



**Vel Tech**  
Rangarajan Dr. Sagunthala  
R&D Institute of Science and Technology  
(Deemed to be University Estd. u/s 3 of UGC Act, 1956)

**REGULATIONS – 2013**

**POST GRADUATE PROGRAMMES**

**GENERAL CODE OF CONDUCT**

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## **REGULATIONS 2013**

These regulations are applicable to all candidates admitted into any of the Post Graduate Degree Programmes from the academic year 2013-2014 onwards.

The following Regulations shall be applicable to all programmes of Post Graduate Degrees in Engineering, Technology, Computer Applications and Management offered by Vel Tech Rangarajan & Dr.Sagunthala R&D Institute of science & Technology, Chennai.

### **1. PRELIMINARY DEFINITIONS AND NOMENCLATURE**

In these Regulations, unless the context otherwise requires:

“Programme” means Post Graduate (P.G.) Degree Programme that is M.E. /M. Tech./MBA/MCA Degree offered through various Schools.

“Branch” means specialization or discipline of any Programme, like VLSI Design, Information Technology, Hospitality Management etc.

“Course” means a theory or practical subject that is normally studied in a semester, like Nuclear Physics, Security Analysis, etc.

“Dean, Academic Courses” means the authority of the University who is responsible for all academic activities of the Departments for implementation of relevant rules of these Regulations, as the case may be.

“Controller of Examinations” means the authority of the University who is responsible for all activities of the University Examinations.

‘University’ means Vel Tech Rangarajan Dr. Sagunthala R&D Institute of Science and Technology.

'Board' means Board of Management of the University.

### **2. PROGRAMMES OFFERED**

2.1 The University offering the following Post Graduate Programmes from 2013-2014 leading to the award of the degrees of

Master of Engineering

Master of Technology

Master of Business Administration

Master of Computer Applications

and any other Master’s programme as may be approved by the Board on the recommendations of the Academic Council.

2.2 The specializations or branches offered in each of these programmes are listed in Table - A

2.3 The programmes and / or specializations may change or vary as may be decided by the Board from time to time.

### 3. MODES OF STUDY

3.1 The programmes may be offered as full time and /or part time mode for any or all the programmes as may be decided by the Board from year to year but announced at the time of inviting applications for that year.

#### 3.2 Full-Time

Candidates admitted under 'Full-Time' should be available in the University during the complete working hours for curricular, co-curricular and extra-curricular activities assigned to them.

#### 3.3 Part Time - Day Time

In this mode of study, the candidates are required to attend classes on Saturday & Sunday full day .

3.5 The Board may decide based on the recommendations of the Academic Council the specific mode or modes of study that may be offered to each specialization in each programme at the commencement of the academic year.

3.6 Conversion from one mode of study to any other is not normally permitted.

### 4. ADMISSION REQUIREMENTS

4.1 Candidates for admission to the first semester of the Master's Degree Programme shall be required to have passed an appropriate Degree Examination as specified under qualification for admission in Table A or any other examination of any recognized University or authority accepted by the Board as equivalent thereto. For M.E and M.Tech programmes candidates with GATE scores shall have preference over others.

4.2 However, the Board may decide to restrict admission in any particular year to candidates having a subset of qualifications prescribed in Table - A

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

4.4 Eligibility conditions for admission such as class obtained, number of attempts in qualifying examination and physical fitness will be as prescribed by the Board on the recommendations of the Academic Council of the University from time to time.

4.5 All Part-Time candidates should satisfy other conditions regarding experience, sponsorship etc. that may be prescribed by the Board from time to time.

### 5. DURATION OF THE PROGRAMMES

5.1 The minimum and maximum periods for completion of the P.G. Programmes shall be:

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

5.2 Each semester, shall consist of 90 working days of 525 periods of 60 minutes duration each of instruction including practicals according to the academic schedule of the University.

5.3 The Dean of every School may, however, authorize additional classes to be held in any Department of the School or in any subject or may request another School to hold classes for improvement for special coaching as considered necessary over and above the minimum number of contact hours of instruction. However, such additional classes or hours of contact shall not be taken into account for purposes of attendance requirement by the students to permit to appear for the University examinations.

5.4 The Dean of School shall hold at least one review meeting every month with each Department under the School to review the progress made in delivery of the full content of the specified syllabus and circulate the minutes

5.5 Each Department Head in turn shall hold similar review meetings 15days ahead of the review meeting to be held by the Dean of the School.

## **6. STRUCTURE OF THE PROGRAMME**

6.1 Every Programme will have a curriculum and syllabi consisting of core courses, elective courses and project work. The Programme may also include seminars / practicals / practical training, as may be specified in the curriculum.

6.2 The electives from the curriculum shall be chosen in consultation with and the approval of the Head of the Department subject to the condition that at least 9 students opt for a particular elective. However, the Dean may relax the condition where situation warrants, However, every effort shall be made in each school to offer a wide range of subjects/courses to make choice based credit system effective and most useful to the students particularly at PG level and the Dean may relax the conditions to allow any PG student/s self study of one elective course of 3 credits per semester, after laying down the conditions for assignments and tests for awarding Continuous Internal Assessment marks. In all such cases the Dean shall nominate a suitable faculty as guide.

6.3 Practical training or Industrial internship or attachment, where specified, shall be of not less than 4 weeks duration and shall be organized by the Head of the Department at the end of the first year in case of ME, M Tech and MBA and at the end of the second year in case of MCA.

6.4 The medium of instruction, examination, seminar and project report shall be in English, excepting foreign languages courses.

6.5 The Curriculum of the PG Programmes shall be so designed that the minimum prescribed credits required for the award of the degree shall be

Programme	Net Credits
M.E / M.Tech	71
MCA	109
MBA	90

In respect of Industry linked PG Programmes, higher minimum credits may be prescribed depending on the course requirements.

## **7. MAXIMUM MARKS**

7.1 Each of the theory and practical courses (excluding project work) shall carry maximum of 100 marks consisting of 40 marks by Continuous Internal Assessment and the balance by End Semester University examinations.

7.2 The Practical Training or Industrial internship or attachment shall carry 90 marks for ME / MTech. , 60 marks for MCA and MBA. and shall be evaluated through Continuous Internal Assessment and shall form part of the total marks for the Project Work , which may vary from programme to programme.( 600 marks for ME / MTech. , 400 marks for MCA and MBA).

## **8. PROJECT WORK**

8.1 Every post graduate student shall work on a project in an Industrial / Research Organization, with the permission of the Head of the Department and with the approval of the Dean. In such cases, the Project works shall be jointly supervised by a supervisor of the department and by an Engineer / Scientist / Executive from the Organization and the students shall be instructed to meet the supervisors periodically and to attend the review committee meetings for evaluating the progress.

8.2 There shall be two stages of Project Work. The first stage shall be for a period of 4 weeks at the end of the second semester for ME, M Tech and MBA and at the end of the fourth semester for MCA. This will be preliminary and exploratory in nature or a specific topic or investigation or analysis assigned to individual student by the teachers in the department. The report shall be submitted within 10 days of commencement of the third semester or fifth semester as the case may be and shall be evaluated by the departmental committee of not more than two, which may include an external expert also as may be decided by the Head of the Department as part of internal assessment. There will be no terminal examination at the end of Preliminary Stage.

8.3 The preliminary report will carry a maximum of 90 marks for ME / MTech. , 60 marks for MCA and MBA. Each member of the evaluation committee shall carry equal marks.

8.4 The Project work (Final) shall be pursued for a minimum of 16 weeks during the final semester in the case of M.E. / M.Tech. and MCA and for 10 weeks in the case of MBA.

8.5. The project work of M.E. / M.Tech. programme shall carry a maximum of 600 marks which shall include internal assessments of 90 marks for Preliminary and 150 marks for Final.

8.6 The project work of MCA shall carry a maximum of 400 marks, which shall include internal assessments of 60 marks for Preliminary and 100 marks for Final..

8.7 The project work of MBA shall carry a maximum of 400 marks, which shall include internal assessments of 60 marks for Preliminary and 100 marks for Final.

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

8.9 The deadline for submission of final Project Report for M.E., M. Tech. MBA and M.C.A. programmes are 45 calendar days from the last working day of the semester.

8.10 If a candidate fails to submit the project report on or before the specified deadline, he/she is deemed to have failed in the Project Work and shall re- register for the same in a subsequent semester.

8.11 Every candidate doing M.E. / M.Tech. Shall, based on his/her project work, send a paper for publication in a journal or a conference in which full papers are published after usual review. An acknowledgement for having communicated to the journal or conference shall be attached to the report of the project work. Such acknowledgements shall be sent to the University along with the evaluation marks by the team of examiners without which the marks shall not be accepted.

8.12 A copy of the approved project report shall be kept in the library of the University.

## **9. FACULTY ADVISER / MENTOR**

Each student shall be attached to a Faculty Adviser during the entire programme. Every Faculty Adviser shall have a group of students. A Faculty Adviser shall generally be a member of the faculty of the concerned Department to which the students belong. The objective of the Faculty Adviser is to help the students in planning their courses of study and to generally advise the students on the Academic programme. The Faculty Adviser shall also monitor the courses conducted, the attendance record and the progress of the student attached to him/her. In case of need, the Faculty Adviser may also invite parents of the students to discuss about the overall conduct and progress of the students.

## **10. COURSE COMMITTEES FOR COMMON COURSES**

Dean of each School shall be the co-ordinator for the courses offered by the respective school and shall coordinate course delivery programme of various Departments under the School and also the course/s to be developed by the Faculty to the students of another School. He shall also constitute a Committee with teachers teaching common courses to ensure uniform course delivery system, holding of tests, standards of tests and evaluation of tests and for preparation of common question paper for tests.

## **11. SYSTEM OF EVALUATION**

11.1 The performance of each student in each of the courses of studies shall be evaluated on a continuous internal assessment and through University examinations at the end of the semesters.

11.2 Each course, both theory and practical (other than project work) shall be evaluated for a maximum of 100 marks.

11.3 For all theory, practical courses other than project work, the continuous internal assessment will carry 40 marks while the University examination will carry 60 marks.

11.4 In respect of practical courses, a student may not be allowed to proceed to the next experiment if such student fails to submit completed record of the previous experiment and get it evaluated.

11.5 In order to ensure transparency the concerned faculty shall display the CIA for each experiment on the laboratory Notice Board.

11.6 The University 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.

11.7 The University examination for project work shall comprise of evaluation of the final report submitted by an external examiner followed by a viva-voce examination conducted separately for each student by a committee consisting of the external examiner, the guide of the project group and an internal examiner.

11.8 The project report and the viva-voce examination shall carry equal marks.

11.9 For the University examination in both theory and practical courses including project work the internal and external examiners shall be appointed by the University.

## **12. PROVISION FOR WITHDRAWAL FROM EXAMINATION**

12.1 Every candidate declared eligible after successful recording of minimum required attendance shall apply for and appear for all the papers including practicals covered during the course by paying the appropriate examination fee.

12.2 Having paid the examination fees failure to appear for any or all the examinations would be deemed as having appeared and failed in such paper/s.

12.3 However, in case of genuine inability of a candidate to appear for one or more of the examinations on account of suddenly falling sick and declared medically unfit or unexpected eventualities in the family of the candidate, such candidate may apply on the day of such incident for withdrawal from the examination for the day or the examination/s following. Upon satisfaction of the Departmental Head and with such recommendation, the Dean of the School may approve the withdrawal application. Withdrawal application shall be valid only if the candidate is, otherwise, eligible to write the examination.

12.4 Withdrawal shall not be construed as appearance for the eligibility of a candidate for the purpose of classification.

12.5 Withdrawal shall not permitted for arrears examinations of the previous semesters.

## **13. PROCEDURE FOR AWARDING MARKS FOR INTERNAL ASSESSMENT**

13.1 For all theory and practical courses the continuous Internal assessment shall be for a maximum of 40 marks (consisting of prescribed marks for tests/experiments, assignments, attending seminars, symposium, presenting or publishing papers, participation in any such co-curricular activities) and for project work, the continuous assessment shall be as prescribed.

13.2 The Continuous Internal assessment will consist of two components

13.2.1 Academic

Tests

Assignments

Publication

13.2.2 Co-Curricular activities

Symposium

Seminar

Paper presentations

13.3 In each theory subject two tests will be held at appropriate intervals under university external examination conditions and pattern in all for 12 marks. One model examination will be held at the end of the semester before the final external examinations are held covering the complete syllabus for the paper each carrying 13 marks. Thus the total of four marks



(Test-I (6 marks) + Test II (6 marks) + one Model Examinations (13 marks)) will be the internal for a maximum of 25.

13.4 In order to strengthen the appreciation of the course, each theory paper will carry one assignment or seminar or presentation chosen by the faculty concerned from each unit and will carry 2 marks each in all a maximum of 10. Assignments submitted / performed in time alone shall count.

13.5 In order to help those who fail to attend any test (not model examination), an opportunity shall be provided to such candidates to submit within a week of the date of the last test held, an additional assignment consisting of answering the full question paper without any choice, which shall carry a maximum of 1 mark for the first test and 1 for the second.

13.6 Every student will be encouraged to optimize his potential by participating in any kind of co-curricular and extra curricular activities as detailed in the table below and accumulate the points for the particular semester subject to a maximum of 5 marks which will be added to the total obtained under Academic internal marks for 40.

13.7 Every teacher is required to maintain an 'ATTENDANCE AND ASSESSMENT RECORD' which consists of attendance marked in each lecture or practical or project work class, the test marks and the record of class work (topic covered), separately for each course. This should be submitted to the Head of the department periodically (at least three times in a semester) for checking the syllabus coverage and the records of test marks and attendance. The Head of the department will put his signature and date after due verification. At the end of the semester, the record should be verified by the concerned Dean, who will keep this document in safe custody for five years. The University or any inspection team appointed by the University may inspect the records of attendance and assessment both current and previous semesters.

#### 13.8 Project Work

The Dean shall constitute a review committee for each branch of study. There shall be four assessments (10 marks for I, 20 for II, 30 for III and 40 for final review) during the semester 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 four assessments shall be rounded to the nearest integer and converted to the assigned internal assessment prescribed for respective programme.

### **14. REQUIREMENTS FOR COMPLETION OF A SEMESTER**

14.1 Student shall be deemed to have satisfactorily completed a course of study, if a student has attended 394 periods out of the total of 525 periods in a semester within 90 working days in all courses put together during any semester .

14.2 However, an absence up to additional 80 periods per semester due to medical reasons (hospitalization / accident / specific illness) or due to participation in the College / University / State / National / International level Sports events with prior permission from the Dean shall be condoned and permitted to appear for the end semester university examination and he proceed to the next semester.

14.3 Candidates who secure less than 315 periods per semester shall be deemed not to have completed the course of study and will not be permitted to write the end semester University examination and not permitted to proceed to the next semester. They shall repeat the incomplete semester in the next academic year, as per the norms provided.

## **15. REQUIREMENTS FOR APPEARING FOR UNIVERSITY EXAMINATION**

Subject to eligibility, registration is mandatory for all papers of any semester examinations as well as arrears examinations failing which the candidate will not be permitted to move to the higher semester.

## **16. PASSING REQUIREMENTS**

16.1 A candidate who secures not less than 50% of total marks prescribed for the courses with a minimum of 50% of the marks prescribed for the end-semester University Examination in both theory and practical courses (including Project work), shall be declared to have passed the Examination.

If a candidate fails to secure a pass in a particular course, it is mandatory that he/she shall register and reappear for the examination in that course during the next semester when examination is conducted in that course; he/she should continue to register and reappear for the examination till he / she secures a pass.

The internal assessment marks obtained by the candidate in the first appearance shall be retained and considered valid for all subsequent attempts till the candidate secure a pass except in cases where the student repeats the semester course under clause 14.3 supra.

The system of awarding marks under the Continuous Internal Assessment has been made transparent and amenable to measurement and verification. Hence once CIA has been made and marks awarded, it is frozen against 40 marks. However, in order to improve one's University end semester examination marks, every student has one opportunity to choose to appear for an Improvement Examination. If for any reason a student has secured low marks in the CIA out of 40 marks, unless he secures 40 out of 60 in the end semester University Examination, he will not be able to clear the subject. Hence in order to remove this difficulty, the facility that is offered to immigrant students shall be extended to the regular students also.

Course work of previous semesters for improving the CIA

If any student desires to improve the CIA and overall performance in any Course he may apply for enrolling for such specific course alone during the appropriate semester when such course is offered. Such student shall be permitted to do the courses offered in the previous semester/s in his pace spread over the balance period of his studies coinciding with the odd or even semesters in which such courses are offered. While doing so, he may have the option to attend such course/s by mutual arrangements with the faculty concerned. For Continuous Internal Assessment purposes, his attendance in the regular course shall be counted and he shall submit the assignments, write tests appear for all Practical examinations and other examinations as the regular students of such course/s do. Marks secured by this process shall be counted against the CIA. He may have to reappear for the end semester University Examination to receive the revised mark or grade in that Course. Every such student shall pay a sum of Rs. 5,000 ( including the examination fee ) per Course so chosen.

## **17. MIGRATION**

Our academic programme offers Choice Based Credit System and transfer of credits. Transfer of credits enables a student to transfer the credit earned by him in one school to another and from one institution to another. This enables a student to migrate mid stream from other institutions this University. Thus students from other universities within and

outside India can also join programmes of their choice mid stream subject to eligibility but with facility to transfer the credits earned by such student in the university from which he is migrating.

#### 17.1. Cases of migration

From one department of a school to another within the same School in the University

From one department of a school to another School in the University

From any other university in India to Vel Tech with or without change in Department

From foreign universities to Vel Tech

#### 17.2a. Migration from one department of a school to another within the same School in the University

In case of an application by a student of the University for transfer from the branch of the school in which he has enrolled to another branch in the same school, a Committee consisting of the Dean of the School and the HoDs of the transferor and transferee Departments shall first decide the courses the student would have to complete to qualify to receive a degree from the transferee department irrespective of the semester in which such subjects are offered and subject to the condition that the student fulfills the required number of credits for the new branch including those which can be transferred. The procedure implies that the Committee has to decide first the courses to be done by the applicant in the transferee department in each case and also recognize those courses that the student has already completed and earned credits and decide which are the courses and credits that could be transferred to the new programme and the semester to which the migrant student could be admitted. The decision of the Dean's Committee shall be placed before the Board of Management for approval or ratification unless glaringly biased or discriminatory or detrimental to the general reputation and standard of the University. In each such case a specific order in writing shall be issued by the Registrar with the approval of the Vice Chancellor and communicated to the student, Dean, HoDs of the transferor and transferee departments, CoA, CoE and Finance Departments. Every such application shall be disposed of by the Dean concerned in 15 days of receipt of application.

#### 17. 2b. Migration From one department of a school to another School in the University

In case of an application by a student of the University for transfer from the branch of the school in which he has enrolled to another branch in a different school, a Committee consisting of the Deans of the Schools and the HoDs of the transferor and transferee Departments shall first decide the courses the student would have to complete to qualify to receive a degree from the transferee department irrespective of the semester in which such subjects are offered and subject to the condition that the student fulfills the required number of credits for the new branch including those which can be transferred. The procedure implies that the Committee has to decide first the courses to be done by the applicant in the transferee department in each case and also recognize those courses that the student has already completed and earned credits and decide which are the courses and credits that could be transferred to the new programme and the semester to which the migrant student could be admitted. The decision of the Deans' Committee shall be placed before the Board of Management for approval or ratification unless glaringly biased or

discriminatory or detrimental to the general reputation and standard of the University. In each such case a specific order in writing shall be issued by the Registrar with the approval of the Vice Chancellor and communicated to the student, Dean, HoDs of the transferor and transferee departments, CoA, CoE and Finance Departments. Every such application shall be disposed of by the Dean concerned in 15 days of receipt of application.

#### 17.2c. Migration from any other university in India Vel Tech with or without change in Department

In case of an application by a student of any other Indian university for migration into Vel Tech with or without change in Department of study, a Committee consisting of the Registrar, Dean of the School and the HoDs of the transferor and transferee Departments as the case may be, shall first decide the courses the student would have to complete to qualify to receive a degree from the department to which migration is sought for, irrespective of the semester in which such subjects are offered and subject to the condition that the student fulfills the required number of credits for the new branch including those which can be transferred. The procedure implies that the Committee has to decide first the courses to be done by the applicant in the department of migration in each case and also recognize those courses that the student has already completed and earned credits and decide which are the courses and credits that could be transferred to the new programme and the semester to which the migrant student could be admitted. The decision of the Migration Committee shall be placed before the Board of Management for approval or ratification unless glaringly biased or discriminatory or detrimental to the general reputation and standard of the University. In each such case a specific order in writing shall be issued by the Registrar with the approval of the Vice Chancellor and communicated to the student, Dean, HoDs of the transferor and transferee departments, CoA, CoE and Finance Departments. Every such application shall be disposed of by the Dean concerned in 15 days of receipt of application.

#### 17.2d. Migration from any foreign university to Vel Tech with or without change in Department

In case of an application by a student of any foreign university for migration into Vel Tech with or without change in Department of study, a Committee consisting of the Vice Chancellor, Registrar, Dean of the School and the HoDs of the transferor and transferee Departments as the case may be, shall first decide the eligibility of the candidate for migration, recognition status of the foreign university with UGC, Programme/ course equivalence, courses the student would have to complete to qualify to receive a degree from the department to which migration is sought for, irrespective of the semester in which such subjects are offered and subject to the condition that the student fulfills the required number of credits for new branch including those which can be transferred. The procedure implies that the Committee has to decide first eligibility criteria of the foreign university and equivalence of courses and the courses to be done by the applicant in the department of migration in each case and also recognize those courses that the student has already completed and earned credits and decide which are the courses and credits that could be transferred to the new programme and the semester to which the migrant student could be admitted. The decision of the Foreign University Migration Committee shall be placed

before the Board of Management for approval or ratification unless glaringly biased or discriminatory or detrimental to the general reputation and standard of the University. In each such case a specific order in writing shall be issued by the Registrar with the approval of the Vice Chancellor and communicated to the student, Dean, HoDs of the transferor and transferee departments, CoA, CoE and Finance Departments. Every such application shall be disposed of by the Dean concerned in 15 days of receipt of application.

#### Course work of previous semesters for transferred students

Once the concerned committee has finalized the course work required to be done by the migrant student for a particular programme and he has been admitted to a higher semester, the student shall be permitted to do the courses offered in the previous semester/s in his pace spread over the balance period of his studies coinciding with the odd or even semesters in which such courses are offered. While doing so, he may have the option to attend such course/s by mutual arrangements with the faculty concerned. For Continuous Internal Assessment purposes, his attendance in the regular course shall be counted and he shall submit the assignments, and write tests and appear for all practical courses and other examinations as the regular students of such course/s do. Marks secured by this process shall be counted against the CIA.

Every migrant student shall pay a sum of Rs. 5,000 (including the examination fee for first appearance) per Course so designated as requisite for completion of the chosen programme by the migrant.

### **18. APPEARANCE FOR IMPROVEMENT**

18.1 Any candidate who has passed in a theory paper / papers wants to improve his/her performance rating or marks in any such paper/papers may do so by making one time application in the prescribed form and by paying the prescribed fees.

18.2 Such person may be allowed to appear again only once in order to improve his/her marks for each semester.

18.3 Such opportunity shall be availed of immediately following examination/s in such paper/papers of such person, having passed such paper/papers.

18.4 If the candidate improves his/her marks, then such improved mark shall be taken into consideration for award of Classification only.

18.5 The improved marks however, shall not be counted for award of Prizes or Medals or Rank or Distinction.

18.6 Further, if the candidate fails to improve the mark, the previous mark shall be retained.

### **19. ADDITIONAL OPPORTUNITY TO CLEAR THE ARREARS**

19.1 In order to lessen the burden of accumulating arrears, University examinations will be held in the middle of every semester.

19.2 Those who have failed in the end semester or who want to improve their performance under clause-17 can use this opportunity by making the application in the prescribed form and paying the prescribed fees.

19.3 However, this facility shall not be allowed for fourth attempt, that is, those who fail in this additional opportunity shall take the arrears examinations thereafter as and when regular semester examinations are held.

## 20. ISSUE OF MARK STATEMENTS

20.1 Individual grade sheets for each semester will be issued, containing the following information through the Dean concerned, after the publication of the results duly authorized by the Controller of examinations.

20.1.1 The following information will be furnished for each course in the grade sheet, which will be supplied to each candidate who had registered for an examination conducted by the University:

Subject Code

Subject Title

Credits(Cr)

Grade obtained

Month and year of pass

SGPA for every semester

CGPA till the current semester

20.1.2 The total marks obtained (CIA+ ESE) shall be converted to (a) Letter Grade and (b) Grade Point Score on a 10 point scale as per the following table:

Range of Marks	Grade Point	Letter Grade
90-100	10	S
80-89	9	A
70-79	8	B
60-69	7	C
50-59	6	D
0-49	0	U
AB	-	-
WH	-	WH

20.1.3 Duplicate copy of the original grade sheet shall be made available within fifteen days upon receipt of written request to the Controller of Examinations and on payment of the prescribed fees.

## 20.2 SUMMARY OF EVALUATION OF PERFORMANCE

20.2.1 The performance of a student will be evaluated in terms of Semester Grade Point Average (SGPA), Cumulative Grade Point Average (CGPA).

20.2.2 Semester Grade Point Average (SGPA) is calculated on the basis of grades obtained in all courses of a semester. The points earned in a semester will be the sum of the

products of course credits and grade points. SGPA then is expressed as the points secured

$$\frac{\sum_1^n Cr_1 Gp_1}{\sum_1^n Cr_1}$$

in the semester over the credits registered in the semester. SGPA = ???

Where 1 to n is the number of courses in the semester; Cr is the credit earned in a particular course; and Gp is the Grade point for the corresponding course;

20.2.3 Cumulative Grade Point Average (CGPA) is the cumulative points secured in all passed courses over the cumulative grades earned. For conversion of CGPA (on 10 point scale) into percentage of marks a multiplication factor of 0.9 is used and then multiply by 100 to get equivalent percentage of marks.

Example: CGPA of 6.75 on 10 point scale =  $6.75/10 \times 0.9 \times 100 = 60.75\%$

## 21. QUESTION PAPER PATTERN FOR THEORY EXAMINATIONS

Total Marks for each subject ..	100
End Semester Examination ..	60
Continuous Internal Assessment ..	40
Duration of written Examination ..	3 Hours

Part A - 10 Questions for Short answer of not more than 5 sentences, 2 from each unit carrying 2 marks each.

10 x 2 = 20

Part B - 6 Questions out of 10 for not more than one page answer or problems or application / case, two from each unit, carrying 5 marks each. 6 x 5 = 30

Part C - 5 Questions in either or Pattern, one from each unit carrying 10 marks each. 5 x 10 = 50

Where a question in Part-C carries subdivisions, (not more than 2) allocation of marks for each subdivision shall be clearly indicated against each such sub-division.

The distribution of marks between theory and problems/cases /applications shall be as prescribed in the curriculum for each course.

In case of any deviation in structure, the same shall be prescribed in the curriculum.

## 22. ELIGIBILITY FOR THE AWARD OF DEGREE

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

Successfully completed the course requirements and has passed all the prescribed examinations in the 8 semesters (6 semester for lateral entry) within a maximum period of 7 years (6 years for lateral entry) reckoned from the commencement of the first year to which the candidate was admitted; and

Obtained a certificate from the Dean of the School certifying the participation in NCC/NSS/NSO/YRC./Sports/Cultural

22.1.1 The award of Degree must have been approved by the Academic Council and the Board of Management of the University.

## 22.2 Classification of the Degree Awarded

### 22.2.1 First class with distinction

The candidates satisfying the following conditions shall be declared to have passed the examinations in First Class With Distinction.

(i) Who qualify for the award of the Degree, having passed the examination in all the courses of Eight semesters within four consecutive years of study in first appearance reckoned from the commencement of study in the First year.

(OR)

(ii) Who qualify for the award of the Degree, admitted to the III semester through lateral entry scheme having passed the examination in all the courses of all six semesters in first appearance within three consecutive years of study reckoned from the commencement of study in the III semester.

AND

(iii) Who have secured CGPA not less than 8.0 on 10 point scale based on grade point earned in all the courses from third to eighth semesters.

However, for the purpose of classification under clause 22.2.1 (i) & (ii), the authorized withdrawal from appearing for the examination in any one semester in any course or courses in that semester (vide clause 14) will not be construed as an appearance.

### 22.2.2 First Class

The candidates satisfying the following conditions shall be declared to have passed the examinations in First Class:

(i) Who qualify for the award of the Degree having passed the examination in all the courses of the eight semesters within five consecutive years reckoned from the commencement of study in the first year.

(OR)

(ii) Who qualify for the award of the Degree, admitted to the III semester through lateral entry scheme having passed the examination in all the courses of all six semesters within eight consecutive semesters of study reckoned from the commencement of study in the III semester.

AND

(iii) Who have secured CGPA not less than 6.75 on ten point scale based on the grade points earned in all the courses from third semester to eighth semester.

### 22.2.3 Second Class

(i) All other candidates (not covered in clause 22.2.1 and 22.2.2) who qualify for the award of the degree shall be declared to have passed the examination in Second Class.

(ii) Candidates availing withdrawal facility for the course(s) of 8th semester curriculum and qualifying for the award of degree after the 5th year shall be declared to have passed the examination in Second Class.



If any student avails unauthorized break of study he / she shall not be considered for the purpose of classification under 22.2.1 & 22.2.2 and shall be declared to have passed the examination in Second Class.

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

22.4 A candidate may apply for re-valuation of his/her semester examination answer paper in a theory course, within the prescribed time of declaration of results, on payment of a prescribed fee through proper application to the Controller of Examinations. The Controller of Examination will intimate the results to the candidate concerned after due process. This will not apply for practical courses and for project work.

22.5 In all cases, the CGPA calculated on 10 point scale of UGC Notification 1998 will be denoted in the Degree certificates.

## **23 RANK DECLARATION**

23.1. The total marks secured by all the candidates who have passed all the subjects in the first attempt shall be arranged in descending order of merit for each programme.

23.2. Ranks shall be declared at the rate of 1 for every 10 candidates who have enrolled for the programme in the first year and such number of candidate shall be declared to have secured first, second, third and so on rank from out of the list made as per 23.1.

23.3. There shall be no ranking for a batch with less than 10 enrollments for a programme.

## **24. TEMPORARY BREAK OF STUDY FROM A PROGRAMME**

(i) A candidate is not normally permitted to temporarily break the study. However, if a candidate intends to temporarily discontinue the programme in the middle for valid reasons (such as accident or hospitalization due to prolonged ill health) and to rejoin the programme, he/she shall apply in advance to Dean, Academic Courses of the University, through the Head of the Department and Dean stating the reasons therefore, in any case, not later than the last date for registering for the semester examinations of the semester in question.

(ii) The candidate permitted to rejoin the programme after the break shall be governed by the rules and regulations in force at the time of rejoining.

(iii) The duration specified for passing all the courses for the purpose of classification vide Clause 21.2.1 and 21.2.2 shall not be altered by the period of such break of study permitted.

(iv) The total period for completion of the programme reckoned from the commencement of the first year to which the candidate was admitted shall not exceed the maximum period prescribed for the respective programme irrespective of the break of study in order that he/she may be eligible for the award of the degree.

(v) If any student is detained for want of requisite attendance, progress and good conduct, the period spent in that semester shall not be considered as permitted 'Break of Study'.

## 25. INDUSTRIAL VISIT

Every student is required to undergo at least one Industrial visit, as prescribed by the respective course teacher.

## 26. DISCIPLINE

26.1. Every student is required to observe disciplined and decorous behavior both inside and outside the University and strictly adhere to the conduct rules in force from time to time and not to indulge in any activity which will tend to bring down the prestige of the University. The Board of Management shall constitute a disciplinary committee consisting of Dean, Two Heads of Department of which one should be from the faculty of the student, to enquire into acts of indiscipline and notify the University about the disciplinary action recommended for approval.

26.2. If a student indulges in malpractice in any of the Class tests / cycle tests / end semester university examinations whether conducted by internal or external examiners including mock tests by trainers etc, such student shall be liable for punitive action as prescribed by the university from time to time under the General Code of Conduct

## 27. REVISION OF REGULATION AND CURRICULUM

The University may from time to time revise, amend or change the Regulations, scheme of examinations and syllabi if found necessary.

### TABLE - A

Academic Pre requisites for admission in the PG Programme

#### **MBA**

- i) A pass in any degree with 10+2+3
- ii) A pass in degree with 10+2+4 years pattern
- iii) A pass in any degree with 10+3 (Diploma) +3 years pattern
- v) Candidates who have already passed the above qualifying degree course and candidates who are appearing for the final semester / year examination of the said qualifying degree course during April / May of the previous academic year may apply for admission to MBA degree programme for the following academic year.

#### **MCA**

- i) A pass in any degree with 10+2+3 / 10+2+4 years pattern with Mathematics\* at +2 level or with Mathematics / Statistics\*\* as one of the subjects at the degree level.
- ii) A pass in any degree with 10+3 (Diploma) +3 years pattern with Mathematics\*\* at Diploma level or Mathematics / Statistics\*\* as one of subjects at the degree level.
- iii) Mathematics oriented subjects is given below:

\* At +2 / Diploma level:

Mathematics or Business Mathematics

**\*\* At Degree level:**

Business Mathematics, Business Statistics, Algorithm and Numerical Methods, Numerical and Statistical Methods, Probability and Statistics, Probability Mathematics, Numerical Methods, Algebra and Probability Mathematics, Quantitative Techniques, Computer Oriented Numerical Methods, Engineering Mathematics, Mathematics for Management, Operations Research, Discrete Mathematics, Computational Methods, Bio-Statistics, Allied Mathematics, Allied Basic Mathematics, Algebra- Analytical Geometry of three dimensions and Trigonometry, Business Statistics and Operation Research, Quantitative Methods of Business.

Candidates who have already passed the above qualifying degree course and candidates who are appearing for the final semester / year examination of the said qualifying degree course during April / May of the previous academic year may also apply for admission to MCA degree programme for the immediately following academic year.

<b>I SCHOOL OF MECHANICAL ENGINEERING</b>		
<b>S. NO</b>	<b>P.G Programmes Offered</b>	<b>Subset of Qualifications for Admission</b>
1	M.E/M.Tech Computer Integrated Manufacturing	B.E/ B.Tech. (Mech. / Auto. / Production / Manufacturing/ Computer Integrated Manufacturing / Metallurgy/ Industrial Engg. / Mechatronics.
2	M.E/M.Tech Computer Aided Design	B.E. / B.Tech (Mech. / Auto. / Manufacturing / Production/ Industrial Engg. / Mechatronics/ Agri.)
3	M.E/M.Tech Mechatronics	B.E. / B.Tech. (Mech./ Auto./ Production/Electronics/ ECE/ Instrumentation/ EEE/ IC/ EI/ Aeronautical/ CSE/ Mechatronics/ Manufacturing)
4	M.E. CAD/CAM	B.E./ B.Tech (Mechanical/ Automobile/ Manufacturing/ Production/ Industrial Engg./ Mechatronics)
<b>II SCHOOL OF ELECTRICAL ENGINEERING</b>		
<b>S. NO</b>	<b>P.G Programmes Offered</b>	<b>Qualification for Admission</b>
1	M.E/M.Tech Power Systems Engg.	B.E./ B. Tech. (EEE / I&C)
2	M.E/M.Tech Power Electronics & Drives	B.E./ B. Tech. (EEE / ECE / E&I/ I&C / Electronics/ Instrumentation)
3	M.E/M.Tech Embedded System Technologies	B.E. (EEE/ ECE/ CSE/ IT/ I&C/ E&I) B.Tech. (IT/ Electronics/ Instrumentation)
4	M.E/M.Tech Applied Electronics	B.E. / B.Tech. (EEE/ ECE/ Electronics/ E&I/ I&C/ Instrumentation/ Biomedical/ Biomedical Instrumentation)

5	M.E/M.Tech. Optical Communication	B.E./ B. Tech. (ECE/ Electronics/ E&I)
6	M.E/M.Tech VLSI Design	B.E. / B.Tech. (ECE/ EEE/ Electronics/ Instrumentation/ E&I/ I&C/ CSE/IT)
7	M.E/M.Tech (Digital Communication & Network Engineering)	B.E. / B.Tech. (ECE/ EI/ Electronics)
8	M.E/M.Tech (Network Engineering)	B.E. / B.Tech. (ECE/ CSE/ IT/ EI/ Electronics (or) MCA
9	M.E/M.Tech (Wireless Technologies)	B.E. / B.Tech. (ECE/ Telecommunication / Electronics/ CSE/ IT/ EI)
<b>III</b>	<b>SCHOOL OF INFORMATION &amp; COMPUTING TECHNOLOGY</b>	
<b>S. NO</b>	<b>P.G Programmes Offered</b>	<b>Qualification for Admission</b>
1	M.E/M.Tech Computer Science and Engg.	B.E. / B.Tech. (EEE/ ECE/ Electronics/ IT / CSE/ I&C/ E&I/ Instrumentation), M.C.A, M.Sc (Computer Science)
2	M.E/M.Tech Software Engg.	B.E. / B.Tech. (EEE/ ECE/ E&I/ I&C/ Electronics/ Instrumentation/ CSE/IT), M.C.A, M.Sc (Computer Science)
3	M.E/M.Tech Information Technology	B.E. / B.Tech. (EEE/ ECE/ IT/ CSE/ Electronics/ Instrumentation/ E&I/ I&C), M.C.A, M.Sc (Computer Science)
4	M.E/M.Tech Computer and Communication	B.E. / B.Tech. (CSE/ IT/ ECE/ E&I/ Electronics)
<b>IV</b>	<b>SCHOOL OF TECHNOLOGY</b>	
<b>1</b>	M.E/M.Tech Structural Engineering	B.E. / B.Tech. (Civil Engg)
<b>V</b>	<b>SCHOOL OF MANAGEMENT</b>	
<b>1.</b>	Master of Business Administration	A pass in any Bachelor Degree, The Bachelor Degree must have been obtained after +2 or equivalent

**TABLE - B****TABLE FOR AWARD OF INTERNAL ASSESSMENT MARKS**

<b>S.No</b>	<b>Activity</b>	<b>Internal Marks</b>
	<b>ACADEMIC</b>	
1	Test on units I & II	6
2	Test on units I to IV	6
3	Model Examination - I (all units)	13
4	Total for Tests (6+6+13)	25
5	One Assignment for each unit at 2 marks per assignment	10
6	Submitting assignment of answering all the questions asked in the test without any choice within a week from the date of the last test, in lieu of Test I for absence	1
7	Submitting assignment of answering all the questions asked in the test without any choice within a week from the date of the last test, in lieu of Test II in lieu of Test II for absence	1
8	<b>CO-CURRICULAR</b>	
9	Participation in symposium conducted by any college/university on production of participation certificate for each participation	1
10	Winning any of the first three places in any of the competitions	2
11	Presenting paper in any symposium conducted by any college/university on production of participation certificate for each paper	3
12	Publication of any technical paper or article in any magazine or college level journals or Winning any of the first three places for Presenting paper in any symposium conducted by any college/university on production of participation certificate for each paper	4
13	Publication of a paper in any national or international journal	5