



MANIPUR UNIVERSITY OF CULTURE

Palace Compound, Imphal East, Manipur-795001

MEMORANDUM

Imphal, the 5th May, 2025

No.1/10/25-MUC(Exam): "*Regulations for Examination of 4 Year Undergraduate Degree Programme (4-Year B.A. Degree Programme) under NEP -2020 in the disciplines of Performing Arts, Social Science, Humanities, Arts, Visual Art (Fine Art) and other Streams of Manipur University of Culture*" submitted by the drafting committee has been approved in the meeting held on 19th April, 2025 in the office Chamber of the Vice-Chancellor, MUC for publication.

(Laishram Radhakanta)
Registrar

Manipur University of Culture,

Copy To:

1. P.A. to Vice-Chancellor, MUCC
2. Registrar, MUC
3. Finance Officer, MUC
4. Controller of Examination, MUC
5. Librarian, MUC
6. All Chairperson, DRC/BRS, MUC
7. All Heads off Departments, MUC
8. Guard File.



MANIPUR UNIVERSITY OF CULTURE

Palace Compound, Imphal East, Manipur-795001

“REGULATIONS FOR EXAMINATION OF 4 YEAR UNDERGRADUATE DEGREE PROGRAMME (4-YEAR B.A. DEGREE PROGRAMME) UNDER NEP -2020”

[Regulations Relating to Examinations for the Semester-wise Four Year B.A./B.Mus./BVA (Honours, General and Professional Degree with Research Dissertation under NEP 2020) Courses of Studies Conducted by the Manipur University of Culture].

1. Objective

The objective of these regulations is to establish a standardized and comprehensive framework for conducting semester examinations for the Four-Year Undergraduate Programs (FYUP), also known as the B.A. 4-Year (+ 1-Year M.A. Integrated Programme), which includes the B.A./Bachelor of Visual Arts (BVA)/B.Mus. General Programme and the B.A./Bachelor of Visual Arts (BVA)/B.Mus. Degree with Professional Research (Honours). These programs are implemented under the National Education Policy (NEP) 2020, following the guidelines set by the UGC. The regulations aim to ensure equity, transparency, academic rigor, and uniformity in assessment practices, thereby supporting structured student progression and promoting academic excellence in accordance with the Manipur University of Culture Act, 2015.

Integration of Experiential and Research Components in 4-Year Undergraduate Programmes under NEP 2020, this conduct of examination and assessment systems will incorporate experiential and research-based learning through Field-based Research Work, Internships with reputed organisations/industries in the 3rd year, and a Research Dissertation or Project Work/Report in the final year. These components aim to enhance practical understanding, critical thinking, and professional readiness, supporting a holistic and multidisciplinary educational framework.

2. Scope

These regulations apply to all students enrolled in the "B.A. 4-Year (+1-Year M.A. Integrated Programme)", which includes the B.A./Bachelor of Visual Arts (BVA)/B.Mus. General Programme for the 3-Year Programme, and the B.A./Bachelor of Visual Arts (BVA)/B.Mus.

Degree with Professional Research (Honours) for the 4-Year Programmes under the NEP 2020 at Manipur University of Culture and its affiliated Colleges/Institutions.

3. Complete Structures of the Course and Its Credits under NEP 2020

The credits distribution for the course of undergraduate B.A. 4-Year (excluding of + 1 Year M.A. Integrated Course) under NEP 2020 of Manipur University of Culture for each Semester is as given below:

Sem	Core Courses		DSE		GEC		AECC		SEC		VAC		GEC-5 (CPUD)		Total Credits
	No of Papers	Total Credits	No. of papers	Total credits	No of papers	Total credits	No. of papers	Total Credits	No of papers	Total credits	No. of paper	Credits	No. of paper	Credits	
I	3														
II	3														
III	3														
IV	3														
V	3														
VI	2														
VII	3														
VIII	3														
Total Credits for the Courses		115		40		18		12				8		5	202

Credit weightage in Core Course for Semester I/II/III/IV/V/VI/VII/VIII (Individually for each Semester)

Semester	No of papers	Core Courses	Credits			
			Theory	Practical	Tutorial	Total Credits
I	3	Core Course				15
II	3	Core Course				15
III	3	Core Course				12
IV	3	Core Course				12
V	3	Core Course				15
VI	2	Core Course				15
VII	3	Core Course				15
VIII	3	Core Course				15
Total Credits in Core Course						115

Credit weightage in Elective Course (DSE) for Semester III/IV/V/VI/VII/VIII (Individually for each Semester)

Semester	No. of papers	DSE	Credits			
			Theory	Practical	Tutorial	Total Credits
III	1					4
IV	1					4
V	1					5
VI	1					10
VII	1					5
VIII	1					12
Total Credits in DSE Course						28



Credit weightage in Elective Course (GEC) for Semester III/IV/V/VI (Individually for each Semester)

Semester	No. of papers	GEC	Credits			
			Theory	Practical	Tutorial	Total Credits
III	1	GEC			-	4
IV	1	GEC			-	4
V	1	GEC			-	5
VI	1	GEC			-	5
Total Credits in GEC Course						18

Credit weightage in AECC for Semester I/II/ (Individually for each Semester)

Semester	No. of papers	AECC	Credits			
			Theory	Practical	Tutorial	Total Credits
I	2	AECC	3 x 2	-	-	6
II	2	AECC	3 x 2	-	-	6
Total Credits in AECC Course						12

Credit weightage in SEC (skill enhancement course) for Semester III/IV (Individually for each Semester)

Semester	No of papers	SEC	Credits			
			Theory	Practical	Tutorial	Total Credits
III	1	SEC			-	5
IV	1	SEC			-	5
Total Credits in Core Course						10

Credit weightage in VEC for Semester I/II (Individually for each Semester)

Semester	No of papers	VAC	Credits			
			Theory	Practical	Tutorial	Total Credits
I	1	VAC	4 x 1	-	-	4
II	1	VAC	4 x 1	-	-	4
Total Credits in Core Course						8

Credit weightage in GEC-5 (CPUD) for Semester VII

Semester	Sl No	GEC-5 (CPUD)	Credits			
			Theory	Practical	Tutorial	Total Credits
VII	1	GEC-5 (CPUD)	5	-	-	5
Total Credits in CUPD Course						5

MARKING SCHEMES FOR 4-YEAR UNDERGRADUATE PROGRAMMES

SEMESTER-I					
CODE	SUBJECT	CREDITS	INTERNAL MARKS	EXTERNAL MARKS	TOTAL MARKS
AECC-1	Communicative English	3	30	70	100
AECC-2	History of Manipur/ Basic Communicative Manipuri/Manipuri	3	30	70	100
VAC-1	Introduction to Culture Studies-1	4	30	70	100
CORE-1		5	30	70	100
CORE-2		5	30	70	100
CORE-3		5	30	70	100
SEMESTER-II					
AECC-3	Professional Communication & Soft Skills in English	3	30	70	100
AECC-4	Environmental Science	3	30	70	100
VAC-2	Introduction to Culture Studies-2	4	30	70	100
CORE-4		5	30	70	100
CORE-5		5	30	70	100
CORE-6		5	30	70	100
Exist option with Bachelor's Certificate in a Discipline on completion of course equal to a minimum of 50 credits out of 50 credits					
SEMESTER-III					
GEC-1	Fundamentals of Computer	4	30	70	100
DSE-1		4	30	70	100
SEC-1		5	30	70	100
CORE-7		4	30	70	100
CORE-8		4	30	70	100
CORE-9		4	30	70	100
SEMESTER-IV					
GEC-2		4	30	70	100
DSE-2		4	30	70	100
SEC-2		5	30	70	100
CORE-10		4	30	70	100
CORE-11		4	30	70	100
CORE-12		4	30	70	100
Exit option with Bachelor's Diploma in a Discipline on completion of Course equal to a minimum of 100 credits out of 100 credits					
SEMESTER-V					
GEC-3	Research Methodology	5	30	70	100
DSE-3	Documentation/Production	5	30	70	100
CORE-13		5	30	70	100
CORE-14		5	30	70	100
CORE-15		5	30	70	100
SEMESTER-VI					
GEC-4	Event Management/Cultural Tourism	5	30	70	100
DSE-4	Sem. Internship (Project Report)	10	30	70	100
CORE-16		5	30	70	100
CORE-17		5	30	70	100
GEC-4	Event Management / Cultural Tourism	5	30	70	100
Exist option with Bachelor's Degree General in a Discipline on completion of course equal to a minimum of 138 Credits out of 150 Credits					
SEMESTER-VII					
GEC-5	CPUD	5	30	70	100
DSE-5		5	30	70	100
CORE-18		5	30	70	100
CORE-19		5	30	70	100
CORE-20		5	30	70	100
SEMESTER-VIII					
CORE-21		5	30	70	100
CORE-22		5	30	70	100
CORE-23		5	30	70	100
DSE-6	Dissertation	12	30	70	200
Award of Bachelor's Degree with Professional Research (Honours) in a Discipline on completion of courses equal to a minimum of 190 Credits out of 202 Credits					

4. Title of the Award of Courses/Programmes



- i. **First Year** (Completed 1st Semester and 2nd Semester) = shall be called as ***“BACHELOR’S CERTIFICATE IN ADISCIPLINE....”*** on completion of course equal to a minimum of 50 credits.
- ii. **Second Year** (Completed 3rd Semester and 4th Semester) = shall be called as ***“BACHELOR’S DIPLOMA IN ADISCIPLINE....”*** on completion of course equal to a minimum of 100 credits.
- iii. **Third Year** (Completed 5th Semester and 6th Semester) = shall be called as ***“BACHELOR’S DEGREE IN ADISCIPLINE....”*** on completion of course equal to a minimum of 138 Credits out of 150 Credits.
- iv. **Four Year** (Completed 7th Semester and 8th Semester) = shall be called as ***“BACHELOR’S DEGREE WITH PROFESSIONAL RESEARCH (HONOURS) IN ADISCIPLINE....”*** on completion of course equal to a minimum of 190 Credits out of 202 Credits.

5. Eligibility for Appearing Examinations

A student shall be eligible to appear in the Semester-End Examination/ Semester Term-End Examination provided that they have the following criteria:

a. Admission, Enrolment and Registration

Enrolled and registered for the semester before they appear the examination in the university.

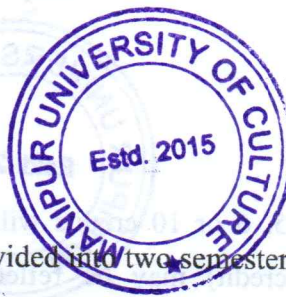
b. Attendance Fulfilment

- i. Attendance will be calculated from the date of commencement of classes or the date of admission, whichever is later.
- ii. A student attending at least 75% of the total number of classes held shall be allowed to appear at the concerned Semesters Examinations subject to fulfilment of other conditions laid down in the regulations.

c. Assessment, Assignment and Activities

Completed all required internal assessments, assignments, and practical work, if applicable.

Note: Students who do not meet the above-mentioned eligibility criteria may be barred from appearing in the end-of-semester examination.



6. Structure of Examinations

a. Each academic year shall be divided into two semesters such as *Odd Semester* and *Even Semester* - with end-semester examinations held at the end of each semester.

b. Evaluation of courses shall be based on two components:

- **Continuous Internal Assessment (CIA):** This includes assignments, fieldwork, project work, presentations, class participation, and cleanliness programs, each carrying 5 marks. Additionally, there will be at least two internal semester tests (written or practical), each carrying a minimum of 25 marks, which will be conducted by the respective faculty during the semester/course.

However, while appearing for these two internal semester tests during one semester, the 50 marks from the first internal semester test and another 50 marks from the second internal semester test will be combined into a total of 100 marks. The highest score obtained from the combined 100 marks will then be converted to a value of 25 marks.

- **End Semester Examination (ESE)/ Term-End Semester Examination (TESM)**

This is conducted by the University at the end of each semester.

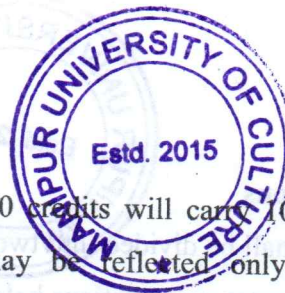
c. Unless otherwise specified, the standard weightage for evaluation shall be in the ratio of **30% for CIA and 70% for ESE/TESE.**

7. Assessment and Evaluation

The Manipur University of Culture does not follow a policy of assigning marks per credit (e.g., 1 Credit equals 25 marks, 2 Credits equal 50 marks, 3 Credits equal 75 marks, 4 Credits equal 100 marks, etc.). Instead, the maximum marks for a course are determined based on the objectives and significance of the subject/course/paper, taking into account whether it is considered a major or minor during the semester of study.

For assessment and evaluation, one credit shall be taken as equivalent to 25 marks in a semester. Thus, courses will be assessed according to the following scheme:

- 1 Credit Course is equivalent to 15 hours;
- 2 Credit Course is equivalent to 30 hours;
- 3 Credit Course is equivalent to 45 hours;
- 4 Credit Course is equivalent to 60 hours marks;
- 5 Credit Course is equivalent to 75 hours (with 15 tutorial hours);
- 6 Credit Course is equivalent to 90 hours (with 30 tutorial hours)



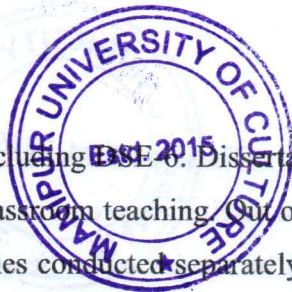
However, any course with 3, 4, 5, 6 or 10 credits will carry 100 marks. Any additional fraction of a credit (e.g., 1/2 credit) may be reflected only in the teaching/tutorial hours/internship, with 15 hours per credit, except for the DSE-6: Dissertation course, which has 12 credits and carries 200 marks in the entire 4 Years degree programmes.

8. Registration for Examinations

- i. The concerned department of the university or the college shall submit application forms, in prescribed format duly filled in by the candidates intending to appear in an end semester examination to the Controller of Examinations within the last date fixed by the University.
- ii. In the said application forms, the concerned candidates should provide their unique ABC ID and should also furnish information to all the courses/ papers that he / she wishes to appear in the end semester examination.

9. Internal Examinations

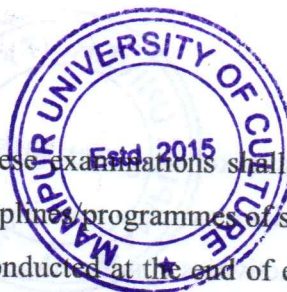
- i. All Core Courses (CC), DSEs, GECs, GEC-5s, SECs, AECC-1 (Communicative English), AECC-2 (History of Manipur / Basic Communicative Manipuri / Manipuri), and VAC-1 (Introduction to Culture Studies-I) shall be conducted and evaluated internally for 30% of the total marks by the respective departments/colleges, following the University's guidelines. The minimum passing requirement for the courses mentioned above shall be 40% marks either in each individual course or in the overall evaluation.
- ii. The AECC-3 (Professional Communication & Soft Skills in English), AECC-4 (Environmental Science), and VAC-2 (Culture Studies-2) shall be conducted and evaluated internally for 30% of the total marks by the respective departments/colleges, in accordance with the University's guidelines. The minimum passing requirement for the courses mentioned above shall be 40% marks either in each individual course or in the overall evaluation.
- iii. The *DSE-6: Dissertation*, titled "Dissertation," will carry 200 marks for a 12-credit course. Of these, 120 marks will be based on the student's Dissertation, which will be evaluated by an External Examiner, while the remaining 80 marks will be evaluated by the Internal Examiner. The minimum passing requirement for the course shall be 50% marks separately in both the Internal and External evaluations.



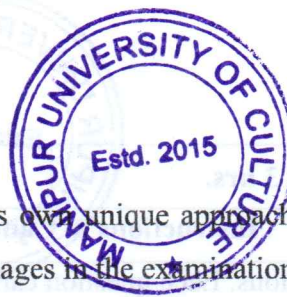
- iv. The internal assessment (excluding DSE-6: Dissertation) should, as much as possible, be integrated into regular classroom teaching. Out of the 30% of total marks, only 5% may be allocated for activities conducted separately after the course has been taught, in accordance with the policy of the department/college.
- v. The *DSE-4: Sem. Internship* (followed by submission of a Project Report), titled "Sem Internship," will carry 100 marks for a 10-credit course. Of these, 70 marks will be based on the student's Project Report, which will be evaluated by an External Examiner, while the remaining 30 marks will be evaluated by the Internal Examiner. The minimum passing requirement for the course shall be 50% marks separately in both the Internal and External evaluations.
- vi. The internal assessment (excluding DSE-4: Project Report) should, as much as possible, be integrated into regular classroom teaching. Out of the 30% of total marks, only 5% may be allocated for activities conducted separately after the course has been taught, in accordance with the policy of the department/college.
- vii. Internal assessment shall be conducted during the semester in which a candidate becomes eligible to appear for the corresponding End Semester Examination.
- viii. Evidence of conducting internal assessments for all courses must be presented or submitted by the colleges, as per the directions of the Controller of Examinations, for verification.
- ix. The passing marks for Internal Assessment shall be 40% (i.e., 6 marks out of 15 marks, or 12 marks out of 30 marks).
- x. Marks for Internal Assessments and VAC courses shall be submitted to the Controller of Examinations by the respective departments/colleges within one week from the date of the University's notification regarding the end semester examinations.
- xi. Marks obtained in Internal Assessment for a theory paper shall be retained for the entire duration of the candidate's enrolment.

10. End Semester Examinations/Term-End Semester Examination

- i. There shall be theory and practical examinations at the end of each semester, typically held during December-January for odd semesters and during June-July for even semesters.
- ii. The University shall conduct the end semester examination for courses/papers under Core Courses (CC), Discipline Specific Elective Courses (DSE), Generic Elective Courses (GEC), Ability Enhancement Compulsory Courses (AECC), and Skill



- Enhancement Courses (SEC). These examinations shall be held in accordance with the syllabus of the respective disciplines/programmes of study.
- iii. Practical examinations shall be conducted at the end of each semester. They shall be conducted by two examiners, one internal and one external. The candidate shall submit the record book for practical examination duly certified by the course teacher and the HOD/ staff in-charge before the examiners for assessment and evaluation.
 - iv. A theory paper having 2, 3, 4, 5 credits shall have the end semester examination for 70 marks.
 - v. For the course *DSE-4: Semester Internship* titled "Project Report" 70 marks shall be based on the submission of the student's "Project Report" which will be evaluated by an External Examiner, along with the Head of the Department or any faculty member from the department assigned by the HOD.
 - vi. For the course *DSE-6, titled "Dissertation,"* 120 marks shall be based on the submission of the student's "Dissertation," which will be evaluated by an External Examiner, along with the Head of the Department or any faculty member from the department assigned by the HOD.
 - vii. The passing marks for all theory and practical papers in the end semester examination shall be 40%.
 - viii. If a candidate secures passing marks in practical paper(s) but fails to secure passing marks in theory paper(s), the marks for the practical paper(s) along with Internal Assessment shall be retained.
 - ix. The statement of marks and the answer sheets of practical examinations shall be sent to the Controller of Examinations by the respective departments/colleges immediately after the completion of the practical examinations.
 - x. For all courses where Practical Examinations are applicable, the requirement of writing any form of procedural documentation during the day of the examination shall be excluded. Only the practical component of the examination shall be conducted, without the inclusion of procedure writing or any other written component.
 - xi. For any Practical Courses where Procedure Writing is deemed necessary, students may prepare the required documentation during the course of the semester. This written procedure must be submitted to the concerned faculty member or Head of Department at least **seven (7) days** prior to the scheduled date of the Practical Examination. The submitted document may be referred to during the actual Practical Examination in the presence of the External Examiner(s).



11. Medium of Instructions

The Manipur University of Culture has its own unique approach in providing facilities for selecting various mediums of writing languages in the examinations, as follows:

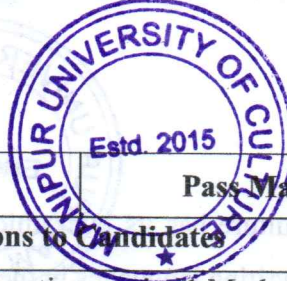
- i. The medium of instructions for all courses other than language-based courses (e.g. Manipuri, Hindi etc) shall be English, and Manipuri.
- ii. All candidates shall write their answers in English for courses such as Culture Studies, Tribal Studies, Hindustani Music, Theatre, Visual Arts, etc. However, for courses such as Dance, Umanglai Haraoba, Sankirtana, Thang-Ta, and Manipuri Folk and Traditional Music (Folk Music), candidates may choose to write in a multilingual medium, i.e., English, Hindi, and Manipuri. Additionally, candidates who opt to write their examinations in Manipuri should use the Meitei Mayek script. For students who completed their 10+2 or undergraduate studies before 2019, written permission may be sought from the Examination Section to write in the Manipuri Bengali Script (Manipuri in Bengali Script), as per the policy of the Government of Manipur, which may change from time to time.

12. Duration of End Semester Examinations

End Semester Examinations for theory papers carrying full marks above 50 (e.g., 70 marks, 100 marks, etc.) shall be of 3 hours duration. For practical papers carrying full marks of 50/100, the duration shall also be 3 hours, or it may vary depending on the nature of the course, as determined by the respective departments. On the other hand, theory papers carrying 50 marks or below shall be of 2 hours duration, but this duration may fix depend on the nature of Course by the Examination Controller.

13. Model of Question for Theory Papers: (For NEP 2020 Integrated Courses)

- i. The question for a theory paper shall consist of four parts:
 - i. Part-A: Very Short Answer Type Questions (VSATQ)
 - ii. Part-B: Very Short Answer Type Questions (VSATQ)
 - iii. Part-C: Short Answer Type Questions (SATQ)
 - iv. Part-D: Long Answer Type Questions (LATQ)
- ii. The pattern of Questions for a theory paper carrying 70 Marks in and term end semester examination shall match with the following format:
- iii.



	Time: 3 hrs.	Pass Marks: 28
Part	Instructions to Candidates	Marks
Part-A	Answer All questions. Each question carries 1 Mark (VSATQ)	1 x 10 = 10
Part-B	Answer any FIVE out of EIGHT questions. Each question carries 2 marks. (VSATQ)	2 x 5 = 10
Part-C	Answer any FIVE out of EIGHT questions. Each question carries 5 marks. (SATQ)	4 x 5 = 20
Part-D	Answer any THREE out of FIVE questions. Each question carries 10 marks. (LATQ)	10 x 3 = 30
	Total:	70

- iv. The pattern of questions for a theory paper carrying 100 Marks in an term-end-semester examination shall match with the following format:

	Time: 3 Hrs.	Pass Marks: 40
Part	Instructions to Candidates	Marks
Part-A	Answer All questions. Each question carries 1 Mark. (VSATQ)	1 x 10 = 10
Part-B	Answer any FIVE out of EIGHT questions. Each question carries 3 marks. (VSATQ)	3 x 5 = 15
Part-C	Answer any FIVE out of EIGHT questions. Each question carries 6 marks. (SATQ)	6 x 5 = 30
Part-D	Answer any THREE out of FIVE questions. Each question carries 15 marks. (LATQ)	15 x 3 = 45
	Total:	100

For example: The **SAMPLE OF A BLUE PRINT QUESTION SETTING** with its marking scheme for 70 Marks are given below:

Blueprint for Question Setting With Marking Scheme for 70 Marks

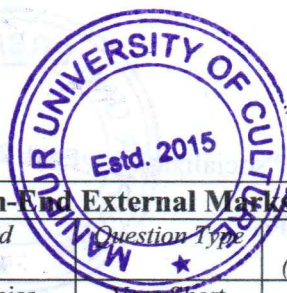
Course Name : [Fill Any Subject]

Maximum Marks : 70

Durations : 03 Hours

Credits : 4 Credits

Examination Structure: Combination of short answers, analytical essays, case studies and research-based questions



Term-End External Marks Scheme						
Unit No.	Unit Name	Topic Covered	Question Type	Cognitive Level (Bloom's Taxonomy)	Marks	Difficulty Level
Unit I- IV	Any relevant topics	Any relevant topics	Very Short Answer Type Questions & Short Answer	Knowledge & Understanding	1x10 = 10	Easy
Unit I- IV	Any relevant topics	Any relevant topics	Short Essays & Case Study	Application & Analysis	2x5 = 10	Moderate
Unit I- IV	Any relevant topics	Any relevant topics	Analytical & Practical based study	Evaluation & Synthesis	4x5 = 20	High
Unit I- IV	Any relevant topics	Any relevant topics	Long Essay & Research-Based Question	Synthesis & Critical Thinking	10 x3 = 30	Highly Difficult
Total	All Units Covered	All Topic Covered	All Types	All Cognitive Levels	70	Diverse

Internal Assessment Marks Scheme			
Written Internal Test Examination	Assignment / Attendance/Activities	Pass Marks	Full Marks
25 Marks	05 Marks	25 Marks	30 Marks

Note: One Internal Test Examination/Assessment shall be conducted by carrying 50 marks based on the above mentioned unitization and schemes of marks distributed in the table. Later on, out of 50 marks the final marks obtained by the students shall be converted from 50 marks to 25 marks, with an addition of another 5 marks from Assignment /Attendance/Activities.

13.1 Sample Question Paper Format with Marking Scheme

Paper Code: CTS: VAC 101

Title: [Introduction to Culture Studies – I]

[Credits: 4 | Hours: 60 | Full Marks: 100

(External: 70 | Internal: 30)]

Term-End Examination

Time: 3 Hours | Marks: 70

Section A – Knowledge & Understanding

(Very Short Answer Questions – 1×10 = 10 Marks)

Answer all questions in 1-2 sentences.

1. Define culture.
2. What is acculturation?
3. Mention two types of society.



4. What do you understand by “socialization”?
5. State one function of kinship.
6. What is a folktale?
7. Define diffusionism.
8. Name one key feature of oral narratives.
9. What is a component of culture?
10. What is the relationship between culture and habitat?

Section B – Application & Analysis

(Short Essays / Case Study – 2×5 = 10 Marks)

Answer any two. Each question carries 5 marks.

11. **Case Study:** A tribal community in Manipur is shifting towards urban living. Analyze the cultural implications of this shift.
12. Apply the concept of social groups to your local community with specific examples.
13. Discuss how myths can be analyzed to understand social values and beliefs.

Section C – Evaluation & Synthesis

(Analytical / Practical Questions – 4×5 = 20 Marks)

Answer any four. Each question carries 5 marks.

14. Evaluate the role of religion in shaping cultural identity.
15. Compare the cultural significance of marriage and family in traditional societies.
16. Analyze how folklore helps preserve unwritten histories.
17. Design a brief outline for a community-based research project on folk songs in Manipur.
18. Assess the relevance of functionalism in interpreting social institutions today.
19. Interpret the cultural meaning embedded in a local legend or oral tale.

Section D – Synthesis & Critical Thinking

(Long Essay / Research-Based – 10×3 = 30 Marks)

Answer any three. Each question carries 10 marks.

20. Critically examine how the different components of culture interact to form the foundation of society.
21. Discuss the relationship between culture and society, focusing on the evolution of social institutions.
22. Evaluate the relevance of folk culture in the modern world. How does it contribute to cultural continuity?
23. Propose a detailed research-based analysis of how legends and oral traditions shape communal identity and memory in Northeast India.

13.2 Detailed Marking Scheme



Question Type	Marks Per Question	Total Marks	Evaluation Criteria
Very Short Answer & Short Answer	1 Marks	10	Concept Clarity & Precision
Analytical & Case Study	2 Marks	10	Logical Reasoning & Application
Research-Based & Evaluation	4 Marks	20	Depth of Analysis & Critical Thinking
Long Essay & Research-Based	10 Marks	30	Methodological Rigor & Innovation

13.2.1 Additional Guidelines for Examiners

- Ensure a balance between **theoretical, analytical, and application-based** questions.
- Questions should **encourage original thinking and critical evaluation**.
- Maintain **clarity and consistency** in marking, especially in research-based questions.
- Avoid **overlapping topics** to ensure broad syllabus coverage.

14. Grading System/ Minimum Pass Marks in Semester Examination

- The grading system shall be based on a 10-point scale, in accordance with the norms outlined in the National Education Policy (NEP) 2020.
- A candidate shall be declared to have passed in a course only if they secure a minimum of 40% marks separately in all theory, practical, and tutorial papers covered in that semester, based on the combined assessment of Continuous Internal Assessment (CIA) and End Semester Examination (ESE) / Term-End Semester Examination (TESM).
- A candidate shall be declared to have passed a Bachelor's program [Certificate/Diploma/Degree/Degree with Professional Research (Honours)] if he/she secures at least a CGPA of 4.0 ('P' Grade) on the 10-point grading system in all the credit courses across all semesters covered by the program.
- The letter grades, grade points, and corresponding percentage ranges shall be as follows:

Grades, Grade Points and Corresponding Percentage

Marks Range (%)	Letter Grade	Grade Point	Performance Descriptor
90 – 100	O (Outstanding)	10	Outstanding
80 – 89	A+ (Excellent)	9	Excellent
70 – 79	A (Very Good)	8	Very Good
60 – 69	B+ (Good)	7	Good
50 – 59	B (Above Average)	6	Above Average
45 – 49	C (Average)	5	Satisfactory
40 - 44	P (Pass)	4	Pass
Below 40	F (Fail)	0	Fail
Absent	AB	0	Absent

Note: The minimum pass mark in any course is **40%**. Any candidate who have scored below 40% marks shall be treated as a fail and assigned the grade ‘F’ with a grade point of 0.

15. Promotion and Progression

- a. A student shall be promoted to the next semester irrespective of the number of courses failed. However, all backlogs must be cleared within the maximum duration of the program.
- b. For the award of a degree with B.A. General (3 Year Degree Course), and B.A. Degree with Professional Research (Honours), the student must successfully complete all prescribed credits or minimum prescribed credits provided in the Syllabus and its Course Structure including the Research Dissertation (if applicable). The Course Structure including schemes of marks and credit values referring for the award of these Certificate, Diploma and other two types of Bachelor’s degrees as given below:

16. Transcripts/Grade Certificate

After the result of a Semester Examination is published by the University, a grade certificate shall be issued by the Controller of Examination to all the registered students who have appeared in that semester examination. The grade certificate will display the course details (Code, Title, Number of Credits, Grade secured) along with SGPA of that semester and CGPA earned till that semester.



17. Re-Evaluation/ Scrutiny

There shall be no provision for re-evaluation of the answer-scripts of the end-semester examinations. However, a candidate may apply for re-scrutiny within 1 (One) month from the date of announcement of the result.

18. Grace Marks

A candidate who fails to obtain pass mark in any paper(s) in any semester due to shortage of one mark shall be awarded one grace mark in such paper(s). Out of Syllabus question shall be entitled Grace Marks.

19. Award of Certificate/ Diploma/ Degree/ Degree with Professional Research (Honours)

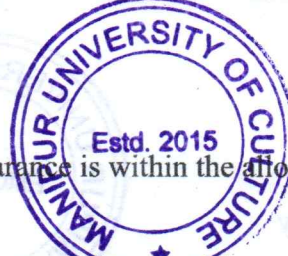
If a candidates clears all the papers and secures a minimum of CGPA 4.00 in the 1st Year/ 2nd Year/ 3rd Year/ 4th Year Bachelor's programme examinations, as the case may be, he/she shall be declared as obtaining Bachelor's Certificate/Diploma/Degree with Honours respectively, with his/her CGPA and corresponding Letter Grade (O, A+, A, B+, B, C, P).

20. Eligibility for Ranking

- i. The candidates who pass all the end semester examinations in the first attempts are eligible for Ranks provided they secure at least CGPA OF 7.00 ('B+' grade).
- ii. A candidate who passes the end semester examinations in parts is eligible for only Class, CGPA and Letter Grade but not for ranking.
- iii. The results of the candidates who have passed the last semester examination but not passed the lower semester examinations shall be declared as NCL, (Not Completed the Lower Semester Examinations). Such candidates shall be eligible for the degree only after the completion of all the lower semester examinations.
- iv. If a candidate fails in a subject either in the theory paper or practical paper he/ she shall appear for that subject at any subsequent regular examination, as prescribed for completing the programme.

21. Re-appearance

- i. A candidate who fails to secure pass marks in one or more papers of a semester may appear in those paper(s) when the concerned End Semester Examinations to be held



next, provided that such a re-appearance is within the allowed stipulated period as laid down in the Ordinance.

- ii. A candidate who is eligible to appear at any of the end semester Examinations but does not enrol/ appear at or fails to pass the examination, he/she will be allowed to attend the classes in the next higher semester, as applicable under prescribed rules.

22. Rejection of Results

- i. A candidate may be permitted to reject his/ her result of the whole examination of any semester with a reasonable request in this regard. Rejection of result course/ paper wise or subject wise shall not be permitted.
- ii. The candidate who has rejected the result shall appear in the corresponding subsequent semester examination.
- iii. The rejection shall be exercised only once in each semester and the rejection once exercised shall not be revoked.
- iv. Application for rejection of results along with the payment of the prescribed fee shall be submitted to the Controller of Examinations through the College of study together with the original statement of marks within 30 days from the date of publication of the result.
- v. A candidate who rejects the result is eligible for only SGPA/ CGPA or Class but not for ranking.

23. Malpractice and Unfair Means

- a. Any student found using unfair means during the examination shall be subject to disciplinary action as per the Examination Disciplinary Guidelines of the University.
- b. Penalties may range from cancellation of the paper to debarment from future examinations, depending on the severity of the offense.

24. Guidelines for Submission of Synopsis and Dissertation/Project Report

24.1 General Instructions:

1. The format for writing the Synopsis is same as that for Dissertation/Project Report. For reference, please consult the "Guidelines on the Preparation of a Dissertation/Project Report". The synopsis/ Dissertation/Project Report must be printed on A4-size paper for distribution. The total number of pages of the synopsis should not exceed 10 pages. This excludes the title page.



2. The 4 copies of Hardcopy of the Synopsis/ Dissertation/Project Report along with one Softcopy must be submitted to the Head of Department at least 7 (seven) days prior to the date of synopsis Presentation.
3. After incorporating the suggestions made by the Head and other faculty members on the day of Synopsis presentation. Viva-voce, a copy of the modified synopsis must be submitted to HOD and supervisor/s for comments and approval.
4. Upon approval of the modified synopsis by the HOD and faculty members, get the signatures of concerned Supervisor/Guide on final copy of the synopsis. The recommended paper quality is same as that mentioned in “Guidelines on the Preparation of a Synopsis and Dissertation/Project Report”.

24.2 Title of the Synopsis and Title Page Format

1. The title of a synopsis and subsequently the Dissertation/Project Report should be a meaningful and concise description of the research done by the scholar.
2. The title should be short (word limit - 10-12 words, in no case exceeding 15 words) and typed in block letters (All Caps). If title is longer than four inches, then title should be arranged in an inverted pyramid with double line spacing.

3. Formatting:

Font style	:	Times New Roman
Font size	:	12 Font Size
Margin	:	1.5 inches (from top, bottom, left and right)
Justification	:	Centre

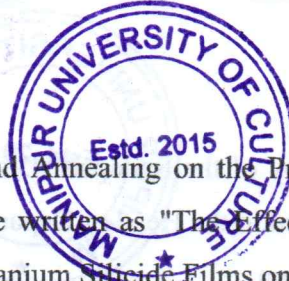
4. The overall presentation of the title page for synopsis is same as that mentioned for the Dissertation/Project Report with the following changes.

The text “A Dissertation/Project Report Presented to The Academic Faculty” will be replaced by the statement “Synopsis of Dissertation/Project Report submitted to the HOD”. This appears in the middle of the title page.

Sample title page for Synopsis and Dissertation/Project Report illustrated below.

5. Dissertation/Project Report titles should not contain symbols (including Greek symbols such as π , α , etc.), initials, formulas (including chemical formulas), subscripts, superscripts, numerical characters, acronyms or even abbreviations in brackets. Redundant words, such as “An investigation of”, “A Study of”, “Theory of”, “Some”, “An Experimental Investigation of ...”, and “Toward a”, should be avoided.

Examples



"The Effects of Ion Implantation and Annealing on the Properties of GeSi₂ Films on Silicon Wafer Substrates" should be written as "The Effects of Ion Implantation and Annealing on the Properties of Germanium Silicide Films on Silicon Wafer Substrates."
"TEM" should be written as "Transmission Electron Microscopy" and should not be written as "Transmission Electron Microscopy (TEM)."

Note: A Sample of Title Page is illustrated at the end part of this chapter.

24.3 Statement of Synopsis and Dissertation/Project Report Approval Page

This page indicates that synopsis has been approved by HOD and faculty members, who sign above their full legal name.

[SYNOPSIS OF DISSERTATION/PROJECT REPORT TITLE]



This TEMPLATE is very basic. On this page, wherever you see grey highlighting in text surrounded by brackets, selecting the grey text will open a Text Form Field dialogue box where you can enter your text. DELETE THIS HELP TEXT BOX AND ALL OTHER INSTRUCTIONAL TEXT BOXES BEFORE PRINTING. The text will disappear along with the box.

Submitted to the Departmental of, Manipur University of Culture in
Partial Fulfilment of the Requirements for Award of the Bachelor's Degree of Arts in

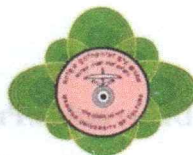
.....

[STUDENT FULL NAME]

Course.....

Roll No.....

Etc.



MANIPUR UNIVERSITY OF CULTURE
PALACE COMPOUND, IMPHAL EAST, MANIPUR-795001, INDIA

[MONTH YEAR OF VIVA VOCE]

24.4 Body of the Synopsis

The student is responsible for the way the text is organized. However, it should have title of all sections (e.g. *1. Title of the Dissertation/Project Report, 2. Introduction- given the purpose of research, 3. Aims and Objectives of the Study, 4. Review of Literature, 5. Scope & Limitation, 6. Materials and Methods, 7. Hypothesis, 8. Contributions/Ethical Consideration* -made by the scholar (if require), *9. Conclusion- with expected outcomes, and 10. References), 10. Conclusion, and 11. References* in capital letters and center justified. The text (in each section) begins after a triple space. **Use MS Word Times New Roman (or LaTeX if diagram, mathematical symbols, graphs, etc.) with 12 Font Size, 1.5 line spacing for the text, and front and back site printing.**

PROFORMA FOR BODY OF SYNOPSIS

1. Title of the Dissertation/Project Report
2. Introduction : Given purpose of Research
3. Aims and Objectives of the Study
4. Review of Literature
5. Scope and Limitation
6. Materials and Methods (Methodology)
7. Hypothesis
8. Contributions/Ethical Consideration-made by the scholar (if required)
9. Conclusion- Expected outcome of the proposed work
10. Tentative Chapters/ Chapterizations
11. References- in standard format given by this Regulation as per student's concerned department.

Signature of the Guide

Signature of the Candidate

24.5 Content and Organization of the Dissertation/Project Report

The student is responsible for the way the content/text is organized. However, it should have title of all sections in capital letters and center justified. The text (in each section) begins after a triple space. **Use MS Word, Times New Roman with 12 Font Size, 1.5 line spacing for the text, and both side prints.**

The following format and contents shall be followed while writing and submitting Dissertation/Project Report in the University as one for all of the Departments as given below:



1. Title of the Dissertation/Project Report
2. Acknowledgements
3. Certificate
4. Declaration/Certificate of Originality
5. Table of Contents
6. List of Symbols, Figures and Abbreviations
7. Chapter-1 : Introduction : Given purpose of Research
 - Aims and Objectives of the Study
 - Review of Literature
 - Scope and Limitation
 - Materials and Methods (Methodology)
 - Hypothesis
8. Chapter-2: It may be related to the title of the chapter
9. Chapter-3: It may be related to the title of the chapter
10. Chapter-4: Analytical Study and It's Findings/Results
11. Chapter-5: Conclusion- Expected outcome of the proposed work
12. Bibliography/References- in standard format given by this Regulation as per student's concerned department.

24.5.1 Dissertation/Project Report Size

A Dissertation/Project Report should not be less than *60 pages* and *not exceeded 150 pages* (excluding prefacing materials of the Dissertation/Project Report). Some tips to reduce the size of a Dissertation/Project Report are given below.

- a. Do not unnecessarily repeat definitions and texts.
- b. Proper referencing may save writing details of literature surveyed.
- c. Be precise in your description, conclusions and interpretations.
- d. Do not leave blank space on a page after a table or a figure.
- e. Students might consider including a CD/Drive for details computer program listing and just include the flow of the logic and its other distinguishing features in the text of the Dissertation/Project Report.

24.5.2 Paper Quality

The copy of the Dissertation/Project Report to be submitted to the library should be durable. To ensure durability, paper should be acid neutral or acid-free as mentioned in the packet.

Dissertation/Project Report -quality paper is available in the market and typically weighs 80-85 GSM (gram per square meter) or more.



24.5.3 Double-sided Printing

The copies of the Dissertation/Project Report at the time of initial submission should be printed double sided. The final copy of the Dissertation/Project Report to be submitted to the library only may be either single sided or double sided. In case of double sided printing, care must be taken to choose paper quality so as to ensure opaqueness of the paper and good readability under normal lighting conditions.

In a double sided Dissertation/Project Report, new chapters always starts on an odd numbered page. If a chapter ends on an odd numbered page, the next even numbered page is to be kept blank to ensure start of the next chapter on an odd numbered page.

24.5.4 Page Numbering

Page numbers for the prefacing materials of the Dissertation/Project Report should be in Roman numerals and should be centered or right cornered at the bottom of the pages.

Page numbers of the body of the Dissertation/Project Report should be in Arabic numerals and start with the page of Chapter 1. It should continue throughout the Dissertation/Project Report and same trend of centering or right cornering the numbers as the Roman numerals be followed.

In double sided Dissertation/Project Report, the odd numbered pages are always on the right and even numbered pages are on the left.

24.5.5 Margins

A margin of 3.75 cm (1.5 inch) is to be given on the binding edge while on the other side it is to be 2.5 cm (1inch). The text of the dissertation/project report, including headings, figures, tables, and notes, but excluding page numbers, must be accommodated within the page area.

24.5.6 Headers and Footers

Headers and footers may be used to provide chapter name/number or any other relevant information. However, author should be consistent in the use of header/footers throughout the entire dissertation/project report.

24.5.7 The Appendix or Appendices

If used, an appendix follows the text but precedes the references or bibliography. The pages of the appendix are numbered consecutively with the rest of the text. There is considerable

flexibility in the kind of material that may be placed in appendices: computer programs, tables of raw data, questionnaires, letters, original historical source material, etc. Each appendix should be sequenced with upper-case letters of the alphabet (APPENDIX -A, APPENDIX -B). If there is only one appendix, no letter is used; one appendix may or may not have an explanatory title. If there is more than one appendix, each has an explanatory title. The appendix title(s) must be listed in the table of contents in all upper-case letters. Subheadings in an appendix, however, are not listed in the table of contents. Subheads in an appendix follow the same subhead scheme selected for the text.

24.5.8 Binding

Initial copies of the Dissertation/Project Report submitted for examination have to be soft bound and printed on both sides. Final copies of the Dissertation/Project Report, after incorporating the changes, corrections and modifications suggested by the HOD members, have to be hardbound and preferably printed on one side. These hardbound copies should include name of student, abbreviated title and year of submission on the binding side.

20.4.9 Tables and Figures

When data are compiled in rows and columns, these are referred to as a "Table". Tables should be used only when absolutely necessary. Figures include the diagrams, schemes (including chemical reactions), photos, maps, plots or other schematic/graphical representation.

The guideline for ordering, placement, numbering and assigning title (for tables) or caption (for figures) is same as that mentioned in the same as that for Dissertation/Project Report. For reference, please consult the "Guidelines on the Preparation of a Dissertation/Project Report".

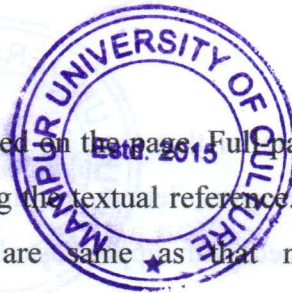
20.4.10 Order of Tables and Figures

Tables and figures also must be referenced in order (i.e., Table 1, Table 2, Table 3, not Table 1, Table 3, Table 2). It is not acceptable to refer to Table 3 in the text before referring to Table 2. However, once a table has been referred to in the main text, it can be mentioned again out of its sequential order. Each figure or table appears only once and cannot be repeated.

20.4.11 Table and Figure Placement

A large table or figure is placed by itself on the page, centered within the Dissertation/Project Report margins. Although it is not necessary for large tables or figures to be centered precisely between the top and bottom margins of the page, tables and figures

should be placed so that they look balanced on the page. Full-page tables or figures must be placed on the page immediately following the textual reference. Other guidelines pertaining to placement of tables and figures are same as that mentioned for writing the Dissertation/Project Report manuscript.



20.5 References/Citations for Synopsis and Dissertation/Project Report

Both **APA** and **MLA** Citation styles may be used in Citations and References of any data/works in writing Synopsis/ Dissertation/Project Report for all Degree Programme. However, **APA- Latest Edition** (from time to time or 7th Edition for time being) may be preferred to the School/Faculty of Social Sciences such as Culture Studies, Tribal Studies, Psychology, Education, Sociology, etc.). Whereas, **MLA- Latest Edition** (from time to time or 9th Edition for time being) may be referred to the School/Faculty of Arts, Humanities, Performing Arts, Philosophy, etc. such as Language, Literatures, Umanglai Haraoba, Dance, Music, Sankirtana, Thang-Ta, Theatre, Visual Arts/ Fine Arts, etc. However, student has to choose only one Citation/Reference Style while writing. Besides, the Scholar may also choose a standard Citation/Reference for his/her own but need to maintain uniformity very strictly in writing full manuscript.

Students must adhere to the prescribed formats outlined in these regulations when preparing their Synopsis, Dissertation, or Project Report manuscripts. Failure to follow these guidelines will result in the University not accepting the submitted Synopsis, Dissertation, or Project Report.

21. Power to Remove Difficulties:

If any difficulty arises in giving effect to the provisions of these Regulations, the Vice-Chancellor may, by order, may make such provisions, as appears to be necessary or expedient to remove the difficulty FROM TIME TO TIME.

-----XXXXXX-----