ACADEMIC RULES, REGULATIONS AND ORDINANCES

FOR

BACHELOR OF TECHNOLOGY (B. TECH.) PROGRAMME

(Effective from Academic year 2021-22)

G. S. Mandal's
Maharashtra Institute of Technology, Aurangabad

(An Autonomous Institute permanently affiliated to Dr. Babasaheb Ambedkar MarathwadaUniversity, Aurangabad)

ACADEMIC RULES, REGULATIONS AND ORDINANCES

1. **Short Title and Commencement**

   a) These academic rules, regulations and ordinances shall be applicable to all Bachelor of Technology Programme run by the G. S. Mandal's Maharashtra Institute of Technology (MIT), Aurangabad permanently affiliated to Dr. Babasaheb Ambedkar Marathwada University, Aurangabad.

   b) These academic rules, regulations and ordinances shall come into force with effect from such date as approved by the authorities of G. S. Mandal's Maharashtra Institute of Technology, Aurangabad.

2. **Definitions**

   Unless the context requires otherwise,

   a) **Academic Council**: It means Academic Council of the Institute

   b) "**Applicant**" shall mean an individual who applies for admission to any B. Tech. Programme.

   c) **BoS**: It means Board of Studies of a specific Department of the Institute.

   d) **Choice Based Credit System (CBCS):** The CBCS provides choice for students to select from the prescribed courses (core, elective or minor or soft skill courses).

   e) **Credit Point:** It is the product of grade point and number of credits for a course.

   f) **Grade Point:** It is a numerical weight allotted to each letter grade on a 10-point scale.

   g) **Letter Grade:** It is an index of the performance of students in a said course. Grades are denoted by letters O, A+, A, B+, B, C+,C, D, D1, PP and NP.

   h) **Cumulative Grade Point Average (CGPA):** It is a measure of overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all the semesters. It is expressed up to two decimal places.

   i) **Semester Grade Point Average (SGPA):** It is a measure of performance of work done in a semester. It is ratio of total credit points secured by a student in various

courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

j) **Course:** All courses need not carry the same weightage. The courses should define learning objectives and learning outcomes. A course may be designed to comprise lectures/ tutorials / laboratory work/ field work/ outreach activities/ project work/ vocational training/viva/ seminars/term papers/assignments/ presentations/ self-study etc. or a combination of some of these.

k) **"Course Coordinator"** shall mean a faculty member who shall have full responsibility for the course, coordinating the work of other faculty member(s) involved in that course, including examinations and the award of grades.

l) "**Degree**" shall mean the Bachelor's degree viz. B. Tech. and such other degrees of the university as may be approved by the authorities concerned.

m) "**Direct Admitted Student**" shall mean a student who is admitted directly to second year of the degree program through lateral entry and as per the eligibility decided by the competent authority from time to time and admitted for undergraduate programme for full time study leading to B. Tech. degree.

n) **"Programme"** means offering of the University for the Award of degree in a specific branch of study.

o) "**Student**" shall mean a candidate admitted for an undergraduate programme for full time study leading to Bachelor's degree.

p) "**Scheme of Teaching and Examination**" shall mean the scheme of teaching and examination for a programme of study as approved by the authorities.

q) "**UG**" shall mean undergraduate.

r) **Semester**: Each semester will consist of academic work equivalent to 90 actual teaching days.

s) **Transcript or Grade Card or Certificate:** Based on the grades earned, a grade certificate shall be issued to all the registered students after every semester. The grade certificate will display the course details (code, title, number of credits, grade secured) along with SGPA of that semester and CGPA earned till that semester.

3. Preamble

The Regulations prescribed herein have been made by MIT, an autonomous institution, permanently affiliated to the Dr. Babasaheb Ambedkar Marathwada University, Aurangabad to facilitate the smooth and orderly conduct of its academic programmes and activities at the B. Tech. It is expected that the Regulations will enable the students to take advantage of the various academic opportunities at the Institute and prepare themselves to face the challenges in their professional careers ahead. It may be noted that:

a) The provisions made herein shall be applicable to all the B. Tech Programmes offered at the Institute, at present;

b) They shall also be applicable to all the new UG Programmes which may be started at the Institute in the future;

c) Academic and non-academic requirements prescribed by the Academic Council have to be fulfilled by the students for eligibility towards the Award of B. Tech degree.

d) The rules and regulations stated hereunder are subject to revisions/ modifications/ amendments by Academic Council from time to time and are applicable to all the batches existing and/or future as per the decisions by Academic Council.

e) All the academic activities shall be scheduled as per the academic calendar approved by Academic Council and notified at the start of each academic year/semester.

4. Introduction

Gramaudyogik Shikshan Mandal (GSM), Aurangabad, Maharashtra, India is the parent trust (Organization) established in 1975. Maharashtra Institute Technology (MIT), Aurangabad offers wide range of courses for graduation and post-graduation level in faculty of Engineering & Technology. The institute is permanently affiliated to Dr. Babasaheb Ambedkar Marathwada University (BAMU), Aurangabad and is approved by AICTE, Delhi and DTE Maharashtra. NAAC has accredited the institute with Grade 'A'. MIT has received recognition under Section 2(f) and 12 (B) of the UGC Act, 1956. UGC has granted of autonomous status to our institute. MIT has got accreditation from Department of Science and Industrial Research (DSIR), Ministry of Science and

Technology, Government of India as a Science and Industrial Research Organization (SIROs). MIT has been empaneled under Unnat Maharashtra Abhiyan, a project by Ministry of Higher and Technical Education, Government of Maharashtra. MIT has been also selected under Unnat Bharat Abhiyan, a flagship programme of Ministry of Human Resource Development (HRD), Government of India. MIT is an Approved ESCO = Empaneled as Energy Service Company approved by Bureau of Energy Efficiency (BEE), Ministry of Power, Government of India. MIT has developed strong linkages between industry, government & non-government organizations. MIT is pioneer in establishing mutually beneficial triangular partnership among academic institutions, industry and government organizations. It also provides solutions to live problems and works on research projects of industries. MIT is associated with GIZ, Germany, Tata Technologies and MASSIA for working on live industry projects. Institute has association with more than 300 companies for one semester mandatory In-Plant Training for B. Tech Final year students. Institute has recognized Ph.D. Research Centers in Mechanical Engineering and Electronics and Telecommunications affiliated to Dr. Babasaheb Ambedkar Marathwada University, Aurangabad.

MIT is offering the undergraduate (UG) programs leading to bachelor's Degree in Technology Since last 20 years. The admission to UG program is as per the norms set by All India Council for Technical Education (New Delhi), the competent authority of the Government of Maharashtra/ DTE Mumbai and Dr. Babasaheb Ambedkar Marathwada University, Aurangabad and which shall be applicable at the time of admission. The list of programs offered is as given in the following Table.

Sr. No.	Program
1.	B. Tech. in Agricultural Engineering
2.	B. Tech. in Artificial Intelligence and Data Science
3.	B. Tech. in Civil Engineering
4.	B. Tech. in Computer Science and Engineering
5.	B. Tech. in Electrical Engineering
6.	B. Tech. in Electronics and Computer Engineering
7.	B. Tech. in Mechanical Engineering
8.	B. Tech. in Plastic and Polymer Engineering

All the B. Tech. undergraduate degree programs will be governed by the rules and regulations approved by Academic Council. The examination system is governed by the examination rules and regulations.

The rules and regulations stated hereunder are subject to revisions/ amendments by Academic Council from time to time.

5. Instructions

a) Instructions about the curriculum in the various courses in each semester of all the four years shall be provided by the Institute.

b) The details of instruction period, examination schedule, vacations etc. shall be notified by the Dean (Academics and Quality Assurance) of the Institute as per the Institute academic calendar approved by Academic Council.

c) The medium of instructions and examination shall be English except the courses related to foreign language or any other language.

d) The minimum entry qualification and procedure for admission to UG programmes shall be as per the directives of the Competent Authorities from time to time.

e) UG student shall be required to earn minimum number of credits through various academic courses of a curriculum as provided for in the ordinance/regulation of the institute approved by academic council.

f) A UG student shall be required to complete all the requirements for the award of the bachelor's degree within such period as may be specified in the Ordinances/Regulations as approved by academic council, including those credits earned at such other institutions/courses as have been recognized by the Institute for this purpose.

g) The date of initial admission for the UG programme shall normally be the date on which the student formally registers for the first time. This date shall be treated as the date of joining the programmes for all intents and purposes.

h) A student shall be required normally to attend every lecture, tutorial and practical class. However, for late registration, sickness or other such exigencies, absence may be allowed as provided for in the ordinances/regulations approved by academic council.

i)   The procedure for the direct second year admission shall be as per the directives of the Competent Authorities from time to time.

j)   The procedure for the withdrawal from an undergraduate programme, rejoining the programme, the award of grades and the SGPA/ CGPA, the examination and all such matters as may be connected with the running of a UG programme shall be as specified in the ordinances/regulations approved by Academic Council.

k)   The award of the UG degree to an eligible candidate shall be made in accordance with the procedure laid down in the ordinances/regulations approved by Academic Council.

l)   A student admitted to the UG programme shall abide by the "Standing Orders for Students" issued by the Institute from time to time. These standing orders shall deal with the discipline of the students in the Hostels, Departments, the Institute premises and outside. The standing orders may also deal with such other matters as are considered necessary for the general conduct of the students, co-curricular and extra-curricular activities. The Director of the Institute shall approve these standing orders.

m)   Notwithstanding anything contained in the above ordinances, no regulations shall be made in contravention of the directives of the Government of Maharashtra, in regard to the duration of the UG programme.

General

a) These regulations shall be called the regulations for the Bachelor of Technology programmes of the Institute.

b) These regulations shall come into force from the academic year 2021-22.

Regulation 2001

6. A) Undergraduate Programme

a) The Undergraduate Programme offered shall lead to Bachelor's degree in Technology (Specialization)

b) The duration of UG programme leading to degree of B. Tech. is normally of four years (Eight semesters).

6. B) Semester System

a) The academic programmes in the Institute affiliated to university shall be based on Semester system: two semesters in a year with minimum 90 working days in each semester.

b) Each course shall have a certain number of credits assigned to it depending upon the academic load of the course, which would be assessed on the basis of weekly contact hours of theory lectures and laboratory classes, field study. The credits for the project/internship shall be assigned depending upon the quantum of work expected.

c) The courses offered in a semester shall be continually assessed and evaluated to judge the performance of a student.

Ordinance 1001

7. Admission

a) Admissions for regular entry (first year) and lateral entry (direct second year) are strictly on the basis of guidelines and rules specified by competent authorities from time to time. Lateral entry are students admitted to direct second year through the qualifications specified by the competent authorities from time to time.

b) Admission at the beginning of each year is compulsory for every student on the

prescribed dates announced from time to time by payment of the stipulated fees till he/she completes the Programme.

c) There shall also be a merit-based, lateral admission of students having Diploma or equivalent qualification to the second year of all the UG programmes at the Institute in accordance with the rules specified by competent authorities from time to time as applicable for such admissions.

d) The Institute reserves the right to revoke the admission made to a student if it is found at any time after admission that he/she does not fulfil all the eligibility requirements for the admission to the UG programme as laid down by the Competent Authority.

e) At the beginning of the first semester of the UG Programme, every student shall be required to register his/her profile on the Institute ERP portal and every student shall be allocated with a unique Permanent Registration Number (PRN), which shall be used to identify a student at any time. The PRN shall be valid till the student completes the program or cancels admission or is expelled from the institute. The number shall be

Admission Year	Degree Level	Programme Code	Entry Level	Sr. No
(4 Digit)	(2 Digit)	(2 Digit)	(2 Digit)	(4 Digit)
YYYY	DL	PC	EL	NNNN

Programme Code	Code
B. Tech. (Agricultural Engineering)	01
B. Tech. (Artificial Intelligence and Data Science)	02
B. Tech. (Civil Engineering)	03
B. Tech. (Computer Science and Engineering)	04
B. Tech. (Electrical Engineering)	05
B. Tech. (Electronics and Computer Engineering)	06
B. Tech. (Mechanical Engineering)	07
B. Tech. (Plastic and Polymer Engineering)	08
M. Tech. (Food Processing Technology)	11
M. Tech. (Computer Science and Technology)	12
M. Tech. (Electronics and Telecommunication)	13
M. Tech. (Mechanical Engineering)	14
Master of Business Administration	21
B. Voc. (Food Processing)	31
B. Voc. (Refrigeration and Air Conditioning)	32

Degree Level	Code
UG	01
PG	02
Ph. D	03
B. Voc.	04

Entry Level	Code
First Year	01
Lateral Year	02
Any Other mode	03

f) Once the student is admitted to the concerned Institute/Programme, he/she will be promoted to the next

semester of that academic year with full carryon.

g) Such students who have passed all the courses prescribed for both semesters in the year and having no backlog courses will be eligible to admission for the next year.

h) First Year students who have earned at least 60% of the total credits (rounded off to the nearest lower integer) in the year will be allowed for admission to Second year.

i) Such students who have failed to earn at least 60% of the total credits (rounded off to the nearest lower integer) in the academic year will not be allowed for admission to next higher class. They will have to appear for improvement in their results in the Course/s failed from subsequent examination. They will be eligible for admission to higher class when credits earned by them are at least 60% of the total credits (rounded off to the nearest lower integer).

j) For the admission to the third year, the student should have passed all the courses of the first year. Student must have earned all the credits of First Year along with non-credit course and earned at least 60% of the total credits (rounded off to the nearest lower integer) in second year. In case of lateral entry students, they will be eligible for admission to higher class when credits earned by them are at least 60% of the total credits (rounded off to the nearest lower integer) in second year.

k) For the admission to the final year, the student should have passed all the courses of the second year. Student must have earned all the credits along with non-credit courses of Second Year and at least 60% of the total credits (rounded off to the nearest lower integer) in third year.

However, these students will have to earn the credit for backlog courses on self-study basis. They can appear for improvement in supplementary examination from next semester onwards.

Regulation 2002

8. Entry from University Affiliated Pattern to Autonomous Pattern

Students admitted to institute in pre-autonomous status and desirous of seeking re-admission shall be eligible for admission in autonomous status only in odd (1st, 3rd, 5th, and 7th) semesters. Such students should have passed all the courses of previous

semesters or fulfill the prevailing ATKT norms of affiliating university. The students admitted through ATKT norms shall clear backlog courses by appearing for the respective examinations of affiliating university. Further they shall undergo additional academic requirements (bridge course) if any as specified by the BoS of the respective department and approved by the academic council to be at par with institute autonomous curriculum.

Regulation 2003

9. Change of Program

Students are eligible for change of program after completing the two semesters of First Year. Decision for change of program will be done based on merit and as per the guidelines issued by competent authorities from time to time.

Regulation 2004

10. Temporary withdrawal

A student will be permitted to withdraw temporarily from the program based on following rules.

a) The withdrawal shall be considered for complete semester or year.

b) The student shall apply to Registrar office through HoD and Dean (Academics and Quality Assurance) for such withdrawal with stating the valid reason for such withdrawal supported by relevant documents and written consent from parents and duly recommended by HoD and Dean (Academics and Quality Assurance) and No dues certificate from the concerned departments and sections.

c) Registrar office shall pursue the case and put up the case to Academic Council for approval.

d) Normally students will be entitled to avail temporary withdrawal facility only once during the program duration. Any additional request for withdrawal shall have to be approved by Academic Council.

Regulation 2005

11. Academic Calendar

a) Each Academic Year shall be divided into two main semesters, each of 20 weeks, viz., odd semester (July – November) and even semester (January – May) and 2/3 weeks Summer Term. In case of unprecedented situation, the academic semesters are likely to vary accordingly with necessary approval from academic council.

b) The Institute shall arrange regular academic activities for the students during the two main semesters, make-up courses for the students and certification/ training program during the Summer Term. Students with no backlog courses can undergo Summer Internship Program (SIP) of 2/3 weeks during the summer term, while those with backlogs will attend the make-up classes for respective course/s in the institute and will appear for the make-up examination at the Institute.

c) The academic activities in a semester shall normally include course registration, teaching-learning process comprising of course work, Continuous In-semester Evaluation (CIE), End Semester Examination (ESE) and declaration of results, make-up examination and other academic activities, holidays and students' major activities schedule.

d) The Institute shall announce the schedule for all the academic activities well before the commencement of the Academic Year and take all the necessary steps to follow them scrupulously.

e) The non-conduct of any academic activities on any particular teaching day for whatever the reason shall be compensated by having academic sessions on suitable day by following the academic schedule of the lost teaching day.

f) The Institute shall also announce adequate semester breaks for the students and ensure that a minimum of 90 academic working days in each semester.

g) A typical breakdown of the Academic Year for the B. Tech programme at the Institute shall be as suggested in Table 1:

Table 1 : Proposed Breakdown of Academic Year into Semesters

1.	Semesters/ Year	Two Main Semesters (Odd and Even) and One Summer Term
2.	Semester Durations	Main Semesters: Approx. 20 Weeks each. Summer Term: Approx. 2/3 Weeks;

3.	Academic Activities and Examinations (Weeks):	**Main Semester (Odd or Even):** Registration of Courses- 2 days; Course work- 90 Working days; Examinations- 2/3 weeks; Declaration of Results- 7 days after last day of the Examination; Total: 20 weeks
		Make-up Examination: (For failed courses in odd and even Main semesters)
		Registration of Courses for Make-up Examination- 1 day; Make-up Examination Preparation- 1 Week; Re-Examinations- 1 Week; Declaration of Results- 3 days; Total: 3 weeks
		Summer Term (For Internship): Course Work- 2/3 weeks
		Inter-Semester Break: After odd Main Semester- 3 weeks; After even Main Semester – 4 weeks;
4.	Extra-Curricular Activities (Days)	Institute Level Flagship Events and other events; each one spread over weekend and holidays as per Academic Calendar

Ordinance 1002

12. Programme Duration

a) The minimum duration of the UG Programme for a student to complete the academic and other requirements at the Institute and qualify for the award of Degree by the University shall be normally of 8 semesters, i.e. 4 Academic Years for students admitted at FY level and shall be of 6 Semester i.e. 3 Academic Years for students admitted through lateral entry.

b) The maximum duration for the course completion shall be of 12 semesters, i.e., 6 Academic Years from the first date of registration in the Institute.

The admission of student will automatically get cancelled if he/she fails to complete the course in maximum period (Twelve Semesters/ Six Years for first year admitted students and Ten semesters/ Five years for direct lateral year admitted students).

c) Clause (b) above shall apply to three types of students at the Institute:

   i) Those who wish to complete the UG Degree requirements comfortably without encountering failure in any course;

   ii) Those who failed to complete the due credits of a particular semester and went on to accumulate the backlogs.

   iii) Those who wish to avail a temporary withdrawal from the Programme after receiving approval from the Authorities. The details about this clause are given in Section 11.

d) A student shall not be awarded a UG Degree for a Programme if the Cumulative Grade Point Average (CGPA) at the end of the programme is less than 5. For such students, the Grade Improvement Scheme is recommended wherein the student is eligible to take any three courses for improvement. The details about the Grade Improvement Scheme are given in Section 36.

Regulation 2006

13. Course Structure

The course offered shall have an alphanumeric course code consisting of a string of six characters. The first three characters in a course code shall be capital letters identifying the responsible department/category of the course. The next three numerical digits give the

following information. The first digit specifies the year of study of the UG course. Second and third digit specifies the serial number of the Course.

Six digit code for a Course (UG courses)

Table 2 : Proposed Coding System of Course/Paper

1	2	3	4	5	6
Category			Year	Course No.	
HSM			1 First year UG	**Semester I** 1 -20 Theory Core 21-30 Practical (Core/ Professional) 31-40 Professional Electives 41-49 Open Electives	
ESC			2 Second year UG		
BSC			3 Third year UG		
AED			4 Fourth year UG		
CED				**Semester II**	
CSE				51 -70 Theory	
EED				71-80 Practical (Core/ Professional)	
AID				81-90 Professional Electives	
ECE				91-99 Open Electives	
MED					
PPE					
PRO					
INT					
SEM					
701 and Onwards- Career Path Courses					
801 and Onwards -Mandatory Non-Credit Courses					
901 and Onwards -Honor/Minor Courses					

<u>**Regulation 2007**</u>

14. Course Credits

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

a) Lecture: One lecture hour per week shall be assigned one credit.

b) Tutorial: One tutorial hour per week shall be assigned one credit.

c) Practical: One laboratory hour per week shall be assigned half a credit. Not more than three credits may be assigned to a practical course having only laboratory component. The courses having three hours of contact every alternate week shall have one credit only.

d) Project work: Work conducted for Two hours per week shall be assigned one credit.

e) Seminar work: Work conducted for One hour per week shall be assigned one credit.

f) Special courses like Project, National Cadet Corps (NCC)/National Service Scheme (NSS)/National Sports Organization (NSO) in the UG programme shall be treated as any other course and shall be assigned such number of credits as may be approved by the authorities.

g) In-plant Training/Internship: A curriculum shall contain in-plant training (Off campus)/internship in reputed industries/institute for the period specified in the scheme, generally offered in the second semester of fourth year of the UG programme.

Each student of the B. Tech shall be required to earn a total of prescribed credits as applicable during his/her studentship at the Institute in order to qualify for the award of UG Degree. In case a student opts for Honors/Minors certification schemes from 5th to 8th semesters, he/she will have to earn an additional minimum 20 credits to qualify for such certification, with a minimum of C grade in each of the courses.

In addition, each student shall have to complete the requirements of Mandatory Non-Credit Course (MC) such as Professional Laws, Ethics, Values and Harmony, Constitution of India, Environmental Studies, etc. In the Semester Grade Report, all the students shall receive the grade as PP (for Passed) and NP (for Not Passed) in MC course. While obtaining grade as PP is a mandatory requirement for the UG Degree award of a student, this shall not be taken into account for computing the final Semester Grade Point Average (SGPA) and thereby CGPA.

In addition to the credits requirement prescribed above for the award of UG Degree, each

student shall earn a Career Path Certificate and Activity Grade Certificate by participating into the Activity Event Grade Points Scheme, which lists two groups of activities: Group A-Co-curricular activities and Group B-Extra-curricular activities happening on campus or off campus. The details about this clause are given in Section 38.

Each student shall register for specifically prescribed credits per semester as per the respective UG Programme during his/her studentship at the Institute. The exact number of credits to be registered by a student in a semester in a particular Department shall be decided by his/her Faculty Advisor based on the student's academic performance in the preceding semesters.

The course work for the Programme shall be broadly divided into following course groups, as follows:

- Basic Science Courses (BSC)
- Engineering Science Courses (ESC)
- Mandatory Courses (MC)
- Self-Learning Courses (SLC)
- Humanities, Social Sciences and Management Courses (HSMC)
- Skill Based Courses (SBC)
- Open Elective Courses (OEC)
- Professional Elective Courses (PEC)
- Professional Core Courses (PCC)
- Laboratory Courses (LC)
- Massive Open Online Courses (MOOC)

The BoS of the concerned department shall be responsible for designing and planning the curriculum and syllabi for all the courses included in the Programme for the approval by the Academic Council. However, the Dean (Academics and QA) along with the respective Heads of the Departments shall be in charge of the Institute-wide implementation of course work, timetables and related requirements of the Programme.

Each Department shall include summer industrial training and/or fieldwork (Internship)/training program/certification course of 2/3 weeks for all the students of the department at the end of each Academic Year with prior approval from the committee consisting of concerned HoD and Dean (Academics and QA) and Dean (Training and Placement, Ent and Inc). This is not applicable to students who are appearing for make-up

examination.

In the Eighth semester, each student will have to undergo internship of 20 weeks in industry/research organizations/research institutes.

Regulation 2008

15. Academic Monitoring Committee for Undergraduate Program

Every undergraduate programme of the Institute shall be monitored by a committee constituted for this purpose by the Institute. The committee shall consist of Director as a Chairman and Senior Faculty members as its members.

Regulation 2009

16. Termination of Enrolment on Academic/Disciplinary Grounds

The enrolment of a student may be terminated on Academic /Disciplinary grounds, in accordance with the Standing Orders for the students issued from time to time.

Regulation 2010

17. Course Registration for the Semester

At the beginning of the first semester of the UG Programme, every student shall be required to register his/her profile on the Institute ERP portal and every student shall be allocated with a unique Permanent Registration Number (PRN), which shall be used to identify a student at any time.

To help the students in planning their courses of study and for general advice on the academic programme, the Head of the Department of the students will attach a certain number of students to a teacher of the Department who shall function as Faculty Advisor for those students throughout their period of study in the institute (one advisor for a group of 20 students, in a class). The Faculty Advisor shall advise the students in registering and reappearance of courses, authorize the process, monitor their attendance and progress and counsel them periodically. The Faculty Advisor shall also discuss with or inform the parents about the progress / performance of the students concerned.

The responsibilities for the faculty advisor shall be:

- To inform the students about the various facilities and activities available to enhance the

students' curricular and co-curricular activities.

- To guide students on enrollment and registration of the courses.
- To authorize the final registration of the courses at the beginning of each semester.
- To monitor the academic and general performance of the students including attendance and to counsel them accordingly.

Students who fail to register for course work on the notified date may be permitted by the Department for late registration till the last date of registration announced in the Academic Calendar after payment of additional late registration fees fixed by the Institute.

Only those students shall be permitted to register for course work who have:

a) Cleared all dues of the Institute, Hostel and Library including fines (if any) of the previous semester/year.

b) Made all the required advance payments towards the Institute and Hostel dues for the current semester before the closing registration date and

c) Not been debarred from registration of courses on any other specific ground.

Ordinance 1003

18. Attendance, Absence, Leave Rules and Dismissals

a) All the students are expected to be present in every lecture, tutorial, practical, Mandatory Courses / National Social Services / Other Academic Activities scheduled for them. Attendance will be closely monitored during a semester as per the guidelines.

b) An undergraduate student must have a minimum attendance of 75% of the total number of classes including lectures, tutorials and practical for every course of study, before the corresponding examination i.e. End Semester Examination, in order to be eligible to appear for the respective examination in the course, failing which the student will be detained in the said course and needs to get himself/herself re-admitted for semester/year as the case may be.

    i) In special cases and for sufficient causes shown, the Director of the institute may, on the specific recommendation of the Head of the Department and subsequently Dean (Academics and Quality Assurance), condone the deficiency in attendance to the extent of 10 % on medical ground subject to submission of medical certificate.

    ii) However, in respect of women candidates who seek condonation of attendance due

to pregnancy, the Director of the Institute may condone the deficiency in attendance to the extent of 25 % (as against 10 % Condonation for other) on medical grounds subject to submission of medical certificate to this effect. Such condonation shall not be availed twice during the course of study.

c) Active Participation in N.C.C./N.S.S. Camps or Inter collegiate or Inter University or Inter State or International matches or debates or Educational Excursions or such other Inter University activities as approved by the Director with due recommendation from concerned activity In-charge, HoD and Dean (Academics and QA) involving journeys outside the city in which the Institute is situated will not be counted as absence, his/her attendance in that activity will be considered in counting the total attendance . However, such 'absence shall not exceed (4) weeks per year of the total period of instructions.

d) Students desirous of continuous leave of absence for less than two weeks during a semester shall apply for it in advance to the Head of the Department providing reasons and supporting documents, if any and get it approved.

e) Continuous absence due to illness or any other reason for a period less than two weeks in a semester, for which a student could not make a prior application, the absence/ leave may be condoned by the Head of the Department after proper verification and appropriate justification by the student.

f) The Director shall be the Authority for sanctioning the leave of students outside clauses d) and e) above, after receiving their applications along with recommendations of the Heads of Departments and Dean (Academics and QA).

g) In the case of the long absence of a student in a semester with prior approval or otherwise, the Director shall decide whether the student be asked to withdraw from the Programme for that particular semester.

h) In all the cases of leave of absence as per Clauses d) to f) above, the period   of leave taken shall not be condoned for the purposes of fulfilling the attendance requirements stipulated in the Clauses a) and b).

i) In case of the candidates who fail to put in the required attendance in a course of study, he/she shall be detained in the same class and will not be recommended to appear for the end semester examination.

j) A candidate detained in semester I should take readmission in next academic year as a

regular student and shall have to complete all the theory and practical as a regular student.

k)   In case a candidate is detained in semester II, he/she should take admission to Semester II of next academic year and complete all the theory and practical as a regular student of semester II.

l)   In case of change of syllabus, the candidate even if detained in semester II should take readmission in next academic year for Semester I and II as a regular student and complete all the theory and practical as a regular student.

m)   If student is found guilty of malpractice in examinations, involvement in ragging and overall misconduct during his/her stay in the institute, he/she will be punished as per the prevailing rules from the competent authorities issued from time to time.

Regulation 2011

19. Minimum Students Requirement for an Elective Course

An elective course in a department shall run only if minimum 15 students from the sanctioned intake register for it in a regular semester. However, under special circumstances, a course may run with fewer students with prior permission of the Director of the Institute.

Regulation 2012

20. A) Rules for Examination

a) Application for permission to appear at every examination shall be made in the prescribed format through ERP and the prescribed fee, should be submitted to the Registrar Office (Student Section) of the institute on or before the date fixed for this purpose.

b) When a candidate's application is found in order and he/she is eligible to appear at an Examination, the Examination Cell of the institute will generate Hall-Ticket with the photograph affixed to it, enabling the candidate to appear in the Examination, and this Hall-Ticket shall have to be produced by the Candidate before he/she is admitted to the premises where the Examination is being held.

c) A Candidate who does not present himself/herself for the examination for any reason whatsoever, excepting shortage of attendance, shall not be entitled to claim refund of the whole or part of the examination fee, for subsequent Examination(s).

d) As engineering is a full-time course, no candidate shall be allowed to put in attendance for a course or appear at examinations for different degrees and different faculties at one and the same time.

e) Students who have appeared once at any examination of the course need not put in fresh attendance, if they wish to reappear at the corresponding examination, notwithstanding the fact that the Institute might have introduced new course. They will, however, have to appear at the examinations according to the scheme of examination and syllabi in force.

f) If a student fails or is absent in the End Semester Examination (ESE) of a course, he/she may appear for make-up examination for which taking up make-up classes is mandatory.

20. B) Examination Scheme

a) A student shall be evaluated for his/her academic performance in a course through Continuous Assessment and End Semester Examination.

b) Continuous assessment consists of three components. First will be Mid Semester Examination (MSE). There would be two MSE, out of which one may be online examination during the semester. The weightage of the MSE for the course shall be of 15 Marks for MSE-1 and 15 Marks for MSE-2 and the MSE performance shall be considered as an addition of two MSEs. Second component is Continuous Internal Evaluation (CIE) which is based on Project Based Learning/ Problem Based Learning/Survey/Field Work, etc. which carries weightage of 10 Marks. Third component is Teachers Assessment (TA) which is based on Presentations, Quiz, Group Discussion, home assignment addressing higher Bloom's Taxonomy level and carries weightage of 10 Marks. There shall not be re-examination/re-evaluation for MSE, CIE and TA.

c) End Semester Examination shall be having weightage of 50 Marks. At the end of the semester, there would be an End Semester Examination based on the complete syllabus scheduled as per the academic calendar approved by academic council. For the examination, the minimum percentage for passing for each course code, term work and practical examination is 40 %, failing which he/she will get F grade for that course code.

d) The project work shall be evaluated by midterm seminar(s), quality of work carried out, project report submission and the viva-voce examinations as per the format given in the annexure-.

e) Internship work shall be evaluated from time to time through seminar(s), quality of work carried out, Internship report submission and the viva-voce examinations as per the prescribed format approved by Academic Council.

f) Grand viva-voce shall be conducted based on the entire curriculum at the end of eighth academic semester of the programme.

g) Rule for combined passing:

i) To pass the examination a candidate must obtain minimum 40% of Marks in continuous assessment and End Semester Examination (ESE), taken together, however the candidate must obtain minimum 40 % of Marks in the End Semester Examination.

ii) To pass a Course where there is no provision of continuous assessment, the candidate must obtain 40 % of Marks in the End Semester Examination.

iii) Two-MSEs should be conducted in a semester for a Course. The addition of performances in two MSEs should be forwarded to the Dean (Examinations and Evaluation).

iv) If the candidate remains absent for the MSE, his/her performance should be treated as 'Zero' Marks for the purpose of result.

Ordinance 1004

21. Guidelines for the Award of Grades

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

a) For each student, all evaluations in different components of a course shall be done in absolute marks considering the weightage in the scheme.

b) The marks of various components shall be added to get total marks secured.

c) As per the CGPA, relative grading for the students of each class of different programme will be made on 10-point scale. The student securing maximum CGPA will get 10 points. This relative grading will be allotted for those students who have passed all the courses prescribed for both semester in the year and having no backlog courses.

d) The CGPA and percentage equivalence of grade points of the 10 point scale for the course of study shall be as given in Appendix C.

e) The punishment to the student for adopting unfair means at the examination shall be as mentioned in Appendix D.

Regulation 2013

22. A) The Grading System

For every course taken by a student, he/she is assigned a grade based on his/her combined performance in all the assessments including laboratory or any other assignment. The grade indicates a qualitative assessment of the student's performance and is associated with equivalent number called a grade point.

The academic performance shall be graded on a ten-point scale following guidelines given in Appendix-A. The letter grades and their equivalent grade points are listed in the Appendix-A.

The letter Grades (up to F only) awarded to a student in all the courses shall be converted into a semester and cumulative performance index called the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA), to be calculated by following the procedures given in Appendix-B.

22 B) Relative grade system for UG program award of grades

Grade 'O' to be awarded to 10 % or less number of students securing more than 80 % marks.

In the case of students appearing for Re-examination the grade shall not be higher than A+ in that particular course.

Grade F to be awarded to student who fail to pass the course securing less than 40 % marks or student remaining **ABSENT** in a course of End Semester Examination/ Re-Examination.

The intermediate grade shall be divided on equal scale between student securing O and P grade.

There shall be letter grades with associated grade points as given below:

APPENDIX -A

Relative Range of Marks	Grade	Grade Point	Grade Description
Credit Course Grading			
M > k1	O	10.0	Outstanding
k1> M ≥ k2	A+	9.0	Excellent
k2>M ≥ k3	A	8.0	Very Good
k3>M ≥ k4	B+	7.0	Good
k4>M ≥ k5	B	6.0	Above Average
k5>M ≥ k6	C+	5.0	Average
k6>M ≥ k7	P	4.0	Pass
M< k7	F	0	Fail
	Ab		Absent
	Ex		Extension
Audit Course Grading			
40-100	PP	--	Audit Pass
Below 40	NP	--	Audit Fail

Where,

M- Marks obtained out of 100, k1 = Minimum marks of (O-1) or maximum marks secured if no student is awarded O.

k7=40; C= abs (k1-k7)/6; k2= (k1-C); k3=k2-C; k4=k3-C; k5=k4-C; k6=k5-C

The SGPA and CGPA shall be calculated as per the procedure followed based on credits. The equivalent percentage from CGPA shall be calculated as (CGPA-0.75) ×10.

<u>**Regulation 2014**</u>

23. Paper Showing (Open House) and Grievance Handling

a) After MSE-I and MSE-II and marks entry in the prescribed format, the Course Teacher shall prepare the two copies of the mark list duly signed by him/her and respective HoD. One Copy of the mark list shall be submitted to the department and one copy of mark list shall be displayed. HoD shall submit the mark list submitted by every course teacher to the Examination Cell as per the prescribed schedule. Every course teacher shall show the answer sheets to the students on the scheduled date of Open House.

b) After the declaration of results of End Semester Examination, Examination Cell shall handover the answer sheets to the departments. HoDs shall distribute the answer sheets to the concerned course teacher. Every course teacher shall show the answer sheets to the students on the scheduled date of Open House.

c) For MSE-I, MSE-II and ESE, after the evaluation of answer sheets the students are shown the marks. Students can fill up the verification forms if they have any queries or grievances regarding the evaluation of their answer sheets. A Grievances Redressal Committee will be appointed to address the queries /grievances. The result of the verification will be intimated to the concerned students and faculty member on the same day of Open House. Grievances Committee Report signed by BoS Chairman and Dean (Academics and QA) with the changes made shall be submitted to Examination Cell duly through Director's Office. All the answers sheets of MSE-I and MSE-II shall be maintained with the department and all the ESE answer sheets shall be submitted to the Examination Cell on the same day by the concerned BoS Chairman.

d) If student remains absent for the declared date for paper showing he/she is not entitled to file grievance after the date.

e) The verified/ modified marks of MSE-I, MSE-II and ESE shall be used in the grading process.

Ordinance 1005

24. Scrutiny of Grades

A student may apply for scrutiny of grades to the Dean (Examinations and Evaluation), by paying the specified fees, within seven days from the date of scheduled display of grades. The Faculty Coordinator / Dean (Academics and Quality Assurance) will communicate the panel of experts to the Dean (Examinations and Evaluations) for checking the entry of the weightage from different components of evaluation and their addition, the addition of marks in the final answer scripts and unchecked questions, etc., if any. Based on recommendations by panel, the Director of evaluation will take appropriate steps for further evaluation of grades/marks. The results of scrutiny may lead to either a change in grade due to error(s) in any of the aspects scrutinized by the committee or the grade may remain unchanged, Dean (Examinations and Evaluations) will display the results. In the event of no change in the grade after revaluation, it shall be declared as "No Change".

Regulation 2015

25. CGPA for Direct Second Year admitted students

In case of the students directly admitted to second year through direct second year admission process, the CGPA shall be calculated on basis of his/her performance in three years (Six Semesters) i.e. second year, third year and final year.

Regulation 2016

26. Conversion of Percentage system students into CGPA

In case of students who have completed earlier classes in percentage system and shall be taking admission in CGPA system from second year onwards for them the marks obtained in previous examination/s conducted in percentage system will be converted into SGPA for respective years on completion of all courses of that year (% Score divided by 10 + 0.75). This converted SGPA shall be used for calculating CGPA of the student.

APPENDIX - B

Ordinance 1006

27. Performance Indices

a) **Calculation of Semester Grade Point Average (SGPA)** The performance of a student in a semester is indicated by a number called SGPA. The SGPA is the weighted average of the grade points obtained in all the courses registered by the student during the semester.

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

Where,

C_i = The number of credits assigned in the ith course of a semester for which SGPA is to be calculated

P_i = Grade point earned in the ith course.

i = 1, 2,………, n represent the number of courses in which a student is registered in the concerned semester

The SGPA is calculated to two decimal places.

b) **Calculation of Cumulative Grade Point Average (CGPA)**

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

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

Where,

C_j = The number of credits earned in the jth course up to the semester for which CGPA is to be calculated

P_j = Grade point earned in the jth course.

j = 1, 2,........., m represent the number of courses in which a student is registered up to the semester for which the CGPA is to be calculated

The CGPA is also calculated to two decimal places.

APPENDIX - C

Regulation 2017

28. A) Equivalence of CGPA and Class

The percentage equivalence of grade points for the ten points scale will be as below.

Class	Range
First Division with Distinction	CGPA ≥ 7.75
First Division	7.75 > CGPA ≥ 6.75
Second Division	6.75 > CGPA ≥ 5.75
Pass Class	5.75 > CGPA ≥ 5.00

28. B) Percentage Equivalence of CGPA

Wherever necessary the Grade Point Average can be converted to percentage of marks.

Percentage of Marks = $(CGPA - 0.75) \times 10$

Note: Refer Academic Evaluation and Functioning document given by the Dean Examinations and Evaluations.

Regulation 2018

29. A) Make-up Examination

a)   ESE of the main semester shall be conducted for a course once in a semester. But to give an opportunity for students who appeared for ESE, but failed, the Make-up examination (ONLY for 50 marks equivalent to ESE) shall be conducted as per the table given below:

Semester	Winter ESE	Make-up	Summer ESE	Make-up
I	Yes	Yes	Yes	Yes
II	Yes	-	Yes	Yes
III	Yes	-	Yes	Yes
IV	Yes	-	Yes	Yes

V	Yes	-	Yes	Yes
VI	Yes	-	Yes	Yes
VII	Yes	-	Yes	Yes
VIII	Yes	-	Yes	Yes

b) The Make-up examination shall be held as per dates notified in the Academic Calendar.

c) Students intending to avail this facility shall have to register for the courses by paying the prescribed fees within the stipulated time as notified in the Academic Calendar. A student can appear for the re-examination of all the failed theory courses of that semester.

d) The students, who have been detained for any reason in the course(s), shall NOT be allowed to take the Make-up examination of the respective course(s). For any even semester of the first year B. Tech courses, the Make-up examination of such courses may be synchronized with the ESE of the Summer Term.

e) For taking Make-up examinations of a regular course, the students need not have to attend the lectures in that course once again. For final grading, MSE-1, MSE-2 scores and grading scheme of the respective semester shall be used.

f) For any Integrated Course (where theory and laboratory are combined into a single course), Make-up Examination shall be conducted only for the ESE component of the theory in the respective semester. Existing CIE components of the Examination scheme of theory and all the components of Laboratory shall be used for final grading.

g) In the case of a failed MOOC course, where the examination is taken by the MOOC platform, the Make-up examination shall be conducted at the Institute. However, the similar grading scheme of course originally conducted in MOOC platform shall be considered for the grade award.

h) The standard of conducting the Make-up examination shall be the same as the normal ESE of the main semester.

i) The grade range used for the course shall be the same as that of ESE of the main semester. After conduction and evaluation of Make-up Examination, the course Instructor shall award the appropriate grade to the student for the concerned course.

j)   Make-up Examination facility ensures that the students have one more opportunity to clear a course in the same semester. But, the grading in Make-up examination shall be one grade less compared to what the student would have obtained based on main ESE relative/absolute grading pattern, subject to a minimum grade of P. For example, if a student secures O grade in Re-examination of a particular course, the students' final result after Re-examination will be declared in A+ grade in that course. However, if a student secures P grade in Re- examination of a particular course, the students' final result after Re- examination will be declared and retained in P grade in that course and not downgraded to F.

k)   After Make-up examination, the course Instructor shall communicate the marks obtained in ESE, actual grades secured and grades (one grade less) to be declared as a final result after Make-up examination, of each student to the Dean Examinations and Evaluation (through Head of the Department) within the notified date in the Academic Calendar.

l)   Thereafter, a student shall have to re-register for all the failed courses at any further semester when they are offered again. Whenever the structure of the curriculum changes and in case of non-availability of the failed course(s) for re-registration, the equivalent course(s) in the new structure shall be decided by the respective BoS.

29. B) Make-Up Classes

All the students who are registered for the make-up Examination shall have to attend the make-up classes. To appear for the make-up examination 75 % attendance is mandatory.

Regulation 2019

30. Honors and Minors Certification Schemes

a)   Brighter students transiting to the 4th Semester shall be permitted for Honors and Minors certification scheme as an additional avenue for passionate learners. Students are entitled to enrol either for Honors or Minors and not for both simultaneously.

b)   A student shall opt for a certificate in Honors for Vertical/Specialization in his/her OWN Programme for Research orientation. He/she shall opt for Minors certificate in any OTHER Programme for Improving Employability.

c)   The Scheme shall start from 4th Semester of the UG Programme and the student shall

have a minimum CGPA of 6.75 up to 2nd Semester without having any failed courses.

d) The schemes shall also be open for Lateral Entry Students, with equivalent minimum CGPA of 6.75 in Diploma/ B.Sc.

e) Every department shall offer 4 additional theory courses, two laboratories and one mini project with total of 20 credits for the respective Honors and Minors scheme.

f) The Dean (Academics and Quality Assurance) shall invite preferences for Honors/Minors scheme from the second year eligible students on the day of Semester Credit Registration of the 4th semester. Students shall give preferential options for Honors scheme or Minors schemes.

g) The Dean (Academics and Quality Assurance) shall notify a provisional allotment, followed by a final allotment list. Later, a student who received allotment shall register for a course belonging to the respective Honors/Minors scheme, one course per semester and shall acquire minimum additional 20 credits, if successfully completed.

h) A student may voluntarily drop the scheme at any time. However, no certificate/Semester Grade Report shall be awarded for such a partial completion.

i) Students shall have to earn a minimum "C" grade for each course in the scheme. The remedial assessment schemes such as Make-up examination shall NOT be applicable for Minors or Honors schemes. If a student fails/drops/withdraws from the Honors/Minor scheme at any stage, the additional credits earned through Honors/Minor courses shall not be converted into program credits (core/electives/lab/project etc.) and they will remain extra. If at any stage during the duration of the program, if the student is found indulged in any in disciplinary activity (against the Code of Conduct at MIT), he/she shall be terminated from the Honors/Minor scheme and no Honors/Minor certificate shall be awarded to him/her.

j) The scores of these additional courses shall not be accounted towards CGPA calculations at the end of each semester. An additional Semester Grade Report shall indicate the additional courses learnt along with the grades. Successful completion of Honors/Minor scheme will not indicate any Class or Division. For the award of Medal to meritorious students, in case of a tie, student who has earned the Honors/Minor will be preferred.

k) Attendance requirements for the course is same as given in Section 19.

Regulation 2020

31. A) Credit Transfer Scheme (CTS) through Students Exchange Program for Semester- long Academic Engagement at/from HLIs/Universities of Repute:

a) In a total span of EIGHT semesters of UG Program, an aspiring and eligible student from MIT, may be facilitated for undertaking his/her studies at any Higher Learning Educational Institute(HLI)/University of repute, within country or abroad, for a maximum of TWO semesters.

b) Third year UG Engineering students, without any backlog i.e. having earned all the credits offered up to second year and having secured minimum CGPA of 8 shall be eligible to apply under this scheme.

c) The credits earned for the semester, by such students, shall be appropriately accommodated in the grade sheet of the respective semester/s, with the grades considered for SGPA and CGPA calculations.

d) The choice of institute, to which the Student wishes to spend his/her academic semester, shall be guided by the Institute (MIT), from among the list of Institutes/Universities with which it has MoUs for such associations. The choice may also be suggested/requested by the Student and in that case the "Semester Transfer proposal" for an aspiring student, shall be forwarded by the respective faculty mentor and Head of the Department for the final approval by the authorities.

e) The student will be required to register for courses offered at the institution for respective semester. Transfer of credit shall be governed by the equivalence and absorption scheme as proposed by the Board of Studies and approved by Academic Council at MIT. In case of less number of Credits offered than the credits of MIT in the respective semester, student shall have to opt for additional course and earn additional credits at MIT. In case of more credits earned under CTS, the additional credits will be considered for calculation of SGPA/CGPA.

f) The financial liability in terms of tuition fees for the transferred semester, travel, stay and food arrangements, other miscellaneous expenses etc. shall, in general, be accepted by the beneficiary student and undertaking to this effect shall be submitted by the Student to MIT, along with his/her proposal in this regard. In case the student wishes to spend the semester at peer institutes with whom MIT has an MoU for CTS/Students Exchange, the semester tuition fee component (from total fees paid by the Student to

MIT), shall be shared with that Institute by MIT, case-on-case basis.

g) Though the CTS/Students Exchange Program is expected to be executed in physical mode (the student physically spending the semester in the target HLI/University), the Virtual (Online) mode may be permitted in exceptional cases.

h) The CTS/Students Exchange Program shall also be open for the aspiring and eligible students, from reputed peer Institutes/Universities, from within the state or country, or overseas, towards an academic engagement for a maximum of TWO semesters at MIT departments. Dean Academics, upon receiving such request applications, duly recommended by the authorities of nominating Institute/University, shall facilitate such incoming students in terms of allotment of credits/coursework in a particular department, continuous/end-sem assessment and issuing the grade sheet. Registrar shall ensure the submission of semester tuition fees from such students to MIT, as the case may be, and may facilitate the incoming students, for hostel accommodation (if available), acquaintance with campus activities, cultural and life skills training etc.

i) Promotion rule of MIT shall be applicable to the students.

j) In case the student fails in the courses during CTS in a particular semester, he/she shall be required to pass an equivalent course at MIT as per the equivalence and absorption scheme.

31. B) Credit Transfer Scheme (CTS) through MOOC

a) The online learning courses available on the SWAYAM Platform will be considered for credit transfer.

b) MOOC is allowed only against the Open Elective Courses. Only those MOOC courses are allowed for Credit Transfer which have credits more than or equal to the credits assigned to Open Elective course.

c) The MOOCs courses decided by the respective Board of Studies (BoS) and approved by academic council shall be of advanced or recent topics. They should not have similar or overlapping contents vis-a-vis the courses offered by the respective Board of Studies.

d) A student can earn 18-20 additional credits through MOOCs platform for appearing for courses other than the courses included in the curriculum.

Regulation 2021

32. Career Path Grade Points Scheme

Career path track modules are mandatory for all the students along with their regular academic studies. Student has to attend all the modules as per the given schedule. Attendance requirements for the course is same as given in Section 19. Performance assessment will be evaluated as per the guidelines provided by Training and Placement Cell.

Semester I 24 Hrs (2 Hrs / week)	**Semester II** 24 Hrs (2 Hrs / week)
• Goal setting, • English Proficiency Lab -I (Listening, speaking, reading, writing skills) • Introduction to soft skills	• English Proficiency Lab -II (Technical Writing, Business letters, Technical Report, and Information transfer) • Introspection • SWOT Analysis
Semester III 24 Hrs (2 Hrs / week)	**Semester IV** 24 Hrs (2 Hrs / week)
Soft skills Training I • Personal Effectiveness • Body Language • Interpersonal Sills • Emotional Intelligence	Soft skills Training - II • Leadership • Public speaking • Innovation tools for Problem solving
Semester V 24 Hrs (2 Hrs / week)	**Semester VI** 24 Hrs (2 Hrs / week)
• Aptitude Training-I • Time Management	• Aptitude Training-II • Stress Management
Semester VII 24 Hrs (2 Hrs / week)	**Semester VIII** 24 Hrs (2 Hrs / week)
• Business Economics • Professional Ethics	• Financial accounting • Data analytics

Regulation 2022

33. Activity Event Grade Points Scheme

   a) Every activity in the professional education plays a significant role in the development of students.

   b) Co-curricular activities are meant to bring social skills, intellectual skills, moral values, personality progress, and character appeal to students.

   c) In order to nurture the life skill qualities (Employability, Easy transition from student

to corporate/work life, Professional Growth and Personal well-being) and make student multidimensional successful engineer, the Institute encourages students to take active part in various cultural, sports and technical activities held on/off campus.

d) In order to make most of the students to take part in the Co-Curricular (Group A) and Extracurricular (Group B) activities of interest, the participation of the students shall get evaluated and get its reflection in final Activity Grade Report.

e) All UG students shall choose at least ONE activity/event from the group of Co-curricular and Extra-curricular activities happening on campus or off campus. The student shall take active part in the activity, take part in competitions and earn grade points.

f) Freedom shall be given to the students to take part in more than one activity under the group.

g) Group A: Co-Curricular activities include activities by chapters of professional societies like SAE, ISHRAE, CSI, IEEE, ISTE, IETE, IEI, IIIE, QCFI, etc. Department Associations, Lab Development, Paper Presentation in National/International Conferences, Paper Publication in National/ International Journal, Model Building, Project competition, Entrepreneurship, Patenting, Participation in Technical clubs.

h) Group B: Extra-Curricular Activities include activities such as NSS, Unnat Bharat Abhiyan, Unnat Maharashtra Abhiyan, Cultural Fest, Spots Event, Community Services, Social work, Activities in Alumni Association, Participation in Sports, Various Clubs of Institute, Intra and Inter Collegiate competitions such as Social gathering, technical events, etc.

i) This scheme will start from Second year First Semester onwards. On registering for a particular activity, the performance of a student shall be continuously monitored by the Faculty-in-charge. Participation in competitions, winning prizes, representing institute on state, national and international level etc shall get weightage as mentioned in the Table 3.

Table 3: Activity/Event participation; Grade points allotment

Activity Head	Sl. No	Activity	Achievement in Levels (*) and Assigned Activity Points					Max. Points	Min. Duration of activity
			I	**II**	**III**	**IV**	**V**		
	1	NSS/NCC/Red Cross/Youth Red Cross						50	1 Year
National Initiatives and Sports and Games Participation	2	Unnat Bharat Abhiyan/ Unnat Maharashtra Abhiyan						50	1 Year
		Best NSS/NCC Volunteer Awardee (State / National level) / Participation in Republic Day Parade Camp / International Youth Exchange Programme, supported by certification, additional marks upto 20 can be awarded subjected to maximum limit of 70 points							
	3	Sports	5	10	15	20	25	50	1 Year
	4	Games	5	10	15	20	25	50	1 Year
		First Prize	3	5	7	10	15	The maximum limit for activity points is 60. But for winning Level IV and V additional marks upto 20 can be awarded subjected to maximum limit of 70 points	
		Second Prize	2	3	5	7	10		
		Third Prize	1	2	3	4	5		
Extra-Curricular Activities Participation	5	Music	5	10	15	20	25	50	1 Year
	6	Performing arts	5	10	15	20	25	50	1 Year
	7	Literary arts	5	10	15	20	25	50	1 Year
	8	Flagship Events	5	10	15	20	25	50	3 Years
		First Prize	3					The maximum limit for activity points is 60. But for winning Level IV and V, additional marks upto 20 can be awarded subjected to maximum limit of 70 points	
		Second Prize	2						
		Third Prize	1						
Co-Curricular Activities Participation	9	Tech Fest, Tech Quiz	10	20	30	40	50	100	
	10	Project competitions	10	20	30	40	50	100	
	11	Hackathons	10	20	30	40	50	100	
	12	Competitions conducted by Professional Societies	10	20	30	40	50	100	
		First Prize	20	20	30	40	50		
		Second Prize	10	10	15	20	30		
		Third Prize	5	5	8	10	15		
Professional Self Initiative	13	Participation in Conference/Seminars /Exhibitions/Workshop/ STTP conducted by Institute	10		30			30	

14	Participation in Conference/Seminars /Exhibitions/Workshop/ STTP conducted by IITs/NITS	20	40	40	
15	Paper Presentation in the reputed National Conference	30		30	
16	Paper Presentation in the reputed International Conference	50		50	
17	Poster Presentation in National Conference	20		20	
18	Poster Presentation in International Conference	30		30	
19	Paper Publication in Peer Reviewed National Journal	30		30	
20	Paper Publication in Peer Reviewed International Journal	50		50	
21	Working on Industry Live Projects (Other than part of academic project)	50		50	
22	Industrial Training/Internship (at least for 15 Days) Other than Mandatory Internship in curriculum	2 Weeks: 20 marks 3 Weeks: 30 marks 4 Weeks: 50 marks		50	1 Year
23	Prototype developed and tested	30		100	1 Year
24	Development of Virtual Lab	50			1 Year
25	Awards for Products developed	50			
26	Innovative technologies developed and used by industries/users	70			
27	Received funding from Government/ Industry for innovative ideas/ products.	100			
28	Copyright Approved	20		60	
29	Patent-Filed	20		100	
30	Patent - Published	30		60	
31	Patent- Approved	50		100	
32	Patent- Licensed	100		200	
33	Social innovations	50		50	
34	Elected student representatives	Club Secretary: 20 Cultural Secretary: 50 General Secretary: 100		100	1 Year
35	Festival & Technical Events (College Flagship Events/Gathering)	Technical Secretary/ Secretary		50	1 Year
36	Office Bearer of Student Professional Societies	Members: 10 Middle Level Management:20 Top Level Management:30		30	1 Year

The first column (leftmost, rotated text) contains:
- Rows 14–22: (continuation of previous category)
- Rows 23–33: Entrepreneurship and Innovation
- Rows 34–36: Leadership & Management of clubs/activities

Level
I   :(Institute Events)

	II **:(Zonal/University Events)**	
	III **:(State Events)**	
	IV **:(National Events)**	
	V **:(International Events)**	

Each semester, a student shall acquire a maximum 50 grade points from each group making it to a maximum of 100 grade points in a semester. Each semester, a grade will be awarded on relative grading basis as shown in Table 4 based on the points earned by a student.

Table 4: Grading Scheme

Grade Range	Grade
91-100	Outstanding
81-90	Excellent
71-80	Very Good
61-70	Good
51-60	Above Average
41-50	Average
40	Pass

Note:

(i) At the end of the program the Activity Grade sheet, showing all events participated and grades acquired would be issued to the students. This grade sheet will also show the final qualitative grade as mentioned in the Table 4.

(j) An Activity Grade Certificate, showing the final qualitative grades endorsing qualitative participation would be awarded to every graduating student in addition to the Activity Grade Sheet.

Regulation 2023

34. Incentive Scheme for Performance in GATE

A student at institute who is pursuing B. Tech. programme, and who has GATE score equal to or above the score of qualifying marks as certified by the competent authority, shall be eligible for the award of incentive grade points after the completion of Final Semester.

Student has to submit a written request along-with necessary supporting documents to Director through Dean (Academics and QA) and BoS Chairman. After approval, it will be forwarded to Dean (Examinations and Evaluation) for further proceeding. This will be effective from academic year 2021-22.

The incentive grade points (IPG) will be decided such that there should be an addition of 0.1 in CGPA with a maximum limit of CGPA equal to 10.

The incentive-grade points (IPG) shall be used for the calculation of CGPA of VIII Semester as under, after successful completion of the programme in which the student was admitted, as per regulations:

$$CGPA = \frac{\sum_{j=1}^{n} C_j P_j + IPG}{\sum_{j=1}^{n} C_j}$$

Where,

C_j = The number of credits earned in the jth course up to the semester for which CGPA is to be calculated

P_j = Grade point earned in the jth course.

j = 1, 2,………, m represent the number of courses in which a student is registered up to the semester for which the CGPA is to be calculated

The CGPA is also calculated to two decimal places.

<u>Ordinance 1007</u>

35. Award of the Degree

Following are the rules for the award of degree

a) A student will be awarded the bachelor's degree if he/she earns 168 credits, clears all the Mandatory non-credit courses specified in the syllabus along with all other requirements specified and approved by the academic council.

b) For direct second year admitted students for full time courses total number of credits will be 126, clears all the Mandatory non-credit courses specified in the syllabus along with all other requirements specified and approved by the academic council.

c) The student should have taken and passed all the prescribed courses under the general institutional and departmental requirements.

d) The student should have satisfactorily fulfilled other academic requirements like visits, seminar and the project. He should have also successfully completed all the components prescribed in the Programme of study to which he / she is admitted.

e) The student should have no case of indiscipline pending against him/her.

f) The credits for the courses in which a student has obtained "C" (minimum passing grade for a course) grade or higher shall be counted as credits earned by him/her.

g) A student has obtained CGPA ≥ 5.

h) A student has paid all the institute dues and satisfied all the requirements prescribed.

i) A student should have obtained the eligibility certificate in the first year from the Dr. Babasaheb Ambedkar Marathwada University, Aurangabad.

j) The student who has earned minimum requirement of credits but fails to obtain minimum requirement of specified CGPA, he/she shall take additional courses or repeat the courses mentioned in the Programme till the minimum CGPA is attained subject to maximum duration of Programme as specified in these rules and regulations.

Ordinance 1008

36. Grade improvement Policy

a) Students who secure CGPA less than 6.75 after completing the pre-requisite credits for the award of the degree and wish to improve their CGPA shall be permitted for CGPA improvement. Such students shall be permitted to withdraw their grade in a given course with poor grade and permitted to reappear for the examinations for improving the grade and in turn CGPA.

b) A student shall appear for grade improvement examination within one year from the date of passing the UG Programme with the conditions that the student has not taken i) Leaving Certificate from the Institute and ii) Degree from the Dr. Babasaheb Ambedkar Marathwada University through convocation.

c) A student seeking permission to register for CGPA improvement shall submit a written application within the stipulated time to the Registrar office through the Head of the Department from where the student has graduated. No student shall be admitted once the semester credit registration process of that semester ends.

d) A student shall choose a maximum two/three theory courses from a particular semester (either odd or even) offered for the third year or the final. The student shall be required

to register for these courses in a particular semester in which those courses are offered by paying the appropriate fees as laid down by the institute from time to time.

e) At the time of registration, the student shall be required to surrender all the original Semester Grade Reports given to him/her by the institute He/she shall give an affidavit on 100 Rs. judicial stamp course that he/she shall not do any use of surrendered Semester Grade Reports till he/she gets official results of the courses for which he/she wishes to appear for grade improvement. No change of courses or drop of courses shall be permitted after the course registration.

f) A student who wishes to appear for grade improvement shall be exempted from attending the regular classes since the student has already undergone the course instructions. But he/she shall have to appear for all the evaluation tests/ESE conducted for the registered courses. In the case the student misses any of the tests or examinations, no Re-examination or Summer Term shall be permitted. Absentee for End-semester examination shall automatically lead to the award of grade F in that course.

g) The grading process as used for the regular students appearing for that course shall be applicable and no concession of any sort shall be granted on account   of absentee for any of the examinations.

h) A student wishing to use the facility of grade improvement shall be required to pass in all the three courses in a single attempt. He/she shall not be entitled to the Re-examination or Summer Term in such cases.

i) If the student fails to secure higher grades resulting in a reduction in overall CGPA then the original result of the student before registering for grade improvement shall be retained.

j) A student who succeeds in improving CGPA shall be issued a fresh Semester Grade Report by the institute. These Semester Grade Reports shall have star against the courses for which the student has appeared for grade improvement and will state "Grade Improvement". The date on the new Semester Grade Reports shall be that as issued for other students appearing in those courses. Name of the student shall be communicated to University and the student shall be required to apply for a degree certificate from the University thereafter.

Regulation 2024

37. A) Interpretation of Regulations

In case of any dispute, difference of opinion in interpretation of these regulations or any other matter not covered in these regulations, the decision of the Academic Council shall be final and binding.

37. B) Discretionary Powers

Notwithstanding anything contained in the above regulations or in any extraordinary situations as the Programme Head and/or Dean (Academics and Quality Assurance) think necessary, Director of the institute may take action on behalf of the university as he/she feels appropriate and report it to the Vice-Chancellor of the university.