12. The marks awarded for sessional tests shall be made known to the candidates within ten days of the conduct of the test. Candidates may discuss and seek clarifications, if any, about their performance from the chairman of the Examination Committee of the concerned Department within a week of the declaration of marks.

13. Each Department concerned shall constitute an Examination Committee consisting of atleast three members of its faculty to oversee all works connected with evaluation of sessional work. The Head of the Department shall be the ex-officio chairman of this Committee.

14. The awards given by the teacher(s) concerned shall be kept confidential until they are moderated and approved by the Departmental Examination Committee. It shall be the responsibility of this committee to maintain the standard of sessional evaluation.

15. The question for the end-semester examination for each course of study shall be set by an external examiner. The teacher(s) responsible for instructions in a course shall set a model question paper covering the entire syllabus of the course concerned, for the guidance of the external examiner. The external examiner may, if he so wishes, incorporate in the final question paper not more than 50% of the total number of questions in the model paper.

16. It shall be the responsibility of the external examiner to ensure that the syllabus for the course is adequately covered in the question paper.

17. The answer scripts for End-Semester Examination shall be evaluated externally, preferably, by the respective paper-setters.

18. End-Semester practical examination shall be jointly conducted by an external and an internal examiner. If for any reason, the external examiner is not available, a panel atleast of three internal examiners shall conduct the practical examination in question.

19. There shall be a Moderation Board to moderate the end-semester examinations results in each subject and it shall consists of :

(i) Vice-Chancellor.
(ii) Dean of all the School of Studies.
(iii) Heads of the Departments concerned.

20. The Board shall scrutinise the statistics of results prepared by the tabulators and moderate the same, if need be, before the declaration/publication of the results.

21. The procedure for appointment of paper-setters and examiners and moderators shall be as provided by the regulations on post-graduate examinations.

22. Successful candidates shall be awarded the Diploma under the following classifications :

First Division : 60% marks or equivalent grades or more in aggregate of all the examinations and sessional work.

Second Division : 50% marks or equivalent grade or more in aggregate of all the examinations and sessional work but below 60%

23. No. candidate will be allowed to appear in any course more than twice and no candidate shall be allowed to appear in any course beyond four semesters of his/her first admission to the programme.

Approved by the Govt. of India, Ministry of HRD, Deptt. of Education Vide No. F.9-3/95-Desk(u) dated 18-12-95.

42. ON THE COLLEGE DEVELOPMENT COUNCIL

1. There shall be established a College Development Council, to be known as Council hereinafter, in the Assam University.

2. Without prejudice to the generality of the provisions of the Act, the Statutes, the Ordinances of the University, the objects of the Council shall be to provide a leadership role and generally extend help, guidance and advice to the Colleges admitted to the privileges of the University.

3. The Council shall be the Principal advisory body to the Executive Council, through the Academic Council, in all matters relating to the affiliated colleges.

4. The Council shall consist of the following members :

(i) Vice-Chancellor	Chairman, Ex-Officio
(ii) Four teachers of the post graduate departments of which two will be from sciences and two from humanities and social sciences, to the nominated by the Vice-Chancellor	Members
(iii) Six Principals of the affiliated colleges, one each from five districts in degree colleges and one from professional colleges.	Members
(iv) Six teachers of the affiliated colleges, one each from five districts in degree colleges and one from professional colleges.	Members
(v) Director of Public Instruction/ Education, Assam.	Member, Ex-officio
(vi) The Dean of Student's Welfare	Member, Ex-officio
(vii) The Director of Sports.	– do –
(viii) The Registrar.	– do –
(ix) The Finance Officer,	– do –
(x) The Controller of Examinations.	– do –
(xi) The Librarian,	– do –
(xii) The Director, College Development Council.	Member-Secretary, Ex-officio

5. The term of office of members, other than Ex-Officio shall be two years. They will be eligible for reappointment, except in cases where the appointment is by rotation, in which case they will wait for their turn to become members again.

6. Any vacancy arising due to illness, death or resignation or otherwise, shall be filled up as soon as convenient may be, and member or members so appointed shall continue in office for the residue of the term of office of the member or members concerned whose vacancy they fill up.

7. Seven members of the Council shall form the quorum for the meeting of the Council.

8. (1) The Council shall meet atleast twice in an academic year and meeting shall be convened by the Director, College Development Council, in consultation with the Vice-Chancellor. In the absence of the Vice-Chancellor, the members present will elect a member from among themselves to preside over the meeting.

(2) A special meeting of the Council may be convened if a request to that effect is received by the Vice-Chancellor in writing from not less than six members of the council giving a notice of at least 21 days.

9. It shall be the duty of the Director, College Development Council, to keep record of the proceedings of the Council meetings and generally look after the day to day business of the Council.

10. The council shall have the following functions :

(i) To provide a forum for consideration of various aspects of education in the affiliated colleges of the University with a view to continuously improve the general educational standards in the colleges ;

(ii) To assess the development needs of the colleges;

(iii) To help the affiliated colleges to prepare developmental projects which may be financed internally by the Institutions, or which may be presented to other funding agencies such as University Grants Commission, etc;

(iv) To submit projects to funding agencies on behalf of the affiliated colleges individually or collectively;

(v) To asses periodically the physical facilities in the affiliated colleges with reference to the number of students and subjects taught and to make recommendations for their improvement;

(vi) To review the academic performance of affiliated colleges from time to time and to make suggestions for improvement;

(vii) To review the examination system and suggest innovations and improvement;

(viii) To follow up the Inspection Reports on various colleges and to suggest corrective measures wherever necessary;

(ix) To promote and encourage co-curricular activities in the colleges; and

(x) To perform such other functions as may be assigned to it by the Academic Council, the Executive Council or the Vice-Chancellor.

11. The office of the Council shall be located at AssamUniversity, Silchar.

Approved by the Govt. of India, Ministry of HRD, Deptt. of Education Vide No. F.9-3/95-Desk(u) dated 18-12-95.

43. ON THE MASTER DEGREE PROGRAMME IN MASS COMMUNICATION (MMC)

1. The University will conduct a Master of Mass Communication (MMC) programme through the department of Mass Communication.

2. The graduates (10+2+3) in Arts, Science and Commerce or equivalent will be eligible for admission to MMC programme.

3. The admission shall be on the basis of entrance test and *viva-voce* conducted by the University.

4. The admission procedure, reservation of seats, duration of the programme, distribution of courses, evaluation and examination, finalisation of results. etc shall be governed by the provisions of the Ordinance and Regulations on the Master Degree Programmes in Arts, Science and Commerce of the University or as may be specifically provided by regulations from time to time.

Approved by Govt. of India, Ministry of HRD, Deptt. of Education Vide No. 9-29/97-Desk(u) dated 29-9-97.

44. ON MASTER OF BUSINESS ADMINISTRATION (MBA) PROGRAMME

1. The University will conduct a Master of Business Administration (MBA) Programme through the Department of Business Administration.

2. The graduates in Arts, Science and Commerce or equivalent will be eligible for admission to MBA programme.

3. The admission shall be on the basis of entrance test and *viva-voce* conducted by the University.

4. The admission procedure, reservation of seats, duration of the programme, distribution of courses, evaluation and examination, finalisation of results, etc shall be governed by the provisions of the Ordinance and Regulation on the Master Degree Programmes in Arts, Science and Commerce of the university or as may be specifically provided for the MBA programme by Regulations from time to time.

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45. ON FIVE-YEAR INTEGRATED DEGREE AND MASTER DEGREE PROGRAMMES

1. The University will conduct five-year integrated degree-cum-master degree programme in subjects like Fine Arts, Computer Science, Social Work etc. through concerned departments of the University.

2. The candidates who have completed Higher Secondary (10+2) or equivalent courses, recognised by the University, in relevant subjects, shall be eligible for admission in five-year integrated courses.

3. The admissions shall be on the basis of entrance test and *viva-voce* conducted by the University.

4. The five-year programme will be in two parts; the first three years (or 6 Semesters) will lead to Bachelor's Degree like BFA, B.Sc. (Computer), BSW etc. and this will be followed by another two years (or 4Semesters) will lead to Master's Degree like MFA, M.Sc.(Computer), MSW etc.

5. The admission procedure, reservation of seats, distributions of courses and marks between semesters, evaluation and examination, finalisation of results, etc. shall be governed by the provisions of the Ordinance and Regulation on Master Degree Programmes in Arts, Science, and Commerce of the University or as may be specifically provided for these subjects by regulations from time to time.

Approved by Govt. of India, Ministry of HRD Deptt. of Education Vide No 9-29/97-Desk(u) dated 29-9-97.

46. ON DIPLOMA COURSE IN JOURNALISM

1. The University will conduct a Diploma Course in Journalism through the Department of Mass Communication.

2. The duration of the course, reservation of seats, distribution of courses and marks between semesters, evaluation and examination, finalisation of results, etc. shall be governed by the provisions of the existing ordinances like one on Diploma Course in Marketing Management.

Approved by Govt. of India, Ministry of HRD, Deptt. of Education Vide No. 9-29/97-Desk(u) dated 29-9-97.