



COTTON UNIVERSITY

(Erstwhile Cotton College and Cotton College State University)

Panbazar, Guwahati, Assam-781001

www.cottonuniversity.ac.in :: 0361-2733588 :: coe@cottonuniversity.ac.in

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NOTICE

It is for information of all concerned that the date of filling up of forms (Ex-9A and Ex-9B) for the 2nd and 4th semester **Betterment Examinations and Arrear/Repeat Examinations, 2018** of M.A./M.Sc./MCA/PGDCA and MCA 6th semester Examinations, 2018 has been fixed on 10th April, 2018. As such the concerned Heads of the Departments, Cotton University are requested to get the Forms filled up by the students, verify the forms and give these to the students for submission at the University office along with the fees and Gradesheets (**photocopies**). The relevant materials for filling up of Forms and fee structure are being sent herewith.

- 1) Candidates are allowed to fill up the forms provisionally subject to attaining the required attendance till the classes are held in a semester.
- 2) Attendance below 75% (or below 50% in case of genuine illness) in a paper will be treated as discollegiate in that particular paper.

The University has made arrangements for collection of fees in cash through ICICI bank. Students are asked to collect the examination form (EX-9A & EX-9B) from the respective HoDs, Cotton university. Students are further asked to bring filled up form, cash amounts and photocopies of concerned even semester Gradesheets for the purpose of submission of form to University cash counter, which will function temporarily in the KBR Hall on the dates as mentioned above from 10.30 am to 3.30 pm.

NOTE : *Students will not be allowed to fill up their forms if they fail to do so on the stipulated date.*

Sd/-

Asstt Controller of Examinations
assttcontroller.ccsu@gmail.com

Memo No. : CCSU/Exam/2013/002/4075/1-35

Date: 26-03-2018

Copy for information and necessary action to:-

01. P.S.to Hon'ble Vice Chancellor, CU, Ghy-1
02. P.S. to Registrar, CU, Ghy-1
03. Academic Registrar, CU, Ghy-1
04. DSW, CU, Ghy-1
05. Finance Officer, CU, Ghy-1
06. All the Heads of Departments, CU, Ghy-1
07. Convenor, PG Examination Committee, CU, Ghy-1
08. System Manager with a request to upload in the website, CU, Ghy-1
09. All Hostel Superintendents, CU, Ghy-1
10. Librarian, CU, Ghy-1
11. Notice Board
12. Office File

Asstt. Controller of Examinations



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NOTICE

FEES STRUCTURE FOR UG / PG / PG Diploma and MCA Semester Betterment and Arrear/Repeat Examination, 2018

COURSE	Total (Rs)	
	Without practical	With practical
BA/BSc/BSc(Biotech)/BCA	1100	1450
MA/MSc/MCA	1150	1600
PG DIPLOMA	1150	1600

1. Fees to be collected semester-wise from the students appearing for betterment/ repeat/ arrear examinations.
2. BETTERMENT is not permissible for practical/laboratory, dissertation, projects, workshops, fieldwork components
3. All betterment examinations must be completed within 2 (two) semesters (one year) of the end of the normal duration of the course.
4. Fees deposited after filling up Forms will not be refunded.

Sd/-Dr.AmitabhaBarua
Controller of Examinations, CU
controller@ccsu.ac.in



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RULES & REGULATIONS FOR BETTERMENT

1) BETTERMENT: If a student is not satisfied with her/his end-semester results in a particular paper, s/he may opt for BETTERMENT. For this, it is necessary that the student has cleared attendance requirements and during-the-semester (sessional) examinations and taken and cleared the end-semester examination. Maximum 2 (two) end-semester theory papers or components are permissible for BETTERMENT. BETTERMENT is not permissible for during-the-semester examinations or practical/laboratory components, projects, workshops, assignments and internal assessments. After the BETTERMENT examination, the student will be awarded the grade/marks of the better of her/his two results, i.e. the originally awarded grade/marks or the grade/marks secured in the BETTERMENT examination. If a student registers for BETTERMENT but is unable to appear for the examination due to illness or other unavoidable circumstances (documentary evidence is required to support the reason), the original grade/marks will be retained. However, the paper will remain in the list of permissible papers for BETTERMENT should the student wish to re-register at another time. **Registration for BETTERMENT is only permitted if the particular course/paper being registered for is offered by the University at that time.** No registration for BETTERMENT is possible after the degree has been conferred and/or the student has received the provisional/original certificate. All betterment examinations must be completed within 2 (two) semesters (one year) of the end of the normal duration of the course.

A candidate shall be eligible for only one opportunity to appear betterment (improving marks/grades) examination in a maximum of two end-semester theory papers in a particular end-semester examination. For example, a student may appear for betterment say in 1st & 2nd papers of first end-semester examination along with third end-semester regular examination. However, s/he won't be allowed to appear again in the same 1st & 2nd papers of first end-semester examination along with fifth end semester regular examination; but s/he will be allowed to appear in any other two papers along with fifth end-semester regular examination. But if a candidate did not appear in immediate subsequent next first semester examination for betterment when he/she was in regular 3rd semester examinee he/she should not be allowed to appear next 1st semester examination for betterment when he/she was in regular 5th semester examinee. A candidate shall be entitled to a maximum of three consecutive chances to appear betterment for different theory papers of a particular semester of PG & UG and one for PGDCA.

2. REPEAT: A student must REPEAT a paper under the following circumstances: (a) S/he did not register for the paper in the semester it was originally offered (see point 1 above); (b) s/he did not clear attendance requirements for the paper; (c) s/he cleared attendance requirements but failed in or did not appear for the during-the-semester (sessional) examinations; (d) s/he has not been allowed to appear for the end-semester examination. REPEATING a paper means clearing attendance requirements and passing in during-the-semester (sessional) and end-semester examinations for that paper and for that matter a student has to take guidance teaching from the existing internal teachers.



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- 3. ARREAR:** A paper will be treated as ARREAR if the student fails in the end semester examination but has cleared the attendance requirements and the during-the-semester examinations (sessional examinations). The student will have to take and clear only the end semester examinations.
- 4.** A student can register for REPEAT or ARREAR papers or a combination of both types of papers for a maximum of 20 credits. A student can take any number of arrear papers if he/she has not registered any regular course work in a semester. Registration to REPEAT a paper will be subjected to the constraints of the college/university. All ARREAR/REPEAT/BETTERMENT examinations will be held along with the regular examinations. All ARREAR/REPEAT examinations must be cleared within the maximum stipulated period of a course.