KARE Academic (B.Tech.,) Regulations, 2021

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- Approved by Academic Council during 33rd meeting(item 33.4)
- Draft approved by Staff Council on 06 August 2021

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1 Short Title and Commencement

a) These regulations shall be called the KARE Academic (B. Tech) Regulation, 2021.

b) These shall apply to all Engineering Degree Undergraduate level programmes (B. Tech), except B.Tech Agricultural Engineering, offered by Kalasalingam Academy of Research and Education (Deemed to be University u/s 3 of UGC act, 1956)

c) These shall come into effect from the academic year 2021-22.

d) These are subject to amendments as may be made by the Academic Council of the institute from time to time. Any or all such amendments shall be effective from such date and to such batches of students including those already undergoing the programme, as may be decided by the Academic Council.

2 Definitions

a) "Commission" means University Grants Commission (UGC).

b) "Council" means All India Council for Technical Education (AICTE).

c) "Institute" means Kalasalingam Academy of Research and Education.

d) "Programme" means cohesive arrangement of courses, co-curricular and extra-curricular activities to accomplish predetermined objectives leading to the award of a degree.

e) "Course" means a unit of teaching, which encompasses various topics, that typically lasts one semester, is led by one or more faculty and has a fixed set of registered students.

f) "Degree" means an academic degree conferred by the University upon those who complete the undergraduate programme successfully.

g) "Regular Students" means students enrolled into the four year programme in the first year.

h) "Lateral Entry Students" means students enrolled into the four year programme in the second year.

i) "Academic Year" means constituting of two consecutive (one odd + one even) semesters.

j) "Choice Based Credit System" means providing choice for students to select courses from the prescribed course categories, in the preferred semester complying prerequisites and based on their learning aptitudes.

k) "Staff Council" means a council comprising Directors, Deans, Heads of the Departments, Controller of Examinations and Registrar and chaired by Vice-Chancellor.

l) "Faculty Advisor" means a member of the faculty who gives advice to students

m) "Course Coordinator " means a member of faculty who is responsible for maintaining the quality and consistency of instruction and assessment for a given course or module (group of courses).

n) "Class Committee" means a committee of particular class or section consisting of course handling faculty of that class and select students of the students.

o) "Program Coordinator" means a member of faculty who is responsible for program curricular changes, and annual program assessment activities.

3   Admission

3.1   Eligibility for Admission

3.1.1   Regular

The eligibility criteria for admission into UG programmes are as per the norms of Commission, Council and Board of Management from time to time. At the time of admission,

a candidate should have passed the final examination of any one of the following qualifying courses:

a) H.Sc (Physics, Mathematics, Chemistry, Computer Science, Electronics, Information Technology, Biology, Informatics Practices, Biotechnology, Technical Vocational Subjects, Agriculture, Engineering Graphics, Business Studies, Entrepreneurship (any of the three) / H.Sc (Vocational) or equivalent course (10+2) system, conducted by any recognized Central / State Board, such as Central Board of Secondary Education, New Delhi, Council for Indian School Certificate Examination, New Delhi, the National Institute of Open Schooling (NIOS), etc.

b) Intermediate or two-year Pre-University course conducted by a recognized Board / University.

c) Two-year course of the Joint Services Wing of the National Defence Academy.

d) General Certificate Education (GCE) Examination (London / Cambridge / Sri Lanka) at the Advanced (A) level.

e) High School Certificate Examination of the Cambridge University, U.K.

f) Any Public School/ Board/ University Certificate examinations in India or in a foreign country recog-

nized by the Association of Indian Universities (AIU) as equivalent to the 10+2 system.

g) Any other examination (conducted in India / abroad), equivalent to any of the above mentioned examinations.

In case the relevant qualifying examination is not a public examination, the candidate must have passed at least one public (Board or Pre-University) examination at an earlier level. If any Board awards only letter grades without mentioning the equivalent percentage of marks on the grade sheet, the candidate should obtain a certificate from the Board specifying the equivalent percentage of marks, and submit it at the time of counselling. In case such a certificate is not provided by the candidate, the decision of the Admission Committee regarding his / her eligibility shall be held final.

3.1.2 Lateral

For admission to the second year of the B.Tech. programme of a particular branch of study, under lateral entry scheme, a candidate should have passed the final examination of the three or four year diploma course recognized by AICTE or a State Board of Technical Education or a three year degree program recognised by UGC, to the program of study of the B.Tech. Degree, he / she is applying for.

3.2 Entrance Examination, Seat Allocation and Admission

a) **Entrance Examination:** Admissions to programmes is based on the the Kalasalingam University Engineering Entrance Examination (KEEE) to be conducted every year. The mode of examinations and eligibility criteria are decided by the Board of Management (BoM).

b) **Seat Allocation:** The Admission Committee will offer the admission, in the order of merit, to the successful candidates, taking into account the choice of the programme indicated by the candidate and the availability of seats in each Programme. The decision of the Admission Committee is final in allotting the seat.

c) **Admission:** The selected candidate will be admitted into the programme after he/she fulfils all the admission requirements as indicated in the offer of admission, and after the payment of all the prescribed fees within the due date announced.

3.3 Revocation of Admission

The institute may revoke the admission at any time during the program, if, it is found that a candidate has not fulfilled all the requirements stipulated in the offer of admission and report the same to Board of Management (BoM).

4 Academic System

4.1 Academic Calendar

The academic year is divided into two consecutive semesters. The odd semester may be scheduled from June/July to December and even semester from December/January to June.

The Academic Calendar approved by Academic Council shall strive to provide for a total of about 90 working days in each semester typically in 15-20 weeks. The academic calendar shall provide the schedule of academic activities such as dates for registration, Continuous Assessment and Semester End Examinations.

4.2 Medium of Instruction

The medium of instruction and examination is English.

4.3 Duration of the program

4.3.1 Minimum Duration of the Programme

The minimum duration of the program as stipulated by commission and council is:

a) The minimum duration of the programme for regular students shall be four years consisting of eight semesters.

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b) The minimum duration of the programme for lateral entry students shall be three years consisting of six semesters.

4.3.2 Maximum Duration of the Programme

The maximum duration of the program as stipulated by the commission and council is:

a) Maximum duration = N+2 years, where N stands for the minimum duration (years) prescribed for completion of the programme.

b) Under any exceptional circumstance, a further extension of one more year may be granted subject to approval of Vice-Chancellor for the requisition made by the student.

c) During the extended period the student shall be considered as a private candidate and also not eligible for first class.

4.4   Course Credit

Credit defines the quantum of contents / syllabus prescribed for a course and determines the number of in-seat hours, 50-minute periods, of instruction required per week. Thus, normally in each of the courses, credits will be assigned on the basis of the number of lectures / tutorial / laboratory work and other forms of learning (X-Activity:

Programming tutorial, Virtual tutorial, Group work, Field work, Studio work, MOOC learning, Virtual Lab, etc.,.) required, to complete the course contents in a semester:

- **Lecture (L):** One credit for each one lecture hour per week.

- **Tutorial (T):** One credit for tutorial session of two hours per week.

- **Practical (P):** One credit for practical session of two hours per week.

- **X-Activity (X):** One credit for activity session of three hours per week.

The typical credit allocation scheme is shown in Table 1. The number of credits allotted for the course and the contact hours of the course are displayed in course catalogues / pages.

Table 1: Typical credit allocation scheme for courses

L	T	P	X	C
4	0	0	0	4
3	0	2	0	4
3	2	0	0	4
2	2	2	0	4
3	0	0	3	4
0	0	2	3	2
2	0	2	3	4

The courses can have varying credits ranging from one to six and capstone design course can have ten credits. Typical one credit lecture only course requires 15 hours.

4.5 Type of Courses

The courses are classified into four types namely, 1)Theory Courses (TC), 2)Practical Course(PC), and 3)Integrated Course(IC) based on instruction components used to deliver the course:

a) **Theory Course (TC):** Courses with lecture(L) and/or tutorial(T) and/or X-activity(X) but no Practical (P).

b) **Practical Course (PC):** Courses with Practical (P) and/or X-activity (X) but no Lecture (L).

c) **Integrated Course (IC):** Courses with Lecture (L) and Practical (P) and/or Tutorial(T) and/or X-activity (X).

- **Integrated Course - Theory (IC-T):** Majority credits allotted to the course are contributed by Lecture (L).

- **Integrated Course - Practical (IC-P):** Majority credits allotted to the course are contributed by Practical(P) and/or Tutorial(T) and/or X-activity(X).

The typical course types based on credit allocation scheme is shown in Table 2.

Table 2: Typical course types based on credit allocation

Course Name	L	T	P	X	C	Course type
Calculus and Linear Algebra	3	2	0	0	4	TC
Introduction to Engineering Visualization	0	0	2	3	2	PC
Chemistry	3	0	2	0	4	IC-T
Python Programming	1	0	2	3	3	IC-P

The content in each course shall be organised into five logical units. The assessment and evaluation (7) of the student performance varies based on type of the course.

4.6 Level of Course

The courses shall be classified in different levels based on the complexity of the course or the study level as shown below:

a) **Level 0:** Represents courses which are required to enter the program (bridge courses), courses recommended by commission and council as mandatory learning and complimentary skill courses. Example: Mandatory courses and complimentary skill courses.

b) **Level 1:** Represents introductory courses without prerequisite which the students may choose during first two years of program. Example: Foundation core courses, University electives and Program core courses without any requirement of prerequisite and program electives.

c) **Level 2:** Represents courses of medium complexity which the students may choose during middle of the program. Example: Program core courses, Program electives and introductory Minor courses .

d) **Level 3:** Represents courses of advanced complexity leading to specialization in chosen area. Example: advanced Program core courses, Program electives and advanced Minor courses .

e) **Level 4:** Represents specialized courses requiring rigorous academic activity based on deep collaboration between students or independent study. Example: Honors courses, Experiential core/elective.

4.7   Attendance Requirement

Students shall attend the courses regularly and the attendance of the students is recorded for every course till

the last working day. The student shall secure minimum 75% attendance to attend the continuous assessments (till the week before assessment starts) and for semester end examinations (by last working day).

4.7.1 Condonation of shortage of attendance

Students who secured minimum 65% attendance and availed prior medical leave, may apply for the condonation of shortage of attendance. The student shall apply for condonation of attendance at least two days prior to last working. Head of the department, upon satisfaction with genuine medical grounds, with medical certificate from an authorised physician along with other supporting medical reports, may recommend through proper channel to the Vice-Chancellor for the grant of condonation.

4.8 Grading System

The students will be awarded letter grade and corresponding grade point in each course based on their performance in Continuous Assessment and Semester End Examination. Based on the type of course either relative grading system or absolute grading system is followed.

4.8.1 Relative Grading system

Student is awarded a letter grade and the corresponding grade points based on the individual performance of the

student relative to the performance of the class in the particular course, as shown in Table 3. The relative grading system shall be followed for Theory Courses (TC) and Integrated Course - Theory (IC - T). However, for U grade (Table 3), either the mark required for last 10% of the students or 40 marks which ever is lower shall be considered. The grade approval committee duly constituted by the Vice-Chancellor may recommended the change of grade ranges, in special cases considering the class size, to the result passing committee.

However, for courses with less than 12 students, absolute grading as shown in Table 4 shall be followed.

Table 3: Guidelines for relative grading system for courses with minimum 12 students

| Grade | Points | Range | | No. |
		Lower from	Upper to	
S	10	$\mu + 1.65\sigma$	100	5%
A	9	$\mu + 0.85\sigma$	$\mu + 1.65\sigma$	15%
B	8	$\mu + 0.12\sigma$	$\mu + 0.85\sigma$	25%
C	7	$\mu - 0.65\sigma$	$\mu + 0.12\sigma$	30%
D	6	$\mu - 1.04\sigma$	$\mu - 0.65\sigma$	10%
E	5	$\mu - 1.23\sigma$	$\mu - 1.04\sigma$	5%
U	0	–	$\mu - 1.23\sigma$	10%
W	0	Failure for want of minimum attendance		
I	0	Incomplete		

4.8.2 Absolute Grading system

The students will be awarded letter grade and corresponding grade point based on the marked obtained by him/her on an absolute basis as shown in Table 4. The absolute grading system is followed for Practical Course (PC) and Integrated Course (IC-P) where Practical component contributes to more number of credits.

Table 4: Grade Conversion Table (for absolute grading)

Grade	Points	Mark Range	Result
S	10	≥ 90	Pass
A	9	$\geq 80 < 90$	Pass
B	8	$\geq 70 < 80$	Pass
C	7	$\geq 60 < 70$	Pass
D	6	$\geq 55 < 60$	Pass
E	5	$\geq 50 < 55$	Pass
U	0	< 50	Fail
W	0	——	Failure for want of minimum attendance
I	0	——	Incomplete

4.9 Semester Grade Point Average (SGPA)

Semester grade point avarage (SGPA) is a measure of performance of work done in a semester. It is the ratio of sum of product of credit and grade point earned by a student in various courses in a semester and the sum of

the credits earned in that semester. It shall be expressed up to two decimal places and same shall be mentioned in the semester grade card.

4.10 Cumulative Grade Point Average (CGPA)

Cumulative Grade Point Average (CGPA) is a measure of cumulative performance of a student in the programme. The CGPA is the ratio of sum of product of credit and grade point earned by a student in various courses in all the semesters and total credits earned in all the semesters. It shall be expressed up to two decimal places. CGPA shall be placed in semester grade card with CGPA till that semester.

5 Curriculum Structure

A Curriculum structure is a supportive structure to help schools to plan and develop their own curriculum and an important tool in enusuring the consistency and quality. The curriculum structure consists of various course categories to cover the depth and breadth required for the programme, and for the attainment of programme outcomes of the corresponding programme. The courses offered in the program shall be grouped under the different course categories and shall satisfy the programme criteria recommended by professional bodies or the accreditation

agency of the respective programme. The course content, credit and appropriateness to the course category shall be approved by respective Board of Studies and Academic Council.

5.1 Program Structure

a) **Foundation Core Courses**
Foundation Core Courses ensures the attainment of generic engineering competencies of UG engineering graduates of all programmes to the expected level. The foundation core courses shall have the courses related to basic sciences and mathematics, basic engineering sciences, humanities and design and development of multi-disciplinary solutions using modern tools both individually and in teams.

b) **Program Core Courses**
Programme core consists of set of courses considered necessary for the students to attain program outcomes. The courses and their contents under this category should satisfy the programme criteria prescribed by the appropriate professional society or accreditation agency.

c) **Program Elective Courses**
Programme electives shall cover the depth and breadth to further strengthen the programme specific knowledge and if chosen by a student in a particular subject

area shall lead to specialisation in that area.

d) **University Elective Courses**

University electives are the courses offered across the schools to enhance the breadth and professional competency of the students. The student are expected to take courses in engineering (offered by schools other than program of study), liberal arts, and sciences and mathematics.

e) **Experiential Core Courses**

Experiential core courses shall provide project experiences to enhance technical competence and creativity through reflective problem-solving with multiple potential avenues of inquiry. Apart from Capstone Design course (conceive, design, build, and test prototypes), students shall have two other courses (three credits each) with project experiences from Design-Build and Design-Build-Operate during the program as shown in Table 5.

Table 5: Experiential core course distribution in different semesters

Course	Semester	Credits	Hr/Wk
Design -Build	4	3	9
Design-Build-Operate	6	3	9
Capstone Design	8	10	30

Capstone design course shall be a semester long course and students shall have either secured or acquired eligibility to write semester end examination in minimum of 140 credits. Students shall carry out these courses in team of three to five and team may consists students from other programs.

f) **Experiential Elective Courses**

Experiential elective courses shall provide the scope to transform learning into action to achieve the unique goals of the students. The courses may include competitions to drive solution-oriented and critical thinking, internships with dynamic companies, community-focused project/activity and research oriented project. The BoS may design any other course with similar outcome and fix the credits appropriately. The Board of Studies approved list of competitions with credits (based on the level and competitiveness) shall be maintained and continuously updated in department. A two week internship with industry be awarded one credit. The student can do multiple courses of same nature (e.g. Two different competitions, internship for 6 weeks, two community-focused projects).

g) **Mandatory Courses**

The courses offered in this category are prescribed by the commission or council as a mandatory learning for the undergraduate students. The mandatory courses

prescribed by commission or council are as given in Table 6. The mandatory courses doesn't carry any credit, however student shall successfully pass the end semester examination.

Table 6: Mandatory Courses

Sl. No.	Mandatory Courses
1	Environmental Sciences
2	Indian Constitution
3	Essence of Indian Traditional Knowledge

h) **Complimentary Skill Courses**

The courses offered under this category are to complement the knowledge, skill and attitude acquired through the regular curricular courses through co-curricular and extra-curricular activities. No credits shall be awarded for the courses under this category. The students (regular and lateral entry) shall take group I mandatorily and at-least one course/activity each from group II and III as given in Table 7.

Table 7: Complimentary skill courses - Groups

Sl. No.	Group	Course/Activity
1	I	Soft skills 1 and Soft skills 2 (or) TOEFL/IELTS/BEC, etc.,
2		Aptitude 1 and Aptitude 2 (or) GRE/GMAT/CAT/GATE, etc.,
3	II	NSS
4		Sports
5		Extra-Curricular Activity
6	III	Co-Curricular Activity
7		Value Added Courses
8		International Certification (Technical)

5.2 Course offering by external experts

Departments are encouraged to offer courses in recent trends using external experts (other than Adjunct / Visiting / Guest Faculty) such as industry professionals and academics from other higher learning institutes under the program elective courses and university elective courses categories.

5.2.1 Course offering by experts from Industry

The courses offered by experts from industry shall be in the areas currently relevant to the industry. These course shall enhance the students professional competencies

and give exposure to the current industry practices. The course content, schedule, credits and expert profile shall be approved by the Board of Studies.

5.2.2 Course offering by academics from Higher Learning Institutes

The courses offered by the academics from other higher learning institutes is to deepen the students competencies recent/emerging areas. These courses further may motivate the students towards higher education or pursuing the capstone design courses in those areas. The course content, schedule, credits and expert profile shall be approved by the Board of Studies.

5.2.3 Course offering from MOOC platforms

The students are encouraged to do the courses from MOOC platforms such as NPTEL, Swayam, Coursera and edX to improve their self-learning ability and to enhance their breadth/depth. The students can choose the course from the list of courses approved by the respective Board of Studies or they can also propose to respective Board of Studies to consider the course for including in the list before start of the semester. The courses from the MOOC platforms will be considered under Program Elective Courses and University Elective courses categories. The students can choose up-to 20% of total credits required for the program.

6 Registration

6.1 Course Numbering Scheme

The course numbering scheme shall consist of digits/alphabets as shown in Figure 1.
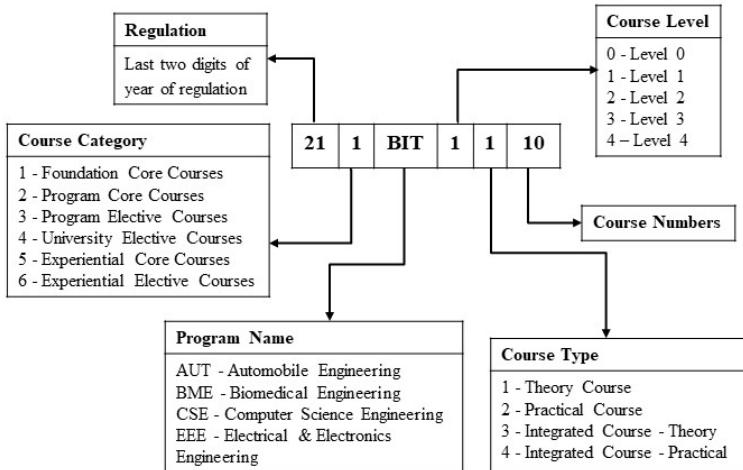
Figure 1: Illustration of course numbering scheme

6.2 Course Registration

The student shall register and/or withdraw the courses at least three working days before the commencement

of the academic semester, in consultation with faculty advisor. Maximum number of students allowed to register for a course shall be indicated against each course. The student shall register in a semester minimum of 18 credits and maximum of 25 credits. However, if the student has acquired requisite number of credits, the minimum required credits may be exempted.

A student is eligible to register course if he/she fulfils the requirement of pre-requisite by acquiring attendance in such course as per section 4.7.

6.3 Course Re-registration

A student may re-register the course in which he/she not acquired eligibility to write the semester end examination as per section 4.7, by paying requisite fee during regular semester. The students are permitted to re-register for maximum 8 credits in a semester together with course registration as per section 6.2. A student who did not acquire eligibility to write the semester end examination as per section 4.7 in an elective course may re-register the same course or may register a different elective course.

6.4 Course Registration after minimum duration

A student may register the courses before their maximum duration of the program as mentioned in Section 4.3.2, to fulfil the minimum credit requirement as mentioned in

section 9.1 by paying the requisite fee together with regular semester students. If the student is eligible to register for the courses offered during summer term as mentioned in section 8.5, he/she may register for the same by paying prescribed fee.

7 Assessment and Evaluation

Student performance is measured through various modes of examinations such as sessional examination, quizzes, home assignments, group assignments, viva-voce and semester-end examination. Student performance shall be measured throughout the semester through Continuous Assessment (CA) and Semester End Examinations (SEE).

7.1 Continuous Assessment

Continuous Assessment (CA) shall be conducted by the course handling faculty/course coordinator all through the semester covering all the course outcomes. Continuous Assessment may vary based on the type of course 4.5. Continuous assessment shall follow the guidelines as given in table 8 ordinarily. However, upon the recommendation of the Board of Studies and approval of academic council, the continuous assessment scheme may vary for specific course. The continuous assessment scheme of each course shall be given in the course plan.

Table 8: Scheme of continuous assessment based on type of course

Sl. No.	Course type	Mode of Examination	Weightage
1	TC	A) Sessional Examinations (two)	35%
		B) Open-ended Assignments (two) /Group Tasks(two)/Project/etc.,	15%
2	IC-T	A) Sessional Examinations (two)	35%
		B) Mid-semester practical	10%
		C) Regular laboratory performance	5%
3	PC	A) Mid-semester Practical	20%
		B) Open-ended Group Tasks (two) /Project/ etc.,	30%
		C) Regular laboratory performance	20%
4	IC-P	A) Mid-semester Practical	20%
		B) Sessional examination	10%
		C) Open-ended Group tasks/project/etc.,	20%
		D) Regular laboratory performance	20%

7.1.1 Continuous assessment for courses under experiential core/elective category

Department shall constitute a two member committee to assess the students performance in the courses/activities under experiential core/elective categories. The continuous assessment shall consist of:

a) Experiential Core: The continuous assessment for experiential core category shall be as follows:

- Two reviews by committee on the basis of rubrics given at the beginning of semester - **50%**.
- Assessment by Guide/course handling faculty - **20%**.

b) Experiential Elective:

The continuous assessment for community focused project/activity and research oriented project the assessment shall be as follows:

- Two reviews by committee on the basis of rubrics given at the beginning of semester - **50%**.
- Assessment by Guide/course handling faculty - **20%**.

For internship in industry and competition there may not be continuous assessment.

7.2 Semester End Examination

Semester end examination (SEE) shall be conducted by the Controller of Examination by following the standard operating procedure as approved by the academic council. The scheme of evaluation for semester end examinations may vary based on type of course 4.5. Semester end examinations shall follow the guidelines given below ordinarily based on type of course:

a) **Theory Courses (TC):** There shall be semester end theory examination for 180 minutes duration and it shall measure the competencies of the students in all levels as mentioned against the respective course outcomes, in cognitive learning domain. The scheme of such question paper shall be as follows for 50%:

- Part - A - shall have 10 questions testing the lower order cognitive skills covering all the five units - 20 Marks.
- Part - B - shall have 5 questions testing the higher order cognitive skills covering all the five units - 80 Marks.

b) **Practical Course(PC):** There shall be semester end practical examination for 180 minutes duration to measure the expected competencies of the students as mentioned against the respective course outcomes. The evaluation of the performance shall be as per the rubrics and rubrics for 30% shall be given in course plan.

c) **Integrated Course - Theory (IC-T):** The semester end examination for the integrated course shall measure both the theoretical and practical components, with varying weightage, of the course covering all the course outcomes. The semester end examination for integrated course - theory (4.5) shall be as

- Semester end theory examination - 35%.

- Semester end practical examination - 15%.

d) **Integrated Course - Practical (IC-P):** The semester end examination for the integrated course shall measure both the theoretical and practical components, with varying weightage, of the course covering all the course outcomes. The semester end examination for integrated course - practical (4.5) shall be as

- Evaluation of the problem/project - 20%.
- Comprehensive viva-voce on course - 10%.

However, the semester end examination scheme may vary for specific course as recommended by the Board of Studies and approved by academic council based on the special needs of the course.

7.2.1 Semester end examination for courses under experiential core/elective category

a) Experiential Core: Department shall constitute a three member committee, out of which one is nominated by Dean of the school, to assess the individual student performance in the courses/activities under experiential core category. The committee shall evaluate the performance as per the rubrics given in course plan for 30%.

b) Experiential Elective: The semester end examination for community focused project/activity and research

oriented project the assessment shall be same as experiential core. However, for internship in industry, there shall be only one comprehensive review by committee based on the internship report and the appraisal of student by guide in industry for 100%.

There shall not be any semester end examination for competitions, the credits and grade will be decided by the complexity level and the stage where the student reached by the BoS.

7.3 Scheme of Instruction and Evaluation for Complimentary skills (Non-credit)

The scheme of instruction and evaluation for the complimentary skill courses 5.1. h) is as mentioned in Table 9 - 16.

Table 9: Group I: Soft Skills I and Soft Skills II

Sl. No.	Conditions/ Attributes	Fulfilling Requirements
1	Pre-requisites / Eligibility conditions	None
2	Duration of the course, total number of hours	02 - 03 hours/week for semester duration per each course

		75% attendance in each course
		or
3	Passing Criteria	Valid score in either TOEFL / IELTS or a pass in the examination conducted by Cambridge University (BEC) or equivalent MOOC course as approved

Table 10: Group I: Aptitude Test I and Aptitude Test II

Sl. No.	Conditions/ Attributes	Fulfilling Requirements
1	Pre-requisites / Eligibility conditions	Completion of 1st year
2	Duration of the course, total number of hours	02 - 03 hours/week for semester duration per each course
3	Passing Criteria	75% attendance in each course or Valid score in any one of the exams like GRE / GMAT / CAT / NAC-Tech or any recognized aptitude test as approved

Table 11: Group II: National Service Scheme (NSS)

Sl. No.	Conditions/ Attributes	Fulfilling Requirements
1	Pre-requisites / Eligibility conditions and Assessment Procedure	As per NSS Norms
2	Passing Criteria	Attendance (75% in 240 hours in the 2-year period) Attended one annual special camp
3	Condition for repeating the course in case of failure.	In case of failure to complete the 120 hours in a year, day camps of 8-hour duration may be organized on weekends and holidays. The regular activities may be planned for 16 hours on consecutive days

Table 12: Group II: Sports

Sl. No.	Conditions/ Attributes	Fulfilling Requirements
1	Pre-requisites / Eligibility conditions	Completion of 1st semester
2	Passing Criteria	Participation certificate in any one of the sports activities conducted at 1. Intramural 2. Inter-university/ collegiate and above

Table 13: Group II: Extra-Curricular Activities

Sl. No.	Conditions/ Attributes	Fulfilling Requirements
1	Pre-requisites / Eligibility conditions	Completion of 1st semester
2	Passing Criteria	Participation certificate in any one of the Extra-Curricular activities conducted at 1. Intramural 2. Inter-university/ collegiate and above

Table 14: Group III: Co-Curricular Activities

Sl. No.	Conditions/ Attributes	Fulfilling Requirements
1	Pre-requisites / Eligibility conditions	Completion of 2nd semester.
2	Detailed course content / syllabus	Co-curricular activities are divided into the following two groups (anyone) 1. Professional society activities 2. Co-curricular activities

3	Passing Criteria	1. Professional society activities: a) Membership certificate from a Professional society for a minimum period 2 years and b) Minimum two one student chapter activity certificate or office bearer in students chapter for a period of 1 year. 2. Co-curricular activities: Participation certificate in any one of the co-curricular activities conducted at a) Intramural b) Inter-university / collegiate and above level

Table 15: Group III: Value Added Courses

Sl. No.	Conditions/ Attributes	Fulfilling Requirements
1	Pre-requisites / Eligibility conditions	Completion of 2nd semester
2	Duration of the course /total number of hours	40 hours (minimum)

3	Passing Criteria	The students should score a minimum of 60% marks with minimum attendance of 80%
4	List of value-added courses offered and its content	The value-added courses and its content will be specified by the course coordinator and approved by HoD

Table 16: Group:III International Certification (Technical)

Sl. No.	Conditions/ Attributes	Fulfilling Requirements
1	Pre-requisites / Eligibility conditions	Completion of 4th semester.
2	Course content / syllabus	As given by the certifying authority
3	Assessment Procedure - Tests, Examination	Examination conducted by the certifying authority
4	Passing Criteria	Appeared in any one of the exams like GATE / TANCET as approved by the respective BoS.

7.4 Scheme of Evaluation for Mandatory courses

The student performance in the mandatory courses shall be evaluated only through semester end examination. The scheme for the semester end examinations shall be same as theory courses.

7.5 Makeup Examination

The students who have missed the continuous assessment and/or semester end examination(s) for genuine reasons, upon the faculty advisors recommendation, competent authority may permit them to appear for the make-up examination(s). The application for make-up examination shall be submitted through proper channel for the final approval as follow:

- Continuous Assessment - Dean of the concerned school

- Semester End Examination - Vice-Chancellor

- If the student applies both continuous and semester end assessment, Vice-Chancellor shall decide the application and only semester end examination performance will be considered with 100% weightage.

7.6 Supplementary Examination

The student who failed a course after semester end examination(s) (as per grading who got U or AB or I) may

appear for the supplementary examination(s) whenever it is scheduled in subsequent semesters. Continuous assessment marks in the course shall remain same.

8 Program Management

8.1 Change of Program

The student may apply for change of program with the recommendation of faculty advisor through proper channel to Vice-Chancellor four weeks before the start of the semester. Applications will be strictly processed based on the order of CGPA and vacancies in the desired program. The equivalency for the already studied courses and the courses required to be studied will be decided by a committee consisting of Dean, HoD and one faculty member nominated by Dean. The decision of the committee shall be placed for ratification/approval before BoS, Academic Council and Board of Management.

8.2 Mobility and Credit Transfer

The students are encouraged to pursue the courses offered by MOOC platforms as per section 5.2.3 and from international institutions of higher learning either virtually or in-person. The equivalent credit for the chosen course will be decided by a committee consisting of Dean, HoD and one faculty member nominated by Dean. The decision

of the committee shall be placed for ratification/approval before BoS and Academic Council. The equivalent grade points for the marks/grades/grade points awarded by different MOOC platforms and international institutions of higher learning will be decided by a committee duly constituted by Vice-Chancellor. The decision of the committee shall be placed for ratification/approval before Academic Council.

8.3   Migration from other Institutions

The academic programme offers Choice Based Credit System and transfer of credits. This enables a student to migrate mid stream from other institutions to this institute. The students from other universities within and outside India (AIU equivalency norms will be followed) can also join programmes of their choice mid stream subject to vacancy in the desired program. The equivalency for the already studied courses and the courses required to be studied will be decided by a committee consisting of Dean, HoD and one faculty member nominated by Dean. The decision of the committee shall be placed for ratification/approval before BoS, Academic Council and Board of Management.

8.4   Break in Study

A student may temporarily withdraw from the programme in the middle of semester for valid reasons (such as accident

or hospitalization due to prolonged ill health), with the recommendation of the faculty advisor and prior approval of Vice- Chancellor. A student will be permitted to discontinue the programme for a maximum period of only two semesters. A student who is permitted to discontinue may rejoin the programme at the appropriate semester only with regular students at the time of normal commencement of that semester. A student who discontinues and rejoins shall be governed by the rules, regulations, programme of study and syllabus in force, at the time of his/her re-joining the programme. The maximum duration of the program shall remain same as given in section 4.3 However, the MOOC courses or experiential electives which he/she might have done during this period will be accounted as and when the student re-joins the program.

8.5 Summer Term

Summer Term is a short duration term (half the duration of the normal semester) run during the summer vacation. The students who have obtained the eligibility to write the semester end examinations but not successful or absent to semester end examination alone are eligible to pursue the courses offered during summer term. A student can en-roll maximum 10 credits during the summer term. The courses to be offered during summer term shall be announced by the end of even semester and only foundation core and program core courses shall be offered. Student may register for the summer term courses by paying prescribed fee. The

continuous assessment and semester end examinations shall be same as regular semester.

8.6 Intensive Term

Intensive Term is a short duratation term (half the duration of the normal semester) run during the summer vacation after sixth semester for outstanding students who have completed 140 credits of course work except capstone design project. A student can enroll maximum of 12 credits during the intensive term. The courses to be offered during intensive term shall be announced by the end of sixth semester. The continuous assessment and semester end examinations shall be same as regular semester.

9 Degree Requirements

9.1 Credit Requirement

9.1.1 Regular

The students shall earn credits in various course categories as indicated in Table 17.

Table 17: Minimum credits required for regular students in various course categories

Sl. No.	Course Category	Minimum Credits Required
1	Foundation Core courses	44
2	Program Core courses	52
3	Program Elective courses	24
4	University Elective courses	16
5	Experiential Core courses	16
6	Experiential Elective courses	8
	Total	160

9.1.2 Lateral

The students shall earn credits in various course categories as indicated in Table 18.

Table 18: Minimum credits required for lateral students in various course categories

Sl. No.	Course Category	Minimum Credits Required
1	Foundation Core courses	12
2	Program Core courses	44
3	Program Elective courses	24
4	University Elective courses	16
5	Experiential Core courses	16
6	Experiential Elective courses	8
	Total	120

9.2 Complimentary skill (Non-Credit) Requirement

The students (regular and lateral entry) shall successfully pass group I and any one course/activity from groups II and III as given in Table 7.

9.3 Eligibility for Award of Degree

The Degree shall be conferred on a candidate who has satisfied the following requirements, after Academic Council recommendation and approval by Board of Management.

9.3.1 Regular

a) A regular student shall secure minimum of 160 credits and fulfil the minimum credit requirement in each category as per section 9.1.1.

AND

b) A regular student shall successfully complete the complementary skill course requirement as per section 9.2.

AND

c) A regular student shall successfully complete the mandatory course requirement as per section 5.g).

AND

d) A regular student shall fulfil the duration of the programme norms as per section 4.3

9.3.2 Lateral

a) A lateral student shall secure minimum of 120 credits and fulfil the minimum credit requirement in each category as per section 9.1.2.

AND

b) A lateral student shall successfully complete the complimentary skill course requirement as per section 9.2.

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AND
</div>

c) A lateral student shall successfully complete the mandatory course requirement as per section 5.g).

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AND
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d) A lateral student shall fulfil the duration of the programme norms as per section 4.3.

9.4 Degree Classification

The Degree shall be awarded in three divisions for the candidates who are eligible for the award of degree as per section 9.3:

- First Class with distinction

- First Class

- Pass

1. **First Class with distinction**

   First class with distinction shall be awarded for the candidate who is eligible for the award of degree as

per section 9.3 and obtained a minimum CGPA of 8.25 by passing all the courses in first attempt within minimum duration of the program as per section 4.3.1.

2. **First Class** First class shall be awarded for the candidate who is eligible for the award of degree as per section 9.3 and obtained a minimum CGPA of 6.5 within maximum duration of the program as per section 4.3.2.

3. **Pass**

   Candidate who is eligible for the award of degree as per section 9.3, except complimentary skills mention in section 9.2, shall be awarded a Pass.

9.5   Specialization, Honors and Minors

9.5.1   Specialisation

A Specialization is a focused area of study in the chosen program to enhance the depth (concentration). The specialization requires course work (cohesively grouped courses in the program elective category) of 20 credits within the program requirement of 160 credits. The program shall have a course catalogue for each specialization as approved by BoS.

9.5.2   Honors

Honors is to deepen the knowledge in the chosen program by rigorous academic activity based on deep collaboration between students and faculty. Honors requires course work (increasing sophistication and experiential learning) of 20 credits beyond the program requirement and must be completed simultaneously. The program shall have a honors course list as approved by BoS.

If student decides to graduate without the Honors (or) the student secures CGPA less than 8.25 (First class with Distinction) in the program at the time of graduation, the courses completed under Honors will be listed as audited courses in the transcript.

9.5.3   Minors

A minor is a secondary subject to enhance the breadth/multidisciplinary knowledge and it complements the chosen program. Minor requires course work (cohesively grouped courses with increasing sophistication) of 20 credits beyond the program requirement and must be completed simultaneously. The course work should be from outside the school of the chosen program and includes all others schools of institute. Departments offering minors shall have the minors course catalogue as approved by BoS.

If student decides to graduate without the minors (or) student secures CGPA less than 6.5 (First class) in the program at the time of graduation, the courses completed

under Minors will be listed as audited courses in the transcript

Student can choose **either honors or minors** and his willingness shall be indicated before registering for third semester.

10 Academic Support

10.1 Faculty Advisor

Faculty Advisor provide students with accurate information, engage in constructive discussion about curricular options, and assist students in understanding the purpose and value of academic policies. A set of students will be assigned to the faculty advisor by Head of the Department and thus assigned will continue to be under the guidance of the advisor till they complete the program. The faculty advisor recommendation is required for processing the student requests such as the leave of absence, break in study and change of program. The faculty advisor shall monitor the regularity of students, academic progress and advise them on career opportunities.

10.2 Course Coordinator/Module Coordinator

A faculty member who shall have full responsibility for the course or module (group of courses), coordinating the

work of other faculty member(s) handling that course, such as overseeing the coverage of course syllabus, quality of the continuous assessment, pedagogy for delivery of course and student performance. Course coordinators shall schedule regular meetings with faculty and provide resources to support the teaching and learning in the courses they coordinate. In case of any difficulty, the student is expected to approach the course coordinator for advice and clarification.

10.3   Class Committee

A Class Committee shall be constituted by the Head of Department, and the committee is as below:

- Chairperson - A senior faculty member generally not teaching for that particular class.

- Members - Faculty of all the courses of study and the Faculty Advisors.

- A minimum of eight student members (mixed ability) from all genders.

The class committee shall meet thrice during the semester to interact and express opinions and suggestions to improve the effectiveness of teaching - learning process and analyze the performance of the students in the assessments. The Class committee shall send the minutes of the meetings to the Head of the Department and to Dean for information and necessary action.

10.4   Programme Coordinator

Each programme offered by the department shall have a programme coordinator. The programme coordinator has the responsibility for the design and development of the curriculum of that particular programme and to present to the Board of Studies member. In addition, programme outcome and course outcomes attainments of students and annual programme assessment activities shall be taken care by the programme coordinator.

11   Code of Conduct

11.1   Examination Monitoring and Grievance Redressal Committee

The Examination Monitoring and Grievance Redressal Committee shall deal with the grievances of students and faculty related to the Examination and Evaluation. The duly constituted committee will inquire into the matter and make recommendations, along with mentioning suitable punishment for the offenders, to the Staff Council. The Staff Council will consider the recommendation of these committee and decide on the appropriate action to be taken.