

## Annexure – V

### Basket for Co-Curricular Courses

#### Guidelines and Standard Operating Procedures for awarding credits for Co-Curricular Courses

##### Preamble:

The Government of Maharashtra vide its resolution no. एनईपी-2020/प्र.क्र.09/विशि-3/शिकाना मंत्रालय मुंबई 400032 dated 20<sup>th</sup> April 2023 has provided guidelines for restructuring the undergraduate program structures for implementing National Education Policy 2020. In view of implementation of this the University has restructured all undergraduate programs incorporating Co-Curricular courses (referred as CC henceforth in this document) in all UG programs to ensure the holistic development of learners. This document prescribes the guidelines and standard operating procedures (SOPs) for students, teachers, and principals to facilitate smooth functioning of the scheme in larger interest.

##### Scope:

These guidelines and SOPs shall come into effect from the academic session 2024-25 and shall be applicable for all undergraduate non-professional programs having Co-Curricular Courses (CC) as a part of its scheme of examination offered by the Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur.

##### Definition of Co-Curricular Courses:

Co-Curricular courses are meant to bring social skills, intellectual skills, moral values, and character appeal in students. It refers to activities, programs, and learning experiences that compliment, in some way, what students are learning in the classroom – i.e. experiences that are connected to or mirror the academic curriculum. Co-Curricular courses are typically, but not always, defined by their separation from academic courses. Students enrolled for any UG program of the RTM Nagpur University will be allowed to opt for any of the following activities as a Co-Curricular Course:

##### CC Basket:

1. National Cadet Corps (NCC)
2. Extension Projects (Sanskar, Unnati and Sahayog) offered by the Department of Lifelong Learning and Extension, RTM Nagpur University, Nagpur
3. National Service Scheme (NSS)
4. Games and Sports Activities
5. Cultural Activities

Note: A student will not be allowed to opt any course outside this basket as a Co-Curricular Course

##### General Rules:

1. Each UG program has a component of CC in 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup> Semester. Each CC is a 2-credit practical and performance-based activity course and should have student engagement of minimum 60 hours (practice cum performance) in the corresponding semester.
2. Every college/institute affiliated to the RTM Nagpur University is required to designate a teacher as CC In-charge. It may also constitute a team of teachers for monitoring CC depending on the number of students.

3. A student is required to opt for any of the CC mentioned in the basket and inform the CC In-charge in the beginning of the semester (The college/institute shall devise a suitable student friendly mechanism to facilitate students to submit their choice/s).
4. A student may opt for one or more courses as CC in a semester. In this case, the credit will be awarded for the course in which the student had performed best. Moreover, a student will get 10 bonus marks for each additional CC activity he/she had opted for.
5. The CC In-charge or a team of teachers will be responsible for monitoring the attendance, participation, and performance of students in CC activity throughout the semester.
6. The CC In-charge or a team of teachers will also be responsible for objective evaluation of students based on their performance in CC activity.
7. The rubrics for objective evaluation mentioned in this document are required to be strictly followed by all the colleges/institutes and violation of the same in any manner may attract the disciplinary action against the Principal/Head of the Institute concerned.
8. Evaluation for CC is required to be completed before the commencement of the Session End Examination of the corresponding semester and the final marks (certified by the Principal) are required to be submitted to the university in a mode and manner as may be prescribed by the university from time to time.
9. The record of the CC activities and assessment shall be kept for review for 1 year and should be submitted to the University as and when called for or during the AAA review.
10. Since the NCC/NSS follows an annual calendar, the CC Marks as per below can be claimed under any ONE of the two semesters for the academic year depending upon the availability of full assessment data of the student. Thus NCC/NSS CC marks will be allotted during the CC falling in EVEN SEMESTERS. This also means that the NCC/NSS cadet must participate in any other activity from the basket i.e. from GAMES AND SPORTS or CULTURAL ACTIVITY or COURSES OFFERED BY DEPT. OF LIFELONG LEARNING AND EXTENSION simultaneously for claiming CC marks for a specific ODD semester.
11. NCC/NSS activities shall be conducted by the respective in-charges (NCC and NSS Officers) as per the activity calendar published by the respective offices.
12. The NCC/NSS officer must ensure that the students of NCC/NSS are also enrolled in other CC activities for claiming CC marks for a specific odd semester.
13. Ordinance No. 2 of 1996 is taken as a base for this marking and it is modified suitably for student to get marks out of 100 marks.
14. If a student fails to opt for a CC, his/her result for that semester shall be declared by marking 'ABSENT' against CC.
15. If a student opts a particular CC but fails to obtain minimum marks (50), he/she shall be declared 'FAIL' in CC. However, if such a student had opted for any other CC in the same semester, the provision of 'Bonus Marks' shall come into effect and the same should be taken into account.
16. If a student is declared 'FAIL' in CC, he/she can continue the same CC in the next semester to improve the performance.

#### **Evaluation Rubrics for CC:**

In order to attain objectivity and bring uniformity in evaluation of Co-Curricular Courses having different nature, the evaluation of performance of student needs to be quantified in marks having maximum 100 (Hundred) marks. The breakup of these maximum marks varies according to the CC and is elaborately explained hereunder:

#### **1. National Cadet Corps (NCC):**

This course can only be opted by the students of a college/institute having NCC unit.

**Evaluation Rubrics (Max. Marks: 100)**

Criteria	MAXIMUM POSSIBLE MARKS	Rubric			
Participation in NCC in an academic year	30	Attendance Equal to or more than 75% = 30 Marks	Attendance 60% to 75% = 20 Marks	Attendance more than or equal to 50% = 10 Marks	Below 50% attendance = 0 Marks
Participation in Camps at Unit, GPs Dte and DG NCC level (Eg. Annual Training Camp, National Integration Camp, Basic Leadership Camp, Advance Leadership Camp, Army Attachment Training, Hospital Attachment Training, RD selection Camps, Basic Leadership Selection Camps Delhi, Nau Sainik Camp, Vayu Sena Camp, International Youth Exchange Program etc)	30	Participation in any three Camps = 30 Marks	Participation in any two Camps = 20 Marks	Participation in any one Camp = 10 Marks	No Participation in Camps = 0 Marks
Participation in Social Activities through NCC (Eg. Tree Plantation, Adult Education, Eye Donation, Skin donation, Organ donation, Village adoption, Anti Leprosy Drive, Medical Health Camp etc)	20	Participation in any three Activities = 20 Marks	Participation in any two Activities = 10 Marks	Participation in any one Activity = 5 Marks	No Participation in Activity = 0 Marks
Participation in Adventure Activities: Army Cadets – Rock Climbing, Trekking, Mountaineering, cycling, para Sailing, Para Jumping Naval Cadets - Sailing, Kayaking, boat Pulling Air Cadet – Solo Gliding	20	Participation in any one or more Activities = 20 Marks			No Participation in Activity = 0 Marks
RD Parade Participation	100	Participation at RD Parade New Delhi = 100 Marks irrespective of status of marks above.			
Passing 'C' Certificate Exam	Additional Max. 10 marks	Marks to be allotted such that the total Marks under all heads should not be more than 100			
Holder of rank not below the rank of Sgd. or an equivalent distinction achieved by the cadet	Additional Max. 5 marks	Marks to be allotted such that the total Marks under all heads should not be more than 100			
Bonus Marks for participation in any of the other CC activities in the SAME SEMESTER i.e. even semester	Additional Max 10 marks per CC Activity	Marks to be allotted such that the total Marks under all heads should not be more than 100			

Note: Since the NCC follows an annual calendar, the CC Marks as per the above can be claimed in **even semester** only. This also means that the NCC cadet must participate in GAMES AND SPORTS or CULTURAL ACTIVITY or any other Co-curricular courses available in the basket simultaneously for claiming CC marks for a specific odd semester.

**2) Extension Projects (Sanskar, Unnati and Sahyog) offered by the Department of Lifelong Learning & Extension of RTM Nagpur University**

**Rules for Extension Project:**

- a. There are three types of extension projects viz. Sanskar, Unnati and Sahyog having 1 credit each.
- b. A student of any affiliated college can opt for a course under this category.
- c. A student opting for 'Extension Project' as CC must opt any two projects one of which mandatorily has to be 'Unnati.'
- d. Details of the scope and other guidelines about these projects can be obtained from the official website of the Department.
- e. Attendance record for each extension project needs to be maintained separately and assessment for attendance to be made accordingly.

**Evaluation Rubrics (Max. Marks: 100)**

Criteria	MAXIMUM POSSIBLE MARKS	Rubric			
Attendance and Participation in Sanskar, Unnati and Sahyog LLE activities	20	Attendance Equal to or more than 75% = 20 Marks	Attendance 60% to 75% = 15 Marks	Attendance more than or equal to 50% = 10 Marks	Below 50% attendance = 5 Marks
Sanskar Prakalpa Participation and submission of <i>Rural/Urban Development plan based on the literature and works of Rashtrasant Tukadoji Maharaj</i>	40	Report evaluation in excellent grade = 40 marks	Report evaluation in satisfactory grade = 30 marks	Report evaluation in average grade = 20 marks	Report evaluation in below average grade = 10 Marks
Unnati participation and submission of case studies of the <i>beneficiaries of individual/common development schemes floated by the Central/State government.</i>	40	4 or more cases compiled = 40 marks	Upto 3 cases compiled = 25 marks	1 – 2 cases compiled = 15 marks	Participation but no case compiled = 5 marks
Sahyog participation and submission of Sahyog project report <i>related to senior citizens issues and activities</i>	40	Detailed Report containing senior citizen related 3 or more activities = 40 Marks	Detailed Report containing senior citizen related 2 or more activities = 25 Marks	Detailed Report containing senior citizen related 1 or more activities = 15 Marks	Participation but no report submission = 5 Marks
Bonus Marks for participation in any of the other CC activities in the SAME SEMESTER	Additional Max 10 marks per CC Activity	Marks to be allotted such that the total Marks under all heads should not be more than 100			

**3. NSS:**

This course can only be opted by the students of a college/institute having NSS unit.

**Evaluation Rubrics (Max. Marks: 100)**

Criteria	MAXIMUM POSSIBLE MARKS	Rubric			
Participation in NSS in an academic year	30	Attendance Equal to or more than 75% = 30 Marks	Attendance 60% to 75% = 25 Marks	Attendance more than or equal to 50% = 20 Marks	Below 50% attendance = 10 Marks
Participation in NSS Camp	40	Participation in National level Camp = 40 Marks	Participation in University level Camp = 30 Marks	Participation in College level Camp = 25 Marks	No Participation in Camps = 0 Marks

Participation in Social Activities through NSS (Eg. Tree Plantation, Adult Education, Eye Donation, Skin donation, organ donation, Village adoption, Anti Leprosy Drive, Medical Health Camp etc)	30	Participation in any three Activities = 30 Marks	Participation in any two Activities = 20 Marks	Participation in any one Activity = 10 Marks	No Participation in Activity = 0 Marks
RD Parade Participation	100	Participation at RD Parade New Delhi = 100 Marks irrespective of status of marks above.			
<b>Bonus Marks</b> for participation in any of the other CC activities in the <b>SAME SEMESTER</b>	Max 10 per CC Activity	Marks to be allotted such that the total Marks under all heads should not be more than 100			

Note: Since the NSS follows an annual calendar, the CC Marks as per above can be claimed in even semester only. This also means that the NSS cadet must participate in GAMES AND SPORTS or CULTURAL ACTIVITY or any other Co-curricular courses available in the basket simultaneously for claiming CC marks for a specific odd semester.

#### 4. GAMES & SPORTS

##### Rules for Games and Sports:

- This course can be opted by a student of any affiliated college.
- The student will be required produce an authentic certificate of participation/medal.
- The CC In-charge shall verify the authenticity of the certificate regarding level of the tournament, participation/prize/medal, etc.
- The CC In-charge shall also verify whether the tournament was conducted in the corresponding semester or not.
- In case of Team Sports, each team member will be evaluated independently and no assessment for team as such shall be made.

<b>Evaluation Rubrics (Max. Marks: 100)</b>																			
Sr. no	Event	College Level				Inter College/University Level				Zonal/State Level				National Level				World/International Level	
		Participation	3 <sup>rd</sup> Prize	2 <sup>nd</sup> Prize	1 <sup>st</sup> Prize	Participation	3 <sup>rd</sup> Prize	2 <sup>nd</sup> Prize	1 <sup>st</sup> Prize	Participation	3 <sup>rd</sup> Prize	2 <sup>nd</sup> Prize	1 <sup>st</sup> Prize	Participation	3 <sup>rd</sup> Prize	2 <sup>nd</sup> Prize	1 <sup>st</sup> Prize		Participation
1	<b>Sports and Games</b>	40	45	50	55	55	60	65	70	70	75	80	85	85	90	95	100	100	100
2	Undergoing any one course offered by Dept. of Sports &	Maximum Possible Marks 100. As per assessment scheme approved by Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur																	

	Physical Education and approved by Rashtrasant Tukadoji Maharaj Nagpur University Ex. : CC in Yoga Education, CC in Health and Wellness etc.	
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**5. Cultural Activities**

**Rules for Cultural Activities:**

- a. This course can be opted by a student of any affiliated college.
- b. The student will be required produce an authentic certificate of participation/medal.
- c. The CC In-charge shall verify the authenticity of the certificate regarding level of the tournament, participation/prize/medal, etc.
- d. The CC In-charge shall also verify whether the tournament was conducted in the corresponding semester or not.
- e. In case of group event, each group member to be assessed independently and no assessment for team as such shall be made.

<b>Evaluation Rubrics (Max. Marks:100)</b>																		
Sr. no	Event	College Level				Inter College/University Level				Zonal/State Level				National Level				World/International Level
		Participation	3 <sup>rd</sup> Prize	2 <sup>nd</sup> Prize	1 <sup>st</sup> Prize	Participation	3 <sup>rd</sup> Prize	2 <sup>nd</sup> Prize	1 <sup>st</sup> Prize	Participation	3 <sup>rd</sup> Prize	2 <sup>nd</sup> Prize	1 <sup>st</sup> Prize	Participation	3 <sup>rd</sup> Prize	2 <sup>nd</sup> Prize	1 <sup>st</sup> Prize	
1	<b>Music</b>																	
	Indian Classical Vocal (Solo Event)	40	45	50	55	55	60	65	70	70	75	80	85	85	90	95	100	100
	Indian Classical Instrumental Percussion	40	45	50	55	55	60	65	70	70	75	80	85	85	90	95	100	100
	Indian Classical Instrumental Non-Percussion (Swarvadya Solo Event)	40	45	50	55	55	60	65	70	70	75	80	85	85	90	95	100	100
	Natyasangeet Vocal (Solo Event)	40	45	50	55	55	60	65	70	70	75	80	85	85	90	95	100	100
	Indian Light Vocal (Solo Event)	40	45	50	55	55	60	65	70	70	75	80	85	85	90	95	100	100
	Indian Group Song (Solo Event)	40	45	50	55	55	60	65	70	70	75	80	85	85	90	95	100	100

**Four Year Bachelor of Commerce (Honours/Research) Degree Examination as per NEP 2020**

	Folk Orchestra (Group Event)	40	45	50	55	55	60	65	70	70	75	80	85	85	90	95	100	100
	Western Vocal (Solo Event)	40	45	50	55	55	60	65	70	70	75	80	85	85	90	95	100	100
	Western Instrumental (Solo Event)	40	45	50	55	55	60	65	70	70	75	80	85	85	90	95	100	100
	Western Group Song (Group Event)	40	45	50	55	55	60	65	70	70	75	80	85	85	90	95	100	100
<b>2</b>	<b>Dance</b>	<b>Participation</b>	<b>3<sup>rd</sup> Prize</b>	<b>2<sup>nd</sup> Prize</b>	<b>1<sup>st</sup> Prize</b>	<b>Participation</b>	<b>3<sup>rd</sup> Prize</b>	<b>2<sup>nd</sup> Prize</b>	<b>1<sup>st</sup> Prize</b>	<b>Participation</b>	<b>3<sup>rd</sup> Prize</b>	<b>2<sup>nd</sup> Prize</b>	<b>1<sup>st</sup> Prize</b>	<b>Participation</b>	<b>3<sup>rd</sup> Prize</b>	<b>2<sup>nd</sup> Prize</b>	<b>1<sup>st</sup> Prize</b>	<b>Participation</b>
	Indian Classical Dance (Individual Event)	40	45	50	55	55	60	65	70	70	75	80	85	85	90	95	100	100
	Indian Folk Dance (Group Event)	40	45	50	55	55	60	65	70	70	75	80	85	85	90	95	100	100
<b>3</b>	<b>Literary</b>	<b>Participation</b>	<b>3<sup>rd</sup> Prize</b>	<b>2<sup>nd</sup> Prize</b>	<b>1<sup>st</sup> Prize</b>	<b>Participation</b>	<b>3<sup>rd</sup> Prize</b>	<b>2<sup>nd</sup> Prize</b>	<b>1<sup>st</sup> Prize</b>	<b>Participation</b>	<b>3<sup>rd</sup> Prize</b>	<b>2<sup>nd</sup> Prize</b>	<b>1<sup>st</sup> Prize</b>	<b>Participation</b>	<b>3<sup>rd</sup> Prize</b>	<b>2<sup>nd</sup> Prize</b>	<b>1<sup>st</sup> Prize</b>	<b>Participation</b>
	Elocution (Individual Event)	40	45	50	55	55	60	65	70	70	75	80	85	85	90	95	100	100
	Debate (Group Event)	40	45	50	55	55	60	65	70	70	75	80	85	85	90	95	100	100
	Quiz (Group Event)	40	45	50	55	55	60	65	70	70	75	80	85	85	90	95	100	100
<b>4</b>	<b>Theatre</b>	<b>Participation</b>	<b>3<sup>rd</sup> Prize</b>	<b>2<sup>nd</sup> Prize</b>	<b>1<sup>st</sup> Prize</b>	<b>Participation</b>	<b>3<sup>rd</sup> Prize</b>	<b>2<sup>nd</sup> Prize</b>	<b>1<sup>st</sup> Prize</b>	<b>Participation</b>	<b>3<sup>rd</sup> Prize</b>	<b>2<sup>nd</sup> Prize</b>	<b>1<sup>st</sup> Prize</b>	<b>Participation</b>	<b>3<sup>rd</sup> Prize</b>	<b>2<sup>nd</sup> Prize</b>	<b>1<sup>st</sup> Prize</b>	<b>Participation</b>
	Mimicry (Individual Event)	40	45	50	55	55	60	65	70	70	75	80	85	85	90	95	100	100
	One Act Play (Group Event)	40	45	50	55	55	60	65	70	70	75	80	85	85	90	95	100	100
	Skit (Group Event)	40	45	50	55	55	60	65	70	70	75	80	85	85	90	95	100	100
	Mime (Group Event)	40	45	50	55	55	60	65	70	70	75	80	85	85	90	95	100	100
<b>5</b>	<b>Fine Art</b>	<b>Participation</b>	<b>3<sup>rd</sup> Prize</b>	<b>2<sup>nd</sup> Prize</b>	<b>1<sup>st</sup> Prize</b>	<b>Participation</b>	<b>3<sup>rd</sup> Prize</b>	<b>2<sup>nd</sup> Prize</b>	<b>1<sup>st</sup> Prize</b>	<b>Participation</b>	<b>3<sup>rd</sup> Prize</b>	<b>2<sup>nd</sup> Prize</b>	<b>1<sup>st</sup> Prize</b>	<b>Participation</b>	<b>3<sup>rd</sup> Prize</b>	<b>2<sup>nd</sup> Prize</b>	<b>1<sup>st</sup> Prize</b>	<b>Participation</b>
	Painting (Individual Event)	40	45	50	55	55	60	65	70	70	75	80	85	85	90	95	100	100
	Collage (Individual Event)	40	45	50	55	55	60	65	70	70	75	80	85	85	90	95	100	100
	Poster Making (Individual Event)	40	45	50	55	55	60	65	70	70	75	80	85	85	90	95	100	100
	Clay Modeling (Individual Event)	40	45	50	55	55	60	65	70	70	75	80	85	85	90	95	100	100
	Cartooning (Individual Event)	40	45	50	55	55	60	65	70	70	75	80	85	85	90	95	100	100
	Rangoli (Individual Event)	40	45	50	55	55	60	65	70	70	75	80	85	85	90	95	100	100
	Spot Photography	40	45	50	55	55	60	65	70	70	75	80	85	85	90	95	100	100

**Four Year Bachelor of Commerce (Honours/Research) Degree Examination as per NEP 2020**

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	(Individual Event)																	
	Installation (Group Event)	40	45	50	55	55	60	65	70	70	75	80	85	85	90	95	100	100
6	Short Film (Group Event)	40	45	50	55	55	60	65	70	70	75	80	85	85	90	95	100	100
7	Procession (Group Event)	40	45	50	55	55	60	65	70	70	75	80	85	85	90	95	100	100
8	Students Parliament	40	45	50	55	55	60	65	70	70	75	80	85	85	90	95	100	100
9	Mock court	40	45	50	55	55	60	65	70	70	75	80	85	85	90	95	100	100

सुचना - AIU किंवा राजभवन द्वारा आयोजित स्पर्धा व्यतिरीक्त आंतर महाविद्यालयाच्या वरील सर्व स्पर्धा Inter College / University Level स्पर्धा म्हणून गुणांकन करावे.



