



K S R INSTITUTE FOR ENGINEERING AND TECHNOLOGY

AN AUTONOMOUS INSTITUTION

(Approved by AICTE, New Delhi & Affiliated to Anna University)

K.S.R. Kalvi Nagar, Tiruchengode - 637 215, Namakkal Dist., Tamil Nadu, India.

REGULATION 2023 B.E./B.Tech



K S R INSTITUTE FOR ENGINEERING OF TECHNOLOGY

An Autonomous Institution

Tiruchengode – 637 215



B.E./B.Tech.

Regulation 2023

(Academic Year 2023-24 Onwards)

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.

CONTENTS

S. No.	Title	Page No.
1.	PRELIMINARY DEFINITIONS AND NOMENCLATURE	1
2.	ADMISSION ELIGIBILITY	2
2.1.	FIRST YEAR B.E./B.TECH ADMISSION	2
2.2.	LATERAL ENTRY ADMISSION	2
3.	PROGRAMMES OFFERED	3
4.	STRUCTURE OF PROGRAMMES	4
4.1.	CATEGORIZATION OF COURSES	4
4.2.	PERSONALITY AND CHARACTER DEVELOPMENT	4
4.3.	INDUCTION PROGRAMME	5
4.4.	NUMBER OF COURSES PER SEMESTER	6
4.5.	CREDIT ASSIGNMENT	6
4.6.	INDUSTRIAL TRAINING/ INTERNSHIP	6
4.7.	INDUSTRIAL VISIT	7
4.8.	ONE CREDIT COURSES	7
4.9.	SELF STUDY COURSES	8
4.10.	ONLINE COURSES	8
4.11.	MANDATORY COURSES	9
4.12.	MEDIUM OF INSTRUCTION	9
4.13.	B.E./ B.TECH. (HONS) AND B.E./ B.TECH. MINOR DEGREE	9
5.	DURATION OF THE PROGRAMME	11
6.	COURSE REGISTRATION	12
6.1.	COURSE REGISTRATION	12
6.2.	FLEXIBILITY TO DROP COURSES	12
6.3.	CHOICE OF PROFESSIONAL ELECTIVE COURSES	13
7.	ATTENDANCE REQUIREMENTS FOR COMPLETION OF THE SEMESTER	13
8.	CLASS ADVISOR	13
9.	CLASS COMMITTEE	14
10.	COURSE COMMITTEE FOR COMMON COURSES	16

11.	SYSTEM OF EXAMINATION	16
12.	PROCEDURE FOR AWARDING MARKS FOR INTERNAL ASSESSMENT	17
	12.1. THEORY COURSES	17
	12.2. LABORATORY COURSES	18
	12.3. THEORY COURSES WITH LABORATORY COMPONENT	18
	12.4. PROJECT WORK	19
	12.5. OTHER EMPLOYABILITY ENHANCEMENT COURSES	21
	12.6. ASSESSMENT FOR ONE/TWO CREDIT COURSES	22
	12.7. ASSESSMENT FOR ONLINE COURSES	22
	12.8. ADDITIONAL LEARNING	23
	12.9. ATTENDANCE RECORD	23
	12.10. CONDUCT OF ACADEMIC AUDIT	23
13.	REQUIREMENTS FOR APPEARING FOR END SEMESTER EXAMINATIONS	24
14.	PASSING REQUIREMENTS	24
15.	AWARD OF LETTER GRADES	26
16.	ELIGIBILITY FOR THE AWARD OF THE DEGREE	29
	16.1. ELIGIBILITY FOR THE AWARD OF THE DEGREE	29
	16.2. CLASSIFICATION OF THE DEGREE AWARDED	30
	16.2.1. FIRST CLASS WITH DISTINCTION	30
	16.2.2. FIRST CLASS	31
	16.2.3. SECOND CLASS	32
	16.4. PHOTOCOPY / REVALUATION	32
	16.5. REVIEW	33
17.	PROVISION FOR WITHDRAWAL FROM END-SEMESTER EXAMINATION	33
18.	PROVISION FOR AUTHORISED BREAK OF STUDY	34
19.	DISCIPLINE	35
20.	REVISION OF REGULATIONS, CURRICULUM AND SYLLABI	35

K S R INSTITUTE FOR ENGINEERING AND TECHNOLOGY

Tiruchengode -637215

REGULATIONS 2023

CHOICE BASED CREDIT SYSTEM

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

DEGREE OF BACHELOR OF ENGINEERING / BACHELOR OF TECHNOLOGY

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

1. PRELIMINARY DEFINITIONS AND NOMENCLATURE

In these Regulations, unless the context otherwise requires:

- 1.1 **“Programme”** means Degree Programme (i.e.) B.E. / B.Tech. Degree Programme.
- 1.2 **“Branch”** means specialization or discipline of B.E. / B.Tech. Degree Programme, like Mechanical Engineering, Information Technology, etc.
- 1.3 **“Course”** means a theory or practical subject that is offered in a semester, like Basic Electrical Engineering, Programming for Problem Solving and Engineering Practice Engineering Laboratory, etc.
- 1.4 **“University”** means the Affiliating University, i.e. Anna University, Chennai.
- 1.5 **“Head of the Institution”** means the Principal of the College / Institution who is responsible for all academics of that college / Institution and for implementation of relevant Rules and Regulations.
- 1.6 **“Chairman”** means the Head of the Department concerned.
- 1.7 **“Head of the Department (HOD)”** means the Head of the Department concerned.
- 1.8 **“Controller of Examinations (COE)”** means the authority of the College/ Institution who is responsible for all activities of the End Semester Examination.
- 1.9 **“College”** means K S R Institute for Engineering and Technology, Tiruchengode, an Autonomous Institution affiliated to Anna University, Chennai and approved by AICTE, New Delhi.

2. ADMISSION ELIGIBILITY

Candidates for admission to the B.E. / B.Tech. degree programme will be required to satisfy the conditions of admission thereto prescribed by the Anna University, Government of Tamil Nadu, AICTE / UGC.

2.1 First Year B.E./ B.Tech. admission

Candidates seeking admission to the first semester of the eight semesters B.E. / B.Tech. degree programmes should have passed the Higher Secondary Examination 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 Syndicate of Anna University as equivalent thereto.

OR

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

2.2 Lateral entry admission

(i) Candidates who possess the Diploma in Engineering / Technology awarded by the State Board of Technical Education and Training, Tamil Nadu or its equivalent are eligible to apply for the lateral entry admission to the third semester of B.E. / B.Tech. Degree programme.

OR

(ii) The candidates who possess B.Sc. degree (10+2+3 stream) with mathematics as a subject at the B.Sc. level are eligible for admission to the third semester of the B.E. / B.Tech. degree programme through the lateral entry scheme.

Such candidates shall undergo two additional Engineering subject(s) in the **third and fourth semesters** as prescribed by the University.

- 2.3** Notwithstanding the qualifying examination the candidate might have passed, the candidate shall also appear for Tamil Nadu Engineering Admissions counseling conducted by Anna University, Chennai.
- 2.4** The candidate seeking admissions under the **management quota** should also have passed the qualifying examination as per clause 2.1 and are admitted based on the rank given by the Consortium of Self-Financing Professional, Arts and Science colleges in Tamil Nadu.
- 2.5** The eligibility criteria regarding marks shall pertain to the norm as prescribed by the State Government / Syndicate of the Anna University / AICTE / UGC from time to time.

3. PROGRAMMES OFFERED

The following programmes and branches of study approved by Anna University, Chennai and All India Council for Technical Education, New Delhi is offered by the college.

S. No.	Programme	Branch Code	Branch
1.	B.E.	BM	Biomedical Engineering
2.	B.E.	CS	Computer Science Engineering
3.	B.E.	SC	Computer Science Engineering (Cyber Security)
4.	B.E.	EE	Electrical and Electronics Engineering
5.	B.E.	EC	Electronics and Communication Engineering
6.	B.E.	ME	Mechanical Engineering
7.	B.Tech.	IT	Information Technology

4. STRUCTURE OF PROGRAMMES

4.1 Categorization of Courses

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

1. **Humanities, Social Sciences and Management Courses (HSMC)** includes Professional English, Communication skills etc.
2. **Basic Sciences Courses (BSC)** include Mathematics, Physics, Chemistry, Biology, Environmental Science etc.
3. **Engineering Sciences Courses (ESC)** include Engineering Practices, Engineering Graphics, Basics of Civil / Mechanical / Electrical / Electronics / Instrumentation, Computer Engineering, etc.
4. **Professional Core Courses (PCC)** include the core courses relevant to the chosen specialization/branch.
5. **Professional Elective Courses (PEC)** include the elective courses relevant to the chosen specialization/ branch. Professional Elective Courses are offered under verticals (specialization groups)
6. **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.
7. **Employability Enhancement Courses (EEC)** include Project Work, Internship, Seminar, Professional Practices, Case Study and Industrial/Practical Training etc.
8. **Mandatory courses (MC)** include the courses such as Languages, Well being etc.

4.2 Personality and Character Development

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

National Cadet Corps (NCC) will have about 20 parades.

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

National Sports Organization (NSO) will have Sports, Games, Drills and Physical exercises.

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

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

Science club shall organise 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’ shall be formed, which shall organise colorful literary events to propagate good humanist values, morals and ethics reflected in the literature.

Fine Arts Club like music, painting and documentary films with social themes shall be encouraged.

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

4.3 Induction Programme

Induction Programme is mandatory for the students pursuing the Undergraduate Programme. List of students who have successfully completed the Induction Programme 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 got admitted later and those who have not attended the Induction Programme at the time of joining the degree programme, it shall be conducted later and on completion, it shall 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 Induction Programme.

4.4 Number of courses per semester

Each semester curriculum shall normally have 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 4.5.

4.5 Credit Assignment

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

Contact period per week	Credits
One Lecture Period	1
One Tutorial Period	1
One Laboratory Period (Also for EEC courses)	0.5

4.6. Industrial Training/ Internship

4.6.1 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 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 mentioning the period of Industrial Training / Internship and signed by the competent authority of the industry shall be submitted to the Head of the Department. The attendance certificate shall be forwarded to the COE, by the Head of the Department for processing results.

4.6.2 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 (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 from one/two organizations. Students shall get permission from the Head of the department 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**

4.7 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 that necessary arrangements are made in this regard.

4.8 One Credit Courses

Students shall be allowed to take courses offered by Industry experts for 15-20 hrs of duration and the same shall be considered as one credit courses. A maximum of one 3 credit elective course can be waived either in seventh or eighth semester, on successful completion and passing the examination in 3 or more one credit courses. Suitable credits shall be given after due approval of committee consisting of Head of the Department, programme coordinator, module coordinators and course coordinators in consultation with the Head of the Institution.

4.9 Self Study Courses

Students shall be permitted to register for one self study course under a faculty mentor in a semester provided that they do not have any standing arrears and should have completed all the dropped courses. The students who opt for dropping of courses are not permitted to pursue self study courses in that particular semester. The faculty mentor shall monitor the progress of the students on a weekly basis. Students shall write assignments / tutorials and appear for continuous assessment and end semester examinations to earn the credit. Students shall meet the faculty mentor once in a week.

Students can opt for self study courses from the fifth semester onwards. The self study courses shall be approved by the committee consisting of HoD, programme coordinator and module coordinators.

4.10 Online Courses

Students shall be permitted to credit maximum of six online courses, subject to maximum of 18 credits with the approval of the head of the department in lieu of open elective / Professional Elective courses. The on-line courses available in NPTEL / SWAYAM / NMEICT / any other universities / agencies approved by the regulatory bodies. Upon successful completion of the course and passing in the exam conducted by NPTEL / NMEICT / any other universities / agencies approved by the regulatory bodies, suitable credits shall be given after due approval from the committee consisting of Head of the Department, programme coordinator, module coordinator / class advisor and course coordinator in consultation with the Head of the Institution. Head of the department must ensure that student has not studied such courses and would not repeat it again as Professional core/ Professional Elective/ Open Elective.

Students shall register for online/ self study courses through the Head of the Department.

Two week courses offered under Global Initiative of Academic Networks (GIAN) programme of MHRD can be considered instead of electives.

4.11 Mandatory Courses

The student may study Mandatory courses prescribed by the College. Internal Assessment shall be conducted and grading without credit shall be given in the grade sheet. However, it will not be considered for computation of CGPA. Assessment will not be conducted for Yoga for Stress Management Course.

4.12 Medium of Instruction

The medium of instruction is English for all courses, examinations, Seminar presentations and Project Work reports except for the programmes offered in Tamil Medium.

4.13 B.E. / B. Tech. (Hons) and B.E. / B. Tech. Minor Degree

1. (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 vertical of the same programme.
- b. Should have passed all the courses in the first attempt.
- c. Should have earned a minimum CGPA of 7.50.

(ii) B.E / B.Tech. Honours

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

(iii) B.E./B.Tech. (minor in other specialisation)

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. Students can earn maximum of 6 credits in online mode (SWAYAM platform), out of these 18 credits as approved by Board of Studies and Academic Council.
3. B.E./ B. Tech. (Hons) Specialisation in the same discipline, B.E / B.Tech. Honors and B.E./B.Tech. minor in other specialisation degree will be optional for students.
4. For the categories 1 (i) to 1(ii), the students will be permitted to register the courses from V Semester onwards provided the marks earned by the students until III semester should be of **CGPA 7.50** and above and 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 CGPA. Remaining courses shall be printed in the mark sheet, however, they will not be considered for calculation of 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 CGPA. Remaining courses shall be printed in the mark sheet, however, they will not be considered for calculation of CGPA.

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 or 540 periods of 50 minutes each. The Head of the department shall ensure that every teacher imparts instruction as per the number of periods specified in the syllabus and that the teacher teaches the full content of the specified syllabus for the course being taught.
- 5.3** The 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.

$$\text{Percentage of Attendance} = \frac{A}{B} \times 100$$

A -Total no. of periods attended in all the courses per semester

B - (No. of periods / week as prescribed in the curriculum taken together for all courses of the semester) x 15

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).
- 5.5** All the above will subject to change from time to time based on the norms of the Affiliated University (Anna University, Chennai)

6. COURSE REGISTRATION

- 6.1** The institution is responsible for registering 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

- i. Courses of the current semester.
- ii. Courses dropped in the lower semesters and

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

6.2 Flexibility to Drop courses

- 6.2.1** A student has to earn the total number of credits specified in the curriculum of the respective Programme of study in order to be eligible to obtain the degree.
- 6.2.2** 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 Choice 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.

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. 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.

7.2 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, subject to the condition that the student shall submit the medical certificate / sports participation certificate attested by the Head of the department. The same shall be forwarded to the Controller of Examinations for record purposes.

7.3 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

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 chairperson of the class committee in planning and conduct of the class committee meetings.

- ❖ To monitor the academic performance of the students including attendance and to inform the class committee.
- ❖ To attend to the 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 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 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.
 - ❖ 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.
 - ❖ Informing the student representatives the details of Regulations regarding weightage used for each assessment. In the case of practical courses (laboratory / drawing / project work / seminar etc.) the breakup of marks for each experiment / exercise / module of work, should be clearly discussed in the class committee meeting and informed to the students.
- 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 chairperson 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 chairperson 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.

The Class Committee Chairperson shall display the cumulative attendance particulars of each student on the Notice Board at the end of every such meeting to enable the students to know their attendance details to satisfy the clause 6 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

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 with 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** 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.
- 11.2** Each course, both theory and practical (including project work & viva voce examinations) shall be evaluated for a maximum of 100 marks.
 - 11.2.1** For all theory courses, the continuous internal assessment will carry **40 marks** while the End Semester Examination will carry **60 marks**.
 - 11.2.2** For all theory courses with laboratory component, the continuous internal assessment will carry **50 marks** while the End Semester Examination will carry **50 marks**.
 - 11.2.3** For all laboratory courses, the continuous internal assessment will carry **60 marks** while the End Semester Examination will carry **40 marks**.
 - 11.2.4** The continuous internal assessment for the project work will carry **60 marks** while the End Semester Examination will carry **40 marks**.
- 11.3** Industrial Training and Seminar shall carry 100 marks and shall be evaluated through internal assessment only.
- 11.4** 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.

- 11.5** The End Semester Examination for Project Work shall consist of evaluation of the final report submitted by the student or students of the project group (of not exceeding 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.
- 11.6** 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).

Table 1 Scheme of Assessment for theory course

Assessment 1 (100 Marks)		Assessment 2 (100 Marks)		Total
Assignment / Case study / Seminar / Mini project / any other experiential Learning	Written test	Assignment / Case study / Seminar / Mini project / any other experiential Learning	Written test	Internal Assessment
40	60	40	60	200*

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

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 is 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	Model Test
75	25

* Internal assessment marks shall be converted into 60 marks

12.3 THEORY COURSES WITH LABORATORY COMPONENT

Weightage 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		End Semester
				Assessment 1	Assessment 2	
1	0	4	3	Laboratory (25%)	Theory (25%)	Laboratory only (50%)
1	0	2	2	Laboratory (25%)	Theory (25%)	Laboratory only (50%)
2	0	2	3	Theory (25%)	Laboratory (25%)	Theory (25%) Laboratory (25%)
3	0	2	4	Theory (25%)	Laboratory (25%)	Theory (35%) Laboratory (15%)
2	0	4	4	Theory (25%)	Laboratory (25%)	Theory (15%) Laboratory (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

The student shall register for Project Work-I in pre-final semester and Project Work-II in final semester. Project work may be allotted to a single student or to a group of students not exceeding 4 per group. Project Work-II may/may not be a continuation of Project Work-I. If Project Work II is not a continuation of Project Work I, then the topic and constitution of the project team members need not be the same.

12.4.1 Project Work shall be carried out under the supervision of a “qualified teacher” in the Department concerned. In this context “qualified teacher” means the faculty member possessing (i) PG degree or (ii) Ph.D. degree.

12.4.2 The Project Work-II carried out in industry/academic/research institutions need not be a continuation of Project Work-I. In such cases, the Project Work-II 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. The review meetings, if necessary, may also be arranged in online mode with prior approval from the Head of the Department and suitable record of the meetings shall be maintained.

12.4.3 The Head of the Departments 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, the review committee shall have the supervisor, the coordinator from industry and the project coordinator from the Department. There shall be three reviews during the semesters VII and VIII 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 40 marks and rounded to the nearest integer (as per the scheme given in 12.4.4).

12.4.4 The project report shall carry a maximum of 10 marks. The project report shall be submitted as per the approved guidelines. 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.

Continuous Assessment (60 Marks)			End Semester Examinations (40 Marks)				
Review I	Review II	Review III	Project Report		Viva-Voce Examination		
			Internal	External	Internal	External	Supervisor
20	20	20	5	5	10	10	10

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.

12.4.5 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.

12.4.6 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 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 12.4.4.

12.5 OTHER EMPLOYABILITY ENHANCEMENT COURSES

12.5.1 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 department, 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 seminar paper (40%), presentation (40%) and response to the questions asked during presentation (20%).**

12.5.2 The Industrial/ Practical Training, Summer Project, Internship, shall carry 100 marks and shall be evaluated through internal assessment only. At the end of the Industrial / Practical training / internship / Summer Project, the student shall submit a **Certificate from the organization** where the student has undergone training and a **brief report** about the training. The evaluation will be made based on this report, presentation and a Viva-Voce Examination conducted internally by a three member Departmental Committee consisting of **one expert from an industry/organization** and two members (a co-coordinator and a member) from the Department.

Internship / Industrial training			
Evaluation			
Report	Presentation	Viva voce	Total
40	30	30	100

Certificates (issued by the Organization) submitted by the student shall be attached to the mark list and sent to the Controller of Examinations by the Head of the Department.

12.5.3 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 12.5.1 /12.5.2.

12.6 ASSESSMENT FOR ONE/TWO CREDIT 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 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 department 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 will be recorded in the Grade Sheet.

12.7 ASSESSMENT FOR ONLINE COURSES

Students may be permitted to credit six online courses (which are provided with certificate), subject to a maximum of 18 credits. **The online course of 3 credits can be considered instead of one elective course.** These online courses shall be chosen from the SWAYAM platform, provided the offering organization conducts regular examination and provides marks. The credits earned shall be transferred and the marks earned shall be converted into grades and transferred, provided the student has passed in the examination as per the norms of the offering organization. The details regarding online courses taken up by the student and marks/credits earned an the approval for the course from Head of the Department shall be sent to the Controller of Examinations, in the subsequent semester(s) along with the details of the elective(s) to be dropped.

Internal marks approved by the Head of the Institution shall be displayed by the respective HODs within 5 days from the last working day.

12.8 Additional Learning

To encourage the participation in high rated technical competitions like Hack-a-thons conducted by leading organization / Industries and premier institutions. In order to integrate this in academics, additional marks can be awarded to the students if he / she wins the competitions, The student can benefit through such additional marks, to a maximum of 10, which can be added to the continuous assessment marks scored in the respective course in that semester.

12.9 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 for checking the syllabus coverage and the records of test marks and attendance. The Head of the Department will put his/her 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 inspection team appointed by the Head of the Institution may verify the records of attendance and assessment of both current and previous semesters.

12.10 Conduct of Academic Audit

The purpose of the academic audit is to encourage departments to evaluate the quality of their education processes, thereby assure and regularly improve the quality of teaching learning process and the outputs. A regular academic audit is conducted in the Institute to evaluate the performance of various departments so that the issues that need attention can be identified to improve the overall quality of curriculum design, teaching learning process, and evaluation. The academic audits are conducted by internal and external academic experts.

13. REQUIREMENTS FOR APPEARING FOR END SEMESTER EXAMINATIONS

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).

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.

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 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.

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, fulfil the attendance requirements as per clause 7 and appear for the end semester examination.

- 14.4** If a student is absent during the viva - voce examination, it would be considered as fail. If a student fails to secure a pass in Project Work-I, **the student shall register** for the course again in the subsequent semester and **can do Project Work-I and II together**.
- 14.5** The passing requirement for the courses which are assessed only through purely internal assessments (EEC courses except Project Work and laboratory), is 50% of the internal assessment (continuous assessment) marks only.
- 14.6** 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 through the Head of the Department. The COE will arrange for the revaluation and the results will be intimated to the student concerned through the Head of the department. 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 based on 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 (Re-appearance)	0
SA (Shortage of Attendance)	0
WD (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”, “C”.

‘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.

“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 “WD” 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.

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 fulfil 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 specified in clause 14 to earn pass in the course. However, attendance requirement need not be satisfied.

For those students who have passed the course (theory course/ 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. For a given course, if the students' strength is greater than 30, the relative grading method shall be adopted. However, 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.

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

- 15.2** For the Co-curricular activities such as National Cadet Corps (NCC)/ National Service Scheme (NSS) / NSO / YRC / Science club / Literary Club/ Fine Arts Club, a “completed” remark will appear in the Grade Sheet on successful completion of the same. Every student shall put in a minimum of 75% attendance in the training and attend the camp or events of the clubs compulsorily. The training and camp or club events shall be completed during the first year of the programme. However, for valid reasons, the Head of the Institution may permit a student to complete this requirement in the

subsequent years. **Successful completion of any one of the above co-curricular activities is compulsory for the award of degree.**

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

15.4 GRADE SHEET

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

- ❖ The college in which the student has studied
- ❖ 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.

RA grades will be excluded for calculating GPA and CGPA.

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

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 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

1. Successfully gained the required number of total credits as specified in the curriculum corresponding to the student's programme within the stipulated time.
2. 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.
3. Successfully passed any additional courses prescribed by the Academic Council whenever the student is readmitted under Regulations R-2023
4. Successfully completed the NCC / NSS / NSO / YRC / Science Club / Literature Club / Fine Arts Club requirements.
5. No disciplinary action pending against the student.
6. The award of Degree must have been approved by the Syndicate of 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 requirements of curriculum (iv)	CGPA (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 authorised break of study included in the Duration permitted (iii)	Not permitted	Will not be considered as an attempt
B.E/ B.Tech. Lateral Entry	3 years	4 years	-	8.50	First attempt	One year authorised break of study included in the Duration permitted (iii)	Not permitted	Will not be considered as an attempt
B.E/ B.Tech. (Honours) Specialisation in the same discipline	3/4 years (Lateral entry, Regular)	4/5 years (Lateral entry, Regular)	18 credits from any one vertical of the same programme	8.50	First attempt	One year authorised break of study included in the Duration permitted (iii)	Not permitted	Will not be considered as an attempt
B.E/ B.Tech. (Honours)	3/4 years (Lateral entry, Regular)	4/5 years (Lateral entry, Regular)	18 credits from more than one vertical of the same programme	8.50	First attempt	One year authorised break of study included in the Duration permitted (iii)	Not permitted	Will not be considered as an attempt
B.E/ B.Tech. minor in other Specialisation	3/4 years (Lateral entry, Regular)	4/5 years (Lateral entry, Regular)	18 credits from any one vertical of the other programme	8.50	First attempt	One year authorised break of study included in the Duration permitted (iii)	Not permitted	Will not be considered as an attempt

16.2.2 FIRST CLASS

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

Degree (i)	Duration of Programme (ii)	Duration permitted (iii)	Additional credits (iv)	CGPA (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 authorised 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 authorised break of study included in the Duration permitted (iii)	Included in the Duration permitted (iii)	-
B.E/ B.Tech. (Honours) Specialisation in the same discipline	3/4 years (Lateral entry, Regular)	4/5 years (Lateral entry, Regular)	18 credits from any one vertical of the same programme	7.50	First attempt	One year authorised break of study included in the Duration permitted (iii)	Not permitted	Will not be considered as an attempt
B.E/ B.Tech. (Honours)	3/4 years (Lateral entry, Regular)	4/5 years (Lateral entry, Regular)	18 credits from more than one vertical of the same programme	7.50	First attempt	One year authorised break of study included in the Duration permitted (iii)	Not permitted	Will not be considered as an attempt
B.E/ B.Tech. minor in other Specialisation	3/4 years (Lateral entry, Regular)	4/5 years (Lateral entry, Regular)	18 credits from any one vertical of the other programme	6.50	-	One year authorised break of study included in the Duration permitted (iii)	Included in the Duration permitted (iii)	-

16.2.3 SECOND CLASS

B.E./ B.Tech. Regular and lateral entry and B.E./ B.Tech. minor in other specialisation 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**.

16.2.4 Student earned additional 18 credits as per clause 4.13 1(i) and 1(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 4.13 (6,7).

16.3 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).

16.4 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 Department. 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 Institution. 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.

16.5 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 department 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 department 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.

17.2.1 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.

17.3 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.

17.4 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).

- 17.5** 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.
- 17.6** 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 authorized 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 Head of the Institution 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 department 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 Head of the Institution 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 authorized break of study for one year. The student shall join the job / start-up / entrepreneurship only after getting approval of the same by the Head of the Institution with due proof to that effect.
- 18.8** No fee is applicable to students during the Break of Study period.

19. DISCIPLINE

Every student is required to observe discipline 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 and the University. The Head of the Institution shall constitute a disciplinary committee consisting of Heads of Departments, two faculty members of which one should be a class advisor of the student, to enquire into acts of indiscipline and report to the Head of the Institution.

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 University and College from time to time.

20. REVISION OF REGULATIONS, CURRICULUM AND SYLLABI

The Institution may from time to time revise, amend or change the Regulations, curriculum, syllabus and scheme of examinations through the Head of the Institution with the approval of the Academic Council.