

# **Handbook of Undergraduate Programmes 2024-2025**

**The English and Foreign Languages University  
Hyderabad Shillong Lucknow**

The information contained in this *Handbook* is correct at the time of being published. The English and Foreign Languages University reserves the right to make alterations to the information and requirements detailed in the *Handbook* without prior notice, if necessary. Any alterations and amendments to the *Handbook* will be reflected in the web version available through the University's homepage.

The contents of this *Handbook* are designed to provide guidance for students of undergraduate programmes, and staff on the policies and procedures that operate at EFL University.

The *Handbook* should be used in conjunction with the University's Academic Statutes, Acts and Ordinances and regulations of individual programme.

General enquiries about programmes should be directed to the faculty concerned.

# Handbook for Undergraduate Programmes - 2024-25

---

Welcome to the English and Foreign Languages University. On behalf of the faculty and staff, we present you the Handbook for Undergraduate Students for 2024-25. This Handbook will provide you with information you will need to enhance your experience at EFL University.

The Handbook is designed to help you with academic information as well as information about support services and student life at the University. This Handbook is designed to answer questions that may arise while you are a member of the university community. Students are urged to thoroughly familiarize themselves with the contents of this Handbook.

The Handbook is to be used in conjunction with the University's Academic Ordinances, which describe policies and procedures for Undergraduate programmes at the University. Students should follow the policies described in the Handbook and in the University Ordinances. The Handbook includes information about registration requirements, deadlines, attendance requirements, and grading system and grade requirements for promotion.

While every effort is made to ensure the accuracy of the information contained herein, EFL University retains the right to modify this Handbook at any time without advance notice. The University reserves the right to change any of these, and in the event of such change, it will be duly notified to the students during the academic year.

We hope this Handbook is useful for your academic journey at the University. We wish you a rewarding experience during your stay at the EFL University.

## From the Vice Chancellor's Desk

---

On behalf of EFL University, I extend a warm and enthusiastic welcome to you as you embark on an exciting journey into higher education. Congratulations on taking this significant step towards achieving your academic and personal goals!

At EFL University, we believe that every student is a unique individual with boundless potential. As you become a part of our diverse community, you will find countless opportunities to gain experience, grow, and make lasting memories. We assure you that this will be an enriching and transformative chapter of your life.

As you set foot on our campus, you will be surrounded by dedicated faculty, supportive staff, and fellow students who share a passion for knowledge and discovery. Together, we create an inclusive and dynamic environment that fosters intellectual curiosity, creativity, and critical thinking.

I present to you the **Undergraduate Student Handbook**, which includes important resources and information to help ensure that your experience is both rewarding and successful. Students are responsible for knowledge of the policies and regulations included in the handbook, so please be sure to carefully read and reference this resource as you navigate your time at the University.

If you have questions or need assistance, we will be happy to assist you. My best wishes to you for a fulfilling and rewarding academic and personal experiences at the EFL University.

**PROF. H. Lakshmi**  
*Vice Chancellor I/c*

## About the University

The English and Foreign Languages University (EFLU) (formerly, the Central Institute of English and Foreign Languages [CIEFL]) was founded in 1958, and became a Central University by an Act of Parliament on 03 August 2007. The University is headquartered at Hyderabad and has two Regional Campuses—at Shillong (established in 1973) and at Lucknow (established in 1979).

The University continues to build on the achievements of the erstwhile CIEFL, and expand its activities at the national and global level. The mandate of the University is to advance and disseminate “instructional, research, and extension facilities in the teaching of English and Foreign Languages and Literatures in India” as well as “to take appropriate measures for interdisciplinary studies and research in Literary and Cultural Studies, and to develop critical intercultural understanding of civilizations,” as mentioned in the Act (2006) (No.7 of 2007).

### Vision

The English and Foreign Languages University, as a national institution with a global outlook, aspires to achieve excellence in the humanities, with a special focus on languages, literatures, and cultures.

### Mission

The English and Foreign Languages University believes in advancing knowledge through innovative training, research and extension education in English and foreign languages, in the fields of teacher education and production of pedagogic materials, literature, language sciences, philosophy, and interdisciplinary humanities that includes collaboration with institutions of international excellence. The long-term goals of the University encompass the development of language proficiency tests and the promotion of critical intercultural understanding of civilizations. The University is committed to providing students with opportunities for holistic development, creating a gender-sensitive, differently-abled friendly environment, and promoting a sense of social responsibility among students. The objectives of the University are to bring quality education in the disciplines and sub-disciplines of English and foreign languages within the reach of all Indian and international students.

### Objectives

- To provide instruction on par with international standards in the humanities to enable students to compete nationally and globally.
- To train language teachers in methods and approaches appropriate to the Indian and global contexts.
- To produce innovative teaching and learning materials in both print and electronic media.
- To develop methods of testing language proficiency germane to the Indian context.
- To upgrade and promote research and knowledge of the faculty by providing opportunities for improvement, and by the extension of logistic support.
- To create a University Research Initiative Group (URIG) that will develop new research initiatives and identify funded projects.

- To provide international exposure to students through exchange programmes, collaborative research projects, and joint degrees with leading foreign universities.
- To create an able and skilled workforce for the industry and research talent for the country.
- To facilitate a holistic development of students through curricular and extracurricular activities including interaction with eminent personalities.
- To create a gender-sensitive environment.
- To create a conducive environment for the differently-abled.
- To inculcate social responsibility in students through extension activities and participation in community life.
- To expand its outreach globally through Open Educational Resources and other select programmes for the benefit of the general public under University Social Responsibility (USR).
- To offer consultancy services along with attractive and innovative curricular programmes.
- To harness digital technologies in academic programmes and in administration, in tune with the changing times

## **Schools and Departments at the University**

- I. School of English Language Education
  - Department of Education
  - Department of English as Second Language Studies
  - Department of English Language Teaching
  - Department of Materials Development, Testing and Evaluation
  - Department of Training and Development
  
- II. School of Interdisciplinary Studies
  - Department of Aesthetics and Philosophy
  - Department of Communication
  - Department of Cultural Studies
  - Department of Film Studies
  
- III. School of Languages Sciences
  - Department of Computational Linguistics
  - Department of Linguistics and Contemporary English
  - Department of Linguistics and Phonetics
  - Department of Phonetics and spoken English
  
- IV. School of Literary Studies
  - Department of English Literature
  - Department of Comparative Literature and India Studies
  - Department of Indian and World Literatures
  - Department of Hindi
  - Department of Literatures in English
  - Department of Translation Studies
  
- V. School of Arab and Asian Languages
  - Department of Arab Studies
  - Department of Asian Studies
  
- VI. School of European Languages
  - Department of French and Francophone Studies
  - Department of Germanic Studies
  - Department of Hispanic and Italian Studies
  - Department of Russian Studies

Regional Campus, Shillong

- Department of English Literature
- Department of English Language Education
- Department of French Studies
- Department of Germanic Studies
- Department of Hispanic Studies
- Department of Journalism and Mass Communication
- Department of Linguistics
- Department of Russian Studies

Regional Campus, Lucknow

- Department of Cultural Studies
- Department of English Language Education
- Department of English Literature
- Department of French and Francophone Studies
- Department of Linguistics and Contemporary English
- Department of Russian
- Department of Spanish



## 1. B.A. Programmes offered by the University

The following are the Programmes offered by the University:

Sl No	Name of the programme	Campus
1.	BA (Hons./ Hons. with Research) English	Hyderabad, Shillong, Lucknow
2.	BA (Hons./ Hons. with Research) Arabic	Hyderabad
3.	BA (Hons./ Hons. with Research) Chinese	Hyderabad
4.	BA (Hons./ Hons. with Research) French	Hyderabad
5.	BA (Hons./ Hons. with Research) German	Hyderabad
6.	BA (Hons./ Hons. with Research) Italian	Hyderabad
7.	BA (Hons./ Hons. with Research) Japanese	Hyderabad
8.	BA (Hons./ Hons. with Research) Korean	Hyderabad
9.	BA (Hons./ Hons. with Research) Persian	Hyderabad
10.	BA (Hons./ Hons. with Research) Spanish	Hyderabad
11.	BA (Hons./ Hons. with Research) Russian	Hyderabad
12.	BA (Hons./ Hons. with Research) Digital Communication	Hyderabad
13.	BA (Hons./ Hons. with Research) Performing Arts and Humanities	Hyderabad
14.	BA (Hons./ Hons. with Research) JMC	Shillong

The programmes at the University are designed following the *Curricular and Credit Framework for Undergraduate Programmes* released by UGC, according to the guidelines of the NEP, 2020. As stipulated in the document, *Curricular and Credit Framework for Undergraduate Programmes*, page 7:

Undergraduate degree programmes of either 3 or 4-year duration, with multiple entry and exit points and re-entry options, with appropriate certifications such as:

- a UG certificate after completing 1 year (2 semesters) of study in the chosen fields of study,
- a UG diploma after 2 years (4 semesters) of study,
- a bachelor's degree after a 3-year (6 semesters) programme of study,
- a 4-year bachelor's degree (honours) after eight semesters programme of study. If the student completes a rigorous research project in their major area(s) of study in the 4th year of a bachelor's degree (honours with research).

As per the National Higher Education Qualification Framework, “After completing the requirements of a 3-year bachelor’s degree, candidates who meet a minimum 75% marks or its equivalent grade will be allowed to continue studies in the fourth year of the undergraduate programme leading to the bachelor’s degree (Honours with Research)—NHEQF, Pg37”

The University adopts the guidelines mentioned in the *Curricular and Credit Framework for Undergraduate Programmes*, page 9, 3.2.3:

### **Awarding UG Certificate, UG Diploma, and Degrees**

**UG Certificate:** Students who opt to exit after completion of the first year and have secured 40 credits will be awarded a UG certificate if, in addition, they complete one vocational course of 4 credits during the summer vacation of the first year. These students are allowed to re-enter the degree programme within three years and complete the degree programme within the stipulated maximum period of seven years.

**UG Diploma:** Students who opt to exit after completion of the second year and have secured 80 credits will be awarded the UG diploma if, in addition, they complete one vocational course of 4 credits during the summer vacation of the second year. These students are allowed to re-enter within a period of three years and complete the degree programme within the maximum period of seven years. 3-year

**UG Degree:** Students who wish to undergo a 3-year UG programme will be awarded UG Degree in the Major discipline after successful completion of three years, securing 120 credits and satisfying the minimum credit requirement as given in table 2 (Section 5).

**4-year UG Degree (Honours):** A four-year UG Honours degree in the major discipline will be awarded to those who complete a four-year degree programme with 160 credits and have satisfied the credit requirements as given in table 2 in Section 5.

**4-year UG Degree (Honours with Research):** Students who secure 75% marks and above in the first six semesters and wish to undertake research at the undergraduate level can choose a research stream in the fourth year. They should do a research project or dissertation under the guidance of a faculty member of the University/College. The research project/dissertation will be in the major discipline. The students who secure 160 credits, including 12 credits from a research project/dissertation, are awarded UG Degree (Honours with Research).

Accordingly, the University follows the following credit requirements for undergraduate programmes

	Broad Category of Course	Minimum Credits	
		3-year UG	4-year UG
1	Discipline Specific Core	60	80
2	Discipline Specific Elective	24	32
3	Multidisciplinary	09	09
4	Ability Enhancement Course	08	08
5	Skill Enhancement Course	09	09
6	Value Added Course	06	06
7	Summer Internship	04	04
8	Dissertation/Research Project	--	12
	<b>Total</b>	<b>120</b>	<b>160</b>

All undergraduate programmes at the University aim to fulfil the above-mentioned credit requirement.

### 3.4 Duration of the Programme

i. The duration of the UG programme is 4 years or 8 semesters. Students who desire to undergo a 3-year UG Programme will be allowed to exit after completion of the 3rd year. If a student wants to leave after the completion of the first or second year, the student will be given a UG Certificate or UG Diploma, respectively, provided they secure the prescribed number of credits. Students who exit with a UG certificate or UG diploma are permitted to re-enter within three years and complete the degree programme.

ii. Students may be permitted to take a break from the study during the period of study but the total duration for completing the programme shall not exceed 7 years.

These exit points are pertinent for the next level of study. The Master's Degree of two/one years, depending on three/four years of Bachelor's Degree, respectively.

# Academic Calendar

## Hyderabad and Regional Campus Lucknow

August – December 2024

Event	Semester I/III/V
Orientation Programme for the students of Semester I	1 and 2 August 2024 (Semester I)
Registration for courses (only for postgraduate students pursuing courses in the English stream)	2 August 2024
Short Term intensive enrichment for the students of PG Programme Semester III	1 and 3 August 2024 (Semester III)
Counselling for the students of MA English (Cafeteria) Semester III for choosing the leading degree	5 August 2024
Commencement of classes for all the Programmes	5 August 2024
Last date for adding/dropping courses	12 August 2024
Final registration for courses	13 August 2024
Last date for payment of Semester fee (III and V)	16 August 2024
First internal assessment	9 - 13 September 2024
Second internal assessment	7 - 11 October 2024
Third internal assessment	4 - 9 November 2024
Submission of internal assessment grades in the Office of the CoE	12 November 2024
Submission of <i>No Dues</i> in the Office of the CoE	18 November 2024
Last day of instruction	20 November 2024
Submission of attendance in the Office of the COE	22 November 2024
Issue of admit passes	25 & 26 November 2024
Preparatory holiday(s)	21 – 27 November 2024
Semester-end examinations	28 November - 5 December 2024
Submission of Grades of Semester end-Examinations	6 December 2024

in the Office of the CoE	
Declaration of results	24 December 2024
Last date for applying for Supplementary/Grade Improvement examinations	26 - 30 December 2024
Conduct of Supplementary/Grade improvement examinations	3 – 6 January 2025
Declaration of results of the Supplementary/Grade Improvement examinations	10 January 2025
<b>Winter Vacation</b>	<b>7 - 31 December 2024</b>
<b>Reopening</b>	<b>1 January 2025</b>

**January – May 2025**

Event	Semester II/IV/VI
Registration for courses (only for postgraduate students pursuing courses in the English stream)	01 January 2025
Commencement of classes for all the Programmes	02 January 2025
Last date for adding/dropping courses	09 January 2025
Final registration for courses	10 January 2025
Last date for payment of Semester fee	15 January 2025
First internal assessment	3 to 8 February 2025
Second internal assessment	3 to 8 March 2025
Third internal assessment	1 to 8 April 2025
Submission of internal assessment grades in the Office of the CoE	15 April 2025
Submission of <i>No Dues</i> in the Office of the CoE	17 April 2025
Last day of instruction	17 April 2025
Submission of attendance in the Office of the CoE	18 April 2025
Preparatory holidays	18 - 24 April 2025

Issue of admit passes	21 April 2025
Semester-end examinations	25 April – 2 May 2025
Submission of grades of the semester-end examinations in the Office of the CoE	3 May 2025
Declaration of results	26 May 2025
Last date for applying for Supplementary/Grade Improvement examinations	28 – 31 July 2025
Conduct of Supplementary/Grade improvement examinations	4- 6 August 2025
Declaration of results of the Supplementary/Grade Improvement examinations	11 August 2025
<b>Summer vacation (for students) Reopening</b>	<b>1 May to 31 July 2025 1 August 2025</b>
<b>Summer vacation (for teachers) Reopening</b>	<b>5 May to 8 June 2025 9 June 2025</b>

### Regional Campus, Shillong

August 2024 --June 2025

EVENTS	Semester- I, III and V
Registration of courses (online) All UG and PG Students	1-4 August 2024
Commencement of Classes	05 August 2024
Payment of fees without late fee	09 August 2024
Last date for adding/dropping modular course	16 August 2024
Final registration for courses	16 August 2024
First Internal assessment	9-13 September 2024
Second internal assessment	21-25 October 2024
Third internal assessment	11-15 November 2024
Submission of internal assessment grades in the Office of the COE	22 November 2024
Submission of Exam timetable in the Office of the COE	25 November 2024

Submission of No dues in the office of the COE	27 November 2024
Last day of Instruction	22 November 2024
Submission of attendance in the Office of the COE	25 November 2024
Preparation Holidays	23- 30 November 2024
Issue of admit passes	28- 29 November 2024
Semester-end examinations	02 - 13 December 2024
Submission of grades of the semester-end examinations	16 December 2024
Declaration of results	02 January 2025
Last date for applying for supplementary/Grade improvement examinations	08 January 2025
Conduct of Supplementary/Grade improvement examinations	5-8 February 2025
Declaration of results of the supplementary/Grade improvement examinations	16 February 2025
<b>Winter Vacation</b>	<b>17 December 2024 to 29 January 2025</b>
<b>Re-opening for students and Teachers</b>	<b>30 January 2025</b>

#### January to July 2025

EVENTS	Semester-II, IV and VI
Registration of courses (online) All UG and PG Students	31 January – 2 February, 2025
Commencement of Classes	05 February 2025
Payment of fees without late fee	07 February 2025
Last date for adding/dropping modular course	13 February 2025
Final registration for courses	14 February 2025
First Internal assessment	17 - 21 March 2025
Second internal assessment	21 - 25 April 2025
Third internal assessment	13 -16 May 2025
Submission of internal assessment grades in the Office of the COE	19 May 2025

Submission of Exam time table in the Office of the COE	20 May 2025
Submission of No dues in the office of the COE	28 May 2025
Last day of Instruction	23 May 2025
Submission of attendance in the Office of the COE	26 May 2025
Preparation Holidays	24 May to 1 June 2025
Issue of admit passes	29-30 May 2025
Semester-end examinations	2 June - 13 June 2025
Submission of grades of the semester- end examinations	17 June 2025
Declaration of results	25 June 2025
Last date for applying for supplementary/Grade improvement examinations	3 July 2025
Conduct of Supplementary/Grade improvement examinations	8 July - 11 July 2025
Declaration of results of the supplementary/Grade improvement examinations	18 July 2025
<b>Summer Vacation</b>	<b>18 June 2025 - 4 July 2025</b>
<b>Re-opening</b>	<b>05 July 2025</b>



## BA (Honours/Honours with Research) Programmes in the English Stream

### BA (Honours/Honours with Research) English

The 4-Year BA (Honours/Honours with Research) English Programme draws upon the three major disciplinary streams at the University: English Language Education, Literary Studies, and Language Sciences, and from the broad spectrum of disciplines in the humanities and social sciences.

#### *Programme Specific Outcomes*

After completing the programme, the student will

<b>Knowledge and understanding</b>	<b>PO1</b>	obtain understanding of English language and Literature, and its applications and affinities to disciplinary areas/subjects of study
	<b>PO2</b>	acquire critical understanding of the established theories, principles, concepts, and emerging issues in English language and literary Studies
	<b>PO3</b>	develop critical understanding of current developments in English language, linguistics, and literatures
<b>Skills related to one's specialisation</b>	<b>PO4</b>	acquire research skills to undertake studies in the domains of English language teaching, linguistics, and literatures
	<b>PO5</b>	develop key language and literary competencies and transferable skills for further academic pursuits and/or employability
	<b>PO6</b>	develop skills to learn a new language by transferring the experience of learning language/s
<b>Application of knowledge and skills</b>	<b>PO7</b>	critically assess complex ideas and issues relating to the use of the English language and the study of Literatures in English in other cultures through research
	<b>PO8</b>	apply knowledge of the humanities, English studies and transferable skills to new/unfamiliar contexts, and seek solutions to real-life problems
	<b>PO9</b>	use the knowledge and experience to discover and promote new kinds of writing, new strategies for classroom communication
<b>Generic learning outcomes</b>	<b>PO10</b>	identify and address one's own learning needs, making use of existing and emerging research, development, and professional materials
	<b>PO11</b>	be able to communicate the results of studies undertaken in the humanities and language and literary studies accurately in a range of contexts

*Abbreviations used*

Discipline Specific Core – DSC

Discipline Specific Elective – DSE

Ability Enhancement Course -AEC

Skill Enhancement Course -SEC

Value Added Course – VAC

Multidisciplinary course -MDC

1, 2, 3 refer to the number of courses and credits.

Semester	Discipline specific Core (DSC)	Discipline Specific Elective (DSE)	Ability Enhancement Course (AEC)	Skill Enhancement Course (SEC)	Internship/ Project/ Dissertation	Multidisciplinary course (MDC)	Value Added Course (VAC)	Total
Semester I (100 level)	DSC 1 (3) DSC 2 (3) DSC 3 (3)		AEC 1 (3) (Foreign Language)	SEC 1(3) (Multimodal Writing)		Swayam I 3	Yoga (3) 2	20
Semester II	DSC 4 (3) DSC 5 (3) DSC 6 (3)		AEC 2 (3) (Foreign Language)	SEC 2(3) (Academic reading and Writing)	Preparatory course in internship 2 credits	Swayam 2 3		20
<b>Students on exit shall be awarded Undergraduate Certificate in the field of study/discipline after securing 40 credits</b>								<b>Total 40</b>
Semester III (200 level)	DSC 7 (3) DSC 8 (3) DSC 9 (3)	DSE 1(4)	AEC 3 (2) (Foreign Language)	SEC 3 (3) Writing for Media			Environmental studies 2	20
Semester IV	DSC 10 (3) DSC 11 (3) DSC 12 (3)	DSE 2 (4)			Internship *2 credits	MDC (3)	Digital and technological solutions (2)	20
<b>Students on exit shall be awarded Undergraduate Diploma in the field of study/discipline after securing 80 credits</b> <b>*Requirement for internship to be completed during the summer vacation.</b>								<b>Total = 80</b>
Semester V (300 Level)	DSC 13 (4) DSC 14 (4) DSC 15 (4)	DSE 1 (4) DSE 2 (4)						20
Semester VI	DSC 16 (4) DSC 17 (4) DSC 18 (4)	DSE 3 (4) DSE 4 (4)						20
<b>Students on exit shall be awarded Undergraduate Degree in the field of study/discipline after securing 120 credits</b>								<b>Total 120</b>
Semester VII (400 level)	DSC 19 (4) DSC 20 (4) DSC 21 (4)	DSE 5(4) DSE 6(4)						20
Semester VIII	DSC 23 (4) DSC 24 (4) DSC 25 (4)	DSE 7(4) DSE 8(4)						20

	<b>Students on exit shall be awarded Undergraduate Degree (Hons). in the field of study/discipline after securing 160 credits</b>					<b>Total 160</b>
Semester VII (400 level)	DSC 19 (6) RM DSC 20 (4) Graduate Seminar	DSE 5 (5) Reading course DSE 6 (5) Critical and Evaluative Reading)				<b>20</b>
Semester VIII		DSE 7 (5)		Dissertation (12)	Professional communication (3	<b>20</b>
	<b>Students on exit shall be awarded Undergraduate Degree Hons with Research in the field of study/discipline after securing 160 credits</b>					<b>Total 160</b>

## Courses and codes

### SEMESTER I

BAENGELEC100	Communicative English
BAENGELEC101	History of English
BAENGLITC102	Genres of Writing-I
BAENGLINC103	An Introduction to Linguistics and Phonetics
BAENGSE104	Communicative English-I (for Foreign Language students) SWAYAM

### SEMESTER II

BAENGAEC150	Multimodal Writing
BAENGLITC151	Genres of Writing-II
BAENGLINC152	Phonetics of English
BAENGLINC153	Modern English Grammar and Usage
BAENGSE154	Communicative English-II (for students of BA Foreign Languages) SWAYAM

### SEMESTER III

BAENGC200	Academic Reading and Writing
BAENGELEC201	Introduction to English Language Education
BAENGLITC202	British Literature: 14th to 17th Centuries
BAENGLINC203	Morphology-I
BAENGSEC204	Communicative English - III (for Foreign Language students)
BAENGIDC205	Environmental Studies

### SEMESTER IV

BAENGELEC250	Exploring the Second Language Classroom-I
BAENGLITC251	British Literature: 18th and 19th Centuries
BAENG LINC252	Syntax-I
BAENG SEC253	Foreign Language
BAENGIDC254	Writing for Media
BAENGIDC255	Introduction to Psychology
BAENGINT256	Orientation to internship
BAENGINT257	Internship

### SEMESTER V

BAENGELEC300	Approaches and Methods to Language Teaching
BAENGLITC301	British Literature: 20 <sup>th</sup> century
BAENGLINC302	Phonology-I
BAENGELEE303	Introduction to Bi-/Multilingualism
BAENGELEE304	Understanding Communication
BAENGELEE305	Editing and Publishing

BAENGLITE306	Indian Writing in English
BAENGLINE307	Syllable in Phonetic Theory
BAENGLINE308	A Systemic Approach to Intonation
BAENGLINE309	An Introduction to Natural Language Processing
BAENGIDC310	Introduction to Cultural Studies
BAENGIDC311	Basic Concepts in Philosophy
BAENGIDC312	Hindi Language: Literary Studies, Media Writing and Functional Usages

#### **SEMESTER VI**

BAENGELEC350	The Teaching of Skills
BAENGLITC351	Introduction to Literary Theory and Criticism
BAENGLINC352	Semantics-I
BAENGELEE353	Overview of the Development of ELE Materials
BAENGELEE354	Language through Literature
BAENGLITE355	American Literature
BAENGLITE356	Women's Writing
BAENGLINE357	Psycholinguistics-I
BAENGLINE358	Fundamentals of Forensic Phonetics
BAENGLINE359	Socio-Phonetics
BAENGLINE360	Python Basics for Natural Language Processing
BAENGIDC361	Sociology of Knowledge and Society in India

#### **SEMESTER VII**

#### **(Honours)**

BAENGELEC401	Exploring the Second Language Classroom-II
BAENGELEC402	Applied Linguistics for Language Learning
BAENGELEC403	Theories of Second Language Acquisition and Learning
BAENGELEC404	Principles of Materials Development
BAENGLITC405	Introduction to World Literatures
BAENGLITC406	Modern European Drama
BAENGLITC407	Postcolonial Literatures
BAENGLITC408	Literary Text, Philosophical Subtexts
BAENGLINC409	Morphology-II
BAENGLINC410	Syntax-II
BAENGLINC411	Linguistic Phonetics
BAENGLINC412	Mathematical Linguistics
BAENGELEE413	Fundamental Concepts of Digital Literacy
BAENGELEE414	Language and Gender
BAENGLITE415	Indian Classical Literature
BAENGLINE416	Introduction to Language and Gender
BAENGIDC417	Introduction to Gender Studies

#### **SEMESTER VIII**

#### **(Honours)**

BAENGELEC450	An Introduction to English for Specific Purposes
BAENGELEC451	Introduction to Language Testing and Assessment
BAENGELEC452	Training for Language Teaching
BAENGELEC453	Teaching and Learning Online
BAENGLITC454	Texts, Subtexts, and Contexts
BAENGLITC455	Translation: Significance and Scope
BAENGLITC456	Tragedy: Form and Vision
BAENGLITC457	Introduction to Film Studies

BAENGLINC458	Phonology-II
BAENGLINC459	Semantics-II
BAENGLINC460	IPA
BAENGLINC461	Sociolinguistics
BAENGELEE462	Language Teaching through Media
BAENGELEE463	Applied Linguistics for Language Learning-II
BAENGELEE464	Public Speaking
BAENGLITE465	Introduction to Graphic Novel
BAENGLINE466	Introduction to Neurolinguistics
BAENGIDC467	Introduction to Disability Studies

#### **SEMESTER VII**

#### **(Honours with Research)**

BAENGC400	Customized Course in the domain (English Language Education/Literature/Linguistics)
BAENGC401	Customized Course in the domain (English Language Education/Literature/Linguistics)
BAENGC402	Critical and Evaluative reading in the domain (English Language Education/Literature/Linguistics)
BAENGRMC498	Research Methodology in the domain (English Language Education/Literature/Linguistics)

#### **SEMESTER VIII**

#### **(Honours with Research)**

BAENGC454	Customized Course in the domain (English Language Education/Literature/Linguistics)
BAENGC497	Professional Communication
BAENGRMC498	Research Methodology in the domain (English Language Education/Literature/Linguistics)
BAENGDC499	Dissertation in the domain (English Language Education/Literature/Linguistics)

<p>Please get in touch with the Programme Coordinator at <a href="mailto:coordinatorbaenglish@efluniversity.ac.in">coordinatorbaenglish@efluniversity.ac.in</a> for any further queries.</p>
--

## **BA (Honours/Honours with Research) Performing Arts and Humanities**

The programme introduces students to performing arts from traditional to experimental forms to the students. Courses for eight semesters are about the introduction to performing arts; canonical and experimental drama; historiography of theatre; archaeology of theatre; performing techniques; concepts and methods of acting, direction and production; possibilities of forging of body, space and technology in performances; and other related areas/topics.

The courses aim at strengthening the conceptual, theoretical and performative aspects of the discipline among students. It stresses on the training and disciplining of students in art forms of their choice within the field of Performing arts and Humanities. In the third year of the programme, students will be encouraged to undertake research projects and internships with performance related industry to explore the innovative dimensions in the area, experiment with the available means and technologies, and generate scholarship in the domain area.

### ***Programme Specific outcomes***

After completing the programme, the student will

<b>Element</b>	<b>Programme Outcomes</b>	<b>Description</b>
<b>Knowledge and Understanding</b>	<b>PO1</b>	acquire an understanding of performing arts from traditional to experimental forms
	<b>PO2</b>	gain knowledge of canonical and experimental drama; historiography of theatre; archaeology of theatre; performing techniques; concepts and methods of acting, direction and production
	<b>PO3</b>	obtain knowledge of the conceptual, theoretical and performative aspects of the discipline
<b>Skills</b>	<b>PO4</b>	obtain expertise in arts forms of their choice within the domain of Performing arts and Humanities
	<b>PO5</b>	receive training in writing, acting, scenography, direction, production and pedagogy to take up jobs in the performance industry and academic institutions
	<b>PO6</b>	acquire expertise in exploring the possibilities performance across media
<b>Application</b>	<b>PO7</b>	Demonstrate skills for producing theatre for specific purposes and teaching the theatre

## ***Courses and codes***

### **SEMESTER I**

- BAPAHC101 Performing Arts: History, Traditions and Practice
- BAPAHC102 Indian Theatre/Performance Tradition I (Classical Theatre)
- BAPAHC103 Greek Theatre and Theory of Performance
- BAPAHC104 Folk Theatres in India

### **SEMESTER II**

- BAPAHC151 Theatre and other Performing Arts
- BAPAHC152 Drama: Forms/Genres and Practice
- BAPAHC153 Modern European Experimental Theatre
- BAPAHC154 Indian Theatre Tradition II (Modern Indian Theatre)

### **SEMESTER III**

- BAPAHC201 Theorising Performance and Theatre
- BAPAHC202 Text to Performance (Writing for Stage)
- BAPAHC203 Acting on Stage I (Body on Stage)
- BAPAHC204 Archaeology of Theatre (Theatre and Space)

### **SEMESTER IV**

- BAPAHC251 Technology in Theatre
- BAPAHC252 Direction on Stage
- BAPAHC253 Theatre and Training of the Artists and Audience
- BAPAHE254 An elective course in Film Studies/Media and Communication

### **SEMESTER V**

- BAPAHC301 Acting on Stage II
- BAPAHC302 Theatre Production
- BAPAHC303 Theatre and Other Media
- BAPAHE304 An elective Course in Language Sciences/ Literature/ELE

### **SEMESTER VI**

- BAPAHC351 Theatre for Special Purposes
- BAPAHC352 Theatre Pedagogy
- BAPAHE353 An elective Course in Language Sciences/ Literature/ELE
- BAPA E354 An elective Course in Language Sciences/ Literature/ELE

### **SEMESTER VII (Honours)**

- BAPAHRC400 Research Methodology
- BAPAHC401 Graduate Seminar in the Domain
- BAPAHCE402 Reading Course in the Domain
- BAPAHC404 Workshop: Practicing Theatre

### **SEMESTER VIII (Honours)**

- BAPAHDC499 **Dissertation**
- BAPAHCE451 Reading Course in the Domain
- BAPAHCE452 Reading Course in the Domain

Please get in touch with the Programme Coordinator for any further queries.

## **BA (Hons/Hons with Research) Digital Communication**

The 4-Year BA Hons/Hons. with Research) English Programme aims to create innovative pedagogical initiatives through integration of practice-based content with theoretical knowledge, and to integrate media theories into the ongoing digital transition in all aspects of human communication.

### ***Programme Specific Outcomes***

After completing the programme, the student will

<b>Elements/Dimensions</b>	<b>Programme Outcomes</b>	<b>Description</b>
<b>Knowledge and understanding</b>	<b>PO 1</b>	understand media theories in relation to the ongoing digital transition in all aspects of human communication
	<b>PO 2</b>	acquire knowledge of emerging digital media technologies and the convergence of media practices
	<b>PO 3</b>	gain comprehensive knowledge of digital communication by integrating practice-based content with theory
<b>Skills required to perform and accomplish tasks</b>	<b>PO 4</b>	effectively utilise the craft of writing and storytelling for digital media and online platforms
	<b>PO 5</b>	develop skills in design, visualization, and audio-visual production and their applications in digital media forms
<b>Application of knowledge and skills</b>	<b>PO 6</b>	critically analyse digital media forms and content
	<b>PO 7</b>	employ research methods to identify and analyse contemporary issues in digital communication
<b>Generic learning outcomes</b>	<b>PO 8</b>	pursue career in emerging professional fields in the digital media industries
	<b>PO 9</b>	produce a portfolio of original work in various digital media formats that can be used for professional advancement and creative fulfilment

### ***Courses and Codes***

#### **Semester I**

BADCC100	Basics of Digital Journalism
BADCSE102	Introduction to Audio and Visual Production
BADCC101	Understanding Digital India



**Semester II**

BADCC105	Digital Literacy
BADCC106	Writing for Media-I
BADCVA102	Indian Culture and Society
BADCC109	Digital Media and Society

**Semester III**

BADCC201	Principles of Design
BADCC202	Digital Story Telling
BADCSE204	Media Presentation Skills

**Semester IV**

BADCC203	Basics of digital photography
BADCC206	Political Economy of New Media
BADCC207	Introduction to Documentary

**Semester V**

BADCC301	Digital Marketing
BADCC302	Visual Art and Design
BADCSE303	Editing and Publishing
BADCSE302	Short Film Making Internship

**Semester VI**

BADCC303	History of Technology
BADCC304	Media Semiotics
BADCC305	Advertising
BADCC307	Social media campaigns
BADCSE305	Advanced Film Making

**Semester VII (Honors)**

BADC(H)401	Theories of Communication
BADC(H)402	History of Media
BADC(H)403	Communication for Social Change
BADC(H)404	Research Methodology

**Semester VIII (Honors)**

BADC(H)405	Media Laws & Ethics
BADC(H)406	International Communication
BADC(H)407	Pre-submission presentation for project
BADC(H)408	Project

**Semester VII (Honors with Research)**

BADC(R)401	Theories of Communication
BADC(R)402	History of Media
BADC(R)403	Critical Readings and Writing
BADC(R)404	Research Methodology

**Semester VIII (Honors with Research)**

BADC(R)405	Drafting Research Proposal
BADC(R)406	Reading course related to Research topic
BADC(R)407	Pre-submission presentation
BADC(R)408	Dissertation

Please get in touch with the Programme Coordinator for any further queries.

## **B.A. (Honours/Honours with Research) Journalism and Mass Communication**

The 4-year BA in Journalism and Mass Communication is offered only at the Regional Campus, Shillong.

This Programme familiarises students with all aspects of Journalism and Communication both in theory and practice. It is designed to be dynamic and incorporates changes to meet requirements of the media industry.

### ***Programme Specific Objectives***

After completing the programme, the student will

<b>Element/Dimension</b>	<b>Programme Outcomes</b>	<b>Descriptors</b>
<b>Knowledge and understanding</b>	<b>PO 1</b>	gain knowledge of diverse approaches to understanding communication, media and culture in both historical and contemporary contexts
	<b>PO 2</b>	acquire knowledge and understanding of the major mass communication theories and key concepts
	<b>PO 3</b>	develop systematic knowledge of journalism and mass communication in terms of practical approaches to communication
<b>Skills</b>	<b>PO4</b>	acquire relevant skills required in the field of journalism and mass communication
	<b>PO 5</b>	obtain skills required in media production, specialised reporting, and public relations
	<b>PO 6</b>	develop research skills in journalism and media studies
	<b>PO 7</b>	gain hands-on working experience using the state-of-the-art industry standards and practices
<b>Application of knowledge and skills</b>	<b>PO8</b>	use appropriate research methods to conduct research in contemporary issues and contribute to academic and industry knowledge
	<b>PO9</b>	create new knowledge in the field of Communication and Journalism that reflects current technological contexts germane to the needs of society

	<b>PO10</b>	disseminate new knowledge and emerging fields within media studies to the wider audience
<b>Generic learning outcomes</b>	<b>PO 10</b>	produce research documents to engage with issues in communication and journalism at national and international research fora
	<b>PO 11</b>	create portfolios to facilitate employment in media industries
	<b>PO 12</b>	engage with government and social organisations to effectively communicate public policy initiatives

### ***Courses and codes***

#### **SEMESTER I**

BAJMCC100 Introduction to Mass Communication  
BAJMCC101 Introduction to Reporting  
BAJMCC102 Media and Society  
BAJMCC103 Evolution of Media  
BAJMCSE149 Foreign Language

#### **SEMESTER II**

BAJMCC155 Photojournalism-I  
BAJMCC156 Reporting and Editing  
BAJMCC157 Media Laws and Ethics  
BAJMCC158 Media Design Production  
BAJMCSE159 Foreign Language  
BAJMCE160 SWAYAM

#### **SEMESTER III**

BAJMCC200 Radio Production  
BAJMCC201 Photojournalism-II  
BAJMCE202 Writing for Media  
BAJMCE203 Media in North East India-1: Understanding Conflicts  
BAJMCC204 Environmental Studies  
BAJMCINTC205 Internship (Orientation 2 credits)  
BAJMCSE249 Foreign Language

#### **SEMESTER IV**

BAJMCC255 Multimedia Communication Tools  
BAJMCC256 Video Production-I  
BAJMCC257 Development Journalism  
BAJMCE258 Media in North East India-2: Folk Culture  
BAJMCC260 Internship (Media specific-4 weeks) - 3 credits  
BAJMCSE259 Foreign language

**SEMESTER V**

BAJMCC300	Advertising
BAJMCC301	Theories of Communication
BAJMCC302	New Media Technologies
BAJMCE303	Media in North East India-3: Understanding Gender in NE India
BAJMCC304	Video Production–II
BAJMCC305	Value Added Course

**SEMESTER VI**

BAJMCC355	Corporate Communication
BAJMCC356	Communication for Social Change
BAJMCC357	Media Discourse Analysis
BAJMCE358	Media in North East India 4: Films in NE India
BAJMCE359	Traditional Media Practices
BAJMCC360	Value Added Course

**SEMESTER VII (Honors)**

BAJMCC400	Communication and Culture
BAJMCC401	Gender, Media and Human Rights
BAJMCC402	International Communication
BAJMCC403	Discipline Specific Courses
BAJMCC404	Media Literacy
BAJMC E405	Media Entrepreneurship

**SEMESTER VIII (Honors)**

BAJMCC455	Film Studies
BAJMCC456	Media Management
BAJMCC457	Political Economy of Media
BAJMCE458	Health Communication
BAJMCC459	Project

**SEMESTER VII (Honors with Research)**

BAJMCC410	Communication Research
BAJMCC411	Customised Course
BAJMCC412	Reading Course
BAJMCRMC498	Research Methodology

**SEMESTER VIII (Honors with Research)**

BAJMCC461	Customised Course
BAJMCC462	Critical and Evaluative Reading
BAJMCC463	Customised Course
BAJMCD499	Dissertation

Please get in touch with the Programme Coordinator at [coordinatorbajmcshec@epluniversity.ac.in](mailto:coordinatorbajmcshec@epluniversity.ac.in) for further queries.

## B.A. (Honours/Honours with Research) Programmes in Foreign Languages

The 4-Year BA (Honours/Honours with Research) are offered in Arabic, Japanese, Korean, Persian, Chinese, French, German, Italian, Russian, and Spanish. These programmes teach various aspects of these languages – oral and written expression, reading and listening comprehension, use of the foreign language for academic purposes, and also provide opportunities for learners to use the language concerned in interpersonal as well as business contexts. Students are trained for jobs in the tourism and hospitality industry, translation services, digital content creation, etc.

As outlined by the National Education Policy (NEP) 2020, the programmes have four exit options. Students exiting the Programme after one year (2 semesters) will receive a UG Certificate, at the 2 years (4 semesters) a UG Diploma, and after 3 years (6 semesters), a BA degree. Students who wish to continue the Programme into the fourth year can opt for a BA (Honours) or BA (Honours with Research) degree after completing 8 semesters.

### Structure of the Programmes

The general structure of the Undergraduate programmes in the foreign languages stream is as follows:

Semester	Discipline Specific Courses (Major and Minor)	Ability Enhancement Courses	Skill enhancement Course	Internship	Value-Added Courses	Multi-disciplinary Courses	Total credits
Semester I	3 courses of 4 credits (to be offered in the language concerned) 12 credits	Communicative English 3credits	Domain specific course to be offered in the language concerned 3 credits		Health and Wellness, Yoga education, Sports and Fitness 2 credits		20
Semester II	3 courses of 4 credits 12 credits	Communicative English 3credits	Domain specific course to be offered in the language concerned 3 credits			To be pursued through the SWAYAM MOOCS platform 2 credits	20
<b>Total number of credits</b>							<b>40</b>
Exit Certification	<b>Students on exit shall be awarded Undergraduate Certificate in the field of study/discipline after securing 40 credits</b>						

Semester III	2 courses of 3 credits 1 course for 4 credits (to be offered in the language concerned)  10 credits	Communicative English  2 credits		Preparatory course for internship  2 credits	Environmental Studies  2 credits	To be pursued through the Swayam MOOCS platform  4 credits	20
Semester IV	2 courses of 3 credits 1 course for 4 credits (to be offered in the language concerned)  10 credits		Domain specific course to be offered in the language concerned  3 credits	*Internship  2 credits	Digital and technological solutions (courses based on AI to be chosen from SWAYAM MOOCS platform) 2credits	To be pursued through the Swayam MOOCS platform  3 credits	20
<b>Total number of credits</b>							<b>40</b>
<b>Students on exit shall be awarded Undergraduate Diploma in the field of study/discipline after securing 80 credits</b>							
<b>*Requirement for internship to be completed during the summer vacation.</b>							
Semester V	5 courses of 4 credits (to be offered in the language concerned)  20 credits						20
Semester VI	5 courses of 4 credits (to be offered in the language concerned)  20 credits						20
<b>Total number of credits</b>							<b>40</b>
Exit Certification	<b>Students on exit shall be awarded Undergraduate Degree in the field of study/discipline after securing 120 credits</b>						<b>120</b>

Semester VII	5 courses of 4 credits (to be offered in the language concerned)  20 credits						20
Semester VIII	5 courses of 4 credits (to be offered in the language concerned) 20 credits						20
<b>Total number of credits</b>							<b>40</b>
Exit Certification	<b>Students on exit shall be awarded Undergraduate Degree (Hons). in the field of study/discipline after securing 160 credits</b>						<b>160</b>
Semester VII	Research Methodology-6 credits Graduate seminar in the domain-4 credits Reading course in the domain 5 credits  Critical and Evaluative reading in the domain 5 credits						20
Semester VIII	A reading course in the domain 5 credits Dissertation 12 credits Professional Communication 3 credits						20
<b>Total number of credits</b>							<b>40</b>
Exit Certification	<b>Students will be awarded with a UG degree (Honours with Research) in the relevant field of study/ discipline upon securing 160 credits</b>						<b>160</b>

## B.A. (Honours/ Honours with Research) Arabic

### *Programme Specific Outcomes*

After completing the programme, the student will

Element/Dimension	Programme Outcomes	Descriptions
<b>Knowledge and Understanding</b>	<b>PO 1</b>	gain a broad knowledge and understanding of Arabic language
	<b>PO 2</b>	acquire a deep understanding of Arabic literature, history, culture and society
	<b>PO 3</b>	understand various methods of acquiring Arabic as a foreign language
<b>Skills required to perform and accomplish tasks</b>	<b>PO 4</b>	attain adequate proficiency of Arabic language skills (LSRW) to communicate effectively in different contexts
	<b>PO 5</b>	acquire translation and interpretation skills from Arabic to English and vice-versa
	<b>PO 6</b>	develop research skills to explore new paradigm and dimensions of Arabic language and Literature
<b>Application of knowledge and skills</b>	<b>PO 7</b>	apply knowledge and skills acquired in Arabic language while choosing career paths
	<b>PO 8</b>	conduct research in Arabic language, literature, culture and history and communicate findings of research effectively
<b>Generic learning outcomes</b>	<b>PO 9</b>	use Arabic appropriately in academic and non-academic contexts
	<b>PO 10</b>	produce literary works and research papers in Arabic and present the findings and ideas at national and international fora
	<b>PO 11</b>	demonstrate the ability to translate and interpret various Arabic texts using ICT



### ***Courses and codes***

#### **SEMESTER I**

- BAARBC100 Introduction to the Arabic script
- BAARBC110 Introduction to the Arabic Phonetics
- BAARBC120 Reading Text and Comprehension-I
- BAARBC130 Oral Expression

#### **SEMESTER II**

- BAARBC150 Applied Grammar-I
- BAARBC160 Reading Text and Comprehension-II
- BAARBC170 Arabic Conversation
- BAARBC180 Communicative Arabic-I

#### **SEMESTER III**

- BAARBC200 Applied Grammar -II
- BAARBC210 Arabic Composition
- BAARBC220 Arabic Prose
- BAARBC230 Communicative Arabic-II

#### **SEMESTER IV**

- BAARBC250 Applied Grammar-III
- BAARBC260 Modern Arabic Poetry-I
- BAARBC270 Translation: Arabic - English
- BAARBC280 Creative Writing
- BAARBC290 Communicative Arabic- III

#### **SEMESTER V**

- BAARBC300 Applied Grammar-IV
- BAARBC310 Modern Arabic Prose: Short Stories
- BAARBC320 Modern Arabic Poetry-II
- BAARBC330 Translation: English -Arabic
- BAARBC340 Academic Reading and Writing in Arabic

#### **SEMESTER VI**

- BAARBC350 History of Arabic Language
- BAARBC360 Modern Arabic Prose: Novel
- BAARBC370 Classical Arabic Poetry
- BAARBC380 Translation: English -Arabic and vice versa
- BAARBC390 Professional Writing: Report Writing

#### **SEMESTER VII (Honours)**

- BAARBC400 Pre-Islamic Arabic Literature
- BAARBC410 History of Arabic Literature in India
- BAARBC420 Introduction to Literary Criticism
- BAARBC430 Translation of Journals and Newspapers
- BAARBC440 Arabic Literature during Abbasid Period

### **SEMESTER VIII (Honours)**

- BAARBC450 Arabic Rhetoric and Prosody
- BAARBC460 Arabic Literature in Islamic Period
- BAARBC470 Modern Arabic Literature
- BAARBC480 Legal and Technical Translation
- BAARBC490 Reading of Literary Text of Muslim Spain

### **SEMESTER VII (Honours with Research)**

- BAARBRMC498 Research Methodology
- BAARBC410 Modern Arabic Writings
- BAARBC420 Arabic Literature in India
- BAARBC430 Literary movements in the Modern Arabic Literature
- BAARBC440 Graduate Seminar

### **SEMESTER- VIII (Honours with Research)**

- BAARBC450 Review of Modern Arabic Literature
- BAARBC470 Professional Communication
- BAARBDC499 Dissertation

Please get in touch with the Programme Coordinator at  
coordinatorbaarabic@efluniversity.ac.in for any further queries.

## B.A. (Honours/ Honours with Research) Persian

### *Programme Specific Outcomes*

After completing the programme, the student will

Knowledge and understanding	Programme Outcomes	Descriptions
	<b>PO1</b>	obtain a comprehensive understanding of Persian language, literature, and society
	<b>PO2</b>	understand various theories of acquiring, and teaching Persian as foreign language
<b>Skills required to perform and accomplish tasks</b>	<b>PO4</b>	gain adequate proficiency in classical as well as modern Persian across domains
	<b>PO5</b>	develop translation and/or interpretation skills from Persian into English and vice versa
	<b>PO6</b>	develop skills to teach Persian as a foreign language; and research skills in Persian language and Persian studies
<b>Application of knowledge and skills</b>	<b>PO7</b>	apply knowledge and skills acquired in Persian language in diverse practical settings for diverse career paths
	<b>PO8</b>	apply research skills to deliberate on topics in Persian language, literature, culture and Indo-Persian cultural productions
<b>Generic learning outcome</b>	<b>PO9</b>	analyse, evaluate, and synthesize information from a variety of sources to augment understanding of Persian language and literature
	<b>PO10</b>	synthesise specialised texts and research papers and present theoretical insights and findings at national and international for a
	<b>PO11</b>	exhibit a capacity for self-directed learning, independently identifying areas for improvement in the domain

### *Courses and codes*

#### **SEMESTER I**

- BAPERC100 Written and Oral Expression-I
- BAPERC101 Applied Grammar-I
- BAPERC102 Reading Comprehension and Text-I
- BAPERC120 Introduction to Persian Culture and Society-I

## **SEMESTER II**

- BAPERC150 Written and Oral Expression-II
- BAPERC151 Applied Grammar-II
- BAPERC152 Reading Comprehension and Text-II
- BAPERC220 Introduction to Persian Culture and Society-II

## **SEMESTER III**

- BAPERC200 Written and Oral Expression-III
- BAPERC202 Reading Comprehension and Text-III
- BAPERC230 Applied Grammar and Translation-III

## **SEMESTER IV**

- BAPERC250 Oral Expression-IV
- BAPERC251 Reading Comprehension and Text-IV
- BAPERC252 Written Expression and Reading Skill-IV
- BAPERC280 Applied Grammar and Translation-IV
- BAPERC290 Persian Podcast and Social Media

## **SEMESTER V**

- BAPERC302 Reading Comprehension and Text-V
- BAPERC320 Introduction to Classical Persian Literature (Prose)
- BAPERC330 Simultaneous Interpretation-I
- BAPERC331 Advanced Grammar and Translation-I

## **SEMESTER VI**

- BAPERC352 Reading Comprehension and Text-VI
- BAPERC370 Introduction to Classical Persian Literature (Poetry)
- BAPERC380 Simultaneous Interpretation-II
- BAPERC381 Advanced Grammar and Translation-II
- BAPERC382 Business Persian-I

## **Semester VII (Honours)**

- BAPERC420 Introduction to Indo-Persian Literature (Prose and Poetry)
- BAPERC421 Introduction to Dari Language and Literature
- BAPERC422 Introduction to Persian in Deccan
- BAPERC423 Academic Persian-I (Ethics and Sufism)
- BAPERC430 Business Persian-II

## **SEMESTER VIII (Honours)**

- BAPERC470 Introduction to Modern Persian Literature (Prose and Poetry)
- BAPERC471 Academic Persian-II (Historical Writings in Persian)
- BAPERC472 Persian World
- BAPERC490 Indo-Persian Manuscriptology / Codicology
- BAPERC459 Project Work (Archive, Library and Museum)

### **Semester VII (Honours with Research)**

BAPERRMC498 Research Methodology  
BAPERC424 Reading Course in the Domain  
BAPERC425 Elective Course in the Domain  
BAPERC426 Critical and Evaluative Reading  
BAPERC445 Graduate Seminar on Persian Studies

### **SEMESTER VIII (Honours with Research)**

BAPERC451 Reading course in the Domain  
BAPERC452 Elective course in the Domain  
BAPERDC499 Dissertation

Please get in touch with the Programme Coordinator at  
[coordinatorbapersian@efluniversity.ac.in](mailto:coordinatorbapersian@efluniversity.ac.in) for any further queries.

## B.A. (Honours/ Honours with Research) Chinese

### *Programme Specific Outcomes*

After completing the programme, the student will

<b>Element/Dimension</b>	<b>Programme Outcomes</b>	<b>Descriptions</b>
<b>Knowledge and Understanding</b>	<b>PO 1</b>	gain a broad understanding of Chinese language
	<b>PO 2</b>	obtain a comprehensive understanding of Chinese literature, history, culture and society
	<b>PO 3</b>	understand various theories of acquiring, and teaching Chinese as a foreign language
<b>Skills required to perform and accomplish tasks</b>	<b>PO 4</b>	achieve adequate proficiency of Chinese to communicate effectively in diverse contexts
	<b>PO 5</b>	acquire the techniques and strategies of translation and interpretation across English and Chinese texts
	<b>PO 6</b>	develop teaching and research skills in Chinese language and China studies
<b>Application of knowledge and skills</b>	<b>PO 7</b>	apply knowledge and skills acquired in Chinese language in diverse practical settings for diverse career paths
	<b>PO 8</b>	conduct research in Chinese language, literature, culture and area studies through a broad understanding of the multidisciplinary context in which Chinese studies operate
<b>Generic learning outcomes</b>	<b>PO 9</b>	critically engage with Chinese literature, films, and media to provide solutions in both academic and real-world scenarios
	<b>PO 10</b>	synthesise specialised texts and research papers; present theoretical insights and findings at national and international fora
	<b>PO 11</b>	demonstrate the ability to use various ICT tools to teach Chinese as a foreign language; translate and interpret texts

## ***Courses and codes***

### **SEMESTER I**

- BACHNC100 Listening and Speaking Ability
- BACHNC101 Written Expression-I
- BACHNC102 Text and Grammar-I
- BACHNC120 An Introduction to China

### **SEMESTER II**

- BACHNC150 Intonation and Conversation
- BACHNC151 Written Expression-II
- BACHNC152 Text and Grammar-II
- BACHNC170 Introduction to Chinese History

### **SEMESTER III**

- BACHN C200 Oral Expression and Listening Comprehension-I
- BACHN C201 Written Expression-III
- BACHN C202 Text and Grammar-III

### **SEMESTER IV**

- BACHNC220 Introduction to Chinese Culture and Society
- BACHNC250 Oral Expression and Listening Comprehension-II
- BACHNC251 Written Expression-IV
- BACHNC252 Text and Grammar-IV
- BACHNC253 Chinese Idioms

### **SEMESTER V**

- BACHNC300 Advanced Spoken Chinese-I
- BACHNC301 Advanced Chinese Readings-I
- BACHNC330 Translation (Chinese to English)
- BACHNC331 Chinese for Tourism

### **SEMESTER VI**

- BACHNC350 Advanced Spoken Chinese-II
- BACHNC351 Advanced Chinese Readings-II
- BACHNC370 Introduction to Chinese Poetry
- BACHNC380 Translation (English to Chinese)
- BACHNC390 Chinese for Specific Purposes

### **SEMESTER VII (Honours)**

- BACHNC420 Chinese Novels-I
- BACHNC421 History of Chinese Literature-I
- BACHNC430 Interpretation-I
- BACHNC431 Business Chinese-I
- BACHNC440 Teaching Chinese as a Foreign Language

### **SEMESTER VIII (Honours)**

BACHNC470 Chinese Novels-II  
BACHNC471 History of Chinese Literature-II  
BACHNC480 Interpretation-II  
BACHNC481 Business Chinese-II  
BACHNC459 Project work

### **SEMESTER VII (Honours with Research)**

BACHNRMC498 Research Methodology  
BACHNC421 History of Chinese Literature-I  
BACHNC422 Modern and Contemporary Chinese Literature  
BACHNC423 Critical and Evaluative Reading  
BACHNC445 Graduate Seminar on Chinese Studies

### **SEMESTER VIII (Honours with Research)**

BACHNC451 Reading Course related to Research Topic  
BACHNC471 History of Chinese Literature-II  
BACHNDC499 Dissertation

Please get in touch with the Programme Coordinator at coordinatorbachinese@efluniversity.ac.in for any further queries.
--



## B.A. (Honours/ Honours with Research) Korean

### *Programme Specific Outcomes*

After completing the programme, the student will

Element/Dimension	Programme Outcomes	Descriptions
<b>Knowledge and Understanding</b>	<b>PO1</b>	gain a comprehensive understanding of Korean language from beginner to the advanced level
	<b>PO2</b>	acquire knowledge of Korean language, literature, and society
	<b>PO3</b>	obtain knowledge of theories of acquiring, and teaching Korean as a foreign language
	<b>PO4</b>	gain an understanding of theories and strategies of translation and interpretation
<b>Skills required to perform and accomplish tasks</b>	<b>PO5</b>	acquire proficiency in Korean for effective communication in diverse real-life situations
	<b>PO6</b>	obtain skills in teaching Korean as a foreign language; translating and interpreting various texts from Korean to English and vice versa
	<b>PO7</b>	develop cognitive skills required to evaluate complex ideas and undertake research in the domain
<b>Application of knowledge and skills</b>	<b>PO8</b>	apply the acquired knowledge of Korean language, literature, and society in professional settings
	PO9	use the theoretical knowledge of principles of teaching and learning Korean as a foreign language
	PO10	apply knowledge relating to research methods in carrying out research in the domain
<b>Generic learning outcomes</b>	PO11	communicate effectively in Korean in diverse contexts
	PO12	critically examine East Asian and global histories from the Korean socio-historical perspective

## ***Courses and codes***

### **SEMESTER I**

- BAKORC100 Hangeul and Elementary Grammar- I
- BAKORC101 Listening and Oral Expression- I
- BAKORC102 Reading and Written Expression- I
- BAKORC120 Introduction to Korean Society and Culture- I

### **SEMESTER II**

- BAKORC150 Elementary Grammar- II
- BAKORC151 Listening and Oral Expression- II
- BAKORC152 Reading and Written Expression- II
- BAKORC170 Learning Korean through Society and Culture

### **SEMESTER III**

- BAKORC200 Intermediate Grammar and Written Expression- I
- BAKORC201 Listening and Oral Expression- III
- BAKORC240 Hanja- I

### **SEMESTER IV**

- BAKORC250 Intermediate Grammar and Written Expression- II
- BAKORC251 Listening and Oral Expression- IV
- BAKORC270 Modern Korea through Texts
- BAKORC290 Hanja- II
- BAKORC291 Korean for Specific Purposes

### **SEMESTER V**

- BAKORC300 Advanced Grammar- I
- BAKORC301 Advanced Korean Conversation- I
- BAKORC330 Introduction to Translation
- BAKORC340 Hanja- III

### **SEMESTER VI**

- BAKORC350 Advanced Grammar- II
- BAKORC351 Advanced Korean Conversation- II
- BAKORC370 Introduction to Korean Literature
- BAKORC371 Modern History of Korea
- BAKORC390 Hanja- IV

### **SEMESTER VII (Honours)**

- BAKORC420 Korean Literature- I
- BAKORC430 Specialized Terminology and Translation- I
- BAKORC431 Interpreting Practicum- I
- BAKORC432 Business Korean- I
- BAKORC440 Teaching Methodology- I

### **SEMESTER VIII (Honours)**

- BAKORC470 Korean Literature- II
- BAKORC480 Specialized Terminology and Translation- II
- BAKORC481 Interpreting Practicum- II
- BAKORC482 Business Korean- II
- BAKORC490 Teaching Methodology- II

**Semester VII (Honours with Research)**

BAKORRMC498 Research Methodology

BAKORC421 Reading Course in the Domain

BAKORC422 Elective Course in the Domain

BAKORC423 Critical and Evaluative Reading

BAKORC445 Graduate Seminar on Korean Studies

**SEMESTER VIII (Honours with Research)**

BAKORC451 Reading Course in the Domain

BAKORC452 Elective Course in the Domain

BAKORDC499 Dissertation

Please get in touch with the Programme Coordinator at  
coordinatorbakorean@efluniversity.ac.in for any further queries.

## B.A. (Honours/ Honours with Research) Japanese

### **Programme Specific Outcomes**

After completing the programme, the student will

<b>Element/Dimension</b>	<b>Programme Outcomes</b>	<b>Description</b>
<b>Knowledge and understanding</b>	<b>PO1</b>	demonstrate a comprehensive understanding of the Japanese language, with a special emphasis on the writing system
	<b>PO2</b>	gain in-depth knowledge of Japanese culture, history, literature and society
	<b>PO3</b>	exhibit familiarity with trends and developments in Japanese studies
<b>Skills</b>	<b>PO4</b>	achieve adequate proficiency in Japanese across domains
	<b>PO5</b>	develop skills of translation and interpretation from Japanese to English and vice versa
	<b>PO6</b>	acquire skills required to conduct research in Japanese language and literary studies
<b>Application</b>	<b>PO7</b>	apply knowledge of Japanese language and cultural understanding in professional domains or field-specific settings for effective interaction and transaction
	<b>PO8</b>	employ research skills to investigate complex topics in Japanese language, culture, or related disciplines, and produce and share original insights through written or oral presentations to a variety of audience
<b>Generic Skills (Critical Thinking and Communication)</b>	<b>PO9</b>	develop strong critical thinking skills to analyse, evaluate, and synthesise information from a variety of sources, including Japanese language materials
	<b>PO10</b>	demonstrate a capacity for self-directed learning by independently identifying areas for improvement in Japanese language abilities, and cultural understanding and addressing them effectively

## ***Courses and codes***

### **SEMESTER I**

BAJPNC100	Listening and Speaking-I
BAJPNC101	Reading and Writing-I
BAJPNC102	Basic Grammar and Kanji-I
BAJPNC120	History of Japan-I (Prehistoric-Bakumatsu)

### **SEMESTER II**

BAJPNC150	Reading and Writing -II
BAJPNC151	Listening and Speaking-II
BAJPNC156	Basic Grammar and Kanji-II
BAJPNC172	History of Japan-II (Meiji-Present)

### **SEMESTER III**

BAJPNC200	Reading and Writing-III
BAJPNC201	Listening and Speaking-III
BAJPNC202	Intermediate Grammar and Kanji-III

### **SEMESTER IV**

BAJPNC250	Reading and Writing-IV
BAJPNC251	Listening and Speaking-IV
BAJPNC254	Intermediate Grammar and Kanji-IV
BAJPNC272	Introduction to Japanese Society
BAJPNC290	Japanese through Anime

### **SEMESTER V**

BAJPNC300	Reading and Writing-V
BAJPNC301	Listening and Speaking-V
BAJPNC302	Advanced Grammar-V
BAJPNC303	Advanced Kanji

### **SEMESTER VI**

BAJPNC350	Reading and Writing-VI
BAJPNC351	Listening and Speaking-VI
BAJPNC353	Advanced Grammar-VI
BAJPNC370	Introduction to Japanese Literature
BAJPNC380	Introduction to Translation and Interpretation

### **SEMESTER VII (Honours)**

BAJPNC420	Survey of Japanese Literature-I (Ancient - Early Modern)
BAJPNC421	Introduction to Japanese Folklore-I
BAJPNC430	Business Japanese-I
BAJPNC440	Academic Japanese-I
BAJPNC441	Teaching of Japanese as a Foreign Language

### **SEMESTER VIII (Honours)**

BAJPNC470	Survey of Japanese Literature-II (Meiji-Present)
BAJPNC471	Introduction to Japanese Folklore-II
BAJPNC480	Business Japanese-II
BAJPNC490	Academic Japanese-II
BAJPNC459	Project Work

**Semester VII (Honours with Research)**

BAJPNC498 Research Methodology  
BAJPNC425 Reading Course in the Domain  
BAJPNC435 Elective Course in the Domain  
BAJPNC446 Critical and Evaluative Reading  
BAJPNC447 Graduate Seminar in Japanese Studies

**SEMESTER VIII (Honours with Research)**

BAJPNC455 Reading Course in the Domain  
BAJPNC456 Elective Course in the Domain  
BAJPNC499 Dissertation

Please get in touch with the Programme Coordinator at  
coordinatorbajapanese@efluniversity.ac.in for any further queries.

## B.A. (Honours/ Honours with Research) French

### *Programme Specific Outcomes*

After completing the programme, the student will

<b>Element/Dimension</b>	<b>Programme Learning Outcome</b>	<b>Program Learning Outcomes</b>
<b>Knowledge and understanding</b>	<b>PO1</b>	develop knowledge of French language in accordance with international CEFR levels of competence
	<b>PO 2</b>	acquire knowledge of French and Francophone cultures and literatures
	<b>PO 3</b>	gain basic knowledge of linguistics and methodology of teaching French as a Foreign Language
<b>Skills related to one's specialisation</b>	<b>PO4</b>	develop translation skills of translating texts from French to Indian and other languages and vice versa
	<b>PO5</b>	develop listening, speaking, reading and writing skills in French
<b>Application of knowledge and skills</b>	<b>PO 6</b>	analyse cultural forms in French and Francophone cultural contexts
	<b>PO7</b>	translate different types of texts from and to French
<b>Generic learning of outcomes</b>	<b>PO 8</b>	develop language skills to communicate effectively in personal, professional and academic contexts
	<b>PO 9</b>	develop critical thinking skills and intercultural understanding to participate in a global workforce
	<b>PO10</b>	be equipped to pursue a career in academic institutions and other organisations

## ***Courses and codes***

### **Semester I**

BAFRC100	Texts and reading I
BAFRC101	Language in Use- Oral Communication I
BAFRC102	Language in Use- Written Communication I
BAFRC103	Grammatical Competence I
BAFRE149	Communicative French-I (For BA English Students)

### **Semester II**

BAFRC104	Texts and Reading -II
BAFRC105	Language in Use- Oral Communication II
BAFRC106	Written Communication-II
BAFRE107	Grammatical Competence II
BAFRE199	Communicative French II (For BA English Students)

### **Semester III**

BAFRC200	Texts and Reading III
BAFRC201	Language in Use- Oral Communication III
BAFRC202	Language in Use- Written Communication III
BAFRC203	Grammatical Competence III
BAFRE249	Communicative French III (For BA English Students)

### **Semester IV**

BAFRC204	Texts and Reading -IV
BAFRC205	Language in Use - Oral communication-IV
BAFRC206	Language in Use - Written Communication-IV
BAFRC207	Grammatical competence-IV
BAFRC208	French culture
BAFRE299	Communicative French IV (For BA English Students)

### **Semester V**

BAFRC300	Advanced Use of Language I
BAFRC301	Introduction to Literary movements
BAFRC302	Introduction to Translation
BAFRC304	Academic Reading and Writing
BAFRC305	Contemporary France through texts

### **Semester VI**

BAFRC306	Advanced Use of Language – II
BAFRC307	Introduction to Francophone Literature
BAFRC308	French for Business
BAFRC309	Translation Practice-I
BAFRC310	Scientific and technical French

### **Semester- VII (Honours)**

BAFRC 400	Introduction to Linguistics (4 credits)
BAFRC 401	India and the French Speaking World (4 credits)
BAFRC 402	Contemporary France through Texts I (4 credits)
BAFRC 403	Reading French Literature (4 credits)
BAFRC 404	Advanced Use of Language III (4 credits)



**Semester VIII (Honours)**

BAFRC 405 Advanced Techniques of Translation: Theory and Practice (4 credits)  
BAFRC 406 Reading Francophone Literatures (4 credits)  
BAFRC 407 Academic Reading and Writing II (4 credits)  
BAFRC 408 Contemporary France through Texts II (4 credits)  
BAFRC 409 Methodology of Teaching French as a Foreign Language (4 credits)

**Semester VII (Honours with Research)**

BAFRC 410 Research Methodology (5 credits)  
BAFRC 411 A Reading Course in the Domain (5 credits)  
BAFRC 412 An elective course in the domain (4 credits)  
BAFRC 413 Critical and Evaluative Reading (3 credits)  
BAFRC 414 Graduate Seminar in the Domain (3 credits)

**Semester VIII (Honours with Research)**

BAFRC 415 Reading Course in the domain (4 credits)  
BAFRC 416 Professional Communication (4 credits)  
BAFRC 417 Dissertation (12 credits)

Please get in touch with the Programme Coordinator at <a href="mailto:bafrenchcoordinator@efluniversity.ac.in">bafrenchcoordinator@efluniversity.ac.in</a> for any further queries.
---

## B.A. (Honours/ Honours with Research) German

### *Programme Specific Outcomes*

After completing the programme, the student will

Element/Dimension	Programme outcomes	Description
<b>Knowledge and understanding</b>	<b>PO 1</b>	demonstrate a systematic, extensive and coherent knowledge and understanding of German language and Literature and its applications, and affinities to the subjects of study; including a critical understanding of concepts, and of emerging issues in German Language and Literary Studies
	<b>PO 2</b>	apply the knowledge of German language and culture using different levels of proficiencies in fields related to research and development, teaching or professional requirements in private and public sector
	<b>PO 3</b>	show critical understanding of current developments in German language and literature, and an ability to use established techniques of analysis and enquiry within humanities in general and German language and Literary studies in particular
<b>Skills related to the domain</b>	<b>PO 4</b>	listen carefully, read and comprehend texts, and present relevant information in a clear and concise manner to different target groups.
	<b>PO 5</b>	construct logical arguments using correct technical language related to Business German, develop Intercultural Competence, use language competence for Translation and use German for specific Academic Purposes.
	<b>PO 6</b>	demonstrate writing and speaking skills to confidently share his or her views and express herself/himself in fluent German.
	<b>PO 7</b>	solve problems in diverse contexts and apply her/his German language skills to real-life situations.
	<b>PO 8</b>	read, comprehend and analyse diverse literary and non-literary texts in German, to translate and write logically structured texts
<b>Application of knowledge and understanding</b>	<b>PO 9</b>	demonstrate the acquisition of knowledge of the values and beliefs of multiple cultures focussing on India and German speaking countries to develop a global perspective.
	<b>PO 10</b>	express thoughts and ideas effectively in written and oral German as well as communicate with others using appropriate media
	<b>PO 11</b>	read texts on history and culture of German speaking countries and extrapolate from what has been read, translate concepts, and apply them to generate solutions for specific problems as well as view a problem from diverse perspectives.
<b>Generic Learning Outcomes</b>	<b>PO12</b>	apply her/his knowledge of the humanities and German language, and transferable skills to new contexts and to identify and analyse problems and issues and seek solutions

	<b>PO 13</b>	use knowledge, understanding and skills for critical assessment of a wide range of ideas and complex problems and issues relating to the use of the German language as well as to the study of German literature and culture
--	--------------	--

***Courses and codes***

**SEMESTER I**

- BAGER C101 Communicative German - I
- BAGER C102 Oral Expression and Listening Comprehension – I
- BAGER C103 Written Expression and Reading Comprehension – I
- BAGER C104 German Grammar - I

**SEMESTER II**

- BAGER C105 Communicative German - II
- BAGER C106 Oral Expression and Listening Comprehension – II
- BAGER C107 Written Expression and Reading Comprehension – II
- BAGER C108 German Grammar – II

**SEMESTER III**

- BAGER C201 Communicative German- III
- BAGER C202 German for Academic Purposes - I
- BAGER C203 Culture and Civilization - I
- BAGER C204 Business German – I
- BAGER AEC205 Contemporary Germany through Texts

**SEMESTER IV**

- BAGERC206 Communicative German - IV
- BAGERC207 German for Academic Purposes - II
- BAGERC208 Culture and Civilization - II
- BAGERC209 Business German - II
- BAGERE210 Intercultural Competence

**SEMESTER V**

- BAGERC301 Advanced German - I
- BAGERC302 Literature - I
- BAGERC303 Culture and Civilization - III
- BAGERC304 Translation and Interpretation - I
- BAGERAEC305 Tourism and Hospitality
- BAGERSE306 Technical German for IT/Medical sector
- BAGERC307 INTERNSHIP

**SEMESTER VI**

- BAGERC308 Advanced German - II
- BAGERC309 Literature -II
- BAGERC310 Culture and Civilization - IV
- BAGERC311 Translation and Interpretation -II
- BAGERSE312 Essay writing

### **SEMESTER VII (Honours)**

- BAGERHC401 Introduction to Linguistics - I
- BAGERHC402 Literature - III
- BAGERHC403 Advanced German - III
- BAGERHC404 Culture and Civilization - V
- BAGERHC405 Current Debates in German Speaking Countries

### **SEMESTER VIII (Honours)**

- BAGERHC406 Introduction to Linguistics - II
- BAGERHC407 Literature - IV
- BAGERHC408 Advanced German - IV
- BAGERHC409 Culture and Civilization - VI
- BAGERHC410 Methods of Teaching German

### **SEMESTER VII (Honours with Research)**

- BAGERMC498 Research Methodology
- BAGERRC412 Reading Course in Domain
- BAGERRC413 Elective Course in Domain
- BAGERRC414 Critical and Evaluative Reading
- BAGERRC415 Graduate Seminar

### **SEMESTER VIII (Honours with Research)**

- BAGERRC416 Reading course in Domain
- BAGERRC418 Professional Communication
- BAGERDC499 Dissertation

Please get in touch with the Programme Coordinator at  
coordinatorbadgs@efluniversity.ac.in for any further queries.

## B.A. (Honours/Honours with Research) in Spanish

### *Programme Specific Outcomes*

After completing the programme, the student will

<b>Element/Dimension</b>	<b>Programme outcomes</b>	<b>Description</b>
<b>Knowledge and understanding</b>	<b>PO1</b>	demonstrate a systematic, extensive, and coherent knowledge and understanding of the Spanish language, history and culture
	<b>PO 2</b>	acquire a comprehensive skill-based understanding of the Spanish language with focus on listening, speaking, reading and writing
	<b>PO 3</b>	acquire sufficient linguistic competence to be able to react appropriately in daily life situations with progressive language complexity
	<b>PO 4</b>	develop competence to be able to express their needs, opinions, and thoughts in Spanish, providing them with relevant functional grammar and use of language
<b>Skills required to perform and accomplish tasks</b>	<b>PO 5</b>	gain basic to advanced-level proficiency in spoken and written skills in Spanish
	<b>PO 6</b>	acquire basic translation skills by working on simple texts
	<b>PO 7</b>	develop knowledge and proficiency in Spanish for business and specific purposes to cater to local, national and international industry requirements
<b>Application of Knowledge and Skills</b>	<b>PO 8</b>	apply one's knowledge of the acquired linguistic transferable skills to seek solutions for real -life problems in foreign contexts
	<b>PO 9</b>	undertake critical analysis and evaluation of basic literary texts through guided reading
<b>Generic Learning Outcomes</b>	<b>PO 10</b>	understand the generic context in which the learning leads to effective outcomes and ensure the efficient use of knowledge devices that shape them
	<b>PO 11</b>	gain capability and accountability for output of own work as well as for group/team outputs to be ready for a career in teaching, content development and translation at a basic level

## ***Courses and codes***

### **SEMESTER I**

BASPNC100	Communicative Spanish – I
BASPNC101	Oral Expression and Listening Comprehension – I
BASPNC102	Written Expression - I
BASPNC103	Reading Comprehension - I
BASPNE149	Proficiency in Spanish - I

### **SEMESTER II**

BASPNC150	Communicative Spanish – II
BASPNC151	Oral Expression and Listening Comprehension – II
BASPNC152	Written Expression - II
BASPNC153	Reading Comprehension - II
BASPNE199	Proficiency in Spanish - II

### **SEMESTER III**

BASPNC200	Communicative Spanish – III
BASPNC201	Spanish for Specific Purposes – I
BASPNC202	Cultures of the Spanish speaking Worlds - I
BASPNE203	Basic Translation - I
BASPNE249	Proficiency in Spanish - III

### **SEMESTER IV**

BASPNC250	Communicative Spanish – IV
BASPNC251	Spanish for Specific Purposes – II
BASPNC252	Cultures of the Spanish speaking Worlds - II
BASPNC253	Literatures of the Spanish speaking Worlds - I
BASPNE254	Basic Translation - II
BASPNE299	Proficiency in Spanish - IV

### **SEMESTER V**

BASPNC300	Advanced Use of Language - I
BASPNC301	Academic Reading and Writing (Ability Enhancement)
BASPNC302	Literatures of the Spanish speaking Worlds - II
BASPNC303	Histories of the Spanish Speaking Worlds - I
BASPNC304	Advanced Translation

### **SEMESTER VI**

BASPNC350	Advanced Use of Language - II
BASPNC351	Spanish for Specific Purposes – III
BASPNC352	Literatures of the Spanish speaking Worlds - III
BASPNC353	Histories of the Spanish speaking Worlds - II
BASPNC354	Contemporary Spanish speaking Worlds through Multimodal Texts

**SEMESTER VII (Honours)**

BASPNC400	Introduction to Spanish Linguistics and Phonology
BASPNC401	Translation: Theory and Practice
BASPNC402	Literatures of the Spanish speaking Worlds - IV
BASPNC403	Histories of the Spanish speaking Worlds -III
BASPNC404	Literary Theories

**SEMESTER VIII (Honours)**

BASPNC450	Introduction to Spanish Morphology and Syntax
BASPNC451	Research Methodology
BASPNC452	Literatures of the Spanish speaking Worlds - V
BASPNC453	Histories of the Spanish speaking Worlds - IV
BASPNC454	Methodology of teaching Spanish as a Foreign Language

**SEMESTER VII (Honours with Research)**

BA SPN C 400	Research Methodology
BA SPN C 401	A Reading Course in the Domain - I
BA SPN E 402	Literatures of Spanish speaking Worlds – IV
BA SPN C 403	Critical and Evaluative Reading in the Domain
BA SPN C 404	Graduate Seminar in the Domain

**SEMESTER VIII (Honours with Research)**

BA SPN C 450	A Reading Course in the Domain - II
BA SPN C 451	Research Project
BA SPN C 452	Professional Communication in Spanish

Please get in touch with the Programme Coordinator at [coordinatorbaspanish@efluniversity.ac.in](mailto:coordinatorbaspanish@efluniversity.ac.in) for any further queries.

## B.A. (Honours/ Honours with Research) Italian

### *Programme Specific Outcomes*

After completing the programme, the student will

<b>Element/ Dimension</b>	<b>Programme Outcomes</b>	<b>Descriptions</b>
<b>Knowledge and Understanding</b>	<b>PO 1</b>	demonstrate a comprehensive understanding of the Italian language, encompassing proficiency in speaking, listening, reading, and writing
	<b>PO 2</b>	acquire a thorough comprehension of Italian literature, history, culture, and society.
	<b>PO 3</b>	understand theories and methods for teaching Italian as a foreign language effectively.
<b>Skills required to perform and accomplish tasks</b>	<b>PO 4</b>	acquire proficiency in Italian to communicate effectively in diverse situations.
	<b>PO 5</b>	develop proficiency in translating and interpreting between Italian and English/Hindi texts, showcasing awareness of subtle nuances and cultural contexts.
	<b>PO 6</b>	acquire proficient teaching and research abilities in Italian language and studies, covering linguistic structures, cultural nuances, literary traditions, and historical contexts.
<b>Application of knowledge and skills</b>	<b>PO 7</b>	utilize Italian language knowledge and skills across various practical contexts for diverse career opportunities.
	<b>PO 8</b>	conduct research in Italian studies, exploring related themes in languages, literatures, cultures, or related fields, and present original findings through written or oral formats.
<b>Generic learning outcomes</b>	<b>PO 9</b>	develop strong critical thinking skills to analyse and evaluate Italian literature, films, and media, contributing to academic and real-world situations.
	<b>PO 10</b>	synthesise theoretical insights and findings from Italian studies at national and international forums, showcasing an in-depth understanding of the language, literature, and culture.
	<b>PO 11</b>	display expertise in using different ICT tools for teaching Italian as a foreign language and for translating and interpreting texts.
	<b>PO 12</b>	demonstrate self-directed learning by identifying and working on areas for improvement in Italian language skills, literature understanding, and cultural knowledge independently.



## ***Courses and Codes***

### **SEMESTER I**

BAITLC100	Communicative Italian – I
BAITLC101	Oral Expression and Listening Comprehension– I
BAITLC102	Written Expression – I
BAITLC103	Reading Comprehension - I
BAITLE149	Proficiency in Italian - I

### **SEMESTER II**

BAITLC150	Communicative Italian – II
BAITLC151	Oral Expression and Listening Comprehension– II
BAITLC152	Written Expression – II
BAITLC153	Reading Comprehension - II
BAITLE199	Proficiency in Italian - II

### **SEMESTER III**

BAITLC200	Communicative Italian – III
BAITLC201	Italian for Specific Purposes – I
BAITLC202	Cultures of the Italian-speaking Worlds - I
BAITLE203	Basic Translation – I
BAITLE249	Proficiency in Italian - III

### **SEMESTER IV**

BAITLC250	Communicative Italian – IV
BAITLC251	Italian for Specific Purposes – II
BAITLC252	Cultures of the Italian-speaking Worlds – II
BAITLC253	Literatures of the Italian-speaking Worlds – I
BAITLE254	Basic Translation – II
BAITLE299	Proficiency in Italian - IV

### **SEMESTER V**

BAITLC300	Advanced Use of Language – I
BAITLC301	Academic Reading and Writing
BAITLC302	History of Italy – I
BAITLC303	Literatures of the Italian-speaking Worlds – II
BAITLC304	Advanced Translation

### **SEMESTER VI**

BAITLC350	Advanced Use of Language – II
BAITLC351	History of Italy – II
BAITLC352	Literatures of the Italian-speaking Worlds – III
BAITLC353	Life Writing
BAITLC354	Italian Art and Culture through Multimodal Texts

### **SEMESTER VII (*Honours*)**

BAITLC400	Introduction to Linguistics and Phonology
BAITLC401	A Study of Different Text types
BAITLC402	History of Italian Literature – I
BAITLC403	Translation: Theory and Practice
BAITLC404	Literary Theories

### **Semester VIII (*Honours*)**

BAITL C450	Morphology and Syntax
BAITLC451	Research Methodology
BAITLC452	History of Italian Literature – II
BAITLC453	Italian through Media
BAITLC454	Methodology of teaching Italian as a Foreign Language

### **Semester VII (*Honours with Research*)**

BAITLRMC498	Research Methodology
BAITLC401	A Reading Course in the Domain - I
BAITLC402	Study of Different Text Types (An Elective Course in the Domain)
BAITLC403	Critical and Evaluative Reading in the Domain
BAITLC404	Graduate Seminar in the Domain

### **Semester VIII (*Honours with Research*)**

BAITLC450	A Reading Course in the Domain - II
BAITLC452	Professional Communication in Italian
BAITLDC499	Dissertation

Please get in touch with the Programme Coordinator at [coordinatorbaitalian@efluniversity.ac.in](mailto:coordinatorbaitalian@efluniversity.ac.in) for any further queries.

### B.A. (Honours/ Honours with Research) Russian

After completing the programme, the student will

Element/Dimension	Programme Outcome	Description
<b>Knowledge and understanding</b>	<b>PO1</b>	obtain with modern Russian language with the objective of achieving its sound academic knowledge by targeting the Russian grammar from basic to advanced level
	<b>PO2</b>	gain knowledge of the fundamental language skills of modern Russian
<b>Skills required to perform and accomplish tasks</b>	<b>PO3</b>	develop the skills of translation from Russian into English/Hindi and vice versa basing simple to difficult variety of Russian texts ) fiction, brief passages, science, fairy tales, sports, daily life (
	<b>PO4</b>	acquire skills of interpreting Russian literature and folklore
	<b>PO 5</b>	develop skills of understanding the social and cultural aspects of the life of the Russian people .
<b>Application of knowledge and skills</b>	<b>PO 6</b>	demonstrate the acquisition of practical, professional and procedural knowledge required for carrying out professional tasks related to the field
	<b>PO 7</b>	translate concepts to real–life situations and apply acquired competencies in unfamiliar contexts, rather than merely replicate curriculum content knowledge
	<b>PO 8</b>	demonstrate and adopt innovative, imaginative, lateral thinking to perform tasks in a better manner
<b>Generic learning outcomes</b>	<b>PO 9</b>	prepare himself for different career fields like translation, interpretation, teaching Russian as a foreign language, and tourism
	<b>PO 10</b>	inspire and inculcate into the learners desire for lifelong learning and maintaining contact with Russian language, literature and culture beyond academic life /environment

## ***Courses and codes***

### **SEMESTER I**

- BARUC100 DSC- Basic Russian–I
- BARUC101 DSC- Written Russian–I
- BARUC102 DSC- Spoken Russian–I ) Oral (
- BARUC103 SEC- Introductory course on Phonetics

### **SEMESTER II**

- BARUC 150 DSC- Basic Russian–II
- BARUC 151 DSC- Written Russian–II
- BARUC 152 DSC- Spoken Russian–II ) Oral (
- BARUE 153 SEC- Russian Listening skills ) Oral (

### **SEMESTER III**

- BARUC 200 DSC- Higher Russian–I
- BARUC 201 DSC- Russian Reading Skills (Oral)
- BARUC 202 DSC- Introduction to Russian Literature
- BARUC 203 SEC- Russian Through Texts

### **SEMESTER IV**

- BARUC 250 DSC- Higher Russian–II
- BARUC 251 DSC- Russian for Specific Purposes ) Oral (
- BARUC 252 DSC- Russian Literature–19<sup>th</sup> C
- BARUC 253 DSC- Practical translation–I ) Scientific and Technical Texts (
- BARUE 254 SEC- Russian Visual Skills

### **SEMESTER V**

- BARUC 300 DSC- Advanced Russian-I
- BARUC 301 DSC- Business Russian
- BARUC 302 DSC- Russian Literature 20<sup>th</sup> Century
- BARUC 303 DSC – Introduction to Interpretation(Oral)
- BARUC 304 SEC- Academic Reading and Writing

### **SEMESTER VI**

- BARUC 350 DSC- Advanced Russian-II
- BARUC 351 DSC- Practical translation–II (Print media Texts)
- BARUC 352 DSC- Russian Literature 21st Century
- BARUC 353 DSC – Russian Folklore
- BARUC 354 DSC- Culture and Civilization of Russia

### **SEMESTER VII (Honours)**

BARUC 400	DSC- Advance Use of Language
BARUC 401	DSC- Phonetics and Phonology
BARUC 402	DSC- Theory of Literature
BARUC 403	DSC- Russian Literature –I (Pre 19 <sup>th</sup> C.)
BARUC 404	DSC- History of Russia

### **SEMESTER VIII (Honours)**

BARUC 450	DSC- Morphology and Word Formation
BARUC 451	DSC- Theory of Translation
BARUC 452	DSC- Practical Stylistics
BARUC 453	DSC- Russian Literature –II ( 19 <sup>th</sup> C.)
BARUC 454	DSC- Interpretation (Oral)

Please get in touch with the Programme Coordinator at [coordinatorbarussian@efluniversity.ac](mailto:coordinatorbarussian@efluniversity.ac) for any further queries .

## Evaluation

The performance of a student on a programme will be on the basis of (i) continuous assessments, and (ii) semester-end examinations.

The ratio of continuous assessment to semester-end examinations will be 40:60 or 50:50.

*Continuous assessment* may comprise class tests, assignments, presentations, or response papers. There will be a minimum of three continuous assessment tests. The best two of three will be considered for the final grade. *Semester-end assessment* shall be in the form of a sit-down examination only.

### Grading System

As per the UGC Curricular Framework for Undergraduate Programmes, implementation of NEP 2020 10-point grade scale, the grade points (GP), the range of marks and the range of Cumulative Grade Point Average (CGPA) shall be determined as given in the table below:

Range of Marks	CGPA Range	Letter grade	Descriptor	Grade Point
90 - 100	9.50 - 10.00	O	Outstanding	10
75- 89.99	8.50 - 9.49	A+	Excellent	9
60 - 74.99	7.50 - 84.9	A	Very Good	8
55 - 59.99	6.50 – 7.49	B+	Good	7
50 - 54.99	5.50 – 6.49	B	Above Average	6
45 - 49.99	4.50 – 5.49	C	Average	5
40 - 44.99	2.00 – 4.49	P	Pass	4
00 - 39.99	0.00 -1.99	F	Fail	0
Absent	0	AB	Absent	0

When students take audit courses, they will be given pass (P) or fail (F) grade without any credits.

Calculation of Grade Points (GP) and Grade Point Average (GPA):

1. Continuous (Internal) Assessment Grade Point (40%)

GP of Best Test 1 + GP of Best Test 2

2. Grade Point of Semester-end Examination (60%)
3. Final Grade Point calculation of the course (100%)

$\frac{\text{Final Continuous Assessment GP} \times 40 + \text{Semester-end Examination GP} \times 60}{100}$
--

The Credit Point of a course is calculated as follows:

Credits of the course x Grade Point = Credit

The SGPA is calculated as follows:

Total Credit Points in the Semester + Total Credits in the Semester = SGPA

The CGPA (for example, in a eight-semester programme) is calculated as follows:

Total Credits of Semester I x SGPA of Semester I
Total Credits of Semester II x SGPA of Semester II
Total Credits of Semester III x SGPA of Semester III
Total Credits of Semester IV x SGPA of Semester IV
Total Credits of Semester V x SGPA of Semester V
Total Credits of Semester VI x SGPA of Semester VI
Total Credits of Semester VII x SGPA of Semester VII
Total Credits of Semester VIII x SGPA of Semester VIII

÷ Total Credits

Detailed distribution and break-up of the Comprehensive Continuous Assessment (CCA) shall be specified by the teacher concerned in the detailed Course outline for each course taught by him/her during a semester.

#### **Promotion to the next semester**

Students who accumulate a backlog of more than two courses/papers at any point will have to exit from the programme.

The maximum permissible period for clearing backlog of a courses is as under:

Maximum number of semesters to complete the programme		
Name of the Programme	General/OBC/all other students	SC/ST/PWD students
BA Degree	7	8
BA Hons/ BA Hons with Research	9	10

In all the above cases ex-students shall cease to be eligible for hostel accommodation, stipend, book allowance and library facilities beyond their regular stipulated period of admission to the programme.

#### *Promotion to the next Semester, Credit transfer, Credit Accrual and Credit Redemption*

1. For promotion to the next semester, a student should not have a backlog of more than two courses at any given semester.
2. Students can obtain a certificate, diploma, or a degree from the University after the successful completion of each semester of a programme that they have enrolled for. The qualification (UG Certificate/ UG Diploma/Degree/Degree with

Hons./Degree Hons. with research) will depend on the number of semesters they have successfully completed, when they choose to exit the programme.

3. The EFL University offers students the facility to bank your credits. The Academic Bank of Credits (ABC), linked to the National Academic Depository (NAD), where the academic and other data of students are stored, enables students to register or commence credit transfer. However, the University is responsible for the final outcomes of credit redemption and issuance of certificates, as well as the compilation of award records. These will be administered via the NAD Platform.
4. Credits earned and deposited with ABC shall be valid for the purpose of redemption to a degree or diploma or Post Graduate diploma or certificate, to a maximum duration of seven years.

(The University Grants Commission (Establishment and Operation of Academic Bank of Credits in Higher Education) Regulation, 2021)

### **Supplementary/Grade Improvement Examination**

Students who obtain grade B or below and are desirous of improving their grades in any course may take a Grade Improvement/ Repeat Examination.

Supplementary examinations shall serve as repeat examinations. Supplementary examinations shall be scheduled around the second or third week of January (for Semesters II, IV, VI, and VIII) and July (for Semesters I, III, IV and VII) in Hyderabad and Lucknow and in the last week of February (for Semesters II, IV, VI and VIII) and in the second and third week of June (for Semesters I, III, V and VII) in Shillong.

Only those students who fulfil the attendance, disciplinary, and academic requirements of the programme shall be allowed to exercise the option of Supplementary/Grade Improvement/Repeat examination.

Students are required to apply to the Controller of Examinations through the Chairperson, BoS, concerned within seven days of commencement of the following semester or declaration of results whichever is later for Grade Improvement/Repeat examination paying a fee of Rs.120/- subject to revision from time to time for each paper.



## **Guidelines for Writing the Dissertation**

Students who wish to graduate with a B.A. *Honours with Research* degree are required to write a dissertation on a research topic of their choice, under the supervision of a faculty member. The dissertation is for 12 credits and intends to help students to conduct an independent research. The topic chosen should be from the domain that the student wishes to major in, for instance, linguistics, English language education, literature. The dissertation could involve some level of theorization, a replication of a study, an exploratory research, or an experimental study. The dissertation needs to be completed within a semester, hence a topic needs to be chosen accordingly.

The dissertation needs to be supervised by a member of the faculty employed at the University. Students need to choose a supervisor based on the topic of their choice and the teacher's willingness to guide the student. A completed dissertation form with a tentative title has to be submitted in the Office of the Controller of Examinations by the deadline mentioned during course registration.

Since the dissertation is equivalent to a taught course on the programme, students have to meet their supervisors for at least 4 hours every week of the semester. The attendance sheet, duly signed by the Supervisor, has to be submitted at the end of every month in the Office of the Controller of Examinations (attendance sheets are available in the Office of the Controller of Examinations). It is therefore recommended that the student meet the supervisor on a regular basis.

### **Guidelines for submission of the dissertation**

*Sections of the Dissertation:* The length of the dissertation is 10,000 – 12,000 words, approximately 40-50 printed pages. The Dissertation should have the following parts/sections:

Title, Declaration, Certification, Abstract, Table of Contents, Chapters, Acknowledgement, Appendices, List of References and Bibliography.

For referencing conventions, use either the MLA style sheet, Chicago Manual, or the APA style sheet as used by the discipline in which the dissertation is submitted.

*Plagiarism clearance:* The dissertation should be checked for plagiarism by the Supervisor before submission on Turnitin. All sources cited in the body of the dissertation must be acknowledged. Once the dissertation is ready for submission, a soft copy of the dissertation has to be submitted to the Supervisor for the plagiarism check. The University allows a maximum of a similarity index of 10% for dissertation to be submitted. An index equal to or above 10% needs to be reworked before submission.

*Submission and evaluation:* Two hard-bound copies of the dissertation duly plagiarism checked by the Supervisor needs to be submitted in the Office of the Controller of Examinations. The dissertation will be evaluated by the Supervisor and one external examiner, chosen by the department concerned, who is familiar with the area of work. A final grade arrived at by the two examiners will be submitted in the Office of the Controller of Examinations.

### **Guidelines for formatting the dissertation**

The dissertation to be submitted should be typed in Times New Roman, 12 font size with 1.5 line spacing. The paper size is A4, with 1.5 inches left margin, and 1 inches on right, top and bottom. All pages should be numbered, except the Title page, Table of contents, Dedication, Certification and Acknowledgements. Printing should be one side.

## Rules and Regulations

### Attendance requirement

Students are required to attend all lectures, tutorials, language laboratory sessions, etc. A student shall be deemed to have pursued a regular course of study provided that he/she has attended at least 75% of the classes held in each course and has completed all class/periodical/continuous assessment/sessional tests, assignments, and practicals as prescribed by the School(s)/Department(s)/Programme Committee(s) concerned.

Please note as per university rules:

**Students who do not fulfil the attendance requirement are not eligible to appear for the semester-end examination.**

Relaxation in attendance

- i. The 75% attendance requirement may be relaxed by 5% for those who participate in extra-curricular activities with the **prior permission** of the authorities concerned.
- ii. The 75% attendance requirement may be relaxed by 5% on medical grounds.
- iii. Further to these concessions, the Vice-Chancellor, on the recommendation of the Dean(s)/Head(s) of the Department(s)/Programme Coordinator(s), Dean, Academics and Dean, DSW or the campus Director (as the case may be) may condone the shortage in attendance not exceeding 10% for valid and convincing reasons.
- iv. Absence due to authorized participation in sports activities (at national, state and university levels) will not be treated as a shortfall in attendance.

**Notwithstanding any of the above, the attendance requirement may not in any case be relaxed below 60%.**

### Rules of Discipline and Proper Conduct

The rules listed here shall apply to all students of the University under Article 29 of the Statutes of the EFL University. Any breach of discipline and conduct committed by a student inside or outside the EFL University Campus shall fall under the purview of these rules.

Categories of misconduct and indiscipline

- All acts of violence and forms of coercion such as gheraos, dharnas, sit-ins which disrupt the normal academic and administrative functioning of the University
- Sexual harassment
- Committing forgery, defacing/destroying/damaging books/journals of the library, etc.
- Furnishing false certificates or false information
- Eve-teasing or disrespectful behaviour with a girl student
- Arousing communal, caste or regional feelings or disharmony among students
- Use of abusive, defamatory, derogatory language
- Pasting of posters of an objectionable nature

- Unauthorized occupation of the hostel room/s
- Indulging in acts of gambling
- Use of the title of the University when distributing any document other than academic work outside the University
- Consuming or possessing dangerous drugs
- Non-payment of fees and other dues including mess charges
- Ragging in any form
- Refusal to obey the directions of the officers of the University
- Unauthorized collection of funds for any student's programme
- Any other act which may be considered by the Competent Authority as a violation of discipline, or misconduct

### **Punishments**

The Competent Authority may impose punishment on any student found guilty of any of the acts of indiscipline or misconduct mentioned above.

**Removal of Student from the Course/Programme:** The Dean of the School/Proctor / Dean, Student's Welfare / Dean, Research may recommend to the Vice Chancellor the removal of a student from a Programme/Course on the basis of unsatisfactory academic performance and / or misconduct (as defined in the Regulations) / or non-payment of fees on time.

## Support Systems at work

### Anti-Ragging Committee

Any form of ragging within the premises of the EFL University will be viewed seriously and dealt with swiftly and severely by the Administration (vide Ordinance 6.2, entitled "Prohibition of and Punishment for Ragging," of the English and Foreign Languages University.) Anti-ragging squads and an Anti-Ragging Committee will be empowered to take *suo moto* action or upon receiving a complaint. As per the directions of the Supreme Court of India, "if any incident of ragging comes to the notice of the authority, the concerned student shall be given liberty to explain and if his/her explanation is not found satisfactory, the authority would expel him from the University."

### Anti-Sexual Harassment and Redressal Mechanism

The EFL University has evolved a policy against sexual harassment to create for women students on its Campuses a gender-just and secure environment (vide Ordinance 7.2, Annexure-I, entitled "Sexual Harassment", of the English and Foreign Languages University). Every Campus of the EFL University has a Complaints Committee, with representatives from all sections of the University, to address the complaints of women students and staff. The names, addresses and phone numbers of the members of University Complaints Committee (UCC) are displayed at all prominent places in the Campus. Complaints will be kept confidential and the Committee has the power to recommend any action(s) against the perpetrators. The Committee also takes upon itself the task of organizing various gender sensitization programmes. There is also an Appellate Committee to consider problems when the Complaints Committee's decisions are not found satisfactory.

### Grievance Redressal Mechanism

All grievances within the University will be resolved through discussions and negotiations and through a Grievance-Redressal mechanism. The following are some of these:

- **Grievances with regard to the Hostels** may be referred to the Provost/Warden concerned
- **Individual grievances** may be referred to teachers in each Department who will be appointed staff advisers.
- **Group grievances** may be resolved within the Department.
- **Miscellaneous grievances** pertaining to Library/Finance/Sports, etc. will be resolved by the Committee concerned.
- **Academic grievances of students:** Students aggrieved due to the grade awarded in a course may apply in a prescribed form along with a fee of Rs. 100/- for each course to the Head of the Department giving reasons for his/her feeling aggrieved within one month of the notification of the results. A Committee will examine the case and the grade awarded by the Committee upon review will be final. All grievances should be submitted to the appropriate body within two weeks after the event at issue.