



गुरु घासीदास विश्वविद्यालय
GURU GHASIDAS VISHWAVIDYALAYA

(A Central University established by the Central Universities Act, 2009, No.25 of 2009)

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Notification

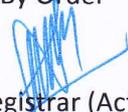
In exercise of the powers conferred under Section 28 (1) of the Central Universities Act 2009 and Statute 37 made thereunder, following Ordinance has been passed by the Executive Council on 20.01.2022 by circulation basis.

And therefore, the following Ordinances is hereby notified after approval of the competent authority-

Ordinances No.	Subject
84	Ordinance for Bachelor of Hotel Management

The above Ordinance is enclosed herewith.

By Order


Registrar (Acting)

Endt. No.4.1.0/Academic/2022

Bilaspur Date:-2022

Copy to –

1. PS/PA to VC for information and record.
2. The Deputy Secretary, CU.I/II, Central University Bureau, Ministry of Education, Government of India, Department of Higher Education, Room No. 429, "C" Wing, Shastri Bhawan, New Delhi-110001 for information.
3. All HoDs/Officers/Deans/CoE of Guru Ghasidas Vishwavidyalaya, Bilaspur for information please.
4. The Coordinator, IT Cell, GGV for information and to upload it on website.
5. Office File.


Assistant Registrar (Academic)

ORDINANCE NO-84 FOR BACHELOR OF HOTEL MANAGEMENT

Under Choice Based Credit System

Governing the Under Graduate degree Programme on successful completion of eight semesters.

(Ordinance prepared as per the provisions given in Statute 28(1)(b) of

The Central Universities Act,2009)

1. TITLE AND COMMENCEMENT:

The Ordinance shall be called as Ordinance for four years (Eight Semesters) Undergraduate (UG) Degree program in Hotel Management (BHM).

2. DEFINITION & KEY WORDS:

“*Vishwavidyalaya*” or “*University*” means Guru Ghasidas Vishwavidyalaya (A Central University established by the Central Universities Act, 2009 No. 25 of 2009) located at Koni, Bilaspur, Chhattisgarh;

“*Student*” means one who has been admitted in the four years UG programme of this University through Vishwavidyalaya Entrance Test (VET) or by any other procedure notified by the University from time to time;

“*Academic Year*” means two consecutive (one odd and one even) semesters;

“*Choice Based Credit System (CBCS)*” means a program that provides choice for students to select from the prescribed courses (Core and Field Training etc.) as per the guidelines issued by UGC/regulatory bodies wherever applicable and as approved by the appropriate bodies of the University;

“*Course*” means “papers & field training” through different modes of delivery and is a component of a programme as detailed out in the respective program structure;

“*Credit Point*” means the product of grade point and number of credits for a course;

“*Credit*” means a unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching (lecture, seminar or tutorial) per week or two hours of practical work/field work/ project etc. per week. The number of credits for each course shall be defined in the respective examination scheme;

“*Cumulative Grade Point Average (CGPA)*” means a measure of overall cumulative performance of a student in all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all semesters. It is expressed up to two decimal places;

“*Grade Point*” means a numerical weight allotted to each letter grade on a 10 point scale or as prescribed by the UGC/ University from time to time;

“*Letter Grade*” means an index of the performance of students in a course. Grades are denoted by letters O, A+,A, B+,B, C,P, F and Ab;

“*Semester Grade Point Average (SGPA)*” means a measure of performance of a student in a semester. It is the ratio of total credit points secured by a student in various courses registered in a semester and the total credits of all courses during the semester. It shall be expressed up to two decimal places.

“*Semester*” means an academic session spread over 15-18 weeks of teaching work with minimum 90 teaching days. The odd semester may normally be scheduled from July to December and even semester from January to June.

“*Grade Card*” means a certificate based on the grades earned. Grade certificate shall be issued to all registered students after every semester. The grade certificate will contain the course details (code, title, number of credits, grade secured) along with SGPA of the semester and CGPA earned till that semester. The final semester grade certificate shall also reflect the cumulative total of marks obtained by the student in all semesters out of maximum marks allocated for which the grades of the program were evaluated. However, the final result will be based on the grades/CGPA.

“*Transcript*” means a certificate issued to all enrolled students in a program after successful completion of the program. It contains the SGPA of all semesters and the CGPA.

“*Ex-student*” means a student failing to clear the backlog paper /s of I/II/III/IV Semester/s after appearing in the full-length special examination conducted after IV semester examination and those failing to clear V/VI/VII semester after full length special examination conducted after VIII semester examination.

3. DURATION:

The duration of **BACHELOR OF HOTEL MANAGEMENT**, degree shall be of 08 Semesters (four academic years). The maximum duration for completing the course shall be of eight consecutive academic years. If a student is unable to clear all the semesters of the program within the maximum duration (as specified above), he/she will automatically exit from the program.

The maximum total duration shall include the period of absence, withdrawn and different kinds of leave permissible to a student but it shall exclude the period of rustication/suspension/or any other penalty period imposed by the University.

The student after successful completion of the eight semesters of the programme shall be awarded degree of Bachelor of Hotel Management for which he/she was enrolled.

4. NUMBER OF SEATS

Number of seats in each program will be as approved and notified by the Academic Council of the University and as advertised for admission to the program.

5. ADMISSION PROCEDURE AND ELLIGIBILITY

Admission to the UG programme shall be made through the VET conducted by the Vishwavidyalaya or any other procedure as notified by the university from time to time.

The minimum qualification for admission to the specific programme will be as notified by the university from time to time.

Reservation and relaxation in minimum eligibility for admission for OBC/SC/ST/PWD (Person with Disability) and Kashmiri migrant candidates, as specified by Government of India/UGC and notified by the university shall be followed.

Foreign nationals either residing in India or abroad or Indian nationals residing abroad may be admitted to the programme according to the policy guidelines laid down by the Government of India/University from time to time as per the number of seats available for this category. These seats will be supernumerary and shall be advertised separately in addition to the seats approved for each program.

6. ENROLMENT IN THE UNIVERSITY

Every student admitted to the programme shall be enrolled before appearing in the first semester examination through the procedure prescribed by the competent authority from time to time.

7. PROGRAMME STRUCTURE

The Bachelor of Hotel Management programme shall have Core Courses, Discipline Specific Elective Courses, Ability Enhancement Courses, and Skill Enhancement Courses as per the details given below:

COURSE	CREDITS	
	Theory + Practical* L-P-T: 4-2-0	Theory + Tutorials* L-P-T: 5-0-1
I Core Course 12 Papers of 6 credits each	12x6= 72	12x6= 72
II Discipline Specific Elective Course 12 Papers of 6 credits each	12x6= 72	12x6= 72
III Ability Enhancement Courses Ability Enhancement Compulsory Courses(AECC) 1. Ability Enhancement Compulsory Courses(AECC) (Two papers of Two Credits Each) 1. Environmental Science 2. English/MIL Communication	2x2= 4	2x2= 4
2 Skill Enhancement Courses(SEC) Six Papers of 2 Credits each	2x6= 12	2x6= 12
TOTAL CREDITS	160	160

*Wherever there is practical there will be no tutorials and vice-versa

The Board of Studies of the Department shall decide the course structure and syllabus for a specific programme. While designing the course structure and syllabus, the Board of Studies shall recommend appropriate credits for Optional Dissertation or project work, Industrial Training/ Industry Exposure of appropriate duration indifferent Hotels, Restaurants and Hospitality organizations in place of Discipline Specific Elective paper/papers.

8. ATTENDANCE AND ELIGIBILITY TO APPEAR IN THE EXAMINATION

A student must have a minimum attendance of 75% of the total number of classes held during the semester including lectures, practical, field training/Attachments/tutorials etc., for appearing in the end semester examination. However, Students having attendance more than or equal to 60% and less than 75% shall apply for condonation to the respective Dean of school through the Head of Department. The Dean of School may condone aforesaid shortage in attendance after due consideration of one or more of the following reasons:

- (a) Participation in NCC/NSS Camps, duly supported by a certificate from the Commanding Officer;
- (b) Participation in University Team(s)/Games or Inter-state or Inter-University tournament(s) duly supported by a certificate from appropriate authority of the University;
- (c) Participation in educational excursion conducted on working days certified by the Dean or Head of the department. These excursions shall not include those organized for the class as a whole;
- (d) Participation in any of co-curricular activities organized by the Institute/ Department/ School, duly certified by competent authority;
- (e) Prolonged illness duly certified by the Registered Medical Practitioner;
- (f) Any other cogent reason up to the satisfaction of the Head of Department/Dean.

The application must be supported by such documents as considered to be fit for granting such condonation.

9. MEDIUM OF INSTRUCTION

The medium of instructions in general shall be English except for language courses. However, university may notify the medium of instruction for a specific programme, and in such cases the medium of instruction shall be as notified by the university. The medium of instructions for examinations shall be English only.

10. EXAMINATION AND EVALUATION

The academic performance of a candidate shall be evaluated in respect of the courses of study prescribed for each semester through the evaluation. The evaluation of students admitted in any of these Programmes shall be based on

- (a) End Semester Examinations, and (b) Continuous Internal Assessment.

Out of the total marks, 70% shall be allotted for the end semester examinations and 30% shall be allotted to continuous internal assessments during the semester. The scheme of internal assessment shall be as notified from time to time by the university in the academic calendar.

The end semester examinations will be held on such dates as may be notified by the appropriate authority of the University.

The minimum percentage of marks to pass the courses in each semester shall be 40% in each paper (course).

All Programme shall have a specified number of credits in each semester. The number of credits along with grade points that the student has satisfactorily cleared shall measure the performance of the student. Satisfactory progress of a student is subject to his/her maintaining a minimum Cumulative Grade Point Average (CGPA), as well as minimum grades in different courses of the programme as given in Table-1 which a student if obtains is eligible for the award of degree.

Calculation of Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

- i. The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses under gone by a student, i. e

$$SGPA (S_i) = \frac{\sum(C_i \times G_i)}{\sum C_i}$$

where, C_i is the number of credits of the i th course and G_i is the grade point scored by the student in the i th course.

- ii. The CGPA is also calculated in the same manner taking into account all the courses under gone by a student over all the semesters of a programme, i.e.

$$CGPA = \frac{\sum(C_i \times S_i)}{\sum C_i}$$

where, S_i is the SGPA of the i th semester and C_i is the total number of credits in that semester.

- iii. The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.

Grading System: The grading system, as detailed here under in Table1 shall be applicable for each course:

Table-1: Award of Grades Based on Absolute Marks on a 10point scale

Range of % of marks	Grade points	Letter Grade	GRADE
>90-≤ 100	10	O	Outstanding
>80-≤ 90	9	A+	Excellent
>70-≤ 80	8	A	Very Good
>60-≤ 70	7	B+	Good
>50-≤ 60	6	B	Above Average
>40-≤ 50	5	C	Average

40	4	P	Pass
0- <40	0	F	Fail
Absent	0	Ab	Fail

Description

- (i) Letter grades **O**, **A+**, **A**, **B+**, **B**, **C**, and **P** in a course mean that the student has passed that course.
- (ii) The grade **F** and **Ab** denote **FAIL**; a student fails in the course due to poor performance or non-appearance/incomplete appearance in the examination of the course. A student has to appear at subsequent examination(s), if provided under the ordinances in all such courses, until a passing grade is obtained.
- (iii) One (01) grace mark will be given only once to improve the grade in overall result at the time of award of degree and "G" will be mentioned against the CGPA.

Declaration of Semester Examination Results upto Seventh Semester

Semester examination results will have in the followings categories:

- (i) **Passed**, i.e., those who have passed in all courses of the semester examination.
- (ii) **Promoted**, i.e., those who have not passed in all the courses of the Semester examination but have passed $n/2$ courses if n is even and $(n+1)/2$ courses if n is odd, where n stands for the total number of courses in the concerned semester.
- (iii) **Detained**, i.e., those who are not promoted as per the above provisions will be detained. Such students have to rejoin the course of study in regular mode in the same semester in next session subject to not crossing maximum duration of the program as defined in the ordinance.

11. PROMOTION TO NEXT SEMESTER:

Students who have been promoted to the next semester as per the provisions mentioned in para 10 shall avail the chance of clearing the back log papers only in the next ATKT examination held along with the main examination (Odd Semester in Odd Examination and Even Semester in Even Examination). A Student who even fail to clear the backlog even in the ATKT examination will be promoted to the next semester if he/she clears the requisite number of papers as per the provisions mentioned in Para 10 in the main examination of next semester up to eighth semester.

At the end of the seventh semester one full ATKT examination will be conducted in which students have to clear the entire backlog up to seven semesters.

Any student who fails to clear his/her backlog in this examination shall not be promoted to eighth Semester till he/she clears the backlog papers as per the opportunities provided next time as per Para 11.1 subject to being eligible as per maximum duration of the course.

11.2 In case, a student fails to clear the backlog, he/she will be held up till the back log papers are cleared for which he/she can take attempt in the next appropriate examination as an Ex-student

subject to the completion of degree up to maximum duration allowed for the course. Internal marks of such Ex-students will be carried forward for the corresponding course in which he/she is appearing as Ex-student.

If a student is awarded ATKT in VII or VIII Semester in a 4 year degree course he/she will be allowed to take the exam being conducted in July/August of an Academic year to clear backlog of last year of his/her degree.

Declaration of Results after VIII Semester Examinations

After declaration of results of VIII Semester as per the procedure described in clause 11, a candidate can be put in the following two categories:

Passed: A candidate who has passed in all the courses (including Project Dissertation / Field training/attachments/Visits) of VIII Semesters and obtained atleast CGPA of 4.00

The students who have passed $n/2$ courses if n is even and $(n+1)/2$ courses if n is odd, where n stands for the total number of courses in the VIII Semester shall be given ATKT chance just after the declaration of VIII semester result (as far as possible within one month). Those who are unable to clear the courses in ATKT examination shall be revert back to VIII semester in the next session.

Failed: All those students who have not passed minimum $n/2$ courses if n is even and $(n+1)/2$ courses if n is odd, where n stands for the total number of courses in the VIII semester shall be categorized as *Failed*. These students will not get ATKT chance and have to rejoin the VIII semester in next session.

12. DECLARATION OF DIVISION:

A student who has passed in all the courses of each I, II, III, IV, V, and VI Semesters and obtained at least CGPA of 4.00 shall be declared as '**Passed**'. The division will be awarded after successful completion of sixth semester according to the following criteria:

- (i) First Division with distinction : CGPA \geq 7.50
- (ii) First Division : CGPA \geq 6.00, but $<$ 7.50
- (iii) Second Division : CGPA \geq 4.00, but $<$ 6.00

13. TRANSCRIPT:

Based on the above Letter grades, grade points and SGPA and CGPA, the Vishwavidyalaya shall issue the transcript for each semester and a consolidated transcript indicating the performance in all semesters.

14. CONVERSION TO PERCENTAGE:

The conversion formula for converting CGPA to the corresponding Percentage (P) of Marks will be as follows:

$$P = 10 \times \text{CGPA}$$

15. RANKING

Only such candidates who successfully complete all courses in the programme in single attempt

shall be considered for declaration of ranks, medals etc declared and notified by the university, if any.

16. INTERPRETATION OF REGULATION

In any matter of interpretation of the provisions of this ordinance, the matter shall be referred to Vice-Chancellor who is the chairman of Academic Council. His/her decision shall be final.

17. POWER TO REMOVE DIFFICULTIES

If any question arises related to the matters not covered in these provisions, the relevant provisions made in appropriate Act/Statute/Ordinance/Regulations/Rules/Notifications issued by the university shall prevail.

