



B.S. Abdur Rahman

Crescent

Institute of Science & Technology

Deemed to be University u/s 3 of the UGC Act, 1956

Regulations 2018

(Amendments updated upto December 2020)

M.Arch. Degree Programme



REGULATIONS - 2018

M.ARCH DEGREE PROGRAMME

(AMENDMENTS UPDATED UPTO DECEMBER 2020)

REGULATIONS - 2018
FOR
M. ARCH DEGREE PROGRAMME

1.0 PRELIMINARY DEFINITIONS & NOMENCLATURE

In these Regulations, unless the context otherwise requires:

- i) "Programme" means Post Graduate Degree Programme (M.Arch. degree)
- ii) "Branch" means specialization or discipline of M. Arch degree programmes.
- iii) "Course" means a theory or studio or theory cum studio that is normally studied in a semester, like Architectural Reading, Architectural Studio, etc.
- iv) "Institute" means B.S.Abdur Rahman Crescent Institute of Science and Technology
- v) "Dean (Academic Affairs)" means the Dean (Academic Affairs) of B.S.Abdur Rahman Crescent Institute of Science and Technology
- vi) "Dean (Student Affairs)" means the Dean (Students Affairs) of B.S.Abdur Rahman Crescent Institute of Science and Technology
- vii) "Controller of Examinations" means the Controller of Examination of B.S.Abdur Rahman Crescent Institute of Science and Technology who is responsible for conduct of examinations and declaration of results.

**2.0 PROGRAMMES OFFERED, MODE OF STUDY AND
ADMISSION REQUIREMENTS**

2.1 Post graduate degree of M. Arch (General) is offered in full-time in Crescent School of Architecture.

2.2 MODE OF STUDY

2.2.1 Students admitted under "Full-time" shall be available in the Institution during the complete working hours for curricular, co-curricular and extra-curricular activities assigned to them.

2.3 ADMISSION REQUIRMENTS:

2.3.1 The candidate with a minimum of 50 % marks in aggregate in a Bachelor of Architecture degree course or equivalent courses recognized by the Council of Architecture shall be admitted to the programme in architecture.

2.3.2 The eligibility criteria such as marks, number of attempts and physical fitness shall be as prescribed by the Institute from time to time.

3.0 DURATION AND STRUCTURE OF THE PROGRAMME

3.1 The minimum and maximum period of completion for the PG degree programme is as given below:

Programme	Minimum No of semesters	Maximum No of Semesters
M. Arch	4	8

3.2 The curriculum structure of M. Arch Degree programme shall consists of:

- i. "Theory" courses
- ii. "Theory cum studio" courses
- iii. "Studio" courses

3.3 Every semester curriculum shall normally have a blend of theory, theory cum studio and studio courses.

3.4 Theory courses shall carry one credit per lecture period per week and studio courses carry one credit per two/three periods. All theory courses will be having evaluated through the continuous assessment and semester end examinations. Theory cum studio & Studio courses will be evaluated through continuous assessments and Semester end Viva-voce Examinations.

3.5 For the award of the degree a student should have earned all credits mentioned in the curriculum.

4.0 CLASS ADVISOR

A faculty member will be nominated by the HOD as Class Advisor for the class throughout the period of study.

The Class Advisor shall be responsible for maintaining the academic, curricular and co-curricular records of students of the class throughout their period of study.

5.0 COURSE COMMITTEE

Any course commonly offered to more than one discipline or group, shall have a "Course Committee", comprising all the faculty members teaching the common course with one among them nominated as Course Coordinator. The nomination of the course coordinator shall be made by the Head of the Department / Dean (Academic Affairs), depending on whether all the faculty members teaching the common course belong to the same department or different departments.

6.0 CLASS COMMITTEE

A class committee comprising faculty members handling the classes, student representatives and a senior faculty member not handling the courses as chairman will be constituted branch-wise and semester-wise

6.1 The composition of the class committee will be as follows:

- One senior faculty member preferably not handling courses for the concerned semester, appointed as chairman by the Head of the Department
- Faculty members of all courses of the semester
- Two student representatives (male and female) of each class nominated by the Head of the Department in consultation with the relevant faculty advisors
 - All faculty advisors and the class advisors.
 - Head of the Department

6.2 The class committee shall meet at least four times during the semester. The first meeting will be held within two weeks from the date of commencement of classes, in which the nature of continuous assessment for various courses and the weightages for each component of assessment will be decided for the first and second assessment. The second meeting will be held within a week after the date of first assessment report, to review the students' performance and for follow up action. The third meeting will be held within a week after the second assessment report, to review the students' performance and for follow up action.

6.3 During these three meetings the student members representing the entire class, shall meaningfully interact and express opinions and suggestions to improve the effectiveness of the teaching-learning process.

6.4 The fourth meeting of the class committee, excluding the student members, shall meet within 10 days from the last day of the semester end examination to analyze the performance of the students in all the components of assessments and decide their grades in each course. The grades for a common course shall be decided by the concerned course committee and shall be presented to the class committee(s) by the concerned course coordinator.

7.0 REGISTRATION AND ENROLMENT

7.1 Except for the first semester, every student shall register for the ensuing semester during a specified week before the semester end examination of the ongoing semester. Every student shall submit a completed registration form indicating the list of courses intended to be enrolled during the ensuing semester. Late registration with the approval of the Dean (Academic Affairs) along with a late fee will be permitted up to the last working day of the current semester.

7.2 From the second year onwards, all students shall pay the prescribed fees for the year on a specific day at the beginning of the semester confirming the registered courses. Late enrolment along with a late fee will be permitted up to two weeks from the date of commencement of classes. If a student does not enroll, his/her name will be removed from rolls.

7.3 The students of first semester shall register and enroll at the time of admission by paying the prescribed fees.

7.4 A student should have registered for all preceding semesters before registering for a particular semester.

7.5 A student can change an enrolled course within 10 working days from the commencement of the course, with the approval of the Dean (Academic Affairs), on the recommendation of the Head of the Department of the student.

7.6 A student can withdraw from an enrolled course at any time before the first assessment for genuine reasons, with the approval of the Dean (Academic Affairs), on the recommendation of the Head of the Department of the student.

8.0 TEMPORARY BREAK OF STUDY FROM A PROGRAMME

A student can avail a one time temporary break of study covering the current semester and/or next semester period with the approval of the Head of the Institution at any time before the start of first assessment of the ongoing semester, within the maximum period of two semester as the case may be. If any student is debarred for want of attendance or suspended due to any act of indiscipline, it will not be considered as break of study. A student who has availed break of study has to rejoin in the same semester only.

8.1 A student can avail one time temporary break of study covering the current semester and/or next semester period. However if a student intends to temporarily discontinue the programme in the middle for valid reasons (such as accident or hospitalization due to prolonged ill health) and to rejoin the programme in a later semester he/she shall apply to the Dean in advance, in any case, not later than the last date of registering for the semester-end examinations, through the Dean stating the reasons therefore.

8.2 A student availed break of study has to rejoin only in the same semester from where he left.

8.3 If any student is detained for want of requisite attendance, progress and good conduct, the period spent in that semester shall not be considered as permitted "Break of Study".

9.0 CONDITION FOR ENROLMENT & MOVEMENT TO HIGHER SEMESTER

9.1 A student who has arrears in the studio course in

- I semester cannot move to the III semester
- II semester cannot move to the IV semester

10.0 ASSESSMENT PROCEDURE AND PERCENTAGE WEIGHTAGE OF MARKS

10.1 Every Teacher shall maintain an Attendance and Assessment record, which consists of attendance marked for each lecture or studio sessions, the test marks and the topic covered. This should be submitted to the Dean as the case may be at regular intervals (at least two times in a semester) for checking the syllabus covered and the assessments made. At the

end of the semester the Dean shall verify and keep the Attendance and Assessment records in safe custody for a period of five years.

10.2 A minimum of three continuous assessments and an semester end examination for Theory and elective courses will be conducted. The weightage for the semester end examination shall be 50% and the continuous assessments shall be 50%. The three continuous assessments for the courses may be in the form of assignments, seminars, skill development, etc.

10.3 Assessment for Theory cum studio and Studio subjects shall have 70% weightage for continuous assessments and 30% weightage for semester end examination in the form of viva-voce by an external examiner proposed by the Dean.

10.4 Dissertation:

Every student shall undertake a project on a topic approved by the Review Committee. The Review Committee shall comprise of the Dean, Supervisor of the project and two internal members appointed by the Dean in the beginning of the semester. The progress of the student in the project shall be reviewed by the review committee at least three times during the semester for a weightage of 70% and 30 % weightage for semester end examination in the form of viva-voce by a team consisting of the supervisor concerned, Internal and External Examiners proposed by the Dean and appointed by the Controller of Examinations.

10.5 Architectural Thesis:

- Every student shall undertake a project on a topic approved by the Review Committee. The Review Committee shall comprise of the Dean, Supervisor of the project and two External members appointed by the Dean in the beginning of the semester. The progress of the student in the project shall be reviewed by the review committee at least three times during the semester for a weightage of 70%.
- The student shall submit the thesis at the end of the IV semester. The evaluation of the Project work will be based on the thesis and a viva-voce examination by a team consisting of the supervisor concerned, external examiner nominated by the Dean and appointed by the Controller of Examinations. Viva-voce examination shall carry a weightage of 30%.

Weightage of Marks for continuous assessment and semester-end examination

Sl. No.	Courses	Weightage of Continuous	Weightage for Semester End
1	Theory and Elective courses	50%	50%
2	Theory cum Studio courses	70%	30%
3.	Studio Courses	70%	30%
4.	Dissertation	70%	30%
5.	Architectural Thesis	70%	30%

- 10.5** For the Theory cum studio & Studio courses, Architectural thesis, a minimum of 45 % marks in continuous assessment is mandatory, without which the student will not be eligible to appear for the semester end viva voce.
- 10.6** In all courses a student has to secure a minimum of 45% marks in Semester End Examination / viva voce and a minimum of 45% marks in continuous assessment and semester end examination / viva voce put together.
- 10.7** If a student fails to secure a minimum 45% marks in the continuous assessment in the studio course - he/she shall improve the internal assessment by resubmitting the improved drawings during the subsequent year, obtain minimum 45% marks in the continuous assessment and appear for viva voce examination. Securing 45% in internals is mandate to appear for External viva voce Examination.
- 10.8** If a student fails to secure a minimum 45% marks in the viva voce examinations he/she shall appear for viva voce examination during the subsequent year.
- 10.9** For Architectural thesis, a student who secures less than 45% marks in the continuous assessment shall not be permitted to submit the thesis and take the Viva Voce Examinations at the end of the Semester. He/she shall redo the thesis with the same topic or in a different topic in the subsequent year and secure fresh internal assessment marks.
- 10.10** If a student fails to secure a pass in the Architectural thesis, having obtained not less than 45% of the total marks prescribed for the continuous assessment but less than 45% of the total marks prescribed for the Viva

voce Examinations, he / she shall improve the thesis on the same topic and resubmit the thesis at the end of the subsequent semester. In such cases, the continuous internal assessment marks already secured by the candidate shall remain valid. The resubmitted thesis shall be assessed through a viva voce examination as in the case of a regular candidate.

10.11 If a candidate wishes to change the topic of architectural thesis in case of a failure or in the case of a prevention, he/she shall join the course when in session next, get the topic approved, secure fresh internal assessment marks and submit the new thesis as in the case of a regular candidate.

11.0 SUBSTITUTE EXAMINATIONS

11.1 A student who has missed, for genuine reasons, a maximum of one of the three continuous assessments of a course may be permitted to write a substitute examination paying the prescribed substitute examination fees. However, permission to take up a substitute examination will be given under exceptional circumstances, such as accidents, admission to a hospital due to illness, etc. by a committee constituted by the Dean of School for that purpose. However there is no Substitute Examination for Semester End examination.

11.2 A student who misses any continuous assessment test in a course shall apply for substitute exam in the prescribed form to the Head of the Department / Dean of School within a week from the date of missed assessment test. However the Substitute Examination will be conducted after the last working day of the semester and before Semester End Examination.

12.0 ATTENDANCE REQUIREMENT AND SEMESTER / COURSE REPETITION

12.1 A student shall earn 100% attendance in the contact periods of every course, subject to a maximum relaxation of 25% (for genuine reasons such as medical grounds or representing the University in approved events etc.) to become eligible to appear for the semester-end examination in that course, failing which the student shall be awarded "I" grade in that course. If the course is a core course, the candidate should register for and repeat the course when it is offered next.

- 12.2** The faculty member of each course shall cumulate the attendance details for the semester and furnish the names of the students who have not earned the required attendance in that course to the Class Advisor. The Class Advisor will consolidate and furnish the list of students who have earned less than 85% attendance, in various courses, to the Dean (Academic Affairs) through the Head of the Department/ Dean of School. Thereupon, the Dean (Academic Affairs) shall announce, course-wise, the names of such students prevented from writing the semester end examination in each course.
- 12.3** A student should register to re-do a core course wherein “I” or “W” grade is awarded. If the student is awarded, “I” or “W” grade in an elective course either the same elective course may be repeated or a new elective course may be taken with the approval of Head of the Department / Dean of School.
- 12.4** A student who is awarded “U” grade in a course will have the option to either write the semester end arrear examination at the end of the subsequent semesters, or to redo the course in the evening when the course is offered by the department. Marks scored in the continuous assessment during the redo classes shall be considered for grading along with the marks scored in the semester-end (redo) examination. If any student obtained “U” grade in the redo course, the marks scored in the continuous assessment test (redo) for that course will be considered as internal mark for further appearance of arrear examination.
- 12.5** If a student with “U” grade, who prefers to redo any particular course, fails to earn the minimum 85% attendance while doing that course, then he / she will not be permitted to write the semester end examination and his / her earlier “U” grade and continuous assessment marks shall continue.
- 12.6** A student who has obtained ‘I’ grade in all the courses in a semester is not permitted to move to next higher semester. Such student shall repeat all the courses of the semester in the subsequent academic year.

13.0 REDO COURSES

- 13.1** A student can register for a maximum of two redo courses per semester in the evening after regular college hours, if such courses are offered by the

concerned department. Students may also opt to redo courses offered during regular semesters.

13.2 The Head of the Department with the approval of Dean Academic Affairs may arrange for the conduct of a few courses during the evening, depending on the availability of faculty members and subject to a specified minimum number of students registering for each of such courses.

13.3 The number of contact hours and the assessment procedure for any redo course will be the same as those during regular semesters except that there is no provision for any substitute examination and withdrawal from an evening redo course.

14.0 PASSING AND DECLARATION OF RESULTS AND GRADE SHEET

14.1 All assessments of a course will be made on absolute marks basis. However, the Class Committee without the student members shall meet within 10 days after the semester- end examination and analyze the performance of students in all assessments of a course and award letter grades. The letter grades and the corresponding grade points are as follows:

Mark interval	Letter Grade	Grade Points
85 – 100	S	10
75 – 84	A	9
65 – 74	B	8
57 – 64	C	7
51 – 56	D	6
45 – 50	E	5
< 44	U	0
	W	0
	I	0
	AB	0

"W" denotes withdrawal from the course.

"I" denotes inadequate attendance and hence prevention from semester-end examination

"U" denotes unsuccessful performance in the course.

"AB" denotes absence for the semester-end examination.

- 14.2** A student who earns a minimum of five grade points ('E' grade) in a course is declared to have successfully completed the course. Such a course cannot be repeated by the student for improvement of grade.
- 14.3** The results, after awarding of grades, shall be signed by the Chairman of the Class Committee and Head of the Department/ Dean of Schools and the results shall be declared by the Controller of Examinations.
- 14.4** Within one week from the date of declaration of result, a student can apply for revaluation of his / her semester-end theory examination answer scripts of one or more courses, on payment of prescribed fee, through proper application to Controller of Examination. Subsequently the Head of the Department/ Dean of School offered the course shall constitute a revaluation committee consisting of Chairman of the Class Committee as Convener, the faculty member of the course and a senior member of faculty knowledgeable in that course. The committee shall meet within a week to revalue the answer scripts and submit its report to the Controller of Examinations for consideration and decision.
- 14.5** After results are declared, grade sheets shall be issued to each student, which will contain the following details. The list of courses enrolled during the semester including redo courses, if any, and the grade scored, the Grade Point Average (GPA) for the semester and the Cumulative Grade Point Average (CGPA) of all courses enrolled from first semester onwards. GPA is the ratio of the sum of the products of the number of credits of courses registered and the points corresponding to the grades scored in those courses, taken for all the courses, to the sum of the number of credits of all the courses in the semester.

If C_i , is the number of credits assigned for the i^{th} course and G_{P_i} is the Grade Point in the i^{th} course

$$GPA = \frac{\sum_{i=1}^n (C_i)(G_{P_i})}{\sum_{i=1}^n C_i}$$

Where n = number of courses

The Cumulative Grade Point Average CGPA shall be calculated in a similar manner, considering all the courses enrolled from first semester.

"I" and "W" grades will be excluded for calculating GPA .

"U", "I", "AB" and "W" grades will be excluded for calculating CGPA.

The formula for the conversion of CGPA to equivalent percentage of marks shall be as follows:

Equivalent Percentage of Marks = CGPA X 10

14.6 After successful completion of the programme, the Degree will be awarded with the following classifications based on CGPA.

Classification	CGPA
First Class with Distinction	8.50 and above and passing all the courses in first appearance and completing the programme within the prescribed period of 8 semester for normal entry and 6 semesters for lateral entry
First Class	6.50 and up to 8.5 and completing the programme within a maximum of 8 semester for normal entry and 6 semesters for lateral entry
Second Class	Others

However, to be eligible for First Class with Distinction, a student should not have obtained 'U' or 'I' grade in any course during his/her study and should have completed the P.G. programme within a minimum period (except break of study). To be eligible for First Class, a student should have passed the examination in all the courses within the specified minimum number of semesters reckoned from his/her commencement of study. For this purpose, the authorized break of study will not be counted. The students who do not satisfy the above two conditions will be classified as second class. For the purpose of classification, the CGPA will be rounded to two decimal places. For the purpose of comparison of performance of students and ranking, CGPA will be considered up to three decimal places.

15.0 ELECTIVE CHOICE:

15.1 Apart from the various elective courses listed in the curriculum for each branch of specialization, the student can choose a maximum of two electives

from any other specialization under any department, during the entire period of study, with the approval of the Head of the parent department and the Head of the other department offering the course.

15.2 Online / Self Study Courses

Students are permitted to undergo department approved online/ self study courses not exceeding a total of six credits with the recommendation of the Head of the Department / Dean of School and with the prior approval of Dean Academic Affairs during his/ her period of study. In case of credits earned through online mode ratified by the respective Board of Studies, the credits may be transferred following the due approval procedures. The students shall undergo self study courses on their own with the mentoring of a member of the faculty. The online/ self study courses can be considered in lieu of elective courses.

16.0 SUPPLEMENTARY EXAMINATION

Final Year students can apply for supplementary examination for a maximum of three courses thus providing an opportunity to complete their degree programme. Likewise students with less credits can also apply for supplementary examination for a maximum of three courses to enable them to earn minimum credits to move to higher semester. The students can apply for supplementary examination within three weeks of the declaration of results in both ODD and Even Semester.

17.0 PERSONALITY AND CHARACTER DEVELOPMENT

All students shall enrol, on admission, in any of the personality and character development programmes, NCC / NSS / NSO / YRC / Rotaract and undergo practical training.

- **National Cadet Corps (NCC)** will have to undergo specified number of parades.
- **National Service Scheme (NSS)** will have social service activities in and around Chennai.
- **National Sports Organization (NSO)** will have sports, games, drills and physical exercises.
- **Youth Red Cross (YRC)** will have social service activities in and around Chennai.

- **Rotaract** will have social service activities in and around Chennai.

18.0 DISCIPLINE

18.1 Every student is required to observe disciplined and decorous behaviour both inside and outside the campus and not to indulge in any activity which will tend to affect the prestige of the Institute.

18.2 Any act of indiscipline of a student, reported to the Dean (Student Affairs), through the Dean will be referred to a Discipline and Welfare Committee nominated by the Vice- Chancellor, for taking appropriate action.

19.0 ELIGIBILITY FOR THE AWARD OF DEGREE

19.1 A student shall be declared to be eligible for the award of M. Arch degree provided the student has:

- i) successfully Should have passed all the courses specified in the programme curriculum and earned the required number credits prescribed for the programme within a maximum period of 4 semesters (2 years) from the date of admission, including the break of study.
- ii) no dues to the Institution, Library, Hostels
- iii) no disciplinary action pending against him/her.

19.2 The award of the degree must have been approved by the Institute.

20.0 POWER TO MODIFY

Notwithstanding all that has been stated above, the Academic Council has the right to modify the above regulations from time to time.