

EXAMINATION AND ASSESSMENT/ SCHEME OF EXAMINATION FOR FYUG / U.G. (DEGREE) COURSES UNDER NEP 2020

Continuous and Comprehensive Assessment (CCA): Continuous and Comprehensive Assessment (CCA) shall be done by the college continuously and comprehensively for all students throughout the semester. Paper-wise assessment under CCA shall be done for all papers **except AEC**.

Unit Tests and Class Attendance shall be the 2 (two) different components under CCA and marks to be awarded as per **APPENDIX –C**.

A student who failed to secure minimum pass marks(40%) in CCA of a paper shall **NOT** be allowed to appear in the concerned paper in the End Semester Examination (ESE). However, such a student may appear in the subsequent similar semester (odd/even) as an “Arrear Paper” with the condition that:

- i) s/he will appear in the UNIT TESTS of the concerned paper along with the regular students and secure minimum pass marks **and**
- ii). s/he will appear with such number of “Arrear Papers” in similar ESE (odd/even) and
- iii) s/he shall **NOT** be eligible for determining the Merit Positions / Ranking / Gold Medalist.

The Principal of the college with recommendation of the Heads of the Departments shall announce the names of all students who failed to pass CCA of a paper well before the scheduled date of submission of examination form of the concerned semester.

College shall maintain a register recording the marks secured by students under CCA.

Mark sheets of CCA along with attendance of each semester shall be uploaded to the University portal by colleges during the stipulated times notified by the University without fail.

End Semester Examination(ESE):

There shall a total of 8 (eight) End Semester Examinations (ESEs) – one each for Semesters I, II, III, IV, V , VI, VII and VIII during FYUG programme of study. All these 8 (eight) ESEs shall be conducted by the University as per the Schedule/ Programme published for each odd and even semesters.

Evaluation of 3 and 4 credit courses shall be out of 100 marks and that for 2 credit course shall be out of 50 marks.

Duration of Examination (ESE) for each theory paper shall be of 3 (three) hours for 70 marks and 2(two) hours for 50 marks. For Practical Courses, it shall be as per prescribed syllabus.

For full mark 100, evaluation method shall be of 70 marks for End Semester Examination and 30 marks for Internal Examination except SEC/VAC. Marks for Internal test shall again be divided to 20 for written test and 10 for attendance.

Pass Marks is kept at 40% of allotted full marks in each CCA/ESE(theory)/ practical course.

In lieu of MIL, Alternative English may be opted by a student.

Assam University shall apply **Absolute Grading System (AGS)** to assess learners’ performance for the FYUG programme of study. Details of Grading System that to be followed by the University shall be as per **APPENDIX –G**.

2 ARREAR PAPER(S):

A paper of any course will be treated as “Arrear Paper” when a student “failed to pass (F)”/ “remained absent (Ab)” in that paper of any End Semester Examination (ESE), and in the Grade Card such an Arrear Paper will be shown as “Yet to Pass: PaperCode.” However, a student **with any** “Arrear Papers” of all the previous semesters (First, Second, Third, Fourth, Fifth and Sixth semesters) shall **NOT** be allowed to promote in the **7th semester(4th year)**.

Marks scored in CCA for which the student appears as an Arrear Paper shall be carried over for declaring the result of concerned Arrear Paper, except in the case of students who were not allowed to appear due to poor attendance or unsuccessful in securing minimum pass marks under CCA.

A student with an Arrear Paper in any semester shall **NOT** be eligible for determining the Merit Positions / Ranking / Gold Medalist.

3 RE-CHECK/SCRUTINY:

Re-checking /scrutiny of answer scripts of theory papers of any ESE may be allowed maximum 3 papers in each semester by the University irrespective of grade obtained.

In re-checking/scrutiny of marks, only posting and totaling of marks shall be checked.

Interested students may apply for re- checking/scrutiny of answer-scripts of any ESE in the prescribed format along with original copy of the Grade Card and requisite fees within 15 (fifteen) days from the date of publication of results of the concerned ESE to the COE through the Principal of College subject to notify by the competent authority.

4 RE-EVALUATION:

Re-evaluation of answer scripts of theory papers only of any ESE may be allowed by the University only on the condition that the re-evaluated result shall be accepted by the student provided student has to secure 14 marks(failed by (50% & Less) of pass mark) and above out of 70 and 10 marks (failed by (50% & Less) of pass mark) and above out of 50 in the concerned subject(s). Reevaluated mark shall be final. A new Grade Card containing re-evaluated grades cancelling the earlier one shall be issued by the University.

Interested students may apply for re-evaluation of answer-scripts of any ESE in the prescribed format along with requisite fees and original copy of the Grade Card within 15 (fifteen) days from the date of publication of results of the concerned ESE to the COE through the Principal of College subject to notify by the competent authority.

5. BETTERMENT EXAMINATION:

A student who have passed all the prescribed papers successfully shall be allowed to appear in Betterment Examination in any 1 (one)theory paper from each semester (odd/even) secured Grade 4.00 and above af ter duly passed the course within the duration of programme i . e. within 7 years from the date of admi ssion into the programme.

As this provision is allowed to improve the result, so, the student will be awarded better Grade secured by the student in the betterment examinations.

No student shall be allowed to appear in Betterment Examination who have migrated from Assam University.

Interested students may apply for Betterment Examination in the prescribed format along with requisite fees and original copy of the Grade Card within 15 (fifteen) days from the date of publication of Final results to the COE through the Principal of College subject to notify by the competent authority.

. Whatsoever the overall performance (CGPA) of a student, he/she shall **NOT** be eligible for determining the Merit Positions/ Ranking/ Gold Medalist, if the student appears in any paper under Betterment Examination.

6. UNFAIR-MEANS IN EXAMINATIONS:

Rules/ Regulations/ Guidelines to be adopted under FYUG programme of study to curb unfair Instead of MarksSheets as per the existing Rules of issuance of Marks Sheets after the declaration of

means in the examination shall follow the Rules and Regulations of Assam University for the same and shall be applied accordingly.

7. GRADE CARDS/ DEGREE CERTIFICATES:

Henceforth, under FYUG, the University shall issue printed GRADE CARDS the result of each End Semester Examination (ESE) to each candidate, who have applied for the concerned ESE— except “RA” and “expelled” candidates.

GRADE CARD will display the course details, calculated value of Credit Points, along with SGPA of each semester and CGPA earned based on overall six semesters.

The University shall issue as per the existing Rules the printed Degree Certificate for FYUG programme of study only to those registered students of the University who have successfully completed the Three Years Bachelor’s Degree & Four Years Bachelor’s Degree programme of studies.

The University may issue the Official Transcript containing Credit Points, SGPA, CGPA scored by candidates only to those students who have successfully completed the Three Years Bachelor’s Degree& Four Years Bachelor’s Degree programme of study under the University and have applied for same in the prescribed form along with requisite fees. Procedure to obtain the Official Transcript shall be governed by the Rules/Regulations/Guidelines of Assam University for issuance of the same.

8. MERIT POSITIONS / RANKING / GOLD MEDALLIST:

Determining Merit Positions/Ranking/Gold Medalist shall be done after completion of Four Year Bachelor’s Degree with HONOURS & HONOURS WITH RESEARCH follow the Rules/Regulations/ Guidelines of Assam University for the same and shall be awarded as per following Rules:

- a. the concerned student should have obtained FIRST Class mark securing the highest marks in the Course(FYUG).
- b. the concerned student should have completed 4 years bachelor’s degree within 4 years from the date of admission in the course of study.
- c. the latest status of the marks obtained shall be considered on the date of publication of result of final semester within the stipulated period of study mentioned in ii) above.
- d. Re-Evaluated marks shall be considered for award of rank within 4 years from the date of admission in FYUG.
- e. In case of lateral entry from other academic Universities, SGPA earned from the other University and Assam University put together shall be considered for award of rank provided s/he has to fulfill all the above points. If there is any anomaly due to less or more credits earned including credits earned from other university in FYUG programmes, a committee may be constituted for normalization of CGPA earned by the lateral entry student(s).

The following category of students shall **NOT** be included in the list of candidates for the Award of Merit Positions/ Ranking/ Gold Medalist—

- i. students who have appeared in any Arrear Paper or
- ii. Students passed with grace marks in any paper
- iii. students who have passed the FYUG with “RA”in any ESE or;
- iii) students who have been EXPELLED in any ESE

9. COURSE-WISE DISTRIBUTION OF LTP/ FULL MARKS/ PASS MARKS:

Course-wise distribution of Lectures/Tutorials/Practicals for each semester, Full Marks/ Pass

Marks and Duration of End Semester Examination (ESE) for each course shall be as per APPENDIX –A.

10. UNITIZATION OF PAPERS:

There shall be 5 (five) Units in each paper of theory courses. Each Unit shall carry equal weightage for teaching/ evaluation. Unit-wise distribution of marks and types of questions for theory paper of End Semester Examination (ESE) shall be as per **APPENDIX – B.**

11. COURSE NUMBERS:

Assam University shall adopt the alphanumeric-code for the Course Number of a Course under FYUG programme.

12. PAPER CODES:

Assam University shall follow the Paper Codes as per **APPENDIX – E** to indicate different **PAPERS** to be taught in different semesters under FYUG programme of study.

13. EVALUATION OF DISSERTATION/ PROJECTWORK:

a. Guidelines to Dissertation/ Project Work:

A Dissertation/ Project Work is an optional course and may be opted in lieu of a DSE Course in the 8th semester and its evaluation shall be done in the 8th End Semester Examination (ESE). Publication / Presentation of papers out of Research Project / Dissertation carried out in VIII semester is not mandatory. However, the project shall have to be presented before Departmental Research Committee and in presence of an external examiner during end semester examination. Total marks for the project shall be 300 of which 90 shall be internal and 210 is for end semester examination. Out of 90 marks as internal, in case of Dissertation / Project, there shall be three progress reviews and each review shall be of 30 marks. Marks obtained by student in each of the review shall be notified immediately. Review of progress shall be done by concerned supervisor in presence of Departmental Research Committee.

Students shall undertake the project work related to the concerned subject only under the guidance of teacher(s) as supervisor from the department. A teacher can guide more than one group, if necessary. Dissertation/ Project Work can be experimental, theoretical or both. No two groups in the same institution be permitted to do same problem.

After the completion of Dissertation/ Project Work but before “Report Writing”, an abstract/ a synopsis of Dissertation/ Project Work shall have to be submitted to the Supervisor for his/ her recommendation to write the Report.

The Dissertation/ Project Work is a group activity; maximum number of students being limited to 5 (five). However, each student shall prepare and submit the Abstract/ Synopsis and Report separately and, each student must present the Report before the Examiners at the ESE during evaluation. Report may be written as per the format shown in APPENDIX– F.

b. Assessment of Dissertation/ Project Work:

Report of Dissertation/ Project Work be submitted during the 8th End Semester Examination (ESE) and presentation of the same be done in front of both Internal and External Practical Examiners. Both the examiners shall assess the report and award marks. Full Marks and Pass Marks for Dissertation/ Project Work shall be 300 and 120 respectively. Marks be awarded on the basis of the following items:

Assessment of Dissertation/ Project Work)

Evaluator	Maximum marks under the items
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Internal Exam: (max. marks = 90)	1. 1 st Review of progress (max. marks = 30);
	2. 2 nd Review of progress(max. marks =30);
	3. 3 rd Reviewof progress(max. marks =30).
End Semester Exam: (max. marks = 210)	1. Contents of the Report(max. marks =110);
	2. Presentation of the Report (max.marks =50);
	3. <i>Viva-voce</i> on the Work and Report (max.marks =50).

14. PUBLICATION OF SYLLABI:

The University shall publish in the form of book/ books the SYLLABI of all Courses along with approved Course Structures.

15. TRANSITORY PROVISION:

Notwithstanding anything contained in these Regulations, the Vice- Chancellor, Assam University shall have the power to provide by order any number of Administrative Orders/ Circulars/ Notifications for the smooth and successful implementation of the FYUG in the Under Graduate level of education in the Affiliated Colleges under Assam University.

16. AMENDMENTS:

The University shall have authority from time to time to make, issue, amend, and rescind such rules, sub-rules prescribed under the Clauses provided in this Regulation as it may deem necessary or appropriate.

17. DOUBTS AND DISPUTES:

If any doubt/ dispute arises as to the interpretation, intention or application of any of the provisions of these Regulations or any matter not covered by these Regulations, the decision of the Executive Council of Assam University on that event shall be final and binding.

APPENDIX – A

Course-wise Distribution of L – T – P, FM, PM & duration of ESE

L-T-P ≡ Lecture – Tutorial –Practical

CCA ≡ Continuous and Comprehensive Assessment(*InternalAssessment*)

ESE ≡ End Semester Examination

FM ≡ Full Marks (*perpaper*)

PM ≡ Pass Marks (*perpaper*)

Courses with only Theory paper									
Duration of ESE (THEORY): 3 (three) hours									
Paper type	CREDIT (per paper)	L – T – P (per week)	L – T – P (per semester)	CCA		ESE		TOTAL	
				FM	PM	FM	PM	FM	PM
Theory	3	03- 00 – 00	75 – 15 – 00	30	12	70	28	100	40
	4	04- 00 – 00	75 – 15 – 00	30	12	70	28	100	40
	2	02- 00 – 00	50 – 00 – 00	00	00	50	20	50	20

Courses with Practical papers only									
Duration of ESE (THEORY): 3 hrs/As per syllabus									
Paper type	CREDIT (per paper)	L – T – P (per week)	L – T – P (per semester)	CCA		ESE		TOTAL	
				FM	PM	FM	PM	FM	PM
Practical	<u>3</u>	03 – 00 – 00	45 – 00 – 00	30	12	70	28	100	40
	<u>4</u>	04 – 00 – 00	60 – 00 – 00	30	12	70	28	100	40

*** For each practical course, marks for attendance be awarded in End Semester Practical Examination in the following items along with practical experiments etc.:**

Practical Experiments etc.: max. marks =75;

Attendance: max. marks =10;

(awarding marks for attendance shall be as per **APPENDIX - C**)

Regularity in maintenance of Laboratory Note Book: max. marks = 5 and

max. marks =10

Ability Enhancement Course (AEC)					
Duration of ESE (THEORY): 2 (two) hours					
English Communication / Hindi Communication / MIL Communication / Business Communication / Environmental Studies					
Paper type	CREDIT (per paper)	L – T – P (per week)	L – T – P (per semester)	ESE	
				FM	PM
Theory	<u>2</u>	02 – 00 – 00	50 – 00 – 00	50	20

APPENDIX – B

Types of Questions, Full Marks & Duration for **THEORY PAPER** of End Semester Examinations of BA B.Sc, B.Com, BCA and BBA, Honours and Honours with Research here shall be **5 (five) units** of equal weightage of each theory paper.

Question types / number of questions / marks per question

Full marks

DSC , DSM WITH ONLY THEORY PAPERS

ESE : Full Marks : 70; Pass Marks: 28; Duration : 3 hours

1. **STA: To answer 2 questions out of 3 from each unit@ 2 marks per question**
(3 questions per Unit x 5 units = 15 questions
2 questions x 5 Units x 2 marks each = 20 marks)
2. **Broad Type/Essay Type Answer** with “either or” option:
[like “either (a) Or (b)”, “either (a) & (b) Or (c) & (d)” etc.] 70
To answer 1 question out of 2 from each Unit@10 marks per question
(1 questions x 5 units x 10 marks each = 50 marks)

DSC. DSM WITH ONLY PRACTICAL PAPERS

1. Experiment AS PER CONCERNED SYLLABUS
2. Viva – 10 marks
3. Record Book – 5 marks
4. Internal Exam – 30 marks (20 + 10-Attendance)

AEC. IDC. VAC. EVS WITH ONLY THEORY PAPERS

ESE : Full Marks : 70; Pass Marks: 28; Duration : 3 hours

1. **VSTA : To answer 4 questions out of 5 from each unit@ 1 marks per question:**
(5 questions per Unit x 5 units= 25 questions
4 questions x 5 Units x 1 mark each = 20 marks)
2. **STA : To answer 1 questions out of 2 from each unit@ 2 marks per question**
(2 questions per Unit x 5 units = 10 questions
1 question x 5 Units x 2 marks each = 10 marks)
3. **Broad Type/Essay Type Answer** with “either or” option:
[like “either (a) Or (b)”, “either (a) & (b) Or (c) & (d)” etc.] 70
To answer 1 question out of 2 from each Unit@ 8 marks per question
(1 questions x 5 units x 8 marks each = 40 marks)

VAC. SEC THEORY PAPERS

Courses with both Theory and Practical papers

ESE : Full Marks : 50; Pass Marks: 20; Duration : 2 hours

1. **VSTA : To answer 3 questions out of 4 from each unit@ 1 marks per question:**
(4 questions per Unit x 5 units= 20 questions
3 questions x 5 Units x 1 mark each = 15 marks)
2. **STA : To answer 1 questions out of 2 from each unit@ 2 marks per question**
(2 questions per Unit x 5 units = 10 questions
1 question x 5 Units x 2 marks each = 10 marks)
3. **Broad Type/Essay Type Answer** with “either or” option:
[like “either (a) Or (b)”, “either (a) & (b) Or (c) & (d)” etc.] 50
To answer 1 question out of 2 from each Unit@ 5 marks per question
(1 questions x 5 units x 5 marks each = 25 marks)

APPENDIX – C

Different components and distribution of marks for Continuous and Comprehensive Assessment (CCA)

APX.C.1. Full Marks & Pass Marks for CCA (Unit Test +Attendance)

APX.C.1.1. Courses **with only Theory paper:**

Full Marks = (Unit Test: 20 + Attendance: 10) = **30** (thirty);

Pass Marks = **12** (twelve)

APX.C.1.2. **SEC Courses with both Theory & Practical papers(Science Stream):** 50 marks(Theory) + 30 marks(End sem Practical/Project/Field work) + 20 marks(Internal Test@16 + attendance @6)

Full Marks = (Unit Test: 14 + Attendance: 06) = **20** (twenty);

Pass Marks = **08** (eight)

APX.C.1.4. **SEC Courses with both Theory & Practical papers(for Arts and Commerce Stream):** 50 marks(Theory) + 20 marks(End sem Practical/Project/Field work) + 30 marks(Internal Test@ 20 attendance @ 10)

Full Marks = (Unit Test: 20 + Attendance: 10) = **30** (twenty);

Pass Marks = **12**(twelve)

APX.C.2. UNITTEST:

APX.C.2.1. Maximum marks:

Courses with only Theory paper = **20** (twenty);

Courses with both Theory & Practical papers = **14** (fourteen)

SEC(Science) with both Theory & Practical papers = **14** (fourteen)

SEC(Arts & Commerce) with only both Theory = **20** (twenty)

APX.C.2.2. There shall be **two Unit Tests** per semester for each and every **theory paperexcluding Ability Enhancement Course (AEC)and** dates of such tests shall be notified by the concerned Principals/HoDs. The highest mark scored by a student out of two Unit Tests shall be awarded to the student as the marks under Unit Test ofCCA.

APX.C.2.3. There shall be **NO** Unit Test for practical paper— however, for each practical paper, marks for attendance be awarded in End Semester Practical Examination as per the list mentioned below (C.iii).

APX.C.2.4. Unit Test may preferably be conducted during non-allotted classes, so that, total number of allotted classes (Lecture/ Tutorial/ Practical) are not curtailed. Setting of question paper and evaluation of answer scripts of Unit Test shall be done by the teachers of the concerned department of college. Marks obtained by the students be announced within one week of the Unit Test. Ifdemanded, answer scripts of Unit Test be shown tostudents.

APX.C.2.5. Marks scored in Unit Test for which the student appears as an “Arrear Paper” shall be carried over for declaring the result of concerned “Arrear Paper”—**if the student**

secure Pass marks in the Unit Test else he/ she shall have to appear in Unit Test/s in the concerned paper along with the regular students.

APX.C.2.6. Mark sheets of CCA of each semester shall be despatched to the University by colleges during the period of End Semester Theory Examination for the concerned semester in the prescribed format and, in the most confidential manner before the completion of that End Semester Examination (ESE).

APX.C.3. CLASS ATTENDANCE:

APX.C.3.1. Class Attendance shall be calculated on the basis of actual number of classes held during each semester in each course/ paper. Number of decimal be rounded off to next higher number (e.g., 74.01% be rounded off to 75%)

APX.C.3.2. Marks once awarded by the concerned department for CCA shall be the final and binding to all concerned.

APX.C.3.3. A student with less than 75% of attendance on average of all the papers of the concerned semester shall **NOT** be allowed to appear in that End Semester Examination (ESE). However, such a student may appear in the subsequent similar ESE (odd/even) in all the papers and, marks to be awarded under CCA for each paper shall be the marks previously secured by the student in the concerned paper.

Note: Marks under CCA shall be carried forward as per above rule only if the student secure Pass marks in the Unit Test/s else he/ she shall have to appear in Unit Test/s in the concerned paper along with the regular students in the concerned semester.

APX.C.3.4. Distribution of marks for **Class Attendance:**

<u>Courses with only Theory paper</u>	
(max. marks = 10)	
Attendance 90% & above	: 10 marks
Attendance 80 % to below 90%	: 08 marks
Attendance 75 % to below 80%	: 06 marks
Attendance below 75%	: 00 marks
<u>Courses with both Theory & Practical papers</u>	
Theory paper (max. marks = 6)	
Attendance 90% & above	: 06 marks
Attendance 80 % to below 90%	: 05 marks
Attendance 75 % to below 80%	: 04 marks
Attendance below 75%	: 00 marks
<u>Courses with both Theory & Practical papers (Arts &</u>	

<u>Commerce</u>	
Practical paper (max. marks = 10)	
Attendance 90%&above	: 10marks
Attendance 80 % tobelow 90%	: 08marks
Attendance 75 % tobelow 80%	: 06marks
Attendancebelow 75%	: 00marks
* For each practical course, marks for attendance be awarded in End Semester Practical Examination.	

APPENDIX – E

Paper Codes

Paper Code is 10-digit alpha-numeric code to represent a paper of course/subject.

Course Code			Course Type			Level	Odd/Even	Paper	T/P
1	2	3	4	5	6	7	8	9	10
First three letters			4 th , 5 th & 6 th letters			7 th digit	8 th digits	9 th digits	last letter

First 3 (three) letters(CAPITAL) of the code may be called the **Course Code**, which shall represent the course/ subject. Course Codes are shown below:

Next 3 (three) letters(CAPITAL)to represent the **course type**as shown below:

DSC represents Discipline Specific Core,

DSMrepresents Discipline Specific Minor

IDCrepresentsInterDisciplinary Courses,

SEC represents Skill Enhancement Courses

AEC to represent Ability Enhancement Courses (Language)

VAC represents Common Value Added Courses

Next 1 (one) digitto represent the level:

Next 2 (two) digit to represent the odd or even semester

Next 3(three) to represent number of paper noeg**01** for 1stpaper, **02** for 2ndpaper, **03** for 3rdpaper, **04** for 4thpaper & soon.

Next 4 (Four) letterto represent theory or practical semester

101, 151, 201, 251, 301, 351, 401, 451 indicate levels of difficulty in the Courses in a particular Subject.

Last1(one) letter of the code to represent the type of the paper (Theory/Practical/Dissertation): **T** for theory, **P**for practical and **D** for Dissertation.

C O U R S E		C O D E S	
Bengali	BNG	History	HST
Economics	ECO	Hmar	HMA
Education	EDC	Manipuri	MAN
English	ENG	Mathematics	MTM

Environmental Studies	EVS	Mizo	MZO
COMMERCE	COM	Nepali	NEP
BBA	BBA	Persian	PER
BCA	BCA	Philosophy	PHP
BVoc	BVC	Physics	PHY
Hindi	HND	Political Science	PLS

APPENDIX – F

Format of Report Writing under Dissertation/Project Work

A Dissertation/ Project Work is an optional course and may be opted in lieu of a DSC Course in the 8th semester. Under such course, each student shall prepare and submit a Report of the work, and the Report shall be as per the format mentioned below:

- Titlepage.
 - Table of Contents.
 - Bonafide CERTIFICATE (*Format prescribed below*)- with signatures of Supervisor & Head of the Department (HOD).
 - DECLARATION (*Format prescribed below*) by student-to declare that the Work has been done by the student (individually/ as a member of a group) and the Report has been written by him/her.
 - Acknowledgements.
 - Symbols, Abbreviations, Acronyms, Nomenclature, Notation Table and List of Figure Captions- if necessary.
 - Abstract/Synopsis:
 - Chapter I : Introduction
 - Chapter II : Review of literature
 - Chapter III : Scope of the research problem
 - Chapter IV : Materials and methods
 - Chapter V : Results and discussion
 - Chapter VI : Conclusion and suggestions (*if any*)
 - Chapter VII : Bibliography.
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