

**Academic Regulations for the  
Graduate Certificate Program (GCP) leading to  
Accelerated Master's Program**

**(for the students admitted from the Academic Year 2025-26)**



**August, 2025**

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## Academic Regulations for the Graduate Certificate Program

### 1. About Anurag University and Academic Regulations

- 1.1 Anurag University was established as a State Private University under the Act No. 13, 2020, as per the Telangana State Private Universities (Establishment and Regulation) Act.
- 1.2 The academic environment at the University is being continuously reformed to make it more outcome-based, learning-centric rather than exam-centric. The assessment tools are thus being reformed to assess the extent to which learning outcomes are attained rather than grading the individuals. Learning is a life-long process where the teachers are also evolving and learning continuously with the students. Newer methods and ways are being created at Anurag University, where experimenting, problem-solving, experiencing, and critical thinking become the way of life; where teachers are mentors and are guides by side. The Academic Regulations are meant to be 'light-but-tight' so that they give enough academic freedom to the teachers and the taught.
- 1.3 There are various in-class and out-of-class (through professional chapters, clubs, hackathons, etc.) activities which are being designed so that the students get enough opportunities to learn in a variety of contexts and situations.

### 2. About the Program

- 2.1 Anurag University, in collaboration with Arizona State University (ASU), offers an Accelerated Master's Program designed to provide high-achieving students a streamlined path to earn a Master's degree from ASU.
- 2.2 The Graduate Certificate Program (GCP) may be pursued by eligible final-year undergraduate engineering students, as well as by other qualified individuals holding a bachelor's degree in engineering. The credits earned through the GCP shall be eligible for transfer towards a Master's degree program at ASU, subject to fulfilment of the applicable academic and administrative requirements.
- 2.3 The GCP program typically spans 3 to 6 months, depending on the number of modules, the credit load, and the mode of delivery (e.g., online, in-person, or hybrid).
- 2.4 The program has 3 or 4 graduate-level courses aligned to one/two semesters or two half-semester modules.
- 2.5 The Eligibility and deployment Structure of the GCP for Final-Year Undergraduate Students and Engineering Graduates is given in Table 1.

Table 1: Deployment Structure of the GCP for Final-Year Undergraduate Students and Engineering Graduates

| Category                                  | Eligibility  | Enrollment Timing              | Mode of Delivery             | Program Structure                             | Credit Utilization  |
|---|--|--------------------------------|------------------------------|---|---|
| <b>Final-Year UG Engineering Students</b> | Currently enrolled in the final year of a B.Tech. program in respective fields of specialization | During 7th and/or 8th semester | Integrated / Hybrid / Online | Common structure: 3 or 4 modules (6–8 months) | Eligible for transfer toward ASU Master's degree (upon admission) |
| <b>Engineering Graduates</b>              | Holders of a B.Tech/B.E. or equivalent degree in respective field of specialization              | Flexible intake periods        | Online / Hybrid              | Common structure: 3 or 4 modules (3–4 months) | Eligible for transfer toward ASU Master's degree (upon admission) |

### 3. Eligibility Criteria for Admission into the GCP program

Table 2: Eligibility Criteria for Admission into the GCP

| Category                                     | Eligibility Criteria   |
|--|--|
| <b>Final-Year UG Students (7th Semester)</b> | <ul style="list-style-type: none"> <li>- Must be enrolled in the 4th year of a full-time B.Tech. program in a recognized institution</li> <li>- Must have completed all core courses up to the 6th semester - Minimum CGPA of 7.5 (on a 10-point scale) or equivalent</li> <li>- No active backlogs at the time of enrollment</li> </ul> |
| <b>Engineering Graduates</b>                 | <ul style="list-style-type: none"> <li>- Must possess a B.Tech./B.E. degree from a recognized university/institution</li> <li>- Minimum aggregate percentage of 65% or equivalent CGPA</li> <li>- Graduation must be completed within the last 3 years</li> <li>- Intending to pursue a Master's degree at ASU</li> </ul>                |

### 4. Modular Deployment

- 4.1 The GCP program is designed to offer specialised, industry-aligned learning opportunities to enrolled students through **modular deployment**. Each Graduate Certificate comprises a curated set of 3 to 4 courses, delivered by experienced faculty, enabling students to gain in-depth knowledge in focused areas such as Computer Science, Software Engineering and Business Analytics.
- 4.2 This modular deployment model ensures flexibility, international exposure, and academic enrichment while maintaining alignment with Anurag University's credit framework and academic calendar.
- 4.3 The instruction of each course can be through exploration, experiences, lectures, tutorials, practical sessions (in specially crafted laboratories), guided inquiry (Problem-Based), integrated projects, self-guided learning through the University Learning Management System and various other formal and informal methods

### 5. Assessment Strategy

- 5.1 The performance of a student shall be evaluated course-wise for a maximum of 100 marks in each type of the courses.
- 5.2 The distribution of marks for Continuous Internal Evaluation (CIE) and the Module End Examination (MEE), along with the minimum pass percentage, is given in Table 3. In addition, the components of CIE and the MEE shall be detailed in the course handout by the faculty course coordinators at the beginning of the course. The detailed guidelines are given in Annexure A.

Table 3: Assessment Strategy

| Course type          | CIE |   | MEE |  | Min. Pass%* in MEE | Min. Pass%* in CIE+MEE |
|----------------------|-----|---|-----|--|--------------------|------------------------|
| Theoretical          | 50  | Written exams/ Quizzes / Class test/ Sessional tests – may be computer-assisted | 50  | Written exams – may be computer assisted     | 40                 | 50                     |
| Lab-based- Practical | 50  | Conduct of experiments  | 50  | Conduct of experiments / Oral exam/Viva voce |                    |                        |

### 6. Passing Standards

- 6.1 A student shall be deemed to have successfully completed a GCP module only upon securing a **Grade Point (GP) of 6.0 (equivalent to B Grade or above)** in each registered course within that module. Further, to be considered successful in the **overall Graduate Certificate Program**, the candidate must attain a **Cumulative Grade Point Average (CGPA) of 6.0 or higher**, across all completed modules, subject to the fulfilment of all academic and evaluative requirements as prescribed.
- 6.2 After the completion of each module, a grade card or grade sheet (or transcript) shall be issued to all the registered students of that module, indicating the letter grades and credits earned. It will show the details

of the courses registered (course code, title, no. of credits, etc.), grade earned, credits earned, SGPA and CGPA.

- 6.3 Failing to meet the minimum grade in any course may disqualify the student from earning the Graduate Certificate and may prevent credit transfer for that course into the Anurag University curriculum.
- 6.4 Re-registration for the failed course(s) may be subject to Anurag University policies and additional fee requirements.
- 6.5 Supplementary examination(s) in the failed courses shall be conducted as per schedule given by the University. An additional fee is applicable for appearing in the supplementary examination.
- 6.6 A student who was eligible to appear for the semester-end examinations in a course, but was absent / failed in that examination, may appear for the examination in that course during supplementary examinations. In such cases, CIE assessed earlier for that course will be carried over and added to the marks to be obtained in the supplementary examinations for evaluating his/her performance in that course.

## 7. Grading System

- 7.1 Marks will be awarded to indicate the performance of each student in each course based on the percentage of marks obtained in both CIE and MEE taken together as specified above, and a corresponding letter grade shall be given.
- 7.2 A 10-point absolute grading system using the following letter grades and corresponding percentage of marks is as given below in Table 4:

Table 4: Letter Grades

| Letter Grade |               | Grade Points | % Marks secured Range |     |
|--------------|---------------|--------------|-----------------------|-----|
| O            | Outstanding   | 10           | ≥90                   | 100 |
| A+           | Excellent     | 9            | ≥80                   | <90 |
| A            | Very Good     | 8            | ≥70                   | <80 |
| B+           | Good          | 7            | ≥60                   | <70 |
| B            | Above Average | 6            | ≥50                   | <60 |
| F            | Fail          | 0            | <50                   | -   |
| Ab           | Absent        | 0            | -                     | -   |

- 7.3 A student obtaining an 'F' grade in any course shall be considered as 'failed' and will be required to reappear as a 'supplementary candidate' in the MEE, as and when conducted. In such cases, CIE in those course(s) will remain the same as those the student obtained earlier.
- 7.4 A letter grade does not imply any specific percentage of marks.
- 7.5 In general, a student shall not be permitted to repeat any course(s) only for the sake of 'grade improvement' or 'SGPA/CGPA Improvement'.
- 7.6 A student earns grade point (GP) in each course, on the basis of the letter grade obtained by him/her in that course (excluding mandatory non-credit courses). Then the corresponding 'credit points' (CP) are computed by multiplying the grade point by credits for that particular course.  

$$\text{Credit Points (CP)} = \text{Grade Point (GP)} \times \text{Credits (for a course)}$$
- 7.7 A student shall be deemed to have successfully completed a course only if they secure a Grade Point (GP) of 6.0 or above, corresponding to a letter grade of 'B' or higher.
- 7.8 SGPA/CGPA at the end of each semester shall be awarded only if he/she passed all the courses up to end of that semester.

## 8. Attendance Requirements

- 8.1 A student is eligible to appear for the Module End Examinations (MEE) only if he/she acquire a minimum of 75% attendance in each course.
- 8.2 Subject to obtaining prior permission and approval from the Dean/HoD/ Competent authority and payment of condonation fee, relaxation in the attendance requirement (as in clause 8.1) may be given as specified in

Table 5 below. The Condonation of shortage of attendance in aggregate up to 10% ( $\geq 65\%$  and  $< 75\%$ ) in each course may be granted on:

Table 5: Relaxation in Attendance Requirements

| Relaxation up to | Grounds                             | Prerequisite  |
|------------------|-------------------------------------|---|
| 10%              | Medical exigency/emergency          | A medical certificate from a certified medical practitioner                                       |
| 15%              | Adult female students for pregnancy | A medical certificate from a certified medical practitioner and approval from the Vice Chancellor |

- 8.3 Students who are not eligible (as given in 8.1 and 8.2) are declared as detained and are not allowed to register for MEE.
- 8.4 Detained students are required to seek re-admission (refer to section 9.2) in the subsequent academic session, within two weeks from the date of commencement of class work, with the academic regulations of the batch into which he/she get readmitted.

## 9. Re-Registration Rules

- 9.1 A student detained due to a shortage of attendance in a module may seek re-admission into the corresponding module in the subsequent academic session, within two weeks from the date of commencement of class work, with the academic regulations of the batch into which he/she get readmitted.
- 9.2 When a student is detained due to a shortage of attendance in any module, no grade allotments or SGPA/CGPA calculations will be given for that entire module in which he/she is detained.
- 9.3 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.

## 10. Evaluation Rules

- 10.1 Recounting: The totalling of the marks awarded shall be verified in the answer script and corrected if there is any mistake.
- 10.2 Revaluation:
- The answer scripts of the candidate applied for revaluation are evaluated by two subject experts independently other than the original valuer.
  - If the difference of marks between these two valuations is 15% or more (i.e., 7 marks out of a maximum of 50 marks), it will be sent for third valuation to another subject expert.
  - The nearest of the two valuations out of three will be considered, and the average of these two will be taken as the final marks obtained.
  - If the difference of the final marks after revaluation is  $\geq 15\%$  of the maximum marks (i.e., 7 marks out of a maximum of 50 marks) with a change in the grade, the new marks will be awarded to the student. Otherwise, there will be no change in the result.
- 10.3 Challenge Valuation:
- A photocopy of the answer booklet shall be given to the student.
  - The answer booklet will be evaluated in the presence of the student by a senior faculty member appointed by the University.
  - If the difference of the final marks after revaluation is  $\geq 15\%$  of the maximum marks (i.e., 7 marks out of a maximum of 50 marks) with a change in the grade, the new marks will be awarded to the student. Otherwise, there will be no change in the result.
  - If the difference of the final marks after challenge valuation is  $\geq 15\%$  of the maximum marks (i.e., 7 marks out of a maximum of 50 marks) with a change in the grade, the amount paid towards challenge valuation will be refunded. Otherwise, the student will forfeit the total amount which he/she has paid.

## 11. Eligibility for the Award of GCP

A student shall be eligible for award of the GCP if he/she fulfils all the following conditions:

- 11.1 He/she should have registered and successfully completed all the courses prescribed in the program of study to which he/she is admitted by securing 100% credits as given in syllabi.
- 11.2 He/she have obtained CGPA  $\geq 6.0$  (minimum requirements for pass).
- 11.3 He/she has no dues to the Institute, Hostels, Libraries, Sports, etc.
- 11.4 No disciplinary action is pending against him/her.
- 11.5 Those who fail to fulfil the above academic requirements shall forfeit their admission.
- 11.6 The certificate clearly specifies the **title of the certificate program** (e.g., *Graduate Certificate in Computer Science*)

## 12. Award of Class

- 12.1 A student who registers for all the specified courses as listed in the program and secure the required number of credits (with CGPA  $\geq 6.0$ ), within one academic year from the date of commencement of the first module, shall be declared to have 'qualified' for the award of the GCP in the chosen specialization as selected at the time of admission.

- 12.2 The CGPA can be converted to an equivalent percentage of marks by using the following formula:

$$\text{Percentage (\% of marks)} = (\text{CGPA} - 0.5) \times 10$$

- 12.3 A student who qualifies for the award of the degree as listed in item 10.1 shall be placed in the following classes given in table 6:

Table 6: Award of Class

| CGPA Range  |          | Class                        | Condition  |
|-------------|----------|------------------------------|--|
| $\geq 8.00$ | -        | First Class with Distinction | <ul style="list-style-type: none"> <li>Should have passed all courses in regular examinations and should complete the program in the stipulated period.</li> <li>Should not have been detained or prevented from writing the module end examinations in any module due to shortage of attendance or any other reason.</li> <li>The students who secure CGPA <math>\geq 8.00</math>, but not fulfilling the conditions for <b>First Class with Distinction</b> shall be awarded <b>First Class</b> only.</li> </ul> |
| $\geq 6.75$ | $< 8.00$ | First Class                  | --   |
| $\geq 6.00$ | $< 6.75$ | Second Class                 | --   |

## 13. Academic Integrity:

- 13.1 Students are expected to uphold the highest standards of **academic honesty** and **ethics**, following AU and ASU's **Code of Conduct**.
- 13.2 Violations such as plagiarism or malpractice may result in disqualification from the program and loss of credits.

## 14. Support Services

- 14.1 Students who miss deadlines due to **genuine reasons (medical, personal emergencies)** must report the matter to the AU Coordinator immediately for possible accommodations.
- 14.2 AU may provide **academic support sessions** or **peer mentoring** to students struggling with course content, in coordination with ASU advisors.

## 15. Exit Policy

- 15.1 The GCP offered in collaboration with ASU is designed as a preferred academic pathway, providing learners the opportunity to engage in a comprehensive, multidisciplinary, and globally benchmarked educational experience. The program allows for a single exit point upon successful completion of the designated

certificate modules, typically at the end of the program. At this stage, eligible learners shall be awarded an AU-issued Graduate Certificate in the specified area of study, aligned with the National Credit Framework (NCrF), which may also be applied toward progression into a full Master's degree at ASU.

- 15.2 Academic Bank of Credits: A provision is given to the students to allow Credits awarded to a student for one program from an institution may be transferred/redeemed by another institution upon students' consent. Students shall register on the ABC portal within six months from the date of admission.

**16. Withholding of Results**

If the student has not paid the dues, if any, to the University or if any case of disciplinary action is pending against him/her, the result will be withheld, and he/she will not be allowed into the next semester. In such cases the matter will be referred to the Academic Council for final decision.

**17. Transitory Regulations**

Discontinued, detained, or failed candidates are eligible for readmission as and when next offered as per the university admission procedure.

**18. Academic Audit:**

The CIE marks awarded by the faculty members are subject to scrutiny and scaling by the university whenever/wherever necessary. In such cases, the CIE and laboratory marks awarded by faculty members will be referred to an Academic Audit committee consisting of Chairperson BOS/Head of the Department, Dean Examinations/Controller of Examinations and the subject expert. The committee will arrive at a scaling factor and the marks will be scaled accordingly. The recommendations of the committee are submitted to the Vice Chancellor and his/her decision is final. The laboratory records and internal test papers shall be preserved for a period of one year or as specified by the University from time to time.

**19. Termination from the program**

The admission of a student to the program may be terminated in the following circumstances:

- 19.1 The student fails to satisfy the requirements of the program within the maximum period stipulated for the program.
- 19.2 The student fails to satisfy the norms of discipline specified by the university from time to time.

**20. Amendments**

The regulations hereunder are subject to amendments as may be made by the 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 – A: Assessment Guidelines

### 1. Evaluation of Theory Courses - CIE:

- a. The evaluation components of CIE for Theory courses given in table 7.

Table 7. Evaluation Components of CIE for Theory courses

| CIE Component     | When?   | Max. Marks | Duration (minutes) | Assessment Criteria  |
|-------------------|---|------------|--------------------|--|
| Midterm - I       | After completion of 50% of syllabus at the end of eight weeks of instruction        | 30         | 90                 | The average of the two such evaluations shall be taken as the final marks secured by a candidate |
| Midterm – II      | After completion of 100% of syllabus at the end of 15 weeks of instruction          | 30         | 90                 |  |
| Other evaluations | A minimum of two evaluations needs to be conducted during the course and documented | 20         | 60                 | The average of the two such evaluations shall be taken as the final marks secured by a candidate |

- b. The format of the midterm evaluation shall be as given in Table 8.

Table 8. Midterm evaluation format of CIE for Theory courses

| Section            | Type   | Bloom's taxonomy level               | No. of Test Items (TI) | TIs to be attempted | Marks for Each TI | Max. Marks |
|--------------------|--|--------------------------------------|------------------------|---------------------|-------------------|------------|
| A                  | MCQ, short answer type, Fill in the blanks, etc. | Remembering, Understanding, Applying | 10                     | 10                  | 1                 | 10         |
| B                  | Subjective                                       | Applying, Analysing, Evaluating      | 4                      | 3                   | 5                 | 15         |
| C                  | Subjective                                       | Evaluating / Creating                | 2                      | 1                   | 5                 | 5          |
| <b>Total Marks</b> |  |                                      |                        |                     |                   | <b>30</b>  |

- 1.1 **Other evaluations:** Other evaluations may include, Guided Inquiry/Seminar/Quiz/Open book assessment/Project based learning/ Presentation/Surprise test/ Participatory learning/Group Activities, etc.

1.2 **Evaluation of Theory Courses - MEE:**

The MEE for Theory courses shall be conducted for 50 marks for a duration of 150 minutes. The format of the MEE evaluation is as given in the table 5.

Table 9. Evaluation format of MEE for Theory courses

| Section            | Type   | Bloom's taxonomy level               | No. of Test Items (TI)   | TIs to be attempted | Marks for Each TI | Max. Marks |
|--------------------|--|--------------------------------------|--|---------------------|-------------------|------------|
| A                  | MCQ, short answer type, Fill in the blanks, etc. | Remembering, Understanding, Applying | 5<br>(One from each unit)  | 5                   | 2                 | 10         |
| B                  | Subjective                                       | Applying, Analysing, Evaluating      | 10<br>(Two from each unit and the students shall be given an internal choice to attempt either of the questions) | 5                   | 6                 | 30         |
| C                  | Subjective                                       | Evaluating / Creating                | 2<br>(From the entire syllabus)  | 1                   | 10                | 10         |
| <b>Total Marks</b> |  |                                      |  |                     |                   | <b>50</b>  |

1.3 **Evaluation of Practical Courses - CIE:**

The CIE evaluation components of Practical courses are given in Table 10.

Table 10. Evaluation Components of CIE for practical courses

| <b>CIE Component</b>               | <b>When?</b>              | <b>Max. Marks</b> | <b>Assessment Criteria</b>  |
|------------------------------------|---------------------------|-------------------|---|
| Experimentation, Record, Viva-voce | Day-to-day evaluation     | 20                | The average of all such practical sessions shall be taken as the final marks secured by a candidate |
| Skill test (90 minutes duration)   | During mid of instruction | 30                | The evaluation shall be taken as the final marks secured by a candidate                             |

## ANNEXURE – I: Calculation of Grade Point Average

### 1. SGPA and CGPA

The credit index can be used further for calculating the Semester Grade Point Average (SGPA) and the Cumulative Grade Point Average (CGPA), both of which being important performance indices of the student. While SGPA is equal to the credit index for a semester divided by the total number of credits registered by the student in that semester, CGPA gives the sum total of credit indices of all the previous semesters divided by the total number of credits registered in all these semesters. Thus, the Grade Point Average (GPA) will be calculated according to the formula:

$$GPA = \frac{\sum C_i G_i}{\sum C_i}$$

Where  $C_i$  = number of credits for the course  $i$ ,

$G_i$  = grade points obtained by the student in the course.

Semester grade point average (SGPA) is calculated up to second decimal point and it is calculated only when all courses in that semester are cleared / passed.

$$SPGA = \frac{\sum[(\text{Course credits}) \times (\text{Grade points})]}{\sum[\text{Course credits}]}$$

To arrive at cumulative grade point average (CGPA), the formula is used considering the student's performance in all the courses taken in all the semesters completed up to the particular point of time. CGPA is rounded off to TWO decimal places.

$$CPGA = \frac{\sum[(\text{Course credits}) \times (\text{Grade points})]}{\sum[\text{Course credits}]}$$

CGPA is thus computed from the I Year First Semester onwards, at the end of each semester, as per the above formula. However, the SGPA of I year I semester itself may be taken as the CGPA, as there are no cumulative effects.

2. **An Illustrative Example:** An illustrative example given below indicates the use of the above two equations in calculating SGPA and CGPA, both of which facilitate the declaration of academic performance of a student, at the end of a semester and at the end of successive semesters respectively.

Table 11: An example of SGPA and CGPA calculation

| Year and Semester             | Course No. | Credits   | Grade | Grade Points                             | Credit Points |
|-------------------------------|------------|-----------|-------|--|---------------|
| I Year I Sem.                 | XX101      | 4         | A     | 8  | 32            |
| I Year I Sem.                 | XX102      | 4         | B     | 6  | 24            |
| I Year I Sem.                 | XX103      | 4         | A+    | 9  | 36            |
| I Year I Sem.                 | XX104      | 4         | A     | 8  | 32            |
| I Year I Sem.                 | XX105      | 1.5       | O     | 10                                       | 15            |
| I Year I Sem.                 | XX106      | 1.5       | A+    | 9  | 13.5          |
| <b>Total</b>                  |            | <b>19</b> |       |  | <b>152.5</b>  |
| <b>SGPA = 152.5/19 = 8.03</b> |            |           |       | <b>CGPA = 8.03</b>                       |               |
| I Year II Sem.                | XX107      | 4         | B+    | 7  | 28            |
| I Year II Sem.                | XX108      | 3         | A     | 8  | 24            |
| I Year II Sem.                | XX109      | 3         | B     | 6  | 18            |
| I Year II Sem.                | XX110      | 4         | C     | 5  | 20            |
| I Year II Sem.                | XX111      | 2         | A+    | 9  | 18            |
| I Year II Sem.                | XX112      | 1.5       | O     | 10                                       | 15            |
| I Year II Sem.                | XX113      | 1.5       | O     | 10                                       | 15            |
| <b>Total</b>                  |            | <b>19</b> |       |  | <b>138</b>    |
|                               |            |           |       | <b>SGPA = 138/19 = 7.26</b>              |               |
|                               |            |           |       | <b>CGPA = (152.5+138)/(19+19) = 7.64</b> |               |

If two students get the same CGPA, the tie should be resolved by considering the number of times a student has obtained higher SGPA; But, if it is not resolved even at this stage, the number of times a student has obtained higher grades like O, A, B etc. shall be taken into account in rank ordering of the students in a class.

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**ANNEXURE – II: Disciplinary Action against Students – Provisions**

- 1.1 Student's behaviour and discipline will be assessed and will receive the same attention as the academic work. Discipline includes the observance of good conduct and orderly behaviour by the students of the University.
- 1.2 All students pursuing a Program at the University shall observe the code of conduct and maintain discipline and must consider it a duty to behave decently at all places.
- 1.3 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.
- 1.4 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.
- 1.5 The following acts are treated as gross indiscipline.
  - a) Disobeying the teacher/officials or misbehaving in the class.
  - b) Quarrelling or fighting in the University campus or in the hostels amongst themselves, or indulging in any activity which amounts to ragging or harassment of other students.
  - c) Quarrelling or fighting with a university employee(s) or any other public utility functionaries in the campus.
  - d) Indecent behaviour on campus or outside causing inconvenience to others.
  - e) Visiting socially unacceptable websites, smoking or consuming liquor or banned substances like drugs etc.
  - f) Damage to the University property.
  - g) Indulging in acts of theft, forgery, stealing and misappropriating.
  - h) Any other activity that defames the University:
    - i. Use of mobile in the class/academic area.
    - ii. Irregularity in attending classes, persistent idleness, negligence or indifference towards the work assigned.
    - iii. Any other conduct which is considered to be unbecoming of a student.

### ANNEXURE – III: Rules for Students Conduct and Behavior in Campus and Outside

The rules and regulations, academic calendar shall be provided to students. 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.

#### 1. Conduct and Behavior:

- 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 are governed by the regulations pertaining to them.
- Students must give their undivided attention to their academic work and must be respectful to their teachers and supervisors.
- Students must conduct themselves with due decorum in the classes, laboratories, library etc. and move in an orderly and disciplined manner in the campus.
- 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.
- 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.
- Neither meetings/functions within the University campus shall be organized nor an outsider addresses the students without the prior permission in writing from the Registrar.
- No students shall use unfair means at any of the examinations and tests or attempt or threaten the staff to get undue advantage.
- 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.
- Students must take good care of all University property. Any damage to university property shall be viewed as indiscipline. Such students, 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.
- Students must handle the laboratory equipment, instruments and machinery with great care. Any damage or breakage of such equipment etc., due to improper use and negligent handling will have to be made good by the students concerned.
- Ragging in any form is unlawful and strictly prohibited. If a student is found in ragging activity, he/she shall be punished as per the Anti-Ragging Act.
- 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.
- Mobile/cellular phone shall be kept in silent mode during the classes and violation will lead to confiscation of the mobile phone.
- 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;
- 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.

#### 2. Policy to prevent Sexual Harassment:

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

#### 3. 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 – IV: Rules against Malpractices

Table 12: Rules against Malpractice

| S.No     | Nature of Malpractice or Improper conduct during examinations  | Rules against Malpractices  |
|----------|--|---|
|          | <b>If the candidate:</b>   |   |
| 1<br>(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 course 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 course of the examination) | Expulsion from the examination hall and cancellation of the performance in that course 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, wearable devices 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 course 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, cell phones, wearable devices or any other form of material relevant to the course of the examination (theory or practical) in which the candidate is appearing.  | Expulsion from the examination hall and cancellation of the performance in that course and all other courses the candidate has already appeared including practical examinations and project work and shall not be permitted to appear for the remaining examinations of the courses of 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 courses of the examination (including practical and project work) already appeared and shall not be allowed to appear for examinations of the remaining courses of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all Module 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        | Exchange 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 course and all the other courses the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the courses of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all MEEs. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat.  |

| S.No | Nature of Malpractice or Improper conduct during examinations   | Rules against Malpractices  |
|------|---|---|
| 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 course.   |
| 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 the officer on duty amounts to use of unfair means or misconduct or has the tendency to disrupt the orderly conduct of the examination. | They shall be expelled from examination halls and cancellation of their performance in that course and all other courses the candidate(s) has (have) already appeared and shall not be permitted to appear for the remaining examinations of the courses 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.   |
| 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 course and all the other courses the candidate has already appeared including practical examinations and project work & shall not be permitted for the remaining examinations of the courses 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 course and all other courses the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the courses 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 course and all other courses the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the courses 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.   |

| S.No | Nature of Malpractice or Improper conduct during examinations   | Rules against Malpractices  |
|------|---|---|
| 10   | Comes in a drunken condition to the examination hall.   | Expulsion from the examination hall and cancellation of the performance in that course and all other courses the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the courses of that semester/year. |
| 11   | Copying detected on the basis of internal evidence, such as, during valuation or during special scrutiny.   | Cancellation of the performance in that course and all other courses 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. |   |



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### ANNEXURE – V: Definitions

In these Regulations, unless the context otherwise requires:

1. **Course:** Usually referred to, as a 'subject' 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.
2. **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.
3. **Credit Point:** It is the product of grade point and number of credits for a course.
4. **Grade Point:** It is a numerical weight allotted to each letter grade on a 10-point scale.
5. **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 and F.
6. **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.
7. **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.
8. **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.
9. **The academic regulations should be read as a whole for the purpose of any interpretation.**
10. **In case of any doubt or ambiguity in the interpretation of the above rules, the decision of the Vice Chancellor is final.**

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**ANNEXURE – VI: Program Structure****GCP in Software Engineering**

| Course  | Credits |
|---|---------|
| AI25MCSE 565: Software Verification, Validation, and Testing (Elective)   | 4       |
| AI25MCSE 598: Software Integration and Engineering (Elective)             | 4       |
| AI25MCSE 566: Software Project, Process and Quality Management (Elective) | 4       |
| AI25MFSE 501: Technology Entrepreneurship (Elective)                      | 4       |

**GCP in Computer Science**

| Course  | Credits |
|---|---------|
| AI25MCSE 565: Software Verification, Validation, and Testing (Elective)   | 4       |
| AI25MCSE 566: Software Project, Process and Quality Management (Elective) | 4       |
| AI25MCSE 543: Information Assurance and Security (Elective)               | 4       |

**GCP in Business Analytics**

| Course   | Credits |
|--|---------|
| AI25MCIS 505: Enterprise Data Analytics (Elective)                 | 4       |
| AI25MCIS 591 - Machine Learning Foundations in Business (Elective) | 4       |
| AI25MSCM 516 - Descriptive and Predictive Analytics (Elective)     | 4       |
| AI25MSCM 517: Business Process Analytics (Required Core)           | 4       |