed in Online mode for Students:

Sr. No.	Description	Status
1	Course registration	Online
2.	Intimation regarding Date sheet and seating plan	Online
3.	Schedule of answer sheet scrutiny by students	Online
4.	Application of re-evaluation including fee payment	Online
5.	Application of Reappear/Improvement examination including fees payment	Online
6.	Backlog registration including fee payment	Online
7.	Hall ticket issue and detention Status	Online
8.	Application for various Examination Certificates like (Provisional Academic Transcript, DMC etc.)	Online