

RULES AND REGULATIONS

For
B. Tech. Programmes
Implemented in July 2018



**Shri Guru Gobind Singhji Institute of Engineering and Technology,
Vishnupuri, Nanded-431605**

FOREWORD

Shri Guru Gobind Singhji Institute of Engineering and Technology has sustained its excellence in academics and research through the well-conceived framework of academic structure and its governance. By following the Govt. of Maharashtra, Resolution No. WBP2004/ (341/04)/(2)/TE-6 Dated 21.06.2004, academic matters are governed through the Ordinances framed by the Academic Council and approved by the Board of Management.

These Ordinances are to be applied through the detailed Regulations framed by the Academic Council. After careful deliberations, all Deans, Heads of the departments, Controller of Examinations, Registrar, and Under Graduate Programme Committee members have prepared the rules and regulations.

These Ordinances and Regulations for the U.G. Programmes have been compiled in this Booklet. This compilation will be of immense help to the students and the faculty members. I thank the Chairman and the members of the various committees, who have put in tremendous effort in preparing and compiling this Booklet. I hope these Ordinances and Regulations will help the Institute usher in an era of academic excellence.

Director

Preamble

Shri Guru Gobind Singhji Institute of Engineering and Technology, Nanded, inherits the legacy of excellence in undergraduate teaching as evident from its illustrious alumni and engineering feats. The aim of the education at the undergraduate level is to give broad exposure and generic skills in Engineering. This is done by imparting knowledge with the help of classroom instructions, training, and other modes of teaching. After completing the curriculum, the student will acquire an adequate knowledge base in the desired branch, which could be easily employed to solve real-life problems and develop further through higher education to reach the frontiers of technology in their specialization.

The undergraduate education has academic and extracurricular components designed for the integrated development of professionals possessing individual values of ethics and morality. After completing the undergraduate program, many students start working in different organizations where teamwork is the predominant mode of functioning. Ethics and discipline are paramount; teamwork is impossible without these values. In these days of the rapid evolution of knowledge, academic programmes require provision for continuous updating of the content to incorporate new developments in a particular area of expertise. The curriculum is, therefore, broadly defined to make it possible for the teacher to update it continuously by including the latest developments. In addition, the Institute

undertakes periodic reviews of the curriculum structure to prune the dead wood and incorporate new ingredients, which may become necessary in the changed context of a branch of study.

The exchange of knowledge and methodology across the disciplines is essential in furthering its frontiers. In keeping with this spirit, the undergraduate curriculum encourages students to learn across different branches. In the undergraduate programme in engineering and technology, apart from the inputs of social sciences and management, joyful learning, liberal learning, liberal arts- Photography, etc., have been introduced across the branches. The curriculum at the undergraduate level has been so structured that it offers enough flexibility to the students to tailor their learning to individual inclinations and the desired career objectives. More emphasis is provided on experimental learning, simulations, and mathematical and analytical treatment of the subjects.

The curriculum in a given branch at the undergraduate level includes academic programmes involving ingredients of classroom teaching, laboratory practices, training, seminars, and projects. These ingredients are specified in courses with a given code specifying the subject(s) to be taught under it. Every course has credits depending on the workload it involves. The students are continuously evaluated during the course conduct and are awarded a letter grade based on their performance. The academic year is divided into semesters; each semester, the students have to register in a branch of study for several courses. When a student earns a minimum number of credits specified for a given curriculum, he becomes eligible for the award of the degree from Swami Ramanand Teerth Marathwada University, Nanded. The ordinance as embodied here is for specifying the provisions required for the purpose of smooth functioning of the undergraduate academic programme.

ORDINANCES FOR THE UG PROGRAMMES

A. Short title and Commencement

- These ordinances shall be called the Ordinances for the Undergraduate Programme of Shri Guru Gobind Singhji Institute of Engineering and Technology, Vishnupuri, Nanded – 431 606 (M.S.).
- These ordinances shall come into force from such date as the Academic Council/Board may appoint on this behalf.

B. Definitions (Unless the context requires otherwise)

- "**Applicant**" shall mean an individual who applies for admission to any Undergraduate (UG) programme of the Institute.
- "**Board**" shall mean the Board of Management of the Institute.
- "**CGPA**" shall mean the cumulative grade point average of a student.
- "**Coordination Committee**" shall mean the committee of the faculty members involved in a course.
- "**Course**" shall mean a curricular component identified by a designated code number and a title.
- "**Course Coordinator**" shall mean a faculty member who shall have complete responsibility for the course, coordinating the work of other faculty members involved in that course, including examinations and the award of grades.
- "**Degree**" shall mean the Bachelor's degree viz. B. The Board may approve B. Tech. and other degrees of the Institute.
- "**Direct Admission Student**" shall mean a student who is admitted directly to the second year of the degree program after completion of the Diploma Course and registered for the undergraduate programme for full-time study leading to a Bachelor's degree.
- "**BOS**" shall mean the Board of Studies of the Department.
- "**Grade Moderation Committee**" shall mean the committee appointed by the Chairman, BOS in the Department to moderate grades awarded by the course coordinators.
- "**Institute**" shall mean Shri Guru Gobind Singhji Institute of Engineering and Technology, Vishnupuri, Nanded.
- "**Student**" shall mean a student registered for an undergraduate programme for full-time study leading to Bachelor's degree.
- "**Scheme of Teaching and Examination**" shall mean the scheme of teaching and Examination for a branch of study as approved by the Academic Council.
- "**SGPA**" shall mean the Semester Grade Point Average.
- "**U.G.**" shall mean Undergraduate.
- "**CLASS**" a class shall mean a class of 60 students unless otherwise exclusively specified.

C. Ordinances

- The Institute shall offer such U.G. programmes and of such minimum duration as the Board may approve on the recommendation of the Academic Council either on its own or the initiative of a Department and/or on the direction of the Board / Government of Maharashtra, provided that an interdisciplinary programme may be proposed by a Department or by a committee appointed by the Director for the consideration of the Academic Council and the Board.
- The procedure for starting a new programme, temporarily suspending a programme, or phasing out a programme shall be such as may be laid down in these regulations.
- The minimum entry qualifications for admission to U.G. programmes shall be as may be laid down in the Regulations and as per the Govt. of Maharashtra circulars for admissions.
- A UG student shall be required to earn a minimum number of credits through various academic courses of a curriculum as the regulations provide.
- A UG student shall be required to complete all the requirements for the award of the Bachelor's degree within such period as may be specified in the Regulations, including those credits earned at other recognized institutions by this Institute for this purpose.
- The initial registration date for the U.G. programme shall generally be the date on which the student formally registers for the first time. This date shall be construed as joining the programmes.
- A student must usually attend every lecture, tutorial, and practical class. However, for late registration, sickness, or other such difficulties, Absence may be allowed as provided in the regulations.
- An undergraduate student may be granted such scholarship/ assistantship/ stipend, etc., and awarded medals as specified in the regulations by following the directions of the Government of Maharashtra and/or the decision of the Board from time to time.
- The procedure for the admission of a student or a direct admission student to an undergraduate programme shall be such as may be specified in the concerned regulations prescribed by the Government of Maharashtra.
- The procedure for withdrawing from an undergraduate programme, rejoining the programme, the award of grades and the SGPA/CGPA, the Examination and all such matters as may be connected with the running of a U.G. programme shall be such as may be specified in the regulations.
- The award of the U.G. degree to an eligible candidate shall be made by following the procedure in the regulations.
- A student admitted to the U.G. programme shall abide by the "Standing Orders for Students" issued by the Institute from time to time. These standing orders shall deal with the discipline of the students in the Hostels, Departments inside and outside the Institute premises. The standing orders may also deal with other matters considered necessary for the general conduct of the students and co-curricular and extracurricular

activities.

- Notwithstanding anything contained in the above Ordinances, no regulations shall be made in contravention of the decision of the Board and/or the direction of the Government of Maharashtra regarding the duration of the U.G. programme, the amount and number of scholarship/assistantships, and the number of studentships and the procedure thereof.
- Director is empowered to make decisions on behalf of the Academic Council in case of emergency issues between two consecutive meetings and whenever required. The decisions may be put up in the subsequent Academic Council for ratification.

REGULATIONS FOR THE UG PROGRAMME

1. General

- 1.1 These regulations shall be called the regulations for the U.G. programmes of the Institute.
- 1.2 These regulations shall come into force on the date decided by the Director.

2. Undergraduate Programme

- 2.1 The Institute shall offer Undergraduate programmes leading to a bachelor's degree in Technology (B. Tech.).
- 2.1 The duration of U.G. programmes leading to degrees of B.Tech. is four years. However, the maximum period for the U.G. programme is ten years from the initial registration date.
- 2.2 The maximum duration of the programme includes the period of withdrawal, Absence, and different kinds of leaves permissible to a student. Still, it shall exclude the period of rustication of the student from the Institute.
- 2.3 The duration of the U.G. programme may be altered per the decision of the Academic Council.
- 2.4 The Institute runs 10 U.G. programmes, as shown in Table 2.

3. Semester System

- 3.1 The academic programmes in the Institute shall be based on two semesters (July-Nov) and (Dec-April) in an academic year.
- 3.2 Each course shall have a certain number of credits depending upon the course's academic load, which would be assessed based on weekly contact hours of theory lectures, laboratory classes, and field study. The credits for the Project shall be assigned depending on the quantum of work expected.
- 3.3 The courses offered in a semester shall be continually assessed and evaluated to judge a student's performance.

4. Course Codes

- 4.1 Each course offered by the Institute shall have an alphanumeric course code.
- 4.2 Please refer to Annexure G to understand the registration numbers' allocation process.

5. Course Credits

Each course shall have an integer number of credits, which reflects its weightage. The number of credits of a course in a semester shall ordinarily be calculated as under

- (a) Lectures: One lecture hour per week shall be assigned one credit.
- (b) Practical: One laboratory hour per week shall be assigned half a credit. Not more than three credits may be given to a practical course having only a laboratory component.
- (c) Special courses like Project, industrial training, National Cadet Corps (NCC)/National Service Scheme (NSS)/National Sports Organization (NSO) in the U.G. programme shall be treated as any other course. They shall be assigned several credits as may be approved by the Academic Council.
- (d) Audit courses are to be passed. However, their weightage is not taken into the calculation of SGPA and CGPA. Specific audit courses are mandatory for the award of B. Tech. degree.

6. Board of Studies (BOS)

Every academic Department will have a BOS consisting of all the Department's faculty members. The BOS shall be responsible for considering all the policy issues concerning academic and research programmes of the Department. The BOS shall formulate academic programmes and courses and send its recommendation to the Academic Council for its consideration.

7. Dropping of Courses

Students can drop a maximum of three theory courses per year. The legitimately dropped courses shall not be mentioned on the grade cards. SGA will be computed based on earned credits only. There will not be any fee for dropping the course, but while loading the dropped course, students will have to pay the fee the same as that of reappearing students.

8. Phasing out of a Programme

The Academic Council and BOM may consider the phasing out of a U.G. programme.

9. Starting a New Programme

- 9.1 The BOM may approve starting of a new programme or a modified programme instead of the old phased-out programme on the recommendations of the Academic Council;
- 9.2 A new programme may be considered and recommended by the Academic Council to the BOM for its consideration and approval;

10. Promotion to Higher Class, Registration, Re-registration, and Reappearing

10.1 Registration

- (a) A student shall be considered eligible for the promotion to the higher class if they have cleared all the passing heads or have a backlog of at the most five passing heads, excluding the audit courses. **However, the student seeking registration in the final year should have cleared all the first and second-year courses, as shown in Annexure-H.** Eligible students shall register for all courses of higher class at the beginning of the next academic year on the scheduled dates by paying stipulated fees. They shall also submit forms to reappear in the backlog courses, if any, by paying prescribed fees.
- (b) Registration, according to rules, should be carried out as per the schedule specified in the academic calendar. Late registration may be permitted only for valid reasons and on the payment of a late registration fee. In any case, registration must be completed before the prescribed last date for registration. Students having outstanding dues to the Institute or hostel shall be permitted to register only after clearing the dues.
- (c) In-absentia registration may be allowed only in rare cases at the discretion of the Dean (Academic) in case of illness or any other contingencies.
- (d) Every student must register for the courses they want to study to earn credits **and ensure that their name will appear on the roll list of each such course.**

10.2 Reregistration

- (a) The student who has failed in the theory and/or practical courses and is not eligible to promote to the next higher class can willingly avail of the facility of reregistration instead of reappearing.
- (b) The student shall reregister in all the theory/practical courses they have failed by paying the necessary fee.
- (c) During their study, if the syllabus is revised, the concerned Department may provide the faculty members with counseling on the courses. It may suggest its equivalent courses if the syllabus is revised.
- (d) The concerned Department may declare some of the courses of the revised syllabus as compulsory audit courses in addition to the courses in which the student has reregistered.
- (e) For such courses, students shall use the learning resources available in the Institute and seek guidance from the faculty members assigned by the Department.

10.3 Reappearing

- (a) Students registered in any class with the backlog of theory and/or practical courses of the previous year(s) can reappear in the theory and/or practical in which they have secured an F grade by paying the necessary fee. Students can reappear for theory and

practical examinations in the first and second semesters, which will be conducted at the End of the first and second semesters.

- (b) The final year B. Tech. Students shall be allowed to reappear for the backlog courses/practicals and Project work/seminar etc., of the last year in the subsequent semester of the same academic year.
- (c) The theory courses for which the student is reappearing shall appear for mid-term Examination of 30 marks (1-hour duration) and end-term Examination of 50 marks (2hrs duration) in addition to Continuous Evaluation of 20 marks.
- (d) The total marks obtained by the student out of 100 shall be used for calculating a new grade, which will not exceed **B+**.
- (e) The end-term practical Examination for reappearing students during regular semesters will be 100 marks. However, in no case the highest Grade awarded will exceed **B+**. **Refer to Annexure F for details of fees.**

11. Change of Programme at the End of First Year

11.1 The change in programme will be notified and will be done after the date of registration for the second year. A student enrolled for a B. Tech degree through the State admission process and also the candidates admitted through the Gurudwara Board quota who are within the sanctioned intake and eligible as per state admission norms may opt for a change of programme at the End of the first year provided he/she satisfies the following criteria:

- (a) CGPA of the student is ≥ 6.75
- (b) Must have earned all the credits of the first year in the first two semesters with a single attempt in each head of passing.

11.2 In making a program change, the strength of a class should not fall below $2/3$ of the sanctioned strength as per AICTE and the Government of Maharashtra and should not exceed the sanctioned strength.

11.3 The change of programme shall be operated strictly based on *inter-se* merit as reflected in their CGPA. In case the CGPA of more than one student seeking the change of programme is the same, their *inter-se* merit shall be decided based on marks obtained at the entrance test and HSC marks in that order.

12. Termination of Enrolment due to Absence or on Academic Grounds

12.1 If a student is continuously absent from the classes for more than four weeks, their registration stands to be canceled without any notice to that student. However, in exceptional cases, it will be continued at the discretion of the Director for genuine reasons.

12.2 A student's enrolment may be terminated on disciplinary grounds, per the Standing Orders for the students.

13. Attendance, Absence, Leave Rules, Withdrawals, and Dismissals

13.1 All the undergraduate students are expected to be present in every lecture, tutorial, and practical.

- Attendance in all forms of classes should be 100%.
- 13.2 However, relaxation of a maximum of 25% in attendance is permissible for medical problems, family problems, or any other genuine reason.
 - 13.3 An undergraduate student must have a minimum attendance of 75%, which includes the total number of classes, including lectures, tutorials, and practicals, held in theory course/practical till the last teaching day, to become eligible to appear in the end semester examination. Otherwise, they shall be given an F grade in the said theory course/practical, and they must reregister in the following semester/year.
 - 13.4 Withdrawal on medical grounds/other very exceptional reasons may be permitted by Dean (Academics) up to a maximum of two semesters during the student's entire stay.
 - 13.5 If they are found guilty of malpractice in examinations, involvement in ragging, and overall misconduct during their stay in the Institute, they will be punished as per the recommendations of the Disciplinary Committee. The maximum punishment may go up to expulsion from the Institute.
 - 13.6 A student who wants to withdraw from a course shall apply through the proper channel to the Dean (Academic) on a prescribed form within one week from the End of the Mid Term Examination, and it will be recorded in the registration record of the student, and the concerned Course Coordinator will be informed about it. The student will be awarded a withdrawal grade at the End of the semester.
 - 13.7 If a student cannot attend classes for more than two weeks in a semester, they may apply to the Dean (Acad.) through a proper channel for withdrawal from the semester, which shall mean withdrawal from all the registered courses in the semester. However, such application shall be made as early as possible and latest before the start of the End Term Examination.
 - 13.8 A medical certificate shall accompany any application on medical grounds from a registered medical practitioner containing the registration number.

14. Examination Scheme (10-30-10-50)

- 14.1 There will be an In-Semester Evaluation-I (ISE-I) of 10 marks before the mid-term Examinations. This continuous evaluation may be based on activities such as Quizzes, Tests, Assignments, Seminars, Attendance, Small projects, etc. The course coordinator will declare this evaluation scheme in the first theory class and communicate it to the Controller of Examinations through the Head of the Department.
- 14.2 There will be one mid-term Examination of 30 marks during the semester (1-hour duration) for each theory course on a 50% syllabus. This Examination will be held in the mid of the semester.
- 14.3 There will be an In-Semester Evaluation-II (ISE-II) of 10 marks. ISE-II will be conducted by the course coordinator between mid-semester and End-semester Examinations. Criteria for ISE-II will be the same as ISE-I.
- 14.4 At the End of the semester, there would be an End Term examination of 50 marks (2 hours duration) for

each theory course in which 40 marks are allotted for 50% syllabus after the midterm, and ten marks are allocated for the 50% syllabus covered before midterm Examination.

- 14.5 In a practical course, 50 marks are allotted for the continuous evaluation, and 50 marks are allocated for the student's performance in the End-Term practical Examination.
- 14.5 The industrial/field training shall be evaluated through the quality of work, the report submission, and the presentation(s).
- 14.6 The project work shall be evaluated by midterm seminar(s), quality of work carried out, project report submission, and the viva-voce examinations.
- 14.7 Students with First Year and Final Year backlogs can appear for backlog courses of both semesters during mid and end-term examinations.

15. Summer Term

15.1 Summer term

The Summer Term is a compressed semester in which students shall reappear in the backlog/dropped theory/practical courses. The student who failed to clear theory courses and practicals may be allowed to reappear for a summer term in the summer vacation by paying the necessary fees on a specified date.

15.2 Counseling of students

- (a) Each Department shall display the list of course coordinators for all theory/practical courses on the notice board at least ten days from the start of the summer term examination.
- (b) The course coordinator shall counsel the students in their theory/practical course for eight days before the Examination.

15.3 Summer Term Examinations

- (a) The theory/practical examination of 3 hours of 100 marks will be held for all the courses.
- (b) In practical course examination, 50 marks are allotted for oral, and the remaining 50 marks are allocated for the student's practical performance.

15.4 Highest Grade

However, in no case the highest Grade awarded will exceed **B+** in the summer term, excluding dropped courses.

16. The Grading System

- 16.1 For every course a student takes, they are assigned a grade based on their combined performance in all the assessments, including laboratory or any other assignment.
- 16.2 The academic performance shall be graded on a ten-point scale following guidelines given in Annexure-A. The letter grades and their equivalent grade points are listed in Table 3.
- 16.3 The letter Grades (up to D only) awarded to a student

in all the courses shall be converted into a semester, and a cumulative performance index called the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) to be calculated by following the procedures given in Annexure – A.

17. Grade Moderation Committee

The Grade Moderation Committee for the second to final year consists of all the course coordinators of those classes, and the head of the concerned Department will be the Chairman. For the first year, the F.Y. Coordinator will be the Chairman, and all course coordinators will be the members. This committee shall be responsible for adherence to the guidelines for the award of grades. The Chairman of the Grade Moderation Committee shall be responsible for displaying grades in the Department and forwarding the final grades to the Academic Section. The Chairman Grade Moderation Committee shall also retain the record copies of the marks and the grades along with the statistical parameters for all the courses moderated.

18. Showing answer sheets to the students

- (a) Teachers will show assessed papers for midterm Examination to only students in their theory classes before submitting them to the academic section as per the date mentioned in the academic calendar.
- (b) After the end term/summer examination, the assessed answer sheets will not be shown to the students before the result declaration. A student may apply to see the answer sheets to the controller of examinations by paying the specified fees mentioned in Annexure F within three days after the result declaration. For S.Y. onwards, the concerned Chairman of the Grade Moderation Committee and the course coordinator shall show the answer sheet to the student and reevaluate it if necessary. For the first-year classes, the Chairman of the Grade Moderation Committee and the course coordinator shall constitute the committee.
- (c) Results of this reevaluation may lead to:
 - I. A change in Grade due to mistake(s) in any of the aspects or
 - II. The Grade may remain unchanged.

19. Photocopy of the Evaluated Answer Sheets

Request for obtaining a photocopy of the evaluated answer sheet should be made only by the student to the Controller of Examinations **within 15 days** from the declaration of the result with payment of fees of Rs. 500/- with an undertaking in the format that they would not question the evaluation done by the Examiner. Photocopy of the evaluated answer sheet will be given to the student on the pre-notified date and time. The photocopy of the evaluated answer sheet shall not be given to any institution or college for display or commercial purposes. It should not be misused by anybody like publishing in print/electronic

media, etc., which will be treated as misconduct, and disciplinary action shall be taken.

20. Disposal of Assessed Answer papers

All the assessed papers will be stored only for six months after the declaration of the result, and the process of disposal of assessed answer scripts under the supervision of COE will be carried out.

21. Minimum Students Requirement for an Elective Course

An elective course in a department shall run only if 25% of the sanctioned intake register for it in a regular semester. However, under exceptional circumstances, a course may run with fewer students with the prior permission of the Chairman, Academic Council.

22. Minimum Requirements for the Award of the Degree

- 22.1 The student must earn all the prescribed minimum number of credits under institutional and departmental requirements, and there are no dues in their name.
- 22.2 Students should earn an Audit Pass (A.P.) grade for each mandatory audit course.
- 22.3 The student should have satisfactorily fulfilled other academic requirements like practical training, visits, seminar, and the Project, and the student should have no case of indiscipline pending against them.
- 22.4 The credits for the courses in which a student has obtained a "D" (minimum passing Grade for a course) grade or higher shall be counted as credits earned by them. A student with a minimum CGA of 5.0 and earned a minimum number of credits as specified in the U.G. curriculum they are registered for is eligible for the award of the degree.
- 22.5 A student, who has earned the minimum credits required for a degree but fails to obtain the minimum specified CGPA, shall take additional courses until the minimum CGPA is attained.
- 22.6 A student obtained the first year's eligibility certificate from SRTMU, Nanded.

22.7 Procedure for improving CGPA of a student who has cleared all the passing heads and yet his CGPA score is less than 5.0

- (a) Students can improve their CGA score by reregistering for a few courses. If the reregistered course happens to be an elective and is not offered to any other students, then the procedure for guidance/counseling may be worked by BOS.
- (b) Improved CGPA if it crosses more than 5.0, then it will be limited to 5.00 only.
- (c) The student will be given one extra academic year to improve their CGPA even if they have completed the maximum duration meant for U.G. completion.

23. Maximum Duration for Award of Degree

The maximum duration for the U.G. programme is **ten years** from the initial registration date. However, in exceptional cases, the Academic Council is empowered to give an extension for genuine reasons.

24. Award of Merit Certificates

- 24.1 The Institute awards merit certificates to outstanding students every year. The students who have passed without unloading, dropping, or failing in any course are eligible for the merit certificates.
- 24.2 The merit certificates shall be awarded to S.Y., T.Y., and B. Tech. Outstanding students of various programs securing the highest and second highest CGPA, respectively.
- 24.4 Further, the merit certificates shall be awarded to F.Y.

B. Tech. Outstanding students are securing the highest and second highest CGPA, respectively.

25. Interpretation of Regulations and Emergent Cases

In case of any dispute, a difference of opinion in the interpretation of these regulations, or any other matter not covered in these regulations, the decision of the Chairman, Academic Council shall be final and binding. Notwithstanding anything contained in the above regulations, the Chairman of the Academic Council may, in emergent situations, take action on behalf of the Academic Council as he deems appropriate and report it to the next meeting of the Academic Council for its approval.

27 Extra Credit Benefit for Participation in Sports

The following table-1 shows the grades and the grade points to be given to the students participating in the sports activities.

Table-1: Extra Credit Benefit for Participation in Sports

Sr. No.	Level of Competition	Grades to be given to the participants		
		Participation in the Event	Rank: II /III/ IV	Champion/Winner
1	Inter Collegiate (ICT) zone #	C+(6)	B(7)	B+(8)
2	District Level Tournaments *	C+(6)	B(7)	B+(8)
3	Inter Collegiate (ICT) Inter-zone #	B(7)	B+(8)	A(9)
4	Divisional Level *	B(7)	B+(8)	A(9)
5	Ashwamedh IUT # / State Level *	A(9)	A+(10)	A+(10)
6	Inter-University (IUT) Zone #/ All India IUT#	A(9)	A+(10)	A+(10)
7	Inter-University (IUT) Inter-zone #	A+(10)	A+(10)	A+(10)
8	Combined University #	A+(10)	A+(10)	A+(10)
9	National *	A+(10)	A+(10)	A+(10)
10	International #*	A+(10)	A+(10)	A+(10)

Possible Sequence of Competitions

Route 1: ICT zone→ICT- IZ→IUTzone/AshwamedhIUT→IUT- IZ→CU→INT

* Route 2: Dist.→Divi.→State→National→International

Additional CGPA to be included in the qualifying grade card of U.G. degree.

Grade points (Grades) for Sports Performance >>	6 (C+)	7 (B)	8 (B+)	9 (A)	10 (A+)
1 year Sports performance	0.03	0.035	0.04	0.045	0.05
Max.CGPA addition	0.12	0.14	0.15	0.17	0.200

CGPA scheme for Liberal Learning

The scheme of awarding additional CGPA benefits to successful participants of liberal learning is proposed as follows:-

Grade points (Grades) for Liberal Learning >>	4 (D)	5 (C)	6 (C+)	7 (B)	8 (B+)	9 (A)	10 (A+)
An additional benefit to be included in the qualifying grade card of U.G. degree	0.020	0.025	0.03	0.035	0.04	0.045	0.05

- 27.1 A regular candidate is only eligible to avail of this benefit.
- 27.2 The candidate who desires to avail of this benefit should submit documentary evidence about their participation in sport(s) competitions through the sports department to the CoE office before the Commencement of the second-semester Examination of their final year.
- 27.3 If a candidate's CGPA marginally falls short of the required passing CGPA for the award of a degree, then their acquired CGPA through sports will be considered for the award of a degree.
- 27.4 In no case the CGPA of the student will exceed ten even after adding a sports incentive.

28. Scheme for Scrutiny of marks

- 28.1 To double-check the assessed answer sheet, there is a need for a scrutiny procedure to verify that the Examiner checks all questions attempted by the candidate and that the addition of marks is done correctly.
- 28.2 The scrutinizers for the Central Assessment Programme shall be appointed by the Controller of Examinations with permission of the Director.
- 28.3 After the assessment, the scrutinizer's Scrutiny of every manuscript shall be done. During the Scrutiny of each manuscript scrutinizer will be responsible for verifying:
- Whether Examiner checks all the questions attempted by the candidate or not?
 - Whether marks given to the respective question correctly entered in the table shown on the first page of the answer sheet?
 - Whether the addition of marks entered in the table on the first page of the manuscript is correct, and Examiner has signed that manuscript after the evaluation?

If there is any mistake, the scrutinizer will bring it to the notice of the concerned Examiner and will get it rectified immediately. If any error is found in scrutiny work after rechecking the manuscript, the concerned scrutinizer will be penalized by the CoE appropriately by deducting some amount from the remuneration.

29. Improvement of Grade/CGPA

- 29.1 A candidate who has passed the B. Tech. programme from this Institute, and who wishes to improve their Grade and whose CGPA is less than 6.75 will be permitted to reregister only for theory courses.
- 29.2 The candidate is permitted to register under reregister category for improving the performance in regular First/ Second Semester or Summer Term along with a regular student of the respective programme as per the schedule given in the Academic Calendar of the Institute with stipulated fees per course.

29.3 Rules

- Candidate will be allowed to reappear for the Examination for improvement of Grade within **five** years from the date of his/her passing the Bachelors

examination.

- A candidate will be allowed to reregister for a maximum of five theory courses.
- A candidate will be allowed a maximum of two attempts to improve their Grade within the stipulated **five** years.
- Examination of candidates registered for improvement in a particular course will be carried out along with regular student Examinations. The question paper will be the same for both category students. There will not be any separate question paper or an arrangement for candidates registered for improvement in a particular course.
- B. Tech candidates are allowed to register for only S.Y., T.Y., and Final Year courses for regular students in the respective semester. The candidate will have to appear with regular students for mid- and end-term examinations.
- If the candidate fails to appear for the improvement examination after registration, or if there is no up gradation in the Grade after availing the improvement chance, the Grade obtained in the first appearance will be retained.
- If the Grade secured by the student at the improvement examination is higher, it will be taken as the final Grade. For such candidates, a new grade card with improved grades will be issued and will be marked as "Grade Improvement Examination" at the top of the grade card, indicating that the Grade was obtained after Improvement Examination.
- A candidate appearing for the improvement of Grade shall not be entitled to get the benefit of any prize/ medal/scholarship/ award etc.

Table-2: U.G. Programmes Leading to Bachelor Degree

Programme	Degree
Civil Engineering	B. Tech. (Civil Engineering)
Computer Science and Engineering	B. Tech. (Computer Science and Engineering)
Electronics and Telecommunication Information	B. Tech. (Electronics and Telecommunication Information)
Instrumentation Engineering	B. Tech. (Instrumentation Engineering)
Production Engineering	B. Tech. (Production Engineering)
Chemical Engineering	B. Tech. (Chemical Engineering)
Textile Technology	B. Tech. (Textile Technology)
Electrical Engineering	B. Tech. (Electrical Engineering)
Mechanical Engineering	B. Tech. (Mechanical Engineering)

Table-3: Structure of Grading of Academic Performance

Academic Performance	Grades	Grade
Outstanding	A+	+ 10
Excellent	A	9
Very Good	B+	8
Good	B	7
Average	C+	6
Below Average	C	5
Marginal	D	4
Poor	F	0

Incomplete	I	-
Withdrawal	W	-
Absent	ABS	-
Course performance cancelled	SPC	-
Whole performance cancelled	WPC	
Exempted	EX	

"F" Grade: The "F" grade denotes poor performance. "F" grade is also awarded in case of poor attendance (see Attendance Rules). A student has to repeat all compulsory courses in which they obtain an "F" grade until a passing grade is obtained. The student may take any other course from the same category for the elective course in which an "F" grade has been obtained. Further, an "F" grade secured in any course is exhibited on the grade card of that semester. The weightage of these grades is counted in the calculation of the SGPA but not measured in CGPA.

"I" Grade refers to an incomplete grade, which must be converted into a regular letter grade.

"W" Grade: This refers to withdrawal from the course.

Annexure-A: Performance Indices

(i) Calculation of SGPA

A student's performance in a semester is indicated by a number called SGA. The SGA is the weighted average of the grade points obtained in all the courses registered by the student during the semester.

$$SGPA = \frac{\sum_{i=1}^n C_i P_i}{\sum_{i=1}^n C_i}$$

Where,

C_i = The number of credits assigned in the i^{th} course of the semester for which SGA is to be calculated

P_i = Grade point earned in the i^{th} course

$i = 1, 2, \dots, n$ represents the number of courses in which a student is registered in the semester. The SGPA is calculated to two decimal places.

(ii) Calculation of CGPA

An up-to-date assessment of a student's overall performance from the time of his first registration is obtained by calculating a number called CGPA, which is the weighted average of the grade points obtained in all the courses registered by the student since he entered the Institute.

$$CGPA = \frac{\sum_{j=1}^m C_j P_j}{\sum_{j=1}^m C_j}$$

Where,

C_j = The number of credits earned in the j^{th} course up to the semester for which CGA is to be calculated

P_j = Grade points earned in the j^{th} course. A letter lower

than D (i.e., Grade points < 4) in a course shall not be taken into consideration for the calculation of CGA

$j = 1, 2, \dots, m$ represent the number of studies in which a student is registered up to the semester or which the CGA is to be calculated. The CGPA is also estimated to be two decimal places.

Annexure-B: Guidelines for the Award of Grades

The following are the general guidelines for the award of grades:

- i. For each student, all evaluations in different course components shall be done in absolute marks considering the weightage in the scheme.
- ii. The marks of various components shall be added to get total marks secured on a 100 points scale. The rounding off shall be done on the higher side.
- iii. For less than 30 students in a course, the grades shall be awarded based on a natural cut-off in the absolute marks (Annexure-D).
- iv. For more than 30 students in a course, the statistical method shall be used for the award of Grade
- v. F grade shall be awarded for marks less than 40.
- vi. The overall distribution of different grades shall be as indicated in the statistical distribution to the extent possible (Annexure-E).
- vii. The course coordinator shall award the provisional grades. The grades should be finalized within one week of the End Semester Examination.
- viii. The Grade Moderation committee shall moderate the grades so awarded for that class of a Department. This committee will finalize the grades and display a copy of the grades awarded on the Department's Notice board. All the final grades shall be communicated to the Academic Section within two days from the date of display of grades.
- ix. The respective BOS will decide the procedures for evaluation and award of grades for Project, training, seminar, and group discussion.

Annexure-C: Project Evaluation

- i. Every student has to undertake a project of professional interest. The Project may be related to a theoretical analysis, an experimental investigation, a proto-type design, a new correlation, data analysis, fabrication, and a new equipment setup. The Project Coordinator appointed by the Department typically assigns the Project towards the End of the pre-final year, and the work is done during both the semesters of the final year.
- ii. The registration for the project work is generally in two stages; each spread over a semester. At the End of the first stage, the student is required to submit a preliminary report of his work by a prescribed date to the Coordinator and present it to a Panel of Examiners. The second stage of the work is continued in the following semester.
- iii. The final project report should be submitted by the prescribed date. A panel of examiners evaluates the

- report, and an oral examination is conducted after the Major Examination. The assessment should be on the following criteria. The preliminary presentation (1st stage) carries 25% of the total weight. Another 25% weightage is given for the initiative, interest, efforts, and regularity. The remaining 50% weightage is assigned to the oral Examination conducted at the End.
- iv. Submission of the B. Tech. The Project cannot be postponed beyond the date specified in the calendar. If the Project cannot be completed due to ill health or other genuine reasons, the course can be dropped in consultation with the project coordinator and guide on or before the mid-term Examination. Reregistration for the same is required in the following semester in which it should be completed.
 - v. Students who do not drop the Project in time and do not submit the project report for assessment by the due date will be temporarily awarded an "I" Grade at the time of finalization of grades. The "I" Grade will be converted to a performance grade not higher than **B+** when these students submit their reports and undergo the oral Examination. Further, if such late reports are not submitted, one week before the next semester's registration, the "I" Grade will be automatically converted to "F."
 - vi. The students who fail the project examination in the first/second semester shall be allowed to reappear in the following semester.
 - vii. The student should submit one hard-bound copy to the Coordinator. A student unable to complete their Project in the academic year they have registered will be required to reregister/reappear in the next academic year.

Annexure-D: Award of Grades based on Absolute Marks System

The award of grades on absolute marks out of 100 shall be made as shown in Table 4.

Table-4: Absolute Marks system

RANGE MARKS	GRADE
91-100	A+
80-90	A
73 -79	B+
64-72	B
55-63	C+
46-54	C
40-45	D

Note: The grade boundaries as indicated above may be marginally adjusted.

Annexure-E: Statistical Method for the Award of Grades

- i. To award grades in a course, all component-wise evaluations shall be done in marks. The marks of different components viz. Mid- Term Examinations, End-Semester examinations, Course Work Sessionals (CWS), Practical Sessionals (P.S.), etc. would be

reduced to the relative weight of each component as approved by the Academic Council and added. Marks obtained shall be out of 100, and the same would be converted to grades following the guidelines below.

- ii. For 30 or more students in a course, the statistical method shall invariably be used with marginal adjustment for natural cut-off. The mean (\bar{X}) and the standard deviation (σ) of marks obtained from all the students in a course shall be calculated. The grades shall be awarded to a student depending upon the marks, mean, and standard deviation as per Table 5 below. Students whose score is less than 40 will be awarded an F grade.

Table-5: Award of Grades using Statistical Method

RANGE OF MARKS		
$\bar{X} + 1.5 \times \sigma \leq$ Marks Obtained < 100		A+
$\bar{X} + 1.0 \times \sigma \leq$ Marks Obtained $< \bar{X} + 1.5 \times \sigma$		A
$\bar{X} + 0.5 \times \sigma \leq$ Marks Obtained $< \bar{X} + 1.0 \times \sigma$		B+
$\bar{X} \leq$ Marks Obtained $< \bar{X} + 0.5 \times \sigma$		B
$\bar{X} - 0.5 \times \sigma \leq$ Marks Obtained $< \bar{X}$		C+
$\bar{X} - 1.0 \times \sigma \leq$ Marks Obtained $< \bar{X} - 0.5 \times \sigma$		C
$\bar{X} - 1.5 \times \sigma \leq$ Marks Obtained $< \bar{X} - 1.0 \times \sigma$		D
$0 \leq$ Marks Obtained $< \bar{X} - 1.5 \times \sigma$		F

Annexure-F: Fee Structure

- i. Registration: Total fee decided by the competent authority.
- ii. Reregistration: Rs. 1200 per theory course, and Rs. 250 per practical. Apart from this, the student shall pay the fee charged for gathering, internet, library, gymkhana, and training and placement as decided by the competent authority
- iii. They reappear at Rs. 250/- per theory course and Rs. 250/- per practical.

Fees for Summer Term

- iv. The theory course with the instruction: Rs. 700/- per theory course.
- v. The theory course with counseling: Rs. 250/- per course.
- vi. The practical course: Rs. 250/- per practical.

Fees for showing the answer sheets of end/summer term: Rs 200/- per theory course

Annexure-G: Registration Number Allocation Scheme

Registration Number Allocation Scheme is as follows:

- | | |
|-------------------------|-----------------------------|
| First four digits- | Year of admission |
| Next three characters - | U.G. Programme Code table-6 |
| Last three digits- | As shown in table 7 |

Table-6: U.G. Programme Codes

Chemical Engineering	BCH
Civil Engineering	BCE
Computer Science and Engineering	BCS
Electrical Engineering	BEL
Electronics and Telecommunication Engineering	BEC
Information Technology	BIT
Instrumentation Engineering	BIN
Mechanical Engineering	BME
Production Engineering	BPR
Textile Technology	BTT

Table-7: Last three digits of Registration Number

001 – 150	Regular Students
151 – 200	Regular TFWS Students
201 – 299	Students taking admission in the second year from SRTMU to autonomy pattern
301 – 399	Students taking admission in the third year from SRTMU to autonomy pattern
401 – 499	Students taking admission in their final year from SRTMU to autonomy pattern
501 – 599	Students taking direct admission in the second year
601 – 699	Students with programme change in the second year or subsequent years

Annexure-H for rule 10.1:

Five backlog courses (theory, practical, industrial training, projects, seminar, etc.) include F, A.F., ABS, SPC, WPC grades, and dropped courses but excluding A.F. grade of environmental sciences/ environmental studies.

- i. First-year students with less than or equal to five backlog (s) courses from the first year shall be eligible to register for the second year.
- ii. Second-year students with less than or equal to five backlog(s) courses from the second year and no backlogs and no dropped courses from the first year shall be eligible to register for the third year.
- iii. Third-year students with less than or equal to five backlog(s) courses from the third year and no backlogs and no dropped courses from the second year shall be eligible to register for the final year.