

## STUDENT PROGRESSION POLICY 2025

### 1.1 Purpose and scope

The Student Progression Policy outlines the academic standards a student of MSRIM – PGDM program must meet to progress through the program and graduate successfully at the end of the program.

This policy endeavors to provide MSRIM students, staff, and other internal and external stakeholders, information about the assessment process and the academic progress of students in the courses offered under the PGDM program. It also indicates the Institute's approaches to interventions to improve the graduation rates and ensure higher satisfaction levels for the students.

This policy should be read in conjunction with the Assessment Policy of the Institute which details the components of evaluation, eligibility & minimum pass and grading system of courses, Grade Point Average for the trimester & program and the Attendance Policy of the Institute which details the minimum attendance requirement to be eligible to appear for the exams.

This policy applies to all the MSRIM students enrolled in the PGDM program from Batch 2025-27 onwards.

### 1.2 Eligibility to appear for the end term exams:

The student should have the necessary attendance eligibility in accordance with the attendance policy to appear for the End Term Exams (ETE) or to qualify for the course(s) which has only the Continuous and Comprehensive Evaluation (CCE) component. Additionally, the student should have passed the CCE of the course to be eligible to appear for the ETE of the course held at the end of the trimester. Students who do not meet the criteria will not be permitted to appear in the ETE and will be marked as 'AB' (Absent) in the Grade sheet with grade point as "Zero" against the ineligible course in that trimester.

### 1.3 Declaration of Results

#### 1.3.1 Minimum Pass

A student should score a minimum of 50% in the Continuous and Comprehensive Evaluation and 50% in the End Term Examination. Thus, the student should have secured 25 marks in both the components (CCE & ETE) independently to complete the course successfully. For courses where only CCE is adopted without an ETE component, the student has to score 50 marks in the CCE component.

#### 1.3.2 Failure to Pass the Regular Exam

If the student fails the End Term Exam (after appearing for the exam or due to absence), the CCE score shall be carried forward, and the student will have to reappear for the supplementary End Term Examination. If a student fails in CCE, the student will have to complete the CCE under the course faculty and appear for the supplementary End term exam.

#### 1.3.3 Grading System

The total marks secured (CCE + ETE) in each course will be awarded Course Grade Point and converted to a Letter Grade by adopting the ten-point Absolute Grading system. The Trimester Grade Point Average (TGPA) will be declared at the end of each trimester, and the Cumulative Grade Point Average (CGPA) will be declared at the end of the PGDM program. The TGPA is a weighted average of the grade points earned by the student in all the prescribed courses of that trimester. CGPA is a weighted average of the trimester grade point average earned by the student in all the trimesters of the program. Based on the TGPA / CGPA, the Letter Grade is awarded.

### 1.4 Relief Measures

The following relief measures are available to the students after the announcement of the provisional results for the Regular exam:

#### 1.4.1 Appear for the Supplementary Examination

Students with an 'F' or 'AB' grade will have to appear for supplementary exams for the



courses in which they have an 'F' or 'AB' grade. Such students have to pay the prescribed fee and avail the rewrite opportunity as per the schedule announced by the Evaluation Department. Supplementary examinations will be generally held during the subsequent trimester.

#### Relief Measures – Supplementary Examination

Description	Fee amount payable per course
1 <sup>st</sup> Attempt - Supplementary exam fee for I/II/III/IV/V/VI Trimester courses	Rs 2,000/-**
** The Supplementary exam fees for students who were ineligible to appear for the exam on account of attendance shortage and/or CCE non-completion will be Rs. 3000/- for first attempt.	
2 <sup>nd</sup> Attempt - Supplementary exam fee for I/II/III/IV/V/VI Trimester courses	Rs 3,000/-
3 <sup>rd</sup> Attempt - Supplementary exam fee for I/II/III/IV/V/VI Trimester courses	Rs 4,000/-
4 <sup>th</sup> Attempt - Supplementary exam fee for I/II/III/IV/V/VI Trimester courses	Rs 5,000/-
5 <sup>th</sup> Attempt - Supplementary exam fee for I/II/III/IV/V/VI Trimester courses	Rs 6,000/-
6 <sup>th</sup> Attempt - Supplementary exam fee for I/II/III/IV/V/VI Trimester courses	Rs 7,000/-
7 <sup>th</sup> Attempt - Supplementary exam fee for I/II/III/IV/V Trimester courses	Rs 8,000/-
8 <sup>th</sup> Attempt - Supplementary exam fee for I/II/III/IV Trimester courses	Rs 9,000/-
9 <sup>th</sup> Attempt - Supplementary exam fee for I/II/III Trimester courses	Rs 10,000/-
10 <sup>th</sup> Attempt - Supplementary exam fee for I/II Trimester courses	Rs 11,000/-
11 <sup>th</sup> Attempt - Supplementary exam fee for I Trimester courses	Rs 12,000/-

#### 1.4.2 Other Relief Measures:

Other relief measures available to students on declaration of the provisional results are:

1. View the evaluated answer script to know the question-wise marks awarded. The viewing fee will be Rs. 250/- (Rupees two hundred and fifty only) per course.
2. Apply for a photocopy of the evaluated answer script with question wise marks. The fee will be Rs. 500/- per course (Rupees five hundred only).
3. Revaluation of the evaluated answer script. The revaluation fee will be Rs. 1000/-

(Rupees one thousand only) per course. The marks obtained after revaluation will be considered as the final mark obtained for the course, and the earlier mark announced will become null and void.

4. Challenge Revaluation after the declaration of the revaluation result. The challenge revaluation fee will be Rs. 2000/- per course (Rupees two thousand only). The marks obtained after revaluation will be considered as the FINAL marks obtained for the course, and the earlier marks announced will become null and void.

Other relief measures viz. 1., 2. and 3. are also available after the declaration of the supplementary exam results.

#### 1.5 Successful completion of the Trimester & Program

The minimum Trimester / Cumulative Grade Point Average has to be 4.00 points (corresponding Letter Grade being 'D') without any 'F' grades for declaring a student to have completed the trimester/program. The student will have to complete all six trimesters within four years from the commencement of the program.

#### 1.6 Progression from First year to Second year of the PGDM program

A student who has successfully passed all the trimesters in the first year will progress automatically to the second year of the PGDM program. In the event of a student having backlogs in the first year, the student is permitted to progress to the second year only if the number of backlog courses does not exceed NINE courses in total over the first three trimesters. A student can therefore carry over from First year (I, II & III Trimesters) to Second year (IV, V & VI Trimesters) only a maximum of nine courses as a backlog.

A student who has more than nine courses with 'F' or 'AB' grade at the end of the first year cannot progress to the second year of the PGDM program. The student will have to drop a year during which the student can appear for the supplementary exams as and when conducted by the Institute for the first year courses. After meeting the progression criteria, the student will be permitted to continue the PGDM program by joining the second



year of the NEXT batch (Junior batch).

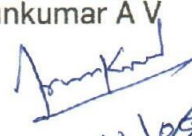
### 1.7 Student support for progression

Students are expected to be academically responsible, focused and dedicated in their efforts to achieve the academic standards to ensure their progression is not impeded and they graduate successfully on time. Students are encouraged to address any gaps/shortfalls that they may perceive in their skillsets by approaching the Institute staff for advice or by taking up additional coaching to equip themselves with the necessary skills.

The Institute is committed to providing an environment that motivates and encourages all its students to successfully complete the program on time. Towards this end, the Institute through its Course Faculties, will try to identify, monitor and support the students who are at risk of not completing their program in a timely manner. Indicators that will be monitored by the Institute to identify students who may face academic performance issues include attendance, participation in academic activities, timely completion and quality of the CCE components, level of digital literacy, analytical skills and communication/presentation skills etc. The Institute will endeavour to support students who may be facing issues on such aspects by providing additional tutorials & study materials, counselling and mentoring, permission to attend classes of the specific courses taught in the first year of the next batch, liaising with the student's family etc.

### 1.8 Exceptions & Revisions

Any exceptions to the above policy needs to be approved by the Dean, MSRIM. The Institute may revise the guidelines as given above if circumstances warrant such modifications and the same will be communicated to all the stakeholders as and when revisions are undertaken.

Approved and issued by	Name : Dr. Arunkumar A V
	Signature : 
	Date : 12/09/2023

