

NCHMCT Examination Rules



Eligibility for Examination



Must be on rolls of an affiliated institute for full academic session / year (Rule 4.1.1)

Must apply to Controller for Examination

(Rule 4.1.2)

Must fulfill the attendance criteria (Rule 4.1.3)

 Attendance

Duration to clear a Course

(Rule 4.7)

Course	Duration
Two Years Masters Degree	Four Academic Years
Three Years Bachelors Degree	Six Academic Years
All One & Half Year Diploma/ Certificate Courses	Three Academic Years
Six Months Certificate Course	Three Academic Terms

Conduct of Examination

(Rule 7.1, 7.3 and 7.4)

- **Centre Superintendent is appointed by the Council**
- **Institute shall recommend the name of Centre Superintendent to the Controller of Examinations, NCHM for appointment**
- **Controller of Examinations may approve or designate any other officer as Centre Superintendent**
- **The Centre Superintendent will appoint the other supervisory and ancillary staff**
- **One invigilator for every 20 candidates or part**
- **Minimum of two invigilator per room/hall**

Conduct of Examination

(Rule 7.10 and 7.11)

- **Centre Superintendent may provide Amanuensis (Writer) to a candidate who is unable to write**
- **Amanuensis (Writer) can not be a person connected with the course and no remuneration to be given** (Rule 7.10)
- **25% extra time may be provided to a bonafide 'Dyslexic' candidate** (Rule 7.11)

Attendance

100%

A student is expected to attend all classes i.e. theory, practical, tutorial and industrial training



Attendance in all cases shall be counted from the date of commencement of classes.



Must have attended not less than 75% of aggregate of all the classes conducted

Attendance

Each period shall be counted as **ONE** unit

A class covering **FOUR** periods shall be reckoned for **FOUR** units

Industrial Training shall be treated separately

CO-CURRICULAR
ACTIVITIES



Attendance as per **TIME TABLE** shall be provided for Extra & Co-curricular activities

Extra-Curricular Activities Hours
Physical Activities Hours
Community Service Hours



Only with Principal's permission

TIME TABLE wise record of such Presence **MUST BE MAINTAINED**

Eligibility for Examination

Student not fulfilling the attendance criteria will be detained & not allowed to appear for examination (Rule 4.1.4)

A detained student will repeat the semester/ term (Rule 4.1.5)

Must fulfill conditions afresh at 4.1.3 to become eligible for examination

A student detained in the odd semester of the year will not be allowed to continue in the even semester of the year

Admit Card

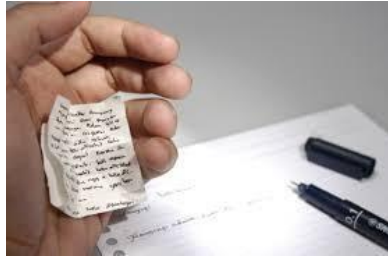
NCHM issue Admit Cards on the basis of forms received

Principal can withdraw application of a student who has not fulfilled conditions as at 4.1

Names of detained students must immediately be communicated to NCHM

Admit Card/Exam Hall Ticket to such candidate will not be issued by the Principal (Rule 4.5.3)

Misconduct, Unfair Means/ Malpractice



Study the rules thoroughly

Be judicious



Report only foolproof cases

Strictly follow the procedure

Minimum Pass Marks

(Rule 11.0)

Theory subject

Internal Assessment + End Term Examination

40%

Practical subject

Internal Assessment + End Term Examination

50%

For Industrial Training, Research Project & Term Work

50%

Internal/ Incourse Assessment

(Rule 12.0)

**30% of
Semester/ Term Marks
shall be
Internal/ Incourse
Assessment marks**

**Follow NCHM instructions as
given from time to time for
Theory & Practical
Internal / Incourse
Assessment Marks**

Internal Assessment + End Term Exam = Term/ Semester Marks

30% + 70% = 100%

Internal / Incourse Assessment

Internal Assessment + End Term Exam = Term/ Semester Marks

30% + 70% = 100%

**Internal/
Incourse
Assessment**

**One Mid Term Theory Exam Marks Plus
Percentage of Semester/ Term Attendance**

**Five Practical class assessment Marks Plus
Percentage of Semester/ Term Attendance**

30% = 25% + 5%

Internal / Incourse Assessment – Theory Subjects

One WEEK provision made in the Academic Calendar

Duration and Max Marks of each paper shall be half of the End Term Exam

**A three hour 100 marks paper = One and a half hour of 50 Marks,
Similarly a two hour 50 marks paper = one hour and 25 marks**

**For Semester mode
Question paper and evaluation
shall be at institute level**

**For Annual mode
Question paper shall be by NCHM
and evaluation at institute level**

Internal / Incourse Assessment – Practical Subjects



Seven pre announced practical classes of a semester or term to be assessed

Five best practical class marks of semester/ term shall be considered for Incourse assessment of the practical subject

Attendance Weightage

The weightage shall be on the basis of subject attendance

95% and above – 5%

85% and above but less than 95% – 4%

75% and above but less than 85% – 3%

Less than 75% – 0% (No Marks)



NATIONAL COUNCIL FOR HOTEL MANAGEMENT AND CATERING TECHNOLOGY

Ministry of Tourism, Government of India

