

Sri Venkateswara College of Engineering

(An Autonomous Institution, Affiliated to Anna University, Chennai)

Regulations – 2022

CHOICE BASED CREDIT SYSTEM

Common to all B.E./B.Tech. Degree Program (8 Semester)

The following rules and regulations shall be applicable for all the Under Graduate (UG) programmes offered in Sri Venkateswara College of Engineering, Sriperumbudur from the academic year 2022-2023 onwards.

1. PRELIMINARY DEFINITIONS AND NOMENCLATURE

In these Regulations, unless the context otherwise requires:

- i. **“University”** means Anna University, Chennai.
- ii. **“Programme”** means Under Graduate Degree Programme. i.e., B.E. / B.Tech. Degree Programme.
- iii. **“Specialization/Branch/Discipline”** means a specialization or branch or discipline of B.E. / B.Tech. Degree Programme like Civil Engineering, Biotechnology etc.,
- iv. **“Course/Subject”** means a Theory or Practical subject that is normally studied in a semester, like Physics, Engineering Graphics, Engineering Practices Laboratory etc.,
- v. **“Controller of Examinations”** means the Authority who is responsible for all the activities of the Formative (FE) and Summative (SE) Examinations of SVCE.
- vi. **“Head of the Institution”** means the Principal of SVCE who is responsible for all the academic activities of it and for implementation of relevant rules of this Regulation.

- vii. **“Chairperson”** means Head of the Faculty.
- viii. **“Head of the Department”** means Head of the Department concerned.
- ix. **“PCC”** means Programme Consultative committee responsible for the decision related to teaching learning and assessment methodologies.

2. QUALIFICATIONS FOR ADMISSION

2.1 Admission to First Semester

The candidates seeking admission for the First Semester Bachelor of Engineering and Bachelor of Technology degree programme:

- (i). Should have passed the Higher Secondary Examinations of (10+2) in the academic stream with Mathematics, Physics and Chemistry as main courses of study conducted by the Government of Tamil Nadu or an examination accepted by the syndicate of Anna University as equivalent there to. They should also satisfy other eligibility rules as prescribed by the Anna University and Directorate of Technical Education, Government of Tamil Nadu, Chennai and **Directorate General of Shipping, Government of India** from time to time.

(OR)

- (ii). Should have passed the Higher Secondary Examination of Vocational Stream (Vocational groups in Engineering/Technology) as prescribed by the Government of Tamil Nadu.

2.2 Lateral entry admission

- 2.2.1 The candidates who possess the Diploma in Engineering / Technology awarded by the State Board of Technical Education, Tamilnadu or its equivalent are eligible to apply for Lateral entry admission to the third semester of B.E. / B.Tech. in the branch corresponding to the branch of study.

(OR)

- 2.2.2 The candidates who possess the Degree in Science (B.Sc.,) (10+2+3 stream) with Mathematics as a subject at the B.Sc. Level are eligible to apply for Lateral entry

admission to the third semester of B.E. / B.Tech. Such candidates shall undergo two additional Engineering subject(s) in **the third and fourth semesters** as prescribed by the department.

3. UG PROGRAMMES OFFERED

The following Programmes and Branches of study, approved by Anna University, Chennai, and All India Council for Technical Education, New Delhi, are offered by the College.

Programme	Branch	Programme code	
B.E.	01	Automobile Engineering	AE
	02	Civil Engineering	CE
	03	Computer Science and Engineering	CS
	04	Electrical and Electronics Engineering	EE
	05	Electronics and Communication Engineering	EC
	06	Marine Engineering	MR
	07	Mechanical Engineering	ME
	08	Mechanical Engineering With Automation	MN
B.Tech	09	Biotechnology	BT
	10	Chemical Engineering	CH
	11	Information Technology	IT
	12	Artificial Intelligence and Data Science	AD

4. STRUCTURE OF PROGRAMMES

4.1 Categorization of Courses

Every B.E. / B. Tech. Programme will have a curriculum with syllabi consisting of theory and practical courses that shall be categorized as follows:

- i) Humanities and Social Sciences (HS) courses include Technical English, Engineering Ethics and Human Values, Communication Skills, Environmental Science and Engineering.

- ii) Management Courses such as Principles of management, Total Quality Management and Organizational Behaviour etc.
- iii) Basic Sciences (BS) courses include Mathematics, Physics, Chemistry, Biology, etc.
- iv) Engineering Sciences (ES) courses include Engineering Practices, Engineering Graphics, Basics of Electrical/ Electronics/Mechanical/Computer Engineering/Instrumentation, etc.
- v) Professional Core (PC) courses include the core courses relevant to the chosen specialisation/branch.
- vi) Professional Elective (PE) courses include the elective courses relevant to the chosen specialisation/branch.
- vii) Open Elective (OE) courses include the courses from other branches which a student can choose from. The number of such courses is specified in the curriculum of the students B.E./B.Tech. Programmes.
- viii) Employability Enhancement Courses (EEC) include Project Work and/or Internship, Seminar, Professional Practices, Case Study and Industrial/Practical Training.
- ix) Value Added courses include the 1 or 2 credit courses to increase the value of Engineering knowledge.
- x) General Elective Courses.
- xi) Mandatory Courses.
- xii) Audit Courses

4.2 Personality and Character Development

All students shall enrol, on admission, in any one of the personality and character development programmes (NCC/NSS/NSO/YRC) and undergo training for about 80

hours and attend a camp of about seven days if applicable. The training shall include classes on hygiene and health awareness and also training in first-aid.

- a. **National Cadet Corps (NCC)** will have about 20 parades.
- b. **National Service Scheme (NSS)** will have social service activities in and around the College
- c. **National Sports Organization (NSO)** will have sports, Games, Drills and Physical exercises.
- d. **Science Club** will have activities related to Basic science and Engineering Science in and around College.
- e. **Youth Red Cross (YRC), Red Ribbon Club, Foresee, Engineers without Border, Women Empowerment Cell, Care club, and Music Club** will have activities related to social services in and around college.

While the training activities will normally be held during weekends, the camp will, normally, be held during vacation period.

4.3 Number of courses per semester

Each semester curriculum shall normally have a blend of lecture courses not exceeding 7 and Laboratory courses and Employability Enhancement Course(s) not exceeding 4. Each Employability Enhancement Course may have credits assigned as per clause 4.4. However, the total number of courses per semester shall not exceed 10.

4.4 Credit Assignment

Each course is assigned certain number of credits based on the following:

Contact period per week	CREDITS
1 Lecture Period	1
1 Tutorial Periods	1
2 Laboratory Periods (also for EEC courses like / Seminar / Project Work / Case study / etc.)	1
2 Weeks Industrial Training / Internship	1
4 Weeks Industrial Training / Internship	2
6 Weeks Industrial Training / Internship	3

The minimum prescribed credits required for the award of the degree shall be within the limits specified below:

PROGRAMME	PRESCRIBED CREDIT RANGE
B.E. / B.Tech.	165-168

4.5. Industrial Training / Internship

The students should undergo Industrial training for a period as specified in the Curriculum during summer / winter vacation. In this case the training has to be undergone either 4- or 6-weeks' period. The credits will be allocated based on the number of weeks. The same may be evaluated by the PCC and the grade will be assigned. The credits, so earned would be considered for the CGPA calculation. Maximum of 2 credits can be earned through internship. To earn a credit, student has to go for internship in a same organization. Minimum duration for considering the internship is 1 week. Industrial training/Internship should be completed in all aspects before the entry of VIII semester.

The students may undergo Internship at Research organization / University (after due approval from the Program Consultative Committee) for a period prescribed in the curriculum during summer / winter vacation, in lieu of Industrial training.

4.6 Industrial Visit

Every student is required to go for at least one Industrial Visit every semester starting from the third semester of the Programme. The students are also expected to have one rural visit to find an existing problem. The Class Committee Chairperson shall ensure that necessary arrangements are made in this regard.

The students of CS, MR and IT are required to go for at least one Industrial Visit every year starting from the second year of the Programme. The Class Committee Chairperson shall ensure that necessary arrangements are made in this regard.

The students are expected to submit the report on the visit individually and the same may be considered as one of the activities under the assignment.

4.7 Value Added Courses

The students should undergo Value Added Courses and the credits earned through the Value-Added Courses shall be over and above the total credit requirement prescribed in the curriculum for the award of the degree. One / Two credit courses shall be offered by a Department with the prior approval from the Academic Council. Students should earn a minimum of **four** credits through the value-added courses during the entire duration of the Programme. The credits earned through these optional courses will not be counted for CGPA calculation. The same will be printed in the grade sheets. Value added courses can be studied through online mode also with the approval of PCC.

4.8 Online Courses

- 4.8.1 Students may be permitted to study maximum of "N" online courses of 3 credits each with the approval of Programme Consultative Committee. Where N is the sum of the number of professional and open elective courses. Minimum duration of the course should be 12 weeks.
- 4.8.2 The approved list of online courses will be provided by the Programme Consultative Committee (PCC) from time to time. The student needs to obtain certification or credit to become eligible for transferring the credit to any of the electives in the curriculum.
- 4.8.3 The PCC will decide the methodology to allocate the letter grade to each student based on their performance in the online course. The details regarding online courses taken up by students should be sent to the Controller of Examinations, SVCE one month before the commencement of Summative Examinations.

4.9 Credit transfer

- 4.9.1 Students are permitted to transfer the credits earned from other institutions and/or through SWAYAM MOOC.
- 4.9.2 Students are permitted to study in other Indian/ foreign universities under Student Exchange Programme as given in the CHAPTER III (Collaboration & Twinning Programme) of AICTE Approval Process Handbook 2024 – 2027 (pp. 33 – 36). The modalities for this program are as follows:
1. A student can earn a maximum credit which is equal to the sum of credits allotted for professional and Open electives in their curriculum. In addition, student can transfer the credits earned from the other Indian/ foreign universities which is equivalent to the Professional core courses offered in their curriculum via credit transfer.
 2. Eligible Institutions are identified by the Programme Consultative Committee (PCC) of the department as per the guidelines given by AICTE and UGC.
 3. Eligibility criteria for the students joining the Student Exchange Programme will be based on the guidelines laid down by the collaborative Indian/ foreign universities.
 4. There will not be any examinations conducted by SVCE to approve the credits earned from other Indian/ foreign universities under the Student Exchange Programme.
 5. PCC will decide on the letter grades (O, A+, A, B+, B, C, U) to be awarded for the course based on the performance metric given by the collaborating Indian/ foreign universities.
 6. The students registering for Student Exchange Programme should bear all the costs associated with the scheme. SVCE will not be liable to bear any of the cost associated with the Student Exchange Programme.
 7. Enrolling for the Student Exchange Programme by the student is optional.
- 4.9.3 The approved list of courses will be provided by the Program Consultative Committee (PCC) from time to time. The student needs to obtain certification or credit to become eligible for transferring the credit to any of the equivalent courses in the curriculum.
- 4.9.4 Students are also permitted to replace only one professional elective after earning three credits by engaging 90 hours of experiential learning in any reputed industry or research

organisations. The students who identified any problems in a rural area could provide an engineering solution to the same with a detailed project report. In that case also, the student would be permitted to replace one professional elective.

Program consultative committee should identify the list of such reputed Industry/research organization related to their program and the students should do the experiential learning only in those industry/research organizations. Program consultative committee should ensure that experiential learning happened while providing the engineering solution to the rural problems.

Learning will be assessed by the Program consultative committee and allocate the letter grade. Students can replace only after successful completion of the learning. Program consultative committee should devise a methodology for the assessment and the same should be informed to the students concerned well in advance.

- 4.9.5 The PCC will decide the methodology to allocate the letter grade to each student based on their performance in the course. The details regarding credit transfer taken up by students should be sent to the Controller of Examinations, SVCE one month before the commencement of Summative Examinations.

For better understanding the difference between online course and credit transfer through SWAYAM is given below:

Sl. No.	Credit Transfer Courses	Online Courses
1.	Identification of a particular subject (either Professional Core or Professional Elective) in the curriculum for which an equivalent course through online/ physical mode will be identified for credit transfer.	No such identification. A Student can replace either Professional Elective or Open Elective subjects.
2.	No Examination will be conducted by the college.	Viva-voce will be conducted in the college which holds 25% weightage.
3.	Equivalent course should be approved by PCC.	List of courses will be given by PCC.
4.	A student can attend through Swayam Portal if it is online mode or in reputed institutions during summer/winter vacations for physical mode.	A student can attend through any platform which is approved by PCC.

5.	Maximum 20% of total credits.	Students may be permitted to study <i>maximum of "N"</i> online courses of 3 credits each with the approval of PCC. Where N is the sum of the number of professional and open elective courses.
6.	Credit will be transferred in the same semester.	After completing the course, a student can replace in any of the higher semesters.
7.	Name of the course in the curriculum will be printed along with the SWAYAM course title within the bracket in the grade sheet.	Name of the online course will be printed in the grade sheet.

4.10 Project Work

The students satisfying the following conditions shall be permitted to carry out their final semester Project work for six months in industry/research organizations.

The student should not have any standing arrears. The student shall undergo the eighth semester courses, if any in the curriculum, during the sixth and seventh semesters. The Head of the Department, in consultation with the faculty handling the said courses shall forward the proposal recommended by the Program Consultative Committee to the Controller of Examinations, SVCE for approval at least 4 weeks before the commencement of the sixth/seventh semester of the programme.

4.11 Directed Study Courses

A student can opt a subject as a "Directed Study Course" from fifth semester onwards after fulfilling the following conditions.

- 1 The subject should be either a professional elective of his own branch of study or an open elective.
- 2 The student should not have any standing arrear (NSA)
- 3 The CGPA as on date of registration of the subject should be greater than or equal to 7.5

Student should register the course under a faculty member of any academic department. It is the responsibility of faculty member to enter the formative assessment marks into the examination management system. A student can opt for a maximum of

three courses as directed study courses during the entire program. Formative and Summative assessments would be conducted as per the college norms.

4.12 Audit Courses

College permits the students to undergo the audit courses which are optional. The students can take any course either from UG or PG programs. There is no letter grade for these courses and hence will not be considered for CGPA calculation. Audit courses will be included in the Grade sheet.

4.13 Mandatory Courses

College will offer two mandatory courses as follows. Out of these two mandatory courses, students are required to complete one mandatory course. There is no letter grade for these courses and hence will not be considered for CGPA calculation. Mandatory courses will be included in the Grade sheet.

- 1 Indian Constitution
- 2 Essence of Indian Traditional Knowledge
- 3 Gender Sensitisation and Social Impact.

4.14 General Elective

College will offer three General elective courses as follows. These courses are optional and can be studied as an audit course. There is no letter grade for these courses and hence will not be considered for CGPA calculation. General elective courses will be included in the Grade sheet.

- 1 Introduction to NCC for Engineers.
- 2 Yoga and physical culture.
- 3 Introduction to Fine arts

4.15 Enrolment for B.E. / B. Tech. (Honours) / Minor DEGREE (optional)

A student can also optionally register for additional courses (20 credits) and become eligible for the award of B.E. / B. Tech. (Honours) or Minor Degree.

For B.E. / B. Tech. (Honours), a student shall register for the additional courses (20 credits) from semester V onwards. These courses shall be from the same vertical or a combination of different verticals of the same programme of study only.

For minor degree, a student shall register for the additional courses (20 credits) from semester V onwards. All these courses have to be in a particular vertical from any one of the other programmes, Moreover, for minor degree the student can register for courses from any one of the following verticals also. (Please refer the Annexure I for further details in this regard)

Vertical I	Vertical II	Vertical III	Vertical IV
Fintech and Block Chain	Entrepreneurship	Business Data Analytics	Environment and Sustainability
Financial Management	Foundation of Entrepreneurship	Statistics for management	Sustainable Infrastructure Development
Fundamentals of Investment	Team Building and Leadership Management for Business	Datamining for Business Intelligence	Sustainable Agriculture and Environmental Management
Banking, Financial Services and Insurance	Creativity and Innovation in Entrepreneurship	Human Resource Analytics	Sustainable Bio Materials
Introduction to Block chain and its Applications	Principles of Marketing Management for Business	Marketing and Social Media Web Analytics	Materials for Energy Sustainability
Fintech Personal Finance and Payments	Human Resource Management for Entrepreneurs	Operation and Supply Chain Analytics	Green Technology

Introduction to Fintech	Financing New Business Ventures	Financial Analytics	Environmental Quality Monitoring and Analytics
-	-	-	Integrated Energy Planning for Sustainable Development
-	-	-	Energy Efficiency for Sustainable Development

4.16 Medium of Instruction

The medium of instruction is English for all courses, examinations, seminar presentations and project / thesis / dissertation reports.

5. DURATION OF THE PROGRAMME

- 5.1 A student is ordinarily expected to complete the B.E. / B.Tech. Programme in 8 semesters (four academic years) but in any case not more than 14 (seven academic years) Semesters for HSC (or equivalent) students and not more than 12 semesters (six academic years) for Lateral Entry students.
- 5.2 Each semester shall normally consist of 81 to 90 working days or 540 periods of 50 minutes each. The Head of the Department shall ensure that every teacher imparts instruction as per the number of periods specified in the syllabus and that the teacher teaches the full content of the specified syllabus for the course being taught.
- 5.3 The total duration for completion of the programme reckoned from the commencement of the first semester to which the student was admitted shall not exceed the maximum duration specified in clause 5.1 irrespective of the period of break of study (vide clause 18) or prevention (vide clause 10.4) in order that the student may be eligible for the award of the degree (vide clause 16).

- 5.4 The prescribed range of total credits for each degree programme is around 165 to 168 (For Marine Engineering students, it is around 190 as per the instructions of Director General of Shipping).

6. COURSE ENROLLMENT AND REGISTRATION

The courses that a student registers in a particular semester should normally, include

- i) Courses of the current semester.
 - ii) The core (Theory/Lab/EEC) courses that the student has not cleared in the earlier semesters
 - iii) Elective courses in which the student has failed
 - iv) The student shall register for the project work in VIII semester only. Marine Engineering students can register their project work either in VII semester or in VIII semester.
 - v) Any other course(s) the student wishes to register as per the curriculum requirements (vide Clause 4.5, 4.7, 4.8 and 4.9).
- 6.1 Each student, on admission shall be assigned to a faculty advisor (vide clause 12) who shall advise and counsel the student about the details of the academic programme and the choice of courses considering the student's academic background and career objectives.
- 6.2 Every student shall enrol for the course of the succeeding semester before the end of the current semester. However, the student shall confirm the enrolment by registering for the courses within the first five working days after the commencement of the concerned semester.
- 6.3 After registering for a course, a student shall attend the classes, satisfy the attendance requirements as per the clause 7, earn Formative assessment marks and appear for the Summative Examinations. Each student on admission shall register for all the courses prescribed in the curriculum for the first year of study.
- 6.4. The enrolment for the courses of the Semesters III to VIII will commence 10 working days prior to the last working day of the preceding semester. The student shall enrol for the courses with the guidance of his/her faculty advisor. If the student wishes, the student

may drop or add courses (vide clause 6.6) within five working days after the commencement of the concerned semester and complete the registration process duly authorized by the faculty advisor.

6.5 Registration for Reappearance

- 6.5.1 If a student fails to secure a minimum pass in theory/laboratory courses, he/she has to register for reappearance for that course with same Formative assessment mark in the subsequent semester and attend the Summative Examination. However, if a student wishes to improve his/her Formative Assessment mark they have to write their Formative assessment test and assignment again when the course is offered next by the parent department. However, the attendance requirement is not compulsory for such courses.

The following conditions to be fulfilled for applying Formative Assessment Mark improvement in any of the theory/laboratory subjects.

- A. The subject should be offered in that particular semester by the parent department.
 - B. The subject with “U” grade.
 - C. Original Formative assessment mark should be **LESS THAN** 23 OUT OF 40 for theory courses, 27 OUT OF 50 for theory cum laboratory courses and 32 OUT OF 60 for laboratory courses.
- 6.5.2 If a student is prevented from writing summative examinations of a semester due to lack of attendance, the student has to register for that semester again, when offered next, attend the classes and fulfil the attendance requirements as per clause 10. If any of the courses in that semester, is a professional elective or an open elective, the student may register for the same or any other professional elective or open Elective course respectively in the subsequent semesters.

6.6 Flexibility to Add or Drop Courses

- 6.6.1 A student has to earn the total number of credits specified in the curriculum of the respective Programme of study in order to be eligible to obtain the degree. However, if the student wishes, then the student is permitted to earn more than the total number of credits prescribed in the curriculum of the student’s programme.

6.6.2 From the III to VIII semesters, the student has the option of registering for additional courses or dropping existing courses with the approval of the Program Consultative Committee. The total number of courses, a student can drop/add in a semester is limited to 2 courses. The student can drop/add a course if it is in the category of movable in the curriculum. The students should not add and drop simultaneously in a semester. The student shall register for the project work in the VIII semester only.

6.6.3 No student is permitted to add and drop in a same semester.

7. SYSTEM OF EXAMINATION

7.1 Performance in each course of study shall be evaluated based on

- A. Formative Assessment (FA) which will be done throughout the semester and
- B. Summative Assessment (SA) at the end of the semester.

7.2 Each course, both theory and practical (including project work & viva voce Examinations) shall be evaluated for a maximum of 100 marks.

- a. For all **theory courses**, the Formative Assessment will carry **40%** weightage while the Summative Assessment will carry **60%** weightage.
- b. For all **theory courses with laboratory component**, the Formative Assessment will carry **50%** weightage while the Summative Assessment will carry **50%** weightage.
- c. For all **practical courses**, the Formative Assessment will carry **60%** weightage while the Summative Assessment will carry **40%** weightage.
- d. For **project work**, the Formative Assessment will carry **40%** weightage while the Summative Assessment will carry **60%** weightage.
- e. All other **Employability Enhancement courses** like Comprehension and Seminar are to be evaluated with **100%** weightage to Formative Assessment.

7.3 The Summative Assessment examinations for theory, theory with practical component and practical courses of three-hour duration shall ordinarily be conducted between October and December during the odd semesters and between April and June during the even semesters.

- 7.4 The Summative Assessment examination for project work shall consist of evaluation of the final report submitted by the student or students of the project group (of not exceeding three students) by the two expert members, followed by a viva-voce examination conducted separately for each group by a committee consisting of the two expert members and the supervisor of the project group.
- 7.5 For the Summative Assessment examination in both theory and practical courses including project work the examiners shall be appointed by the Controller of Examinations, SVCE.

8. PROCEDURE FOR AWARDING MARKS FOR FORMATIVE ASSESSMENT.

- For all **theory courses**, the Formative assessment shall be for a maximum of **40 marks**.
- For all **theory courses with laboratory component**, the Formative assessment shall be for a maximum of **50 marks**.
- For all **practical courses**, the Formative assessment shall be for a maximum of **60 marks**.
- For **project work**, the Formative assessment shall be for a maximum of **40 marks**.

The above Formative assessments shall be awarded as per the procedure given below:

8.1 Theory Courses

The award of marks for formative assessment shall be based on three Formative assessments during the semester. Each formative assessment should contain the following:

1. Written test for 90 minutes and will be conducted for maximum of 50 marks, carrying 70% weightage except drawing courses. For drawing courses, the weightage is 60%
2. Activity based assessments: - Assignment/tutorial/seminar/mini project/ Quiz/ Class room activity / MCQ etc. The total marks for all these activities should be 50 and it carries the 30% weightage except drawing courses. For drawing courses, the weightage is 40%

8.1.1 The marks obtained in written test and activity based assignments will be added with the weightage of 70% and 30%, respectively. This mark is out of 50 and known as FA (Formative Assessment) mark of a particular course.

8.1.2 There will be three formative assessments. Hence Each student will have three marks FA1, FA2 and FA3 for a particular course. Total of all these three FAs would be scaled down to 40. The mark so obtained would be rounded to nearest integer. This is the FA mark of a particular student in a particular subject. (This implies equal weightage to all the three formative assessments). The final FA will be out of 40.

8.2 Theory Courses with laboratory component

The award of marks for formative assessment shall be based on three Formative assessments during the semester. Formative assessments for theory should contain the following:

1. Written test for 90 minutes and will be conducted for maximum of 50 marks, carrying 70% weightage.
2. Activity based assessments: - Assignment/tutorial/seminar/mini project/ Quiz/ Class room activity / MCQ etc. The total marks for all these activities should be 50 and it carries the 30% weightage

8.2.1 Formative assessments for practical should contain the following:

1. Practical test for 90 minutes and will be conducted for maximum of 50 marks, carrying 70% weightage.
2. Record and observation of all the lab experiments would be evaluated for a maximum of 50 Marks and it carries the 30% weightage.

8.2.2 The marks obtained in written test/practical test and activity based assignments/record and observation marks will be added with the weightage of 70% and 30%, respectively. This mark is out of 50 and known as FA (Formative Assessment) mark of a particular course.

8.2.3 There will be three formative assessments. Hence Each student will have three marks FA1, FA2 and FA3 for a particular course. Total of all these three FAs would be scaled down to 50. The mark so obtained would be rounded to nearest integer. This is the FA mark of a particular student in a particular subject. (This implies equal weightage to all the three formative assessments). The final FA will be out of 50. Please refer section 9.1 for the scheme of evaluation.

8.3 Practical Courses

8.3.1 The maximum marks for formative assessment shall be 60% in case of practical courses. Every practical exercise / experiment shall be evaluated based on conduct of experiment / exercise, observations / records maintained and viva-voce. There shall be at least one model test.

8.3.2 The criteria for arriving at the Internal Assessment marks of 60 is as follows: Maximum of 40 marks shall be awarded for successful completion of all the prescribed exercises / experiments done in the Laboratory and a model test will be conducted and the mark will be scaled down to 20. The total mark, rounded to the nearest integer, shall be out of 60.

8.4 Absence in Formative assessments

If a student would not be in a position to complete any one of the FA as per the schedule, due to sports/medical reasons or any other personal reasons, he/she should get the permission from the head of the department to write the retest for the same course(s).

Even if it is not possible for a student to complete any of the FA components, it will be considered as absent and zero mark will be entered into the portal for that component.

8.5 Project Work

- 8.5.1 Project work may be allotted to a single student or to a group of students not exceeding 3 per group. In some special cases, 4 students may be grouped and the same has to be recommended by the project guide and approved by the Head of the Department.
- 8.5.2 The Head of the Department concern shall constitute a review committee for project work for each branch of study. There shall be three reviews during the semester by the review committee. The student shall make presentation on the progress made by them before the committee. The total marks obtained in the three reviews shall be **reduced for 40 marks** and rounded to the nearest integer (as per the scheme given in 8.5.4).
- 8.5.3 The project report shall be submitted as per the approved guidelines as given by **Board of Studies and the same is available in our college website under the CoE page**. Same mark shall be awarded to every student within the project group for the Thesis. The viva-voce examination shall carry 35 marks. Marks are awarded to each student of the project group based on the individual performance in the viva-voce examination.
- 8.5.4 The review committee has to be appointed by the Head of the department concerned with the approval of the Principal.

Review 1	Review 2	Review 3	Summative Examinations				
			Project Report		Viva – Voce Examination		
			Examiner 1	Examiner 2	Examiner 1	Examiner 2	Supervisor
10	15	15	10	10	15	15	10

- 8.5.5 The examination panel consists of examiner 1 and examiner 2 should be appointed by the PCC to each and every group based on the subject relevance of the project.
- 8.5.6 If a candidate fails to submit the project report on or before the specified deadline, he/she is deemed to have failed in the Project Work and shall re-enrol for the same in a subsequent semester.

8.6 OTHER EMPLOYABILITY ENHANCEMENT COURSES

- 8.6.1 The seminar / Case study is to be considered as purely INTERNAL (with 100% internal marks only). Every student is expected to present a minimum of 2 seminars per semester before the evaluation committee and for each seminar, marks can be equally apportioned. The three-member committee appointed by Head of the Department will evaluate the seminar and at the end of the semester the marks can be consolidated and taken as the final mark. The evaluation shall be based on the seminar paper (40%), presentation (40%) and response to the questions asked during presentation (20%).
- 8.6.2 The Industrial / Practical Training, Summer Project, Internship, shall carry 100 marks and shall be evaluated through internal assessment only. At the end of Industrial / Practical training / internship / Summer Project, the candidate shall submit a certificate from the organization where he / she has undergone training and a brief report. The evaluation will be made based on this report and a Viva-Voce Examination, conducted internally by the PCC.

8.7 ASSESSMENT FOR VALUE ADDED COURSE

- 8.7.1 The one / two credit course shall carry 100 marks and shall be evaluated through **Formative assessments only**. Two/Three Assessments shall be conducted during the semester by the Department concerned. The total marks obtained in the tests shall be reduced to 100 marks and rounded to the nearest integer. Course in charge for the VA course is responsible for the marks.
- 8.7.2 A committee consisting of the Head of the Department, staff handling the course and a senior Faculty member nominated by the Head of the Institution shall monitor the evaluation process. The list of students along with the marks and the grades earned may be forwarded to the Controller of Examinations for appropriate action at least one month before the commencement of Summative Examinations.

8.7 Assessment for online courses

8.7.1 The approved list of online courses will be provided by the department class committee from time to time. **This online course of 3 credits can be considered instead of one professional/open elective course.**

8.7.2 The student needs to obtain certification to become eligible for the replacement of either a professional elective or an open elective. Methodology for allocating grade based on the performance of the students in the course would be decided by the PCC. Same should be communicated to the O/o CoE, SVCE.

8.8 Audit Courses

These Courses are evaluated as per the standard procedure adopted for those students who registered it as a regular course. There is no letter grade for these courses and hence will not be considered for CGPA calculation. Audit courses will be printed in the Grade sheet.

8.9 Mandatory Courses

The Course committee, constituted by the head of the institution, for these mandatory courses will determine the methodology for the evaluation procedure. The methodology would be circulated to all concerned well in advance by the chairperson of the course committee.

8.10 General Elective

College will offer three General elective courses as mentioned in section 4.14. The Course committee, constituted by the head of the institution, for these General Elective courses will determine the methodology for the evaluation procedure. The methodology would be circulated to all concerned well in advance by the chairperson of the course committee.

9. PROCEDURE FOR AWARDING MARKS FOR SUMMATIVE ASSESSMENT

9.1 For theory courses

Summative examinations for theory subjects will be conducted as a written examination for three hours' duration with a maximum of 100 marks. In case if the theory paper is having the practical component in it, then the examination will be done as per the following table.

Sl. NO	Weightage				Formative assessment			Summative assessment	Weightage (Hours)		Weightage (Exam)	
	L	T	P	C	FA1	FA2	FA3		T	P	T	P
1	1	0	2	2	Theory	Theory	Practical	Practical (100%)	33.33	66.67	33.33	66.67
2	1	0	4	3	Theory	Practical	Practical	Practical (100%)	20.00	80.00	16.67	83.33
3	2	0	2	3	Theory	Theory	Practical	Theory (50%) Practical (50%)	50.00	50.00	58.33	41.67
4	1	0	6	4	Theory	Practical	Practical	Practical (100%)	14.28	85.72	16.67	83.33
5	2	0	4	4	Theory	Practical	Practical	Theory (40%) Practical (60%)	33.33	66.67	36.67	63.33
6	3	0	2	4	Theory	Theory	Practical	Theory (60%) Practical (40%)	60.00	40.00	63.33	36.67

9.2 For Practical courses

Summative examinations for the practical courses will be done with two examiners (Examiner 1 and Examiner 2). The examination would be conducted for three hours with a maximum of 100 marks, in the laboratory.

9.3 For Project work.

Summative examinations for the project work or any other activity based examinations, which requires a dissertation to be submitted, will be done as viva voce examination with two examiners (Examiner 1 and Examiner 2). The examination would be conducted with a maximum of 100 marks.

9.4 For Comprehension and seminar courses

There will not be any summative examinations for these courses and the assessment for these courses is based on formative assessment only.

9.5 For Special Elective courses

The methodology for the summative examinations for the special elective courses will be decided by the course in charge. Of course, for these courses, the methodology for the formative assessments also decided by the course in charge.

9.6 For any other courses.

Summative examinations for the remaining courses, not mentioned in 9.1, 9.2, 9.3, 9.4 and 9.5 will be decided by the course instructor.

10. ATTENDANCE REQUIREMENTS FOR COMPLETION OF THE SEMESTER

A student who has fulfilled the following conditions (vide clause 10.1 and 10.2) shall be deemed to have satisfied the attendance requirements for appearing for summative examination of a particular semester.

- 10.1 A candidate who has fulfilled the following conditions shall be deemed to have satisfied the requirements for completion of a semester. Ideally every student is expected to attend all classes and secure 100% attendance. However, in order to give provision for certain unavoidable reasons such as Medical / participation in sports, the student is expected to attend at least 80% of the classes for all the courses put together taking into account the number of periods required for those courses as specified in the curriculum.

$$\% \text{ of Overall Attendance} = \frac{\left[\begin{array}{c} \text{Number of Periods a students attended in} \\ \text{all the theory and practical subjects} \end{array} \right]}{\left[\begin{array}{c} \text{Number of Periods Required as per the curriculum} \\ \text{Requirement} \end{array} \right]}$$

$$\% \text{ of subjectwise Attendance} = \frac{\left[\begin{array}{c} \text{Number of Periods a students attended in} \\ \text{that particular subject} \end{array} \right]}{\left[\begin{array}{c} \text{Number of Periods conducted in that particular} \\ \text{subject as per the curriculum requirement} \end{array} \right]}$$

The students should also ensure that their attendance percentage in each and every course would be more than 75%. For the purpose of clarity of attendance requirement for writing the summative examinations by the students for every course, the following methods shall be used.

He/she shall be permitted to write the examinations if the following criteria are fulfilled.

- a. He/she has earned not less than 75 % of attendance on an average in all the courses in that semester (after rounding off to the nearest integer).

- b. Overall attendance should be more than 80%
- c. His/her progress has been satisfactory, and
- d. His/her conduct has been satisfactory.

10.2 However, a student who secures attendance between 70% and 79% overall or 65 to 74% in a course due to medical reasons (prolonged hospitalization / accident / specific illness) / Participation in sports events may be permitted to appear for the current semester examinations subject to the condition that the candidate shall submit the medical certificate / sports participation certificate attested by the Head of the Institution and also by paying the condonation fees. The same shall be forwarded to the Controller of Examinations for record purposes.

10.3 A student shall normally be permitted to appear for Summative examination of the course if the student has satisfied the attendance requirements (vide Clause 10.1 – 10.2) and has registered for examination in those courses of that semester by paying the prescribed fee.

10.4 Students are advised to refer the following table for the sake of clarity regarding the attendance requirement.

	Attendance %		Attendance %		Remark	
	Overall	Subject wise for all the courses	Overall	Subject wise	Student having the valid reason and proper document for the reduction in the attendance %.	Student is not having the valid reason and proper document for the reduction in the attendance %.
Scenario 1	✓	✓	NA	NA	(Not required) Permitted to write the Summative examination.	
Scenario 2	✓	×	NA	✓	Permitted to write the Summative examination After paying the Condonation fee.	Not permitted to write the Summative examinations
Scenario 3	×	✓	✓	NA	Permitted to write the Summative examination After paying the Condonation fee.	
Scenario 4	×	×	✓	✓	Permitted to write the Summative examination After paying the Condonation fee.	
Scenario 5	✓	×	NA	×	Student should attend in those subjects in which the attendance is less than 65% to increase the attendance percentage up to 65%. Then they have to pay the condonation fee.	
Scenario 6	×	×	✓	×		

Scenario 7	x	x	x	✓	Not permitted to write the Summative examinations
Scenario 8	x	x	x	x	Not permitted to write the Summative examinations

10.5 In the case of reappearance registration for a course, the attendance requirement as mentioned in Clauses 10.1 - 10.3 is not applicable. However, the student has to register for summative examination in that course by paying the prescribed fee.

11. ATTENDANCE RECORD

Every teacher is required to maintain an 'ATTENDANCE AND ASSESSMENT RECORD' which consists of attendance marked in each lecture or practical or project work class, the test marks and the record of class work (topic covered), separately for each course. This should be submitted to the Head of the department periodically (at least three times in a semester) for checking the syllabus coverage and the records of test marks and attendance.

The Head of the department will put his signature and date after due verification. At the end of the semester, the record should be verified by the Head of the Department of the student who will keep this document in safe custody (for five years). The inspection team appointed by the Principal may verify the records of attendance and assessment of both current and previous semesters.

12. FACULTY ADVISOR

There shall be a faculty advisor for each student. He / She will be appointed by the Head of Department of the student concerned. The faculty advisor is the ex-officio member and the Convener of the class committee. The responsibilities for the faculty advisor shall be:

- ✓ To act as the channel of communication between the HoD and the students of the respective class.
- ✓ To collect and maintain various statistical details of students.

- ✓ To help the chairperson of the class committee in planning and conduct of the class committee meetings.
- ✓ To monitor the academic performance of the students including attendance and to inform the class committee.
- ✓ To attend to the student's welfare activities like awards, medals, scholarships and industrial visits.
- ✓ To communicate the academic performance of their student to the parents.
- ✓ To make the student aware of the regulation and curriculum and guide the students to progress in their studies and other co and extracurricular activities.

13. CLASS COMMITTEE

13.1. Every class shall have a class committee consisting of teachers of the class concerned, student representatives and a chairperson who is not teaching the class. HoD of the student can nominate any senior professor in the department/Institution. It is like a 'Quality Circle' (more commonly used in industries) with the overall goal of improving the teaching learning process. The functions of the class committee include and not limited to

- Solving problems experienced by students in the class room and in the laboratories.
- Clarifying the regulations of the degree programme and the details of rules therein particularly (clause 5 to 8) which should be displayed on college Notice-Board.
- Informing the student representatives, the academic schedule including the dates of assessments and the syllabus coverage for each assessment.
- Informing the student representatives, the details of Regulations regarding weightage used for each assessment. In the case of practical courses (laboratory / drawing / project work / seminar etc.) the breakup of marks for each experiment / exercise / module of work, should be clearly discussed in the class committee meeting and informed to the students.

- Analysing the performance of the students of the class after each test and finding the ways and means of solving problems, if any.
 - Identifying the weak students, if any, and requesting the teachers concerned to provide some additional help or guidance or coaching to such weak students.
 - The committee could finalise the various activity based components in the formative assessments of various courses in a particular semester.
- 13.2 The class committee for a class under a particular branch is normally constituted by the Head of the Department. However, if the students of different branches are mixed in a class, the class committee is to be constituted by the Head of the Institution. The class committee shall be constituted within the first week of each semester.
- 13.3 At least 4 student representatives (usually 2 boys and 2 girls) shall be included in the class committee. The Chairperson of the class committee may invite the Class adviser(s) and the Head of the Department to the class committee meeting. The Head of the Institution may participate in any class committee of the institution.
- 13.4 The chairperson is required to prepare the minutes of every meeting, submit the same to Head of the department within two days of the meeting and arrange to circulate it among the students and teachers concerned. If there are some points in the minutes requiring action by the management, the same shall be brought to the notice of the Management through the Head of the Institution.
- 13.5 The first meeting of the class committee shall be held within one week from the date of commencement of the semester, in order to inform the students about the nature and weightage of assessments within the framework of the Regulations. Two or three subsequent meetings may be held in a semester at suitable intervals.
- 13.6 The Class Committee Chairman in consultation with head of the department shall put on the Notice Board the cumulative attendance particulars of each student at the end of every such meeting to enable the students to know their attendance details to satisfy the clause 7 of this Regulation. During these meetings the student members representing the entire class, shall meaningfully interact and express the opinions and suggestions of the

other students of the class in order to improve the effectiveness of the teaching-learning process.

14. COURSE COMMITTEE FOR COMMON COURSES

14.1 Each common theory course offered to more than one department or section, shall have a “Course Committee” comprising all the teachers teaching the common course with one of them nominated as Course Coordinator. The nomination of the Course Coordinator shall be made by the HoD of the course depending upon whether all the teachers teaching the common course belong to a single department or to several departments.

14.2 The ‘Course committee’ shall meet in order to arrive at a common scheme of evaluation for the test and shall ensure a uniform evaluation of the tests. Wherever feasible, the course committee may also prepare a common question paper for the formative assessment test(s).

14.3 Course committee can design the various formative assessment tools for the course. It has to be approved by all the class committee chairperson of the various sections for which the course is offered.

14.4 If the course is a theory, then course committee is also responsible for fixing the lower limit of the exemplary grade “O” for determining the range of marks for various grades in the relative grading.

15. REQUIREMENTS FOR APPEARING THE SUMMATIVE ASSESSMENT EXAMINATIONS

15.1 A candidate shall normally be permitted to appear for the summative assessment Examinations for all the courses registered in the current semester (vide clause 6) if he/she has satisfied the semester completion requirements (subject to Clause 10).

15.2 A candidate who has already appeared for any subject in a semester and passed the examination is not entitled to reappear in the same subject for improvement of grades.

16. PASSING REQUIREMENTS

- 16.1 A candidate who secures not less than 50% of total marks prescribed for the course [Formative Assessment + Summative Examinations] with a minimum of 45% of the marks prescribed for the Summative Examination, shall be declared to have passed the course and acquired the relevant number of credits. This is applicable for theory, practical and project work.
- 16.2 The passing requirement for the courses which are assessed only through purely formative assessments (EEC courses except project work), is 50% of the formative assessment (Formative assessment) marks only.

17. AWARD OF LETTER GRADES

- 17.1 All assessments of a course will be evaluated on absolute marks basis. However, for the purpose of reporting the performance of a candidate, letter grades, each carrying certain number of points, will be awarded as per the range of total marks (out of 100) obtained by the candidate in each subject as detailed below:
- 17.2. A relative grading is going to be adopted for fixing the range of marks for various letter grades. The same has been given in the following table.

Letter grade	Grade Points	Marks Range	
		Lower	Higher
O (Outstanding)	10	University provided the software for allocation of grades. This relative grading method normalizes the results of those students who secure the total marks greater than or equal to 50, using the BOX-COX transformation method and computes the grade range for each course separately and awards the grade to each student. For a given course, if the students' strength is greater than 30, the relative grading method shall be adopted. However, for the theory or theory cum practical courses in which the students' strength is less than 30 then the fixed grading shall be followed with the grade range as specified below. For practical courses, fixed grading will be used irrespective of student strength.	
A+ (Excellent)	9		
A (Very Good)	8		
B+ (Good)	7		
B (Average)	6		
C (Satisfactory)	5		

U	0	< 50%
WD	0	NA
AB	0	NA

O	A+	A	B+	B	C	U
91-100	81-90	71-80	61-70	56-60	50-55	<50

A student is deemed to have passed and acquired the corresponding credits in a particular course if he/she obtains any one of the following grades: "O", "A+", "A", "B+", "B", "C". "U" denotes that the student has failed to pass in that course. "WD" and "AB" denote **withdrawal** from the exam and absent for the particular course, respectively. The grades U, WD and AB will figure both in Marks Sheet as well as in Result Sheet. In both cases the student has to reappear for the Summative Examinations. For the grade W and U, the attendance requirement need not to be satisfied.

- 17.3. For the Co-curricular activities such as National Cadet Corps (NCC)/ National Service Scheme (NSS) / NSO / YRC, a satisfactory / not satisfactory grading will appear in the mark sheet. Every student shall put in a minimum of 80% attendance in the training and attend the camp compulsorily. The training and camp shall be completed during the first year of the programme. However, for valid reasons, the Head of the Institution may permit a student to complete this requirement in the second year. **A satisfactory grade in the above co-curricular activities is compulsory for the award of degree.**
- 17.4. If a student obtains a grade O, A+, A, B+, B, and C in a Value added course, the course shall figure in the Mark sheet. However, value added courses in which the grade is U **will not figure in the mark sheet.** After results are declared, Grade Sheets will be issued to each student.

GPA for a semester is the ratio of the sum of the products of the number of credits for courses acquired and the corresponding points to the sum of the number of credits for the courses acquired in the semester.

$$\text{GPA} = \frac{\text{Sum of (Credits Earned} \times \text{Grade Points)}}{\text{(Sum of Credits Earned)}}$$

CGPA will be calculated in a similar manner, considering all the courses registered from first semester. 'U', and 'W' grades will be excluded for calculating GPA and CGPA.

$$\text{CGPA} = \frac{\sum_{i=1}^n C_i GP_i}{\sum_{i=1}^n C_i}$$

where C_i - is the Credits assigned to the course GP_i - is the Grade point corresponding to the grade obtained for each Course n - is number of all Courses successfully cleared during the particular semester in the case of GPA and during all the semesters in the case of CGPA. The GPA and CGPA indicate the academic performance of a candidate at the end of a semester and at the end of successive semesters respectively.

18 ELIGIBILITIES FOR THE AWARD OF THE DEGREE

18.1 A student shall be declared to be eligible for the award of the B.E. / B.Tech. Degree provided the student has

- i. Successfully gained the required number of total credits as specified in the curriculum corresponding to the student's programme within the stipulated time.
- ii. Successfully completed the course requirements, appeared for the End-Semester examinations and passed all the subjects prescribed in all the 8 semesters within a maximum period of 7 years (6 years in the case of Lateral Entry) reckoned from the commencement of the first (third in the case of Lateral Entry) semester to which the candidate was admitted.
- iii. Successfully passed any additional courses prescribed by the Board of Studies concerned whenever readmitted under regulations R-2022 (vide clause 18.3)
- iv. Successfully completed the personality development requirements.
- v. No disciplinary action pending against the student.

18.2 CLASSIFICATION OF THE DEGREE AWARDED

18.2.1 FIRST CLASS WITH DISTINCTION

A student who satisfies the following conditions shall be declared to have passed the examination in *First class with Distinction*:

- Should have passed the examination in all the courses of all the eight semesters and 6 semesters (in the case of lateral entry) in the student's First Appearance within **five years (Four years in the case of lateral entry)**. Withdrawal from examination (vide Clause 17) will not be considered as an appearance.
- Should have secured a CGPA of not less than **8.50**
- One-year authorized break of study (if availed of) is included in the five years (Four years in the case of lateral entry) for award of First class with Distinction.
- Should not have been prevented from writing summative examination due to lack of attendance in any semester.

18.2.2 FIRST CLASS:

A student who satisfies the following conditions shall be declared to have passed the examination in **First class**:

- Should have passed the examination in all the courses of all eight semesters (6 semesters in the case of Lateral Entry) **within Five years (Four years in the case of Lateral Entry)**.
- One-year authorized break of study (if availed of) or prevention from writing the Summative examination due to lack of attendance (if applicable) is included in the duration of **Five years (Four years in the case of lateral entry)** for award of First class.
- Should have secured a CGPA of not less than **6.5**

18.2.3 SECOND CLASS:

All other students (not covered in clauses 18.2.1 and 18.2.2) who qualify for the award of the degree (vide Clause 18.1) shall be declared to have passed the examination in **Second Class**.

- 18.3** A candidate who is absent in summative examination in a course / project work after having registered for the same shall be considered to have appeared in that examination for the purpose of classification.

19 Photocopy / Revaluation

A candidate can apply for photocopy of his/her semester examination answer paper in a theory course, within the date announced by the CoE from time to time after the declaration of results, on payment of a prescribed fee through proper application to the Controller of Examinations through Head of the Department.

The answer script may be valued and justified by a faculty member, who handled the subject and recommend for revaluation with breakup of marks for each question. Based on the recommendation, the candidate can register for the revaluation through proper application to the Controller of Examinations. The Controller of Examinations will arrange for the revaluation and the results will be intimated to the student. Revaluation is not permitted for practical courses and for project work. A candidate can apply for revaluation of answer scripts for not exceeding 5 subjects at a time.

19.1 Review

Candidates not satisfied with Revaluation can apply for Review of his/ her examination answer paper in a theory course, within the prescribed date on payment of a prescribed fee through proper application to Controller of Examination through the Head of the Department. Candidates applying for Revaluation only are eligible to apply for Review.

20. PROVISION FOR WITHDRAWAL FROM SUMMATIVE EXAMINATION

- 20.1** A student may, for valid reasons, (medically unfit / unexpected family situations / sports approved by Director/PED and HOD) be granted permission to withdraw from appearing for the summative examination in any course or courses in **ANY ONE** of the semester examinations during the entire duration of the degree programme. The application shall be sent to Controller of Examinations through the Head of the Institutions with required documents.

- 20.2 Withdrawal application is valid if the student is otherwise eligible to write the examination (Clause 10) and if it is made within TEN days prior to the commencement of the examination in that course or courses and recommended by the Head of the Institution and approved by the Controller of Examinations. Notwithstanding the requirement of mandatory 10 days' notice, applications for withdrawal for special cases under extraordinary conditions will be considered on the merit of the case.
- 20.3. In case of withdrawal from a course / course (Clause 20.1) the course will figure both in Marks Sheet as well as in Result Sheet. **Withdrawal essentially requires the student to register for the course/courses** The student has to register for the course, fulfil the attendance requirements (vide clause 10), earn Formative assessment marks. However, withdrawal shall not be construed as an appearance for the eligibility of a candidate for First Class with Distinction.
- 20.4. Withdrawal is permitted for the summative examinations in the final semester only if the period of study the student concerned does not exceed 5 years as per clause 16.2.1.

21. PROVISION FOR AUTHORISED BREAK OF STUDY

- 21.1 A student is permitted to go on break of study for a maximum period of one year as a single spell. Break of Study shall be granted only once for valid reasons for a maximum of one year during the entire period of study of the degree programme. However, in extraordinary situation the candidate may apply for additional break of study not exceeding another one year by paying prescribed fee for break of study.
- 21.2 If a candidate intends to temporarily discontinue the programme in the middle of the semester for valid reasons, and to re-join the programme in a subsequent year, permission may be granted based on the merits of the case provided he / she applies to Head of the Institution, but not later than the last date for registering for the summative examination of the semester in question, through the Head of the Institution stating the reasons therefore and the probable date of re-joining the programme.
- 21.3 The candidates permitted to re-join the programme after break of study / prevention due to lack of attendance, shall be governed by the Curriculum and Regulations in force at the time of re-joining. The students re-joining in new Regulations shall apply to the

Head of the Institution in the prescribed format through Head of the Department at the beginning of the readmitted semester itself for prescribing additional courses, if any, from any semester of the regulations in-force, so as to bridge the curriculum in-force and the old curriculum.

- 21.4 The authorized break of study would be counted towards the duration specified for passing all the courses for the purpose of classification (vide Clause 18.2).
- 21.5 The total period for completion of the Programme reckoned from, the commencement of the first semester to which the candidate was admitted shall not exceed the maximum period specified in clause 5 irrespective of the period of break of study in order that he/she may be eligible for the award of the degree.
- 21.6 If any student is prevented for want of required attendance, the period of prevention shall not be considered as authorized 'Break of Study' (Clause 20.1) If a student cannot complete the degree within the maximum period specified in clause 5.1, including all authorised and unauthorised Break of study, the student could apply for extension to the Head of the Institution. The student may be permitted for one more year based on the merit of the case.

22. DISCIPLINE

- 22.1 Every student is required to observe disciplined and decorous behaviour both inside and outside the college and not to indulge in any activity which will tend to bring down the prestige of the College. The Head of Institution shall constitute a disciplinary committee consisting of Head of Institution, Two Heads of Department of which one should be from the faculty of the student, to enquire into acts of indiscipline.
- 22.2 If a student indulges in malpractice in any of the summative/internal examination he/she shall be liable for punitive action as prescribed by the College from time to time.

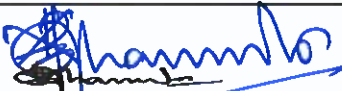

23. SPECIAL CASES

In the event of any clarification in the interpretation of the above rules and regulations, they shall be referred to the Academic Appeals Board. The Academic Appeals Board will offer suitable interpretations/ clarifications / amendments required for special case

on such references and get them ratified in the next meeting of the Academic Council.
The decision of the Academic Council will be final.

24. REVISION OF REGULATIONS, CURRICULUM AND SYLLABI

The College may from time-to-time revise, amend or change the Regulations, Curriculum, Syllabus and scheme of examinations through the Academic Council of the college.

UG Regulation 2022	REVISION	03
	DATE OF REVISION	27-11-2023
Reason for Revision	Modalities for Student exchange programme with Indian/Foreign Universities are included as the clause 4.9.2	
Prepared by	Approved by	
 CoE/SVCE	 Principal/SVCE	

