



ಸೈಂಟ್ ಜೋಸೆಫ್ಸ್ ವಿಶ್ವವಿದ್ಯಾಲಯ

ST JOSEPH'S UNIVERSITY

Ref :

Date :12-9-22

### NOTICE

Undergraduate students whose registration number starts with 18-20 and postgraduate students whose registration number starts with 19-21 are eligible to apply for the Continuous Assessment(CA) improvement in one or multiple courses in the odd semester. They must have scored less than 50% of the maximum marks in the CA to be eligible to apply for the CA improvement. Candidates applying for the CA improvement must apply for the supplementary examination even if they had scored equal to or more than 35% in the previous Semester Examination(s) for the course. Mr. Leonard from the maths department is the coordinator for the CA improvement.

#### **Steps to be followed to apply for the CA improvement:**

**Step 1:** Apply to the Controller of Examination in the given format latest by 3 pm on the 19th of September 2022 either offline or online (Filled in form may be sent by email)

**Step 2:** Pay the CA improvement fee of Rs 500/- per course using the QR code attached latest by 3 pm on the 19th of September 2022.

**Step 3:** Fill the Google form using the link

[https://docs.google.com/forms/d/1Vz\\_h-uJLL-nLP11gmWLNRD4ByxgDVtvenW9DxxCXr5o/edit](https://docs.google.com/forms/d/1Vz_h-uJLL-nLP11gmWLNRD4ByxgDVtvenW9DxxCXr5o/edit)

**Step 4:** The candidate will get a mail with the name of the Teacher and contact details who will be in charge of the CA improvement.

**Step 5:** The candidate will write to the Teacher requesting the activity. The activity will be the same as that of the current batch of students. It may be a quiz or assignment. It will be offline / online and for a maximum of 10 marks.

**Step 6:** The candidate will write the *midsemester test*. It will be offline and will be conducted during the makeup test starting from the 15th of November. Maximum marks for the mid semester test = 20.

**Step 7:** The final CA will be announced for a maximum of 30 in the college website. The new CA marks are applicable only for the supplementary examination, the candidate is going to write in December 2022. If the candidate is given an extension of one year, these CA marks will be applicable for that exam also. If the total marks scored is less than the previous CA score, the higher marks will prevail.

**Step 8:** Candidates will apply for the Supplementary examination after the notification. The syllabus and the QP pattern for the CA improvement will be the same as that the current batch.

Controller of Examinations

## APPLICATION FOR THE CA IMPROVEMENT

(Odd semester 2022-23)

Note: only candidates who had scored less than 50% of the total CA marks are eligible to apply)

Name of the Candidate	
Registration number	
Phone number	
Email ID	
The semester in which the CA marks are to be improved (Please write separate application forms for different semesters)	
The course code number(s) for which the CA marks are to be improved and the CA marks scored in each. (Please write the marks in brackets along with the code numbers)	
The course title for which the CA marks are to be improved	
Have you attached the scanned copy of all marks cards in which the original CA marks are printed?	
The transaction ID and the total amount paid for the CA improvement(Rs 500/- per course)	
I understand that it is my responsibility to follow up with the teacher in charge regarding the makeup test and the syllabus in which the test is conducted. If I miss the makeup test dates, no retest for the same will be given.	
Signature of the candidate	
Date	

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