



AUXILIUM COLLEGE (Autonomous)
(Accredited by the NAAC with A⁺ Grade in the 4th Cycle)

Gandhi Nagar, Vellore – 632 006

ACADEMIC PROGRAMME - REGULATIONS

With effect from the Academic Year 2025 – 2026

Auxilium College is a grant-in-aid Institution recognized by the UGC under section 2(f) and 12(B). The college was privileged to have been affiliated to the prestigious University of Madras and gradually came under the jurisdiction of Thiruvalluvar University after the bifurcation of colleges in October 2002.

Auxilium College founded in 1954 is the first women's College in Vellore District and is affiliated to Thiruvalluvar University. The status of autonomy was granted by the UGC and the Thiruvalluvar University from the academic year 2007-2008. The extension of the Autonomous status was granted by the UGC for a period of Ten (10) Years from the session 2021-2022 to 2022-2031 as per provisions of Clause 6.5 of UGC Regulations dated 12.02.2018. The College has been accredited by National Assessment and Accreditation Council (NAAC) with A+ Grade in 2003, Re- Accredited with A grade with a CGPA of 3.41 out of 4 in 2010 and accredited with a CGPA out of 3.55 out of 4 in the third cycle in 2016. The College has been accredited in the fourth cycle by NAAC with a CGPA of 3.47 out of 4 with A+ grade in May 2024.

Auxilium College, as an autonomous institution, follows the Semester Pattern with Choice Based Credit System (CBCS) of evaluation, requiring 3 years of study for an Undergraduate Degree Programme and 2 years of study for a Postgraduate Degree Programme. The duration of a semester is 90 days of instruction.

As per the GO of the Higher Education Department, Government of Tamil Nadu; G.O.(Ms).No.77, Higher Education (G1) Department, dated 18.07.2020. & G.O. (1D). No. 147, Higher Education (G1) Department, dated 05.05.2023 and the directives of the Thiruvalluvar University, all the UG and PG Programmes framed the new syllabi on the basis of the TANSCH Model syllabus.

CHOICE BASED CREDIT SYSTEM

The choice based credit system not only offers opportunities and avenues to learn core subjects but also exploring additional avenues of learning beyond the core subjects for holistic development of an individual. The CBCS will undoubtedly facilitate us benchmark our courses with best international academic practices. The CBCS has more advantages than disadvantages. Advantages of the choice based credit system: Shift in focus from the teacher-centric to student-centric education. Student may undertake as many credits as they can cope with (without repeating all courses in a given semester if they fail in one/more courses). CBCS allows students to choose inter-disciplinary, intra-disciplinary courses, skill oriented papers (even from other disciplines according to their learning needs, interests and aptitude) and more flexibility for students). The CBCS provides an opportunity for the students to choose courses from the prescribed courses comprising Allied, Elective, Non Major and skill based courses.

The Autonomous status of the College offers a student the benefits of Choice Based Credit System. Every paper is allotted a certain number of credits. A student is awarded the specified credits on obtaining a pass in the respective paper.

The student has abundant opportunities during the course of study to obtain additional credits by pursuing Optional Certificate Courses offered by different Departments of the College. This facility will strengthen the academic potential of the student, as it provides flexibility in the choice of courses offered beyond the framework of the respective discipline of study. The introduction of the CBCS ensures compatibility with the academic norms practiced in other educational institutions of repute in India and abroad.

The structure of undergraduate programmes provides a wide range of choice for students to opt for courses based on their eligibility, aptitude and career goals. The undergraduate curriculum includes the following categories of courses in order to accomplish a holistic approach to undergraduate education.

OUTCOME BASED EDUCATION

In adherence to the UGC and NAAC guidelines, Auxilium College(Autonomous) adopted Outcome Based Education for students admitted from 2020-21 onwards. The curriculum framework was revised for all the Undergraduate and Postgraduate Programmes with special focus on the knowledge, understanding, skills, attitudes and values that the students should have attained on the completion of the programme. The outcomes were framed at three levels namely;

Programme Outcomes (PO) specify the academic standards that all the students should attain on the completion of their programme, which correlate with the Vision, Mission and Goals of the college

Programme Specific Outcomes (PSO) denote discipline-specific knowledge, understanding, skills, attitudes and values that the student should have attained on completing the particular programme

Course Outcomes (CO) specify what the students will know and will be able to do at the end of a course

PROGRAMME OUTCOMES (PO)

Undergraduate Programme:

On completion of the UG Programme, students will be able to;

PO1: Attain knowledge and understand the principles and concepts in the respective discipline.

PO2: Acquire and apply analytical, critical and creative thinking, and problem-solving skills

PO3: Effectively communicate general and discipline-specific information, ideas and opinions.

PO4: Appreciate biodiversity and enhance eco-consciousness for sustainable development of the society.

PO5: Emulate positive social values and exercise leadership qualities and team work.

PO6: Pursue higher knowledge, qualify professionally, enhance entrepreneurial skills and contribute towards the needs of the society.

Postgraduate Programme:

On completion of the PG Programme, students will be able to;

PO1: Attain an in-depth knowledge in the respective domains augmented through self-learning.

PO2: Assimilate and apply principles and concepts towards skill development and employability.

PO3: Apply critical and scientific approaches to address problems and find solutions.

PO4: Develop research skills through multi/inter/trans-disciplinary perspectives.

PO5: Integrate issues of social relevance in the field of study.

PO6: Persist in life-long learning for personal and societal progress.

Ph.D Programme:

On completion of the Ph.D Programme, scholars will be able to:

PO1: Acquire expertise in specific areas of study.

PO2: Formulate, analyze and apply theories and design methodologies.

PO3: Focus on socially relevant research and follow research ethics.

PO4: Gain skills to write research and project proposals for grants.

PO5: Network and offer consultancy at national and international levels.

PO6: Strive to obtain Intellectual Property Rights for inventions and innovations.

Structure of Undergraduate Degree Course

As per R.C. No. 2909/M1/08 dated 02.05.2008

Part I	Foundation Course in Language Tamil/Hindi
Part II	Foundation Course in English
Part III	(a) Core Courses (b) Generic Elective Courses (c) Project/ Electives
Part IV	1. (a) Basic level course in Tamil or (b) Advanced level course in Tamil 2. Skill-Enhancement Courses 3. Environmental Studies 4. Value Education
Part V	(i) General innovative Courses (ii) Extension Activities

(i) Part I and Part II - Foundation Course in Language and English

Each B.A./B.Sc/ B.Com./B.B. A/B.C.A.. Degree Programme has two Foundation Courses – one in Tamil/Hindi and another in English, offered during the first four semesters. **As per the Government order of Higher Education all the students**

who are admitted from the academic year 2022 -2023 will study the foundation course for four semesters.

(ii) Part III - Core Courses

Each Programme has a set of Core courses and Elective courses spread over six Semesters. The prescribed syllabi of the Core courses will help the student to acquire mastery over the fundamental concepts, in-depth knowledge of the respective discipline, and to get updated with the latest developments in the course. This will help the student to have a vertical mobility to pursue higher studies.

(iii) Part III – Generic Elective Courses

The Allied courses will be of two categories – Mandatory and Optional, offered during the first four semesters. A student will have a choice in the Optional Allied courses, if offered by the respective Department. Allied courses complement the Major courses of Study.

(iv) Part III – Major Electives/Project

Each Department offers three papers, of which one may be a project. It will help the student to acquire knowledge in a specialised area of interest related to the core selected.

(iv) Part IV – Courses in Tamil

Each Department offers one/two papers during the last two semesters.

(a) Basic Level Course in Tamil

It is mandatory for a student who has not studied Tamil Language up to Std. XII and has taken a non-Tamil language under Part I, to do two Basic level courses in Tamil (The level is of Std. VI)

(b) Advanced Level Course in Tamil

It is mandatory for a student who has studied Tamil up to Std. XII and has taken a non-Tamil language under Part I, to take two Advanced level courses in Tamil.

(v) Part IV – Skill-Enhancement Courses

They are job-oriented, skill-based and need-based courses designed to develop skills in the student to enhance her competency for acquiring a suitable job.

Every Department will offer at least one skill-based course per semester. This provides a wide choice for the student to select the course of her choice. Each student should take six skill-based electives, one in each semester. Each student may take two general skills, two soft skills and two skills in the core course of study.

The student is required to register her name for the course she opts for, with the department concerned, by the date specified. The number of students per course will be 30. (30 to 35, if needed)

(vi) Part IV – Environmental Studies

This paper offered in the fourth Semester provides awareness to the student regarding the basic concepts of environment and environment-related issues. It is intended to motivate the students to develop a positive attitude towards environmental concerns of the society. It is mandatory for every student to obtain a pass in this course as per the directives of the Supreme Court.

(vii) Part IV – Value Education

This course offered every semester, is intended to build up the moral values in the student. It also offers inputs for personality development and social consciousness.

(viii) Part V - Extension Activities

Extension Activities is a part of the Curriculum. A student should put in 90 hours of extension activity during the course of study. It includes service activities extended by a student through the Department or any service group of the College, to any marginalized community outside the College premises. It should be carried out after/before the regular working hours of the College, as the case may be. The Head of the Department/ the concerned staff-in-charge will certify for the work done by the student to earn the respective credits.

(ix) Others

(a) Certificate Course in Computers

A student should complete a basic course in Computers. This is to make the student computer literate. The student may or may not attend the classes offered by the College for the said course, but should appear for the examination in the course conducted by the College (and should obtain a Pass to complete the Degree Course). Those who are already equipped with basic computer knowledge, three other innovative courses such as Advanced Excel; Multimedia using Flash and Photoshop are offered.

(b) Other Certificate Courses

These courses are not a part of the curriculum. They are job-oriented, skill-based and need-based courses designed to develop skills in the student to enhance her opportunities for acquiring a suitable job.

The student may or may not attend the classes offered by the College for the said courses, but should appear for the examination in those courses conducted by the College and should obtain a pass to receive additional credits.

The duration of the Certificate Courses will be 75 hours per semester (2 semesters).

Medium of Instruction and Examination

The medium of instruction and examination is English.

Distribution of Hours:**Undergraduate Programme****Consolidated Semester wise and Component wise Credit distribution (SCIENCE)**

Parts	Sem I	Sem II	Sem III	Sem IV	Sem V	Sem VI	Total Credits
Part I	3	3	3	3	-	-	12
Part II	3	3	3	3	-	-	12
Part III	13	13	13	14	22	18	93
Part IV	4	4	3	5	2	4	22
Part V	-	-	-	-	-	1+2	3
Total	23	23	22	25	24	23	142

Consolidated Semester wise and Component wise Credit distribution (ARTS)

Parts	Sem I	Sem II	Sem III	Sem IV	Sem V	Sem VI	Total Credits
Part I	3	3	3	3	-	-	12
Part II	3	3	3	3	-	-	12
Part III	13	13	13	13	22	18	92
Part IV	4	4	3	6	2	4	23
Part V	-	-	-	-	-	Extension 1+2 ANY of the three courses	3
Total	23	23	22	25	24	23	142

Part V: (Courses) – 30 Hours teaching & 30 hours Activities

- i) **Fundamentals of Computer and MS Office (Computer Science & B.C.A.)**
 - Advanced Excel
 - Multimedia
 - Photoshop
- ii) **Health and Fitness (Physical Education)**

Branches of Study Offered: UG

Degree	Programme	Code	Category
B.A.	History	HI	Aided
	English	EN	Aided
B.Sc.	Mathematics	MA	Aided
	Chemistry	CH	Aided
	Zoology	ZO	Aided
	Physics	PH	Unaided
	Biochemistry	BC	Unaided
	Computer Science	CS	Unaided
	Data Science	DS	Unaided
	Microbiology	MB	Unaided
	Visual Communication and Multimedia	VC	Unaided
	Psychology	PY	Unaided
B.Com.	Commerce	CO	Aided & Unaided (2 Sections)
	Commerce (Banking and Insurance)	BI	Unaided
B.B.A.	Business Administration	BA	Unaided
B.H.A.	Hospital Administration	HA	Unaided
B.C.A.	Computer Applications	CA	Unaided (3 Sections)

POST GRADUATE PROGRAMME

Component wise Credit Distribution: (Arts & Science)

Credits	Sem I	Sem II	Sem III	Sem IV	Total
Part A: (Part III) Core Elective Project	20	20	22	20	82
Part B: (Part IV) SEC / PC / Internship / Human Rights / Skill / Online Course	-	5	4	2	11
Part C: (Part V) Extension Activity				1	1
Total	20	25	26	23	94

M.B.A. BUSINESS ADMINISTRATION

Credits	Sem I	Sem II	Sem III	Sem IV	Total
Part A: (Part III) Core Elective Project	24	24	22	14	84
Part B: (Part IV) SEC / PC / Internship / Human Rights / Skill	5	5	6	2	18
Part C: (Part V) Extension Activity					
Total	29	29	28	16	102

Part V: (Courses) – 30 Hours teaching & 30 hours Activities

- i) Teaching and Research Aptitude
- ii) Artificial Intelligence Tools
- iii) Entrepreneur Skill
- iv) Photography

Branches of Study Offered- PG

Degree	Programme	Code	Category
M.A.	English	EN	Unaided
M.Sc.	Mathematics	MA	Unaided
	Chemistry	CH	Unaided
	Zoology	ZO	Unaided
	Physics	PH	Unaided
	Biochemistry	BC	Unaided
	Computer Science	CS	Unaided
	Microbiology	MB	Unaided
M.Com.	Commerce	CO	Unaided
M.B.A.	Business Administration	BA	Unaided

Requirements of Attendance

1. The minimum requirement of attendance for a candidate is 75% per semester, to enable her to appear for the Semester Examinations.
2. If the attendance of a candidate is between 65 - 75%, due to any of the following reasons, the candidate is eligible to appear for the current Semester Examinations only after obtaining condonation from the Principal, by payment of the prescribed Condonation Fee:
 - a. Prolonged illness
 - b. Major surgery
 - c. Accident, which requires a long period of rest

The reason for the long period of absence should be informed to the Principal and the sanction obtained, within a week from the commencement of absence.

If the attendance of a candidate is between 55% - 65% in a semester, **she is not eligible to appear for the current Semester Examinations.** But she is permitted to appear for the arrear courses, if any. She is also permitted to move to the next Semester.

If the attendance of a candidate is below 55%, she is **not eligible to continue her studies** but can complete the Programme by re-joining the same Semester in the following academic

year, if vacancy is available. She should obtain the approval from the University through the concerned Head of the Department and the Principal.

TESTING, ASSESSMENT AND VALUATION

Each Undergraduate Programme consists of six Semesters.

There are two components in the Valuation and Assessment of a student - **Internal Assessment (CA)** and **Semester Examinations (SE)**.

Continuous Assessment (CA):

1. The maximum marks for CA is 25 and SE is 75, both for theory and practical papers.
2. Each CA written examination is of 1½ hours duration for 50 marks. The tests will be conducted centrally. The average of two such CA is calculated for 20 marks.
3. Other Innovative Components will be for 5 Marks

The innovative component is for 5 marks, conducted during the class hours by the Staff member in charge of the course, in the form of assignments/ quiz/ seminars /presentations/Online/Open Book/Viva Voce/ Group work/ Mini Project/ Exhibition, etc. The topic and time for submission/ presentation will be announced by the staff member in charge of the course in advance. Each student should explain and defend her presentation.

4. For SBE courses: 2 CA examinations of one hour each for 25 Marks converted to 20 Marks. Other Innovative Components will be for 5 Marks. The Semester Examination will be of 2 hours duration for 50 Marks which will be converted to 75 marks.
5. For Environmental Studies: One CA of one hour for 25 Marks, Project for 25 Marks, converted to 25 Marks. The Semester Examination will be of 2 hours duration for 50 Marks which will be converted to 75 marks.
6. For major and Generic Elective papers, the Semester Examination will be of 3 hours with maximum 75 marks.
7. Syllabus of not less than two units shall be included for each CA.
8. A retest for CA will be conducted for those students who were absent due to participation in NSS/NCC/Sports activities on prior written permission obtained through the concerned staff member.
9. There is no passing minimum for CA.
10. There is no provision for improvement in CA.

Semester Examinations (SE)

1. A student should register herself to appear for the Semester Examinations by payment of the prescribed fee.

2. The Semester Examinations will be in the form of a comprehensive examination covering the entire syllabus in each course. It will be of 3 hours duration, irrespective of the number of credits allotted to it.
3. If a candidate fails to obtain Pass marks even after the second attempt due to less marks in the CA examination, the marks of the next examination will be converted to be out of 100.
4. The maximum marks for each course shall be 100.

Valuation of Answer Scripts

1. There shall be single valuation for Undergraduate and Postgraduate Programmes. The Panel of Examiners will consist of internal and external examiners.
2. The valuation will be centralised.
3. A student has a maximum period of five years from the Date of Admission to clear all the course prescribed for the Programme at the time of her admission. After the fifth year, to complete the programme, the student has to appear for an examination in the same/equivalent paper offered under the revised syllabus structure.
4. Fraction of final marks in CA and SE shall be rounded off to the nearest integer.

Revaluation

1. A student can apply for the photocopy of answer scripts, if needed, on payment of the prescribed fee.
2. A student can apply for revaluation of any paper, on payment of the prescribed fee within the specified date. Receipt of the photocopy of the answer script is a pre-requisite for revaluation.

Supplementary Examination

After the declaration of the results of the final semester, a student who has only one paper in any semester can apply by the specified date, for Supplementary Examination, either for reappearance or for improvement. This facility is available only for those students who have not obtained a pass due to one paper. The examination will be conducted and results published within a month of the first publication of the result.

Improvement:

The facility to improve one's performance in any paper(s) is offered to all the students. A student, who wishes to improve her performance in any paper(s), may apply for the examination in the same, if the examination is conducted in that paper(s) during that particular semester/ Supplementary Examination.

This provision is available till the Supplementary Examination after the final semester examination.

Note: A student can report any grievance regarding CA or SE, to the Controller of Examinations, who in turn, will present the same to the Examination Committee, chaired by the Principal.

CA and SE for Laboratory and Practical Work

CA		SE	
Components	Marks	Components	Marks
Regularity and submission of Observation Notebook and Record	5	Record	10
Practical Examination	20	Practical Examination	60
		Viva Voce	5
Total	25	Total	75

Passing Minimum:

A candidate shall be declared to have passed in a course if she secures 50% and above in the SE. If a candidate fails in any paper, she shall be required to appear only for the SE in the respective paper.

Classification of Successful Candidates:

Conversion of Marks to Grade Points and Letter Grade:

Range of Marks	Grade Points	Letter Grade	Description
90 - 100	9.0 – 9.5	O	Outstanding
80 – 89	8.0 – 8.9	D+	Excellent
75 – 79	7.5 – 7.9	D	Distinction
70 – 74	7.0 – 7.4	A+	Very Good
60 – 69	6.0 – 6.9	A	Good
50 – 59	5.0 – 5.9	B	Average
00 – 49	0.0	U	Re-appear
ABSENT	0.0	AA	ABSENT

Calculation of Grade Point Average

Based on the grades obtained by a candidate, the Grade Point Average (GPA) is calculated as follows:

$$\text{Grade Point Average (GPA)} = \frac{\sum C_i G_i}{\sum C_i}$$

i.e., $\text{GPA} = \frac{\text{Sum of the multiplication of Grade Points by the credits of the courses}}{\text{Sum of the credits of the courses in a Semester}}$

Where C_i = Credits earned for course i in any semester

G_i = Grade Point obtained for course i in any semester

For the Entire Programme:

Based on the grades obtained by a candidate for the entire programme, the Cumulative Grade Point Average (CGPA) is calculated as follows:

$$\text{Cumulative Grade Point Average (CGPA)} = \frac{\sum_n \sum_i C_{ni} G_{ni}}{\sum_n \sum_i C_{ni}}$$

i.e., $\text{CGPA} = \frac{\text{Sum of the multiplication of Grade Points by the credits of the entire programme}}{\text{Sum of the credits of the courses of the entire programme}}$

Where C_i = Credits earned for course i in any semester

G_{ni} = Grade Point obtained for course i in any semester

n refers to the Semester in which such courses were credited.

The final classification is based on the following Grade Conversion Table:

CGPA	GRADE	CLASSIFICATION OF FINAL RESULT
9.5 – 10.0	O+	First Class with Exemplary*
9.0 and above but below 9.5	O	
8.5 and above but below 9.0	D++	First Class with Distinction*
8.0 and above but below 8.5	D+	
7.5 and above but below 8.0	D	
7.0 and above but below 7.5	A++	First Class
6.5 and above but below 7.0	A+	
6.0 and above but below 6.5	A	
5.5 and above but below 6.0	B+	Second Class
5.0 and above but below 5.5	B	
0.0 and above but below 5.0	U	Re-appear

* The candidates who have passed in the first appearance and within the prescribed semester of the P.G. programme only are eligible.

Ranking of Successful Candidates

Ranking will be based on CGPA. Candidates who passed in all the examinations prescribed for the Programme in the very first appearance only are eligible for ranking.

Malpractices:

Resolved that the following norms be followed in dealing with the cases of malpractices in CA/Semester Examinations.

S.No.	Nature of Malpractice	Action Suggested
1.	Appeal by a candidate for favourable consideration or mercy in the answer script	Warn the candidate
2.	Letter of appeal for favourable consideration, promising bribe in cash or kind.	Cancel the examination taken in that particular Course only
3.	Candidate writing her own name in any part of the answer book	Warn the candidate
4.	Candidate writing her own Register Number in any part of the answer book other than on the front page	Warn the candidate
5.	Possessing notes or books relevant to the course of the examination	Cancel the examination taken in that particular Course only
6.	Possessing notes or books relevant to the course of the examination (repeated)	Cancel the examinations taken previously and not to allow to appear for the remaining examinations in that Semester
7.	Using or copying from notes or books relevant to the course of the examination	Cancel the examination taken in that particular Course only
8.	Using or copying from the answer scripts of other candidates	Cancel the examination taken by both the candidates in that particular Course only
9.	Inserting pre-written answer sheet(s) brought from outside, in the main answer book.	Cancel the examinations taken previously and not to allow to appear for the remaining examinations in that Semester
10.	Threatening or assaulting the Invigilator or behaving in any insubordinate manner	Cancel the examination taken
11.	Manhandling or injuring any examination personnel	Cancel the examination taken
12.	Impersonation	Cancel the examination taken and debar from the examination for the next three years

13.	Tampering with spelling/ name /initials in any certificate	The candidate has to produce fresh certificates and a fine of ₹ 1,000/-
14.	Tampering with the Date of Birth in the certificate issued by the College	The candidates should not be permitted to appear for any examination of this College for a period of two years from the date of submission of documents and not to pursue any course of studies for the corresponding period
15.	Tampering with the Grade Certificate or any other Certificate issued by the College	The College will retain the tampered certificate and duplicate certificate will not be issued for three years from the date of presentation of documents. The candidate should not pursue any course of studies in this College for the corresponding period

Important Note:

The decision of the Principal shall be final in all matters pertaining to the Academic Programme.

DEPARTMENT	Reason	COURSE CODE	COURSE NAME	SEMESTER
NCC	As NCC is considered as Skill Enhancement Course after the TANSCH model syllabus and pursued during those hours, the course title and the course code has been changed which is in effect from 2024-2025	USNCC125	SEC: TRAINING AND SKILL DEVELOPMENT IN NCC	I
		USNCC225	SEC: NATIONAL VALUES & DRILL TECHNIQUES IN NCC	II
		USNCC325	SEC: WEAPON HANDLING AND OBSTACLE TRAINING	III
		USNCC425	SEC: APPROACH TO PERSONAL AND PROFESSIONAL DEVELOPMENT	IV
		USNCC525	SEC: LEADERSHIP AND SOCIAL DEVELOPMENT	V
		USNCC625	SEC: NATIONAL SECURITY AND PREPAREDNESS	VI