

Y.M.C.A. COLLEGE OF PHYSICAL EDUCATION

NANDANAM, CHENNAI – 35.

OFFICE OF THE CONTROLLER OF EXAMINATION



ANNUAL EXAMINATION REPORT
2020 - 2021

ANNUAL EXAMINATION REPORT - 2020-2021

CONTENTS

1. List of Staff members in the Examination Committee & office
2. Examination & Promotion Rules.
3. Moderation Rules / Gracing in examinations
4. Process of examinations
5. Results of Odd & Even Semesters
6. Details of Equipment in Examination office.
7. Particulars of examination fees / other fees
8. Resolution and Members in the Result Declaration Committee
9. Details of Equipment in Examination Office 2019-20
10. Events and dates
 - a. Notification / Circular
 - b. Examination – Dates
 - c. Practical Examinations - Dates
 - d. Date of result publication
 - e. Malpractice
 - f. Outcome of Arrear Examination
 - g. Complaints & Grievances
 - h. Hall Ticket approved Abstract
 - i. Graduation outcomes 2019-20

ANNUAL EXAMINATION REPORT - 2020-2021

INTRODUCTION

The college has set up the necessary processes for the planning, conducting, assessing, and announcing of results for internal and external exams for undergraduate and graduate students under the auspices of autonomous status. Our goal is to improve and expedite the testing procedure while guaranteeing that results are made available as soon as possible to assist students in pursuing opportunities for additional education or employment. The office of the Controller of Examination at YMCA College of Physical Education, Chennai, creates a detailed schedule of general office activities that include both theoretical and practical components, such as Continuous Assessment Tests, Semester Examinations, Fee Collection for Regular and Arrears, and Meetings for the Approval of Results, in compliance with the guidelines specified in the college calendar.

Following the set timetable, the Controller of Examination's office disseminates information about its activities via staff circulars and the college website's student notice board. The average Continuous Assessment score for each subject is determined by the subject instructor and then posted on the bulletin board.

Exam Committee Members:

Dr. George Abraham –Principal–Chief Controller of Examinations

Dr. J. Jackson Sutharsingh - Controller of Examinations

Dr. K. Jothi Dayanandhan – Member

Dr. S. Johnson Premkumar- Member

Office Staff

Mrs. Sheela Rajakumarai. D – Jr. Assistant

Mr. Kamalakannan – Office Assistant

Examination System

For all courses of study, has developed an evaluation system based on end-of-semester exams and continuous assessment in a 25:75 ratio. Class tests and assignments are part of the ongoing evaluation process.

Continuous Assessment

The Continuous Assessment test, which is compulsory, will take place on the designated date and last for one hour and fifteen minutes. Only those students

assigned by the college to participate in intercollegiate, interstate, all-India, or NSS sports will take the absentees test.

Semester Examination Eligibility

A student will be permitted to take the end semester examination in all subjects only if he/she has put in at least 90% of attendance (Theory and practical). On medical grounds a student is allowed a dispensation of 12.5% attendance provided the student submits the medical certificate to the principal immediately after the period of illness and signed by the Medical officer of the college. Students having less than 50% attendance will not be allowed to write the examination and shall RE DO the semester. Students attending state/ national camps/ workshops etc., have to produce the attendance certificate duly signed by the teacher concerned and Principal to be eligible for attendance, immediately after they report to college.

Odd and Even Semester Examination

All students are expected to report to the examination hall on time. Late comers will not be allowed into the hall for 30 minutes after the stipulated time of commencement of examinations. The end semester examinations of 3 hours duration evaluated out of 75 marks will be in the form of a comprehensive written exam. Internal / External experts set the question papers and External examiners evaluate the answer scripts. Model Exams are conducted for the students. For courses with maximum marks of 100 . Ratio of continuous assessment & End Semester examination 25:75

UG/PG Students can clear backlogs if any, in any semester.

To be awarded grade/class for an undergraduate or post graduate examination a student is required to pass all papers within the stipulated 6 semesters, or the following within two semesters.(8 semesters for UG & 6 semesters for PG). The year and month of passing for the exam is indicated in the consolidated memo of marks. Students who fail to clear all the subjects will be considered as supplementary candidates. No grades / class will be awarded.

Declaration of Results

There is no minimum passing marks for internal assessment test and external examination. The aggregate of the Internal Assessment and the End Semester marks (25: 75 ratio for 100 marks) should be 50 %. Those who secure less than the stipulated minimum will be declared failed.

If a student passes the end semester examination but fails to get the adequate aggregate of the Internal Assessment and the End Semester he/she should repeat

the End Semester Examination. The minimum mark for passing in a subject in UG/PG is 50% (25% of marks in the aggregate of the Internal Assessment and the 75% of the End Semester. The college has implemented Choice based Credit System for M.P.Ed & B.Ped and Grading system in B.P.E.S ., B.M.S., M.Sc(FERN) and P.G.D.S.C There is no provision for an Improvement Examination after the end semester examination.

Requirement for Promotion

No student is automatically eligible for promotion to the next semester. A student should have a minimum of 50% attendance to be eligible for promotion to the next semester. A student must earn a minimum of credits (in academics) to be eligible for promotion to the next year.

Appeal against results of the semester examination

Appeal against results of the semester examination may be made to the principal by the students concerned within 15 days of publication of the results by paying a fee of Rs.200 for each paper. Revaluation may be conducted with a prescribed fee of Rs.1000 for each paper.

Supplementary Examinations

Failed students at PG /UG level can take the supplementary examination only the final semester papers .

Moderation Rules for examinations / Grace Marks Rules

If candidate is failing in one or more papers in one of the semesters and is likely to pass/ promote the semester , after thoroughly scrutinize the marks of the internal and external valuation and add grace marks of not exceeding 8 (10% of 7.5 rounded off) for a single subject paper or as a total for all the papers in a semester.

Examination Reforms 2020-21

Five Member Scrutiny Committee has been constituted to scrutinize the Question Papers before the Pre-semester & Semester examinations. The Committee Consists of Principal (Chief COE), COE & three members from the Faculty, which will be nominated by the Principal.

Malpractice

A candidate including in any unfair /illegal practices during or after the examination is deemed to the committed malpractice and is liable for punishment .The Answer Books of the examinees who have been caught while indulging in Malpractices shall be registered by the controller of examination along with the following documents:

1. Hall Ticket of the candidate in original
2. Forbidden material (if any) seized from the candidate. The forbidden material shall contain the Hall Ticket Number of the candidate, the signature of the Candidate and invigilator
3. The report of the invigilator.
4. Explanation of the candidate if available
5. Report of Malpractice duly filled in the prescribed Performa.
6. A copy of seating plan of the examination hall in the candidate had appeared for the examination.

A student is guilty of malpractice if she is found attempting to copy, copying or in possession of incriminating material. A committee comprising the Principal, and the concerned Invigilator will investigate cases of malpractice in semester examination .A student found guilty by the committee will be awarded zero marks in that subject only. A student found guilty will have all subsequent papers of the semester cancelled and the committee will decide further course of action

Process of examinations

1. Issue of Notification.
2. Issue of application forms, collection of application forms, and scrutiny of applications
3. Preparation of Hall Tickets after due verification of eligibility of the candidates.
4. Hall Tickets issued by the chief controller of examinations with the help of class registrars.
5. Issue of Examination Time Table both Theory and Practical examinations by CoE Office and

Preparation for the conduct of examinations

1. Collection of Panel of External Examiners for paper setting/valuation
2. Sending request letter to preparation of question papers to the Internal/ External Examiners for paper setting by CoE
3. Collecting question papers from the examiners
4. Typing and proof reading of question papers by COE & Scrutiny committee
5. Making required number of copies
6. Conducting of Examinations as per the Time Table

VALUATION

Soon after the conclusion of a particular session, the Answer Books shall be

received by the Controller of Examinations with the help of the Chief & Additional Chief superintendent from the Exam Halls. These Answer Books shall be arranged subject wise, and in ascending order of Hall Ticket Number. Dummy number in the main answer scripts will be allotted.

The Answer Scripts shall be packed, and sealed and secured for valuation. The External Examiners approved by the Board of Studies shall be invited for central valuation at the YMCA College of Physical Education, Chennai. The Controller of Examinations shall also ensure sending examiner appointment orders to the internal and external examiners.

Scrutiny:

The valued answer scripts are scrutinized by the college teachers or additional staff at CoE office to identify any errors in the process of valuation.

Declaration of Results:

As soon as the valuation process is completed, the marks are tabulated and results declared after getting the approval of the Results Committee comprising the following members:

1. Principal
2. Controller of Examinations
3. Passing Board

The results are declared by the Controller of Examinations, YMCA College of Physical Education . The Memorandum of Marks, the Consolidated Memo will be issued by the college after the declaration of the results.

The Controller of Examinations shall verify all the entries in the memos with the help of Registered number before issuing the Memos to the respective candidates. The defective Memos, if any, shall not be issued to the candidates, but shall be returned to the Controller of Examinations for necessary corrections.

The provisional and Degree certificates will be issued by the Tamil Nadu Physical Education & Sports University to the college and the candidates can receive it from the college.

Conduct of Practical exams

1. Issue of Time Table
2. Conduct of examinations.
3. Sending Practical marks for result processing
4. Processing of Results

Using the marks data as per the examinations Rules candidate wise, subject wise, paper wise, Results will be prepared.

1. Consolidation of Result course wise and semester wise.
2. Verification of the result candidate wise
3. Declaration of the results.
4. Printing of the memos and verifying the memos.
5. Issue of the Consolidate memos and semester memos and provisional certificates (as and when received from TNPESU)

Revaluation Process

1. Issue of the Revaluation notification.
2. Issue/collection of the Revaluation Application forms.
3. Valuation of the Answer scripts by the examiners
4. After valuation collection of Answer scripts
5. Entry of marks using processing.
6. After verification of results
7. Declare the Revaluation results.
8. Issue the memos

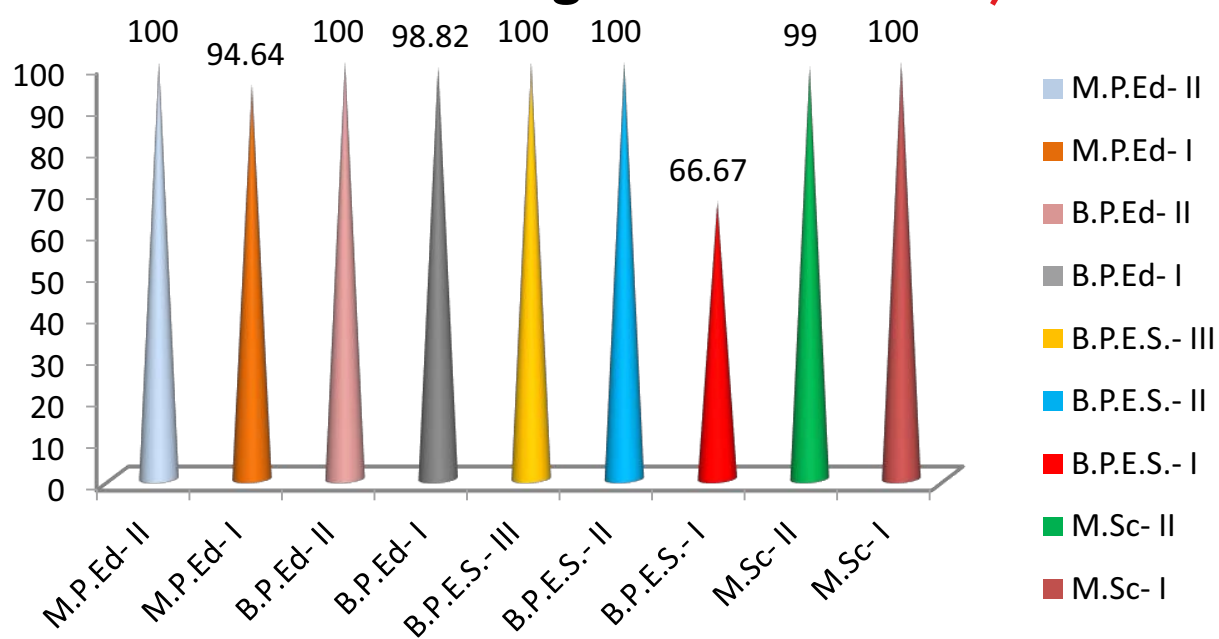
EXAMINATION RESULTS 2020-21

Odd semester Examination November 2020

(Conducted through online in January 2021 due to COVID- 19)

Sl.No	Class	Students Sectioned Strength	Students Appeared	No: of Passed Students	Pass Percentage
1.	M.P.Ed- II	60	59	59	100
2.	M.P.Ed- I	60	56	53	94.64
3.	B.P.Ed- II	100	91	91	100
4.	B.P.Ed- I	100	85	84	98.82
5.	B.P.E.S.- III	80	70	70	100
6.	B.P.E.S.- II	80	60	60	100
7.	B.P.E.S.- I	80	72	48	66.67
8.	M.Sc- II	20	6	5	99
9.	M.Sc- I	20	5	5	100

Pass Percentage ODD SEMESTER 2020

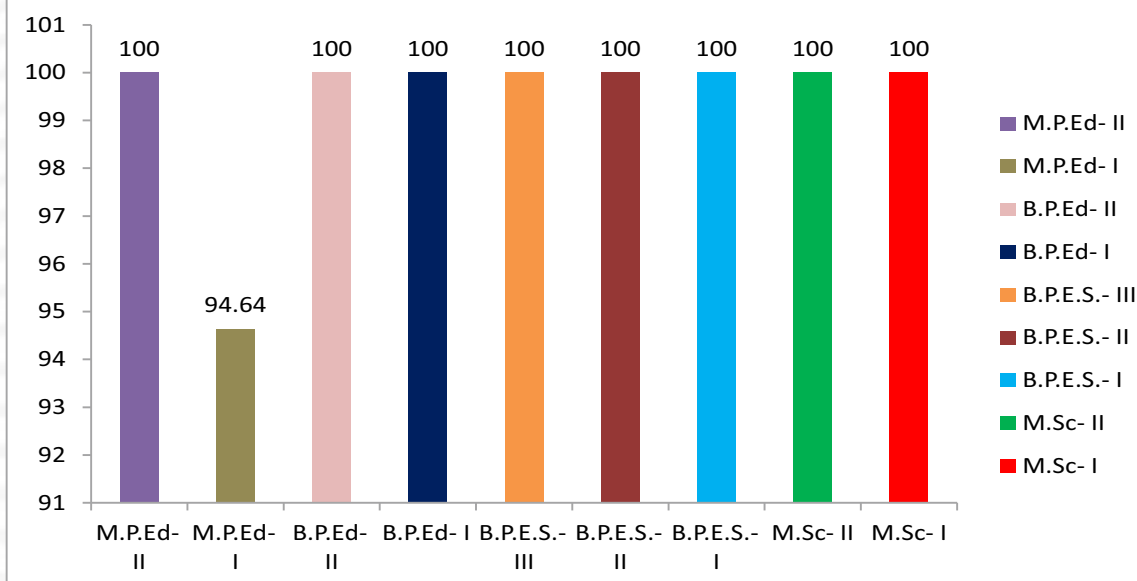


Even Semester Examination Results - April 2021

(conducted through online in May 2021 & July 2021 due to COVID-19)

Sl.No	Class	Students Sanctioned Strength	Students Appeared	No: of Passed Students	Pass Percentage
1.	M.P.Ed- II	60	59	59	100
2.	M.P.Ed- I	60	56	53	94.64
3.	B.P.Ed- II	100	90	90	100
4.	B.P.Ed- I	100	96	96	100
5.	B.P.E.S.- III	80	59	59	100
6.	B.P.E.S.- II	80	69	69	100
7	B.P.E.S.- I	80	72	72	100
8.	M.Sc- II	20	7	7	100
9.	M.Sc- I	20	5	5	100
10	PGDSC	12	-	-	-

Pass Percentage- Even Semester 2021



Resolution and Members in the Result Declaration Committee

When the tabulation of an examination is completed, the CoE shall convene a meeting of the Passing Board constituted by the CoE for each course.

The Board shall consist of the chairman and examiners of the subject. The meeting of the Pass Board shall be held to finalize the results of PG and UG examinations. The Board consists of members including Principal External Examiners, Internal Examiners and Controller of Examination separately for different courses of study.

Details of Equipment in Examination Office 2020-21

S. No	Item	Numbers
1	Photo copy Machines	1
2	Computers	3
3	Printers	1
4	Printer with Scanner and photo copy facility	1
5	UPS	1
6	Air conditioners	1
7	Telephone Landline BSNL	1

Examination Fee Payment Schedule – Odd & Even Semester (November & April 2020-21)

S. No.	UG / PG Exam	Examination Fees
1	UG: Semesters I , II, III, IV & V UG: Semester VI	Rs. 1650 Rs. 3000
2	PG : Semesters I, II, III PG: Semester IV	Rs. 1650 Rs. 3300
3	Supplementary Examination	Rs. 300 (per paper)
4	UG / PG Revaluation	Rs.1000 (per paper)

Events and dates

a. Notification / Circular

Particulars	Dates	
	ODD Semester	Even Semester
Examination fees payment without fine BPES/ BPED / MPED (Regular)	18.02.2021 Covid19- Online examinations	23.03.2021 Covid19- Online examinations
Examination fees payment without fine BPES/ BPED / MPED (Arrear)	10.07.2021 Covid19- Online examinations	14.06.2021

b. Theory Examination – Dates

Particulars	Dates			
	ODD Semester			Even Semester
Continuous Internal Assessment (M.P.Ed- II, B.P.Ed- II, B.P.E.S- II& III & D.P.ED- II)	19 & 20 Nov. 2020	28, 29, 30 & 31 Dec. 2020	-	Covid - 19
Continuous Internal Assessment (M.P.Ed- I, B.P.Ed- I, B.P.E.S- I & D.P.ED- I)	28, 29,30 & 31 Dec. 2020	4, 5 Feb 2021	-	
Pre semester (M.P.Ed- II, B.P.Ed- II, B.P.E.S- II & III & D.P.ED- II)	19.01.21- 22.01.21			27.04.21- 30.04.21
Semester	25.01.21- 01.02.21			04.05.21- 07.05.21
Pre semester (M.P.Ed- I, B.P.Ed- I, B.P.E.S- I D.P.ED- I)	02.03.21- 05.03.21			29.06.21- 02.07.21
Semester	09.03.21-12.03.21			06.07.21- 09.07.21

c. Practical Examinations - Dates

Particulars	Dates	
	ODD Semester	Even Semester
Practical Examination BPES/ BPED / MPED (Regular /Arrear)	4, 5 & 6 January 2021	21 July - 29 July 2021

d. Publication of Results

Particulars	Dates	
	ODD Semester	Even Semester
Publication of UG & PG Results	-	All first years- 28.04.21 All second years- 28.05.21
Publication of UG & PG Arrear examination Results	-	All first years- 28.04.21 All second years- 28.05.21

e. Malpractice

Particulars	ODD Semester	Even Semester
No : of Students	-	-

f. Outcome of Arrear Examination

Particulars	ODD Semester	Even Semester
No : Students applied (UG & PG)	-	-
No : of Students Passed	-	-

g. Complaints & Grievances

Particulars	Odd & Even Semester
Name, Correction both English & Tamil, Date of Birth, Photo missing, Results not available, Missing of internal marks, Subject code missing	NIL

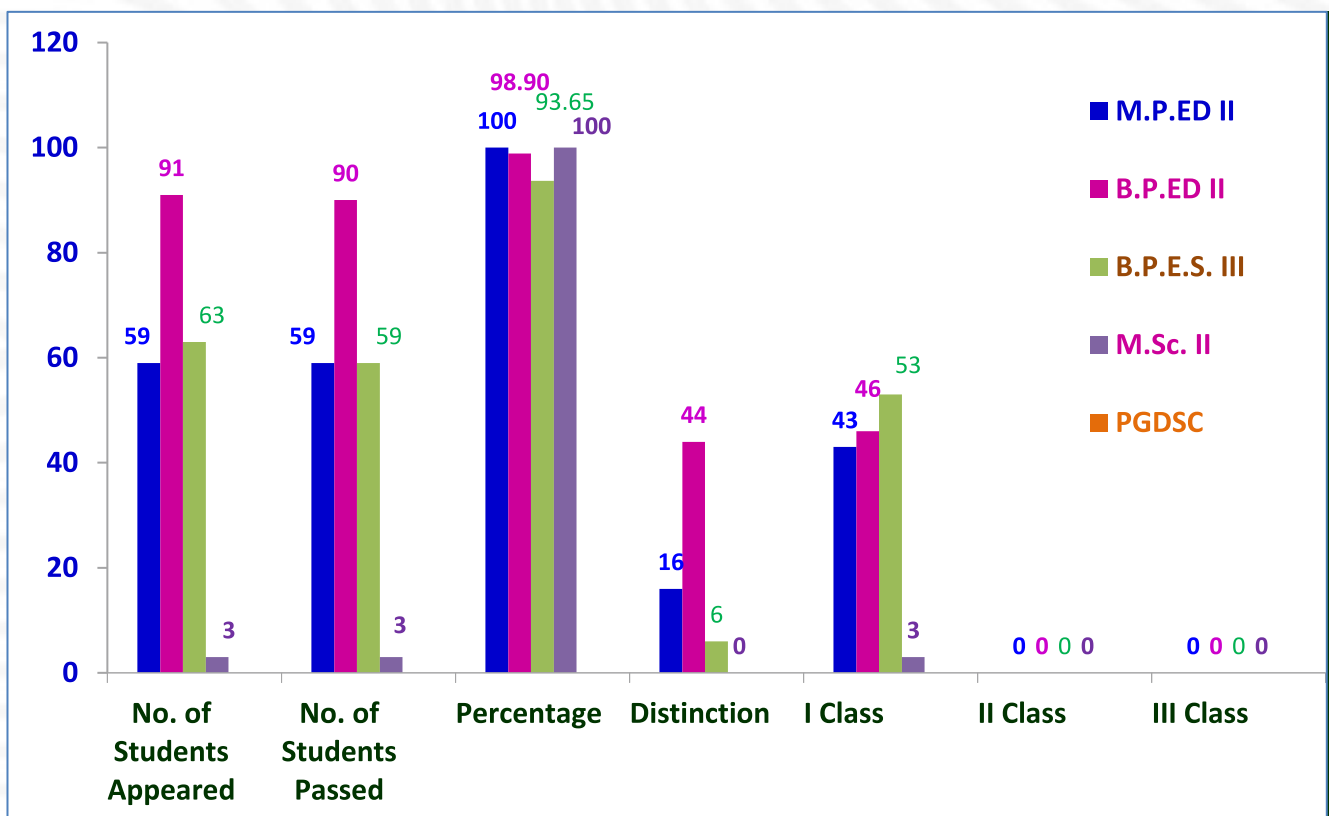
h. Hall Ticket Approved Abstract

Approved	Odd Semester (Nov. 2019)				Even Semester (April 2021)				
	B.P.ES	BPED	MPED	M.SC	B.P.ES	BPED	MPED	M.SC	PGDSC
	YES	YES	YES	YES	YES	YES	YES	YES	YES

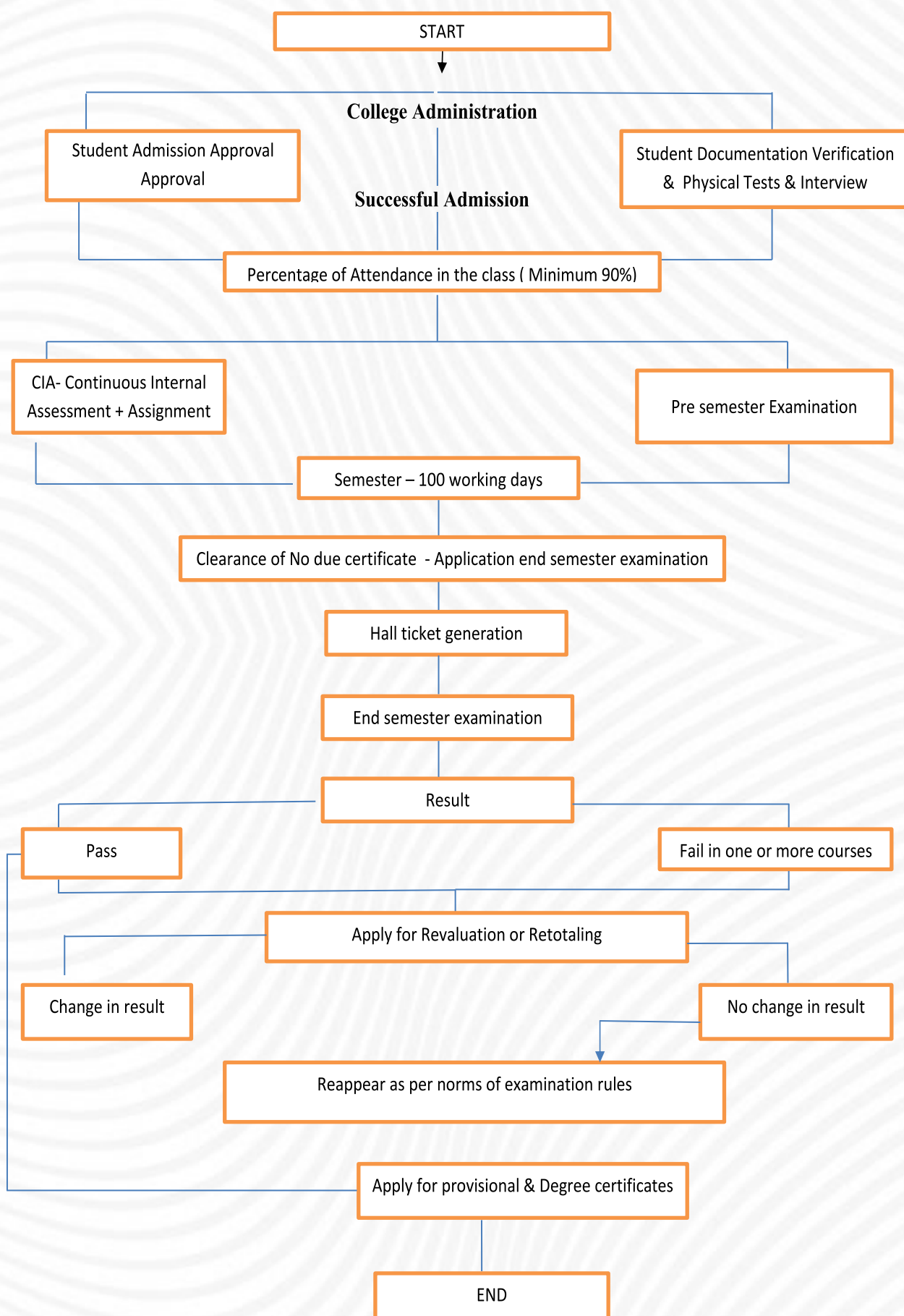
i. Graduation outcomes 2020-21

Item	Appeared	Passed	Pass %	No : of Students passed in			
				Distinction	I Class	II Class	III Class
M.P.E.D II	59	59	100	16	43	-	-
B.P.ED. II	91	90	98.90	44	46	-	-
B.P.E.S.III	63	59	93.65	06	53	-	-
M.Sc. II	3	3	100	-	3	-	-
PGDSC	-	-	-	-	-	-	-

GRADUATION OUTCOMES - 2020-2021

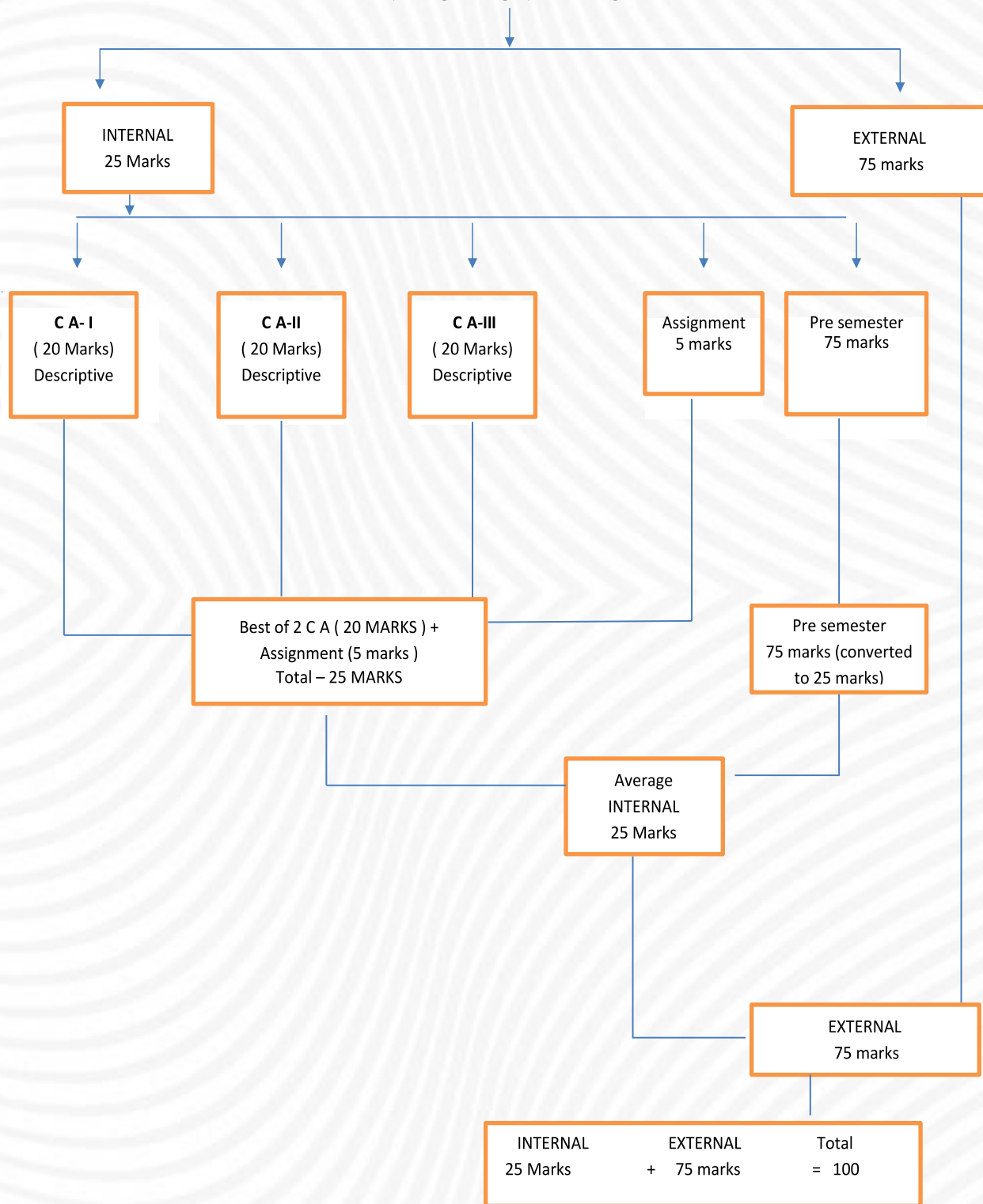


FLOW CHART OF EXAMINATION PROCESS FOR A STUDENT



FLOW CHART OF EVALUATION PROCESS - THEORY

EVALUATION – THEORY



Office of CoE Conduct of Theory Examination



**Time - Table
Internal & External
Examination**

**Send a copy of
syllabi for paper
setters**

**Type QP according
to the approved
format**

**Formulate
scrutinizing
committee**

**Check the QP -
based on
syllabi prescribed**

**Make the covers
ready with subject &
date of examination**

**Seal the QP in the
covers with the date
of examination after
counting and
checking**

**Hand over the sealed
covers with the date
of examination to the
chief superintendent
of Examination for
the conduct of the
semester examinations**

**Receive the answer
sheets / papers which
are checked and
sealed for valuation .**