B.S. Abdur Rahman

Crescent

Institute of Science & Technology

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

Regulations 2025

M.Tech. / MCA / M.Sc. / M.Com. / M.A.
Degree Programmes

B.S. ABDUR RAHMAN CRESCENT INSTITUTE OF SCIENCE AND TECHNOLOGY, CHENNAI – 600 048.
REGULATIONS 2025
M.Tech. / MCA / M.Sc. / M.Com. / M.A. DEGREE PROGRAMMES
(Under Choice Based Credit System)

1.0   PRELIMINARY DEFINITIONS AND NOMENCLATURE

In these Regulations, unless the context otherwise requires:

i)   **"Programme"** means post graduate degree programme (M.Tech. / MCA / M.Sc. / M.Com. / M.A.)

ii)   **"Branch"** means specialization or discipline of programme like M.Tech. in Structural Engineering, Food Biotechnology etc., M.Sc. in Physics, Chemistry, Actuarial Science, Biotechnology etc.

iii)   **"Course"** means a theory / practical / laboratory integrated theory / mini project / seminar / internship / project and any other subject that is normally studied in a semester like Advanced Concrete Technology, Electro Optic Systems, Financial Reporting and Accounting, Analytical Chemistry, etc.

iv)   **"Institution"** means B.S. Abdur Rahman Crescent Institute of Science and Technology.

v)   **"Academic Council"** means the Academic Council, which is the apex body on all academic matters of this Institute.

vi)   **"Dean (Academic Affairs)"** means the Dean (Academic Affairs) of the Institution who is responsible for the implementation of relevant rules and regulations for all the academic activities.

vii)   **"Dean (Student Affairs)"** means the Dean (Students Affairs) of the Institution who is responsible for activities related to student welfare, conduct of co-curricular, extra-curricular events and discipline in the campus.

viii)   **"Controller of Examinations"** means the Controller of Examinations of the Institution who is responsible for the conduct of examinations and declaration of results.

ix)   **"Dean of the School"** means the Dean of the School of the department concerned.

x)   **"Head of the Department"** means the Head of the Department concerned.

2.0 ADMISSION REQUIREMENTS

2.1 Students for admission to the first semester of the Master's Degree Programme shall be required to have passed the appropriate degree examination as specified in the clause 3.2 [Eligible entry qualifications for admission to programmes] of this Institution or any other University or authority accepted by this Institution.

2.2 The other conditions for admission such as class obtained, number of attempts in the qualifying examination and physical fitness will be as prescribed by the Institution from time to time.

3.0 BRANCHES OF STUDY

3.1 The various programmes and their mode of study are as follows:

Degree	Mode of Study
M.Tech.	Full Time
MCA	
M.Sc.	
M.Com.	
M.A.	

3.2 Programmes offered

S. No.	Name of the Department	Programmes offered
1.	Aeronautical Engineering	M.Tech. (Avionics)
2.	Civil Engineering	M.Tech. (Structural Engineering)
		M. Tech. (Construction Engineering and Project Management)
3.	Mechanical Engineering	M.Tech. (CAD/CAM)
4.	Electrical and Electronics Engineering	M.Tech. (Power Systems Engineering)
5.	Electronics and Communication Engineering	M.Tech. (VLSI and Embedded Systems)

S. No.	Name of the Department	Programmes offered
6.	Computer Science and Engineering	M.Tech. (Computer Science and Engineering)
		M.Tech. (Artificial Intelligence and Data Science)
7.	Information Technology	M.Tech. (Information Technology)
8.	Computer Applications	MCA
9.	Mathematics	M.Sc. (Actuarial Science)
10.	Physics	M.Sc.(Physics)
11.	Chemistry	M.Sc.(Chemistry)
12.	Life Sciences	M.Sc. Biochemistry & Molecular Biology
		M.Sc. Biotechnology
		M.Sc. Microbiology
		M.Sc. Stem Cell Technology
		M.Sc. Clinical Embryology
		M.Tech. Biotechnology
		M.Tech. Food Biotechnology
13.	Commerce	M.Com
14.	Arabic and Islamic Studies	M.A. Islamic Studies

3.3 Eligible entry qualifications for admission to programmes

Sl. No.	Programme	Eligibility for Admission in M.Tech. / MCA / M.Sc. / M.Com. / MA Programmes
1.	M.Tech. (Avionics)	B.E. / B.Tech. in Aeronautical Engineering / Aerospace Engineering / Mechanical Engineering / Mechatronics / EEE / ECE / EIE / or Equivalent degree in relevant field.
2.	M.Tech. (Structural Engineering)	B.E. / B.Tech. in Civil Engineering / Structural Engineering or Equivalent degree in relevant field.
	M. Tech. (Construction	B.Tech. in Mechanical / Civil / Electrical and Electronics / Geo Informatics / B Plan / B. Des, and B.Arch.

Sl. No.	Programme	Eligibility for Admission in M.Tech. / MCA / M.Sc. / M.Com. / MA Programmes
	Engineering and Project Management)	
3.	M.Tech. (CAD/CAM)	B.E. / B.Tech. in Mechanical / Automobile / Manufacturing / Production / Industrial / Mechatronics / Metallurgy / Aerospace / Aeronautical / Material Science / Polymer / Plastics / Marine Engineering or Equivalent degree in relevant field.
4.	M.Tech. (Power Systems Engineering)	B.E. / B.Tech. in EEE / ECE / EIE / ICE / Electronics / Instrumentation Engineering or Equivalent degree in relevant field.
5.	M.Tech. (VLSI and Embedded Systems)	B.E. / B.Tech. in ECE / EIE / ICE / EEE / IT or Equivalent degree in relevant field.
6.	M.Tech. (Computer Science and Engineering)	B.E. / B.Tech. in CSE / IT / ECE / EEE / EIE / ICE / Electronics Engineering / MCA or Equivalent degree in relevant field.
	M.Tech. (Artificial Intelligence and Data Science)	B.E. / B.Tech. in CSE / IT / ECE / EEE / EIE / ICE / Electronics Engineering / MCA or Equivalent degree in relevant field.
7.	M.Tech. (Information Technology)	B.E. / B.Tech. in IT / CSE / ECE / EEE / EIE / ICE / Electronics Engineering / MCA or Equivalent degree in relevant field.
8.	MCA	BCA / B.Sc. Computer Science / B.E. / B.Tech. / B.Sc. Mathematics, B.Sc. Physics / Chemistry / B.Com. / BBA / B.A. with Mathematics at graduation level or at 10 + 2level or equivalent degree in relevant field.
9.	M.Sc. (Actuarial Science)	Any under graduate degree with Mathematics / Statistics as one of the subjects of study at 10 + 2 level.
10.	M.Sc.(Physics)	B.Sc. in Physics / Applied Science / Electronics /Electronics Science / Electronics & Instrumentation or Equivalent degree in relevant field.

Sl. No.	Programme	Eligibility for Admission in M.Tech. / MCA / M.Sc. / M.Com. / MA Programmes
11.	M.Sc.(Chemistry)	B.Sc. in Chemistry / Applied Science or Equivalent degree in relevant field.
12.	M.Sc. Biochemistry & Molecular Biology	B.Sc. in Biotechnology / Biochemistry / Botany / Zoology / Microbiology / Molecular Biology / Genetics or Equivalent degree in relevant field.
	M.Sc. Biotechnology	B.Sc. in Biotechnology / Biochemistry / Botany / Zoology / Microbiology / Molecular Biology / Genetics or Equivalent degree in relevant field.
	M.Sc. Microbiology	B.Sc.in Biotechnology / Biochemistry / Botany / Zoology / Microbiology / Molecular Biology / Genetics or Equivalent degree in relevant field.
	M.Sc. Stem Cell Technology	B.Sc.in Biotechnology / Biochemistry / Botany / Zoology / Microbiology / Molecular Biology / Genetics or Equivalent degree in relevant field.
	M.Sc. Clinical Embryology	B.Sc.in Biotechnology / Biochemistry / Botany / Zoology / Microbiology / Molecular Biology / Genetics or Equivalent degree in relevant field.
	M.Tech. Biotechnology	B.Tech. / B.E. in Biotechnology or Equivalent degree in relevant field.
	M.Tech. Food Biotechnology	B.E. / B.Tech. in Biotechnology / Food Biotechnology / Chemical Engineering / Biochemical Engineering / Industrial Biotechnology or Equivalent degree in relevant field.
13. .	M.Com	B.Com. / BBA
14. .	M.A. Islamic Studies	B.A. in Islamic Studies / Arabic (or) Afzal-ul-Ulama (or) Any under graduate degree with Part 1 Arabic (or)

Sl. No.	Programme	Eligibility for Admission in M.Tech. / MCA / M.Sc. / M.Com. / MA Programmes
		Any under graduate degree with Aalim Sanad / Diploma / Certificate in Arabic or Islamic Studies.

4.0. STRUCTURE OF THE PROGRAMME

4.1. The PG. programmes consist of the following components as prescribed in the respective curriculum:

   i. Core courses

   ii. Elective courses

   iii. Laboratory integrated theory courses

   iv. Project work

   v. Laboratory courses

   vi. Open elective courses

   vii. Seminar

   viii. Mini Project

   ix. Industry Internship

   x. MOOC courses (NPTEL- Swayam, Coursera etc.)

   xi. Value added courses

4.1.1. The curriculum and syllabi of all programmes shall be approved by the Academic Council of this Institution.

4.1.2. For the award of the degree, the student has to earn a minimum total credits specified in the curriculum of the respective specialization of the programme.

4.1.3. The curriculum of programmes shall be so designed that the minimum prescribed credits required for the award of the degree shall be within the limits specified below:

Programme	Range of credits
M.Tech.	80 - 86
MCA	80 - 86
M.Sc.	80 - 85
M.Com.	80 - 88
M.A.	80 - 84

4.1.4. Credits will be assigned to the courses for all programmes as given below:

❖ One credit for one lecture period per week or 15 periods of lecture per semester.

❖ One credit for one tutorial period per week or 15 periods per semester.

❖ One credit each for seminar/practical session/project of two or three periods per week or 30 periods per semester.

❖ One credit for 160 hours of industry internship per semester for all programmes (except M.Com.)

❖ Four credits for 160 hours of industry internship per semester for M.Com.

4.1.5. The number of credits the student shall enroll in a non-project semester and project semester is as specified below to facilitate implementation of Choice Based Credit System.

Programme	Non-project semester	Project semester
M.Tech.	9 to 32	18 to 26
MCA	9 to 32	18 to 26
M.Sc.	9 to 32	10 to 26
M.Com.	9 to 32	16 to 28
M.A.	9 to 32	NA

4.1.6 The student may choose a course prescribed in the curriculum from any department offering that course without affecting regular class schedule. The attendance will be maintained course wise only.

4.1.7 The students shall choose the electives from the curriculum with the approval of the Head of the Department / Dean of School.

4.1.8 Apart from the various elective courses listed in the curriculum for each specialization of programme, the student can choose a maximum of two electives from any other similar programmes across departments, alter to open electives, during the entire period of study, with approval of Head of the department offering the course and parent department.

4.1.9. Online courses

Students are permitted to undergo department approved online courses under SWAYAM up to 40% of credits of courses in a

semester excluding project semester (in case of M.Tech. M.Sc. & MCA programmes) 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. The credits earned through online courses shall be transferred following the due approval procedures. The online courses can be considered in lieu of core courses and elective courses.

Students shall undergo project related online course on their own with the mentoring of the project supervisor.

3.5 Project work

3.5.1 Project work shall be carried out by the student under the supervision of a faculty member in the department with similar specialization.

3.5.2 A student may however, in certain cases, be permitted to work for the project in an Industry / Research organization, with the approval of the Head of the Department/ Dean of School. In such cases, the project work shall be jointly supervised by a faculty of the Department and an Engineer / Scientist / Competent authority from the organization and the student shall be instructed to meet the faculty periodically and to attend the review meetings for evaluating the progress.

3.5.3 The timeline for submission of final project report / dissertation is within 30 calendar days from the last instructional day of the semester in which project is done.

3.5.4 If a student does not comply with the submission of project report / dissertation on or before the specified timeline he / she is deemed to have not completed the project work and shall re-register in the subsequent semester.

5.0 DURATION OF THE PROGRAMME

5.1. The minimum and maximum period for completion of the programmes are given below:

Programme	Min. No. of Semesters	Max. No. of Semesters
M.Tech.	4	8
MCA	4	8
M.Sc.	4	8

M.Com.	4	8
M.A.	4	8

5.2 Each academic semester shall normally comprise of 90 working days. Semester end examinations shall follow within 10 days of the last Instructional day.

5.3 Medium of instruction, examinations and project report shall be in English.

6.0 REGISTRATION AND ENROLLMENT

6.1 The students of first semester shall register and enroll at the time of admission by paying the prescribed fees. For the subsequent semesters registration for the courses shall be done by the student one week before the last working day of the previous semester.

6.2 **Change of a Elective Course**

A student can change an enrolled elective 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.

6.3 **Withdrawal from a Course**

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

6.4 A student can enroll for a maximum of 36 credits during a semester including Redo / Predo courses.

7.0 BREAK OF STUDY FROM PROGRAMME

7.1 A student may be allowed / enforced to take a break of study for two semesters from the programme with the approval of Dean (Academic Affairs) for the following reasons:

7.1.1 Medical or other valid grounds

7.1.2 Award of 'I' grade in all the courses in a semester due to lack of attendance

7.1.3 Debarred due to any act of indiscipline

7.2 The total duration for completion of the programme shall not exceed the prescribed maximum number of semesters (vide clause 3.1).

7.3 A student who has availed a break of study in the current semester (odd/even) can rejoin only in the subsequent corresponding (odd/even) semester in the next academic year on approval from the Dean (Academic affairs).

7.4 During the break of study, the student shall not be allowed to attend any regular classes or participate in any activities of the Institution. However, he / she shall be permitted to enroll for the 'I' grade courses and appear for the arrear examinations.

8.0 CLASS ADVISOR AND FACULTY ADVISOR

8.1 CLASS ADVISOR

A faculty member shall be nominated by the HOD/ Dean of School as Class Advisor for the class throughout their 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.

8.2 FACULTY ADVISOR

To help the students in planning their courses of study and for general counseling, the Head of the Department / Dean of School of the students shall attach a maximum of 20 students to a faculty member of the department who shall function as faculty advisor for the students throughout their period of study. Such faculty advisor shall guide the students in taking up the elective courses for registration and enrolment in every semester and also offer advice to the students on academic and related personal matters.

9.0 COURSE COMMITTEE

9.1 Each common theory / laboratory course offered to more than one group of students shall have a "Course Committee" comprising all the teachers handling the common course with one of them nominated as course coordinator. The nomination of the course coordinator shall be made by the Head of the Department / Dean (Academic Affairs) depending upon whether all the teachers

handling the common course belong to a single department or from several departments. The Course Committee shall meet as often as possible to prepare a common question paper, scheme of evaluation and ensure uniform evaluation of the assessment tests and semester end examination.

10.0 CLASS COMMITTEE

10.1 A class committee comprising faculty members handling the courses, student representatives and a senior faculty member not handling any courses for that class as chairman will be constituted in every semester:

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

   i) One senior faculty member preferably not handling courses for the concerned semester, appointed as chairman by the Head of the Department

   ii) Faculty members of all courses of the semester

   iii) All the students of the class

   iv) Faculty advisor and class advisor

   v) Head of the Department – Ex officio member

10.3 The class committee shall meet at least three times during the semester. The first meeting shall 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 shall be decided for the first and second assessment. The second meeting shall be held within a week after the date of first assessment report, to review the students' performance and for follow up action.

10.4 During these two meetings the student members, shall meaningfully interact and express opinions and suggestions to improve the effectiveness of the teaching-learning process, curriculum and syllabi of courses.

10.5 The third meeting of the class committee, excluding the student members, shall meet within 5 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.

11.0 CREDIT REQUIREMENTS TO REGISTER FOR PROJECT WORK

11.1 A student is permitted to register for project semester, if he/she has earned the minimum number of credits specified below:

Programme	Minimum no. of credits to be earned to enroll for project semester
M.Tech.	18
MCA	22
M.Sc.	18
M.Com	NA
M.A.	NA

11.2 If the student has not earned minimum number of credits specified, he/she has to earn the required credits, at least to the extent of minimum credits specified in clause 9.1 and then register for the project semester.

12.0 ASSESSMENT PROCEDURE AND PERCENTAGE WEIGHTAGE OF MARKS

12.1 Every theory course shall have a total of three assessments during a semester as given below:

Assessments	Weightage of Marks
Continuous Assessment 1	25%
Continuous Assessment 2	25%
Semester End Examination	50%

12.2 Theory Course

Appearing for semester end theory examination for each course is mandatory and a student shall secure a minimum of 40% marks in

each course in semester end examination for the successful completion of the course.

12.3 Laboratory Course

Every practical course shall have 75% weightage for continuous assessments and 25% for semester end examination. However, a student shall have secured a minimum of 50% marks in the semester end practical examination for the award of pass grade.

12.4 Laboratory Integrated Theory (LIT) Courses

For laboratory integrated theory courses, the theory and practical components shall be assessed separately for 100 marks each and consolidated by assigning a weightage of 75% for theory component and 25% for practical component (for a 4 credit LIT Course). Grading shall be done for this consolidated mark. Assessment of theory components shall have a total of three assessments with two continuous assessments carrying 25% weightage each and semester end examination carrying 50% weightage. The student shall secure a separate minimum of 40% in the semester end theory examination. The evaluation of practical components shall be through continuous assessment.

Component	Maximum Marks	Weightage for Final Grade	Mode of Assessment
Theory Component	100	75%	CAT1 (25%) + CAT2 (25%) + SEE (50%)
Practical Component	100	25%	Continuous assessment only
Final Grade Basis	Consolidated	100%	75% Theory + 25% Practical
Pass Requirement	-	-	Minimum 40% in Semester-End Theory Exam (SEE)

Note:

1. Proportionate weightage shall be assigned to LIT courses based on their credit value, whether 2 or 3 credits.

2. In Lab-Integrated Professional Elective courses, the laboratory component shall be assessed by the course faculty.

12.5 The components of continuous assessment for theory/practical/laboratory integrated theory courses shall be finalized in the first class committee meeting.

12.6 Industry Internship

In the case of industry internship, the student shall submit a report, which shall be evaluated along with an oral examination by a committee of faculty members constituted by the Head of the Department. The student shall also submit an internship completion certificate issued by the industry / research / academic organisation. The weightage of marks for industry internship report and viva voce examination shall be 60% and 40% respectively.

12.7 Project Work

Mini project work, shall be carried out individually or as a group activity involving a maximum of three students.

Each group shall identify a suitable topic within their domain, either disciplinary or interdisciplinary, based on the students' abilities and in consultation with the faculty mentor. The topic must lead to the development of a small-scale system or application.

The progress of the mini project shall be evaluated through three periodic reviews: two interim reviews and one final review. A project report shall be submitted by the end of the semester. The reviews shall be conducted by a committee of faculty members constituted by the Head of the Department / Dean of the School.

An oral examination (viva voce) shall be conducted as the semester-end examination by an internal examiner approved by the Controller of Examinations, based on the project report.

The weightage for assessment shall be as follows:

• Periodic Reviews: 50%

- 25% by the Project Guide
- 25% by the Review Committee

• Project Report: 20%

• Viva Voce Examination: 30%

The Project shall be carried out individually or as a group activity, involving a maximum of two or three students.

A committee of faculty members, constituted by the Head of the Department / Dean of the School, shall conduct three periodic reviews during the semester to monitor and assess the progress of the project.

At the end of the semester, students shall submit a project report, based on which a semester-end oral examination (viva voce) shall be conducted by an external examiner approved by the Controller of Examinations.

The assessment weightage shall be as follows:

• Periodic Reviews – 50%

- 25% by the Project Guide
- 25% by the Review Committee

• Project Report – 20%

• Viva Voce Examination – 30%

12.8 The assessment of seminar course including its component and its weightage shall be decided by a committee of faculty members constituted by the Head of the Department. This committee shall ensure the conduct of assessment of components and award marks accordingly.

12.9 For the first attempt of the arrear theory examination, the internal assessment marks scored for a course during first appearance shall be used for grading along with the marks scored in the arrear examination. From the subsequent appearance onwards, full weightage shall be assigned to the marks scored in the semester end examination and the internal assessment marks secured during the course of study shall become invalid.

In case of laboratory integrated theory courses, after one regular and one arrear appearance, the internal mark of theory component is invalid and full weightage shall be assigned to the marks scored in the semester end examination for theory

component. **There shall be no arrear or improvement examination for lab components**.

13.0 SUBSTITUTE EXAMINATIONS

13.1 A student who is absent, for genuine reasons, may be permitted to write a substitute examination for any one of the two continuous assessment tests of a course by paying the prescribed substitute examination fee. 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 Head of the Department / Dean of School for that purpose. However, there is no substitute examination for semester end examination.

13.2 A student 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 assessment test. However, the substitute examination will be conducted only after the last working day of the semester and before the semester end examination.

14.0 ATTENDANCE REQUIREMENT AND SEMESTER / COURSE REPETITION

14.1 A student shall earn 100% attendance in the scheduled contact hours (such as lectures, tutorials, labs, etc.) for that course. However, a relaxation of up to 25% in attendance may be granted to account for valid reasons such as medical emergencies, participation in co-curricular or extracurricular activities with prior approval, or other genuine circumstances.

If a student's attendance falls below 75% in a particular course, even after considering the permissible relaxation, they will not be allowed to appear for the semester-end examination in that course. Instead, the student will be awarded an "I" grade (Incomplete) for the course

14.2 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 the concerned course to the class advisor. The class advisor shall consolidate and furnish the list of students who have earned less than 75% attendance, in

various courses, to the Dean (Academic Affairs) through the Head of the Department / Dean of the School. Thereupon, the Dean (Academic Affairs) shall officially notify the names of such students prevented from writing the semester end examination in each course.

14.3 If a student's attendance in any course falls between 65% and 75% due to medical reasons (e.g., hospitalization, illness) or participation in institution-approved events, they may be granted exemption from the minimum attendance requirement and allowed to appear for the semester-end exam. The student must submit valid documents to the class advisor upon rejoining, with approval from the HoD/Dean. Final approval for **condonation** will be granted by the Vice Chancellor based on the Dean (Academic Affairs)'s recommendation.

14.4 A student who has obtained an "I" grade in all the courses in a semester is not permitted to move to the next higher semester. Such students shall **repeat** all the courses of the semester in the subsequent academic year. However, he / she is permitted to redo the courses awarded with 'I' grade / arrear in previous semesters. They shall also be permitted to write arrear examinations by paying the prescribed fee.

14.5 The student awarded "I" grade, shall enroll and repeat the course when it is offered next. In case of "I" 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 the Head of the Department / Dean of the School.

14.6 A student who is awarded "U" grade in a course shall have the option to either write the semester end arrear examination at the end of the subsequent semesters, or to **redo** the course when the course is offered by the department. Marks scored in the continuous assessment in the redo course shall be considered for grading along with the marks scored in the semester end (redo) examination. If any student obtains "U" grade in the redo course, the marks scored in the continuous assessment test (redo) for that course shall be considered as internal mark for further appearance of arrear examination.

14.7 If a student with "U" grade, who **prefers to redo** any particular course, fails to earn the minimum 75% attendance while doing that course, then he / she is not permitted to write the semester end examination and his / her earlier "U" grade and continuous assessment marks shall continue.

15.0 REDO / PRE-DO COURSES

15.1 A student can register for a maximum of three redo courses per semester without affecting the regular semester classes, whenever such courses are offered by the concerned department, based on the availability of faculty members and subject to a specified minimum number of students registering for each of such courses.

15.2 The number of contact hours and the assessment procedure for any redo course shall be the same as regular courses, except there is **no provision for any substitute examination and withdrawal from a redo course**.

15.3 A student shall be permitted to pre-do a course offered by the concerned department, provided it does not affect the regular semester class schedule. Such permission shall be granted based on the availability of faculty members, the maximum permissible credit limit of the semester, and the student's fulfillment of the necessary prerequisites for the course. The proposal shall be recommended by the Dean of the School and the Head of the Department, and shall require final approval from the Dean (Academic Affairs).

16.0 PASSING AND DECLARATION OF RESULTS AND GRADE SHEET

16.1 All assessments of a course shall be made on absolute marks basis. The class committee without the student members shall meet to analyse the performance of students in all assessments of a course and award letter grades following the relative grading

system. The letter grades and the corresponding grade points are as follows:

Letter Grade	Grade Points
S	10
A	9
B	8
C	7
D	6
E	5
U	0
W	-
I	-
PA	-
FA	-

"W"- denotes withdrawal from the course

"I" - denotes "Incomplete" ie. inadequate attendance in the course and prevention from appearance of semester end examination

"U" - denotes unsuccessful performance in the course.

"PA" - denotes the 'Pass' of the zero credit courses.

"FA" - denotes the 'Fail' of the zero credit courses.

16.2 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**.

16.3 Upon awarding grades, the results shall be endorsed by the chairman of the class committee and Head of the Department / Dean of the School. The Controller of Examinations shall further approve and declare the results.

16.4 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 the Controller of Examinations. Subsequently, the Head of the Department / Dean of the 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 faculty member having expertise in that course as members. 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.

16.5 After results are declared, grade sheets shall be issued to each student, which contains the following details: a) list of courses enrolled during the semester including redo courses / arrear courses, if any; b) grades scored; c) Grade Point Average (GPA) for the semester and d) Cumulative Grade Point Average (CGPA) of all courses enrolled from the first semester onwards. GPA is the ratio of the sum of the products of the number of credits of courses registered and the grade 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 ith course and GP_i is the Grade Point in the ith course,

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

Where n = number of courses

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

"I", "W", "PA" and **"FA"** grades are excluded for calculating GPA.

"U", "I", "W", "PA" and **"FA"** grades are excluded for calculating CGPA.

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

Percentage equivalent of marks = CGPA X 10

16.6 After successful completion of the programme, the degree shall be awarded to the students 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 semesters for all students (except lateral entry students) and 6 semesters for lateral entry students
First Class	6.50 and above and completing the programme within a maximum of 10 semesters for all students (except lateral entry students) and 8 semesters for lateral entry students
Second Class	Others

16.6.1 Eligibility for First Class with Distinction

- A student should not have obtained 'U' or 'I' grade in any course during his/her study
- A student should have completed the UG programme within the minimum prescribed period of study (except clause 7.1.1)

16.6.2 Eligibility for First Class

- A student should have passed the examination in all the courses not more than two semesters beyond the minimum prescribed period of study (except clause 7.1.1)

16.6.3 The students who do not satisfy clause 16.6.1 and clause 16.6.2 shall be classified as second class.

16.6.4 The CGPA shall be rounded to two decimal places for the

purpose of classification. The CGPA shall be considered up to three decimal places for the purpose of comparison of performance of students and ranking.

17.0 SUPPLEMENTARY EXAMINATION

Final year students and passed out 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 credit 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 semesters.

18.0 DISCIPLINE

18.1 Every student is expected to observe discipline and decorum both inside and outside the campus and not to indulge in any activity which tends to affect the reputation of the Institution.

18.2 Any act of indiscipline of a student, reported to the Dean (Student Affairs), through the Head of the Department / Dean of the School concerned shall be referred to a Discipline and Welfare Committee constituted by the Registrar for taking appropriate action.

19.0 MULTI ENTRY AND MULTI EXIT (MEME) FRAMEWORK *

In accordance with the provisions of the National Education Policy (NEP) 2020, the programme shall support a Multi Entry – Multi Exit (ME-ME) framework to provide flexibility in the academic pathway of students.

*   At present (AY 2025-26), it is applicable only for all M.Tech. Programmes.

19.1. Exit Option:

19.1.1 Credit Requirement for Award of M.Tech. Degree

To qualify for the award of a M.Tech. degree from the Institute, a student must successfully complete the total credit requirements as prescribed in the approved curriculum of the respective programme. The specific credit requirements are determined by the programme curriculum.

19.1.2 Provision for Multiple Exit

In alignment with NEP 2020 guidelines, the Institute provides students enrolled in postgraduate programmes with the option of multiple exits, subject to the following conditions:

a. Exit at the End of First Year

Students may choose to exit the programme at the end of the first year, provided they have fulfilled the prescribed academic requirements.

b. Application for Exit

A student intending to exit must submit a formal written application in the prescribed format at least **eight weeks prior to the scheduled end of the academic year.**

c. Departmental Recommendation

1. Upon receipt of the application, the concerned Department shall evaluate the academic record of the student and recommend the award of a **Post Graduate Diploma**, based on the credits earned.

2. In the case of arrear courses, the post graduate diploma will be conferred only after successful clearance of all pending arrears.

d. Notification of Completion

Once a student has fulfilled the requirements for the award of post graduate diploma, the Department shall notify the same to controller of examinations for further processing and issuance.

19.1.3 Award of Qualifications under Multiple Exit Scheme

Post graduate diploma: Awarded after successful completion of the first year, subject to earning the prescribed cumulative credits as per the respective programme curriculum (e.g., 44 credits from the first year) along with 3 credits of Skill Based Courses.

19.1.4 Conditions Governing Exit

1. The multiple exit facility is intended strictly for **genuine and exceptional circumstances,** such as prolonged illness, or securing an employment opportunity necessitating a temporary withdrawal from the programme.

2. Students opting for a temporary exit after the first year must obtain **prior approval from the Registrar through Dean (Academics),** based on the recommendation of the respective Head of the Department.

19.1.5 Expectation of Programme Continuity

While the option for multiple exits exists, it is generally expected that students admitted to a post graduate programme shall pursue their studies continuously until completion of the final degree requirements.

19.2. Entry Option:

Students seeking re-entry into the programme (multi-entry) must submit an application through the proper channel at the beginning of the odd semester. Admission shall be subject to fulfilment of institutional guidelines, credit mapping, and availability of seats.

19.3. Credits Requirement for the Certifications

Name of the Certificate Programme	Required Credits
Post graduate Diploma (Level 6.5 as per NEP 2020)	40* - 45

* The minimum number of credits that a student must earn (as per the respective curriculum) in order to get the above certification program

20.0 ELIGIBILITY FOR THE AWARD OF THE MASTER'S DEGREE

20.1 A student shall be declared to be eligible for the award of the Master's Degree, if he/she has:

    i. Successfully acquired the required credits as specified in the curriculum corresponding to his/her programme within the maximum period of 8 semesters from the date of admission, including break of study.

    ii. No disciplinary action is pending against him/her.

    iii. Enrolled and completed at least one value added course.

    iv. Enrollment in at least one MOOC / SWAYAM course (non-credit) before the final semester.

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

21.0 POWER TO MODIFY

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

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