

E.G.S. PILLAY ENGINEERING COLLEGE, NAGAPATTINAM.

REGULATION 2023

CHOICE BASED CREDIT SYSTEM

Common to all B. E. / B. Tech. Full-Time Programmes

COLLEGE VISION:

Envisioned to transform our institution into a Global Center of Academic Excellence

COLLEGE MISSION:

1. To provide world class education to the students and to bring out their inherent talents
2. To establish state-of-the-art facilities and resources required to achieve excellence in teaching-learning and supplementary processes
3. To recruit competent faculty and staff and to provide opportunity to upgrade their knowledge and skills
4. To have regular interaction with the industries in the areas of R&D and offer consultancy training and testing services
5. To establish centres of excellence in the emerging areas of research
6. To offer continuing education, and non-formal vocational education programmes that are beneficial to the society.

DEGREE OF BACHELOR OF ENGINEERING / BACHELOR OF TECHNOLOGY

This Regulation is applicable to the students admitted to B.E/B.Tech. Programmes from the academic year 2023-2024 onwards.

1. PRELIMINARY DEFINITIONS AND NOMENCLATURE

In these Regulations, unless the context otherwise requires:

- I) **“Programme”** : Degree Programme, that is B.E./B.Tech. Degree Programme.
- II) **“Discipline”** : Specialization or branch of B.E./B.Tech. Degree Programme, like Civil Engineering, Information Technology, etc.
- III) **“Course”** : A theory or practical subject that is normally studied in a semester, like Mathematics, Physics, etc.

- IV) **“Head of the Institution”** : The Principal of the College.
- V) **“Head of the Department (HoD)”** : The Head of the Department concerned.
- VI) **“Controller of Examinations (CoE)”** : The authority of the College who is responsible for all activities of the Examinations.
- VII) **“University”** : ANNA UNIVERSITY, CHENNAI.
- VIII) **“College or Institution”** : E.G.S. PILLAY ENGINEERING COLLEGE.

2. **ADMISSION**

Candidates seeking admission to the first semester of the Eight semesters B.E./B.Tech. Degree Programme:

Should have passed the Higher Secondary Examinations of (10+2) Curriculum (Academic Stream) prescribed by the Government of Tamil Nadu with Mathematics, Physics and Chemistry as three of the four subjects of study under Part-III or any examination of any other University or authority accepted by the Anna University as equivalent thereto. (OR)

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

Lateral entry admission

- (i) The candidates who have passed the Diploma in Engineering / Technology awarded by the Directorate of Technical Education, Tamil Nadu or its equivalent are eligible to apply for Lateral entry admission to the third semester of B.E. / B.Tech., as per the rules fixed by the Government of Tamil Nadu. (OR)
- (ii) 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 CoE.

3. **PROGRAMMES OFFERED**

B.E. / B.Tech. Programmes offered by this college:

B.E. Programmes:

- (i). Civil Engineering
- (ii). Computer Science and Engineering
- (iii). Electrical and Electronics Engineering
- (iv). Electronics and Communication Engineering
- (v). Mechanical Engineering
- (vi). Biomedical Engineering

B. Tech. Programmes:

- (vii). Information Technology
- (viii). Computer Science and Business Systems
- (ix). Artificial Intelligence and Data Science

4. STRUCTURE OF PROGRAMMES**4.1 Categorization of Courses**

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

- i. **Humanities, Social Sciences and Management Courses (HSMC)** include Professional English, Communication skills, Scientific Thoughts in Tamil, Heritage of Tamil, Universal Human Values and Ethics, etc.
- ii. **Basic Sciences Courses (BSC)** include Mathematics, Physics, Chemistry, Biology, Environmental Science etc.
- iii. **Engineering Sciences Courses (ESC)** include Engineering Practices, Engineering Graphics, Basics of Civil / Mechanical / Electrical / Electronics / Instrumentation, Computer Engineering, etc.
- iv. **Professional Core Courses (PCC)** include the core courses relevant to the chosen specialization/branch.
- v. **Professional Elective Courses (PEC)** include the elective courses relevant to the chosen specialization/ branch. Professional Elective courses are offered under verticals (specialization groups).
- vi. **Open Elective Courses (OEC)** include the courses offered by a branch to other branches, from the list specified in the respective curriculum of the B.E. / B. Tech. Programmes.
- vii. **Employability Enhancement Courses (EEC)** include Project Work, Internship, Seminar, Professional Practices, Case Study and Industrial/Practical Training etc. Also the courses offered by Training and Placement department such as Soft skills, Aptitude, Group

Discussion, etc are listed in this category.

- viii. **Mandatory Courses (MC)** include the courses such as Languages, Well being, etc.
- ix. **Life skill Courses (LSC)** include the courses offered under Activity points programme

4.2 Activity Points:

In addition to technical knowledge, skills are required to be successful professionals. The students should have excellent Soft Skills, Leadership qualities, Team spirit, Entrepreneurial capabilities, and Societal commitment. To match these multifarious requirements, AICTE has introduced Activity Point Programme, through which a regular student admitted to 4 years degree programme including lateral entry students, shall earn the activity points as given in Table. (i). The activity points earned shall be reflected on the student's eighth semester grade card. (ii). The activity points (non-credit) have no effect on GPA/CGPA and shall not be considered for vertical progression. (iii). The students will be eligible for award of B.E degree only upon earning the prescribed activity points and the same reflected in eighth semester grade card. (iv). Students can earn the points through Life skill courses which are introduced in each semester.

Table 4.2 : AICTE Activity Points (AAP)

Sl. No.	Student Category	Activity Points prescribed by AICTE
1.	A regular student admitted to 4 years degree programme	100
2.	A regular student admitted to 4 years degree programme, admitted through lateral entry	75

Following are the suggestive activity as listed by AICTE:

1. Prepare and implement a plan to create local job opportunities.
Prepare and implement a plan to improve education quality in villages.
2. Prepare an actionable Detailed Project Report (DPR) for doubling the village Income.
3. Developing a sustainable water management system.
4. Prepare and implement a plan to improve health parameters of villagers.
5. Developing and implementing low cost sanitation facilities.
6. Prepare and implement a plan to promote local tourism through innovative

approaches.

7. Implement/develop technology solutions which will improve quality of life.
8. Prepare and implement solutions for energy conservation.
9. Prepare and implement a plan to skill village youth and provide employment.
10. Develop localized techniques for reduction in construction cost.
11. Prepare and implement a plan of sustainable growth of the village.
12. Setting up an information imparting club for women leading to contribution in social and economic issues.
13. Develop and manage an efficient garbage disposal system.
14. Contribute to any national level initiative of Government of India, For E.g. Digital India/Skill India/ Swachh Bharat Internship etc.,

4.3 Personality and Character Development

All students have to enroll, on admission, in any one of the personality and character development programmes like NSS/RRC/YRC/PED and undergo training / conduct activities for about 80 hours and attend a camp of about seven days. The training shall include classes on hygiene, health awareness and training in first-aid. Alternately, activities of science, literature and arts also help for personality and character development. So, students mean to conduct and participate actively in Science club/Literary Forum/Fine Arts activities for 80 hours and participate in at least ONE event.

National Service Scheme (NSS) will have social service activities in and around the College / Institution.

Physical Education Department (PED) will have Sports, Games, Drills and Physical exercises.

Youth Red Cross (YRC) and Red Ribbon Club (RRC) will have activities related to social services in and around College/Institution.

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

Science forum organizes activities of popularization of science and scientific temper through activities related to astronomy, works of great scientists from India and abroad, observing National Science Day, etc.

Literary Club like 'Tamil Ilakkiya Mandram' organizes colorful literary events to propagate good humanist values, morals and ethics reflected in the literature.

Fine Arts Society encourages to participate in music, painting and documentary films with social themes.

Students who enroll and take active participation in anyone of the above activities for 80hours and participate at least one event/programme will be given a certificate by the Head of the Institution and the copy of the same shall be forwarded to the Controller of Examinations for the purpose of record and scrutiny.

No fee shall be charged for all these activities.

4.4 The recommended distribution of credits for each category is given Table 4.4.

Table 4.4: Credit Distribution

S. No	Category	Regular Entry	Lateral Entry
		Credits	Credits
A	Humanities, Social Science and Management Courses (HSMC)	07*	02*
	Basic Science Courses(BSC)	23*	04*
	Engineering Science Courses(ESC)	23*	09*
B	Professional Core Courses (PCC)	62*	62*
C	Elective Courses		
	Programme Elective Courses (PEC)	21*	21*
	Open Elective Courses (OEC)	09*	09*
D	Employment Enhancement Courses (EEC)	20*	17*
E	Mandatory Courses - Non Credit category	(Not included for CGPA)	(Not included for CGPA)
	Minimum Credits to be earned for the award of the Degree	163-168* (from A to E), and the successful completion of all Mandatory Courses, two value added courses, two online MOOC courses and getting minimum 100 points in Activity programmes	121-127*(from A to E) and the successful completion of Mandatory Courses, two value added courses, two online MOOC courses and getting minimum 75 points in Activity programmes

*Minor changes can be made

4.5 Number of courses per semester

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

4.6 Credit Assignment

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

Contact period per week	CREDITS
1 Lecture Period	1
2 Tutorial Periods	1
2 Laboratory Periods (also for EEC courses like Seminar / Project Work / Case study / etc.)	1

4.7 Induction Programme

Induction Programme is mandatory for the students pursuing the Undergraduate Programme.

List of students who complete the Induction Programme successfully shall be certified by the Head of the Institution. The completion of the Induction Programme shall be printed in the Grade Sheet as "**COMPLETED**".

In the case of students who have not attended the Induction Programme due to late admission will be given another opportunity to attend the programme and the same will be recorded in the grade sheet.

No fee will be charged towards the conduct of the Induction Programme and for including in the STATEMENT OF GRADES for the successful completion of the Induction Programme.

4.8 Industrial Training/ Internship

The students may undergo Industrial training for a period as specified in the Curriculum during the summer / winter vacation. In this case, the training has to be undergone continuously for a period of at least two weeks in an organization.

The students may undergo Internship at a Research organization / University/ Industry (after due approval from the Head of the Institution) for the period prescribed in the curriculum during the summer / winter vacation, in lieu of Industrial training. Attendance Certificate during the period of Industrial Training / Internship and signed by the competent authority of the industry, as per the format prescribed by the CoE shall be submitted to the Head of the Institution. The attendance certificate will be forwarded to the COE by the Head of the Institution for processing results.

If Industrial Training/ Internship is not prescribed in the curriculum, the student

may undergo Industrial Training/ Internship optionally and the credits earned will be indicated in the Grade Sheet. If the student earns three credits in Industrial Training/ Internship, the student may drop one Professional Elective subject (only one professional elective subject can be dropped). In such cases, Industrial Training / Internship need to be undergone continuously from one organization or with a combination of a two week and a four week from one/two organizations. However, if the number of credits earned is 1 or 2, then these credits shall not be considered for classification of the degree. Students have to get permission from the Head of the Institution for taking Industrial Training/Internship and the Certificate of completion of Industrial Training / Internship shall be forwarded to the COE.

DURATION OF TRAINING/INTERNSHIP	CREDITS
2 Weeks*	1
4 Weeks	2
6 Weeks	3

***1 Week = 40 Internship Hours**

4.9 Industrial Visit

Every student is required to go for at least one Industrial Visit every semester starting from the second year of the Programme. The Heads of Departments shall ensure whether necessary arrangements are made in this regard.

4.10 Value Added Courses

The students must undergo Value Added Courses (VAC) over and above the topics covered in the curriculum to obtain practical and industry specific knowledge. The credits earned through the Value Added Courses shall be over and above the total credit requirements 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 Head of the Institution and the COE.** The details of the syllabus, time table and course coordinator may be sent to the COE at least one month before the course is offered for approval. **Students can take a maximum of two one credit courses / one two credit course** during the entire duration of the Programme.

4.11 Online Courses

Students may be permitted to credit a maximum of two online courses, subject to a maximum of six credits, with the approval of the **Head of the Institution, in lieu of open elective / professional elective courses. The Head of the Institution shall form a three member committee with members as**

HOD and a faculty member from the Department of the student, HOD of any other branch of the Institution to ensure that the student has not studied such courses and would not repeat it again as Professional Core/Professional Elective/Open Elective courses. Suitable online courses shall be chosen from the MOOC platforms.

4.12 Mandatory courses

The student shall study the mandatory courses prescribed by the college and it will be mentioned in the Grade Sheet. However, it will not be considered for computation of GPA/CGPA.

4.13 B.E./B. Tech. (Hons) Specialization in the same discipline, B.E./B. Tech.(Hons) and B.E. / B. Tech. minor in other specialization.

i. B.E./B.Tech. Honours (specialization in the same discipline):

- a. The student should have earned additionally a minimum of 18 credits from a **specified group of Professional Electives** of the same programme.
- b. Should have passed all the courses in the first attempt.
- c. Should have earned a minimum of 7.50 CGPA.

ii. B.E / B.Tech. Honours

- a. The students should have taken additional courses from more than one vertical of the same programme and earned a minimum of 18 credits.
- b. Should have passed all the courses in the first attempt.
- c. Should have earned a minimum of 7.50 CGPA.

iii. B.E./B.Tech. (Minor in other specialization)

1. The student should have earned additionally a minimum of 18 credits in any one of the verticals of other B.E/B.Tech programmes or from any one of the following verticals
Vertical I: Fintech and Block Chain
Vertical II: Entrepreneurship
Vertical III: Public Administration
Vertical IV: Business Data Analytics
Vertical V: Environment and Sustainability
2. Out of these 18 credits students can earn a maximum of 6 credits in online mode (SWAYAM platform).
3. B.E./ B. Tech. (Hons) Specialization in the same discipline, B.E / B.Tech. Honors and B.E./B.Tech. minor in other specialization degree will be optional for students.
4. For the categories 1 (i) to 1(ii), the students shall be permitted to register for

the courses from the V Semester onwards provided the students has earned a minimum CGPA 7.50 of until III Semester and has cleared all the courses in the first attempt.

5. For the category 1 (iii), the students will be permitted to register the courses from Semester V onwards provided the marks earned by the students until Semester III is CGPA 7.50 and above.
6. If a student decides not to opt for Honours, after completing certain number of additional courses, the additional courses studied shall be considered instead of the Professional Elective courses which are part of the curriculum. If the student has studied more number of such courses than the number of Professional Elective courses required as per the curriculum, the courses with higher grades shall be considered for the calculation of GPA/CGPA. Remaining courses shall be printed in the mark sheet, however, they will not be considered for calculation of GPA/CGPA.
7. If a student decides not to opt for Minor, after completing certain number of courses, the additional courses studied shall be considered instead of Open Elective courses which are part of the curriculum. If the student has studied more number of such courses than the number of open electives required as per the curriculum, the courses with higher grades shall be considered for calculation of GPA/CGPA. Remaining courses shall be printed in the mark sheet, however, they will not be considered for calculation of GPA/CGPA.

4.14 Medium of Instruction

The medium of instruction is English for all Courses, Examinations, Seminar presentations and Project work reports except for the courses offered in Tamil and other languages.

5. DURATION OF THE PROGRAMME

- 5.1 A student is ordinarily expected to complete the B.E. / B.Tech. Programme in 8 semesters (for HSC students) and six semesters (for Lateral Entry students) but in any case not more than 14 Semesters for HSC (or equivalent) students and not more than 12 semesters for Lateral Entry students.
- 5.2 Each semester shall normally consist of 75 working days. The Head of the Institution 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 Head of the Department may conduct additional classes for improvement, special coaching, conduct of model test, etc., over and above the specified periods. But for the purpose of calculation of attendance requirement for writing the end

semester examinations (as per clause 6) by the students, following method shall be used.

Percentage of Attendance = ((Total no. of periods attended in all the courses per semester) / No. of periods / week as prescribed in the curriculum taken together for all courses of the semester) x 15) X 100

The End Semester Examination will normally follow immediately after the last working day of the semester as per the academic schedule prescribed from time to time.

- 5.4** The total period for completion of the programme reckoned from the commencement of the first semester to which the student was admitted shall not exceed the maximum period specified in clause 5.1 irrespective of the period of break of study (vide clause 18) in order that he/she may be eligible for the award of the degree (vide clause 16).

6. COURSE REGISTRATION

6.1 The institution is responsible for registration of the courses that each student is proposing to undergo in the ensuing semester. Each student has to register for all courses to be undergone in the curriculum of a particular semester (with the facility to drop courses to a maximum of 6 credits (vide clause 6.2)). The courses dropped in earlier semesters can be registered in the subsequent semesters when offered.

The registration details of the student shall be approved by the Head of the Department and forwarded to the Controller of Examinations. This registration is for undergoing the course as well as for writing the End Semester Examinations.

The courses that a student registers in a particular semester may include

- Courses of the current semester.
- Courses dropped in the lower semesters

The maximum number of credits that can be registered in a semester is 36. However, this does not include the number of Re-appearance (U) and Withdrawal (WO) courses registered by the student for the appearance of Examination.

6.2 Flexibility to Drop courses

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.

From the second to final semesters, the student has the option of dropping existing courses in a semester during registration. Total number of credits of such courses shall not exceed 6 per semester. The student is permitted to drop the course(s) within 30 days of the commencement of the academic schedule.

6.3 C h o i c e of Professional Elective Courses

The professional Elective Courses are listed in the Curriculum in Table format as verticals (Specialization groups). A student can choose all the Professional Elective Courses either from one of the verticals or a combination of courses from all verticals in a semester.

7. ATTENDANCE REQUIREMENTS FOR COMPLETION OF THE SEMESTER

7.1 A student who has fulfilled the following conditions shall be deemed to have satisfied the requirements for completion of a semester.

7.2 Ideally every student is expected to attend all classes of all the courses 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 75% of the classes.

7.3 Therefore, he/she shall **secure not less than 75%** (after rounding off to the nearest integer) of overall attendance as calculated as per clause 5.3.

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

7.5 Students who **secure less than 65% overall attendance** shall not be permitted to write the End semester examination at the end of the semester and not permitted to move to the next semester. They are required to repeat the incomplete semester in the next academic year, as per the norms prescribed.

8. CLASS ADVISOR

8.1 There shall be a class advisor for each class. The class advisor will be one among the course-instructors of the class. He / She will be appointed by the HOD of the department concerned. The class advisor is the ex-officio member and the Convener of the class committee. The responsibilities for the class 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 HoD 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 students' welfare activities like awards, medals,

scholarships and industrial visits.

9. CLASS COMMITTEE

9.1 Every class shall have a class committee consisting of teachers of the class concerned, student representatives and a HoD, who is not teaching the class. It is like the 'Quality Circle' (more commonly used in industries) with the overall goal of improving the teaching- learning process. The functions of the class committee include:

- 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 and 7).
- 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 weight age 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.
- Analyzing the performance of the students of the class after each test and finding the ways and means of solving problems, if any.
- Identifying the slow-learners, if any, and requesting the teachers concerned to provide some additional help or guidance or coaching to such students.

9.2 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 (like the first semester which is generally common to all branches), the class committee is to be constituted by the Head of the Institution.

9.3 The class committee shall be constituted within the first week of each semester.

9.4 At least 4 student representatives (usually 2 boys and 2 girls) shall be included in the class committee, covering all the elective courses.

9.5 The HoD of the class committee may invite the class adviser(s) and the Head of the Department to the class committee meeting.

9.6 The Head of the Institution may participate in any class committee meeting of the institution.

9.7 The HoD is required to prepare the minutes of every meeting, submit the same to the Head of the Institution 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 by the Head of the Institution.

9.8 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.

9.9 The HoD shall display the cumulative attendance particulars of each student on the Notice Board at the end of every meeting should be enabled 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.

10. COURSE COMMITTEE FOR COMMON COURSES

10.1 Each common theory course offered to more than one discipline or group, shall have a “Course Committee” comprising all the teachers teaching the common course from which one of them nominated as the course coordinator. The nomination of the course coordinator shall be made by the Head of the Department / Head of the Institution depending upon whether all the teachers teaching the common course belong to a single department or to several departments. 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 internal assessment test(s).

11. SYSTEM OF EXAMINATION

11.1 A separate manual can be prepared by the CoE for having guidelines to conduct examinations, to give punishment for malpractices and for other matters. It has to be approved in Academic Council meeting.

11.2 Performance in each course of study shall be evaluated based on (i) continuous internal assessment throughout the semester and (ii) End Semester examination at the end of the semester.

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

11.3.1 For all theory courses, the continuous internal assessment will carry 40 marks while the End Semester examination will carry 60 marks.

11.3.2 For all theory courses with laboratory component, the continuous internal assessment will carry 50 marks while the End Semester examination will carry 50 marks.

11.3.3 For all laboratory courses, the continuous internal assessment will carry 60 marks while the End Semester examination will carry 40 marks.

11.3.4 The continuous internal assessment for the project work will carry 60 marks while the End Semester examination will carry 40 marks.

11.4 Industrial Training and Seminar shall carry 100 marks and shall be evaluated through internal assessment only.

11.5 The End Semester examination (theory and practical) of 3 hours duration shall ordinarily be conducted between October and December during the odd semesters and between April and June during the even semesters.

11.6 The End Semester examination for Project Work shall consist of evaluation of the final reports submitted by the student or students of the project group (of not exceeding 4 students) by an external examiner and an internal examiner, followed by a viva-voce examination conducted separately for each student by a committee consisting of the external examiner, the supervisor of the project group and an internal examiner.

11.7 For the End Semester examination of practical courses including Project Work, the internal and external examiners shall be appointed by the Controller of Examinations.

12. PROCEDURE FOR AWARDING MARKS FOR INTERNAL ASSESSMENT

For all theory, laboratory courses, theory courses with laboratory component and project work the continuous assessment shall be awarded as per the procedure given below:

12.1 THEORY COURSES

Two assessments each carrying 100 marks shall be conducted during the semester by the Department / College concerned. The total marks obtained in all assessments put together out of 200, shall be proportionately reduced for 40 marks and rounded to the nearest integer (This also implies equal weightage to the two assessments).

Assessment I (100 Marks)		Assessment II (100 Marks)		Total Internal Assessment
Individual Assignment / Case Study/ Seminar /Mini Project/ Any other co- curricular activity	Written Test	Individual Assignment / Case Study/ Seminar /Mini Project / Any other co- curricular activity	Written Test	
40	60	40	60	200*

*The weighted average shall be converted into 40 marks for internal Assessment.

A minimum of two internal assessments will be conducted as a part of continuous assessment. Each internal assessment is to be conducted for 100 marks and will have to be distributed in two parts viz., Individual Assignment/ Case study/ Seminar/ Mini project / any other experiential learning and Test with each having a weightage of

40% and 60% respectively. The tests shall be in written mode. The total internal assessment marks of 200 shall be converted into a maximum of 40 marks and rounded to the nearest integer.

12.2 LABORATORY COURSES

The maximum marks for Internal Assessment shall be 60 marks in case of practical courses. Every practical exercise / experiment shall be evaluated based on conduct of experiment / exercise and records to be maintained. There shall be at least one test. The criteria for arriving at the Internal Assessment marks of 60 are as follows: 75 marks shall be awarded for successful completion of all the prescribed experiments done in the Laboratory and 25 marks for the test. The total mark shall be converted into a maximum of 60 marks and rounded to the nearest integer.

Internal Assessment (100 Marks)*	
Evaluation of Laboratory Observation, Record	Test
75	25

* Internal assessment marks shall be converted into 60 marks

12.3 THEORY COURSES WITH LABORATORY COMPONENT / LABORATORY COURSES WITH THEORY COMPONENT

Weight age of internal assessment and end semester examination marks will be 50% each. The distribution of marks for the theory and laboratory components in the internal assessments and end semester examination for different types of courses are provided in the table.

L	T	P	C	Internal Assessment 1	Internal Assessment 2	End Semester Examination
1	0	4	3	Lab (25%)	Theory (25%)	Lab only (50%)
1	0	2	2	Lab (25%)	Theory (25%)	lab only (50%)
2	0	2	3	Theory (25%)	Lab (25%)	Theory (25%) Lab (25%)
3	0	2	4	Theory (25%)	Lab (25%)	Theory (35%) lab(15%)
2	0	4	4	Theory (25%)	Laboratory (25%)	Theory (15%) Lab(35%)

The procedure for the conduct of internal assessments for theory and laboratory components shall be as per the clause 12.1 and 12.2 respectively.

*The weighted average shall be converted into 50 marks for internal Assessment.

12.4 PROJECT WORK/ INTERNSHIP

The student shall register for Project Work in final semester. Project work may be allotted to a single student or to a group of students not exceeding 4 per group. The student is also permitted to undergo a semester long internship in an industry / academic / research institution.

The Project Work carried out in industry / academic/research institution shall be jointly supervised. The Project Work shall be jointly supervised by a supervisor of the department and an expert from the organization as a joint supervisor and the student shall be instructed to meet the supervisor periodically and to attend the review committee meetings for evaluating the progress. The review meetings, if necessary, may also be arranged in online mode with prior approval from the Head of the Institution and suitable record of the meetings shall be maintained.

The Head of the Department shall constitute a review committee for Project Work for each programme. The review committee consists of supervisor, an expert from the Department and a project coordinator from the Department. If the project coordinator/expert member happens to be the supervisor, then an alternate member shall be nominated. In the case of Industrial Project / Internship, the review committee shall consist of the supervisor, the coordinator from industry and the project coordinator from the Department.

There shall be three reviews conducted by the review committee. The student shall make presentation on the progress made by him / her before the committee. The total marks obtained in the three reviews shall be **reduced for 60 marks** and rounded to the nearest integer (as per the scheme given in 12.4).

Continuous Assessment (60 Marks)			End Semester Examinations (40 Marks)			
Review I	Review II	Review III	Project Report	Viva-Voce Examination		
			External	Internal	External	Supervisor
20	20	20	10	10	10	10

The project report shall carry a maximum of 10 marks. The project report shall be submitted as per the approved guidelines as given by the Controller of Examinations. Same marks shall be awarded to every student within the project group for the project report. The viva-voce examination shall carry 30 marks. Marks awarded to each student of the project group is based on the individual performance in the viva-voce examination.

The continuous internal assessment for the project work will carry **60 marks** while the End Semester examination will carry **40 marks**.

In the case of industrial projects, the marks allotted for supervisor will be shared equally by the supervisor from the Department and coordinator from Industry. The last date for submission of the project report is on the last working day of the semester. If a student fails to submit the project report on or before the specified deadline or the student has submitted the project report but did not appear for the viva-voce examination, it will be considered as fail in the Project Work and the student shall re-register for the same in the subsequent semester.

Students shall also undertake a start-up activity for the development of products as part of project work. If the outcome of a start-up is a fully developed product and whose concept is tested and validated, then it shall be considered in lieu of the project work. Such students shall submit a start up report, which includes the concepts and process flow of the developed product, publications and patents, if any.

The evaluation of the start-up report is as per the clause 12.4.

12.5 OTHER EMPLOYABILITY ENHANCEMENT COURSES

- (a)** The Seminar / Case Study / Mini Project course 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 the Head of the Institution, consisting of the course coordinator and two experts from the Department, will evaluate the seminar and at the end of the semester, the marks shall be consolidated and taken as the final mark. The evaluation shall be based on the term paper (40%), presentation (40%) and response to the questions asked during presentation (20%).
- (b)** The Industrial / Practical Training, Summer Project, Internship, shall carry 100marks and shall be evaluated through internal assessment only. At the end of Industrial / Practical Training / Internship / Summer Project, the student shall submit an attendance 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 a three member Departmental Committee constituted by the Head of the Institution consisting of the course coordinator and two experts from the Department. The certificates (issued by the organization) submitted by the students shall be attached to the mark list sent by the Head of the Institution to the Controller of Examinations.
- (c)** For all the courses under Employability Enhancement Courses Category, except the Project Work, the evaluation shall be done with 100% internal marks and as per the procedure described in clause 12.5 (a) / (b).

12.6 ASSESSMENT FOR VALUE ADDED COURSES

The one / two credit course shall carry 100 marks and shall be evaluated through **continuous assessments only**. Two Assessments as per the clause 12.1 or 12.2 shall be conducted by the Department concerned. The total marks obtained in the assessments shall be reduced to 100 marks and rounded off to the nearest integer. 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 do the evaluation process. The list of students along with the marks and the grades earned shall be forwarded to the Controller of Examinations for appropriate action at least one month before the commencement of End Semester Examinations. The grades earned by the students for Value Added Courses will be recorded in the Grade Sheet, however the same shall not be considered for the computation of GPA/CGPA.

12.7 ASSESSMENT FOR ONLINE COURSES

Students may be permitted to credit two online courses (which are provided with certificate), subject to a maximum of six credits. **The online course of 3 credits can be considered instead of one elective course.** These online courses shall be chosen from the SWAYAM/MOOC/Other platforms, provided the CoE conducts regular examination and provides marks. The method of assessment shall be as per NPTEL online platform. The credits earned shall be transferred and the marks earned shall be converted into grades and transferred. The details regarding online courses taken up by the student and marks/credits earned and the approval for the course from HoD shall be sent to the Controller of Examinations, in the subsequent semester(s) along with the details of the elective(s) to be dropped. The credit equivalent for online NPTEL courses shall be determined based on the following table:

Table: Assigned credits

Online course duration	Assigned credits
04 weeks	01
08 weeks	02
12 weeks	03

12.8. Internal marks approved by the CoE shall be displayed by the respective HODs within 5 days from the last working day.

12.9 Reward Points System: Bonus internal marks can be awarded as per the Reward Points System (RPS). Students are motivated to do various co-curricular and

extracurricular activities. They are listed in reward points system. RPS committee will be constituted, in which Principal is the chairman of the committee and all HoDs are the members. The committee will decide the reward points for various activities. Also they will decide the reward points marks conversion to internal marks by conducting meetings in every semester.

12.10 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 do verification. At the end of the semester, the record should be verified by the COE.

12.11 Conduct of Academic Audit

Every department shall strive for a better performance of the students by conducting the internal assessments as mentioned in Clause 12.

In order to ensure the above, Academic Audit is to be done for every course taught during the semester. For the internal assessments conducted for each course as per details provided in Clause 12, the academic records shall be maintained in the form of documentation for the individual assignments / case study report / report of mini project submitted by each student and assessment test question paper and answer script. Report of industrial training / internship shall also be maintained, if applicable. For laboratory courses students' record shall be maintained. Further, the attendance of all students shall be maintained as a record.

The Head of the Institution shall arrange to conduct the Academic Audit for every course in a semester by forming the respective committees with an external course expert as one of the members drawn from a Technical institution of repute near the institute.

13. REQUIREMENTS FOR APPEARING FOR END SEMESTER EXAMINATIONS

13.1 A student shall normally be permitted to appear for the End Semester Examinations for all the courses registered in the current semester (vide clause 6) if he/she has satisfied the semester completion requirements (as per clause 7).

13.2 Further, examination registration by a student is mandatory for all the courses in the current semester and all arrear(s) course(s) for the End Semester examinations failing which, the student will not be permitted to move to the higher semester.

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

14. PASSING REQUIREMENTS

14.1 A student who secures not less than 50% of total marks prescribed for the course [Internal Assessment + End semester Examinations] with a minimum of 45% of the marks prescribed for the end semester Examination, shall be declared to have passed the course and acquired the relevant number of credits. This is applicable for both theory and laboratory courses (including project work).

14.2 If a student fails to secure a pass in a theory course / laboratory course (except electives), the student shall register and appear only for the end semester examination in the subsequent semester. In such case, the internal assessment marks obtained by the student in the first appearance shall be retained and considered valid for all subsequent attempts till the student secures a pass. However, from the third attempt onwards if a student fails to obtain pass marks (IA + End Semester Examination) as per clause 14.1, then the student shall be declared to have passed the examination if he/she secures a minimum of 50% marks prescribed for the end semester examinations alone.

14.3 If a student fails in a course Theory with a lab component, then he or she has to appear for both theory and lab exams to secure a pass in the subsequent semesters.

14.4 If the course, in which the student has failed, is a Professional Elective or an Open Elective course, the student may be permitted to complete the same course. In such case, the internal assessment marks obtained by the student in the first appearance shall be retained and considered valid for all subsequent attempts till the candidate secures a pass. However, from the third attempt onwards if a candidate fails to obtain pass marks (IA + End Semester Examination) as per clause 14.1, then the candidate shall be declared to have passed the examination if he/she secures a minimum of 50% marks prescribed for the end semester examinations alone.

14.5 If any other Professional Elective or Open Elective course is opted by the student, the previous registration is cancelled and henceforth it is to be considered as a new Professional Elective or Open Elective course. The student has to register and attend the classes, earn the continuous assessment marks, fulfill the attendance requirements as per clause 7 and appear for the end semester examination.

14.6 If a student is absent during the viva - voce examination, it would be considered as fail. **The student shall register** for the course again in the subsequent semester and can do Project Work.

14.7 The passing requirement for the courses which are assessed only through internal assessments (EEC courses except Project Work and laboratory), is 50% of the internal assessment (continuous assessment) marks only.

14.8 A student can apply for revaluation of the student's semester examination answer

paper in a theory course, as per the guidelines of the COE on payment of a prescribed fee along with prescribed application to the COE. The COE will arrange for the revaluation and the results will be intimated to the student concerned through the Head of the Institution. Revaluation is not permitted for laboratory course and EEC courses.

15. AWARD OF LETTER GRADES

15.1 The award of letter grades will be decided using relative grading principle except Laboratory Courses and Project Work. The performance of a student will be reported using letter grades, each carrying certain points as detailed below:

Letter Grade	Grade Points
O (Outstanding)	10
A + (Excellent)	9
A (Very Good)	8
B + (Good)	7
B (Average)	6
C (Satisfactory)	5
U (Reappearance)	0
SA (Shortage of Attendance)	0
WD (Withdrawal)	0

‘U’ – Reappearance registration is required for that particular course

15.2 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"

15.3 'SA' denotes shortage of attendance (as per clause 7.3) and hence prevented from writing the end semester examinations. 'SA' will appear only in the result sheet.

15.4 ‘U’ denotes that the student has failed to pass in that course. 'WD' denotes withdrawal from the exam for the particular course. The grades U and W will figure both in the Grade Sheet as well as in the Result Sheet. In both cases, the student has to appear for the End Semester Examinations as per the Regulations.

15.5 If the grade U is given to Theory Courses/ Laboratory Courses it is not required to satisfy the attendance requirements (vide clause 7), but has to appear for the end semester examination and fulfill the norms specified in clause 14 to earn a pass in the respective courses.

If the grade U is given to EEC course (except Project Work), which are evaluated only through internal assessment, the student shall register for the course again in the subsequent semester, fulfill the norms as specified in clause 14 to earn pass in the course. However, attendance requirement need not be satisfied.

15.5 Relative Grading

For those students who have passed the course (theory course / laboratory integrated courses / theory integrated courses / all other EEC except laboratory course/ Project Work Courses), the relative grading shall be done. The marks of those students who have passed only shall be inputted in the software developed for relative grading. The evolved relative grading method normalizes the results data using the BOX-COX transformation method and computes the grade range for each course separately and awards the grade to each student. (theory course / laboratory integrated courses / theory integrated courses and all other EEC Courses). If the students' strength is greater than 30, the relative grading method shall be adopted.

15.6 Absolute Grading

- For all the courses, if the students' strength is less than or equal to 30 then the absolute grading shall be followed with the grade range as specified in the Table.
- For the Project Work / Internship and Laboratory Courses absolute grading procedure shall be followed as given in the Table.

Table - Grade range for absolute grading

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

For the students who complete the Mandatory Course satisfying attendance requirement, the title of the Mandatory Course will be mentioned in the Grade Sheet.

15.6 GRADE SHEET

After results are declared, Grade Sheets will be issued to each student which will contain the following details:

- The list of courses registered during the semester and the grade scored.
- The Grade Point Average (GPA) for the semester and
- The Cumulative Grade Point Average (CGPA) of all courses enrolled from first semester onwards.

GPA for a semester is the ratio of the sum of the products of the number of credits acquired for courses and the corresponding points to the sum of the number of credits acquired for the courses in the semester. CGPA will be calculated in a similar manner, considering all the courses registered from

first semester. 'U' grades will be excluded for calculating GPA and CGPA.

$$\text{GPA / CGPA} = \frac{\sum_{i=1}^n C_i \text{GP}_i}{\sum_{i=1}^n C_i}$$

where C_i is the number of Credits assigned to the course

GP_i is the 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.

16 ELIGIBILITY FOR THE AWARD OF THE DEGREE

16.1 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 within the period as prescribed in clause 5.1 and 5.1.1.
- iii. Successfully passed any additional courses prescribed by the CoE whenever the student is readmitted under Regulations R-2023 from the earlier Regulations.
- iv. Successfully completed minimum two value added courses and two online courses.
- v. Successfully completed all requirements as per Activity point scheme and Life skill courses scheme.
- vi. No disciplinary action pending against the student.
- vii. The award of Degree must have been approved by the University.

16.2 CLASSIFICATION OF THE DEGREE AWARDED

16.2.1 FIRST CLASS WITH DISTINCTION:

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

Degree (i)	Duration of programme (ii)	Duration permitted (iii)	Additional Credits above the requirement of curriculum (iv)	CGP A (v)	Pass in (vi)	Break of study (vii)	Prevention due to lack of attendance	Withdrawal From writing end semester examination (viii)
B.E./B.Tech. (Regular)	4 years	5 years	-	8.50	First attempt	One year authorized break of included in the Duration permitted (iii)	Not permitted	Will not be considered as an attempt
B.E./8.Tech. (sandwich)	5 years	6 years	-	8.50	First attempt	One year authorized break of study included in the Duration permitted (iii)	Not permitted	Will not be considered as an attempt

B.E./8.Tech. Lateral Entry	3 years	4 years	-	8.50	First attempt	One year authorized break of study included in the Duration permitted (iii)	Not permitted	Will not be considered as an attempt
B.E./8.Tech. (Honours) Specialisation in the same discipline	3/4/5 years (Lateral entry, Regular, Sandwich respectively)	4/5/6 years (Lateral entry, Regular, Sandwich respectively)	18 credits From any one vertical of the same programme	8.50	First attempt	One year authorized break of study included in the Duration permitted (iii)	Not permitted	
B.E./8.Tech. (Honours)	3/4/5 years (Lateral entry, Regular, Sandwich respectively)	4/5/6 years (Lateral entry, Regular, Sandwich respectively)	18 credits from more than one verticals of the same programme	8.50	First attempt	One year authorized break of study included in the Duration permitted (iii)	Not permitted	

B.E./B.Tech. minor in other specialisation	3/4/5 years (Lateral entry, Regular, Sandwich respectively)	4/5/6 years (Lateral entry, Regular, Sandwich respectively)	18 credits from any one vertical of the other programme	8.50	First attempt	One year authorized break of study included in the Duration permitted (iii)	Not permitted
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16.2.2 FIRST CLASS:

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

Degree (i)	Duration of programme (ii) (iii)	Duration permitted (iii)	Additional credits (iv)	CGP A (v)	Pass in (vi)	Break of study (vii)	Prevention due to lack of attendance	Withdrawal from writing end semester examination (viii)
B.E./B.Tech. (Regular)	4 years	5 years		6.50		One year authorized break of study included in the Duration permitted (iii)	Included in the Duration permitted (iii)	

B.E./B.Tech, Lateral Entry	3 years	4 years		6.50		One year authorized break of study included in the Duration permitted (iii)	Included in the Duration permitted (iii)	
B.E./B.Tech. (Honours) Specialization in the same discipline	3/4 years (Lateral entry, Regular, respectively)	4/5 years (Lateral entry, Regular, respectively)	18 credits from any One vertical of the same programme	7.50	First attempt	One year authorized Break of study included in permitted (iii)	Not permitted	Will not be considered as an attempt
B.E./B.Tech. (Honours)	3/4 years (Lateral entry, Regular, respectively)	4/5 years (Lateral entry, Regular, respectively)	18 credits From more than one verticals of the same	7.50	First attempt	One year authorized Break of study included in permitted (iii)	Not permitted	Will not be considered as an attempt

B.E./B.Tech. minor in other specialization	3/4 years (Lateral entry, Regular, respectively)	4/5 years (Lateral entry, Regular, respectively)	18 credits from any One vertical of the other programme	6.50	-	One year authorized break of study included in the Duration permitted (iii)	Included in the Duration permitted (iii)	-
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SECOND CLASS:

B.E./B.Tech. Regular, sandwich and lateral entry and B.E./B.Tech. minor in other specialization degree students (not covered in clauses 16.2.1 and 16.2.2) who qualify for the award of the degree (vide Clause 16.1) shall be declared to have passed the examination in **Second Class.**

16.3 Student earned additional 18 credits as per Clause 4.10 (i) and (ii) but does not satisfy the conditions mentioned in 16.2.1 or 16.2.2 shall not be awarded B.E./B.Tech. Honours. In such cases the mark sheet will show the additional courses studied and those courses shall not be considered for CGPA computation. In such case if the student becomes eligible for First Class, while computing CGPA without taking into account the additional course studied, the student shall be awarded B.E. / B.Tech. in First Class only (or) student may opt to consider these additional courses as per Clause 4.13 (6,7).

16.4 A student who is absent in end semester 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. (subject to clause 17).

16.5 Photocopy / Revaluation

A student can apply for photocopy of his/her semester examination answer paper in a theory course, as per the guidelines of the COE, on payment of a prescribed fee through proper application to the Controller of Examinations through the Head of the Institutions. The answer script is to be valued and justified by a faculty member, who has handled the subject and recommend for revaluation with the breakup of marks for each question. Based on the recommendation, the student 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 concerned through the Head of the Institutions. Revaluation is not permitted for practical courses and EEC courses.

A student can apply for revaluation of answer scripts for not exceeding 5 subjects at a time.

16.6 Review

Students 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 the Controller of Examinations through the Head of the Department.

Students applying for Revaluation only are eligible to apply for Review.

17. PROVISION FOR WITHDRAWAL FROM END-SEMESTER EXAMINATION

17.1 A student may, for valid reasons, (medically unfit / unexpected family situations /sports approved by the Chairman, Sports Board and the HOD) be granted permission to withdraw from appearing for the end semester 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 the COE through the Head of the Institutions with required documents.

17.2 Withdrawal application is valid if the student is otherwise eligible to write the examination (Clause 7) and if it is made within TEN days after the date of the examination(s) in that course or courses and recommended by the Head of the Institution and approved by the Controller of Examinations. For a student to withdraw from a course / courses, he/she should have registered for the course, fulfilled the attendance requirements (vide clause 7) and earned continuous assessment marks.

17.3 Notwithstanding the requirement of mandatory 10 days, applications for withdrawal for special cases under extraordinary conditions will be considered on the merit of the case.

17.4 In case of withdrawal from a course / courses, the courses will figure both in the Grade Sheet as well as in the Result Sheet. However, withdrawal shall not be considered as an appearance for the eligibility of a student for First Class with Distinction.

17.5 If a student withdraws from writing end semester examinations for a course or courses, he/she shall register for the same in the subsequent semester and write the end semester examination(s).

17.6 If a student applies for withdrawal from Project Work, he/she will be permitted for the withdrawal only after the submission of project report before the deadline. However, the student may appear for the viva voce examination within 30/60 days after the declaration of results for Project Work I and II respectively and the same shall not be considered as reappearance.

17.7 Withdrawal is permitted for the end semester examinations in the final semester, as per clause 16.2.1.

18 PROVISION FOR AUTHORISED BREAK OF STUDY

18.1 A student is permitted to go on authorised break of study for a maximum period of one year as a single spell.

18.2 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 student may apply for additional break of study not exceeding another one year. If a student 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 the COE in advance, but not later than the last date for registering for the end semester 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.

18.3 The student 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 register for additional courses, if any, as notified by the Centre for Academic Courses under change of Regulations. These courses may be from any of the semesters of the curriculum in force, so as to bridge the curriculum in force and the old curriculum. In such cases, the total number

of credits to be earned by the student may be more than or equal to the total number of credits prescribed in the curriculum in force.

18.4 The authorized break of study is included in the duration specified for passing all the courses for the purpose of classification (vide Clause 16.2).

18.5 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 5.1 irrespective of the period of break of study in order that he/she may be eligible for the award of the degree.

18.6 If any student is prevented for want of required attendance, the period of prevention shall not be considered as authorized 'Break of Study' (Clause 18.1).

18.7 If a student in Full Time mode wants to take up a job / start-up / entrepreneurship during the period of study he/she shall apply for authorised break of study for one year. The student shall join the job / start-up / entrepreneurship only after getting approval of the same by the CoE with due proof to that effect.

18.8 No fee is applicable to students during the Break of Study period.

19 AWARD OF GOLD MEDALS AND RANKS:

A student shall be eligible for the award of Gold medal or Rank if he/she has:

- Passed all courses in First Attempt (including mandatory courses and should not have dropped a course)
- Secured Highest CGPA is considered.

The Gold medals and ranks are decided by Rank Awarding Committee based on the approved norms and the committee's decisions are final and binding on all stakeholders.

20 DISCIPLINE

20.1 Every student is required to observe disciplined and decorous behavior 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 the Institution shall constitute a disciplinary committee consisting of the Discipline convener, Two Heads of Department of which one should be from the faculty of the student, to enquire into acts of indiscipline and notify the college about the disciplinary action recommended for approval. In case of any serious disciplinary action which leads to suspension or dismissal, then a committee shall be constituted including one representative from the management. In this regard, the member will be nominated by the management on getting information from the Head of the Institution.

20.2 If a student indulges in malpractice in any of the End semester / internal examination he / she shall be liable for punitive action as prescribed by the COE from time to time.

21 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 with the approval of the Governing Body.
