

SREE SANKARACHARYA UNIVERSITY OF SANSKRIT, KALADY

Annual Report of the Examination Branch

2018-19

Dr K S Ravikumar was the Pro Vice Chancellor of the University during 2018-19. The conduct of University Examinations & related administrative procedures, declaration of results and issuance of certificates were performed under the leadership of Dr K S Ravikumar. There are four sections under Examination branch-viz Examination A,B,C and D sections. The Members of Examination Branch meticulously worked for the smooth conduct of examination and publication of results on time even after the deluge that hit the State during August 2018. The University was the lone higher Education institution in the State which was severely affected by the massive flood causing damage more than 7 crore.

The Examination branch carried out the following functions during the Academic year 2018-19 .

I Preparation of Exam Schedule

As per the academic calendar 2018-19, the examination schedules for the odd and even semesters were prepared and notified on 05.10.2018 & 14.03.2019 respectively.

II Question paper setting and printing

As soon as the examination schedules are notified, three sets of question papers along with the answer keys in sealed covers are submitted to the Pro-Vice-Chancellor by the Heads of the Departments. Appointment of Question paper setters for BFA was made by the Pro-Vice-Chancellor from the respective panels submitted from the Departments and accordingly 3 sets of question papers are submitted to the office of the Pro-Vice-Chancellor well in advance.



The question papers for the examinations are selected by the Pro-Vice-Chancellor randomly from among the three sets of question papers submitted. The examination 'A' section makes arrangement for printing and packing of question papers confidentially under the supervision of the Pro-Vice-Chancellor. Answer sheets with serial numbers are also sent to the departments and regional centres, well in advance before the commencement of examination.

III Course registration and Exam registration

Admission to all PG courses are through entrance examination .As soon as the admissions are over students can login through the student portal, by entering id and password. Students should do the course registration within one month. Those who have done the course registration can only register for the end semester examinations.

The examination schedule for online registration for the end semester examination are given 2-3 months before the commencement of examinations. Registration for examination is online and hall tickets are generated to eligible candidates. The time table for examinations are published one month before the commencement of examination and all the above mentioned details are timely uploaded in the website of the University.

IV Condonation of shortage of attendance

Attendance reports are uploaded before 5th of each month by the respective departments.

Those students who have shortage of attendance can apply for condonation of shortage of attendance, in the prescribed format before 15 days from the commencement of examinations.

80% attendance is compulsory for writing the PG examinations. Those who obtain 60 \geq 80% of the total working days can condone their shortage of attendance with concrete evidence. For BA courses 75% attendance is compulsory. Those who obtain 55 \geq 75% of total working



days can condone their shortage of attendance. For M.PEd 90% attendance is compulsory. And those who are within the limit of 70≥90% can condone.

V Internal Assessment

Internal Assessment, including seminars, test papers and assignments are done in a time bound manner, and the marks/ grades are published in the notice board of the respective departments. After all the grievances are redressed, the grades are forwarded to the office of the Pro-Vice-Chancellor.

VI Issuance of Hall Ticket and Collection of feedback

The students are permitted to download the hall tickets by log in through student portal using their unique id and pass word, from two weeks prior to the examination. Only those students who have furnished feedback for the ongoing semester can download the hall tickets from the University website.

VII Practical examinations

The practical examinations are conducted before the theory examinations, according to the time table set by the respective departments. The external examiners are appointed by the Pro-Vice-Chancellor from the panel given by the concerned Heads of the Departments.

VIII Examination.

The respective HODs/Campus Directors are the Chief Superintendent at each Dept./Centre during the conduct of University examination and Additional Chief Superintendents are appointed and deputed to each Centre / Department from other Regional Centers / Departments , Main Center- Kalady by the Pro-Vice-Chancellor. After all the examinations are over, University will collect the answer scripts and hand over to the concerned examination sections for the conduct of



centralized valuation camp. During October 2018 & April 2019, the conduct of odd semester & even semester examination 19 faculty members were appointed as Additional Chief Superintendents.

IX Evaluation

False numbers are stamped on the answer scripts to maintain secrecy. For U.G. programmes, single valuation is done and revaluation facility is given to students. For PG programmes, double valuation is done. The concerned Head of the Department or the senior most faculty suggested by the Head of the Department is the chairman of the valuation for each subject. Internal and External evaluators are selected by the Pro-Vice-Chancellor from the panel of experts submitted by the Head of the Department. The Section Officers of the respective examination section will be the Camp Officer during centralized valuation camp. The following staff were the Camp Officers during 2018-19 end semester examinations.

| Programmes | Odd Semester Valuation camp- Name of the Camp Officer | Even Semester Valuation camp- Name of the Camp Officer |
|--|--|---|
| MA, MSc, M PEd | Smt Anitha T David, Section Officer, Examination 'B' section | Smt Anitha T David, Section Officer, Examination 'B' section |
| MSW, M Phil, MFA, Diploma & PG Diploma | Smt Ragi Varghese, Section Officer, Examination 'D' section | Smt Ragi Varghese, Section Officer, Examination 'D' section |
| BA, BFA | Sri Jyothish P M, Section Officer, Examination 'C' Section | Sri Jyothish P M, Section Officer, Examination 'C' Section |

X Publication of result

Results of UG and PG Programmes are published, subject to ratification by the Syndicate and Academic Council and the students are provided opportunity to view their grades obtained in the University website using their personal id issued. No moderation is given for any of the UG, PG , Diploma programmes except BFA. After the publication of



results mark lists and provisional certificates are distributed at the earliest. After the publication of results, UG students can apply for revaluation within one month. Revaluation results are also published within the stipulated time period prescribed in the UG regulations.

XI. Grace Marks

Grace marks / grades are awarded to those students who perform exceptionally well and secure 1st and 2nd places in the University youth festival and sports competitions. Separate guidelines are timely issued regarding the award of grades / points to NCC, NSS, Arts and Sports.

XII. Details regarding the applications received for UG revaluation leading to change in Grades

| Year | Number of students appeared for UG examination | Number of students applies for revaluation | Number of students who got the benefit of revaluation |
|-------------|---|---|--|
| 2019 | 3002 | 394 | 310 |

XIII Zero Semester

Students are entitled to Zero semester on grounds of ill health or other unavoidable contingencies for attending the end semester examination. The decision in this regard will be taken by the Vice Chancellor on the basis of the recommendation of the committee constituted for this purpose. During 2018-19, three students were provided this facility to continue their higher studies without any break in between.

The Examination related works such as mark entry, result processing, preparation of mark lists are done using software specifically designed by the dedicated IT team deputed for Examination process.



XIII Results at a glance

A brief description regarding the conduct of examination, declaration of result, Pass details, Ph D Awarded are given below:

| Programme | Last date of Final semester end Examination | Result declared on | Number of students appeared | Number of students passed | Pass percentage |
|------------------------------|---|--------------------|-----------------------------|---------------------------|-----------------|
| MA/M.Sc/M.PEd/MFA/MSW | | | | | |
| Sanskrit Sahitya | 05.05.2019 | 01.07.2019 | 81 | 80 | 98.7 |
| Sanskrit Vedanta | 05.05.2019 | 01.07.2019 | 36 | 36 | 100 |
| Sanskrit Vyakarana | 05.05.2019 | 01.07.2019 | 28 | 28 | 100 |
| Sanskrit Nyaya | 05.05.2019 | 01.07.2019 | 14 | 14 | 100 |
| Sanskrit General | 05.05.2019 | 01.07.2019 | 22 | 22 | 100 |
| Malayalam | 05.05.2019 | 01.07.2019 | 138 | 137 | 99.2 |
| Hindi | 05.05.2019 | 01.07.2019 | 107 | 107 | 100 |
| History | 05.05.2019 | 01.07.2019 | 59 | 59 | 100 |
| Philosophy | 05.05.2019 | 01.07.2019 | 10 | 10 | 100 |
| Theatre | 05.05.2019 | 01.07.2019 | 6 | 6 | 100 |
| Urdu | 05.05.2019 | 01.07.2019 | 8 | 8 | 100 |
| Comparative Literature | 05.05.2019 | 01.07.2019 | 10 | 10 | 100 |
| English | 05.05.2019 | 01.07.2019 | 55 | 53 | 96.3 |
| Dance- Bharathanatyam | 05.05.2019 | 01.07.2019 | 16 | 15 | 93.7 |
| Dance Mohiniyattam | 05.05.2019 | 01.07.2019 | 9 | 9 | 100 |
| Music | 05.05.2019 | 01.07.2019 | 10 | 10 | 100 |
| Arabic | 05.05.2019 | 01.07.2019 | 8 | 8 | 100 |
| Sociology | 05.05.2019 | 01.07.2019 | 12 | 11 | 91.6 |
| MSc Psychology | 05.05.2019 | 01.07.2019 | 10 | 10 | 100 |
| MSc Geography | 05.05.2019 | 01.07.2019 | 13 | 13 | 100 |



| | | | | | |
|--|------------|------------|------------|-----|------|
| M'Ped | 05.05.2019 | 01.07.2019 | 23 | 23 | 100 |
| MFA | 02.05.2019 | 06.06.2019 | 16 | 16 | 100 |
| MSW | 15.07.2019 | 20.07.2019 | 103 | 103 | 100 |
| MPhil | | | | | |
| Sanskrit Vyakarana | 30.01.2019 | 12.02.2019 | 4 | 2 | 50 |
| Sanskrit Nyaya | 30.01.2019 | 12.02.2019 | 5 | 5 | 100 |
| Sanskrit Vedanta | 30.01.2019 | 12.02.2019 | 8 | 8 | 100 |
| Sanskrit Sahitya | 30.01.2019 | 12.02.2019 | 8 | 8 | 100 |
| Sanskrit General | 30.01.2019 | 12.02.2019 | 5 | 5 | 100 |
| Malayalam | 30.01.2019 | 12.02.2019 | 10 | 10 | 100 |
| Hindi | 30.01.2019 | 12.02.2019 | 10 | 10 | 100 |
| English | 30.01.2019 | 12.02.2019 | 9 | 9 | 100 |
| Translation Studies | 30.01.2019 | 12.02.2019 | 4 | 4 | 100 |
| Comparative Literature | 30.01.2019 | 12.02.2019 | 3 | 2 | 66.6 |
| Manuscriptology | 30.01.2019 | 12.02.2019 | 2 | 2 | 100 |
| History | 30.01.2019 | 12.02.2019 | 9 | 8 | 88.8 |
| Philosophy | 30.01.2019 | 12.02.2019 | 9 | 8 | 88.8 |
| Psychology | 30.01.2019 | 12.02.2019 | 4 | 4 | 100 |
| Sociology | 30.01.2019 | 12.02.2019 | 4 | 4 | 100 |
| Geography | 30.01.2019 | 12.02.2019 | 4 | 4 | 100 |
| Urdu | 30.01.2019 | 12.02.2019 | 3 | 3 | 100 |
| Music | 30.01.2019 | 12.02.2019 | 2 | 1 | 50 |
| PG Diploma in Translation and Office Proceedings in Hindi | 08.05.2019 | 24.05.2019 | 20 | 20 | 100 |
| Diploma in Ayurveda Panchakarma And International Spa Therapy | 27.04.2019 | 20.05.2019 | 16 | 16 | 100 |



| BA | | | | | |
|------------------------|------------|------------|-----|----|------|
| Sanskrit Sahithya | 08.05.2019 | 17.06.2019 | 137 | 37 | 27.6 |
| Sanskrit Sahithya & IT | 08.05.2019 | 17.06.2019 | 20 | 1 | 5.0 |
| Sanskrit Vedanta | 08.05.2019 | 17.06.2019 | 128 | 24 | 18.7 |
| Sanskrit Vyakarana | 08.05.2019 | 17.06.2019 | 73 | 9 | 12.3 |
| Sanskrit Nyaya | 08.05.2019 | 17.06.2019 | 29 | 3 | 10.3 |
| Sanskrit General | 08.05.2019 | 17.06.2019 | 66 | 29 | 43.9 |
| Music | 08.05.2019 | 17.06.2019 | 21 | 3 | 14.2 |
| Dance- Bharathanatyam | 08.05.2019 | 17.06.2019 | 23 | 16 | 69.5 |
| Dance Mohiniyattom - | 08.05.2019 | 17.06.2019 | 12 | 5 | 41.6 |
| BFA | 02.05.2019 | 16.06.2019 | 35 | 33 | 94.2 |

Ph D Awarded during the year 2018-19 : 40

(From 01.07.2018 to 30.06.2019)

After the declaration of results, Marklists, Provisional certificates are issued in a time bound manner. These results are reported to the Syndicate and Academic Council. Original Degree Certificate are issued to students after the approval of the Syndicate and conferring of degree by the Academic Council.



Pro Vice chancellor