

**ORDINANCES  
AND OUTLINES OF TESTS,  
SYLLABI AND COURSES OF READING**

**FOR**

**BACHELOR OF COMPUTER APPLICATIONS (B.C.A)**

**(SEMESTER SYSTEM)**

**PART-I**

**(Semester Ist and IInd)**

**FOR**

**2010-11, 2011-12, 2012-13 SESSIONS**

**PUNJABI UNIVERSITY,  
PATIALA – 147 002**

**ORDINANCES**  
**(FOR B.C.A. UNDER THE +3 SCHEME)**  
*Applicability of Ordinances for the time being in force*

Notwithstanding the integrated nature of a course spread over more than one academic year, the ordinances in force at the time a student joins a course shall hold good only for the examination held during or at the end of the academic year. Nothing in these Ordinances shall be deemed to debar the University from amending the ordinances subsequently and the amended ordinances, if any, shall apply to all the students whether old or new.

- 1 B.C.A. is an integrated course comprising three parts spread over three years. Each part will consist of two semesters. The course of study of B.C.A. shall be divided in six semesters and university examination will be held at the end of every semester in the months of November/December (for semester I, III & V) and May/June (for semester II, IV & VI) or as fixed by the Academic Council.
- 2 A candidate must complete and pass the whole course of three years within a maximum of five years from the date of admission in B.C.A. first semester.
- 3 The outlines of tests and syllabi shall be such as prescribed by the Academic Council from time to time.
- 4 A candidate will be eligible to join 1st semester of B.C.A course, if he/she has passed +2 examination of Punjab School Education Board, or any other examination recognised as equivalent thereto without reappear.
- 5 Semester examination will be open to regular candidates who have been on the rolls of a college affiliated to this University and meet the attendance and other requirements as prescribed in the Ordinances No.7
- 6 Subject to fulfilment of requirement of House examinations, the attendance requirements and these ordinances there will be no condition of passing papers for promotion from odd semester to even semester in an Academic Session.  
To qualify for admission to 2nd year of the Course, the candidate must have passed 50% of total papers of the two semesters of the 1st year. Similarly, to qualify for admission to 3rd year of the course, the candidate should have passed 50% of total papers of four semesters of the earlier two years.  
A candidate placed under reappear in any paper, will be allowed two chances to clear the reappear, which should be availed within consecutive two years/chances i.e. to pass in a paper the candidate will have a total of three chances, one as regular student and two as reappear candidate.  
The examination of reappear papers of odd semester will be held with regular examination of the odd semester and reappear examination of the even semester will be held with regular examination of even semester. But if a candidate is placed under reappear in the last semester of the course, he will be provided chance to pass the reappear with the examination of the next semester, provided his reappear of lower semester does not go beyond next semester.
- 7 **Attendance Requirements**  
Every candidate will be required to attend a minimum of 75% lectures delivered to that class in each paper as well as 75% of the laboratory work, seminars etc. separately. Provided that a deficiency in attendances may be condoned for special reasons, as per the relevant ordinances on the subject.
- 8 To be eligible to appear in the semester examination a candidate must have obtained in the house examination at least 25% marks in each paper; 33% marks in the aggregate of all subjects of the semester. The Principal at his discretion may allow a special test to a candidate who could not appear in the House examination owing to unavoidable reasons or fails to secure the minimum marks as prescribed above.

- 9 **Late College Students:** A candidate who has completed the prescribed course of instructions for a semester but has not appeared in the examination or having appeared, has failed in the examination, may appear as a late college student within the prescribed period.
- 10 The pass and reappear students of B.C.A Part-I and II from Panjab University, Guru Nanak Dev University and Punjab Technical University shall be treated at par with the corresponding students of this University. But in case such a student is admitted in B.C.A semester III or V in this University, he/she will be required to clear deficient papers, if any.
- 11 Amount of examination fee to be paid by a candidate for each semester shall be as fixed by the University from time to time.
- 12 Applications for admission to the examination shall be made on the prescribed form attested by the competent authority as per University rules. The last date by which admission forms and fees must reach the Registrar shall be as follows:

Semester	Without late fee	With late fee of Rs. 500/-	With late fee of Rs. 1000/-	With late fee of Rs. 5000/-	With late fee of Rs. 10000/-
(Nov/Dec)	Sept. 30	Oct. 8	Oct. 16	Oct. 24	Oct. 31*
(May/June)	Feb. 18	Feb. 26	Mar. 06	Mar. 14	Mar. 21*
* No Examination Form will be accepted after this date.					

- 13 University medal will be awarded to a candidate who secured first position in the University on the basis of the marks of all the six semesters taken together. The general rules and conditions of the University for the award of medal/prizes etc. will be applicable in the award of University medal to the topper of this examination.
- 14 The medium of instructions and examination will be English except for the Punjabi papers.
- 15 In each Paper 20% of the total marks are assigned to the internal assessment and 80% marks to the University examination.
- 16 The minimum number of marks required to pass the examination in each Part shall be 35% in each subject, provided that in subject with practical the percentage shall be required separately in written and practical/lab work. The candidate shall also be entitled to grace marks as admissible under the ordinances relating to the **GENERAL GRACE MARKS**.
- 17 The successful candidates shall be classified on the basis of aggregate marks secured in all the six semesters of B. C. A. taken together as under:
- 75% or more with Distinction.
  - 60% or more in the First division.
  - 50% or more but less than 60% in the Second division.
  - below 50% in the Third division.