

St Ann's College of Education

(Autonomous), Mangaluru

January 2026

Regulations governing the Choice-Based Credit System for the two-year (four semesters) Post-Graduate Degree Programmes in Education (M Ed)

Preamble

The University Grants Commission, New Delhi, has directed all Universities in the country to implement the Choice Based Credit System (CBCS, Semester Scheme) in both the under and post graduate programmes. The Choice Based Credit System enables the degrees of St Ann's College of Education (Autonomous), under Mangalore University, to be on par with the global standards. Hence, the College adopts the CBCS so that the acceptability of the programmes and degrees offered by the College becomes comparable and readily acceptable. After due consideration with its statutory bodies, the following Regulations were drawn up.

The Salient Features of the Choice-Based Credit System (CBCS) (Semester Scheme)

Each course in a programme shall carry a certain number of credits, which normally represent the weightage of a course and are a function of teaching, learning and evaluation strategies such as the number of contact hours, the course content, teaching methodology, learning expectations, etc. In the proposed programme, the credits shall be based on the number of instructional hours per week, 1 credit is equivalent to one hour of instruction in theory, or 1 or 2 hours of tutorial, or one and a half or two hours of practical/field work/project work/internship per week.

The other features of the CBCS (Semester Scheme) are:

- a) The P. G. degree programmes are structured on a credit-based semester scheme.
- b) The relative importance of subjects of study and activities is quantified in terms of credits. The total credit of the programme is between 84 and 92.
- c) Each programme of study will have "Core" and "Elective" courses. The Core course will further consist of "Hard" and "Soft" core courses. Hard core courses will have 3-5 credits while soft courses will have 3-4 credits.
- d) Two or more Open elective courses of 3 credits each shall be offered in the II and III semesters. An open elective will be chosen from other institution.
- e) The declaration of result is based on the grade point average (GPA) earned towards the end of each semester, and the Cumulative Grade Point Average (CGPA) earned towards the end of the programme with corresponding alpha sign grade.

Title and Commencement

- I. These regulations shall be called "The Regulations Governing the Choice Based Credit System for the Two Years (Four Semesters) Post Graduate Degree Programme in Education" (hereinafter called CBCS-PG).
- II. These regulations shall come into force from the academic year 2016-17.

Definitions

- i) **Programme:** An educational programme leading to the award of a Post Graduate Degree.
- ii) **Semester:** Each semester will consist of a minimum of 16 weeks of academic work equivalent to 90 days of actual teaching/instruction days.
- iii) **Credit:** A unit by which the coursework is measured. It determines the number of hours of instruction required per week.
- iv) **Course:** A unit of study (earlier called a “paper”) within a subject carrying a fixed number of credits.
- v) **Core Course** is related to the discipline of the programme. This is further divided into:
 - **Hard Core:** These courses are compulsorily studied by a student as a core requirement to complete the requirements of a programme in a said discipline of study.
 - **Soft Core:** These courses are electives and related to the discipline of the programme.
- vi) **Open Elective:** A course to be opted by the student from the choices offered by other programmes.
- vii) **Tutorial:** A period of teaching that involves discussion between an individual student or a small group of students and a teacher.
- viii) **Credit Point:** It is the product of grade point and the number of credits for a course.
- ix) **Alpha-sign Grade:** It is an index of the performance of students in a said course. Grades are denoted by letters and a sign + i.e., OO, OA+, AB, AB+, CC, etc., to indicate semester grades and O, A, B+, B, and C. to indicate programme grades.
- x) **Grade Point:** It is a numerical weight allotted to each alpha-sign grade on a 10-point scale.

Eligibility for Admission

Candidates seeking admission to the M.Ed. programme should have obtained at least 50% (45% for SC/ST/Category-I candidates) marks or an equivalent grade in the following programmes:

- i. B.Ed.
- ii. B.A, B.Ed. or B.Sc, B.Ed.
- iii. B.El.Ed.
- iv. D.El.Ed. with an undergraduate degree (with 50% marks in each)

Reservation and relaxation for SC/ST/OBC/PWD and other applicable categories will be as per the rules of the State Government.

Duration

The duration of the Master of Education shall extend over 4 semesters, each of a minimum of 16 weeks (90 actual working days) of instruction, and 2 to 4 weeks for preparation and examination.

Maximum period for completion of the programme

The candidate shall complete the programme within four years from the date of admission to the programme.

Medium of Instruction: The medium of instruction shall be English.

Attendance

Each course (theory, practical, etc.) shall be treated as an independent unit for attendance. A student shall attend a minimum of 80% of the total instruction hours in a course, including tutorials and seminars, in each semester. There shall be no provision for condonation of shortage of attendance, and a student who fails to secure 80% attendance in a course shall be required to repeat that course to accrue the credit.

Programme Structure

Semester-wise distribution of the course

Semester-I

Course Code	Title of the Paper	Marks			Credits
		IA	Exam	Total	
MEH 401	Psychology of Learning and Development	30	70	100	4
MEH 402	Historical, Political and Economic Foundations of Education	30	70	100	4
MEH 403	Educational Studies	30	70	100	4
MEH 404	Philosophy of Education	30	70	100	4
	Total				16 Credits

ISB.I(Any Three Activity)

Course Code	Title of the Paper	Marks	Credits
		IA	
MES 405	Communication and Expository Writing	50	2
MES 406	Self-Development	50	2
MES 407	Academic Writing	50	2
MES 408	Development of ICT Material	50	2
	Total		8 Credits
	Total		24 Credits

Semester-II

Course Code	Title of the Paper	Marks			Credits per Paper	Credits
		IA	Exam	Total		
MEH 451 (Open Elective Course)	Teaching Strategies in Education	30	70	100	3	-
MEH 452	Methodology of Researching Education - I	30	70	100	4	4
MEH 453	Teacher Education Course-I	30	70	100	4	4
MEH 454	Curriculum Studies	30	70	100	4	4
	Total					15 Credits

ISBII

Course Code	Title of the Paper	Marks	Credits
		IA	
MEH 457	Dissertation	50	2
	Total		2 Credits

Soft Core Courses (Any One)

Course Code	Title of the Paper	Marks	Credits
		IA	
MES 458	Internship in Specialization a) Internship in Elementary School/Institutions b) Internship in Secondary/Senior Secondary School/Institutions	50	2
	Total		2 Credits
	Total		19 Credits

Semester-III

Specialization in any ONE level: Elementary/Secondary and Senior Secondary School

Course Code	Title of the Paper	Marks			Credits per Paper	Credits
		IA	Exam	Total		
MEH 501 (Open Elective Course)	Educational Assessment and Evaluation in Education	30	70	100	3	-
MES 502	Specialization Core Course–I a) Perspectives of Elementary Education OR b) Perspectives of Secondary And Senior Secondary Education	30	70	100	4	4
MES503	Specialization Core Course–II a) Curriculum, Pedagogy and Assessment Practices in Elementary Education OR b) Curriculum, Pedagogy and Assessment Practices in Secondary/Senior Secondary Education.	30	70	100	4	4
MEH 504	Methodology of Research in Education-II	30	70	100	4	4
MEH 505	Teacher Education Course- II	30	70	100	4	4
	Total					19 Credits

ISBIII

Course Code	Title of the Paper	Marks	Credits
MEH 506	Dissertation	50	2
	Total		2 Credits
	Total		21 Credits

Semester-IV

Specialization in any ONE level based on selected Theme: Elementary/Secondary and Senior Secondary

Course Code	Title of the Paper	Marks			Credits
		IA	Exam	Total	
MES 551: Theme A/ Theme B	Theme Based Specialization Course-I a. Elementary Level OR b. Secondary and Senior Secondary Level	30	70	100	4
MES 552: Theme A/ Theme B	Theme Based Specialization Course- II a. Elementary Level OR b. Secondary and Senior Secondary Level	30	70	100	4
MES553: Theme A/ Theme B	Theme Based Specialization Course- III a. Elementary Level OR b. Secondary and Senior Secondary Level	30	70	100	4
MEH 554	Dissertation	-	70	100	4
	Dissertation Viva-Voce	-	30		
MEH 555	Internship in Teacher Education Institutions(TEI) a) Elementary Teacher Education Institution(TEI) b) Secondary Teacher Education Institution(TEI)	100	-	100	4
Total					20 Credits
Grand Total					84 Credits

Note: ME-SC-SP: 11 Theme A/Theme B, ME-SC-SP: 12 Theme A/Theme B and ME-SC- SP: 13 Theme A/Theme B are Theme Based Specialization Course papers, they are chosen from a selected Theme in any ONE Level: Elementary/Secondary and Senior Secondary

Course Code	Theme A: Pedagogy, Technology and Evaluation in Education Elementary/Secondary and Senior Secondary Level
MES 551-SP:11	(a)Pedagogy of Languages /(b)Science/(c)Social Science/ (d)Mathematics/(e) Commerce
MES 552-SP:12	Educational Evaluation
MES 553-SP:13	Educational Technology
Course Code	Theme B: Management in Education Elementary/Secondary and Senior Secondary Level
MES 551-SP:11	Educational Management
MES 552-SP:12	Institutional Management
MES 553-SP:13	Educational Leadership

- i. This programme will comprise “core” and “elective” courses. The “core course” will further consist of “hard” and “soft” core courses. Hard-core courses can have 3-5 credits. Soft core courses can have 3-4 credits. Practical (Hard core or Soft core) can have 2-5 credits. Open Electives have 3 credits each. The total credit of the programme is between 84 and 92, including open electives.
- ii. The core course is related to the discipline of the programme. This is further divided into Hard Core and Soft Core. Hard core courses are compulsorily studied by a student as a core requirement to complete the requirement of the programme. Soft Core courses are elective but related to the discipline of the programme. The number of hard-core courses is as many as may be offered by a Department. The BoS will prepare a list of soft core papers in such a way that there will be enough alternatives for the soft core courses offered in the programme. These soft-core courses can be offered in any semester. However, given the limitations that the College may face, BoS may take a decision to indicate which of the offered soft core papers it is actually going to teach in each semester, every year. The BoS will prepare Open Elective courses that will be chosen by students of other programmes.
- iii. Out of the total of 84 to 92 credits of the programme, the hard core will make up 50%-65% of the total credits, soft core 30%-45%, while the open electives will have a fixed 6 credits (3 credits x 2 courses). A student has to take a minimum of 18 credits and a maximum of 26 credits in any semester.
- iv. A credit is a unit by which the coursework is measured. It determines the number of hours of instruction required per week. One credit is equivalent to (i) one hour of teaching per week, (ii) two or one hour per week of tutorial, and (iii) two hours or one and a half hours of practical work/fieldwork per week. (iv) Open electives may have 3 to 4 hours of instruction for 3 credits. The exact hours per credit are stipulated by the Board of Studies (BoS) depending on the intensity and effectiveness of practical and tutorial.
- v. All courses need not carry the same weight (credit). The courses should define learning objectives and learning outcomes. A course may be designed to comprise lectures/tutorials/laboratory work/field work/outreach activities/project work/vocational training.
- vi. In the case of subjects with practical, there shall be a minimum of 16 credits of practical in the programme.
- vii. A Project Work is taken up in the third semester or at the beginning of the fourth semester. However, credit for the project work is counted for the fourth semester only. A project work can either be a semester-project. A semester project is carried out in lieu of all the courses of the fourth semester and is equivalent to the total credits of that semester. A course project is equivalent to a course and carries the credit specified by the BoS.

- viii. A student can take the courses offered by the College in any semester, provided they are offered in that particular semester and with permission from the University well in advance. However, certain courses have one or more courses as prerequisites as prescribed by the Board of Studies and such courses can be taken only after studying those prerequisite courses. Open electives are taken in the 2nd and 3rd semesters from among the list of courses offered.
- ix. The performance of a student in a course is graded, and the “grade” is an index of the performance of that student. The overall performance of a student over the whole programme is expressed as Cumulative Grade Point Average (CGPA).
- x. The CGPA of a programme shall be declared on the basis of the total credits that a student secures in hard and soft core courses, including project work, if any and the credits of the open electives shall not be considered in declaring the CGPA. However, a student has to compulsorily take one open elective each in the second and the third semesters (two open elective courses in all) and secure a minimum of 6 credits in the open elective courses to qualify to pass the programme.
- xi. The grade card is not a Statement of Marks. However, the printed CGPA card issued by the College shall declare a formula to convert the CGPA to an overall percentage.
- xii. Board of Studies shall exercise care in framing open elective courses and see that these courses are not a general introduction to an area of study. The open electives offered by the College will maintain the level and standards of other postgraduate courses offered by them. Care must also be exercised to see that open elective courses will not repeat undergraduate syllabi.
- xiii. A student may take extra courses over and above the prescribed number in a programme. However, the credits so earned in excess shall not be considered in the declaration of the CGPA.
- xiv. A student can earn credits in soft core courses by doing them in a department other than the one to which he/she is admitted, provided that such courses are considered as relevant to his/her discipline by the Board of Studies.
- xv. Two or more open electives may be offered in the second and third semesters.

The Scheme of Examination

There shall be an examination at the end of each semester. Each course shall be evaluated with 30% of marks for the continuous internal assessment and 70% of the marks for the end-semester examinations.

Continuous Internal Assessment

Marks for internal assessment shall be awarded on the basis of seminars, field work, tests, assignments, etc., as determined by the Board of Studies. The internal assessment marks shall be notified on the college notice board for the information of the students.

Registering for the Examinations

The candidates shall register for all the courses in the subject of a semester when he/she appears for the examination of that semester for the first time.

Valuation of Answer Scripts

- 1.1 Normally, a course, including practical, dissertations, and project reports, shall be evaluated by one internal and one external examiner. However, in the event of either the internal or the external examiner being unavailable, the course may be evaluated by two internal or two external examiners from the approved panel of examiners. Each practical examination shall be jointly conducted and evaluated by one internal examiner and one external examiner or two external examiners if there are no internal examiners. Each written course on an open elective has to be valued by only one examiner, either internal or external.
- 1.2 A semester project can have a viva-voce examination. A dissertation/project report shall be evaluated by two examiners, one external and one internal, from the panel of examiners prepared by the BoS. Viva-voce, if any, shall be conducted by the BoE. Further, the internal guide, if he is not a member of the BoE, shall be co-opted as a member for the viva-voce examination. The quorum for the above viva-voce examination shall be 60% of the BoE.
- 1.3 If the difference in marks awarded by two evaluators is more than 20% of the maximum marks of the examination of the paper, the Controller of Examinations shall check the entries and the total marks assigned by the two evaluators. If there is any mistake in totalling, it shall be rectified. While checking the total, if it is observed that any one or more of the answers is not valued by one of the evaluators, the Controller of Examinations shall advise the internal members of the Board of Examiners to value that answer. After receiving the marks, the Controller of Examinations shall make the necessary corrections. Despite all these corrections, if the difference between the two valuations is still more than 20%, the Controller of Examinations shall refer such answer scripts to the Chairman of the BoE for arranging a third valuation by the examiners from among the approved panel of examiners.
- 1.4 In case of two valuations, the average of the two valuations and if there are three valuations, the average of the nearest two valuations, shall be taken for declaring results.

Challenge Valuation

- 1.5 A Candidate who has appeared for an examination conducted by the College for Challenge Valuation on payment of the prescribed fee, within 20 days after the publication of the results.

1.6 Procedure for challenge valuation shall be as per the guidelines framed by the college from time to time.

Classification of Successful Candidates

The results of successful candidates at the end of each semester shall be declared in terms of Grade Point Average (GPA) and alpha-sign grade. The results at the end of the programme shall be classified on the basis of the Cumulative Grade Point Average (CGPA) obtained in all four semesters and the corresponding programme alpha-sign grade.

- 1.1 The Grade Point Average (GPA) in a Semester and the Cumulative Grade Point Average (CGPA) at the end of the fourth semester shall be computed as follows:
- 1.2 **Grade Point Average (GPA):** The grade points in a course shall be assigned based on actual marks scored (end Semester examination and I.A.) in that course, as per the table given below, and they have secured a minimum of 35% marks in the end Semester examination. The candidate securing less than 35% marks in the end semester examination in any unit/theory/practical/project work/dissertation/internship shall be declared to have failed in that unit, indicated with an FF grade. A student obtaining a grade of FF or absent will be required to reappear in the examination of that course.

Table 1: Grades (alpha-sign) and Grade Points.

*Limits are considered after converting the marks out of 100 in that course.

Grade Point	*Limited in Percentage	Letter Grade
10	94.5 - 100	OO+
9.50	89.5 – 94.4	OO
9	84.5 – 89.4	OA+
8.50	79.5 – 84.4	OA
8	74.5 – 79.4	AA+
7.50	69.5 – 74.4	AA
7	64.5 – 69.4	AB+
6.50	59.5 – 64.4	AB
6	54.5 – 59.4	BB+
5.50	49.5 – 54.4	BB
5	44.5 – 49.4	BC
4.50	39.4 – 44.4	CC
4	35.0 – 39.4	PP
0	0 – 34.90	FF

- 1.3 The SGPA is the ratio of the 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 (except open electives and extra courses) and the sum of the number of credits of all these courses undergone by a student during that semester. It shall be expressed up to two decimal places.

SGPA (S_i) = $\Sigma(C_i \times G_i) / \Sigma C_i$ 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.

Table 2: An example of the Calculation of SGPA

Course Code	Credit	Grade awarded	Grade points	Credit Points
C1	4	OA	8.5	34
C2	4	AB+	7.0	28
C2	4	BC	5.0	20
C3	3	OA	8.5	25.5
C4	3	OO+	10.0	30
C5	4	AA	7.5	30
C6	2	PP	4.0	8
Total				175.5
SGPA	=sum of the credit points/Sum of the credits =175.5/24=7.3125 \approx 7.31			

- 1.4 Cumulative Grade Point Average (CGPA): It is a measure of the 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.

CGPA = $\Sigma(C_i \times S_i) / \Sigma C_i$, where S_i is the SGPA of the i^{th} semester, and C_i is the total number of credits in that semester.

Table 3: Illustration for CGPA

	Semester I	Semester II	Semester III	Semester IV
Credit	22	19	21	20
SGPA	8.23	7.31	6.95	8.20

$$CGPA = \frac{20 \times 8.23 + 18 \times 7.31 + 20 \times 6.95 + 24 \times 8.20}{82} = \frac{631.98}{82} = 7.71$$

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- 1.5 CGPA will not be declared in the case of such candidates who either secure grade FF or are absent in any one of the courses, including open electives of the programme.
- 1.6 The alpha-sign grade of a programme is determined based on CGPA as given in Table 4: Programme alpha-sign grade.

Programme alpha-sign grade	CGPA	Class Description
O+	More than or equal to 9 but less than 10	Outstanding
O	More than or equal to 8 but less than 8.99	First Class Exemplary
A+	More than or equal to 7 but less than 7.99	First Class with Distinction
A	More than or equal to 6 but less than 6.99	First Class
B+	More than or equal to 5.5 but less than 5.9	High Second Class
B	More than or equal to 5 but less than 5.49	Second Class
C	More than or equal to 4 but less than 4.99	Pass Class
F	Below 4	Fail

- 1.7 **Grade Card:** Based on the above recommendations on alpha-sign grades, grade points, SGPA, and CGPA, the University shall issue the Grade Card for each semester and a Programme Grade Card indicating the performance in all semesters. The Grade Card may also indicate that the grade points are in 10 point scale.

Minimum for a Pass

- 1.8 A candidate shall be declared to have passed the M Ed programme if he/she secures at least a CGPA of 4.0 (Course Alpha-Sign Grade C).
- 1.9 The candidates who pass all the semester examinations in the first attempt in two years are eligible for ranks provided they secure at least a CGPA of 6.0 (at least Alpha-Sign Grade A).
- 1.10 The results of the candidates who have passed the fourth semester examination but not passed the lower semester examinations shall be declared as NCL (Not Completed Lower semester examinations). Such candidates shall be eligible for the degree only after completion of all the lower-semester examinations.
- 1.11 A candidate who passes the semester examinations in parts is eligible for only CGPA and Alpha-Sign Grade but not for ranking.
- 1.12 There shall be no minimum in respect of internal assessment and viva-voce marks.
- 1.13 A Candidate who fails in any of the unit/project work/Project Report/dissertation shall reappear in that unit/project work/Project Report/dissertation and pass the examination subsequently.

Carry Over Provision

Candidates who fail in a lower semester examination may go to the higher semesters and take the examinations.

Rejection of Results

- 1.14 A candidate who fails in one or more courses of a semester may be permitted to reject the result of the whole examination of that semester. Rejection of the result course-wise shall not be permitted. A candidate who rejects the results shall appear for the whole examination of that semester in the subsequent schedule of examinations.
- 1.15 Rejection shall be exercised only once in each semester, and there rejection once exercised shall not be revoked.
- 1.16 Application for rejection along with payment of the prescribed fee shall be submitted to the Controller of Examination through the college together with the original statement of marks 45 days in advance of the pertinent semester examination, whenever held.
- 1.17 A candidate who rejects the result is eligible for class and not for ranking.

Improvement of Results

- 1.18 A candidate who passes all the courses of a semester may be permitted to improve the result by reappearing for the whole examination of that semester.
- 1.19 The reappearance could be permitted twice during double the period without restricting it to the subsequent examination only. The regulation governing the maximum period for completing the degree programme, as notified by the University from time to time, shall also be applicable for the improvement of results.
- 1.20 The student could be permitted to apply for the improvement examination 45 days in advance of the pertinent semester examination, whenever held.
- 1.21 If the candidate passes in all the subjects in the reappearance, the higher of the two aggregate marks secured by the candidate shall be awarded to the candidate for that semester. In case the candidate fails in the reappearance, the candidate shall retain the first appearance result.
- 1.22 A candidate who appears for improvement is eligible for class and not for ranking.

Internal assessment marks shall be shown separately in the marks card. A candidate who has rejected the result or who, having failed, takes the examination again or who has appeared for improvement, shall retain the internal assessment marks already obtained.

A candidate who fails in any of the semester examinations may be permitted to take the examinations again at a subsequent appearance as per the syllabus and scheme of examination in vogue at the time the candidate took the examination for the first time. This facility shall be limited to the following two years, and this provision may also be extended to a candidate who rejects or improves the result.

Discard policy of Answer Scripts

The answer scripts of tests, assignments, etc., are valued and will be maintained in the College/Institution by the Principal till completion of the one-year duration and the commencement of the ensuing semester-end examination and thereafter these valued scripts of tests, assignments, etc., shall be discarded immediately.

The answer scripts of theory examination conducted by the College will be maintained by the Controller of Examinations for a period of one year after the announcement of the results of the concerned semester and all the answer scripts be discarded soon after completion of one year duration after announcement of the results and no complaints whatsoever about the marks awarded to courses relating to these scripts be entertained.

20.00 Repeal and Saving Clause

Notwithstanding anything contained in NCTE regulations, in these Regulations for the Provision of any Guidelines, Order, Rules or Regulations in force shall be in applicable to the extent of their consistency with these regulations. The University shall issue such orders, instructions etc and prescribe such format, procedure etc, as it may deem fit to implement the Provisions of these Regulations. If any difficulty arises in the implementation of these regulations the Vice Chancellor shall, in consultation with the Dean the competent authority to issue necessary clarification and at the earliest possible thereafter report the action taken by him to the Academic Council for ratification.