

BS (Hons.) Program

Guidelines for Letter Grading System for BS (Hons.) Program

for all the departments under the Faculty of Science & ISRT

Session 2010-2011 and onward

1. The B.S. (Hons.) Degree Program

The BS (Hons.) degree program in the Faculty of Science, Dhaka University is a 4-year program comprising of four academic sessions, each having a duration of 12 calendar months to be distributed as follows:

30 weeks	for holding classes
4 weeks	preparation for examination
6 weeks	annual examination and publications of results
12 weeks	vacation and holidays

2. Definition of a Credit

The credit is defined as follows:

- (i) For theoretical courses, 15 class hour of 50 minutes each = 1 credit
- (ii) For practical courses, 30 hour lab work = 1 credit

3. Credit Requirements for the 4 year BS (Hons.) Degree

The total credits for the 4-year BS (Hons.) degree and their distribution among theory and practical courses and assignments/oral presentations will be decided by the individual Departments/Institutions. However, the following constraints are operative:

- (i) Total credits : 128-145
- (ii) Maximum number of credits for practical courses/projects/field study : 36
- (iii) Credits for assignments/oral presentation : 4-8

4. Grades and Grade Points

Grades and grade points will be awarded on the basis of marks obtained in the written, oral and practical examinations according to the following scheme:

Marks Obtained (%)	Grade	Grade Point
80-100	A+	4.00
75-79	A	3.75
70-74	A-	3.50
65-69	B+	3.25
60-64	B	3.00
55-59	B-	2.75
50-54	C+	2.50
45-49	C	2.25

40-44	D	2.00
less than 40	F	0.00
	I	Incomplete
	W	Withdrawn

Only 'D' or higher grade will be counted as credits earned by a student.

A student obtaining 'F' grade in any course (theory and practical) will not be awarded degree. Student with 'F' grade in any course, shall be allowed to improve twice/two times only with the following batches.

GPA: Grade point average (GPA) is the weighted average of the grade points obtained by the students in all the courses completed by the student in a year. GPA will be calculated according to the following formula:

$$GPA = \frac{\sum(\text{grade points in a course credits for the course})}{\text{total credits taken}}$$

CGPA = cumulative GPA for different years.

5. Assessment and Evaluation

The performance of a student in a given course will be evaluated in the following way:

- (i) For a theory course the assessment will be made by in-course exams/assignments/performance evaluation in the class/final examinations.
- (ii) The assessment of laboratory and/or field courses will be made by observing overall performance of the student at work, viva-voce, assignments and evaluation of practical reports.

At the beginning of each academic session, an examination committee is to be constituted for that session by the respective department or institute. The Chairman of the Examination Committee will act as a course co-ordinator for that session. The examination committee will have a Chairman, two internal members and an external member.

- (iii) Third Examination: Under double-examiner system and in case of difference of above 20% of marks, there will be a 3rd examiner. Marks of nearest two examiners (theory and thesis) will be average out as final marks.

6. The Distribution of Marks for a Course. It will be as follows:

(a) Theory Course

Class attendance	05%
In-course assessment	25%
Course final examination	70%

(b) Practical Course

Class assessment including class attendance	40%
Course final examination	60%

(c) Marks for Attendance

Attendance (%)	Marks (%)
90 and above	05
85 to 89	04
80 to 84	03
75 to 79	02
60 to 74	01
Less than 60	00

(d) In-course Assessment for Theory Courses

- (i) In-courses assessment may be done by taking class test and/or by giving assignments.
- (ii) The course teacher will announce the dates of in-course examinations at the beginning of the course. The in-course assessment will be of one hour duration and the teacher concerned will be responsible to assess the students sitting in his/her course. There will be 2 tests for 3 and 4 credit course and one for 2 credit course. For 3 and 4 credit courses average of the two should be considered to finalize the grade.
- (iii) Maximum duration of in-course tests will be one class hour.
- (iv) Questions for in-course tests may preferably be of multiple choice (MCQ) type. Students may also be evaluated by giving short questions as decided by the course teacher.

Answer scripts must be shown to the students.

- (v) Course teachers must announce results in 4 weeks of holding the examination.
- (vi) Marks for in-course assessment must be submitted by the course teacher to the Chairman of the Examination Committee and the Controller of Examinations before the final examination.
- (vii) No make-up test will be arranged for a student who fails to appear in in-course test/tests. Absence in any in-course test will be counted as zero for calculating the average in in-course test for that course. However, a student can apply to the Chairman/Chairperson of the relevant department for make-up test if recommended by the respective course teacher. The Chairperson/Chairman will only place the application before the academic committee if the particular student has met with an accident or his/her parents have expired or he/she has gone through a surgical procedure or any other such situation which the Academic Committee feels can be considered. The make-up test must be held during the course period.

(e) Course Final Examination (Theory and Practical Courses)

- (i) Student having 75% or more attendance on average (collegiate) are eligible to appear in the final examination.
- (ii) Students having 60-74% attendance are considered to be non-collegiate and will be eligible to sit for the final examination on payment of fine Tk.7,500/- (Seven thousand five hundred).
- (iii) Student having attendance less than 60% will not be allowed to sit for the final examination but may seek readmission in the program.
- (iv) The year final examinations will be conducted centrally by the Controller of Examination as per existing rules.
- (v) The duration of theoretical course final examinations will be as follows:

Credit	Duration of Examination
4 credits course	4 hours
3 credits course	3 hours
2 credits course	2.5 hours

- (vi) Duration of practical examinations will be between 4-6 hours irrespective of credit hours.
- (vii) For theoretical course final examinations, there will be two examiners: course teacher will be the first examiner and the second examiner will be from within the department or from any other department of Dhaka University relevant to the subject. In case a suitable examiner is not found from Dhaka University, a teacher from outside Dhaka University may be appointed as second examiner with prior permission from the Vice-Chancellor. Evaluation will be made under the existing rules.

7. Promotion to the Next Academic Year

A student has to attend courses required for a particular year, appear at the annual examinations and score a minimum specified GPA/CGPA for promotion to the next year.

Promotion to the next year will be given if a student scores minimum GPA/CGPA as follows:

1 st year to 2 nd year	GPA	2.00	(D)
2 nd year to 3 rd year	CGPA	2.25	(C)
3 rd year to 4 th year	CGPA	2.50	(C+)

8. Requirements for the award of the BS (Hons.) Degree. They are as follows:

- (i) Minimum number of required credits must be earned in the maximum period of six academic years starting from the date of 1st year of admission.
- (ii) Must have CGPA of at least 2.5

9. Time Limits for Completion of Bachelor's Degree

A student must complete the courses of his/her studies for a BS (Hons.) degree in a maximum period of six academic years.

10. Improvement

- (i) If a student obtains a grade C+ or lower in a course in any year, he/she will be allowed to repeat the term-final examination only once with the following batch for the purpose of grade improvement. A student failing to improve his/her grade in a course can retain the earlier grade.
- (ii) Grade improvement will not be allowed in those courses in which a student obtains grade better than 'C+'.
- (iii) A student will be allowed to repeat a maximum of 20 credits in his/her four years BS Program for grade improvement.
- (iv) Improvement in 4th year courses: Students would be allowed to sit for improvement examination in the 4th year courses with the following batch, provided they must do it before the publication of final result by the office of the Controller of Examinations or Issuance of Provisional Certificate by the Controller of Examinations.

11. Readmission

- (i) A student can take readmission 2 (two) times throughout the program either in the same class or in different classes. In both cases, he/she must complete the degree by 6 (six) years from the time of original admission.
- (ii) A student may seek readmission and continue studies as a regular student provided he/she has at least 30% attendance in the previous year.
- (iii) On readmission, grades earned earlier by a student in the case of readmission shall, in general, cease to exist and the student has to retake all courses and examinations, but in case if they do not get the opportunity to repeat the course due to late admission, marks of in-course assessment and laboratory performance/assessments in the previous year may be retained by the students.

12. Dean's Award

As a recognition of excellent performance the names of the students may be included in **Dean's Honor Award or Dean's Merit Award** in an academic year without appearing at any improvement examination.

There will be two categories of awards for graduate students:

- (i) **Dean's Honor Award:** student with **CGPA 3.85** and above.
- (ii) **Dean's Merit Award:** students with **CGPA 4.00**

13. Other General Regulations

For any matter not covered in the above guidelines, existing rules for Integrated Honours Course of Dhaka University will be applicable.