



**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

### Dual Degree Programme

#### CREDIT SYSTEM

(B.Tech. Computer Science and Engineering,  
B.Tech. Artificial Intelligence and Data Science)

#### R1. DEFINITIONS AND NOMENCLATURE

- i. “**Institute**” means Periyar Maniammai Institute of Science & Technology (Deemed to be University).
- ii. “**Dual 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.Tech. Degree.
- iii. “**Discipline**” means branch of a B.Tech. Degree Programme in Computer Science and Engineering / B.Tech. Artificial Intelligence and Data Science.
- iv. “**Programme**” means cohesive arrangement of courses, co-curricular and extracurricular activities to accomplish predetermined objectives leading to awarding of a dual degree.
- v. “**Course**” means a theory / practical / theory integrated with practical subject studied in a semester, like Mathematics, Coding Techniques, Data Structures, etc.
- vi. “**Dean (Academic Courses)**” means the authority of the Institute 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 Institute who is responsible for all the activities of the examinations.
- viii. “**HoD**” means the Head of the Department of Foundation Courses unless otherwise specifically stated.

- ix. “**MoU**” means the agreement signed between two parties either in India or Abroad to improve academic standards.
- x. “**Chairperson, BoS**” means Chairperson of Board of Studies of each department.
- xi. “**Department Advisory Committee**” means the committee constituted by the Institute for approving academic matters of the department.
- xii. “**Specialization**” means award of additional qualification to the students on earning the specified additional credits from the courses offered in the departments of Computer Science and Engineering / Artificial Intelligence and Data Science.
- xiii. “**Coordinator**” means the Senior Faculty of the Institute who will be assisting the Department of Foundation Courses in the smooth conduct of this Dual Degree Programme.
- 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. “**AICTE**” means All India Council for Technical Education established at New Delhi.
- xvii. “**UGC**” means University Grants Commission established at New Delhi.
- xviii. “**Academic Council**” means the approval granting authority for all academic related activities like framing of academic policies, approval of regulations, courses, syllabus etc.
- xix. “**Bonafide Student**” means one who has enrolled for at least one course in the curriculum as per regulations of Dual Degree Programme and has paid the tuition fee for the same.

## **R2. ADMISSION PROCEDURE**

### **R2.1 Regular Admission**

The students seeking admission to the Dual Degree Programme in B.Tech. Computer Science and Engineering / B.Tech. Artificial Intelligence and Data Science shall require satisfying eligibility criteria as prescribed by the Institute from time to time.

**R2.1.1** Candidates for admission to the B.Tech. Dual Degree Programme is required to have passed all the courses of first and second semesters of B.Tech. in any branch other than Computer Science and Engineering / Artificial Intelligence and Data Science. Selection of candidates shall be made purely on merit basis from the overall rank list of applicants.

### **R2.2 Lateral Entry Admission**

**R2.2.1** The candidates who possess the Diploma in Engineering / Technology awarded by the State Board of Technical Education, Tamil Nadu (or equivalent - Degree in Science (10+2+3 stream) with Mathematics as a subject at the B.Sc. level) are also eligible to apply for the Dual Degree Programme in B.Tech. Computer Science and Engineering / B.Tech. Artificial Intelligence and Data Science provided the candidate has been admitted to other regular B.Tech. degree programme.

**R2.3** The admission for this Dual Degree programme will be done by the **Director (Admissions)** and the admitted candidates are enrolled in the Department of Foundation Courses till they complete the dual degree.

**R2.4** 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 Institute from time to time.

**R2.5** The candidate must forward the enrollment / registration form to the Coordinator of the Dual Degree Programme through the Head of the Department, in which he / she is currently studying.

**R2.6** The candidate must register for all the courses in the module prescribed for the particular semester. Cancellation of registration is applicable only when the request is made within two weeks from the beginning of the semester. Cancellation and refund fees will be as per the rules of the institute.

**R2.7** Students admitted under this dual degree programme are governed by the Regulations framed by the Academic Council of the Institute.

**R3. PROGRAMMES OF STUDY**

**R3.1** Dual Degree Programme is offered in the Faculty of Engineering and Technology for the students of core engineering branches including Biotechnology.

**R3.2** A student may be given admission to any one of the programmes of study (as given in the following table).

<b>Sl. No.</b>	<b>UG Programmes</b>
1.	B.Tech. Computer Science and Engineering
2.	B.Tech. Artificial Intelligence and Data Science

**R4. STRUCTURE OF THE PROGRAMME**

**R4.1 Categorization of Courses**

Every B.Tech. Dual Degree Programme shall have a curriculum with syllabus comprising of Theory, Theory integrated with Practical and

Practical courses with well-defined Programme Specific Outcomes (PSOs) and Programme Educational Objectives (PEOs) as per Outcome Based Education (OBE). The content of each course is designed based on the Course Outcomes (COs). The courses shall cover:

- a. Foundation Courses**
- b. Professional Core Courses** include the core courses relevant to the chosen specialization / branch.
- c. Professional Elective Courses** include the elective courses relevant to the chosen specialization / branch (only if the student wishes to earn more credits).
- d. Employability Enhancement Courses** include Career Development Skills, Coding Techniques, Seminar, Professional Practices, Value Added Courses, Case Study, and Creative and Innovative Interdisciplinary Projects.
- e. Online Courses** allow the students to habituate independent learning through Massive Open Online Courses (MOOCs) restricted to NPTEL and SWAYAM only (with the permission from the Dean, Academic Courses).

The credit requirements for each category of courses are outlined in **Table 1**.

**R4.2** Every B.Tech. Dual Degree Programme will have a curriculum and syllabus for the courses approved by the Academic Council.

**R4.3** The curriculum of any B.Tech. Dual Degree Programme is designed to include a maximum of 100 credits for the award of the degree.

**Table 1. Credit Requirements for each category of Courses**

<b>Sl. No.</b>	<b>Category of Courses</b>	<b>Credits</b>
1.	<b>Foundation Courses</b> (Humanities and Social Sciences including Management Courses, Basic Science and Engineering Science Courses)	8
2.	<b>Professional Core Courses</b>	74
3.	<b>Employability Enhancement Courses</b> (Professional Practices, Value-added, Skill Development Courses including and Projects)	15
4.	<b>Online Courses</b>	3

**R4.4** The curriculum of a module shall normally have a blend of 2 lecture-based courses and laboratory courses not exceeding 3. The curriculum for the dual degree programme is divided into 12 modules. Each course may have credits assigned as per **Clause R4.5**. However, the total number of courses per semester shall not exceed 10 for the first degree, and in case of dual degree it shall be 13 courses including practical courses.

**R4.5 Credit Assignment**

Each course is assigned a certain number of credits based on the details provided in **Table 2**.

**Table 2. Credit Assignment**

<b>Contact Period per Week</b>	<b>Credit</b>
One Lecture Period	1
One Tutorial Period	1
Two Laboratory Periods (also for employability enhancement courses like Seminar / Project Work / Case Study etc.)	1



The contact periods per week for laboratory courses can only be in multiples of 2.

**R4.6** In case of first degree, the maximum number of credits registered in any semester shall not exceed 30 and in case of dual degree, the maximum number of credits in any semester shall not exceed 33.

**R4.7** A student shall register for additional elective courses by paying the prescribed fee.

**R4.8** For the award of the degree, a student has to earn 100 credits as specified in the curriculum. If the candidate has earned 60 credits a Diploma will be awarded in Computer Applications (DCA).

**R4.9** The classes will be conducted in all working days for a duration of 2 periods per day (4.30 p.m. to 6.10 p.m.) and on holidays as per scheduled time table by the Office of the Dean (Academic Courses).

**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 for all examinations.

**R4.11 Semester Long Project Work**

**R4.11.1** After completion of the capstone project in the final semester of the first degree, students shall undertake a semester long project work in their own discipline or in the programme of study under dual degree to obtain hands-on experience.

- R4.11.2** A separate project work has to be carried out for the Dual Degree Programme and preferably the concentration may be focused on the application of Computer Science or Artificial Intelligence and Data Science concepts to the core engineering disciplines (first degree).
- R4.11.3** Project work may be assigned to a single student or to a group of students, not exceeding 3 per group with a guide from the parent department and a co-guide from the Department of Computer Science and Engineering.
- R4.11.4** However, if the project is of interdisciplinary nature, then students from different programmes are permitted to form a group and the guide can be from other departments also.
- R4.11.5** Students are permitted to undertake a semester long industrial project for their dual degree, provided the domain of such projects come under the same discipline but with the application of the concepts of Computer Science or Artificial Intelligence and Data Science. Such interdisciplinary projects should be approved by the Department Advisory Committee and the industry has no objection in submitting the work carried out as a report.
- R4.11.6** If the outcome of the project work is the development of a finished product, then it may lead to a start-up activity.
- R4.11.7** The students have to submit a project report on or before the last working day of the semester and the assessment of the same is detailed in **Clause R13.8**.

#### **R4.12 Value Added Courses**

- R4.12.1** Students must undergo Value Added Courses as prescribed in the curriculum for the award of the degree. Courses with two / three credits shall be offered by a Department / Institute with the prior approval from the Dean (Academic Courses).

**R4.12.2** The details of the syllabus, timetable and faculty may be sent to the Office of the Dean (Academic Courses) after approval from the Departmental Advisory Committee concerned.

**R4.12.3** 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 and Head of the department offering the course.

**R4.12.4** The courses once approved by the institute, which are represented by any department, shall be made available in the institute website and these courses can be offered by the departments with information to Dean (Academic Courses).

#### **R4.13 Off Campus Courses and Transfer of Credits**

**R4.13.1** Students are permitted to optionally enroll and study a maximum of three off-campus courses in physical / online / hybrid mode under each dual degree programme with the approval of Department Advisory Committee 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 core / elective courses of curriculum as approved by Department Advisory Committee.

**R4.13.2** Students are permitted to optionally enroll and study these courses through SWAYAM / NPTEL platforms and credit transfer is to be done based on the marks and certificate provided by the NPTEL. The number of credits and transfer of credits are based on the procedure explained in **Table 3** and the Mapping of the marks with the grades is explained in **Table 4**. The mapping of marks with grades is applicable, only if the student passes the course as per the guidelines of NPTEL.

**Table 3: 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
4	16 weeks	4

**Table 4: Mapping of Marks Scored in NPTEL 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

**R4.13.3** 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 module 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 institute.

## **R5. DURATION OF THE PROGRAMMES**

**R5.1** Candidates selected for the Dual Degree programme shall undergo additional courses pertaining to Computer Science and Engineering / Artificial Intelligence and Data Science with a total of 100 credits. The additional courses are to be undergone concurrently from 3<sup>rd</sup> semester of the first-degree programme and shall extend for one more year beyond the fourth year of the regular B.Tech. degree programme to which the candidate was first admitted. The additional courses are to be offered after

normal working hours so that the regular B.Tech. classes remain unaffected.

**R5.2** A candidate is ordinarily expected to complete all the 12 modules of courses i.e., the dual B.Tech. degree in Computer Science and Engineering / Artificial Intelligence and Data Science in 10 semesters (5 academic years) but in any case, not more than 14 semesters (7 academic years).

**R5.3** Candidates are allowed to study across the Higher Education Institutions, which are registered under Academic Bank of Credits (ABC) with an appropriate "credit transfer" mechanism from one programme to another, leading to attain a Degree / Diploma, etc.

**R5.4** The Dean (Academic Courses) shall ensure that all course modules are taught in sequence, considering the prerequisite courses, and that every teacher imparts instruction according to the number of periods / hours specified in the syllabus, delivering the full content of the specified syllabus for the course being taught.

**R5.5** The total period for completion of the programme, reckoned from the commencement of the first module for each candidate, shall not exceed the maximum period specified in **Clauses R5.1 and R5.2**, irrespective of the period of Break of Study (**vide Clause R17**) or prevention (**vide Clause R7.7**), in order for the candidate to be eligible for the award of the degree (**vide Clause R16.1**).

## **R6. COURSE ENROLLMENT AND REGISTRATION**

**R6.1** Each student on admission to the dual degree programme shall register for all the courses prescribed in the curriculum of the first module of study.

- R6.2** 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 examinations.
- R6.3** Enrollment for all courses in the curriculum from modules II to XII will commence five working days prior to the start of the succeeding module.
- R6.4** Late registrations will be permitted with a fine amount as prescribed by the Institute up to one week from the last date specified for registration.
- R6.5** 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 R7**) within five working days after the commencement of classes for the concerned module and complete the registration process duly authorized by the Course Instructor / Mentor.
- R6.6** 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.
- R6.7** The candidate will be eligible for enrollment only if he / she has cleared all the dues to the Institute such as Hostel fees, Library due, Laboratory breakages etc., of the previous semester and paid all required prescribed fees for the current semester of first degree, provided he / she is not debarred from the Institute on account of disciplinary matters.
- R6.8** **FLEXIBILITY TO ADD OR DROP COURSES**
- R6.8.1** 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 dual 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.

**R6.8.2** Each student has to register all courses in the curriculum of a respective module (with the facility to drop courses to a maximum of 3 to 4 credits). The dropping of courses shall be decided as per prerequisite requirements in consultation with the Mentor.

**R6.8.3** The student can also register for courses in which he / she failed in the earlier modules. In such cases the student shall do reappearance registration for those courses or redo the courses when they are offered.

**R6.8.4** 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 33 including the courses registered for the first degree.

## **R6.9 Reappearance Registration**

**R6.9.1** If a student fails in a theory / practical / theory integrated with practical course, the student shall do reappearance registration for that course and appear for the end semester examination. However, from the third attempt onwards, to pass the course, the candidate should secure either 50 percent of marks and above considering the sum of 40 percent of marks acquired in continuous assessment and 60 percent of marks earned in end semester examination (satisfying the passing requirement) or 50 percent of marks and above earned in end semester examination alone.

**R6.9.2** The student who fails in project 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.

**R6.9.3** Students are not eligible to reappear for the courses that they have already passed for improvement of Grade / Marks.

**R6.10 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 examinations. A student must redo a course in the following conditions.

**R6.10.1** 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.

**R6.10.2** If a student fails to secure a pass in any theory / laboratory / theory integrated with laboratory course (including elective theory), 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.

**R6.10.3** The student who fails in any Project work 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**.

**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 practical classes.



- R7.2** Attendance record will be maintained based upon roll calls (or any equivalent operation) in every scheduled lecture, tutorial, and practical class. The Class Advisor will maintain and consolidate the attendance record for all the courses (lectures, tutorials, and practicals 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, 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 concerned, 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 course. 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 R7.3 and R7.4**) and has registered for the examination in those courses 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 result sheet. 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 R6.10**.

**R7.8** If a student has shortage of attendance in all the registered courses, he / she would not be permitted to move to the next module of courses and must repeat the current module in the subsequent year.

**R7.9** In the case of reappearance (arrear) 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 concerned 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 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.

**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 and laboratory work.

**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 module.

**R7.15** If a student is continuously absent from the Institute for more than four weeks without any notification to the Dean (Academic Courses), his / her name will be removed from the Institute rolls.

**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 of Foundation Courses. The Class Advisor is the ex-officio member and the Convener of the class committee.

The responsibilities of the Class Advisor shall be:

- To act as the channel of communication between the HoD and the students of the respective class.
- To collect and maintain various details such as attendance, assessment marks and long leave particulars.
- To help the Chairperson of the class committee in planning and conducting the class committee meetings.
- To monitor the academic performance of the students including attendance and to inform the class committee.

- To coordinate with each instructor in performing analysis of results of continuous assessments and end semester examinations and in estimating CO – PO attainment.
- 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 reappearance (arrear) 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:

- To inform the interpretation of Regulations to the students and their rights and duties.
- To inform the code of conduct to be maintained in the campus and disciplinary actions.
- To inform the students about the various facilities and activities available to enhance the student's curricular and co-curricular activities.

- To guide in the process of enrollment and registration of the courses.
- To authorize the final registration of the courses at the beginning of each module.
- To monitor the academic and general performance of the students including attendance and to counsel them accordingly.
- To collect and maintain the students' academic and co-curricular records.
- To facilitate and collect students' feedback about the course and course instructor.
- To facilitate and collect the course exit survey and programme exit survey.
- 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 HoD.

**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 HoD within 7 days from the commencement of classes. The Class Advisor and the HoD will attend the meeting. The Dean (Academic Courses) and the Mentor(s) shall be called to attend the meeting as special invitees if required.

The functions of the class committee include:

- Solving problems experienced by students in the classroom and in the laboratories in consultation with the HoD / Dean (Academic Courses).
- Clarifying the Regulations of the degree programme and the details of rules therein.
- Informing the student representatives about the academic schedule including the dates of assessments and the syllabus coverage for each assessment.
- Informing the student representatives, the details of Regulations regarding weightage used for each assessment.
- Discussing in the class committee meeting the breakup of marks for each experiment / exercise / module of work, in case of practical courses (laboratory / project work / seminar, etc.) and informing the students.
- Analyzing the performance of the students of the class after each assessment and finding ways and means of improving their performance.
- 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 Institute, 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 classes of a module. 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 of

the concerned Faculty 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) within 5 days from the commencement of classes of a module. The first meeting of the Common Course Committee shall be held within 5 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 Co-Ordinator, 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 HoDs 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), IQAC Co-Ordinator, Coordinator of the Dual Degree Programme 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 10 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. 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 for forwarding to the Controller of Examinations.

### **R13. SYSTEM OF EXAMINATION**

The end-semester examinations for theory, theory integrated with practical, practical integrated with theory, practical, and project courses will be of 3 hours duration. These examinations shall normally be conducted one week after the classes are over, i.e., on the completion of each module as scheduled by the Head of the Department of Foundation Courses, without interfering with the time schedules of regular examinations for the first degree. For practical, practical integrated with theory, and project courses, the end-semester examination will be conducted with an external examiner appointed by the Controller of Examinations.

#### **R13.1 Assessment Procedures for Awarding Marks**

All B.Tech. dual degree programmes consist of Theory, Theory integrated with Practical, Practical, Practical integrated with Theory Courses and Employability Enhancement Courses. Employability Enhancement Courses include Project Work, Seminar, Professional Practices, Case Study, and Skill Development Courses / Value Added Courses. Appearance in End Semester Examination is mandatory for all courses including Theory, Theory integrated with Practical,

Practical, Practical integrated with Theory courses, project work, and all lecture-based employability enhancement courses.

Performance in each course of study shall be evaluated based on:

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

The evaluation shall be based on Outcome Based Education and the relevant rubrics shall be followed.

**R13.2** Each course, Theory, Theory Integrated with Practical, Practical, Practical Integrated with Theory and Project work shall be evaluated for a maximum of 100 marks. The weightage for continuous assessment marks and end semester examination marks are given in **Table 5**.

**R13.3** Some domain specific courses included under Employability Enhancement Courses are evaluated by internal assessments only. However, minimum attendance requirements as per Clause R7 shall be satisfied.

**TABLE 5: Weightage of Marks**

SL. No.	Category of Courses	Marks Weightage (%)	
		Continuous Assessment	End Semester Examination
1	Theory Courses	40	60
2	Laboratory Courses	75	25
3	Theory integrated with Laboratory Courses	Theory – 20 Laboratory - 20	Theory - 60
4	Laboratory integrated with Theory Courses	Theory – 25 Laboratory - 50	Laboratory - 25
5	Project Work	60	40
6	Value Added Courses, Skill Development Programmes, and Online Courses (with one credit)	100	-

**R13.4** Every teacher is required to maintain an ‘**ATTENDANCE AND ASSESSMENT RECORD**’ for every course in a module, which consists of attendance marked in each class of Theory / Theory Integrated with Practical / Practical / Practical Integrated with Theory / EEC, the assessment marks, and the record of class work (topics covered), separately for each course handled by the teacher. The attendance book completed in all respects should be submitted to the HoD periodically (three times in a semester) for checking the syllabus coverage and the records of assessment marks and attendance. The HoD will affix signature and date after due verification. 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 for each course in each module 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 and shall normally be conducted at the completion of each module of courses as scheduled by the HoD in consultation with the Controller of Examinations.

**R13.5.2 Continuous Assessment Evaluation for Theory Courses**

- The mode(s) of internal evaluation is / are to be decided for each course in the class committee.
- The handwritten notes taken by students while attending classes are to be regularly monitored by each faculty member. 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.
- 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.

- 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.
- All regular assessment tests are to be conducted for 100 marks and the marks obtained by the students are reduced to 40 marks while evaluating continuous assessment marks. Three assessment tests are to be conducted.
- The question paper is to be set considering the appropriate Bloom's Taxonomy levels and to cope with the prescribed course outcomes.
- The regular first assessment test is to be conducted between 30 and 35 days from the commencement of classes of a module with the portion of syllabus covered up to 4 weeks. The test duration shall be 1 hour. The mark obtained in the regular first assessment test (written for 100 marks) is reduced to 90 percent to which the marks obtained for handwritten notes (maximum 10) is to be added to make it 100.
- The second assessment test, termed as Mid-term test is to be conducted between 60 and 65 days from the commencement of classes 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 reduced 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.

- The third assessment test, termed as Model Examination is to be conducted between 80 and 85 days from the commencement of classes 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 reduced 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.

(or)

- 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 HoD, Dean (Academic Courses) and Controller of Examinations without affecting the regular assessment schedules of the first degree.

**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 with prior permission from the Head of the Department, 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 Integrated with Practical Courses and Practical Integrated with Theory Courses**

Each theory integrated with practical or practical integrated with theory course shall be evaluated for a maximum of 100 marks as shown in **Table 6**.

**Table 6: Assessment for Theory Integrated with Practical Courses and Practical Integrated with Theory Courses**

Sl.No.	Category of Course	Marks (in percentage)		
		Assessment for Theory	Assessment for Laboratory	End Semester Examination
1.	Theory integrated with Practical	20 (Two Assessments)	20 (Continuous Evaluation)	60 (Theory Examination)
2.	Practical integrated with Theory	25 (One Assessment)	50 (Continuous Evaluation)	25 (Practical Examination)

For theory integrated with practical courses, the end semester examinations will be conducted as theory examinations. For practical integrated with theory courses, the end semester examinations will be conducted and evaluated with an external examiner appointed by Controller of Examinations. The procedure for conduct of continuous assessments for laboratory component is as per the **Clause R13.7**. The two assessment tests for theory are written tests. The weighted average shall be converted into 40 marks for continuous assessment in case of theory integrated with practical courses and into 75 marks for practical integrated with theory courses.

### **R13.7 Assessment for Laboratory Courses**

**R13.7.1** Every laboratory exercise / experiment shall be evaluated based on the student's performance during the laboratory class and the maintenance of laboratory records.

- R13.7.2** There shall be at least one assessment test for laboratory courses.
- R13.7.3** The criteria for arriving at the continuous assessment marks of 75 will be as per the following scheme: for successful completion of all the prescribed experiments done in the laboratory including observation and record work, 75 percent of marks shall be awarded, and 25 percent marks shall be awarded for the assessment test. The total marks earned by the student in continuous assessments shall be converted into a maximum of 75 marks and rounded to the nearest integer.
- R13.7.4** The end semester examination for laboratory courses shall be for 25 marks and shall include Viva-voce also as a part of it. The Viva-voce examination shall be conducted by an external examiner appointed by the Controller of Examinations.
- R13.7.5** The end semester examination for laboratory courses will be of 3 hours duration and shall normally be conducted before the start of the theory examinations for that semester.
- R13.8 Assessment for Project Work**
- R13.8.1** For Project work out of 100 marks, the maximum mark for continuous assessment is fixed as 60 and the end semester examination (project report evaluation and Viva-voce examination) carries 40 marks. Project work may be assigned to a single student or to a group of students, not exceeding 3 per group.
- R13.8.2** There shall be three assessments (each 100 marks) during the period of entire project module by a review committee. The student shall make a presentation on the progress made before the committee. The Head of the Department shall constitute a review committee for each programme. There shall be a minimum of three members in the review committee.

The committee shall consist of the supervisor (project guide), project coordinator and domain expert from the concerned / allied department. The total marks obtained in the three reviews shall be reduced to a maximum of 60 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.

**R13.8.3** The students are expected to submit the project report on or before the last working day of the project module. The end semester examination for the project work shall consist of the evaluation of the final project report submitted by the student or students of the project group by an external examiner, followed by a Viva-voce examination conducted separately for each student by a committee consisting of the external examiner and an internal examiner (other than project guide). The project coordinator shall be the internal examiner. The Head of the Department, with the approval of the respective Dean of the Faculty shall appoint the external examiner for the end semester examination of the project work.

**R13.8.4** The continuous assessment and viva-voce examination marks for project work shall be distributed as indicated below in **Table 7**.

**Table 7: Continuous Assessment and End Semester Examination Marks for the Project Work**

<b>Continuous Assessment (60 Marks)</b>			<b>End Semester Examinations (40 Marks)</b>			
<b>Review I</b>	<b>Review II</b>	<b>Review III</b>	<b>Project Report</b>		<b>Viva-Voce Examination</b>	
			<b>Guide</b>	<b>External</b>	<b>Internal</b>	<b>External</b>
10	20	30	10	10	10	10



**R13.8.5** If the project 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 project work with due approval obtained from the Dean (Academic Courses) and the same needs to be communicated to Controller of Examinations. If the project report is not submitted even beyond the extended time, then the student is deemed to have failed in the Project Work.

**R13.8.6** A student may, however, in certain cases, be permitted to work on the project in an Industrial / Research organization on the recommendation of the Head of the Department, with the approval of the Dean (Academic Courses). In such cases, the project work shall be jointly supervised by a faculty member (project guide) of the department and an Engineer / Scientist from the organization (project coordinator) and the student shall be instructed to report the progress periodically and to attend the project reviews for evaluating the progress. The student will produce a certificate of attendance from the Industry / Research organization where the project is carried out. In case of industrial projects, the marks allotted for the project guide will be shared equally by the guide from the department and the coordinator from the industry.

**R13.9 Assessment for Seminar / Professional Practices**

The Seminar / Professional Practices / Case study / Mini-Project shall carry 100 marks and shall be evaluated through continuous assessment only. Every student is expected to present a minimum of 2 presentations / demonstration before the evaluation committee and for each presentation / demonstration, marks can be equally apportioned. The three-member committee consisting of one coordinator and two members appointed by the Head of the Department will evaluate the performance of the student in above activities at the end of the semester, the marks can be consolidated and taken as the final mark. The evaluation shall be based

on the seminar paper / report (40 marks), presentation / demonstration (40 marks) and response to the questions asked during presentation / demonstration (20 marks). The final marks obtained by each student in all the above activities should be consolidated and submitted by the concerned 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. The consolidated final mark obtained by each student is reduced to 20 marks and to be utilized as stated in the **Clause R13.5.2**.

### **R13.10 Assessment for Industrial / Practical Training / Summer Project**

The Industrial / Practical Training shall carry 100 marks and shall be evaluated through continuous assessment only. At the end of the Industrial / Practical Training / Internship / Summer Project, the student shall submit a certificate from the organization where the student has undergone training and a brief report about the training. The evaluation will be made based on this report (40 marks), presentation (30 marks) and a Viva-voce Examination (30 marks). 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 an industry / organization and two members (a coordinator and a member) from the Department. Certificates (issued by the Organization) of the student along with his / her mark statement should be submitted by the concerned 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.

### **R13.11 ASSESSMENT OF SEMESTER LONG INDUSTRIAL PROJECT**

**R13.11.1** The Viva-Voce examination for semester long industrial project or internship shall be based on the report submitted by the student regarding

the work carried out in the industrial project. The students must produce an attendance certificate at the time of reviews. The report shall be certified by a mentor from the industry, supervisor and HoD.

**R13.11.2** Projects undertaken externally should have an internal guide and an external guide. Both guides are expected to interact regularly 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 student. In the beginning of the project, the internal guide should ensure that the work to be carried out is up to the standard as well as not attracting any IPR issues with the external organization so that the work could be published.

**R13.11.3** The reviews may be conducted in online mode, if the student cannot travel to the institute to attend the reviews and this shall be approved by HoD, and such reviews must be recorded. However, the end semester examination must be conducted in physical mode with the mentor from the industry present physically or through online.

**R13.11.4** In the final report, the Bonafide certificate shall be signed by both the guides mandatorily. However, if any difficulty is encountered in fulfilling this norm, then the HoD can initiate remedial action and complete the evaluation requirement with justification and approval of the Dean (Academic courses) for the same.

**R13.11.5** The Bonafide certificate of the project report shall have the date of viva voce examination and the signatures of the internal and external guides.

**R13.11.6** If the project report or report of industrial project or internship 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. If the report is not submitted even beyond the extended time, then the student(s) is

deemed to have failed in the Project Work and the student must redo the course again.

**R13.12 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 by the department concerned. 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.

**R13.13 Assessment for Online Courses**

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

**R13.13.1** 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.

**R13.13.2** 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) which in turn should be submitted to Controller of Examinations for further processing with due approval from Dean (Academic Courses).

**R13.13.3** If the grade card is not submitted by the student, the HoD shall recommend the same to the Controller of Examination through Dean (Academic Courses) to conduct end semester examination on the online course.

**R13.14** Continuous assessment marks approved by the Dean (Academic Courses) shall be displayed to students by the HoD 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 Examinations] 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 theory, laboratory, theory with laboratory, laboratory with theory courses (including project work).

**R14.2** If the student gets less than 50 percent of total marks, then the student will be awarded only 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 the 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 the first appearance shall be retained and considered valid for one subsequent arrear attempt. However, from the third attempt onwards, if a student fails to obtain pass marks i.e., (Continuous Assessment + End Semester Examination) as per **Clause R14.1**, then the student shall be declared to have passed the examination if he / she secures a minimum of 50 percent of marks prescribed for the end semester examinations alone.

**R14.4** The students are allowed to write arrear examination as per **Clause R6.9.1**.

**R14.5** If a student has submitted the project report but absent in the end semester examination of project work, the student is deemed to be failed. If a student attends and fails in the End Semester examination of Project work, 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 exam 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 (employability enhancement courses such as value-added courses, skill development programmes, online courses with one credit, except project work), 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 candidate in each subject as detailed below in the **Table 8**. The letter grades and the associated grade points are shown in **Table 9**.

**Table 8: Grade Distribution with Range of Marks**

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

An absolute grading system will be followed in assigning grades to students for each course registered.

**Table 9: Letter Grades with Grade Points**

<b>Letter Grade</b>	<b>Grade Significance</b>	<b>Grade Points</b>
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** 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 RA, SA will not figure in the grade sheet.

### **R15.3 GRADE SHEETS**

**R15.3.1** After the results are declared, Grade Sheets will be issued to each student, which will contain the following details:

- List of courses enrolled in a module and the grades obtained by the student.
- List of additional courses in which the student has passed with the grades under the title of Additional Courses.
- The Grade Point Average (GPA) for the module considering only the courses of curriculum (not the additional courses) and
- The Cumulative Grade Point Average (CGPA) of all courses registered from first module onwards considering only the courses of curriculum (not the additional courses).

**R15.3.2** The Grade Point Average (GPA) for each module will be calculated only for the students who have passed all the courses of that module. Similarly, Cumulative Grade Point Average (CGPA) up to any module will be calculated only for the students who have passed all the courses up to that module. 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 module.

$$GPA = \frac{\sum_1^n C_i * GP_i}{\sum_1^n C_i}$$



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 module.

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

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

**R15.3.3** In the consolidated grade sheet, the CGPA earned shall be converted into percentage of marks as follows:

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

#### **R15.4 REVALUATION OF ANSWER SCRIPTS**

A candidate can apply for photocopy of his / her 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 module examinations and can get it retalled / 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 practical courses, project and Employability Enhancement Courses.

## **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 examinations.
- 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 the 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 reason 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 module.
- 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 the relevant number of credits.

## **R16. ELIGIBILITY FOR THE AWARD OF DEGREE**

**R16.1** A student shall be declared to be eligible for the award of the B.Tech. Dual Degree (in Computer Science and Engineering / Artificial Intelligence and Data Science) provided the student has:

- i. The candidate has qualified for the regular B.Tech. degree in which he / she was originally admitted.
- ii. Successfully gained the required number of total credits as specified in the curriculum corresponding to the student's additional programme within the stipulated duration.
- iii. Successfully completed the course requirements, appeared for the End Semester Examinations and passed all the courses prescribed in all the 12 modules (or as required) within a maximum duration of 7 years reckoned from the commencement of the first module.
- iv. Successfully passed any additional courses prescribed by the Dean (Academic Courses).
- 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** The Dual Degree students shall continue to be on rolls till he / she completes the Dual Degree.

**R16.3** He / she shall be issued Transfer Certificate only after completion of the Dual Degree Programme.

**R16.4** If he / she completes the first degree, the Provisional Certificate (programme completion certificate) may be issued immediately on the date of completion, and the Degree Certificate shall be issued at the next convocation.

**R16.5** If the student who has completed the first degree and prefers to join in P.G. Programmes such as M.E. / M.Tech. or take up employment without completing the Dual Degree, he / she shall be given option to permanently withdraw from the Dual Degree Programme. In such a case he / she shall be issued transfer certificate and is eligible to receive the first degree.

**R16.6** If the candidate wishes to continue the dual degree programme, he/she may be allowed to do so, and a provisional transfer certificate shall be issued for joining a PG programme at other institutes or for employment. He/she is eligible to receive the first degree. The candidate shall be allowed to complete the remaining coursework either online (as per PMIST regulations) or through higher educational institutions registered under the Academic Bank of Credits portal. Additionally, the candidate is allowed to do the project at their study/workplace, but is advised to attend the continuous assessments and end-semester examination on campus.

### **R16.7 Classification of the Degree Awarded**

#### **First Class with Distinction**

**R16.7.1** 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 the modules in first appearance within the stipulated period, which includes authorized break of study of one year. Withdrawal from examination (**vide Clause R18**) will not be considered as an appearance.
- ii. Should have secured a CGPA of not less than 8.00.
- iii. Should not have been prevented from writing end semester examination due to lack of attendance in any of the courses.

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

### **First Class**

**R16.7.2** 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 the modules within the stipulated period, which includes one year of authorized break of study (if availed) or prevention from writing the End Semester Examination due to lack of attendance (if applicable).
- ii. Should have secured a CGPA of not less than 6.50.

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

### **Second Class**

**R16.7.3** All other students (not covered in **Clauses R16.7.1 and R16.7.2**) who qualify for the award of the degree (**vide Clause R16**) shall be declared to have passed the examination in Second Class.

**R16.7.4** A student who is absent in the end semester examination in a course / project work 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.

**R16.7.5** If the student has studied a greater number of courses (relevant to the programme of study) than the number of credits required as per the curriculum, the courses with higher grades shall be considered for the calculation of CGPA. Remaining courses shall be printed on the grade

sheet; however, they will not be considered for calculation of CGPA and the same shall be indicated in a foot note appropriately.

**R16.7.6** If the student has failed in the additional courses or faced shortage of attendance, they will not be printed in the grade sheet and will not be considered for CGPA calculation and classification of degree.

**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.

**R17.2** Prescribed fee to the Institute should be paid 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 credit 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 R16.7**).

**R17.6** The total period for completion of the programme reckoned from, the commencement of the first module to which the candidate was admitted

shall not exceed the maximum period specified in Clause R5 irrespective of the period of break of study (**vide Clause R17**) 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' (**Clause R17 or R18**) is not applicable for this case.

**R17.8** In case there is any period of break of study more than the permitted duration of break of study, the student shall be permitted to continue the programme only if the approval is obtained from the Dean (Academic Courses) through the concerned HoD 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 Institute enrollment. Such students are not entitled to seek readmission under any circumstances.

**R17.10** If a student 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 HoD) 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 HoD 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 the last two modules.
- 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 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 Institute 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 Institute 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 non-bailable 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 Institute, along with the parent, shall give an undertaking every year in this regard and this should be submitted at the time of enrolment.

**R20. REVISION OF REGULATIONS AND CURRICULUM**

The Academic Council of the Institute 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**

**R21.1** For all other academic matters related to the Dual Degree programme, the regulations outlined in the B.Tech. Regulations 2024 for the first degree shall be followed.

**R21.2** 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.