

No. 7-1/2026-HPU (Acad)
Himachal Pradesh University, Summer Hill, Shimla-5
(NAAC Accredited 'A' Grade University)
Academic Branch

Dated: **11 3 MAY 2026**

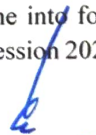
Notification

Pursuant to the approval accorded by the Executive Council and the Secretary (Education), Government of Himachal Pradesh, the Standing Committee of the Academic Council has approved the implementation of courses aligned with the National Education Policy (NEP)–2020 in all Undergraduate Programmes of Himachal Pradesh University, Shimla, with effect from the Academic Session 2026–2027.

The Standing Committee of the Academic Council has further approved the **HPU-Curriculum and Credit Framework for Undergraduate Programmes** and the **Guidelines for Examination and Grading for Undergraduate Programmes** in alignment with NEP–2020 under vide item Nos. 11 &12 in its meeting held on 05-05-2026, with the following updated guidelines:

1. **Revised Guidelines relating to:**
 - a. Internship/Apprenticeship
 - b. Research Project/Dissertation
 - c. Field-Based Learning/Minor Project
 - d. Community Outreach Programme
2. **Updated Structure and Scheme for Paper Setting, Assessment, and Evaluation for:**
 - Discipline Specific Course (DSC)
 - Discipline Specific Elective (DSE)
 - Minor Course (MC)
 - Multidisciplinary Course (MDC)
 - Skill Enhancement Course (SEC)
 - Ability Enhancement Course (AEC)
 - Value Addition Course (VAC)
 - Add-on Course (AOC)
3. **Revised Guidelines for SWAYAM/MOOCs** of Himachal Pradesh University.
4. **Academic Bank of Credits (ABC) Guidelines.**

These updated rules, regulations, and guidelines (accessible at www.hpuniv.ac.in) shall come into force and apply to all Undergraduate Programmes of the University with effect from the Academic Session 2026–2027, commencing with the first semester.


Registrar
HPU, Shimla-5.
Dated: **11 3 MAY 2026**

Endst: No. even

Copy for Information and necessary action to:-

1. The Chairman, Himachal Pradesh State Higher Education Council, SCERT Complex, Rabon, Solan-173211.
2. The Secretary (Education), Government of Himachal Pradesh, Shimla-02.
3. The Director (Higher Education), Directorate of Higher Education, Himachal Pradesh, Shimla-1.
4. The Registrar, Sardar Patel University (SPU), Mandi, H.P.
5. The Controller of Examination, HPU, Shimla-5.
6. All the Deans, Directors, Chairperson of the Teaching Departments, HPU, Shimla-5.
7. All the Principal, Govt./Pvt./Skt. Colleges, constituent/affiliated with H.P. University, Shimla-5.
8. The Principal, Department of Evening Studies, HPU, Shimla-1/Directors UCBS, UIT, HPU, Shimla.
9. The Deputy Registrar (Secrecy)/Examinations (UG)/RME, H.P. University, Shimla-5.
10. All the Section Officer (UG Classes, Exam Section), HPU, Shimla-5.
11. The In-Charge, CCEW (UG) HPU, Shimla-1.
12. The Public Relations Officer, H.P. University, Shimla-5, for wide publicity.
13. The Web Admin., H.P. University, Shimla-5, with the directions to upload the notification on the University website along with annexures.
14. The SPS to the Vice Chancellor/Pro Vice Chancellor/Registrar, H.P. University, Shimla-5, for the kind information of the latter.
15. Guard File.


Registrar

**Guidelines for
Examinations and Grading under NEP 2020
Himachal Pradesh University for
Undergraduate (UG) Programmes**

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Abbreviations

AEC	Ability Enhancement Course
CCE	Continuous and Comprehensive Evaluation
CDOE	Centre for Distance and Online Education
CGPA	Cumulative Grade Point Average
DEB	Distance Education Board
DSC	Discipline Specific Core
DSE	Discipline Specific Elective
ESE	End Semester Examination
MC	Minor Course
MDC	Multidisciplinary Course
MOOCS	Massive Open Online Courses
SEC	Skill Enhancement Course
SGPA	Semester Grade Point Average
SWAYAM	Study Webs of Active-Learning for Young Aspiring Minds
TMA	Tutor Marked Assignment
VAC	Value Addition Course



Examination & Grading

1. Registration of Students

Every eligible student admitted to the affiliated colleges/institutions or through correspondence course shall be required to get registered with the University. Affiliated colleges/institutions/ CDOE shall be responsible to get its all students registered with the University through university registration portal. Registration process of students will be as per the University Ordinance or Notification issued from time to time. The Principal of an affiliated College of the University or of an institution, Chairman of the Deptt., Director, CDOE as the case may be shall ensure the completion of the process of registration within one month after the admission. No student shall be allowed to appear in the exam in the private capacity. Students shall be eligible for degree either through regular mode or through distance education mode.

2. Examinations

Every student after fulfilling the requisite conditions shall be allowed to fill in the examination form, which will be duly verified by the concerned college/institution.

2.1 Filling of Examination Form

University shall be notifying the schedule to fill in the examination form and will give at least 15 days. The Head of the Institution/ Principal of the college/Director of CDOE shall be responsible to ensure that their all admitted students have filled the examination form and also ensure that forms are verified by the Principal/Head/Director of the college/institutions/CDOE for their correctness and authenticity. After the prescribed date, University shall allow to fill in the examination form with late fee as per the University Norms.

3. Evaluation

Evaluation will be based on **Continuous and Comprehensive Evaluation (CCE), End-Semester Examination (ESE) and Practical/Dissertation/Viva-Voce etc.**, which will contribute to the final grade. ESE will consist of written examination at the end of the semester which will be conducted by the University.

The semester examination may have the following components:

1. Continuous and Comprehensive Evaluation (CCE)
2. End Semester Examination (ESE)
3. Practical/Dissertation/Viva-Voce etc. if any

3.1 Continuous and Comprehensive Evaluation (CCE)

- i. CCE marks obtained by students will be uploaded through online mode only. Copy of the original award list of CCE, duly signed by the concerned teacher and verified by the Principal, will be submitted to the University before the result declaration.
- ii. Before entering online CCE marks, the marks list will be displayed on college Notice Board. Students' grievances, if any, may be resolved by the college authority.
- iii. For the Distance Education Courses (through CDOE of HPU), CCE will be entered on the basis of the assignments submitted by students.
- iv. In case a student fails to clear CCE due to House Test/Class Test and/or Assignment/Presentation and/or Practical etc, he/she shall be given additional two chances prior to commencement of ESE to qualify CCE.
- v. If a student fails to clear the Continuous and Comprehensive Evaluation (CCE) even after availing all permissible chances in a particular course, he/she shall be required to redo the CCE in the subsequent semester.
- vi. The relaxation in Attendance and condonement of Shortage of Attendance if any shall be governed by the existing norms of H. P. University.

3.2 End Semester Examination (ESE)

1. Each academic year shall comprise two semesters, viz. Odd and Even semesters. Odd Semesters'

- examination will be held in October and the Even Semesters' examination will be held in April.
2. Minimum attendance requirement for appearing in ESE is 75%. A student having less than 75% attendance in aggregate will not be eligible to appear in the End-Semester Examination (ESE).
 3. Only those students will be allowed to appear in the examination whose admit card has been generated and roll numbers are appearing in the cut-list.
 4. A student shall be promoted from the 1st Year to the 2nd Year upon passing at least 50% of the total credits offered in the 1st Year. Similarly, a student shall be promoted from the 2nd Year to the 3rd Year upon passing at least 50% of the total credits offered in the first two years taken together. Promotion from 3rd year to 4th year shall be allowed when student successfully qualifies all the courses of the first three years.
 5. If a student does not take admission in a semester, he/she will not be promoted to the next semester and student will have to take fresh admission again in the same semester in the next academic session.
 6. If a student does not take admission and fills online examination form, he/she shall not be permitted to appear in the ESE examination and the online examination form if filled by such a student will be rejected. The examination fee thus submitted will not be adjusted/ refunded in any case.
 7. A student who fails to pass the End Semester Examination (ESE) in any course(s), or is unable to appear in the ESE for any reason, despite fulfilling all other conditions (including the uploading of Continuous and Comprehensive Evaluation (CCE) marks online), shall be treated as 'FAIL/ABSENT'. Such a student shall be permitted to appear in the ESE of the concerned course(s) in the corresponding odd or even semester respectively, within the maximum prescribed duration for completion of the degree.
 8. In courses having theory and practical components, the student shall be allowed to re-appear only in the failed component(s).
 9. Students who could not appear or fail in one or more courses in End Semester Examination (ESE) shall be allowed to appear for the same as per the odd and even exam schedule. The examination schedule is elaborated as follows:
 - First, third, fifth, seventh, ninth semester with odd semester examination schedule (Oct.).
 - Second, fourth, sixth, eighth, tenth with even semester examination schedule (April).

3.3 Practical/Dissertation/Viva-Voce etc.

The Principal/Head/Director of the college/Institution/CDOE shall ensure the completion of Practical/Dissertation/Viva-Voce etc. if any as per the schedule notified by the University. Practical/Dissertation/Viva-Voce etc. marks shall be entered through online mode before the ESE or not later than 10 days after the completion of ESE. Any delay in uploading the marks of Practical/Dissertation/Viva-Voce etc. may invite disciplinary action.

4. Conduct of Examinations

All affiliated colleges/institutions shall conduct examinations for their students by providing all requisite facilities as per the University norms.

- i. Centre Superintendent/Deputy Superintendent shall be appointed by the affiliating university preferably from other college/institution.
- ii. Appointment of invigilators (Teachers only) and supporting staff in the examination centres shall be made as per the University norms.
- iii. Senior Superintendent/Superintendent of the examination centre shall ensure requisite facilities for differently abled students.
- iv. It is the responsibility of the Senior Superintendent/Superintendent of the examination centre to regularly visit the University website on day-to-day basis for changes in the datesheet, cutlist of the candidates etc.
- v. To conduct the examinations smoothly, flying squad shall be constituted by the University to inspect examination centres.

- vi. If any college/institutions fail to ensure fair conduct of examinations as per norms, University may cancel the examination centre or penalize for the anomalies.
- vii. Any grievances related to questions may be addressed to Assistant Registrar (Secrecy) through Senior Superintendent of that examination centre.

5. Evaluation process of End Semester Examination (ESE)

1. Mode of evaluation may be as follows:
 - On Screen Evaluation.
 - By setting up of Cluster Evaluation Centres.
 - On Spot evaluation by setting up of Evaluation Centres
 - Evaluation at concerned college
 - Any other mode decided by the University
2. Evaluation of Value Addition Course (VAC) shall be done in the concerned college or as per the decision taken by the University from time to time.
3. To ensure timely declaration of results the Controller of Examinations in consultation with the Hon'ble Vice Chancellor/Pro Vice Chancellor, may adopt any of the aforementioned modes of evaluation.
4. The Rules and Regulations for evaluation will be as per the guidelines issued by the University from time to time.
5. All the Answer Scripts will be submitted to the University by the respective college/ centre/cluster after the completion of evaluation process, irrespective of the mode of evaluation.
6. Any delay in uploading awards of CCE/ ESE/Practical/I/A/P/C etc. from the given timelines may lead to disciplinary action against erring evaluator or Head of college/institution.

6. Course-Wise Credits and Division of Marks

Credits

The term 'credit' refers to the weightage given to a course, usually in terms of the number of instructional hours per week assigned to it.

For the purpose of credit determination, instruction is divided into three components:

Lectures(L)—Class room lectures.

Tutorials (T)—Special, elaborate instructions on specific topics (from Lectures). **Practicals(P)**—Laboratory of field exercises in which the student has to do experiments or other practical work.

$$C = L + T + P$$

Where, *C* is the credit weightage for a particular course.

6.1 Subject without Practical/Dissertation/Viva-Voce etc.

Table I

Course Name	Credits	L:T:P Lectures: Tutorials: Practicals	Division of Marks	
			CCE (IA)	ESE
Discipline Specific Core (DSC)	4	4:0:0	30	70
Discipline Specific Elective (DSE)	4	4:0:0	30	70
Minor Course (MC)	4	4:0:0	30	70
Multidisciplinary Course (MDC)	3	3:0:0	25	50
Skill Enhancement Course (SEC)	3	3:0:0	25	50
Ability Enhancement Course (AEC)	2	2:0:0	15	35
Value Addition Course (VAC)	2	2:0:0	15	35

6.2 Subject with Practical/Dissertation/Viva-Voce etc.

Table II

Course Name	Credits	L:T:P Lectures: Tutorials: Practicals	Division of Marks		
			CCE (IA)	ESE	Practical
Discipline Specific Core (DSC)	4	3:0:1	30	50	20
Discipline Specific Elective (DSE)	4	3:0:1	30	50	20
Minor Course (MC)	4	3:0:1	30	50	20

6.3 For Music (Vocal & Instrumental)/ Dance/ Sculpture/ Painting/ Table/ Applied/ Commercial Arts

Table III

Credits	L:T:P Lectures: Tutorials: Practicals	Division of Marks		
		CCE (IA)	ESE	Practical
4	(2:0:2)	30	35	35

6.4 For Music (Vocal & Instrumental)/ Dance/ Sculpture/ Painting/ Table/ Applied/ Commercial Arts where subject is only Practical/Dissertation/Viva-Voce etc.

Table IV

Credits	L:T:P Lectures: Tutorials: Practicals	Division of Marks		
		CCE (IA)	ESE	Practical
3	(0:0:3)	25	0	50

6.5 Continuous Comprehensive Evaluation (CCE) for Centre for Distance and Online Education (CDOE)

Table V

Course Credits	Number of TMA (Tutor Marked Assignment)	Marks
4 Credit Courses	2 TMA	30
3 Credit Courses	2 TMA	25
2 Credit Courses	1 TMA	15

6.6 Massive Open Online Courses (MOOCs)

Student will have the option to earn credits by completing quality-assured Massive Open Online Courses (MOOCs) through SWAYAM portal or any other source duly approved by University. The list of subjects to be opted by the students through SWAYAM portal will be available on the University website. The earned credits through SWAYAM are transferable to student's programme. Full details of implementing (MOOCs) through SWAYAM are as per the guidelines for implementation and adoption of SWAYAM /MOOCs in H.P. University. Student can earn a maximum of 40% of the total credits through SWAYAM /MOOCs in the entire programme. For more details, refer the MOOCs guidelines of Himachal Pradesh University

7. Passing Criteria

1. In order to pass in a course, following passing criteria is required:
 - a. Passing percentage in ESE: 35%
 - b. Passing percentage in CCE: 35%
 - c. Passing percentage in Practical /Viva-Voce etc.: 35%
 - d. Passing percentage in Aggregate: 40%
 - e. Passing marks in I/A/P/C/Research/Dissertation: 35% minimum in each individual component and 40% in Aggregate.
 - f. Passing marks in accredited online courses: In accordance with Swayam/MOOCs guidelines.
2. If a subject does not have a practical component: Student will have to pass both the components (i.e. CCE and ESE) separately and also in aggregate to become eligible to be declared successful in a subject.
3. If a subject has a Practical/Dissertation/Viva-Voce etc. component: Student will have to pass all the components (i.e. CCE and ESE and Practical/Dissertation/Viva-Voce etc.) separately and also in aggregate to become eligible to be declared successful in a subject.
4. The passing criteria for UG professional courses (BBA, BCA, B.Tech, BFA, BA-LLB etc.) will be as per the passing criteria defined in the syllabus of that stream.

7.1 Grace Marks

For calculating pass marks prescribed in these Ordinances for various examinations, every half mark or more shall be rounded off to the next higher whole number and shall be ignored if is less than half.

(a) A candidate, who appears at an examination, but fails in one or more Course(s)/paper(s), (written, practical, sessional or viva-voce), and/or in the aggregate (if there is a separate requirement of passing in the aggregate), shall be given grace marks upto a maximum of one percent of the total aggregate marks allotted to the Course(s)/Paper(s)/ Subject(s), as the case may be, in which semester he has appeared to enable him to pass the said examination. While awarding grace marks the fraction working to half or more will be rounded off to the next whole number.

Provided further that grace marks up to a maximum of five may be awarded to a candidate who has failed only in one subject if it enables him to pass the entire examination.

Provided, however, that a candidate who is getting through with grace marks shall have an option not to avail of the benefit of grace marks. The application exercising such an option shall reach the Controller of Examinations within 30 days of the declaration of the concerned result and the Pro-Vice-Chancellor/ Vice-Chancellor will rectify such results and report such cases to the Academic Council in its next meeting.

(b) At the time of completion of Degree Grace marks up to 1% of the total aggregate marks may be awarded to a candidate, who has passed an examination but has failed to obtain either the letter grade or the grade point etc.

8. Re-checking

- i. If a candidate feels that either some of the answers in his/her script have not been evaluated or there is a mistake in the totaling of marks awarded to him/her, he/she may apply for re-checking.
- ii. A student shall be entitled to re-checking of his answer sheet by filling the prescribed form and submitting the requisite fee within 21 days of the declaration of result.
- iii. If on re-checking a mistake is discovered, the mistake shall be rectified.

9. Re-Evaluation

- i. If a candidate feels that his script has not been fairly evaluated, he/ she may apply for re-

- ii. evaluation within 21 days of the declaration of result.
- ii. However, a candidate may be permitted to apply for re-evaluation after the expiry of 21 days but not later than the commencement of the succeeding semester, by depositing a late fee as decided by the university from time to time.
- iii. The University shall endeavour to declare the result of re-evaluation within one month and not later than two months.
- iv. The score on re-evaluation shall supersede the original score in case of a candidate securing more marks on original evaluation.
- v. If re-evaluation marks are less than the original marks, then re-evaluation marks will supersede the original marks but will not go lower than minimum passing marks in the paper concerned.
- vi. If the variation between originally evaluated awards and the awards of re-evaluation exceeds 10%, the answer sheet shall be sent for second re-evaluation and the average of the two higher awards shall be the final award. In such a case, the evaluator(s) may be asked to justify his evaluation.
- vii. The fraction of 0.5 or higher will be rounded off to the next whole integer.
- viii. Grace marks in re-evaluation will be allocated as per grace marks provision mentioned above under Grace Marks Rule.
- ix. Only that candidate who applies for re-checking and re-evaluation within the expiry of 21 days (i.e. without late fee) shall be entitled to claim any retrospective benefit such as admission/promotion to any course/class or eligibility to sit for the Medical College entrance test or the grant of Scholarship/award/ /medal/ Merit List/Gold Medal etc., on the basis of declaration of the result of re-checking and re-evaluation.
- x. No further re-assessment shall be allowed after the award/(s) by re-evaluators have been received.
- xi. Answer-scripts (Hard copy/Soft Copy) will be retained by the university only for one year from the date of declaration of results for all purposes unless they are required in connection with any case that is sub judice.

10. Determining Merit Positions/Ranking

1. Merit position (Top 10) will be generated at the end of the course on the basis of CGPA without considering candidates who have applied for re-appear; re-checking & re-evaluation (only of those who apply after the expiry of 21 days); and improvement of division.
2. Tentative Merit position will be provided at the time of result declaration of final semester on the basis of CGPA.
3. The final Merit List will be generated after completing 30 days of the result declaration.

11. Conversion Formula

Conversion Formula for converting CGPA to Percentage is as follows: **Percentage = CGPAx10**

Note: The conversion formula for UG professional courses (BBA, BCA, B.Tech, BFA, BA-LLB etc.) will be as per notification if notified separately.

12. Degree Completion Duration

- i. Regular student of affiliated colleges can complete the degree programme within the stipulated maximum period of seven years for Four-year Degree Programme and six years for Three-year Degree Programme. The gap between the semesters should not be more than three years as per academic session, subject to completion of the whole UG programme within seven years.
- ii. Students of CDOE can complete the degree programme as per the DEB guidelines (The maximum duration for completion and award of degree at the undergraduate and postgraduate

levels or post graduate diploma in Open and Distance Learning mode and Online mode shall be double the minimum duration of the respective programmes) or as applicable from time to time. For e.g. B.A. degree of three years period shall be completed within six years.

13. Multiple Entry and Exit

The Rules and Regulation for Multiple Entry and Exit are as per the Guidelines for Multiple Entry and Exit in Academic Programmes offered in Himachal Pradesh University. Multiple entry and exit options under three-year degree programme with UG certificate/ UG diploma/or degree depending upon the number of credits secured is as follows:

Table VI

Sr. No	Type of Award	Stage of Exit	Mandatory credits to be secured for the award
1	Undergraduate Certificate in the field of Study/Discipline	After successful completion of Semester- I and Semester – II (1st Year)	44
2	Undergraduate Diploma in the field of Study/Discipline	After successful completion of Semester- I to Semester – IV (2nd year)	86
3	Undergraduate Degree in the field of Study/Discipline	After successful completion of Semester - I to Semester - VI (3rd year)	128
4	Bachelor' Degree (Honours/Research)	After successful completion of Semester - I to Semester - VIII (4th year)	168

13.1 Re-entry

- i. A student can seek re-entry to the Degree Programme after exiting. However, the re-entry should be within a maximum gap period of three years after taking exit. Moreover, a student cannot stay out of a degree programme for more than three years in aggregate.
- ii. In addition, the Three-year and Four-year degree programmes have to be completed within the maximum stipulated period of six and seven years respectively. In any case, the gap between the exit and the re-entry into the UG programme should not be more than three years subject to completion of the whole UG three/four years programme within six/seven years respectively.
- iii. Re-entry may be within University i.e. between Colleges (shifting from one college to another depending upon the availability of seats), it may be called as Transfer of Admission (Inter-college migration) by taking consent from both the colleges and final approval by the University as per the rules of the University.
- iv. Re-entry may be from another University to this University or vice versa, it may be considered as Inter University Migration. The process of migration from one University to another University will be followed as per the University Ordinance Rules for Migration or Notification issued by the University from time to time.

14. Letter Grades and Grade Points

The Semester Grade Point Average (SGPA) is computed from the grades as a measure of the student's performance in a given semester. The SGPA is based on the grades of the current term, while the Cumulative GPA (CGPA) is based on the grades in all courses taken after joining the programme of study. The University may also mention marks obtained in each course and a weighted average of marks based on marks obtained in all the semesters taken together for the benefit of students.

Table VII

Letter Grade	Grade Point	Percentage
O (outstanding)	10	90% to 100% marks
A+ (Excellent)	9	80% to less than 90% marks
A (Very good)	8	70% to less than 80% marks
B+ (Good)	7	60% to less than 70% marks
B (Above average)	6	50% to less than 60% marks
C (Average)	5	40% to less than 50% marks
P (Pass)	4	Audit Pass
F (Fail)	0	Audit Fail
Ab (Absent)	0	ABS

When students take audit courses, they may be given pass (P) or fail (F) grade without any credits

15. Computation of SGPA and CGPA

The UGC recommends the following procedure to compute the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

i. 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 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.

Example for computation of SGPA

Table VIII

Semester	Course	Credit	Letter Grade	Grade point	Credit Point (Credit x Grade)
I	Course 1	3	A	8	3 X 8 = 24
I	Course 2	4	B+	7	4 X 7 = 28
I	Course 3	3	B	6	3 X 6 = 18
I	Course 4	3	O	10	3 X 10 = 30
I	Course 5	3	C	5	3 X 5 = 15
I	Course 6	4	B	6	4 X 6 = 24
		20			139
		SGPA			139/20=6.95

ii The Cumulative Grade Point Average (CGPA) is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme, i.e.

$$CGPA = \frac{\sum(C_i \times S_i)}{\sum C_i}$$

where S_i is the SGPA of the i th semester and C_i is the total number of credits in



that semester.

Example for computation of CGPA

Table IX

Semester 1	Semester 2	Semester 3	Semester 4	Semester 5	Semester 6
Credit:21 SGPA:6.9	Credit:22 SGPA:7.8	Credit:25 SGPA:5.6	Credit:26 SGPA:6.0	Credit:26 SGPA: 6.3	Credit:25 SGPA: 8.0
CGPA= 6.73 (21 x 6.9 + 22 x 7.8 + 25 x 5.6 + 26 x 6.0 + 26 x 6.3 + 25 x 8.0)/145					

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

