



|| Jai Sri Gurudev ||

Sri Adichunchanagiri Shikshana Trust (R)

**SJB Institute of Technology**

BGS Health and Education City, Dr. Vishnuvardhana Road, Kengeri, Bengaluru-560060

Approved by AICTE, New Delhi.

Autonomous Institution affiliated to Visvesvaraya Technological University, Belagavi

Recognized by UGC, New Delhi with 2(f) & 12 (B), Accredited by NAAC with 'A+' grade,

Certified by ISO 9001 - 2015



# **SJBIT ACADEMIC REGULATIONS – 2024 (AUTONOMOUS)**

**GOVERNING THE DEGREE OF  
UG PROGRAMME – B.E.  
PG PROGRAMME – MBA, MCA & M.Tech.**

**Updated as on: 04/08/2025.**

**Applicability:** For the admission batches from the  
academic year 2024-25 and onwards.



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### Version/Release Update details

S.#	Release Date	Remarks
1.	04/08/2025	Ver-01: First release Revised as per the AMMENDMENTS by VTU (Measurement for maintenance of standards at affiliated autonomous institutions) guidelines, 2024 vide ref. VTU/BGM/SA/Aca-cirs/2024-25/6446 dated 24/03/2025. The regulations for both UG & PG programme are combined into single document. These regulations are applicable to the admission batches from the academic year 2024-25.
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## SJBIT ACADEMIC REGULATIONS-2024 (AUTONOMOUS)

In exercise of powers conferred by the Visvesvaraya Technological University, hereafter referred to as VTU under its GUIDELINES FOR IMPLEMENTATION OF ACADEMIC AUTONOMY IN INSTITUTIONS (2018) (Framed under Section 20(w) of VTU Act, 1994) AMMENDMENTS by VTU (Measurement for maintenance of standards at affiliated autonomous institutions) guidelines, 2024 vide ref. VTU/BGM/SA/Aca-cirs/2024-25/6446 dated 24/03/2025 the Academic Council of Sri Jagadguru Balagangadharanatha Mahaswamiji Institute of Technology, hereafter referred to as SJB Institute of Technology (SJBIT), makes the following regulations:

### Title and Commencement:

These Regulations shall be called "The SJBIT Academic regulations-2024 (Autonomous) for Bachelor of Engineering (B.E.), PG programme – MBA, MCA & M. Tech, PG Diploma and Certificate Programme Regulations 2024".

These Regulations shall govern all the students seeking admission to the various UG & PG Programme from the Academic year 2024-25.

1.0	<b>Introduction:</b>
	All the degree programme follows Choice Based Credit System (CBCS) and Outcome Based Education (OBE) in Teaching, Learning and Assessment.
1.1	The General Regulations that are common to all Undergraduate and Postgraduate Degree, Diploma and Certificate Programme (Credit Based Semester System) of SJBIT, are presented here. Specific regulations relating to a particular Degree Programme are given separately along with the corresponding curriculum.
1.2	These Regulations govern the policies and procedures on the admission of students, teaching, conducting of examinations, evaluation, announcement of results and Graduation ceremony.
1.3	These Regulations are approved by the Governing body of SJBIT on recommendation of the Academic Council of SJBIT and shall supersede all corresponding earlier Regulations of the Institute, if any, along with the amendments thereto, and shall be binding on all concerned undergoing the said Programme.
1.4	These Regulations may evolve, get refined, revised, updated, amended, modified, or changed through appropriate approvals from the Governing body on the recommendation of the Academic Council from time to time, and shall be binding on all parties concerned.





1.5	Periodic refinements in the Academic Regulations and Curriculum on the students admitted in the earlier years, shall be dealt with appropriately and carefully, so as to ensure that such students are not subjected to any injustice whatsoever, although they are required to conform to these revised Regulations and Curriculum.
1.6	In order to guarantee fairness and justice to all the parties concerned, in view of the periodic revisions and refinements, specific issues referred to shall be addressed separately by the Academic Council of the Institute.
1.7	The Governing Body shall consider all issues relating to the Academic activities of SJBIT for appropriate action, irrespective of whether a reference is made in these Regulations or otherwise.
1.8	The Principal may co-opt or invite experts from outside or within, to any of the Academic Council meetings.
1.9	Any disputes arising from these Regulations must be addressed to the Governing Body of SJBIT. The decision of the Governing Body shall be final and binding on all parties concerned.
1.10	Any legal disputes arising from these Regulations shall be limited to the legal jurisdiction determined by the location of SJBIT, which is the City of Bengaluru, Karnataka State and not that of any other party.
2.0	<b>Nomenclature used:</b>
	<p>(1) Autonomous Institute: As designated by the Visvesvaraya Technological University (VTU) as per the VTU Guidelines for implementation of academic autonomy in institutions (2018) Amendments in 2022, (framed under section 20(w) of VTU act, 1994).</p> <p>(2) Commission: University Grants Commission (UGC).</p> <p>(3) Council: All India Council for Technical Education (AICTE).</p> <p>(4) University: Visvesvaraya Technological University (VTU).</p> <p>(5) Institute: SJB Institute of Technology (SJBIT), Bengaluru.</p> <p>(6) Governing Body (GB): Governing Body of SJBIT.</p> <p>(7) AC: Academic Council of SJBIT.</p> <p>(8) BOS: Board of Studies of various disciplines of SJBIT.</p> <p>(9) BOE: Board of Examiners of various disciplines of SJBIT.</p> <p>(10) EC: Examination Committee of SJBIT.</p> <p>(11) MPCCC: Malpractice Cases Consideration Committee of SJBIT.</p> <p>(12) CIE: Continuous Internal Evaluation</p> <p>(13) SEE: Semester End Examination</p> <p>(14) STE: Scheme of Teaching and Examinations</p>



3.0	<b>Programme Offered in the Institute:</b>
	<p>(1) UG Level: Bachelor of Engineering (B.E.)</p> <p>(2) PG Level: Master of Technology (M. Tech.), Master of Business Administration (MBA), Master of Computer Applications (MCA)</p> <p>(i) Besides, the branch/subject of specialization, if any, shall be indicated in brackets after the abbreviation, e.g., B.E., (Mechanical Engineering), M. Tech. (Structural Engineering).</p> <p>(ii) The PG Diploma and Certificate Programme: These shall be indicated in abbreviated form, like PGD, CERT., with the branch/subject specialization given in brackets.</p>
3.1	<b>UG and PG Degree Programme:</b>
3.2	<b>B.E. Programme:</b>
	<p>(1) Artificial Intelligence and Machine Learning (AI)</p> <p>(2) Civil Engineering (CV)</p> <p>(3) Computer Science and Engineering (CS)</p> <p>(4) Computer Science and Engineering (Data Science) (CD)</p> <p>(5) Electronics and Communication Engineering (EC)</p> <p>(6) Electrical and Electronics Engineering (EE)</p> <p>(7) Information Science and Engineering (IS)</p> <p>(8) Mechanical Engineering (ME)</p>
3.3	<b>M.Tech Programme:</b>
	Civil Engineering – Structural Engineering (CSE)
3.4	<b>Master of Business Administration (MBA)</b>
3.5	<b>Master of Computer Applications (MCA)</b>
4.0	<b>Admissions:</b>
4.1	<b>Eligibility for Admission:</b>
	<p>(1) Eligibility criteria for B.E and PG Programme shall be in conformation with the Karnataka State Government/ University orders in force at the time of admission.</p> <p>(2) Admission process will be according to the directions of the appropriate statutory bodies and authorities.</p> <p>(3) Lateral admission directly to Second Year B.E. course for candidates with 3-year diploma/ 3-year B.Sc. qualification shall be accepted on the directions of the appropriate authorities.</p> <p>(4) However, eligibility requirements to Certificate programme is prescribed by the institute with the approval of the Academic Council of the institute.</p>



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4.2	<b>Migration of students:</b>																																
	(i) Migration of students from one college to another within the University shall be permitted as per the prevailing Regulations of the University. (ii) Migration from one branch to another branch in the same college or to another college within the University shall be governed by the prevailing Regulations of the University																																
4.3	<b>Transfer of students:</b>																																
	(i) Transfer of students from a non-Autonomous College to an Autonomous College or from an Autonomous College to another Autonomous College is permitted subjected to the Transfer Rules prevailing at the University. (ii) The eligibility criteria for the admission of students from other Universities (India/ Abroad) to an Autonomous College shall be the same as that prevailing for the other affiliated colleges of the University. (iii) However, in both of the above cases, the Equivalence Committee of the institute will declare the syllabus equivalence for such candidates and on approval of its Academic Council, admit the candidates with the approval of the University. The students shall complete the offered bridge courses, wherever required.																																
5.0	<b>Programme Duration:</b> Is as per the VTU statutes and regulations.																																
5.1	<b>Minimum and Maximum duration of the programme:</b>																																
	The maximum period that a student can take to complete an academic programme shall be double the normal duration of the programme as shown in Table 1. <table><tr><th colspan="4">Table 1: Minimum and Maximum duration for the programme in years</th></tr><tr><th colspan="2">Programme</th><th>Min.</th><th>Max.</th></tr><tr><td rowspan="2">UG Degree:</td><td>B.E.</td><td>4.0</td><td>8.0</td></tr><tr><td>B.E. degree through lateral entry at II-year level</td><td>3.0</td><td>6.0</td></tr><tr><td rowspan="3">PG Degree:</td><td>MBA</td><td>2.0</td><td>4.0</td></tr><tr><td>MCA</td><td>2.0</td><td>4.0</td></tr><tr><td>M.Tech</td><td>2.0</td><td>4.0</td></tr><tr><td rowspan="2">Diploma/ Certificate</td><td>PG Diploma</td><td>1.0</td><td>2.0</td></tr><tr><td>Certificate</td><td>0.5</td><td>1.0</td></tr></table>	Table 1: Minimum and Maximum duration for the programme in years				Programme		Min.	Max.	UG Degree:	B.E.	4.0	8.0	B.E. degree through lateral entry at II-year level	3.0	6.0	PG Degree:	MBA	2.0	4.0	MCA	2.0	4.0	M.Tech	2.0	4.0	Diploma/ Certificate	PG Diploma	1.0	2.0	Certificate	0.5	1.0
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Diploma/ Certificate	PG Diploma	1.0	2.0																														
	Certificate	0.5	1.0																														



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6.0	<b>Academic activities and Calendar:</b>																																
6.1	<b>Semester Scheme:</b>																																
	Each academic year shall be divided into three semesters for UG programme & two semesters for PG programme: (i) <b>Two main semesters (ODD &amp; EVEN):</b> Each semester is followed by the Semester End Examination (SEE). (ii) <b>One Summer Semester</b> (only for UG Programme): At the end of every academic year. <b>Note: No summer semester for PG programme</b>																																
6.2	<b>Typical Academic Calendar</b>																																
	Typical academic calendar and breakdown of academic year activities is shown in Table 2. The duration and timing of the semesters, CIE & SEE exams (regular, supplementary & make-up), recess, add-on courses, etc. are based on the notification of academic calendar published by the Academic Dean time to time with the approval of the Principal. <table><tr><th colspan="4">Table 2: Typical Breakdown of Academic Year into Semesters</th></tr><tr><th>Semesters</th><th>Activities</th><th>Example only</th><th>Total weeks</th></tr><tr><td>Main Semester</td><td>ODD Semester/ Regular SEE</td><td>1<sup>st</sup> August – 17<sup>th</sup> December</td><td>20 Weeks</td></tr><tr><td>Semester break</td><td>Recess / Make up examinations/ Add-on courses</td><td>18<sup>th</sup> December – 1<sup>st</sup> January</td><td>2 Weeks</td></tr><tr><td>Main Semester</td><td>EVEN semester/Regular SEE</td><td>2<sup>nd</sup> January – 19<sup>th</sup> May</td><td>20 Weeks</td></tr><tr><td>Summer Semester</td><td>Summer classes / Recess/ Make up examinations/Add-on courses/Internship/etc.</td><td>20<sup>th</sup>May – 17<sup>th</sup> July</td><td>08 Weeks</td></tr><tr><td>Summer Semester</td><td>Summer Semester / Supplementary Exam</td><td>18<sup>th</sup> July – 31<sup>st</sup> July</td><td>02 Weeks</td></tr><tr><td colspan="3">Total</td><td>52 Weeks</td></tr></table>	Table 2: Typical Breakdown of Academic Year into Semesters				Semesters	Activities	Example only	Total weeks	Main Semester	ODD Semester/ Regular SEE	1 <sup>st</sup> August – 17 <sup>th</sup> December	20 Weeks	Semester break	Recess / Make up examinations/ Add-on courses	18 <sup>th</sup> December – 1 <sup>st</sup> January	2 Weeks	Main Semester	EVEN semester/Regular SEE	2 <sup>nd</sup> January – 19 <sup>th</sup> May	20 Weeks	Summer Semester	Summer classes / Recess/ Make up examinations/Add-on courses/Internship/etc.	20 <sup>th</sup> May – 17 <sup>th</sup> July	08 Weeks	Summer Semester	Summer Semester / Supplementary Exam	18 <sup>th</sup> July – 31 <sup>st</sup> July	02 Weeks	Total			52 Weeks
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6.3	<b>Summer Semester (SS):</b>																																
6.3.1	<b>Purpose of the Summer semester:</b>																																



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	<ul style="list-style-type: none"> <li>(i) To enable students to complete courses having 'DX'/'NP' grades or to complete dropped/withdrawn courses or to take up the courses as directed by the MPCCC or to do additional courses or to do higher semester courses for extraordinary learners or to help slow learners to pace their studies/learning based on their individual abilities.</li> <li>(ii) To enable students who wish to undertake a one-year research/industry internship (leading to a project/start-up)/ placement training (leading to job assurance) at the final year level, to complete higher semester courses by registering in SS.</li> <li>(iii) To enable readmitted/ change of branch/ scheme/ college students to progress to higher semesters by offering backlog/ equivalent courses during summer semester.</li> <li>(iv) The summer semester may also be used to offer add-on Courses/ internship / apprenticeship / work-based vocational education to the students.</li> </ul>
6.3.2	<b>Conduction of Summer Semester (SS):</b> <ul style="list-style-type: none"> <li>(i) The summer semester is held annually after the EVEN semester. It will be for eight weeks of classes followed by two weeks of examination called SEE.</li> <li>(ii) In the summer semester the courses are offered by the course coordinator either in offline or blended mode with prior approvals.</li> <li>(iii) A limited number of courses are offered depending on the student's requirement and the faculty availability. Selected regular courses, including audit/ mandatory courses, are offered during the summer semester</li> <li>(iv) A student is permitted to register not more than 14 credits in UG programme in the SS for coursework, excluding audit/Mandatory Non-credit courses. However, there is no limit for a student to register for 'F' / 'AB' grade courses for SEE.</li> <li>(v) Students are not permitted to register for project work and internship in summer semester, except for cases specified in <b>Section 6.3.1.</b></li> <li>(vi) Since SS duration is about half of the main semesters, to relate the credits and the hours of course work, multiply the teaching hours per week by 2 such that the total number of hours per semester shall be same as that of Odd/Even semester.</li> <li>(vii) For students completing four years of study and still have courses with 'DX' / 'NP' grades, summer semester shall be conducted along with the regular odd/even semesters to facilitate such students to complete the degree without much delay. However, such students can also re-register to 'DX' / 'NP' grade courses, if they are offered in the regular odd/ even semesters of the ongoing batch of students.</li> <li>(viii) Students who do not vertically progress to a higher year of study and are detained for a year as per section 10.0 need not wait till the commencement of the summer semester to register for 'DX' / 'NP' grade courses. They can register for such courses in the ongoing odd/even semesters and appear for their exams in the regular odd/even SEE.</li> <li>(ix) Courses with 'DX' Grades/ 'NP' Grades in Odd/Even/previous Summer Semester shall be registered again in the following Summer Semester only.</li> </ul>



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6.3.3	<b>Eligibility to Register for a Course in a Summer Semester</b>
	<p>(i) Students who have 'DX' / 'NP' grades i.e. either a shortage of attendance or not having the minimum CIE or both in a course. Such students shall register for the summer semester to satisfy the minimum attendance and CIE requirements to appear for the Summer Semester End Examination (SEE).</p> <p>(ii) Students with 'F' / 'AB' grade having requisite attendance and CIE in a course, but, wish to re-register to that course for better learning, can do so in the summer semester by letting go the previous CIE marks and acquiring the required attendance and CIE marks a fresh. However, they are eligible to register directly for SEE of summer semester by carrying forward their previous CIE marks.</p> <p>(iii) Students in the extraordinary category (with a CGPA of <math>\geq 9.0</math>) who wish to complete the programme in 3.5 years, may register for additional subjects from higher semester's regular courses during the summer semester, if offered by the HEI.</p> <p>(iv) Slow learners may opt not to register/ Drop a few courses in the regular Odd/Even semesters and register those courses in the summer semester. This shall be done under the guidance of the Faculty Mentors subject to the condition that the course load in every semester shall not fall below the minimum limit.</p>
7.0	<b>Curriculum Framework:</b>
7.1	<b>Introduction:</b>
	<p>(i) Curriculum Framework is important in setting the right direction for a Degree (UG &amp; PG)/ PG Diploma/ Certificate programme by the College, as it takes into account the type and quantum of knowledge necessary to be acquired by a student to qualify for a particular degree in his/her chosen branch or specialization area.</p> <p>(ii) Besides, this also helps in assigning the credits for each course, sequencing the courses semester-wise and finally arriving at the total number of courses to be studied and the total number of credits to be earned by a student to fulfil the requirements for the conferment.</p> <p>(iii) The Institute also considers the AICTE/VTU Model Curricula notified from time to time and follow them so as to be abreast of the national trends in this connection.</p>
7.2	<b>UG: B.E. Programme curriculum framework:</b>
	The curriculum framework for a B.E. degree programme is given below as an example. The detailed curriculum as approved by the Academic Council shall be published for the academic batches time to time. The programme shall include the following course types.



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7.2.1

**(A) Recommended Course types:** These include coursework under the following categories:

- (a) Humanities, Social Sciences, and Management Courses (HSMC)
- (b) Basic Science Courses (BSC) & Integrated Basic Science Courses (IBSC)
- (c) Applied Science Course (ASC) & Integrated Applied Science Course (IASC)
- (d) Engineering Science Courses (ESC) & Integrated Engineering Science Courses (IESC)
- (e) Professional Core Courses (PCC)
- (f) Professional Elective Courses (PEC)
- (g) Open Elective Courses (OEC)
- (h) Integrated Professional Core Courses (IPCC)
- (i) Professional Core Course Laboratory (PCCL)
- (j) Emerging Technology Courses (ETC)
- (k) Project Work: Mini-project work and Major Project work
- (l) Seminar
- (m) Internship (INT)
- (n) Non-Credit Mandatory Courses (NMC)
- (o) Ability Enhancement Courses (AEC)
- (p) Universal Human Values Courses (UHV)
- (q) Self-Learning Courses (SLC)

**(B) Classifications of Courses:** The above courses as mentioned 7.2.1(A) shall be classified as:

**(a) Basic Science, Applied Science & Engineering Science Courses – Credit courses:**

Basic Science, Applied Science & Engineering science courses are the continuation of the student's study from the qualifying examination and shall form a basic knowledge for the engineering courses. A student shall complete all these BSC, IBSC, ESC & IESC courses prescribed for the programme successfully to become eligible for the award of the degree. Such courses together with their grades and the credits earned shall be included in the Grade Card issued at the end of each semester.

**(b) Professional Core Courses – Credit courses:**

Core courses are those which shall define the fundamental and enhanced engineering knowledge of the specific discipline of study of the students. A student shall complete all these PCC, PCCL & IPCC courses prescribed for the programme successfully to become eligible for the award of the degree. Such courses together with their grades and the credits earned shall be included in the Grade Card issued at the end of each semester.

**(c) Departmental and Inter-Departmental Elective courses–Credit Courses.**

A student shall complete successfully the elective courses offered in the



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programme to become eligible for the award of the Degree. The Student can choose the courses of his/her interest from among the offered electives. A student shall complete all these PEC, OEC & ETC courses prescribed for the programme successfully to become eligible for the award of the degree. Such courses together with their grades and the credits earned shall be included in the Grade Card issued at the end of each semester.

- (i) Professional Elective Courses (PEC): Elective Courses offered by the department for its own students.
- (ii) Open Elective Courses (OEC): Elective Courses offered by the departments to the other department students.
- (iii) Emerging Technology Course (ETC): Specific domain path shall be defined by the departments in all the semesters. Courses offered by the departments in interdisciplinary or specific domain field on the latest technologies.

**(d) UHV & HSMC Courses (Credit or Non-Credit Courses):**

The student shall complete the UHV & HSMC courses either with credits or no credits. Courses with credits will be included in the grade card with appropriate grades & credits. Such Non-credit mandatory courses defined in the curricula shall not carry any credit for the award of the Degree. But, a pass in each such course during the programme shall be a necessary requirement for the student to qualify for the Degree. Hence, the student's performance with respect to Mandatory Courses shall be included in the grade card as Pass (PP) /Not Pass (NP).

**(e) Ability Enhancement Courses (AEC) – Credit courses:**

AEC courses are those which shall enable the students to upskill in the industry perspective. A student shall complete all these courses prescribed for the programme successfully to become eligible for the award of the degree. Such courses together with their grades and the credits earned shall be included in the Grade Card issued at the end of each semester.

**(f) Self-Learning Courses (SLC) – Credit Courses:**

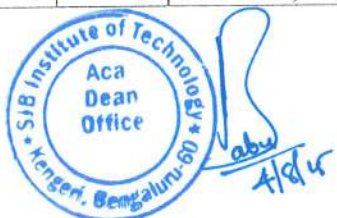
SLC courses are those which will create a platform for the students to imbibe self-learning abilities through self-paced learning of core & inter-disciplinary courses. These courses will be listed by the departments from the NPTEL platform, VTU recommended online courses, or any other course as published by the department with the approval of Academic Council. A student shall complete all these courses prescribed for the programme successfully to become eligible for the award of the degree. Such courses together with their grades and the credits earned shall be included in the Grade Card issued at the end of each semester. The guidelines shall be published by the institute from time to time.



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7.2.2	<p><b>Non-Credit Mandatory Courses (NCMC) and other requirements:</b></p> <p>The UG Degree programme will include certain courses necessary for familiarity of subjects, like Communication Skills, Chosen Language Knowledge/ Proficiency, NSS, NCC, Sports, Yoga, Music, Indian Knowledge System etc. as <i>Non Credit Mandatory Courses</i>. Such courses shall not carry any <i>credits</i>. These courses shall have only CIE and shall not be considered for CGPA calculation and vertical progression, but completion of the courses shall be mandatory for the award of a degree.</p> <ol style="list-style-type: none"> <li>(1) Formal registration for these courses shall also be done along with other courses, at the beginning of the semesters.</li> <li>(2) NCMC requirements are assessed as Pass (PP)/ Not Pass (NP), subject to the fulfilment of the minimum requirements of the specified activities and a minimum of 85% attendance. The award of degree is subject to successful completion of these requirements.</li> <li>(3) A student will be awarded 'PP' grade for the course registered for, in that semester, provided the minimum requirement is met together with attendance criteria</li> <li>(4) Not satisfying these requirements will result in a failure grade 'NP' (Not Pass), and the student has to re-register for the course when offered next in summer semester only.</li> </ol>
7.2.3	<p><b>Induction Program and Internships:</b></p> <ol style="list-style-type: none"> <li>(1) A three-week Induction Program is mandatory for the first-year B.E. students at the beginning of their First Semester, as per the requirements of AICTE in its Model UG Curriculum.</li> <li>(2) The schedule for the induction program will be based on the directions of the competent authorities' issued time to time.</li> <li>(3) The mandatory requirement of Internships to be undertaken by all the UG students as approved by the academic council from time to time.</li> </ol>
7.2.4	<p><b>Audit Courses:</b></p> <p>A student desirous of additional exposure to a course, without the rigors of obtaining a good grade, 'audits' a course. The minimum requirement of attendance for an 'Audit Course' is 85%, with any additional requirements as set by the instructor such as submission of assignments and minimum performance in some of the in-semester evaluations and there is no SEE for these courses. Auditing of courses during regular semesters from 3<sup>rd</sup> semester onwards is permitted under the following conditions</p> <ol style="list-style-type: none"> <li>(i) Students with CGPA <math>\geq 6.0</math> will be permitted to 'Audit' a course. A course can be audited provided the course is offered in the semester as a credit course for others, and there is no slot clash. Prior permission of the Instructor is required.</li> <li>(ii) Audit courses would be restricted to a maximum of four (4) courses per student in the entire period of the programme.</li> <li>(iii) The 'AU' grade will be awarded, if the attendance is satisfactory and additional requirements, as set out by the Course Teacher, are met. If the attendance and</li> </ol>





	performance in additional requirements is not satisfactory, 'No Grade' will be awarded. The grade 'AU' does not carry any grade points and therefore does not figure in SGPA/ CGPA calculations. (iv) The course successfully completed in Audit mode will be reflected in the Semester Grade card and the Transcript as Audit Course.		
7.2.5	Allocation of credits for UG:		
7.2.5.1	Typical structure of credit distribution for B.E./B.Tech. Degree programme is shown in Table 3		
Table 3: Credit distribution structure for the B.E. Degree Curriculum			
Sl. No.	Category	Proposed Breakup of Credits	% of Total credits
1	Humanities and Social Sciences including Management courses and Ability Enhancement courses	16	10.00
2	Basic Science courses, Applied Science Courses	20	12.50
3	Engineering Science courses including workshop, drawing, basics of electrical/mechanical/computer/ etc.	22	13.70
4	Professional Core Courses relevant to chosen specialization/branch	59	36.80
5	Professional Elective courses relevant to chosen specialization/branch/Ability Enhancement Courses	12	7.50
6	Open subjects - Electives from other technical and/or emerging subjects	12	7.50
7	Project work /seminar/ Summer Internship and Research /Industrial Internship	19	12.00
8	Mandatory Non- Credit Courses [Environmental Sciences, Induction Program, Indian Constitution, Universal Human Values, Kannada. Indian Knowledge System, etc.]	Non credit	0.00
	Total	160	100



7.2.5.2

Typical structure of credit distribution for M.Tech. Degree programme is shown in Table 4

Table 4: A Typical Breakdown for the M.Tech. Degree Curriculum	
Course Category	Proposed breakup of credits
Core courses (Hard / soft)	30
Electives (Specialization / other)	30
Project work	15
Industrial internship, Seminar & field work	05
<b>Total</b>	<b>80</b>

7.2.5.3

Typical structure of credit distribution for MBA Degree programme is shown in Table 5

Table 5: A Typical Breakdown for the MBA Degree Curriculum	
Course Category	Proposed breakup of credits
Core courses (Hard / soft)	50
Electives (Specialization / other)	25
Seminar	05
Seminar & Field work/Industrial internship & Project work	20
<b>Total</b>	<b>100</b>

7.2.5.4

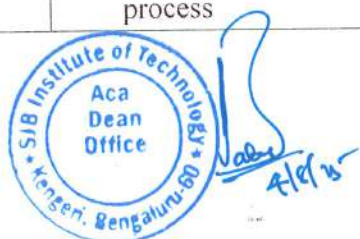
Typical structure of credit distribution for MCA Degree programme is shown in Table 6

Table 6: A Typical Breakdown for the MCA Degree Curriculum	
Course Category	Proposed breakup of credits
Core courses (Hard / soft / labs)	44
Electives (Specialization / other)	15
Seminar, Lab with Mini Project	05
Industrial internship & Project work	16
<b>Total</b>	<b>80</b>





7.2.6	Sequencing of courses for B.E. Degree:												
	<p>The typical sequencing of courses for the B.E. degree as per the provisions in the AICTE/VTU is shown in Table 7.</p> <table border="1"> <caption>Table 7: A Typical Sequencing Plan for the B.E Degree Curriculum</caption> <thead> <tr> <th>Semesters</th><th>Course Categories</th></tr> </thead> <tbody> <tr> <td>I-II</td><td> <ul style="list-style-type: none"> <li>HSMC, BSC, IBSC, ASC, IASC, SDC, ETC, AEC, IESC and ESC, Common for all Programme as per AICTE Model Curriculum.</li> <li>NCMC and Mandatory Induction Programme (3 weeks).</li> </ul> </td></tr> <tr> <td>III-IV</td><td> <ul style="list-style-type: none"> <li>HSMC, BSC, AEC, ETC</li> <li>IPCC, PCCL, PCC, ETC, INT</li> <li>NCMC (to be continued, if required)</li> <li>Branch-wise Orientation, Add-On Courses.</li> </ul> </td></tr> <tr> <td>V-VII</td><td> <ul style="list-style-type: none"> <li>PCC/IPCC/PEC/OEC, Core and Electives.</li> <li>IPCC, AEC, HSMC, PCCL, NCMC</li> <li>ETC, Project</li> <li>Branch-wise Orientation, Add-On Courses, Seminar, Internship.</li> </ul> </td></tr> <tr> <td>VIII</td><td> <ul style="list-style-type: none"> <li>SLC (PEC/OEC – Electives), Project work, Dissertation.</li> <li>Add-On Courses, Seminar, Final wrap-up of Programme.</li> </ul> </td></tr> <tr> <td></td><td> <ul style="list-style-type: none"> <li>Minimum 100 AICTE activity points shall have to be earned between I-VIII semesters for the award of degree. (refer to relevant directions from VTU &amp; AICTE).</li> </ul> </td></tr> </tbody> </table>	Semesters	Course Categories	I-II	<ul style="list-style-type: none"> <li>HSMC, BSC, IBSC, ASC, IASC, SDC, ETC, AEC, IESC and ESC, Common for all Programme as per AICTE Model Curriculum.</li> <li>NCMC and Mandatory Induction Programme (3 weeks).</li> </ul>	III-IV	<ul style="list-style-type: none"> <li>HSMC, BSC, AEC, ETC</li> <li>IPCC, PCCL, PCC, ETC, INT</li> <li>NCMC (to be continued, if required)</li> <li>Branch-wise Orientation, Add-On Courses.</li> </ul>	V-VII	<ul style="list-style-type: none"> <li>PCC/IPCC/PEC/OEC, Core and Electives.</li> <li>IPCC, AEC, HSMC, PCCL, NCMC</li> <li>ETC, Project</li> <li>Branch-wise Orientation, Add-On Courses, Seminar, Internship.</li> </ul>	VIII	<ul style="list-style-type: none"> <li>SLC (PEC/OEC – Electives), Project work, Dissertation.</li> <li>Add-On Courses, Seminar, Final wrap-up of Programme.</li> </ul>		<ul style="list-style-type: none"> <li>Minimum 100 AICTE activity points shall have to be earned between I-VIII semesters for the award of degree. (refer to relevant directions from VTU &amp; AICTE).</li> </ul>
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7.3	<b>Credit System:</b>												
	The institute follows a Choice Based Credit System (CBCS) for all the Programme.												
7.3.1	<b>Credit Definition:</b>												
	<ul style="list-style-type: none"> <li>i. 1-hour Lecture (L) per week per semester = 1 Credit.</li> <li>ii. 2 hours Tutorial (T) per week per semester = 1 Credit.</li> <li>iii. 2 hours Practical/Laboratory/ Drawing (P) per week per semester = 1 Credit.</li> <li>iv. Four-credit theory courses shall be designed for 50 hours of the Teaching-Learning process.</li> <li>v. Three-credit theory courses shall be designed for 40 hours of the Teaching-Learning process.</li> <li>vi. Two-credit theory courses shall be designed for 25 hours of the Teaching-Learning process</li> </ul>												



- vii. One credit theory course shall be designed for 15 hours of the Teaching-Learning process
- viii. Other student activities which are not demanding intellectually, or which do not lend to effective assessment, like practical training, study tours, Sports, Cultural, activity based learnings, attending guest lectures, activities, etc. shall not carry any credit.
- ix. **Important note:** Since summer semester duration is about half of the main semesters, in order to relate the credits and the hours of course work, multiply the teaching hours per week by 2 such that the total number of hours per semester shall be the same as that of odd/even semester.

7.3.2

**Credit Structure:**

A typical Credit Structure for course work based on the definition of credit in 7.3.1 above, is given in Table 8:

Table 8: Credit Structure for Course Work					
Credit Values					
Theory/ Lectures (L) (hrs. / week / Semester)	Tutorials (T) (hrs. / week / Semester)	Laboratory/ Practical (P) (hours/week Semester)	Others (O): PBL/ABL/SL/etc. (hours/week Semester)	Credits (L:T:P:O)	Total Credits
4	0	0	@	4:0:0:0	4
3	0	2	@	3:0:1:0	4
2	2	2	@	2:1:1:0	4
3	0	0	@	3:0:0:0	3
2	2	0	@	2:1:0:0	3
2	0	2	@	2:0:1:0	3
0	0	6	@	0:0:3:0	3
2	0	0	@	2:0:0:0	2
1	0	0	@	1:0:0:0	1
0	2	0	@	0:1:0:0	1
0	1	1	@	0:0.5:0.5:0	1
0	0	2	@	0:0:1:0	1

NOTE: Activities like practical training, study tour, self-learning, project as an activity and participation in Guest lecturers do not carry Credits.

@ - Part of the Teaching-Learning-Assessment pedagogy and does not carry any credits or specific time hours. PBL – Project based learning, ABL – Activity Based Learning, SL – Self Learning

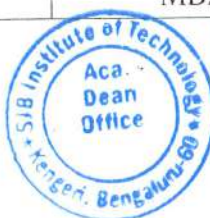


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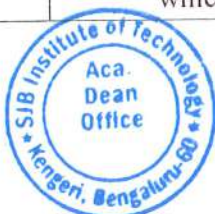
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7.3.3	<b>Contact Hours:</b>																												
	As per the guidelines of AICTE/VTU/and other statutory bodies the number of contact hours for students is fixed to 30-35 hours/week. This will help students in getting enough time and opportunity to do better preparation for the courses prescribed for credit, to take up self- study, to develop their creative talents and abilities and benefitting from the Add-On courses and those taken for audit. This can also enable them to get ready for challenging and exciting careers ahead.																												
7.3.3.1	<p>A typical example showing the calculation of contact hours based on course credits is given in Table 9.</p> <table><tr><th colspan="4">Table 9: Calculation of Contact Hours/Week – An Example</th></tr><tr><th>No. of Courses</th><th>Credits of the Course</th><th>Total Credits</th><th>Contact hours per week</th></tr><tr><td>Three Lecture Courses</td><td>3:0:0</td><td>9</td><td>9</td></tr><tr><td>Two Lecture cum Tutorial Courses</td><td>3:1:0</td><td>8</td><td>10</td></tr><tr><td>Two Lecture cum Laboratory Courses</td><td>3:0:1</td><td>8</td><td>10</td></tr><tr><td>One Lecture, Laboratory cum Tutorial Course</td><td>1:1:1</td><td>3</td><td>5</td></tr><tr><td colspan="2">Total</td><td>28</td><td>34</td></tr></table>	Table 9: Calculation of Contact Hours/Week – An Example				No. of Courses	Credits of the Course	Total Credits	Contact hours per week	Three Lecture Courses	3:0:0	9	9	Two Lecture cum Tutorial Courses	3:1:0	8	10	Two Lecture cum Laboratory Courses	3:0:1	8	10	One Lecture, Laboratory cum Tutorial Course	1:1:1	3	5	Total		28	34
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7.3.4	<b>Course Load:</b>																												
	<p>(1) The course load for a student per semester (EVEN/ODD/Summer Semester) as well as its minimum and maximum limits, are based on the guidelines by the University, which is based on the AICTE Model Curricula for UG/PG Programme (issued from time to time).</p> <p>(2) The course load/semester for UG Programme is:</p> <ul style="list-style-type: none"><li>(i) The course load is fixed at an average of 22 credits/Semester (common for all the UG Programme), with its minimum and maximum limits being set at 16 and 28 credits for all UG Programme including the credits of open electives.</li><li>(ii) The minimum course load of any semester shall not be less than 16 credits even after dropping of course(s) or withdrawing from the registered course(s).</li><li>(iii) The maximum course load of any semester shall not exceed 28 credits including re-registering of the courses.</li></ul> <p>(3) The course load/semester for PG programme is:</p> <ul style="list-style-type: none"><li>(i) For each semester, the prescribed average course load per semester is fixed at 20 credits/Semester for M.Tech. programme &amp; MCA programme and 25 credits for MBA. For PG Diploma 20 credits per semester.</li></ul>																												



	<p>(ii) The minimum and maximum limits being set at 16 and 28 credits for M.Tech. programme &amp; MCA programme and 16 and 32 credits for MBA. This flexibility enables students to cope-up with the course work and helps in improving their academic performance and optimizes the learning outcome.</p> <p>(iii) The minimum course load of any semester shall not be less than 16 credits even after dropping of course(s) or withdrawing from the registered course(s).</p> <p>(iv) The maximum course load of any semester shall not exceed 28 credits for M.Tech. programme &amp; MCA programme and 32 credits for MBA including re-registering of the courses.</p>																																
7.3.5	<b>Credits required for award of degree:</b>																																
	<p>The total number of credits required to be earned by a student to qualify for the award of Degree UG/ PG/ PG Diploma/Certificate shall be as given in Table 10.</p> <table><tr><th colspan="4">Table 10: Total No. of Credits to Qualify for the Award of Degree / PG Diploma / Certificate</th></tr><tr><th colspan="2">Programme</th><th>Normal Duration: Years (Semesters)</th><th>Min. No. of credits to be earned</th></tr><tr><td rowspan="2">UG Degree:</td><td>B.E.</td><td>4.0 (8)</td><td>160</td></tr><tr><td>B.E. (Lateral entry at II-year)</td><td>3.0 (6)</td><td>120*</td></tr><tr><td rowspan="3">PG Degree:</td><td>MBA</td><td>2.0 (4)</td><td>100</td></tr><tr><td>MCA</td><td>2.0 (4)</td><td>80</td></tr><tr><td>M.Tech.</td><td>2.0 (4)</td><td>80</td></tr><tr><td rowspan="2">Diploma / Certificate</td><td>PG Diploma</td><td>1.0 (2)</td><td>40</td></tr><tr><td>Certificate</td><td>0.5 (1)</td><td>20</td></tr></table> <p>* For lateral entry students, in case of shortfall of credits may be fulfilled by opting the additional courses offered.</p> <p>* Also, lateral entry students must complete the prescribed bridge courses/audit courses without any additional credits.</p>	Table 10: Total No. of Credits to Qualify for the Award of Degree / PG Diploma / Certificate				Programme		Normal Duration: Years (Semesters)	Min. No. of credits to be earned	UG Degree:	B.E.	4.0 (8)	160	B.E. (Lateral entry at II-year)	3.0 (6)	120*	PG Degree:	MBA	2.0 (4)	100	MCA	2.0 (4)	80	M.Tech.	2.0 (4)	80	Diploma / Certificate	PG Diploma	1.0 (2)	40	Certificate	0.5 (1)	20
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Diploma / Certificate	PG Diploma	1.0 (2)	40																														
	Certificate	0.5 (1)	20																														
8.0	<b>Assessment &amp; Examinations:</b>																																
8.1	<p>The assessment of students' performance in course work during and/or at the conclusion of a programme has to be done using examinations. In general, an examination addresses different objectives, like achievement-testing, prediction-testing, endurance-testing, creativity-testing, and testing for ranking. Assessment shall be done in two stages:</p> <p><b>(1) Continuous Internal Evaluation (CIE):</b></p> <p>(i) The CIE shall be conducted as per the approved guidelines all through the semester, which shall include written tests and formative assessment events such as quiz,</p>																																



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	<p>assignments, problem solving, group discussions, mini projects, activities, case study, presentations, hackathon and other means.</p> <p>(ii) The course coordinator and the department shall define the rubrics for the formative assessments in such a way to meet the objectives as stated above.</p> <p>(2) <b>Semester-End Examination (SEE):</b> Shall be conducted by the Controller of Examination at the end of a semester, on dates fixed by the Institute by means of a written examination for all core and elective theory courses. For prescribed practical courses, the SEE has to be conducted both by the internal &amp; external examiners appointed by the COE on schedules prescribed by the COE.</p>
8.2	Both CIE and SEE being equally important in judging the coursework performance of students, they need to be conducted with equal rigor and equal seriousness in the credit system. This makes it necessary that both are assigned equal (50:50) weightage. And, a student's performance in coursework shall be judged by considering the results of both CIE and SEE individually and also together by giving equal weightage for them.
8.3	<b>Question Paper guidelines:</b>
8.3.1	<p><b>Question Paper Pattern:</b></p> <p>For an effective achievement testing of students in a course, a good question paper needs to be used as the principal tool. This makes it necessary for the question papers used at CIE and SEE to:</p> <ul style="list-style-type: none"> <li>(i) Cover all sections of the course syllabus uniformly.</li> <li>(ii) Be unambiguous and free from any defects/errors.</li> <li>(iii) Emphasize knowledge testing, problem solving and quantitative methods.</li> <li>(iv) Contain adequate data/ other information on the problems assigned and have clear and complete instructions to the candidates.</li> <li>(v) Contains questions at higher order Bloom's level to meet the intended Course and Programme Outcomes.</li> </ul>
8.3.2	<p><b>Question Paper Planning:</b></p> <p>The above requirements make it necessary for a Question Paper to cover the entire syllabus, with a provision for the students to answer questions from the whole syllabus. As students need to be given some choice in the questions included in the Paper, it is necessary for the Question Papers at CIE &amp; SEE, in particular, to have built in choice under each modules of the syllabus. However, it is not necessary to provide choices in the Multiple-Choice Question paper patterns.</p> <p>Besides, it is also necessary for the Course syllabi to be drafted properly, be defect-free and also properly given in modular form to enable the setting of good question papers covering the whole syllabus. These aspects have to be taken into account, in particular, by the Boards of Studies.</p>



8.3.3	<b>Typical Question Paper:</b>
	<p>The questions to be included in the Question Papers at <b>Continuous Internal Evaluation (CIE)</b> and <b>Semester End Examination (SEE)</b> can be of two types as follows and the course coordinators as well as the external examiners shall have to be well trained/experienced to set them.</p> <p>(i) Multiple Choice Question, having each question to be answered by tick marking or encircling the correct answer from the choices (commonly four) given against it. Such a question paper to be useful in the testing of knowledge, skills, comprehension, application, analysis, synthesis, evaluation and understanding of the students. This pattern of question paper can be adopted for courses with 01 or 02 credits. However, Question papers for CIE &amp; SEE to include not more than 15-20% of questions of MCQ in courses with 03 or more credits.</p> <p>(ii) Comprehensive Questions, having all questions of the regular type to be answered in detail. Such a Question Paper to be useful in the testing of overall achievement and maturity of the students in a course through long questions relating to theoretical/practical knowledge, derivations, problem solving, modelling, simulation, design, application, and quantitative evaluation.</p> <p>(iii) Both the question paper types shall be prepared with Scheme &amp; Solutions.</p> <p>(iv) External examiners shall be included for setting of the question papers suitably.</p>
8.4	<b>Examination Guidelines:</b>
8.4.1	<b>Maintenance of Standards:</b>
	For ensuring a high standard in both CIE and SEE completely meeting the provisions of the University Statutes and being able to declare the results of students' performance at both these in a time bound manner as per the Academic Calendars.
8.4.2	<b>Continuous Internal Evaluation (CIE):</b>
	<p>The CIE shall be conducted exclusively by the course coordinator. The course coordinator to spell out the components of CIE to the students in advance, maintain transparency in its operation, declare the evaluation results in time and then return the answer scripts, or other formative assessments and discuss with students as per the prescribed time schedules. The course coordinator shall also solve the questions from these test papers during tutorial sessions for the benefit of all the students concerned, especially slow learners.</p> <p>The departments shall have Internal Assessment Scrutiny Committee (IASC) for moderation of the CIE conduction by the course coordinator.</p> <p><b>Minimum CIE shortage:</b></p> <p>(i) A student satisfying the attendance requirement but failing to meet the passing standard (refer section 8.4.7) with respect to CIE in any registered credit courses shall not be allowed to appear for SEE in that course, and such courses shall be marked as 'DX' in the grade card.</p>



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	<p>(ii) A student satisfying the attendance requirement but failing to meet the passing standard (refer section 8.4.7) with respect to CIE in any mandatory Non Credit course (s) registered shall be marked as 'NP' (Not Passed) in the grade card.</p> <p>(iii) However, in cases (i) &amp; (ii) above, students can appear for examinations conducted for other courses of the same semester and backlog course/s if any, provided they satisfy the eligibility conditions to appear for the SEE.</p> <p>(iv) Such students from UG Programme having 'DX' / 'NP' grade in a course may be permitted to register afresh in the summer semester and appear for SEE after satisfying the minimum CIE and attendance requirements in the same course.</p> <p>(v) Such students from PG Programme having 'DX' / 'NP' grade in a course may be permitted to register afresh in the subsequent Odd/Even semester (as there is no summer semester for PG programme) and appear for SEE after satisfying the minimum CIE and attendance requirements in the same course.</p> <p><b>Note:</b> The Classes for re-registered courses with 'DX' / 'NP' grade in the PG programme shall be conducted during a time that will not overlap with the regular Odd/Even Semester timetable. students will have to attend the classes as per the timetable for the re-registered courses.</p>
8.4.3	<b>Semester End Examination (SEE):</b>
	SEE shall be conducted for all credit courses. However, for Mandatory Non-credit Courses, SEE can be avoided and assessed only in CIE. The SEE shall be conducted at the college level as per the calendar of events.
8.4.3.1	<p><b>For UG Programme:</b></p> <p>(i) In the ODD semester, only the Semester End Examinations for the courses of odd semesters (I, III, V and VII) are conducted. Here, students who meet the minimum attendance and CIE requirements for the courses of regular ODD semester can appear for the examinations of such courses and also Backlog courses ('F' Grade/ 'AB' grade courses) of previous ODD Semesters, if any.</p> <p>(ii) Similar to (i) above, in the EVEN semester, only the Semester end examinations for the courses of Even semesters (II, IV, VI and VIII) are conducted. Here, students who meet the minimum attendance and CIE requirements for the courses of regular EVEN semester can appear for the examinations of such courses and also Backlog courses ('F' Grade/ 'AB' grade courses) of previous EVEN Semesters, if any. However, as a special case, only in the first year, if students have Backlog courses ('F' Grade/ 'AB' grade courses) of first semester and if those courses are offered in second semester and consequently SEE are conducted for such courses, then, they can appear for the examinations of such backlog courses in second semester.</p> <p>(iii) In the summer semester, semester end examinations for the courses offered in the summer semester are conducted. Here, students who meet the minimum attendance and CIE requirements for the courses registered in summer semester can appear for</p>



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	the examinations of such courses. Also, if a student has Backlogs ('F' Grade/ 'AB' grade courses) in any of the previous semester's courses, he/she can appear directly for the examinations of those courses.
8.4.3.2	<b>For PG Programme:</b> (i) After the ODD/EVEN Semester, the Semester End Examinations of all the courses of odd/even semesters are conducted to facilitate students to appear for the Backlog courses ('F' Grade/ 'AB' grade) of previous semesters, if any, and also to facilitate to appear for the examinations of DX' grade/ 'NP' grade courses after meeting the minimum attendance and CIE requirements.
8.4.3.3	<b>For UG &amp; PG Programme:</b> (i) Students who have satisfied the attendance and CIE requirements for the course appears for the SEE but fail to obtain the overall score for passing in that course/s (Refer to section 8.4.7 for the passing standard) will be awarded 'F' Grade. (ii) Students who have satisfied the attendance and CIE requirements for the course/s but is absent for the SEE of that course/s will be awarded 'AB' Grade. (iii) Each appearance to SEE or absence from SEE shall be treated as an attempt. (iv) A student shall not be permitted to avail <b>course substitution</b> option beyond a maximum of two (2) courses during the entire programme. This course substitution option is not permitted for core courses.
8.4.3.4	<b>SEE Answer Scripts evaluation:</b> The answer scripts of the SEE are evaluated by the internal examiner/external examiner. An Examination Committee shall oversee this task and ensure the quality and standard of evaluation and also of the <i>grades</i> awarded in all the cases. The next step to be taken before declaring the results, to include an external review of the SEE conducted.
8.4.3.5	<b>External Review of SEE:</b> An external review shall be conducted under the aegis of the Board of Studies/Board of Examiners of the Institute by appointing a panel of experts from outside the Institute for this purpose aiming at a complete review of SEE operation in the Institute. This may include such steps as, question paper review, checking random samples of answer scripts, analysis of results/grades awarded and other related aspects.
8.4.5	<b>Makeup Examination: For 'I' &amp; 'X' grades</b> (i) The Makeup Examination facility <i>is</i> available to students <i>who</i> may have missed to attend the SEE of one or more courses in a semester for valid reasons and given the 'I' grade. (ii) Also, students having the 'X' grade shall also be eligible to take advantage of this facility. (iii) The makeup examination shall be held immediately after the announcement of SEE results as per dates notified time to time. (iv) Appearing in makeup <i>examinations</i> for a course shall be treated as <i>a second attempt</i>



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	<p>excluding cases wherein a student has participated in national/ international level events like Sports/NCC/NSS/RD Parade etc. with a prior approval from the university.</p> <p>(v) Students claiming makeup examination on the above reasons are required to apply to the Dean through the respective Department immediately for award of 'I' grade, along with proper medical/relevant document issued by a competent Authority. The decision of the committee headed by the Principal of the institute shall be final.</p> <p>(vi) There is no makeup examination after summer semester end examination.</p> <p>(vii) Makeup examinations are provided to both UG and PG programme.</p>
8.4.6	<b>Attendance Standards:</b>
8.4.6.1	<p><b>Minimum attendance:</b></p> <p>All students shall maintain a minimum attendance of 85% in each course registered. If a student does not attend the Induction program regularly, then the student shall be treated as not fulfilled the minimum requirements and can be termed as not completed the course.</p>
8.4.6.2	<p><b>Attendance condonation:</b></p> <p>(i) Students shall maintain a minimum attendance of 85% in each Course registered.</p> <p>(ii) In case of short fall of attendance, the Principal of the Institute on the recommendation of the Academic Dean can condone the deficiency up to 10% on the prescribed limit of 85% in special cases like medical exigencies, participation with permission in University/ State/ National/ International sports meets, cultural events, etc.</p> <p>(iii) He / She must produce authentic documents through the Mentor and HODs recommendations. Even in such cases, a minimum of 75% attendance is absolute mandatory.</p> <p>(iv) The basis for the computation of the attendance shall be the period prescribed by the Institute by its calendar of events. For the first semester students &amp; lateral entry students in the third semester, the same is reckoned from the Date of Admission to the Course.</p> <p>(v) The students shall take note of his/her attendance status periodically from the respective faculty and strive to make up for the shortage.</p> <p>(vi) The Departments shall periodically announce the attendance status of the students. Non-receipt of such information from the College, the student shall not consider it as a valid reason for exemption from the attendance requirements.</p> <p>(vii) If a student does not satisfy the attendance requirements in any Course, then he / she shall not be permitted to attend the SEE in that Course and is deemed to have been Not Eligible for SEE in that Course. In such a case, student has to Re- Register for the course in the subsequent semester or whenever it is offered.</p>



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8.4.6.3	<p><b>Attendance shortage:</b></p> <p><b>UG Programme:</b></p> <ul style="list-style-type: none"> <li>(i) A student who does not satisfy the attendance requirement in one or more credit courses (including bridge courses or audit courses for lateral entry students, if any) shall not be permitted to appear for the SEE of those courses, and such courses shall be marked as 'DX' in their grade cards.</li> <li>(ii) However, they can appear for examinations conducted <i>for</i> other courses of the same semester and backlog courses/s if any, provided they satisfy the eligibility conditions to appear for the SEE.</li> <li>(iii) A student who does not satisfy the attendance requirement in one or more Mandatory Non-credit course registered shall be marked as NP (Not Passed) in their grade card.</li> <li>(iv) However, in cases (i) and (iii) above, students can appear for examinations conducted for other courses of the same semester and backlog course/s if any, provided they satisfy the eligibility conditions to appear for the SEE.</li> <li>(v) Such students from UG Programme having 'DX'/'NP' grade in a course may be permitted to register afresh in the summer semester and appear for SEE after satisfying the minimum CIE and attendance requirements in the same course.</li> </ul> <p><b>PG Programme:</b></p> <ul style="list-style-type: none"> <li>(vi) Such students from PG Programme having 'DX'/'NP' grade in a course may be permitted to register afresh in the subsequent Odd/Even semester (as there is no summer semester for PG programme) and appear for SEE after satisfying the minimum CIE and attendance requirements in the same course.</li> <li>(vii) The Classes for re-registered courses with 'DX'/'NP' grade in the PG programme shall be conducted during a time that will not overlap with the regular Odd/Even Semester timetable.</li> <li>(viii) Students will have to attend the classes as per the timetable for the re-registered courses</li> </ul>
8.4.6.4	<p><b>Attendance at CIE and SEE:</b></p>
	<ul style="list-style-type: none"> <li>(i) Attendance at all examinations, both CIE &amp; SEE of each course registered shall be compulsory for the students and there shall not be any provision for re-examinations except for 'I' grade.</li> <li>(ii) Any students against whom any disciplinary action by the college is pending may not be permitted to attend any CIE &amp; SEE in that semester.</li> <li>(iii) The student not submitting any formative assessments as guided by the course coordinator and the departments shall be treated as absent for that event or component of assessment.</li> </ul>



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8.4.7	<b>Passing Standards:</b>										
8.4.7.1	<b>For UG Programme:</b> <table border="1"> <tr> <th colspan="2">Table 11: Passing Standards using Absolute Grading for UG</th></tr> <tr> <th>Evaluation Method</th><th>Passing Standard</th></tr> <tr> <td>Continuous Internal Evaluation</td><td>Score: <math>\geq 40\%</math></td></tr> <tr> <td>Semester End Examination</td><td>Score: <math>\geq 35\%</math></td></tr> <tr> <td colspan="2">Overall Score for passing (CIE+SEE) is 40%</td></tr> </table>	Table 11: Passing Standards using Absolute Grading for UG		Evaluation Method	Passing Standard	Continuous Internal Evaluation	Score: $\geq 40\%$	Semester End Examination	Score: $\geq 35\%$	Overall Score for passing (CIE+SEE) is 40%	
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Evaluation Method	Passing Standard										
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Semester End Examination	Score: $\geq 35\%$										
Overall Score for passing (CIE+SEE) is 40%											
8.4.7.2	<b>For PG Programme:</b> <table border="1"> <tr> <th colspan="2">Table 12: Passing Standards using Absolute Grading for PG</th></tr> <tr> <th>Evaluation Method</th><th>Passing Standard</th></tr> <tr> <td>Continuous Internal Evaluation</td><td>Score: <math>\geq 50\%</math></td></tr> <tr> <td>Semester End Examination</td><td>For theory courses; Score: <math>\geq 40\%</math> For practical courses; Score: <math>\geq 50\%</math></td></tr> <tr> <td colspan="2">Overall Score for passing (CIE+SEE) is 50%</td></tr> </table>	Table 12: Passing Standards using Absolute Grading for PG		Evaluation Method	Passing Standard	Continuous Internal Evaluation	Score: $\geq 50\%$	Semester End Examination	For theory courses; Score: $\geq 40\%$ For practical courses; Score: $\geq 50\%$	Overall Score for passing (CIE+SEE) is 50%	
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Overall Score for passing (CIE+SEE) is 50%											
8.4.8	<b>Project work evaluation:</b>										
8.4.8.1	<p>The evaluation of CIE of the project work shall be based on the progress of the student in the work assigned by the project supervisor periodically evaluated by him/her together with a departmental committee constituted for this purpose.</p> <p>Seminar, presentation, project report(dissertation), etc. are the minimum activities to be followed for the assessment of the project works.</p> <p>SEE is conducted by both internal and external examiners appointed by the Controller of Examinations (COE). The rubrics followed for evaluation of the project shall be transparent and shared with the students at the beginning of the project work.</p> <p>The guidelines for the conduction of the project work will be issued time to time.</p>										
8.4.8.2	<p>In the case of other requirements, such as seminar, industrial internship, field work, comprehensive viva voce, if any, the assessment shall be made as laid down by the Academic Council of the College.</p>										



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8.4.9	<b>Successive failures:</b>																																				
	<p>(i) If a student fails to pass an Elective Course even after four attempts, the student may choose a course of his / her choice with the same number of credits from the pool of elective courses stipulated by the Board of Studies concerned. The course selected should not have been studied by the student or to be studied in higher semester/s. The faculty advisor shall guide/advise the student in the regard.</p> <p>(ii) However, 8.4.9(i) is optional, and the student can prefer to repeat the same course in which student has failed repeatedly.</p> <p>(iii) This provision is given only for two courses (one at a time) during the entire maximum duration of a course.</p> <p>(iv) The course substitution option mentioned in 8.4.9 (i) to (iii) is not applicable for core courses.</p>																																				
9.0	<b>Grading Procedure:</b> SJB Institute of Technology adopts the <b>absolute grading system</b> .																																				
9.1	<b>Letter Grades:</b> Course Letter Grade (or simply letter grade or grade) is an index of performance of a student in a said course and refers to a qualitative measure of achievement of a student in each course, based on the percentage range of marks secured in CIE and SEE put together or CIE alone.																																				
9.1.1	<b>Letter grades for UG Programme:</b> <table border="1"><caption>Table 13: Letter grade and corresponding Grade Points on a typical 10-point scale For UG Programme (B.E.)</caption><tr><th>Letter Grade</th><th>O</th><th>A+</th><th>A</th><th>B+</th><th>B</th><th>C</th><th>P</th><th>F</th></tr><tr><th></th><th>Outstanding</th><th>Excellent</th><th>Very Good</th><th>Good</th><th>Above Average</th><th>Average</th><th>Pass</th><th>Fail</th></tr><tr><th>Grade Points</th><td>10</td><td>9</td><td>8</td><td>7</td><td>6</td><td>5</td><td>4</td><td>0</td></tr><tr><th>% of Marks secured</th><td>90-100</td><td>80-89</td><td>70 -79</td><td>60 -69</td><td>55-59</td><td>50 – 54</td><td>40-49</td><td>0-39</td></tr></table>	Letter Grade	O	A+	A	B+	B	C	P	F		Outstanding	Excellent	Very Good	Good	Above Average	Average	Pass	Fail	Grade Points	10	9	8	7	6	5	4	0	% of Marks secured	90-100	80-89	70 -79	60 -69	55-59	50 – 54	40-49	0-39
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9.1.2	<p><b>Letter grades for PG Programme:</b></p> <table> <tr> <th>Table 14: Letter grade and corresponding Grade Points on a typical 10-point scale For PG Programme</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></tr> <tr> <th rowspan="2">Letter Grade</th><th>O</th><th>A+</th><th>A</th><th>B+</th><th>B</th><th>C</th><th>F</th></tr> <tr> <th>Outstanding</th><th>Excellent</th><th>Very Good</th><th>Good</th><th>Above Average</th><th>Pass</th><th>Fail</th></tr> <tr> <th>Grade Points</th><td>10</td><td>9</td><td>8</td><td>7</td><td>6</td><td>5</td><td>0</td></tr> <tr> <th>% of Marks secured</th><td>90-100</td><td>80-89</td><td>70 -79</td><td>60 -69</td><td>55-59</td><td>50 – 54</td><td>0-49</td></tr> </table>	Table 14: Letter grade and corresponding Grade Points on a typical 10-point scale For PG Programme								Letter Grade	O	A+	A	B+	B	C	F	Outstanding	Excellent	Very Good	Good	Above Average	Pass	Fail	Grade Points	10	9	8	7	6	5	0	% of Marks secured	90-100	80-89	70 -79	60 -69	55-59	50 – 54	0-49
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9.2	<p><b>Additional letter grades:</b></p> <p>Additional letter grades are awarded under special circumstances. Specified briefly as, Letter grade: Grade Point – Circumstances</p> <p>i) DX: 0 – Attendance below 85% or not having minimum CIE. Credits are not included in CGPA, hence repeat the course (in case of electives, course change is permitted).</p> <p>ii) AB: 0 — Absent for a Course in SEE.</p> <p>iii) AU: 0 — Satisfactory performance in an Audit course.</p> <p>iv) PP: 0 — Passed in Non-credit course.</p> <p>v) NP: 0 — Not Passed in Non-credit course.</p>																																							
9.3	<b>Transitional Grades:</b>																																							
9.3.1	The <i>transitional grades</i> , such as, 'I' and 'X' shall be awarded to a student in the following cases. These <i>grades</i> need to be converted into one or the other of the <i>letter grades</i> ('O' – 'F') after the student completes the Course requirements, including the examinations.																																							
9.3.2	<p><b>Grade 'I':</b></p> <p>Awarded to a student having prescribed attendance and meeting the prescribed passing standard at CIE in a Course, but has absented from SEE with prior written permission, for a valid and convincing reason acceptable to the Institute, like:</p> <p>(i) Illness or accident, which disabled him/her from attending SEE.</p> <p>(ii) A calamity in the family at the time of SEE, which required the Student to be away from the Institute.</p> <p>(iii) Student undergoing any competitive examination/any other examination determining the career, which shall be communicated in advance and the prior permission must be sought.</p> <p>(iv) Student representing the institution in Sports/Cultural/Technical competitions at university/state/national/international levels with prior permissions from the authority.</p> <p>(v) Any other emergency as ascertained by the competent authority.</p> <p>(vi) In the event of above (i) &amp; (ii), it is the responsibility of the student/Parent/Guardian</p>																																							



	<p>to inform the college authorities [Mentor / HOD] immediately.</p> <p>(vii) The information shall be in the form of either written communication, telephonic communication, or personal communication by student/Parent/Guardian. The student needs to submit all the relevant documents (hospital reports, certificate from competent authorities, or any appropriate proof as required by the institute).</p> <p>(viii) The final approval is by the principal on the recommendation of the Academic Dean.</p> <p>(ix) The decision is solely on the institution, the student or parent shall not have absolute right over declaration of the 'I' grade.</p>
9.3.3	<p><b>Grade 'X':</b></p> <p>Awarded to a student having the prescribed attendance and CIE of <math>\geq 90\%</math> in a Course but performance in SEE observed to be poor which could result in an overall 'F' Grade in the Course.</p>
9.3.4	<p>All the 'I' and 'X' grades awarded to the students shall have to be converted into one of the letter grades based on the performance in the makeup examination. In case the student fails to register in the immediate makeup examination or fails to appear for the makeup examination, then 'F' grade shall be awarded to the student in that course. Such students can appear directly for the SEE whenever those courses are offered.</p>
9.4	<p><b>Awarding letter grades based on the action/performance of the students:</b></p> <p>Typical sequence of progress of the students in a semester will be as follows:</p> <p>(i) The Student Registers for a course in Odd/Even/summer Semester.</p> <p>(ii) The Student Attend Classes.</p> <p>(iii) The Student take CIEs.</p> <p>(iv) Drop the course or Withdraw from the course within a fixed time.</p> <p>(v) At end of the semester, Shortage of attendance? If yes, award 'DX' grade.</p> <p>(vi) At the end of the semester, CIE below 40%? If yes, award 'DX' grade.</p> <p>(vii) Is the Audit course satisfactorily completed? If yes, award 'AU' grade, else No Grade. i.e., course is not reflected in the Grade Card.</p> <p>(viii) The Student is present for SEE; Award final CIE and SEE marks.</p> <p>(ix) The Student could not appear for SEE even with satisfactory attendance and CIE. Has valid/satisfactory reason? If yes, award 'I' grade else award 'AB' grade.</p> <p>(x) NCMC course satisfactorily completed? If yes, award 'PP' grade, else 'NP' grade.</p> <p>(xi) High CIE rating (<math>\geq 90\%</math>) in a course, but SEE performance observed to be poor, which could result in an overall 'F' Grade in the course, award 'X' grade.</p> <p>(xii) For each course, expressing CIE+SEE marks in percentage, assign the grade points and award the letter grade (O/ A+/ A/ B+/ B/ C/ P/ F), as indicated respectively in the Table 13 &amp; 14 in sections 9.1.1 &amp; 9.1.2.</p>



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9.5	Grade Point Averages:
9.5.1	<p><b>SGPA and CGPA:</b></p> <p>The <i>credit index</i> can be used further for calculating the Semester Grade Point Average (<i>SGPA</i>) and the Cumulative Grade Point Average (<i>CGPA</i>), both being important academic performance indices of the student. While <i>SGPA</i> is equal to the <i>credit index</i> for a semester divided by the total number of <i>credits</i> registered by the student in that semester, <i>CGPA</i> gives the sum total of <i>credit indices</i> of all the previous semesters divided by the total number of <i>credits</i> registered in all these semesters. Both the equations together facilitate the declaration of academic performance of a student, at the end of a semester and at the end of successive semesters, respectively</p>
9.5.2	<p><b>Computation of SGPA &amp; CGPA:</b></p> <p>(1) Semester Grade Point Average (SGPA):</p> <p>SGPA is equal to the credit index for a semester divided by the total number of credits registered by the student in that semester.</p> $SGPA_k = \frac{\sum_{i=1}^m Ci * Pi}{\sum_{i=1}^m Ci}$ <p>Ci = number of credits of course <i>i</i>, of a semester.  Pi = grade point of course <i>i</i>, of a semester.  m = number of qualifying courses in the <i>k<sup>th</sup></i> semester.</p> <p>(2) Cumulative Grade Point Average (CGPA):</p> <p>CGPA gives the sum total of credit indices of all the previous semesters divided by the total number of credits registered in all these semesters.</p> $CGPA_k = \frac{\sum_{i=1}^n Ci * Pi}{\sum_{i=1}^n Ci}$ <p>Ci = number of credits of course <i>i</i>, of a semester.  Pi = grade point of course <i>i</i>, of a semester.  n = number of qualifying courses until the <i>k<sup>th</sup></i> semester.</p> <p>The SGPA AND CGPA shall be rounded off to 2 decimal points and reported in grade cards.</p>
9.6	<p><b>Conversion of CGPA into percentage of marks and class equivalence:</b></p> <p>The following formula for conversion of the CGPA on a 10-point scale into the percentage of marks (M) for employment / higher studies, etc. may be used:</p> <p>Percentage of marks secured, M = CGPA Earned x 10</p> <p>Illustration for a CGPA of 7.90: Percentage of marks secured M = 7.90 x 10 = 79.0 %</p>



	<p><b>Class Equivalence:</b></p> <p>Subsequent to the conversion of final CGPA, after successful completion of the Programme, into the percentage of marks (M), a graduating student is reckoned to have passed in,</p> <ul style="list-style-type: none"> <li>(i) First Class with Distinction (FCD) if <math>M \geq 70\%</math></li> <li>(ii) First Class (FC) if <math>60 \leq M &lt; 70</math></li> <li>(iii) Second Class (SC) if <math>50 \leq M &lt; 60</math></li> <li>(iv) Pass Class (P) if <math>40 \leq M &lt; 50</math></li> </ul>
9.7	<p><b>Grade Card:</b></p> <ul style="list-style-type: none"> <li>(i) Each student shall be issued a <i>Grade Card</i> (or transcript) at the end of each semester.</li> <li>(ii) The grade card will have a list of all the Courses registered by a student in the semester together with their <i>credits</i>, the <i>letter grades</i> with <i>grade points awarded</i> in each case.</li> <li>(iii) The results of <i>mandatory courses</i>, which are of the <i>non-credit</i> type, shall also be reflected in the <i>Grade Card</i> as <i>PP</i> (for Passed) or <i>NP</i> (for Not Passed).</li> <li>(iv) The results of the audit courses or additional courses completed in the respective offered semesters shall also be included in the grade card.</li> <li>(v) The committee constituted will decide the content and format of the grade cards.</li> </ul>
10.0	<p><b>Vertical Progression:</b></p>
10.1	<p><b>For UG Programme:</b></p> <ul style="list-style-type: none"> <li>(i) <b>Progression to 2<sup>nd</sup> Year (3<sup>rd</sup> Semester)</b> Students having 'F', 'DX' and 'AB' grades for the courses totalling to more than 16 credits in the 1<sup>st</sup> and 2<sup>nd</sup> semesters of the first year of the programme shall not be permitted to move to the 3<sup>rd</sup> semester (2<sup>nd</sup> year) of the programme.</li> <li>(ii) <b>Progression to 3<sup>rd</sup> Year (5<sup>th</sup> Semester)</b> Promotion from 2<sup>nd</sup> Year to 3<sup>rd</sup> Year shall not be restricted even if the student has any number of backlog courses ('F' grade, 'DX' grade, 'AB' grade).</li> <li>(iii) <b>Progression to 4<sup>th</sup> Year (7<sup>th</sup> Semester)</b> Students having 'F' grades / 'DX' grades / 'AB' grades for any of the courses in the 1<sup>st</sup> and 2<sup>nd</sup> semesters of the first year of the programme shall not be permitted to move to the 7<sup>th</sup> semester (4<sup>th</sup> year) of the programme. Students can carry forward any of the Audit/Mandatory Non-credit courses of 1<sup>st</sup> and 2<sup>nd</sup> semesters as backlog course/s to 7<sup>th</sup> semester. However, such Audit/Mandatory non-credits should be completed before the award of the degree.</li> </ul>



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10.2	<p><b>For PG Programme:</b></p> <p>(i) <b>Progression to 2<sup>nd</sup> Year (3<sup>rd</sup> Semester)</b> Students having 'F', 'DX' and 'AB' courses totalling to more than 16 credits in the 1<sup>st</sup> and 2<sup>nd</sup> semesters of the first year of the programme shall not be permitted to move to the 3<sup>rd</sup> semester (2<sup>nd</sup> year) of the programme.</p>
10.3	Promotion from an Odd semester to the subsequent Even semester shall not be restricted in both UG and PG programme.
11.0	<b>Academic Schedules &amp; Process:</b>
	The student must study and complete all the listed courses as per the curriculum released time to time. The following process shall be followed by the candidate for accomplishment of courses.
11.1	<p><b>Registration of Courses: (Compulsory)</b></p> <p>(i) Each student of the Institute shall have to register for course/s (core or elective or mandatory or audit) of study at the beginning of every semester (ODD/EVEN/Summer Semester), to earn credits meeting the requirements of a Degree/PG Diploma/Certificate Programme.</p> <p>(ii) Such courses together with their grades and the credits earned shall be included in the grade card issued at the end of each semester, and it forms the basis for determining the students' academic performance in that semester.</p> <p>(iii) Permissible Course load during main semester of any programme shall be within the limits of a minimum of 16 credits and a maximum of 28 credits.</p> <p>A period of 2-3 days shall be specifically assigned for this event in the Academic Calendar, for the students to seek faculty advice, discuss with the course teachers and complete the formalities.</p>
11.2	<p><b>Dropping of Courses: (Optional)</b></p> <p>This provision is for those students who are unable to study and complete some of the registered courses and wish to drop some of the courses and study at a later time.</p> <p>(i) A specific period shall be fixed in the middle of each semester for this purpose to review the students' performance in CIE by the Faculty Advisor / mentor in consultation with the course coordinator to facilitate students to drop the identified course(s) (ensuring that the minimum of 16 credits specified in Regulations 7.3.4 for the semester is still intact) without being mentioned in the Grade Card.</p> <p>(ii) Such Courses, if core, are to be re-registered and taken up for study at a later time. However, if the dropped courses are electives, the students have an option to re-register either for the same or different electives later, depending on the availability of the course.</p> <p>(iii) This shall be with the consent of the concerned faculty advisor/mentor and the Head of the Department, recommended by the Academic Dean approved by the principal.</p>



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	A period of 2-3 days shall be specifically assigned for this event in the Academic Calendar, for the students to seek faculty advice, discuss with the course teachers / mentors /HOD and complete the formalities.
11.3	<p><b>Withdrawal of Courses: (Optional)</b></p> <p>This provision is for those students who are unable to study and complete some of the registered courses and wish to withdraw some of the courses and study at a later time.</p> <p>(i) A specific period shall be identified <b>towards the end of each semester</b> to help review the students' performance in CIE by the Faculty Advisors and Head of the Department.</p> <p>(ii) The students having poor performance in CIE may withdraw from certain identified course(s) in consultation with the mentor and the course teacher with the approval of the respective Head of the Department (ensuring that the minimum of 16 credits specified in Regulations 7.3.4 for the semester is still intact), provided he/she has satisfactory attendance.</p> <p>(iii) Such Courses, if core, are to be re-registered by these students and taken up for study at a later time. However, if the withdrawn courses are electives, the students have an option to re-register either for the same or different elective later depending on the availability of the course.</p> <p>(iv) This shall be with the consent of the concerned mentor and the Head of the Department, recommended by the Academic Dean approved by the principal.</p> <p>A period of 2-3 days shall be specifically assigned for this event in the Academic Calendar, for the students to seek faculty advice, discuss with the course teachers / mentors /HOD and complete the formalities.</p>
12.0	<p><b>Temporary Withdrawal from the Programme and readmission:</b></p> <p>(1) A student shall be permitted to withdraw temporarily from the programme on grounds like, prolonged illness, grave calamity in the family or any other serious happening. The withdrawal shall be for periods which are integral multiples of a semester:</p> <p>(i) provided the student applies to the Institute within at least 6 weeks from the date he/she last attended the classes, stating fully the reasons for such a withdrawal, together with supporting documents and endorsement of his/her parent/guardian.</p> <p>(ii) provided the Institute is satisfied of the genuineness of the case and that, even by taking into account the expected period of withdrawal, the student has the possibility to complete the programme requirements {e.g., UG: 160 credits} within the maximum permissible duration section 5.1 specified by the University.</p> <p>(iii) provided the student does not have any dues or demands at the Institute/University including tuition and other fees as well as library / sports / other material.</p> <p>(2) A student availing temporary withdrawal from the programme of study under this provision shall be required to pay such fees and/or charges as may be fixed by the</p>



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	<p>Institute until such time as his/her name appears on the institute rolls. However, it may be noted that the fees/charges once paid shall not be refunded.</p> <p>(3) A student shall be entitled to avail of the temporary withdrawal facility only once during his/her studentship of the programme at the Institute.</p> <p>(4) The withdrawal and readmission shall be as per the regulations / directions issued by the university.</p>
13.0	<b>Rejection of Results:</b>
	<p>There is a provision for the rejection of total performance of a semester and readmission for the semester. This shall be done only once in the entire course of studies. However, rejection of performance of 8<sup>th</sup> semester project work and internship is not permitted. The directions and decision of the Academic Council is final and binding on all the concerned.</p>
14.0	<b>Termination from the Programme:</b>
	<p>A student shall be required to withdraw from the programme and leave the Institute on the following grounds:</p> <p>(i) Failure to meet the standards of discipline as prescribed by the Institute from time to time.</p> <p>(ii) Absence from classes for more than six weeks at a time in a semester without leave of absence being granted by the competent authority.</p> <p>(iii) Student not completing all the courses successfully within the prescribed maximum duration for completion of the programme.</p>
15.0	<b>Student's feedback:</b>
	<p>(i) The college collects the feedback from students on their course work and various academic activities conducted.</p> <p>(ii) The feedback is obtained on-line from the students at regular intervals maintaining confidentiality.</p> <p>(iii) The feedback received from the students is reviewed/discussed by a committee constituted for the purpose and necessary corrective measures are taken.</p> <p>(iv) The students shall present their feedback with right motive of enhancing the quality of the Teaching Learning Assessment system.</p>
16.0	<b>Faculty Advisor System (Mentor System):</b>
	<p>Teachers shall be appointed as Mentor / faculty advisors for groups of students.</p> <p>The functions of such advisors shall include:</p> <p>The effort of the faculty advisor is to improve the overall performance of the students.</p> <p>(i) Monitoring the academic and other general progress of the students.</p> <p>(ii) Advising them on registration and selection of courses.</p> <p>(iii) Assessing their academic performance and monitoring their attendance.</p> <p>(iv) Advising the students on Withdrawing / Dropping of course/s based on their progress and capabilities.</p>



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	<ul style="list-style-type: none"> <li>(v) Advising and guiding the students on the academic regulations of the institution.</li> <li>(vi) To identify the slow, average &amp; fast learners in collaboration with the other concerned teachers and handhold them for improving them for better outcomes.</li> <li>(vii) The faculty advise will help the slow learners to minimize the failures and improve on their performances. Will accelerate the learning of the average and fast learners leading</li> <li>(viii) Counselling the students on general matters, discipline, and conduct.</li> </ul>
17.0	<b>Anti-Ragging, Conduct and Discipline and Malpractice:</b>
17.1	<b>Code of conduct &amp; Discipline:</b>
	<ul style="list-style-type: none"> <li>(i) All the students of the Institute shall conduct themselves within and outside the premises of the institute in a manner befitting the great tradition of the institute.</li> <li>(ii) The students shall not indulge in any activity which is likely to bring down the prestige of the Institute or to themselves.</li> <li>(iii) The students shall show due respect and courtesy to the teachers, administrators, officers, employees, fellow students and others associated with the institute and maintain cordial relationships with fellow students.</li> <li>(iv) Students should wear ID cards on campus mandatorily and they should follow the dress code and etiquettes of good mannerism.</li> <li>(v) Insubordination and ill-mannered behaviour of any kind inside or outside the college bringing down the reputation of the college is not tolerated.</li> <li>(vi) Discrimination of any form amongst student community is forbidden.</li> <li>(vii) Students must abide by the rules and regulations in force as well as other rules prescribed by the institute from time to time.</li> <li>(viii) Ragging in any form is strictly prohibited and is considered a serious offence as per the order of the Honorable Supreme Court of India.</li> <li>(ix) The following acts of omissions and commission shall constitute gross violation of the code of conduct and are liable for invoking disciplinary measures: Ragging, Lack of Courtesy, Decorum and indecent behaviour within and outside the institute, damage and thieving of institute property and fellow students, possession, consumption and distribution of alcohol and hallucinogenic drugs and narcotics, unruly behaviour causing disturbance to fellow students, hacking in other's computers and cyber related crimes, examination malpractices, plagiarism, etc.,</li> <li>(x) Commensurate with the gravity of the offence, the punishment includes, reprimand, fine, expulsion from the hostel, debarment from an examination, temporary rustication, suspension from the institute, expulsion from the institute, and handing over the case to the law enforcing authorities of the Government.</li> </ul>



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17.2	<b>Examination Malpractice:</b>												
	Malpractices by the students in examinations shall be viewed seriously and attracts various penalties which include fines, loss of examination or rusticates from the institute. Cases of examination malpractices detected by the staff and the squad shall be referred to the Malpractice Cases Consideration Committee (MPCCC) which will take suitable action, which will be binding on the students.												
18.0	<b>Recommendations for Award of Degree:</b>												
18.1	(i) The Institute forwards its recommendations to the University in respect of students qualifying for UG/PG degree awards based on their success in the examinations after receiving approval from the Academic Council and Governing Body of the Institute. (ii) Only those students recommended for the Degree Award and approval of the university shall be entitled to receive the relevant Provisional Certificates/Transcripts from the Institute at this stage.												
18.2	Students shall be declared to have completed the Programme of B.E. degree and is eligible for the award of degree provided the following norms are met: (i) Obtaining the required credits as indicated in section 7.3.5, the students have undergone the stipulated Course work of all the semesters under the Scheme of Teaching and Examinations (STE) and have earned the prescribed number of credits within the permitted maximum duration. (ii) Obtaining a minimum CGPA $\geq 4.00$ for UG programme and CGPA $\geq 5.00$ for PG programme. (iii) Not having any transitional grades (I & X) in any courses. (iv) Passing all bridge courses/audit courses/mandatory non-credit courses, if any. (v) Mandatory earning AICTE points (Only for B.E. degree) is compulsory (refer 18.3).												
18.3	<b>AICTE Activity Points (non-credit) have no effect on SGPA/CGPA:</b> (i) In case a student fails to earn the prescribed activity Points before the commencement of 8 <sup>th</sup> semester examinations, the Eighth Semester Grade Card shall be issued only after earning the required activity Points. (ii) Students shall be recommended for the award of the degree only after the release of the Eighth Semester Grade Card. (iii) Guidelines of the AICTE activity points shall be issued by the institute time to time. (iv) The Activity Points earned shall be reflected on the student's eighth semester Grade Card. <table><tr><th>Level of entry in degree course</th><th>Years for Points</th><th>Minimum Points</th></tr><tr><td>1<sup>st</sup> Year Regular</td><td>1<sup>st</sup> to 4<sup>th</sup> Year</td><td>100</td></tr><tr><td>2<sup>nd</sup> Year (3rd Sem.) through lateral entry or transfer from other Institutions</td><td>2<sup>nd</sup> to 4<sup>th</sup> year</td><td>75</td></tr><tr><td>Students transferred from other Universities to fifth semester at SJBIT</td><td>3<sup>rd</sup> to 4<sup>th</sup> year</td><td>50</td></tr></table>	Level of entry in degree course	Years for Points	Minimum Points	1 <sup>st</sup> Year Regular	1 <sup>st</sup> to 4 <sup>th</sup> Year	100	2 <sup>nd</sup> Year (3rd Sem.) through lateral entry or transfer from other Institutions	2 <sup>nd</sup> to 4 <sup>th</sup> year	75	Students transferred from other Universities to fifth semester at SJBIT	3 <sup>rd</sup> to 4 <sup>th</sup> year	50
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19.0	<b>Award of Ranks</b>
	<p>A student shall be eligible for a rank at the time of award of Degree, provided the student</p> <ul style="list-style-type: none"> <li>(i) As per the programme regulations notified by the university.</li> <li>(ii) Passing of all prescribed courses in the first attempt in ODD, EVEN and Summer Semesters.</li> <li>(iii) Appearing in makeup examinations for a course shall be treated as a second attempt excluding cases like sports/NCC/NSS/RD Parade etc. with a prior approval from the university.</li> </ul>
20.0	<b>Graduation Ceremony:</b>
	<ul style="list-style-type: none"> <li>(i) The institution will have its own annual Graduation Ceremony. After the necessary approvals from the university, during the graduation ceremony Provisional Degree Certificates (PDC) will be issued to the students.</li> <li>(ii) The Institute will be able to institute Prizes, medals, and Awards to meritorious students, for being given away annually at the Graduation Ceremony.</li> </ul>
21.0	<b>Interpretation:</b>
21.1	Any question as to the interpretation of these guidelines shall be decided by the institution, whose decision shall be final and binding on all the concerned stake holders in the matter. The institution shall also have the power to issue clarifications to remove any doubt, difficulty or anomaly, which may arise in regard to the implementation of these guidelines.
21.2	These guidelines shall be read as a whole for the purpose of any interpretation.
21.3	In case of any doubt or ambiguity in the interpretation of the above guidelines the decision of the competent authority of the institution is final.
21.4	The institution may change or amend these guidelines at any time in line with the university guidelines and the changes or amendments made shall be applicable to all the concerned with effect from the date notified by the institution.



  
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