

## **PREFACE**

Dear Students,

NIE is a premier technical institution of the country started seventy six years ago. Right from its inception, focus at NIE is to deliver value based education with academically well qualified faculty and infrastructure. NIE now offers seven UG and twelve PG programmes. Research activities undertaken at the institute have brought laurels and given unique status to our UG and PG programmes. The alumni of NIE have achieved excellence in their chosen professions and their accomplishments are of immense value to the institute. It is a matter of pride that NIE continues to be the preferred destination for students to pursue an engineering degree.

In the year 2007, NIE was granted academic autonomy by Visvesvaraya Technological University (VTU), Belagavi. From then onwards, our prime focus is on developing and delivering a curriculum which caters to the needs of various stakeholders. The curriculum has unique features enabling students to develop critical thinking, solve problems, analyse socially relevant issues, etc. The academic cycle designed on the basis of Outcome Based Education (OBE) strongly emphasizes continuous improvement and this has made our curriculum responsive to current requirements. Six UG programmes and three PG programmes were recently accredited under Tier-1 of the National Board of Accreditation (NBA), New Delhi. UGC has granted Autonomy status to the Institute till 2025-26. NIE has been accredited by National Assessment and Accreditation Council (NAAC) with the grade of B<sup>++</sup> in the first cycle valid for a period of 5 years from 04.02.2020. NIE's progress towards further academic excellence is visualized in the realms of continuous improvement with increase in physical and intellectual infrastructure.

The curriculum at NIE has been developed by experts from academia and industry and it has unique features to enhance problem solving skills apart from academic enrichment. The curriculum of UG programmes has been thoroughly revised as per AICTE guidelines and we have incorporated unique features such as competency training, industry driven elective & long internship and many more. The curriculum is designed in a way so as to impart engineering education in a holistic way.

I hope you will have a fruitful stay at NIE.

**Dr. N.V. Raghavendra**  
**Principal**

Dear Students,

It gives me great pleasure to welcome you to the National Institute of Engineering (NIE) where academics and activities never cease as students are groomed in the field of engineering and technology. Our dedicated team of highly talented faculty members is always trying to strive for academic excellence and overall personality development. The major emphasis of imparting training at NIE is to encourage enquiry and innovation among our students and lay the strong foundation for a future where they are able to face global challenges in a rapidly-changing scenario. Efforts are being made to design the curriculum based on Bloom's Taxonomy framework, to meet the challenges of the current technical education.

NIE is making sincere efforts in meeting the global standards through new formats of National Board of Accreditation, New Delhi and timely World Bank-MHRD initiative TEQIP (Technical Education Quality Improvement Program). From the academic year 2021-22 onwards, the Curriculum structure has been significantly changed giving emphasis on experiential learning, imparting various skills, offering open electives, including courses in Universal Human Values and Biology for Engineers, making the students to undergo three Internships and Project work etc. This Curriculum has been arrived at in line with AICTE model curriculum and guidelines of VTU.

We will make a genuine attempt in assisting you during the times of your trials and tribulations. You are exposed to the world of Engineering through a unique Induction Programme. We have also set up a Student Mentoring Programme (SMP) from the academic year 2016, through the voluntary efforts of the 3<sup>rd</sup> year students of your branch and our faculty members. You can approach them at any time during your stay at the NIE campus to address any of your concerns regarding either academic matters or life in the campus. In case of special needs, you are also advised to seek the help of the Student Welfare Officer or me.

I sincerely hope that your academic pursuit in NIE will be fruitful and enjoyable in every aspect.

Wishing you the very best.

**Dr. Y. S. Varadarajan**  
**Dean (Academic Affairs)**

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**ACADEMIC REGULATIONS**

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**1.0. TITLE AND COMMENCEMENT:**

- 1.1. These Regulations shall be called “The National Institute of Engineering, Mysuru, (NIE) Regulations under Visvesvaraya Technological University, Belagavi, Autonomous College Statutes - 2006 for Academic Autonomy - 2016” for UG programmes.
- 1.2. This set of Regulations, on approval by the Governing Body, shall supercede all the corresponding earlier sets of regulations of the B.E. Degree programmes of VTU along with all the amendments thereto, and shall be binding on all students undergoing the Graduate Degree Programme(s) (Credit System) at NIE, Mysuru. This set of Regulations may evolve and get refined or updated or amended or modified or changed through appropriate approvals from the Academic Council and/or Governing Body from time to time, and shall be binding on all parties concerned, including the Students, Faculty and the Staff of Departments. The decision of the Governing Body shall be final and binding.
- 1.3. The provisions contained in this set of Regulations govern the policies and procedures on the Registration of students, imparting course instruction, conduct of examination and evaluation and certification of students’ performance and all amendments thereby leading to the award of the said Degree(s).
- 1.4. The Regulations shall come into effect from the date of obtaining approval from the Governing Body of the College.

**2.0. ABBREVIATIONS:**

- a) “Academic Autonomy” means freedom to the College in all aspects of conducting its academic programmes, granted by the University for promoting excellence.
- b) “Autonomous College” means The National Institute of Engineering, Mysuru, designated as an autonomous college by the University, as per the VTU Autonomous College Statute - 2006.
- c) “Commission” means University Grants Commission (UGC).
- d) “Council” means All India Council for Technical Education (AICTE).
- e) “Statute” means VTU Autonomous College Statute - 2006.
- f) “University” means Visvesvaraya Technological University (VTU), Belagavi.
- g) “Institute” or “College” means The National Institute of Engineering, Mysuru (NIE).
- h) “HIE” stands for Higher Education Institutions.

**2.1. DEFINITIONS:**

1. **Program:** This is an educational program in a particular stream/ branch of Engineering/branch of specialization leading to the award of the Degree. It involves events/activities, comprising of lectures/tutorials/laboratory work/fieldwork/outreach activities/project work/ vocational training/ viva-voce/ seminars/ internship/ assignments/ presentations/ self-study, etc., or a combination of some of these.

2. **Semester:** Refers to one of the two sessions of an academic year, each session being of sixteen weeks' duration (with not less than 90 working days). The odd and even semesters shall be as per the Institute's academic calendar.
3. **Academic Year:** Refers to two consecutive semesters (odd followed by an even) sessions, including intervening periods.
4. **Course:** Usually referred to a subject and is a component of the Program. All Courses may not carry the same weightage. Each Course will have course objectives and course outcomes. A Course may be designed to comprise lectures/ tutorials/ laboratory work/ fieldwork/ outreach activities/project work/ vocational training/ viva-voce/ seminars/ term papers/assignments/ presentations/ self-study components etc., or a combination of some of these.
5. **Credit:** Refers to a unit or weightage by which the Coursework is measured. It represents the number of hours of instructions prescribed per week. One credit is equivalent to one hour of lecture or two hours of laboratory/practical Courses/ tutorials/ fieldwork etc., per week.
6. **Choice Based Credit System (CBCS):** The education model refers to customizing the Coursework, through Core, Professional Elective, Open Electives, Skill-based ability Enhancement Courses, Non-Credit Mandatory Courses, and Internships to provide the necessary support for the students to achieve their goals.
7. **Course Registration:** Refers to formal registration to Courses of study in every semester by every student under the supervision of a Faculty Advisor (also called Mentor, Counsellor, Class teacher, etc.), in the Institution to maintain the proper record. Registration to the University portal is mandatory.
8. **Course Evaluation:** Represents the measurement of the impact of the teaching-learning process and offers an opportunity for improving the quality of learning in courses and teaching performance. Course evaluation is done by adopting different methods such as tests, quizzes, assignments, etc., during the teaching-learning period at the end of some modules or chapters of syllabus content and at the end of the semester. While the former part of the evaluation is called the Continuous Internal Evaluation (CIE) and the later part of the evaluation is called Semester End Evaluation (SEE).
9. **Continuous Internal Evaluation (CIE)** (also known as formative assessment): Refers to the evaluation of students' performance in the course during the teaching-learning process. CIE shall be carried out by the faculty teaching the course and evaluation components may include tests, assignments, group discussion, quizzes, course-specific projects, seminars, etc., conducted during the semester tenure with a weightage for different activities as specified by the Institute.
10. **Semester End Examinations Evaluation (SEE)** (also called summative assessment): Refers to the examination conducted by the Institute covering the entire Course Syllabus. For this purpose, Syllabi shall be modularized and SEE questions shall be set from each module as specified by the Institute.
11. **First Attempt:** Refers to some students who have studied in a current semester and have attended any one of the Institute examinations of that semester after satisfying attendance and CIE requirements of all the prescribed courses of that semester and registering for SEE. Such an attempt shall be considered as the first attempt. Even if students absent themselves for all the semester examinations after registering for SEE, such an attempt shall also be considered the first attempt.

12. **Backlog Courses:** Backlog courses includes courses with W & F grades and Not Registered / Dropped courses.
13. **Credit Representation:** Refers to the Credit Values for different academic activities considered, as per Table-1. Credits for the seminar, project phases, project viva-voce and internship shall be as specified in the Scheme of Teaching and Examinations.

Table-1, Calculation of Credits

Credit Values				
Theory/Lectures (L) (hours/week/Semester)	Tutorials (T) (hours/week/Semester)	Laboratory/ Practical (P) (hours/week /Semester)	Credits (L:T:P)	Total Credits
4	0	0	4:0:0	4
3	0	2	3:0:1	4
2	2	2	2:1:1	4
3	0	0	3:0:0	3
2	2	0	2:1:0	3
2	0	2	2:0:1	3
0	0	6	0:0:3	3
2	0	0	2:0:0	2
1	0	0	1:0:0	1
0	2	0	0:1:0	1
0	1	1	0:0.5:0.5	1
0	0	2	0:0:1	1

**NOTE:** Activities like practical training, study tour, and participation in Guest lecturers do not carry Credits.

- Three-credit theory courses shall be designed for 40 hours of the Teaching-Learning process.
  - Two-credit theory courses shall be designed for 25 hours of the Teaching-Learning process
  - One credit theory course shall be designed for 15 hours of the Teaching-Learning process
14. **Non-Credit Mandatory Course (NCMC):** In the case of non-credit mandatory courses, students shall attend the classes during the respective semesters to satisfy the attendance requirements and as well as CIE requirements. In case, any student fails to register for the said course/fails to secure the minimum prescribed CIE/ SEE marks, he/she shall be deemed to have not satisfied the academic requirements. In such a case, the student has to fulfill the requirements during subsequent semester/s to appear for CIE. These Courses shall not be considered for CGPA calculation and vertical progression, but completion of the courses shall be mandatory for the award of degree.
15. **Grade Point (GP):** Refers to a numerical weightage allotted to each letter grade against a preconceived range of percentage of marks secured by students in a course.
16. **Credit Point:** This is the product of GP and number of credits for a Course i.e.,  
Credit points (Cr. P) = GP × Credits for the Course.
17. **Semester Grade Point Average (SGPA):** Refers to the measure of a student's academic performance in a semester. It is the weighted average or weighted mean of the grade points obtained by a student in the various courses of any semester. It results in a number that lies between 0 and 10.

18. **Cumulative Grade Point Average (CGPA):** This is a measure of the cumulative performance of a student of all semesters and is computed from the 2<sup>nd</sup> semester onwards. It is a measure of the overall cumulative academic performance of a student over the entire span of the academic program. CGPA is not an arithmetic mean but weighted mean. It is also a number that lies between 0 and 10.
19. **Grade Card:** Refers to the certificate showing the grades earned by a student. A grade card shall be issued to all the registered students after every semester-end examination. The grade card shall have the Program and other details (Course code, title, number of credits, grades secured, number of attempts, and alternate course taken) along with SGPA of that semester and CGPA (except for the first semester) earned till that semester.
20. **Academic Bank of Credits (ABC):** The Academic Bank of Credits (ABC), is a national-level facility which will promote the flexibility of the curriculum framework and interdisciplinary/multidisciplinary academic mobility of students across the HEIs in the country with appropriate “credit transfer” mechanism.
21. **Multiple Entry/ Multiple Exit:** The multiple entries and exit points in the academic programs offered at Higher Education Institutions (HEIs) would remove rigid boundaries and create new possibilities for students. There are occasions when learners have to give up their education mid-way for various reasons. To facilitate flexible learning within the stipulated period (eight years for regular students and 06 years for lateral entry students), multiple exit and entry options are given to the needy students. The student can exit from the program only at the end of the even semester/s (2<sup>nd</sup>, 4<sup>th</sup>, and 6<sup>th</sup> semester) and the entry option is provided to the students at the beginning of the odd semester/s (3<sup>rd</sup>, 5<sup>th</sup> and 7<sup>th</sup> semester).

### 3.0. ACADEMIC CALENDAR:

3.1. Each academic year is split into two semesters. The term of the semester for teaching B.E. is 16 weeks. Generally, each semester is of 20 weeks duration which will include the period for teaching, examination and announcement of results. Typically, odd semester is from August to December and even semester is from January to May. In case of requirement under special circumstances, a Makeup Term of required duration as approved by the Academic Council may be offered in between even and odd semesters. The Summer term, whenever offered, may be limited only to teach value added/add-on courses and/or courses as approved by the Principal.

3.2. In general, the academic schedule of a semester includes the following:

- Commencement of semester/Course registration
- Orientation/Induction for first year students
- Last day to add/drop courses
- Test schedules/ Presentation schedule for project/seminar/paper presentation
- Last working day of the semester
- Commencement of Semester End Test (SET) for Laboratory Courses
- Commencement of Semester End Examination (SEE)
- Date of Announcement of results.
- Public Holidays & Important Days
- Commencement date of immediate next semester

This academic schedule shall be prepared by the Office of the Dean (Academic Affairs) in consultation with the Principal, approved by the Academic Council (AC) and shall be announced at least one week before the beginning of the semester.

- 3.3.** In case of an eventuality of losing a teaching day due to unavoidable reasons, such a loss shall be made up by having teaching / laboratory / tutorial sessions on a suitable holiday by adhering to the time table of the day which was lost.

**4.0. ELIGIBILITY FOR ADMISSION:**

- 4.1.** Admission to First year, first semester Bachelor's Degree in Engineering (B.E.) shall be open to the candidates who have passed the Second year Pre-University or XII standard or equivalent examination recognized by the University.

In addition to the above, the candidate shall have secured not less than forty five percent (45%) marks in the aggregate with Physics and Mathematics as compulsory subjects, along with one of the following subjects: - Chemistry, Bio-Technology, Computer Science, Biology and Electronics. The minimum marks for the purpose of eligibility shall be forty percent (40%) in optional subjects in case of candidates belonging to SC/ST and OBC, provided that, the candidate shall have studied and passed English as one of the subjects.

- 4.2.** Admission to II year (III semester) Bachelor Degree in Engineering/Technology (Lateral Entry) shall be open to the candidates who have passed a Diploma or equivalent examination, as recognized by the University, provided that the candidate has secured not less than forty percent (40%) marks, in the final year examination (fifth and sixth semesters) in respect of candidates belonging to SC/ST and OBC and not less than forty five percent (45%) marks in case of other candidates in the appropriate branch of engineering specified in relevant Government order issued from time to time. Such a candidate shall pass / satisfactorily complete prescribed bridge courses as specified by the college.

- 4.3.** Those candidates who have passed a qualifying examination other than the II-year PUC examination of the Pre-University Education Board of Karnataka or Engineering Diploma Examinations of the Board of Technical Education of Karnataka have to obtain eligibility certificate for seeking admission to B.E. Degree course from the University.

- 4.4.** Relevant Government/University orders issued from time to time in this regard shall prevail.

- 4.5.** The total duration of an academic programme shall be the same as that followed by the University. i.e., four years for B.E. The maximum period which a student can take to complete a full-time academic programme shall also be similar to that prescribed by the University, viz., double the nominal duration prescribed for the programme, i.e., eight years for B.E. For students being admitted to 3<sup>rd</sup> semester B.E. degree programme under the lateral entry scheme, the maximum duration to complete the programme shall be six years from the date of admission.

**5.0. ADMISSION AND FEES:**

- 5.1.** Admission shall be made in accordance with the policy/ guidelines issued from the Ministry of Higher Education Council, Government of Karnataka and University from time to time. Seats are reserved for candidates belonging to Scheduled Castes and Scheduled Tribes, physically challenged candidates, children of defense personnel and other categories as per the orders issued by the Govt. of Karnataka.
- 5.2.** Admission to all programmes shall be made in the odd semester of each academic year at the first-year level based on the relative performance in the Entrance Examination (CET/COMEDK) as per the orders issued by the Govt. of Karnataka from time to time. The candidates should have successfully passed 10+2 examination with the combination of subjects prescribed by the Govt. of Karnataka.
- 5.3.** A limited number of admissions are offered to NRI and Management candidates in accordance with the rules applicable for such admission, issued from time to time by Govt. of Karnataka/Council.
- 5.4.** The College may admit students to the 3<sup>rd</sup> semester of the B.E. Programme directly under Lateral Entry Scheme as per Govt. rules or on transfer from other Colleges observing the Guidelines applicable and subject to approval from the University.
- 5.5.** Student Exchange Programme and consequent Transfer of Credits in such cases shall be as per the decision and approval by the Competent Authorities such as the Departmental Council (DC), Board of Studies (BOS) and Academic Council (AC).
- 5.6.** After admission of a candidate to a programme, if it is found that he/she had in fact not fulfilled all the requirements stipulated in the offer of admission, in any form whatsoever, including possible misinformation etc., the Principal is authorized to cancel the admission of such candidate.
- 5.7.** The College reserves the right to cancel the admission of any student and ask him/her to discontinue the studies at any stage of their career on the grounds of unsatisfactory academic performance or indiscipline or any misconduct.
- 5.8.** Candidates must fulfill the medical standards required for admission.
- 5.9.** Every student of the College shall be associated with the Parent Department offering the degree programme that the student undergoes throughout his/her study period.
- 5.10.** The fee structure as stipulated by Govt. of Karnataka from time to time shall be applicable for all the admitted students.



## 6.0. PROGRAMME STRUCTURE:

6.1. The structure for a BE Degree programme typically consists of the following components:

- a. **Humanities, Social Sciences, and Management Courses (HSMC):** These are mandatory for all disciplines.
- b. **Basic Science Courses (BSC):** Physics, Chemistry, and Mathematics. These are mandatory for all disciplines.
- c. **Engineering Science Courses (ESC):** Materials, Workshop, Drawing, and Basics of Electrical/ Electronics/ Civil/ Mechanical/ Computer Engineering, etc. These are mandatory for all disciplines.
- d. **Professional Core Courses (PCC):** These are the professional Core Courses, relevant to the chosen specialization/ branch. The core courses shall be compulsorily studied by students and it is mandatory to complete them to fulfill the requirements of the Program.
- e. **Professional Elective Courses (PEC):** These are professional Electives, relevant to the chosen specialization/branch and can be chosen from the pool of courses. It shall be supportive to the discipline providing extended scope/enabling exposure to some other discipline /domain and nurturing student proficiency skills
- f. **Open Elective Courses (OEC):** These are the Elective Courses from other technical areas and/ or from emerging fields. Students of other departments shall opt for these courses for fulfilling the eligibility and prerequisite as mentioned in the syllabus.
- g. **Integrated Professional Core Courses (IPCC):** It refers to Professional Theory Core Course Integrated with Practical of the same course. Credit for IPCC shall be 03/04 considering L: T: P as 2:0:2 or L:T:P as 3:0:2.
- h. **Project Work:** Mini-project and Project work carried out at the parent Institution or any university / Government recognized organization without affecting the regular class work.
- i. **Seminar:** Each student has to present the seminar on specific topic chosen from the relevant field /list provided by the department under the supervision of a faculty coordinator.
- j. **Internship (INT):** The internship (a form of experiential / experimental learning) program not only helps fresh pass-outs in gaining professional know-how, but also benefits corporate sectors. The internship also enhances the employability skills of the student passing out from Technical Institutions
- k. **Non-Credit Mandatory Courses (NCMC):** These Courses are mandatory, without the benefit of a grade/ credit; passing in each mandatory Course is required to qualify for the award of degree.
- l. **Ability Enhancement Courses (AEC):** These courses are designed to help students to enhance their skills in communication, language, and personality development etc. They also promote a deeper understanding of courses like social sciences, ethics, culture, human behavior/ human rights, and the law. Ability Enhancement Courses are based upon the content that leads to Knowledge enhancement.
- m. **Universal Human Value Courses (UHV):** The courses which teach: a holistic perspective based on self-exploration about themselves (human being), family, society, and nature. Understanding (or developing clarity) of the harmony in the human being, family, society, and nature. These are mandatory for all disciplines

6.2. Departmental Council (DC) shall discuss and recommend the exact credits offered for the programme for the above components 'a' to 'm', the semester wise distribution among them, as well as the syllabi of all undergraduate courses offered by the department from

time to time before sending the same to the Board of Studies (BOS). The BOS will consider the proposals from the departments and make recommendations to the Academic Council (AC) for consideration and approval.

### 6.3. Credits requirement for the Program:

- a. The total number of credits to be earned by students admitted to the first semester of 04 years B.E./B.Tech., program shall be 160.
- b. The total number of credits to be earned by students admitted to the third semester of 04 years B.E./B.Tech., program under lateral entry scheme shall be 120.
- c. A student shall be eligible to obtain an Undergraduate degree with Honours / Minors, if he/she earns minimum additional 18 credits, as specified by the university norms from time to time regarding the earning of additional credits [To be read along with Regulations Governing the Award of Honors/ Minors in B.E./B.Tech., Degree Programs].

### 6.4. Internship

The internship is an extended period of work experience undertaken by university/Institute students looking to supplement their degree with professional development. The students are allowed to prepare themselves for the workplace and develop practical skills.

The Internship shall be completed during the period specified in the Scheme of Teaching and Examinations. There will be three internships:

#### i) Inter/Intra Institutional Internship:

Inter/Intra Institutional Internship: (In the case of the students admitted to 1st-year B.E./B.Tech. program): All the students admitted to engineering programs shall have to undergo a mandatory summer internship of 02-03 weeks during the intervening semester period of the II and III semesters. The internship shall include Inter / Intra Institutional activities. CIE shall be carried out during the Internship period/III semester and prescribed marks shall be included in the IV semester grade cards.

Inter/Intra Institutional Internship: (In case of students admitted under Lateral Entry): All the students admitted to engineering programs under the lateral entry category shall have to undergo a mandatory internship of 03 weeks during the intervening semester period of the III and IV semesters. CIE shall be carried out during the Internship period/IV semester and prescribed marks shall be included in the IV semester grade cards.

Inter /Intra Institutional Internship will have only CIE and no SEE.

#### ii) Innovation/Societal/Entrepreneurship-based Internship:

During the intervening period of IV and V semester the Internship of 04 weeks period shall be carried out in industries /Govt. organization/NGO/MSME. Focus may be given to Rural Internship/Innovative activities and Entrepreneurship

(Social/Industrial). CIE shall be carried out during the Internship period/V semester and prescribed marks shall be included in the VI semester grade cards. Innovation/Societal/Entrepreneurship based internship, will have only CIE and no SEE.

**iii) Research Internship/Industry Internship of 14-16 weeks duration:**

Research Internship/ Industry Internship shall be carried out at Industry / government organizations, non-governmental organizations (NGOs)/ Micro, Small & Medium Enterprises (MSME) /Research and development organizations/Organizations of National or international repute/Institution Research Centers/ Innovation and Incubation Centres/Start-ups /entrepreneur cells. The institution shall encourage students to take up (i) interdisciplinary Research Internship or Industry internship and (ii) rural internship, a work-based activity carried out to learn practical experiences in rural areas, for the upliftment of living standards.

**The Institute shall not bear any cost involved in carrying out the internship by students. However, students can receive any financial assistance extended by the organization.**

Viva-Voce examination shall be conducted as per the institute regulations. Research Internship /Industry Internship shall be considered as head of passing and shall be considered for the award of the degree. Those who do not complete the internship shall be declared fail and shall have to complete it during the examinations after satisfying the internship requirements during subsequent semesters.

Responsibilities of Department and Guides in carrying out the Internship:

1. The Department/college shall nominate department coordinator /staff member/s to facilitate, guide, and supervise students under going internship.
2. The students shall report the progress of the internship to the Guide at regular intervals and seek his/her advice. The Guide shall maintain the progress record/diary of the candidates undergoing internship.
3. After the completion of the Internship, students shall submit a report with a completion certificate to the Head of the Department with the approval of internal Guides.

**6.5. Technical Seminar:**

Technical Seminar is one of the heads of passing.

- i. Each student has to present the seminar on a specific topic chosen from the relevant field /list provided by the department under the supervision of a faculty coordinator.
- ii. The Head of the Department/designated coordinator for technical seminar shall make arrangements for the conduct of seminars through a committee of faculty members of the Department. The committee constituted for the purpose by the Head of the Department, shall award the CIE marks for the seminar. There is no SEE for the seminar.

**6.6. Project Work:**

**Minor-Project:** A Minor Project is a laboratory-oriented course that will provide a platform to students to enhance their practical knowledge and skills by the development of small systems/applications Based on the ability/abilities of the student/s and recommendations of the mentor, a single disciplinary or a multidisciplinary Mini-project can be assigned to an individual student or a group having not more than 4 students.

There is only CIE and no SEE for Mini-Project.

**Project Work:** Based on the ability/abilities of the student/s and recommendations of the mentor, a single disciplinary or a multidisciplinary Major-project can be assigned to a group having not more than 4 students. The main project work needs to be taken up within the institute/ research laboratory/industry. It is desirable, that the outcome of the project work may be published /patented. Project viva-voce examination shall be conducted individually.

#### 6.7. Massive Open Online Courses (MOOC):

In addition to regular courses offered by the institute, students have to mandatorily register for the MOOC courses as per the curriculum. A MOOC is one that is offered by SWAYAM NPTEL platform. Upon approval by the department committee, grades secured in the MOOC will be converted to an equivalent grade as per the regulations of NIE. The student has to register and clear the MOOC course within a duration of two semesters.

#### 6.8. Mandatory Earning of Activity points for the award of degree:

Apart from technical knowledge and skills, to be successful as professionals, students should have excellent soft skills, leadership qualities and team spirit. They should have entrepreneurial capabilities and societal commitment. In order to match these multifarious requirement, AICTE has created a unique mechanism of awarding Activity Points over and above the academic grades.

a. Every regular student of the college admitted to the 4 year degree programme and every student entering degree programme through lateral entry, shall earn 100 and 75 Activity points respectively for the award of degree through AICTE activity programme. Students transferred from other Universities to fifth semester are required to earn 50 Activity points from the year of entry to the Institute.

Sl.No.	Student Category	Activity Points Prescribed by AICTE
1.	Day College regular student admitted to the 4 years Degree programme	100
2.	Students entering Degree programme through lateral entry	75
3.	Students transferred from other Universities to fifth semester	50

b. The Activity points earned shall be reflected on the student's eighth semester grade card.

c. The activities can be spread over the years (duration of the programme), anytime during the semester weekends and holidays, as per the interest and convenience of the student from the year of entry to the programme. However, minimum hours specified must be satisfied.

d. Activity points (non-credit) have no effect on SGPA/CGPA and shall not be considered for vertical progression.

e. In case, students fail to earn the prescribed Activity points, eighth semester Grade Card shall be issued only after earning the required Activity points. Students shall be admitted for the award of degree only after the release of the eighth semester grade cards.

Note: The Activity points to be earned by the student may vary from time to time as per the guidelines from the competent authority.

**7.0. COURSE REGISTRATION:**

Each student after consulting his/her faculty advisor shall register for the courses in every semester on the days specified for registration.

- 7.1. A student has to register for a minimum of 16 credits of regular semester. The maximum number of credits a student can register in a semester is 28.** The registration of the additional credits includes the courses having a shortage of attendance and the courses whose CIE requirements are not fulfilled; however, the minimum/ maximum credit limit can be relaxed by the Principal, on specific recommendations of the Departmental Council only under exceptional circumstances.  
The student who have earned the minimum CIE & attendance in any of the courses and have failed in SEE can register for the examination directly whenever it is held. The students with 'W' Grade can register for Odd semester courses only during Odd semester and Even semester courses only during Even semester.
- 7.2.** For a student to register for some courses he/she may be required to have adequate knowledge about one or many courses which are declared as pre-requisite courses in the earlier semesters. The student is deemed to have satisfied this requirement by satisfying the Clause of minimum attendance in the course(s) which is/are declared as pre-requisite(s). The details of the pre-requisites will be announced by the Departmental Council as a part of the programme curriculum.
- 7.3.** Late registration up to a cut off date mentioned in the academic calendar is allowed on payment of a penal fee.
- 7.4.** A student will be allowed to register for the next semester only when he/she fulfils the following conditions:
- Cleared the entire previous semester fees due, if any, to the institute, hostel and library and also has paid all advance deposits of the Institute and hostel for the semester for which he/she is registering.
  - Satisfies all academic requirements, namely the credits earned and minimum CGPA, to continue with the programme. (Clause 11.9)
  - Not restrained from registering due to any specific reason by the college.
- 7.5. Registration in Absentia** will be allowed only in exceptional cases at the discretion of Principal after the recommendation of the Departmental Council through the authorised representative of the student.
- 7.6. Drop/ Add option:** A student has the option to drop courses until the last date mentioned for the same in the academic calendar corresponding to each academic semester/ year. However, the number of credits after dropping one or more courses shall satisfy Clause 7.1.
- 7.7.** The minimum number of students registered shall not be less than ten to any Professional Elective, not be less than thirty for Open Elective / Ability Enhancement Course (from 3rd semester onwards) offered by the Departments. If more students are opting for the same elective, it shall be offered on a first come first serve basis, up to one division i.e. 60 students. If the department has the facility to offer the same elective for another division, it

may do so; else the students must opt for a different elective, depending on the strength of the division.

A student shall exercise the option in respect of Elective Course/s and register for the same at the end of the previous semester. However, the student may be permitted to opt for a change of Elective Course/s within the last date for Add/Drop course as per the academic calendar of the Institute.

## **8.0. WITHDRAWAL FROM THE PROGRAMME:**

### **8.1. Temporary Withdrawal:**

- a) A student who has been admitted to a degree programme of the college may be permitted to withdraw temporarily, for a period which is an integral multiple of a semester on the grounds of prolonged illness or grave calamity in the family or employment etc., provided that:
  - i) The student applies to the College within at least 6 weeks of the commencement of the semester or from the date he/she last attended the classes, whichever is later, stating fully the reasons for such withdrawal together with supporting documents and endorsement of his/her parent/guardian.
  - ii) The College is satisfied that, even after counting the expected period of withdrawal, the student has the possibility to complete his/her requirements of the degree within the time limits specified by the University.
  - iii) There are no outstanding dues or demands, with the Department/College/Hostel/Library, etc.,
  - iv) The tuition fees for all the subsequent semesters may be collected in advance before giving approval for such Temporary Withdrawal, until such time his/her name appears in the student's roll list. However, the fees/charges once paid shall not be refunded.
  - v) Scholarship holders are bound by the appropriate rules applicable to them.
  - vi) The decision of the Principal of the College regarding withdrawal of a student is final and binding.
- b) Normally, a student would be permitted to avail temporary withdrawal facility as a special case only once during his/her tenure as a student and this withdrawal period shall also be counted for computing the duration of study as specified by the Institute.
- c) If a student has withdrawn from the programme for reasons of employment, when rejoining the programme, he/she should obtain the necessary permission from his/her employer for rejoining. This permission letter has to be submitted at the time of rejoining.
- d) During the period of Temporary withdrawal, the student cannot register for the courses having a shortage of attendance and the courses whose CIE requirements are not

fulfilled; however the students can register for backlog courses for which he/she has minimum requirements of attendance/ CIE.

## 8.2. Permanent Withdrawal:

Any student who withdraws admission before the closing date of admission for the academic session is eligible for the refund of the deposits only. Fees once paid will not be refunded.

Once the admission for the year is closed, the following conditions govern withdrawal:

- a) A student who wants to leave the College for good, will be permitted to do so (and take Transfer Certificate from the College, if needed), only after remitting the tuition fees as applicable for all the remaining semesters and clearing all other dues, if any.
- b) Those students who have received any scholarship, stipend or other forms of assistance from the College shall repay all such amounts.
- c) The decision of the Principal of the College regarding withdrawal of a student is final and binding.

## 9.0. CHANGE OF BRANCH:

- 9.1. Normally a student admitted to a particular branch of the undergraduate programme will continue studying in that branch till completion.
- 9.2. However, in special cases, the college may permit a student admitted to change from one branch of study to another after the first two semesters. Such changes will be permitted, in accordance with the provisions laid down by the concerned competent authority.
- 9.3. Normally, only those students who have completed all the common credits registered in the first two semesters of their studies in their first attempt will be eligible for consideration of change of branch after the second semester.
- 9.4. Application for change of branch shall be submitted by the intending eligible students in the prescribed form.
- 9.5. A common CGPA list shall be prepared at the end of the second semester to consider students for branch change.
- 9.6. Change of branch shall be strictly in the order of merit of the applicants. For this purpose, the CGPA obtained at the end of the second semester shall be considered. In case of a tie, the marks obtained in the qualifying examination of the applicants will be considered.
- 9.7. The applicants may be allowed a change in branch, strictly in order of inter merit as stipulated by the competent authority from time to time. The number of vacant seats available in a particular branch is determined by the maximum sanctioned intake relative to the actual number of students present in the beginning of the third semester before implementation of the branch change process.

9.8. The branch change process shall be completed within the first week of commencement of the third semester term.

9.9. In this regard, the decision of the competent authority is final and binding.

#### 10.0. TRANSFER OF STUDENTS:

10.1. Transfer of students from one College to another College within Karnataka State is permitted only at the beginning of odd semester, subject to availability of seats within the permitted intake.

10.2. The candidate seeking admission shall apply for establishment of equivalence with prescribed fees as notified by the Institute.

10.3. The students transferred from other colleges shall take up additional courses, if required, as specified by the respective Departmental Council to meet the academic requirements of the Institute.

10.4. In all transferred cases, the equivalent SGPA and CGPA will be computed on the basis of the norms followed in the Institute. The decision taken in this regard by the Principal is final which shall be ratified in the Academic Council (AC).

Note: 10.1 may vary from time to time in accordance with the guidelines issued by the competent authority.

#### 11.0. EVALUATION SYSTEM:

11.1. Each course has its Lecture – Tutorial – Practical (L-T-P) schedule. The credit for each course is based on following:

Lecture: one hour/week is given one credit.

Tutorial/Practical/ Project work/ Drawing: Two hours/ week is given one credit.

11.2. The evaluation of academic performance of a student is done as per Letter grading system. A Letter grading system is adopted which denotes the level of academic performance of a student. The grade awarded to a student in a theory course shall be based on his/her performance in Test, Assignment, Quiz, Tutorial, Group activity etc. in addition to Semester End Examination (SEE). The weightage of these components shall be as follows:

Continuous Internal Evaluation (CIE)	Test, Assignment, Quiz, Tutorial, Group activity etc. (as per Clause 11.5)	50%
Semester End Examination (SEE)	Written or online or practical	50%



**11.3. Grades and Grade Points:**

Grade points scale for Absolute Grading								
Level	Out Standing	Excellent	Very Good	Good	Above Average	Average	Pass	Fail
Grade	O	A+	A	B+	B	C	P	F
Grade points	10	09	08	07	06	05	4	00
Score (Marks) Range %	90-100	80 - 89	70 - 79	60 - 69	55-59	50-54	40-49	0-39

Absolute grading system shall be adopted as follows:

- a) A minimum of 40% of marks has to be secured in CIE for appearing for a theory examination.
- b) A minimum of 40% of marks has to be scored in SEE for passing a theory course.
- c) A minimum of 40% of marks shall be obtained in (CIE+SEE) for passing a theory course or even an integrated course.
- d) In case of a practical course, based on a suitable continuous evaluation scheme, the student's performance shall be evaluated in every practical class. The Continuous Internal Evaluation (CIE) shall have a weightage 50%. The student must score a minimum of 50% of marks in this CIE for taking up the Semester End Test (SET). SET will have 50% weightage. A minimum of 50% of marks must be secured for passing SET. A minimum of 50% marks shall be obtained in CIE+SET for passing a Practical course.
- e) In case of Drawing class, based on a suitable continuous evaluation scheme, the student's performance shall be evaluated in every Drawing class. The Continuous Internal Evaluation (CIE) shall have a weightage of 50%. The student must score a minimum of 40% of marks in this CIE for taking up the Semester End Examination (SEE). SEE will have 50% weightage. A minimum of 40% of marks must be secured for passing SEE.
- f) For Seminar, only CIE component is there, and evaluation shall be based on presentation by appropriate Rubrics. For Project work, CIE is based on two presentations which will have a weightage of 50% and SEE will be conducted with a weightage of 50%. The grades shall be awarded based on evaluation of CIE and SEE.

## g) For Internship-

Sl. No.	Type of Internship	Duration	Evaluation Pattern
1.	Inter/Intra Institutional Internship (2 Credit – To be reflected in IV semester grade card)	<b>02-03 Weeks</b> <b>Regular students:</b> To be held during the intervening semester period of II & III semester. <b>Lateral Entry students:</b> To be held during the intervening semester period of III & IV semester.	Only CIE component for 50 marks with appropriate Rubrics (One evaluation with report submission) CIE evaluation to be conducted by the Departmental Committee constituted by HoD.
2.	Innovation /Societal /Entrepreneurship based Internship (3 Credits – To be reflected in VI semester grade card)	<b>04 Weeks</b> To be held during the intervening semester period of IV & V semester.	Only CIE component for 100 marks with appropriate Rubrics (Two evaluation with report submission) CIE evaluation to be conducted by the Departmental Committee constituted by HoD.
3.	Industry / Research Internship (12 Credits – To be reflected in VII or VIII semester grade card)	<b>14-16 Weeks</b> To be held during VII or VIII semester	CIE (Two evaluations with 50 marks each) & SEE for 100 marks. CIE evaluation to be carried out with appropriate Rubrics by the Departmental Committee constituted by HoD. SEE evaluation to be carried out with an External Examiner.

h) A candidate who does not secure minimum marks in CIE shall be awarded 'W' grade. The candidate shall repeat those courses wherein he/she has secured 'W' grade when the course is offered again in any subsequent semester.

**The minimum passing marks for Practical/ Project work/ Minor Project/ Seminar/ Internship is 50% (C Grade).**

11.4. The Course Instructor shall make an announcement within one week of the beginning of the semester about Blown up syllabus, details of the evaluation scheme which includes distribution amongst various components. This announcement shall be made in both theory and practical courses. A copy of this announcement should reach the office of Controller of Examinations (CoE) within ten days of the beginning of the semester.

### 11.5. Description of Grades:

**O grade:** This grade stands for Outstanding performance

**A+ grade:** This grade stands for Excellent performance

**A grade:** This grade stands for Very Good performance

**B+ grade:** This grade stands for Good performance

**B grade:** This grade stands for Above Average performance

**C grade:** This grade stands for Average performance

**P grade:** This grade stands for Pass performance

**F grade:** This grade denotes failure and hence very poor performance. A student who obtains 'F' grade in a course (in the SEE), shall register for examination of particular subject(s) in the Supplementary Examination when it is offered during the even-odd semester vacation. However, if a student gets 'F' grade in an elective theory course, he / she can register for the same elective or an alternative elective, as recommended by the Faculty Advisor and approved by the Departmental Council to satisfy the credit requirement in subsequent semesters.

**I grade:** This grade is a transitional grade which denotes incomplete grade. A student having satisfactory attendance and meeting the passing standard of CIE but remained absent from SEE due to illness/ accident/ calamity in the family at the time of Semester End Examination for a course will be awarded this grade. The DC can consider the request of any such student for a makeup examination and depending on the merit of the case and in consultation with the course instructor, permit him/her to appear for makeup examination. The 'I' grade would be converted into one or the other of the letter grades (O/A+/A/B+/B/C/P/F) after the student completes the course requirements. If the student fails to get the minimum passing grade in Makeup Examination, he/she shall take up the examination for the course in the SEE of subsequent semester when the course is offered (with the same CIE obtained earlier).

**W grade:** This grade is awarded to a student under the following two circumstances –

- A student having satisfactory/minimum attendance, but not obtained the minimum requirement in CIE.
- A student candidate having minimum requirement in CIE, but shortage of satisfactory/minimum attendance.

**Note:** The student is allowed to withdraw the registration from a course before the prescribed date in a semester under the advice of the Faculty Advisor. Withdrawal from a course shall be allowed only under exceptional circumstances and has to be recommended by the DC. No withdrawal is permitted after the grades are announced. Such withdrawals shall be termed as 'NR' (Not-Registered) during the particular semester and the student shall register in the next subsequent semester in which the course is offered.

### Calculation of SGPA and CGPA:

$$SGPA = \frac{\sum [(course\ credits) \times (Grade\ points)] \text{ for all courses, including F and Transitional grade (in that semester)}}{\sum [(course\ credits)] \text{ for all courses, including F and Transitional grade (in that semester)}}$$

$$CGPA = \frac{\sum [(course\ credits) \times (Grade\ points)] \text{ for all courses, excluding F and Transitional grade (until that semester)}}{\sum [(course\ credits)] \text{ for all courses, excluding F and Transitional grade (until that semester)}}$$

### 11.6. Process of Evaluation, Announcement and Review of Grades:

- The evaluation procedure to be adopted by a course instructor shall be announced at the beginning of the semester, so that this procedure will be made known to all the registered students. A copy of this procedure shall be submitted within one week of the commencement of the semester to the Chairman of the DC and upon subsequent approval by the DC, it should reach the office of Controller of Examinations (CoE).

- b) After the Semester End Examination, the papers will be evaluated and provisional results are announced. Then, as per the announcement made by Controller of Examinations (CoE), process of “paper seeing” will be arranged for those students who have paid the prescribed fee. During paper seeing, those students who wish to see their evaluated papers can meet the concerned Course Instructor and get clarification from him/her about the marks. The results are finalised after the event of paper seeing.
- c) In case, a student has a grievance even after obtaining clarification from the Course Instructor during paper seeing, he / she can make a written appeal to the respective Chairman of the Departmental Council and request for a review of the marks. The DC shall look into the details and make a recommendation. The recommendation of the DC shall then be sent to the office of CoE for further processing as per “Examination Manual” of the college. The processing fee for such an appeal will be decided by the Academic Council. If the appeal of the student is upheld, the fee shall be refunded.

#### 11.7. Supplementary Examination [Student who are awarded with F grades]:

The “Supplementary Examination” may be offered during even-odd Semester Vacation, to provide an opportunity for the failed Students to clear the Course. The details are as follows:

- a) A student who has failed in SEE (Theory/Practical) may register for the “Supplementary Examination”.
- b) The student should have obtained the minimum stipulated marks in CIE in the course(s) for which he/she wishes to register in the “Supplementary Examination”
- c) The student should have obtained minimum required attendance for the corresponding course earlier.
- d) A student can utilize the “Supplementary Examination” to pass a course. A Student failing in the “Supplementary Examination” shall appear for the SEE of the next subsequent semester in which the corresponding course is offered with the same CIE obtained earlier.
- e) If the student does not clear the course in four attempts, the point no.6 of clause 11.9 is applicable.
- f) The student shall pay the specified amount of Registration/ Examination fees to appear for the “Supplementary Examination”.
- g) The student shall register **not more than 16 credits** in the “Supplementary Examination” or register for as many course(s) awarded with ‘F’ grade, whichever is lesser.

**11.8. Makeup Examination [Student who are awarded with I grades]:**

The makeup Examination facility would be available to students who may have missed to attend the SEE of one or more courses in a semester for valid reasons and given the 'I' grade; This facility can be availed by UG students only twice during their programme. The makeup examination would be held as per dates notified by the CoE. Makeup examination could be held at any time in the semester with the approval of the Principal. In all these cases, the standard of SEE would be the same as the regular SEE.

All the 'I' grades awarded to the students would be converted within two days of the respective makeup examinations to appropriate letter grades. Any outstanding 'I' grades, after two days of the last scheduled makeup examination shall be automatically converted to 'F' grade.

A student who is awarded with I grade shall appear in Makeup term examination / Makeup examination as decided by the Institute based on the logistics.

**11.9. Vertical Mobility Requirements (UG):**

All the below clauses are subject to a maximum duration of eight (for Regular Students) / six years (for Lateral Entry Students) as applicable.

- 1) In case of students admitted to the first year:
  - (a) Students have to fulfill the attendance and CIE requirement to appear for SEE of course/s of 1<sup>st</sup> year
  - (b) Students having **not more than four backlog courses** (Backlog courses includes courses with W & F grades and Not Registered / Dropped courses) in the 1<sup>st</sup> and 2<sup>nd</sup> semesters of the first year of the program shall be eligible to move to the 3<sup>rd</sup> semester (2<sup>nd</sup> year) of the program.
  - (c) The students who fail to satisfy CIE and attendance requirement in any course/ awarded with F grade during SEE have to repeat the courses whenever offered next and become eligible for the 2<sup>nd</sup> year.
- 2) Obtaining CIE: From the second year (3<sup>rd</sup> semester) onwards, the student who obtains the required attendance for the course, but not the required CIE marks is allowed to move forward to the next semester. However, the student has to mandatorily obtain the required CIE in the subsequent semester.
- 3) Carryover of backlog courses: From 3<sup>rd</sup> semester onwards the student/s who obtains required attendance, CIE, and appears for Semester End Examination SEE but fails (F Grade) to pass a course/s is allowed to move forward to the next semester (odd /even) irrespective of a number of F grades. However, for the award of degree, the student has to pass in all the courses as per applicable scheme and regulations and earn the prescribed credits. This is subject to the permitted maximum duration. **It may also be noted that the student will be given admission to the IV year (7<sup>th</sup> semester/ 8<sup>th</sup> semester) provided he/she passes all courses of 1<sup>st</sup> and 2<sup>nd</sup> semesters.**
- 4) From the second year onwards, there shall be no restriction from promotion from an even to next odd semester (or odd to next even semester) even if the student has not satisfied the attendance requirement in one or more courses (including bridge courses for lateral entry students). They are not eligible to appear for the Semester End Examination (SEE) of that course(s). The student shall be required to repeat that course whenever offered next.

- 5) Permitted Maximum credits for registration: The student shall be permitted to register for courses **not exceeding 28 credits**. These 28 credits include the courses of the regular semester and backlogs. The registration of these additional credits includes the courses having a shortage of attendance and the courses whose CIE requirements are not fulfilled. A student has to pay the prescribed fee as notified by the Institute from time to time.
- 6) Successive Failures:
  - a) If a student fails to pass a course even after four attempts, that course is deemed to be exempted for him/her. Then, the student may choose a course of his / her choice with the same number of credits from the pool of courses suggested by the concerned Board of Studies. The course so selected should not have been studied by the student or to be studied in higher semester/s. The faculty advisor shall guide/advise the student in this regard. The college has to make arrangements for the registration and conduction of CIE for the selected course.
  - b) This provision is given only for two courses (one at a time) during the entire maximum duration of a course.
- 7) This provision is optional; the student/s can continue appearing for SEE with the same course without opting for a change of course as mentioned in clause 11.9. – 6a.

#### **11.10. Attendance requirements:**

- a) Every prescribed course shall be considered as a unit for the calculation of attendance. All students are required to attend all the lectures, tutorials, practicals, and other prescribed curricular and co-curricular activities, and thus the attendance is 100%.
- b) To account for approved leave of absence (e.g. Representing the college in Sports/ Extra curricular / Placement / NCC or NSS activities), the attendance requirement shall be a minimum of 85% of the classes held. Further condonation by the Principal for a maximum of 10% attendance will be allowed to account for any exigencies like illness / medical emergency / death of a relative, with a specific recommendation by the HoD.
- c) If a student has less than 75% attendance in any course, he/she shall be awarded 'W' grade in that course irrespective of his/her academic performance.
- d) In a practical course, if student misses four consecutive weeks of class without any prior permission, he / She shall be awarded 'W' grade in that course irrespective of his/ her academic performance.
- e) In an integrated course, the student must obtain the minimum attendance requirement in both theory and practical classes as per clause 11.11 (b) and 11.11 (d)
- f) The basis for the calculation of attendance shall be the period prescribed by the Institute by its academic calendar of events and as notified by the Dean (Academic Affairs).

**11.11. Summer Term:**

The ‘**Summer Term**’ may be offered (based on SEE performance) during the **Even – Odd** semester vacation to provide an opportunity only for the students of **final year U.G. programme** to complete the programme requirements satisfactorily. The details are as follows:

- a) A student who is currently in the final year of U.G. Programme can register for summer term for a maximum of **two courses** (wherein grades obtained for such course(s) as ‘W’ grade / ‘F’ grade / Not-Registered (NR) courses / Dropped courses). By registering for these courses and satisfactorily clearing them, he/she should be completing all the requirements for award of the degree as per clause 15.1.
  - i) The normal duration of ‘Summer Term’ is **up to 8 weeks** (or equivalent No. of classes may be held in short period than 8 weeks) which shall include classes, provision to conduct CIE and SEE. The rigor and standards of CIE and SEE shall be the same as that of a regular semester.
  - ii) The classes will be conducted as per the scheduled time table. The departments must schedule the classes such that the entire syllabus is completed within the stipulated time. The attendance requirements are as per Clause 11.11.
  - iii) The student shall register for ‘Summer Term’ by paying a fee prescribed by institute.
  - iv) If a student is not able to satisfactorily complete the courses registered in Summer Term or not taken the Summer Term, he/she shall register for these courses during regular semester when they are offered again.

**11.12. Rejection of Result:**

A student may, at his/her desire, can reject the total performance of a semester (including CIE marks) or reject only the result of his/her performance in Semester End Examinations (SEE) of a semester. The rejection is permitted only once during the entire Program of study.

Students who desire to reject the SEE results of a semester shall reject the total performance (irrespective of the earned Course grades) in all the Courses of the semester either rejecting or retaining the CIE marks. However, rejection of the performance of the VIII semester project shall not be permitted.

Students who desire to reject the total SEE performance of an odd or even semester including CIE marks, have to repeat that odd or even semester of the prevailing scheme by taking readmission during the subsequent academic year/s. They shall also be governed by readmission and Maximum duration clauses.

- If the rejection of SEE results excluding CIE marks is of the odd semester, students shall be allowed to take admission to the immediate next even semester.
- If the rejection of SEE results excluding CIE marks is of even semester, then students shall be allowed to take admission to the next odd semester (applicable only from 3rd semester onwards)

- Readmission to odd/even semester shall not be considered as fresh admission and therefore students shall continue to have the same University Seat Number, which was allotted earlier. The maximum duration of the Program shall be counted with reference to the University Seat Number (USN).

## 12.0 TERMINATION FROM THE PROGRAMME:

12.1. A student who is not performing well in terms of obtaining requisite grades and/ or is abstaining from the classes regularly, shall be warned of the consequences and the same shall also be communicated to his/her parents.

12.2. A student may be required to withdraw from the programme and leave the College on any of the following grounds:

- a) Obtaining F Grade and hence not passing a course, in spite of five successive attempts [provided the student has not opted for 11.9. 6 (a)];
- b) A student failing to secure CGPA  $\geq 5.0$  on three consecutive semesters;
- c) Absence from classes for more than six weeks at a time in a semester without leave of absence being granted by competent authorities;
- d) Failure to meet the standards of discipline as prescribed by the College from time to time.

## 12.3. Conduct and Discipline:

Students shall conduct themselves within and outside the premises of the College, in a manner befitting the students of an Institution of National Importance. As per the order of Honorable Supreme Court of India, ragging in any form is considered as a criminal offence and is banned. Any form of ragging will be severely dealt with.

The following acts of omission and/or commission shall constitute gross Violation of the code of conduct and are liable to invoke disciplinary measures:

- a) Ragging
- b) Lack of courtesy and decorum, indecent behavior anywhere with in or out side the campus.
- c) Willful damage or stealthy removal of any property/belongings of the College/ Hostel or of fellow students/citizens.
- d) Possession, consumption or distribution of alcoholic drinks or any kind of hallucinogenic drugs.
- e) Mutilation or unauthorized possession of Library books.
- f) Noisy and unseemly behavior, disturbing studies of fellow Students.
- g) Hacking in computer systems (such as entering into other Person's area without prior permission, manipulation and/or damage of computer hardware and software or any other Cyber crime etc.).
- h) Plagiarism of any nature.
- i) Any other act of gross indiscipline



Commensurate with the gravity of offense, the punishment may be: reprimand, expulsion from the hostel, debarment from an examination, disallowing the use of certain facilities of the College, rustication for a specified period or even outright expulsion from the College, or even handing over the case to appropriate law enforcement authorities or the judiciary, as required by the circumstances. For an offence committed in (i) the hostel (ii) the department or in a class Room and (iii) elsewhere with in the college campus, the Chief Warden, the Head of the Department and the Student Welfare Officer shall meet as a Committee and recommend for reprimanding or imposition of fine. Such recommendations shall be reported to the Principal for further action. Cases of adoption of unfair means and/or any malpractice in an examination shall be reported to the Principal for taking appropriate action.

### 13.0. STUDENTS' FEEDBACK:

- a) It is recommended by the university that Autonomous Colleges obtain feedback from students on their course work and various academic activities conducted under the credit system. For this purpose, suitable feedback forms shall be devised by the College and the feedback obtained from the students regularly in confidence, by administering the feedback form in print or on-line.
- b) The feedback received from the students shall be discussed at various levels of decision making at the College and the suggested changes/ improvements, if any, could be given due consideration for being implemented at the College level.

### 14.0. ACADEMIC COMMITTEES:

#### 14.1. Departmental Council (DC):

##### Constitution:

There shall be one DC for every department that is involved in teaching for the all the programmes. The constitution shall be:

1. Chairman : Head of the Department
2. 2-4 Members : One each from Professor, Associate Professor and Assistant professor cadre based on seniority and by rotation for 1 year
3. Member Secretary : HoD's nominee

The Chairman may co-opt and/or invite more members.

##### Functions:

- a) To monitor the conduct of all undergraduate courses of the department.
- b) To ensure academic standard and excellence of the courses offered by the department.
- c) To oversee the evaluation of the students in a class, for each of the courses.
- d) To develop the curriculum for undergraduate courses offered by the department and recommend the same to the BOS.

- e) Moderation (only if and when found necessary) in consultation with the course instructor and approval of the finalized grades, before submission of the same to the office of the Principal.
- f) To consolidate the registration of the students and communicate the same to the course Instructors and Principal.
- g) To conduct performance appraisal of course instructors.
- h) To provide feed back of the performance appraisal to the course Instructor and concerned authorities.
- i) To consider any matter related to the undergraduate programme of the Department.
- j) In cases where a course is taught by more than one faculty member, or by different faculty members for different sections of students, DC shall coordinate (only in case of need) among all such faculty members regarding teaching and evaluation of such courses.
- k) To conduct at least two meetings each semester and send the resolutions of the meeting to Principal, and to maintain a record of the same in the department.
- l) To attend to the appeals as follows:**
  - i) To receive grievance/complaints in writing from the students regarding anomaly in award of grades
  - ii) To interact with the concerned course instructor and the student separately before taking the decision.
  - iii) The recommendations of the DC shall be communicated to the CoE for further appropriate action as required.
  - iv) To recommend suitable action against the concerned course instructor, if necessary.
- m) Any appropriate responsibility or function assigned by the Academic Council or the Chairman of the Academic Council or the BOS or the Chairman of the BOS.

#### **14.2 Examination Malpractice Enquiry Committee:**

##### **Constitution:**

1. Dean (Academic Affairs): Chairman
2. Controller of Examinations: Member
3. Head of the Concerned Dept.: Member
4. Concerned DCI of that Session: Member
5. Member Sec., Academic Council: Member Convener

##### **Functions:**

- a) This committee shall meet and recommend penal action depending on the severity of the malpractice in examination related cases as per the provisions of “Examination Manual” of the college.
- b) The Principal shall take immediate action as per the approved Rules and the same shall be reported to the Academic Council / Governing Body.

**14.3 Faculty Advisor:**

The Faculty Advisor, appointed by the HOD, shall be assigned a specific number of students of the department that is offering the degree Programme and such students shall continue to be attached to the same faculty throughout their duration of study.

**Functions (Highlights):**

- a) To help the students in planning their courses and activities during study.
- b) To guide, advise and counsel the students on academic programme.

**14.4 Course Instructor:****Functions (Highlights):**

- a) He /She shall announce the blown-up syllabus, Abridged Lesson plan and details of evaluation pattern which includes distribution amongst various components of CIE within one week of beginning of semester.
- b) He/she will arrange to distribute teaching plan and the evaluation plan together with the course objectives to all the students within the first week of each semester and submit a copy to DC.
- c) He/she shall follow all the Regulations related to teaching of a course and evaluation of students.
- d) He/she shall be responsible for all the records (answer books, attendance etc.,) of the students registered for the course.
- e) He/she shall conduct classes as prescribed in the Academic calendar and as per the teaching assignment time table issued by the HoD.
- f) He/she will prepare an evaluation plan showing details of evaluation of the student's performance in the course.
- g) He/she will properly document the students' performance.

**15.0. GRADUATION CEREMONY:****15.1. Graduation Requirements:**

- a) A student shall be declared to be eligible for the award of the degree if he/she has
  - i) Fulfilled Degree Requirements in terms of earned credits.
  - ii) Completed satisfactorily mandatory learning and Humanity & Social Science Courses, bridge courses wherever applicable.

- iii) No Dues to the College, Department, Hostel, Library Central Computer Centre and any other college facilities.
- iv) No disciplinary action pending against him/her.
- b) The award of the degree must be recommended by the Academic Council and Governing Council.

## 15.2 Graduation Ceremony:

- a) College may have its own annual Graduation Ceremony for the award of Provisional Degree to students completing the prescribed requirements of Academic programmes in each case, in consultation with the University and by following the provisions in the Statute. For the award of Prizes and Medals, the conditions stipulated by the Donor may be considered as per the statutes framed by the College for such awards.
- b) College may also institute Prizes and Awards to meritorious students, for being given away annually at the Graduation Ceremony. This would greatly encourage the students to strive for excellence in their academic work.
- c) **B.E. (Honors)/ (Minor) degree:**
  - (a) A student shall be declared to have completed the B.E. degree programme and shall be eligible to get undergraduate B.E., degree with Honors/ Minor, provided.
    - (a.1) The student has undergone the stipulated Course work of all the semesters under the same Scheme of Teaching and Examinations and has earned the prescribed number of credits, i.e. 160 credits for I semester admitted students and 120 for III semester admitted students.
    - (a.2) Has earned additional 18 or more credits through Visvesvaraya Technological University - approved online Swayam/ NPTEL courses which are appropriate to the said degree.
    - (a.3) Satisfied the Regulations governing the award of the said degree issued by AICTE/ Visvesvaraya Technological University.

**Disclaimer: The Academic Regulation may be modified in future based on guidelines/ directions issued by MHRD/UGC/AICTE/ VTU/ Institute Academic Council.**