

# **ACADEMIC REGULATIONS (AU-R21)**

## **For the Master of Technology (M. Tech)**

**With effect from the Academic Year 2021-22**



### **School of Engineering**

#### **ANURAG UNIVERSITY**

Ghatkesar (M), Medchal-Malkajgiri (Dist), Hyderabad,  
Telangana 500088

[www.anurag.edu.in](http://www.anurag.edu.in)



# INDEX

1. Eligibility for Admissions.....	1
2. Courses of Study .....	1
3. Course Registration .....	1
4. Attendance.....	2
5. Assessment of Academic Performance.....	4
6. The Grading System .....	8
7. Passing Standards.....	10
8. Evaluation of Project/Dissertation Work .....	10
9. Award of Degree and Class .....	12
10. Withholding of Results .....	13
11. Transitory Regulations .....	13
12. Convocation.....	14
13. Amendments.....	14
ANNEXURE – I: Disciplinary Action against Students – Provisions.....	15
ANNEXURE – II: Malpractice Rules .....	19
ANNEXURE –III: Definitions.....	24



## **Academic Regulations for M. Tech. (Regular) with effect from the Academic Year 2021-22**

### **1. Eligibility for Admissions**

- 1.1 Admission to the M. Tech. program shall be made subject to eligibility, qualification and specialization as prescribed by the Anurag University (AU) from time to time.
- 1.2 Admissions shall be made on the basis of merit / rank obtained by the candidates at the qualifying Entrance Test conducted by the University or on the basis of any other order of merit as approved by the University, subject to reservations as prescribed by the Telangana State Private Universities Act (Establishment and Regulations) No.11 of 2018.

### **2. Courses of Study**

The following specializations are offered for the M. Tech program of study:

1. Computer Science and Engineering
2. Artificial Intelligence
3. Cyber Security
4. Electrical Power Systems
5. Embedded Systems
6. Machine Design
7. Power Electronics and Electrical Drives
8. Structural Engineering
9. VLSI System Design
10. Robotics and Automation

### **3. Course Registration**

- 3.1 Every student is required to be present and register online at the commencement of each semester on the day fixed for and notified in the academic calendar. The students will choose the courses for registration in consultation with the Faculty Advisor. The students may also consult the Head of the Department / Dean of the School.
- 3.2 The registration will be organized departmentally under the supervision of the Head of the Department in coordination with Faculty Advisor

- 3.3 A student, who does not register on the day announced, may be permitted to register, in consideration of any compelling reason, within the first week. Similarly, a student may be permitted to change the registration for a course within the first week only in consultation with respective faculty advisor. No late registration/change of registration shall be permitted after the first week from the scheduled date.
- 3.4 Only those students will be permitted to register who have: (a) cleared all University and Hostel dues of the previous semesters (b) paid all required fees for the current semester, and (c) not been debarred from registering for a specified period on disciplinary action or any other ground.
- 3.5 A candidate shall be given one chance to re-register and attend the classes for a maximum of two courses, if the Continuous Internal Evaluation (CIE) marks secured by a candidate are less than 50% and failed in those subjects but fulfilled the attendance requirement. A candidate must re-register for failed courses within four weeks of commencement of the class work and secure the required minimum attendance to appear for and the Semester End Examination (SEE). In the event of the student taking this chance, his CIE marks and SEE marks obtained in the previous attempt stand cancelled.
- 3.6 Dropping of courses: Within four weeks after the commencement of the semester, the student may, in consultation with the faculty advisor, drop one or more courses. The dropped courses shall be registered in the subsequent semesters as and when it is offered.

## **4. Attendance**

- 4.1 The following Attendance in all classes (lectures/tutorials, laboratories etc.) is compulsory. A student will not be permitted to appear in the semester end examination on grounds of unsatisfactory attendance. Minimum required attendance in each theory / laboratory course is 75% (including the days of attendance in sports, games, and NCC and NSS activities) for appearing in the semester end examination. Students are advised to monitor the status of their attendance in the online system from time to time. Absence without obtaining sanction of leave will be considered as an act of indiscipline.

- 4.2 Condonation of shortage of attendance in each course up to 10% (65% and above and below 75%) in each semester shall be granted on genuine medical grounds and valid reasons on representation by the candidate with supporting documentary evidence.
- 4.3 Shortage of attendance below 65% in each course shall not be condoned.
- 4.4 Students whose shortage of attendance is not condoned in any course are not eligible to appear for their semester end examination of that course and their registration shall stand cancelled.
- 4.5 However, in respect of women candidates who seek condonation of attendance due to pregnancy, the Vice-Chancellor may condone the deficiency in attendance to the extent of 15% (as against 10% condonation for others) on medical grounds subject to submission of medical certificate to this effect. Such condonation shall be availed only twice during the program of study.
- 4.6 A prescribed fee shall be payable towards condonation of shortage of attendance.
- 4.7 A candidate shall get minimum required attendance at least in three (3) theory courses in the present semester to get promoted to the next semester.
- 4.8 **Promotion Rules:**
- 4.9 A student shall be promoted from I Year to II Year only if he/she fulfils the academic requirements of securing 50% of average credits up to I Year II Semester, from all the examinations whether or not the candidate takes the examinations.
- 4.10 A student shall register and put up required attendance in all 68 credits and earn all 68 credits for the award of degree
- 4.11 Students, who fail to earn 68 credits as indicated in the course structure within four academic years from the year of their admission, shall forfeit their admission
- 4.12 When a student is detained due to shortage of attendance in any semester, no grade allotments or SGPA/CGPA calculations will be done for that entire semester in which he/she got detained

- 4.13 When a student is detained due to lack of credits in any year, he / she may be readmitted after fulfilment of the academic requirements, with the academic regulations of the batch into which he / she gets readmitted.
- 4.14 For readmitted candidates, if there are any professional electives / open electives, the same may also be re-registered if offered. However, if those electives are not offered in later semesters, then alternate electives may be chosen from the set of elective courses offered under that category.

## 5. Assessment of Academic Performance

- 5.1 The performance of a student in a semester shall be evaluated course-wise for a maximum of 100 marks in each theory and practical course. In addition, industry-oriented project, seminar, and project work shall be evaluated for 100 marks each. The distribution of marks for CIE and the SEE along with the minimum pass percentage shall be as follows:

Course	CIE	SEE	Minimum academic Requirements to Pass a Course	
			*Minimum Pass Percentage (SEE)	*Minimum Pass Percentage (CIE+SEE)
Theory	40	60	40	50
Laboratory / Practical	50	50	40	50
Seminars	100	0	-	50
Project Work	100	100	50	50

\* Provided a relaxation of 10% of maximum marks shall be given to physically challenged students.

- 5.2 Each theory course in a semester is evaluated for 100 marks, out of which, there shall be CIE during a semester for 40 marks and SEE for 60 marks.

### 5.3 Continuous Internal Evaluation (CIE)

The CIE for Theory Courses has the following three components, comprising of 40 marks:

- Midterm Examinations – 20 marks
- Quizzes – 10 marks
- Assignment / Seminars / Projects / Group Activities - 10 marks



**a. Midterm Examinations:**

There shall be two midterm examinations of 20 marks each. The average of the two examinations shall be taken as the marks secured by each candidate. Each midterm examination shall be conducted for the duration of 90 minutes and the question paper consists of Part-A (Short Answers for 5 marks) consists of 5 questions carrying 1 mark each, and Part-B (Long Answers for 15 marks) containing 5 questions of which student has to answer 3 questions; each question carrying 5 marks.

The First midterm examination shall be conducted for 2.5 units of syllabus at the end of 8 weeks of instruction and Second midterm examination shall be conducted for remaining 2.5 units at the end of 16 weeks of instruction.

In case any student has missed one of the two examinations, or wants to improve in one of the examinations, an optional third midterm examination will be conducted. This optional third midterm examination will be conducted during the preparation cum external practical examinations period subject to the following conditions:

- i. Interested students have to register for the third mid examination by paying the prescribed registration fee.
- ii. Third midterm examination covers entire semester syllabus carrying 20marks

**b. Quizzes:**

There shall be a total of five quizzes of 10 marks each, consists of 10 objective type questions, conducted for 15 minutes duration. The quiz has to be conducted at the end of each of the five units of instruction. The average of the five quizzes shall be taken as the final quiz marks secured by each candidate.

**c. Assignment / Seminars / Projects / Group Activities:**

The faculty will evaluate the students for 10 marks by conducting any of the following in two phases covering at least two units in each phase: Assignments / Seminars / Projects / Group Activities. This should be completed before the conduct of second mid-term examination.

#### 5.4 Semester End Examination

- a. The semester end examination will be conducted for 60 marks. The question paper will consist of two parts viz., i) Part-A for 20 marks, ii) Part –B for 40 marks.
- b. Part-A is compulsory, which consists of ten questions (numbered from 1 to 10), two questions from each unit carrying 2 marks each.
- c. Part-B consists of five questions (numbered from 11 to 15), each question drawn from a separate unit of the syllabus and having an “either”, “or” choice (that means there will be two questions from each unit and the student shall have to answer any one of them).

#### 5.5 Practical Courses

- For practical courses, there shall be CIE during a semester for 50 marks and SEE for 50 marks.
  - a. Out of the 50 marks for CIE, the breakup shall be as follows:
    - i. Preparation for Lab – 10 marks
    - ii. Observation – 10 marks
    - iii. Completion of Experiment – 5 marks
    - iv. Record –5 marks
    - v. Skill Test – 20 Marks
  - b. Before the end of instruction, a Skill Test will be conducted for 20 marks.
- The practical SEE shall be conducted for 50 marks with an examiner along with the laboratory faculty member. The examiner shall be appointed by the Dean-Examinations of the University.

5.6 There shall be seminar presentations which will be evaluated under CIE for 100 marks. Students shall present a seminar before the faculty members assigned for the purpose.

#### 5.7 Project Work

- There shall be a project work review I and review II in 2nd Year first and second semester respectively.
- Project work review-I will be evaluated for 50 marks as CIE. The CIE shall be based on two seminars given by each student on the topic of his/her project. The evaluation should be done by the Project Review

Committee (PRC). There shall be no SEE marks for the Project work review-I.

- Project work review-II will be evaluated for 150 marks, out of which 50 marks as CIE and 100 marks as SEE. The CIE shall be based on two seminars given by each student on the topic of his/her project. The evaluation should be done by the PRC. The SEE (viva-voce) shall be conducted by the PRC consisting of (i) External examiner appointed by Dean (Examinations) on the recommendation of Chairperson, BOS, (ii) Head of the department, (iii) Supervisor of the project and (iv) a Senior faculty member of the department.

5.8 A candidate shall be given one chance to re-register for the courses if the internal marks secured by a candidate is less than 50% and failed in that course for maximum of two times. In the event of the student taking another chance, his / her CIE and SEE marks obtained in the previous attempt stands cancelled.

5.9 If there is a complaint in awarding the CIE marks, the University shall nominate a committee to look into the matter.

5.10 Candidates shall be permitted to apply for recounting/revaluation of SEE theory-scripts within the stipulated period with payment of prescribed fee.

5.11 Recounting: The totaling of the marks awarded shall be verified in the answer script and corrected if there is any mistake.

**5.12 Revaluation:**

- a. The answer scripts of the candidate who applied for revaluation are evaluated by two subject experts independently other than the original evaluator.
- b. If the difference of marks between these two valuations is 15% or more, it will be sent for third valuation to another subject expert.
- c. Nearest of two valuations out of three will be considered and the average of these two will be taken as the final marks obtained.
- d. If the difference of the final marks after revaluation is  $\geq 15\%$  of maximum marks, then the revaluation marks are considered for declaring the result.
- e. If the revaluation marks are less than the original marks, the original marks are retained and there is no change in the result.

### 5.13 Challenge Valuation:

The candidates who have applied for revaluation and are not satisfied with the result are only eligible to apply for challenge valuation by paying the prescribed fee in the form of DD payable to the Registrar, AU.

- a. On receipt of the DD, a photocopy of the answer booklet shall be given to the student.
- b. The paper will be evaluated in the presence of the student by a senior faculty member appointed by the University.
- c. If there is any change in the marks  $\geq 15\%$  of the maximum marks, the new marks will be awarded to the student. Otherwise, there will be no change in original secured marks.
- d. If the change in marks (equal or above 15% of the maximum marks) occurs, the amount paid towards challenge valuation will be refunded. Otherwise, the student will forfeit the total amount which he/she has paid.

## 6. The Grading System

- 6.1 As a measure of the student's performance, a 10-point Absolute Grading System using the following Letter Grades (UGC Guidelines) and Corresponding percentage of marks shall be followed:

<b>% Of Marks Secured (Class Intervals)</b>	<b>Letter Grade (as per UGC Guidelines)</b>	<b>Grade Points</b>
90% and above ( $\geq 90\%$ , $\leq 100\%$ )	<b>O (Outstanding)</b>	10
Below 90% but not less than 80% ( $\geq 80\%$ , $< 90\%$ )	<b>A+ (Excellent)</b>	9
Below 80% but not less than 70% ( $\geq 70\%$ , $< 80\%$ )	<b>A (Very Good)</b>	8
Below 70% but not less than 60% ( $\geq 60\%$ , $< 70\%$ )	<b>B+(Good)</b>	7
Below 60% but not less than 50% ( $\geq 50\%$ , $< 60\%$ )	<b>B (Above Average)</b>	6
Below 50% ( $< 50\%$ )	<b>F (Fail)</b>	0
Absent	<b>AB</b>	0

- 6.2 In general, a student shall not be permitted to repeat any course(s) only for the sake of 'Grade Improvement' or 'SGPA/ CGPA improvement
- 6.3 The 'Credit Points' (CP) for a course, is computed by multiplying the Grade Point with Credits for that particular course.

$$\text{Credit Points (CP)} = \text{Grade Point (GP)} \times \text{Credits}$$

- 6.4 The student passes the course only when he/she gets GP 6 (B Grade or above).
- 6.5 The Semester Grade Point Average (SGPA) is calculated as follows

$$SGPA = \frac{\{\sum_{i=1}^N C_i G_i\}}{\{\sum_{i=1}^N C_i\}}$$

where 'i' is the course indicator index (takes into account all courses in a semester), 'N' is the no. of courses registered for the Semester (as specifically required and listed under the Course Structure of the parent Department), C is the no. of Credits allotted to the i<sup>th</sup> course, and G represents the Grade Points (GP) corresponding to the Letter Grade awarded for that course.

- 6.6 The Cumulative Grade Point Average (CGPA) is a measure of the overall cumulative performance of a student over all semesters considered for registration. The CGPA is calculated as follows:

$$CGPA = \frac{\{\sum_{j=1}^M C_j G_j\}}{\{\sum_{j=1}^M C_j\}}$$

Where 'M' is the total no. of courses (as specifically required and listed under the course Structure of the parent Department) the student has registered from the 1<sup>st</sup> Semester onwards up to and inclusive of the Semester S (obviously M > N), 'j' is the course indicator index (takes into account all courses from 1 to S Semesters), C is the no. of credits allotted to the j<sup>th</sup> course, and G represents the Grade Points (GP) corresponding to the Letter Grade awarded for that j<sup>th</sup> course. After registration and completion of I Year I Semester however, the SGPA of that semester itself may be taken as the CGPA, as there are no cumulative effects.

- 6.7 For CGPA and SGPA calculations performance in failed courses (securing F Grade) will also be taken into account, and the Credits of such courses will also be included in the multiplications and summations.

## 7. Passing Standards

- 7.1 A student shall be declared successful or 'passed' in a Semester, only when he/she gets a SGPA  $\geq 6.00$  (at the end of that particular Semester); and a student shall be declared successful or 'passed' in the entire UGP, only when he/she gets a CGPA  $\geq 6.00$ ; subject to the condition that he/she secures a GP  $\geq 6$  (B Grade or above) in every registered course in each Semester
- 7.2 After the completion of each semester, a grade card or grade sheet (or transcript) shall be issued to all the registered students of that semester, indicating the letter grades and credits earned. It will show the details of the courses registered (course code, title, No. of credits, grade earned etc.), credits earned, SGPA and CGPA.

## 8. Evaluation of Project/Dissertation Work

Every candidate shall be required to submit a thesis or dissertation on a topic approved by the Project Review Committee.

- 8.1 A Project Review Committee (PRC) shall be constituted with Head of the Department as Chairman, Project Supervisor and two senior faculty members
- 8.2 Registration of Project Work: A candidate is permitted to register for the project work after satisfying the attendance requirement of all the courses, both theory and practical.
- 8.3 After satisfying 8.2, a candidate has to submit, in consultation with his Project Supervisor, the title, objective and plan of action of his project work to the PRC for approval. Only after obtaining the approval of the PRC the student can initiate the Project work.
- 8.4 If a candidate wishes to change his supervisor or topic of the project, he/she can do so with the approval of the PRC. However, the PRC shall examine whether or not the change of topic/supervisor leads to a major change of his initial plans of project proposal. If yes, his date of registration for the project work starts from the date of change of Supervisor or topic as the case may be.
- 8.5 A candidate shall submit his project status report in two stages at least with a gap of 3 months between them.

- 8.6 The work on the project shall be initiated at the beginning of the II year and the duration of the project is two semesters. A candidate is permitted to submit Project Thesis only after successful completion of all theory and practical courses with the approval of PRC not earlier than 40 weeks from the date of registration of the project work. For the approval of PRC, the candidate shall submit the draft copy of thesis to the Head of the Department and make an oral presentation before the PRC.
- 8.7 Three copies of the Project Thesis certified by the supervisor shall be submitted to the University, after submission of a research paper related to the project work in a UGC approved journal. A copy of the submitted research paper shall be attached to thesis. Research paper shall cover concepts of abstract, introduction, material and methods, conclusion, references, acknowledgement etc., of advanced topics in a branch of Engineering through the medium of attending conferences and publishing in UGC approved / peer reviewed journals, which will enhance the skill of writing technical reports. The students shall not be required to give oral presentation of technical paper. The report shall be presented as a printed document for evaluation. Evaluation shall be made solely by the teacher, but may be moderated by committees appointed by the Head of the Department.
- 8.8 After approval from the PRC, a soft copy of the thesis should be submitted for PLAGIARISM check and the plagiarism report should be submitted to the examination branch and be included in the final thesis. The thesis will be accepted for submission, if the similarity index is less than 30%. If the similarity index has more than the required percentage, the student is advised to modify accordingly and re-submit the soft copy of the thesis after one month. The maximum number of re-submissions of thesis after plagiarism check is limited to TWO. The candidate has to register for the project work and work for two semesters. After two attempts, the admission is liable to be cancelled.
- 8.9 The thesis shall be adjudicated by one examiner appointed by the Dean-Examinations from the list of panel of examiners approved by the Vice-Chancellor. For this, Chairman, Board of Studies of the respective departments shall submit a panel of 3 examiners, who are eminent in that

field with the help of the concerned guide and senior faculty of the department.

- 8.10 For Project Evaluation (Viva Voce) in II Year II Sem. shall be evaluated for 100 marks by the External examiner appointed by the University. The candidate has to secure a minimum of 50 marks.
- 8.11 If he/she fails to fulfil the condition as specified in 8.10, he/she shall reappear for the Viva-Voce examination only after three months. If he/she fails in the reappeared examination also, the candidate shall not be eligible for the award of the degree.
- 8.12 If the report of the examiner is unfavorable, the candidate shall revise and resubmit the Thesis. If the report of the examiner is unfavorable again, the thesis shall be summarily rejected.
- 8.13 If the report of the examiner is favorable, Project Viva-Voce examination shall be conducted by a board consisting of the Supervisor, Head of the Department and the external examiner who adjudicated the Thesis.
- 8.14 The Head of the Department shall coordinate and make arrangements for the conduct of Project Viva-Voce examination.

## **9. Award of Degree and Class**

- 9.1 A Student who registers for all the specified courses as listed in the course structure, satisfies all the course requirements, and passes the examinations prescribed in the entire PG Program (PGP), and secures the required number of 68 Credits (with CGPA  $\geq$  6.0), shall be declared to have “QUALIFIED” for the award of the M. Tech Degree in the chosen branch of Engineering and Technology with specialization as he/she admitted.

### **9.2 Award of Class**

After a student has satisfied the requirements prescribed for the completion of the program and is eligible for the award of M. Tech Degree, he/she shall be placed in one of the following three classes based on the CGPA:



CGPA	Class	Condition
≥8.00	First Class with Distinction	<ul style="list-style-type: none"> <li>• Should have passed all the courses in 'first appearance' in a semester examination and should complete the program in 2 years of time.</li> <li>• Should not have been detained or prevented from writing the end semester examinations in any semester due to shortage of attendance or any other reason.</li> <li>• The students who secure CGPA≥8.00, but not fulfilling above conditions for "First Class with Distinction" shall be awarded "First Class" only.</li> </ul>
≥6.75 - <8.00	First Class	
≥ 6.00 -< 6.75	Second class	

9.3 A student with final CGPA (at the end of the PGP) < 6.00 will not be eligible for the Award of Degree.

## 10. Withholding of Results

If the student has not paid the dues, if any, to the institution or if any case of indiscipline is pending against him/her, the result of the student will be withheld and he/she will not be allowed into the next semester. His/her degree will be withheld in such cases.

## 11. Transitory Regulations

- 11.1 Discontinued, detained or failed candidates are eligible for readmission / re-registration as and when offered next as per the University admission procedure.
- 11.2 The candidate who fails in any course has to complete the same course / equivalent course in the maximum stipulated time as per the Regulations in vogue.

## 12. Convocation

- 12.1 The University shall conduct convocation to confer the degree (s).
- 12.2 The University shall institute Prizes and Awards to meritorious students during convocation

## 13. Amendments

- 13.1 The regulations hereunder are subject to amendments as may be made by Academic Council from time to time. Any or all such amendments will be effective from such date and to such batches of candidates (including those already undergoing the program)

## ANNEXURE – I: Disciplinary Action against Students – Provisions

- A. Student's behavior and discipline will be assessed and will receive the same attention as the academic work. Discipline includes the observance of good conduct and orderly behavior by the students of the University;
- B. All students pursuing a Program at the University shall observe code of conduct and maintain discipline and must consider it as a duty to behave decently at all places;
- C. Every student shall always carry the Identity card issued by the university. Every student shall have to produce or surrender the identity card, as and when required by the proctorial staff, teaching and library staff and the officials of the university. The loss of the identity card, whenever it occurs, shall immediately be reported in writing to the Registrar.
- D. Any violation of the code of conduct or breach of any rules and regulations of the university is construed as an act of indiscipline and shall make him/her liable for disciplinary action;
- E. The following acts are treated as gross indiscipline:
  - Disobeying the teacher/officials or misbehaving in the class;
  - Quarrelling or fighting in the University campus, hostels amongst themselves, indulging in any activity which amounts to ragging or Harassment of other students;
  - Quarrelling or fighting with a university employee(s) or any other public utility functionaries in the campus;
  - Indecent behavior in the University campus or outside causing inconvenience to others;
  - Visiting socially unacceptable websites, smoking or consuming liquor or banned substances like drugs etc.;
  - Damage to the University property;
  - Indulging in acts of theft, forgery, stealing and misappropriating;
  - Any other activity that defames the University;
  - Use of mobile in the class/academic area.
  - Irregularity in attending classes, persistent idleness, negligence or indifference towards the work assigned;
  - Any other conduct which is considered to be unbecoming of a student.

- F. Rules for Students Conduct & Behavior in Campus and Outside;
- G. The rules and regulations, academic calendar shall be provided to all the students
- H. In general, Dean, Student Affairs will deal with the welfare and discipline of all students in the campus including Hostel and also outside the campus and will ensure maintenance of good conduct. He/ She will be assisted by other members of faculty/ staff/ wardens as nominated;
- I. Conduct and Behavior:
  - i. Students should attend all their classes and strictly observe class timings. They should likewise carry out other out-door and extracurricular duties assigned to them. Their attendance and leave is governed by the regulations pertaining to them;
  - ii. Students must give their undivided attention to their academic work and must be respectful to their teachers and supervisors;
  - iii. Students must conduct themselves with due decorum in the classes, laboratories, Library etc. and move in an orderly and disciplined manner in the campus;
  - iv. Students should not indulge in abusive behavior/ violence of any kind with fellow students, teaching faculty and employees of the University within or outside the University. Violence by any student or group of students will lead to severe disciplinary action;
  - v. No meeting of the students other than those organized under the aegis of the various recognized students' activities shall be called without the prior permission in writing from the Dean, Student Affairs;
  - vi. Neither meetings/functions within the University campus shall be organized nor any outsider address the students without the prior permission in writing from the Registrar;
  - vii. No students shall use unfair means at any of the examinations and tests or attempt or threaten the staff to get undue advantage;
  - viii. Students must pay all fees and other dues on specified dates. If they do not do so, they render themselves liable to penalties as in force from time to time;
  - ix. Students must take good care of all University property. Any damage to university property shall be viewed as indiscipline. Such student(s), in

addition to facing the disciplinary action, shall have to replace the damaged property and make good the losses caused due to their action. Students must use the furniture and fittings with due care and must not deface buildings, roads, furniture and fittings etc. in any manner;

- x. Students must handle the laboratory equipment, instruments and machinery with great care. Any damage or breakage of such equipment etc., due to improper use or negligent handling will have to be made good by the students concerned;
- xi. Ragging in any form is unlawful and strictly prohibited. If a student found ragging shall be punished as per the Anti-Ragging Act;
- xii. The University shall have a zero-tolerance policy towards Ragging and shall lay down strict guidelines on the same as per policies of the UGC in vogue and in compliance to directions of Hon'ble Supreme Court;
- xiii. Mobile cellular phone may be carried by the students. However, they shall be kept in silent mode during the classes. Violation will lead to confiscation of the mobile phone;
- xiv. All the students are required to observe the decorum in the dress code as prescribed by the University. Students not adhering to the prescribed dress code may be denied entry to the University campus;
- xv. Smoking, consumption/possession of liquor, intoxicants, drugs, cigarettes, hookah etc., inside or outside the Campus is strictly prohibited. Any violation will invoke severe penalty including rustication from the Hostel/ University.

J. Policy to prevent Sexual Harassment:

- i. The University shall be committed to treating every employee and student with dignity and respect. It shall seek to create a work environment that is free from sexual harassment of any kind, whether verbal, physical or visual;
- ii. A policy shall be prescribed by the University to provide guidelines for prompt redressal of complaints related to sexual harassment which should be in full compliance with "The Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal)" Act, 2013;

- iii. All references / complaints and redressal mechanism pertaining to any matter will be handled within the ambit of the said Act and the Rules framed thereunder. The policy so prescribed shall be communicated to all employees and students.

K. Grievance and Redressal Mechanisms:

The University shall constitute various Grievance and Redressal committees and its guidelines as specified by the statutory authorities of the University.

## ANNEXURE – II: Malpractice Rules

S. No	Nature of Malpractice (Improper conduct during examinations)	Punishment
	<b><i>If the candidate:</i></b>	
1. (a)	Possesses or keeps accessible in examination hall, any paper, note book, programmable calculators, Cell phones, pager, palm computers or any other form of material concerned with or related to the subject of the examination (theory or practical) in which he/she is appearing but has not made use of (material shall include any marks on the body of the candidate which can be used as an aid in the subject of the examination)	Expulsion from the examination hall and cancellation of the performance in that subject only.
(b)	Gives assistance or guidance or receives it from any other candidate orally or by any other body language methods or communicates through cell phones with any candidate or persons in or outside the exam hall in respect of any matter.	Expulsion from the examination hall and cancellation of the performance in that subject only of all the candidates involved. In case of an outsider, he/she will be handed over to the police and a case is registered against him/her.
2.	Has copied in the examination hall from any paper, book, programmable calculators, palm computers or any other form of material relevant to the subject of the examination (theory or practical) in which the candidate	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted to appear for the remaining examinations of the subjects of

	disappearing.	that Semester/year. The hall ticket of the candidate is to be cancelled.
3.	Impersonates any other candidate in connection with the examination.	The candidate who has impersonated shall be expelled from examination hall. The candidate is also debarred and forfeits the seat. The performance of the original candidate, who has been impersonated, shall be cancelled in all the subjects of the examination (including practicals and project work) already appeared and shall not be allowed to appear for examinations of the remaining subjects of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all Semester end examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat. If the imposter is an outsider, he/she will be handed over to the police and a case is registered against him/her.
4.	Smuggles in the Answer book or additional sheet or takes out or arranges to send out the question paper during the examination. Takes away answer book or additional sheet, during or after the examination.	Expulsion from the examination hall and cancellation of performance in that subject and all the other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all SEEs. The continuation of the course by the candidate



		is subject to the academic regulations in connection with forfeiture of seat.
5.	Uses objectionable, abusive or offensive language in the answer paper or in letters to the examiners or writes to the examiner requesting him to award pass marks	Cancellation of the performance in that subject.
6.	Refuses to obey the orders of the Chief Superintendent / Assistant Superintendent / any officer on duty or misbehaves or creates disturbance of any kind in and around the examination hall or organizes a walk out or instigates others to walk out, or threatens the officer-in charge or any person on duty inside or outside the examination hall or causing any injury to himself / herself or to any others or threatens whether by words, either spoken or written or by signs or by visible representation, assaults the officer in-charge, or any person on duty in or outside the examination hall or any others, or indulges in any other act of misconduct or mischief which result in damage to or destruction of property in the examination hall or any part of the college campus or engages in any other act which in the opinion of	They shall be expelled from examination halls and cancellation of their performance in that subject and all other subjects the candidate(s) has (have) already appeared and shall not be permitted to appear for the remaining examinations of the subjects of that semester/year. The candidates also are debarred and forfeit their seats. In case of outsiders, they will be handed over to the police and a police case will be registered against them.

	the officer on duty amounts to use of unfair means or misconduct or has the tendency to disrupt the orderly conduct of the examination.	
7.	Leaves the exam hall taking away answer script or intentionally tears the script or any part thereof inside or outside the examination hall.	Expulsion from the examination hall and cancellation of performance in that subject and all the other subjects the candidate has already appeared including practical examinations and project work & shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all Semester examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat.
8.	Possess any lethal weapon or firearm in the examination hall.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred and forfeits these at.

9.	Who is not a candidate for the particular examination or any person not connected with the University indulges in any malpractice or improper conduct mentioned in clause 6 to 8.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred and forfeits the seat. Person(s) who do not belong to the University will be handed over to police and, a police case will be registered against them.
10.	Comes in a drunken condition to the examination hall.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year.
11.	Found copying, on the basis of internal evidence, such as, during valuation or during special scrutiny.	Cancellation of the performance in that subject and all other subjects the candidate has appeared including practical examinations and project work of that semester/year examinations.
12.	If any malpractice is detected which is not covered in the above clauses 1 to 11 shall be reported to the malpractice committee for further action on suitable punishment as per rules	

## ANNEXURE –III: Definitions

In these Regulations, unless the context otherwise requires:

- a. Academic Year: Two consecutive (one odd + one even) semesters constitute one academic year
- b. 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)
- c. Course: Usually referred to, as a 'course' is a component of a program. 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
- d. Credit Based Semester System (CBSS): Under the CBSS, the requirement for awarding a degree or diploma or certificate is prescribed in terms of number of credits to be completed by the students
- e. Credit: A unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical work/field work per week
- f. Grade Point: It is a numerical weight allotted to each letter grade on a 10-point scale
- g. Credit Point: It is the product of grade point and number of credits for a course
- h. Letter Grade: It is an index of the performance of students in a said course. Grades are denoted by letters i.e., O, A+, A, B+, B, C and F
- i. Semester Grade Point Average (SGPA): It is a measure of academic performance in a semester. It is the 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. Cumulative Grade Point Average (CGPA): It is a measure of overall cumulative performance of a student. The CGPA is the ratio of total credit points secured by a student in all semesters and the sum of the total credits. It shall be expressed up to two decimal places
- k. Program: An academic program of the University
- l. Semester: Each semester shall consist of 16 weeks of instruction.

- m. 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
- n. Types of courses: The courses in a program may be of three kinds: Core, Elective and Foundation
- o. Core course: This is the course which is to be compulsorily studied by a student as a core requirement of a program in a branch of study
- p. Elective course: This is the course to be chosen from a pool of courses. Elective course may be (a) Supportive to the branch of study (b) Providing an expanded scope (c) Enabling an exposure to some other branch/domain (d) Nurturing student's proficiency/skill
- q. Foundation course: This course may be of two kinds, compulsory foundation and elective foundation
- r. Compulsory Foundation courses: These are the courses based upon the content that leads to knowledge enhancement. They are mandatory for all disciplines
- s. Elective Foundation courses: These are value-based and are aimed at man-making education
- t. The academic regulations should be read as a whole for the purpose of any interpretation.
- u. In case of any doubt or ambiguity in the interpretation of the above rules, the decision of the Chancellor is final.