



**JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY HYDERABAD**

*(Established by State Act No. 30 of 2008)*

Kukatpally, Hyderabad, Telangana (India).

**ACADEMIC REGULATIONS (R22) FOR B.TECH REGULAR STUDENTS**

**WITH EFFECT FROM THE ACADEMIC YEAR 2022-23**

**1.0 Under-Graduate Degree Programme in Engineering & Technology (UGP in E&T)**

Jawaharlal Nehru Technological University Hyderabad (JNTUH) offers a 4-year (8 semesters) **Bachelor of Technology (B.Tech.)** degree programme, under Choice Based Credit System (CBCS) at its non-autonomous constituent and affiliated colleges with effect from the academic year 2022-23.

**2.0 Eligibility for Admission**

- 2.1 Admission to the undergraduate(UG) programme shall be made either on the basis of the merit rank obtained by the qualified student in entrance test conducted by the Telangana State Government (EAMCET) or the University or on the basis of any other order of merit approved by the University, subject to reservations as prescribed by the government from time to time.
- 2.2 The medium of instructions for the entire undergraduate programme in Engineering & Technology will be **English** only.

**3.0 B.Tech. Programme Structure**

- 3.1 A student after securing admission shall complete the B.Tech. programme in a minimum period of **four** academic years (8 semesters), and a maximum period of **eight** academic years (16 semesters) starting from the date of commencement of first year first semester, failing which student shall forfeit seat in B.Tech course. Each student shall secure 160 credits (with CGPA  $\geq 5$ ) required for the completion of the undergraduate programme and award of the B.Tech. degree.
- 3.2 UGC/ AICTE specified definitions/ descriptions are adopted appropriately for various terms and abbreviations used in these academic regulations/ norms, which are listed below.
- 3.2.1 Semester Scheme



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Each undergraduate programme is of 4 academic years (8 semesters) with the academic year divided into two semesters of 22 weeks ( $\geq 90$  instructional days) each and in each semester - 'Continuous Internal Evaluation (CIE)' and 'Semester End Examination (SEE)' under Choice Based Credit System (CBCS) and Credit Based Semester System (CBSS) indicated by UGC, and curriculum/course structure suggested by AICTE are followed.

### 3.2.2 Credit Courses

All subjects/ courses are to be registered by the student in a semester to earn credits which shall be assigned to each subject/ course in an L: T: P: C (lecture periods: tutorial periods: practical periods: credits) structure based on the following general pattern.

- One credit for one hour/ week/ semester for Theory/ Lecture (L) courses or Tutorials.
- One credit for two hours/ week/ semester for Laboratory/ Practical (P) courses.

Courses like Environmental Science, Constitution of India, Intellectual Property Rights, and Gender Sensitization Lab are mandatory courses. These courses will not carry any credits.

### 3.2.3 Subject Course Classification

All subjects/ courses offered for the undergraduate programme in E&T (B.Tech. degree programmes) are broadly classified as follows. The University has followed almost all the guidelines issued by AICTE/UGC.

S. No.	Broad Course Classification	Course Group/ Category	Course Description
1	Foundation Courses (FnC)	BS – Basic Sciences	Includes Mathematics, Physics and Chemistry subjects
2		ES - Engineering Sciences	Includes Fundamental Engineering Subjects
3		HS – Humanities and Social Sciences	Includes subjects related to Humanities, Social Sciences and Management
4	Core Courses (CoC)	PC – Professional Core	Includes core subjects related to the parent discipline/ department/ branch of Engineering.
5	Elective Courses (E&C)	PE – Professional Electives	Includes elective subjects related to the parent discipline/ department/ branch of Engineering.
6		OE – Open Electives	Elective subjects which include inter-disciplinary subjects or subjects in an area outside the parent discipline/ department/ branch of Engineering.
7	Core Courses	Project Work	B.Tech. Project or UG Project or UG Major Project or Project Stage I & II



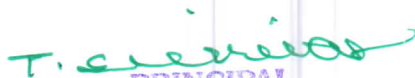
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8		Industry Training/ Internship/ Industry Oriented Mini-project/ Mini- Project/ Skill Development Courses	Industry Training/ Internship/ Industry Oriented Mini-Project/ Mini-Project/ Skill Development Courses
9		Seminar	Seminar/ Colloquium based on core contents related to parent discipline/ department/ branch of Engineering.
10	Minor Courses	-	1 or 2 Credit Courses (subset of HS)
11	Mandatory Courses (MC)	-	Mandatory Courses (non-credit)

#### 4.0 Course Registration

- 4.1 A 'faculty advisor or counselor' shall be assigned to a group of 20 students, who will advise the students about the undergraduate programme, its course structure and curriculum, choice/option for subjects/ courses, based on their competence, progress, pre-requisites and interest.
- 4.2 The academic section of the college invites 'registration forms' from students before the beginning of the semester through 'on-line registration', ensuring 'date and time stamping'. The on-line registration requests for any 'current semester' shall be **completed before the commencement of SEEs (Semester End Examinations) of the 'preceding semester'**.
- 4.3 A student can apply for **on-line** registration, **only after** obtaining the '**written approval**' from faculty advisor/counselor, which should be submitted to the college academic section through the Head of the Department. A copy of it shall be retained with the Head of the Department, Faculty Advisor/ Counselor and the student.
- 4.4 A student may be permitted to register for all the subjects/ courses in a semester as specified in the course structure with maximum additional subject(s)/course(s) limited to 6 Credits (any 2 elective subjects), based on **progress** and SGPA/ CGPA, and completion of the '**pre-requisites**' as indicated for various subjects/ courses, in the department course structure and syllabus contents.
- 4.5 Choice for '**additional subjects/ courses**', not more than any 2 elective subjects in any Semester, must be clearly indicated, which needs the specific approval and signature of the Faculty Advisor/Mentor/HOD.
- 4.6 If the student submits ambiguous choices or multiple options or erroneous entries during **on-line** registration for the subject(s) / course(s) under a given/ specified course group/ category as listed in the course structure, only the first mentioned subject/ course in that category will be taken into consideration.

  
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- 4.7 Subject/ course options exercised through **on-line** registration are final and **cannot** be changed or inter-changed; further, alternate choices also will not be considered. However, if the subject/ course that has already been listed for registration by the Head of the Department in a semester could not be offered due to any inevitable or unexpected reasons, then the student shall be allowed to have alternate choice either for a new subject (subject to offering of such a subject), or for another existing subject (subject to availability of seats). Such alternate arrangements will be made by the Head of the Department, with due notification and time-framed schedule, within a **week** after the commencement of class-work for that semester.
- 4.8 Dropping of subjects/ courses may be permitted, only after obtaining prior approval from the faculty advisor/ counselor 'within a period of 15 days' from the beginning of the current semester.
- 4.9 **Open Electives:** The students have to choose three Open Electives (OE-I, II & III) from the list of Open Electives given by other departments. However, the student can opt for an Open Elective subject offered by his own (parent) department, if the student has not registered and not studied that subject under any category (Professional Core, Professional Electives, Mandatory Courses etc.) offered by parent department in any semester. Open Elective subjects already studied should not repeat/should not match with any category (Professional Core, Professional Electives, Mandatory Courses etc.) of subjects even in the forthcoming semesters.
- 4.10 **Professional Electives:** The students have to choose six Professional Electives (PE-I to VI) from the list of professional electives given.
- 5.0 **Subjects/ courses to be offered**
- 5.1 A subject/ course may be offered to the students, **only** if a minimum of 15 students opt for it.
- 5.2 More than **one faculty member** may offer the **same subject** (lab/ practical may be included with the corresponding theory subject in the same semester) in any semester. However, selection of choice for students will be based on - '**first come first serve** basis and CGPA criterion' (i.e. the first focus shall be on early **on-line entry** from the student for registration in that semester, and the second focus, if needed, will be on CGPA of the student).
- 5.3 If more entries for registration of a subject come into picture, then the Head of the Department concerned shall decide, whether or not to offer such a subject/ course for **two (or multiple) sections**.
- 5.4 In case of options coming from students of other departments/ branches/ disciplines (not considering **open electives**), **first priority** shall be given to the student of the '**parent department**'.
- 6.0 **Attendance requirements:**



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- 6.1 A student shall be eligible to appear for the semester end examinations, if the student acquires a minimum of 75% of attendance in aggregate of all the subjects/ courses (including attendance in mandatory courses like Environmental Science, Constitution of India, Intellectual Property Rights, and Gender Sensitization Lab) for that semester. **Two periods** of attendance for each theory subject shall be considered, if the student appears for the mid-term examination of that subject. **This attendance should also be included in the attendance uploaded every fortnight in the University Website.**
- 6.2 Shortage of attendance in aggregate upto 10% (65% and above, and below 75%) in each semester may be condoned by the college academic committee on genuine and valid grounds, based on the student's representation with supporting evidence.
- 6.3 A stipulated fee shall be payable for condoning of shortage of attendance.
- 6.4 Shortage of attendance below 65% in aggregate shall in **NO** case be condoned.
- 6.5 **Students whose shortage of attendance is not condoned in any semester are not eligible to take their end examinations of that semester. They get detained and their registration for that semester shall stand cancelled, including all academic credentials (internal marks etc.) of that semester. They will not be promoted to the next semester.** They may seek re-registration for all those subjects registered in that semester in which the student is detained, by seeking re-admission into that semester as and when offered, if there are any professional electives and/ or 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 **same** set of elective subjects offered under that category.
- 6.6 A student fulfilling the attendance requirement in the present semester shall not be eligible for readmission into the same class.

#### 7.0 Academic Requirements

The following academic requirements have to be satisfied, in addition to the attendance requirements mentioned in Item No. 6.

- 7.1 A student shall be deemed to have satisfied the academic requirements and earned the credits allotted to each subject/ course, if student secures not less than 35% (14 marks out of 40 marks including minimum 35% of average Mid-Term examinations for 25 marks) in the internal examinations, not less than 35% (21 marks out of 60 marks) in the semester end examination, and a minimum of 40% (40 marks out of 100 marks) in the sum total of the CIE (Continuous Internal Evaluation) and SEE (Semester End Examination) taken together; in terms of letter grades, this implies securing 'C' grade or above in that subject/ course.
- 7.2 A student shall be deemed to have satisfied the academic requirements and earned the credits allotted to Real-time Research Project (or) Field Based Research Project (or) Industry Oriented Mini Project (or) Internship (or) Seminar, if the student secures not less than 40% marks (i.e. 40 out of 100 allotted marks) in each of them. The student is



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deemed to have failed, if he (i) does not submit a report on Industry Oriented Mini Project/Internship, or (ii) not make a presentation of the same before the evaluation committee as per schedule, or (iii) secures less than 40% marks in Real-time Research Project (or) Field Based Research Project (or) Industry Oriented Mini Project (or) Internship evaluations.

A student may reappear once for each of the above evaluations, when they are scheduled again; if the student fails in such 'one reappearance' evaluation also, the student has to reappear for the same in the next subsequent semester, as and when it is scheduled.

### 7.3 Promotion Rules

S. No.	Promotion	Conditions to be fulfilled
1	First year first semester to first year second semester	Regular course of study of first year first semester.
2	First year second semester to Second year first semester	(i) Regular course of study of first year second semester.  (ii) Must have secured at least 20 credits out of 40 credits i.e., 50% credits up to first year second semester from all the relevant regular and supplementary examinations, whether the student takes those examinations or not.
3.	Second year first semester to Second year second semester	Regular course of study of second year first semester.
4	Second year second semester to Third year first semester	(i) Regular course of study of second year second semester.  (ii) Must have secured at least 48 credits out of 80 credits i.e., 60% credits up to second year second semester from all the relevant regular and supplementary examinations, whether the student takes those examinations or not.
5	Third year first semester to Third year second semester	Regular course of study of third year first semester.
6	Third year second semester to Fourth year first semester	(i) Regular course of study of third year second semester.  (ii) Must have secured at least 72 credits out of 120 credits i.e., 60% credits up to third year second



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		semester from all the relevant regular and supplementary examinations, whether the student takes those examinations or not.
7	Fourth year first semester to Fourth year second semester	Regular course of study of fourth year first semester.

- 7.4 A student (i) shall register for all courses/subjects covering 160 credits as specified and listed in the course structure, (ii) fulfills all the attendance and academic requirements for 160 credits, (iii) earn all 160 credits by securing SGPA  $\geq 5.0$  (in each semester), and CGPA  $\geq 5$  (at the end of 8 semesters), (iv) **passes all the mandatory courses**, to successfully complete the undergraduate programme. The performance of the student in these 160 credits shall be considered for the calculation of the final CGPA (**at the end of undergraduate programme**), and shall be indicated in the grade card / marks memo of IV-year II semester.
- 7.5 If a student registers for 'extra subjects' (in the parent department or other departments/branches of Engg.) other than those listed subjects totaling to 160 credits as specified in the course structure of his department, the performances in those 'extra subjects' (although evaluated and graded using the same procedure as that of the required 160 credits) will not be considered while calculating the SGPA and CGPA. For such 'extra subjects' registered, percentage of marks and letter grade alone will be indicated in the grade card / marks memo as a performance measure, subject to completion of the attendance and academic requirements as stated in regulations Items 6 and 7.1 – 7.4 above.
- 7.6 A student eligible to appear in the semester end examination for any subject/ course, but absent from it or failed (thereby failing to secure 'C' grade or above) may reappear for that subject/ course in the supplementary examination as and when conducted. In such cases, internal marks (CIE) assessed earlier for that subject/ course will be carried over, and added to the marks to be obtained in the SEE supplementary examination for evaluating performance in that subject.
- 7.7 A student **detained in a semester due to shortage of attendance may be re-admitted in the same semester in the next academic year for fulfillment of academic requirements**. The academic regulations under which a student has been re-admitted shall be applicable. Further, no grade allotments or SGPA/ CGPA calculations will be done for the entire semester in which the student has been detained.
- 7.8 A student **detained due to lack of credits, shall be promoted to the next academic year only after acquiring the required number of academic credits**. The academic regulations under which the student has been readmitted shall be applicable to him.
- 8.0 **Evaluation - Distribution and Weightage of Marks**



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- 8.1 The performance of a student in every subject/course (including practicals and Project Stage – I & II) will be evaluated for 100 marks each, with 40 marks allotted for CIE (Continuous Internal Evaluation) and 60 marks for SEE (Semester End-Examination).
- 8.2 In CIE, for theory subjects, during a semester, there shall be two mid-term examinations. Each Mid-Term examination consists of two parts i) **Part – A** for 10 marks, ii) **Part – B** for 15 marks with a total duration of 2 hours as follows:
1. Mid-Term Examination for 25 marks:
    - a. Part - A : Objective/quiz paper for 10 marks.
    - b. Part – B : Descriptive paper for 15 marks.

Student shall have to earn 35%, i.e 9 marks out of 25 marks from average of two mid-term examinations (I Mid-Term & II Mid-Term).

The remaining 15 marks of Continuous Internal Assessment (out of 40) are distributed as:

2. Assignment for 5 marks. (Average of 2 Assignments each for 5 marks)
  3. Subject Viva-Voce/PPT/Poster Presentation/ Case Study on a topic in the concerned subject for 10 marks.
- The objective/quiz paper is set with multiple choice, fill-in the blanks and match the following type of questions for a total of 10 marks. The descriptive paper shall contain 5 full questions out of which, the student has to answer 3 questions, each carrying 5 marks. The student has to get minimum of 35% (on 25 marks allocated for Mid-Term examinations) on average of two Mid-Term examinations.

While the first mid-term examination shall be conducted on 50% of the syllabus, the second mid-term examination shall be conducted on the remaining 50% of the syllabus.

Five (5) marks are allocated for assignments (as specified by the subject teacher concerned). The first assignment should be submitted before the conduct of the first mid-term examination, and the second assignment should be submitted before the conduct of the second mid-term examination. The average of the two assignments shall be taken as the final marks for assignment (for 5 marks).

Subject Viva-Voce/PPT/Poster Presentation/ Case Study on a topic in the subject concerned for 10 marks before II Mid-Term Examination.

The details of the end semester question paper pattern are as follows:

- 8.2.1 The semester end examinations (SEE), for theory subjects, will be conducted for 60 marks consisting of two parts viz. i) **Part- A** for 10 marks, ii) **Part - B** for 50 marks.
- Part-A is a compulsory question which consists of ten sub-questions from all units carrying equal marks.



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- Part-B consists of five questions (numbered from 2 to 6) carrying 10 marks each. Each of these questions is from each unit and may contain sub-questions. For each question there will be an "either" "or" choice, which means that there will be two questions from each unit and the student should answer either of the two questions.
- The duration of Semester End Examination is 3 hours.

8.3 For practical subjects there shall be a Continuous Internal Evaluation (CIE) during the semester for 40 marks and 60 marks for semester end examination. Out of the 40 marks for internal evaluation:

1. A write-up on day-to-day experiment in the laboratory (in terms of aim, components/procedure, expected outcome) which shall be evaluated for 10 marks
2. **10 marks for viva-voce** (or) tutorial (or) case study (or) application (or) poster presentation of the course concerned.
3. Internal practical examination conducted by the laboratory teacher concerned shall be evaluated for 10 marks.
4. The remaining 10 marks are for Laboratory Project, which consists of the Design (or) Software / Hardware Model Presentation (or) App Development (or) Prototype Presentation submission which shall be evaluated after completion of laboratory course and before semester end practical examination.

The Semester End Examination shall be conducted with an external examiner and the laboratory teacher. The external examiner shall be appointed from the cluster / other colleges which will be decided by the examination branch of the University.

In the Semester End Examination held for 3 hours, total 60 marks are divided and allocated as shown below:

1. 10 marks for write-up
2. 15 for experiment/program
3. 15 for evaluation of results
4. 10 marks for presentation on another experiment/program in the same laboratory course and
5. 10 marks for viva-voce on concerned laboratory course

8.4 The evaluation of courses having ONLY internal marks in I-Year I Semester and II-Year II Semester is as follows:

1. I Year I Semester course (ex., *Elements of CE/ME/EEE/ECE/CSE*): The internal evaluation is for 50 marks and it shall take place during I Mid-Term examination and II Mid-Term examination. The average marks of two Mid-Term examinations is the final for 50 marks. Student shall have to earn 40%, i.e 20 marks out of 50 marks from average of the two examinations. There shall be NO external evaluation. The student is deemed to have failed, if he (i) is absent as per schedule, or (ii) secures less than 40% marks in this course.



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2. II Year II Semester *Real-Time (or) Field-based Research Project* course: The internal evaluation is for 50 marks and it shall take place during I Mid-Term examination and II Mid-Term examination. The average marks of two Mid-Term examinations is the final for 50 marks. Student shall have to earn 40%, i.e 20 marks out of 50 marks from average of the two examinations. There shall be NO external evaluation. The student is deemed to have failed, if he (i) does not submit a report on the Project, or (ii) does not make a presentation of the same before the internal committee as per schedule, or (iii) secures less than 40% marks in this course.
- 8.5 There shall be an Industry training (or) Internship (or) Industry oriented Mini-project (or) Skill Development Courses (or) Paper presentation in reputed journal (or) Industry Oriented Mini Project in collaboration with an industry of their specialization. Students shall register for this immediately after II-Year II Semester Examinations and pursue it during summer vacation/semester break & during III Year without effecting regular course work. Internship at reputed organization (or) Skill development courses (or) Paper presentation in reputed journal (or) Industry Oriented Mini Project shall be submitted in a report form and presented before the committee in III-year II semester before end semester examination. It shall be evaluated for 100 external marks. The committee consists of an External Examiner, Head of the Department, Supervisor of the Industry Oriented Mini Project (or) Internship etc, Internal Supervisor and a Senior Faculty Member of the Department. There shall be **NO internal marks** for Industry Training (or) Internship (or) Mini-Project (or) Skill Development Courses (or) Paper Presentation in reputed journal (or) Industry Oriented Mini Project.
- 8.6 The UG project shall be initiated at the end of the IV Year I Semester and the duration of the project work is one semester. The student must present Project Stage – I during IV Year I Semester before II Mid examinations, in consultation with his Supervisor, the title, objective and plan of action of his Project work to the departmental committee for approval before commencement of IV Year II Semester. Only after obtaining the approval of the departmental committee, the student can start his project work.
- 8.7 UG project work shall be carried out in two stages: Project Stage – I for approval of project before Mid-II examinations in IV Year I Semester and Project Stage – II during IV Year II Semester. Student has to submit project work report at the end of IV Year II Semester. The project shall be evaluated for 100 marks before commencement of SEE Theory examinations.
- 8.8 For Project Stage – I, the departmental committee consisting of Head of the Department, project supervisor and a senior faculty member shall approve the project work to begin before II Mid-Term examination of IV Year I Semester. The student is deemed to be not eligible to register for the Project work, if he does not submit a report on Project Stage - I or does not make a presentation of the same before the evaluation committee as per schedule.



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A student who has failed may reappear once for the above evaluation, when it is scheduled again; if he fails in such 'one reappearance' evaluation also, he has to reappear for the same in the next subsequent semester, as and when it is scheduled.

- 8.9 For Project Stage – II, the external examiner shall evaluate the project work for 60 marks and the internal project committee shall evaluate it for 40 marks. Out of 40 internal marks, the departmental committee consisting of Head of the Department, Project Supervisor and a Senior Faculty Member shall evaluate the project work for 20 marks and Project Supervisor shall evaluate for 20 marks. The topics for Industry Oriented Mini Project/ Internship/SDC etc. and the main Project shall be different from the topic already taken. The student is deemed to have failed, if he (i) does not submit a report on the Project, or (ii) does not make a presentation of the same before the External Examiner as per schedule, or (iii) secures less than 40% marks in the sum total of the CIE and SEE taken together.

For conducting viva-voce of project, University selects an external examiner from the list of experts in the relevant branch submitted by the Principal of the College.

A student who has failed, may reappear once for the above evaluation, when it is scheduled again; if student fails in such 'one reappearance' evaluation also, he has to reappear for the same in the next subsequent semester, as and when it is scheduled.

- 8.10 A student shall be given one time chance to re-register for a maximum of two subjects:

- If the internal marks secured by a candidate in Mid examinations (average of two mid-term examinations consisting of Objective & descriptive parts) are less than 35% and failed in those subjects (or)
- failed in Assignment & Subject Viva-voce/ PPT/Poster Presentation/ Case Study on a topic in the concerned subject but fulfilled the attendance requirement.

A student must re-register for the failed subject(s) for 40 marks within four weeks of commencement of the classwork in next academic year. Also, the student has to earn 35% of total internal marks (14 out of 40 marks including Mid-Term examinations, Assignment & Subject Viva-voce/PPT/ Poster presentation/ Case Study on a topic in the concerned subject).

In the event of the student taking this chance, his Continuous Internal Evaluation marks for 40 and Semester End Examination marks for 60 obtained in the previous attempt stand cancelled.

## 9.0 Grading Procedure

- 9.1 Grades will be awarded to indicate the performance of students in each Theory Subject, Laboratory/Practicals/ Industry-Oriented Mini Project/Internship/SDC and Project Stage. Based on the percentage of marks obtained (Continuous Internal Evaluation plus Semester End Examination, both taken together) as specified in item 8 above, a corresponding letter grade shall be given.



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- 9.2 As a measure of the performance of a student, a 10-point absolute grading system using the following letter grades (as per UGC/AICTE guidelines) and corresponding percentage of marks shall be followed:

% of Marks Secured in a Subject/Course (Class Intervals)	Letter Grade (UGC Guidelines)	Grade Points
Greater than or equal to 90%	O (Outstanding)	10
80 and less than 90%	A <sup>+</sup> (Excellent)	9
70 and less than 80%	A (Very Good)	8
60 and less than 70%	B <sup>+</sup> (Good)	7
50 and less than 60%	B (Average)	6
40 and less than 50%	C (Pass)	5
Below 40%	F (FAIL)	0
Absent	Ab	0

- 9.3 A student who has obtained an 'F' grade in any subject shall be deemed to have 'failed' and is required to reappear as a 'supplementary student' in the semester end examination, as and when offered. In such cases, internal marks in those subjects will remain the same as those obtained earlier.
- 9.4 To a student who has not appeared for an examination in any subject, 'Ab' grade will be allocated in that subject, and he is deemed to have 'Failed'. A student will be required to reappear as a 'supplementary student' in the semester end examination, as and when offered next. In this case also, the internal marks in those subjects will remain the same as those obtained earlier.
- 9.5 A letter grade does not indicate any specific percentage of marks secured by the student, but it indicates only the range of percentage of marks.
- 9.6 A student earns Grade Point (GP) in each subject/ course, on the basis of the letter grade secured in that subject/ course. The corresponding 'Credit Points' (CP) are computed by multiplying the grade point with credits for that particular subject/ course.
- Credit Points (CP) = Grade Point (GP) x Credits .... For a course**
- 9.7 A student passes the subject/ course only when  $GP \geq 5$  ('C' grade or above)
- 9.8 The Semester Grade Point Average (SGPA) is calculated by dividing the sum of credit points ( $\Sigma CP$ ) secured from all subjects/ courses registered in a semester, by the total number of credits registered during that semester. SGPA is rounded off to two decimal places. SGPA is thus computed as



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$$SGPA = \{ \sum_{i=1}^N C_i G_i \} / \{ \sum_{i=1}^N C_i \} \dots \text{For each semester,}$$

where 'i' is the subject indicator index (considering all subjects in a semester), 'N' is the no. of subjects 'registered' for the semester (as specifically required and listed under the course structure of the parent department),  $C_i$  is the no. of credits allotted to the  $i^{\text{th}}$  subject, and  $G_i$  represents the grade points (GP) corresponding to the letter grade awarded for that  $i^{\text{th}}$  subject.

- 9.9 The Cumulative Grade Point Average (CGPA) is a measure of the overall cumulative performance of a student in all semesters considered for registration. The CGPA is the ratio of the total credit points secured by a student in all registered courses (of 160) in all semesters, and the total number of credits registered in all the semesters. CGPA is rounded off to two decimal places. CGPA is thus computed from the I year II semester onwards at the end of each semester as per the formula

$$CGPA = \{ \sum_{j=1}^M C_j G_j \} / \{ \sum_{j=1}^M C_j \} \dots \text{for all S semesters registered}$$

(i.e., up to and inclusive of S semesters,  $S \geq 2$ ),

where 'M' is the total no. of subjects (as specifically required and listed under the course structure of the parent department) the student has 'registered' i.e., from the 1<sup>st</sup> semester onwards up to and inclusive of the 8<sup>th</sup> semester, 'j' is the subject indicator index (takes into account all subjects from 1 to 8 semesters),  $C_j$  is the no. of credits allotted to the  $j^{\text{th}}$  subject, and  $G_j$  represents the grade points (GP) corresponding to the letter grade awarded for that  $j^{\text{th}}$  subject. After registration and completion of I year I semester, the SGPA of that semester itself may be taken as the CGPA, as there are no cumulative effects.

Illustration of calculation of SGPA:

Course/Subject	Credits	Letter Grade	Grade Points	Credit Points
Course 1	4	A	8	4 x 8 = 32
Course 2	4	O	10	4 x 10 = 40
Course 3	4	C	5	4 x 5 = 20
Course 4	3	B	6	3 x 6 = 18
Course 5	3	A+	9	3 x 9 = 27
Course 6	3	C	5	3 x 5 = 15
	21			152

$$SGPA = 152/21 = 7.24$$

Illustration of Calculation of CGPA up to 3<sup>rd</sup> Semester:

Semester	Course/Subject Title	Credits Allotted	Letter Grade Secured	Corresponding Grade Point (GP)	Credit Points (CP)
I	Course 1	3	A	8	24



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I	Course 2	3	O	10	30
I	Course 3	3	B	6	18
I	Course 4	4	A	8	32
I	Course 5	3	A+	9	27
I	Course 6	4	C	5	20
II	Course 7	4	B	6	24
II	Course 8	4	A	8	32
II	Course 9	3	C	5	15
II	Course 10	3	O	10	30
II	Course 11	3	B+	7	21
II	Course 12	4	B	6	24
II	Course 13	4	A	8	32
II	Course 14	3	O	10	30
III	Course 15	2	A	8	16
III	Course 16	1	C	5	5
III	Course 17	4	O	10	40
III	Course 18	3	B+	7	21
III	Course 19	4	B	6	24
III	Course 20	4	A	8	32
III	Course 21	3	B+	7	21
	<b>Total Credits</b>	<b>69</b>		<b>Total Credit Points</b>	<b>518</b>

$$\text{CGPA} = 518/69 = 7.51$$

The calculation process of CGPA illustrated above will be followed for each subsequent semester until 8<sup>th</sup> semester. The CGPA obtained at the end of 8<sup>th</sup> semester will become the final CGPA secured for entire B.Tech. programme.

- 9.10 For merit ranking or comparison purposes or any other listing, **only the 'rounded off' values of the CGPAs will be used.**
- 9.11 SGPA and CGPA of a semester will be mentioned in the semester Memorandum of Grades if all subjects of that semester are passed in first attempt. Otherwise the SGPA and CGPA shall be mentioned only on the Memorandum of Grades in which sitting he passed his last exam in that semester. However, mandatory courses will not be taken into consideration.
- 10.0 **Passing Standards**
- 10.1 A student shall be declared successful or 'passed' in a semester, if he secures a GP  $\geq 5$  ('C' grade or above) in every subject/course in that semester (i.e. when the student gets an SGPA  $\geq 5.0$  at the end of that particular semester); and he shall be declared successful or 'passed' in the entire undergraduate programme, only when gets a CGPA  $\geq 5.00$  ('C' grade or above) for the award of the degree as required.



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10.2 After the completion of each semester, a grade card or grade sheet shall be issued to all the registered students of that semester, indicating the letter grades and credits earned. It will show the details of the courses registered (course code, title, no. of credits, grade earned, etc.) and credits earned. **There is NO exemption of credits in any case.**

#### 11.0 Declaration of results

11.1 Computation of SGPA and CGPA are done using the procedure listed in 9.6 to 9.9.

11.2 For final percentage of marks equivalent to the computed final CGPA, the following formula may be used.

$$\% \text{ of Marks} = (\text{final CGPA} - 0.5) \times 10$$

#### 12.0 Award of Degree

12.1 A student who registers for all the specified subjects/ courses as listed in the course structure and secures the required number of 160 credits (with CGPA  $\geq 5.0$ ), within 8 academic years from the date of commencement of the first academic year, shall be declared to have '**qualified**' for the award of B.Tech. degree in the branch of Engineering selected at the time of admission.

12.2 A student who qualifies for the award of the degree as listed in item 12.1 shall be placed in the following classes.

12.3 A student with final CGPA (at the end of the undergraduate programme)  $> 8.00$ , and fulfilling the following conditions - shall be placed in '**First Class with Distinction**'. However, he

- (i) Should have passed all the subjects/courses in '**First Appearance**' within the first 4 academic years (or 8 sequential semesters) from the date of commencement of first year first semester.
- (ii) Should not have been detained or prevented from writing the semester end examinations in any semester due to shortage of attendance or any other reason.

A student not fulfilling any of the above conditions with final CGPA  $> 8$  shall be placed in '**First Class**'.

12.4 Students with final CGPA (at the end of the undergraduate programme)  $\geq 7.0$  but  $< 8.00$  shall be placed in '**First Class**'.

12.5 Students with final CGPA (at the end of the undergraduate programme)  $\geq 6.00$  but  $< 7.00$ , shall be placed in '**Second Class**'.

12.6 All other students who qualify for the award of the degree (as per item 12.1), with final CGPA (at the end of the undergraduate programme)  $\geq 5.00$  but  $< 6$ , shall be placed in '**pass class**'.

12.7 A student with final CGPA (at the end of the undergraduate programme)  $< 5.00$  will not be eligible for the award of the degree.



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12.8 Students fulfilling the conditions listed under item 12.3 alone will be eligible for award of 'Gold Medal'.

**12.9 Award of 2-Year B.Tech. Diploma Certificate**

1. A student is awarded 2-Year UG Diploma Certificate in the concerned engineering branch on completion of all the academic requirements and earned all the 80 credits (with in 4 years from the date of admission) upto B. Tech. – II Year – II Semester, if the student want to exit the 4-Year B. Tech. program. The student **once opted and awarded for 2-Year UG Diploma Certificate, the student will not be permitted to join in B. Tech. III Year – I Semester and continue for completion of remaining years of study for 4-Year B. Tech. Degree.**
2. A student may be permitted to take one year break after completion of II Year – II Semester or B. Tech. – III Year – II Semester (with university permission through the principal of the college well in advance) and can re-enter the course in **next Academic Year in the same college** and complete the course on fulfilling all the academic credentials within a stipulated duration i.e. double the duration of the course (Ex. within 8 Years for 4-Year program).

**13.0 Withholding of results**

13.1 If the student has not paid the fees to the University at any stage, or has dues pending due to any reason whatsoever, or if any case of indiscipline is pending, the result of the student may be withheld, and the student will not be allowed to go into the next higher semester. The award or issue of the degree may also be withheld in such cases.

**14.0 Transitory Regulations**

A. For students detained due to shortage of attendance:

1. A Student who has been detained in 1 year of R18 Regulations due to lack of attendance, shall be permitted to join 1 year I Semester of R22 Regulations and he is required to complete the study of B.Tech./B. Pharmacy programme within the stipulated period of eight academic years from the date of first admission in 1 Year.
2. A student who has been detained in any semester of II, III and IV years of R18 regulations for want of attendance, shall be permitted to join the corresponding semester of R22 Regulations and is required to complete the study of B.Tech./B. Pharmacy within the stipulated period of eight academic years from the date of first admission in 1 Year. The R22 Academic Regulations under which a student has been readmitted shall be applicable to that student from that semester. See rule (C) for further Transitory Regulations.

B. For students detained due to shortage of credits:



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3. A student of R18 Regulations who has been detained due to lack of credits, shall be promoted to the next semester of R22 Regulations only after acquiring the required number of credits as per the corresponding regulations of his/her first admission. The total credits required are 160 including both R18 & R22 regulations. The student is required to complete the study of B.Tech. within the stipulated period of eight academic years from the year of first admission. The R22 Academic Regulations are applicable to a student from the year of readmission. See rule (C) for further Transitory Regulations.

C. For readmitted students in R22 Regulations:

4. A student who has failed in any subject under any regulation has to pass those subjects in the same regulations.
5. The maximum credits that a student acquires for the award of degree, shall be the sum of the total number of credits secured in all the regulations of his/her study including R22 Regulations. **There is NO exemption of credits in any case.**
6. If a student is readmitted to R22 Regulations and has any subject with 80% of syllabus common with his/her previous regulations, that particular subject in R22 Regulations will be substituted by another subject to be suggested by the University.

Note: If a student readmitted to R22 Regulations and has not studied any subjects/topics in his/her earlier regulations of study which is prerequisite for further subjects in R22 Regulations, the College Principals concerned shall conduct remedial classes to cover those subjects/topics for the benefit of the students.

#### 15.0 Student Transfers

- 15.1 There shall be no branch transfers after the completion of admission process.
- 15.2 There shall be no transfers from one college/stream to another within the constituent colleges and units of Jawaharlal Nehru Technological University Hyderabad.
- 15.3 The students seeking transfer to colleges affiliated to JNTUH from various other Universities/institutions have to pass the failed subjects which are equivalent to the subjects of JNTUH, and also pass the subjects of JNTUH which the students have not studied at the earlier institution. Further, though the students have passed some of the subjects at the earlier institutions, if the same subjects are prescribed in different semesters of JNTUH, the students have to study those subjects in JNTUH in spite of the fact that those subjects are repeated.
- 15.4 The transferred students from other Universities/Institutions to JNTUH affiliated colleges who are on rolls are to be provided one chance to write the CBT (for internal marks) in the **equivalent subject(s)** as per the clearance letter issued by the University.
- 15.5 The autonomous affiliated colleges have to provide one chance to write the internal examinations in the **equivalent subject(s)** to the students transferred from other



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universities/institutions to JNTUH autonomous affiliated colleges who are on rolls, as per the clearance (equivalence) letter issued by the University.

**16.0 Scope**

- 16.1 The academic regulations should be read as a whole, for the purpose of any interpretation.
- 16.2 In case of any doubt or ambiguity in the interpretation of the above rules, the decision of the Vice-Chancellor is final.
- 16.3 The University may change or amend the academic regulations, course structure or syllabi at any time, and the changes or amendments made shall be applicable to all students with effect from the dates notified by the University authorities.
- 16.4 Where the words "he", "him", "his", occur in the regulations, they include "she", "her", "hers".

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**JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY HYDERABAD**

*(Established by State Act No. 30 of 2008)*

Kukatpally, Hyderabad, Telangana (India).

**ACADEMIC REGULATIONS FOR B.TECH (LATERAL ENTRY SCHEME) FROM  
THE AY 2023-24**

**1. Eligibility for the award of B.Tech Degree (LES)**

The LES students after securing admission shall pursue a course of study for not less than three academic years and not more than six academic years.

2. The student shall register for 120 credits and secure 120 credits with CGPA  $\geq 5$  from II year to IV-year B.Tech. programme (LES) for the award of B.Tech. degree.

3. The students, who fail to fulfil the requirement for the award of the degree in six academic years from the year of admission, shall forfeit their seat in B.Tech.

4. The attendance requirements of B. Tech. (Regular) shall be applicable to B.Tech. (LES).

**5. Promotion rule**

S. No	Promotion	Conditions to be fulfilled
1	Second year first semester to second year second semester	Regular course of study of second year first semester.
2	Second year second semester to third year first semester	(i) Regular course of study of second year second semester. (ii) Must have secured at least 24 credits out of 40 credits i.e., 60% credits up to second year second semester from all the relevant regular and supplementary examinations, whether the student takes those examinations or not.
3	Third year first semester to third year second semester	Regular course of study of third year first semester.
4	Third year second semester to fourth year first semester	(i) Regular course of study of third year second semester.



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		(ii) Must have secured at least 48 credits out of 80 credits i.e., 60% credits up to third year second semester from all the relevant regular and supplementary examinations, whether the student takes those examinations or not.
5	Fourth year first semester to fourth year second semester	Regular course of study of fourth year first semester.

6. All the other regulations as applicable to B. Tech. 4-year degree course (Regular) will hold good for B. Tech. (Lateral Entry Scheme).
7. LES students are not eligible for 2-Year B. Tech. Diploma Certificate.

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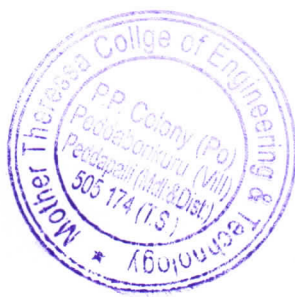
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## Malpractices Rules

### Disciplinary Action For / Improper Conduct in Examinations

	Nature of Malpractices/Improper conduct	Punishment
	If the student:	
1. (a)	Possesses or keeps accessible in examination hall, any paper, note book, programmable calculators, cell phones, pager, palm computers or any other form of material concerned with or related to the subject of the examination (theory or practical) in which student is appearing but has not made use of (material shall include any marks on the body of the student which can be used as an aid in the subject of the examination)	Expulsion from the examination hall and cancellation of the performance in that subject only.
(b)	Gives assistance or guidance or receives it from any other student orally or by any other body language methods or communicates through cell phones with any student or persons in or outside the exam hall in respect of any matter.	Expulsion from the examination hall and cancellation of the performance in that subject only of all the students involved. In case of an outsider, he will be handed over to the police and a case is registered against him.
2.	Has copied in the examination hall from any paper, book, programable calculators, palm computers or any other form of material relevant to the subject of the examination (theory or practical) in which the student is appearing.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the student has already appeared including practical examinations and project work and shall not be permitted to appear for the remaining examinations of the subjects of that semester/year.  The hall ticket of the student is to be cancelled and sent to the University.
3.	Impersonates any other student in connection with the examination.	The student who has impersonated shall be expelled from examination hall. The student is also debarred and forfeits the seat. The performance of the original student who has been impersonated, shall be cancelled in all the subjects of the examination (including practicals and project work) already appeared and shall not be allowed to appear for examinations of the remaining subjects of that semester/year. The



  
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		student is also debarred for two consecutive semesters from class work and all University examinations. The continuation of the course by the student is subject to the academic regulations in connection with forfeiture of seat. If the imposter is an outsider, he will be handed over to the police and a case is registered against him.
4.	Smuggles in the answer book or additional sheet or takes out or arranges to send out the question paper during the examination or answer book or additional sheet, during or after the examination.	Expulsion from the examination hall and cancellation of performance in that subject and all the other subjects the student has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The student is also debarred for two consecutive semesters from class work and all University examinations. The continuation of the course by the student is subject to the academic regulations in connection with forfeiture of seat.
5.	Uses objectionable, abusive or offensive language in the answer paper or in letters to the examiners or writes to the examiner requesting him to award pass marks.	Cancellation of the performance in that subject.
6.	Refuses to obey the orders of the chief superintendent/assistant superintendent / any officer on duty or misbehaves or creates disturbance of any kind in and around the examination hall or organizes a walk out or instigates others to walk out, or threatens the officer-in charge or any person on duty in or outside the examination hall of any injury to his person or to any of his relations 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 of his relations, or indulges in any other act of misconduct or mischief which	In case of students of the college, they shall be expelled from examination halls and cancellation of their performance in that subject and all other subjects the student(s) has (have) already appeared and shall not be permitted to appear for the remaining examinations of the subjects of that semester/year. The students also are debarred and forfeit their seats. In case of outsiders, they will be handed over to the police and a police case is registered against them.



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	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.	
7.	Leaves the exam hall taking away answer script or intentionally tears off the script or any part thereof inside or outside the examination hall.	Expulsion from the examination hall and cancellation of performance in that subject and all the other subjects the student has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The student is also debarred for two consecutive semesters from class work and all University examinations. The continuation of the course by the student is subject to the academic regulations in connection with forfeiture of seat.
8.	Possesses any lethal weapon or firearm in the examination hall.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the student has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The student is also debarred and forfeits the seat.
9.	If student of the college, who is not a student for the particular examination or any person not connected with the college indulges in any malpractice or improper conduct mentioned in clause 6 to 8.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the student has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The student is also debarred and forfeits the seat.  Person(s) who do not belong to the college will be handed over to the police and, a police case will be registered against them.
10.	Comes in a drunken condition to the examination hall.	Expulsion from the examination hall and cancellation of the performance in that subject



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		and all other subjects the student has already appeared for including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects 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 subject and all other subjects the student has appeared for 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 University for further action to award a suitable punishment.	

**Malpractices identified by squad or special invigilators**

1. Punishments to the students as per the above guidelines.
2. Punishment for Institutions; (if the squad reports that the college is also involved in encouraging malpractices)
  - a. A show-cause notice shall be issued to the college.
  - b. Impose a suitable fine on the college.
  - c. Shifting the examination center from one college to another college for a specific period of not less than one year.

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## JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY HYDERABAD

(Established by State Act No. 30 of 2008)

Kukatpally, Hyderabad, Telangana (India).

### ACADEMIC REGULATIONS FOR B.TECH. REGULAR STUDENTS WITH EFFECT FROM ACADEMIC YEAR 2018-19 (R-18)

#### 1.0 Under-Graduate Degree Programme in Engineering & Technology (UGP in E&T)

Jawaharlal Nehru Technological University Hyderabad (JNTUH) offers a 4-year (8 semesters) **Bachelor of Technology (B.Tech.)** degree programme, under Choice Based Credit System (CBCS) at its non-autonomous constituent and affiliated colleges with effect from the academic year 2018-19.

#### 2.0 Eligibility for admission

2.1 Admission to the under graduate (UG) programme shall be made either on the basis of the merit rank obtained by the qualified student in entrance test conducted by the Telangana State Government (EAMCET) or the University or on the basis of any other order of merit approved by the University, subject to reservations as prescribed by the government from time to time.

2.2 The medium of instructions for the entire under graduate programme in Engineering & Technology will be **English** only.

#### 3.0 B.Tech. Programme structure

3.1 A student after securing admission shall complete the B.Tech. programme in a minimum period of **four** academic years (8 semesters), and a maximum period of **eight** academic years (16 semesters) starting from the date of commencement of first year first semester, failing which student shall forfeit seat in B.Tech course. Each student shall secure 160 credits (with CGPA  $\geq 5$ ) required for the completion of the under graduate programme and award of the B.Tech. degree.

3.2 UGC/ AICTE specified definitions/ descriptions are adopted appropriately for various terms and abbreviations used in these academic regulations/ norms, which are listed below.

#### 3.2.1 Semester scheme

Each under graduate programme is of 4 academic years (8 semesters) with the academic year divided into two semesters of 22 weeks ( $\geq 90$  instructional days) each, each



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semester having - 'Continuous Internal Evaluation (CIE)' and 'Semester End Examination (SEE)' under Choice Based Credit System (CBCS) and Credit Based Semester System (CBSS) indicated by UGC, and curriculum/course structure as suggested by AICTE are followed.

### 3.2.2 Credit courses

All subjects/ courses are to be registered by the student in a semester to earn credits which shall be assigned to each subject/ course in an L: T: P: C (lecture periods: tutorial periods: practical periods: credits) structure based on the following general pattern.

- One credit for one hour/ week/ semester for theory/ lecture (L) courses or Tutorials.
- One credit for two hours/ week/ semester for laboratory/ practical (P) courses.

Courses like Environmental Science, Constitution of India, Intellectual Property Rights, and Gender Sensitization lab are mandatory courses. These courses will not carry any credits.

### 3.2.3 Subject Course Classification

All subjects/ courses offered for the under graduate programme in E&T (B.Tech. degree programmes) are broadly classified as follows. The University has followed almost all the guidelines issued by AICTE/UGC.

S. No.	Broad Course Classification	Course Group/ Category	Course Description
1	Foundation Courses (FnC)	BS – Basic Sciences	Includes mathematics, physics and chemistry subjects
2		ES - Engineering Sciences	Includes fundamental engineering subjects
3		HS – Humanities and Social sciences	Includes subjects related to humanities, social sciences and management
4	Core Courses (CoC)	PC – Professional Core	Includes core subjects related to the parent discipline/ department/ branch of Engineering.
5	Elective Courses (E&C)	PE – Professional Electives	Includes elective subjects related to the parent discipline/ department/ branch of Engineering.
6		OE – Open Electives	Elective subjects which include inter-disciplinary subjects or subjects in an area outside the parent discipline/ department/ branch of Engineering.
7	Core Courses	Project Work	B.Tech. project or UG project or UG major project or Project Stage I & II
8		Industrial training/ Mini- project	Industrial training/ Summer Internship/ Industrial Oriented Mini-project/ Mini-project



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9		Seminar	Seminar/ Colloquium based on core contents related to parent discipline/ department/ branch of Engineering.
10	Minor courses	-	1 or 2 Credit courses (subset of HS)
11	Mandatory Courses (MC)	-	Mandatory courses (non-credit)

#### 4.0 Course registration

- 4.1 A 'faculty advisor or counselor' shall be assigned to a group of 20 students, who will advise the students about the under graduate programme, its course structure and curriculum, choice/option for subjects/ courses, based on their competence, progress, pre-requisites and interest.
- 4.2 The academic section of the college invites 'registration forms' from students before the beginning of the semester through 'on-line registration', ensuring 'date and time stamping'. The on-line registration requests for any 'current semester' shall be completed before the commencement of SEEs (Semester End Examinations) of the 'preceding semester'.
- 4.3 A student can apply for **on-line** registration, **only after** obtaining the '**written approval**' from faculty advisor/counselor, which should be submitted to the college academic section through the Head of the Department. A copy of it shall be retained with Head of the Department, faculty advisor/ counselor and the student.
- 4.4 A student may be permitted to register for all the subjects/ courses in a semester as specified in the course structure with maximum additional subject(s)/course(s) limited to 4 credits, based on **progress** and SGPA/ CGPA, and completion of the '**pre-requisites**' as indicated for various subjects/ courses, in the department course structure and syllabus contents.
- 4.5 Choice for '**additional subjects/ courses**' must be clearly indicated, which needs the specific approval and signature of the faculty advisor/ counselor.
- 4.6 If the student submits ambiguous choices or multiple options or erroneous entries during **on-line** registration for the subject(s) / course(s) under a given/ specified course group/ category as listed in the course structure, only the first mentioned subject/ course in that category will be taken into consideration.
- 4.7 Subject/ course options exercised through **on-line** registration are final and **cannot** be changed or inter-changed; further, alternate choices also will not be considered. However, if the subject/ course that has already been listed for registration by the Head of the Department in a semester could not be offered due to any unforeseen or unexpected reasons, then the student shall be allowed to have alternate choice either for a new subject (subject to offering of such a subject), or for another existing subject (subject to availability of seats). Such alternate arrangements will be made by the head



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of the department, with due notification and time-framed schedule, within the first week after the commencement of class-work for that semester.

- 4.8 Dropping of subjects/ courses may be permitted, only after obtaining prior approval from the faculty advisor/ counselor 'within a period of 15 days' from the beginning of the current semester.
- 4.9 **Open electives:** The students have to choose three open electives (OE-I, II & III) from the list of open electives given. However, the student cannot opt for an open elective subject offered by his own (parent) department, if it is already listed under any category of the subjects offered by parent department in any semester.
- 4.10 **Professional electives:** The students have to choose six professional electives (PE-I to VI) from the list of professional electives given.
- 5.0 **Subjects/ courses to be offered**
- 5.1 A typical section (or class) strength for each semester shall be 60.
- 5.2 A subject/ course may be offered to the students, **only if** a minimum of 20 students (1/3 of the section strength) opt for it. The maximum strength of a section is limited to 80 (60 + 1/3 of the section strength).
- 5.3 More than **one faculty member** may offer the **same subject** (lab/ practical may be included with the corresponding theory subject in the same semester) in any semester. However, selection of choice for students will be based on - '**first come first serve** basis and CGPA criterion' (i.e. the first focus shall be on **early on-line entry** from the student for registration in that semester, and the second focus, if needed, will be on CGPA of the student).
- 5.4 If more entries for registration of a subject come into picture, then the Head of the Department concerned shall decide, whether or not to offer such a subject/ course for **two (or multiple) sections**.
- 5.5 In case of options coming from students of other departments/ branches/ disciplines (not considering **open electives**), first **priority** shall be given to the student of the '**parent department**'.
- 6.0 **Attendance requirements:**
- 6.1 A student shall be eligible to appear for the semester end examinations, if the student acquires a minimum of 75% of attendance in aggregate of all the subjects/ courses (excluding attendance in mandatory courses like Environmental Science, Constitution of India, Intellectual Property Rights, and Gender Sensitization lab) for that semester. Two periods of attendance for each theory subject shall be considered, if the student appears for the mid-term examination of that subject. **This attendance should also be included in the fortnightly upload of attendance to the University.**

The attendance of Mandatory Non-Credit courses should be uploaded separately to the University.



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- 6.2 Shortage of attendance in aggregate up to 10% (65% and above, and below 75%) in each semester may be condoned by the college academic committee on genuine and valid grounds, based on the student's representation with supporting evidence.
- 6.3 A stipulated fee shall be payable for condoning of shortage of attendance.
- 6.4 Shortage of attendance below 65% in aggregate shall in no case be condoned.
- 6.5 Students whose shortage of attendance is not condoned in any semester are not eligible to take their end examinations of that semester. They get detained and their registration for that semester shall stand cancelled. They will not be promoted to the next semester. They may seek re-registration for all those subjects registered in that semester in which the student is detained, by seeking re-admission into that semester as and when offered; if there are any professional electives and/ or 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 same set of elective subjects offered under that category.
- 6.6 A student fulfilling the attendance requirement in the present semester shall not be eligible for readmission into the same class.

7.0 **Academic requirements**

The following academic requirements have to be satisfied, in addition to the attendance requirements mentioned in item no.6.

- 7.1 A student shall be deemed to have satisfied the academic requirements and earned the credits allotted to each subject/ course, if student secures not less than 35% (26 marks out of 75 marks) in the semester end examination, and a minimum of 40% (40 marks out of 100 marks) in the sum total of the CIE (Continuous Internal Evaluation) and SEE (Semester End Examination) taken together; in terms of letter grades, this implies securing 'C' grade or above in that subject/ course.
- 7.2 A student shall be deemed to have satisfied the academic requirements and earned the credits allotted to Industrial Oriented Mini Project/Summer Internship and seminar, if the student secures not less than 40% marks (i.e. 40 out of 100 allotted marks) in each of them. The student is deemed to have failed, if he (i) does not submit a report on Industrial Oriented Mini Project/Summer Internship, or does not make a presentation of the same before the evaluation committee as per schedule, or (ii) does not present the seminar as required in the IV year I Semester, or (iii) secures less than 40% marks in Industrial Oriented Mini Project/Summer Internship and seminar evaluations.

A student may reappear once for each of the above evaluations, when they are scheduled again; if the student fails in such 'one reappearance' evaluation also, the student has to reappear for the same in the next subsequent semester, as and when it is scheduled.



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7.3 Promotion Rules

S. No.	Promotion	Conditions to be fulfilled
1	First year first semester to first year second semester	Regular course of study of first year first semester.
2	First year second semester to second year first semester	(i) Regular course of study of first year second semester. (ii) Must have secured at least 18 credits out of 37 credits i.e., 50% credits up to first year second semester from all the relevant regular and supplementary examinations, whether the student takes those examinations or not.
3.	Second year first semester to second year second semester	Regular course of study of second year first semester.
4	Second year second semester to third year first semester	(i) Regular course of study of second year second semester. (ii) Must have secured at least 47 credits out of 79 credits i.e., 60% credits up to second year second semester from all the relevant regular and supplementary examinations, whether the student takes those examinations or not.
5	Third year first semester to third year second semester	Regular course of study of third year first semester.
6	Third year second semester to fourth year first semester	(i) Regular course of study of third year second semester. (ii) Must have secured at least 73 credits out of 123 credits i.e., 60% credits up to third year second semester from all the relevant regular and supplementary examinations, whether the student takes those examinations or not.
7	Fourth year first semester to fourth year second semester	Regular course of study of fourth year first semester.



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- 7.4 A student (i) shall register for all courses/subjects covering 160 credits as specified and listed in the course structure, (ii) fulfills all the attendance and academic requirements for 160 credits, (iii) earn all 160 credits by securing SGPA  $\geq 5.0$  (in each semester), and CGPA (at the end of each successive semester)  $\geq 5.0$ , (iv) **passes all the mandatory courses**, to successfully complete the under graduate programme. The performance of the student in these 160 credits shall be taken into account for the calculation of 'the final CGPA (at the end of under graduate programme)', and shall be indicated in the grade card of IV year II semester.
- 7.5 If a student registers for 'extra subjects' (in the parent department or other departments/branches of Engg.) other than those listed subjects totaling to 160 credits as specified in the course structure of his department, the performances in those 'extra subjects' (although evaluated and graded using the same procedure as that of the required 160 credits) will not be taken into account while calculating the SGPA and CGPA. For such 'extra subjects' registered, percentage of marks and letter grade alone will be indicated in the grade card as a performance measure, subject to completion of the attendance and academic requirements as stated in regulations 6 and 7.1 – 7.4 above.
- 7.6 A student eligible to appear in the semester end examination for any subject/ course, but absent from it or failed (thereby failing to secure 'C' grade or above) may reappear for that subject/ course in the supplementary examination as and when conducted. In such cases, internal marks (CIE) assessed earlier for that subject/ course will be carried over, and added to the marks to be obtained in the SEE supplementary examination for evaluating performance in that subject.
- 7.7 A student detained in a semester due to shortage of attendance may be re-admitted in the same semester in the next academic year for fulfillment of academic requirements. The academic regulations under which a student has been readmitted shall be applicable. However, no grade allotments or SGPA/ CGPA calculations will be done for the entire semester in which the student has been detained.
- 7.8 A student detained due to lack of credits, shall be promoted to the next academic year only after acquiring the required academic credits. The academic regulations under which the student has been readmitted shall be applicable to him.
- 8.0 **Evaluation - Distribution and Weightage of marks**
- 8.1 The performance of a student in every subject/course (including practicals and Project Stage – I & II) will be evaluated for 100 marks each, with 25 marks allotted for CIE (Continuous Internal Evaluation) and 75 marks for SEE (Semester End-Examination).
- 8.2 For theory subjects, during a semester, there shall be two mid-term examinations. Each mid-term examination consists of one objective paper, one descriptive paper and one assignment. The objective paper and the descriptive paper shall be for 10 marks each with a total duration of 1 hour 20 minutes (20 minutes for objective and 60 minutes for descriptive paper). The objective paper is set with 20 multiple choice, fill-



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in the blanks and matching type of questions for a total of 10 marks. The descriptive paper shall contain 4 full questions out of which, the student has to answer 2 questions, each carrying 5 marks. While the first mid-term examination shall be conducted on 50% of the syllabus, the second mid-term examination shall be conducted on the remaining 50% of the syllabus. Five marks are allocated for assignments (as specified by the subject teacher concerned). The first assignment should be submitted before the conduct of the first mid-term examination, and the second assignment should be submitted before the conduct of the second mid-term examination. The total marks secured by the student in each mid-term examination are evaluated for 25 marks, and the average of the two mid-term examinations shall be taken as the final marks secured by each student in Continuous Internal Evaluation. If any student is absent from any subject of a mid-term examination, an on-line test will be conducted for him by the University. The details of the end semester question paper pattern are as follows:

- 8.2.1** The semester end examinations (SEE) will be conducted for 75 marks consisting of two parts viz. i) **Part- A** for 25 marks, ii) **Part - B** for 50 marks.
- Part-A is a compulsory question consisting of ten sub-questions. The first five sub-questions are from each unit and carry 2 marks each. The next five sub-questions are one from each unit and carry 3 marks each.
  - Part-B consists of five questions (numbered from 2 to 6) carrying 10 marks each. Each of these questions is from one unit and may contain sub-questions. For each question there will be an "either" "or" choice, which means that there will be two questions from each unit and the student should answer either of the two questions.
- 8.2.2** For subjects like **Engineering Graphics/Engineering Drawing**, the SEE shall consist of five questions. For each question there will be an "either" "or" choice, which means that there will be two questions from each unit and the student should answer either of the two questions. There shall be no Part – A, and Part – B system.
- 8.2.3** For subjects like **Machine Drawing Practice/Machine Drawing**, the SEE shall be conducted for 75 marks consisting of two parts viz. (i) Part – A for 30 marks. 3 out of 4 questions must be answered, (ii) Part – B for 45 marks. Part – B is compulsory.
- 8.2.4** For the Subject **Estimation, Costing and Project Management**, the SEE paper should consist of Part- A, Part-B and Part C. (i) Part – A – 1 out of 2 questions from Unit – I for 30 Marks, (ii) Part – B – 1 out of 2 questions from Unit – II for 15 Marks, (iii) Part – C – 3 out of 5 questions from Units – III, IV, V for 30 Marks.
- 8.2.5** For subjects **Structural Engineering – I & II (RCC & STEEL)**, the SEE will be conducted for 75 marks consisting of 2 parts viz. (i) Part – A for 15 marks and, (i) Part – B for 60 marks. Part – A is a compulsory question consisting of ten sub-questions. The first five sub-questions are from each unit relating to design theory and codal provisions and carry 2 marks each. The next five sub-questions are from each unit and carry 1 mark each. Part – B consists of 5 questions (numbered 2 to 6)



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carrying 12 marks each. Each of these questions is from one unit and may contain sub-questions. For each question there is either or choice, which means that there will be two questions from each unit and the student should answer either of the two questions.

- 8.3 For practical subjects there shall be a continuous internal evaluation during the semester for 25 marks and 75 marks for semester end examination. Out of the 25 marks for internal evaluation, day-to-day work in the laboratory shall be evaluated for 15 marks and internal practical examination shall be evaluated for 10 marks conducted by the laboratory teacher concerned. The semester end examination shall be conducted with an external examiner and the laboratory teacher. The external examiner shall be appointed from the clusters of colleges which are decided by the examination branch of the University.
- 8.4 For the subject having design and/or drawing, (such as engineering graphics, engineering drawing, machine drawing, machine drawing practice and estimation), the distribution shall be 25 marks for continuous internal evaluation (15 marks for day-to-day work and 10 marks for internal tests) and 75 marks for semester end examination. There shall be two internal tests in a semester and the average of the two shall be considered for the award of marks for internal tests.
- 8.5 There shall be an Industrial Oriented Mini Project/Summer Internship, in collaboration with an industry of their specialization. Students will register for this immediately after III year II semester examinations and pursue it during summer vacation. Industrial Oriented Mini Project/Summer Internship shall be submitted in a report form and presented before the committee in IV year I semester. It shall be evaluated for 100 external marks. The committee consists of an external examiner, Head of the Department, supervisor of the Industrial Oriented mini project/Summer Internship and a senior faculty member of the department. There shall be no internal marks for Industrial Oriented Mini Project/Summer Internship.
- 8.6 There shall be a seminar presentation in IV year I semester. For the seminar, the student shall collect the information on a specialized topic, prepare a technical report, and submit it to the department. It shall be evaluated by the departmental committee consisting of Head of the Department, seminar supervisor and a senior faculty member. The seminar report shall be evaluated for 100 internal marks. There shall be no semester end examination for the seminar.
- 8.7 UG project work shall be carried out in two stages: Project Stage – I during IV Year I Semester, Project Stage – II during IV Year II Semester. Each stage will be evaluated for 100 marks. Student has to submit project work report at the end of each semester. First report includes project work carried out in IV Year I semester and second report includes project work carried out in IV Year I & II Semesters. SEE for both project stages shall be completed before the commencement of SEE Theory examinations.
- 8.8 For Project Stage – I, the departmental committee consisting of Head of the Department, project supervisor and a senior faculty member shall evaluate the project

work for 75 marks and project supervisor shall evaluate for 25 marks. The student is deemed to have failed, if he (i) does not submit a report on Project Stage - I or does not make a presentation of the same before the evaluation committee as per schedule, or (ii) secures less than 40% marks in the sum total of the CIE and SEE taken together.

A student who has failed may reappear once for the above evaluation, when it is scheduled again; if he fails in such 'one reappearance' evaluation also, he has to reappear for the same in the next subsequent semester, as and when it is scheduled.

- 8.9 For Project Stage – II, the external examiner shall evaluate the project work for 75 marks and the project supervisor shall evaluate it for 25 marks. The topics for industrial oriented mini project, seminar and Project Stage – I shall be different from one another. The student is deemed to have failed, if he (i) does not submit a report on Project Stage - II, or does not make a presentation of the same before the external examiner as per schedule, or (ii) secures less than 40% marks in the sum total of the CIE and SEE taken together.

For conducting viva-voce of project stage – II, University selects an external examiner from the list of experts in the relevant branch submitted by the Principal of the College.

A student who has failed may reappear once for the above evaluation, when it is scheduled again; if student fails in such 'one reappearance' evaluation also, he has to reappear for the same in the next subsequent semester, as and when it is scheduled.

- 8.10 The laboratory marks and the internal marks awarded by the college are subject to scrutiny and scaling by the University wherever necessary. In such cases, the internal and laboratory marks awarded by the college will be referred to a committee. The committee will arrive at a scaling factor and the marks will be scaled accordingly. The recommendations of the committee are final and binding. The laboratory records and internal test papers shall be preserved in the respective institutions as per the University rules and produced before the committees of the University as and when asked for.
- 8.11 For mandatory courses of Environmental Science, Constitution of India, Intellectual Property Rights, and Gender Sensitization lab, a student has to secure 40 marks out of 100 marks (i.e. 40% of the marks allotted) in the continuous internal evaluation for passing the subject/course. **These marks should also be uploaded along with the internal marks of other subjects.**
- 8.12 No marks or letter grades shall be allotted for mandatory/non-credit courses. Only Pass/Fail shall be indicated in Grade Card.
- 9.0 **Grading procedure**
- 9.1 Grades will be awarded to indicate the performance of students in each theory subject, laboratory / practicals, seminar, Industry Oriented Mini Project, and project Stage - I & II. Based on the percentage of marks obtained (Continuous Internal Evaluation plus



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Semester End Examination, both taken together) as specified in item 8 above, a corresponding letter grade shall be given.

- 9.2 As a measure of the performance of a student, a 10-point absolute grading system using the following letter grades (as per UGC/AICTE guidelines) and corresponding percentage of marks shall be followed:

% of Marks Secured in a Subject/Course (Class Intervals)	Letter Grade (UGC Guidelines)	Grade Points
Greater than or equal to 90%	O (Outstanding)	10
80 and less than 90%	A <sup>+</sup> (Excellent)	9
70 and less than 80%	A (Very Good)	8
60 and less than 70%	B <sup>+</sup> (Good)	7
50 and less than 60%	B (Average)	6
40 and less than 50%	C (Pass)	5
Below 40%	F (FAIL)	0
Absent	Ab	0

- 9.3 A student who has obtained an 'F' grade in any subject shall be deemed to have 'failed' and is required to reappear as a 'supplementary student' in the semester end examination, as and when offered. In such cases, internal marks in those subjects will remain the same as those obtained earlier.
- 9.4 To a student who has not appeared for an examination in any subject, 'Ab' grade will be allocated in that subject, and he is deemed to have 'failed'. A student will be required to reappear as a 'supplementary student' in the semester end examination, as and when offered next. In this case also, the internal marks in those subjects will remain the same as those obtained earlier.
- 9.5 A letter grade does not indicate any specific percentage of marks secured by the student, but it indicates only the range of percentage of marks.
- 9.6 A student earns grade point (GP) in each subject/ course, on the basis of the letter grade secured in that subject/ course. The corresponding 'credit points' (CP) are computed by multiplying the grade point with credits for that particular subject/ course.

**Credit points (CP) = grade point (GP) x credits .... For a course**

- 9.7 A student passes the subject/ course only when  $GP \geq 5$  ('C' grade or above)



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- 9.8 The Semester Grade Point Average (SGPA) is calculated by dividing the sum of credit points ( $\Sigma CP$ ) secured from all subjects/ courses registered in a semester, by the total number of credits registered during that semester. SGPA is rounded off to two decimal places. SGPA is thus computed as

$$SGPA = \{ \sum_{i=1}^N C_i G_i \} / \{ \sum_{i=1}^N C_i \} \dots \text{For each semester,}$$

where 'i' is the subject indicator index (takes into account all subjects in a semester), 'N' is the no. of subjects 'registered' for the semester (as specifically required and listed under the course structure of the parent department),  $C_i$  is the no. of credits allotted to the  $i^{\text{th}}$  subject, and  $G_i$  represents the grade points (GP) corresponding to the letter grade awarded for that  $i^{\text{th}}$  subject.

- 9.9 The Cumulative Grade Point Average (CGPA) is a measure of the overall cumulative performance of a student in all semesters considered for registration. The CGPA is the ratio of the total credit points secured by a student in all registered courses in all semesters, and the total number of credits registered in all the semesters. CGPA is rounded off to two decimal places. CGPA is thus computed from the 1 year II semester onwards at the end of each semester as per the formula

$$CGPA = \{ \sum_{j=1}^M C_j G_j \} / \{ \sum_{j=1}^M C_j \} \dots \text{for all S semesters registered}$$

(i.e., up to and inclusive of S semesters,  $S \geq 2$ ),

where 'M' is the total no. of subjects (as specifically required and listed under the course structure of the parent department) the student has 'registered' i.e., from the 1<sup>st</sup> semester onwards up to and inclusive of the 8<sup>th</sup> semester, 'j' is the subject indicator index (takes into account all subjects from 1 to 8 semesters),  $C_j$  is the no. of credits allotted to the  $j^{\text{th}}$  subject, and  $G_j$  represents the grade points (GP) corresponding to the letter grade awarded for that  $j^{\text{th}}$  subject. After registration and completion of 1 year I semester, the SGPA of that semester itself may be taken as the CGPA, as there are no cumulative effects.

**Illustration of calculation of SGPA:**

Course/Subject	Credits	Letter Grade	Grade Points	Credit Points
Course 1	4	A	8	$4 \times 8 = 32$
Course 2	4	O	10	$4 \times 10 = 40$
Course 3	4	C	5	$4 \times 5 = 20$
Course 4	3	B	6	$3 \times 6 = 18$
Course 5	3	A+	9	$3 \times 9 = 27$
Course 6	3	C	5	$3 \times 5 = 15$
	21			152

$$SGPA = 152/21 = 7.24$$



Illustration of calculation of CGPA up to 3<sup>rd</sup> semester:

Semester	Course/Subject Title	Credits Allotted	Letter Grade Secured	Corresponding Grade Point (GP)	Credit Points (CP)
I	Course 1	3	A	8	24
I	Course 2	3	O	10	30
I	Course 3	3	B	6	18
I	Course 4	4	A	8	32
I	Course 5	3	A+	9	27
I	Course 6	4	C	5	20
II	Course 7	4	B	6	24
II	Course 8	4	A	8	32
II	Course 9	3	C	5	15
II	Course 10	3	O	10	30
II	Course 11	3	B+	7	21
II	Course 12	4	B	6	24
II	Course 13	4	A	8	32
II	Course 14	3	O	10	30
III	Course 15	2	A	8	16
III	Course 16	1	C	5	5
III	Course 17	4	O	10	40
III	Course 18	3	B+	7	21
III	Course 19	4	B	6	24
III	Course 20	4	A	8	32
III	Course 21	3	B+	7	21
	<b>Total Credits</b>	<b>69</b>		<b>Total Credit Points</b>	<b>518</b>

$$CGPA = 518/69 = 7.51$$

The above illustrated calculation process of CGPA will be followed for each subsequent semester until 8<sup>th</sup> semester. The CGPA obtained at the end of 8th semester will become the final CGPA secured for entire B.Tech. Programme.

- 9.10 For merit ranking or comparison purposes or any other listing, **only the 'rounded off' values of the CGPAs will be used.**
- 9.11 SGPA and CGPA of a semester will be mentioned in the semester Memorandum of Grades if all subjects of that semester are passed in first attempt. Otherwise the SGPA and CGPA shall be mentioned only on the Memorandum of Grades in which sitting he passed his last exam in that semester. However, mandatory courses will not be taken into consideration.



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## 10.0 Passing standards

- 10.1 A student shall be declared successful or 'passed' in a semester, if he secures a GP  $\geq 5$  ('C' grade or above) in every subject/course in that semester (i.e. when the student gets an SGPA  $\geq 5.00$  at the end of that particular semester); and he shall be declared successful or 'passed' in the entire under graduate programme, only when gets a CGPA  $\geq 5.00$  for the award of the degree as required.
- 10.2 After the completion of each semester, a grade card or grade sheet shall be issued to all the registered students of that semester, indicating the letter grades and credits earned. It will show the details of the courses registered (course code, title, no. of credits, grade earned, etc.), credits earned.

## 11.0 Declaration of results

- 11.1 Computation of SGPA and CGPA are done using the procedure listed in 9.6 to 9.9.
- 11.2 For final percentage of marks equivalent to the computed final CGPA, the following formula may be used.

$$\% \text{ of Marks} = (\text{final CGPA} - 0.5) \times 10$$

## 12.0 Award of degree

- 12.1 A student who registers for all the specified subjects/ courses as listed in the course structure and secures the required number of 160 credits (with CGPA  $\geq 5.0$ ), within 8 academic years from the date of commencement of the first academic year, shall be declared to have 'qualified' for the award of B.Tech. degree in the chosen branch of Engineering selected at the time of admission.
- 12.2 A student who qualifies for the award of the degree as listed in item 12.1 shall be placed in the following classes.
- 12.3 A student with final CGPA (at the end of the under graduate programme)  $\geq 8.00$ , and fulfilling the following conditions - shall be placed in 'first class with distinction'. However, he
- (i) Should have passed all the subjects/courses in 'first appearance' within the first 4 academic years (or 8 sequential semesters) from the date of commencement of first year first semester.
  - (ii) Should have secured a CGPA  $\geq 8.00$ , at the end of each of the 8 sequential semesters, starting from I year I semester onwards.
  - (iii) Should not have been detained or prevented from writing the semester end examinations in any semester due to shortage of attendance or any other reason.

A student not fulfilling any of the above conditions with final CGPA  $> 8$  shall be placed in 'first class'.



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- 12.4 Students with final CGPA (at the end of the under graduate programme)  $\geq 6.50$  but  $< 8.00$  shall be placed in '**first class**'.
- 12.5 Students with final CGPA (at the end of the under graduate programme)  $\geq 5.50$  but  $< 6.50$ , shall be placed in '**second class**'.
- 12.6 All other students who qualify for the award of the degree (as per item 12.1), with final CGPA (at the end of the under graduate programme)  $\geq 5.00$  but  $< 5.50$ , shall be placed in '**pass class**'.
- 12.7 A student with final CGPA (at the end of the under graduate programme)  $< 5.00$  will not be eligible for the award of the degree.
- 12.8 Students fulfilling the conditions listed under item 12.3 alone will be eligible for award of '**Gold Medal**'.
- 13.0 **Withholding of results**
- 13.1 If the student has not paid the fees to the University at any stage, or has dues pending due to any reason whatsoever, or if any case of indiscipline is pending, the result of the student may be withheld, and the student will not be allowed to go into the next higher semester. The award or issue of the degree may also be withheld in such cases.
- 14.0 **Student transfers**
- 14.1 There shall be no branch transfers after the completion of admission process.
- 14.2 There shall be no transfers from one college/stream to another within the constituent colleges and units of Jawaharlal Nehru Technological University Hyderabad.
- 14.3 The students seeking transfer to colleges affiliated to JNTUH from various other Universities/institutions have to pass the failed subjects which are equivalent to the subjects of JNTUH, and also pass the subjects of JNTUH which the students have not studied at the earlier institution. Further, though the students have passed some of the subjects at the earlier institutions, if the same subjects are prescribed in different semesters of JNTUH, the students have to study those subjects in JNTUH in spite of the fact that those subjects are repeated.
- 14.4 The transferred students from other Universities/institutions to JNTUH affiliated colleges who are on rolls are to be provided one chance to write the CBT (internal marks) in the **equivalent subject(s)** as per the clearance letter issued by the University.
- 14.5 The autonomous affiliated colleges have to provide one chance to write the internal examinations in the **equivalent subject(s)** to the students transferred from other universities/institutions to JNTUH autonomous affiliated colleges who are on rolls, as per the clearance (equivalence) letter issued by the University.
- 15.0 **Scope**
- 15.1 The academic regulations should be read as a whole, for the purpose of any interpretation.



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- 15.2 In case of any doubt or ambiguity in the interpretation of the above rules, the decision of the Vice-Chancellor is final.
- 15.3 The University may change or amend the academic regulations, course structure or syllabi at any time, and the changes or amendments made shall be applicable to all students with effect from the dates notified by the University authorities.
- 15.4 Where the words "he", "him", "his", occur in the regulations, they include "she", "her", "hers".



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**JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY HYDERABAD**

*(Established by State Act No. 30 of 2008)*

Kukatpally, Hyderabad, Telangana (India).

**ACADEMIC REGULATIONS FOR B.TECH. (LATERAL ENTRY SCHEME) FROM  
THE AY 2019-20**

1. **Eligibility for award of B. Tech. Degree (LES)**

The LES students after securing admission shall pursue a course of study for not less than three academic years and not more than six academic years.

2. The student shall register for 123 credits and secure 123 credits with CGPA  $\geq 5$  from II year to IV year B.Tech. programme (LES) for the award of B.Tech. degree.

3. The students, who fail to fulfil the requirement for the award of the degree in six academic years from the year of admission, shall forfeit their seat in B.Tech.

4. The attendance requirements of B. Tech. (Regular) shall be applicable to B.Tech. (LES).

5. **Promotion rule**

S. No	Promotion	Conditions to be fulfilled
1	Second year first semester to second year second semester	Regular course of study of second year first semester.
2	Second year second semester to third year first semester	(i) Regular course of study of second year second semester. (ii) Must have secured at least 25 credits out of 42 credits i.e., 60% credits up to second year second semester from all the relevant regular and supplementary examinations, whether the student takes those examinations or not.
3	Third year first semester to third year second semester	Regular course of study of third year first semester.
4	Third year second semester to fourth year first semester	(i) Regular course of study of third year second semester.



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		(ii) Must have secured at least 51 credits out of 86 credits i.e., 60% credits up to third year second semester from all the relevant regular and supplementary examinations, whether the student takes those examinations or not.
5	Fourth year first semester to fourth year second semester	Regular course of study of fourth year first semester.

6. All the other regulations as applicable to B. Tech. 4-year degree course (Regular) will hold good for B. Tech. (Lateral Entry Scheme).

### MALPRACTICES RULES

#### DISCIPLINARY ACTION FOR / IMPROPER CONDUCT IN EXAMINATIONS

	Nature of Malpractices/Improper conduct	Punishment
	If the student:	
1. (a)	Possesses or keeps accessible in examination hall, any paper, note book, programmable calculators, cell phones, pager, palm computers or any other form of material concerned with or related to the subject of the examination (theory or practical) in which student is appearing but has not made use of (material shall include any marks on the body of the student which can be used as an aid in the subject of the examination)	Expulsion from the examination hall and cancellation of the performance in that subject only.
(b)	Gives assistance or guidance or receives it from any other student orally or by any other body language methods or communicates through cell phones with any student or persons in or outside the exam hall in respect of any matter.	Expulsion from the examination hall and cancellation of the performance in that subject only of all the students involved. In case of an outsider, he will be handed over to the police and a case is registered against him.
2.	Has copied in the examination hall from any paper, book, programmable calculators, palm computers or any other form of material relevant to the subject of the examination (theory or	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the student has already appeared including practical examinations and project work and shall not be permitted to



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	practical) in which the student is appearing.	appear for the remaining examinations of the subjects of that semester/year.  The hall ticket of the student is to be cancelled and sent to the University.
3.	Impersonates any other student in connection with the examination.	The student who has impersonated shall be expelled from examination hall. The student is also debarred and forfeits the seat. The performance of the original student who has been impersonated, shall be cancelled in all the subjects of the examination (including practicals and project work) already appeared and shall not be allowed to appear for examinations of the remaining subjects of that semester/year. The student is also debarred for two consecutive semesters from class work and all University examinations. The continuation of the course by the student is subject to the academic regulations in connection with forfeiture of seat. If the imposter is an outsider, he will be handed over to the police and a case is registered against him.
4.	Smuggles in the answer book or additional sheet or takes out or arranges to send out the question paper during the examination or answer book or additional sheet, during or after the examination.	Expulsion from the examination hall and cancellation of performance in that subject and all the other subjects the student has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The student is also debarred for two consecutive semesters from class work and all University examinations. The continuation of the course by the student is subject to the academic regulations in connection with forfeiture of seat.
5.	Uses objectionable, abusive or offensive language in the answer paper or in letters to the examiners or writes to the examiner requesting him to award pass marks.	Cancellation of the performance in that subject.
6.	Refuses to obey the orders of the chief superintendent/assistant superintendent / any officer on duty or	In case of students of the college, they shall be expelled from examination halls and cancellation of their performance in that



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	<p>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 in or outside the examination hall of any injury to his person or to any of his relations 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 of his relations, 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.</p>	<p>subject and all other subjects the student(s) has (have) already appeared and shall not be permitted to appear for the remaining examinations of the subjects of that semester/year. The students also are debarred and forfeit their seats. In case of outsiders, they will be handed over to the police and a police case is registered against them.</p>
<p>7.</p>	<p>Leaves the exam hall taking away answer script or intentionally tears off the script or any part thereof inside or outside the examination hall.</p>	<p>Expulsion from the examination hall and cancellation of performance in that subject and all the other subjects the student has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The student is also debarred for two consecutive semesters from class work and all University examinations. The continuation of the course by the student is subject to the academic regulations in connection with forfeiture of seat.</p>
<p>8.</p>	<p>Possesses any lethal weapon or firearm in the examination hall.</p>	<p>Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the student has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The student is also debarred and forfeits the seat.</p>



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9.	If student of the college, who is not a student for the particular examination or any person not connected with the college indulges in any malpractice or improper conduct mentioned in clause 6 to 8.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the student has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The student is also debarred and forfeits the seat.  Person(s) who do not belong to the college will be handed over to the police and, a police case will be registered against them.
10.	Comes in a drunken condition to the examination hall.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the student has already appeared for including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects 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 subject and all other subjects the student has appeared for 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 University for further action to award a suitable punishment.	

**Malpractices identified by squad or special invigilators**

1. Punishments to the students as per the above guidelines.
2. Punishment for institutions : (if the squad reports that the college is also involved in encouraging malpractices)
  - a. A show cause notice shall be issued to the college.
  - b. Impose a suitable fine on the college.
  - c. Shifting the examination centre from one college to another college for a specific period of not less than one year.

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# JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY HYDERABAD

(Established by State Act No. 30 of 2008)

Kukatpally, Hyderabad, Telangana (India).

## ACADEMIC REGULATIONS FOR B.TECH. REGULAR STUDENTS

### WITH EFFECT FROM

### ACADEMIC YEAR 2016-17 (R-16)

- 1.0 Under-Graduate Degree Programme in Engineering & Technology (UGP in E&T)
- 1.1 JNTUH offers a 4-year (8 semesters) **Bachelor of Technology (B.Tech.)** degree programme, under Choice Based Credit System (CBCS) at its non-autonomous constituent and affiliated colleges with effect from the academic year 2016-17 in the following branches of Engineering:

Branch
Civil Engineering
Electrical and Electronics Engineering
Mechanical Engineering
Electronics and Communication Engineering
Computer Science and Engineering
Chemical Engineering
Electronics and Instrumentation Engineering
Bio-Medical Engineering
Information Technology
Mechanical Engineering (Mechatronics)
Electronics and Telematics Engineering
Metallurgy and Material Technology
Electronics and Computer Engineering
Mechanical Engineering (Production)
Aeronautical Engineering
Instrumentation and Control Engineering
Biotechnology
Automobile Engineering
Mining Engineering
Petroleum Engineering
Civil and Environmental Engineering
Mechanical Engineering (Nano Technology)
Computer Science & Technology
Pharmaceutical Engineering



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## 2.0 Eligibility for admission

2.1 Admission to the under graduate programme shall be made either on the basis of the merit rank obtained by the qualified student in entrance test conducted by the Telangana State Government (EAMCET) or the University or on the basis of any other order of merit approved by the University, subject to reservations as prescribed by the government from time to time.

2.2 The medium of instructions for the entire under graduate programme in E&T will be **English** only.

## 3.0 B.Tech. Programme structure

3.1 A student after securing admission shall pursue the under graduate programme in B.Tech. in a minimum period of **four** academic years (8 semesters), and a maximum period of **eight** academic years (16 semesters) starting from the date of commencement of first year first semester, failing which student shall forfeit seat in B.Tech course.

Each semester is structured to provide 24 credits, totaling to 192 credits for the entire B.Tech. programme.

Each student shall secure 192 credits (with CGPA  $\geq 5$ ) required for the completion of the under graduate programme and award of the B.Tech. degree.

3.2 UGC/ AICTE specified definitions/ descriptions are adopted appropriately for various terms and abbreviations used in these academic regulations/ norms, which are listed below.

### 3.2.1 Semester scheme

Each under graduate programme is of 4 academic years (8 semesters) with the academic year being divided into two semesters of 22 weeks ( $\geq 90$  instructional days) each, each semester having - 'Continuous Internal Evaluation (CIE)' and 'Semester End Examination (SEE)', Choice Based Credit System (CBCS) and Credit Based Semester System (CBSS) as indicated by UGC and curriculum / course structure as suggested by AICTE are followed.


### 3.2.2 Credit courses

All subjects/ courses are to be registered by the student in a semester to earn credits which shall be assigned to each subject/ course in an L: T: P: C (lecture periods: tutorial periods: practical periods: credits) structure based on the following general pattern.

- One credit for one hour/ week/ semester for theory/ lecture (L) courses.
- One credit for two hours/ week/ semester for laboratory/ practical (P) courses or Tutorials (T).

Courses like Environmental Science, Professional Ethics, Gender Sensitization lab and other student activities like NCC/NSO and NSS are identified as mandatory courses. These courses will not carry any credits.



  
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### 3.2.3 Subject Course Classification

All subjects/ courses offered for the under graduate programme in E&T (B.Tech. degree programmes) are broadly classified as follows. The university has followed almost all the guidelines issued by AICTE/UGC.

S. No.	Broad Course Classification	Course Group/ Category	Course Description
1	Foundation Courses (FnC)	BS – Basic Sciences	Includes mathematics, physics and chemistry subjects
2		ES - Engineering Sciences	Includes fundamental engineering subjects
3		HS – Humanities and Social sciences	Includes subjects related to humanities, social sciences and management
4	Core Courses (CoC)	PC – Professional Core	Includes core subjects related to the parent discipline/ department/ branch of Engineering.
5	Elective Courses (EC)	PE – Professional Electives	Includes elective subjects related to the parent discipline/ department/ branch of Engineering.
6		OE – Open Electives	Elective subjects which include inter-disciplinary subjects or subjects in an area outside the parent discipline/ department/ branch of Engineering.
7	Core Courses	Project Work	B.Tech. project or UG project or UG major project
8		Industrial training/ Mini- project	Industrial training/ Internship/ UG Mini-project/ Mini-project
9		Seminar	Seminar/ Colloquium based on core contents related to parent discipline/ department/ branch of Engineering.
10	Minor courses	-	1 or 2 Credit courses (subset of HS)
11	Mandatory Courses (MC)	-	Mandatory courses (non-credit)

### 4.0 Course registration

4.1 A 'faculty advisor or counselor' shall be assigned to a group of 15 students, who will advise student about the under graduate programme, its course structure and curriculum,



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choice/option for subjects/ courses, based on their competence, progress, pre-requisites and interest.

- 4.2 The academic section of the college invites 'registration forms' from students before the beginning of the semester through 'on-line registration', ensuring 'date and time stamping'. The on-line registration requests for any 'current semester' shall be **completed before the commencement of SEEs (Semester End Examinations) of the 'preceding semester'**.
- 4.3 A student can apply for **on-line** registration, **only after** obtaining the '**written approval**' from faculty advisor/counselor, which should be submitted to the college academic section through the Head of the Department. A copy of it shall be retained with Head of the Department, faculty advisor/ counselor and the student.
- 4.4 A student may be permitted to register for the subjects/ courses of **choice** with a total of 24 credits per semester (minimum of 20 credits and maximum of 28 credits per semester and permitted deviation of  $\pm 17\%$ ), based on **progress** and SGPA/ CGPA, and completion of the '**pre-requisites**' as indicated for various subjects/ courses, in the department course structure and syllabus contents. However, a **minimum** of 20 credits per semester must be registered to ensure the '**studentship**' in any semester.
- 4.5 Choice for '**additional subjects/ courses**' to reach the maximum permissible limit of 28 credits (above the typical 24 credit norm) must be clearly indicated, which needs the specific approval and signature of the faculty advisor/ counselor.
- 4.6 If the student submits ambiguous choices or multiple options or erroneous entries during **on-line** registration for the subject(s) / course(s) under a given/ specified course group/ category as listed in the course structure, only the first mentioned subject/ course in that category will be taken into consideration.
- 4.7 Subject/ course options exercised through **on-line** registration are final and **cannot** be changed or inter-changed; further, alternate choices also will not be considered. However, if the subject/ course that has already been listed for registration by the Head of the Department in a semester could not be offered due to any unforeseen or unexpected reasons, then the student shall be allowed to have alternate choice either for a new subject (subject to offering of such a subject), or for another existing subject (subject to availability of seats). Such alternate arrangements will be made by the head of the department, with due notification and time-framed schedule, within the **first week** after the commencement of class-work for that semester.
- 4.8 Dropping of subjects/ courses may be permitted, only after obtaining prior approval from the faculty advisor/ counselor (subject to retaining a minimum of 20 credits), '**within a period of 15 days**' from the beginning of the current semester.
- 4.9 **Open electives:** The students have to choose one open elective (OE-I) during III year I semester, one (OE-II) during III year II semester, and one (OE-III) in IV year II semester, from the list of open electives given. However, the student cannot opt for an



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open elective subject offered by their own (parent) department, if it is already listed under any category of the subjects offered by parent department in any semester.

- 4.10 **Professional electives:** students have to choose professional elective (PE-I) in III year II semester, Professional electives II, III, and IV (PE-II, III and IV) in IV year I semester, Professional electives V, and VI (PE-V and VI) in IV year II semester, from the list of professional electives given. However, the students may opt for professional elective subjects offered in the related area.
- 5.0 **Subjects/ courses to be offered**
- 5.1 A typical section (or class) strength for each semester shall be 60.
- 5.2 A subject/ course may be offered to the students, **only if** a minimum of 20 students ( $1/3$  of the section strength) opt for it. The maximum strength of a section is limited to 80 ( $60 + 1/3$  of the section strength).
- 5.3 More than **one faculty member** may offer the **same subject** (lab/ practical may be included with the corresponding theory subject in the same semester) in any semester. However, selection of choice for students will be based on - '**first come first serve** basis and CGPA criterion' (i.e. the first focus shall be on early **on-line entry** from the student for registration in that semester, and the second focus, if needed, will be on CGPA of the student).
- 5.4 If more entries for registration of a subject come into picture, then the Head of Department concerned shall decide, whether or not to offer such a subject/ course for **two (or multiple) sections**.
- 5.5 In case of options coming from students of other departments/ branches/ disciplines (not considering **open electives**), first **priority** shall be given to the student of the '**parent department**'.
- 6.0 **Attendance requirements:**
- 6.1 A student shall be eligible to appear for the semester end examinations, if student acquires a minimum of 75% of attendance in aggregate of all the subjects/ courses (excluding attendance in mandatory courses Environmental Science, Professional Ethics, Gender Sensitization Lab, NCC/NSO and NSS) for that semester.
- 6.2 Shortage of attendance in aggregate up to 10% (65% and above, and below 75%) in each semester may be condoned by the college academic committee on genuine and valid grounds, based on the student's representation with supporting evidence.
- 6.3 A stipulated fee shall be payable towards condoning of shortage of attendance.
- 6.4 Shortage of attendance below 65% in aggregate shall in **no** case be condoned.
- 6.5 **Students whose shortage of attendance is not condoned in any semester are not eligible to take their end examinations of that semester. They get detained and their registration for that semester shall stand cancelled. They will not be promoted to the next semester. They may seek re-registration for all those subjects**



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indicated in the grade card of IV year II semester. However, the performance of student in the earlier individual semesters, with the corresponding SGPA and CGPA for which grade cards have already been given will not be altered.

- 7.6 If a student registers for some more 'extra subjects' (in the parent department or other departments/branches of engg.) other than those listed subjects totaling to 192 credits as specified in the course structure of his department, the performances in those 'extra subjects' (although evaluated and graded using the same procedure as that of the required 192 credits) will not be taken into account while calculating the SGPA and CGPA. For such 'extra subjects' registered, % of marks and letter grade alone will be indicated in the grade card as a performance measure, subject to completion of the attendance and academic requirements as stated in regulations 6 and 7.1 – 7.5 above.
- 7.7 A student eligible to appear in the end semester examination for any subject/ course, but absent from it or failed (thereby failing to secure 'C' grade or above) may reappear for that subject/ course in the supplementary examination as and when conducted. In such cases, internal marks (CIE) assessed earlier for that subject/ course will be carried over, and added to the marks to be obtained in the SEE supplementary examination for evaluating performance in that subject.
- 7.8 A student detained in a semester due to shortage of attendance may be re-admitted when the same semester is offered in the next academic year for fulfillment of academic requirements. The academic regulations under which student has been readmitted shall be applicable. However, no grade allotments or SGPA/ CGPA calculations will be done for the entire semester in which student has been detained.
- 7.9 A student detained due to lack of credits, shall be promoted to the next academic year only after acquiring the required academic credits. The academic regulations under which student has been readmitted shall be applicable to him.
- 8.0 **Evaluation - Distribution and Weightage of marks**
- 8.1 The performance of a student in every subject/course (including practicals and UG major project) will be evaluated for 100 marks each, with 25 marks allotted for CIE (Continuous Internal Evaluation) and 75 marks for SEE (Semester End-Examination).
- 8.2 For theory subjects, during a semester, there shall be two mid-term examinations. Each mid-term examination consists of one objective paper, one descriptive paper and one assignment. The objective paper and the descriptive paper shall be for 10 marks each with a total duration of 1 hour 20 minutes (20 minutes for objective and 60 minutes for descriptive paper). The objective paper is set with 20 bits of multiple choice, fill-in the blanks and matching type of questions for a total of 10 marks. The descriptive paper shall contain 4 full questions out of which, the student has to answer 2 questions, each carrying 5 marks. While the first mid-term examination shall be conducted on 50% of the syllabus, the second mid-term examination shall be conducted on the remaining 50% of the syllabus. Five marks are allocated for




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assignments (as specified by the subject teacher concerned). The first assignment should be submitted before the conduct of the first mid-examination, and the second assignment should be submitted before the conduct of the second mid-examination. The total marks secured by the student in each mid-term examination are evaluated for 25 marks, and the average of the two mid-term examinations shall be taken as the final marks secured by each student in internals/sessionals. If any student is absent from any subject of a mid-term examination, an on-line test will be conducted for him by the university. The details of the question paper pattern are as follows,

- The end semester examinations will be conducted for 75 marks consisting of two parts viz. i) **Part- A** for 25 marks, ii) **Part - B** for 50 marks.
  - **Part-A** is compulsory question which consists of ten sub-questions. The first five sub-questions are from each unit and carry 2 marks each. The next five sub-questions are one from each unit and carry 3 marks each.
  - **Part-B** consists of five questions (numbered from 2 to 6) carrying 10 marks each. Each of these questions is from one unit and may contain sub-questions. For each question there will be an "either" "or" choice, which means that there will be two questions from each unit and the student should answer either of the two questions.
- 8.3 For practical subjects there shall be a continuous internal evaluation during the semester for 25 sessional marks and 75 semester end examination marks. Out of the 25 marks for internal evaluation, day-to-day work in the laboratory shall be evaluated for 15 marks and internal practical examination shall be evaluated for 10 marks conducted by the laboratory teacher concerned. The semester end examination shall be conducted with an external examiner and the laboratory teacher. The external examiner shall be appointed from the clusters of colleges which are decided by the examination branch of the university.
- 8.4 For the subject having design and/or drawing, (such as engineering graphics, engineering drawing, machine drawing) and estimation, the distribution shall be 25 marks for continuous internal evaluation (15 marks for day-to-day work and 10 marks for internal tests) and 75 marks for semester end examination. There shall be two internal tests in a semester and the average of the two shall be considered for the award of marks for internal tests.
- 8.5 There shall be an UG mini-project, in collaboration with an industry of their specialization. Students will register for this immediately after III year II semester examinations and pursue it during summer vacation. The UG mini-project shall be submitted in a report form and presented before the committee in IV year I semester. It shall be evaluated for 100 marks. The committee consists of an external examiner, Head of the Department, supervisor of the UG mini-project and a senior faculty member of the department. There shall be no internal marks for UG mini-project.



  
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- 8.6 There shall be a seminar presentation in IV year I semester. For the seminar, the student shall collect the information on a specialized topic, prepare a technical report, and submit it to the department. It shall be evaluated by the departmental committee consisting of Head of the Department, seminar supervisor and a senior faculty member. The seminar report shall be evaluated for 100 marks. There shall be no semester end examination for the seminar.
- 8.7 Out of a total of 100 marks for the UG major Project, 25 marks shall be allotted for internal evaluation and 75 marks for the end semester examination (viva voce). The end semester examination of the UG major Project shall be conducted by the same committee as appointed for the UG mini-project. In addition, the UG major Project supervisor shall also be included in the committee. The topics for UG mini project, seminar and UG major Project shall be different from one another. The evaluation of UG major Project shall be made at the end of IV year II semester. The internal evaluation shall be on the basis of two seminars given by each student on the topic of UG major Project.
- 8.8 The laboratory marks and the sessional marks awarded by the college are subject to scrutiny and scaling by the university wherever necessary. In such cases, the sessional and laboratory marks awarded by the college will be referred to a committee. The committee will arrive at a scaling factor and the marks will be scaled accordingly. The recommendations of the committee are final and binding. The laboratory records and internal test papers shall be preserved in the respective institutions as per the university rules and produced before the committees of the university as and when asked for.
- 8.9 For mandatory courses Environmental Science, Professional Ethics and gender sensitization lab, a student has to secure 40 marks out of 100 marks (i.e. 40% of the marks allotted) in the continuous internal evaluation for passing the subject/course.
- 8.10 For mandatory courses NCC/ NSO and NSS, a 'satisfactory participation certificate' shall be issued to the student from the authorities concerned, only after securing  $\geq$  65% attendance in such a course.
- 8.11 No marks or letter grade shall be allotted for all mandatory/non-credit courses.

#### 9.0 Grading procedure

- 9.1 Marks will be awarded to indicate the performance of student in each theory subject, laboratory / practicals, seminar, UG mini project, UG major project. Based on the percentage of marks obtained (Continuous Internal Evaluation plus Semester End Examination, both taken together) as specified in item 8 above, a corresponding letter grade shall be given.
- 9.2 As a measure of the performance of student, a 10-point absolute grading system using the following letter grades (as per UGC/AICTE guidelines) and corresponding percentage of marks shall be followed:



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% of Marks Secured in a Subject/Course (Class Intervals)	Letter Grade (UGC Guidelines)	Grade Points
Greater than or equal to 90%	O (Outstanding)	10
80 and less than 90%	A <sup>+</sup> (Excellent)	9
70 and less than 80%	A (Very Good)	8
60 and less than 70%	B <sup>+</sup> (Good)	7
50 and less than 60%	B (Average)	6
40 and less than 50%	C (Pass)	5
Below 40%	F (FAIL)	0
Absent	Ab	0

- 9.3 A student obtaining 'F' grade in any subject shall be deemed to have 'failed' and is required to reappear as a 'supplementary student' in the semester end examination, as and when offered. In such cases, internal marks in those subjects will remain the same as those obtained earlier.
- 9.4 A student who has not appeared for examination in any subject, 'Ab' grade will be allocated in that subject, and student shall be considered 'failed'. Student will be required to reappear as a 'supplementary student' in the semester end examination, as and when offered.
- 9.5 A letter grade does not indicate any specific percentage of marks secured by the student, but it indicates only the range of percentage of marks.
- 9.6 A student earns grade point (GP) in each subject/ course, on the basis of the letter grade secured in that subject/ course. The corresponding 'credit points' (CP) are computed by multiplying the grade point with credits for that particular subject/ course.

**Credit points (CP) = grade point (GP) x credits .... For a course**

- 9.7 The student passes the subject/ course only when  $GP \geq 5$  ('C' grade or above)
- 9.8 The semester grade point average (SGPA) is calculated by dividing the sum of credit points ( $\Sigma CP$ ) secured from all subjects/ courses registered in a semester, by the total number of credits registered during that semester. SGPA is rounded off to two decimal places. SGPA is thus computed as

$$SGPA = \{ \sum_{i=1}^N C_i G_i \} / \{ \sum_{i=1}^N C_i \} \dots \text{For each semester,}$$



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where 'i' is the subject indicator index (takes into account all subjects in a semester), 'N' is the no. of subjects 'registered' for the semester (as specifically required and listed under the course structure of the parent department),  $C_i$  is the no. of credits allotted to the  $i^{\text{th}}$  subject, and  $G_i$  represents the grade points (GP) corresponding to the letter grade awarded for that  $i^{\text{th}}$  subject.

- 9.9 The cumulative grade point average (CGPA) is a measure of the overall cumulative performance of a student in all semesters considered for registration. The CGPA is the ratio of the total credit points secured by a student in **all** registered courses in **all** semesters, and the total number of credits registered in **all** the semesters. CGPA is rounded off to **two** decimal places. CGPA is thus computed from the 1 year II semester onwards at the end of each semester as per the formula

$$\text{CGPA} = \{ \sum_{i=1}^M C_i G_i \} / \{ \sum_{i=1}^M C_i \} \dots \text{for all } S \text{ semesters registered}$$

(i.e., up to and inclusive of S semesters,  $S \geq 2$ ),

where 'M' is the total no. of subjects (as specifically required and listed under the course structure of the parent department) the student has 'registered' i.e., from the 1<sup>st</sup> semester onwards up to and inclusive of the 8<sup>th</sup> semester, 'j' is the subject indicator index (takes into account all subjects from 1 to 8 semesters),  $C_j$  is the no. of credits allotted to the  $j^{\text{th}}$  subject, and  $G_j$  represents the grade points (GP) corresponding to the letter grade awarded for that  $j^{\text{th}}$  subject. After registration and completion of 1 year I semester, the SGPA of that semester itself may be taken as the CGPA, as there are no cumulative effects.

#### Illustration of calculation of SGPA

Course/Subject	Credits	Letter Grade	Grade Points	Credit Points
Course 1	4	A	8	4 x 8 = 32
Course 2	4	O	10	4 x 10 = 40
Course 3	4	C	5	4 x 5 = 20
Course 4	3	B	6	3 x 6 = 18
Course 5	3	A+	9	3 x 9 = 27
Course 6	3	C	5	3 x 5 = 15
	21			152

$$\text{SGPA} = 152/21 = 7.23$$

#### Illustration of calculation of CGPA:

Semester	Credits	SGPA	Credits x
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			SGPA
Semester I	24	7	24 x 7 = 168
Semester II	24	6	24 x 6 = 144
Semester III	24	6.5	24 x 6.5 = 156
Semester IV	24	6	24 x 6 = 144
Semester V	24	7.5	24 x 7.5 = 180
Semester VI	24	8	24 x 8 = 192
Semester VII	24	8.5	24 x 8.5 = 204
Semester VIII	24	8	24 x 8 = 192
	192		1380

$$CGPA = 1380/192 = 7.18$$

- 9.10 For merit ranking or comparison purposes or any other listing, **only the 'rounded off' values of the CGPAs will be used.**
- 9.11 For calculations listed in regulations 9.6 to 9.9, performance in failed subjects/ courses (securing F grade) will also be taken into account, and the credits of such subjects/ courses will also be included in the multiplications and summations. After passing the failed subject(s) newly secured letter grades will be taken into account for calculation of SGPA and CGPA. However, mandatory courses will not be taken into consideration.
- 10.0 **Passing standards**
- 10.1 A student shall be declared successful or 'passed' in a semester, if student secures a  $GP \geq 5$  ('C' grade or above) in every subject/course in that semester (i.e. when student gets an  $SGPA \geq 5.00$  at the end of that particular semester); and a student shall be declared successful or 'passed' in the entire under graduate programme, only when gets a  $CGPA \geq 5.00$  for the award of the degree as required.
- 10.2 After the completion of each semester, a grade card or grade sheet (or transcript) shall be issued to all the registered students of that semester, indicating the letter grades and credits earned. It will show the details of the courses registered (course code, title, no. of credits, and grade earned etc.), credits earned, SGPA, and CGPA.



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**11.0 Declaration of results**

- 11.1 Computation of SGPA and CGPA are done using the procedure listed in 9.6 to 9.9.
- 11.2 For final percentage of marks equivalent to the computed final CGPA, the following formula may be used.

$$\% \text{ of Marks} = (\text{final CGPA} - 0.5) \times 10$$

**12.0 Award of degree**

- 12.1 A student who registers for all the specified subjects/ courses as listed in the course structure and secures the required number of 192 credits (with CGPA  $\geq$  5.0), within 8 academic years from the date of commencement of the first academic year, shall be declared to have '**qualified**' for the award of the B.Tech. degree in the chosen branch of Engineering as selected at the time of admission.
- 12.2 A student who qualifies for the award of the degree as listed in item 12.1 shall be placed in the following classes.
- 12.3 Students with final CGPA (at the end of the under graduate programme)  $\geq$  8.00, and fulfilling the following conditions -
- (i) Should have passed all the subjects/courses in '**first appearance**' within the first 4 academic years (or 8 sequential semesters) from the date of commencement of first year first semester.
  - (ii) Should have secured a CGPA  $\geq$  8.00, at the end of each of the 8 sequential semesters, starting from I year I semester onwards.
  - (iii) Should not have been detained or prevented from writing the end semester examinations in any semester due to shortage of attendance or any other reason, shall be placed in '**first class with distinction**'.
- 12.4 Students with final CGPA (at the end of the under graduate programme)  $\geq$  6.50 but  $<$  8.00, shall be placed in '**first class**'.
- 12.5 Students with final CGPA (at the end of the under graduate programme)  $\geq$  5.50 but  $<$  6.50, shall be placed in '**second class**'.
- 12.6 All other students who qualify for the award of the degree (as per item 12.1), with final CGPA (at the end of the under graduate programme)  $\geq$  5.00 but  $<$  5.50, shall be placed in '**pass class**'.
- 12.7 A student with final CGPA (at the end of the under graduate programme)  $<$  5.00 will not be eligible for the award of the degree.
- 12.8 Students fulfilling the conditions listed under item 12.3 alone will be eligible for award of '**university rank**' and '**gold medal**'.



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### 13.0 Withholding of results

- 13.1 If the student has not paid the fees to the university/ college at any stage, or has dues pending due to any reason whatsoever, or if any case of indiscipline is pending, the result of the student may be withheld, and student will not be allowed to go into the next higher semester. The award or issue of the degree may also be withheld in such cases.

### 14.0 Transitory regulations

#### A. For students detained due to shortage of attendance:

1. A Student who has been detained in I year of R09/R13/R15 Regulations due to lack of attendance, shall be permitted to join I year I Semester of R16 Regulations and he is required to complete the study of B.Tech./B. Pharmacy programme within the stipulated period of eight academic years from the date of first admission in I Year.
2. A student who has been detained in any semester of II, III and IV years of R09/R13/R15 regulations for want of attendance, shall be permitted to join the corresponding semester of R16 regulations and is required to complete the study of B.Tech./B. Pharmacy within the stipulated period of eight academic years from the date of first admission in I Year. The R16 Academic Regulations under which a student has been readmitted shall be applicable to that student from that semester.

See rule (C) for further Transitory Regulations.

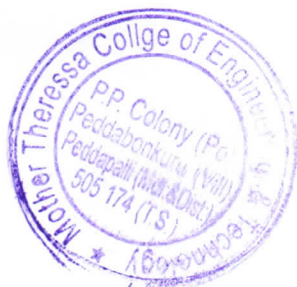
#### B. For students detained due to shortage of credits:

3. A student of R09/R13/R15 Regulations who has been detained due to lack of credits, shall be promoted to the next semester of R16 Regulations only after acquiring the required credits as per the corresponding regulations of his/her first admission. The student is required to complete the study of B.Tech./B. Pharmacy within the stipulated period of eight academic years from the year of first admission. The R16 Academic Regulations are applicable to a student from the year of readmission onwards.

See rule (C) for further Transitory Regulations.

#### C. For readmitted students in R16 Regulations:

4. A student who has failed in any subject under any regulation has to pass those subjects in the same regulations.
5. The maximum credits that a student acquires for the award of degree, shall be the sum of the total number of credits secured in all the regulations of his/her study including R16 Regulations. The performance evaluation of the student will be done after the exemption of two subjects if total credits acquired are  $\leq 206$ , three subjects if total credits acquired are  $> 206$  (see R16 Regulations for exemption details).
6. If a student readmitted to R16 Regulations, has any subject with 80% of syllabus common with his/her previous regulations, that particular subject in R16 Regulations will be substituted by another subject to be suggested by the University.



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**Note:** If a student readmitted to R16 Regulations, has not studied any subjects/topics in his/her earlier regulations of study which is prerequisite for further subjects in R16 Regulations, the College Principals concerned shall conduct remedial classes to cover those subjects/topics for the benefit of the students.

#### 15.0 Student transfers

- 15.1 There shall be no branch transfers after the completion of admission process.
- 15.2 There shall be no transfers from one college/stream to another within the constituent colleges and units of Jawaharlal Nehru Technological University Hyderabad.
- 15.3 The students seeking transfer to colleges affiliated to JNTUH from various other Universities/institutions have to pass the failed subjects which are equivalent to the subjects of JNTUH, and also pass the subjects of JNTUH which the students have not studied at the earlier institution. Further, though the students have passed some of the subjects at the earlier institutions, if the same subjects are prescribed in different semesters of JNTUH, the students have to study those subjects in JNTUH in spite of the fact that those subjects are repeated.
- 15.4 The transferred students from other Universities/institutions to JNTUH affiliated colleges who are on rolls to be provide one chance to write the CBT (internal marks) in the **failed subjects and/or subjects not studied** as per the clearance letter issued by the university.
- 15.5 The autonomous affiliated colleges have to provide one chance to write the internal examinations in the **failed subjects and/or subjects not studied**, to the students transferred from other universities/institutions to JNTUH autonomous affiliated colleges who are on rolls, as per the clearance (equivalence) letter issued by the University.

#### 16.0 Scope

- 16.1 The academic regulations should be read as a whole, for the purpose of any interpretation.
- 16.2 In case of any doubt or ambiguity in the interpretation of the above rules, the decision of the vice-chancellor is final.
- 16.3 The university may change or amend the academic regulations, course structure or syllabi at any time, and the changes or amendments made shall be applicable to all students with effect from the dates notified by the university authorities.



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# JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY HYDERABAD

(Established by State Act No. 30 of 2008)

Kukatpally, Hyderabad, Telangana (India).

## Academic Regulations for B.Tech. (Lateral Entry Scheme) from the AY 2017-18

### 1. Eligibility for award of B. Tech. Degree (LES)

The LES students after securing admission shall pursue a course of study for not less than three academic years and not more than six academic years.

- The student shall register for 144 credits and secure 144 credits with CGPA  $\geq 5$  from II year to IV year B.Tech. programme (LES) for the award of B.Tech. degree. **Out of the 144 credits secured, the student can avail exemption up to 6 credits**, that is, one open elective subject and one professional elective subject or two professional elective subjects resulting in 138 credits for B.Tech programme performance evaluation.
- The students, who fail to fulfil the requirement for the award of the degree in six academic years from the year of admission, shall forfeit their seat in B.Tech.
- The attendance requirements of B. Tech. (Regular) shall be applicable to B.Tech. (LES).

### 5. Promotion rule

S. No	Promotion	Conditions to be fulfilled
1	Second year first semester to second year second semester	Regular course of study of second year first semester.
2	Second year second semester to third year first semester	(i) Regular course of study of second year second semester. (ii) Must have secured at least 29 credits out of 48 credits i.e., 60% credits up to second year second semester from all the relevant regular and supplementary examinations, whether the student takes those examinations or not.
3	Third year first semester to third year second semester	Regular course of study of third year first semester.
4	Third year second semester to fourth year first semester	(i) Regular course of study of third year second semester. (ii) Must have secured at least 58 credits out of 96 credits i.e., 60% credits up to third year second semester from all the relevant regular and supplementary



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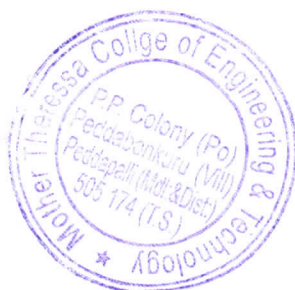
		examinations, whether the student takes those examinations or not.
5	Fourth year first semester to fourth year second semester	Regular course of study of fourth year first semester.

6. All the other regulations as applicable to B. Tech. 4-year degree course (Regular) will hold good for B. Tech. (Lateral Entry Scheme).

### MALPRACTICES RULES

#### DISCIPLINARY ACTION FOR / IMPROPER CONDUCT IN EXAMINATIONS

	Nature of Malpractices/Improper conduct	Punishment
	If the student:	
1. (a)	Possesses or keeps accessible in examination hall, any paper, note book, programmable calculators, cell phones, pager, palm computers or any other form of material concerned with or related to the subject of the examination (theory or practical) in which student is appearing but has not made use of (material shall include any marks on the body of the student which can be used as an aid in the subject of the examination)	Expulsion from the examination hall and cancellation of the performance in that subject only.
(b)	Gives assistance or guidance or receives it from any other student orally or by any other body language methods or communicates through cell phones with any student or persons in or outside the exam hall in respect of any matter.	Expulsion from the examination hall and cancellation of the performance in that subject only of all the students involved. In case of an outsider, he will be handed over to the police and a case is registered against him.
2.	Has copied in the examination hall from any paper, book, programmable calculators, palm computers or any other form of material relevant to the subject of the examination (theory or practical) in which the student is appearing.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the student has already appeared including practical examinations and project work and shall not be permitted to appear for the remaining examinations of the subjects of that semester/year.



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		The hall ticket of the student is to be cancelled and sent to the university.
3.	Impersonates any other student in connection with the examination.	The student who has impersonated shall be expelled from examination hall. The student is also debarred and forfeits the seat. The performance of the original student who has been impersonated, shall be cancelled in all the subjects of the examination (including practicals and project work) already appeared and shall not be allowed to appear for examinations of the remaining subjects of that semester/year. The student is also debarred for two consecutive semesters from class work and all university examinations. The continuation of the course by the student is subject to the academic regulations in connection with forfeiture of seat. If the imposter is an outsider, he will be handed over to the police and a case is registered against him.
4.	Smuggles in the answer book or additional sheet or takes out or arranges to send out the question paper during the examination or answer book or additional sheet, during or after the examination.	Expulsion from the examination hall and cancellation of performance in that subject and all the other subjects the student has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The student is also debarred for two consecutive semesters from class work and all university examinations. The continuation of the course by the student is subject to the academic regulations in connection with forfeiture of seat.
5.	Uses objectionable, abusive or offensive language in the answer paper or in letters to the examiners or writes to the examiner requesting him to award pass marks.	Cancellation of the performance in that subject.
6.	Refuses to obey the orders of the chief superintendent/assistant – superintendent / any officer on duty or misbehaves or creates disturbance of any kind in and around the examination	In case of students of the college, they shall be expelled from examination halls and cancellation of their performance in that subject and all other subjects the student(s) has (have) already appeared and shall not be




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	hall or organizes a walk out or instigates others to walk out, or threatens the officer-in charge or any person on duty in or outside the examination hall of any injury to his person or to any of his relations 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 of his relations, 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.	permitted to appear for the remaining examinations of the subjects of that semester/year. The students also are debarred and forfeit their seats. In case of outsiders, they will be handed over to the police and a police case is registered against them.
7.	Leaves the exam hall taking away answer script or intentionally tears of the script or any part thereof inside or outside the examination hall.	Expulsion from the examination hall and cancellation of performance in that subject and all the other subjects the student has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The student is also debarred for two consecutive semesters from class work and all university examinations. The continuation of the course by the student is subject to the academic regulations in connection with forfeiture of seat.
8.	Possess any lethal weapon or firearm in the examination hall.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the student has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The student is also debarred and forfeits the seat.
9.	If student of the college, who is not a student for the particular examination or	Student of the colleges expulsion from the examination hall and cancellation of the

  
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	any person not connected with the college indulges in any malpractice or improper conduct mentioned in clause 6 to 8.	performance in that subject and all other subjects the student has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The student is also debarred and forfeits the seat. Person(s) who do not belong to the college will be handed over to police and, a police case will be registered against them.
10.	Comes in a drunken condition to the examination hall.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the student has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year.
11.	Copying detected on the basis of internal evidence, such as, during valuation or during special scrutiny.	Cancellation of the performance in that subject and all other subjects the student 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 university for further action to award suitable punishment.	

#### Malpractices identified by squad or special invigilators

1. Punishments to the students as per the above guidelines.
2. Punishment for institutions : (if the squad reports that the college is also involved in encouraging malpractices)
  - a. A show cause notice shall be issued to the college.
  - b. Impose a suitable fine on the college.
  - c. Shifting the examination centre from the college to another college for a specific period of not less than one year.

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**JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY HYDERABAD**  
(Established by Act No.30 of 2008)  
Kukatpally, Hyderabad-500085, Telangana State (India)

**Academic Regulations of MBA (Regular/Full Time) Programme  
Under Choice Based Credit System (CBCS) 2022-23 (R22)**

(Effective for the students admitted into I year from the Academic Year 2022-23 and onwards)

- 1.0 Jawaharlal Nehru Technological University Hyderabad (JNTUH) offers Two Years (Four Semesters) full-time Master of Business Administration (MBA) Degree programme, under CBCS at its constituent (non-autonomous) unit and affiliated colleges.
- 2.0 **Eligibility for Admissions**
- 2.1 Admission to the MBA programme shall be made subject to eligibility, qualification prescribed by the University from time to time.
- 2.2 Admission to the MBA programme shall be made on the basis of either the merit rank or Percentile obtained by the qualified student in the relevant qualifying Examination/ the merit rank obtained by the qualified student in an entrance test conducted by Telangana State Government (ICET) for MBA programme / an entrance test conducted by JNTUH/ on the basis of any other exams approved by the University, subject to reservations as laid down by the Govt. from time to time.
- 2.3 The medium of instructions for MBA Programme will be **ENGLISH** only.
- 3.0 **MBA Programme Structure**
- 3.1 The MBA Programme of JNTUH is in Semester pattern, with Four Semesters consisting of Two academic years, each academic year having Two Semesters (First/Odd and Second/Even Semesters). Each Semester shall be of 22 weeks duration (inclusive of Examinations), with a minimum of 90 instructional days per Semester.
- 3.2 The two-year MBA program consists of 102 compulsory credits and the student has to register for all 102 credits and earn all 102 credits for the award of MBA degree. There is **NO** exemption of credits in any case.
- 3.3 The student shall not take more than four academic years to fulfil all the academic requirements for the award of MBA degree from the date of commencement of first year first semester, failing which the student shall forfeit the seat in MBA programme.
- 3.4 UGC/AICTE specified definitions/descriptions are adopted appropriately for various terms and abbreviations used in these PG academic regulations, as listed below:
- 3.4.1 **Semester Scheme**
- Each Semester shall have 'Continuous Internal Evaluation (CIE)' and 'Semester End Examination (SEE)'. Choice Based Credit System (CBCS) and Credit Based Semester System (CBSS) are taken as 'references' for the present set of Regulations. The terms 'SUBJECT' and 'COURSE' imply the same meaning here and refer to 'Theory Subject', or 'Lab Course', or 'Seminar', or 'Internship', or 'Project' as the case may be.
- 3.4.2 **Credit Courses**
- All subjects/courses are to be registered by the student in a semester to earn credits which shall be



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assigned to each subject/course in an L: T: P: C (Lecture Periods: Tutorial Periods: Practical Periods: Credits) structure based on the following general pattern:

- One credit for one hour/week/semester for theory/lecture (L) laboratory/practical (P) or tutorials (T) courses.
- Other student activities like study tour, guest lecture, conference/workshop participations, technical paper presentations, and identified mandatory courses, if any, will not carry credits.

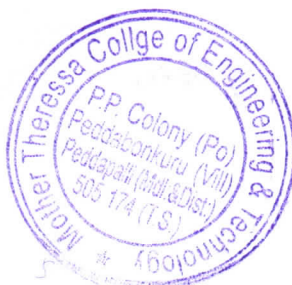
### 3.4.3 Subject Course Classification

All subjects/courses offered for the MBA Degree Programme is broadly classified as follows. The University has followed in general the guidelines issued by AICTE/JGC.

S.No.	Broad Course Classification	Course Group/ Category	Course Description
1	Core Courses (CoC)	CC - Core Courses	Includes subjects related to the management
		Project Work	MBA Project or PG Project or Major Project
		Seminar /Pre-Submission Project Seminar / Summer Internship	Seminar based on core contents related to management
2	Elective Courses (EIE)	PE - Professional Electives	Includes elective subjects related to the specialization
		OE - Open Electives	Elective subjects which include inter-disciplinary subjects

### 4.0 Course Registration

- 4.1 A 'Faculty Advisor or Counselor' shall be assigned to each specialization, who will advise on the MBA, its Course Structure and Curriculum, Choice/Option for Subjects/ Courses, based on his competence, progress, pre-requisites and interest.
- 4.2 The Academic Section of the College invites 'Registration Forms' from students within 15 days from the commencement of class work through 'ON-LINE SUBMISSIONS', ensuring 'DATE and TIME Stamping'. The ON-LINE Registration Requests for any 'CURRENT SEMESTER' shall be completed BEFORE the commencement of SEEs (Semester End Examinations) of the 'PRECEDING SEMESTER'.
- 4.3 A Student can apply for ON-LINE Registration, ONLY AFTER obtaining the 'WRITTEN APPROVAL' from his Faculty Advisor, which should be submitted to the College Academic Section through the Head of Department (a copy of it being retained with Head of Department, Faculty Advisor and the Student).
- 4.4 If the Student submits ambiguous choices or multiple options or erroneous entries during ON-LINE Registration for the Subject(s) / Course(s) under a given/ specified Course Group/ Category as listed in the Course Structure, only the first mentioned Subject/ Course in that Category will be taken into consideration.
- 4.5 Subject/ Course Options exercised through ON-LINE Registration are final and CANNOT be changed, nor can they be inter-changed; further, alternate choices also will not be considered. However, if the Subject/ Course that has already been listed for Registration by the University in a



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Semester could not be offered due to unforeseen or unexpected reasons, then the Student will be allowed to have alternate choice either for a new Subject, if it is offered, or for another existing Subject (subject to availability of seats). Such alternate arrangements will be made by the Head of Department, with due notification and time-framed schedule, within the FIRST WEEK from the commencement of Class-work for that Semester.

#### 5.0 Attendance Requirements

The programmes are offered on the basis of a unit system with each subject being considered a unit. Attendance is calculated separately for each subject.

- 5.1 Attendance in all classes (Lectures/Laboratories) is compulsory. The minimum required attendance in each theory including the attendance of mid-term examination / Laboratory etc. is 75%. Two periods of attendance for each theory subject shall be considered, if the student appears for the mid-term examination of that subject. A student shall not be permitted to appear for the Semester End Examinations (SEE), if his attendance is less than 75%.
- 5.2 **Condoning of shortage of attendance** (between 65% and 75%) up to a maximum of 10% (considering the days of attendance in sports, games, NCC, NSS activities and Medical grounds) in each subject of a semester shall be granted by the College Academic Committee on genuine reasons.
- 5.3 **Shortage of Attendance below 65% in any subject shall in no case be condoned.**
- 5.4 A Student, whose shortage of attendance is not condoned in any subject(s) in any semester, is considered detained in that subject(s) and is not eligible to write Semester End Examination(s) of such subject(s) in that semester, and he has to seek re-registration for those subject(s) in subsequent semesters, and attend the same as and when offered.
- 5.5 A student fulfills the attendance requirement in the present semester, shall not be eligible for readmission into the same class.
- 5.6 A prescribed fee per subject shall be payable for condoning shortage of attendance after getting the approval of College Academic Committee for the same. The College Academic Committee shall maintain relevant documents along with the request from the student.
- 5.7 A Candidate shall acquire minimum required attendance subject-wise in at least THREE theory subjects in each semester for promoting to next Semester.

#### 6.0 Academic Requirements

The following academic requirements have to be satisfied, in addition to the attendance requirements mentioned in item no. 5. The performance of the candidate in each semester shall be evaluated subject-wise, with a maximum of 100 marks per subject/course (theory / laboratory), on the basis of Internal Evaluation (for 40 marks) and Semester End Examination (for 60 marks).

- 6.1 A student shall be deemed to have satisfied the academic requirements and earned the credits allotted to each subject/course, if he secures not less than 40% of marks (24 out of 60 marks) in the End Semester Examination, and a minimum of 50% of marks in the sum total of CIE (Continuous Internal Evaluation) and SEE (Semester End Examination) taken together, in terms of Letter Grades and this implies securing 'B' Grade or above in a subject.
- 6.2 A student shall be deemed to have satisfied the academic requirements and earned the credits allotted to a subject/ course, if he secures not less than 50% of the total marks. The student is deemed to have failed, if he does not submit a report on summer internship or does not make a



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presentation of the same before the evaluation committee as per schedule, in such a case, he has to reappear for the same during the supplementary examinations as and when the notification is issued, subject to item 3.2.

- 6.3 A student shall register for all subjects for total of 102 credits as specified and listed in the course structure for the chosen specialization, put in the required attendance and fulfill the academic requirements for securing 102 credits obtaining a minimum of 'B' Grade or above in each subject, and all 102 credits securing Semester Grade Point Average (SGPA)  $\geq 6.0$  (in each semester) and final Cumulative Grade Point Average (CGPA) (i.e., CGPA at the end of MBA Programme)  $\geq 6.0$ , to complete the MBA Programme successfully.

Note: (1) The SGPA will be computed and printed on the marks memo only if the candidate passes in all the subjects offered and gets minimum 'B' grade in all the subjects.

(2) CGPA is calculated only when the candidate passes in all the subjects offered in all the semesters

- 6.4 Marks and Letter Grades obtained in all those subjects covering the above specified 102 credits alone shall be considered for the calculation of final CGPA, which will be indicated in the Grade Card /Marks Memo of second year second semester.

- 6.5 If a student registers for extra subject(s) (in the parent specialization or other specializations of Management) other than those listed subjects totaling to 102 credits as specified in the course structure, the performance in extra subject(s) (although evaluated and graded using the same procedure as that of the required 102 credits) will not be considered while calculating the SGPA and CGPA. For such extra subject(s) registered, percentage of marks and Letter Grade alone will be indicated in the Grade Card/Marks Memo, as a performance measure, subject to completion of the attendance and academic requirements as stated in items 5 and 6.1 - 6.3.

- 6.6 When a student is detained due to shortage of attendance in any subject(s) in any semester, no Grade allotment will be made for such subject(s). However, he is eligible for re-registration of such subject(s) in the subsequent semester(s), as and when next offered, with the academic regulations of the batch into which he is re-registered, by paying the prescribed fees per subject. In all these re-registration cases, the student shall have to secure a fresh set of internal marks and Semester End Examination marks for performance evaluation in such subject(s), and SGPA/CGPA calculations.

- 6.7 A student eligible to appear for the Semester End Examination in any subject, but absent from it or failed (failing to secure 'B' Grade or above), may reappear for that subject at the supplementary examination as and when conducted. In such cases, his internal Marks assessed earlier for that subject will be carried over, and added to the marks secured in the supplementary examination, for the purpose of evaluating his performance in that subject.

- 6.8 A Student who fails to earn 102 credits as per the specified course structure, and as indicated above, within four academic years from the date of commencement of his first year first semester, shall forfeit his seat in MBA programme and his admission shall stand cancelled.

#### 7.0 Evaluation - Distribution and Weightage of Marks

The performance of a student in each semester shall be evaluated subject- wise (irrespective of credits assigned) for a maximum of 100 marks. The MBA project work (main project viva voce) will also be evaluated for 100 marks.

- 7.1 For the theory subjects 60 marks shall be awarded for the performance in the Semester End Examination and 40 marks shall be awarded for Continuous Internal Evaluation (CIE). The



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Continuous Internal Evaluation shall be made based on the average of the marks secured in the two Mid-Term Examinations conducted, first Mid-Term examinations in the middle of the Semester and second Mid-Term examinations during the last week of instruction.

In CIE, for theory subjects, during a semester, there shall be two mid-term examinations. Each Mid-Term examination consists of two parts i) **Part – A** for 10 marks, ii) **Part – B** for 15 marks with a total duration of 2 hours as follows:

1. Mid-Term Examination for 25 marks:
  - a. Part - A: Objective/quiz paper/Short Note for 10 marks.
  - b. Part - B: Descriptive paper for 15 marks.

Student shall have to earn 40%, i.e. 10 marks out of 25 marks from average of two mid-term examinations (I Mid-Term & II Mid-Term).

The remaining 15 marks of Continuous Internal Assessment (out of 40) are distributed as:

2. Assignment for 5 marks. (Average of 2 Assignments each for 5 marks)
3. PPT/Poster Presentation/ Case Study/Video presentation/Survey/Field Study/Group discussion /Role Play on a topic in the concerned subject for 5+5 =10 marks before II Mid-Term Examination.

- The objective/quiz paper is set with multiple choice, fill-in the blanks, match the following type of questions and short notes for a total of 10 marks. The descriptive paper shall contain 5 full questions out of which, the student has to answer 3 questions, each carrying 5 marks. The student has to get minimum of 40% (on 25 marks allocated for Mid-Term examinations) on average of two Mid-Term examinations.

While the first mid-term examination shall be conducted on 50% of the syllabus, the second mid-term examination shall be conducted on the remaining 50% of the syllabus.

Five (5) marks are allocated for assignments (as specified by the subject teacher concerned). The first assignment should be submitted before the conduct of the first mid-term examination, and the second assignment should be submitted before the conduct of the second mid-term examination. The average of the two assignments shall be taken as the final marks for assignment (for 5 marks).

PPT/Poster Presentation/ Case Study/ Video presentation/ Survey/ Field Study/ Group discussion / Role Play on a topic in the concerned subject for 5+5 = 10 marks before II Mid-Term Examination.

The details of the end semester question paper pattern are as follows:

- 7.2 The semester end examinations (SEE), for theory subjects, will be conducted for 60 marks consisting of two parts viz, i) **Part- A** for 10 marks, ii) **Part - B** for 50 marks.
- Part-A is a compulsory question which consists of ten sub-questions from all units carrying equal marks.
  - Part-B consists of five questions (numbered from 2 to 6) carrying 10 marks each. Each of these questions is from each unit and may contain sub-questions. For each question there will be an "either" "or" choice, which means that there will be two questions from each unit and the student should answer either of the two questions.
  - The duration of Semester End Examination is 3 hours.
- 7.3 For practical subjects there shall be a Continuous Internal Evaluation (CIE) during the semester for 40 marks and 60 marks for semester end examination. Out of the 40 marks for internal evaluation:
1. A write-up on day-to-day experiment in the laboratory (in terms of aim, components/procedure, expected outcome) which shall be evaluated for 10 marks
  2. 10 marks for viva-voce (or) tutorial (or) case study (or) application (or) poster presentation of the course concerned.
  3. Internal practical examination conducted by the laboratory teacher concerned shall be evaluated for 10 marks.



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4. The remaining 10 marks are for Laboratory Project, which consists of the Project design / Program execution / field study submission which shall be evaluated after completion of laboratory course and before semester end practical examination.

The Semester End Examination shall be conducted with an external examiner and the laboratory teacher. The external examiner shall be appointed from the cluster/ other colleges which will be decided by the examination branch of the University.

In the Semester End Examination held for 3 hours and total 60 marks are divided and allocated as shown below:

1. 10 marks for write-up
2. 15 for experiment/program
3. 15 for evaluation of results
4. 10 marks for presentation on another experiment/program in the same laboratory course
5. 10 marks for viva-voce on concerned laboratory course

- 7.4 For conducting laboratory end examinations, one internal examiner and one external examiner are to be appointed by the Principal of the College and this is to be informed to the Director of Evaluation within two weeks, before commencement of the lab end examinations. The external examiner should be selected from outside the College concerned but within the cluster. No external examiner should be appointed from any other College in the same cluster/any other cluster which is run by the same Management. A candidate has to secure a minimum of 50% of marks to be declared successful. If he fails to obtain the minimum marks, he has to reappear for the same during the supplementary examinations as and when conducted, subject to item 3.3.
- 7.5 There shall be a summer internship during the summer vacation of I Year II Semester and the evaluation is done in II Year I Semester. Summer internship Report has to be submitted to the department after approval by the concerned supervisor/mentor and the Head of the department. Summer internship Report is evaluated for 100 marks. The report has to be evaluated by the Head, Supervisor/mentor and a senior faculty of the department. A candidate has to secure a minimum of 50% of marks to be declared successful. If he fails to obtain the minimum marks, he has to reappear for the same during the supplementary examinations as and when conducted, subject to item 3.2.
- 7.6 Every candidate shall be required to submit a thesis or dissertation on a topic approved by the Project Review Committee.
- 7.7 A Project Review Committee (PRC) shall be constituted with the Head of the Department as Chairperson, Project Supervisor and one senior faculty member of the Departments offering the MBA programme.
- 7.8 Registration of Project Work: A candidate is permitted to register for the project work at the beginning of II Year II Semester after satisfying the attendance requirement in all the subjects, both theory and laboratories upto II Year I Semester. The duration of the project work is one semester.
- 7.9 After satisfying 7.8, a student, in consultation with his Project Supervisor, has to present the title, objective, and plan of action of his project work to the Project Review Committee (PRC) for approval within two weeks from the commencement of II Year II Semester. The student can initiate the Project work after obtaining the approval of the PRC. The Supervisor and PRC will examine the progress of the Project Work during pre-submission project seminar. For the subject 'pre-submission project seminar', there will be only internal evaluation for 100 marks. Evaluation shall be done by the PRC for 50 marks and the Supervisor shall evaluate the work for another 50 marks. A candidate has to secure a minimum of 50% of marks to be declared successful. If he fails to obtain the minimum marks, he has to reappear for the same during the supplementary examination as and when notification is issued, subject to item 3.3. Pre-submission project seminar has to be conducted along with 1<sup>st</sup> and 2<sup>nd</sup> mid-term examinations.



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- 7.10 If a candidate wishes to change his supervisor or topic of the project, he can do so with the approval of the PRC. However, the PRC shall examine whether or not the change of topic/supervisor leads to a major change of his initial plans of project proposal. If yes, his date of registration for the project work starts from the date of change of Supervisor or topic as the case may be.
- 7.11 A candidate is permitted to submit project thesis with the approval of PRC not earlier than 16 weeks from the date of commencement of fourth semester. For the approval of PRC, the candidate shall submit the draft copy of thesis to the Head of the Department and make an oral presentation before the PRC during the Pre-submission project seminar at 2<sup>nd</sup> mid-term examinations.
- 7.12 After approval from the PRC, a soft copy of the thesis should be submitted for ANTI-PLAGIARISM check and the plagiarism report should be submitted to the University and be included in the final thesis. The Thesis will be accepted for submission, if the similarity index is less than 30%. If the similarity index has more than the required percentage, the student is advised to modify accordingly and re-submit the soft copy of the thesis after one month. The maximum number of re-submissions of thesis after plagiarism check is limited to TWO. The candidate has to register for the Project work and work for one semester. After three attempts, the admission is liable to be cancelled. The college authorities are advised to make plagiarism check of every soft copy of theses before submissions.
- 7.13 Three copies of the Project Thesis certified by the supervisor shall be submitted to the College/School/Institute.
- 7.14 The thesis shall be adjudicated by an external examiner selected by the University. For this, the Principal of the College/School/Institute shall submit a panel of three examiners from among the list of experts in the relevant specialization as submitted by the supervisor concerned and Head of the Department.
- 7.15 If the report of the external examiner is unsatisfactory, the candidate shall revise and resubmit the Thesis. If the report of the examiner is unsatisfactory again, the thesis shall be summarily rejected. Subsequent actions for such dissertations may be considered, only on the specific recommendations of the external examiner and /or Project Review Committee. No further correspondence in this matter will be entertained, if there is no specific recommendation for resubmission.
- 7.16 If the report of the external examiner is satisfactory, the Head of the Department shall coordinate and make arrangement for the conduct of Main Project Viva - Voce examination. The Main Project Viva-Voce examination will be evaluated for 100 marks. The Main Project Viva-Voce examination shall be conducted by a board consisting of the Supervisor, Head of the Department and the external examiner who adjudicated the Thesis. The candidate has to secure a minimum of 50% of marks in Main Project Viva-Voce examination. For Main Project Viva – Voce examination one external examiner shall be allotted for a group of ten students (in a panel minimum of three students should be there). The Main Project Viva-Voce examination shall be conducted within two weeks after completion of the fourth semester end examinations. The Students need to prepare the PPT (Slides) of the project work for the Viva –voce examination.
- 7.17 If he fails to fulfill the requirements as specified in 7.16, he will reappear for the Main Project Viva-Voce examination only after three months. In the reappeared examination also, if he fails to fulfill the requirements, he will not be eligible for the award of the degree, unless he is asked to revise and resubmit his project work by the board within a specified time period (within four years from the date of commencement of his first year first semester).
- 7.18 The Main Project Viva-Voce External examination marks must be submitted to the University on the day of the examination.
- 8.0 Re-Admission/Re-Registration



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**8.1 Re-Admission for Discontinued Student**

A student, who has discontinued the MBA degree programme due to any reason whatsoever, may be considered for 'readmission' into the same degree programme (with the same specialization) with the academic regulations of the batch into which he gets readmitted, with prior permission from the authorities concerned, subject to item 6.6.

**8.2** If a student is detained in a subject (s) due to shortage of attendance in any semester, he may be permitted to re-register for the same subject(s) in the same category (core or elective group) or equivalent subject, if the same subject is not available, as suggested by the Board of Studies of that department, as and when offered in the subsequent semester(s), with the academic regulations of the batch into which he seeks re-registration, with prior permission from the authorities concerned, subject to item 3.2.

**8.3** A candidate shall be given one chance to re-register and attend the classes for a maximum of two subjects, if the internal marks secured by a candidate are less than 50% and failed in those subjects but fulfilled the attendance requirement. A candidate must re-register for failed subjects within four weeks of commencement of the class work and secure the required minimum attendance. In the event of the student taking this chance, his Continuous Internal Evaluation (internal) marks and Semester End Examination marks obtained in the previous attempt stand cancelled.

**9.0 Examinations and Assessment - The Grading System**

**9.1** Grades will be awarded to indicate the performance of each student in each Theory Subject, or Lab/Practicals, or Seminar, or Project, etc., based on the % of marks obtained in CIE + SEE (Continuous Internal Evaluation + Semester End Examination, both taken together) as specified in item 7 above, and a corresponding Letter Grade shall be given.

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

% of Marks Secured in a subject/Course (Class Intervals)	Letter Grade (UGC Guidelines)	Grade Points
90% and above ( $\geq 90\%$ , $\leq 100\%$ )	O (Outstanding)	10
Below 90% but not less than 80% ( $\geq 80\%$ , $< 90\%$ )	A* (Excellent)	9
Below 80% but not less than 70% ( $\geq 70\%$ , $< 80\%$ )	A (Very Good)	8
Below 70% but not less than 60% ( $\geq 60\%$ , $< 70\%$ )	B* (Good)	7
Below 60% but not less than 50% ( $\geq 50\%$ , $< 60\%$ )	B (above Average)	6
Below 50% ( $< 50\%$ )	F (FAIL)	0
Absent	Ab	0

**9.3** A student obtaining F Grade in any Subject is deemed to have 'failed' and is required to reappear as 'Supplementary Candidate' for the Semester End Examination (SEE), as and when conducted. In such cases, his Internal Marks (CIE Marks) in those subjects will remain as obtained earlier.

**9.4** If a student has not appeared for the examinations, 'Ab' Grade will be allocated to him for any subject and shall be considered 'failed' and will be required to reappear as 'Supplementary Candidate' for the Semester End Examination (SEE), as and when conducted.

**9.5** A Letter Grade does not imply any specific marks percentage; it is only the range of percentage of marks.

**9.6** In general, a student shall not be permitted to repeat any Subject/ Course (s) only for the sake of 'Grade Improvement' or 'SGPA/ CGPA Improvement'.



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- 9.7 A student earns Grade Point (GP) in each Subject/ Course, on the basis of the Letter Grade obtained by him in that Subject/ Course. The corresponding 'Credit Points' (CP) are computed by multiplying the Grade Point with Credits for that particular Subject/ Course.

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

- 9.8 The student passes the Subject/ Course only when he gets GP  $\geq 6$  (B Grade or above).
- 9.9 The Semester Grade Point Average (SGPA) is calculated by dividing the Sum of Credit Points ( $\Sigma CP$ ) secured from ALL Subjects/ Courses registered in a Semester, by the Total Number of Credits registered during that Semester. SGPA is rounded off to TWO Decimal Places. SGPA is thus computed as

$$\text{SGPA} = \left\{ \sum_{i=1}^N C_i G_i \right\} / \left\{ \sum_{i=1}^N C_i \right\} \dots \text{For each Semester,}$$

where 'i' is the Subject indicator index (taking into account all Subjects in a Semester), 'N' is the no. of Subjects 'REGISTERED' for the Semester (as specifically required and listed under the Course Structure of the parent Department),  $C_i$  is the no. of Credits allotted to the  $i^{\text{th}}$  Subject, and  $G_i$  represents the Grade Points (GP) corresponding to the Letter Grade awarded for that  $i^{\text{th}}$  Subject.

- 9.10 The Cumulative Grade Point Average (CGPA) is a measure of the overall cumulative performance of a student over all Semesters considered for registration. The CGPA is the ratio of the Total Credit Points secured by a student in ALL registered Courses in ALL Semesters, and the Total Number of Credits registered in ALL the Semesters. CGPA is rounded off to TWO Decimal Places. CGPA is thus computed from the I Year Second Semester onwards, at the end of each Semester, as per the formula

$$\text{CGPA} = \left\{ \sum_{i=1}^M C_i G_i \right\} / \left\{ \sum_{i=1}^M C_i \right\} \dots \text{for all S Semesters registered}$$

(ie., upto and inclusive of S Semesters,  $S \geq 2$ ),

where 'M' is the TOTAL no. of Subjects (as specifically required and listed under the Course Structure of the parent Department) the Student has 'REGISTERED' for from the 1<sup>st</sup> Semester onwards upto and inclusive of the Semester S ( obviously  $M > N$  ). 'j' is the Subject indicator index (taking into account all Subjects from 1 to S Semesters),  $C_j$  is the no. of Credits allotted to the  $j^{\text{th}}$  Subject, and  $G_j$  represents the Grade Points (GP) corresponding to the Letter Grade awarded for that  $j^{\text{th}}$  Subject. After registration and completion of I Year I Semester however, the SGPA of that Semester itself may be taken as the CGPA, as there are no cumulative effects.

#### Illustration of calculation of SGPA

Course/Subject	Credits	Letter Grade	Grade points	Credit Points
Course 1	4	A	8	4*8 = 32
Course 2	4	O	10	4*10 = 40
Course 3	4	B	6	4*6 = 24
Course 4	3	B	6	3*6 = 18
Course 5	3	A+	9	3*9 = 27
Course 6	3	B	6	3*6 = 18
	21			159

$$\text{SGPA} = 159/21 = 7.57$$



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**Illustration of calculation of CGPA**

Semester	Credits	SGPA	Credits * SGPA
Semester I	24	7	24*7 = 168
Semester II	24	6	24*6 = 144
Semester III	24	6.5	24*6.5 = 156
Semester IV	24	6	24*6 = 144
	96		612

$$\text{CGPA} = 612/96 = 6.37$$

**10.0 Award of Degree and Class**

10.1 If a student who registers for all the specified Subjects/ Courses as listed in the Course Structure, satisfies all the Course Requirements, and passes the examinations prescribed in the entire MBA Programme, and secures the required number of 102 Credits (with CGPA  $\geq$  6.0), shall be declared to have 'QUALIFIED' for the award of the MBA Degree that he was admitted into.

**10.2 Award of Class**

After a student has earned the requirements prescribed for the completion of the programme and is eligible for the award of MBA Degree, he shall be placed in one of the following three classes based on the CGPA:

Class Awarded	CGPA
First Class with Distinction	$\geq 7.75$
First Class	$6.75 \leq \text{CGPA} < 7.75$
Second Class	$6.00 \leq \text{CGPA} < 6.75$

A student with final CGPA (at the end of the MBA Programme)  $<$  6.00 shall not be eligible for the Award of Degree.

**11.0 Withholding of Results**

If the student has not paid the dues, if any, to the University or if any case of indiscipline is pending against him, the result and degree of the student will be withheld and he will not be allowed into the next semester.

**12.0 General**

- 12.1 **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 one hour of practical work/field work per week.
- 12.2 **Credit Point:** It is the product of grade point and number of credits for a course.
- 12.3 Wherever the words "he", "him", "his", occur in the regulations, they shall include "she", "her".
- 12.4 The academic regulation should be read as a whole for the purpose of any interpretation.
- 12.5 In case of any doubt or ambiguity in the interpretation of the above rules, the decision of the University is final.
- 12.6 The University may change or amend the academic regulations or syllabi at any time and the changes or amendments made shall be applicable to all the students with effect from the dates



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notified by the University.

### 13.0 Transitory Regulations:

#### A. For students detained due to shortage of attendance:

1. A Student who has been detained in I year of R19 Regulations due to lack of attendance, shall be permitted to join I year I Semester of R22 Regulations and he is required to complete the study of MBA programme within the stipulated period of four academic years from the date of first admission in I Year.
2. A student who has been detained in any semester of II year of R18 regulations for want of attendance, shall be permitted to join the corresponding semester of R22 Regulations and is required to complete the study of MBA within the stipulated period of four academic years from the date of first admission in I Year. The R22 Academic Regulations under which a student has been readmitted shall be applicable to that student from that semester. See rule (B) for further Transitory Regulations.

#### B. For readmitted students in R22 Regulations:

4. A student who has failed in any subject under any regulation has to pass those subjects in the same regulations.
5. The maximum credits that a student acquires for the award of degree, shall be the sum of the total number of credits secured in all the regulations of his/her study including R22 Regulations. There is NO exemption of credits in any case.
6. If a student is readmitted to R22 Regulations and has any subject with 80% of syllabus common with his/her previous regulations, that particular subject in R22 Regulations will be substituted by another subject to be suggested by the University.

Note: If a student readmitted to R22 Regulations and has not studied any subjects/topics in his/her earlier regulations of study which is prerequisite for further subjects in R22 Regulations, the College Principals concerned shall conduct remedial classes to cover those subjects/topics for the benefit of the students.

### 15.0 Student Transfers

- 15.1 There shall be no branch transfers after the completion of admission process.
- 15.2 There shall be no transfers from one college/stream to another within the constituent colleges and units of Jawaharlal Nehru Technological University Hyderabad.
- 15.3 The students seeking transfer to colleges affiliated to JNTUH from various other Universities/institutions have to pass the failed subjects which are equivalent to the subjects of JNTUH, and also pass the subjects of JNTUH which the students have not studied at the earlier institution. Further, though the students have passed some of the subjects at the earlier institutions, if the same subjects are prescribed in different semesters of JNTUH, the students have to study those subjects in JNTUH in spite of the fact that those subjects are repeated.
- 15.4 The transferred students from other Universities/institutions to JNTUH affiliated colleges who are on rolls are to be provided one chance to write the CBT (for internal marks) in the equivalent subject(s) as per the clearance letter issued by the University.
- 15.5 The autonomous affiliated colleges have to provide one chance to write the internal examinations in the equivalent subject(s) to the students transferred from other universities/institutions to JNTUH autonomous affiliated colleges who are on rolls, as per the clearance (equivalence) letter issued by the University.



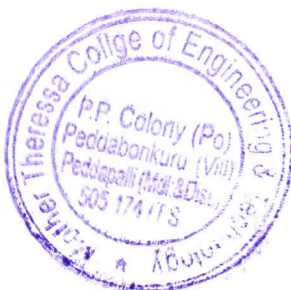
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**MALPRACTICES RULES**  
**DISCIPLINARY ACTION FOR IMPROPER CONDUCT IN EXAMINATIONS**

S.No	Nature of Malpractices/Improper conduct	Punishment
	If the candidate:	
1.(a)	Possesses or keeps accessible in examination hall, any paper, note book, programmable calculators, Cell phones, pager, palm computers, Bluetooth devices, digital watches or any other form of material concerned with or related to the subject to the examination (theory or practical) in which he is appearing but has not made use of (material shall include any marks on the body of the candidate which can be used as an aid in the subject of the examination).	Expulsion from the examination hall and cancellation of the performance in that subject only.
(b)	Gives assistance or guidance or receives it from any other candidate orally or by any other body language methods or communicates through cell phones with any candidate or persons in or outside the exam hall in respect of any matter.	Expulsion from the examination hall and cancellation of the performance in that subject only of all the candidates involved. In case of an outsider, he will be handed over to the police and a case is registered against him.
2.	Has copied in the examination hall from any paper, book, programmable calculators, palm computers or any other form of material relevant to the subject to the examination (theory or practical) in which the candidate is appearing.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted to appear for the remaining examinations of the subjects of that Semester/year.  The Hall Ticket of the candidate is to be cancelled and sent to the University.
3.	Impersonates any other candidate in connection with the examination.	The candidate who has impersonated shall be expelled from examination hall. The candidate is also debarred and forfeits the seat. The performance of the original candidate, who has been impersonated, shall be cancelled in all the subjects of the examination (including practicals and project work) already appeared and shall not be allowed to appear for examinations of the remaining subjects of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all University 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 will be handed over to the police and a case is registered against him.
4.	Smuggles in the Answer book or additional sheet or takes out or arranges to send out the	Expulsion from the examination hall and cancellation of performance in that subject and



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	question paper during the examination or answer book or additional sheet, during or after the examination.	all the other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all University examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat.
5.	Uses objectionable, abusive or offensive language in the answer paper or in letters to the examiners or writes to the examiner requesting him to award pass marks.	Cancellation of the performance in that subject.
6.	Refuses to obey the orders of the Chief Superintendent/Assistant – Superintendent/ any officer on duty or misbehaves or creates disturbance of any kind in and around the examination hall or organizes a walk out or instigates others to walk out, or threatens the officer-in charge or any person on duty in or outside the examination hall of any injury to his person or to any of his relations 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 of his relations, 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.	In case of students of the college, they shall be expelled from examination halls and cancellation of their performance in that subject and all other subjects the candidate(s) has (have) already appeared and shall not be permitted to appear for the remaining examinations of the subjects of that semester/year. The candidates also are debarred and forfeit their seats. In case of outsiders, they will be handed over to the police and a police case is registered against them.
7.	Leaves the exam hall taking away answer script or intentionally tears of the script or any part there of inside or outside the examination hall.	Expulsion from the examination hall and cancellation of performance in that subject and all the other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all University examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat.
8.	Possess any lethal weapon or firearm in the examination hall.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already



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

**Malpractices identified by squad or special invigilators**

1. Punishments to the candidates as per the above guidelines.
2. Punishment for institutions: (if the squad reports that the college is also involved in encouraging malpractices)
  - (i) A show-cause notice shall be issued to the college.
  - (ii) Impose a suitable fine on the college.
  - (iii) Shifting the examination center from the college to another college for a specific period of not less than one year



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**JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY HYDERABAD**  
(Established by Act No.30 of 2008)  
Kukatpally, Hyderabad-500085, Telangana State (India)

**Academic Regulations of MBA (Regular/Full Time) Programme**  
**Under Choice Based Credit System (CBCS) 2019-20 (R19)**

(Effective for the students admitted into I year from the Academic Year 2019-20 and onwards)

- 1.0 Jawaharlal Nehru Technological University Hyderabad (JNTUH) offers Two Years (Four Semesters) full-time Master of Business Administration (MBA) Degree programme, under CBCS at its constituent (non- autonomous) unit and affiliated colleges.
- 2.0 **Eligibility for Admissions**
- 2.1 Admission to the MBA programme shall be made subject to eligibility, qualification prescribed by the University from time to time.
- 2.2 Admission to the MBA programme shall be made on the basis of either the merit rank or Percentile obtained by the qualified student in the relevant qualifying Examination/ the merit rank obtained by the qualified student in an entrance test conducted by Telangana State Government (ICET) for MBA programme / an entrance test conducted by JNTUH/ on the basis of any other exams approved by the University, subject to reservations as laid down by the Govt. from time to time.
- 2.3 The medium of instructions for MBA Programme will be **ENGLISH** only.
- 3.0 **MBA Programme Structure**
- 3.1 The MBA Programme of JNTUH is in Semester pattern, with Four Semesters consisting of Two academic years, each academic year having Two Semesters (First/Odd and Second/Even Semesters). Each Semester shall be of 22 weeks duration (inclusive of Examinations), with a minimum of 90 instructional days per Semester.
- 3.2 The student shall not take more than four academic years to fulfill all the academic requirements for the award of MBA degree from the date of commencement of first year first semester, failing which the student shall forfeit the seat in MBA programme.
- 3.3 **UGC/AICTE** specified definitions/descriptions are adopted appropriately for various terms and abbreviations used in these PG academic regulations, as listed below:
  - 3.3.1 **Semester Scheme**

Each Semester shall have 'Continuous Internal Evaluation (CIE)' and 'Semester End Examination (SEE)'. Choice Based Credit System (CBCS) and Credit Based Semester System (CBSS) are taken as 'references' for the present set of Regulations. The terms 'SUBJECT' and 'COURSE' imply the same meaning here and refer to 'Theory Subject', or 'Lab Course', or 'Seminar', or 'Internship', or 'Project' as the case may be.
  - 3.3.2 **Credit Courses**

All subjects/courses are to be registered by the student in a semester to earn credits which shall be assigned to each subject/course in an L: T: P: C (Lecture Periods: Tutorial Periods: Practical Periods: Credits) structure based on the following general pattern:

    - One credit for one hour/week/semester for theory/lecture (L) courses
    - One credit for two hours/ week/semester for laboratory/ practical (P) courses or tutorials (T)



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Other student activities like study tour, guest lecture, conference/workshop participations, technical paper presentations, and identified mandatory courses, if any, will not carry credits.

### 3.3.3 Subject Course Classification

All subjects/courses offered for the MBA Degree Programme is broadly classified as follows. The University has followed in general the guidelines issued by AICTE/UGC.

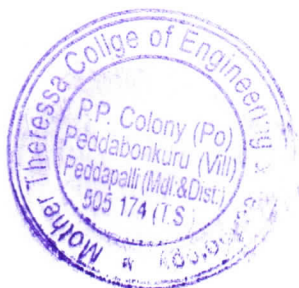
S.No.	Broad Course Classification	Course Group/ Category	Course Description
1	Core Courses (CoC)	CC - Core Courses	Includes subjects related to the management
		Project Work	MBA Project or PG Project or Major Project
		Seminar /Pre-Submission Project Seminar / Summer Internship	Seminar based on core contents related to management
2	Elective Courses (EIE)	PE Professional Electives	Includes elective subjects related to the specialization
		OE - Open Electives	Elective subjects which include inter-disciplinary subjects

### 4.0 Course Registration

- 4.1 A 'Faculty Advisor or Counselor' shall be assigned to each specialization, who will advise on the MBA, its Course Structure and Curriculum, Choice/Option for Subjects/ Courses, based on his competence, progress, pre-requisites and interest.
- 4.2 The Academic Section of the College invites 'Registration Forms' from students within 15 days from the commencement of class work through 'ON-LINE SUBMISSIONS', ensuring 'DATE and TIME Stamping'. The ON-LINE Registration Requests for any 'CURRENT SEMESTER' shall be completed BEFORE the commencement of SEEs (Semester End Examinations) of the 'PRECEDING SEMESTER'.
- 4.3 A Student can apply for ON-LINE Registration, ONLY AFTER obtaining the 'WRITTEN APPROVAL' from his Faculty Advisor, which should be submitted to the College Academic Section through the Head of Department (a copy of it being retained with Head of Department, Faculty Advisor and the Student).
- 4.4 If the Student submits ambiguous choices or multiple options or erroneous entries during ON-LINE Registration for the Subject(s) / Course(s) under a given/ specified Course Group/ Category as listed in the Course Structure, only the first mentioned Subject/ Course in that Category will be taken into consideration.
- 4.5 Subject/ Course Options exercised through ON-LINE Registration are final and CANNOT be changed, nor can they be inter-changed; further, alternate choices also will not be considered. However, if the Subject/ Course that has already been listed for Registration by the University in a Semester could not be offered due to unforeseen or unexpected reasons, then the Student will be allowed to have alternate choice either for a new Subject, if it is offered, or for another existing Subject (subject to availability of seats). Such alternate arrangements will be made by the Head of Department, with due notification and time-framed schedule, within the FIRST WEEK from the commencement of Class-work for that Semester.

### 5.0 Attendance Requirements

The programmes are offered on the basis of a unit system with each subject being considered a unit. Attendance is calculated separately for each subject.



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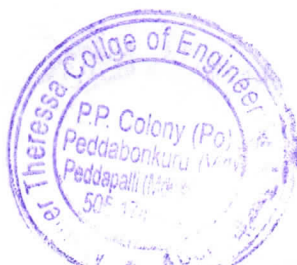


- 5.1 Attendance in all classes (Lectures/Laboratories) is compulsory. The minimum required attendance in each theory including the attendance of mid-term examination / Laboratory etc. is 75%. Two periods of attendance for each theory subject shall be considered, if the student appears for the mid-term examination of that subject. A student shall not be permitted to appear for the Semester End Examinations (SEE), if his attendance is less than 75%.
- 5.2 **Condoning of shortage of attendance** (between 65% and 75%) up to a maximum of 10% (considering the days of attendance in sports, games, NCC, NSS activities and Medical grounds) in each subject of a semester shall be granted by the College Academic Committee on genuine reasons.
- 5.3 Shortage of Attendance below 65% in any subject shall in no case be condoned.
- 5.4 A Student, whose shortage of attendance is not condoned in any subject(s) in any semester, is considered detained in that subject(s) and is not eligible to write Semester End Examination(s) of such subject(s) in that semester, and he has to seek re-registration for those subject(s) in subsequent semesters, and attend the same as and when offered.
- 5.5 A student fulfills the attendance requirement in the present semester, shall not be eligible for readmission into the same class.
- 5.6 A prescribed fee per subject shall be payable for condoning shortage of attendance after getting the approval of College Academic Committee for the same. The College Academic Committee shall maintain relevant documents along with the request from the student.
- 5.7 A Candidate shall acquire minimum required attendance subject-wise in at least THREE theory subjects in each semester for promoting to next Semester.
- 6.0 **Academic Requirements**

The following academic requirements have to be satisfied, in addition to the attendance requirements mentioned in item no. 5. The performance of the candidate in each semester shall be evaluated subject-wise, with a maximum of 100 marks per subject / course (theory / laboratory), on the basis of Internal Evaluation and Semester End Examination.

- 6.1 A student shall be deemed to have satisfied the academic requirements and earned the credits allotted to each subject/course, if he secures not less than 40% of marks (30 out of 75 marks) in the End Semester Examination, and a minimum of 50% of marks in the sum total of CIE (Continuous Internal Evaluation) and SEE (Semester End Examination) taken together, in terms of Letter Grades and this implies securing 'B' Grade or above in a subject.
- 6.2 A student shall be deemed to have satisfied the academic requirements and earned the credits allotted to a subject/ course, if he secures not less than 50% of the total marks. The student is deemed to have failed, if he does not submit a report on summer internship or does not make a presentation of the same before the evaluation committee as per schedule, in such a case, he has to reappear for the same during the supplementary examinations as and when the notification is issued, subject to item 3.2.
- 6.3 A student shall register for all subjects for total of 102 credits as specified and listed in the course structure for the chosen specialization, put in the required attendance and fulfill the academic requirements for securing 102 credits obtaining a minimum of 'B' Grade or above in each subject, and all 102 credits securing Semester Grade Point Average (SGPA)  $\geq 6.0$  (in each semester) and final Cumulative Grade Point Average (CGPA) (i.e., CGPA at the end of MBA Programme)  $\geq 6.0$ , to complete the MBA Programme successfully.

- Note: (1) The SGPA will be computed and printed on the marks memo only if the candidate passes in all the subjects offered and gets minimum B grade in all the subjects.
- (2) CGPA is calculated only when the candidate passes in all the subjects offered in all the semesters



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- 6.4 Marks and Letter Grades obtained in all those subjects covering the above specified 102 credits alone shall be considered for the calculation of final CGPA, which will be indicated in the Grade Card/Marks Memo of second year second semester.
- 6.5 If a student registers for extra subject(s) (in the parent specialization or other specializations of Management) other than those listed subjects totaling to 102 credits as specified in the course structure, the performance in extra subject(s) (although evaluated and graded using the same procedure as that of the required 102 credits) will not be considered while calculating the SGPA and CGPA. For such extra subject(s) registered, percentage of marks and Letter Grade alone will be indicated in the Grade Card/Marks Memo, as a performance measure, subject to completion of the attendance and academic requirements as stated in items 5 and 6.1 - 6.3.
- 6.6 When a student is detained due to shortage of attendance in any subject(s) in any semester, no Grade allotment will be made for such subject(s). However, he is eligible for re-registration of such subject(s) in the subsequent semester(s), as and when next offered, with the academic regulations of the batch into which he is re-registered, by paying the prescribed fees per subject. In all these re-registration cases, the student shall have to secure a fresh set of internal marks and Semester End Examination marks for performance evaluation in such subject(s), and SGPA/CGPA calculations.
- 6.7 A student eligible to appear for the Semester End Examination in any subject, but absent from it or failed (failing to secure 'B' Grade or above), may reappear for that subject at the supplementary examination as and when conducted. In such cases, his Internal Marks assessed earlier for that subject will be carried over, and added to the marks secured in the supplementary examination, for the purpose of evaluating his performance in that subject.
- 6.8 A Student who fails to earn 102 credits as per the specified course structure, and as indicated above, within four academic years from the date of commencement of his first year first semester, shall forfeit his seat in MBA programme and his admission shall stand cancelled.

#### 7.0 Evaluation - Distribution and Weightage of Marks

The performance of a student in each semester shall be evaluated subject-wise (irrespective of credits assigned) for a maximum of 100 marks. The MBA project work (main project viva voce) will also be evaluated for 100 marks.

- 7.1 For the theory subjects 75 marks shall be awarded for the performance in the Semester End Examination and 25 marks shall be awarded for Continuous Internal Evaluation (CIE). The Continuous Internal Evaluation shall be made based on the average of the marks secured in the two Mid-Term Examinations conducted, first Mid-Term examinations in the middle of the Semester and second Mid-Term examinations during the last week of instruction. Each Mid-Term Examination shall be conducted for a total duration of 120 minutes with Part 'A' as compulsory consisting of 5 questions carrying 2 marks each (10 marks), and Part 'B' with 3 questions to be answered out of 5 questions, each question carrying 5 marks (15 marks). The details of the Question Paper pattern for Semester End Examination (Theory) are given below:

- The Semester End Examination will be conducted for 75 marks. It consists of two parts.  
i) Part A for 25 marks, ii) Part B for 50 marks.
- Part A is compulsory and consists of 5 questions, one from each unit and carrying 5 marks each.
- Part B consists of 5 questions carrying 10 marks each. There will be two questions from each unit and only one should be answered.

- 7.2 For practical subjects, 75 marks shall be awarded for performance in the Semester End Examinations and 25 marks shall be awarded for day-to-day performance as Internal Marks.

For conducting laboratory end examinations, one internal examiner and one external examiner are to be appointed by the Principal of the College and this is to be informed to the Director of Evaluation within two weeks, before commencement of the lab end examinations. The external examiner should

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be selected from outside the College concerned but within the cluster. No external examiner should be appointed from any other College in the same cluster/any other cluster which is run by the same Management. A candidate has to secure a minimum of 50% of marks to be declared successful. If he fails to obtain the minimum marks, he has to reappear for the same during the supplementary examinations as and when conducted, subject to item 3.2.

- 7.3 There shall be a summer internship during the summer vacation of I Year II Semester and the evaluation is done in II Year I Semester. Summer internship Report has to be submitted to the department after approval by the concerned supervisor/mentor and the Head of the department. Summer internship Report is evaluated for 100 marks. The report has to be evaluated by the Head, Supervisor/mentor and a senior faculty of the department. A candidate has to secure a minimum of 50% of marks to be declared successful. If he fails to obtain the minimum marks, he has to reappear for the same during the supplementary examinations as and when conducted, subject to item 3.2.
- 7.4 Every candidate shall be required to submit a thesis or dissertation on a topic approved by the Project Review Committee.
- 7.5 A Project Review Committee (PRC) shall be constituted with the Head of the Department as Chairperson, Project Supervisor and one senior faculty member of the Departments offering the MBA programme.
- 7.6 Registration of Project Work: A candidate is permitted to register for the project work at the beginning of II Year II Semester after satisfying the attendance requirement in all the subjects, both theory and laboratories upto II Year I Semester. The duration of the project work is one semester.
- 7.7 After satisfying 7.6, a student, in consultation with his Project Supervisor, has to present the title, objective, and plan of action of his project work to the Project Review Committee (PRC) for approval within two weeks from the commencement of II Year II Semester. The student can initiate the Project work after obtaining the approval of the PRC. The Supervisor and PRC will examine the progress of the Project Work during pre-submission project seminar. For the subject 'pre-submission project seminar', there will be only internal evaluation for 100 marks. Evaluation shall be done by the PRC for 50 marks and the Supervisor shall evaluate the work for another 50 marks. A candidate has to secure a minimum of 50% of marks to be declared successful. If he fails to obtain the minimum marks, he has to reappear for the same during the supplementary examination as and when notification is issued, subject to item 3.2. Pre-submission project seminar has to be conducted along with 1<sup>st</sup> and 2<sup>nd</sup> mid-term examinations.
- 7.8 If a candidate wishes to change his supervisor or topic of the project, he can do so with the approval of the PRC. However, the PRC shall examine whether or not the change of topic/supervisor leads to a major change of his initial plans of project proposal. If yes, his date of registration for the project work starts from the date of change of Supervisor or topic as the case may be.
- 7.9 A candidate is permitted to submit project thesis with the approval of PRC not earlier than 16 weeks from the date of commencement of fourth semester. For the approval of PRC the candidate shall submit the draft copy of thesis to the Head of the Department and make an oral presentation before the PRC during the Pre-submission project seminar at 2<sup>nd</sup> mid-term examinations.
- 7.10 After approval from the PRC, a soft copy of the thesis should be submitted for ANTI-PLAGIARISM check and the plagiarism report should be submitted to the University and be included in the final thesis. The Thesis will be accepted for submission, if the similarity index is less than 30%. If the similarity index has more than the required percentage, the student is advised to modify accordingly and re-submit the soft copy of the thesis after one month. The maximum number of re-submissions of thesis after plagiarism check is limited to TWO. The candidate has to register for the Project work and work for one semester. After three attempts, the admission is liable to be cancelled. The college authorities are advised to make plagiarism check of every soft copy of theses before submissions.
- 7.11 Three copies of the Project Thesis certified by the supervisor shall be submitted to the College/School/Institute.
- 7.12 The thesis shall be adjudicated by an external examiner selected by the University. For this, the



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Principal of the College/School/Institute shall submit a panel of three examiners from among the list of experts in the relevant specialization as submitted by the supervisor concerned and Head of the Department.

- 7.13 If the report of the external examiner is unsatisfactory, the candidate shall revise and resubmit the Thesis. If the report of the examiner is unsatisfactory again, the thesis shall be summarily rejected. Subsequent actions for such dissertations may be considered, only on the specific recommendations of the external examiner and /or Project Review Committee. No further correspondence in this matter will be entertained, if there is no specific recommendation for resubmission.
- 7.14 If the report of the external examiner is satisfactory, the Head of the Department shall coordinate and make arrangements for the conduct of Main Project Viva - Voce examination. The Main Project Viva-Voce examination will be evaluated for 100 marks. The Main Project Viva-Voce examination shall be conducted by a board consisting of the Supervisor, Head of the Department and the external examiner who adjudicated the Thesis. The candidate has to secure a minimum of 50% of marks in Main Project Viva-Voce examination. *For Main Project Viva - Voce examination one external examiner shall be allotted for a group of 20 students. The Main Project Viva-Voce examination shall be conducted within one week after completion of the fourth semester end examinations.*
- 7.15 If he fails to fulfill the requirements as specified in 7.14, he will reappear for the Main Project Viva-Voce examination only after three months. In the reappeared examination also, if he fails to fulfill the requirements, he will not be eligible for the award of the degree, unless he is asked to revise and resubmit his project work by the board within a specified time period (within four years from the date of commencement of his first year first semester).
- 7.16 The Main Project Viva-Voce External examination marks must be submitted to the University on the day of the examination.

**8.0 Re-Admission/Re-Registration**

**8.1 Re-Admission for Discontinued Student**

A student, who has discontinued the MBA degree programme due to any reason whatsoever, may be considered for 'readmission' into the same degree programme (with the same specialization) with the academic regulations of the batch into which he gets readmitted, with prior permission from the authorities concerned, subject to item 6.6.

- 8.2 If a student is detained in a subject (s) due to shortage of attendance in any semester, he may be permitted to re-register for the same subject(s) in the same category (core or elective group) or equivalent subject, if the same subject is not available, as suggested by the Board of Studies of that department, as and when offered in the subsequent semester(s), with the academic regulations of the batch into which he seeks re-registration, with prior permission from the authorities concerned, subject to item 3.2.
- 8.3 A candidate shall be given one chance to re-register and attend the classes for a maximum of two subjects, if the internal marks secured by a candidate are less than 50% and failed in those subjects but fulfilled the attendance requirement. A candidate must re-register for failed subjects within four weeks of commencement of the class work and secure the required minimum attendance. In the event of the student taking this chance, his Continuous Internal Evaluation (internal) marks and Semester End Examination marks obtained in the previous attempt stand cancelled.

**9.0 Examinations and Assessment - The Grading System**

- 9.1 Grades will be awarded to indicate the performance of each student in each Theory Subject, or Lab/Practicals, or Seminar, or Project, etc., based on the % of marks obtained in CIE + SEE (Continuous Internal Evaluation + Semester End Examination, both taken together) as specified in Item 7 above, and a corresponding Letter Grade shall be given.
- 9.2 As a measure of the student's performance, a 10-point Absolute Grading System using the following Letter Grades (UGC Guidelines) and corresponding percentage of marks shall be followed:



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% of Marks Secured in a subject/Course (Class Intervals)	Letter Grade (UGC Guidelines)	Grade Points
90% and above ( $\geq 90\%$ , $\leq 100\%$ )	O (Outstanding)	10
Below 90% but not less than 80% ( $\geq 80\%$ , $< 90\%$ )	A* (Excellent)	9
Below 80% but not less than 70% ( $\geq 70\%$ , $< 80\%$ )	A (Very Good)	8
Below 70% but not less than 60% ( $\geq 60\%$ , $< 70\%$ )	B* (Good)	7
Below 60% but not less than 50% ( $\geq 50\%$ , $< 60\%$ )	B (above Average)	6
Below 50% ( $< 50\%$ )	F (FAIL)	0
Absent	Ab	0

- 9.3 A student obtaining F Grade in any Subject is deemed to have 'failed' and is required to reappear as 'Supplementary Candidate' for the Semester End Examination (SEE), as and when conducted. In such cases, his Internal Marks (CIE Marks) in those subjects will remain as obtained earlier.
- 9.4 If a student has not appeared for the examinations, 'Ab' Grade will be allocated to him for any subject and shall be considered 'failed' and will be required to reappear as 'Supplementary Candidate' for the Semester End Examination (SEE), as and when conducted.
- 9.5 A Letter Grade does not imply any specific marks percentage; it is only the range of percentage of marks.
- 9.6 In general, a student shall not be permitted to repeat any Subject/ Course (s) only for the sake of 'Grade Improvement' or 'SGPA/ CGPA Improvement'.
- 9.7 A student earns Grade Point (GP) in each Subject/ Course, on the basis of the Letter Grade obtained by him in that Subject/ Course. The corresponding 'Credit Points' (CP) are computed by multiplying the Grade Point with Credits for that particular Subject/ Course.

**Credit Points (CP) = Grade Point (GP) x Credits .... For a Course**

- 9.8 The student passes the Subject/ Course only when he gets GP  $\geq 6$  (B Grade or above).
- 9.9 The Semester Grade Point Average (SGPA) is calculated by dividing the Sum of Credit Points ( $\Sigma CP$ ) secured from ALL Subjects/ Courses registered in a Semester, by the Total Number of Credits registered during that Semester. SGPA is rounded off to TWO Decimal Places. SGPA is thus computed as

$$SGPA = \left( \sum_{i=1}^N C_i G_i \right) / \left( \sum_{i=1}^N C_i \right) \dots \text{For each Semester,}$$

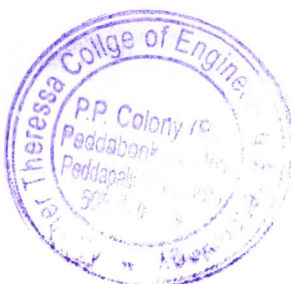
where 'i' is the Subject indicator index (taking into account all Subjects in a Semester), 'N' is the no. of Subjects 'REGISTERED' for the Semester (as specifically required and listed under the Course Structure of the parent Department),  $C_i$  is the no. of Credits allotted to the  $i^{\text{th}}$  Subject, and  $G_i$  represents the Grade Points (GP) corresponding to the Letter Grade awarded for that  $i^{\text{th}}$  Subject.

- 9.10 The Cumulative Grade Point Average (CGPA) is a measure of the overall cumulative performance of a student over all Semesters considered for registration. The CGPA is the ratio of the Total Credit Points secured by a student in ALL registered Courses in ALL Semesters, and the Total Number of Credits registered in ALL the Semesters. CGPA is rounded off to TWO Decimal Places. CGPA is thus computed from the I Year Second Semester onwards, at the end of each Semester, as per the formula

$$CGPA = \left( \sum_{i=1}^M C_i G_i \right) / \left( \sum_{i=1}^M C_i \right) \dots \text{for all S Semesters registered (ie., upto and inclusive of S Semesters, } S \geq 2\text{),}$$

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where 'M' is the TOTAL no. of Subjects (as specifically required and listed under the Course Structure of the parent Department) the Student has 'REGISTERED' for from the 1<sup>st</sup> Semester onwards upto and inclusive of the Semester S ( obviously  $M > N$  ),  $\gamma$  is the Subject indicator index (taking into account all Subjects from 1 to S Semesters),  $C_j$  is the no. of Credits allotted to the  $j^{\text{th}}$  Subject, and  $G_j$  represents the Grade Points (GP) corresponding to the Letter Grade awarded for that  $j^{\text{th}}$  Subject. After registration and completion of I Year I Semester however, the SGPA of that Semester itself may be taken as the CGPA, as there are no cumulative effects.

#### Illustration of calculation of SGPA

Course/Subject	Credits	Letter Grade	Grade points	Credit Points
Course 1	4	A	8	$4 \times 8 = 32$
Course 2	4	O	10	$4 \times 10 = 40$
Course 3	4	B	6	$4 \times 6 = 24$
Course 4	3	B	6	$3 \times 6 = 18$
Course 5	3	A+	9	$3 \times 9 = 27$
Course 6	3	B	6	$3 \times 6 = 18$
	21			159

$$\text{SGPA} = 159/21 = 7.57$$

#### Illustration of calculation of CGPA

Semester	Credits	SGPA	Credits * SGPA
Semester I	24	7	$24 \times 7 = 168$
Semester II	24	6	$24 \times 6 = 144$
Semester III	24	6.5	$24 \times 6.5 = 156$
Semester IV	24	6	$24 \times 6 = 144$
	96		612

$$\text{CGPA} = 612/96 = 6.37$$

#### 10.0 Award of Degree and Class

10.1 If a student who registers for all the specified Subjects/ Courses as listed in the Course Structure, satisfies all the Course Requirements, and passes the examinations prescribed in the entire MBA Programme, and secures the required number of 102 Credits (with CGPA  $\geq 6.0$ ), shall be declared to have 'QUALIFIED' for the award of the MBA Degree that he was admitted into.

#### 10.2 Award of Class

After a student has earned the requirements prescribed for the completion of the programme and is eligible for the award of MBA Degree, he shall be placed in one of the following three classes based on the CGPA:

Class Awarded	CGPA
First Class with Distinction	$\geq 7.75$
First Class	$6.75 \leq \text{CGPA} < 7.75$
Second Class	$6.00 \leq \text{CGPA} < 6.75$

A student with final CGPA (at the end of the MBA Programme)  $< 6.00$  shall not be eligible for the Award of Degree.

#### 11.0 Withholding of Results

If the student has not paid the dues, if any, to the University or if any case of indiscipline is pending against him, the result and degree of the student will be withheld and he will not be allowed into the next semester.



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12.0 General

- 12.1 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.
- 12.2 Credit Point: It is the product of grade point and number of credits for a course.
- 12.3 Wherever the words "he", "him", "his", occur in the regulations, they shall include "she", "her".
- 12.4 The academic regulation should be read as a whole for the purpose of any interpretation.
- 12.5 In case of any doubt or ambiguity in the interpretation of the above rules, the decision of the University is final.
- 12.6 The University may change or amend the academic regulations or syllabi at any time and the changes or amendments made shall be applicable to all the students with effect from the dates notified by the University.



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**MALPRACTICES RULES**  
**DISCIPLINARY ACTION FOR IMPROPER CONDUCT IN EXAMINATIONS**

S.No	Nature of Malpractices/Improper conduct of the candidate:	Punishment
1.(a)	Possesses or keeps accessible in examination hall, any paper, note book, programmable calculators, Cell phones, pager, palm computers or any other form of material concerned with or related to the subject to the examination (theory or practical) in which he is appearing but has not made use of (material shall include any marks on the body of the candidate which can be used as an aid in the subject of the examination).	Expulsion from the examination hall and cancellation of the performance in that subject only.
(b)	Gives assistance or guidance or receives it from any other candidate orally or by any other body language methods or communicates through cell phones with any candidate or persons in or outside the exam hall in respect of any matter.	Expulsion from the examination hall and cancellation of the performance in that subject only of all the candidates involved. In case of an outsider, he will be handed over to the police and a case is registered against him.
2.	Has copied in the examination hall from any paper, book, programmable calculators, palm computers or any other form of material relevant to the subject to the examination (theory or practical) in which the candidate is appearing.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted to appear for the remaining examinations of the subjects of that Semester/year.  The Hall Ticket of the candidate is to be cancelled and sent to the University.
3.	Impersonates any other candidate in connection with the examination.	The candidate who has impersonated shall be expelled from examination hall. The candidate is also debarred and forfeits the seat. The performance of the original candidate, who has been impersonated, shall be cancelled in all the subjects of the examination (including practicals and project work) already appeared and shall not be allowed to appear for examinations of the remaining subjects of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all University 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 will be handed over to the police and a case is registered against him.
4.	Smuggles in the Answer book or additional sheet or takes out or arranges to send out the question paper during the examination or answer book or additional sheet, during or	Expulsion from the examination hall and cancellation of performance in that subject and all the other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the

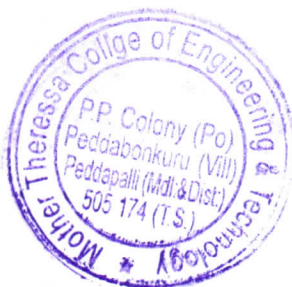


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	after the examination.	remaining examinations of the subjects of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all University examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat.
5.	Uses objectionable, abusive or offensive language in the answer paper or in letters to the examiners or writes to the examiner requesting him to award pass marks.	Cancellation of the performance in that subject.
6.	Refuses to obey the orders of the Chief Superintendent/Assistant – Superintendent/ any officer on duty or misbehaves or creates disturbance of any kind in and around the examination hall or organizes a walk out or instigates others to walk out, or threatens the officer-in charge or any person on duty in or outside the examination hall of any injury to his person or to any of his relations 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 of his relations, 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.	In case of students of the college, they shall be expelled from examination halls and cancellation of their performance in that subject and all other subjects the candidate(s) has (have) already appeared and shall not be permitted to appear for the remaining examinations of the subjects of that semester/year. The candidates also are debarred and forfeit their seats. In case of outsiders, they will be handed over to the police and a police case is registered against them.
7.	Leaves the exam hall taking away answer script or intentionally tears of the script or any part thereof inside or outside the examination hall.	Expulsion from the examination hall and cancellation of performance in that subject and all the other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all University examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat.
8.	Possess any lethal weapon or firearm in the examination hall.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred and forfeits the seat.
9.	If student of the college, who is not a candidate for the particular examination or	Student of the colleges expulsion from the examination hall and cancellation of the



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

**Malpractices identified by squad or special invigilators**

1. Punishments to the candidates as per the above guidelines.
2. Punishment for institutions: (if the squad reports that the college is also involved in encouraging malpractices)
  - (i) A show cause notice shall be issued to the college.
  - (ii) Impose a suitable fine on the college.
  - (iii) Shifting the examination centre from the college to another college for a specific period of not less than one year



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**JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY  
HYDERABAD**

(Established by Act No.30 of 2008)

Kukatpally, Hyderabad-500085, Telangana State (India)

**Academic Regulations of MBA (Regular/Full Time) Programme  
Under Choice Based Credit System (CBCS) 2017-18 (R17)**

(Effective for the students admitted into I year from the Academic Year 2017-18 and onwards)

**1.0 Post-Graduate Degree Programme in Management (PGP in Management)** Jawaharlal Nehru Technological University Hyderabad (JNTUH) offers **Two Years (Four Semesters)** full-time Master of Business Administration (MBA) Degree programme, under CBCS at its constituent (non- autonomous) and affiliated colleges.

**2.0 Eligibility for Admissions**

**2.1** Admission to the MBA programme shall be made subject to eligibility, qualification prescribed by the University from time to time.

**2.2** Admission to the post graduate degree programme shall be made on the basis of either the merit rank or Percentile obtained by the qualified student in the relevant qualifying Examination/ the merit rank obtained by the qualified student in an entrance test conducted by Telangana State Government (ICET) for MBA programme / an entrance test conducted by JNTUH/ on the basis of any other exams approved by the University, subject to reservations as laid down by the Govt. from time to time.

**2.3** The medium of instructions for MBA Programme will be **ENGLISH** only.

**3.0 MBA Programme (PGP in Management) Structure**

**3.1** The MBA Programme of JNTUH is in Semester pattern, with **Four Semesters** consisting of **Two** academic years, each academic year having **Two Semesters** (First/Odd and Second/Even Semesters). Each Semester shall be of 22 weeks duration (inclusive of Examinations), with a minimum of 90 instructional days per Semester.

**3.2** The student shall not take more than four academic years to fulfill all the academic requirements for the award of MBA degree from the date of commencement of first year first semester, failing which the student shall forfeit the seat in MBA programme.

**3.3** UGC/AICTE specified definitions/descriptions are adopted appropriately for various terms and abbreviations used in these PG academic regulations, as listed below:

**3.3.1 Semester Scheme**

Each Semester shall have 'Continuous Internal Evaluation (CIE)' and 'Semester End Examination (SEE)'. Choice Based Credit System (CBCS) and Credit Based Semester System (CBSS) are taken as 'references' for the present set of Regulations. The terms 'SUBJECT' and 'COURSE' imply the same meaning here and refer to 'Theory Subject', or 'Lab Course', or 'Seminar', or 'Comprehensive Viva', or 'Project' as the case may be.



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### 3.3.2 Credit Courses

All subjects/courses are to be registered by the student in a semester to earn credits which shall be assigned to each subject/course in an L: T: P: C (Lecture Periods: Tutorial Periods: Practical Periods: Credits) structure based on the following general pattern:

- One credit for one hour/week/semester for theory/lecture (L) courses
- One credit for two hours/ week/semester for laboratory/ practical (P) courses or tutorials (T)

Other student activities like study tour, guest lecture, conference/workshop participations, technical paper presentations, and identified mandatory courses, if any, will not carry credits.

### 3.3.3 Subject Course Classification

All subjects/courses offered for the MBA Degree Programme is broadly classified as follows. The University has followed in general the guidelines issued by AICTE/UGC.

S.No.	Broad Course Classification	Course Group/ Category	Course Description
1	Core Courses (CoC)	CC- Core Courses	Includes subjects related to the parent discipline / department
		Project Work	MBA Project or PG Project or Major Project
		Seminar / Pre Submission of Project Work /Summer Internship	Seminar/Colloquium based on core contents related to parent discipline/department
		Comprehensive Viva-Voce	Viva-voce covering all the PG subjects studied during the course work and related aspects
2	Elective Courses (ELE)	PE - Professional Electives	Includes elective subjects related to the parent discipline/department
		OE - Open Electives	Elective subjects which include inter-disciplinary subjects or subjects in an area outside the parent discipline/department
<b>Total number of Credits</b>			

### 4.0 Course Registration

- 4.1 A 'Faculty Advisor or Counselor' shall be assigned to each specialization, who will advise on the MBA, its Course Structure and Curriculum, Choice/Option for Subjects/ Courses, based on his competence, progress, pre-requisites and interest.
- 4.2 The Academic Section of the College invites 'Registration Forms' from students within 15 days from the commencement of class work through 'ON-LINE SUBMISSIONS', ensuring 'DATE and TIME Stamping'. The ON-LINE Registration Requests for any 'CURRENT SEMESTER' shall be completed BEFORE the commencement of SEEs (Semester End Examinations) of the 'PRECEDING SEMESTER'.



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- 4.3 A Student can apply for ON-LINE Registration, ONLY AFTER obtaining the 'WRITTEN APPROVAL' from his Faculty Advisor, which should be submitted to the College Academic Section through the Head of Department (a copy of it being retained with Head of Department, Faculty Advisor and the Student).
- 4.4 If the Student submits ambiguous choices or multiple options or erroneous entries during ON-LINE Registration for the Subject(s) / Course(s) under a given/ specified Course Group/ Category as listed in the Course Structure, only the first mentioned Subject/ Course in that Category will be taken into consideration.
- 4.5 Subject/ Course Options exercised through ON-LINE Registration are final and CANNOT be changed, nor can they be inter-changed; further, alternate choices also will not be considered. However, if the Subject/ Course that has already been listed for Registration by the University in a Semester could not be offered due to unforeseen or unexpected reasons, then the Student will be allowed to have alternate choice either for a new Subject, if it is offered, or for another existing Subject (subject to availability of seats). Such alternate arrangements will be made by the Head of Department, with due notification and time-framed schedule, within the FIRST WEEK from the commencement of Class-work for that Semester.

#### 5.0 Attendance Requirements

The programmes are offered on the basis of a unit system with each subject being considered a unit.

- 5.1 Attendance in all classes (Lectures/Laboratories) is compulsory. The minimum required attendance in each theory including the attendance of mid-term examination / Laboratory etc. is 75%. Two periods of attendance for each theory subject shall be considered, if the student appears for the mid-term examination of that subject. A student shall not be permitted to appear for the Semester End Examinations (SEE), if his attendance is less than 75%.
- 5.2 **Condoning of shortage of attendance** (between 65% and 75%) up to a maximum of 10% (considering the days of attendance in sports, games, NCC, NSS activities and Medical grounds) in each subject of a semester shall be granted by the College Academic Committee.
- 5.3 Shortage of Attendance below 65% in any subject shall in **no case be condoned**.
- 5.4 A Student, whose shortage of attendance is **not condoned** in any subject(s) in any semester, is considered detained in that subject(s) and is not eligible to write Semester End Examination(s) of such subject(s) in that semester, and he has to seek re-registration for those subject(s) in subsequent semesters, and attend the same as and when offered.
- 5.5 A student fulfills the attendance requirement in the present semester, shall not be eligible for readmission into the same class.
- 5.6 A prescribed fee per subject shall be payable for condoning shortage of attendance.
- 5.7 A Candidate shall put in a minimum required attendance at least **THREE** theory subjects in each semester for promoting to next Semester.



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## 6.0 Academic Requirements

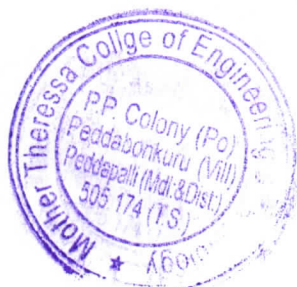
The following academic requirements have to be satisfied, in addition to the attendance requirements mentioned in item no. 5. The performance of the candidate in each semester shall be evaluated subject-wise, with a maximum of 100 marks per subject / course (theory / laboratory), on the basis of Internal Evaluation and Semester End Examination.


- 6.1 A student shall be deemed to have satisfied the academic requirements and earned the credits allotted to each subject/course, if he secures not less than 40% of marks (30 out of 75 marks) in the End Semester Examination, and a minimum of 50% of marks in the sum total of CIE (Continuous Internal Evaluation) and SEE (Semester End Examination) taken together; in terms of Letter Grades and this implies securing 'B' Grade or above in a subject.
- 6.2 A student shall be deemed to have satisfied the academic requirements and earned the credits allotted to a subject/ course, if he secures not less than 50% of the total marks. The student is deemed to have failed, if he (i) does not attend the comprehensive viva-voce as per the schedule given or (ii) does not submit a report on summer internship, or does not make a presentation of the same before the evaluation committee as per schedule, in such a case, he has to reappear for the same during the supplementary examinations as and when conducted, subject to item 3.2.
- 6.3 A student shall register for all subjects for total of 88 credits as specified and listed in the course structure for the chosen specialization, put in the required attendance and fulfill the academic requirements for securing 88 credits obtaining a minimum of 'B' Grade or above in each subject, and all 88 credits securing Semester Grade Point Average (SGPA)  $\geq 6.0$  (in each semester) and final Cumulative Grade Point Average (CGPA) (i.e., CGPA at the end of PGP)  $\geq 6.0$ , to complete the PGP successfully.

**Note: (1) The SGPA will be computed and printed on the marks memo only if the candidate passes in all the subjects offered and gets minimum B grade in all the subjects.**

**(2) CGPA is calculated only when the candidate passes in all the subjects offered in all the semesters**

- 6.4 Marks and Letter Grades obtained in all those subjects covering the above specified 88 credits alone shall be considered for the calculation of final CGPA, which will be indicated in the Grade Card /Marks Memo of second year second semester.
- 6.5 If a student registers for extra subject(s) (in the parent department or other departments/ branches of Engineering) other than those listed subjects totaling to 88 credits as specified in the course structure, the performance in extra subject(s) (although evaluated and graded using the same procedure as that of the required 88 credits) will not be taken into account while calculating the SGPA and CGPA. For such extra subject(s) registered, percentage of marks and Letter Grade alone will be indicated in the Grade Card/Marks Memo, as a performance measure, subject to completion of the attendance and academic requirements as stated in items 5 and 6.1 - 6.3.
- 6.6 When a student is detained due to shortage of attendance in any subject(s) in any semester,



  
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no Grade allotment will be made for such subject(s). However, he is eligible for re-registration of such subject(s) in the subsequent semester(s), as and when next offered, with the academic regulations of the batch into which he is re-registered, by paying the prescribed fees per subject. In all these re-registration cases, the student shall have to secure a fresh set of internal marks and Semester End Examination marks for performance evaluation in such subject(s), and SGPA/CGPA calculations.

6.7 A student eligible to appear for the Semester End Examination in any subject, but absent from it or failed (failing to secure 'B' Grade or above), may reappear for that subject at the supplementary examination as and when conducted. In such cases, his Internal Marks assessed earlier for that subject will be carried over, and added to the marks secured in the supplementary examination, for the purpose of evaluating his performance in that subject.

6.8 A Student who fails to earn 88 credits as per the specified course structure, and as indicated above, within **four** academic years from the date of commencement of his first year first semester, shall forfeit his seat in MBA programme and his admission shall stand cancelled.

#### 7.0 Evaluation - Distribution and Weightage of Marks


The performance of a student in each semester shall be evaluated subject-wise (irrespective of credits assigned) for a maximum of 100 marks. The MBA project work (main project viva voce) will also be evaluated for 100 marks.

7.1 For the theory subjects 75 marks shall be awarded for the performance in the Semester End Examination and 25 marks shall be awarded for Continuous Internal Evaluation (CIE). The Continuous Internal Evaluation shall be made based on the average of the marks secured in the two Mid-Term Examinations conducted, first Mid-Term examinations in the middle of the Semester and second Mid-Term examinations during the last week of instruction. Each Mid-Term Examination shall be conducted for a total duration of 120 minutes with Part 'A' as compulsory consisting of 5 questions carrying 2 marks each (10 marks), and Part 'B' with 3 questions to be answered out of 5 questions, each question carrying 5 marks (15 marks). The details of the Question Paper pattern for Semester End Examination (Theory) are given below:

- The Semester End Examination will be conducted for 75 marks. It consists of two parts. i). Part A for 25 marks, ii). Part B for 50 marks.
- Part A is compulsory and consists of 5 questions, one from each unit and carrying 5 marks each.
- Part B consists of 5 questions carrying 10 marks each. There will be two questions from each unit and only one should be answered.

7.2 *For practical subjects, 100 marks shall be awarded for candidate's performance in the semester end examination as internal Marks. The semester end examination is conducted by the MBA Department itself. A candidate has to secure a minimum of 50% of marks to be declared successful. If he fails to obtain the minimum marks, he has to reappear for the same during the supplementary examinations as and when conducted, subject to item 3.2.*

7.3 There shall be a summer internship in I Year II Semester. Summer internship Report has to

  
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be submitted to the department after approval by the concerned supervisor/mentor and the Head of the department. Summer internship Report is evaluated for 100 marks. The report has to be evaluated by the Head, Supervisor/ mentor and a senior faculty of the department. A candidate has to secure a minimum of 50% of marks to be declared successful. If he fails to obtain the minimum marks, he has to reappear for the same during the supplementary examinations as and when conducted, subject to item 3.2.

- 7.4 There shall be a Comprehensive Viva-Voce after completion of II Mid-term examinations of II year II Semester. The Comprehensive Viva-Voce is intended to assess the student's understanding of various subjects he has studied during the MBA course of study. The Head of the Department shall be associated with the conduct of the Comprehensive Viva-Voce through a Committee. The Committee shall consist of Head of the Department, one senior faculty member and an external examiner. The external examiner shall be appointed by the Principal of the college concerned and this is to be informed to the Director of Evaluation within two weeks. The external examiner should be selected from outside the College concerned but within the cluster. No external examiner should be appointed from any other College in the same cluster/any other cluster which is run by the same Management. There are no internal marks for the Comprehensive Viva-Voce and it is evaluated for a maximum of 100 marks. A candidate has to secure a minimum of 50% of marks to be declared successful. If he fails to obtain the minimum marks, he has to reappear for the viva-voce during the supplementary examinations.
- 7.5 Every candidate shall be required to submit a thesis or dissertation on a topic approved by the Project Review Committee.
- 7.6 A Project Review Committee (PRC) shall be constituted with the Head of the Department as Chairperson, Project Supervisor and one senior faculty member of the Departments offering the MBA programme.
- 7.7 Registration of Project Work: A candidate is permitted to register for the project work after satisfying the attendance requirement in all the subjects, both theory and practicals upto II Year I Semester.
- 7.8 After satisfying 7.7, a candidate has to present pre submission of project work during II year II semester. For pre submission of project work, a student, in consultation with his Project Supervisor, has to present the title, objective, and plan of action of his project work to the Project Work Review Committee (PRC) for approval within two weeks from the commencement of Second year Second Semester. Only after obtaining the approval of the PRC can the student initiate the Project work. For pre submission of project work there will be only internal evaluation for 100 marks. Evaluation should be done by the PRC for 50 marks and the Supervisor will evaluate the work for the other 50 marks. A candidate has to secure a minimum of 50% of marks to be declared successful. If he fails to obtain the minimum marks, he has to reappear for the same during the supplementary examinations as and when conducted, subject to item 3.2.
- 7.9 If a candidate wishes to change his supervisor or topic of the project, he can do so with the approval of the PRC. However, the PRC shall examine whether or not the change of topic/supervisor leads to a major change of his initial plans of project proposal. If yes, his date of registration for the project work starts from the date of change of Supervisor or topic as the case may be.
- 7.10 The work on the project shall be initiated at the beginning of the II year II Semester and the



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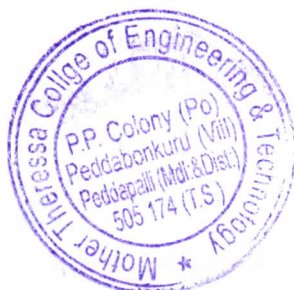
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duration of the project is one semester. A candidate is permitted to submit Project Thesis only after successful completion of all theory and practical courses with the approval of PRC not earlier than 20 weeks from the date of approval of the project work. For the approval of PRC the candidate shall submit the draft copy of thesis to the Head of the Department and make an oral presentation before the PRC.

- 7.11 After approval from the PRC, a soft copy of the thesis should be submitted for ANTI-PLAGIARISM check and the plagiarism report should be submitted to the University and be included in the final thesis. The Thesis will be accepted for submission, if the similarity index is less than 30%. If the similarity index has more than the required percentage, the student is advised to modify accordingly and re-submit the soft copy of the thesis after one month. The maximum number of re-submissions of thesis after plagiarism check is limited to TWO. The candidate has to register for the Project work and work for *one semester*. After three attempts, the admission is liable to be cancelled. The college authorities are advised to make plagiarism check of every soft copy of theses before submissions.
- 7.12 Three copies of the Project Thesis certified by the supervisor shall be submitted to the College/School/Institute, after submission of a research paper related to the project work in a UGC approved journal. A copy of the submitted research paper shall be attached to thesis.
- 7.13 The thesis shall be adjudicated by an external examiner selected by the University. For this, the Principal of the College/School/Institute shall submit a panel of **three** examiners from among the list of experts in the relevant specialization as submitted by the supervisor concerned and Head of the Department.
- 7.14 If the report of the external examiner is unsatisfactory, the candidate shall revise and resubmit the Thesis. If the report of the examiner is unsatisfactory again, the thesis shall be summarily rejected. Subsequent actions for such dissertations may be considered, only on the specific recommendations of the external examiner and /or Project work Review Committee. No further correspondence in this matter will be entertained, if there is no specific recommendation for resubmission.
- 7.15 If the report of the external examiner is satisfactory, the Head of the Department shall coordinate and make arrangements for the conduct of Main Project Viva - Voce examination. The Main Project Viva-Voce examination will be evaluated for 100 marks. The Main Project Viva-Voce examination shall be conducted by a board consisting of the Supervisor, Head of the Department and the external examiner who adjudicated the Thesis. The candidate has to secure a minimum of 50% of marks in Main Project Viva-Voce examination.
- 7.16 If he fails to fulfill the requirements as specified in 7.15, he will reappear for the Main Project Viva-Voce examination only after three months. In the reappeared examination also, if he fails to fulfill the requirements, he will not be eligible for the award of the degree, unless he is asked to revise and resubmit his project work by the board within a specified time period (within four years from the date of commencement of his first year first semester).
- 7.17 The Main Project Viva-Voce External examination marks must be submitted to the University on the day of the examination.



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## 8.0 Re-Admission/Re-Registration

### 8.1 Re-Admission for Discontinued Student

A student, who has discontinued the MBA degree programme due to any reason whatsoever, may be considered for 'readmission' into the same degree programme (with the same specialization) with the academic regulations of the batch into which he gets readmitted, with prior permission from the authorities concerned, subject to item 6.6.

8.2 If a student is detained in a subject (s) due to shortage of attendance in any semester, he may be permitted to **re-register** for the same subject(s) in the same category (core or elective group) or equivalent subject, if the same subject is not available, as suggested by the Board of Studies of that department, as and when offered in the subsequent semester(s), with the academic regulations of the batch into which he seeks re-registration, with prior permission from the authorities concerned, subject to item 3.2.

8.3 A candidate shall be given one chance to re-register for a maximum of two subjects, if the internal marks secured by a candidate are less than 50% and failed in those subjects. A candidate must re-register for failed subjects within four weeks of commencement of the class work and secure the required minimum attendance. In the event of the student taking this chance, his Continuous Internal Evaluation (internal) marks and Semester End Examination marks obtained in the previous attempt stand cancelled.

### 9.0 Examinations and Assessment - The Grading System

9.1 Grades will be awarded to indicate the performance of each student in each Theory Subject, or Lab/Practicals, or Seminar, or Project, etc., based on the % of marks obtained in CIE + SEE (Continuous Internal Evaluation + Semester End Examination, both taken together) as specified in Item 7 above, and a corresponding Letter Grade shall be given.

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

% of Marks Secured in a subject/Course (Class Intervals)	Letter Grade (UGC Guidelines)	Grade Points
90% and above ( $\geq 90\%$ , $\leq 100\%$ )	O (Outstanding)	10
Below 90% but not less than 80% ( $\geq 80\%$ , $< 90\%$ )	A* (Excellent)	9
Below 80% but not less than 70% ( $\geq 70\%$ , $< 80\%$ )	A (Very Good)	8
Below 70% but not less than 60% ( $\geq 60\%$ , $< 70\%$ )	B* (Good)	7
Below 60% but not less than 50% ( $\geq 50\%$ , $< 60\%$ )	B (above Average)	6
Below 50% ( $< 50\%$ )	F (FAIL)	0
Absent	Ab	0

9.3 A student obtaining F Grade in any Subject is deemed to have 'failed' and is required to reappear as 'Supplementary Candidate' for the Semester End Examination (SEE), as and when conducted. In such cases, his Internal Marks (CIE Marks) in those subjects will remain as obtained earlier.

9.4 If a student has not appeared for the examinations, 'Ab' Grade will be allocated to him for any subject and shall be considered 'failed' and will be required to reappear as



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'Supplementary Candidate' for the Semester End Examination (SEE), as and when conducted.

- 9.5 A Letter Grade does not imply any specific marks percentage; it is only the range of percentage of marks.
- 9.6 In general, a student shall not be permitted to repeat any Subject/ Course (s) only for the sake of 'Grade Improvement' or 'SGPA/ CGPA Improvement'.
- 9.7 A student earns Grade Point (GP) in each Subject/ Course, on the basis of the Letter Grade obtained by him in that Subject/ Course. The corresponding 'Credit Points' (CP) are computed by multiplying the Grade Point with Credits for that particular Subject/ Course.

**Credit Points (CP) = Grade Point (GP) x Credits .... For a Course**

- 9.8 The student passes the Subject/ Course only when he gets GP  $\geq 6$  (B Grade or above).
- 9.9 The Semester Grade Point Average (SGPA) is calculated by dividing the Sum of Credit Points ( $\Sigma CP$ ) secured from ALL Subjects/ Courses registered in a Semester, by the Total Number of Credits registered during that Semester. SGPA is rounded off to TWO Decimal Places. SGPA is thus computed as

$$SGPA = \{ \sum_{i=1}^N C_i G_i \} / \{ \sum_{i=1}^N C_i \} \dots \text{For each Semester,}$$

where 'i' is the Subject indicator index (taking into account all Subjects in a Semester), 'N' is the no. of Subjects 'REGISTERED' for the Semester (as specifically required and listed under the Course Structure of the parent Department),  $C_i$  is the no. of Credits allotted to the  $i^{th}$  Subject, and  $G_i$  represents the Grade Points (GP) corresponding to the Letter Grade awarded for that  $i^{th}$  Subject.

- 9.10 The Cumulative Grade Point Average (CGPA) is a measure of the overall cumulative performance of a student over all Semesters considered for registration. The CGPA is the ratio of the Total Credit Points secured by a student in ALL registered Courses in ALL Semesters, and the Total Number of Credits registered in ALL the Semesters. CGPA is rounded off to TWO Decimal Places. CGPA is thus computed from the 1 Year Second Semester onwards, at the end of each Semester, as per the formula

$$CGPA = \{ \sum_{j=1}^M C_j G_j \} / \{ \sum_{j=1}^M C_j \} \dots \text{for all S Semesters registered}$$

(ie., upto and inclusive of S Semesters,  $S \geq 2$ ),

where 'M' is the TOTAL no. of Subjects (as specifically required and listed under the Course Structure of the parent Department) the Student has 'REGISTERED' for from the 1<sup>st</sup> Semester onwards upto and inclusive of the Semester S ( obviously  $M > N$  ), 'j' is the Subject indicator index (taking into account all Subjects from 1 to S Semesters),  $C_j$  is the no. of Credits allotted to the  $j^{th}$  Subject, and  $G_j$  represents the Grade Points (GP) corresponding to the Letter Grade awarded for that  $j^{th}$  Subject. After registration and completion of 1 Year 1 Semester however, the SGPA of that Semester itself may be taken as the CGPA, as there are no cumulative effects.

#### Illustration of calculation of SGPA



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Course/Subject	Credits	Letter Grade	Grade points	Credit Points
Course 1	4	A	8	4*8 = 32
Course 2	4	O	10	4*10 = 40
Course 3	4	B	6	4*6 = 24
Course 4	3	B	6	3*6 = 18
Course 5	3	A+	9	3*9 = 27
Course 6	3	B	6	3*6 = 18
	21			159

$$SGPA = 159/21 = 7.57$$

#### Illustration of calculation of CGPA

Semester	Credits	SGPA	Credits * SGPA
Semester I	24	7	24*7 = 168
Semester II	24	6	24*6 = 144
Semester III	24	6.5	24*6.5 = 156
Semester IV	24	6	24*6 = 144
	96		612

$$CGPA = 612/96 = 6.37$$

#### 10.0 Award of Degree and Class

10.1 If a student who registers for all the specified Subjects/ Courses as listed in the Course Structure, satisfies all the Course Requirements, and passes the examinations prescribed in the entire PG Programme (PGP), and secures the required number of **88 Credits** (with CGPA  $\geq 6.0$ ), shall be declared to have 'QUALIFIED' for the award of the MBA Degree that he was admitted into.

#### 10.2 Award of Class

After a student has earned the requirements prescribed for the completion of the programme and is eligible for the award of MBA Degree, he shall be placed in one of the following three classes based on the CGPA:

Class Awarded	CGPA
First Class with Distinction	$\geq 7.75$
First Class	$6.75 \leq CGPA < 7.75$
Second Class	$6.00 \leq CGPA < 6.75$

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

#### 11.0 Withholding of Results

If the student has not paid the dues, if any, to the University or if any case of indiscipline is pending against him, the result and degree of the student will be withheld and he will not be allowed into the next semester.

#### 12.0 Transitory Regulations



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- 12.1 A student who has been detained in any semester of I Year of R13/R15 Regulations due to lack of attendance, shall be permitted to join the same semester of I Year of R17 Regulations and he is required to complete the study of MBA programme within the stipulated period of four academic years from the date of first admission in I Year I semester. The R17 Academic Regulations under which a student has been readmitted shall be applicable to that student from that semester.
- 12.2 Candidate detained due to shortage of attendance in one or more subjects is eligible for re-registration of maximum of two earlier or equivalent subjects at a time as and when offered.
- 12.3 The candidate who fails in any subject under R13/R15 regulations will be given two chances to pass the same subject in the same regulations; otherwise, he has to identify an equivalent subject and fulfill the academic requirements of that subject as per R17 Academic Regulations.
- 12.4 For student readmitted to R17 Regulations, the maximum credits that a student acquires for the award of the degree, shall be the sum of the total number of credits secured in R13/R15 regulations of his/her study including R17 Regulations.
- 12.5 If a student readmitted to R17 Regulations, has any subject with 80% of syllabus common with his/her previous regulations, that particular subject in R17 regulations will be substituted by another subject to be suggested by the university.
- 13.0 **General**
- 13.1 **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.
- 13.2 **Credit Point:** It is the product of grade point and number of credits for a course.
- 13.3 Wherever the words "he", "him", "his", occur in the regulations, they shall include "she", "her".
- 13.4 The academic regulation should be read as a whole for the purpose of any interpretation.
- 13.5 In case of any doubt or ambiguity in the interpretation of the above rules, the decision of the University is final.
- 13.6 The University may change or amend the academic regulations or syllabi at any time and the changes or amendments made shall be applicable to all the students with effect from the dates notified by the University.



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**MALPRACTICES RULES  
DISCIPLINARY ACTION FOR / IMPROPER CONDUCT IN EXAMINATIONS**

S.No	Nature of Malpractices/Improper conduct	Punishment
	If the candidate:	
1.(a)	Possesses or keeps accessible in examination hall, any paper, note book, programmable calculators, Cell phones, pager, palm computers or any other form of material concerned with or related to the subject to the examination (theory or practical) in which he is appearing but has not made use of (material shall include any marks on the body of the candidate which can be used as an aid in the subject of the examination).	Expulsion from the examination hall and cancellation of the performance in that subject only.
(b)	Gives assistance or guidance or receives it from any other candidate orally or by any other body language methods or communicates through cell phones with any candidate or persons in or outside the exam hall in respect of any matter.	Expulsion from the examination hall and cancellation of the performance in that subject only of all the candidates involved. In case of an outsider, he will be handed over to the police and a case is registered against him.
2.	Has copied in the examination hall from any paper, book, programmable calculators, palm computers or any other form of material relevant to the subject to the examination (theory or practical) in which the candidate is appearing.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted to appear for the remaining examinations of the subjects of that Semester/year.  The Hall Ticket of the candidate is to be cancelled and sent to the University.
3.	Impersonates any other candidate in connection with the examination.	The candidate who has impersonated shall be expelled from examination hall. The candidate is also debarred and forfeits the seat. The performance of the original candidate, who has been impersonated, shall be cancelled in all the subjects of the examination (including practicals and project work) already appeared and shall not be allowed to appear for examinations of the remaining subjects of that semester/year. The candidate is also



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		debarred for two consecutive semesters from class work and all University 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 will be handed over to the police and a case is registered against him.
4.	Smuggles in the Answer book or additional sheet or takes out or arranges to send out the question paper during the examination or answer book or additional sheet, during or after the examination.	Expulsion from the examination hall and cancellation of performance in that subject and all the other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all University examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat.
5.	Uses objectionable, abusive or offensive language in the answer paper or in letters to the examiners or writes to the examiner requesting him to award pass marks.	Cancellation of the performance in that subject.
6.	Refuses to obey the orders of the Chief Superintendent/Assistant Superintendent/ any officer on duty or misbehaves or creates disturbance of any kind in and around the examination hall or organizes a walk out or instigates others to walk out, or threatens the officer-in charge or any person on duty in or outside the examination hall of any injury to his person or to any of his relations 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 of his relations, or indulges in any other	In case of students of the college, they shall be expelled from examination halls and cancellation of their performance in that subject and all other subjects the candidate(s) has (have) already appeared and shall not be permitted to appear for the remaining examinations of the subjects of that semester/year. The candidates also are debarred and forfeit their seats. In case of outsiders, they will be handed over to the police and a police case is registered against them.



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	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.	
7.	Leaves the exam hall taking away answer script or intentionally tears of the script or any part thereof inside or outside the examination hall.	Expulsion from the examination hall and cancellation of performance in that subject and all the other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all University examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat.
8.	Possess any lethal weapon or firearm in the examination hall.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred and forfeits the seat.
9.	If student of the college, who is not a candidate for the particular examination or any person not connected with the college indulges in any malpractice or improper conduct mentioned in clauses 6 to 8.	Student of the colleges expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred and forfeits the seat. Person(s) who do not belong to the College will be handed over to police and, a police case will be registered against them.
10.	Comes in a drunken condition to the	Expulsion from the examination hall and



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	examination hall.	cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year.
11.	Copying detected on the basis of internal evidence, such as, during valuation or during special scrutiny.	Cancellation of the performance in that subject and all other subjects the candidate has appeared including practical examinations and project work of that semester/year examinations.
12.	(If any malpractice is detected which is not covered in the above clauses) to be reported to the University for further action to award suitable punishment.	

**Malpractices identified by squad or special invigilators**

1. Punishments to the candidates as per the above guidelines.
2. Punishment for institutions: (if the squad reports that the college is also involved in encouraging malpractices)
  - (i) A show cause notice shall be issued to the college.
  - (ii) Impose a suitable fine on the college.
  - (iii) Shifting the examination centre from the college to another college for a specific period of not less than one year



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