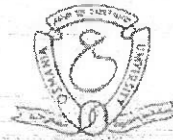


Minutes of Affiliating University



OSMANIA UNIVERSITY
HYDERABAD - 500 007

No. S/S/M/Acad.I/2017

Dated: 1) -04-2017

The Dean

Faculty of -----

Osmania University
Hyderabad.

Sub: Osmania University - Choice Based Credit
System (CBCS) - Report of the committee to
frame Rules, Regulations and Guidelines -
2016 - 2017 for undergraduate courses -
Communication - Reg.

Sir / Madam,

With reference to the subject cited, I am to inform you that the Standing Committee of the Academic Senate at its meeting held on 23-03-2017 has resolved to approve the recommendations of the committee to frame **Rules & Regulations and guidelines on adoption of CBCS at undergraduate level** Osmania University with effect from the academic year 2016-2017 (copy enclosed).

This is for your information and necessary action.

Yours Sincerely,


DEPUTY REGISTRAR
(Academic)

Copy to

1. The Principal, -----
2. The Head, Dept. of -----, OU.
3. The Chairperson, BoS. in -----, OU.
4. The Controller of Examinations, OU.
5. The Addl. Controller of Examinations (UG/PG/Prof/Conf.), O.U.
6. The Supt. Unit-II to note the action taken on item No.8

✓ The Director (I.S.) with a request to
place the same in Univ. website


PRINCIPAL

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Vidyanagar, Hyderabad-44,



**OSMANIA UNIVERSITY UG COURSES
CHOICE BASED CREDIT SYSTEM (CBCS)
RULES & REGULATIONS**

(approved by the Standing Committee of the Academic Senate on 23.03.2017)

These Regulations shall be called Osmania University regulations governing Undergraduate Programmes under the Choice Based Credit System (CBCS). The Choice Based Credit System is offered only to the students admitted in Constituent Colleges and Affiliated Colleges of Osmania University from the Academic Year 2016-2017.

These Regulations shall come into force from the Academic Year 2016-2017

1. **Definitions:**

In these Regulations, unless the context otherwise requires:

- a. "University" means Osmania University
- b. "Undergraduate programmes" means UG degree courses in the Faculties of Science, Arts, Social Sciences and Commerce.
- c. "Student" means student admitted to undergraduate programmes under these Regulations
- d. "Degree" means undergraduate Degree
- e. "Board of Studies" means UG Board of Studies of the University in the discipline/subjects concerned
- f. "Academic Senate" means Academic Senate of Osmania University
- g. "Fee" means the fee prescribed by the University for the undergraduate programmes from time to time
- h. "Credit" means the unit by which the course work is measured. In these Regulations one credit means one hour of teaching work or two hours of practical work per week for 15 weeks in a Semester.
- i. **Grade letter** is an index to indicate the performance of a student in a particular course (Paper). It is the transformation of actual marks secured by a student in a course/paper. Grade letters are O, A, B, C, D, E, F
- j. **Grade Point** is the weightage allotted to each grade letter depending on the range of marks awarded in a course/paper.


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- k. **Credit Points** refer to the product of number of credits multiplied by the Grade Point for a given course/paper
- l. **Semester Grade Point Average (SGPA)** refers to the performance of the student in a given semester. SGPA is based on the total credit points earned by the student in all the courses and the total number of credits assigned to the courses/papers in a Semester.
- m. **Cumulative Grade Point Average (CGPA)** refers to the Cumulative Grade Point Average weighted across all the semesters (6 semesters).

2. CHOICE BASED CREDIT SYSTEM (CBCS) IN UG COURSES

Main features of the Choice Based Credit System (CBCS):

- i. All the UG Departments in the Faculties of Science, Social Sciences, Arts, Commerce of the constituent and affiliated colleges of OU shall participate in this Choice Based Credit System (CBCS) from the academic year 2016-17.
- ii. In the CBCS system continuous evaluation of the students in all the semesters is done through Internal Assessment Examinations, assignments, etc.
- iii. Course contents of each UG programme are designed to meet the ever changing requirements of the industry/job market/needs of society.
- vii. Each paper/course is assigned a specific number of credits and the marks secured by a student are converted into grade points and credit points. The performance of a student in a semester is expressed as Semester Grade Point Average (SGPA) and the combined performance of a student in all the six semesters of the UG programme is expressed as Cumulative Grade Point Average (CGPA).

CBCS Course Structure

- a. UG Courses in the CBCS are offered within the Semester pattern.
- b. There shall be six semesters in each UG course. The duration of an Academic year consists of two semesters, each of 15 weeks of teaching.
- c. The Academic session in each semester will provide 90 teaching days.
- d. The period of the odd semesters shall be from July to November and the even semesters shall be from December to April.
- e. There shall be five categories of courses/papers in the UG programmes:
 - i. AECC
 - ii. CC
 - iii. DSC
 - iv. DSE
 - v. SEC
 - vi. GE


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- f. Each course/paper shall have a character code which indicates
- The Department
 - The Semester
 - The course No./Paper No.
- g. The detailed UG course structure for each Department will be designed by the UG Board of Studies of the Department and finalized by the Faculty and approved by the Standing Committee of the Academic Senate of the University from time to time.

j. **Skill Enhancement Course SEC (Choice Based):**

Each department shall offer one SEC paper in each of the Semesters III, IV, V and VI. Students shall choose one SEC paper from a pool of 3 for BA and BSc. based on their optionals. For B.Com the pool will consist of 2 SEC papers per semester out of which the student has to do only one.

k. **Generic Elective GE:**

Each department has to offer a Generic Elective in Semester VI to students of other departments. Student has to select one of them.

3. **Attendance:**

- 75% of attendance is compulsory for all students. A student shall be considered to have satisfied the requirement of attendance for appearing for the semester end examination, if he/she has attended not less than 75% of the number of classes held upto the end of the semester including tests and practicals etc.
- However, there is a provision for condonation of attendance for the students who have attendance between $\geq 65\%$ and $< 75\%$ on Medical Grounds on payment of a fee and production of medical certificate.
- If a student represents his/her institution, University, State or Nation in Sports, NCC, NSS or Cultural or any other officially sponsored activities, he/she shall be eligible to claim the attendance for the actual number of days participated subject to a maximum of 20 days in a Semester based on the specific recommendations of the Head of the Department and Principal of the College concerned.
- A student who does not satisfy the requirements of attendance shall not be permitted to take internal assessment as well as the Semester end examinations.

4. **Medium of Instruction**

The medium of instruction shall be English/Telugu/Urdu/Hindi


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5. Award of Grades, SGPA, CGPA

Credits, Grade Letter, Grade Points and Credit Points

Credit means the unit by which the course work is measured. In these Regulations one credit means one hour of teaching work or two hours of practical work per week.

Grade Letter is an index to indicate the performance of a student in a particular course (Paper). It is the transformation of actual marks secured by a student in a course/paper. It is indicated by a Grade letter O, A, B, C, D, E, F. There is a range of marks for each Grade Letter. In case the student is absent for any exam, Ab is indicated in the memo in place of the Grade Letter.

Grade Point is weightage allotted to each grade letter depending on the marks awarded in a course/paper

Award of Grades

Range of % of Marks	Grade Letter	Grade Point
≥ 85 to 100	O	10
≥ 70 to < 85	A	9
≥ 60 to < 70	B	8
≥ 55 to < 60	C	7
≥ 50 to < 55	D	6
≥ 40 to < 50	E	5
< 40	F	0
Absent	Ab	-

Semester Grade Point Average (SGPA)

Credit Points for the paper = No. of Credits assigned for the paper x Grade Point secured for that course/Paper

SGPA indicates the performance of a student in a given Semester. SGPA is based on the total credit points earned by the student in all the courses and the total number of credits assigned to the courses/papers in a Semester.

$$\text{SGPA} = \frac{\sum(\text{Letter Grade Points}) \times (\text{Credits})}{\sum(\text{Credits})}$$

$$\text{CGPA} = \frac{\sum(\text{SGPA}) \times (\text{Credits})}{\sum(\text{Total Credits})}$$

Note: SGPA is computed only if the candidate passes in all the papers (gets a minimum 'E' grade in all the Papers)

The following examples illustrate the calculation of Grade Points, Credit Points and Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA). The percentage of marks shown in column III is the marks secured by the student in the Internal Assessment and Semester End Examination put together.

Example: BSc/B.com/BA - Semester – I

Course/paper	Credits	% of Marks	Grade Letter	Grade Point	Credit Points = Credits x Grade Points)
Paper-I (Theory)	4	60	B	8	$4 \times 8 = 32$
Paper-II (Theory)	4	50	D	6	$4 \times 6 = 24$
Paper-III (Theory)	4	70	A	9	$4 \times 9 = 36$
Paper-IV (Theory)	4	75	A	9	$4 \times 9 = 36$
Paper-V (Practicals)*	4	75	A	9	$4 \times 9 = 36$
Paper-VI (Practicals)*	4	80	A	9	$4 \times 9 = 36$
Total	24				200

Note: * : The number of practical papers and the credits assigned may vary from one Course to other.

Total Credit Points obtained for all the papers in the Semester-I = 200
 Total Credits assigned to all the papers in the Semester-I = 24

SGPA = $\frac{\text{Total Credit Points in the Semester-I}}{\text{Total Credits in the Semester-I}} = \frac{200}{24} = 8.33$

Total Credits in the Semester-I

SGPA for Semester-I = 8.33

Similarly, semester II, III, IV, V and VI should be calculated as per the above procedure.

Cumulative Grade Point Average (CGPA)

CGPA refers to the Cumulative Grade Point Average weighted across all the semesters (6 Semesters). CGPA is obtained by dividing the total number of credit points (Cpts) in all the semesters by the total number of credits in all the Semesters. The final result at the end of all the semesters is declared in the form of CGPA.

Note: CGPA is calculated only when the candidate passes in all the papers of all the semesters.

Example: BSc/B.Com/B.A

I Semester: Total Cpts = 200 Total Credits = 24

II Semester:	Total CPTs	=	212	Total Credits =	24
III Semester:	Total CPTs	=	213	Total Credits =	25
IV Semester:	Total CPTs	=	218	Total Credits =	26
V Semester :	Total CPTs	=	216	Total Credits =	24
VI Semester :	Total CPTs	=	210	Total Credits =	22

$$\text{CGPA} = \frac{\sum \text{Total CPTs of Semester I, II, III, IV, V, VI}}{\sum \text{Total Credits of Semester I, II, III, IV, V, VI}}$$

In the present example.

$$\text{CGPA} = \frac{200+212+213+218+216+210}{24+24+25+26+24+22} = 1269/145 = 8.75$$

8. EVALUATION METHOD

1. Semester End Examination of Ability Enhancement Compulsory Course (AECC) shall be conducted by the University and its marks shall be a part of SGPA and CGPA.
2. AECC has 2 credits and will be evaluated for 50 marks: 10 marks internal assessment (10 MCQs and 10 FIBs of half mark each); 40 marks for Semester End exam (Section A: 10 marks - 2 short answers of 5 marks each, one from each unit; Section B: 30 marks - 2 long answers of 15 marks each, from each unit with internal choice).
(AECC - I Course: Environmental Studies - The framing of syllabi, question paper, paper setting, panel of examiners and other confidential related work will be taken up by the Chairperson, BoS in Environmental Studies and AECC - II Course: Gender Sensitization - the framing of syllabi, question paper, paper setting, panel of examiners and other confidential related work will be taken up by the Chairperson, BoS in Sociology.)
3. Pattern of internal evaluation in UG Core and Elective papers (4 and 5 credit courses / papers) is 2 internal assessment tests of 15 marks each to be averaged and 1 assignment of 5 marks for a total of 20 marks. Each internal assessment question paper consists of 10 MCQs of ½ mark each; 10 FIBs of ½ mark each; 5 short answers of 1 mark each.
4. No assignments for any 3 credit core / elective course / paper.
5. **NO INTERNAL EXAM** for practical courses. Each 1 Credit Practical examination is evaluated at the end of the semester for 25 marks. Evaluation by internal examiners for I, III & V Semesters and for II, IV & VI End Semesters by external examiners.


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6. Pattern of Semester End Exam for UG Core and Elective papers(4 and 5 credit courses / papers):

a. For ARTS, COMMERCE AND SOCIAL SCIENCES:

- i. 5 Credit Course / Paper (80 marks): Section 'A' (20 marks) consists of 8 Short Answer Questions (at least one from each unit) out of which 5 questions are to be answered. Each question carries 4 marks. Section 'B' (60 marks) - 5 long answer / essay type questions of 12 marks each with internal choice (2 to be set per unit).
- ii. 4 Credit Course / Paper (80 marks): Section 'A' (20 marks) consists of 8 Short Answer Questions (two from each unit) out of which 5 questions are to be answered. Each question carries 4 marks. Section 'B' (60 marks) - 4 long question answer / essay type questions with internal choice (2 to be set per unit). Each question carries 15 marks.

b. For SCIENCE:

- i. 4 Credit Course / Paper: (80 marks): Section 'A' (20 marks) consists of 8 Short Answer Questions (two from each unit) out of which 5 questions are to be answered. Each question carries 4 marks. Section 'B' (60 marks) - 4 long question answer / essay type questions with internal choice (2 to be set per unit). Each question carries 15 marks.
- ii. 3 Credit Course / Paper (60 marks): Section 'A' (15 marks) – consists of 8 Short Answer Questions (at least two from each unit) out of which 5 questions are to be answered. Each question carries 3 marks. Section 'B' (45 marks) - 3 long answer/essay type questions of 15 marks each with internal choice (2 to be set per unit).

The marks secured by the student in the Internal tests, assignments, Seminars, practicals, project work and semester-end examinations are converted into SGPA and CGPA.

9. Improvement of Grades and Completion of the Course:

- i. Candidates who have passed in a theory paper/papers are allowed to appear again for theory paper/papers only once in order to improve his/her grade, by paying the fee prescribed by the University. If a candidate improves his/her grade, then his/her improved grade will be taken into consideration for the award of SGPA only. Such improved grade will not be counted for the award of prizes/medals, Rank and Distinction. If the candidate does not show improvement in the grade, his/her previous grade will be taken into consideration. Candidates will not be allowed to improve marks/grade in the internal assessment, seminars and Project Work.


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10. Promotion, Re-admission Rules & Maximum Time for Completion of Course:

Rules of promotion are as under:

Sl. No.	Semester	Conditions to be fulfilled for Promotion
1.	From Semester-I to Semester-II	Undergone a Regular Course of Study of Semester-I and registered* for the Semester-I examination.
2.	From Semester-II to Semester-III	a) Undergone a Regular Course of study of Semesters-I and II. and b) The number of backlogs if any, of Semester-I and II taken together, shall not exceed 50% of the total number of papers/subjects prescribed for Semesters-I and II,
		Number of papers/ subjects prescribed for Semesters-I & II
		Number of backlogs permitted
		BA 12 B.Sc 18 B.Com 14
		6 9 7
3.	From Semester-III to Semester-IV	Undergone a Regular Course of study of Semester-III and registered* for Semester-III examination.
4	From Semester IV to V	a) Undergone a Regular Course of study of Semesters-I, II, III and IV b) The number of backlogs if any, of Semester-I, II, III and IV taken together, shall not exceed 50% of the total number of papers/subjects prescribed for Semesters-I, II, III and IV
		Number of papers/ subjects prescribed for Semesters-I, II, III and IV
		Number of backlogs permitted
		BA 24 B.Sc 36 B.Com 28
		12 18 14
5.	From Semester-V to Semester-VI	Undergone a Regular Course of study of Semester-V and registered* for Semester-V examination.

* Registration means obtaining a Hall Ticket for the said examination.

The procedure to be followed for granting readmission to the students in the following cases:

- (1) A student who did not put in the required attendance in a semester/year of a course and thus detained
- (2) A student who did not pass in the required number of papers and thus detained

- (3) A student after completing a semester/year did not continue their studies in the next immediate semester/year on personal /health grounds but desired to continue his/her studies after a short break
- (4) A student who has put in not less than 40% of attendance in a Semester and not registered for the examination, can take re-admission in the same semester.
- (5) Candidates who, after completing a semester / year of the course but taken T.C to join some other course and come back to continue the earlier course

In all the above cases, readmission is permissible provided they are within the period of three years. Further, the approval of the university has to be obtained in respect of those students who take TC to join some other course and come back for readmission in the same college

All the readmissions including such of those students who take TC and come back, shall be granted by the Principals of the concerned colleges directly subject to the fulfillment of the following conditions stipulated by the University.

- 1) they should have been promoted to next higher class/semester in which they are seeking readmission.
- 2) they should join the course within 4 weeks in case of semester system from the date of commencement of classes
- 3) they should be able to complete the course within five years from the year of their original admission.
- 4) they should pay the readmission fee as prescribed by the University

NOTE: No readmission shall be made after the cut off date (4th week in a 15 week semester) under any circumstances. The cut off date for granting readmission shall be reckoned from the date of commencement of classes for different courses as per the almanac communicated by the University every year.

- 5) In the normal course of time a candidate is expected to complete UG Degree course within three years from the date of admission.
- 6) Whenever the syllabus is revised, the candidate reappearing shall be allowed for UG Degree examinations according to the old syllabus upto 5 years from the time of his/her admission.
- 7) The six-semester three -year course should be completed by a student within 5 years (3 + 2) as per the guidelines of UGC approved by Osmania University Standing Committee of the Academic Senate on 28-01-2016.
- 8) Any student from earlier year-wise UG programme seeking readmission from the academic year 2017-18 onwards will have to opt for CBCS semester system.


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11. Effective Implementation of CBCS system

- i. The University shall issue such orders, instructions, procedures and prescribe such format as it may deem fit to implement the provisions of these Regulations.
- ii. The procedural details/logistics will be given by the University from time to time.
- iii. Any unforeseen problems/difficulties will be resolved by the appropriate Bodies of the University, whose decision in the matter shall be final.
- iv All CBCS programmes including logistics shall be monitored by a Central office established for this purpose and a separate CBCS almanac will be issued by the University.

Sd/-
CHAIRPERSON



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OSMANIA UNIVERSITY
HYDERABAD – 500 007

488
No. MR /M/Acad./2021

14
Date: 07.2021

To
All the Principals of the Colleges offering
UG Programs under the Jurisdiction of OU
Hyderabad

Sub: OU – CBCS Structure guidelines from the academic year 2019-20
Award of Grades as per UGC frame work – Implementation from the
Academic year 2021-22 to the 1st year UG Programs-Communication
Reg.

Sir/Madam,

With reference to the subject cited, I am to communicate the formulation of CBCS structure and guidelines from the academic year 2019-20.

The Standing Committee of the Academic Senate meeting held on 03.03.2020 approved the recommendations of a Committee constituted with regard to formulation of CBCS Structure for UG conventional programs from the academic year 2019-20.

1. Language Courses
2. Ability Enhancement Compulsory Courses (AECC)
3. Discipline Specific Courses (DSC)
4. Discipline Specific Elective Courses (DSE)
5. Generic Elective (GE)
6. Skill Enhancement Courses (SEC)
7. Project
8. Credits under Non-CGPA (NSS/NCC/Sports/Extra Curricular and Summer Internship)

1. Language Courses: Two language (first language English and second language Regional/Foreign) modular courses be compulsorily studied by a candidate admitted to UG program.


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2. **Ability Enhancement Compulsory Courses (AECC)** are mandatory for all disciplines. These courses are based upon the content that leads to knowledge enhancement. The students can opt one of the following courses in each of the 1st and 2nd Semesters in the Degree I year.

- i) Environmental Studies
- ii) Basic Computer Skills

The two AECC courses are of 2-credits each and maintain uniformity in the syllabus and examination for all streams at UG level.

3. **Discipline Specific Courses (DSC)** are to be opted by the students as Core Courses based on eligible qualifications, which should compulsorily be studied by the students as Core requirement. A student has to choose 3 DSCs for all streams at UG level. Each DSC includes 4 papers of 5 credits each over a period of 2 years consisting of 4 semesters (I to IV).

4. **Discipline Specific Elective (DSE)** is offered by the main discipline/subject of study. DSE course can be chosen from a pool of courses and may be very specific or specialized or advanced or supportive to the discipline/ subject of study or provides an extended scope or enables an exposure in applied discipline/ subject/ domain related to core course and helps the candidate's proficiency / skill in the core areas of discipline. Each department should offer at least two DSEs in each of the V and VI semesters of the final year UG program. A student has to choose 3 DSEs for all streams at UG level. Each DSE includes 2 papers of 5 Credits each in final year (V and VI Semesters).

5. **Generic Elective (GE) Course** is chosen generally from an unrelated discipline/subject, with an intension to seek exposure. It has been offered as an additional course and each Department has to offer a GE paper with 4 credits in Semester V to the students of other departments. A student has to select one of them among the pool of courses identified by the Department/ Institution/ University

6. **The Skill Enhancement Courses** are value-based and/or skill-based and are aimed at providing hands-on-training, competencies, skills etc. The students are to complete 4 papers among SECs during 3rd and 4th Semesters of UG Program. Among the 4 papers 2 should be from UGC specified Life-Skill Courses and 2 should be from Department Specified Courses. In each semester the student has to choose one each from UGC specified paper and Department Specified papers. Each Department shall offer one SEC paper in each of the 3rd and 4th Semesters.

The following are the UGC specified courses for Curriculum for Life skills (Jeevan Kushal) as Skill Enhancement Courses (SEC).

III Semester

1st SEC

- iii) Communication Skills
- iv) Professional Skills

2nd SEC

Department Specified Courses


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IV Semester

3rd SEC

- iii) Leadership and Management Skills
- iv) Universal Human Values

4th SEC

Department Specified Courses

7. **Project Work** is designed to acquire special/advanced knowledge that supplement/ support the study, and a student carries out such a project on his own choice with an advisory support by a faculty member. It is considered as a special course involving application of knowledge in solving/ analyzing/ exploring a real life situation/ difficult problem.

The Department/ Institution has to offer the project work in Semester – VI or otherwise student can opt the optional paper offered by the Department, which carry 4 credits.

The Institution/ College has to create Research and Innovation Cell and appoint a Nodal Officer or Coordinator to facilitate the Project Work and also to monitor the progress.

8. Credits under Non-CGPA (NSS/NCC/Sports/Extra Curricular and Summer Internship)

a) System / Policy for Co and Extra Curricular Activities:

Non-CGPA credits can be awarded for students who enrolled for Co and Extra Curricular Activities / General Interest and Hobby Courses / Internships/ Sports/ NCC/ NSS/ Vocational courses/ related courses offered by the University/ institution. At least 2 credits each will be given in a year for the each of the activities in one or combination over a period of three years. A student is expected to complete a minimum of 6 Non-CGPA credits to fulfil the requirements of Holistic Development.

b) Summer Internship:

Internship is a devised to train the students for expanding career opportunities and addressing community needs. Any Field work / Internships of 60 Hours duration to be treated as equivalent to One Credit for Award of Non-CGPA (under co or extra-curricular) requirements. The summer internship of 6 weeks for all streams at UG level after 1st year or 2nd year and will be awarded 2 Credits. However, student may also adopt the UGC specified 'Swachh Bharat Summer Internship' Program during 1st May to 31st July at the end of 1st Year or 2nd Year of UG Program.

Further, with regard to Evaluation as per UGC Framework, the Award of Grades, Grade letter, Grade Points, Credits, Credit Points, SGPA and CGPA be followed in the University as per the table given in the CBCS guidelines in the UGC Frame Work. The Award of Grades will be implemented to the students of 1st year UG Programs who are admitted during the academic year 2021-22.

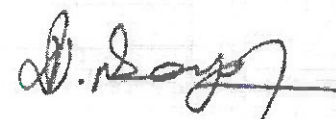

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Award of Grades:

Existing Framework			As per UGC Framework			
Range of % of marks	Grade letter	Grade point	Range of % of marks	Inference	Letter Grade	Grade point
≥85 to 100	O	10	≥90 to 100	Outstanding	O	10
≥70 to <85	A	9	≥75 to <90	Excellent	A+	9
≥60 to <70	B	8	≥60 to <75	Very Good	A	8
≥55 to <60	C	7	≥55 to <60	Good	B+	7
≥50 to <55	D	6	≥50 to <55	Above Average	B	6
≥40 to <50	E	5	≥45 to <50	Average	C	5
<40	F	0	≥40 to <45	Pass	D	4
Absent	Ab	-	<40	Fail (Re-Appeal)	F(RA)	0
				Absent (Not Appeared)	Ab (NA)	0
Not eligible for end semester examination				In-Complete	IC	0

This is for your information and for taking further necessary action.

Yours sincerely,



REGISTRAR

Copy to:

1. The Dean, Faculty of _____ OU
2. The Head, Dept. of _____ OU
3. The Chairperson, BOS in _____ OU
4. The Director, Directorate of Academic Audit, OU
5. The Dean Students Affairs, OU
6. The Director, Infrastructure, OU
7. The Controller of Examinations, OU
8. The Addl.COE (UG/Confidential), OU
9. The Secretary to the Vice Chancellor, OU
10. The PA to the Registrar/ OSD, OU.


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