K.S.R. COLLEGE OF ENGINEERING

(An Autonomous Institution, Approved by AICTE, New Delhi & Affiliated to Anna University)
K.S.R. Kalvi Nagar, Tiruchengode – 637 215,
Namakkal District, Tamil Nadu

REGULATIONS 2020
(CHOICE BASED CREDIT SYSTEM)

POST-GRADUATE PROGRAMMES
(M.E., M.Tech., M.B.A. & M.C.A.)

Note: The regulations here under are subject to amendments as may be made by the Academic Council of the College from time to time. Any or all such amendments will be effective from such date and to such batches of candidates (including those already undergoing the program) as may be decided by the Academic Council.

K.S.R. COLLEGE OF ENGINEERING
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Affiliated to Anna University)
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REGULATIONS 2020
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POST-GRADUATE PROGRAMMES
(M.E., M.Tech., M.B.A. & M.C.A.)

1. PRELIMINARY DEFINITIONS AND NOMENCLATURE

In these Regulations, unless the context otherwise requires:

i. "**Programme**" means Post graduate Degree Programme e.g. M.E., M.Tech. Degree Programme.

ii. "**Branch**" means specialization or discipline of M.E. / M.Tech.Degree Programme like "Structural Engineering", "Engineering Design", etc.

iii. "**Course**" means Theory or Practical subject that is normally studied in a semester, like Applied Mathematics, Advanced Thermodynamics, etc.

iv. **"Head of the Department"** means Head of the Department concerned.

v. "**Head of the Institution**" means the Principal of a College / Institution who is responsible for all academic activities of that College / Institution and for implementation of relevant Rules and Regulations.

vi. "**Controller of Examinations"** means the Authority of the college who is responsible for all activities of the End Semester Examination.

vii. "**University**" means ANNA UNIVERSITY.

2 PROGRAMMES OFFERED, MODES OF STUDY AND ADMISSION REQUIREMENTS

2.1 P.G. PROGRAMMES OFFERED:

S.No	PROGRAMMES		BRANCHES
1.	M.E.	-	Construction Engineering and Management
2.	M.E.	-	Structural Engineering
3.	M.E.	-	Computer Science and Engineering
4.	M.E.	-	Communication Systems
5.	M.E.	-	Power Electronics and Drives
6.	M.E.	-	Industrial Safety and Engineering
7.	M.Tech.	-	Information Technology
8.	M.B.A.	-	Master of Business Administration
9.	M.C.A.	-	Master of Computer Applications

2.2 MODES OF STUDY:

2.2.1 Full-Time:

Candidates admitted under 'Full-Time' should be available in the College / Institution during the entire duration of working hours (From Morning to Evening on Full-Time basis) for the curricular, co- curricular and extra-curricular activities assigned to them.

The Full-Time candidates should not attend any other Full-Time programme(s) / course(s) or take up any Full-Time job / Part-Time job in any Institution or Company during the period of the Full-Time programme. Violation of the above rules will result in cancellation of admission.

2.2.2   Part Time – Day Time Mode (M.E./M.Tech. only) :
This mode of study is applicable to those candidates admitted under sponsored category (Teacher candidates). In this mode of study, the candidates are required to attend classes along with Full-Time students for the required number of courses and complete the course in three years.

2.2.3   Conversion from one mode of study to the other is not permitted.

2.3   ADMISSION REQUIREMENS:

2.3.1   Candidates for admission to the first semester of the Post-Graduate Degree Programme shall be required to have passed an appropriate Under-Graduate Degree Examination of Anna University or equivalent as specified under qualification for admission as per the Tamil Nadu Common Admission (TANCA) criteria.

Note: TANCA releases the updated criteria during the admissions every academic year. Admission shall be offered only to the candidates who possess the qualification prescribed against each course.

Any other relevant qualification which is not prescribed against each programme shall be considered for equivalence by the committee constituted for the purpose. Admission to such degrees shall be offered only after obtaining equivalence to such degrees.

2.3.2   However, the Affiliating University may decide to restrict admission in any particular year to candidates having a subset of qualifications prescribed at the time of admission.

2.3.3   Notwithstanding the qualifying examination the candidate might have passed, he/she shall have a minimum level of proficiency in the appropriate programme / courses as prescribed by the Affiliating University from time to time.

2.3.4   Eligibility conditions for admission such as the class obtained the number of attempts in qualifying examination and physical fitness will be as prescribed by the Affiliating University from time to time.

2.3.5   All Part-Time (Day-Time mode) candidates should satisfy other conditions regarding Experience, Sponsorship etc. that may be prescribed by the Affiliating University from time to time.

3   DURATION OF THE PROGRAMMES:

3.1   The minimum   and   maximum period   for completion of the P.G. Programmes are given below:

Programme	Min. No. of Semesters	Max. No. of Semesters
M.E. / M.Tech. (Full-Time)	4	8
M.E. / M.Tech. (Part-Time)	6	12
M.C.A. (Full Time)	4	8
M.B.A. (Full Time)	4	8

3.2   The Curriculum and Syllabi of all the P.G. Programmes shall be approved by the Board of Studies and Academic Council. The number of Credits to be earned for the successful completion of the programme shall be as specified in the Curriculum of the respective specialization of the P.G. Programme.

3.3   Each semester shall normally consist of 75 working days or not less than 525 periods each of 50 minutes duration, for full-time mode of study or 250 periods for Part-Time mode of study. The Head of the Institution shall ensure that every faculty imparts instruction as per the number of periods specified in the syllabus and that the faculty teaches the full content of the

specified syllabus for the course being taught. At the end of the semester, End Semester Examination will be scheduled after the last working day of the semester.

3.4 Credits will be assigned to the courses for different modes of study as given below:

3.4.1 The following will apply to all modes of P.G. Programmes.
- One credit for each lecture period allotted per week
- One credit for each tutorial period allotted per week
- One credit for each seminar/practical session of two periods designed per week.

3.4.2 Four weeks of practical training in any Industrial / Research Laboratory correspond to one credit, and is applicable to all modes of study for all PG Programmes.

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

PROGRAMME	PRESCRIBED CREDIT RANGE
M.E. / M.Tech.	60-70
M.C.A.	75-85
M.B.A.	90-100

4 STRUCTURE OF THE PROGRAMME

4.1 Every Programme will have a curriculum and syllabi consisting of core courses, elective courses and project work.

The Programme may also include seminar/ practical/ foundation course/ audit course practical training, if they are specified in the curriculum.

4.1.1 The electives from the curriculum are to be chosen with the approval of the Head of the Department. A candidate may be permitted by the Head of the Department to choose a maximum of two electives from P.G. Programmes offered in any other Department of the Institution during the period of his/her study, provided the Head of the Department offering such course also approves such requests subject to no clash in the time-table for the lecture classes of both departments.

4.1.2 Practical training or Industrial Training, if specified in the Curriculum, should be organized by the Head of the Department / Institution for a duration not exceeding 4 weeks.

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

4.2 MAXIMUM MARKS

4.2.1 The maximum marks assigned to different courses shall be as given: Each of the theory and practical courses (including project work) shall carry a maximum of 100 marks. For theory courses 30 marks will be through internal assessment and the End Semester Examination will carry 70 marks. Other than theory courses 50 marks will be through internal assessment and the End Semester Examination will carry 50 marks.

4.3 PROJECT WORK
The project work for M.E. / M.Tech Programme consists of Phase-I and Phase-II. The Phase-I is to be undertaken during III semester and Phase-II, which is a continuation of Phase-I is to be undertaken during IV semester respectively. The mini-project work for M.B.A. Programme is undertaken during III semester and the final project work is undertaken during IV semester. The project work for M.C.A. Programme is undertaken during IV semester.

4.3.1 In case of candidates of M.E. /M.Tech Programme not completing Phase-I of project work successfully, the candidates can undertake Phase-I again in the subsequent semester as arrear along with Phase-II.

4.3.2 Project work shall be carried out under the supervision of a "Qualified Faculty" in the Department concerned. In this context "Qualified Faculty" means the faculty member possessing a Ph.D. degree or PG degree with a minimum of 3 years experience in teaching PG courses.

4.3.3 A candidate may, however, in certain cases, be permitted to work on projects in an Industrial/Research Organization, on the recommendations of the Head of the Department Concerned. In such cases, the Project work shall be jointly supervised by a supervisor of the department and an expert, as a joint supervisor from the organization and the student shall be instructed to meet the supervisor periodically and to attend the review committee meetings for evaluating the progress.

4.3.4 The Project work (Phase II in the case of M.E/M.Tech.) shall be pursued for a minimum of 16 weeks during the final semester.

4.3.5 The deadline for submission of final Project Report is 60 calendar days from the last working day of the semester in which project / thesis / dissertation is done. However, the Phase-I of the Project work in the case of M.E. / M.Tech. Programmes the final project report shall be submitted within a maximum period of 30 calendar days from the last working day of the semester as per the academic calendar published by the Institution.

4.4 INDUSTRIAL TRAINING / INTERNSHIP (SUMMER / WINTER VACATION)

4.4.1 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 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 and a copy of the same shall be forwarded to the Director, Centre for Academic Courses) for the period prescribed in the curriculum during the summer / winter vacation, in lieu of Industrial training. Attendance Certificate signed by the competent authority of the industry, as per the format provided by the Centre for Academic Courses shall be submitted to the Head of the Institution. The attendance certificate shall be forwarded to COE, Anna University by the Head of the Institution for processing results.

4.4.2 If Industrial Training/ Internship is not prescribed in the curriculum, the student may undergo Industrial Training/ Internship during Summer/Winter vacation 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 (only one professional elective can be dropped). In such cases, Industrial Training / Internship need to be undergone continuously from one organization or with a combination one two week and one four week programme, from one/two organizations. However, if the number of credits earned is 1 or 2, these credits shall not be considered for classification of the degree. Students shall 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 COE

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

*1 Week = 40 Internship Hours

4.5 Instead of two electives (professional elective/open elective) in the curriculum, the student may be permitted to choose a maximum of 2 courses from other PG programmes with the approval of the Head of the Department offering such courses.

4.6   VALUE ADDED COURSES

The Students may optionally 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 of an institution with the prior approval from the Head of the Institution and the Centre for Academic courses without any additional fee charged from the students. The details of the syllabus, time table and course coordinator may be sent to the Centre for Academic Courses 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.

4.7   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 and the Director, Centre for Academic Courses, 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 NPTEL / SWAYAM platform.

4.8   A student is permitted to register a maximum of two courses in total from clause 4.5 and 4.7.

4.9   MEDIUM OF INSTRUCTION

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

5   EVALUATION OF PROJECT WORK

5.1   The evaluation of Project Work for Phase-I & Phase-II in the case of M.E. / M.Tech, and project work (included Mini project) of M.B.A. & M.C.A. shall be done independently in the respective semesters and marks shall be allotted as per the Scheme of assessment clause 9.2.

5.2   The Project Report prepared according to approved guidelines and duly signed by the supervisor(s) and the Head of the Department concerned, shall be submitted to the Head of the Institution.

5.3   The evaluation of the Project Work Phase - I & Phase - II (M.E. / M.Tech.) will be based on the project report submitted in each of the Phase - I & Phase - II semesters and a Viva-Voce Examination by a team consisting of the supervisor, an internal examiner (other than the supervisor) and an External Examiner for each programme. The internal examiner and the external examiner shall be appointed by the Controller of Examinations for the evaluation.

5.3.1   If the candidate fails to obtain 50% of the internal assessment marks in The Phase–I and Phase–II / final project, he/she will not be permitted to submit the report for that particular semester and has to re-enroll for the same in the subsequent semester.

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-enroll for the same in a subsequent semester. This applies to both Phase–I and Phase–II Project Work in the case of M.E. / M.Tech. Programme, Final Project work of M.C.A. Programme and the Final Project work (including Mini project) of M.B.A. Programme.

If a candidate fails in the Viva-Voce Examination of Phase–I Project work of M.E. / M.Tech, he/she has to resubmit the Project Report within 30 days from the date of declaration of results. If he / she fails in the Viva-Voce Examination of Phase–II of Project work of M.E. /

M.Tech. or the Final Project work of M.B.A. and M.C.A., he/she shall resubmit the Project Report within 60 days from the date of declaration of the results. For this purpose, the same Internal and External examiners shall evaluate the resubmitted report.

5.3.2 A copy of the approved Project Report after the successful completion of Viva-Voce Examination shall be kept in the library of the college / institution.

5.3.3 A student who has passed all the courses prescribed in the curriculum for the award of the degree shall not be permitted to re-enroll to improve his/her marks in a course or the aggregate marks / CGPA.

5.3.4 Practical Training / Summer Project if specified in the Curriculum shall not exceed the maximum duration of 4 weeks and should be organized by the Head of the Department for every student.

5.3.5 At the end of Practical Training / Summer Project the candidate shall submit a certificate from the organization where he/she has undergone training and also a brief report. The evaluation will be made based on this report and a Viva-Voce Examination, conducted internally by a Departmental Committee constituted by the Head of the Institution. Certificates submitted by the students shall be attached to the mark list sent by the Head of the Institution.

6   CLASS ADVISOR

To help the students in planning their courses of study and for general advice on the academic programme, the Head of the Department of the student will attach a certain number of students to a faculty of the Department who shall function as class Advisor for those students throughout their period of study. Such class Advisor shall advise the students and monitor the courses taken by the students, check the attendance and progress of the students attached to him/her and counsel them periodically. If necessary, the class Advisor may also discuss with or inform the parents about the progress of the students.

7   CLASS COMMITTEE

7.1 A Class Committee consists of faculty of the concerned class, student representatives and a chairperson 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 programme and the details of rules therein.

- Informing the student representatives, the "Academic Schedule" including the dates of assessments and the syllabus coverage for each assessment period.

- Informing the student representatives, the details of regulations regarding the weightage used for each assessment. In the case of practical courses (laboratory / 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 internal assessment test and finding the ways and means of improving the student's performance.

- Identifying the weak students, if any, in any specific course and requesting the faculty concerned to provide some additional help or guidance or coaching to such weak students as frequently as possible.

7.2   The class committee for a class under a particular programme is normally constituted by the Head of the Department. However, if the students of different programmes are mixed in a class, the class committee is to be constituted by the Head of the Institution.

7.3   The class committee shall be constituted on the first working day of any semester or earlier to that.

7.4   At least 2 student representatives (usually 1 boy and 1 girl) shall be included in the class committee.

7.5   The chairperson of the class committee may invite the Class adviser(s) and the Head of the Department to the meeting of the class committee.

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

7.7   The Chairperson of a Class Committee prepares the minutes of every meeting, submit the same to the Head of the Institution within two days of the meeting and arrange to circulate among the concerned students and faculty. 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.

7.8   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 at suitable intervals. During these meetings the student members, representing the entire class, shall actively interact and express the opinions and suggestions of the class students to improve the effectiveness of the teaching-learning process.

8   COURSE COMMITTEE FOR COMMON COURSES

Each common course offered to more than one group of students shall have a "Course Committee" comprising all the faculty teaching the common course with one of them nominated as 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 as often as possible and ensure uniform evaluation of the tests and arrive at a common scheme of evaluation for the tests. Wherever it is feasible, the course committee may also prepare a common question paper for the Assessment Test(s).

9   PROCEDURES FOR AWARDING MARKS FOR INTERNAL ASSESSMENT

9.1   Every faculty 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 (topics 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 institution who will keep this document in safe custody (for five years). The university or any inspection team appointed by the University may inspect the records of attendance and assessments of both current and previous semesters.

9.2   **Scheme of Assessment:**

For all theory courses the continuous assessment shall be for a maximum of 30 marks (consisting of 25 marks for tests/ experiments and 5 marks Assignment). The above continuous assessment shall be awarded as per the procedure given below

	Syllabus	Duration	Exam Mark	Internal Mark
Internal Assessment 1	Unit I & II	2 hours	50 marks	10
Internal Assessment 2	Unit III & IV	2 hours	50 marks	10
Internal Assessment 3	Unit V	1 ½ hours	25 marks	05
Assignment Test / Assignment	One Assignment per Unit			05
			Total	30

Every practical exercise / experiment shall be evaluated based on the exercise / experiment prescribed as per the syllabi and the records of work done maintained.

	Internal Mark
Observation Mark*	25
Record Mark	10
Model Practical Examination	15
Total	50

Mini Project

	Internal Mark
Model / Coding Development*	25
Review	15
Report	05
Project Contest Participation	05
Total	50

 * Distribution may be decided by the respective department

Project Work Phase I

Review I (10 Marks)		Review II (10 Marks)		Review II (10 Marks)		Report Evaluation (20 Marks)	
Review Committee (excluding guide)	Supervisor	Review Committee (excluding guide)	Supervisor	Review Committee (excluding guide)	Supervisor	Supervisor	Project Coordinator / HoD
7	3	7	3	7	3	10	10

Project Work /Project Work Phase II

Review I (10 Marks)		Review II (10 Marks)		Review II (10 Marks)		Publications/ Participation in Project Contest*	Report Evaluation (15 Marks)	
Review Committee (excluding guide)	Supervisor	Review Committee (excluding guide)	Supervisor	Review Committee (excluding guide)	Supervisor		Supervisor	Project Coordinator / HoD
7	3	7	3	7	3	5	10	5

 * Participation 4 marks, prices won 5 marks

Technical Presentation/Seminar

Review I	Review II	Review II	Software learned / used*	Publication of survey paper	Report Evaluation
Review Committee	Review Committee	Review Committee	Review Committee		Coordinator
20	20	20	10	10	20

 * May be decided by the respective department

Career Building Skills

	Syllabus	Duration	Maximum Mark	Internal Mark
Internal Assessment 1	Unit I & II	2 hours	50 marks	20
Internal Assessment 2	Unit III & IV	2 hours	50 marks	20
Internal Assessment 3	Unit V	1 ½ hours	25 marks	10
			Total	**50**

End Semester Examination may be conducted for 100 marks for duration of 2 hours. Question pattern comprises of Part A and Part B. Part A carries objective type questions (20x2=40 marks) and Part B carries objective type questions (60x1=60 marks) and evaluation will be done by internal mode.

ASSESSMENT FOR AUDIT COURSES (AC)

For audit courses specified in curriculum, the 50 marks will be awarded based on the continuous assessment and 50 marks will be awarded based on the End Semester examination.

10   ATTENDANCE REQUIREMENTS FOR COMPLETION OF A SEMESTER

10.1   A candidate who has fulfilled the following conditions shall be deemed to have satisfied the attendance requirements for completion of a semester. Ideally every student is expected to attend all classes and earn 100% attendance. However in order to allow provision for certain unavoidable reasons such as prolonged hospitalization / accident / specific illness the student is expected to earn a minimum of 75% attendance to become eligible to write the End Semester Examination.

Therefore, every student shall secure not less than 75% of overall attendance in that semester taking into account the total number of periods in all courses attended by the candidate as against the total number of periods in all courses offered during that semester.

10.2   However, a candidate who secures overall attendance between 65% and 74% in that 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 to the condition that the candidate shall submit the medical certificate / sports participation certificate to the Head of the Institution. The same shall be forwarded to the COE, for record purposes.

Candidates who could secure less than 65% overall attendance and **Candidates who do not satisfy the clauses 10.1 & 10.2** will not be permitted to appear for the End Semester Examination of that current semester and will not be permitted to go to next semester. They are required to repeat the incomplete semester in the next academic year. However they are eligible to appear for only arrear courses in the previous semesters if any.

11   REQUIREMENTS FOR APPEARING FOR THE END SEMESTER EXAMINATION

11.1   A candidate shall normally be permitted to appear for the End Semester Examination of the current semester if he/she has satisfied the semester completion requirements as per clause 10.1 & 10.2 and has registered for examination in all courses of the current semester.

11.2   Further, registration is mandatory for all the courses in the current semester as well as for arrear course(s) for the End Semester Examination failing which, the candidate will not be permitted to move to the higher semester.

12   END SEMESTER EXAMINATION

12.1   There shall be an End Semester Examination of 3 hours duration in each lecture based course. The examinations shall ordinarily be conducted between October and December during the odd semesters and between March and May in the even semesters.

For the practical examinations (including project work), both internal and external examiners shall be appointed by the COE. The maximum marks for each theory and practical course shall be 100 comprising internal assessment of 30 marks for theory and 50 marks for practical.

13   PASSING REQUIREMENTS

13.1   A candidate who secures not less than 50% of total marks prescribed for the courses with a minimum of 50% of the marks prescribed for each of the course of the End Semester Examination in both theory and practical courses, shall be declared to have passed in the Examination.

13.2   If the candidate fails to secure a pass in a particular course as per clause 13.1, it is mandatory that the candidate register and re-appear for the examination in that course during the subsequent semester when examination is conducted for that course. Further, the candidate should continue to enroll and reappear for the examination till a **pass** is secured in such arrear course.

13.2.1 The internal assessment marks obtained by the candidate in the first appearance shall be retained and considered valid for all subsequent attempts till the candidate secure a pass. However, from the 3rd attempt if a candidate fails to obtain pass marks (IA + End Semester Examination) as per clause 13.1 then the passing requirement shall be as follows: The candidate should secure 50% and above the maximum marks prescribed for course in the End Semester Examination irrespective of Internal Assessment marks obtained.

14   ELIGIBILITY FOR THE AWARD OF THE DEGREE

14.1   A student shall be declared eligible for the award of the degree if he/she has:
   i.   Successfully passed all the courses as specified in the curriculum corresponding to his/her programme within the stipulated period. (as per clause 3.1)
   ii. No disciplinary action is pending against him/her.
   iii. The award of the degree must have been approved by the Affiliating University.

15   AWARD OF LETTER GRADES

15.1   All assessments of a course will be done on absolute marks basis. However, for the purpose of reporting the performance of a candidate, letter grades, each carrying certain points specified, will be awarded as per the range of total marks (out of 100) obtained by the candidate (Regular or Arrear), as detailed below:

Letter Grade	Grade Points	Marks Range
O (Outstanding)	10	91 - 100
A+ (Excellent)	9	81 - 90
A (Very Good)	8	71 - 80
B+ (Good)	7	61 - 70
B (Average)	6	50 - 60
RF (Fail)	0	< 50
RA (Absent)	0	
W (Withdrawal)	0	

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"."RF" denotes Fail, "RA" denotes absent and Reappearance required for the examination for the particular course. "W" denotes withdrawal from the exam for the particular course. (The grades RF, RA and W will figure both in Grade Sheet as well as in Result Sheet)

The grades O, A+, A, B+, B obtained for the Value Added Courses shall figure in the Grade sheet under the title 'Value Added Courses'. The other grades RF, RA and W will not figure in Grade sheet.

For Career Building Skills and Audit courses the result shall be assigned to the students based on their relative performance like Excellent, Very Good, above Average and Average.

15.2 GPA AND CGPA CALCULATION

After results are declared, Grade Sheets will be issued to each student which will contain the following details:
- The college in which the candidate has studied
- The list of courses enrolled 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 for courses acquired and the corresponding points to the sum of the number of credits for the courses acquired in the semester.

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.

$$GPA = \frac{Sum\ of\ [Credits\ Acquired\ \text{x}\ Grade\ Points]}{Sum\ of\ Credits\ Acquired}$$

$$GPA = \frac{\sum_{i=1}^{n} C_i GP_i}{\sum^n C_i}$$

Where,

C_i - is the Credits assigned to the course

GP_i - is the grade point corresponding to the letter 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.

CGPA will be calculated in a similar manner, considering all the courses enrolled from first semester. "RF", "RA" and "W" grades will be excluded for calculating GPA and CGPA.

16 CLASSIFICATION OF THE DEGREE AWARDED

16.1   A candidate who qualifies for the award of the Degree (Vide Clause 14) having passed the examination in all the courses in his / her first appearance within 3 years of M.E. / M.Tech., M.B.A. and M.C.A. which includes authorized break of study of one year (if availed). Withdrawal from examination (vide Clause 18) will not be considered as an appearance, securing a **CGPA of not less than 8.50** shall be declared to have passed the examination in **First Class with Distinction**.

16.2   A candidate who qualifies for the award of the Degree (vide clause 14) having passed the examination in all the courses within 3 years of M.E. / M.Tech., M.B.A. and M.C.A., securing a **CGPA of not less than 7.00** shall be declared to have passed the examination in **First Class**. For this purpose the authorized break of study (vide clause 18) and the Withdrawal from the Examination, as well, will not be counted for the purpose of classification.

16.3 All other candidates (not covered in clauses 16.1 and 16.2) who qualify for the award of the degree (vide clause 14) shall be declared to have passed the examination in **Second Class**.

A candidate who is absent in End Semester Examination in a course / project work after having enrolled for the same shall be considered to have appeared in that examination for the purpose of classification.

17 REVALUATION PROCEDURE

17.1 Photocopy / Revaluation

A candidate can apply for photocopy of his/her semester examination answer paper in a theory course, within a week from the declaration of results, on payment of a prescribed fee through proper application to the Controller of Examinations through the Head of Institution. The answer script is to be valued and justified by a faculty member, who handled the course and recommend for revaluation with breakup of marks for each question. Based on the recommendation, the candidate can apply 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 candidate concerned through the Head of the Institution. Revaluation is not permitted for practical courses and for project work. A candidate can apply for revaluation of answer scripts for not exceeding 5 courses at a time. Candidates applying for Photocopy alone are eligible to apply for Revaluation.

17.2 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 Examinations through the Head of the Institution. Candidates applying for Revaluation alone are eligible to apply for Review.

18 PROVISION FOR WITHDRAWAL FROM EXAMINATION:

18.1 A student may, for valid reasons, (medically unfit/ unexpected family situations / sports approved by BoS Chairman/ Sports Board, HOD and Head of the Institution) 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. Withdrawal essentially requires the student to register for the course/courses, fulfill the attendance requirements (vide clause 10), earn continuous assessment marks and eligible to attend the End Semester Examination.

18.2 Withdrawal of application is valid only if it is made within 10 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.

18.3 Even though the requirement of mandatory is 10 days notice, applications for withdrawal for special cases under extraordinary conditions will be considered on the merit of the case.

18.4 Withdrawal shall not be construed as an appearance for the eligibility of a candidate for First Class with Distinction.

18.5 Withdrawal from the End Semester Examination is NOT applicable to arrear courses of previous semesters.

18.6 The candidate shall reappear for the withdrawn courses during the examination conducted in the immediate semester.

18.7 Withdrawal shall not be permitted for all courses in a semester. He/she has to appear at least for one course in a semester. Otherwise he/she shall be considered as Break of Study.

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

Withdrawal is permitted for the End Semester Examination in the final semester only if the period of study the student concerned does not exceed 3 years.

19 AUTHORIZED BREAK OF STUDY FROM A PROGRAMME

19.1 **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. 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 the Director, DOTE and Student Affairs 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 there for and the probable date of re-joining the programme. However, if the candidate has not completed the first semester of the programme, Break of Study will be considered only on valid medical reasons.

19.2 The candidate permitted to re-join the Programme after the break shall be governed by the Curriculum and Regulations, in force, at the time of re-joining. If the Regulations is changed, then, those candidates may have to do additional courses as prescribed by the Re-admission committee**.**

19.3 The authorized break of study will not be counted for the duration specified for passing all the courses for the purpose of classification. (vide Clause and 16.2).

19.4 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 3 irrespective of the period of break of study in order that he/she may be eligible for the award of the degree (vide clause 16).

19.5 If any student is detained for want of requisite attendance, progress and good conduct, the period spent in that semester shall not be considered as permitted 'Break of Study' and Clause 19.3 is not applicable for this case.

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 Head of the Institution, Head of the Departments to which the student concerned belongs, and the Head of another Department to enquire into acts of indiscipline and notify the University 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 by the principal of institution for taking final decision.

20.2 If a student indulges in malpractice in any of the examinations, the student shall be liable for punitive action as prescribed in the regulations 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 Board of Studies with the approval of Academic Council and Governing Council of the college.

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