

DIRECTION

No. : 20/2017

Date : 13th July, 2017

Subject : Examinations leading to the Degree of (समाजकार्य स्नातक) Bachelor of Social Work (Three Years - Six Semester Degree Course) (Credit & Grade System) Direction, 2017.

Whereas, Ordinance No.136 in respect of Examinations Leading to the Degree of (समाजकार्य स्नातक) Bachelor of Social Work (Three Year Degree Course), is in existence in the University,

AND

Whereas, the then Faculty of Social Sciences has prepared the Draft Scheme of teaching and examinations along with Draft Ordinance / Regulation for the Degree of Bachelor of Social Work as per Semester and Credit & Grade System & referred it to all Board of Studies and the Ad-hoc Committees in the Faculty of Social Sciences,

AND

Whereas, Ad-hoc Committee recommended the Draft scheme of teaching and examination along with Draft Ordinance / Regulation for the Degree of Bachelor of Social Work (B.S.W.) as per Semester and Credit & Grade System to the Faculty of Inter-disciplinary Studies,

AND

Whereas, the Hon'ble Vice- Chancellor has approved scheme of teaching and examinations along with Draft Ordinance / Regulation for the Degree of Bachelor of Social Work under sub-section (7) of Section 12 of the Maharashtra Public Universities Act, 2016 on behalf the Faculty of Inter-disciplinary Studies and Academic Council on 3.7.2017,

AND

Whereas, the above schemes of teaching and examinations and provisions are to be regulated by framing the Ordinance / Regulation,

AND

Whereas, making Ordinance / Regulation is a time consuming process.

Now, therefore I, Murlidhar Chandekar, Vice-Chancellor, Sant Gadge Baba Amravati University, Amravati in exercise of 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 Degree of (समाजकार्य स्नातक) Bachelor of Social Work (Three Years – Six Semester Degree Course) (Credit and Grade System) Direction, 2017".
2. This Direction shall come into force from the Academic Session :-
 - i) 2017-2018 for Semester-I & II (B.S.W.Part-I) Examination,
 - ii) 2018-2019 for Semester-III & IV (B.S.W.Part-II) Examination and
 - iii) 2019-2020 for Semester-V & VI (B.S.W.Part-III) Examination.
3. There shall be Six Examinations leading to the Degree of Bachelor of Social Work, namely :
 - i) the Bachelor of Social Work Semester-I & II at the end of the each semester;
 - ii) the Bachelor of Social Work Semester-III & IV at the end of the each semester and
 - iii) the Bachelor of Social Work Semester-V & VI at the end of the each semester.
4. The Duration of each Semester shall be of Six Months.
5. The examinations specified in Paragraph 3) shall be held twice a year at such places and on such dates as may be appointed by the University.
6. The examination in Bachelor of Social Work (BSW) for each semester will have 8 theory subjects and 1 practical subject. Each theory paper will have 40 marks and 10 marks for Internal Assessment. Practical subject will have maximum 100 marks (Including 20 marks for Viva-Voce). Minimum passing marks in each subject will be 40% and separate passing for theory, practical, Viva and internal necessary.
7. An applicant for admission to an examination specified in Paragraph 3) shall prosecute a regular course of study in courses prescribed for the examination concerned for not less than one semester in a particular semester in a College affiliated to the University.
8. Subject to his compliance with the provisions of this Ordinance and of other Ordinances in force from time to time, an applicant for admission to समाजकार्य स्नातक (Bachelor of Social Work Sem-I Examination) shall have passed:-
 - (i) the 12th Standard Examination of Maharashtra State Board of Secondary and Higher Secondary Education or an examination recognized as equivalent.

OR

- (ii) 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

(iii) 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 10th standard approved by Government of Maharashtra with English as one of the subject of passing.

9. The Examinations shall consist of the subjects as indicated in the the Scheme of Examinations as per **Appendix – ‘A’**.

10. Subject to his/her compliance with the provisions of this Ordinance and other Ordinances 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 thereunder.
- 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.

Name of the Exam.	The student should have passed the exam. of	The student should have satisfactorily completed term work of the following session/ semester	The student should have passed the following examination
BSW Semester-I	Mentioned as above	--	--
BSW Semester-II	--	BSW Semester-I	--
BSW Semester-III	--	BSW Semester-II	2/3 rd Heads (including Field Work of Sem I & II) of I & II Semester combined together
BSW Semester-IV	--	BSW Semester-III	-do-
BSW Semester-V	BSW. I & II Semester	BSW Semester-IV	2/3 rd Heads (Including Field Work of III & IV) of III & IV Semester combined together
BSW Semester-VI	--	BSW Semester-V	-do-

Explanation :

- i) While calculating 2/3rd heads of passing, fraction if any shall be ignored,
- ii) For considering the heads of passing, every theory and every practical/Internal shall be considered as separate head of passing.
- iii) An examinee who has passed 2/3rd heads of passing shall be allowed to keep term in the next higher class.
Without prejudice to the other provisions of Ordinance No. 6 relating to the Examination in General, the provisions of Paragraphs 5, 7, 8, 10, 27, 31, 32 & 33 of the said Ordinance shall apply to every Collegiate candidate.
- iv) A student has to complete 160 Hrs. of field work in each semester.

A student who fails to pass in the field work in semester I, III and V will be allowed to keep terms for Semester II, IV and VI but should complete an additional 160 Hrs of Field work preferably before the commencement of the higher Semester. A student has to pass the Social Work Practicum (Field Work) of BSW Sem. I & Sem II before being granted admission to Semester III & IV before being granted admission to BSW Sem. V.

In order to pass an examination an examinee shall obtain not less than 40% of the total marks allotted to each written paper and Internal Examination separately and shall obtain not less than 40% of the total marks allotted to Practical (Social Work Practicum) & Viva Voce separately as shown in **Appendix-A**

- 10. The fees for each examination and practical examination shall be as prescribed by the University, from time to time.
- 11. An applicant for admission to an examination shall satisfy the Head of the Department /Principal in the Terminal and other Tests conducted during the academic year regarding his suitability to take the examination.
- 12. The Scheme of Teaching & Examination, credits to be given with the maximum marks allotted to the Sessional Examination in each paper, the Written part and the Practical part for each of the six examinations and Computation of SGPA and CGPA, shall be as indicated in concerned Annexures.

13. (i) The scope of the subjects shall be as indicated in the Syllabus.
(ii) The medium of instructions shall be in Marathi & English, but candidate can be write answer in Marathi / Hindi / English.
14. The Head / Principal shall maintain in his office a complete record of marks obtained by the candidate in the sessionals. He shall send it to the University in a sealed cover.
15. For internal Examination of 10 or 20 marks as the case may be, the activities to be performed by the students are mentioned in the syllabus.
16. If a student fails in an examination his marks of Internal / Practical of the Examination shall be carried over for the next examination.
17. Provisions of Ordinance No. 18 of 2001 relating to “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 prescribed by the Statute No.18” shall apply to the examinations under this Ordinance.
18. As soon as possible after the examinations, the Board of Examinations shall publish result of the examinees and merit list shall be notified as per Ordinance No.6.
19. 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.
20. A candidate who could not complete a semester satisfactorily or who has failed will be eligible for readmission to the same semester. However readmission to semester should be allowed only when a regular session is running for the particular semester.
21. The existing Ordinance / Directions of the course shall be applicable to the students who have already sought their admission as per its provisions and shall repealed after exhausting the chances given by the University.
22. (i) The successful examinees shall be eligible for award of the Degree of Bachelor of Social Work on payment of the prescribed fees..
(ii) The Degree certificate in the prescribed form shall be signed by the Vice-Chancellor.

Date : 13 /7/2017.

Sd/-
(Dr.Murlidhar Chandekar)
Vice-Chancellor,
Sant Gadge Baba Amravati University.

Annexure-‘A’
Scheme of Teaching & Examination of B.S.W. Semester-I to VI

Sr. No	Name of the Subject	Credits	Max. Marks	Duration of Exam	Max.Marks (Theory)	Passing Marks	Max.Marks (Internal)	Passing Marks
1	Subject I	02	50	3 hrs	40	16	10	04
2	Subject I	02	50	3 hrs	40	16	10	04
3	Subject I	02	50	3 hrs	40	16	10	04
4	Subject I	02	50	3 hrs	40	16	10	04
5	Subject I	02	50	3 hrs	40	16	10	04
6	Subject I	02	50	3 hrs	40	16	10	04
7	Subject I	02	50	3 hrs	40	16	10	04
8	Subject I	02	50	3 hrs	40	16	10	04
9	Social Work Practicum (Field Work)	04	100		80	32	20 Viva Voce	08
	TOTAL	20	500		400	160	100	40

Annexure-B
Credit-grade based performance and assessment system (CGPA)
Features of the Credit System

A) DEFINITION

- 1) **Credit Based Semester System (CBSS):** Under the CBSS, the requirement for awarding a degree or diploma or certificate is prescribed in terms of number of credits to be completed by the students.
- 2) **Credit Point:** It is the product of grade point and number of credits for a course.
- 3) **Credit:** A unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical work/field work per week.
- 4) **Cumulative Grade Point Average (CGPA):** It is a measure of overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all the semesters. It is expressed up to two decimal places.
- 5) **Grade Point:** It is a numerical weight allotted to each letter grade of a 10 point scale.
- 6) **Letter Grade:** It is an index of the performance of students in a said course. Grades are denoted by letters O,A+,A,B+, B, C,P and F.
- 7) **Programme:** An educational programme leading to award of a Degree, diploma or certificate.
- 8) **Semester Grade Point Average (SGPA):** It is a measure of performance of work done in a semester. It is ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.
- 9) **Semester:** Each semester will consist of 15-18 weeks of academic work of academic work equivalent to 90 actual teaching days. The odd semester may be scheduled from July to December and even semester from January to June.
- 10) **Transcript or Grade Card or Certificate:** Based on the grades earned, a grade certificate shall be issued to all the registered students after every semester. The grade certificate will display the course details (code, title, number of credits, grade secured) along with SGPA of that semester and CGPA earned till that semester.

B) LETTER GRADES AND GRADE POINT:

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

Grades and Grade Points
TABLE-1

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

2. A student obtaining Grade **F** shall be considered failed and will be required to reappear in the examination.
3. 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.

C) COMPUTATION OF SGPA AND CGPA :

Based on the Grade Point obtained in each subject, Semester Grade Point Average (SGPA) and then Cumulative Grade Point Average (CGPA) are computed as follows;

i) Computation of SGPA :

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.

- ii) **Computation of CGPA** : CGPA of the course shall be as prescribed by the University.
- iii) Equivalence of the conventional division/class with the CGPA in final semester is in accordance with the following table 3.

Equivalence of Class/Division to CGPA
TABLE-2

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

- D) Degree will be awarded on the basis of the performance of CGPA of the course.

DIRECTION

No. : 21/2017

Date : 13th July, 2017

Subject : Examinations leading to the Degree of वाङ्मय स्नातक (समाजकार्य) Bachelor of Arts (Social Work) (Three Years - Six Semester Degree Course) (Credit & Grade System) Direction, 2017.

Whereas, Ordinance No.14 of 2015 in respect of Examinations Leading to the Degree of वाङ्मय स्नातक (समाजकार्य) Bachelor of Arts (Social Work) (Three Year Degree Course), is in existence in the University,

AND

Whereas, the then Faculty of Social Sciences has prepared the Draft Scheme of teaching and examinations along with Draft Ordinance / Regulation for the Degree of Bachelor of Social Work as per Semester and Credit & Grade System & referred it to all Board of Studies and Ad-hoc Committees in the Faculty of Social Sciences,

AND

Whereas, Ad-hoc Committee recommended the Draft scheme of teaching and examination along with Draft Ordinance / Regulation for the Degree of Bachelor of Arts (Social Work) (B.A.in Social Work) as per Semester and Credit & Grade System to the Faculty of Inter-disciplinary Studies,

AND

Whereas, the Hon'ble Vice- Chancellor has approved scheme of teaching and examinations along with Draft Ordinance / Regulation for the Degree of Bachelor of Social Work under sub-section (7) of Section 12 of the Maharashtra Public Universities Act, 2016 on behalf the Faculty of Inter-disciplinary Studies and Academic Council on 3.7.2017,

AND

Whereas, the above schemes of teaching and examinations and provisions are to be regulated by framing the Ordinance / Regulation,

AND

Whereas, making Ordinance / Regulation is a time consuming process.

Now, therefore I, Murlidhar Chandekar, Vice-Chancellor, Sant Gadge Baba Amravati University, Amravati in exercise of 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 Degree of वाङ्मय स्नातक (समाजकार्य) Bachelor of Arts (Social Work) (Three Years – Six Semester Degree Course) (Credit and Grade System) Direction, 2017".
2. This Direction shall come into force from the Academic Session :-
 - i) 2017-2018 for Semester-I & II (B.A.in Social Work Part-I) Examination,
 - ii) 2018-2019 for Semester-III & IV (B.A. in Social Work Part-II) Examination and
 - iii) 2019-2020 for Semester-V & VI (B.A. in Social Work Part-III) Examination.
3. There shall be Six Examinations leading to the Degree of Bachelor of Social Work, namely :
 - i) the Bachelor of Arts (Social Work) Semester-I & II at the end of the each semester;
 - ii) the Bachelor of Arts (Social Work) Semester-III & IV at the end of the each semester and
 - iii) the Bachelor of Arts (Social Work) Semester-V & VI at the end of the each semester.
4. The Duration of each Semester shall be of Six Months.
5. The examinations specified in Paragraph 3) shall be held twice a year at such places and on such dates as may be appointed by the University.
6. The examination in B.A. in Social Work for each semester will have 8 theory subjects and 1 practical subject. Each theory paper of 50 Marks will have maximum 40 Marks for semester end exam 10 Marks for Internal Assessment. Theory Paper of 100 Marks will have Maximum 80 Marks for semester end exam. and 20 Marks for Internal Assessment. Practical subject will have maximum 100 Marks (Including 20 marks for Viva-Voce). Minimum passing marks in each subject will be 40% and separate passing for theory, practical and internal.
7. An applicant for admission to an examination specified in Paragraph 3) shall prosecute a regular course of study in courses prescribed for the examination concerned for not less than one semester in a particular semester in a College affiliated to the University.
8. Subject to his compliance with the provisions of this Ordinance and of other Ordinances in force from time to time, an applicant for admission to वाङ्मय स्नातक (समाजकार्य) (Bachelor of Arts in Social Work Sem-I Examination shall have passed –

- (i) the 12th Standard Examination of Maharashtra State Board of Secondary and Higher Secondary Education or an examination recognized as equivalent.
OR
- (ii) 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
- (iii) 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 10th standard approved by Government of Maharashtra with English as one of the subject of passing.

9. The Examinations shall consist of the subjects as indicated in the the Scheme of Examinations as per **Appendix – ‘A’**.
10. Subject to his/her compliance with the provisions of this Ordinance and other Ordinances 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 thereunder.
 - 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.

Name of the Exam.	The student should have passed the exam. of	The student should have satisfactorily completed term work of the following session/ semester	The student should have passed the following examination
B.A.(Social Work) Semester-I	Mentioned as above	--	--
B.A.(Social Work) Semester-II	--	B.A.(Social Work) Semester-I	--
B.A.(Social Work) Semester-III	--	B.A.(Social Work) Semester-II	2/3 rd Heads (including Field Work of Sem I & II) of I & II Semester combined together
B.A.(Social Work) Semester-IV	--	B.A. (Social Work) Semester-III	-do-
B.A.(Social Work) Semester-V	B.A.(Social Work). I & II Semester	B.A.(Social Work) Semester-IV	2/3 rd Heads (Including Field Work of III & IV) of III & IV Semester combined together
B.A.(Social Work) Semester-VI	--	B.A. (Social Work) Semester-V	-do-

- i) While calculating 2/3rd heads of passing, fraction if any shall be ignored,
- ii) For considering the heads of passing, every theory and every practical/Internal shall be considered as separate head of passing.
- iii) An examinee who has passed 2/3rd heads of passing shall be allowed to keep term in the next higher class.
Without prejudice to the other provisions of Ordinance No. 6 relating to the Examination in General, the provisions of Paragraphs 5, 7, 8, 10, 27, 31, 32 & 33 of the said Ordinance shall apply to every Collegiate candidate.
- iv) A student has to complete 80 Hrs. of field work in each semester.
A student who fails to pass in the Social Work Practicum (Field Work) in semester I, III and V will be allowed to keep terms for Semester II, IV and VI but should complete an additional 80 Hrs of Social Work (Field Work) preferably before the commencement of the higher Semester. A student has to pass the Social Work Practicum (Field Work) of B.A.Social Work Sem. I & Sem II before being granted admission to B.A. Social Work Semester III. A student who has to pass the Social Work Practicum (Field Work) of B.A. (Social Work) Semester III & IV before being granted admission to B.A. (Social Work) Sem-V.

In order to pass an examination an examinee shall obtain not less than 40% of the total marks allotted to each written paper and Internal Examination separately and shall obtain not less than 40% of the total marks allotted to Practical (Social Work Practicum) & Viva Voce separately as shown in **Appendix-A**

10. The fees for each examination and practical examination shall be as prescribed by the University, from time to time.
11. An applicant for admission to an examination shall satisfy the Head of the Department /Principal in the Terminal and other Tests conducted during the academic year regarding his suitability to take the examination.
12. The Scheme of Teaching & Examination, credits to be given with the maximum marks allotted to the Sessional Examination in each paper, the Written part and the Practical part for each of the six examinations and Computation of SGPA and CGPA, shall be as indicated in concerned Annexures.
13. (i) The scope of the subjects shall be as indicated in the Syllabus.
(ii) The medium of instructions shall be in Marathi & English, but candidate can be write answer in Marathi / Hindi / English.
14. The Head / Principal shall maintain in his office a complete record of Internal marks obtained by the candidate. He shall send it to the University in a sealed cover.
15. For internal Examination of 10 or 20 marks as the case may be, the activities to be performed by the students are mentioned in the syllabus.
16. If a student fails in an examination his marks of Internal / Practical of the Examination shall be carried over for the next examination.
17. Provisions of Ordinance No. 18 of 2001 relating to “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 prescribed by the Statute No.18” shall apply to the examinations under this Ordinance.
18. As soon as possible after the examinations, the Board of Examinations shall publish result of the examinees and merit list shall be notified as per Ordinance No.6.
19. 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.
20. A candidate who could not complete a semester satisfactorily or who has failed will be eligible for readmission to the same semester. However, readmission to semester should be allowed only when a regular session is running for the particular semester.
21. The existing Ordinance / Directions of the course shall be applicable to the students who have already sought their admission as per its provisions and shall repealed after exhausting the chances given by the University.
22. (i) The successful examinees shall be eligible for award of the Degree of Bachelor of Arts in Social Work on payment of the prescribed fees.
(ii) The Degree certificate in the prescribed form shall be signed by the Vice-Chancellor.

Date : 13/7/2017.

Sd/-
(Dr.Murlidhar Chandekar)
Vice-Chancellor,
Sant Gadge Baba Amravati University.

Annexure-‘A’

Scheme of Teaching & Examination of B.A. (Social Work) Semester-I to VI

Sr. No	Name of the Subject	Credits	Max. Marks	Duratio n of Exam	Max.Marks (Theory)	Passing Marks	Max.Marks (Internal)	Passing Marks
1	Subject I	02	50	3 hrs	40	16	10	04
2	Subject I	02	50	3hrs	40	16	10	04
3	Subject I	02	50	3hrs	40	16	10	04
4	Subject I	02	50	3hrs	40	16	10	04
5	Subject I	02	50	3hrs	40	16	10	04
6	Subject I	02	50	3hrs	40	16	10	04
7	Subject I	02	50	3hrs	40	16	10	04
8	Subject I	04	100	3hrs	80	32	20	08
9	Social Work Practicum (Field Work)	02	50		40	16	10- Viva- voce	04
	TOTAL	20	500		400	160	100	40

23. Fee Schedule – Fees as prescribed by the University.

Annexure-B
Credit-grade based performance and assessment system (CGPA)
Features of the Credit System

A) DEFINITION

- 1) **Credit Based Semester System (CBSS):** Under the CBSS, the requirement for awarding a degree or diploma or certificate is prescribed in terms of number of credits to be completed by the students.
- 2) **Credit Point:** It is the product of grade point and number of credits for a course.
- 3) **Credit:** A unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical work/field work per week.
- 4) **Cumulative Grade Point Average (CGPA):** It is a measure of overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all the semesters. It is expressed up to two decimal places.
- 5) **Grade Point:** It is a numerical weight allotted to each letter grade of a 10 point scale.
- 6) **Letter Grade:** It is an index of the performance of students in a said course. Grades are denoted by letters O, A+, A, B+, B, C, P and F.
- 7) **Programme:** An educational programme leading to award of a Degree, diploma or certificate.
- 8) **Semester Grade Point Average (SGPA):** It is a measure of performance of work done in a semester. It is ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.
- 9) **Semester:** Each semester will consist of 15-18 weeks of academic work of academic work equivalent to 90 actual teaching days. The odd semester may be scheduled from July to December and even semester from January to June.
- 10) **Transcript or Grade Card or Certificate:** Based on the grades earned, a grade certificate shall be issued to all the registered students after every semester. The grade certificate will display the course details (code, title, number of credits, grade secured) along with SGPA of that semester and CGPA earned till that semester.

B) LETTER GRADES AND GRADE POINT:

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

Grades and Grade Points
TABLE-1

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

2. A student obtaining Grade **F** shall be considered failed and will be required to reappear in the examination.
3. 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.

C) COMPUTATION OF SGPA AND CGPA:

Based on the Grade Point obtained in each subject, Semester Grade Point Average (SGPA) and then Cumulative Grade Point Average (CGPA) are computed as follows;

i) Computation of SGPA :

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.

- ii) **Computation of CGPA** : CGPA of the course shall be as prescribed by the University.
- iii) Equivalence of the conventional division/class with the CGPA in final semester is in accordance with the following table 3.

Equivalence of Class/Division to CGPA

TABLE-2

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

D) Degree will be awarded on the basis of the performance of CGPA of the course.

DIRECTION

No. : 22/2017

Date : 13th July, 2017

Subject : Examinations leading to the Degree of Master of Social Work (समाजकार्य पारंगत) (Two Years – Four Semester Course) (Credit & Grade System) Direction, 2017.

Whereas, Ordinance No.125 in respect of Examinations Leading to the Degree of Master of Social Work (समाजकार्य पारंगत) (Two Years ... Semester Pattern Course), is in existence in the University,

AND

Whereas, the then Faculty of Social Sciences has prepared the Draft Scheme of teaching and examinations along with Draft Ordinance / Regulation for the Degree of Master of Social Work as per Semester and Credit & Grade System & referred it to all Board of Studies and Ad-hoc Committees in the Faculty of Social Sciences,

AND

Whereas, Ad-hoc Committee recommended the Draft scheme of teaching and examination along with Draft Ordinance / Regulation for the Degree of Master of Social Work (MSW) (समाजकार्य पारंगत) as per Semester and Credit & Grade System to the Faculty of Inter-disciplinary Studies,

AND

Whereas, the Hon'ble Vice- Chancellor has approved scheme of teaching and examinations along with Draft Ordinance / Regulation for the Degree of Master of Social Work (MSW) (समाजकार्य पारंगत) under sub-section (7) of Section 12 of the Maharashtra Public Universities Act, 2016 on behalf the Faculty of Inter-disciplinary Studies and Academic Council on 3.7.2017,

AND

Whereas, the above schemes of teaching and examinations and provisions are to be regulated by framing the Ordinance / Regulation,

AND

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

Now, therefore I, Murlidhar Chandekar, Vice-Chancellor, Sant Gadge Baba Amravati University, Amravati in exercise of 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 Degree of Master of Social Work (MSW) (समाजकार्य पारंगत) (Two Years Semester Pattern Course) (Credit and Grade System) Direction, 2017".
2. This Direction shall come into force from the Academic Session :-
 - i) 2017-2018 for Semester-I & II (Master of Social Work Part-I) Examination and
 - ii) 2018-2019 for Semester-III & IV (Master of Social Work Part-II) Examination
3. There shall be Four Examinations leading to the Degree of Master of Social Work, namely :
 - i) the Master of Social Work Semester-I & II at the end of the each semester;
 - ii) the Master of Social Work Semester-III & IV at the end of the each semester;
4. The Duration of each Semester shall be of Six Months.
5. The examinations specified in Paragraph 3) shall be held twice a year at such places and on such dates as may be appointed by the University.
6. The Examinations in M.S.W. for I & II semester will have 7 theory subject and 1 practical (Social Work Practicum) subject. Each semesters 6 theory paper will have maximum 40 marks and 10 marks for internal assessment and 1 theory paper (Semester I & II subject No.4) will have maximum 80 marks and 20 marks for internal assessment. And Practical subject will have maximum 100 marks for practical exam. Minimum passing marks in each subject will be 40%. Separate passing in theory, practical and internal assessment is necessary.
7. An applicant for admission to an examination specified in Paragraph 3) shall prosecute a regular course of study in courses prescribed for the examination concerned.

Admission to M.S.W. Semester-I.

A) Eligibility :

Candidates with a Bachelor's Degree of a minimum of three years duration in any discipline with minimum 45 percent marks, from a recognized Statutory university.

B) Admission Procedure

Admission will be given to eligible candidates on the basis of their performance in Entrance Test (Total 100 Marks) comprising of Written Test (65 Marks), Group Discussion (15 Marks) and Personal Interview (20).

- C) At least 50% seats shall be reserved for B.S.W. candidates for admission to M.S.W. Part-I Course. Provided further that if the required number of candidates from the B.S.W. is not available, then the remaining seats of BSW candidates category will be filled from B.A. in Social Work and other categories. Percentage of seats mentioned in the above provision shall be inclusive of reservation for SC, ST, NT, O.B.C. and other both the categories.
- 8) Provided that any person who has obtained pass and average grade (Table No. III) at the M.S.W. Examination of this University shall be eligible to take the Examination again under this Ordinance in the same subject or Group of subject as the case may be for improving his division. In such a case the provisions of Ordinance No.6/2008 relating to Improvement of Division shall apply.
- 9) Subject to his/her compliance with the provisions of this and other Ordinances 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 (2) of the table below, shall be eligible to appear if –
- i) He/ She satisfy with the conditions in the table and the provisions there under.
 - ii) He/ She comply 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.
- 10) The Examinations shall consist of the subjects as indicated in the the Scheme of Examinations as per **Appendix – ‘A’**.

Table-I

Sr.No.	Name of the Exam.to appear	The student should have satisfactorily completed term work of semester	The student should have passed the following examination
1	2	3	4
1	M.S.W. Part – I (Sem- I)	Semester- I	Qualifying Examination as mentioned as above
2	M.S.W. Part –I (Sem - II)	Semester-II	--
3	M.S.W. Part –II (Sem - III)	Semester- III	One half of the total heads (including Social Work Practicum of Sem I & II) prescribed for Sem. I & II Examination
4	M.S.W. Part –II (Sem - IV)	Semester- IV	Passed the I & II Semester Examination

Explanation :

- i) While calculating ½ heads of passing, fraction if any shall be ignored,
 - ii) For considering the heads of passing, every theory and every practical/Internal shall be considered as separate head of passing.
- 11) Without prejudice to the other provisions of Ordinance No. 6 relating to the Examination in General, the provisions of Paragraphs 5, 7, 8, 10, 27, 31, 32 & 33 of the said Ordinance shall apply to every Collegiate candidate.
- 12) A student has to complete 160 Hrs. of Social Work Practicum (field work) in each semester. A student who fails to pass in the Social Work Practicum (Field Work) in semester I, III, will be allowed to keep terms for Semester II, IVbut should complete an additional 160 Hrs of Social Work Practicum (Field Work) preferably before the commencement of the higher Semester. A student has to pass the Social Work Practicum (Field Work) of Sem. I & Sem II before being granted admission to Semester III.
- 13) The fees for each examination and practical examination shall be as prescribed by the University, from time to time.
- 14) An Examinee of the M.S.W. shall have option of not being declared successful at the examination in case he does not secure a S.G.P.A. less than 6.00 at the examination. The option will have to be exercised every time an application is submitted for any of the four examinations and shall be on the proforma printed on the application form itself once exercised; option shall be binding upon the examinee and shall be revoked under any circumstances.
- 15) (i) The scope of the subjects shall be as indicated in the Syllabus.
(ii) The medium of instructions shall be in Marathi & English, but candidate can be write answer in Marathi / Hindi / English.

16. The Scheme of Teaching & Examination, credits to be given with the maximum marks allotted to the Practical / Internal Examination in each paper, the written part and the practical part for each of the four examinations and computation of SGPA and CGPA, shall be as indicated in Appendices 'A' and 'B' appended with this Ordinance.
- 17) The Head/ Principal shall maintain in his office a complete record of marks obtained by the candidate in the Practical/ Internal He shall send it to the University in a sealed cover the final marks in sessional examination.
- 18) In order to pass an examination an examinee shall obtain not less than 40% of the total marks allotted to each written paper and Internal Examination separately and shall obtain not less than 40% of the total marks allotted to Practical (Social Work Practicum) as shown in the **Appendix-A**.
- 19) Provisions of Ordinance No. 18 of 2001 relating to "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 subject in all the faculties prescribed by the Statute No. 18 shall apply to the examinations under this Ordinance.
- 20) As soon as possible after the examinations, the University shall publish result of the examinees and merit list shall be notified as per ordinance No.6 Provided that, the merit list shall only be published for Summer Examination.
- 21) Save as expressly provided in the ordinance, no person shall be admitted to the M.S.W. Examination in which he has already passed an examination of this University or an equivalent examination of any other Statutory University.
- 22) A candidate who could not complete a semester satisfactorily or who has failed will be eligible for readmission to the same semester. However readmission to semester should be allowed only when a regular session is sunning for the particular semester.
- 23) The existing Ordinance / Directions of the course shall be applicable to the students who have already sought their admission as per its provisions and shall repealed after exhausting the chances given by the University.
- 24) (i) The successful examinees shall be eligible for award of the Degree of Master of Social Work
(ii) The Degree certificate in the prescribed form shall be signed by the Vice-Chancellor.

Date : 13/7/2017.

Sd/-
(Dr.Murlidhar Chandekar)
Vice-Chancellor,
Sant Gadge Baba Amravati University.

Appendix-'A'
Scheme of Teaching & Examination of M.S.W. Semester-I to IV

S. N	Subject Theory	Teaching Scheme			Examination Scheme							Total Marks
		Theory Credits	Pra./Int. Ass. Credits	Total Credits	Duration of Exam	Max.Marks			Min.Marks			
						Th.	Int Ass.	Pra	Th	Int. Ass	Pra	
1	Subject-I	2	--	2	3 hrs.	40	10	--	16	04	--	50
2	Subject-II	2	--	2	3 hrs.	40	10	--	16	04	--	50
3	Subject-III	2	--	2	3 hrs.	40	10	--	16	04	--	50
4	Subject-IV	4	--	4	3 hrs.	80	20	--	32	08	--	100
5	Subject-V	2	--	2	3 hrs.	40	10	--	16	04	--	50
6	Subject-VI	2	--	2	3 hrs.	40	10	--	16	04	--	50
7	Subject-VII	2	--	2	3 hrs.	40	10	--	16	04	--	50
Practical (Social Work Practicum)												
8	Subject-VIII	--	4	4	--	--	--	100	--	--	40	100
	Total	16	4	20	--	320	80	100	--	--	--	500

25. Fee Schedule – Fees as prescribed by the University,

Annexure-B
Credit-grade based Performance and Assessment System (CGPA)
Features of the Credit System

A) DEFINITION :

- 1) **Credit Based Semester System (CBSS):** Under the CBSS, the requirement for awarding a degree or diploma or certificate is prescribed in terms of number of credits to be completed by the students.
- 2) **Credit Point:** It is the product of grade point and number of credits for a course.
- 3) **Credit:** A unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical work/field work per week.
- 4) **Cumulative Grade Point Average (CGPA):** It is a measure of overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all the semesters. It is expressed up to two decimal places.
- 5) **Grade Point:** It is a numerical weight allotted to each letter grade of a 10 point scale.
- 6) **Letter Grade:** It is an index of the performance of students in a said course. Grades are denoted by letters O, A+, A, B+, B, C, P and F.
- 7) **Programme:** An educational programme leading to award of a Degree, diploma or certificate.
- 8) **Semester Grade Point Average (SGPA):** It is a measure of performance of work done in a semester. It is ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.
- 9) **Semester:** Each semester will consist of 15-18 weeks of academic work of academic work equivalent to 90 actual teaching days. The odd semester may be scheduled from July to December and even semester from January to June.
- 10) **Transcript or Grade Card or Certificate:** Based on the grades earned, a grade certificate shall be issued to all the registered students after every semester. The grade certificate will display the course details (code, title, number of credits, grade secured) along with SGPA of that semester and CGPA earned till that semester.

B) LETTER GRADES AND GRADE POINT :

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

Grades and Grade Points
TABLE-1

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

2. A student obtaining Grade **F** shall be considered failed and will be required to reappear in the examination.
3. 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.

C) COMPUTATION OF SGPA AND CGPA:

Based on the Grade Point obtained in each subject, Semester Grade Point Average (SGPA) and then Cumulative Grade Point Average (CGPA) are computed as follows;

i) Computation of SGPA :

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.

$$SGPA (Si) = \frac{\sum (Ci \times G1)}{\sum Ci}$$

Where, Ci is the number of credits of the ith course and G1 is the grade point scored by the student in the ith course.

- ii) **Computation of CGPA** : CGPA of the course shall be as prescribed by the University.
- iii) Equivalence of the conventional division/class with the CGPA in final semester is in accordance with the following table 3.

Equivalence of Class/Division to CGPA
TABLE-2

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

D) Degree will be awarded on the basis of the performance of CGPA of the course.
