



BRAINWARE UNIVERSITY

EXAMINATION RULES & REGUALTIONS

For Competency Based Curriculum of

Bachelor of Physiotherapy Programmes

(w.e.f. ODD Semester 2026 – 27 onwards)

*Office of the Controller of Examinations
Brainware University*



INDEX

<u>Sl No.</u>	<u>Items</u>	<u>Page No</u>
1.	Keywords	3
2.	General Rules	4
3.	Examination & Evaluation Evaluation scheme, Distribution of marks, internal/continuous assessment, Term End Examinations, Paper setter, Examiner, Moderator, Scrutinizer, Scrutiny of Answer Scripts, Preservation of answer script, Backlog exam., Special Supplementary exam., carry forward of marks, Review, Post Publication View (PPV)	5
4.	Grading System (Letter Grades, SGPA & CGPA Calculations, Qualifying Criteria, Grace Marks)	20
5.	Tenure of Programme	24
6.	Grade Card/ Marks Statement, Degree/ Diploma Certificates,	24
7.	Convocation	24
8.	Procedure for Applying for Duplicate Mark sheets / Grade Cards	25
9.	Issue of Transcripts	26
10.	Migration certificate	26
11.	Reported Against (RA) students	26
12.	ANNEXURE: Rules during the conduct of Examinations	27
13.	Appendix – I (Assessment of Combined Course)	28
14.	Appendix – II (Supplementary Examinations)	30



1. Keywords:

1.1 Academic Year: One academic year consists of 38 weeks of actual academic training (excluding internal and University examinations, extra-curricular activities, public holidays, and vacations).

1.2. Annual Pattern: The BPT programme is structured on an Annual Pattern across 4 academic years. Each of the four academic years follows a year-end University examination cycle. The 5th year constitutes the full-time Mandatory Rotatory Clinical Internship.

1.3. National Credit Framework (NCrF): The curriculum adopts a credit-hour system aligned with the National Credit Framework (NCrF), ensuring global acceptability and mobility of students.

1.4. Programme: An educational programme leads to award of a degree or diploma or certificate.

1.5. Course: A Course is a component of a programme offering defined learning objectives and outcomes. All courses need not carry the same weight. The course should define learning objectives and learning outcomes. A course may be designed to include lectures/ tutorials/ laboratory work/ field work/ outreach activities/ project work/ Vocational training/ viva/ seminar/ Term Courses/ assignment/ presentation/ self-study or a combination of some of these.

1.6. Credit: A Credit is the unit by which coursework is measured. It reflects the number of instructional hours required per year.

Mode of Learning	Credit Equivalence
Theory (Classroom Teaching)	1 credit = 15 hours per year
Practical / Clinical	1 credit = 30 hours per year
Experiential learning (Field Work)	1 credit = 45 hours per year

1.7. Grade Point: It is a numerical weight/grade allotted to each letter grade on 10-point' scale.

1.8. Letter Grade: It is an index of the performance of students in a said course. Grades are denoted by letters O, A+, A, B+, B, P, F, AB, I.

1.9. Credit Point: It is the product of grade point and number of credits for each course.

1.10. Annual Grade Point Average (AGPA): The Annual Grade Point Average (AGPA) is a measure of a student's academic performance in a given year. It is the ratio of total credit points secured in all courses registered in that year to the total credits of all courses in that year, expressed up to two decimal places.



1.11. Cumulative Grade Point Average (CGPA): The Cumulative Grade Point Average (CGPA) is a measure of the overall cumulative academic performance of a student across all years of the programme. It is the ratio of total credit points secured in all courses across all years to the sum of total credits of all courses in all years, expressed up to two decimal places.

2. General Rules

- 2.1.** Course of Physiotherapy Degree programmes consist of Theory (Classroom Teaching), Practical / Clinical & Experiential learning (Field Work).
- 2.2.** At the end of each annual year, there shall be a Term End (Annual) examination as per the schedule announced by the Controller of Examinations at least one month prior to the commencement of the examination.

Generally, Term End (Annual) examination shall be preferably held in June and Backlog Examination shall be preferably held in December of each academic year.

This schedule is subject to change whenever notified by the Controller of Examinations with prior approval of the competent authority.

- 2.3.** Each student has to submit duly filled in examination form (online) and requisite examination fees for each exam in due time as per notification issued by the Controller of Examinations, failing which, a student shall not be considered as eligible to appear in the examination. However, in some special cases, relaxation may be made by the **competent authority** as per the merit of the issue. Online Admit card will be available after submission of examination form and requisite fees. Without valid admit card, the candidate will not be allowed to enter into the examination hall.
- 2.4.** Attendance is compulsory as per university norms.
- 2.5.** A pass in the subject/Course with a minimum of 50% marks in CIA and 50% marks in TEE separately (which comply overall 50% marks) is compulsory for each course in order to be eligible for the award of the degree.
- 2.6.** External Examiners may be appointed for Clinical, Practical, Project and Internship evaluations.
- 2.7.** The university will issue a degree completion certificate only after successful completion of each course of the programme as per university norms including the internship.



3. Examination and Evaluation:

3.1. The Evaluation scheme:

The evaluation of students under the Physiotherapy Undergraduate Programme shall be carried out through a structured outcome-based system comprising Continuous Internal Assessment (CIA) and Term-End Examination (TEE), in alignment with Outcome-Based Education (OBE) & Competency Based principles and NCAHP guidelines 2025.

Every course offered under the programme shall fall under one of the following categories:

- a) **Mandatory Courses (MC)**
- b) **Core Courses**
- c) **Discipline Specific Courses (DSC)**

The evaluation methodology is designed to assess theoretical knowledge, practical competence, clinical skills, analytical ability, and professional aptitude.

Course Category	CIA (%)	TEE (%)
Mandatory Courses – Foundation Courses	100	-
Mandatory Courses – Clinical Courses	100	-
Mandatory Courses – Project	100	-
Mandatory Courses – Internship	-	-
Core Courses – Category A (Theory+ Practical)	20	80
Core Courses – Category B (Theory)	20	80
Core Courses – Category C (Theory)	20	80
DSC– Category A (Theory+ Practical)	20	80
DSC – Category B (Theory)	20	80

The revised distribution of marks/weightage for different categories of courses as recommended by Academic Council, Brainware University.

3.2. Marks Distribution:

3.2.1 Mandatory Courses

3.2.1.1 Foundation Courses

Component	CIA	TEE	Total
Marks	50	-	50



3.2.1.2 Clinical Courses

Course	CIA	TEE	Total
Clinical	100	-	100

3.2.1.3 Project

Component	CIA	TEE	Total
Project	100	-	100

3.2.1.4 Internship

Course	CIA	TEE	Total
Internship	-	-	-

* Internship Completion Certificate need to be provided by the student for Provisional Certificate after successful completion of internship and submission of logbook

3.2.2 Core Courses

3.2.2.1 Category A: 200-Mark Courses (Theory + Practical)

Component	CIA	TEE	Total
Theory	20	80	100
Practical / Clinical	20	80	100

3.2.2.2 Category B: 100-Mark Courses (Theory)

Component	CIA	TEE	Total
Theory	20	80	100

3.2.2.3 Category C: 50-Mark Course (Theory)

Component	CIA	TEE	Total
Theory	10	40	50



3.2.3 DSC Courses

3.2.3.1 Category A: 200-Mark Courses (Theory + Practical)

Component	CIA	TEE	Total
Theory	20	80	100
Practical	20	80	100

3.2.3.2 Category B: 100 Marks (Theory)

Component	CIA	TEE	Total
Theory	20	80	100

3.3. Guidelines for Internal /Continuous Assessment:

3.3.1 Mandatory Courses

3.3.1.1 Foundation Course

Component	Marks
Class Test 1	20
Class Test 2	20
Assignment 1	15
Assignment 2	15
Total	50

** Note: Two class tests of 20 marks each; the best of two is considered for the final result*

Theory Question Pattern: 20 Marks

Question Type	No. of Questions	Marks Each	Total Marks	Options
MCQ	6	1	6	-
Short Answer	2	2	4	Any 2 out of 3
Long Answer	2	5	10	Any 2 out of 3
Grand Total	10	-	20	-

3.3.1.2 Clinical Courses:

Component	Marks
Presentation	30
Logbook Submission	40



Viva	30
Total	100

3.3.1.3 Project:

EVALUATION AND RUBRICS FOR THE PROJECT

Review #	Agenda	Assessment	Review Assessment Weightage	Overall Weightage
Review 1	Project Synopsis/ Proposal Evaluation	Rubric R1	(9)	(40)
Review 2	Mid-Term Project Evaluation	Rubric R2	(16)	
Review 3	End term Project Evaluation	Rubric R3	(15)	
Evaluation by pool of experts (Internal & External)	Project Report Evaluation, Presentation and Viva Voce	Rubric R4	(60)	(60)
Total			(100)	(100)

Rubric #R1: Project Synopsis/ Proposal Evaluation (Internal)

	COs	Parameters	Good (3)	Average (2)	Poor (1-0)
a		Identification of the problem domain and its detailed analysis	An extensive explanation of the purpose and need of the project.	Average explanation of the purpose and need of the project.	Minimal explanation of the purpose and need of the project.
b		Study of the existing systems and feasibility of the project proposal	A detailed and extensive analysis of the specifications and limitations of the existing systems.	A moderate study and analysis of the specifications and limitations of the existing systems.	A minimal study and analysis of the specifications and limitations of the existing systems.



c		Objectives, Methodology, Planning & Significance.	All objectives of the proposed work are well-defined and explained. Steps to be followed to solve the defined problem are clearly specified.	Incomplete justification for the proposed objectives. Steps to solve the problem are mentioned but not clearly specified.	Objectives of the proposed work are either not identified or not well defined. Steps to solve the identified problems are incomplete.
Marks			9	6	3-0

Rubric #R2: Mid-term Project Evaluation (Internal)

Maximum Marks*: 16

	COs	Parameters	Good (4-3)	Average (2)	Poor (1-0)
a		Understanding of Design / Research Methodology	Appropriate design/research methodology is well understood and properly defined/justified.	Appropriate design/research methodology is understood but not properly defined/justified.	Appropriate design/research methodology is not properly defined/justified.
b		Contribution and cooperation with the team	Contributing properly and cooperating with team members.	Contributing properly but not cooperating with team members.	Neither contributing properly nor cooperating with team members.
c		Regularity in the communication of the progress of the project.	Very regular and properly communicating about the progress of the project work.	Moderately regular but properly communicating about the progress of the project work.	Very irregular and not properly communicating about the progress of the project work.
d		Progress on the compilation of the Project Report and/or functioning of the modules.	A good compilation of the project report in terms of contents and the guidelines of format. Modules are working.	Need minor revisions in the compilation of the project report either due to contents or formats. Most of the modules are working.	Need major revision in the compilation of the project report either due to contents or format. No module is working.



Marks	16-12	8	4-0
--------------	-------	---	-----

Rubric #R3: End Term Project Evaluation (Internal)

Maximum Marks* : 15

	COs	Parameters	Good (5-4)	Average (3-2)	Poor (1-0)
a		Incorporation of suggestions and innovations.	Changes are made as per suggestions during mid-term evaluation and new innovations are added.	Only a few changes are made as per suggestions during the mid-term evaluation and no innovations are added.	Suggestions during mid-term evaluation are not incorporated and no innovations are added.
b		Project Report compilation and /or demonstration	The project report is prepared according to the specified format. References and citations are appropriate and well-mentioned. All defined objectives are achieved. Each module is working well and properly demonstrated.	The project report is prepared partially according to the specified format. Insufficient references and citations. Few objectives are not achieved. A few modules are working well and demonstrated.	Most part of the project report is not according to the specified format and has major errors. References and citations are not appropriate. Most of the defined objectives are not achieved and modules are not working properly.
c		Presentation and query handling	The contents of the presentations are appropriate and well-delivered. Handled the queries appropriately.	The contents of the presentations are appropriate but not properly delivered. Maximum queries are handled appropriately.	The contents of the presentations are not appropriate. Ineffective presentation and unable to handle the query appropriately.
Marks			15-12	9-6	3-0

Rubric #R4: External Evaluation*

	COs		Good (15-10)	Average (9-4)	Poor (3-0)
a		Objectives & Methodology	Objectives and methodology are clearly defined.	Objectives are clearly defined but the methodology is vague.	Objectives and methodology are vague.



b		Analysis, Results & Conclusions	Carried out good analysis and results/conclusions are satisfactory for practical applicability.	Carried out analysis but results/conclusions are not appropriate for practical applicability.	The analysis is not done properly and results/conclusions are not fully aligned with the objectives.
c		Presentation & Viva Voce	Good presentation with quality in the contents with illustrations. Handled query correctly with confidence.	Good presentation with quality in the contents but lacks illustration. Lacks in handling queries correctly.	The contents and quality of the presentation are not good. Unable to handle queries properly.
d		Overall Quality and Quantum of Work	Extensive work was done for data collection, testing, model development etc.	Average work done for data collection, testing, model development etc.	Insufficient work done for data collection, testing, model development etc.
Marks			60-40	36-16	12-0

- Minimum one academic expert from other than Brainware university in relevant domain is required for external evaluation

3.3.1.4 Internship

It is mandatory that each candidate shall submit their internship completion certificate to the Office of the Controller of Examinations, Brainware University from the competent authority through HOD to obtain the Provisional Certificate of respective Programme completion.

3.3.2 Core Courses:

Category A + Category B

Theory: 20 Marks

Component	Marks
Class Test 1	10
Class Test 2	10
Assignment	5
Assignment	5
Total	20

** Note: Two class tests of 10 marks each; the best of two is considered for the final result*



Theory Question Pattern: 10 Marks

Question Type	No. of Questions	Marks Each	Total Marks	Options
MCQ	3	1	3	-
Short Answer	1	2	2	Any 1 out of 2
Long Answer	1	5	5	Any 1 out of 2
Grand Total	5	-	10	-

Category A: Practical: 20 Marks

Component	Marks
Lab Experiment + Report	10
Viva voce & Demonstration	10
Total	20

Category C: 10 Marks

Component	Marks
Class Test 1	10
Class Test 2	10
Total	10

** Note: Two class tests of 10 marks each; the best of two is considered for the final result*

3.3.3 DSC:

Category A + Category B

For Theory: 20 Marks

Component	Marks
Class Test 1	10
Class Test 2	10
Assignment 1	5
Assignment 2	5
Total	20

** Note: Two class tests of 10 marks each; the best of two is considered for the final result*

Theory Question Pattern: 10 Marks



Question Type	No. of Questions	Marks Each	Total Marks	Options
MCQ	3	1	3	-
Short Answer	1	2	2	Any 1 out of 2
Long Answer	1	5	5	Any 1 out of 2
Grand Total	5	-	10	-

Category A: Practical: 20 Marks

Component	Marks
Lab Experiment + Report	10
Viva voce & Demonstration	10
Total	20

Note:

*The concern department will prepare the question paper for theory Class Test I and II by covering all course outcome as per the guidelines. For Assignments, the questions shall be prepared by covering all course outcome mentioned in the syllabus.

*Question for practical course shall be prepared by the respective department by covering all the course outcome of prescribed syllabus.

* Marks of the internal assessments shall be published within 7days through Students' Forum (Online) for information of the student.

* Question paper, Answer script, Attendance sheet of class test of each course shall be preserved in the respective department at least for 6 months from the declaration of respective end term result. Department will submit copy of question paper for each class test to the exam department.

* List of Presentation topic and signed Attendance sheet shall be preserved by the respective department. Department shall send softcopy of student wise presentation topic allotment list to exam department.

* The Internal Assessment marks should be submitted to the Controller of Examinations before commencement of the Term End Examinations (Annual).

3.4. Pattern of question papers for Term-End (Annual) Examinations:

3.4.2 Core Courses:

Category A + Category B – Theory



80 Marks

Question Type	No. to Attempt	Marks Each	Total Marks	Options
Long Answer	9	5	45	Any 9 out of 10
Short Answer	10	2	20	Any 10 out of 12
MCQ	15	1	15	-
Total	34	-	80	-

Category A- Practical: 80 Marks

Component	Marks	-
Viva	20	-
Experiment	60	OSPE Breakdown: Spotter - 20 Marks Skill Assessment - 20 Marks Documentation/Interpretation/ Case presentation - 20 Marks
Total	80	-

Category C- Theory: 40 Marks

Question Type	No. to Attempt	Marks Each	Total Marks	Options
Long Answer	4	5	20	Any 4 out of 5
Short Answer	5	2	10	Any 5 out of 6
MCQ	10	1	10	-
-	19	8	40	-

3.4.3 DSC:



Category A + Category B – Theory

80 Marks

Question Type	No. to Attempt	Marks Each	Total Marks	Options
Long Answer	9	5	45	Any 9 out of 10
Short Answer	10	2	20	Any 10 out of 12
MCQ	15	1	15	-
Total	34	-	80	-

Category A- Practicals: 80 Marks

Component	Marks	-
Viva	20	-
Experiment	60	OSPE Breakdown: Spotter- 20 Marks Skill Assessment- 20 Marks Documentation/Interpretation/ Case presentation - 20 Marks
Total	80	-

- **Departmental examination committee (Should comprises of Departmental Head/ BOS chairman of the department with 2 or 3 senior teacher):**

The paper setter shall ensure the following facts of question bank:

- Questions to be made from each unit/module of the syllabus as per Course Outcome and knowledge level.
- Multiple choice questions should be given in unambiguous way, to avoid confusion.
- Question should meet the objectives.

The committee will also conduct the continuous assessment (theory and practical) as per given schedule by examination department and preserve all the specified documents in the department and coordinate with the Examination department.

3.5. Paper setter, Moderator, Examiner, Scrutinizers:



- a) The internal paper setters, internal examiners, scrutinizers, reviewers and members of the Board of Moderators (internal and external) for each Term-end-examination will be appointed by the Controller of Examinations on the recommendation of the respective Board of Studies (BOS) as per the University Statute. At least one reviewer (may be internal and/or external examiner) per course shall be appointed by COE for reevaluation purpose. The Board of studies may send a panel of two or three names of the reviewers for each Course. The Re-examiner will be selected from the said panel by the Vice Chancellor. Scrutinizer should be an Assistant Professor of the department, who will scrutinize the evaluated answer script of Theory course(s) of other examiner(s).
- b) Moderation of question papers will be done by the Board of Moderators (consisting of internal and at least one external moderator). Chairperson of the BOS will also act as the Chairperson of the Board of Moderators and also the chairperson of the departmental examination committee respectively.
- c) External examiners may be appointed by the Controller of Examinations for conducting the examinations of courses like Project, Grand-Viva, Internship, Clinical observation and Industrial Training etc.
- d) Honorarium will be paid to paper-setters, examiners, scrutinizers, reviewers and moderators as per University rules.
- e) Moderated question papers (hardcopy & softcopy) will be handed over to the Controller of Examinations for printing, preservation and distribution, by the respective Chairperson of BOS. Physical copy of question papers should be signed by all internal and external moderators.
- f) Distribution of answer scripts to the concerned examiners for evaluation will be done by the Department of Controller of Examinations and the examiners will be bound for discharge their duties as per relevant provisions of the statue/rules of the Brainware University. After evaluation, the physical copies of award lists and evaluated answer scripts in sealed packets must be submitted within stipulated time to the Controller of Examinations for timely publication of results.

3.6 Scrutiny of Answer Script:

Scrutiny of the theoretical answer scripts shall be done by the teachers (at least Assistant Professor Level) of the concerned discipline before submitted the marks to the Controller of Examinations. A teacher who is appointed as the examiner of a course shall not be the scrutinizer of the same course. Scrutineer will check the following:

- (a) There is no mistake in the grand total on the title page of the answer script
- (b) All marks have been correctly brought forward on the title page of the answer script
- (c) No portion of any answer has been left un-evaluated



3.7. Preservation of Theory & Practical answer scripts:

The written answer scripts of each Term-end examination will be preserved in the University for 06 (Six) months only from the date of publication of that result of the said term end examination. The answer scripts of the class test or other records of internal assessment shall be preserved in the department for six (06) months from the publication of that result of the said term end examination. After that period, the scripts may be disposed of or send for recycling as per rules of the University.

3.8. Backlog Examination:

If any candidate fails to secure the minimum pass marks or **fails to attend internal assessment and/or Term-end term examinations (i.e., both applied and not applied categories)** of any course at the previous examination, then that courses will be treated as a backlog course with respect to the concerned candidate. Candidate shall appear his/her backlog courses with the Backlog Examination and normal term-end examinations, during the tenure of the programme. Such candidates have to submit backlog Examination form along with requisite fees as and when notified by the Controller of Examination. Backlog candidate should reappear both internal assessment and term end examination of backlog courses.

3.9. Supplementary Examinations

These regulations are known as Supplementary Examination Rules 2026 which will be in force for the academic session 2026-2027 [onwards as recommended by Academic Council of Brainware University dated 23rd May 2026.

The supplementary examinations will be conducted once in an academic year after the publication of review result of respective term end examinations (annual). The final schedule of the supplementary examinations will be declared by the office of the Controller of Examinations, Brainware University.

The supplementary examination is an additional opportunity for the regular category students of intermediate years [Not applicable for Final year/ Pass out batches]. The weightage of this supplementary examination will remain same as the weightage of the Term End Examinations of the regular exam in which the student was obtained 'F' Grade in respective course/ courses. Separate grade card will be issued for these supplementary examinations.

For details on eligibility and fees for appearing in the supplementary examinations – see Appendix II

3.10. Special supplementary Examinations:

Special supplementary examination will be conducted on theory, practical & sessional courses of any year for the candidates only from Final year of the respective session and Final Year pass out batches of UG Degree programmes once in a year after the declaration of Final year result. Preferably it will be held in the month of September/October in each academic year after the declaration of Final year result. Eligible candidate has to apply by submitting Special



Supplementary Examination form and requisite examination fees according to the notice issued by the office of the Controller of Examinations. After that, admit card will be released to the eligible candidates for appear in the examinations. The result of Special Supplementary examinations will be declared tentatively by the last week of October. The revised rules are effective from 2026-2027 session, which are given below:

Eligibility criteria to apply & appear at Special Supplementary examinations:

- Candidates only from Final year of the respective session and Final Year pass out batches, who have appeared at all year except any one year of the concern programme i.e., neither applied nor appeared in the examination due to any reason and/or having maximum two backlog courses (including theory, practical & sessional courses) in each year, are only eligible to apply for the Special Supplementary Examinations.

They may appear any courses including theory, practical and sessional of non-appeared term end examinations and/or they may also appear at any backlog courses including theory, practical and sessional of other examinations maintaining the above criteria.

In case of non-appeared term end, if internal assessment is not appeared earlier or in case of poor marks in internal assessment of the pending year then candidates have to apply to the HODs of respective department of those courses for attending re-examination of internal assessment of those courses. Candidate has to apply to the respective HODs at least two months before the special supplementary examinations and has to submit examination form and requisite fees of the special supplementary examinations as per the notification given by the office of the controller of examinations.

But those candidates who have not appeared at more than one year earlier, they are not eligible to sit for this examination. Also, those candidates, who have more than two pending backlog courses in any year, they are also not eligible to sit in these examinations. (For Example, if a candidate has 2 backlog courses in 1st year and 3 backlog courses in 4th year, then the candidate will not be eligible to sit in the special supplementary examinations.)

- At least CGPA 6 with successful completions of all course of the programme is required to complete the programme successfully. Thus, students who have not secured CGPA 6 but passed in all the courses of all years successfully, they are also eligible to appear in the Special supplementary examinations to upgrade their CGPA. Those candidates whose CGPA is less than 6 or less than 5, **they may appear at any 4 theory courses of their choice from the final year courses only** (For example: In year-based system, theory courses can be selected from the last two years of the programme) to upgrade their CGPA and successfully complete the programme.



3.11. Carry Forward of Marks for Backlog / Supplementary Examinations/ Special Supplementary Examinations:

In case a student fails to secure the minimum 40% or absent in internal assessment and/or term-End examination of any Theory or Practical course then he/she shall reappear for the end examination of that course as backlog or Special Supplementary candidate. They have to submit the respective examination form and fees as per the notification given by Controller of Examinations. However, his/her marks of the Internal Assessment shall be carried over (if appeared earlier) and he/she shall be entitled for grade obtained by him/her on passing internal Assessment and Term-end Examination evaluation process of each course satisfactorily.

Note that Marks of Term-end examinations will not be carried forward for such cases.

If internal assessment not appeared earlier or in case of poor marks in internal assessment of the pending courses of year then candidates have to apply to the HOD of respective department of those courses for attending re-exam of internal assessment of those courses to upgrade internal assessment marks at least two months before the respective term-end examinations/ backlog examinations.

3.12. Review: A Regular and Backlog category student can apply for review of the results on theory courses only as per notification given from Controller of Examinations, preferably within 20 days from the publication of results. **Candidates applying for review, are not eligible for Post Publication View of the same course.**

Regular & Backlog students may apply for review of his/her answer script only for theory courses as per notification given from Controller of Examination, generally within 20 days of publishing term end examinations results.

Review fee for each course will be declared by Controller of Examinations through proper notification from time to time for UG Degree programmes.

The selected Reviewer will check the following:

- (a) There is no mistake in the grand total on the title page of the answer script**
- (b) All marks have been correctly brought forward on the title page of the answer script**
- (c) No portion of any answer has been left un-evaluated**
- (d) If the Reviewer has noted that apart from the above some gross mistake in evaluating the answer scripts, he/she may take necessary steps to rectify the same.**

The marks awarded by the reviewer shall be the **final one**. **The marks may increase/decrease/remains unchanged after the review.**

Original Grade card of term end examinations for review candidates will not be issued. They will get Original Grade card after review.

There shall be one reviewer per course who may be internal and/or external examiner. The Board of studies will send a panel of two or three names of the reviewers for each course. An examiner will be selected from the said panel by the Vice Chancellor.



3.13. Post Publication View (PPV):

- a) Photocopy of evaluated answer scripts of recently concluded examinations may be obtained by an examinee concerned once only for self-inspection on submission of application of Post Publication View to the Controller of Examinations of the University in prescribed format (available in <https://www.brainwareuniversity.ac.in/downloadforms.php>) on payment of INR 500 (Rupees Five hundred only) only per answer scripts nonrefundable. Candidate can only apply for PPV according to the notification given by Controller of Examinations after result declaration. **It is applicable for Theory courses only. (Maximum 3 courses in a term end examination may be applied). Candidates applying for review, are not eligible for Post Publication View of the same course. PPV is not applicable for Backlog candidates.**
- b) The examinees shall have to appear with original Registration card, Grade card and admit card for the concerned examination on the specified date and time as may be intimated by the university through notification to view the photocopy of answer scripts preferably within 3 weeks from the last date of submission of such application. Failing which candidate may not be entertained further.
- c) **Application for photocopy of answer scripts for the purpose of self-inspection is to be submitted within 3 weeks from the date of publication of result of the concerned examination.** Application proforma and details are available at the University website.
- d) Post publication view does not mean reassessment or re-evaluation of the answer scripts. Photocopy of answer scripts will be provided to the candidate in presence of examiner to see the following:
 - (a) There is no mistake in the grand total on the title page of the answer script
 - (b) All totals have been correctly brought forward on the title page of the answer script.
 - (c) No portion of any answer has been left un-evaluated.
 - Any other representation excepting the above three points shall not be admissible.
- e) In the event of detection of any omission or mistake in the script or in the compilation of the result of a student, the matter shall be reported to the Controller of Examinations, who will take necessary measures for correcting the result accordingly and revised grade card shall be issued after the previous grade card is surrendered.
- f) If any such student refuses to surrender his previous grade card shall be treated to have misbehaved and shall be dealt with by the Examination Disciplinary Committee under the relevant provisions of these regulations.
- g) The Vice Chancellor shall have the power to recover such Grade Cards through the law enforcing agencies of the state.
- h) The University shall not entertain any claim for redressal of grievance of the concerned examinee arising out of self-inspection relating to evaluation of answer scripts.



4. GRADING System:

4.1. Letter grades and grade points equivalent to Percentage of marks and performances:

Marks Range (%)	Grade Point	Letter Grade	Performance
85 - 100	10	O	Outstanding
80 – 84.99	9	A+	Excellent
75 – 79.99	8	A	Very Good
70 – 74.99	7	B+	Good
60 – 60.99	6	B	Above Average
55 – 59.99	5	C	Average
50 - 54.99	4	P	Pass
Less Than 50	0	F / F(T) / F(P)	Fail/Fail in Theory/Fail in Practical
-	0	Ab	Absent
-	0	I / I(T) / I(P)	Incomplete / Incomplete in Theory / Incomplete in Practical

N.B. –

I (Grade point 0) shall be introduced for cases where the candidate fails to appear in Continuous/ internal assessment or Term-End examination(s) of any course where the results are incomplete.

AB (Grade point 0) shall be introduced for cases where the candidate fails to appear in Continuous/ internal assessment and Term-End examination(s) of any course where the results are Absent.

He/she have to reappear for the said evaluation/examination (internal assessment and Term-end examination both) in due course.

4.2. AGPA & CGPA calculations: Based on the grades earned, a grade card shall be issued to all the registered students after completion of examination and publication of results in every examination. The grade card will display the course details (Course code, Course name, letter grade, grade points, credit, credit points) along with AGPA (Annual Grade Point Average), actual percentage obtained in each exam and after successful completion of all exams of the degree, final exam grade card will also display a CGPA (Cumulative Grade point Average) earned taking care of the performance of all the examinations and overall actual percentage secured. Ranking of a student will be assessed upon the actual percentage secured.

The following procedure should be used to compute the Annual Grade Point Average (AGPA) and Cumulative Grade Point Average (CGPA):



- i. The AGPA 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 undergone by a student,
i.e. $AGPA (S_i) = \frac{\sum (C_i \times G_i)}{\sum C_i}$
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 undergone by a student over all the years of a program,
i.e. $CGPA = \frac{\sum (C_i \times S_i)}{\sum C_i}$
where S_i is the AGPA of the i^{th} years and C_i is the total number of credits in that year.
- iii. The AGPA shall be rounded off to 2 decimal points and reported in the transcripts.
- iv. The CGPA shall be after deriving year wise AGPA and rounded off to 2 decimal points and reported in the transcripts.

4.3 Promotion criteria:

- The passing marks for every subject (theory & practical) shall be 50% marks in theory (50% marks in CIA and TEE Separately) and 50% in practical (50% marks in CIA and TEE Separately). Candidate has to pass both theory and practical separately. If a candidate fails in practical or theory exam only s/he must have to appear in both theory and practical exam again.
- Students have to secure at least 50% marks in internal assessment and at least 50% marks in Term-End examinations (Annual) separately (which should lead to overall 50%) to pass or qualify in each course satisfactorily in examination, subject to satisfactory completion of all prescribed requirements.
- Students can be permitted to next year only if the number of failed subjects is two or less than two and Student must clear all the subjects before appearing for the final examination of next year.
- Only after passing all the subjects of all the four years, he/she will be allowed to undergo internship.
- If any candidate fails to appear in all components of internal/continuous assessment or Term-end examinations of any courses then it will be treated as “Incomplete” and he/she has to reappear for both internal/continuous assessment and Term-End examinations of those courses in respective examination as backlog.

For example: If a candidate, secure 50% marks in total aggregate during internal/continuous assessment but fails to appear in Term-end Examinations of any course, then the student will be declared as “Incomplete” for that course. The evaluation and result process for assessment of combined courses are furnished in Appendix – I.

- If any candidate fails to appear in both internal/continuous assessment and Term-end examinations of any courses then he/ she will be treated as “absent” and he/she has to reappear for both internal/continuous assessment and Term-End examinations of those courses in respective examination as found appropriate in the form of backlog.



- Successful completion of a course means the student require to appear in both the internal/continuous assessment as well as Term-end examinations of the course in an annual examination and has to secure the requisite percentage and Grade as specified.

Result of a student in each exam will be defined as per following order:

Result (Intermediate Year):

Letter Grade	Classification
PP	Passed and promoted
PB	Eligible for promotion with Backlog
X	Ineligible for Promotion

Result (Final Year):

Letter Grade	Classification
PPC	Programme Partially Completed
PSC	Programme Successfully Completed

- A successful candidate
 - Who secures 75% and above in the aggregate marks shall be declared to have secured 'FIRST CLASS WITH DISTINCTION' provided he/she passes the whole examination in the FIRST ATTEMPT in minimum time (Regular Exam);
 - Who secures 60% and above and less than 75% in the aggregate marks and completes the course within the stipulated course period shall be declared to have passed the examinations in the 'FIRST CLASS, provide he/she passes the whole examination in the FIRST ATTEMPT' in minimum time (Regular Exam);
 - Who secures above 50% and less than 60% in the aggregate marks and completes the course within the stipulated course period shall be declared to have passed the examinations in the 'SECOND CLASS' provide he/she passes the whole examination in the FIRST ATTEMPT' in minimum time (Regular Exam); and
 - All other successful candidates shall be declared to have PASSED the examinations.
 - **The first attempt will be considered for students who have appeared in the schedule regular examinations.**

Grace Marks: -

Grace marks can be awarded to the candidate up to 1% of the total aggregate marks in deficit courses to pass the course to save the career of a student in Final Examination only.

In addition to that, the committee has also decided that the grace marks should be awarded to those candidates who has no arrear course dues i.e., the candidate has cleared all the previous years in Passed and Promoted (PP) category within valid chances but fail to secure requisite pass marks in Final year examinations only.



5. Tenure of Programme:

Candidates should complete the Bachelor of Physiotherapy degree course within a period of ten years from the date of joining the course.

6. Grade Card / Marks Statement:

Based on the grades earned, a grade card shall be issued to all the registered students after every exam. The grade card will display the course details (code, title, number of credits, grade secured) along with AGPA of that exam and actual percentage secured. Final exam Grade card will also show a Consolidated Statement with CGPA & Overall percentage secured, if completed the programme successfully. Ranking of a student will be assessed upon the **actual percentage secured**.

Online grade card/ Marks statement is issued to the candidates at the time of result publication. Original hardcopy Grade card / Marks statement is also issued to the candidate generally after two weeks of publishing the result. Accordingly, students are notified to collect the same from

6.1 Degree Certificate:

To obtain the Degree for the programmes which the student executed his/her study, he/she would have to clear all the courses of all years with requisite CGPA. Online Provisional Certificate is issued to the candidate immediately after successful completion of the programme.

The original hardcopy Degree Certificates will be issued to the eligible candidates by the University at the time of Convocation on fulfillment of the conditions stated in the Rules & Regulations of the University.

7. Convocation:

The Convocation of the University shall be held annually as per the Convocation Regulations of the University. The University shall announce the date for the Convocation and call for applications from eligible students to register for the Convocation. The duly completed application form along with the prescribed Convocation Fee must be submitted by the student to the University within the specified date announced by the University.

Degrees shall be awarded in person at the Convocation for the students who have graduated during the preceding Academic Year. Degrees shall be awarded in absentia to such students who are unable to attend the Convocation.



7.1 Issue of Degree certificate Before the Convocation

- In exceptional circumstances where a student requires the Degree Certificate before the date of the Convocation, for purposes of higher education or employment where the concerned University/ Organization where the concerned student has secured/seeking admission/employment requires that the concerned student must produce the Degree Certificate, the concerned student may submit an application to the Controller of Examinations, University, along with the prescribed Fee (INR. 500) and all the supporting documents (self-attested photocopy of Aadhar card, grade card of all year, Provisional certificate, money receipt).
- The Vice Chancellor shall consider the merit of the application and submit her/his recommendation to the Chancellor for the issue of the Degree Certificate, or otherwise. The decision of the Chancellor shall be final and binding. On the approval of the Chancellor, the Degree Certificate shall be issued to the concerned student.
- The minimum time taken to process and issue the Degree Certificate shall be two (02) calendar months from the date of receipt of the request for the issue of the Degree Certificate.

8. Procedure for Applying for Duplicate Grade Card /Marksheet:

(The duplicate Grade Card / Marksheet is issued only if the original is lost or stolen)

- a) The application form must be signed by the candidate, and his / her name must be furnished as printed on the Registration Certificate original Grade Cards / Mark-sheets issued by Brainware University.
- b) In case of missing of Grade Card / Marksheet a copy of the letter acknowledged by the local Police Station, stating loss of the particular Grade Card(s) / Mark-sheet(s) is to be enclosed.
- c) Requisite fee is **INR. 1000 (Rupees one thousand only) per Grade Card or Mark sheet.**
- d) Photo copy of the original grade card / mark-sheet should be attached.
- e) Duplicate Grade Cards / Mark-sheets may be collected by the candidate or duly authorized person, whose signature must be attested by the candidate in the letter of authorization addressed to the Controller of Examinations, normally after **minimum 15 working days from the date of receipt of the filled in application.** The University however reserves the right not to issue any duplicate documents in case it is deemed to be not fit to issue the same.
- f) The documents shall not be delivered by post. It should be collected by the candidate or his/her authorized person. At the time of collecting such Grade Card(s) / Mark sheet(s), the money receipt against submission of requisite fees, Authorization letter, if the candidate cannot come by person, in proper form and photocopy of any authentic photo-identity of the candidate or authorized person, if applicable, are required to be submitted.



g) The duplicate grade card /mark sheet will be prepared same as original one except the inscription of 'DUPLICATE' on top of the duplicate mark sheet / grade card.

h) Application form can be download from

<https://www.brainwareuniversity.ac.in/downloadforms.php>.

9. Issue of Transcripts:

Transcripts, as and when necessary, will be provided to the pass out candidate. For which the candidate has to apply in the prescribed proforma with requisite fees @ INR 2500 (Rupees Two Thousand Five hundred only) + Postal charges extra (if required). Application proforma and details are available at the university website (<https://www.brainwareuniversity.ac.in/downloadforms.php>). Candidates may download the form and apply for the same to the Controller of Examinations, Brainware University.

10. Migration certificate:

Migration certificate is issued to the pass out candidate by the university. For which the candidate has to apply for the same in prescribed proforma with requisite fees @ INR 800. The certificate is used when you change your board or university. Application proforma and details are available at the university website (<https://www.brainwareuniversity.ac.in/downloadforms.php>). Candidates may download the form and apply for the same to the Controller of Examinations, Brainware University.

11. Reported against (RA) students:

A student found guilty of misconduct/adopting unfair means including carrying or using mobile phones /electronics gadgets and/or any such behavior/actions which in the opinion of the authority is objectionable, shall be liable to the disciplinary proceedings which will be conducted in accordance with the University Rules and Regulations. The nature of such malpractices committed during the examinations is listed in the Annexure - I attached.

In case of any dispute arises in future in the context of interpretation, intention or application of any of the provision of these regulations or any matter not covered by these regulations, decision of the Hon'ble Vice Chancellor/ Registrar for necessary amendment should be final and binding.



12. ANNEXURE -I

Rules During the conduct of Examinations

- He/She is found to be in possession inside the examination hall of any book, or page of any book, or scribbling, or written note, or typed sheet, that may have a bearing on the subject in which he/she is appearing, irrespective of whether such book, or page of any book, or scribbling, or written note, or typed sheet is used or not, or
- He/She writes answer on another candidate's answer script or helps him/her in any other manner in writing answer on his/her own answer-script or helps him/her in any other manner in writing answer or tries to obtain from, or to render to, any other candidate or any other person inside or outside the examination hall, any help in any manner, or
- He/She leaves the examination hall without submitting answer-script, or
- He/She leaves the examination hall before one hour, taking with him/her answer-script, or carries from the examination hall the question paper during the hours of examination without submitting the answer script or gets possession of question papers outside the examination hall during the hours of examination or is not found in possession of complete question paper after its distribution in the examination hall or passes or tries to pass the question paper out of the examination hall or leaves the examination hall taking with him/her answer paper or loose sheet, or
- He/She allows somebody else to write answers on his/her behalf during examination, or
- He/She leaves the examination hall without recording his/her attendance on the attendance roll, or
- He/She encloses currency note(s) with an answer-script or offers illegal gratification or inducements to the Invigilator(s) or other persons connected with the examination or, in anyway, tries to take illegal or unfair advantages, or
- He/She distorts his/her name, roll number or registration number in his/her answer-script, or
- He/She is found to be in possession of any question paper or any other paper containing relevant answer or answers written on it, or
- He/She indulges in any kind of misbehavior, or intimidates or attempts to assault, or intimidates an invigilator or any other person connected with the conduct of the examination either inside or outside the examination hall, or damages, or attempts to damage, articles or furniture, equipment, stationery or any other property or the venue or creates disturbances in the venue or refuses to comply with the instruction of the Invigilator regarding seating arrangements in the examination hall, or
- Any page(s) of the written answer-script(s) of a candidate is/are found to have been replaced/torn/mutilated or found to contain handwriting different from that of the candidate, or
- If he/she discloses his/her identity in any manner other than that provided in the answer-scripts.
- He/She attempts to violate any other provisions of the University regulations.



1. RESIDUARY OF POWERS

In case of any dispute arises in future in the context of interpretation, intention or application of any of the provision of these regulations or any matter not covered by these regulations, decision of the Hon'ble Vice Chancellor/ Registrar for necessary amendment should be final and binding.

13. APPENDIX - I

Evaluation Scheme for Physiotherapy Programme

1. Components of Evaluation and their assessment weightage

The performance of students will be evaluated in Continuous Internal Assessment (CIA) as well as in the Term End Examinations (TEE) for theory/End-Term Practical (ETP)/End-Term Project/Term Papers/Dissertation etc.

2. Conduction of examinations and pass criteria for the combined courses [theory + practical]

- 2.1 The Term End Examination (TEE) will be conducted by the University within the stipulated schedule which will be notified by the Office of the Controller of Examinations.
- 2.2 The Continuous Internal Assessments (CIA) will be done by the respective department under the supervision of the office of the Controller of Examinations as per the academic calendar and examination calendar published by the university.
- 2.3 A student is considered to have passed in a course if he/she has obtained the minimum Grade point of 6 on the 10-point scale which is equivalent to 50% of total marks. The student has secured 50% marks in CIA (separately in theory and practical) and TEE (separately in theory and practical) respectively, as per the concern table and satisfactorily fulfilling all prescribed requirements.
- 2.4 It is mandatory for the student to appear in all components of the assessment of CIA as well as TEE. If a student fails to appear (i.e., absent) in any component of CIA and TEE, it will be treated as "Incomplete". If any candidate fails to appear / secure pass marks (i.e., 50%) in any CIA and /or TEE of Theory or practical component of a course, then the candidate shall reappear in respective theory (both CIA and TEE) or practical (CIA and TEE) or both during next examination as backlog.

Table 1: Explanations of various possibilities

Theory		Practical		Result	For students
CIA	TEE	CIA	TEE		
Absent	Present	Present	Present	Incomplete	Reappear in Both Theory and Practical (CIA and TEE)
Present	Absent	Present	Present	Incomplete	Reappear in Both Theory and Practical (CIA and TEE)



Present	Present	Absent	Present	Incomplete	Reappear in Both Theory and Practical (CIA and TEE)
Present	Present	Present	Absent	Incomplete	Reappear in Both Theory and Practical (CIA and TEE)
Absent	Absent	Present	Present	Incomplete	Reappear in Both Theory and Practical (CIA and TEE)
Present	Present	Absent	Absent	Incomplete	Reappear in Both Theory and Practical (CIA and TEE)
Absent	Absent	Absent	Absent	Absent	Reappear in both theory and Practical (CIA and TEE)
Fail to secure pass marks	Pass marks obtained	Pass marks obtained	Pass marks obtained	Fail	Reappear in Both Theory and Practical (CIA and TEE)
Pass marks obtained	Fail to secure pass marks	Pass marks obtained	Pass marks obtained	Fail	Reappear in Both Theory and Practical (CIA and TEE)
Pass marks obtained	Pass marks obtained	Fail to secure pass marks	Pass marks obtained	Fail	Reappear in Both Theory and Practical (CIA and TEE)
Pass marks obtained	Pass marks obtained	Pass marks obtained	Fail to secure pass marks	Fail	Reappear in Both Theory and Practical (CIA and TEE)
Fail to secure pass marks	Fail to secure pass marks	Pass marks obtained	Pass marks obtained	Fail	Reappear in Both Theory and Practical (CIA and TEE)
Pass marks obtained	Pass marks obtained	Fail to secure pass marks	Fail to secure pass marks	Fail	Reappear in Both Theory and Practical (CIA and TEE)
Fail to secure pass marks	Fail to secure pass marks	Fail to secure pass marks	Fail to secure pass marks	Fail	Reappear in both theory and Practical (CIA and TEE)

2.5. To qualify the programme successfully in PSC (Programme Successfully Completed) category, the candidate should secure minimum grade of CGPA 6 at 10-point scale, which will be calculated after final exam of respective programme.



14. APPENDIX - II

Regulations for “Supplementary Examinations” for UG Programmes (adopted in Academic Council dated 23rd May 2026)

These regulations are known as Supplementary Examination Rules 2026 which will be in force for the academic session 2026 – 2027 onwards. The supplementary examinations will be conducted once in an academic year after the publication of review result of respective term end examinations. The final schedule of the supplementary examinations will be declared by the office of the Controller of Examinations, Brainware University. The supplementary examination is an additional opportunity for the regular category students of intermediate years [Not applicable for Final year/ Pass out batches]. The weightage of this supplementary examination will remain same as the weightage of the Term End Examinations of the regular exam in which the student was obtained ‘F’ Grade in respective course/ courses. Separate grade card will be issued for these supplementary examinations.

Eligibility:

1. Students of intermediate year [i.e., excluding final year and pass out batches] who have completed all necessary minimum requirements (i.e., attendance, payments of term end fees, etc.) and appeared in respective Term end examinations but awarded ‘F’ grade in course/ courses of any UG, PG or Diploma programme – may apply for supplementary examinations.
2. Students of intermediate years [i.e., excluding final year and pass out batches] who have completed all necessary minimum requirements (i.e., attendance, payments of term end fees, etc.) **but not appeared in respective Term end examinations (Absent category)** – are not eligible for supplementary examinations.
3. Students of intermediate years [i.e., excluding final year and pass out batches] who have **not fulfilled necessary minimum requirements** (i.e., attendance, payments of term end fees, etc.) to appear in respective Term end examinations (i.e., regular chance) – are not eligible for supplementary examinations.
4. Students of intermediate years [i.e., excluding final year and pass out batches] who have completed all necessary minimum requirements (i.e., attendance, payments of term end fees, etc.) but absent in one or more respective courses during Term end examinations, and awarded ‘I’ grade in course/ courses of UG programme – are not eligible for supplementary examinations.
5. Students of intermediate years [i.e., excluding final year and pass out batches] having any cases of suspension, debarred from term end examinations, Reported against or others under the jurisdiction of Brainware University – are also not eligible for supplementary examinations.

Examination form and Fees for supplementary examinations – To reappear in the supplementary examinations, the student should submit the online examinations form along with requisite fees (Rs. 2500/- per year) within the stipulated time frame as notified by the office of the Controller of Examinations.