



PERIYAR MANIAMMAI INSTITUTE OF SCIENCE & TECHNOLOGY

Periyar Nagar, Vallam, Thanjavur - 613403
Tamil Nadu, India.

Periyar Maniammai Institute of Science & Technology is committed to imparting quality education, emphasizing the integration of proficiency and human values, along with the ongoing enhancement of educational quality.

Vision Statement:

To be a university of global dynamism with excellence in knowledge and innovation, ensuring social responsibility for creating an egalitarian society.

Mission:

- Offering well-balanced programs with scholarly faculty and state-of-the-art facilities to impart a high level of knowledge.
- Providing student-centered education and fostering their growth in critical thinking, creativity, entrepreneurship, problem-solving, and collaborative work.
- Engaging in progressive and meaningful research with a focus on sustainable development.
- Empowering students to acquire the skills necessary for global competencies.
- Instilling universal values, self-respect, gender equality, dignity, and ethics.

Quality Policy:

To be a leading institution of excellence in education and research, providing professional competence to meet academic, scholastic, and societal needs

Objectives:

- To provide value-based education with social responsibility and ethics to both urban and underserved rural students.
- To achieve excellence in education and empower students to attain global competence.
- To promote a culture of research and innovation in young minds, fostering academic excellence, and encouraging lifelong learning.
- To engage in specialized areas with a proven ability to make distinctive contributions to the objectives of the higher education system across diverse disciplines.
- To engage in extramural studies, extension programmes, and field outreach activities to contribute to the development of society.

The Motto:

THINK – INNOVATE – TRANSFORM

PERIYAR MANIAMMAI INSTITUTE OF SCIENCE & TECHNOLOGY
REGULATIONS: R-2024
CHOICE BASED CREDIT SYSTEM (CBCS)
Bachelor of Architecture (B.Arch.)
Full-Time Programme (10 Semesters)
(with effect from the Academic year 2024 - 2025)

R1. DEFINITIONS AND NOMENCLATURE

- i. **“Institution”** means Periyar Maniammai Institute of Science & Technology (Deemed to be University).
- ii. **“Degree”** means that academic award conferred upon a student on successful completion of a programme designed to achieve the defined attributes. It is referred to as an Undergraduate (UG) degree that is B.Arch. degree.
- iii. **“Discipline”** means branch of an Undergraduate (UG) degree programme that is Bachelor of Architecture (B.Arch.).
- iv. **“Programme”** means cohesive arrangement of courses, co-curricular and extracurricular activities to accomplish predetermined objectives leading to awarding of a degree.
- v. **“Course”** refers to a theory / theory cum studio / studio / laboratory / workshop subject studied in a semester, like World Architecture, Materials and Construction, etc.
- vi. **“Dean (Academic Courses)”** means the authority of the Institution who is responsible for all the academic activities of the departments for implementation of relevant rules and regulations.
- vii. **“Controller of Examinations”** means the authority of the Institution who is responsible for all the activities of the examinations.

- viii. **“FAP”** means Faculty of Architecture and Planning.
- ix. **“Dean (FAP)”** means Dean of the Faculty of Architecture and Planning.
- x. **“HoD”** means the Head of the Department of Architecture.
- xi. **“MoU”** means the agreement signed between two parties either in India or Abroad to improve academic standards.
- xii. **“Chairperson, BoS”** means Chairperson of Board of Studies of the Department of Architecture.
- xiii. **“Department Advisory Committee”** means the committee constituted by the Institution for approving academic matters of the department.
- xiv. **“E-Resources”** means learning materials saved electronically in online storage or cloud platform, which shall be accessed from anywhere and anytime online or shall be accessed offline by downloading the relevant materials.
- xv. **“MOOCs”** means Massive Open Online Courses available at both introductory and advanced levels accessible from “E-Resources”.
- xvi. **“COA”** means Council of Architecture established at New Delhi.
- xvii. **“AICTE”** means All India Council for Technical Education established at New Delhi.
- xviii. **“UGC”** means University Grants Commission established at New Delhi.
- xix. **“Academic Council”** means the approval granting authority for all academic related activities like framing of academic policies, approval of regulations, courses, syllabus etc.
- xx. **“Bonafide Student”** means one who has enrolled for at least one course in the curriculum as per regulations and has paid the tuition fee for the same.

R2. ADMISSION PROCEDURE

The students seeking admission to the Bachelor of Architecture programme shall require satisfying eligibility criteria as prescribed by the Institution and Council of Architecture (COA) from time to time.

R2.1 Candidates for admission to the first year of the B.Arch. degree programme shall be required to have passed the Higher Secondary Examination (10+2 academic stream) or equivalent examination with Physics and Mathematics as compulsory subjects along with either Chemistry or Biology or Technical Vocational Subject or Computer Science or Information Technology or Informatics Practices or Engineering Graphics or Business Studies with at least 45% marks in aggregate.

(OR)

3-year Diploma (10+3) with Mathematics as compulsory subject at least 45% aggregate recognized by the Central / State Government.

R2.2 Candidates should have qualified an aptitude test in architecture - Joint Entrance Examination (JEE) conducted by National Testing Agency (NTA) or National Aptitude Test in Architecture (NATA) conducted by the Council of Architecture (COA), New Delhi.

R2.3 Candidates shall be admitted based on the merit list prepared by considering the weightage of 50 percent marks for aptitude test and 50 percent marks in the qualifying examinations.

R2.4 The reservation of seats allocation and relaxation in percentage of marks obtained in the qualifying examination for admission shall be as per the reservation policy of the Central Government or State Government.

R2.5 Transfer of Candidates from other Institutions

R2.5.1 A student of any class from any University / Institution shall be permitted to get admission in the beginning of academic year subject to the recommendation of Equivalence Committee and approval of Dean (Academic Courses) of the Institution. It is purely based on discretion of the Institution and availability of vacant seats.

R2.5.2 Such candidates should not have any standing arrears at the time of admission and they should undergo additional courses, if necessary, as recommended by the Equivalence Committee. The candidates should submit the Transfer Certificate (TC) obtained from the institution last studied.

R2.6 The eligibility criteria such as discipline of Diploma, minimum marks required, number of attempts, the age limit, and physical fitness shall be as prescribed by the Academic Council of the Institution from time to time.

R2.7 If, at any time after admission, it is found that a candidate has not fulfilled any of the requirements stipulated by the Institution, the Dean (Academic Courses) may revoke the admission of the candidate and report the matter to the Registrar for further action.

R3. PROGRAMME OF STUDY

A student may be given admission to B.Arch. degree programme approved by COA and offered at the Institution.

R4. STRUCTURE OF THE PROGRAMME

R4.1 Categorization of Courses

The B.Arch. degree programme shall have a curriculum with syllabus comprising of Theory, Theory cum Studio, Laboratory, and Studio Courses with well-defined Programme Educational Objectives (PEOs), Programme Specific Outcomes (PSOs), and Programme Outcomes (POs) as per Outcome Based Education (OBE). The content of each course is designed based on the Course Outcomes (COs).

The programme shall cover the following category of courses as per the guidelines of COA / UGC - Curriculum and Credit Framework.

- a. **Professional Core (PC) Courses** should compulsorily be studied by a candidate as a core requirement are termed as Core courses.
- b. **Building Sciences and Applied Engineering (BS and AE) Courses** should compulsorily be studied by a candidate in the area of Building Sciences and Applied Engineering.
- c. **Elective Courses** shall be chosen from a pool of courses and are of two types:
 - i. **Professional Elective (PE) Courses** shall be very specific or specialized or advanced or supportive to the discipline or subject of study or which provides an extended scope.
 - ii. **Open Elective (OE) Courses** shall enable an exposure to the other discipline or domain and nurture the candidate's proficiency or skill.
- d. **Professional Ability Enhancement (PAE) Courses** which are of two kinds:
 - i. **Professional Ability Enhancement Compulsory (PAEC) Courses** include practical training, project management, dissertation and professional practice.
 - ii. **Skill Enhancement (SE) Courses** are aimed at imparting practical and professional skills, soft skills and competencies to enhance the employability of students such as Communication Skills, Building Information Modeling, Digital Graphics and Art etc.
- e. **Value Added Courses** are designed to add value to the education system include courses on ethics, human values and social responsibilities, Indian knowledge systems, and environmental studies.

f. **Audit Courses** expose the students to Unnat Bharath Abhiyan, Constitution of India, Essence of Indian Traditional Knowledge, Yoga, English for Research Paper Writing, Pedagogy Studies, Stress Management and Personality Development through Life Enlightenment Skills. This category of courses is mandatory non-credit courses for the students.

There should be enough elective courses available for students to choose from. The combination of various courses should be designed in a way that, by the end of the programme, students are not only well-prepared for their specific professional fields but also have developed a sense of social consciousness.

R4.2 B.Arch. degree programme will have a balanced curriculum as per the COA / UGC guidelines and syllabus for the courses with required outcomes approved by the Academic Council.

R4.3 The curriculum of B.Arch. degree programme is designed to include a minimum of 270 credits for the award of the degree. The credit requirements for each category of courses are outlined in **Table 1**.

Table 1: Credit requirements for each Category of Courses

Sl. No.	Category of Courses	Credit Weightage	No. of Credits
1.	Professional Core Courses (PCC)	50 %	142
2.	Building Science and Applied Engineering Courses (BSC and AEC)	20 %	53
3.	Professional Elective Courses (PEC)	10 %	21
4.	Open Elective Courses (OEC)	5 %	9
5.	Professional Ability Enhancement Compulsory Courses (PAECC)	10 %	24
6.	Skill Enhancement Courses (SEC)	5 %	21
Total		100 %	270

R4.4 Types and Structure of the Courses

Courses categorized in the **Table 1**, will be taught in an application-oriented manner based on scientific and design principles based on Sustainable Development Goals (SDG). The content delivery methods and types of courses include Theory, Theory cum Studio, Laboratory / Workshop, Design Studio, Practical Training, Dissertation and Thesis.

- a. **Theory Courses** aim to impart foundational knowledge and systematize theoretical understanding and scientific methodology. They present subjects in a structured format, incorporating new research findings. Evaluation is done through continuous assessments of sessional work, end-semester examinations, or both.
- b. **Theory cum Studio Courses** aim to impart foundational theoretical knowledge with practical, hands-on learning. It systematizes theoretical understanding and scientific methodology, while also providing tasks and guidance for solution-finding in individual or group projects. Evaluation includes continuous assessments, end-semester examinations, or viva-voce, with students defending their work.
- c. **Laboratory / Workshop courses** are taught through hands-on work and experiments. Evaluation is conducted through periodic assessments of sessional work, end-semester examinations, or both.
- d. **Design Studio** enables the students to provide solutions to the real professional practice problems, guided and examined by faculty members. Evaluation involves defending their works through drawings, models, and reports, assessed periodically and by a panel with external examiner.
- e. **Practical Training** facilitates the students to work in architectural practices or government architecture departments under registered architects. Evaluation is done through continuous assessments by the

supervising guide, with students defending their portfolios before an external examiner at the end of the Practical Training.

- f. **Dissertation** orients the students in research writing in a thrust area of architecture. Methods of analysis shall have a scientific basis and thorough investigative research through library research and literature review; documentation, etc. This can be a prelude to the Architectural Design Thesis.
- g. **Thesis** is culmination of undergraduate studies and hence shall display the capability of the candidate to conceive / formulate a design project and provide solution, aptly demonstrated through supporting research. Areas of focus include advanced architectural design, urban design, environmental design, conservation, and housing, with an emphasis on the built environment. Submission of the Architectural Design Thesis Project shall be in the form of presentation drawings, working drawings, detailed drawings, project report, models, and reports.

R4.4.1 The structure for one semester of the B.Arch. degree programme as suggested by the COA is provided in the **Table 2**.

Table 2: Structure for one semester of the B.Arch. Degree Programme

Types of Course	Credits of Course	Periods or Hours of Study per Course		No. of Courses	Total Credits
		Lecture	Studio Exercise / Laboratory / Workshop		
Lecture / Theory	3	3	-	3 / 4	9 / 12
Studio Exercise / Laboratory / Workshop	3	1	4	2	6

Design Studio	9 to 15	-	6 to 10	1	9 to 15
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R4.5 The curriculum of a semester shall preferably have 3 or 4 Lecture-based Theory courses, 2 or 3 Theory cum Studio Courses, 1 or 2 Studio Laboratory / Workshop courses, and 1 Design Studio except the semesters having Practical Training and Thesis. However, the total number of courses per semester shall not exceed 9 including Design Studio work, Online courses, Value added courses and Audit course(s).

- a. All courses of study put together would engage the students for a minimum of 35 periods or hours of study a week and a maximum of 42 periods or hours a week.
- b. Every semester shall offer a minimum of 26 credits and a maximum of 30 credits.
- c. The credit requirement for Practical Training / Thesis offered in a semester shall be 15.
- d. Each course may have credits assigned as per **Clause R4.6**.

R4.6 Credit Assignment

Each course is assigned a certain number of credits based on the details provided in **Table 3**.

Table 3: Credit Assignment

Contact Period per Week	Credits
One Lecture Period	1
One Tutorial Period	1
Two Laboratory / Studio Exercises / Workshop Period	1
One Design Studio / Design Project Period	1.5

The contact periods per week for Laboratory / Studio Exercises / Workshop / Seminar courses shall be in multiples of 2.

R4.7 Personality and Character Development

All students shall enroll, on admission, in any one of the personality and character development programmes (NCC / NSS / NSO / YRC / RRC) and undergo training for about 80 hours and attend a camp for about seven days. The training shall include classes on first-aid, health and hygiene awareness.

R4.7.1 National Cadet Corps (NCC) will have about 20 parades.

R4.7.2 National Service Scheme (NSS) will have social service activities in and around the Institution. The activities will include practical projects on recycling and reusing of biodegradable and dry / solid waste towards sustainable development.

R4.7.3 National Sports Organization (NSO) will have activities related to sports, games, drills, yoga and any physical exercises.

R4.7.4 Youth Red Cross (YRC) will have activities related to health and hygiene awareness and social services in and around the Institution.

R4.7.5 Red Ribbon Club (RRC) will have activities related to social services such as health awareness, blood donation camps etc., in and around the Institution.

R4.7.6 While the training activities will normally happen during weekends and the camp will be conducted during the vacation period.

R4.7.7 Every student shall put in a minimum of 75 percent attendance in the training and attend the camp compulsorily. The training and camp shall be completed during the first year of the programme. However, for valid reasons, the Dean (Academic Courses) may permit a student to complete this requirement in the second year.

R4.8 Students Induction Programme

All first-year students should undergo one-week mandatory induction programme at the beginning of the first semester. The programme comprises physical activity, creative arts, universal human values, proficiency modules, lectures by eminent people, visits to local areas and familiarization to department and innovations.

R4.9 Assigning Course Codes

UG / PG 1 character	Regulation 2 characters	Category of Courses / Programmes 2 characters	Classification 1 character	Course Sequence Number 2 characters
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The course code consists of 8 characters, and it is divided into 5 parts.

Part 1: One character (Alphabet) - U or P represents UG or PG programme.

Part 2: Two characters (Numerals) represent Regulations.

Part3: Two characters (Alphabets) represent the Category of Courses / Professional Core Courses, Professional Elective Courses, Open Elective Courses,

Building Sciences and Applied Engineering and Online Courses, within the Department.

Employability Enhancement Courses (EM): Year and Semester wise Professional Ability Enhancement Courses.

Value Added Courses (VA): Courses related to programme specific, domain specific, skill based, and courses related to thrust areas and industrial requirements.

Audit Courses (AU): Non-credit courses - Courses related to general skills, life skills, and language skills, visionary skills, understanding historical events, understanding the successful stories of Philanthropists, Indian Constitution, and Environmental Science etc.

Part 4: One character (single numeral) – 1 to 9 represents the classification of the courses related to the specific programme.

Classification Code (6th character)	Purpose
1 - 5	Year of Study
7	Open Elective Courses
8	Online Courses
9	Elective Courses related to the specific programme

Part 5: Two characters (Numerals) represent the sequence number of the courses in each category, further, to represent the courses to be offered in the odd and even semesters.

- Sequence 01 to 49 represents courses in the odd semester.
- Sequence 51 to 99 represents courses in the even semester.

The codes for the Value Added and Audit courses will be general, applied to all programmes offered at the Institution. Although there are only four segments in the codes assigned to these courses, they consist of eight

characters in total. Part 4 and Part 5 are combined to create a sequential number ranging from 001 to 999.

The two alphabetical characters (Part 3) used to represent various programmes and categories of courses offered in B.Arch. degree programme are listed below in **Table 4**.

Table 4: Two Character Representation of Programme and Category of Courses

Sl. No.	Name of the Programme / Course	Code
1	Architecture	AR
2	Employability Enhancement Courses	EM
3	Value Added Courses	VA
4	Audit Courses	AU

R4.10 Medium of Instruction

The medium of instruction is English for all courses, seminar presentations and project / thesis / dissertation reports. However, Bilingual Language Policy (English and Tamil) shall be adopted wherever applicable.

R4.11 Practical Training

R4.11.1 The students may undergo practical training during 8th semester for a period of 15 weeks in the office of an architect or an organization operating in an allied field of practice or research after due approval from the Head of the Department and Dean (FAP) under mentor-ship of an architect having experience of at least 5 years. However, the architect should have registered with the Council of Architecture with a minimum of 5 years professional standing in case of India or registered with the respective regulatory body of the concerned country.

R4.11.2 Every student is required to undertake the entire duration of practical training in a single architectural office. However, for valid reasons, if the student

wishes to change the place of practical training, he / she shall be allowed to do so only one time after obtaining approval from the Head of the Department / Dean (FAP) provided the student satisfies a minimum of 30 days practical training in any one of the offices.

R4.11.3 The student is expected to submit a report which shall be evaluated by a team of faculty members nominated by the Head of Department as per **Clause R13.9**. Based on the recommendations, the student will be awarded credits, and the results will be sent to the Controller of Examinations for further processing. The credits are provided in **Table 5** as follows:

Table 5: Training Period and Assigned Credits

Duration of Practical Training	Credits
15 weeks	15

R4.12 Case Study / Industrial Visits

Every semester, the student is expected to undergo case study / Industrial visits, starting from the first year of the programme with the approval of the Head of the Department and Dean (FAP). The Head of the Department shall ensure that necessary arrangements are made in this regard.

R4.13 Dissertation / Thesis

R4.13.1 Dissertation

In the 9th semester, every student shall undertake a dissertation work under the supervision of a guide from the department. Each student has to submit a dissertation proposal based on the syllabus for discussion and finalization well before the commencement of the 9th semester on a date specified by the Head of the Department. On completion, the students have to submit a

dissertation report on or before the last working day of the semester and the assessment of the same is detailed in **Clause R13.8**.

R4.13.2 Thesis

In the final semester, every student shall undertake a semester long thesis under the supervision of a guide from the department. Each student has to submit a thesis proposal based on the syllabus for discussion and finalization well before the commencement of the 10th semester on a date specified by the Head of the Department. On completion, the students have to submit a thesis report on or before the last working day of the semester and the assessment of the same is detailed in **Clause R13.10**.

R4.14 Value Added Courses

R4.14.1 Students may optionally undergo Value Added Courses and the credits earned through the Value-Added Courses shall be over and above the total credit requirement prescribed in the curriculum for the award of the degree. However, the credits earned through these courses will not be considered for GPA / CGPA calculation. Courses with two / three credits shall be offered by a Department every year with the prior approval from the Dean (Academic Courses).

R4.14.2 The details of the syllabus, time table and faculty shall be sent to the Office of the Dean (Academic Courses) after approval from the Department Advisory Committee.

R4.14.3 Students shall be allowed to take these courses offered in other Departments also, but with the permission of the Head of the Department of student, Head of the Department offering the course.

R4.14.4 Courses once approved shall be made available in the Institution's website with the information to Dean (Academic Courses).

R4.14.5 A student shall register for additional Value-added courses by paying the prescribed fee.

R4.15 Off Campus Courses and Transfer of Credits

R4.15.1 Students are permitted to optionally enroll and study a maximum of three off-campus courses in physical / online / hybrid mode under each UG programme with the approval of Head of the Department, Dean (FAP) and Dean (Academic Courses) as per the Regulations. The successful completion of these courses through any of the above modes shall be considered in lieu of professional elective / open elective courses listed in the curriculum as approved by the Department Advisory Committee / Equivalence Committee.

R4.15.2 Students are permitted to optionally enroll and study online courses through SWAYAM / NPTEL / Online courses offered by premier institutions. The credit transfer is to be done based on the marks and certificate provided by them. The number of credits and transfer of credits are based on the procedure explained in **Table 6** and the mapping of the marks with the grades is explained in **Table 7**.

The mapping of marks with grades is applicable, only if the student passes the course as per the guidelines of the Institutions offering the courses. The credits earned by the candidate shall be added if the same course is offered at different levels and at different times.

Table 6: Duration of the Course and Number of Credits

Sl. No.	No. of Weeks	Credits
1	4 weeks	1
2	8 weeks	2
3	≥ 12 weeks	3

Table 7: Mapping of Marks Scored in Online Course and Letter Grades

Sl. No.	Letter Grade	Marks
1	O	90 - 100
2	A+	80 - 89
3	A	70 - 79
4	B+	60 - 69
5	B	50 - 59
6	C	40 - 49

R4.15.3 Students are also permitted to enroll and undergo courses in online mode at Universities in India / Abroad. Further, the students are permitted to study courses of a particular semester in a University / Institution based on MoU. The marks / credits earned by the student shall be transferred based on the decision of the Credit Equivalence Committee constituted by Dean (Academic Courses) and approved by the Institution.

R5. DURATION OF THE PROGRAMME

R5.1 A student is ordinarily expected to complete the B.Arch. degree programme in 10 semesters (five academic years) but in any case, not more than 16 semesters (eight academic years). However, in special circumstances a candidate may be granted an extra 1 year by the Institution to complete the course. This shall be given only once to the candidate and treated as zero year.

R5.2 Each semester shall normally consist of 90 working days including the days during which the continuous assessment examinations are conducted. The Dean (Academic Courses) shall ensure that every teacher imparts instruction as per the number of periods / hours specified in the syllabus and that the

teacher delivers the full content of the specified syllabus for the course being taught.

R5.3 The total period for completion of the programme reckoned from the commencement of the first semester to which the candidate was admitted shall not exceed the maximum period specified in **Clause R5.1** irrespective of the period of Break of Study (**vide Clause R18**) or prevention (**vide Clause R7.7**) in order that she / he may be eligible for the award of the degree (**vide Clause R17.1**).

R6. COURSE ENROLLMENT AND REGISTRATION

The courses that a student registers in a semester include:

- a. Courses of the current semester (including mandatory non-credit courses).
- b. Course(s) in which he / she has not been permitted to appear for the End Semester Examinations for want of the minimum required attendance if such courses are offered in that semester.
- c. Professional or Open elective course(s) opted by the students in lieu of the same category of courses in which he / she has failed, if the courses are offered in the semester.
- d. The student shall register for the practical training in the 8th semester, dissertation in the 9th semester and the thesis work in the 10th semester.
- e. A student shall not be permitted to enroll for the Design Studio course in a semester unless he / she has completed the Design Studio course of the previous semester.
- f. A student shall not be permitted to enroll the Thesis unless he / she has successfully completed Practical Training.

- R6.1** Each student, on admission, shall be assigned to a Mentor (**vide Clause R9**), who shall advice and counsel the student about the details of the academic programme and the choice of courses, considering the student's academic background and career objectives.
- R6.2** Each student shall register for all the courses prescribed in the curriculum of the first semester of study.
- R6.3** After registering for a course, the student should attend classes, satisfy attendance requirements (**vide Clause R7**), earn continuous assessment marks, and appear for the End Semester Examination.
- R6.4** Enrollment for all the courses listed in the curriculum from the semesters II to X will commence five working days prior to the commencement of the succeeding semester.
- R6.5** Late registration will be permitted with a fine amount as prescribed by the Institution up to two weeks from the last date specified for registration.
- R6.6** The student shall enroll for the courses with the guidance of the Mentor. If the student wishes, the student may drop or add courses (**vide Clause R6.9**) within five working days after the commencement of the concerned semester and complete the registration process duly authorized by the Course Instructor / Mentor.
- R6.7** The list of students approved by the respective Course Instructor as discussed in the Class Committee (**vide Clause R10**) shall be final and would be considered for attendance, grades, and calculation of CGPA and no changes shall be made thereafter.
- R6.8** The candidate will be eligible for enrollment only if he / she has cleared all the dues to the Institution such as Hostel fees, Library dues, Laboratory breakages etc., of the previous semester and paid all required prescribed fees

for the current semester, provided he / she is not debarred from the Institution on account of disciplinary matters.

R6.9 Flexibility to Add or Drop Courses

R6.9.1 A student must earn the total number of credits specified in the curriculum of the chosen programme of study to be eligible to obtain the degree. However, the student is permitted to earn more than the total number of credits prescribed in the curriculum of the programme. In such cases, the minimum number of credits required for the completion of the programme would be considered for CGPA calculation.

R6.9.2 From third semester onwards, each student has to register all courses in the curriculum of a respective semester (with the facility to drop courses to a maximum of 8 credits). The dropping of courses shall be decided as per prerequisite requirements in consultation with the Mentor.

R6.9.3 The student can also register for courses in which he / she failed in the earlier semesters. In such cases the student shall do reappearance registration for those courses or redo the courses when they are offered.

R6.9.4 In case, the student fails to secure pass in an elective course, he / she shall be allowed to opt for a change in elective and register for the same and do attend the classes to meet the criteria stated in **Clause R7** and the failed elective shall not be listed in the Grade Sheet.

R6.9.5 In any case, adding or dropping or redoing of courses, the total number of credits that a student is allowed to register per semester cannot exceed 30.

R6.9.6 For an elective to be offered, the department shall specify the minimum number of students required.

R6.10 Reappearance Registration

R6.10.1 If a student fails in a theory / theory cum studio / laboratory / workshop course, the student shall do reappearance registration for that course in the subsequent semester, and appear for the End Semester Examination. However, the Continuous Assessment marks obtained by the student will be retained for subsequent arrear attempts.

R6.10.2 If the course in which the student has failed is a professional elective or an open elective, the student will be permitted to register for the same in the subsequent semesters and shall appear for the End Semester Examination. If a student registers for the same professional / open elective, then the **Clause R6.10.1** is applicable. If a student registers for any other Professional / Open Elective, he / she must attend the classes and fulfill the attendance requirements (**vide Clause R7**), earn Continuous Assessment marks, and appear for the End Semester Examination.

R6.10.3 The student who fails in Design Studio shall register for the supplementary examination as per **Clause R15.7.5**. On failing in the supplementary examination, the student shall redo the course as per **Clause R6.11.5**.

R6.10.4 The student who fails in the practical training / dissertation / thesis work shall register for the same in the subsequent semester, when offered next, and repeat the course. In this case, the student must satisfy attendance requirements (**vide Clause R7**), earn continuous assessment marks and appear for the End Semester Examination.

R6.10.5 Students are not eligible to reappear for the courses that they have already passed in a semester for improvement of Grade / Marks.

R6.11 Redoing a Course

Redoing a course means re-registering for a course, attending all classes, fulfilling the attendance requirements as per **Clause R7**, earning fresh

continuous assessment marks and appearing for the end semester examination. A student must redo a course in the following conditions:

R6.11.1 If a student is prevented from writing the end semester examination of any core course due to lack of attendance, the student has to register for that course again when offered next and redo the course.

R6.11.2 If a student is prevented from writing the end semester examination of any programme / open elective course due to lack of attendance, the student can opt to register for the same course again when offered next and redo the course, or he / she can opt to register for a different programme / open elective course when it is offered, attend classes, fulfill the attendance requirements as per **Clause R7**, secure continuous assessment marks and appear for the end semester examination.

R6.11.3 If a student fails to secure a pass in any Theory (including elective theory), Theory cum Studio, Laboratory / Workshop, he / she is given a maximum of three arrear attempts to complete the course as per **Clause R14.3**. If the student still fails to secure a pass, he / she shall register for the same when offered next and redo the course.

R6.11.4 If the course in which the student fails to secure a pass even after three arrear attempts is a professional / open elective course, then the student can opt for a different professional / open elective course, register for the same when it is offered, attend classes, fulfill the attendance requirements as per **Clause R7**, secure continuous assessment marks and appear for End Semester Examination.

R6.11.5 The student who fails in any Design Studio / Dissertation / Thesis shall register for the course again, when offered next, and redo the course. In this

case, the student shall attend the reviews and fulfill the attendance requirements as per **Clause R7**.

R6.11.6 The student who fails in Practical Training shall register for the same in the subsequent semester and redo the course. In this case, the student shall attend Practical Training in the same architectural firm or a different firm and fulfill the attendance and other requirements as per **Clause R7**.

R7. REQUIREMENTS FOR APPEARING FOR THE END SEMESTER EXAMINATIONS

A student who has fulfilled the conditions, vide **Clause R7.3** and **Clause R7.4** shall be deemed to have satisfied the attendance requirements for appearing for the End Semester Examination of a particular course.

R7.1 All students must attend every lecture, tutorial, and studio classes.

R7.2 Attendance record will be maintained based upon roll calls (or any equivalent operation) in every scheduled lecture, tutorial, and studio class. The Class Advisor will maintain and consolidate the attendance record for all the courses (lectures, tutorials, and studio together, as applicable).

R7.3 Ideally every student is expected to attend all periods and earn 100 percent attendance. However, the student shall secure not less than 75 percent attendance, course wise, considering the number of periods required for that course, as specified in the curriculum.

R7.4 If a student secures attendance between 65 percent and less than 75 percent in any course in the current semester, due to medical reasons (hospitalization / accident / specific illness) or due to participation in the College / University / State / National / International level Sports events, with prior permission from the Head of the Department and Dean (FAP), the student shall be given

exemption from the prescribed attendance requirement and the student shall be permitted to appear for the End Semester Examination of that courses. In all such cases, the students should submit the required documents on joining after the absence to the Head of the Department through the Mentor.

- R7.5** A student shall normally be permitted to appear for the End Semester Examination of the course if the student has satisfied the attendance requirements (**Clauses 7.3 and 7.4**) and has registered for the examination in those courses of that semester by paying the prescribed fee.
- R7.6** A student who has an attendance of less than 75 percent will not be permitted to appear for the End Semester Examination in the course in which the shortage exists. His / Her registration for that course will be treated as cancelled and he / she shall be awarded ‘SA’ grade (“Shortage of Attendance” i.e., registration is cancelled due to lack of attendance) in that course. This grade shall appear in the Grade Card. The student should register and repeat the course as and when it is offered next.
- R7.7** Students who do not satisfy **Clauses R7.3 and R7.4** or who secure less than 65 percent attendance in a course will not be permitted to write the End Semester Examination of that course (**vide Clause R7**). The student must register and redo the course when it is offered next as per **Clause R6.11**. If the course in which the student has been prevented is a professional / open elective, the student can opt to redo the same course or opt for different professional / open elective course as per **Clause R6.11.2**.
- R7.8** If a student has shortage of attendance in all the registered courses, he / she would not be permitted to move to the higher semester and must repeat the current semester in the subsequent year.

- R7.9** In the case of reappearance registration for a course, the attendance requirement as mentioned in **Clauses R7.3** and **R7.4** is not applicable. However, the student must register for the examination in that course by paying the prescribed fee.
- R7.10** If the student needs leave for a short duration (less than two weeks), prior application for the leave shall have to be submitted to the Head of the Department stating the reasons for the leave requested along with supporting documents and such leave may be granted by the Head of the Department.
- R7.11** Absence for the period not exceeding two weeks in a semester due to sickness or any other unavoidable reasons for which prior application could not be made may be condoned by the Head of the Department provided the given explanation is acceptable.
- R7.12** If the period of absence is likely to exceed two weeks, a prior application for grant of leave will have to be submitted through Head of the Department / Dean (FAP) to the Dean (Academic Courses) with supporting documents. In such case the decision to grant leave shall be taken by the Dean (Academic Courses) on the recommendation of the Head of the Department and Dean (FAP).
- R7.13** A student who is absent due to illness or any other emergency, up to a maximum of two weeks, should approach the Class Advisor / Course Coordinator / Course Instructor for assignments, laboratory, and studio works.
- R7.14** In case, the period of absence on medical grounds is more than 20 working days during the semester, the student may apply for withdrawal from the semester, i.e. withdrawal from all courses registered in that semester.
- R7.15** If a student is continuously absent from the Institution for more than four weeks without any notification to the Dean (Academic Courses), his / her

name will be removed from the Institution rolls and the same should be informed to his / her parents immediately.

R8. CLASS ADVISOR

There shall be a Class Advisor for each class. The Class Advisor will be one among the course instructors of the class. He / She will be appointed by the Head of the Department concerned. The Class Advisor is the ex-officio member and the Convener of the class committee.

The responsibilities of the Class Advisor shall be:

- a. To act as the channel of communication between the Head of the Department and the students of the respective class.
- b. To collect and maintain various details such as attendance, assessment marks and long leave particulars.
- c. To help the Chairperson of the class committee in planning and conducting the class committee meetings.
- d. To monitor the academic performance of the students including attendance and to inform the class committee.
- e. To coordinate with each instructor in performing analysis of results of continuous assessments and end semester examinations and in estimating CO – PO attainment.
- f. To attend to the students' welfare activities like awards, medals, scholarships, and industrial visits.

R9. MENTOR

To help the students in planning their courses of study and for general advice on the academic programme, the Head of the Department will attach a certain number of students to a teacher of the Department, who shall function as Mentor for those students throughout their period of study. The Mentor shall advise the students in registering and reappearances, registering of courses, authorize the process, monitor their attendance and progress and counsel them periodically. If necessary, the Mentor may also discuss with or inform the parents about the progress / performance of the students concerned. The number of students assigned to a Mentor will be decided by the Head of the Department. However, the strength shall not exceed 20 students per Mentor. The responsibilities of the Mentor shall be:

- a. To inform the interpretation of Regulations to the students and their rights and duties.
- b. To inform the code of conduct to be maintained in the campus and disciplinary actions.
- c. To inform the students about the various facilities and activities available to enhance the students' curricular and co-curricular activities.
- d. To guide in the process of enrollment and registration of the courses.
- e. To authorize the final registration of the courses at the beginning of each semester.
- f. To monitor the academic and general performance of the students including attendance and to counsel them accordingly.
- g. To collect and maintain the students' academic and co-curricular records.
- h. To facilitate and collect students' feedback about the course and course instructor.

- i. To facilitate and collect the course exit survey and programme exit survey.
- j. To provide all the details of the academic, including feedback, training, scholarship, placement, co-curricular, and extracurricular activities of the students to the Dean (Academic Courses) through the Head of the Department and Dean (FAP).

R10. CLASS COMMITTEE

A class committee consists of all teachers of the class concerned, student representatives and a chairperson who does not handle any course for the class. It is like the “Quality Circle” (more commonly used in industries), with the overall goal of improving the teaching-learning process.

The class committee shall be constituted by the Head of the Department within 10 days from the commencement of classes. The Class Advisor and the Head of the Department will attend the meeting. The Dean (Academic Courses), Dean (FAP), and the Mentor(s) shall be called to attend the meeting as special invitees, if required.

The functions of the class committee include:

- a. Solving problems experienced by students in the classroom and in the laboratories in consultation with the Head of the Department, Dean (FAP), and Dean (Academic Courses).
- b. Clarifying the Regulations of the degree programme and the details of rules therein.
- c. Informing the student representatives about the academic schedule including the dates of assessments and the syllabus coverage for each assessment.
- d. Informing the student representatives, the details of Regulations regarding weightage used for each assessment.

- e. Discussing in the class committee meeting the breakup of marks for each exercise / module of work, in case of studio / lab / workshop courses and informing the students.
- f. Analyzing the performance of the students of the class after each assessment and finding ways and means of improving their performance.
- g. Identifying the students who are low achievers or weak in their courses if any, and requesting the teachers concerned to provide some additional help or guidance or coaching to such students.

The class committee is normally constituted by the Head of the Department. However, if the students of different programmes are mixed in each class, the class committee is to be constituted by the Dean (Academic Courses). At least 4 student representatives from the respective class (usually 2 boys and 2 girls) shall be included in the class committee. The Chairperson of the class committee is required to prepare the minutes of every meeting, submit the same to the Head of the Department within two days of the meeting and arrange to circulate the same among students concerned and teachers. A copy of the minutes shall be displayed in the notice board. If there are some points in the minutes requiring action by the Institution, the same shall be brought to the notice of the Registrar through Dean (Academic Courses).

The first meeting of the class committee shall be held within 10 days from the date of commencement of the semester. The enrollment of courses including add and drop of the courses will be finalized. The nature and weightage of continuous assessments shall be decided in the first meeting, within the framework of the Regulations and the same shall be communicated to the students. Two or three subsequent meetings in a semester may be held at suitable intervals. During these meetings the student members representing the entire class, shall meaningfully interact and express their opinions and suggestions of the class students to improve the effectiveness of the teaching-learning process. In each meeting, the action

taken report based on the minutes of the previous meeting is to be presented and discussed by the Chairperson of the class committee. After the completion of the end semester examination and evaluation process, the course instructor shall keep the record of marks and grades earned by the students for the computation of CO and PO attainments.

R11. COMMON COURSE COMMITTEE

A theory course handled by more than one teacher, or each common theory course offered to more than one discipline or group of disciplines, shall have a “Common Course Committee” comprising of all the instructors teaching that common course with one of them nominated as Course Coordinator. The nomination of the Course Coordinator shall be made by the Dean (Academic Courses) in consultation with the Dean (FAP) and the Heads of the Departments, from among the instructors teaching the common course either from a single department or several departments. The committee shall be constituted by the Dean (Academic Courses) before the commencement of the semester. The first meeting of the Common Course Committee shall be held within 7 days from the date of formation of the committee. The lesson plan, books and references to be followed shall be decided at the first meeting. The “Common Course Committee” shall meet as often as possible and ensure uniform evaluation of continuous assessments after arriving at a common scheme of evaluation for the assessments (**vide Clause R13**). Wherever feasible, the common course committee shall prepare a common question paper for the continuous assessment tests, objective type test and end semester examination. The question paper for the end semester examination shall be set by the Course Coordinator, in consultation with all the teachers. The common course committee shall meet to decide the multiplication factor for the respective batch of students, if required. The minutes in this regard shall be sent to all the concerned Head of the Department and the Controller of Examinations.

R12. PERFORMANCE ANALYSIS COMMITTEE

The Performance Analysis Committee will consist of the same members as the class committee but including the Dean (Academic Courses), Director (IQAC), Dean (FAP), and the Head of the Department and excluding the student members. An external member from an allied department shall be nominated by the Dean (Academic Courses) in consultation with the Vice Chancellor to the Performance Analysis Committee. The meeting of the Performance Analysis Committee is to be held within seven days from the last day of the end semester examinations to analyze the performance of the students in all courses of study by estimating the CO - PO attainment levels and finalize the grade ranges for each course and forward the statement of grades to Dean (Academic Courses) immediately, through the Head of the Department and Dean (FAP). The Performance Analysis Committee, by collective wisdom, should ensure that the clustering / grading / pass-fail decisions have been reasonably balanced. The attendance registers of all the courses with all the continuous assessment marks, end semester marks, Tabulation Register, grades, and grade-ranges entered in the register are also to be sent to Dean (Academic Courses) immediately through the Head of the Department and Dean (FAP) for forwarding to the Controller of Examinations.

R13. SYSTEM OF EXAMINATION

The End Semester Examination for theory / theory cum studio / studio / laboratory / workshop courses will be of 3-hours duration. These examinations shall normally be conducted between October and December during the odd semesters and between April and June during the even semesters. The End Semester Viva-voce Examination will be conducted with an external examiner appointed by the Controller of Examinations for

the courses Theory cum Studio, Design Studio, Practical Training, Dissertation, and Thesis.

R13.1 Assessment Procedures for Awarding Marks

The B.Arch. programme consists of Theory courses, Theory cum Studio courses, Laboratory / Workshop, Design Studio, Practical Training, Dissertation, Thesis, and Value Added Courses. Appearance in End Semester Examination is mandatory for all the courses.

Any external examiner shall have a minimum of 5 years teaching / professional experience in a field of study relating to the subject of examination. However, an external examiner for Dissertation / Thesis shall have a minimum of 10 years teaching / professional experience as per the COA guidelines. The evaluation shall be based on Outcome Based Education and the relevant rubrics shall be followed. Performance in each course of study shall be evaluated based on:

- i. Continuous Assessments throughout the semester and
- ii. End Semester Examination

R13.2 Each course, Theory, Theory cum Studio, Laboratory / Workshop, Design Studio, Practical Training, Dissertation, Thesis work, and Value Added Course shall be evaluated for a maximum of 100 marks. The weightage for Continuous Assessment marks and End Semester Examination marks are given in **Table 8**.

Table 8: Weightage of Marks

Sl. No.	Category of Courses	Marks Weightage (%)	
		Continuous Assessment	End Semester Examination
1	Theory Courses	40	60
2	Theory cum Studio Courses	40	60

3	Laboratory / Workshop / Design Studio	50	50
4	Practical Training	50	50
5	Dissertation / Thesis	50	50
6	Value Added Courses	100	-

R13.3 Some domain specific courses included under Value Added Courses are evaluated by internal assessments only. There is no evaluation for Audit Courses. However, minimum attendance requirements as per **Clause R7** shall be satisfied.

R.13.4 Every teacher is required to maintain a separate “ATTENDANCE AND ASSESSMENT RECORD” for all the courses taught by them. The record completed in all respects should be submitted to the Head of the Department periodically (three times in a semester) for checking the syllabus coverage and the records of assessment marks and attendance. The Head of the Department and Dean (FAP) will affix signature and date after due verification. The attendance and assessment record for Practical Training, Dissertation and Thesis is maintained in a format required by the manner in which the course is conducted. At the end of the semester, the record should be verified by the Dean (Academic Courses) who shall keep this document in safe custody for 5 years. The records of attendance and assessment of both current and previous semesters should be available for auditing.

R13.5 Assessment for Theory Courses

R13.5.1 The End Semester Examinations for theory courses will be 3-hours duration for 100 marks and shall normally be conducted between October and December during the odd semesters and between April and June during the even semesters. The marks obtained by the student shall be converted to weightage of 60 percent.

R13.5.2 Continuous Assessment Evaluation for Theory Courses

- a. The mode(s) of internal evaluation is / are to be decided for each course in the class committee.
- b. The handwritten notes taken by students while attending classes are to be regularly monitored by the Course Instructor. Ten marks shall be awarded for the best handwritten notes, while the other handwritten notes will be evaluated comparatively with marks of 2, 4, 6, and 8.
- c. There should be objective type assessment to evaluate the students for all courses exactly from 45 days to 60 days after commencement of classes in a semester and the weightage is 20 marks. There shall be 20, 40 or 50 questions based on the course. The duration of the assessment shall be 60 minutes for each course.
- d. There shall be assignment / tutorial / quiz / case study / seminar / mini-project type of assessment for each course as decided in the class committee and the faculty must evaluate fairly for all the students relatively for 20 marks.
- e. All regular assessment tests are to be conducted for 100 marks and the marks obtained by the students are converted in to 40 marks while evaluating continuous assessment marks. Three assessment tests are to be conducted for each course.
- f. The question paper is to be set considering the appropriate Bloom's Taxonomy levels and to cope with the prescribed course outcomes.
- g. The regular first assessment test is to be conducted between 30 and 35 days from the commencement of classes for the semester with the portion of syllabus covered up to 4 weeks. The test duration shall be a minimum of 1 hour. The marks obtained in the regular first assessment test (written for 100 marks) is converted to 90 percent to which the marks obtained

for handwritten notes (maximum 10) is to be added to make it 100 (Continuous Assessment 1).

- h. The second assessment test, termed as Mid-term test is to be conducted between 60 and 65 days from the commencement of classes for the semester with the portion of syllabus covered up to 8 weeks. The test duration shall be 2 hours. The question paper should have 5 questions in Part A and 3 questions in Part B. Marks obtained in the Mid-term assessment test (written for 100 marks) is converted to 70 percent to which the marks obtained for handwritten notes (maximum 10 marks) and marks obtained in the objective type of assessment (maximum 20 marks) are to be added to make it 100 (Continuous Assessment 2).
- i. The third assessment test, termed as Model Examination is to be conducted between 80 and 85 days from the commencement of classes for the semester with the portion of syllabus covered up to 11 weeks. The test duration shall be 3 hours. The pattern of the question paper is as per the end semester regular examination. Marks obtained in the Model Examination (written for 100 marks) is converted to 70 % to which the marks obtained for handwritten notes (maximum 10 marks) and marks obtained in the Quiz / Seminar / Mini-project assessment (maximum 20 marks) are to be added to make it 100 (Continuous Assessment 3).
- j. The continuous assessment mark is calculated either using Method 1 or Method 2 as follows:

Method 1:

(Marks in (Continuous Assessment 1+ Continuous Assessment 2 + Continuous Assessment 3) / 300) X 40

Method 2:

Handwritten notes (10) + Objective Type test (20) + Quiz / Seminar (10) + First assessment test (20) + Mid-term test (20) + Model Examination (20) = 100 marks. Reduce the marks obtained by each candidate to 40 percent and shall be submitted as continuous assessment marks.

The commencement date of assessments and the number of weeks to be considered for syllabus coverage shall be fixed or modified as per the academic schedule prescribed by the Dean (Academic Courses) and Controller of Examinations.

R13.5.3 In case, a student misses the assessment due to medical reasons (hospitalization / accident / specific illness) or due to participation in the College / University / State / National / International level Competitions / NSS / NCC camps / Internships with prior permission from the Head of the Department / Dean (FAP), only one re-assessment may be given at the end of the semester after getting approval from the Dean (Academic Courses) by the concerned Head of the Department and Course Instructor.

R13.6 Assessment for Theory cum Studio Courses

Each Theory cum Studio course shall be evaluated for a maximum of 100 marks as shown in **Table 9**.

Table 9: Assessment Weightage

Marks (in percentage)			
Assessment for Theory	Assessment for Studio	End Semester Examination	
20 (Two Assessments)	20 (Continuous Evaluation)	30 (Studio Evaluation)	30 (Theory Examination)

For Theory cum Studio courses, the continuous assessments for the theory component are two assessment as written tests and the weighted average shall be converted into 20 marks. The End Semester Examination for the theory component will be conducted as per the **Clause 13.5.1** and the weighted average shall be converted into 30 marks.

The studio component is as per the **Clause R13.7**. The weighted average shall be converted into 20 marks for Continuous Assessment and 30 marks for End Semester Examination.

R13.7 Assessment for Laboratory / Studio / Workshop

R13.7.1 The Laboratory / Studio / Workshop practices shall be assigned to a single student or to a group of students. The works are evaluated for 100 marks in two phases such as Phase I and Phase II carrying equal weightage.

R13.7.2 In each phase, the students should submit the study / design drawings / physical or virtual models / research / any other type of work done as applicable.

R13.7.3 The works carried out by the student in each phase is evaluated through continuous assessments and Viva Voce Examination. The assessment weightages for Phase I and Phase II are as per the **Table 10**. The marks obtained in each phase will be accumulated to calculate the total marks.

Table 10: Assessment Weightage for Phase I / Phase II

Continuous Assessment (25 Marks)			End semester Examination (Viva-voce) (25 Marks)
Review I	Review II	Review III	
5	10	10	25

The Viva-voce Examination of Phase I will be conducted on or before the 45th day of the semester and Phase II will be conducted on before the last

working day of the semester with an external examiner appointed by the Controller of Examinations.

R13.8 Assessment for Dissertation

R13.8.1 Every student shall carryout a dissertation work which may be evaluated for 100 marks through Continuous Assessment and external Viva-voce examination. The work may be evaluated by a committee consisting of one coordinator and two members appointed by the Head of the Department and Dean (FAP). There shall be three assessments (each 100 marks) during the semester by a review committee. The student shall make a presentation on the progress made before the committee. The total marks obtained in the three reviews shall be reduced to a maximum of 50 marks rounded to the nearest integer. The review meetings, if necessary, may also be arranged in online mode with prior approval from the Dean (Academic Courses) and a suitable record of the meetings shall be maintained.

R13.8.2 The student is expected to submit the dissertation report on or before the last working day of the semester. A Viva-voce examination carries 50 marks will be conducted by a committee consisting of an internal examiner and the external examiner appointed by the controller of examinations.

R13.8.3 The weightages for continuous assessment and Viva-voce examination for dissertation work shall be distributed as per the **Table 11**.

Table 11: Weightage for Continuous Assessments and Viva-voce Examination

Continuous Assessment (50 Marks)			End Semester Examination (50 Marks)	
Review I	Review II	Review III	Report	Viva-voce
10	15	25	10	40

R13.8.4 If the dissertation report is not submitted on or before the specified deadline, an extension of time up to a maximum limit of 30 days may be

given for the submission of dissertation work with due approval obtained from the Dean (Academic Courses) and the same needs to be communicated to Controller of Examinations. If the dissertation report is not submitted even beyond the extended time, then the student is deemed to have failed in the Dissertation.

R13.9 Assessment for Practical Training

The Practical Training shall carry 100 marks and shall be evaluated through Continuous Assessment and End Semester Viva-voce Examination. At the end of the Practical Training, the student shall submit a certificate from the organization where the student has undergone training and a brief report about the training. The continuous internal assessment evaluation will be made based on the periodical work done by the students for 50 marks conducted as review 1 to 3 through online mode. External Viva-voce Examination will be conducted for 50 marks in offline mode and evaluation is done on the final practical training report. The Viva-voce Examination will be conducted by a three-member committee constituted by the Head of the Department. The committee comprises of one expert from industry / organization and two members, a guide from the Department and an external member appointed by Controller of Examinations. Certificates (issued by the Organization) of the student along with his / her mark statement should be submitted by the Head of the Department to the Office of Dean (Academic Courses) which in turn should be submitted to Controller of Examinations at the end of each semester.

R13.9.1 Practical training undertaken externally should have an internal guide appointed by Head of the Department and approved by Dean (FAP) and an external guide normally Principal Architect / his / her designee Architect in whose office the student is undergoing training. Both guides are expected to interact regularly for monitoring the progress of the student. For the reviews the external guide should be present at least in online mode to assess and,

award marks to the students. The internal guide should ensure that the work to be carried out is up to the standard.

R13.9.2 The continuous assessment and viva-voce examination marks for Practical Training shall be distributed as indicated below in **Table 12**.

**Table 12: Continuous Assessment and End Semester
Viva-voce Examination Marks for the Practical Training**

Continuous Assessment (50 Marks)			End Semester Examination (50 Marks)	
Review I	Review II	Review III	Report	Viva-voce
10	15	25	25	25

R13.10 Assessment for Thesis

R13.10.1 The thesis shall carry 100 marks and shall be evaluated through continuous internal assessment and external Viva-voce examination. At the end of the thesis the student shall submit the thesis report and drawing sheets, physical or virtual models and walk-throughs. The continuous internal assessment evaluation will be made based on the periodical work done by the students for 50 marks conduct as review 1 to 4. External Viva-voce Examination will be conducted for 50 marks and evaluation is done on the final thesis report, drawing sheets, physical or virtual models, any other type of work done as applicable, submitted by the students. The internal and external Viva- voce examination will be conducted by a three-member committee constituted by the Head of the Department and approved by the Dean (FAP). The committee comprises one expert from an industry and one expert from an organization (academic) as per COA norms and a coordinator from the Department. Thesis report and drawing sheets, of the student should be submitted by the Head of the Department to the Office of Dean (Academic

Courses) which in turn should be submitted to Controller of Examinations at the end of the semester.

R13.10.1 The continuous assessment and Viva-voce examination marks for Thesis shall be distributed as indicated below in **Table 13**.

**Table 13: Continuous Assessment and End Semester
Viva-voce Examination Marks for the Thesis**

Continuous Assessment (50 Marks)				End Semester Examination (50 Marks)	
Review I	Review II	Review III	Review IV	Report	Viva - voce
5	10	15	20	10	40

R13.10.2 The Bonafide certificate of the thesis report shall have the date of Viva-voce examination and the signatures of the internal and external guides.

R13.10.3 If the thesis report is not submitted on or before the specified deadline, an extension of time up to a maximum limit of 30 days may be given for the submission of report with due approval obtained from the Head of the Department and Dean (FAP). If the report is not submitted even beyond the extended time, then the student(s) is deemed to have failed in the thesis and the student must redo the course again.

R13.11 Assessment for Value Added Courses

This one / two credit course shall carry 100 marks and shall be evaluated through continuous assessments only. One or two assessments shall be conducted during the semester by the department. The Head of the Department may identify a faculty member as coordinator for the course. A committee consisting of the Head of the Department, faculty handling the course (if available), coordinator and a senior faculty member nominated by the Head of the Department shall monitor the evaluation process. The grades

shall be assigned to the students by the above committee based on their relative performance. Certificates issued by the industry if any along with the student's mark / grade statement should be submitted by the Head of the Department through Dean (FAP) to the Office of Dean (Academic Courses) which in turn should be submitted to Controller of Examinations at the end of each semester.

R13.12 Assessment for Online Courses

Students may be permitted to earn the credits through online courses (NPTEL / SWAYAM / other Online platforms) with the approval of the Head of the Department, Dean (FAP), and Dean (Academic Courses), subject to a maximum of six credits.

R13.12.1 On successful completion of the online course, the candidate must submit the copy of the certificate and the grade card (if applicable) to the Head of the Department.

R13.12.2 The Head of the Department shall form a team of faculty members to recommend the credit and grade to be awarded to the candidate by mapping the score earned by the student and results shall be submitted to the Office of Dean (Academic Courses) through Dean (FAP) which in turn should be submitted to Controller of Examinations for further processing with due approval from Dean (Academic Courses).

R13.12.3 If the grade card is not submitted by the student, the Head of the Department shall recommend the same to the Dean (Academic Courses) and Controller of Examinations through Dean (FAP) to conduct end semester examination for the online course.

R13.13 Continuous assessment marks approved by the Dean (Academic Courses) shall be notified to the students by the Head of the Department within 5 days from the last working day.

R14. PASSING REQUIREMENTS

R14.1 A student who secures not less than 50 percent of total marks prescribed for the course [Continuous Assessment + End Semester Examination] with a minimum of 40 percent of the marks prescribed for the end semester examination, shall be declared to have passed the course and acquired the relevant number of credits. This is applicable for all the theory, theory cum studio, laboratory / workshop, design studio courses including practical training, dissertation and thesis work.

R14.2 If the student gets less than 50 percent of total marks, then the student will be awarded RA (Reappearance) grade.

R14.3 If a student fails to secure a pass in a course, the student shall register and appear for the end semester examination in subsequent semester or appear for the supplementary examination vide **Clause R15.7**. In such a case, the Continuous Assessment marks obtained by the student in first appearance shall be retained and considered valid for one subsequent arrear attempt.

However, from the third attempt onwards, to pass the course, the student should have secured the marks either as per the **Clause 14.1** or 50 percent and above in the end semester examination alone.

R14.4 The students are allowed to write arrear examination as per **Clause R6.10.1**.

R14.5 If a student has submitted the report for Practical Training / Dissertation / Thesis but absent in the end semester Viva-voce examination, the student is deemed to be failed. If a student attends and fails in the End Semester Viva-voce examination of such courses, he / she shall attend the End Semester Examination again within 60 days from the date of declaration of the results. The subsequent Viva-voce Examination will be considered as reappearance with payment of examination fee. In case the student fails in the subsequent Viva-voce examination also, the student shall redo the course again.

R14.6 The passing requirement for the courses which are assessed only through Continuous Assessment (Skill Enhancement Courses such as value-added courses, skill development courses, online courses with one credit), shall be fixed as minimum 50 percent and the rest of the grades are decided.

R15. AWARD OF LETTER GRADES

R15.1 All assessments will be done based on marks. However, for the purpose of reporting the performance of a student, letter grades, each carrying certain number of points will be awarded as per the range of total marks (out of 100) obtained by the student in each course as detailed below in **Table 14**.

Table 14: Grade Distribution with Range of Marks

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

An absolute grading system is followed in assigning grades to students for each course registered. The letter grades and the associated grade points are shown in **Table 15**.

Table 15: Letter Grades with Grade Points

Letter Grade	Grade Significance	Grade Points
O	Outstanding	10
A+	Excellent	9
A	Very Good	8
B+	Good	7
B	Average	6
C	Satisfactory	5
RA	Reappearance Registration	0
SA	Shortage of Attendance	0
W	Withdrawal	0

- i. “RA” denotes Reappearance required for the examination in the course and “W” denotes withdrawal from the course.
- ii. The Grade “SA” denotes inadequate attendance (**as per Clause R7**) and hence prevented from writing the end semester examination.
- iii. The Grade “SA” and “W” will figure only in the Result Sheets.

R15.2 For the Extra-curricular activities such as NCC / NSS / NSO / YRC / RRC / Community Engagement and Social Responsibility, 2 credits are assigned in the curriculum. This shall appear in the grade sheet. In the NCC / NSS, every student shall put in a minimum of 75 percent attendance in the training and attend the camp compulsorily. A satisfactory grade in the above extra-curricular activities is compulsory for the award of a degree.

R15.3 The training and camp shall be completed during the first year of the programme. However, for valid reasons, the Head of the Department may permit a student to complete the requirement in the second year.

R15.4 The grades obtained for the one / two credit value added courses shall figure in the grade sheet under the title “Value Added Courses / Online Courses”. The other grades W and SA will not figure in the grade sheet.

R15.5 GRADE SHEETS

R15.5.1 After the results are declared, Grade Sheets will be issued to each student, which will contain the following details:

- List of courses enrolled for that semester and the grades obtained by the student.
- The Grade Point Average (GPA) for the semester considering only the courses listed in the curriculum (not the additional courses).
- The Cumulative Grade Point Average (CGPA) of all courses registered from first semester onwards considering only the courses listed in the curriculum (not the additional courses).

R15.5.2 The Grade Point Average (GPA) for each semester will be calculated only for the students who have passed all the courses of that semester.

$$GPA = \frac{\sum_i^n C_i * GP_i}{\sum_i^n C_i}$$

Similarly, Cumulative Grade Point Average (CGPA) up to any semester will be calculated only for the students who have passed all the courses up to that semester. GPA is the ratio of the sum of the products of the number of credits of curricular courses (C_i) registered and the grade points scored in those courses (GP_i), taken for all the courses, to the sum of the number of credits of all the courses successfully cleared (n) during the particular semester.

On successful completion of the programme, the CGPA will be calculated in a similar manner as follows, considering all the curricular courses (not the additional courses) enrolled from the first semester.

$$CGPA = \frac{\sum_{i=1}^N C_i \times GP_i}{\sum_{i=0}^N C_i}$$

where N is the total number of courses for the entire programme. “RA” and “SA” grades will be excluded for calculating GPA and CGPA.

R15.5.3 If a student studies more number of programme electives and open electives than required, the calculation of the final CGPA shall be as per **Clause R15.5.1**.

R15.5.4 In the consolidated grade sheet, the CGPA earned shall be converted into percentage of marks as follows:

$$\text{Percentage of Marks} = CGPA \times 10$$

R15.6 Revaluation of Answer Scripts

A student can apply for photocopy of his / her semester examination answer paper in a theory course, within 2 weeks from the declaration of results, on

payment of a prescribed fee through proper application to the Controller of Examination through the Head of Department. Students can see the valued answer scripts of the semester examinations and can get it retoted / revalued by the faculty concerned. Based on the recommendation, the candidate can register for the revaluation through proper application to the Controller of Examination. The answer sheets will be revaluated and the results will be intimated to the student concerned through the Head of the Department. Revaluation is not permitted for Laboratory / Workshop, Design Studio, Practical Training, Dissertation, and Thesis.

R15.7 Supplementary Examination

R15.7.1 Only those Students who obtained “RA” grade and have prescribed attendance and above in a course are eligible to apply for Supplementary Examination.

R15.7.2 Registration shall be made for supplementary examination within the stipulated period from the date of notification and the examination fee to be paid is double the amount of fee prescribed for the regular end semester examination.

R15.7.3 A student is eligible for only one Supplementary Examination for any course. No second chance will be given. In case a student fails in the Supplementary Examination, he / she must rewrite the examination along with the regular stream in subsequent semesters, as and when it is conducted.

R15.7.4 Students who miss the end-semester examination due to valid medical or some other reasons may be permitted with the consent of the Dean (Academic Courses) to appear for the supplementary examination(s) subject to fulfilling of attendance requirement (**vide Clause R7**).

R15.7.5 Supplementary Examinations will be conducted during the first two weeks after the commencement of the next semester.

R15.7.6 Supplementary examination will be considered as an alternative to the end-semester examination only. The continuous assessment marks already secured by the students will be considered for finalizing the grade.

R15.7.7 A minimum of 50 percent of marks prescribed for the end semester examination should be scored in the supplementary examination(s) to declare the result as have passed the course and acquired relevant number of credits.

R16. ELIGIBILITY FOR THE AWARD OF B.ARCH. DEGREE

R16.1 A student shall be declared to be eligible for the award of the B.Arch. degree provided the student has:

- i. Successfully gained the required number of total credits as specified in the curriculum corresponding to the student's programme within the stipulated duration.
- ii. Successfully completed the course requirements, appeared for the End Semester Examination and passed all the courses prescribed in all the 10 semesters within a maximum duration of 8 (n+3) years (with an extra one year granted by the institution to complete the course under special circumstances) reckoned from the commencement of the first semester to which the student was admitted.
- iii. Successfully passed any additional courses prescribed by the Dean (Academic Courses).
- iv. Successfully completed the NCC / NSS / NSO / YRC / RRC requirements.
- v. No disciplinary action is pending against the student.
- vi. The award of Degree must have been approved by the Academic Council of the Institution.

R16.2 Classification of the Degree Awarded

R16.2.1 First Class with Distinction

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

- i. Should have passed the examination in all the courses of all ten semesters in first appearance within six years which includes authorized break of study of one year. Withdrawal from examination (**vide Clause R19**) will not be considered as first appearance.
- ii. Should not have secured a CGPA of less than 8.0
- iii. Should not have been prevented from writing End Semester Examination due to lack of attendance in any one of the courses

The authorized break of study (**vide Clause R17**) and withdrawal from the examination (**vide Clause R18**) will not be construed as an attempt.

R16.2.2 First Class

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

- i. Should have passed the examination in all the courses of all ten semesters within eight years which includes authorized break of study of one year (if availed) or prevention from writing the End Semester Examination due to lack of attendance (if applicable).
- ii. Should not have secured a CGPA of less than 6.50.

The authorized break of study (**vide Clause R17**) and withdrawal from the examination (**vide Clause R18**) will not be construed as an attempt.

R16.2.3 Second Class

All other students (not covered in **Clauses R16.2.1** and **R16.2.2**) who qualify for the award of the degree (**vide Clause R16**) shall be declared to have passed the examination in Second Class.

R16.2.4 A student who is absent in the End Semester Examination of a course after having registered for the same shall be considered to have appeared in that examination (except approved withdrawal from End Semester Examinations as per **Clause R18**) for the purpose of classification.

R17. PROVISION FOR AUTHORISED BREAK OF STUDY

R17.1 Break of Study shall be granted by the Dean (Academic Courses) only once for valid reasons for a period of maximum one year during the entire period of study of the degree programme.

Break of Study shall be granted by the Dean (Academic Courses) only once for valid reasons for a period of maximum one year during the entire period of study of the degree programme.

R17.2 Prescribed fee should be paid to the Institution during the “Break of Study” period.

R17.3 The student permitted to re-join after the break of study / prevention due to lack of attendance shall be governed by the Curriculum and Regulations in force at the time of re-joining. If the Regulation is changed, then, those students may have to take up additional courses as prescribed by the Dean (Academic Courses).

R17.4 Total number of credits to be earned by the student shall be more than or equal to the total number of credits prescribed in the curriculum in force. If the credits assigned for L T P of the courses are not same in two Regulations under consideration, then equivalence shall be arrived as per the credit assignment followed in the Regulations in force.

R17.5 The authorized break of study (for a maximum of one year) will not be counted for the duration specified for passing all the courses for the purpose of classification (**vide Clause R16.2**).

R17.6 The total period for completion of the programme reckoned from, the commencement of the first semester to which the candidate was admitted shall not exceed the maximum period specified in **Clause R5** irrespective of the period of break of study in order that he / she may be eligible for the award of the degree.

R17.7 If any student is detained for lack of requisite attendance, progress and good conduct, the period spent in that semester shall not be considered as permitted “Break of Study” or “Withdrawal” (**vide Clause R18**) is not applicable for this case.

R17.8 In case there is any period of break of study more than the permitted duration, the student shall be permitted to continue the programme only if the approval is obtained from the Dean (Academic Courses) through the Head of the Department and Dean (FAP) before the end of the semester in which the student has taken break of study.

R17.9 If the student has not reported back to the department, after the break of study, his / her name shall be deleted permanently from the Institution enrollment and the same should be informed to his / her parents immediately. Such students are entitled to seek permission from the Executive Council to continue the programme.

R17.10 If a student in Full Time mode wants to take up job / start-up / entrepreneurship during the period of study, he / she shall apply for authorized break of study for one year. The student shall take up the assignment only after getting approval of the same by the Dean (Academic Courses).

R18. PROVISION FOR WITHDRAWAL FROM THE END SEMESTER EXAMINATIONS

R18.1 A student may, for valid reasons (medically unfit / unexpected family situation / Sports approved by the Director, Sports and Head of the

Department) and on prior application, be granted permission to withdraw from appearing for one examination of one course or two or more consecutive examinations of different courses in the End Semester Examination. Permission cannot be given to withdraw from the examinations in a non-consecutive sequence.

- R18.2** Such withdrawal shall be permitted only once during the entire period of study of the degree programme.
- R18.3** Withdrawal application is valid only if the student is otherwise eligible to write the examination (**vide Clause R7**) and if it is made within 10 days prior to the commencement of the end-semester examination and recommended by the Head of the Department and Dean (FAP) and approved by the Dean (Academic Courses).
- R18.4** Notwithstanding the requirement of mandatory 10 days' notice, applications for withdrawal for special cases under extraordinary conditions will be considered on the merit of the case.
- R18.5** Withdrawal shall not be construed as an appearance for the eligibility of a student for First Class with Distinction. This provision is not applicable to those who seek withdrawal during tenth semester.
- R18.6** Withdrawal from the End Semester Examination is NOT applicable to arrear courses of previous semesters.
- R18.7** The student shall appear for the end semester examination with respect to the withdrawn courses during the examination conducted in the subsequent semester / supplementary examination in the same semester and need not re-appear for the continuous assessment examination.
- R18.8** Withdrawal from the continuous assessment examination is not permitted.

R18.9 Withdrawal is not permitted to the student who has not satisfied the conditions prescribed in **Clause R7** as requirements for appearing in the End Semester Examination.

R19. DISCIPLINE

The Institution reserves the right to cancel the admission of any student and ask him / her to discontinue his / her studies at any stage of his / her career on the grounds of unsatisfactory academic performance or misbehaviour and conduct.

R19.1 Every student is required to observe discipline and decorous behaviour both inside and outside the Institution and not to indulge in any activity which will tend to bring down the prestige of the institution.

R19.2 Any act of indiscipline of a student reported to the Dean (Academic Courses) will be referred to a Discipline and Welfare Committee constituted by the Vice Chancellor. The Committee will enquire into the charges and recommend suitable punishment if the charges are substantiated. The Vice Chancellor will consider the recommendation of the Discipline and Welfare Committee for appropriate action.

R19.3 If a student indulges in malpractice in any of the end semester examination / continuous assessment tests, he / she shall be liable for punitive action as prescribed by the institution from time to time.

R19.4 Ragging of any dimension is a criminal and nonbailable offence in our country. The current State and Central legislations provide for stringent punishment, including imprisonment.

Once the involvement of a student is established in ragging, the offending student will be dismissed from the Institution and will not be admitted into any other Institution. Avenues also exist for collective punishment if individual cannot be identified in this inhuman act. Every student of the

Institution, along with the parent, shall give an undertaking every year in this regard.

R20. REVISION OF REGULATIONS AND CURRICULUM

The Academic Council of the Institution reserves the right to revise, amend or change the regulations, the curriculum, syllabus and the scheme of examinations from time to time if found necessary and shall send the recommendations to the Executive Council for approval.

R21. SPECIAL CASES

In the event of any clarification in the interpretation of the above regulations, they shall be referred to the Standing Committee (Internal members of the Academic Council). The Standing Committee will offer suitable interpretation / clarification required for special case on such references and get them ratified in the next meeting of the Academic Council. The decision of the Academic Council is final.