

Institute of Business Management

Weight-age Policy

A student can apply for Weight-age for a course after satisfying the following criteria.

1. If he/she misses any of the two hourly exams for a course due to a genuine reason such as, serious illness/death in immediate family or important official assignment may apply for Weight-age within a week from the date of missed hourly paper, after submitting sufficient documentary evidence in support of his/her request. Weight-age applicability will be determined on the basis of atleast 60 percent marks secured in final exam of the course. No request for weight-age will be entertained after one week of the date of the paper.
2. He/she will mention complete detail of the missed hourly exam including; semester, course, name of faculty, and date of missed hourly exam.
3. Weight-age will be applied on the basis of 80 % class attendance by the end of semester and at least 60% marks in the course in final exam.
4. Student will be charged Rs.2000. being Weight-age case processing fee.
5. After scrutiny and verification of weight-age case, Senior Assistant Controller of Examination will inform the concerned faculty to apply weight-age based on percentage marks of final exam as illustrated in point no. 6 given below.
6. Method of applying weight-age: Weight-age will be calculated on the basis of percentage marks obtained by the student in his/her final exam. That percentage will be applied on 15 marks of missed hourly exam.

Illustration:

Suppose a student secures 30 marks out of 40 that is 75%

Student missed first hourly or second hourly exam of 15 marks

Weight-age marks for missed hourly will be 75% of 15 marks that is 11.25 ($15 \times .75$)

Another method is $(30/40) \times 15 = 11.25$.

Note: If student secures less than 23 marks (55 %) in final exam, Weight-age in such case will not be applicable.

7. Weight-age is not allowed on single mid-term exam of summer crash program. Students missing single mid-term in summer crash program due to some genuine reasons mentioned in point no. 1 above with sufficient documentary evidence, may apply for special "I" grade for approval of Controller of examination to appear in first and second hourly exam in fall semester. Student will be charged Rs. 2,000 as special "I" grade processing fee.
8. Students missing single mid-term in regular semester due to some genuine reasons mentioned in point no. 1 above with sufficient documentary evidence, may apply for special "I" grade for approval of Controller of examination to appear in single midterm or first and second hourly exam in next semester. Student will be charged Rs. 2,000 as special "I" grade processing fee.