

**Student progression and promotion policy for M.Voc Programme in Tourism and Hospitality Management**

The SVS is proposing the "Student Progression and Promotion Policy" for the M.Voc programme to be implemented from the Monsoon Semester 2021.

**Main salient features of M.Voc Programme**

1. 30 credits each semester comprising Compulsory and Elective courses
2. The first three semesters has a mandatory Industry internship/Field visit of 6 credits each, and final semester has a mandatory Industry internship of 12 credits
3. M.Voc programme closely linked with the industry for skill development and training opportunities to students.
4. M.Voc programme offered in SVS, AUD is as per with the UGC guidelines.

**Highlights of M.Voc Promotion & Progression Rules**

1. A student is promoted to the next semester if he/she has passed mandatory Industry internship/Field Visit with a grade of "**B-**"(**B Minus**). **Not passing the Industry Internship/Field Visit will be considered as having failed the semester** irrespective of the student having passed all other Theory courses.
2. In case of **theory courses** a minimum of "**C+**"(**C Plus**) **grade** is required to pass each course.
3. In a semester, a student will be allowed to carry forward theory courses up to **8 credits** to the next semester.
4. The following table summarises the minimum passing credits required at the end of each semester.

**Table-1**

<b>Minimum passing credits in Semester 1 in Theory courses</b>	<b>Minimum passing credits in Semester 2 in Theory courses</b>	<b>Minimum passing credits in Semester 3 in Theory courses</b>
16 credits	16 credits	16 credits

5. **Attendance requirement and Grade Cuts:** The M.Voc programme is industry led professional programme. The curriculum emphasis on practical and hands on learning through industry internship and Field Visit. Students are expected to be present and participate 100% in the teaching-learning activities during the semester. It is mandatory for a student to acquire 75% attendance in every course without facing any penalty. However, if a student's attendance is below 75%, penalties will be levied in the form of **grade cuts** and other suitable measures as deem fit by the school. The grade cut will be on the overall course grade and not a particular assignment/assessment.
  - a. There will be **one grade cut** in a course(s) for those students whose attendance is less than 75%/but have 65% of attendance.
  - b. There will be **two grade cuts** in a course(s) for those student(s) whose attendance is below 65% but not less than 50%.

- c. If a student has less than 50% attendance, s/he will not be promoted irrespective of their grades in the course(s).
- d. A student will be eligible for relaxation only in medical exigencies. However, medical concession will not exceed more than **1/4<sup>th</sup> of the total classes conducted** in a particular course in the semester as per the norm of the university. The student need to submit application for concession of attendance on medical ground to the Dean of the School through the concerned Programme Coordinator within one week of joining the class with all relevant medical documents in support of the concession from a government practitioner only.
6. **Failure:** A student will not be promoted to the next semester/level if s/he has more than 8 credits of theory courses in which s/he is not able to score the minimum grade of C+ (C plus).
7. **Partial Repeat:** The minimum passing grade in each theory course is C+. If the student fails to obtain the required grade in a course, s/he will be given a second opportunity for a partial repeat for not more than 40 percent weightage to be reassessed as per the University assessment calendar. The partial repeat shall be given to only those students who score a minimum grade of C only or C minus in the course
8. **Repeating of Course:** In case a student is unable to secure the minimum credits as shown in the table-1 of promotion in each semester/ year (including the Practical), even after the PR assessment in theory courses, s/he will have to repeat the same course(s) in the next cycle, whenever that/ those particular course(s) is/are offered.
9. **Span Period:** Students are expected to complete the M.Voc programme within 02 (two) Years but will be allowed a maximum span of 04 (four) years after being admitted to the M.Voc programme.
10. **PG Diploma:** A Post-Graduate Diploma will be awarded after One year of M.Voc if a scholar is able to pass all the courses and opts for an exit from the programme. The PG Diploma to be awarded will be given the nomenclature as: **"PG Diploma in Tourism and Hospitality Management (Vocational)"**.
11. **Assessment:** Students will be assessed in each course both continuously and comprehensively. Assessment is based on the following 11-point grading system prescribed by the University.

Letter Grade	Grade Point	Qualitative Description of Letter Grade
A+	10	Exceptional: performance beyond expectations
A	9	Excellent: demonstrating mastery of all learning or assessment situations
A-	8	Very good: demonstrating mastery of most learning or assessment situations
B+	7	Demonstrating thorough competence in 3 most situations.
B	6	Demonstrating moderate competence in most situations.
B-	5	Acceptable: showing moderate competence in some situations, minimal competence in others.
C+	4	Minimally acceptable: demonstrating minimal competence in most situations while showing





		considerable capacity for improvement.
C	3	Not passing but still showing capacity for improvement or development.
C-	2	Unsatisfactory performance, marked by lack of engagement or inability to apply concepts.
D	1	Complete lack of engagement or comprehension; also, frequent absence
F and AB	0	F for non-completion of assignments or 'blank' responses on a test. Absence or withdrawal from a course should be indicated by AB




Dean, School of Vocational Studies