

# COMSATS University Islamabad

## Registrar Secretariat, Academic Unit (PS)

No: CUI-Reg/Notif- /20/986

May 21, 2020

### NOTIFICATION

Academic Council of COMSATS University Islamabad, in the 29<sup>th</sup> meeting (Special) held on May 7, 2020 approved following **Assessment Options** for Online Education at CUI system due to COVID-19 for Spring 2020 Semester only:

#### Assessment Options for Undergraduate Programs:

##### Option 1:

- i. Minimum 2 Assignments = 25 marks
- ii. 1 Project (evaluation methodology to be decided by the faculty member) = 25 marks
- iii. Final Exam of 50 marks that may be conducted through online *viva voce* / virtual exam on MS Teams, Zoom, Skype, etc. The online *viva voce* exam should be conducted by a departmental committee comprising of at least two faculty members including the teacher of the course. The committee shall keep complete audio and video records of the *viva voce* of each student.
- iv. For final examination of students in remote areas where internet access is a problem and an online form of *viva voce* cannot be conducted, such as AJK and GB, cumulative marks of clauses (i) and (ii) ante can be considered as final examination and the percentage so calculated will constitute the final grade for the extended Spring 2020 semester.

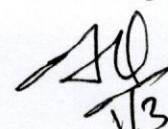
##### Option 2:

###### **A. (where 1<sup>st</sup> sessional was completed before lockdown)**

- i. Exam (1st Sessional) = 10 marks (as per CUI Regulations)
- ii. Minimum 2 Assignments + Minimum 2 Quizzes = 40 marks

###### **B. (where 1<sup>st</sup> sessional was not held before lockdown)**

- iii. Minimum 3 Assignments + Minimum 2 Quizzes = 50 marks  
1<sup>st</sup> sessional may be counted as equivalent to an assignment of 10 marks.
- iv. Final Exam of 50 marks that may be conducted through online *viva voce* / virtual exam on MS Teams, Zoom, Skype, etc. The online *viva voce* exam should be conducted by a departmental committee comprising of at least two faculty members including the teacher of the course. The committee shall keep complete audio and video records of the *viva voce* of each student.
- v. For final examination of students in remote areas where internet access is a problem and an



online form of viva voce cannot be conducted, such as AJK and GB, cumulative marks of clauses i and ii ante can be considered as final examination and the percentage so calculated will constitute the final grade for the extended Spring 2020 semester.

### Assessment Options for Graduate Programs:

#### Option 1:

- i. Assignments - 20 marks
- ii. Project (to be decided by the course teacher) - 30 marks
- iii. Final Exam of 50 marks that may be conducted through online *viva voce* / virtual exam on MS Teams, Zoom, Skype, etc. The online *viva voce* exam should be conducted by a departmental committee comprising of at least two faculty members including the teacher of the course. The committee shall keep complete audio and video records of the *viva voce* of each student.
- iv. For final examination of students in remote areas where internet access is a problem and an online form of viva voce cannot be conducted, such as AJK and GB, cumulative marks of clauses (i) and (ii) ante can be considered as final examination and the percentage so calculated will constitute the final grade for the extended Spring 2020 semester.

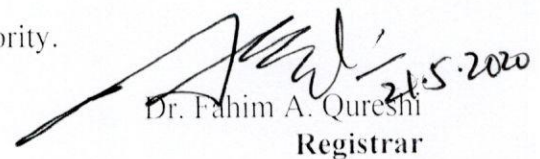
#### Option 2:

- i. Assignments + Quiz - 50 marks
- ii. Final Exam of 50 marks that may be conducted through online *viva voce* / virtual exam on MS Teams, Zoom, Skype, etc. The online *viva voce* exam should be conducted by a departmental committee comprising of at least two faculty members including the teacher of the course. The committee shall keep complete audio and video records of the *viva voce* of each student.
- iii. For final examination of students in remote areas where internet access is a problem and an online form of viva voce cannot be conducted, such as AJK and GB, cumulative marks of clauses (i) and (ii) ante can be considered as final examination and the percentage so calculated will constitute the final grade for the extended Spring 2020 semester.

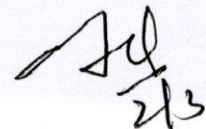
Faculty member shall exercise one of the above two options for assessment based on the nature of the course and circumstances, in consultation with HoD, Chairman and the mandatory approval of concerned Dean.

All students should be informed, in advance, of the assessment option for the respective course by the concerned teacher.

This notification is issued with the approval of the Competent Authority.

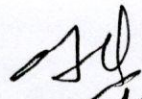
  
Dr. Fahim A. Qureshi  
Registrar

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