

Wednesday, 02 September 2026

Policy on Consideration of Maximum Marks Across Multiple Exam Cycles

After detailed deliberations in the 28th Meeting of the Academic Council held on 05 June 2026, the following provisions relating to **Consideration of Maximum Marks Across Multiple Exam Cycles** were approved.

The details of the Rule are as follows.

1. Objective

This policy aims to:

- a) Reduce the number of student failures and backlogs
- b) Support academic progression by leveraging best performance
- c) Minimize repeated attempts due to low internal scores or debarment
- d) Encourage continuous improvement without penalizing prior performance

2. Scope

This policy shall apply to:

- a) All Schools, Programs and all semesters.
- b) All undergraduate and postgraduate students
- c) All courses having Internal Assessment (IA), Mid-Term Examination (MTE), and End-Term Examination (ETE) components
- d) Students appearing in multiple examination cycles for the same course

3. Definitions

- a) **IA (Internal Assessment):** Continuous evaluation components such as assignments, quizzes, attendance, etc.
- b) **MTE (Mid-Term Examination):** Mid-semester examination component
- c) **ETE (End-Term Examination):** Final examination conducted at the end of the semester
- d) **Examination Cycle:** Any regular, supplementary, makeup, or re-appear examination conducted by the university

4. Policy Statement

If a student appears in the same course across multiple examination cycles, **the maximum marks obtained in each component (IA, MTE, ETE) shall be considered independently** for final result computation.

5. Methodology of Computation

For each course:

- a) The **highest marks obtained** in:
 - i) IA across all attempts (Minimum two attempts to select)



- ii) MTE across all attempts (Minimum two attempts to select)
- iii) ETE across all attempts (Minimum two attempts to select)
- b) These maximum component-wise marks will be **combined to compute the final score** as per the course evaluation scheme.

Example:

Component	Attempt 1	Attempt 2	Best Considered
IA	18	22	22
MTE	20	15	20
ETE	35	45	45
Total	73	82	87

6. Key Provisions

6.1 Applicability

- Applicable only when a student has officially appeared in the component
- Absentee cases will not be considered

6.2 Debarred Students

- If a student was debarred in a previous cycle due to low IA or attendance, but later appears and improves, **the improved IA score shall be considered**

6.3 Improvement Cases

- Students opting for improvement exams will automatically benefit from this policy
- There is **no penalty for multiple attempts**

6.4 Result Finalization

- Final result for a course will always reflect the **best combination of marks across cycles**
- Once a course is passed, further improvement attempts are optional but allowed as per university rules

7. Limitations

- The policy does not permit **combining marks from unfair means (UFM) cases**
- Minimum passing criteria for each component (if applicable) must still be satisfied
- Professional/accreditation-regulated programs may have exceptions.

8. Implementation Mechanism

- ERP/Examination system should:
 - a) Store marks across all cycles
 - b) Automatically compute component-wise maximum
 - c) Reflect updated results in grade sheets

9. Benefits

- a) Significant reduction in backlog subjects
- b) Improved student morale and academic continuity

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- c) Reduction in administrative load of repeated failures
- d) Enhanced institutional performance metrics

10. Regulatory Compliance

This rule shall be permissible only where such provision is not prohibited by the concerned statutory/regulatory authority governing the programme.

11. Interpretation

In case of any ambiguity regarding interpretation or implementation of the provisions of this rule, the decision of the Office of the Controller of Examinations shall be final and binding.


03 Sept 2016
Controller of Examinations
Galgotias University



Application For Consideration of Maximum Marks Across Multiple Exam Cycles

1. Student Details

- Student Name: _____
- Enrolment No.: _____
- Programme: _____
- School/Department: _____
- Semester/Year: _____
- Mobile No.: _____
- Email ID: _____

2. Course in which benefit of Consideration of Maximum Marks Across Multiple Exam Cycles is requested: *

Course Code	Course Title			
Component	Attempt 1 (Exam Session)	Attempt 2 (Exam Session)	Attempt 3 (Exam Session)	Best Considered
IA-1				
IA-2				
MTE				
ETE				
Total				

*If student want to apply for more than one course, separate application form may please be used.

3. Declaration by the Student

I hereby declare that:

1. I have appeared in all components of exams as per the table shown above for the said course code and course title.
2. I have secured marks in each of the components as per the table above.
3. I understand that, if granted the said benefit, it will not entitle me to seek grade/class improvement in the concerned course.
4. I further understand that the final division/class/CGPA/grade shall be calculated on the basis of the actual marks obtained after the calculation.
5. The information furnished by me is true and correct to the best of my knowledge. If any information is found incorrect, my application may be rejected, and disciplinary action may be initiated.

5. Student's Signature

- Place: _____
- Date: _____
- Name and Signature of Student: _____

6. Verification by School/Department Exam Coordinator:

Certified that:

1. The student has appeared in all components of the course as per the program structure.
2. Student has earned marks in each of the component.
 - Verified By Examination Coordinator of the School: _____
 - Name & Designation: _____
 - Signature: _____ Date: _____

7. Recommendation of Provost/ Dean/HoD

Recommended / Not Recommended for the benefit Consideration of Maximum Marks Across Multiple Exam Cycles for condonation under the approved University Regulations.

• Name & Designation: _____

• Signature: _____ Date: _____

8. For Office of Controller of Examinations

- Application Received on: _____
- Eligible under Consideration of Maximum Marks Across Multiple Exam Cycles Rule: Yes / No
- The case is Condonation recommended: -Yes / No
- Remarks: _____

a) Assistant/ Deputy Controller of Examinations: Signature & Date- Verified and found to be correct

b) Controller of Examinations Signature & Date

Submitted to

Approved / Not Approved

**Vice Chancellor,
Galgotias University,**

Important Instructions for Students

1. This application must be submitted within the prescribed time notified by the University after declaration of results.
2. Attach a copy of the performance window showing marks for each components of IA, MTE and ET along with this application.
3. Incomplete applications or applications without required documents shall not be processed.
4. Submission of this application does not automatically confer the benefit of this policy as the approval is subject to verification and University regulations.

