

# MVJ COLLEGE OF ENGINEERING, BENGALURU

(An Autonomous Institute affiliated to Visvesvaraya Technological University, Belagavi, Approved by AICTE, Recognised by UGC under 2(f) and 12(B), Accredited by NBA & NAAC)

## RULES AND REGULATIONS GOVERNING

### THE DEGREE OF BACHELOR OF ENGINEERING (B.E.)

(Registration, Attendance, Examinations, Evaluation and Award of Grades)

Effective from the academic year 2019 – 20

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1		<p><b>Short title and Commencement:</b> These Rules and Regulations may be called as “<b>MVJCE Rules and Regulations</b>” <b>Governing B.E. Programmes</b> for Implementation of academic autonomy. It will be in effect from the date of notification from UGC and VTU.</p>
2		<p><b>Definitions of Key Words</b> The following are the definitions/descriptions that have been followed for the different terms used in the Regulations of B.E. Programmes:</p> <ul style="list-style-type: none"> <li><b>a. Affiliating University:</b> Visvesvaraya Technological University (VTU), Belagavi.</li> <li><b>b. Academic Autonomy:</b> means freedom granted by the Affiliating University to the college in all aspects conducting of its academic programmes for promoting academic excellence.</li> <li><b>c. Autonomous College:</b> means a college notified as an autonomous college by the affiliating University as per its statutes i.e. VTU statutes on Autonomous Colleges (Amended) 2015 and further amended from time to time as per UGC regulations and guidelines.</li> <li><b>d. Statutes:</b> means VTU statutes on Autonomous Colleges (Amended) 2015 and further amended from time to time.</li> <li><b>e. Commission:</b> means University Grants Commission (UGC).</li> <li><b>f. Council:</b> means All India Council for Technical Education (AICTE).</li> <li><b>g. Course Instructor:</b> Teaching staff of the college appointed based on the norms laid down by the Affiliating University/Council.</li> <li><b>h. Proctor:</b> Faculty member of the college appointed as per the norms.</li> <li><b>i. Programme:</b> refers to a in a particular stream/ branch of Engineering/branch of specialization leading to award of Degree. It comprises events/activities, comprising of lectures/ tutorials/ laboratory work/field work, outreach activities/ project work/ vocational training/viva/seminars/Internship/ assignments/presentations/self-study etc., or a combination of some of these.</li> <li><b>j. Branch:</b> Means Specialization or discipline of B.E. Degree Programme, such as Civil Engineering, Mechanical Engineering, etc.</li> <li><b>k. Academic Year:</b> Means two main consecutive semesters (odd followed by an even) and a Supplementary (Summer) semester constitute one academic year.</li> <li><b>l. Semester:</b> The B.E. Degree Programme is of four academic years comprising of eight Semesters in case of students admitted to I year/ I semester of the B.E. programme and three academic years comprising of six Semesters in case of students admitted to II year/ III semester of the B.E. programme (Admission through Lateral entry scheme), with the year being divided into two main Semesters, Odd and Even of 19 to 20 weeks (with working days greater than or equal to 90) and a Supplementary (Summer) semester of 8 weeks. The odd semester may be scheduled from August, whereas even semester may be scheduled from January and Supplementary (Summer) semester starting from May/June of the year.</li> <li><b>m. Course:</b> Usually referred as ‘paper’ or ‘subject’ and is a component of a programme. All courses need not carry the same weightage. The courses should define learning objectives and learning outcomes. A course may be designed to comprise lectures/ tutorials/ laboratory work/ field work/ outreach activities/project work/ vocational training/viva/seminars/term papers/assignments/ presentations/ self-study etc., or a combination of some of these.</li> <li><b>n. Credit:</b> Refers to a unit by which the course work is measured. It also determines the number of hours of instructions required per week.</li> <li><b>o. Audit Courses (Non-Credit Course)/Mandatory Courses:</b> Means Knowledge/ Skill enhancing courses without the benefit of a grade or credit for a course.</li> <li><b>p. Choice Based Credit System (CBCS):</b> Refers to customizing the course work for a student, through the prescribed courses (i.e., Core, Elective and soft skill courses).</li> <li><b>q. Course Registration:</b> Refers to formal registration for the courses in each Semester (Credits) by every student under the supervision of a Proctor (also called as Faculty Advisor, Mentor, Counselor etc.,) at the Institution.</li> </ul>

- r. Course Evaluation:** Continuous Internal Evaluation (CIE) and Semester End Examinations (SEE) to constitute the major evaluation components prescribed for each Course, with only those students satisfying a minimum standard in CIE are being permitted to appear in SEE of the Course. CIE and SEE to carry equal weightage of 50:50 respectively, to enable each Course to be evaluated for 100 marks, irrespective of its Credits.
- s. Continuous Internal Evaluation (CIE):** Refers to evaluation of student's achievement in the learning process. CIE shall be conducted by the Course Instructor and include mid-term/weekly/fortnightly class tests, homework, problem solving, group discussion, quiz, mini-project, activities & seminar throughout the Semester, with weightage for the different components being fixed. CIE through tests called the 'Internal Assessment Tests'.
- t. Semester end examinations (SEE):** Refers to examination conducted at the college level at par with University level examination covering the entire Course Syllabus.
- u. Credit Based System (CBS):** Refers to quantification of course work, after a student completes teaching – learning process, followed by qualifying in both CIE and SEE. Under the CBS, the requirement for awarding a degree is prescribed in terms of total number of credits to be earned by the students.
- v. Credit Representation:** Refers to Credit Values for different academic activities considered, as per the Table.2. Credits for seminar, project phases, project viva-voce and internship shall be as specified in the Scheme of Teaching and Examination.

**Table 2: Credit Values**

Theory/Lectures (L) (hours/week/Semester)	Tutorials (T) (hours/week/Semester)	Laboratory/Practical (P) (hours/week/Semester)	Credits Sharing (L: T: P)	Total Credits
4	0	0	4:0:0	4
3	0	0	3:0:0	3
2	2	0	2:1:0	3
2	0	2	2:0:1	3
2	2	2	2:1:1	4
0	0	6	0:0:3	3

**NOTE:** Activities like, practical training, study tour and participation in Guest lecture shall not to carry Credits.

- w. Letter Grade:** It is an index of the performance of students in a said course. Grades are denoted by letters S, A, B, C, D, E and F.
- x. Grading:** Is done using Letter Grades such as: S(Outstanding), A(Excellent), B (Very Good), C(Good), D(Above Average), E(Average) and F(Fail), as qualitative measure of achievement in each Course, based on the percentage of marks secured in (CIE plus SEE) of the Course and conversion to Grade effected using Absolute Grading.
- y. Grade Point (GP):** Refers to a numerical weightage allotted to each letter grade on a 10-point scale as under

.Letter Grade and corresponding Grade Points on a typical 10 – Point scale							
Letter Grade	S	A	B	C	D	E	F
Grade Point	10	09	08	07	06	04	00

- z. Passing Standards:** Refers to passing a Course only when getting GP greater than or equal to 04
- aa. Credit Point:** Is the product of grade point (GP) and number of credits for a course i.e.,  
**Credit points (CrP) = GP × Credits for the course.**
- bb.Semester Grade Point Average (SGPA):** Refers to a measure of academic performance of student/s in a semester. It is the ratio of total credit points secured by a student in various courses of a semester and the total course credits taken during that semester.
- cc. Cumulative Grade Point Average (CGPA):** Is a measure of overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points earned by a student in various courses in all semesters and the sum of the total credits of all courses in all the semesters.
- dd.Transcript or Grade Card:** Refers to a certificate showing the grades earned by a student. A grade certificate

		shall be issued to all the registered students after every semester. The grade certificate will display the programme details (Course code, title, number of credits, grades secured) along with SGPA of that semester and CGPA earned till that semester.															
3		<p><b>Preamble</b></p> <p>MVJ College of Engineering (MVJCE), Bengaluru is an autonomous institute affiliated to Visvesvaraya Technological University, Belagavi and is one of the reputed institutes in the state of Karnataka and rated as one among the top institutes in the state by various rating agencies. Academic autonomy has provided a great opportunity for the institute to design/frame the curriculum that meets the global requirements, adopting teaching-learning process that brings out innovation, creativity latent, enhances rational, logical and objective thinking ability of students.</p> <p>The main advantage of academic autonomy is continuous learning and evaluation. Academic autonomy facilitates a shift over from examination centric to student learning centric. To bring this into reality is through understanding rules and regulations governing the academic programmes.</p> <p>Academic autonomy aids to emerge as a leading technological institute in the country with gain in confidence, gratitude and respect of all its stake holders especially students, alumni, parents and the society at large.</p>															
4		<p><b>Program Duration and Total Credits</b></p> <p>The duration of various programmes and Number of Credits to be earned for award of degree is given in the Table 4.1.</p> <p style="text-align: center;"><b>Table 4.1: Programme Details</b></p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Sl. No.</th> <th>Programmes</th> <th>Duration</th> <th>Total No. of Credits for the award of Degree</th> <th>Maximum duration for obtaining degree</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>B.E.</td> <td>4 Years (eight semesters)</td> <td>175</td> <td>8 Years</td> </tr> <tr> <td>2.</td> <td>B.E. (Lateral Entry)</td> <td>3 Years (six semesters)</td> <td>135</td> <td>6 Years</td> </tr> </tbody> </table> <p>a) <b>Students admitted to 1<sup>st</sup> year B.E. programme</b></p> <ol style="list-style-type: none"> <li>i. Students admitted to 1<sup>st</sup> year B.E. shall complete the programme within a period of eight academic years from the date of first admission, failing which student has to discontinue the Course.</li> <li>ii. Student who has not obtained eligibility to 3<sup>rd</sup> semester even after three academic years from the date of admission to 1<sup>st</sup> semester shall discontinue the programme or get readmitted to 1<sup>st</sup> year of the programme</li> <li>iii. Student who gets admitted to 3<sup>rd</sup> semester in three or less than three years shall complete the programme with or without break within eight academic years from the date of admission to 1<sup>st</sup> year, failing to which shall discontinue the programme or seek fresh admission following the prevailing admission procedure at that time.</li> </ol> <p>b) <b>Students admitted II Year B.E. under lateral entry</b></p> <ol style="list-style-type: none"> <li>i. Students admitted II Year B.E. under lateral entry scheme shall complete the Programme within a period of six academic years from the date of first admission, failing which student has to discontinue the programme.</li> <li>ii. A student who has not obtained the eligibility to 5<sup>th</sup> semester even after two academic years from the date of admission shall discontinue the Programme or get readmitted to 3<sup>rd</sup> semester of the programme</li> <li>iii. Student who gets admitted to 5<sup>th</sup> semester in two or less than two years shall complete the programme with or without break within six academic years from the date of admission to 1<sup>st</sup> year, failing to which shall discontinue the programme or seek fresh admission following the prevailing admission procedure at that time.</li> </ol>	Sl. No.	Programmes	Duration	Total No. of Credits for the award of Degree	Maximum duration for obtaining degree	1.	B.E.	4 Years (eight semesters)	175	8 Years	2.	B.E. (Lateral Entry)	3 Years (six semesters)	135	6 Years
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5		<b>Eligibility for Admission (As per the Government/University orders issued from time to time)</b>															
	5.1	<p><b>For Regular students</b></p> <ol style="list-style-type: none"> <li>i. Admission to I year/ I semester Bachelor Degree in Engineering/ shall be open to the students who have passed the II PUC/ XII Standard/ Equivalent Examination with English as one of the Languages and obtained a Minimum of 45% of Marks in aggregate in Physics and Mathematics along with Chemistry / Bio-Technology / Biology / Electronics / Computer Science.</li> </ol>															

		<p>ii. In case of SC/ST, Category -1 and OBC (2A, 2B, 3A and 3B) category students from Karnataka (Karnataka candidates only) the minimum marks for eligibility shall be 40 %.</p> <p>iii. With regard to the qualification earned from foreign countries, Equivalence certificate from the Association of Indian Universities and Eligibility Certificate from Affiliating University is Mandatory for admission to B.E. programme. In case of any dispute about the equivalence in qualification earned from foreign countries, the decision of the Affiliating University's Equivalence committee shall be the final in establishing the eligibility of the student.</p>
5.2		<p><b>For Lateral Entry students</b></p> <p>i. Admission to II year/ III semester Bachelor Degree in Engineering/ Technology (Lateral Entry) shall be open to the Diploma holders and B.Sc. graduates.</p> <p>ii. Must have passed Diploma or equivalent examination as recognized by University and secured not less than forty-five percentage (45%) marks in the final year examination (fifth and sixth semesters) in the appropriate branch of engineering. In case of SC/ST and OBC students from Karnataka the minimum marks for eligibility shall be forty percent (40%).</p> <p>iii. Those candidates who have completed Diploma from other than Karnataka state shall provide the Equivalence/ Eligibility Certificate from the Director of Technical Education, Karnataka.</p> <p><b>B.Sc. Graduates</b></p> <p>iv. Must have passed B.Sc. degree from a recognized University under the UGC or equivalent qualification as recognized by University and secured not less than forty-five percentage (45%) marks in aggregate (considering the marks of all six semesters). In case of SC/ST and OBC students from Karnataka (Karnataka candidates) the minimum marks for eligibility shall be forty percent (40%). Candidates must have studied Mathematics as subject of study at XII Standard.</p> <p>Those students, who have passed a qualifying examination other than the PUC II examination of the Pre-University Education Board of Karnataka, have to obtain eligibility certificate for seeking admission to B.E. Degree Programme from Visvesvaraya Technological University, Belagavi.</p>
6		<p><b>Academic Administration</b></p> <p>Academic administration is monitored by the following academic committees / officers of the institute:</p> <ul style="list-style-type: none"> <li>- Governing Council (GC)</li> <li>- Academic Council (AC)</li> <li>- Institute Academic Affairs Committee (IAAC)</li> <li>- Departmental Academic Affairs Committee (DAAC)</li> <li>- Joint Board of Studies (JBoS)</li> <li>- Board of Studies (BoS)</li> <li>- Board of Examiners (BoE)</li> <li>- Programme Accreditation Committee (PAC)</li> <li>- Malpractice Enquiry Committee (MEC)</li> <li>- Grievance Redressal Cell (GRC)</li> <li>- Internal Quality Assurance Cell (IQAC)</li> <li>- Disciplinary Committee (DC)</li> <li>- Student Counseling Cell (SCC)</li> <li>- Departmental Project Evaluation Committee (DPEC)</li> <li>- Departmental Seminar Evaluation Committee (DSEC)</li> <li>- Interdisciplinary Project Evaluation Committee (IPEC)</li> <li>- Controller of Examination (CoE)</li> <li>- Dean of Academic Affairs (DAA)</li> <li>- Dean Student Welfare (DSW)</li> </ul>

6.1		<b>Governing Council (GC):</b> Responsible for overall general and academic administration of the Institute.
6.2		<b>Academic Council (AC):</b> Responsible for overall academic regulations, curricula, scheme of syllabi, evaluation and approval of results.
6.3		<p><b>Institute Academic Affairs Committee (IAAC):</b> Responsible for implementation of all academic decisions of AC and monitoring the registration of students, formulation of guidelines for conduct of examination and evaluation and all the issues connected to the academic activity. Responsible for award of 'I' Grade and approving the course to be studied by students having shortage of credits for all award of degree.</p> <p><u>Structure of IAAC</u></p> <p>Chairman : Principal</p> <p>Members : Chairmen of all Boards of Studies</p> <p>: Vice-Principal</p> <p>: Controller of Examination</p> <p>: Registrar</p> <p>: Two senior faculty members appointed by Principal</p> <p>Member Secretary : Dean (Academic)</p>
6.4		<p><b>Departmental Academic Affairs Committee (DAAC):</b> Helps Dean of Academic Affairs and Heads of the Departments in the registration of all departmental courses and preparation of academic timetable. Responsible for constitution of Departmental Project Evaluation Committee (DPEC) for project evaluation and Departmental Seminar Evaluation Committee (DSEC) for the evaluation of student seminars and Industrial training/field training. Responsible for identification of courses to be offered during evening / summer semester, allotment of guides for mini and major projects and recommending a course to be studied by students having shortage of credits for award of degree. Approval of registration to different soft core course of failed students.</p> <p><u>Structure of DAAC</u></p> <p>Chairman : Head of the Department</p> <p>Members : Three senior faculty members appointed by Head of the Department</p> <p>Convener : Faculty member appointed by Head of the Department</p>
6.5		<p><b>Joint Board of Studies (JBoS):</b> Responsible for discussing common academic issues and recommend to academic issues and recommend to academic council for approval.</p> <p><u>Structure of JBoS</u></p> <p>Chairman : Principal</p> <p>Members : Chairmen of all Boards of Studies</p> <p>Invitees : Controller of Examination &amp; Training &amp; Placement Officer</p> <p>Member Secretary : Dean (Academic)</p>
6.6		<p><b>Board of Studies (BoS):</b></p> <p><u>Structure of BoS</u></p> <p>Chairman: Head of the Department</p> <p>Members : All members of DAAC</p> <p>Convener: Convener DAAC</p> <ul style="list-style-type: none"> <li>• Two experts from outside the Institute</li> <li>• One expert from outside the Institute nominated by the Vice-Chancellor from a panel of six recommended by Principal.</li> <li>• One representative from industry/corporate sector/allied area relating to placement to be nominated by the AC.</li> <li>• One post graduate meritorious alumnus to be nominated by Principal as member</li> <li>• Chairman co-opts the following members.</li> </ul> <p>Co-opted: Experts from outside the Institute whenever special courses of studies are to be formulated.</p>

		<ul style="list-style-type: none"> <li>• Other members of the faculty of the same Department.</li> </ul> <p><b>The term of nominated members shall be three years.</b></p> <p>The functions of BoS are to:</p> <ul style="list-style-type: none"> <li>• Prepare the syllabi for various courses keeping in view the objectives of the institute, interest of the stakeholders and State / National/International and societal requirements for the consideration and approval of academic council.</li> <li>• Suggest Head of Department for improving teaching and evaluation techniques</li> <li>• Prepare panel of experts for appointment as examiners</li> <li>• Guide the department with respect to teaching, extension and other academic activities in the departments</li> <li>• Perform any other function assigned by the AC</li> </ul>
6.7		<p><b>Board of Examiners (BoE)</b></p> <p><u>Structure of BoE</u></p> <p>Chairman : Head of the Department</p> <p>Members : Two or three faculty members covering different areas of specialization, recommended by HoD One /Two experts from other institutions.</p> <p>Convener: Faculty member appointed by Head of the Department</p> <p>The functions of BoE are to:</p> <ul style="list-style-type: none"> <li>• Scrutinize the question papers</li> <li>• Forward the panel of examiners for each course to the Controller of Examination</li> <li>• Prepare and approve the detailed scheme of evaluation pertaining to practical courses</li> <li>• Analyze the semester end examination results of all the semesters.</li> </ul>
6.8		<p><b>Programme Accreditation Committee (PAC):</b> Responsible for measuring the attainment of Cos (Course Outcomes), and Pos (Programme Outcomes) of each of the programme offered in the department and presenting the report to IAAC, PAC is constituted separately for each programme.</p> <p><u>Structure of PAC</u></p> <p>Chairman: Head of the Department</p> <p>Members : Two Associate Professors Two or Three Assistant Professors</p> <p>Convener: Faculty member appointed by Head of the Department</p>
6.9		<p><b>Malpractice Enquiry Committee (MEC):</b> To conduct enquiry of the students involved in malpractice and decide the nature of punishment to be awarded depending upon the gravity of the offence.</p> <p><u>Structure of MEC</u></p> <p>Chairman : Principal</p> <p>Members : Dean (Academic) : Vice-Principal : Registrar : Respective Head of Department/s : Legal advisor</p> <p>Member Secretary : Controller of Examinations</p>
6.10		<p><b>Grievance Redressal Cell (GRC):</b> Receives written complaints from the stakeholders regarding any kind of academic grievances. Examines the genuineness of the complaint and suggest remedies. Forward the recommendations to the chairperson of AC for implementation.</p> <p><u>Structure of AGC</u></p> <p>Chairman : Dean (Academic)</p> <p>Members : Vice-Principal</p>

		<p>: Registrar</p> <p>: Two or Three Senior faculty members appointed by Principal</p> <p>Member Secretary : Dean of Student Welfare</p>
6.11		<p><b>Internal Quality Assurance Cell (IQAC):</b></p> <ul style="list-style-type: none"> <li>- Development and application of quality benchmarks.</li> <li>- Parameters for various academic and administrative activities of the institution.</li> <li>- Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process.</li> <li>- Collection and analysis of feedback from all stakeholders on quality-related institutional processes.</li> <li>- Dissemination of information on various quality parameters to all stakeholders.</li> <li>- Organizing inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles.</li> <li>- Documentation of the various programmes/activities leading to quality improvement.</li> <li>- Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices.</li> <li>- Development and maintenance of institutional database through MIS for the purpose of maintaining / enhancing the institutional quality.</li> <li>- Periodical conduct of Academic and Administrative Audit and its follow-up.</li> <li>- Preparation and submission of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC/NBA.</li> </ul> <p><u>Structure of IQAC</u></p> <p>Chairman : Principal</p> <p>Members : Dean (Academic)</p> <p>: Three Senior faculty members appointed by Principal</p> <p>: One member from Management</p> <p>: Few Senior administrative officers</p> <p>: One/ Two Nominees from local Society, Students and Alumni</p> <p>: One/ Two Nominees from Employers /Industrialists/Stakeholders</p> <p>: Registrar</p> <p>Member Secretary :Vice-Principal</p>
6.12		<p><b>Disciplinary Committee (DC):</b> Conduct enquiry pertaining to indiscipline and award suitable punishment.</p> <p><u>Structure of DC</u></p> <p>Chairman : Principal</p> <p>Members : Head of Department/s</p> <p>: Vice-Principal</p> <p>: Registrar</p> <p>: Dean of Student Welfare</p> <p>Invitees : Controller of Examinations</p> <p>Member Secretary: Dean (Academic)</p>
6.13		<p><b>Student Counselling Cell (SCC):</b> “Adolescence is a period when individual is over whelmed by a number of simultaneous developments, to meet this situation proper guidance is needed in this period. The teacher and institute encourage the development of effective maturity by providing the counselling and guidance”. Whereas i feel dropping and withdrawal be advised by course co-ordinators.</p>
6.14		<p><b>Departmental Project Evaluation Committee (DPEC):</b></p> <p><b>Structure of DPEC</b></p> <p>Chairman : Head of the Department</p>



		<p>Members : Two faculty members and guide</p> <p>Convener : Faculty member nominated by Head of the Department</p> <p>The functions of DPEC are to:</p> <ul style="list-style-type: none"> <li>Evaluate project</li> <li>Furnish the details of evaluation to concerned HoD</li> </ul>																												
6.15		<p><b>Departmental Seminar Evaluation Committee (DSEC):</b></p> <p><b>Structure of DPEC</b></p> <p>Chairman : Head of the Department</p> <p>Members : Two faculty members and guide</p> <p>Convener : Faculty member nominated by Head of the Department</p> <p>The functions of DSEC are to:</p> <ul style="list-style-type: none"> <li>Evaluate Technical seminar</li> <li>Furnish the details of evaluation to concerned HoD</li> </ul>																												
6.16		<p><b>Interdisciplinary Project Evaluation Committee (IPEC):</b></p> <p><b>Structure of IPEC</b></p> <p>Chairman: Nominated by IAAC</p> <p>Members : Two faculty members from each department Minimum six faculty nominated by Chairman</p> <p>Convener : Faculty member nominated by the Chairman</p> <p>The functions of IPEC are to:</p> <ul style="list-style-type: none"> <li>Evaluate interdisciplinary projects</li> <li>Furnish the details of evaluation to concerned HoDs</li> </ul>																												
6.17		<p><b>The following officials are also involved in academic administration.</b></p> <p><b>Controller of Examination (CoE):</b> Responsible for preparation of examination manual, all matters pertaining to smooth conduct of examinations, evaluation and grading, publication of results and printing of grade cards, provisional degree certificates and transcripts. Responsible for maintaining all records pertaining to examinations.</p> <p><b>Dean of Academic Affairs (DAA):</b> Responsible for receiving, processing and maintaining all records pertaining to undergraduate program and post graduate programs including curricula, courses offered, academic calendar, records of drop, withdraw, rejection of results and long leave of students. Preparation of first year, OE/HS timetable</p> <p><b>Dean of Student Welfare (DSW):</b> Attend to all student related problems and disciplinary matters.</p>																												
7		<p><b>Academic Year</b></p> <p>The breakup of academic year for regular semesters and supplementary (Summer) semester are given in the Tables 7.1 and 7.2. Details of vacation are given in Table 7.3.</p> <p style="text-align: center;"><b>Table 7.1: Break-up of academic year for regular semesters</b></p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Sl. No.</th> <th>Action Plan</th> <th>Odd Semester</th> <th rowspan="5" style="writing-mode: vertical-rl; transform: rotate(180deg);">Vacation between Odd and Even semesters</th> <th>Even Semester</th> <th rowspan="5" style="writing-mode: vertical-rl; transform: rotate(180deg);">Vacation between Odd and Even semesters</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Registration of courses</td> <td>2 days (before the commencement of the semester)</td> <td>2 days (before the commencement of the semester)</td> </tr> <tr> <td>2</td> <td>Course Work</td> <td>16 weeks</td> <td>16 weeks</td> </tr> <tr> <td>3</td> <td>Examination preparation holidays</td> <td>1 week</td> <td>1 week</td> </tr> <tr> <td>4</td> <td>Semester End Examination</td> <td>2 to 3 weeks</td> <td>2 to 3 weeks</td> </tr> <tr> <td colspan="2" style="text-align: center;"><b>Total</b></td> <td><b>19 to 20 weeks</b></td> <td><b>1 to 2 weeks</b></td> <td><b>19 to 20 weeks</b></td> <td><b>10 weeks</b></td> </tr> </tbody> </table>	Sl. No.	Action Plan	Odd Semester	Vacation between Odd and Even semesters	Even Semester	Vacation between Odd and Even semesters	1	Registration of courses	2 days (before the commencement of the semester)	2 days (before the commencement of the semester)	2	Course Work	16 weeks	16 weeks	3	Examination preparation holidays	1 week	1 week	4	Semester End Examination	2 to 3 weeks	2 to 3 weeks	<b>Total</b>		<b>19 to 20 weeks</b>	<b>1 to 2 weeks</b>	<b>19 to 20 weeks</b>	<b>10 weeks</b>
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**Table 7.2: Break-up of summer semester**

Sl.No.	Action Plan	Summer Semester
1	Registration of courses	1 day (The next working day after the announcement of even semester examination results)
2	Course Work	7 weeks
3	Examination preparation holidays	1 week
4	Semester End Examination	1 week
5	Vacation	1 week
<b>Total</b>		<b>10 weeks</b>

**Table 7.3: Details of vacations**

Between odd and even semester	2 weeks
Between even and odd semester (which includes one week vacation between summer & odd semester)	10 weeks
<b>Total</b>	<b>12 weeks</b>

**8****General Structure of Credit Allocation**

Every course offered carries credits which are specified in the scheme of the study.

Credits allocation : 1 credit for 1 Lecture hour

1 credit for 2 Tutorial hours

1 credit for 2 Lab hours

For example : Engg. Maths-I carries 4.5 credits (4 lecture hrs. + 1 Tutorial hr.)

Engg. Physics carries 4 credits (4 lecture hrs.)

Physics Lab carries 1.5 credits (3 lab hrs.)

All courses carry a maximum of 100 marks.

A typical structure of the courses and credit allocation for Hard-core, Soft-core and Mandatory course (for undergraduate engineering programme) is given in Table 8.1.

**Table 8.1: Categories of courses**

Sl. No.	Course/Course Area	Type of Course	Credit Allocation
1.	Basic Sciences	Hardcore <sup>1</sup>	28
2.	Engineering Sciences	Hardcore <sup>1</sup>	20
3.	Professional Core courses	Hardcore <sup>1</sup>	64
4.	Professional Elective courses	Soft core <sup>2</sup>	20
5.	Open Electives	Soft core <sup>2</sup>	9
6.	Humanities & Social Sciences	Soft core <sup>2</sup>	10
7.	Project work, Seminar and others	Soft core <sup>2</sup>	24
8.	Soft Skills, Environmental Engineering on any other course offered by the respective departments for zero credits	Mandatory <sup>3/4</sup>	--

<sup>1</sup> If a student gets 'F' grade in a hard-core course, he/she should repeat that course in its entirety.

**Further, if a student gets 'F' grade in credit course consecutively five times, he/she has to leave the Engineering program. However, this student can take re-admission to the 1<sup>st</sup> semester afresh.**

<sup>2</sup> If a student fails in a soft-core course he/she can re-register for same course or different course in the same soft-core group with the permission of DAAC and approved by IAAC

<sup>3</sup> **Students have to pass the mandatory courses for the award of the degree.**

<sup>4</sup> Any additional course/s taken by the student over and above the stipulated will not earn any credit.

9		<p><b>Registration</b></p> <p>Students should register, for the courses as per the scheme of study, in each of the semester/s (odd / even) with the respective proctors. The dates for registration are specified in academic calendar of the Institute published before the commencement of academic year. Registration by the students should be completed within the dates specified in the academic calendar. <b>Registration after the last date is not permitted. Students should be present in person to obtain the approval (Form-1) from the proctor for registered courses.</b></p>
9.1		<p><b>Registration procedure</b></p> <ol style="list-style-type: none"> <li>i. On the day of registration, the students have to approach the concerned proctor.</li> <li>ii. Proctor will counsel the students and will advise the students regarding the courses to be registered during the current semester taking into account the performance of the student during the previous semester/s.</li> <li>iii. Students have to register through online mode using their credentials.</li> <li>iv. A print copy of the filled registration form (<b>Form-1</b>) shall be submitted to the Proctor along with fee paid receipt.</li> <li>v. The proctor will enroll the students for the courses as indicated in the registration form.</li> </ol>
9.2		<p><b>Eligibility requirements for Registration to an academic year</b></p> <ol style="list-style-type: none"> <li>i. He/she should not have obtained 'F' grades in credit courses five times consecutively.</li> <li>ii. For the registration to odd semester, <i>the total number of courses Withdrawn (W), Dropped (DP), Not Eligible (NE), Failed (F), Incomplete grade (I) and X grade should not exceed 4.</i></li> <li>iii. CGPA should be <math>\geq 5</math> at end of academic year.</li> <li>iv. Dues of the previous semester to the Institution, Hostel and Library are to be paid.</li> <li>v. Should not have any disciplinary proceeding pending against the candidate.</li> </ol> <p><b>Illustrations:</b></p> <ol style="list-style-type: none"> <li>a) A candidate seeking eligibility to 3<sup>rd</sup> semester should not have W, DP, NE, F, I or X grade in more than four courses of first, second and supplementary semesters taken together excluding mandatory courses.</li> <li>b) A candidate seeking eligibility to 5<sup>th</sup> semester should not have W, DP, NE, F, I or X grade in more than four courses of 1<sup>st</sup> to 4<sup>th</sup> semesters and supplementary semester put together excluding mandatory courses.</li> <li>c) A candidate seeking eligibility to 7<sup>th</sup> semester should have passed in all the courses of 1<sup>st</sup> and 2<sup>nd</sup> semesters and should not have W, DP, NE, F, I or X grade in more than four courses of 3<sup>rd</sup> to 6<sup>th</sup> semesters and supplementary semester put together excluding mandatory courses. <ol style="list-style-type: none"> <li>i. Dues of the previous semesters to the Institution, Hostel and Library are paid.</li> <li>ii. Should not have any disciplinary proceeding pending against the candidate.</li> </ol> </li> </ol>
9.3		<p><b>Registration for odd semester</b></p> <ol style="list-style-type: none"> <li>i. For registration to III, V and VII semesters, students should satisfy eligibility criteria as per the clause 9.2.</li> <li>ii. A student has to register for all the courses offered in the semester.</li> <li>iii. A student has to register for a minimum of 16 and a maximum of 28 credits including re-registered courses, if any.</li> </ol>
9.4		<p><b>Registration for even semester</b></p> <ol style="list-style-type: none"> <li>i. All students are eligible to move from odd semester to even semester during the same academic year.</li> <li>ii. A student has to register for all the courses offered in a semester.</li> <li>iii. A student has to register for a minimum of 16 and a maximum of 28 credits including re-registered courses, if any.</li> </ol>

9.5		<p><b>Registration of courses for ‘DP’, ‘W’, ‘NE’ and ‘F’ grades</b></p> <p>i. Students who have dropped, withdrawn, secured NE / F grade in courses of any semester should repeat those courses in their entirety to secure E or higher grades by re-registering in supplementary (Summer) semester or as and when offered in the regular semesters.</p> <p>ii. If a student has dropped, withdrawn, secured NE / F grade in a Professional Electives / OE / HS course, then student may re-register for the same or different course.</p> <p>iii. If a student gets F grade in project / seminar, he/she has to take up new project / seminar topic.</p>
9.6		<p><b>Registration for supplementary (Summer) semester</b></p> <p>i. Supplementary semester is of eight weeks’ duration and is offered at the end of even semester.</p> <p>ii. Supplementary semester is for students who have failed with F grade during regular semesters, dropped, withdrawn, obtained X grade, I grade, secured NE grade in the courses.</p> <p>iii. The list of courses offered during the supplementary semester will be announced at the end of even semester.</p> <p>iv. Registration by the students should be completed on or before the registration dates specified in the academic calendar.</p> <p>v. Registration after the last date is not permitted.</p> <p>vi. A student is allowed to register for a maximum of four theory courses during the supplementary semester excluding one mandatory course provided that there is no overlap of timings even for one hour.</p> <p>vii. Dropping and withdrawal of courses are not allowed in supplementary semester.</p> <p>viii. Compensatory Test will not be conducted in supplementary semester.</p> <p>ix. X and I grades are not awarded in supplementary semester.</p>
9.7		<p><b>Course prerequisites</b></p> <p>Certain courses need the knowledge of courses offered in the previous semesters, called prerequisites. Each department notifies the courses, which need prerequisites and the candidate shall register for such courses(s) only after he/she completes the prerequisites by securing at least E grade. Students are not permitted to register for the courses having prerequisites in the higher semester, if they had dropped or withdrawn the prerequisite courses in the previous semesters.</p>
9.8		<p><b>Registration for Elective courses (Professional and Open Electives)</b></p> <p>i. List of elective courses offered will be published by the respective department</p> <p>ii. Student shall exercise his/her option in respect of elective course/s and register for the same offered by the department at the beginning of respective semester</p> <p>iii. Elective/s can be offered if the minimum number of students registered shall not be less than ten</p> <p>iv. However, the condition as stated in clause 9.8 (ii) shall not be applicable to the programme having class strength is less than 10. In such cases only one elective shall be offered</p> <p>v. The maximum number of registrations to an elective may be restricted by the concerned department</p> <p>vi. Student may be permitted to opt for change of elective course/s within fifteen days from the date of commencement of the semester.</p>
9.9		<p><b>Range of minimum and maximum credits to be earned in an academic year (inclusive of supplementary semester)</b></p> <p>i. I year <math>\geq 28</math> to <math>\leq 40</math></p> <p>ii. II and III year <math>\geq 32</math> to <math>\leq 56</math></p>
9.10		<p><b>Range of minimum and maximum credits to be registered per semester</b></p> <p>In each semester students have to register for a minimum of 16 and a maximum of 28 credits including re-registered courses, if any.</p>

9.11		<p><b>Lateral entry</b></p> <p>Diploma Holders: Students admitted to Bachelor of Engineering at the III semester level have to register for mandatory non-credit courses “Additional Mathematics-1” in III semester and “Additional Mathematics-2” in V semester respectively for award of degree. These students are exempted from studying a professional Core Course which they have already studied in their Diploma level. Also they have to study Communicative English as Non-credit Mandatory Course.</p> <p>B.Sc. Degree holders: Students admitted to Bachelor of Engineering at the III semester level have to register for mandatory non-credit courses “Engineering Graphics and Elements of Civil Engineering and Mechanics for award of degree.</p>
10		<p><b>Attendance Requirement</b></p> <p>i. A candidate has to obtain a minimum attendance of 85% in each course to appear for the Semester End Examination (SEE). However, such of the students who have attendance between 75% and less than 85% may get condonation of attendance by Principal, only on valid grounds such as hospitalization, participation in university and intercollegiate sports, cultural activities and participation in seminar, workshop and paper presentation with prior permission. Students must submit the request for condonation of attendance in the prescribed format with supporting documents and duly recommended by the Head of the Department at least one week before the commencement of examination, failing which condonation of attendance will not be considered.</p> <p>ii. Students having less than 75% are not eligible for condonation of attendance on any ground.</p> <p>iii. If a candidate fails to satisfy the minimum attendance requirements in any course, NE grade is awarded to that course.</p> <p><b>iv. The basis for the calculation of attendance shall be the period prescribed by the institute in its calendar of events. For I semester B.E. &amp; lateral entry students, the attendance is reckoned from their date of admission. For all other semesters, attendance will be counted from the date of commencement of class as announced in the institute academic calendar.</b></p> <p>v. It is mandatory on the part of the students to regularly check the status of their attendance with the respective faculty.</p>
11		<p><b>Projects</b></p> <p>Projects consist of mini project spread over V &amp; VI semesters and Major project spread over VII &amp; VIII semesters.</p>
11.1		<p><b>A. Mini Project</b></p> <p>The aim is to bring out creativity and innovation in the students preferably in the form of a working model. This project can be taken up by a group of students (normally four members) from the same or different departments. If the project demands, more manpower, then the number of students in the group can be relaxed by the Heads of the concerned departments.</p> <p>i. The project is spread over two semesters (V &amp; VI) and evaluated at the end of each semester.</p> <p>ii. No credit is allocated during V semester.</p> <p>iii. Mini project is evaluated during the VI semester for 100 marks (50% CIE and 50% SEE)</p> <p>iv. DAAC assigns guides for mini projects.</p> <p>Interdisciplinary projects have a guide from each of the participating departments.</p>
11.2		<p><b>B. Major Project</b></p> <p>i. It is spread over VII and VIII semesters and evaluated at the end of each semester for the assignment credits.</p> <p>ii. The project may be based on;</p> <ul style="list-style-type: none"> <li>• Design aspects</li> <li>• Theoretical/Analytical Modelling</li> <li>• Computer Simulation</li> <li>• Developing Working Model</li> </ul>

		<p>iii. The project could be part of the research activity carried out in the department.</p> <p>iv. The literature survey should be one of the components of the project.</p> <p>v. The project can be carried outside the institute in a recognized industry/research lab.</p> <p>vi. Head of the Department and DAAC assign guides for the major project.</p> <ul style="list-style-type: none"> <li>• The project can be taken up by a group of students (normally four members) from the same or different departments.</li> <li>• Interdisciplinary projects have a guide from each of the participating departments.</li> <li>• The students should maintain a project diary consisting of day-to-day work carried out by them with monitoring by the guide on weekly basis.</li> </ul> <p>viii. Project Report completed in all respects and approved by the guide and HoD must be submitted at least one week before the commencement of theory examination of VIII semester. Reports submitted after the last date will not be evaluated in the even semester and I grade will be awarded to major project. The students have to register during supplementary semester or subsequent semester.</p> <p>ix. Plagiarism check has been made mandatory. The project report shall be summarily rejected, if the plagiarized content (similarity index excluding self-written research papers, common definitions) is &gt; 25%. In such cases students have to resubmit the project report with prescribed fee within fortnight from the date of rejection.</p> <p>x. Two chances shall be given for the resubmission. After two chances if the plagiarism level found unacceptable then, students have to repeat the project work entirely by reregistering during subsequent academic year.</p>
	<b>11.3</b>	<p><b>Provision to carry out the project at industry for one complete semester (VIII semester):</b></p> <p>i. Only those students who have earned CGPA 8.4 and above without any backlogs at the end of IV semester are eligible for this benefit.</p> <p>ii. Even those students who satisfy criteria (i) will not be eligible for this benefit in case they have any backlogs at the end of VII semester.</p> <p>iii. These students have to take one additional elective during V, VI and VII semesters.</p> <p>iv. Such of the students who do not meet the criteria (i) and (ii) have to carry out project work along with attending VIII semester classes.</p> <p>To implement this scheme, the system of grouping of professional electives will be dispensed with and all the professional electives come under one group.</p>
	<b>12</b>	<p><b>Seminars</b></p> <p>Students of VII semester have to present a technical seminar on emerging area in the respective discipline.</p>
	<b>13</b>	<p><b>Field training/Industrial Internship</b></p> <p>Students have to undergo this training for a period of 6 weeks (minimum) during the vacation between even and odd semesters of II and III year or III and IV year. Those students who are unable to complete during these periods will have to undergo the industrial training after the VIII semester and the VIII semester Grade Card will be issued only after the successful completion of industrial training by that student.</p>
	<b>14</b>	<p><b>Research Initiative at UG level</b></p> <p>Students who have CGPA of 8.5 and above up to 4<sup>th</sup> semester and would like to pursue research work during 5<sup>th</sup> &amp; 6<sup>th</sup> semesters are required to identify the area of research and the guide. The students have to submit the application to the concerned Head of the Department in the prescribed format (Form-6) available in the department. Students are exempted from studying one Open Elective and one Professional Elective course in 5<sup>th</sup> and 6<sup>th</sup> semesters.</p>
	<b>15</b>	<p><b>Examination and Evaluation</b></p> <p>Evaluation of a student in each course is a continuous process, which is based on:</p> <ul style="list-style-type: none"> <li>- Continuous Internal Evaluation (CIE): 50% of the marks allotted for the course.</li> <li>- Semester End Examination (SEE): 50% of the marks allotted for the course.</li> </ul>

15.1		<b>Pattern of question papers for theory courses</b>														
	15.1.1	<b>Internal Assessment (IA)</b> <ol style="list-style-type: none"> <li>There will be three mandatory tests.</li> <li>Question paper for the IA consists two parts i.e. Part A and part B. Part A will be a compulsory question consists of objective type or short answer type questions of 1 or 2 marks each for a total of 6 marks covering the syllabus during the periods specified.</li> <li>Part B also covers the syllabus during the periods specified consists of two questions of 12 marks each having choices and may contain sub-divisions. Students have to answer two full questions.</li> <li>Duration of tests is 90 minutes</li> </ol>														
	15.1.2	<b>Semester End examination</b> <ol style="list-style-type: none"> <li>Question paper for the SEE consists two parts i.e. Part A and Part B. Part A is compulsory and consists of objective type or short answer type questions of 1 or 2 marks each for total of 20 marks covering the whole syllabus.</li> <li>Part B also covers the entire syllabus consisting of five questions having choices and may contain sub-divisions, each carrying 16 marks. Students have to answer five full questions.</li> <li>One question must be set from each unit.</li> <li>The duration of examination is 3 hours.</li> </ol>														
15.2		<b>Examination and evaluation in theory courses</b>														
	15.2.1	<b>Continuous Internal Evaluation (CIE)</b> CIE is based on quizzes, tests, assignments/seminars and any other form of evaluation. Generally, there will be: <ul style="list-style-type: none"> <li>- 3 quizzes/mini tests (4 marks each)</li> <li>- Three tests during semester (30 marks each), the final IA marks to be awarded will be the average of three tests</li> <li>- Assignments (Two) / Seminars / Mini Project / Case Studies or any other form of evaluation (total 4 marks)</li> <li>- Activities related to courses (4 Marks)</li> </ul> <ol style="list-style-type: none"> <li>First test is conducted at the end of sixth week from the beginning of the semester. The syllabus for this test is the syllabus covered in the first six weeks. The duration will be of 90 minutes.</li> <li>Second test is conducted at the end of tenth week. The syllabus for this examination is the syllabus covered between first test and second test. The duration will be of 90 minutes.</li> <li>Third test is conducted at the end of fifteenth week. The syllabus for this examination is the syllabus covered between second test and third test. The duration will be of 90 minutes.</li> <li>A quiz is a mini test of about 20 minutes' duration. One quiz during the period up to first test, second quiz between first test and second test and third quiz between second test and last working day.</li> </ol> <p>Details of marks distribution for evaluation of hard-core &amp; soft-core courses is shown in Table 15.2.1(a)</p> <p style="text-align: center;"><b>Table 15.2.1 (a)Marks distribution</b></p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="text-align: center;">Details</th> <th style="text-align: center;">Marks</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Average of three Tests of 30 marks each i.e. <math>\frac{\sum (\text{Marks obtained in each test})}{3}</math></td> <td style="text-align: center;">30</td> </tr> <tr> <td style="text-align: center;">Quizzes</td> <td style="text-align: center;">3 x 4 = 12</td> </tr> <tr> <td style="text-align: center;">Activities</td> <td style="text-align: center;">4</td> </tr> <tr> <td style="text-align: center;">Assignments / any other form of evaluation</td> <td style="text-align: center;">4</td> </tr> <tr> <td style="text-align: center;">Semester End Examination</td> <td style="text-align: center;">50</td> </tr> <tr> <td style="text-align: center;"><b>Total</b></td> <td style="text-align: center;"><b>100</b></td> </tr> </tbody> </table> <ol style="list-style-type: none"> <li>It is mandatory for a student to appear for all three tests. If any student who is unable to attend any one or both tests <b>on account of hospitalization only he/she is permitted to attend the compensatory test. He/she should</b></li> </ol>	Details	Marks	Average of three Tests of 30 marks each i.e. $\frac{\sum (\text{Marks obtained in each test})}{3}$	30	Quizzes	3 x 4 = 12	Activities	4	Assignments / any other form of evaluation	4	Semester End Examination	50	<b>Total</b>	<b>100</b>
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Activities	4															
Assignments / any other form of evaluation	4															
Semester End Examination	50															
<b>Total</b>	<b>100</b>															

have maintained a minimum of 85% attendance in that particular subject till the date of compensatory test. A request letter in the prescribed proforma (**Form-2**) has to be submitted by the student to the Head of the Department within one week from the end of respective test which will be forwarded to Dean (Academic). The syllabus for compensatory test includes the syllabus covered from the beginning of the semester up to compensatory test time. The duration of test will be of 90 minutes. The marks secured in the compensatory examination are considered for computation of CIE in place of any one of the three tests in which student was absent. If a student was absent for all three tests, the marks secured in compensatory examination is considered for the I-test and he/she is considered as absent for remaining tests.

- i. Students who have missed quizzes, tests on account of, **participation in co-curricular activities, sports and cultural fests are permitted to take alternative quiz and test.** The original copy of the letter shall be approved by the Principal recommended by Physical Education Director/Cultural Committee Chairman has to be submitted to Dean, Academic Affairs. The faculty in-charge will conduct the quiz/test.
  - ii. Compensatory tests will be conducted during 16<sup>th</sup> week from 3.30 to 5.00 PM on normal working days or weekends.
  - iii. **Compensatory test is not for improvement of marks. Compensatory test will not be given to students involved in malpractice either during tests and / or quizzes.**
- f. Minimum of two assignments are to be submitted, first between I and II test, second between II test and last working day of that semester.
- g. For mandatory courses two tests are conducted and the sum of the two is taken as Continuous Internal Evaluation (CIE) marks. There will be only one compensatory test for 25 marks. Allotment of marks for Mandatory course is shown in Table 15.2.1 (b)

**Table 15.2.1 (b) CIE & SEE marks allotment for mandatory courses**

Details		Marks
First Test	CIE (50)	25
Second Test		25
Semester End Examination	SEE (50)	50
<b>Total</b>		<b>100</b>

- h. To maintain transparency, the students are provided access to the valued Test answer scripts, quiz papers and assignments. It is mandatory for the students to check the quiz/test answer papers after evaluation and affix their signature.
- i. Head of the Department announces the CIE marks in the department notice board prior to the commencement of semester end examination. **Any discrepancy in CIE marks shall be brought to the notice of concerned faculty immediately by the students for redressal before the commencement of SEE.**
- j. *If a student fails to obtain 40% (i.e., 20/50) of total marks allotted for CIE (Hardcore / Soft core courses) then, such a student is awarded NE grade and will not be permitted to take SEE. Such students have to repeat the course in its entirety by re-registering that course when it is offered.*
- k. **Quizzes and Assignment: Questions for quizzes may be objective type, short answer type and numerical problems. Assignments shall be given on complex engineering problems and students have to use problem solving skills.**

**15.2.2 Semester End Examination (SEE)**

- i. Semester End Examination is conducted as per the academic calendar of the Institution. The examination is conducted for 100 marks and is reduced to 50 marks for computation of grades.
- ii. A student has to obtain a minimum of 40% (i.e., 20/50 marks) of the marks allotted to SEE, failing which F or X grade will be awarded for that course. Whereas X grade is awarded to a student who has minimum attendance of 85% and minimum of 90% in CIE.



		<p>iii. SEE answer scripts are evaluated by the internal examiners normally the Course Instructor appointed by the Controller of Examination and normally 20% of the scripts moderated by the external examiners appointed by the Controller of Examination in consultation with respective BoEs.</p> <p>iv. If the difference between the marks awarded by two evaluators is less than 10%, then the average of the marks awarded by the two evaluators is taken for further processing.</p> <p>v. If the difference between the marks awarded by two evaluators is more than 10%, then a third evaluator assesses the answer script. The average marks of the nearest two evaluations are taken for further processing. If one of the three evaluation marks falls exactly midway between the other two, then higher two evaluation marks are taken for averaging.</p>														
<b>15.3</b>		<b>Evaluation of Practical courses</b>														
	<b>15.3.1</b>	<p><b>Continuous Internal Evaluation (CIE)</b></p> <p>i. CIE marks for the practical course is computed by adding the average of the marks secured by the student for conducting each of the experiment plus the marks secured in the test conducted and also the marks secured for the open ended experiments (experiments embedded with theory concepts of the course/s) at the end of the course.</p> <p>ii. Head of the Department announces the CIE marks in the department notice board and submits a copy to Controller of Examination duly signed by the faculty in-charge at the end of the semester.</p> <p>The breakup of CIE marks is given in the Table 15.3.1 9a) and (b)</p> <p style="text-align: center;"><b>Table 15.3.1 (a) Breakup of CIE marks for lab courses without Open Ended Experiments</b></p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td>Regular Lab Work and writing lab records</td> <td>(20 + 15) 35 marks</td> </tr> <tr> <td>Lab test and Viva-voce at the end of the semester</td> <td>(10 + 5) 15 marks</td> </tr> <tr> <td style="text-align: center;"><b>Total</b></td> <td style="text-align: center;"><b>50 marks</b></td> </tr> </table> <p style="text-align: center;"><b>Table 15.3.1 (b) Break up of CIE marks for lab courses with Open Ended Experiments</b></p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td>Regular Lab Work and writing lab records</td> <td>(15 + 10) 25 marks</td> </tr> <tr> <td>Lab test and Viva-voce at the end of the semester</td> <td>(10 + 5) 15 marks</td> </tr> <tr> <td>Evaluation of open ended experiment</td> <td>10 marks</td> </tr> <tr> <td style="text-align: center;"><b>Total</b></td> <td style="text-align: center;"><b>50 marks</b></td> </tr> </table>	Regular Lab Work and writing lab records	(20 + 15) 35 marks	Lab test and Viva-voce at the end of the semester	(10 + 5) 15 marks	<b>Total</b>	<b>50 marks</b>	Regular Lab Work and writing lab records	(15 + 10) 25 marks	Lab test and Viva-voce at the end of the semester	(10 + 5) 15 marks	Evaluation of open ended experiment	10 marks	<b>Total</b>	<b>50 marks</b>
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Evaluation of open ended experiment	10 marks															
<b>Total</b>	<b>50 marks</b>															
	<b>15.3.2</b>	<p><b>Semester End Examination (SEE)</b></p> <p>Semester end practical examination is conducted jointly by one internal examiner and one external examiner. Break up of SEE marks is given in the Table 15.3.2</p> <p style="text-align: center;"><b>Table 15.3.2 Breakup of SEE marks for lab courses</b></p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td>Writing the procedure</td> <td>10 marks</td> </tr> <tr> <td>Conducting lab experiment(s)</td> <td>20 marks</td> </tr> <tr> <td>Analysis of experimental result &amp; presentation</td> <td>10 marks</td> </tr> <tr> <td>Viva-voce related to the experiments</td> <td>10 marks</td> </tr> <tr> <td style="text-align: center;"><b>Total</b></td> <td style="text-align: center;"><b>50 marks</b></td> </tr> </table>	Writing the procedure	10 marks	Conducting lab experiment(s)	20 marks	Analysis of experimental result & presentation	10 marks	Viva-voce related to the experiments	10 marks	<b>Total</b>	<b>50 marks</b>				
Writing the procedure	10 marks															
Conducting lab experiment(s)	20 marks															
Analysis of experimental result & presentation	10 marks															
Viva-voce related to the experiments	10 marks															
<b>Total</b>	<b>50 marks</b>															
<b>15.4</b>		<p><b>Review of Answer Scripts</b></p> <p>Evaluated Answer Scripts are made available to the students for review in presence of parents by registering for the same within the dates prescribed in the academic calendar.</p>														
<b>15.5</b>		<b>Extended (Revaluation)Evaluation</b>														

		<p>The students, who have not satisfied with the evaluation in SEE, can apply for Extended Evaluation on payment of prescribed fee within the stipulated time as notified by the institute.</p> <p>Extended Evaluation is carried out by two external examiners independently (who have not evaluated the answer script earlier). The average of the marks awarded by the external examiners is considered as the final marks in SEE for award of grade.</p>								
15.6		<p><b>Rejection of Results</b></p> <p>i. A student may reject his/her results of all the courses registered in a semester of an academic year <i>if he/she is not satisfied with the result of any semester</i>, subject to the condition that the maximum duration for the completion of the course as mentioned in Table 4.1 is not exceeded. The rejection is permitted only once during the entire program of study</p> <p>ii. Student who desire to reject the SEE results of a semester shall reject the total performance in all courses of semester (including CIE marks) either rejecting or retaining the CIE marks.</p> <p>iii. Student who desire to reject the total SEE performance of an odd/even semester including CIE marks, have to repeat that semester of prevailing scheme by taking readmission during the subsequent academic year/s. However, student is governed by clause 4</p> <p>iv. If the student rejects the SEE permanence of odd semester excluding CIE marks shall be permitted to register the courses of next immediate even semester.</p> <p>v. If the student rejects the SEE permanence of even semester excluding CIE marks shall not be permitted to register the courses of next immediate odd semester as per clause 19. In such cases student shall take admission to the next odd semester of prevailing scheme during the subsequent academic year/s after obtaining eligibility. However, student is governed by clause 4</p> <p>vi. Application for Rejection of results shall be submitted in the prescribed format (<b>Form-5</b>) to respective Head of the department within a week from the date of announce of results. Same shall be approved by the Principal.</p> <p>vii. Rejection of the performance of VII semester project work is not permitted</p> <p>viii. <b>Students who opt for rejection of results shall not be eligible for award of ranks and Honours Degree.</b></p>								
15.7		<p><b>Evaluation of Projects, Seminars, Industrial / Field training &amp; Co-curricular activities</b></p>								
	15.7.1	<p><b>CIE for Mini Project</b></p> <p>The CIE for mini project is spread over V and VI semesters. At the end of V semester student have to submit a report containing details of the work done. The breakup of marks of CIE for mini project is given in table 15.7.1</p>								
		<p style="text-align: center;"><b>Table 15.7.1 Breakup of CIE marks for Mini Project</b></p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td>Evaluation at the end of V semester (DPEC)</td> <td style="text-align: center;">15 marks</td> </tr> <tr> <td>Evaluation at the end of VI semester (DPEC)</td> <td style="text-align: center;">15 marks</td> </tr> <tr> <td>Evaluation by Guide</td> <td style="text-align: center;">20 marks</td> </tr> <tr> <td style="text-align: center;"><b>Total</b></td> <td style="text-align: center;"><b>50 marks</b></td> </tr> </table>	Evaluation at the end of V semester (DPEC)	15 marks	Evaluation at the end of VI semester (DPEC)	15 marks	Evaluation by Guide	20 marks	<b>Total</b>	<b>50 marks</b>
Evaluation at the end of V semester (DPEC)	15 marks									
Evaluation at the end of VI semester (DPEC)	15 marks									
Evaluation by Guide	20 marks									
<b>Total</b>	<b>50 marks</b>									
	15.7.2	<p><b>SEE for Mini Project</b></p> <p>Mini project work will be jointly evaluated by one internal and one external examiner appointed by the Chairman BoE. The breakup of marks is shown in Table 15.7.2</p> <p style="text-align: center;">Table 15.7.2 Breakup of SEE marks for Mini Project</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td>Project Report, Presentation, Demonstration and Quality of work</td> <td style="text-align: center;">30 marks</td> </tr> <tr> <td>Viva-Voce</td> <td style="text-align: center;">20 marks</td> </tr> <tr> <td style="text-align: center;">Total</td> <td style="text-align: center;">50 marks</td> </tr> </table> <p>If a student fails to satisfy the prescribed CIE and SEE, has to be repeated in its entirety by reregistering for the same.</p>	Project Report, Presentation, Demonstration and Quality of work	30 marks	Viva-Voce	20 marks	Total	50 marks		
Project Report, Presentation, Demonstration and Quality of work	30 marks									
Viva-Voce	20 marks									
Total	50 marks									

	15.7.3	<p><b>CIE for Major Project</b></p> <p>At the end of VII semester, for major project, student has to give the seminar covering the literature survey and preliminary requirements/specifications/flow chart/design steps pertaining to the chosen project. Also, the students in the project batch have to submit a report to the respective guide.</p> <p>The breakup of marks for CIE for major project at the end of VII semester is given in Table 15.7.3</p> <p style="text-align: center;"><b>Table 15.7.3 CIE marks break up for major project (during VII semester)</b></p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td>Relevance of the topic</td> <td>10 marks</td> </tr> <tr> <td>Report</td> <td>20 marks</td> </tr> <tr> <td>Evaluation by Guide</td> <td>25 marks</td> </tr> <tr> <td>Presentation</td> <td>30 marks</td> </tr> <tr> <td>Viva-voce</td> <td>15 marks</td> </tr> <tr> <td style="text-align: center;"><b>Total</b></td> <td style="text-align: center;"><b>100 marks</b></td> </tr> </table> <p>CIE for report shall be awarded only on submission of report covering the literature survey and problem definition. Two credits are assigned for the work done during VII semester. <b>However, there is no SEE for major project during VII semester.</b></p>	Relevance of the topic	10 marks	Report	20 marks	Evaluation by Guide	25 marks	Presentation	30 marks	Viva-voce	15 marks	<b>Total</b>	<b>100 marks</b>
Relevance of the topic	10 marks													
Report	20 marks													
Evaluation by Guide	25 marks													
Presentation	30 marks													
Viva-voce	15 marks													
<b>Total</b>	<b>100 marks</b>													
	15.7.4	<p><b>CIE for major project during VIII semester</b></p> <p>Major project is evaluated for 100 marks (50% CIE &amp; 50% for SEE) during VIII semester. The breakup of CIE marks is given in table 15.7.5</p>												
	15.7.5	<p><b>Co-curricular Activities (Max of five marks)</b></p> <p>Weightage of 5 marks is given for co-curricular activities, with an objective of inculcating in students, the culture of preparing and presenting papers, encouraging them to apply the technical knowledge for solving real life problems and motivating them towards self-study.</p> <ul style="list-style-type: none"> <li>• 2 marks for presenting paper in National / International conference by maximum of two authors.</li> <li>• Additional 2 marks for every additional paper presentation but not in the same conference and the paper should not be same.</li> <li>• 2 marks for participation in hobby project exhibition.</li> <li>• Additional 2 marks for participation in hobby project exhibition held at different technical institutions or different project.</li> <li>• 3 marks for obtaining any prize other than first prize.</li> <li>• 4 marks for obtaining first prize.</li> <li>• 5 marks for publication in journals.</li> <li>• 3 marks for every certification obtained from reputed companies like IBM, Microsoft and other organizations approved by the department.</li> <li>• Additional 3 marks for every additional certification.</li> <li>• For paper presentation, a maximum of two authors (first two) is considered and if the paper is from the project work, all the students are considered.</li> <li>• <b>Technical Quiz / Business Quiz / Auto Quiz</b> 2 marks for qualifying in Written Test 3 marks for obtaining any prize other than first prize 4 marks for obtaining first prize</li> <li>• <b>Hardware Debugging / Programming Contest</b> 2 marks for qualifying in Written Test 3 marks for obtaining any prize other than first prize</li> </ul>												

		<p>4 marks for obtaining first prize</p> <ul style="list-style-type: none"> <li>• <b>Robotics/Catia Design Contest/Cyber Eptymology/ Instantiania</b></li> </ul> <p>2 marks for participation</p> <p>3 marks for obtaining any prize other than first prize</p> <p>4 marks for obtaining first prize</p> <ul style="list-style-type: none"> <li>• This weightage is considered for computing CIE for the Project Work at VIII semester. The paper presentation and participation in hobby project exhibition &amp; other activities mentioned above may be in any semester (I to VIII sem).</li> </ul> <p>In View of the proposed weightage for co-curricular activities, following is the modification in the breakup of CIE for major Project.</p> <p style="text-align: center;"><b>Table 15.7.5 CIE marks break up for major project (during VIII semester)</b></p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td>Seminar on project and demonstration</td> <td>20 marks</td> </tr> <tr> <td>Report</td> <td>10 marks</td> </tr> <tr> <td>Evaluation by Guide</td> <td>15 marks</td> </tr> <tr> <td>Co-curricular Activities</td> <td>05 marks</td> </tr> <tr> <td style="text-align: center;"><b>Total</b></td> <td style="text-align: center;"><b>50 marks</b></td> </tr> </table>	Seminar on project and demonstration	20 marks	Report	10 marks	Evaluation by Guide	15 marks	Co-curricular Activities	05 marks	<b>Total</b>	<b>50 marks</b>
Seminar on project and demonstration	20 marks											
Report	10 marks											
Evaluation by Guide	15 marks											
Co-curricular Activities	05 marks											
<b>Total</b>	<b>50 marks</b>											
	<b>15.7.6</b>	<p><b>SEE for the major project</b></p> <p>SEE is conducted by one external examiner and one internal examiner. The breakup of marks is given in Table 15.7.6</p> <p style="text-align: center;"><b>Table 15.7.6 Breakup of SEE marks for major project</b></p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td>Project Report, Presentation, Demonstration and Quality of work</td> <td>30 marks</td> </tr> <tr> <td>Viva-Voce</td> <td>20 marks</td> </tr> <tr> <td style="text-align: center;"><b>Total</b></td> <td style="text-align: center;"><b>50 marks</b></td> </tr> </table> <p>If a student fails to satisfy the prescribed CIE and SEE, has to be repeated in its entirety by reregistering for the same.</p>	Project Report, Presentation, Demonstration and Quality of work	30 marks	Viva-Voce	20 marks	<b>Total</b>	<b>50 marks</b>				
Project Report, Presentation, Demonstration and Quality of work	30 marks											
Viva-Voce	20 marks											
<b>Total</b>	<b>50 marks</b>											
	<b>15.8</b>	<p><b>Evaluation of Seminars</b></p> <p>Students of VII semester have to present a technical seminar on emerging area in the respective discipline. Seminar is evaluated for 100 marks.</p> <p>The breakup of marks for the evaluation of seminar is given in Table 15.8</p> <p style="text-align: center;"><b>Table 15.8 Breakup of Seminar</b></p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td>Relevance of the topic</td> <td>10 marks</td> </tr> <tr> <td>Report</td> <td>20 marks</td> </tr> <tr> <td>Presentation</td> <td>50 marks</td> </tr> <tr> <td>Viva-voce</td> <td>20 marks</td> </tr> <tr> <td style="text-align: center;"><b>Total</b></td> <td style="text-align: center;"><b>100 marks</b></td> </tr> </table> <p><i>Note: There is no CIE and SEE for seminar.</i></p>	Relevance of the topic	10 marks	Report	20 marks	Presentation	50 marks	Viva-voce	20 marks	<b>Total</b>	<b>100 marks</b>
Relevance of the topic	10 marks											
Report	20 marks											
Presentation	50 marks											
Viva-voce	20 marks											
<b>Total</b>	<b>100 marks</b>											

15.9		<p><b>Evaluation of Field training/Industrial Internship</b></p> <p>Evaluation of the Field training/Industrial Internship shall be conducted during VIII semester by internal and external examiners for 100 marks. The external examiner shall be from the Industry where the student carried out the Field training/Industrial Internship. In case of non-availability of external examiner, the concerned head of the department shall appoint an external examiner from the nearby college or a senior faculty member from outside the department in consultation with respective BOE and approved by Principal. The Field training/Industrial Internship carries two credits. A student has to get a minimum of 40% marks for a pass. If a student fails to complete the same, then the Field training/Industrial Internship has to be repeated in its entirety.</p> <p>The breakup of marks for the evaluation of training is as in Table 15.9</p> <p style="text-align: center;"><b>Table 15.9 Marks break up for field training evaluation</b></p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td>Evaluation by the supervisor under whom the training was carried out</td> <td>25 marks</td> </tr> <tr> <td>Evaluation by DSEC</td> <td rowspan="3">10 marks</td> </tr> <tr> <td>i. Relevance of the Field training/Industrial Internship</td> </tr> <tr> <td>ii. Report</td> </tr> <tr> <td>iii. Evaluation</td> <td>40 marks</td> </tr> <tr> <td style="text-align: center;"><b>Total</b></td> <td><b>100 marks</b></td> </tr> </table>	Evaluation by the supervisor under whom the training was carried out	25 marks	Evaluation by DSEC	10 marks	i. Relevance of the Field training/Industrial Internship	ii. Report	iii. Evaluation	40 marks	<b>Total</b>	<b>100 marks</b>												
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ii. Report																								
iii. Evaluation	40 marks																							
<b>Total</b>	<b>100 marks</b>																							
16		<p><b>Grade card</b></p> <ul style="list-style-type: none"> <li>- Grade card is issued normally within months' time from the date of announcement of the results.</li> <li>- The percentage of classes attended will be indicated against each course, in the Grade Card.</li> <li>- The total number of activity points earned will be indicated in the Grade Card</li> <li>- CGPA is computed by considering the latest grade obtained by the student in the courses repeated.</li> <li>- After graduation, a student can apply for a consolidated grade report by paying prescribed fee for to the Institute.</li> <li>- There is a provision for the issue of actual marks card after the graduation on payment of prescribed fee to the institute.</li> </ul> <p>For obtaining a duplicate grade report, the student has to lodge a complaint in the jurisdictional police station and obtain the FIR. An affidavit on a stamp paper duly signed by a Notary and FIR should be submitted to the principal.</p>																						
16.1		<p><b>Percentage equivalence of the Grade Points</b></p> <p>Sometimes, it would be necessary to provide equivalence of the CGPA with the percentages and/or class awarded as in the conventional system of declaring the result of university examinations. Conversion formula for the Conversion of CGPA into Percentage on a 10-points Scale is Given as Percentage of Marks Secured,</p> $P = [CGPA \text{ Earned} - 0.75] \times 10$ <p><b>Illustration for A CGPA of 8.25:</b></p> $P = [CGPA \text{ Earned } 8.25 - 0.75] \times 10 = 75 \%$ <p style="text-align: center;"><b>Table 16.1(a) Percentage equivalence of grade points 10-points Scale</b></p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Grade point</th> <th>Percentage of marks</th> </tr> </thead> <tbody> <tr> <td>5.75</td> <td>50</td> </tr> <tr> <td>6.25</td> <td>55</td> </tr> <tr> <td>6.75</td> <td>60</td> </tr> <tr> <td>7.25</td> <td>65</td> </tr> <tr> <td>7.75</td> <td>70</td> </tr> <tr> <td>8.25</td> <td>75</td> </tr> </tbody> </table> <p style="text-align: center;"><b>Table 16.1(b) Class Designation</b></p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Grade point range</th> <th>Class</th> </tr> </thead> <tbody> <tr> <td>≥ 5 &amp; &lt; 6.75</td> <td>Second</td> </tr> <tr> <td>≥ 6.75 &lt; 7.75</td> <td>First</td> </tr> <tr> <td>≥ 7.75</td> <td>Distinction</td> </tr> </tbody> </table>	Grade point	Percentage of marks	5.75	50	6.25	55	6.75	60	7.25	65	7.75	70	8.25	75	Grade point range	Class	≥ 5 & < 6.75	Second	≥ 6.75 < 7.75	First	≥ 7.75	Distinction
Grade point	Percentage of marks																							
5.75	50																							
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8.25	75																							
Grade point range	Class																							
≥ 5 & < 6.75	Second																							
≥ 6.75 < 7.75	First																							
≥ 7.75	Distinction																							

16.2		<p><b>Letter Grades</b></p> <p><b>Awarding Letter Grades</b></p> <ol style="list-style-type: none"> <li>A letter grade is basically a qualitative measure indicating the performance of a student in that course, such as Outstanding (S), Excellent (A), Very Good (B), Good (C), Average (D), Poor (E) and unsatisfactory / Fail (F).</li> <li>Letter grades are awarded for each course based on the total marks obtained in CIE and SEE.</li> <li>Pass grades are awarded only when <math>CIE \geq 40\%</math> and <math>SEE \geq 40\%</math>.</li> <li>The range of marks corresponding to letter grades is indicated in the Table 16.2. The grade point indicates the numerical value associated with each letter grade.</li> </ol> <p style="text-align: center;"><b>Table 16.2 Letter grades, grade points and corresponding marks range</b></p> <table border="1" data-bbox="392 546 1414 792"> <thead> <tr> <th>Level</th> <th>Out-standing</th> <th>Excellent</th> <th>Very Good</th> <th>Good</th> <th>Average</th> <th>Poor</th> <th>Fail</th> </tr> </thead> <tbody> <tr> <td>Letter grades</td> <td>S</td> <td>A</td> <td>B</td> <td>C</td> <td>D</td> <td>E</td> <td>F</td> </tr> <tr> <td>Grade points</td> <td>10</td> <td>9</td> <td>8</td> <td>7</td> <td>6</td> <td>4</td> <td>0</td> </tr> <tr> <td>Absolute Marks Range (%)</td> <td><math>\geq 90</math></td> <td>80 to 89</td> <td>70 to 79</td> <td>60 to 69</td> <td>50 to 59</td> <td>40 to 49</td> <td><math>&lt; 40</math></td> </tr> </tbody> </table> <ol style="list-style-type: none"> <li>There are two other letter grades, Pass (PP) / Fail (NP) applicable for mandatory course. Grade PP is awarded only when <math>SEE \geq 40\%</math> (for 50 marks) and <math>CIE + SEE \geq 40\%</math> (for 100 marks), otherwise the grade NP is awarded.</li> </ol>	Level	Out-standing	Excellent	Very Good	Good	Average	Poor	Fail	Letter grades	S	A	B	C	D	E	F	Grade points	10	9	8	7	6	4	0	Absolute Marks Range (%)	$\geq 90$	80 to 89	70 to 79	60 to 69	50 to 59	40 to 49	$< 40$
Level	Out-standing	Excellent	Very Good	Good	Average	Poor	Fail																											
Letter grades	S	A	B	C	D	E	F																											
Grade points	10	9	8	7	6	4	0																											
Absolute Marks Range (%)	$\geq 90$	80 to 89	70 to 79	60 to 69	50 to 59	40 to 49	$< 40$																											
16.3		<p><b>Transitional Letter Grades</b></p> <p>Transitional letter grades (I, X) are awarded in the following cases as per clause 16.3.1 and 16.3.2. I or X should be converted into one of the letter grades between S to E within that academic year.</p>																																
16.3.1		<p><b>Incomplete Grade (I)</b></p> <p>A student who has missed SEE, due to valid reasons like his/her hospitalization/disaster in his/her family should immediately apply for the award of I grade in that course. Clash in SEE time table (permission from CoE has to be taken for clash in SEE time table). The IAAC subcommittee (Principal as Chairman, Deans and CoE, as members) will decide about awarding 'I' grade taking into consideration all the documentary evidences produced by the student. The student is permitted to appear for the SEE in that course, which is conducted in either even semester or in summer semester of that academic year. His/her CIE marks secured in the course earlier will be considered for the award of grade along with SEE marks.</p> <p>If permission for 'I' grade is not accorded by IAAC subcommittee, then F grade is awarded for the course and the student has to re-register for the course in its entirety when it is offered.</p> <p><b>'I' grade is not awarded for re-registered courses during Supplementary Semester Examination.</b></p>																																
16.3.2		<p><b>X-Grade</b></p> <p>If a student has a minimum attendance of 85% and a minimum 90% in CIE and has obtained <math>&lt; 40\%</math> marks in SEE, in regular even or odd semester, then, he/she will be awarded X grade.</p> <ul style="list-style-type: none"> <li>- Such a student is permitted to appear for SEE conducted during that academic year.</li> <li>- If such a student fails to obtain E grade or above in regular or summer semester, he/she will be awarded F grade. The student should re-register for the same course in its entirety whenever the course is offered.</li> <li>- If such a student fails to appear for SEE either in even semester or in summer semester of that academic year, X grade will be automatically converted into 'F'-grade.</li> <li>- However, a student who has been awarded X-grade also has the option of: <ol style="list-style-type: none"> <li>Reregistering of such courses either during summer semester or whenever the courses are offered.</li> <li>Audit the courses during summer semester of that academic year by paying prescribed fees.</li> </ol> </li> </ul> <p><b>iii. X-grade is not awarded during supplementary semester SEE.</b></p>																																

16.4		<p><b>Dropping of the courses (DP)*</b></p> <ul style="list-style-type: none"> <li>- Student, who wants to drop a theory course, has to apply in a prescribed format (Form-3) through concerned teacher, Proctor and Head of the Department to the Dean (Academic) for permission.</li> <li>- Students are not permitted to drop theory course that are integrated with laboratory course in that semester/any other semester.</li> <li>- Mandatory courses cannot be dropped.</li> <li>- The dropping of course is allowed within the date specified in the academic calendar of that semester, usually eight weeks from the commencement of the semester. A student is allowed to drop a maximum of two courses. If the student drops the course within specified date, the fee for the course dropped will be adjusted for subsequent registration of the same course. The course dropped will not be indicated in the grade card.</li> <li>- Dropping of laboratory course(s) is not allowed.</li> <li>- Any re-registered course cannot be dropped.</li> </ul> <p><b>* A student can drop and or withdraw maximum of two courses.</b></p>
16.5		<p><b>Withdrawal Grade (W)*</b></p> <p>A student, who wants to withdraw a theory course, has to apply in the prescribed proforma (<b>Form-4</b>) through the faculty who teaches the course, Proctor and Head of the Department to the Dean (Academic) for the permission to withdraw.</p> <p><b>A student is not allowed to withdrawn/drop same course more than once.</b></p> <p>Withdrawal of practical course(s) is not allowed.</p> <ul style="list-style-type: none"> <li>- Students are not permitted to withdraw theory courses that are integrated with laboratory course wither in that semester or in any other semester.</li> <li>- Withdrawal of a course is allowed within the specified date in the academic calendar. A student is not permitted to withdraw any course after the specified date in the academic calendar.</li> <li>- If a student withdraws the course after eight weeks from the commencement of the semester and up to fourteenth week, the registration fee will be forfeited.</li> <li>- Students have to reregister the withdrawn course after paying the prescribed fees in the summer semester or in the subsequent semesters during which the course is offered.</li> <li>- Transitional grades like withdrawal, incomplete and X grade are not awarded during summer semester.</li> </ul>
16.6		<p><b>Not Eligible Grade (NE)</b></p> <p>Grade NE is awarded to the students who fail to secure attendance at least 85% and CIE of 40%.</p>
17		<p><b>Temporary Withdrawal</b></p> <p>Student shall be permitted to withdraw temporarily on the grounds like, prolonged illness, grave calamity in the family or any other serious happening. The withdrawal hall be for periods which are integral multiples of a semester, provided that,</p> <ol style="list-style-type: none"> <li>i. Student applies to the college within at least 6 weeks of the commencement of semester or from the date student last attended the classes, whichever is later, stating the fully the reasons for such a withdrawal along with supporting documents endorsed by the parents/guardians</li> <li>ii. Such withdrawal shall be permitted only under the provisions of clause 4</li> <li>iii. Student availing temporary withdrawal shall be required to pay tuition and other fee</li> <li>iv. Student will be entitled to avail temporary withdrawal facility only once during the programme. Any concession for the student shall be approved the Academic Council of the College</li> <li>v. Student seeking temporary withdrawal facility shall not have any dues or demands at College/University including tuition and other fee. Once paid shall not be refunded</li> </ol>
18		<p><b>Academic Performance Evaluation</b></p>
		<p>The academic performance of a student is indicated by two different indices, Semester Grade Point (SGPA) and</p>

Cumulative Grade Point Average (CGPA).

- SGPA is an indication of the performance of the student in the current semester. SGPA is calculated as below.

$$\text{SGPA} = \frac{\sum [(Course\ credits) \times (grade\ points)] \text{ for all course that semester excluding transitional grades}}{\sum [(Course\ credits) \text{ for all course registered in that semester including F grades and excluding W and DP courses.}]}$$

- CGPA is an indication of the cumulative performance of the student from the first semester up to the current semester.

$$\text{CGPA} = \frac{\sum [(Course\ credits) \times (grade\ points)] \text{ for all course with letter grades are E and above from the I semester till the current semester}}{\sum [(Course\ credits) \text{ whose letter grades are E and above from the I semester till the current semester.}]}$$

**Illustrative Example Calculations of SGPA and CGPA for an academic year**

Semester (Odd/Even/Supplementary)	Course Code	Credits	Grade Obtained	Grade Points	Credit Points	SGPA, CGPA
I	MJXXX001	5:0:0	B	8	5 x 8 = 40	SGPA= 117/20 =5.85
I	MJXXX002	3:2:0	W	-	-	
I	MJXXX003	3:0:0	A	9	3 x 9 = 27	
I	MJXXX004	0:1:1	F	0	00	
I	MJXXX005	4:1:0	D	6	5 x 6 = 30	
I	MJXXX006	5:0:0	E	4	5 x 4 = 20	
<b>Total</b>		<b>20 (18*)</b>		<b>Total</b>	<b>117</b>	

II	MJXXX007	3:1:1	C	7	7 x 5 = 35	SGPA =157/25 = 6.28
II	MJXXX008	4:0:0	B	8	8 x 4 = 35	
II	MJXXX009	3:0:0	D	6	3 x 6 = 18	
II	MJXXX010	4:1:0	E	4	5 x 4 = 20	CGPA =274/41 = 6.68
II	MJXXX011	2:1:1	A	9	4 x 9 = 36	
II	MJXXX012	2:0:0	F	0	00	
II	MJXXX013	0:2:0	B	8	2 x 8 = 16	
<b>Total</b>		<b>25 (23*)</b>		<b>Total</b>	<b>157</b>	

Supplementary	MJXXX002	3:2:0	D	6	5 x 6 = 30	SGPA = 56/9 = 6.22
Supplementary	MJXXX004	0:1:1	C	7	2 x 7 = 14	
Supplementary	MJXXX012	2:0:0	D	6	2 x 6 = 12	CGPA =330/50 = 6.60
<b>Total</b>		<b>9</b>		<b>Total</b>	<b>56</b>	

**Note: Minimum CGPA to be earned at the end of each academic year is 5.0.** SGPA and CGPA are normally calculated to the second decimal position, so that the CGPA, in particular, can be made use of in preparing the rank list of the student's performance at the college. If two students get the same CGPA, the tie would be resolved by considering the number of times a student has obtained higher SGPA and if it is still not resolved, the number of times a student has obtained higher grades like S, A, B etc., would be considered.

**19 Vertical Progression**

**19.1 For Regular students**

- The CGPA has to be  $\geq 5.00$  at the end of each the academic year. However, failure to secure a minimum CGPA of 5.00 at the end of any academic year for the first time shall attract warning before approval to continue in the semester to follow.
- Faculty Advisor (Mentor) / Head of the Department shall advice the students to maintain a CGPA of  $\geq 5.00$ .
- Should not have 'F' Grade in more than FOUR courses (Excluding Non-Credit Mandatory Courses).
- For admission to 3rd Semester student should not have 'F' Grade in more than FOUR courses in 1st,2nd and



		<p>supplementary semesters put together</p> <p>v) For admission to 5th Semester students can carry any FOUR courses of 1st and 2nd year i.e. 1st to 4th and supplementary semesters put together.</p> <p>vi) For admission to 7th B.E. the students should have completed all the courses of first year and can carry any FOUR courses of 2nd and 3rd year i.e. 3rd to 6th and supplementary semesters put together.</p>
19.2		<p><b>For Diploma Holders (Lateral Entry)</b></p> <p>i. The CGPA has to be <math>\geq 5.00</math> at the end of the academic year. However, failure to secure a minimum CGPA of 5.00 at the end of any academic year for the first time shall attract warning before approval to continue in the semester to follow.</p> <p>ii. Faculty Advisor (Mentor) / Head of the Department shall advise the students to maintain a CGPA of <math>\geq 5.00</math> at the end of each semester.</p> <p>iii. Should not have 'F' Grade in more than FOUR courses (Excluding Non-Credit Mandatory Courses).</p> <p>iv. For admission to 5<sup>th</sup> Semester students can carry any FOUR courses of 2nd year i.e. 3rd, 4th and supplementary semesters put together.</p> <p>v. For admission to 7<sup>th</sup> semester B.E. the students should have completed all the courses of first year and can carry any FOUR courses of 2nd and 3rd year i.e. 3rd to 6th and supplementary semesters put together.</p> <p>vi. Students admitted to Bachelor of Engineering at the III semester level will have to study mandatory non-credit courses "Additional Mathematics-1" in III semester and "Additional Mathematics-2" in V semester respectively. However, a pass or fail in this is not considered in vertical progression provided the attendance and CIE requirements are satisfied.</p> <p>vii. If student fails to satisfy attendance and CIE requirements has to reregister for the course to make him/herself to appear for SEE</p> <p>viii. Completion of "Additional Mathematics-1 and Additional Mathematics-2" is mandatory for award of degree.</p>
19.3		<p><b>For B.Sc. students (Lateral Entry)</b></p> <p>i. The CGPA has to be <math>\geq 5.00</math> at the end of the academic year. However, failure to secure a minimum CGPA of 5.00 at the end of any academic year for the first time shall attract warning before approval to continue in the semester to follow.</p> <p>ii. Faculty Advisor (Mentor) / Head of the Department shall advise the students to maintain a CGPA of <math>\geq 5.00</math> at the end of each semester.</p> <p>iii. Should not have 'F' Grade in more than FOUR courses (Excluding Non-Credit Mandatory Courses).</p> <p>iv. For admission to 5th Semester students can carry any FOUR courses of 2nd year i.e. 3rd, 4th and supplementary semesters put together.</p> <p>v. For admission to 7th B.E. the students should have completed all the courses of first year and can carry any FOUR courses of 2nd and 3rd year i.e. 3rd to 6th and supplementary semesters put together.</p> <p>vi. Students admitted to Bachelor of Engineering at the III semester level will have to study additional courses. Like 'Engineering Graphics and Elements of Civil Engineering and Mechanics' in addition to the regular courses from III to VIII semester. However, a pass or fail in these is not considered in vertical progression provided the attendance and CIE requirements are satisfied.</p> <p>vii. If student fails to satisfy attendance and CIE requirements has to reregister for the course to make him/herself to appear for SEE</p> <p>viii. Completion of mandatory non-credit courses "Engineering Graphics and Elements of Civil Engineering and Mechanics are mandatory for award of degree.</p>
20		<b>Award of Degree</b>
20.1		<p><b>Degree is awarded to students satisfying the following requirements:</b></p> <p>i. Students have registered for courses totaling to credits given in Table 4.1.</p>

		<ul style="list-style-type: none"> <li>ii. Should not have any transitional grades (I, W, X, NE, DP) in any of the courses.</li> <li>iii. Should have CGPA <math>\geq 5.00</math> at the end of last semester. In case, if the students are permitted to appear again for SEE in full or Part of the previous year theory course/s by rejecting the performance of them (other than internship, technical seminar, project and laboratories) for any number of times subject to the provision of maximum duration of the programme, to make up the CGPA greater than or equal to 5.00 for the award of degree.</li> <li>iv. Should have passed in all the prescribed mandatory courses.</li> <li>v. Should have earned the desired number of activity points as per the AICTE' activity point programme as per clause 27</li> <li>vi. Should not have any pending disciplinary proceedings.</li> <li>vii. Should not have dues to the institute.</li> </ul>									
	<b>20.2</b>	<p><b>For award of B.E. (Honours) degree</b></p> <p>A student shall be declared to have completed the Programme B.E. degree and shall be eligible to get B.E. degree with Honours, provided,</p> <ul style="list-style-type: none"> <li>i. Should have undergone the stipulated Course work of all the semesters under the same scheme of Teaching and Examinations and has earned prescribed number of credits as per clause 4</li> <li>ii. Has earned additional 20 or more credits through University approved online courses like Swayam. NPTEL etc.</li> </ul>									
<b>21</b>		<p><b>Academic Counselling Cell</b></p> <p>After the first test, the faculty in-charge reports to the HoD, about the students who have scored less than the minimum requirement of 40% in first two quizzes and first test. HoD, faculty in-charge and proctor counsel such students and advise them regarding the course to be dropped so that, he/she can concentrate on other courses and perform better. The HoD and proctor takes an undertaking from such students to the effect that he/she:</p> <ul style="list-style-type: none"> <li>- Shall attend all lectures, tutorials and laboratory classes regularly.</li> <li>- Shall not miss any quizzes and Tests.</li> <li>- Shall submit assignments regularly.</li> <li>- Shall work hard to improve his/her academic performance.</li> </ul>									
<b>22</b>		<p><b>Students Counselling Cell</b></p> <p>The functions of Students Counselling Cell are to,</p> <ul style="list-style-type: none"> <li>i. Identify academically deficient and disturbed/distressed students through proctors and counsel them. Monitoring of such students with the help of psychiatrist and medical officer.</li> <li>ii. Explore ways and means to help the students to come out psychological issues.</li> <li>iii. Assign student mentor for regular monitoring of academic activities</li> </ul>									
<b>23</b>		<p><b>Malpractice in Examinations</b></p> <p>Penalties and punishments to the students involved in malpractice during the examination.</p> <table border="1"> <thead> <tr> <th>Sl. No.</th> <th>Nature of Malpractice</th> <th>Penalty to be imposed</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Any form of revealing the identity of the candidate in the answer script of Semester End</td> <td>Fine of Rs. 2500/- and award of F grade for that course.</td> </tr> <tr> <td>2.</td> <td>Possession of Manuscript printed or typed matter, Books or notes and written matter on Calculator / Instrument Box / electronic / wireless devices / Mobile phones, pen drives etc., or having any other written matter on the person (For Example, Palm, Hand, Leg, Cloths, Socks etc..).</td> <td>To deny the benefit of performance of the examination of all the courses for which the candidate has appeared by awarding 'F' Grade in all the courses (both attended and to be attended of the particular examination conducted including arrear course if any), debar them for a further number of chances extending up to two semesters of examinations in all the courses including the arrears courses.</td> </tr> </tbody> </table>	Sl. No.	Nature of Malpractice	Penalty to be imposed	1.	Any form of revealing the identity of the candidate in the answer script of Semester End	Fine of Rs. 2500/- and award of F grade for that course.	2.	Possession of Manuscript printed or typed matter, Books or notes and written matter on Calculator / Instrument Box / electronic / wireless devices / Mobile phones, pen drives etc., or having any other written matter on the person (For Example, Palm, Hand, Leg, Cloths, Socks etc..).	To deny the benefit of performance of the examination of all the courses for which the candidate has appeared by awarding 'F' Grade in all the courses (both attended and to be attended of the particular examination conducted including arrear course if any), debar them for a further number of chances extending up to two semesters of examinations in all the courses including the arrears courses.
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				3.	Detection of identical answers in the answer scripts of different Candidates or allowing a candidate to copy from his/her answer script.	To deny the benefit of performance of the examinations of all the courses for which the candidate has appeared by awarding ' <b>F</b> ' Grade in all the courses (both attended and to be attended of the particular examination conducted including arrear course if any), debar them for a further number of chances extending up to two semesters of examinations in all the courses including the arrears courses.
				4.	Appeal to the examiner with or without money as enclosures to the SEE answer book / use of abusive / obscene language or threatening remarks in the SEE answer book.	To deny the benefit of performance of the examinations of all the courses for which the candidate has appeared by awarding ' <b>F</b> ' Grade in all the courses (both attended and to be attended of the particular examination conducted including arrear course if any), debar them for a further number of chances extending up to two semesters of examinations in all the courses including the arrears courses.
				5.	Found giving or receiving assistance at the examination, passing the question paper with written answer / formulae / answer script / additional sheet / Graph Sheet / Drawing Sheet for purpose of copying.	To deny the benefit of performance of the examinations of all the courses for which the candidate has appeared by awarding ' <b>F</b> ' Grade in all the courses (both attended and to be attended of the particular examination conducted including arrear course if any), debar them for a further number of chances extending up to two semesters of examinations in all the courses including the arrears courses.
				6.	Destroying the documentary evidence of malpractice.	To deny the benefit of performances of the examination of all the courses for which the candidate has appeared (both attended and to be attended of the particular examination conducted including arrear examinations) and debar him/her for a further number of chances extending up to Two more examinations.
				7.	Insertion of additional sheets / Graph Sheets / Drawing Sheets, use of answer book which is not issued at the examination hall on that particular examination date.	To deny the benefit of performances of the examination of all the courses for which the candidate has appeared (both attended and to be attended of the particular examination conducted including arrear examinations) and debar him/her for a further number of chances extending up to Two more examinations.
				8.	In case of Impersonation or found guilty of deliberate prior arrangement to cheat in the examination.	To deny the benefit of performances of the examination of all the courses for which the candidate has appeared and who has arranged another person to impersonate (both attended and to be attended of the particular examination conducted including arrear examinations to both the candidates) & debar him/her for a minimum of six more examinations. (for the person who has impersonated and on whom impersonation is done for both persons, the punishment shall extend up to reprimanding and also booking a case under Indian Penal Code-IPC.
				9.	Abusing, threatening, and manhandling the examination authorities at the examination hall or in the premises of the examination centre / outside the centre as well as misconduct of a very serious nature.	To deny the benefit of performances of the examination of all the courses for which the candidate has appeared and who has arranged another person to impersonate (both attended and to be attended of the particular examination conducted including arrear examinations to both the candidates) & debar him/her for a minimum of six more examinations. (for the person who has impersonated and on whom impersonation is done for both persons, the punishment shall extend up to reprimanding and also booking a case under Indian Penal Code-IPC.

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24		<p><b>Rules and Discipline</b></p> <p>In order to maintain the sanctity and decorum in the campus and hostels, the following rules of discipline are observed by students:</p> <ul style="list-style-type: none"> <li>- The students should behave courteously with the members of the staff.</li> <li>- They should maintain silence in the library, classrooms and work quietly in drawing halls, laboratories and workshops.</li> <li>- Students coming late to the classes are not permitted to enter the class rooms.</li> <li>- They should not meddle with the machines, equipment and tools in the laboratories and workshops without the permission of the staff members in charge. They will be responsible for the damages and will have to pay for their replacement.</li> <li>- They should not absent themselves from the classes without the prior permission of the Principal.</li> <li>- Students should take the entire test without fail.</li> <li>- Students are forbidden from pasting posters in the institute premises and causing any damage to the property of the institute.</li> <li>- Smoking, consumption of alcoholic beverages and drugs are strictly forbidden.</li> <li>- Students are not to affix any notice or remove any office notice from the notice boards.</li> <li>- Use of Cell Phone is banned in classrooms, laboratories, library and in academic corridor.</li> <li>- Students using vehicles are required to leave them in parking places provided and are forbidden from parking in other places inside the campus causing disturbance to the classes.</li> </ul>																		
25		<b>Ragging and Punishment</b>																		
	25.1	<b>Ragging:</b> Ragging means causing, inducing, compelling, forcing a student either by way of practical joke or otherwise, to do any act which detracts from human dignity or violates his/her person or exposes him/her to ridicule or to forebear from doing any lawful act by intimidating, wrongfully restraining, wrongfully confining, or injuring him/her or by using criminal force, extortion.																		

		<p>The following perverse actions also constitute the ragging.</p> <p>i) Forcing to: Address seniors as SIRs, perform mass drills, copy class notes and practical records for seniors, carry out various errands. Do menial jobs for seniors, Drink alcohol and consume drugs. Do acts with sexual overtones and homosexual acts leading to physical injury/mental torture or death.</p> <p>ii) Stripping / Kissing</p> <p>iii) Any other related or allied acts of commission would also from ragging.</p>												
25.2		<p><b>Punishment for Errant Students (Raggers)</b></p> <p>i) Filing of First Information Report (FIR) with the local police as per the Supreme Court direction.</p> <p>ii) Publishing the photographs of errant students (raggers) on the Notice Boards and in Local Newspapers.</p> <p>iii) Imprisonment for a term extendable up to one year or a fine of Rs. 2000/- or both.</p> <p>iv) Rustication, dismissal and expulsion from the Institute.</p> <p>v) Embossment on marks cards and other academic certificates that he/she was indulged in ragging.</p> <p>vi) Non eligibility for getting passport or visa.</p> <p>vii) Non eligibility for campus recruitment/cancellation, if selected already.</p>												
26		<p><b>Disciplinary Actions and Related Matters</b></p> <p>i. Violation of code of conduct and disciplinary rules of the institute will be referred to the disciplinary committee.</p> <p>ii. Violation of code of conduct shall attract disciplinary action which may include punishment such as reprimand, disciplinary probation, fine, debaring from the examination, withdrawal of placement facilities, withholding grades/degree, cancellation of registration and even rustication from the institute.</p>												
27		<p><b>Activity Point Programme</b></p> <p>To enhance student's skills sets and along with an entrepreneurial capabilities and societal commitment to be apart from his/her Technical knowledge and skills to become successful as professionals, AICTE has brought a comprehensive activity programme for the award of Degree.</p> <p>AICTE has framed a unique mechanism of awarding activity points over and above the academic programme grades and is mandatory for the student to earn desired number of activity points, where every student can choose activities as per likings in order to earn the AICTE activity points. These activities can spread over the years during the entire program as per the convenience of the student.</p> <p style="text-align: center;"><b>Table No. 27 Number of activity points to be earned</b></p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Sl. No</th> <th>Level entry in the degree</th> <th>Minimum Points to be earned</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Day college Student admitted to 4 years Degree Programme</td> <td>100</td> </tr> <tr> <td>2</td> <td>Student entering 3 years Degree programme through lateral entry</td> <td>75</td> </tr> <tr> <td>3</td> <td>Students transferred from other Universities to fifth Semester</td> <td>50</td> </tr> </tbody> </table> <p>i. Activity points (non-credit) have no effect on SGPA/CGPA and will not be considered for vertical progression</p> <p>ii. Activity points earned by the student will be reflected in the 8<sup>th</sup> semester Grade Card</p> <p>iii. In case student fail to earn the minimum prescribed activity points before the commencement of 8<sup>th</sup> semester examinations, the eight semester grade card will be issued only after earning the minimum prescribed activity points.</p> <p>iv. Students will be considered for the award of degree only after the release of 8<sup>th</sup> semester Grade Card.</p>	Sl. No	Level entry in the degree	Minimum Points to be earned	1	Day college Student admitted to 4 years Degree Programme	100	2	Student entering 3 years Degree programme through lateral entry	75	3	Students transferred from other Universities to fifth Semester	50
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28		<p><b>Termination from the Program</b></p> <p>A student is required to withdraw from the program and leave the Institute on the following grounds;</p> <p>i. Failure (securing F grade) in any credit course/s for five consecutive attempts.</p>												

		<p>ii. Failure to secure a CGPA <math>\geq 5.0</math> at the end each academic year, for the first time attracts a warning before approval to continue in the following semester. However, a student failing to secure CGPA <math>\geq 5.0</math> in five consecutive semesters has to withdraw from the engineering program. However, the student can take re-admission to 1st year.</p> <p>iii. Failure to meet the standards of discipline as prescribed by the Institute from time to time.</p>
<b>29</b>		<b>Migration of Students</b>
	<b>29.1</b>	<p><b>Change of branch</b> Change of branch shall be during the beginning of III semester as per VTU/AICTE norms with permission of Registrar, VTU.</p>
	<b>29.2</b>	<p><b>Change of College</b></p> <p><b>A. Autonomous to another Autonomous College</b></p> <ol style="list-style-type: none"> <li>i. Students shall seek Change of College at beginning of 3rd and 5th semester from an autonomous college to another autonomous college subject to the availability of seats within the approved intake.</li> <li>ii. The students seeking transfer as per clause 29.2 (A) (i) shall have to obtain No Objection certificate from the University by producing No Objection certificates from both the colleges during the period as notified by VTU.</li> <li>iii. No transfer is permitted to 7th semester B.E. programme.</li> <li>iv. Must have passed in all courses of previous semesters</li> <li>v. Complete additional course/s, if any, as per decision of Board of Studies on establishing matching equivalence between two schemes. Number of such additional courses shall not be more than four. A grade card shall be issued to that effect. Additional course/s shall not be considered for vertical progression, calculation of SGPA and CGPA. However, a pass in the additional course/s is mandatory for award of degree.</li> <li>vi. Shall earn the credits and complete the program within the maximum duration as per clause 4</li> <li>vii. If the number of credits earned is less than the prescribed after the completion of all semesters of the programme under prevailing scheme, student shall register for a course or courses which are not studied earlier and make up the credits earned equal to or greater than required for the award of degree</li> <li>viii. If earned credits are more than prescribed, then CGPA shall be proportionally reduced to prescribed programme credits.</li> </ol> <p><b>B. Non- Autonomous to Autonomous College</b></p> <ol style="list-style-type: none"> <li>i. Students shall seek Change of College at beginning of 3rd and 5th semester from a non-autonomous college to autonomous college subject to the availability of seats within the approved intake.</li> <li>ii. The students seeking transfer as per clause 29.2 (B) (i) shall have to obtain No Objection certificate from the University by producing No Objection certificates from both the colleges during the period as notified by VTU.</li> <li>iii. No transfer is permitted to 7th semester B.E. programme.</li> <li>iv. Must have passed in all courses of previous semesters</li> <li>v. Shall adhere to the prevailing regulations governing transfer of students at the University</li> </ol>
	<b>29.3</b>	<p><b>Change of University</b></p> <ol style="list-style-type: none"> <li>i. Students seeking Change of College from one University (other than VTU) to an Autonomous college at beginning of 3rd and 5th semester subject to the availability of seats within the approved intake.</li> <li>ii. The students seeking transfer as per clause 29.3 (i) shall have to obtain No Objection certificate from the University by producing No Objection certificates from both the colleges during the period as notified by VTU.</li> <li>iii. No transfer is permitted to 7th semester B.E. programme.</li> <li>iv. Must have passed in all courses of previous semesters</li> <li>v. Complete additional course/s, if any, as per decision of Board of Studies on establishing matching equivalence between two schemes. Number of such additional courses shall not be more than four. A grade card shall be</li> </ol>

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<b>30</b>		<b>Award of Ranks, Medals and Prizes</b>
	<b>30.1</b>	<p>i. For award of ranks in a specialization of B.E. the CGPA secured by the student from III to VIII semesters shall be considered</p> <p>ii. The additional credits earned for award of Honours degree shall not have any bearing for the declaration of rank</p> <p>iii. A student shall be eligible for a rank at the time of award of degree provided, the student,</p> <ol style="list-style-type: none"> <li>Has passed all the courses of I to VIII semesters in first attempt only in case student admitted to I year of the programme</li> <li>Has passed the courses (including mandatory non-credit) of III to VIII semesters in first attempt only in case student admitted to II year of the programme under lateral entry scheme.</li> <li>Not a repeater in any semester due to rejection of result/shortage of attendance etc</li> <li>Completed the course without any break/discontinuity</li> <li>Has not been transferred from any autonomous/ non-autonomous/University</li> <li>Total number of ranks awarded shall be 10% of the total students appeared for VIII the examination to a maximum of 10 ranks in a specialization</li> <li>Ranks in a specialization shall be awarded only if a minimum of 10 should have appeared in the VIII semester examinations</li> <li>In case fractional number of ranks, shall be rounded to higher integer only when the first decimal place is greater than or equal to 5</li> </ol>
	<b>30.2</b>	<p>i. Ranks will be awarded based on the merit of the students as determined by CGPA. If more than one candidate has the same CGPA, then tie shall be resolved by considering number of times student has obtained higher SGPA. If it is not resolved even at this stage, then the award of rank shall be based on number of S-grades/number of A-grades/any other relevant criteria.</p> <p>ii. Ranks and awards are given for those students who were not involved in malpractice in test/quiz/examination and on whom no disciplinary action taken.</p>
	<b>30.3</b>	Medals and Prizes shall be awarded based on the conditions stipulated by the Donor subject to the provisions of regulations framed for such awards.

