

**VASAVI COLLEGE OF ENGINEERING (AUTONOMOUS)
IBRAHIMBAGH, HYDERABAD-31**

Approved by A.I.C.T.E., New Delhi and
Affiliated to Osmania University, Hyderabad-07

**Sponsored by
VASAVI ACADEMY OF EDUCATION
Hyderabad**



ACADEMIC RULES AND REGULATIONS (VCE-2018-19)*

**FOR FOUR YEAR B.E DEGREE PROGRAM
Under Choice Based Credit System (CBCS) w.e.f A.Y.2018-19**

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Academic Regulations VCE-2018-19

On the recommendations of Academic Council and Board of Governors of Vasavi College of Engineering (Autonomous), the following academic regulations will be in force and applicable to all the students admitted into B.E. program of the college with effect from Academic Year 2018-19. The B.E program is being offered under Choice based Credit System (CBCS). These regulations are called as ***Academic Regulations VCE-2018-19***.

The above rules and regulations, specified herein after shall be read as whole for the purpose of interpretation. In case of arising a doubt, the interpretation of the Academic Council, the Statutory Body constituted as per UGC norms of the college is final. The Academic council has the power to make amendments to these regulations whenever necessary and shall be approved by Board of Governors (BoG).

1. DEFINITIONS OF KEY WORDS:

- Academic Year** : Two consecutive (one odd + one even) semesters constitute one academic year
- Choice Based Credit System (CBCS)** : The CBCS provides choice for students to select from the prescribed courses (core, elective or open or soft skill courses).
- Programme** : An educational programme leading to award of a Degree, diploma or certificate
- Semester** : Each semester will consist of 16-17 weeks of academic work equivalent to 90 actual teaching days. The odd semester may be scheduled from July to November and even semester from January to May.

- Discipline** : Means Branch or Specialization of B.E. Degree Programme, like Civil Engineering, CSE, ECE, EEE, IT and Mechanical engineering etc.,
- Course** : Usually referred to, as 'papers' is a component of a programme. All courses need not carry the same weight. The learning objectives and learning outcomes are defined for each course. A course may be designed to comprise lectures/ tutorials/ laboratory work/ field work/ outreach activities/ project work/ vocational training/viva/ seminars/ term papers/ assignments/ presentations / self-study etc. or a combination of some of these.
- Course Flexibility** : Course work of students to be made flexible to enable fast, average and slow learners among them to plan and pace the same in a Semester as may be necessary and register for more/average/less Credits within limits (e.g., +/- 20%) from the prescribed value, based on their learning capacities as observed from CIE, SEE results in Coursework of the previous Semesters.
- Credit Based Semester System (CBSS):** : Under the CBSS, the requirement for awarding a degree or diploma or certificate is prescribed in terms of number of credits to be completed by the students.
- Credit:** : A unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical work/field work per week.
- Credit Point:** : It is the product of grade point and number of credits for a course.

- Grading** : To be normally done using Letter Grades as qualitative measure of achievement in each Course like: A+ (Out Standing), A (Excellent), B+ (Very Good), B (Good), C (Average), D(Pass), F(Fail) based on the marks (%) scored in (CIE+SEE) of the Course and conversion to Grade done by Relative/Absolute Grading.
- Grade Point (GP)** : It is a numerical weight allotted to each letter grade on a 10-point scale. A+ =10, A=9, B+=8, B=7, C=6, D=5 and F=0 and student passes a course only when he/she gets $GP \geq 04.5$
- Semester Grade Point Average (SGPA)** : It is a measure of performance of work done in a semester. It is ratio of total credit points secured by a student in various theory and lab courses offered in each semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.
- Cumulative Grade Point Average (CGPA):** : It is a measure of overall cumulative performance, of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all the semesters of program. It is expressed up to two decimal places.
- Passing Standards** : Student to be declared successful at the Semester-end or Programme-end only when she/he gets SGPA or CGPA ≥ 4.5 , with none of the Courses registered in the given Semester or for the Award of degree remaining with F Grade.
- Credits Required for Award Degree** : A student shall earn prescribed number of Credits recommended by the department concerned for the award of UG/PG Degree. Also, each student to be successful in the

	mandatory courses as may be prescribed to qualify for the Degree and shall not have any pending disciplinary actions.
Transcript or Grade Card or Certificate	: Based on the grades earned, a grade certificate shall be issued to all the registered students after every semester. The grade certificate will display the course details (code, title, number of credits, grade secured) along with SGPA of that semester and CGPA earned till that semester.
Course Load	Every student to register for a set of Courses in each Semester, with the total number of Credits being limited by considering the permissible weekly Contact Hours
Course Registration	: Every student to formally register for Courses (Credits) under faculty advice in each Semester.
Course Evaluation	: Continuous Internal Evaluation (CIE) in the Semester & Semester End Examination (SEE) constitute the major evaluations prescribed for each course, with only those students maintaining a minimum standard in CIE (to be fixed by the institution) being permitted to appear in SEE of the course.
Continuous Internal Evaluation (CIE)	: To be normally conducted by the course instructor and include mid-term/weekly/fortnightly class tests, homework, problem solving, group discussion, assignments, quiz, mini-project & seminar throughout the semester, with weightage for the different components being fixed at the institutional level.
Semester End Examination (SEE)	: To be normally conducted at the institutional level and cover the entire course syllabi. The syllabi are to be modularized and SEE questions to be set from each unit/module, with choice if any, to be confined to unit/module concerned

only. The questions to be comprehensive emphasizing analysis, synthesis, design, problems & numerical quantities.

- Revision of Regulations, Curriculum and Syllabi** : The institution, from time to time may revise, amend or change the Regulations, scheme of examinations, curriculum and syllabi with the approval of Academic Council.
- College** : Means “Vasavi College of Engineering”, (Autonomous), Ibrahimbagh, Hyderabad-500031, Telangana State.
- Student** : Means a candidate who has taken admission into undergraduate and Postgraduate programs of this college as per the guidelines stipulated from time to time by the Government of Telangana for admissions into various courses of study and the affiliating university, i.e. Osmania University, Hyderabad.
- Head of the Institution** : Means the Principal of the College
- Controller of Examinations** : Means the Authority of the college who is responsible for all the examination activities of the Autonomous College.

2. ADMISSION PROCEDURE

Admissions are made as per the norms issued from time to time by the Government of Telangana State.

2.1 Undergraduate Admissions

The admissions into undergraduate Engineering programs (B.E) for all the branches of study are made as per the norms of State Council of Higher Education (TSCHE), Telangana State Government. As per the existing norms of State Government.

- 2.1**
- a. 70% of seats under Category-A (based on the rank obtained in state level entrance examination-TSEAMCET) will be filled by the Convener, TSEAMCET.
 - b. 30% of seats under Category-B (15% NRI and 15% Management quota) will be filled by the management as per the guidelines issued through Government orders from time to time by the TSSCHE and State Government.

2.2 Spot Admission Procedure for B.E. 4-year Program

Any seats left vacant in the convener quota will be filled based on the guidelines given by Convener, TSEAMCET.

Procedure: The College issues an advertisement after necessary approvals. The spot admissions will be made as per the guidelines issued from time to time by convener TSEAMCET.

2.3 Admission to the second year of Four Year B.E (Lateral Entry) Program

Students seeking admission into this category shall qualify in TSECET conducted by the Government of Telangana. Admissions are on the basis of merit ranks obtained by the students.

2.4 Spot Admission Procedure for B.E Lateral Entry

Admission will be made based on the guidelines issued by the Convener, TSECET.

Procedure: The College issues an advertisement after necessary approvals. The spot admissions will be made as per the guidelines issued from time to time by the Convener, TSECET.

3. PROGRAMMES OFFERED

At present college offers six UG Programmes namely Civil, CSE, ECE, EEE, IT and Mechanical Engineering. A student may be admitted to any one of the programmes of study as per the admission rules. All the programs are offered under semester mode.

4. STRUCTURE OF THE PROGRAMME

4.1 Categorization of Courses

The curriculum of B.E. Programme is designed to have syllabi consisting of theory, laboratory courses and project that shall be categorized as follows:

- a. **Humanities and Social Sciences (HS)** courses include Technical English, Communication skills, management etc.
- b. **Basic Sciences (BS)** courses include Mathematics, Physics, Chemistry, Biology etc.
- c. **Engineering Sciences (ES)** courses include Materials, Workshop, Basics of Electrical/ Electronics/ Mechanical/Computer Science Engineering, Engineering Graphics, Instrumentation, Engineering Mechanics, Instrumentation etc.
- d. **Professional Core Subjects (PC)** are core courses relevant to the chosen specialization/branch
- e. **Professional Elective Subjects (PE)** are courses relevant to the chosen specialization/ branch offered as electives.

f. Open Elective subject (OE) courses from other technical and/or emerging subject areas offered in the College by the Departments of Engineering, Science and Humanities.

g. Mandatory Course: Course work on peripheral subjects in a programme, wherein familiarity considered mandatory. To be included as non-Credit, Mandatory Courses, with only a pass in each required to qualify for the award of degree from the concerned institution. Such Courses to be limited to <5 % of the maximum permissible Course/Credit Load.

h. Project Work and/or internship in industry or elsewhere, seminar.

5. DURATION OF STUDY

- 5.1 The duration of the B.E program is four years. The eight semesters of four-year B.E program are consecutively numbered as I, II, III, IV, V, VI, VII and VIII.

No readmission/admission/promotions/transfers can be made after 4 weeks of the commencement of instruction of semester in I, II, III and IV years. In case there is any court cases consequent to which the Convener of Admissions/Principal is compelled to admit a student after the announced last date of admissions, the admission (seat) of such a student be reserved for the subsequent year on a supernumerary basis.

- 5.2 Internal (Continuous Internal Assessment: CIE) examinations shall be conducted during the instruction period of the semester.

- 5.3 a) *As per the UGC Guidelines on determination of uniform span period (UGC Letter No. F-12-1/2015 (CPP-II) dated 15.10.2015 and Osmania University letter No.336/M/Acad.I/2016 dated 21.03.2016) is N+2 with which students may be allowed to qualify for degree with effect from the Academic Year 2016-17. Where N is the normal or minimum duration prescribed for completion of the programme.*

Hence candidates of four-year degree program, who fails to fulfill all the requirements for the award of the degree as specified hereinafter within $(N+2= 4+2=6)$ six academic years from the time of admission, will forfeit their seat and their admission will stand cancelled.

Diploma candidates admitted to the second year under lateral entry scheme shall fulfill all the requirements for the award of the degree as specified hereinafter within $(N+2=3+2=5)$ five academic years from the time of admission failing which they will forfeit their seat and their admission will stand cancelled.

Lateral entry students shall also complete the bridge course courses as required. The scheme and other guidelines will be intimated to the students.

6. REGISTRATION OF COURSES

- 6.1 Every admitted student shall be assigned to a Faculty Advisor who shall advice and counsel the student about the details of the academic programme, rules and regulations and the choice of courses considering the students' academic background and career objectives.
- 6.2 Each student on admission shall register for all the courses prescribed in a semester of study including open electives.

- 6.3 Every student shall enrol for the courses of the succeeding semester at the end of the current semester. However, the student shall confirm the enrolment by registering for the courses before the three working days of the commencement of the concerned semester. Online registration of courses including open electives, extracurricular and co-curricular courses will be provided and students should visit the college website for details.
- 6.4 *The registration of the courses (such as professional electives, professional core, open electives etc) by the students in each semester as prescribed by the department concerned shall be completed within the stipulated period and on or before the due date prescribed. Change of professional electives and open electives will not be entertained after the due date.*
- 6.5 No course shall be offered by a Department unless a minimum of 30 students register for that core course and 20 students for elective course. After registering for a course, a student shall attend the classes, to satisfy the academic requirements for attending the semester end examinations.
- 6.6 The enrolment for all the courses of the even Semester will commence 10 working days prior to the last working day of odd Semester. The student shall confirm the enrolment by registering for the courses before the three working days of the commencement of the even semester. However, the student can register for courses for which the student has not enrolled, if these are the courses in which the student has failed. No change of course under any circumstances will be entertained once registration of courses is completed
- 7 AWARD OF DEGREE**
- 7.1 The degree of Bachelor of Engineering will be conferred on a candidate who has pursued a “Regular Course of Study” for four academic years (three academic years for candidates admitted in II-Year under lateral entry scheme), as hereinafter prescribed in the scheme of instruction and has acquired all the credits prescribed in the scheme of examination by the department concerned.

7.2 ATTENDANCE REQUIREMENTS:

- (a) A regular course of study for eligibility to appear Semester End Examinations (SEE) of any semester shall mean putting in attendance of **not less than 75%** aggregate in lectures, practicals, drawing, workshops, field work, project, seminars, extension etc., in the courses listed in the scheme of instruction. The cumulative monthly attendance in each course and the aggregate attendance will be displayed on the notice board.
- (b) In special cases and for sufficient causes shown, the Principal/Academic Council on the recommendation of the concerned HOD, may condone the deficiency of attendance **not exceeding 10%** for ill-health when application made for such a condonation is supported by a valid medical certificate issued by an authorized Medical Officer and approved by the Principal of the college. Medical certificate along with the fitness to be submitted within 3 working days on returning to the class work.
- (c) *A student can use medical condonation facility only 4 (four) times in the entire period of 8 semesters in the span of 4 years B.E program.*
- (d) In any semester of the course if a candidate fails to secure the minimum percentage of attendance, he/she shall not be eligible to appear for the SEE of that semester and he/she shall have to enroll himself/herself to undergo afresh a “Regular Course of Study” of the corresponding semester in subsequent academic year by paying required tuition fee, to become eligible to appear for semester end examinations.

- 7.3 Attendance for N.C.C. Camps or Inter Collegiate or Inter University or Inter State or International matches or debates or Educational excursion or such other Inter University activities as approved by the authorities, involving journeys outside the city in which the college is situated will not be counted as absence. However, such absence should not exceed (4) weeks of the period of instruction, in a semester.

Students participating in the above events shall take prior permission from the authorities. Absence not exceeding two weeks, for activities like N.S.S., Inter-University Competitions and debates will be condoned if the candidate is sponsored by the University for such activities.

- 7.4 The attendance shall be calculated from the date of admission into the course.
- 7.5 The candidates of I semester who were detained can seek readmission without appearing for the Entrance Test during subsequent year, and such admissions shall be treated as supernumerary.
- 7.6 If a candidate who has pursued a Regular Course of Study of any semester wishes to undergo the same course again, he/she may be permitted to enroll again as a regular student for the course of the semester, when next time offered, depending on the availability of seats. Such candidates shall forego the attendance secured for that semester previously. Further the candidate had not pursued a “Regular Course of Study” in any higher semester. For the award of division, however, he/she shall have the benefit of the higher of the aggregate SGPA secured in that semester.
- 7.7 The college working hours will be announced along with the time table and displayed on the department notice boards. To strengthen and augment the academic activities, college will work on extended hours with prior intimation to the students. All the parents are requested to cooperate in this regard.

8. SCHEME OF INSTRUCTION, EXAMINATION AND ASSESSMENT

- 8.1 Instruction in the various courses in each semester shall be provided by the college as per the scheme of instruction & examination and syllabus prescribed for the branch of study approved by the Academic Council and ratified by the BoG.
- 8.2 The students who have taken readmission (joined under the university regulations) due to transfer into the college shall be allowed to pursue their program of study under Autonomous/CBCS regulations of the college. They shall clear all the backlog subjects, if any, in the equivalent subjects as

identified by the Board of Studies concerned under the Autonomous/CBCS system for the award of degree. All such students shall register the courses of study as mentioned earlier.

- 8.3 The distribution of marks based on the continuous internal assessment (CIE) assessment and Semester Examination (SEE) for **B.E** program shall be as follows:

	Course	Marks	
		CIE	SEE
i)	Each theory course	40	60
ii)	Each practical or drawing course	30	50

- 8.4 There will be continuous and comprehensive evaluation (CIE) of students. The distribution of CIEs and semester examination marks for **B.E program** are given below:

CIE Exams (internals/ Sessional) Theory: 40 Marks

- **30** Marks each for two internal examinations in a semester and 10 marks for assignments (5marks) and quizzes (5 Marks).
- Three quizzes and three assignments will be conducted in a semester each for 5 marks for every course.
- The internal exam question paper contains part-A, Part-B and Part-C. Internal Exam Duration: 90 minutes. The question Paper consists of
 - Part-A: Contains 6 Questions of 1 mark each (6 Marks)
 - Part-B: Contains 3 (or 4) Questions of 4 (or 3) marks each (12 Marks)
 - Part-C: Contains 2 (or 3) Questions of 6 (or 4) marks each (12 Marks)
- There is no choice in the question paper. All questions are to be answered.
- Blooms Taxonomy will be followed in the question Paper Setting.

Average of two tests will be considered for calculating internal exams marks to which average assignment/quiz marks will be added for obtaining total CIE marks.

8.5 **Lab: 30 Marks**

- **15** marks for day-to-day laboratory class work which will be awarded based on the average of assessment for each experiment considering at the end of the course.
- **15** marks for the internal examination.

SEMESTER END EXAMINATIONS (SEE)

- Semester theory examinations will be conducted for 60 marks. A student should secure a minimum of '**D**' grade in each course for a pass.
- Semester laboratory examinations will be conducted for 50 marks. A student should secure a minimum of '**C**' grade for a pass.
- In addition, a student shall secure a minimum '**D**' grade in a theory course and '**C**' grade in lab from CIEs and semester examinations put together for a pass in a subject.

The semester end examination question paper consists of Part-A and Part- B. Part -A is compulsory and should cover the entire syllabus, and carries 20 marks. A minimum number of 10 questions of Two (2) marks each will be given in Part-A. Part B will comprises of seven (7) questions and it carries 40 marks. A student shall answer any five questions. There shall be one question drawn from each unit of the syllabus and the remaining two questions may be drawn from the total syllabus of all 5 units. However, there should not be more than 2 questions from any unit. Blooms Taxonomy will be followed in the question Paper Setting.

- 8.6 The details of instruction, examination and vacations shall be notified by the Principal.
- 8.7 The semester end examinations prescribed may be conducted by means of written papers, practicals and oral tests, inspection of certified CIE work in drawing and laboratories and workshop or by means of any combination of these methods as may be deemed necessary.
- 8.8 All the general rules for examinations shall be adhered to.
- 8.9 A student who secures 'F' grade in *semester exam and sessional put together* will be declared failed in that semester.
- 8.10 **B.E (Regular)**
The curriculum for any Branch of study of B.E program is designed to have total credits **160** for the award of regular B.E. A student is declared eligible to receive the B.E degree on attaining above credits and other courses/activities prescribed by the department concerned and the college.

B.E (Honors)

The curriculum for any Branch of study of B.E program is designed to have total credits **160** for regular degree. In addition, if the student is interested to obtain **B.E (honors)** degree, he or she has to acquire additionally 20 credits as prescribed by the college and the department concerned.

For the award of B.E (honors) degree, in addition to above mentioned additional requirements, a student should also acquire any other courses/activities prescribed by the college and the department concerned.

9 OPEN ELECTIVE COURSES:

As part of CBCS, open electives are being offered by various departments from III to V semesters of B.E. program. A total of 11 credits are designated for open electives to be offered under CBCS.

9.1 The Engineering Departments, Physics, chemistry, mathematics and H&SS have been offering one and two credit open elective courses from III to VI semesters of B.E. programs under CBCS w.e.f., the academic year 2017-18.

- It is mandatory for the students to acquire **3 credits out of 11 credits** from the **open elective courses offered by the Departments of Physics and Chemistry** put together as mentioned by the college.
- Allocation of CIE & SEE marks for open elective are given below:

Year of admission	Duration of SEE	Marks	
		SEE	CIE
1 Credit Course:	2 Hrs.	40	30
2 Credit Course:	3 Hrs.	60	40

10. PARTICIPATION OF STUDENTS IN CO-CURRICULAR AND EXTRA-CURRICULAR ACTIVITIES:

The students of B.E. should complete the prescribed credit and mandatory courses offered under HS, BS, ES, PC, PE, OE, MC, and project by the department concerned. To become eligible for the award of degree, students should also participate in co-curricular (CCA) and extra-curricular (ECA) activities as set by the individual departments by securing 75% of attendance separately in each activity.

10.1 To become eligible for the award of degree, students should also participate in the following activities:

III Semester : CCA-1 and ECA-1

IV- Semester : CCA-2 and Technical Skill/ Workshop/ RC/TC etc.

V- Semester : CCA-3 (PP) and ECA-2 and Technical Skill-1 (prerequisites to additional Technical Skills of VI semester and /or any other technical skills prescribed by the Departments Concerned.

VI- Semester : Additional Technical Skills

VI Semester One Theme-based project report submission at 6th Semester

- One online (MOOCS) certificate course amongst courses prescribed by the Department concerned (between III and VIII semesters).

10.2 The extra-curricular activities are organized under various clubs includes the following clubs, but may not be limited to:

S. NO	NAME OF THE CLUBS	S. NO	NAME OF THE CLUBS
1	The Speak Easy	7	The General Quiz Club
2	The Literary Club	8	The Math Quiz Club
3	The Toast Masters' Club	9	The Chemistry Club
4	The Dramatics Club	10	The Physics Club
5	The Art Club	11	The Entrepreneurs Club
6	The Eco Club	12	The Photography / Films Club

10.3 The above-mentioned activities come under audit courses with no credits attached. However, attendance to the activities is mandatory to encourage student participation and a student shall secure minimum of 75% attendance in these activities.

11. RULES OF PROMOTION FOR B.E	
Semester	Conditions to be fulfilled
I-SEM to II-SEM	Regular course of study of I-SEM and 40% aggregate CIE marks in I-SEM
II-SEM to III SEM	a. Regular course of study of II SEM and
	b. 40% aggregate CIE marks in II- SEM
	c. Must have secured at least 50% of total credits prescribed for I and II SEMs together
III-SEM to IV-SEM	a. Regular course of study of III-SEM and
	b. 40% aggregate CIE marks in III- SEM
IV-SEM to V- SEM	a. Regular course of study of IV SEM
	b. 40% aggregate CIE marks in IV- SEM
	c. Passed in all the courses of I and II SEMs
	d. Must have secured at least 50% of total credits prescribed for III and IV SEMs put together
V-SEM to VI-SEM	(a) Regular course of study V-SEM (b) 40% aggregate CIE marks in V- SEM
VI-SEM to VII-SEM	a. Regular course of study of VI-SEM
	b. 40% aggregate CIE marks in VI- SEM
	c. Passed in all the courses of III and IV SEMs.
	d. Must have secured at least 50% of total credits prescribed for V and VI SEMs put together
VII-SEM to VIII-SEM	(a) Regular course of study of VII-SEM (b) 40% aggregate CIE marks in VII-SEM
Eligibility to appear VIII-SEM exams	Regular course of study of VIII-SEM and 40% aggregate CIE marks in VIII-SEM

12. CREDITS AND GRADES:

12.1 Credit system will be implemented in each semester. The credit hours for each theory course, laboratory sessions, finishing school and project work are clearly mentioned in the scheme of instruction.

- 12.2 Absolute/Relative grading system is adopted in awarding the letter grades. The marks are converted to grades based on pre-determined class interval. As per the UGC recommendations a 10-point grading system with the following letter grades are used:

Academic Performance (%)	Letter Grade		Grade Points
90 to 100	A+	Outstanding	10
80 to 89.99	A	Excellent	09
70 to 79.99	B+	Very Good	08
60 to 69.99	B	Good	07
50 to 59.99	C	Average	06
40 to 49.99	D	Pass	05
0.00	Ab	Absent	Ab
Below 40 (Theory).	F	Fail	0
Below 50(Laboratory)	F	Fail	0

- 12.3 A Relative grading system will be implemented for computing semester grade point average (SGPA) and Cumulative grade point average (CGPA). The college will follow relative grading with flexibility given of ranges for grades.
- 12.4 For non-credit courses letter grade secured will not be considered while computation of SGPA/CGPA. No SGPA/CGPA is declared, if a candidate is failed in any one of the courses of a given semester.

12.5 **GRADES: THEORY AND LABORATORY COURSES**

The final grades in a semester will be computed based on aggregate marks of CIE and semester end examinations in a course put together. A student who earns a minimum of 4.5 grade points and above in a theory course and 5.00 in a laboratory is declared to have successfully completed the course.

- 12.6 The Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be computed considering the credits and grades secured by a student in CIE and semester examinations marks put together.

12.7 COMPUTATION OF SGPA AND CGPA

- A. The **SGPA** is the ratio of sum of the product of the number of credits and the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student in a semester i.e.

$$\text{SGPA } (S_i) = \Sigma(C_i \times G_i) / \Sigma C_i$$

where C_i is the number of credits of the i^{th} course and G_i is the grade point scored by the student in the i^{th} course.

- B. The **CGPA** is calculated in the same manner considering all the courses undergone by a student over all the semesters of a programme, i.e.

$$\text{CGPA} = \Sigma(C_i \times S_i) / \Sigma C_i$$

where S_i is the SGPA of the i^{th} semester and C_i is the total number of credits in that semester.

- C. The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.

12.8 CONVERSION OF GRADES INTO PERCENTAGE

Conversion formula for the conversion of GPA into indicative percentage is

$$[\text{CGPA Earned} - 0.50] \times 10 = \% \text{ of marks scored.}$$

Illustration: $[\text{CGPA Earned } 7.5 - 0.50] \times 10 = 70.0\%$

11. INDUSTRIAL TRAINING/INTERNSHIP

The students may undergo Industrial Training for a period as specified in the curriculum during summer / winter vacation. The number of credits shall be assigned as detailed below. The students may undergo internship at research organization / university/ industry for the period prescribed in the curriculum. In such cases, Industrial Training / Internship needs to be undergone continuously from one organization only. The student can undergo maximum of 3 months during the entire duration of study.

12. ADD AND DROP CREDITS

- 14.1 A student should earn the total number of credits specified in the curriculum of the respective program of study to be eligible to obtain the degree.
- 14.2 If the student wishes, then he/she may be permitted to earn more than the total number of credits prescribed in the curriculum of program. However, the total number of additional credits registered cannot exceed six (6). Also, the number of courses registered by a student in a semester cannot exceed 28 credits.
- 14.3 The student has the option to register for additional courses or dropping existing courses from third semester onwards.

13. AWARD OF DEGREE/DIVISION

To obtain degree, the student shall have passed in all the courses and secured the number of credits as prescribed in the course structure of program offered by department concerned and should obtain a CGPA of at least 4.5 and shall not have any disciplinary actions pending against him/her. The award of division secured in the degree on 10-point scale is given below:

CGPA SCORE	DIVISION AWARDED
7.50 and above (10.00-7.50)	First Division
6.50 and below 7.50	First Division
5.50 and below 6.50	Second Division
4.50 and below 5.50	Pass division
Below 4.50	Fail

16. GENERAL RULES OF EXAMINATION

- 16.1 All examinations shall be held at such places as it may be decided and at such other centers of such dates as may be notified.
- 16.2 Application for permission to appear at every examination shall be made on the prescribed form accompanied by three passport size full face photographs (not profile) which along with the necessary certificates regarding attendance, practical work, etc., and the prescribed fee, should be sent to the Controller of Examinations on or before the date fixed for this purpose.
- 16.3 When a candidate's application is found in order and he/she is eligible to appear for the examination, the Controller of Examinations, shall furnish the candidate with a Hall -Ticket affixing the photographs on it to enable the candidate to appear for the examination. Candidates shall have to produce Hall-Ticket for admission into the premises where the examination is being held or to a part of the said premises as well as to the Examination Hall.
- 16.4 A candidate who fails to attend the examination for any reason whatsoever under any circumstances shall not be entitled to claim refund of the whole or any part of the examination fee nor adjust it for subsequent examinations.
- 16.5 A candidate after declared successful in the whole examination, shall be given a certificate indicating the year of examination, the courses in which he/she was examined and the division in which he/she was placed.
- 16.6 No candidate shall be allowed to appear at examinations for different degrees and different faculties simultaneously.
- 16.7 Students, who have appeared once at any examination of the course, need not put in fresh attendance, if they want to reappear at the corresponding examination, notwithstanding the fact that new courses may have been

introduced by the college. They will however, should appear at the examinations according to the scheme of examination and syllabus in force.

17. ADVANCE SUPPLEMENTARY AND MAKE-UP EXAMINATIONS

- 17.1 To decrease the backlog load on the students who failed to clear one or more courses in the even semester and to give equal chances for appearing examinations in odd and even semesters, Advance Supplementary examinations for even semester (II, IV and VI) will be conducted immediately after declaring the results of even semester by giving proper time for preparation.
- 17.2 Since the supplementary examinations of even semesters which are being held during the months of November/December are being advanced to June/July months, supplementary examinations for the even semesters henceforth will not be conducted.
- 17.3 If the candidate is declared to have passed in the reevaluation of the main examination, then the result of Advanced Supplementary examinations shall not be considered even if the student appeared for the said exam.
- 17.3 Make- Up examinations will be conducted for the students having backlog courses at VIII semesters of 4th year B.E immediately after release of regular examinations results of VIII semester.

18. IMPROVEMENT OF DIVISION

18.1	A candidate who wishes to improve his/her division may do so within one academic year immediately after having passed all the examinations of BE Degree Program by reappearing at not more than two semesters (All courses
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	pertaining to the semester taken together) examinations. For the award of the division, he/she will have the benefit of the higher SGPA secured in the corresponding semesters.
18.2	In case of candidates who have secured CGPA less than 4.5 of total aggregate of all eight semesters needed for a pass division, the candidate can appear for improvement in individual courses to become eligible for a PASS Division within one academic year in any two semesters.

19. TRANSITORY REGULATIONS

Whenever, course or scheme of instruction is changed in a particular year, two more examinations immediately following thereafter, shall be conducted according to the old syllabi/regulations. Candidates not appearing at the examinations or failed shall take the examination subsequently according to the revised syllabi/regulations.
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20. SCHEDULE ON THE NATURE OF MALPRACTICE AND AWARD OF PUNISHMENT

S.No	TYPE OF MALPRACTICE	PUNISHMENT TO BE AWARDED
1	Possession of the prohibited (written or printed) papers, books, notes during the examination period but which were not used.	Shall be debarred from appearing at the subsequent papers of the examination apart from cancelling the result of the examination (" <i>Examination</i> " in this context refers to all the papers taken by the candidate on the same Hall Ticket) in which he/she had indulged in malpractice.
2	Matter relevant to the examination being written on any part of the body or on the clothes worn, or in the instruments, wrappings, etc.	
3	Attempting to take help from any prohibited papers, notes, written or printed matter, writings on the walls, furniture, mobile phones / electronic gadgets and attempting to take help from or giving help to other regarding answer to any question or questions of the examination paper.	
4	Taking help from mobile phones / electronic gadgets or consulting of prohibited written or printed material; consulting and / or taking help from or helping other examinee during the examination period inside the examination hall or outside it with or without their consent, or helping other candidate to receive help from anyone else.	

5	An examinee who attempts to disclose his/her identity to the paper valuer by writing his/her Hall Ticket Number at a place other than the place prescribed for it, or by writing his/her name or any coded message or an examinee who makes an appeal to the paper valuer in the answer book.	Cancelling the result of that paper.
6	Using abusive and obscene language in the answer book.	
7	Refusing to obey instructions of the Chief Superintendent/Invigilator.	
8	Writing on the question paper or other papers the answer to questions, rough work etc., with no intention of passing it on to another examinee.	To be warned not to do so.
9	Examinee swallowing or destroying prohibited material found in his/her possession or acting in any other manner with a view to destroy evidence.	Cancellation of the result of all examinations taken or proposed to be taken during that session and prohibiting his/her admission into or continuation in any course of the Institution for a period of one year.
10	Smuggling an answer book / additional answer book / matter into or out of the examination hall.	
11	Inserting in or removing from the answer book / additional answer book of any sheet.	
12	Substituting wholly or partly an answer book / additional answer book.	
13	Cases of examinees when conspiring to interchange their Hall Ticket Numbers.	

14	Creation of disturbance or otherwise misbehaving in and around the examination hall during or before the examination.	Cancelling the results of all examinations taken or proposed to be taken during that session and prohibiting admission into or continuation in any course of study for a period of two years.
15	Guilty of assaulting / abusing, intimidating any person connected with the examination work any time-before, during or after the examination.	Cancelling the results of all examinations taken or proposed to be taken during that session and the next session and prohibiting admission into or continuation in any course for a period of two years.
16	Impersonation even at a single examination.	<p>a) The case of impersonation to be dealt with as per law in respect of the candidate who has impersonated (Imposter) and the candidate who is impersonated (original candidate).</p> <p>b) The candidate who has impersonated (Imposter) shall be expelled from examination hall. He/She(Imposter) is also debarred and forfeits the seat.</p> <p>c) The performance of the original candidate shall be cancelled in all the examinations (including Practicals / Project work) if any appeared by him/her and shall not be allowed to write remaining subjects of that semester. He/She shall also forfeit the result(s) of other semester(s) registered along with the examination in which the offence was committed.</p> <p>d) The original candidate be debarred from two consecutive semesters from class work and</p>

		<p>all examinations conducted by the Institution.</p> <p>e) Continuation of the course by the original candidate shall be subject to the academic regulations in connection with forfeiture of seat.</p> <p>f) In case if the original candidate would like to discontinue the course immediately after the punishment is awarded, he/she shall be permitted to discontinue only after the completion of punishment period.</p>
17	Any other Malpractice not defined above.	As recommended by the Committee constituted to look into the cases of malpractices.

NOTE: ***"EXAMINATION"*** in this context refers to all the papers taken by the candidate on the same Hall Ticket.

* ***Subjected to approval of Academic council and Board of Governors.***