

DIRECTION

No. 40 /2021

Date :- 9/08/2021

**Subject :- Examinations leading to the Certificate / Diploma / Advanced Diploma / Degree in various subjects of Bachelor of Vocation (B.Voc.) Degree course in the Faculty of Inter-disciplinary Studies, Direction, 2021.**

Whereas, the University Grants Commission, New Delhi has granted approval for starting various B.Voc. Degree courses in the various subjects to various colleges affiliated to the University,

AND

Whereas, the Direction Nos. 11/2019 & 38/2019 regarding the examinations leading to the Diploma/Advanced Diploma / Degree in the various subjects of Bachelor of Vocation (B.Voc.) Degree courses are in existence,

AND

Whereas, these B.Voc. Courses are included in the Faculty of Inter-disciplinary Studies as per Direction No.16/2017,

AND

Whereas, the Ad-hoc Committee in Environmental Studies and B.Voc. Courses in its meetings has recommended the schemes of teaching and examination along with the provisions of Draft Ordinance/ Regulation,

AND

Whereas, Hon'ble Vice-Chancellor has approved the provisions of Draft Ordinance/ Regulation recommended by the Ad-hoc Committee on behalf of the Faculty of Inter-disciplinary Studies on dated 02/11/2018,

AND

Whereas, the Academic Council in its meeting held on 15/11/2018 vide Item No. 48 has approved the recommendations of the Faculty of Inter-disciplinary Studies regarding the provisions of Draft Ordinance / Regulation of the Course,

AND

Whereas, the Ad-hoc Committee in Environmental Studies & B.Voc. Courses in its meetings held on 29/11/19 & 08/1/2020 has directed that the provision of Vertical Mobility be included as per U.G.C. Guidelines for providing Skill Based Education under N.S.Q.F.and the has recommended the Draft provisions of Ordinance / Regulation regarding Vertical Mobility to the Faculty of Inter-disciplinary Studies,

AND

Whereas, the provisions of Vertical Mobility regarding admissions of the students to B.Voc. Courses as per U.G.C. Guidelines which is to be included ,

AND

Whereas, the provisions of Draft Ordinance/Regulation are to be regulated by framing an Ordinance/ Regulation,

AND

Whereas, these courses are started from various academic sessions,

And

Whereas, at the time of considering the directions issued under Section 12 (8) of 12 of the Maharashtra Public Universities Act, 2016, the Academic Council in its meeting held on 13.1.2020 vide item No. 04 has resolved as under :

Hereinafter, afresh Direction shall be issued by superceding earlier Direction if the relative legislation not be made in a stipulated period.

And

Whereas, earlier Direction Nos. 11/2019 and 38/2019 issued in this regard have already been lapsed,

And

Whereas, the existing direction No. 3/2020 regarding Examinations leading to the Certificate / Diploma / Advanced Diploma / Degree in various subjects of Bachelor of Vocation (B.Voc.) Degree course in the Faculty of Inter-disciplinary Studies lapsed as per sub Section (8) of Section 12 of the Maharashtra Public Universities Act, 2016 and could not be converted into Ordinance / Regulation. Hence, now it is imperative to issue a fresh direction,

AND

Whereas, making of an Ordinance / Regulation is a time consuming process,

Now, therefore, I, Dr. Vilas M. Bhale, the Vice-Chancellor (Acting) of Sant Gadge Baba Amravati University, Amravati in exercise of the powers conferred upon me under Sub-Section 8 of section 12 of the Maharashtra Public Universities Act, 2016, do hereby direct as under :-

1. This Direction may be called "Examinations leading to the Certificate/Diploma/Advanced Diploma / Degree in various subjects of Bachelor of Vocation (B.Voc.) Degree course in the Faculty of Inter-disciplinary Studies, Direction 2021."
2. This Direction shall come into force with effect from its issuance for the students admitted from the session 2018-2019 and onwards stage wise,
3. These provisions shall be applicable to all B.Voc. Degree Courses in various subjects in the faculty of Interdisciplinary-Studies of the University.
4. There shall be Six Examinations leading to the Degree of Bachelor of Vocation. The examinations shall be as follows :
  - i) the B.Voc. Semester - I & II at the end of the each semester ;
  - ii) the B.Voc. Semester - III & IV at the end of the each semester ;
  - iii) the B.Voc. Semester - V & VI at the end of the each semester.
5. The Duration of each semester shall be of six months.
6. Following shall be the various subjects under B.Voc. Degree courses :

**A) Skill Components Subjects :**

- i) Farm Equipment & Machinery
- ii) Vehicle Testing
- iii) Photography & Videography
- iv) Journalism & Media Management
- v) Travel & Tourism
- vi) Food Processing and Preservation
- vii) Office Automation & E-Services
- viii) Software Development
- (ix) Retail Management
- (x) Medical Equipment & Techniques & Management
- (xi) Banking & Financial Services
- (xii) Pharmacy Assistant/ Pharmaceutical Analysis & Quality Assurance
- (xiii) Engine Testing
- (xiv) Agriculture Science
- (xv) Construction Technology
- (xvi) Fashion Design & Management
- (xvii) Horticulture
- (xviii) Food Processing & Value Addition
- (xix) Cosmetic Technology
- (xx) Fashion Technology & Apparel Designing
- (xxi) Tourism & Hospitality
- (xxii) Networking & System Administration
- (xxiii) Industrial Chemistry
- (xxiv) Textile & Ginning Technology
- (xxv) Hotel Management
- (xxvi) Forensic Science (Security)
- (xxvii) Data Analytics (IT-ITES)
- (xxviii) Health Care
- (xxix) Automotive (Vehicle Testing)
- (xxx) Organic Farming
- (xxxi) Civil Electrician
- (xxxii) Two Wheeler Mechanism & Maintenance
- (xxxiii) Civil Construction
- (xxxiv) Music : Vocal & Instrumental
- (xxxv) Theatre & Stage Craft
- (xxxvi) Refrigeration Air Conditioning
- (xxxvii) Telecommunication Technology
- (xxxviii) Accounting & Financial Services
- (xxxix) Automobile Technology
- (xxxx) Information Technology
- (xxxxi) Agriculture
- (xxxxii) Medical Laboratory Technology

The B.Voc. Courses sanctioned hereinafter by the U.G.C./ Competent Authority to the various colleges affiliated to Sant Gadge Baba Amravati University, Amravati will be included in the list of B.Voc. Courses.

**B) General Components Subjects :**

Sr.No.	Semester	Name of the Subject	Name of the Subject
		I	II
1	Semester- I	Communication Skills- I	Applied Computer Skills- I
2	Semester- II	Communication Skills- II	Applied Computer Skills- II
3	Semester- III	Communication Skills- III	Applied Computer Skills- III
4	Semester- IV	Communication Skills- IV	Soft Skill Development ó I
5	Semester- V	Communication Skills- V	Soft Skill Development ó II
6	Semester- VI	Industrial Organization & Management	Soft Skill Development ó III

**7. (A) Admission and Eligibility :**

A candidate seeking admission to the course leading to the award of a Bachelor of Vocation Degree shall fulfil any of the following conditions:

(i) Passed senior secondary examination on the pattern of 10+2 in any discipline from a recognized Board of Education or 3-Year Diploma from the Board of Technical Education, any State of India, after Matriculation or an equivalent examination recognized by the University for advance Diploma/ Degree.

(ii) the 12<sup>th</sup> Standard Examination of Maharashtra State Board of Secondary and Higher Secondary Education or an examination recognized as equivalent thereto with English as one of the subject of passing and in such subjects and with such standards of attainments as may be prescribed;

OR

(iii) the XII Standard Examination of Maharashtra State Board of Secondary and Higher Secondary Education in Vocational Stream with English as one of the subject of passing,

OR

(iv) the Diploma in Education (D.Ed.) (Two years course) of Maharashtra State Educational Research and Training Council, Pune with English as one of the subject of passing,

OR

(iv) minimum Two Years course after 10<sup>th</sup> standard approved by Government of Maharashtra with English as one of the subject of passing.

While deciding criteria for admission into any particular subject, the University /College will consider students having background in relevant stream/subject at 10+2 level.

**7. (B) Vertical Mobility :**

Vertical Mobility : The multiple entry and exit enables the learner to seek employment after any level and join back as and when feasible to upgrade qualifications/ skill competencies either to move higher in the job profile or in the higher educational system. This will also provide the learner an opportunity for vertical mobility to Second Year of B.Voc. Degree programme after One Year Diploma and to Third Year of B.Voc. Degree programme after a two-year advanced diploma. The students may further move to Masters and Research degree programmes mapped at NSQF Level 8-10.

8. The fee structure shall be as prescribed by the University from time to time.

9. Subject to his/her compliance with the existing provisions pertaining to Examination in force from time to time, the applicant for admission, at the end of the course of study of a particular semester/session, to an Examination specified in column (1) of the table below, shall be eligible to appear if,

- (i) he/she satisfies with the conditions in the table and the provisions there under.
- (ii) he/she complies with the provisions of the ordinance pertaining to the Examination in general from time to time.
- (iii) he/she has prosecuted a regular course of study in a college affiliated to the University.
- (iv) he/she has in the opinion of the Principal shown satisfactory progress in his/her studies.

**TABLE-I**

Name of Exam	The student should have have satisfactorily passed the Exam.	The student should have satisfactorily completed the following semester	The student should have passed the following examination
01	02	03	04
First Semester	XII standard Examination or equivalent	----	----
Second Semester	----	I Semester	----

Third Semester	----	II Semester	2/3rd heads of I & II Sem. combined together
Fourth Semester	----	III Semester	----
Fifth Semester	I & II Semester	IV Semester	2/3rd heads of III& IV Sem. combined together
Sixth Semester	----	V Semester	----

- (a) While calculating 2/3 heads of passing, fraction, if any, shall be ignored.  
 (b) For considering heads of passing, every theory and every practical shall be considered as a separate head of passing.

**10. Curriculum :**

(a) The curriculum in each of the semester of the programme would be a suitable mix of General Education Components and Skill Education Components.

**(i) Skill Education Components :**

**The curriculum of the Skill Components shall be developed by the concerned Sector Skill Council or other Authorized Agency.** The curriculum should be aligned to Qualification Packs (QPs)/National Occupational Standards (NOSs) of selected job role(s) within the industry sector(s).

If a progressive QP is not available in the concerned trade by the SSC, the relevant entrepreneur/occupational role may be incorporated with well defined duties and work standards indentified with industry partners through proper consultation with the experts in the field.

**(ii) General Education Components :**

**The University shall develop the Scheme & syllabus of the General Components of the B.Voc. Course.** The general education component should adhere to the University education norms. It should lay emphasis on offering courses which provide holistic development.

(b) The scope of the subjects shall be as indicated in the syllabi.

11. The medium of instruction and examination shall be English.

12. The schemes of teaching and examinations shall be as appended (**Appendix - A**) with this Direction. The syllabus of the Skill components will be as per the approval of the concerned Sector Skill Council/Authority.

**13. Assessment & Evaluation :**

i) The assessment for the general education component should be done by the university as per their prevailing standards and procedures. Examinations of all Semesters of General Education Component will be held in as per the schedule of University on the dates notified by the University.

ii) In Case, concern Sector Skill Council/Authority submit the consolidated marks/Grades instead of individual marks/grades (through the concerned affiliated college or directly to the University) of the Skill Components for subjects mentioned in the Scheme, University shall prepare the results accordingly.

iii) The examinations for Skill component of the course should be conducted by the respective Sector Skill Councils. In case, there is no Sector Skill Council for a specific trade, the examination shall be conducted by an allied Sector Council or the Industry partner, under the vigilance of Skill component development committee of the university.

14. The College shall submit examination schedules of Skill Components 15 days in advance from the commencement of exam to the Director, Board of Examinations & Evaluation and he will nominate suitable person in consultation with Deanø for smooth conduct of Examination.

15. The minimum percentage of marks for passing any Semester examination shall be 40% in each paper (theory/practical/workshop/viva-voce/training report/project report) as per scheme of examination and internal assessment/ sessionals, wherever applicable and provisions of ordinance no.6, under sub-clause 5,8, 10 and 32 shall be applicable to this Direction.

16. Marks allotted to the students shall be submitted to the office of the Director, Board of Examinations & Evaluation within 15 days of the conduct of examinations as per method followed by Examination Section of the University. In the event to non-fulfilment of the above conditions, students of each Study centers will be marked as absent and result will be declared accordingly. The Study College may also invite examiners from Panel of Examiners prepared by the University Board of Studies in concerned subject as per the existing norms for general component.

17. Provisions of Ordinance No.18 of 2001 in respect of an Ordinance to provide grace marks for passing in a Head of passing and improvement of Division (Higher Class) and getting distinction in the subject and condonation of deficiency of marks in a subject in all the faculties governed by this Direction.

18. The provisions under the Ordinance No. 16 of 2007 shall be applicable regarding re-evaluation for general component and for skill education component re-valuation/ re-assessment should be done by the respective sector skill council/ Industry partner as per the mechanism instrumented by them and submitted the marks to the Director, Board of Examinations & Evaluation within the 8 days.

19. As soon as possible, after the termination of the examination, the Director, Board of Examinations & Evaluation shall publish a list of candidates who have passed the Semester examination, as the case may be as per rule.

20. Notwithstanding the integrated nature of the course(s) which is/are spread over more than one academic year the Ordinance in force at the time a student joins the course shall hold good only for the examination held during or at the end of the academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all the students whether old or new.

21. An examinee who does not pass; or who fails to present himself/herself for the examination shall be eligible for readmission to the same examination/semester, on payment of fresh fees and such other fees as may be prescribed.

22. A candidate who could not complete a semester satisfactorily or who has failed will be eligible for re-admission to the same semester. However readmission to semester should be allowed only when a regular session is running for the particular semester.

**23. A) CALCULATION OF SGPA & CGPA :**

Computation of Semester Grade Point Average System (SGPA) and Cumulative Grade Point Average (CGPA) :

i) 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 course components taken by a student and the sum of the number of credits of all the courses undergone by a student in a semester, i.e.

$$\text{GPA (Si)} = \frac{\sum C_i X G_i}{\sum C_i}$$

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

ii) The CGPA is also calculated in the same manner taking into account all the subject undergone by a student over all the semesters of a subjects, i.e.

$$\text{CGPA} = \frac{\sum C_i X S_i}{\sum C_i}$$

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

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

iv) The Skill component would be taken a one of the course component in calculation of SGPA and CGPA with given credit weightage at respective level if the skill components of the course is not as per the scheme of the B.Voc. Course.

**B) LETTER GRADES AND GRADE POINT :**

The UGC recommends a 10-point grading system with the following letter grades as given below :

**GRADES AND GRADE POINTS  
TABLE-II**

Grade	Description	Range of Marks obtained out of 100 or equivalent fraction	Grade point
O	Outstanding	90-100	10
A+	Excellent	80-89	9
A	Very Good	70-79	8
B+	Good	60-69	7
B	Above average	55-59	6
C	Average	50-54	5
P	Pass	40-49	4
F	Fail	Below 40	0
Ab	Absent	Ab	0

**C) EQUIVALENCE OF CLASS/DIVISION TO CGPA :**

**TABLE-III**

Sr.No.	CGPA	Class/Division
1.	7.5 or more than 7.5	First Class with Distinction
2.	6.00 or more but less than or equal to 7.49	First Class
3.	5.50 or more but less than or equal to 5.99	Higher Second Class
4.	5.00 or more but less than or equal to 5.49	Second Class
5.	4.00 or more but less than or equal to 4.99	Pass

24. This Direction offers Bachelor degree programme under the vocational scheme formulated by UGC through establishing National Skill Qualification Framework (NSQF). This programme is of a three academic years course. If a student fails to continue studies of a Three year course.

The students will have the option to exit with a Certificate, Diploma or Advanced Diploma after acquiring requisite number of credits. In case of affiliated colleges, such students may be awarded Certificate, Diploma or Advanced Diploma, as the case may be by the concerned College after a written approval by the University.

**TABLE-IV**

<b>NSQF Level</b>	<b>Skill Component Credits</b>	<b>General Education Credits</b>	<b>Total Credits for Award</b>	<b>Normal Duration</b>	<b>Exit Points/Award</b>
7	108	72	180	Six Semesters	B.Voc. Degree
6	72	48	120	Four Semesters	Advanced Diploma
5	36	24	60	Two Semesters	Diploma
4	18	12	30	One Semesters	Certificate

25. After the completion of course, the University will award Degree to the eligible students on the basis of the performance of the CGPA of the course only on payment of the prescribed fees.

If the student is found to be not eligible even after completing the programme, University shall have right to cancel/with-hold his/her final result and the student shall have no legal right to claim the refund of fee or any financial or non- financial compensation.

26. Any other provisions not contained in the above shall be governed by the Guidelines of the University Grants Commission /Sector Skill Council and the provisions of the various Ordinances of the University and amendments from time to time.

Date : 8/08/2021

Sd/-  
(Dr.Vilas M. Bhale)  
Vice-Chancellor (Acting)

**Guidelines for Teaching & Examination of Bachelor of Vocation (B.Voc.) Three Years Six Semesters Degree Course (Semester Pattern)**

- 1) The total credits for the course is of 180 credits having 30 credits per semester (Skill Components 18 credits, and General Components 12 credits)
- 2) The Scheme of the Skill Components will be as under or given by concerned Sector Skill Council for 18 Credits.
- 3) The Syllabus of the General Components will be approved by the University and the Syllabus of the Skill Components will be as per approval of the concerned Sector Skill Council/Authority.

Sr. No.	Subject Code	Subject	Teaching Scheme (Hrs./Week)			Credits	Examination Schemes					
			Th.	Project	Total		Duration (Hrs.)	Max.Marks		Total Marks	Min.Passing Marks	
								External Marks	Internal Marks (IA)		Th.	Pr.
01	*1BVCGEC1	Communication Skills - I	3	-	3	3	3	40	10	50	20	--
02	1BVCGEC2	Applied Computer Skills ó I	3	-	3	3	3	40	10	50	20	--
03	1BVCSEC3	Skill Component Subject ó 1	3	-	3	3	3	40	10	50	20	--
04	1BVCSEC4	Skill Component Subject ó 2	3	-	3	3	3	40	10	50	20	--
05	1BVCSEC5	Skill Component Subject - 3	2	-	2	3	3	40	10	50	20	--
06	1BVCGEC6	Communication Skills ó I Lab.	-	6	6	3	2	25	25	50	--	20
07	1BVCGEC7	Applied Computer Skills ó I Lab.	-	6	6	3	2	25	25	50	--	20
08	1BVCSEC8	Skill Component Subject ó 1 Lab.	-	6	6	3	3	25	25	50	--	20
09	1BVCSEC9	Skill Component Subject ó 2 Lab .	-	6	6	2	3	25	25	50	--	20
10	1BVCSEC10	Skill Component Subject ó 3 Lab.	-	6	6	2	3	25	25	50	--	20
11	1BVCSEC11	Field Work /Industrial Visit (Total Hrs.)	-	4	4	2	-	-	50	50	--	20
		<b>Total</b>	<b>14</b>	<b>34</b>	<b>48</b>	<b>30</b>		<b>325</b>	<b>225</b>	<b>550</b>		

- Important Notes :** (i) If the College adopt QP for an appropriate level, then the National hours for complete delivery of the QP shall be adjusted within the above frame work of Teaching Exam Scheme with distribution of contents as per University Structure.
- (ii) \* The number will change as per the Scheme of particular Semester from I to VI.