

**STANDARD OPERATING PROCEDURE FOR EVALUATION OF
TEXTILE DESIGN (SEMESTER BASED) 01 YEAR COURSE**

Following procedure will be followed for the evaluation of 01 year Textile Design Course (semester based).

Registration of Students

Admitted students will be registered with Punjab Board of Technical Education Lahore as per registration schedule.

Attendance of Student

A candidate must have completed 80% attendance of prescribed lectures in order to be eligible to appear in the examination. However, the Principal may condone up to 10% shortage of attendance on the basis of genuine grounds produced before him / her for his /her satisfaction.

Testing of students:

- i- The prerequisite of the qualification for admission will be as determined in the scheme of studies of the course.
- ii- Three number of consecutive chances will be given to the candidate in semester one and two respectively.
- iii- There will be two numbers of exams in a year.
- iv- In order to pass the theory component, a student must obtained at least 40% marks in the component.
- v- In order to pass practical component, a student must obtained 50% marks in sessional and final part of the component separately.
- vi- In order to pass a course it will be necessary to pass in theory and practical components of that course separately.
- vii- 60% marks will be assigned to the final practical whereas 40% marks will be assigned for sessional part.

Grace Marks

1% marks will be calculated including theory components and practical parts (excluding sessional parts) of the courses.

Grading System

The successful candidate will be placed under the following categories:

Sr. No.	Marks	Grade
1	80% and above	A+
2	70% and above but below 80%	A
3	60% and above but below 70%	B
4	50% and above but below 60%	C
5	40% and above but below 50%	D

CONTROLLER OF EXAMINATIONS

Copy to:

- 1- PS to Chairperson, PBTE, Lahore.
- 2- The GM Academics, TEVTA, Lahore.
- 3- The GM Operations, TEVTA, Lahore.
- 4- PA to Secretary, PBTE, Lahore.
- 5- PA to Controller of Examinations, PBTE, Lahore.
- 6- The Principals concerned.
- 7- Deputy Controller of Examinations (Conduct), PBTE, Lahore.
- 8- Deputy Controller of Examinations (Secrecy), PBTE, Lahore.
- 9- In Charge Computer Section, PBTE, Lahore.
- 10- Chief Secrecy Officer, PBTE, Lahore.
- 11- Assistant Controller of Examinations (Vocational), PBTE, Lahore.
- 12- Assistant Controller of Examinations (Conduct), PBTE, Lahore.
- 13- Assistant Controller of Examinations (Secrecy), PBTE, Lahore.
- 14- Assistant Controller of Examinations (P&P-I), PBTE, Lahore.
- 15- Assistant Controller of Examinations (P&P- II), PBTE, Lahore.
- 16- Assistant Secretary (Recognition), PBTE, Lahore.
- 17- Assistant Secretary (Certificate), PBTE, Lahore.
- 18- Assistant Secretary (Registration), PBTE, Lahore.
- 19- Assistant Secretary (Record & Verification), PBTE, Lahore.
- ✓ 20- Web Administrator, PBTE Lahore to upload on Board Website.