



SIKKIM SARDAR PATEL UNIVERSITY

**(A State Private University established by the Sikkim Act No. 14 of 2023 and approved
by UGC under section 2(f) of the UGC Act 1956)**

THE FIRST EXAMINATION ORDINANCE

[Under Section 44 of The First Statutes, 2025]

(Effective from the Academic Year 2025-26)



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1. Short Title and Commencement

1.1 This Ordinance shall be called the *Sikkim Sardar Patel University - The First Examination Ordinance*.

1.2 It shall come into force from the commencement of the Academic Session 2025–26.

1.3 It shall apply to all Certificate, Diploma, Postgraduate Diploma, Undergraduate, Postgraduate, and Research Programs offered by the University and its constituent or affiliated institutions.

2. Definitions

For the purpose of this Ordinance:

- “*University*” means **Sikkim Sardar Patel University (SSPU)**.
- “*Examination*” includes all forms of assessment—written, practical, oral, project, fieldwork/internship, or dissertation/viva-voce.
- “*Continuous Assessment (CA)*” refers to internal evaluation conducted periodically during the semester.
- “*End Semester Examination (ESE)*” refers to the final written/practical examination conducted at the end of each semester.
- “*Candidate*” means a student registered for any approved program under SSPU.

3. Examination Structure

3.1 All programs shall follow the **Choice-Based Credit System (CBCS)** or equivalent framework approved by the Academic Council.

3.2 Evaluation shall consist of two components:

- **Internal/Continuous Assessment (CA):** 30% weightage.
- **End Semester Examination (ESE):** 70% weightage.

4. Internal Assessment



4.1 Internal Assessment shall include:

- Class tests, assignments, quizzes, seminars, and practical records.
- Attendance component (minimum 75% mandatory).

4.2 Teachers shall maintain proper records of internal assessment and communicate marks to the Examination Section before the commencement of the ESE.

5. End Semester Examination (ESE)

5.1 The University shall conduct ESE at the end of each semester as per the Academic Calendar.

5.2 Duration:

- Certificate/Diploma: 2 hours
- UG/PG: 3 hours
- Research Coursework: 2 hours

5.3 The pattern of questions shall include objective, short-answer, and descriptive components.

6. Eligibility for Examination

6.1 A student shall be eligible to appear for an examination only if:

- Minimum 75% attendance is secured.
- All internal assessments are completed.
- There are no pending disciplinary or financial obligations.

7. Passing Criteria and Promotion

7.1 A student must secure at least the minimum marks prescribed in both CA and ESE separately.

7.2 A student failing in not more than **two papers** may be allowed to appear in the supplementary examination.

7.3 Grace Marks:

- Up to **1% of total marks** may be awarded to clear a single subject.

8. Grading System

All programs shall adopt a **10-Point Grading System** as per UGC norms.



Percentage	Grade	Grade Point	Performance
90–100	O	10	Outstanding
80–89	A+	9	Excellent
70–79	A	8	Very Good
60–69	B+	7	Good
50–59	B	6	Average
40–49	C	5	Pass
Below 40	F	0	Fail
Absent	AB	0	Absent

9. Evaluation, Moderation, and Result Declaration

9.1 Answer scripts shall be evaluated by approved examiners appointed by the Controller of Examinations.

9.2 Double evaluation may be adopted in PG and Research programs.

9.3 Moderation Committee shall ensure uniformity and fairness.

9.4 Results shall be published within **60 days** of completion of examinations.

10. Re-evaluation and Rechecking

10.1 A candidate may apply for **rechecking** or **re-evaluation** within 15 days of result declaration.

10.2 Re-evaluation shall be permitted for theory papers only, upon payment of prescribed fee.

11. Supplementary / Improvement Examinations

11.1 Supplementary exams shall be held within 60 days of the regular exam results.

11.2 Improvement in passed papers shall be allowed once during the program duration.

12. Malpractice and Disciplinary Action

12.1 Use of unfair means during examination shall attract disciplinary action, which may include:



- Cancellation of the paper or semester result.
- Debarment from future examinations.
- Rustication in severe cases.

13. Research Program Examination (Ph.D. / D.Litt. / D.Sc.)

13.1 The pattern, evaluation process, and all related examination procedures for the **Research Programs** — including **Doctor of Philosophy (Ph.D.)**, **Doctor of Literature (D.Litt.)**, and **Doctor of Science (D.Sc.)** — shall be governed by their respective **separate Ordinances on Research Programs** of Sikkim Sardar Patel University.

14. Award of Degree / Diploma / Certificate

14.1 Degrees and Diplomas shall be awarded upon:

- Completion of prescribed credits.
- Clearance of all dues.

15. Confidentiality and Record Keeping

15.1 Examination records shall be maintained in digital and physical form for at least **one session**.

15.2 Confidentiality shall be ensured at every stage of examination processing.

16. Amendment Clause

16.1 The University reserves the right to amend or modify any provision of this Ordinance as deemed necessary by the Academic Council.

17. Interpretation

17.1 Any question regarding the interpretation of this Ordinance shall be referred to the Vice-Chancellor, whose decision shall be final and binding.