



ਮਹਾਰਾਜਾ ਰਣਜੀਤ ਸਿੰਘ ਪੰਜਾਬ ਤਕਨੀਕੀ ਯੂਨੀਵਰਸਿਟੀ, ਬਠਿੰਡਾ

ਡੱਬਵਾਲੀ ਰੋਡ, ਬਠਿੰਡਾ - 151001

Maharaja Ranjit Singh Punjab Technical University

DABWALI ROAD, BATHINDA-151001

[A State University Estb. by Govt. of Punjab Act No. 5(2015) u/s 2(f) & Approved u/s 12B of UGC Act, 1956]

ਐਸੋ. ਡੀਨ (ਅਕਾਦਮਿਕ ਮਾਮਲੇ)

Associate Dean (Academic Affairs)

Ref. No.: DAA/MRSPTU/Notifications/ 257

Date: 23-07-2026

NOTIFICATION

(Through E-mail only)

Subject: Introduction and Assessment Scheme for the Course "General Proficiency" for students admitted under UG programmes from Batch 2026 onwards for AICTE/UA-AICTE programmes offered at the University Main Campus, GZSCCET, PITs, PSAEC Patiala, and all affiliated colleges.

Consequent upon the approval of the competent authority vide diary no. VC/459 dated 20.07.2026, to promoting the holistic development of students and recognizing their overall participation, conduct, and contribution towards academic as well as co-curricular activities, the University has decided to introduce a course titled "**General Proficiency**" for students admitted under **UG programmes** in AICTE / UA-AICTE programmes from **Batch 2026 onwards**.

The recommendations of the Committee constituted for framing a uniform assessment and evaluation scheme were considered in its meeting held on **12 June 2026**, and the following decisions were approved for implementation:

1. Course Structure

1. The course "**General Proficiency**" shall carry **One (01) Credit** in every even semester and shall be **mandatory** for all eligible students admitted under AICTE/ UA-AICTE programmes from Batch 2026 onwards.
2. For all the other programmes not governed by AICTE, the inclusion of this course may be considered by the respective Board of Studies (BoS) in accordance with applicable academic regulations.
3. The course shall be evaluated **entirely through internal assessment** carrying **100 marks**. There shall be **no external examination**.

2. Assessment Scheme

The internal assessment of 100 marks shall be distributed as follows:

Component	Marks
General Behaviour, Discipline and Conduct	20
Participation in University/College Level Sports, Cultural, NSS and NCC Activities	40
Participation in Department-Level Co-curricular and Extra-curricular Activities	40
Total	100

3. General Behaviour (20 Marks)

The assessment of General Behaviour shall be carried out at the department level based on the student's discipline, conduct, punctuality, professional ethics, and overall behaviour during the academic year.

4. Sports, Cultural, NSS and NCC Activities (40 Marks)

1. Forty (40) marks shall be awarded for participation and achievements in Sports, Cultural, NSS and NCC activities organized at the College or University level.
2. The evaluation criteria have been prepared by the respective Coordinators/Director concerned, considering factors such as:

- Participation in events;
 - Positions/awards achieved;
 - Responsibilities undertaken during organization of events;
 - Overall contribution and involvement.
3. Participation certificates, appreciation certificates, awards, and other supporting documents shall be considered as documentary evidence.

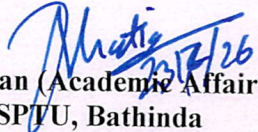
5. Department-Level Co-curricular and Extra-curricular Activities (40 Marks)

1. Forty (40) marks shall be awarded based on participation in departmental activities, including but not limited to:
 - Technical, literary and cultural events;
 - Field visits and industrial tours;
 - Expert lectures;
 - Seminars, workshops and conferences;
 - Mock interviews and placement drives;
 - Departmental competitions and similar academic enrichment activities.
2. The department shall maintain proper records of student participation.

6. Assessment Procedure

1. A standardized **Evaluator Handbook** developed by the Committee for evaluating student participation and achievements is attached herewith (**Annexure –I**).
2. At the end of each **Even Semester**, every student shall submit the duly filled Assessment Proforma along with supporting documents for College/University-level activities to the concerned department (**Annexure –II**).
3. Documentary evidence for department-level activities shall be maintained by the concerned Class In-charge/Batch Advisor.
4. The Class In-charge/Batch Advisor or any faculty member nominated by the Head of the Department shall compile the marks for submission.

All Heads/Principal/Directors of Main Campus/Constituents/PITs/PSAEC/Affiliated Colleges of MRSPTU, Bathinda are requested to take necessary action for effective implementation of the above assessment scheme from the Academic Session **2026-27** onwards.


 Associate Dean (Academic Affairs)
 MRSPTU, Bathinda

Copy to:

1. PA to Vice Chancellor, MRSPTU, Bathinda for information to the Hon'ble Vice Chancellor, please
2. Registrar, MRSPTU, Bathinda
3. CoE, MRSPTU, Bathinda
4. Prof. I/C (Finance), MRSPTU, Bathinda
5. Prof. I/C, ITES, MRSPTU, Bathinda for uploading on University website.
6. Heads/Principal/Directors of Main Campus/Constituents/PITs/PSAEC/Affiliated Colleges of MRSPTU, Bathinda
7. All concerned.

EVALUATOR HANDBOOK

Evaluation Guidelines for General Proficiency Subject

(For Undergraduate Programmes)

Academic Year 2026-2027



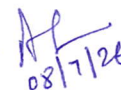
**MAHARAJA RANJIT SINGH PUNJAB TECHNICAL
UNIVERSITY BATHINDA – 151001**

[A state University estab. by Govt. of Punjab Act No. 5 (2015) u/s 2(f) & approved u/s 12B of UGC act, 1956]

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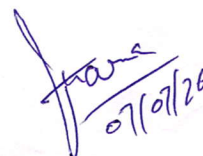
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INTRODUCTION

The holistic development of students is a fundamental objective of higher education. In addition to academic excellence, graduates are expected to possess leadership qualities, communication skills, ethical values, social responsibility, teamwork, and professional competence. To promote these attributes, the Maharaja Ranjit Singh Punjab Technical University (MRSPTU) has adopted the 'General Proficiency' evaluation framework, aligned with the objectives of the AICTE Activity Point Programme.

The General Proficiency assessment recognizes and encourages student participation in a wide range of co-curricular and extracurricular activities, including Sports, Cultural, NSS, NCC, and Departmental activities. These activities provide valuable opportunities for students to develop interpersonal skills, organizational abilities, civic responsibility, creativity, and professional ethics, thereby complementing their academic learning.

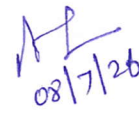
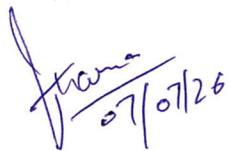
This handbook has been prepared to establish a transparent, fair, and uniform evaluation process across all departments and affiliated institutions of the University. It serves as a reference document for Mentors, Faculty Members, Departmental Coordinators, Sports Officers, NSS Programme Officers, NCC Officers, and Evaluation Committees responsible for assessing General Proficiency.

The evaluation process outlined in this handbook emphasizes evidence-based assessment. Marks shall be awarded only after verification of authentic documentary proof and in accordance with the approved evaluation criteria. Evaluators are expected to exercise impartiality, consistency, and academic integrity while assessing student achievements.

The objectives of this handbook are to:

- Provide standardized guidelines for the evaluation of General Proficiency.
- Ensure uniformity and transparency in the assessment process across all departments and institutions.
- Define the roles and responsibilities of evaluators and verification authorities.
- Establish clear criteria for awarding marks under various activity categories.
- Encourage active student participation in activities that contribute to their overall personality development and professional growth.

The General Proficiency score shall be calculated in accordance with the University-approved marking scheme and shall reflect a student's overall contribution beyond the classroom. Through this initiative, MRSPTU aims to nurture well-rounded graduates equipped with the knowledge, skills, values, and leadership qualities required to excel in their professional careers and contribute meaningfully to society.

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Instructions:

- Fill information of each activity and calculate marks as instructed in marks criterion.
- Fill information only for the current Academic year.
- Without proofs marks shall not be attributed.

SECTION A (CONDUCT AND GENERAL BEHAVIOUR)**(Marks 20)**

Note: Marks to be awarded to all students except against whom any disciplinary action is taken. Mentor to verify same.

SECTION B (SPORTS ACTIVITIES)

Table 1: Evaluation criteria for performance in Sports Activities for the course of 'General Proficiency': Maximum Marks: 40

Sports Activities	Participation (Yes/No/NA)	Member of Committees/Club (Yes/No/NA)
Nature/Level of Activity	Performance	Maximum Marks per activity
International/ National	Gold	40
	Silver	38
	Bronze	36
	Participation	32
All India Inter-University Competition	Gold	38
	Silver	36
	Bronze	34
	Participation	30
Zonal Inter-University Competition	Gold	36
	Silver	34
	Bronze	32
	Participation	28
State Level Competition /MRSPTU Inter-college	Gold	34
	Silver	32
	Bronze	30
	Participation	26
District Level Competition (Open)	Gold	32
	Silver	30
	Bronze	28
University Level Intra - mural/Inter - batch/Annual Athletic Meet and other Competitions	Gold	28
	Silver	26
	Bronze	24
Contribution in sports events as organizing committee	Coordinator	10
	Co-Coordinator	8
	Member	6

Note: Sports Achievements shall be considered only for sports versions included in AIU Sports Calendar.

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SECTION C (CULTURAL ACTIVITIES)

Table 2: Evaluation criteria for participation in Technical/Cultural/Literary/Fine Arts Activities for the course of 'General Proficiency': Maximum Marks: 40

Cultural activities	Participation (Yes/No/NA)	Member of Committees/Club (Yes/No/NA)	Both (Yes/No/NA)
Nature of Activity	Level of Activity	Position/Participation	Maximum Marks per Activity
Technical/Literary/ Cultural/Fine Arts etc. Note: Cultural Activities include activities related to Dance, Music and Theatre etc.	(National Level/ North Zone)	Position Ist/2 nd /3 rd /4 th /5 th	40
		Participation	35
	(State Level/ Inter university)	Position Ist/2 nd /3 rd /4 th	35
		Participation	25
	(Inter College Level / Youth Festival)	Position Ist / 2 nd	30
		Position 3 rd	25
		Participation	20
	(University /College Annual Festival)	Position Ist/2 nd	20
		Position 3 rd	15
		Participation	10
Any special activity Technical/Literary/ Cultural/Fine Arts etc.	(at other university / college / district / city / club / NGO etc.)	Position Ist/2 nd	15
		Participation	10
Organizing Team	(University /College Annual Festival)	President/ Vice President	30
		Member	20
Committees	(University /College Annual Festival)	Convener/ Co-convener	15
		Member	10
Cultural Clubs of University		Coordinator/ Co- coordinator	20
		Member	15

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SECTION D (NSS ACTIVITIES)

Table 3: Evaluation criteria for participation in NSS Activities for the course of 'General Proficiency':
Maximum Marks: 40

NSS Member	(Yes/No/NA)		
Nature of Activity	Type of Activities	Position/Participation	Max. Marks per Activity
National Level	Republic Day Parade (RD) Camps, Pre RD Camp, National Integration Camp (NIC) World Youth Parliament Youth Exchange Programs, Conferences, North East Youth Fest etc.	Participation in National Level Republic Day Parade Camp	40 Marks
		Participation in Pre RD Camps	10 Marks
		Positions in National Integration Camp (NIC), World Youth Parliament, North East Youth Fest Youth Exchange Programs etc.	30 Marks
		Participation in National Integration Camp (NIC), World Youth Parliament, North East Youth Fest Youth Exchange Programs, NSS Conferences etc	15 Marks
Social internships and society connect outreach (for 7 days or more)	Special Seven Day Camp, Teaching underprivileged children, Adult literacy programs, Digital literacy campaigns, Mental health awareness programs, Nutrition and hygiene education, Community health surveys, Career guidance for school students etc.	Per Week Camp/ Social internships attended	25 marks
State level Activities	Tracking hiking camp, Leadership Programs, Youth parliament etc.	Participation in state level events	25 Marks
Experiential Learning	Experiential Learning Programs (ELP)		25 Marks
Day Camps	One student one tree, Jal Shakti Abhiyan, Swachh Bharat Abhiyan, Community Service, National/international day celebration, Awareness Rallies, Seminar, Drug Awareness Programs, Awareness Rally, Seminars	Participation in Pre RD Camps	5 Marks
		Position Held in NSS Competitions	10 Marks
		Convenor/ Co-convenor in NSS Events	07 Marks
Blood Donation			10 Marks
NSS membership			5 marks
Marks per achievement on recommendation of College NSS Coordinator, MRSPTU, Bathinda.			20 Marks

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SECTION E (NCC ACTIVITIES)

Table 4: Evaluation criteria for participation in NCC Activities for the course of 'General Proficiency':
Maximum Marks: 40

NCC Member: (Yes/No/NA)			
Sr. No.	Participation and Achievements		Max. Marks
	Highest Achievement only out of followings:		
1.	National Level Republic Day Parade Camp	National Level Republic Day Parade Camp	40
2.	CATC camp (NIC, VSC, NSC, Rock climbing and Trekking) Senior Under officer (SUO) Under officer (UO)	CATC camp: SUO / UO: Sgt: Other Ranks	30 30 / 25 15 10
3.	Sergeant ☐ Other Ranks ☐ Best Cadet National Level ☐ Best Cadet State Level ☐ Best Cadet Group Level ☐ C – Certificate ☐ B – Certificate	Best Cadet: National Level: State Level: Group Level: C– Certificate: Alpha/Bravo B– Certificate: Alpha / Bravo	35 30 25 20/10 10/05
4.	Monthly SS CD activities Mention Major Achievement:	SS CD Activities: 15 marks per achievement in NCC on recommendation of College NCC In charge	1 mark per Activity

SECTION F (DEPARTMENTAL ACTIVITIES)

Table 5: Evaluation criteria for participation in Department Level Activities for the course of 'General Proficiency': Maximum Marks: 40

Nature of Activity	Level of Activity	Position / Participation	Marks per Activity
Co-curricular and extra-curricular activities	Attending expert lectures, seminars, workshops, field visits, industrial tours, mock interviews, company placement interviews, attending athletic meet etc.	Participation	
Department level Techno-Literary functions	Technical Club activities, Literary events, Poster presentations etc.	Convener / Co-convener / Member Position / or Participation only	
Department level cultural functions	Department Club activities, Freshers' and Farewell party functions, International day celebrations etc.	Convener / Co-convener / Member Position / or Participation only	
Department level committee members	Department club member, Class representative, Department placement committee (DPC)		
Any extra course (other than the syllabus scheme)	Done through MOOCS / SWAYAM portal		

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Startup Initiative /Project Development/ Research Publications			
Professional Societies/ Bodies/ Chapters/ Clubs Membership			
Any other Activities Not mentioned above			
NOTE: The department level 40 marks will be distributed by the BoC of the department at the end of each academic year by allocating the marks to each event by taking into account the number and type of activities held for each batch during that academic year.			

TOTAL MARKS :

Activity Type	Section A Conduct and Behaviour	Section B Sports Activities	Section C Cultural Activities	Section D NSS Activities	Section E NCC Activities	Section F Departmental Activities	Total Marks Out of
Max. Marks	(20)	(40)	(40)	(40)	(40)	(40)	(100)
Marks Obtained							
Total Marks	A + Max. of (B, C, D, E) + F						

S.K. Bath
07-07-2026
1. Dr. S.K. Bath
(Campus Director)

Amit Bhatia
25/7/26
2. Dr. Amit Bhatia
(ADAA)

Bhupinderpal Singh Dhot
16/7/26
3. Dr. Bhupinderpal Singh Dhot
(Director Sports & Youth welfare)

f A S
08/07/26
4. cultural coordinator
MRSPTU

Abhilasha
7/7/26
5. Dr. Abhilasha
(NSS Coordinator)

Virek
6. Er. Virek
NCC coordinator

Shaema
07/07/26
7. Dr. Jagdeep Shaema, Assistant Dean Academic Affairs

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GENERAL PROFICIENCY – STUDENT PERFORMA

Course (Academic Year.....)

Name: Univ. Roll No.:

Branch: Semester: Section: Date _____

Section A: Conduct and Behaviour

UMC: Yes / No Misconduct: Yes / No Any Other: _____

Section B : Sports Activities

Activity	Level	Position/Participation	Proof Attached

Section C : Cultural Activities

Activity	Level	Position/Participation	Proof Attached

Section D: NSS Activities

Activity	Level	Position/Participation	Proof Attached

Section E: NCC Activities

Activity	Level	Position/Participation	Proof Attached

Section F: Departmental Activities

Activity	Level	Position/Participation	Proof Attached

Student Signature: _____

.....(To be filled by mentor).....

Activity Type	Section A Conduct and Behaviour	Section B Sports Activities	Section C Cultural Activities	Section D NSS Activities	Section E NCC Activities	Section F Departmental Activities	Total Marks
Max. Marks	(20)	(40)	(40)	(40)	(40)	(40)	(100)
Marks Obtained							
Total Marks	A + Max. of (B, C, D, E) + F						

Verification by Mentor/ Class incharge / Academic incharge / Head: _____