



10th July, 2024

FOR INFORMATION

It is being notified to all concerned that the following Academic Rules and Regulations for the **Bachelor of Education (B.Ed.) Programme**, framed by St. Xavier's College (Autonomous), Kolkata will be applicable for the students admitted in the year 2024.

All the rules are subject to change. Any change in this respect will be communicated through College website.

Rev. Dr. Dominic Savio, SJ

Principal
St. Xavier's College
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Rules and Regulations for B.Ed. Degree Course (2024-Batch Onwards)
(Subject to Modification)

Section 1: Course

1.1 B.Ed. Degree Course (As on 1st July, 2024)

Degree	Course	Total Credit
B.Ed. (10 Pedagogy subjects offered)	2-Year Degree Programme divided into four semesters	90

1.2 Admission process

The admission process starts generally in May and the selection list is published soon after that. Admission is on the basis of academic achievement, interview and co-curricular performance.

1.3 Registration

A student who is selected for enrolment for the course offered by the College will have to complete admission procedures and get himself/herself registered within the notified time period. The Registration of a student is valid for 4 years including the academic year in which the registration was granted.

Section 2: Attendance

A student must obtain a minimum of 75% attendance in each paper individually.

2.1 A student who has less than 75% attendance will have to seek condonation from the Principal/Vice-Principal on grounds of illness or involvement in extra-curricular activities approved by the College.

- a) In case of illness, a student must submit a medical certificate along with an application for leave. Leave application must be submitted within three days of the student's absence. Submission of leave-application in itself will not ensure condonation.
- b) In case of extra-curricular activities, a student must obtain written confirmation of his/her participation from the concerned authorities: Head of Department/Presidents of College Societies/Director of Sports/Director of NSS / NCC officer-in-Charge/AICUF Adviser, countersigned by the Vice-Principal. When calculating the attendance percentage of the students representing the College in NCC and sports, due consideration will be given to the days when they so represented the College. Condonation in each case must be in explicit written form authorized by the Principal/Vice-Principal.
- c) A student who is condoned will have to pay a condonation fee within notified period of time.

- 2.2** A student will be debarred from appearing for the Semester Examination in the paper/papers in which he/she has less than the required attendance without condonation.

For attendance debarred cases, a student may be permitted to appear for that paper / papers only after completion of the course subject to the condition that he/she satisfies attendance and Continuous Internal Assessment requirements. If in the meantime there has been a change in syllabus, the student will have to appear for the CIA and Semester Examination in the revised syllabus.

- 2.3** A student with attendance below 40% in all the papers in a semester taken together may be struck off the College Rolls and such a student will not be eligible for re-enrollment.

However, subject to the discretion of the Principal, such a student may be allowed to repeat the semester in the following academic year. The student will not be allowed to move forward to the next semester until he/she completes the said semester with the required attendance. In such a case, the attendance and marks of the said semester cannot be carried forward. This opportunity, if allowed, will be applicable for the following academic year only.

Section 3: Course Structure

3.1 Bachelor of Education(B.Ed.)

NOMENCLATURE OF THE DEGREE

- a. Two-Year (Four Semesters) - A student will be awarded the B.Ed. degree after completing 90 credits.

3.2 B.Ed. Course

2 Year Curriculum & Credit Framework of Bachelor of Education Programme

COURSE NAME	MARKS		Marks(Credit)
	Theory	Engagements with the Field	
SEMESTER-I			
Childhood and Growing Up (1st & 2nd half)	50+50	25	100+25 (4+1)
Assessment for Learning (1st & 2nd half)	50+50	25	100+25 (4+1)
Language across the Curriculum	50	50	50+50 (2+2)
Yoga Education: Self Understanding and Development	50	50	50+50 (2+2)
Drama and Arts in Education	25	25	25+25 (2+2)
TOTAL	325	175	500 (14+8)

Full Marks: 500 (Credit :22)			
SEMESTER-II			
Learning and Teaching (1st & 2nd half)	50+50	25	100+25 (4+1)
Pedagogy of a School Subject Part-I	50	50	50+50 (2+1)
School Internship		50	50 (4)
Knowledge and Curriculum-Part-I	50	50	50+50 (2+2)
Contemporary India and Education (1st & 2nd half)	50+50	25	100+25 (4+1)
Reading and Reflecting on Texts	25	25	25+25 (2+1)
TOTAL	325	225	550(14+10)
Full Marks: 550 (Credit :24)			
SEMESTER-III			
Pedagogy of a School Subject-Part-II	50	25	50+25 (2+1)
School Internship		300	300 (14)
Community-based Activities		75	75 (2)
TOTAL	50	400	450(2+17)
Full Marks: 450 (Credit :19)			
SEMESTER-IV			
Gender, School and Society	50	25	50+25 (2+1)
Knowledge and Curriculum-Part-II	50	25	50+25 (2+1)
Creating an Inclusive School	50	25	50+25 (2+1)
Vocational/Work Education	50	25	50+25 (2+2)
Health and Physical Education	50	25	50+25 (2+2)
Peace Education	50	25	50+25 (2+2)
Guidance and Counselling	50	25	50+25 (2+2)
Environmental and Population Education	50	25	50+25 (2+2)
Yoga Education	50	25	50+25 (2+2)
Critical Understanding of ICT	50	50	50+50 (2+2)
Understanding Discipline and Subjects	50	50	50+50 (2+2)
TOTAL	300	200	500(12+9)
Full Marks: 500 (Credit :21)			
Total Marks: 2000 (Credit :86)			

FOUNDATION COURSE: 2 CREDITS (30 HOURS)-
CO-CURRICULAR CREDIT: 2 CREDITS (90 HOURS)

Total Credit: 90 (86+2+2)

Section 4: Continuous Internal Assessment

4.1 CIA comprises 30% of the total weightage of each paper.

4.2 Forms of CIA include Mid-Semester Examination and some or all of the following assessment types: Class Tests, Assignments, Seminars, Tutorials, Laboratory Assignments, Term Papers, etc.

4.3 Attendance marks will be awarded according to the calculation given below:

Attendance %	5 (For 100 mark paper)	2 (For 50 Mark Paper)	2 (For 25 Mark Paper)
91-100	5	2	1
81-90	4	1.5	.75
75-80	2	1	0.5

4.4 Each department will inform the students about the CIA programme at the beginning of the semester.

Types of Assessment	100-mark Theory Paper	50-mark Theory Paper	25-mark Theory Paper
Attendance	5	2	1
Seminar / Assignment / Any Other Form	5	3	2
Mid-Semester	20	10	5
Total	30	15	8
Marks in Mid-Semester Examination Question Paper	20	10	5
Duration of Mid-Semester Examination	1 Hour	45 minutes	30 minutes
End Semester Examination Marks	70	35	20 (reduced to 17)
Semester Examination Duration	3 Hours	1 Hour 30 Minutes	1 hour

For B.Ed. Course, Practicum papers will have no mid-semester test as the evaluation is by continuous assessment (CA). Details regarding conduct, testing and other required information of practicum evaluation will be given by the department at the start of the semester.

Section 5: Eligibility Criteria for Appearing for Semester Examinations

- 5.1 A student must have at least 75% attendance in each paper. Condonation may be granted on proper reason.
- 5.2 A student must pay the examination fee and submit the Examination Form by the notified last date. However only those students who fulfil eligibility criteria will be issued Admit Card for the Semester Examination.
- 5.4 A student who has any disciplinary charge against his/her name may not be permitted to appear for the Semester Examination.

Section 6: Re-Enrolment

- 6.1 A student who fails to qualify for 2nd year may be permitted to re- enroll in the next appropriate semester of the next academic session either as a casual or as a regular student as the case may be.
- 6.2 A student who has adequate attendance will be re-enrolled as a Casual student. A Casual student will have to appear only for Arrear paper / papers in the Semester Examination. A Casual student will not be allowed to appear for CIA as his / her previous CIA marks will be carried forward. A Casual student will have to pay only a Re-enrollment Fee and the Examination Fee.
- 6.3 A student who has been debarred on the basis of insufficient attendance in any paper / papers in any semester and who does not satisfy Continuation criteria, will be allowed to re-enroll as a Regular student. A Regular student will have to attend classes only in those papers in which insufficient attendance occurred and appear for Semester Examinations in the Arrear paper / papers. Such a student will be permitted to appear for CIA for the appropriate paper. If in the mean time there has been a change in syllabus, the student will have to appear for the CIA and Semester Examination in the revised syllabus. Such a regular student will have to pay Tuition Fee, Session Fee, Development fee, Laboratory Fee (if any) and the Examination Fee.
- 6.4 A student with disciplinary charges against him/her name will be considered separately.

Section 7: Pass Marks

- 7.1 **Pass Marks:** a minimum of 40% marks in each of the theory and practicum components.

Section 8: Arrear Papers

- 8.1 An Arrear Paper is one in which a student fails to secure the minimum pass marks.

- 8.2** Arrear paper may arise either through failure or absence. This will be indicated in the Semester Mark Sheet as well as in the Consolidated Mark Sheet. A student will be permitted to appear for an Arrear Paper in the next appropriate semester.
- 8.3** A student must pass in theory and practicum paper separately. However, a student will have to appear in the next appropriate semester only for the part (theory or practicum) in which he/she has failed/absent.

Section 9: Review

- Review is permitted for theoretical papers/ modules of Regular and Arrear, and Supplementary examinations of the penultimate and final semesters and for those practical examinations which are computer based.
- Review is not permissible for Internal Assessment, Lab-based Practical Examinations, Foundation courses and Project/Dissertation.
- For review, supplementary and arrear examinations in any paper, the highest marks among the all marks obtained in that paper will be considered as the final marks.

Section 10: GRAFTING

Rules for grafting for the candidates with only one arrear paper between semester I and semester IV.

10.1 Eligibility Criteria:

- (a) The applicant, after appearing for all the papers of all the semesters, I to IV, has but one arrear (failed) paper.
- (b) The deficiency of marks obtained in the failed paper must not be greater than 20% of the full marks of that paper.

11.2 Procedure for grafting:

- (a) The grafting will involve the failed paper (acceptor) and one/ two donor (from which the grafting will be made) paper(s).
- (b) The 1st potential donor paper is that in which highest marks have been obtained.
- (c) If the 2nd donor paper is required, the paper with the 2nd highest marks will be considered.
- (d) The maximum number of marks that can be transferred from any donor is 5 (five).
- (e) If the deficiency in a paper of full marks above 50, is more than 5, then 5 marks are to be grafted from one paper and the remaining part, from another paper. If the required marks are not available from the second donor paper, then grafting will not be possible.
- (f) Marks transference will be allowed from theory to theory or practical to practical papers. If there is only one practical paper in the course, the transference between the practical paper and the relevant theory paper will be allowed.

- (g) Any application for grafting will be considered after the completion of the entire examination process, that is, after the publication of the results of review and supplementary examinations.

Notes:

- a) It allows transfer of marks from one or two papers to make up the deficiency of marks in the failed paper.
- b) It is to be noted that grafting will not change the aggregate marks obtained by the students.
- c) After the grafting the paper will be marked as passed. Hence, there will be no provision to appear for the examination again.

Section 11: Seeing of Answer Scripts

11.1 A student may apply to see his answer script only after the review process is completed.

A student cannot apply for review after he has seen his answer script. There is no scope for alteration of marks at this stage.

To apply for seeing the answer script, a student need not have earlier applied for Review.

The main purpose of allowing a student to see his answer script is to enable the student to obtain a feedback on his performance.

11.2 Review / seeing answer script is not permitted for Practicum papers and Projects.

Section 12: Foundation Course (Value Added Course)

This course consists of two value added courses, viz., *Spirituality and Inter-Religious Harmony* and *Panchkosha Holistic Personality Development*.

The foundation course will be evaluated internally having the following components:

Attendance – 2 Marks.

Synopsis / Abstract – 13 marks (as mid-semester examination).

Extended write up – 35 marks (as end-semester examination).

Section 13: Award / Degree

13.1 First Class Degree is awarded for aggregate marks in papers 60% or above.

13.2 Second Class Degree is awarded for aggregate marks in papers between 40% and less than 60%.

13.3 A rank certificate will be issued to students who pass all papers in first attempt.

Section 14: Mark Sheet, Migration Certificate, etc.

Mark sheets and grade sheets will be issued separately. For students debarred on the basis of attendance, migration certificate will be issued only after the completion of the course.