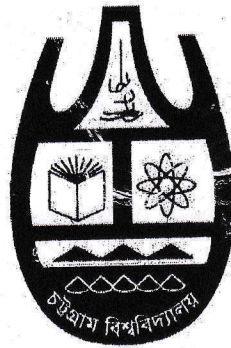


**University of Chittagong**  
**Chittagong, Bangladesh.**

**Faculty of Marine Sciences and Fisheries**



**Ordinance**  
**For**

**THE DEGREE OF BACHELOR OF SCIENCE WITH HONOURS**  
**SESSION 2021-2022**

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15.12.2022  
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UNIVERSITY OF CHITTAGONG  
FACULTY OF MARINE SCIENCES AND FISHERIES  
ORDINANCE FOR THE DEGREE OF BACHELOR OF SCIENCE WITH HONOURS  
WITH EFFECT FROM THE SESSION 2021-2022

**1. DURATION OF THE PROGRAMME OF STUDY**

The programme of study for the degree of Bachelor of Science with Honours shall extend over a period of 4 (four) academic years and shall be completed by a student is not more than 6 (six) academic years.

**2. SUBJECTS**

There shall be the following subjects in the Faculty of Marine Sciences and Fisheries of this University; i. Oceanography; ii. Fisheries and any other subject/s as may be approved by the University authority from time to time.

**3. NAME OF THE DEGREE**

For Oceanography named as "**B.Sc. with Honours in Oceanography**" and for Fisheries named as "**B.Sc. Fisheries (Honours)**".

**4. QUALIFICATION FOR ADMISSION**

Student passing the Higher Secondary Certificate (H.S.C) examination in science from an Education Board of Bangladesh or an equivalent examination from home and abroad may be admitted to the programme of Bachelor of Science with Honours in any of the above mentioned subjects in this University on such terms and conditions as may be determined by the University authority from time to time.

**5. REGISTRATION**

- i. A candidate shall attain studentship of the University on admission to a programme as per rules. He/she shall be required to be registered with the University through such processes and on payment of such fees as determined by the University Authority from time to time.
- ii. A student shall never take admission in more than one degree programme simultaneously, but shall be eligible to get admissions in certificate and/or diploma programmes. If a student is found to be enrolled in multiple degree programmes simultaneously, his/her studentship and examinations, if appeared/passed, shall be immediately cancelled. **If a student is reported to be a full time service holder his/her registration shall be cancelled immediately.**

**6. COURSE IDENTIFICATION SYSTEM**

Each course shall be designated by three to five letters for the subject/discipline as decided by the concerned department and a three-digit number for the course of which the first digit shall correspond to the year, for example, **OCEAN-101** for the first course of 1st year in Oceanography, **FISH-405** for the fifth course of 4th year in Fisheries and so on. Theoretical courses will generally be denoted by odd numbers and the practical courses by even numbers.

## 7. MARKS AND CORRESPONDING CREDITS

Theoretical and practical courses, and Sessional (Tutorial, Collection & Slides, Practical Note Book, Excursion/Field report, Class attendance) and Viva-voce of 25, 50, 75 and 100 marks are equivalent to 1, 2, 3 and 4 credits respectively.

## 8. NATURE OF COURSES AND DISTRIBUTION OF MARKS

- i. The B.Sc. (Hons.) degree programme shall be carrying a total of 4000 marks which shall be distributed over a 4 (four) year period. Depending on the Courses that will be taught in a particular year, the assigned marks (and hence credits) are shown in the following table. Total credits in each academic year shall not be less than 36 and not more than 46.

Year	Theoretical Course	Practical Course	Term Paper	Sessional	Viva-Voce	Total Marks	Total Credits
First	600(24)	300(12)	--	50(2)	50(2)	1000	40
Second	675(27)	300(12)	--	50(2)	50(2)	1075	43
Third	575(23)	250(10)	--	50(2)	50(2)	925	37
Fourth	575(23)	225(09)	100(4)	50(2)	50(2)	1000	40
<b>Total</b>	<b>2425(97)</b>	<b>1075(43)</b>	<b>100(4)</b>	<b>200(8)</b>	<b>200(8)</b>	<b>4000</b>	<b>160</b>

- ii. The Committee of Courses and Studies of the Department shall prepare the syllabus.
- iii. Sessional means graded academic activities during the academic year which will include Tutorial, Collection & Slides, Practical Note Book, Excursion/Field report, Class attendance, assignments, etc.
- iv. 25%-35% of the total of theoretical and practical marks shall be allotted for practical marks.
- v. 20% of the practical marks shall be awarded on the basis of class performance during the whole course of study evaluated by the course teacher and the rest 80% on the basis of performance in the annual examination.
- vi. Academic works leading to the completion of the Term paper shall be started at the beginning of the 4th year of study and be finished by the year's end. The Term Paper itself shall be submitted on date(s) announced by the 4th Year Examination Committee.

## 9. CLASS HOURS (45 MINUTES EACH)

Theoretical and practical shall be so designed as to be completed in minimum of the following class hours:

- i. Theoretical course of 25 marks (1 credit) in 15 class hours, 50 marks (2 credits) in 30 class hours, 75 marks (3 credits) in 45 class hours and 100 marks (4 credits) in 60 class hours.
- ii. Practical course of 25 marks (1 credit) in  $8 \times 3$  class hours, 50 marks (2 credits) in  $15 \times 3$  class hours, 75 marks (3 credits) in  $20 \times 3$  class hours and 100 marks (4 credits) in  $30 \times 3$  class hours.

## 10. DURATION OF EXAMINATIONS

Examinations shall be held on academic year (annual) basis. Time allotted for examination shall be as follows:

- i. Theoretical courses: 2 hours for 25 marks, 3 hours for 50 marks and 4 hour for 75-100 marks.
- ii. Practical courses: 4 hours for 25 marks, 6 hours for 50 marks, 9 hours for 75 marks and 12 hours for 100 marks.

#### 11. MEDIUM OF INSTRUCTION AND EXAMINATION

The medium of instruction and answer in the examination scripts shall be English.

#### 12. ELIGIBILITY OF APPEARING EXAMINATION

- i. In order to be eligible for appearing at the examination, a candidate shall be required to attend on an average not less than **70%** of the lectures. The Academic Committee of the Department may recommend marginal cases of shortage of attendance (**not below 60%**) on special ground(s) supported by documentary evidence(s). In such cases, the candidate shall have to pay the requisite non-collegiate fee as determined by the University Authority as per **General Rules and Regulations No. 1 (viii)**.
- ii. The course teacher shall submit the class attendance register to the Chairman of the Department before processing the examination entry forms. The Department shall verify the eligibility of the candidates and send these to the Provost of the concerned hall for necessary action.
- iii. The Provost of the concerned hall shall make necessary verification of the forms and send them to the Comptroller of Accounts for necessary action.
- iv. The Controller of Examinations shall issue admit card only to the eligible candidates as per rules and send these to the Department and the Chairman shall distribute the same to the candidates. If the examination entry forms remain incomplete, admit cards shall not be issued. Each student shall mention his/her student ID with session in the entry form, if any.

#### 13. GRADING SYSTEM

Letter grades and corresponding numerical grade shall be awarded as follows:

Obtained marks	Letter Grade	Numerical Grade
80% and above	A+	4.00
75% to less than 80%	A	3.75
70% to less than 75%	A-	3.50
65% to less than 70%	B+	3.25
60% to less than 65%	B	3.00
55% to less than 60%	B-	2.75
50% to less than 55%	C+	2.50
45% to less than 50%	C	2.25
40% to less than 45%	D	2.00
Less than 40%	F	0.00
Incomplete/Absent	X	-

#### 14. PASS MARKS

Course Marks	100	75	50	25
Pass Marks	40	30	20	10

#### 15. GPA/CGPA CALCULATION

- No credits for failed (F) or incomplete (X) courses are granted.. Calculation of GPA and CGPA (Cumulative Grade Point Average) is shown in **Appendix-A**. To Calculate CGPA, no grades from any source other than that of the prescribed credits will be considered.
- On the Academic Transcript/Grade sheet, Marks Obtained (MO), Letter Grade (LG), corresponding Numerical Grade (NG), Grade Points secured (GP) and GPA / CGPA shall be shown.

#### 16. PROMOTION TO HIGHER CLASS (FROM 1ST YEAR TO 4TH YEAR)

- A student must complete (earn) at least 70% of the assigned credits or earn a GPA of 1.75 at the least, Sessional and Viva-voce not being used in either calculations, and also must appear at the Viva-voce examination at the respective examination to be considered for promotion to the subsequent class; failing which he/she shall be declared to have failed in the respective examination.
- Promotion to the 2nd, 3rd and 4th year after the respective examination shall be given effect on the basis of the results published by the Controller of Examinations.

#### 17. VIVA-VOCE

- A regular student must appear at the Viva-voce of the 1st, 2nd, 3rd and 4th year examinations. At the end of each examination, the Examination Committee shall hold a Viva-voce. The Viva-voce marks shall not be taken into consideration for the determination of yearly GPA. All marks of 4 Viva-voce examinations will be added up to determine LG, NG and GP and to calculate CGPA.
- If a student fails to appear at the Viva-voce, the Examination Committee may recommend him/her for retaking the **Viva-voce within 30 days** of the regular Viva-voce of the respective examination. However the candidate shall have to get permission from the Vice-Chancellor of the University producing necessary documentary evidences for his failing to take the Viva-voce on the scheduled date. In this case, s/he shall have to bear all the expenses involved in the retake process as determined by the University Authorities.
- If a student does not comply with clause (i) & (ii) above, i.e. does not appear at the annual Viva-voce on scheduled date or any retake date, s/he shall be declared to have failed in the respective examination.

#### 18. SESSIONAL

নোটঃ (16 No. ধারাটি ২৩.০৭.২০২৩ তারিখে অনুষ্ঠিত অর্ডিন্যান্স কমিটি সভার ৫নং সিদ্ধান্তক্রমে ও ২৫.৭.২০২৩ তারিখে অনুষ্ঠিত একাডেমিক কাউন্সিলের ২৪৪তম সভার ৩০নং সিদ্ধান্তে সুপারিশকৃত এবং ৩০.১০.২০২৩ ও ৩১.১০.২০২৩ তারিখে অনুষ্ঠিত ৫৪৫তম সিন্ডিকেট সভার ০২নং সিদ্ধান্তে অনুমোদনক্রমে সংশোধন করা হয়)

- i. A student shall have to score on Sessional records in the form of practical notebooks; proof of laboratory work been done such as slides and submissions; proof of field activities such as field report and study tour reports; tutorial examinations, etc. during the course of study in 1st, 2nd, 3rd and 4th years of the Programme. All such records will be evaluated by the respective examination committees at the end of each year's examination, and given marks. However, the Sessional marks shall not be taken into consideration for the determination of yearly GPA. All marks obtained in Sessionals in 4 (four) annual examinations shall be summed up at the end of the 4th Year examination to determine LG, NG and GP to calculate CGPA.
- ii. If a Student fails to appear at his/her sessional of 1<sup>st</sup> year, 2<sup>nd</sup> year, 3<sup>rd</sup> year and 4<sup>th</sup> year, s/he shall be declared to have failed in the respective examination.

#### 19. IMPROVEMENT OF GRADES

- i. A regular student earning grades C, D & F in any theory course in the 1st, 2nd and 3rd year examination may chose to improve his/her grade(s) by appearing at the annual examination of the same course only in the immediate next year's examinations. If the student fails to improve his/her grade(s), the previous grade(s) of the respective course shall remain valid.
- ii. If a student appears at the improvement Examination of any course as mentioned in clause (i) the word "**Improved**" shall be written to the right column of the Transcript corresponding to the improved course/s.
- iii. No Improvement shall be allowed in the practical courses, sessional, term paper and viva-voce.
- iv. For improvement of his/her grade in a particular course, the student shall apply to the Chairman of the Department at least 4 weeks before the start of the next annual examination.
- vi. The Chairman of the Department shall prepare list/s of the candidates for the regular, irregular and improvement categories and send one copy of each to the office of the Controller of Examination after the last date of filling up of examination entry forms.

#### 20. DEGREE REQUIREMENTS

For the degree of Bachelor of Science with Honours (**B.Sc. with Honours in Oceanography and B.Sc. Fisheries (Honours)**), a student shall require to fulfill the following conditions, failing which he/she be declared to have failed irrespective of the outcomes in other evaluations:

- i. A student must earn a minimum CGPA of 2.25 and he/she must earn a minimum GPA of 1.75 in the 1st, 2nd, 3rd and 4th year examinations separately
- ii. A student must earn a minimum GP of 2.00 in Sessional accumulated over the 4 year period
- iii. A student must earn a minimum GP of 2.00 in Term paper
- iv. A student must earn a minimum GP of 2.00 in Viva-voce accumulated over the 4 year period

- v. A student earning CGPA of 4.00 shall be awarded Bachelor of Science with Honours degree with **Distinction** and pronouncement of this achievement shall be made on the **academic transcript/grade sheet**.
- vi. A student earning CGPA 2.00 to less than 2.25 at the completion of the 4-year programme shall be awarded **B.Sc. (Pass) Degree** but s/he must earn a minimum GPA of 1.75 in the 1st, 2nd, 3rd and 4th year examinations, GP 2.00 in cumulative Sessionals and GP 2.00 in cumulative Viva-voce separately. **The student with a Pass Degree shall not be eligible for admission into Masters Programmes at the Department.**

## 21. FAILED STUDENT

- i. If a student fails to appear at any annual examination, or fails to meet the minimum conditions of promotion stipulated in clause 16(i), of the 1st, 2nd, and 3rd year examination, s/he shall be treated as a failed student and shall not be promoted to the next higher class. The failed student shall be allowed to and will be required to take all courses of the year as an irregular candidate in the immediate next session's examination, failing which s/he shall be dropped out of the programme.
- ii. If a previously failed student meets the minimum promotion criteria in the retook examinations as an irregular candidate in the 1st, 2nd or 3rd year examination, but failed in any course, s/he shall be allowed to retake the failed course only once in the immediate next session's examination, but shall not be allowed to improve GPA of any passed course under any circumstance.
- iii. The failed student shall appear at the 1st, 2nd, 3rd or 4th year examination as an irregular candidate, generally as per the syllabus in force without any re-admission. If any major changes in the syllabus are brought, the irregular candidate shall appear at the examination in his/her original syllabus on the recommendation of the Academic Committee of the Department.
- iv. After completing 1st, 2nd and/or 3rd year examination as irregular candidate, the above categories of students shall have to be admitted provisionally to the next higher class within the deadline fixed by the Academic Committee of the Department. If the student fails at the respective examination, his/her provisional admission shall automatically be cancelled.
- v. If a student fails to meet minimum passing/promotion criteria or fails to appear at the examination twice in a particular year or more than twice in the entire programme, s/he shall be dropped out of the programme.
- vi. A student failing to earn minimum GPA 1.75 in 4th year examination shall be treated as a failed student, and shall be allowed to improve his/her GPA by appearing in 4th year course/s at only the next immediate session's examination as an irregular candidate, but such retake of courses must be within six consecutive academic years from the session of his/her first admission, failing which s/he shall be dropped out of the programme.
- vii. A student fails to earn required GP in term paper will have to resubmit it in only the immediate next session's examination as an irregular candidate subject to the permission of the Academic Committee of the Department. But it must be within six consecutive academic years from the session of his/her first admission.

viii. A student failing to earn required GP in consolidated Sessional at the end of 4th year, will have to appear at two/three courses of comprehensive examination equivalent to a total of 6 credits/150 marks approved by the Academic Committee in only the immediate next session's examination as an irregular candidate. GP earned in these retook courses will be considered as replacement of his/her Sessionals GP. Such retake must be within six consecutive academic years from the session of his/her first admission.

ix. A student failing to earn required GP in consolidated Viva-voce during finalization of 4-year results will have to appear at a Viva-voce examination of 200 marks in only the immediate next session's examination as an irregular candidate. But it must be within six consecutive academic years from the session of his/her first admission.

## 22. RE-ADMISSION

- i. If a student fails to appear at the 1st, 2nd, 3rd and/or 4th year examination due to shortage of required class attendance or any other reason, s/he shall have to get himself/herself re-admitted as an irregular student with the batch that immediately follows on recommendation of and within the date fixed by the Academic Committee of the Department. He/she must have to fulfill the requisite class attendance for appearing at the examination as an irregular candidate.

The student shall be allowed to appear at the respective examination only once with the batch that immediately follows as an irregular candidate, failing which he/she shall be dropped out of the programme. If a re-admitted student earns required GPA for promotion as an irregular candidate in 1st/2nd/3rd/4th year examination, but failed in any course/s, he/she shall not be allowed to appear in the failed course/s to improve GPA under any consideration.

- ii. Re-admission will not be allowed in the first year. If percentage of class attendance of the student is below 30, then his/her studentship will be treated as cancelled, i.e. he/she shall be dropped out of the programme.
- iii. A student may be allowed re-admission for not more than once in a particular year and not more than twice in the entire programme.

## 23. IMPROVEMENT OF RESULT

A student can also improve his/her CGPA after the degree is awarded (either Honours or Pass) by appearing only once in 4th year course/s earning C, D and F grade at the examination with the immediate next batch but it must be within six consecutive years from the session of his/her first admission. If a student improves his/her CGPA, the word '**improvement**' and '**the year**' of improvement examination should be mentioned in his/her **academic transcript and certificate**.

A student willing to cancel his/her improved CGPA and have the previous result reinstated shall apply in this respect to the Controller of Examinations through the Chairman of the Department and the Provost of the concerned hall with necessary fees prescribed by the University Authority from time to time.

## 24. FORMATION OF THE EXAMINATION COMMITTEE

There shall be separate Examination Committee for each of 1st, 2nd, 3rd and 4th year examinations. Each Examination Committee shall consist of – one Chairman, two Internal Members, and one External Member (from another public University/or Research Organization).

**25. GENERAL RULES AND REGULATIONS FOR THE HONOURS, MASTERS, M.PHIL, AND ANY OTHER DEGREE/CERTIFICATE/DIPLOMA EXAMINATIONS OF THE UNIVERSITY**

- i. Functions of the Academic Committee/ Chairman/ Director of the Department/ Institute/ RCMPS shall be according to **General rules and regulations no. 1.**
- ii. Functions of the Examination Committee shall be according to **General rules and regulations no. 2.**
- iii. Functions of the Chairman of the Examination Committee shall be according to **General rules and regulations no. 3.**
- iv. Functions of the course teacher/examiner shall be according to **General rules and regulations no. 4.**
- v. Functions of the tabulator for finalization of the results shall be according to **General rules and regulations no. 5.**
- vi. Functions of the Controller of Examinations regarding examination and publication of results shall be according to **General rules and regulations no. 6.**

**26. COLLECTION OF TUITION FEES**

The Comptroller of Accounts will make arrangement to collect tuition and session fees of respective session from a student who will be promoted to 2nd/3rd/4th year, within two months after publication of result of 1st/2nd/3rd year examination. If he/she fails to deposit fees within the time, s/he may be given another 30 days to deposit the same with late fine fixed by the University Authority, failing which his/her name shall be strucked from the University Register. i.e. he/she shall be dropped out of the programme.

**27. ADMISSION OF THE EXPELLED STUDENT**

- i. If a student adopts unfair mean in 1st/2nd/3rd/4th year examination, and he/she if is penalized with cancellation of result of his/her results of the previous year/s, if any, shall remain valid.
- ii. If a student of 1st/2nd/3rd/4th year is expelled from the University for any reason as the case may be, he/she shall have to get himself/herself re-admitted to the subsequent 1st/2nd/3rd/4th year respectively for once only. Generally, the syllabus in force for the examination concerned will be applicable for such a student. If any drastic changes in the syllabus are made, he/she shall have to appear at the examination with his/her original syllabus on the recommendation of the Academic Committee of the Department.
- iii. The expelled period shall not be counted for calculation maximum available period (6yrs.) in clause 1.

**28. ACADEMIC CALENDAR**

The Academic Committee of the concerned Departments/Institute shall prepare an Academic Calendar showing the beginning of each academic year, date for commencement and suspension of classes; commencement of each examination (Class will be suspended at least 15 days for semester and 30 days for annual system before the commencement of each examination). There should be a gap of at least 30 days from the date of publication of results of a particular year (eg. 2nd year 2002) and date of commencement of the next examination of next session (eg. 2nd year 2003).

**29. REVIEW OF THE ORDINANCE**

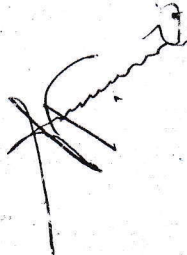
The ordinance may be reviewed by the Academic Council on recommendation of the Faculty through Ordinance Committee.


**30. EFFECT OF THE ORDINANCE**

This ordinance shall come into effect from the academic session/year 2021-2022 and will continue to remain in effect until a later revision supersedes it.

(As per recommendation of 244<sup>th</sup> of the Academic Council vide resolution No. 30 held on 25.07.2023 & approved by the 545<sup>th</sup> meeting of the Syndicate vide resolution no. 02 held on 30.10.2023 & 31.10.2023 and later on amended and revised as per the Syndicate empowerment.)

Dated: 03 DEC 2023  
Chittagong University  
Chattogram.



  
.....  
(K. M. Nur Ahmed)  
Registrar  
(In-charge)  
University of Chittagong  
Chattogram, Bangladesh.



**APPENDIX - A**  
**CALCULATION OF GRADE POINT AVERAGE (GPA) AND**  
**CUMULATIVE GRADE POINT AVERAGE (CGPA)**

$$GPA = \frac{\sum GP}{\sum CR}$$

where  $\sum GP$  means total Grade Points secured in a year; and  $\sum CR$  means total earnable credits offered in a year.

Example: GPA calculation of one year

Course	No. of credits	Marks (%)	Letter grade	Numerical Grade	Grade Points	GPA
C-101	4	36	D	2.25	09.00	82.50/34 = 2.43
C-102	4	42	C	2.50	10.00	
C-103	4	43	C	2.50	07.50	
C-104	4	48	B	2.75	11.00	
C-105	4	50	B	3.00	12.00	
C-106	4	60	A	3.50	14.00	
C-107	4	40	C	2.50	10.00	
C-108	4	38	D	2.25	09.00	
C-109	2	14	F	0.00	00.00	
Total	34	-	-	-	82.50	

$$CGPA = \frac{\sum_{yr=1}^4 GP_{yr} + GP_{Viva} + GP_{Sessional}}{\sum_{yr=1}^4 CR_{yr}}$$

where  $\sum_{yr=1}^4 GP_{yr}$  means total Grade Points secured in Theoretical and practical courses, and Term

Paper throughout the 4-year academic program;  $GP_{Viva}$  and  $GP_{Sessional}$  mean Grade Points earned in Viva-voce and Sesseionals respectively calculated at the end of the 4th year

examination; and  $\sum_{yr=1}^4 CR_{yr}$  means total earnable credits offered in a year.

Example:

Year	Total Grade Points	Total Credits	CGPA
First	82.50	36	406.00/160 = 2.54
Second	81.00	29	
Third	85.00	33	
Fourth	90.50	36	
Sessional	21.00	08	
Viva-voce	30.00	08	
Total	406.00	160	

*Handwritten notes:*  
 15-12-2022  
 [Signature]