

Nagar Yuwak Shikshan Sanstha's  
**Yeshwantrao Chavan College of  
Engineering**

*(An Autonomous Institution affiliated to Rashtrasant Tukadoji Maharaj Nagpur University)*

*(Accredited 'A<sup>++</sup>' Grade by NAAC)*

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# ACADEMIC REGULATIONS

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## Preamble

Yeshwantrao Chavan College of Engineering, Nagpur, the flagship institution of the Meghe Group was founded in 1984 by Nagar Yuwak Shikshan Sanstha under the Chairmanship of Hon'ble Shri. Dattaji Meghe, Member of Parliament. The institution recently celebrated its Silver Jubilee Year. The institution offers 12 undergraduate (B.Tech/BE) programmes with an intake capacity of 1260. The institution also offer 6 full time M.Tech. programs. All eligible programs are accredited by the National Board of Accreditation (NBA). All UG regular programmes are permanently affiliated with Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur. Besides, the Institution is a recognized centre by Rashtrasant Tukadoji Maharaj Nagpur University for Higher Learning and Research.

Over the past 38 years, the Institution has grown to become a centre of excellence in engineering education and a preferred destination for parents, students and leading software & core companies for recruitment of manpower. In the recent year the institution has emerged as highest placement opportunity provider for college students in coveted and core sectors. It is also amongst the select few well performing institutions chosen under Technical Education Quality Improvement Programme (TEQIP) of Govt. of India, funded by the World Bank. The Institution received financial aid to the tune of Rs. 8.42 Crores under first phase of TEQIP, which has been spent on creating state-of-art infrastructure, laboratories, computational facilities, library etc.

YCCE has been granted 'Autonomous Status' by Rashtrasant Tukadoji Maharaj Nagpur University on recommendations of University Grants Commission. YCCE started functioning as an Autonomous College from academic year 2010-11. The purpose of Grant of Autonomy is to promote Academic Excellence. As per National Knowledge commission report of Working group on Engineering Education (March 2008) provided sufficient guidelines for the structure, contents and base for curriculum development for undergraduate engineering education, the curriculum under Autonomy is designed and developed from the invaluable contributions from renowned subject experts from IITB, IITR, IITK, IITD, IISc- Bangalore, BITS Pilani-Goa, SVNIT -Surat, VNIT - Nagpur, MNIT - Jaipur, DAICT - Gandhinagar and scientists of BARC - Mumbai, NEERI, Nagpur. The cutting edge technology, up-to-date syllabus content at par with current requirement of the industry, effective scheme of examination, gradation pattern and incorporation of New Education Policy (NEP 20) are some of the salient features of academic autonomy.

With recently accredited by NAAC with "A++" grade, YCCE is keen to play a significant role in providing excellence in education by adhering to the International benchmark and to become a role model for other Institution. Accordingly, an Academic Advisory Board comprising of renowned educationists, scientists and industrialists has been constituted. Inception of this Academic Advisory Board for the Institution is very positive step which demonstrates the desire of the Institution to play a key role in emerging global education paradigm in the next decade.

The Institution is also committed towards its social responsibilities by rendering services to the community under different programme. For last many years institution is also implementing 'Fee Waiver Scheme' for economically weaker section, women and physically handicapped meritorious students. The institute is striving to



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produce globally competitive and locally relevant engineers and is expected to be a benchmark institute in the global perspective.

## **OUR VISION**

**To become the most preferred institution  
providing innovative, research and value  
based, professional education.  
for the society at large.**

## **OUR MISSION**

**YCCE is committed to:**

- **Attract best talent and create learning ambience**
- **Practice Innovative teaching-learning & research**
- **Integrate Industry-Institute Collaborations**
- **Nurture students towards holistic Development and choicest career**



## **ACADEMIC REGULATIONS**

Academic programs of this institution are governed by rules and regulations as approved by Academic Council, which is the highest academic body of the autonomous college. These academic rules and regulations are applicable to all students who are admitted to this college from academic session 2010-2011 onwards.

### **1.0 Abbreviations and Definitions**

- 1.1 "Autonomous Institution/ College" means an institution / college designated as autonomous by Rashtrasant Tukadoji Maharaj Nagpur University.
- 1.2 "Academic Autonomy" means freedom in all aspects of conducting academic programs, granted by University for promoting excellence.
- 1.3 "AC" means Academic Council.
- 1.4 "AICTE" means All India Council for Technical Education.
- 1.5 "AIEEE" mean All India Engineering Entrance Examination.
- 1.6 "ATKT" means Allowed To Keep Terms.
- 1.7 "BoM" means Board of Management.
- 1.8 "BoS" means Board of Studies.
- 1.9 "Branch" means specialization in a program like B.Tech/B.E. in Civil Engineering or M.Tech. in CAD/CAM.
- 1.10 "CA" means Continuous Assessment.
- 1.11 "CGPA" means Cumulative Grade Point Average.
- 1.12 "CoE" means Controller of Examinations.
- 1.13 "Commission" or "UGC" means University Grants Commission.
- 1.14 "Course" or "Subject" means a theory/ practical/ other item mentioned in the Scheme of Examination, identified by the number and title.
- 1.15 "DAC" means Disciplinary Action Committee.
- 1.16 "DAM" means Dean (Academic Matters).
- 1.17 "DSA" means Dean (Students Activities).
- 1.18 "DTE" means Directorate of Technical Education, Government of Maharashtra.
- 1.19 "ESE" means End Semester Examination.
- 1.20 "FYC" means First Year Coordinator.
- 1.21 "GATE" means Graduate Aptitude Test in Engineering.
- 1.22 "Government" means Government of Maharashtra.
- 1.23 "Institution" or "College" or "YCCE" means Yeshwantrao Chavan College of Engineering, Nagpur unless indicated otherwise.
- 1.24 "M.E." means Master of Engineering by Research Program.
- 1.25 "MSBTE" means the Maharashtra State Board of Technical Education.
- 1.26 "MSE" means Mid Semester Examination.
- 1.27 "PTDP" means Bachelor of Engineering (B.E.) Part Time Degree Program.
- 1.28 "Post graduate or PG Program" means Master of Technology (M.Tech.) degree program.
- 1.29 "RRMC" means Result Review and Moderation Committee.
- 1.30 "SGPA" means Semester Grade Point Average.
- 1.31 "SoE" means Scheme of Examination.



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- 1.32 “RTMNU “ or “University” means Rashtrasant Tukadoji Maharaj Nagpur University
- 1.33 “TA” means Teachers Assessment.
- 1.34 “Undergraduate” or “UG” Program means Bachelor of Engineering (B.E.) or Bachelor of Technology (BTech) degree program.
- 1.35 “SM” means Student’s mentor  
Please be noted that where the words “he”, “him”, “his”, occur, they also mean “she”, “her” and “hers”.

## 2.0 Programs offered

YCCE offers programs at UG, PG and doctoral level as per following

2.1 Following are the branches of study of UG program (Full Time):

- Civil Engineering
- Mechanical Engineering
- Electrical Engineering
- Electronics Engineering
- Electronics and Telecommunications Engineering
- Information Technology
- Computer Technology
- Computer Science & Engineering
- Artificial Intelligence and Data Science
- Computer Science and Design
- CSE (AIML)
- CSE (IoT)

2.2 Following are the branches of study of PG programs (Full Time):

Name of the department offering the Program	Title of Post Graduate Program
Civil Engineering	1. Structural Engineering 2. Environmental Engineering
Mechanical Engineering	CAD-CAM
Electrical Engineering	Integrated Power System
Electronics Engineering	
Electronics and Telecommunications Engineering	Communication Engineering
Computer Technology	Computer Science Engineering
Computer Science and Engineering	

2.3 The Institution also offers the Doctoral Program leading to degree of Ph.D. in the departments.



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### **3.0 Admission to full time UG programme in Engineering**

- 3.1 Admissions to the first year of all the programmes shall be made through the Maharashtra Combined Common Entrance Test (MHT-CET) conducted by the Government of Maharashtra or on the basis of performance in Joint JEE Mains All India Engineering Entrance Examination (AIEEE) conducted by Central Board of Secondary Education.
- 3.2 The intake capacity of each Programme, criteria for reservation, eligibility requirements shall be as decided by the AICTE/Government/DTE directives.
- 3.3 The Institution shall also admit to first year of the programmes, a limited number of students at Institution Level as per the quota decided by Government.
- 3.4 The selected student will be admitted to the UG programme after he / she fulfills all admission requirements as indicated in the offer letter issued by the Competent Authority.
- 3.5 Candidates have to fulfill the medical standards required for admission as set out in the information brochure of MHTCET/JEE and/or RTMNU.
- 3.6 If at any time after admission, it is found that a candidate has not fulfilled all the requirements stipulated in the offer letter of admission, the Principal/ Director of the Institution may revoke the admission of the candidate and report the matter to the BoM and concerned government authorities as necessary.

### **4.0 Admission to Direct Second Year of UG Degree Program in Engineering**

There shall be a lateral admission to all courses in the Second year for students having Diploma in Engineering in equivalent branches on merit basis through an admission process directly in accordance with the Rules and Regulations of DTE every year. The number of seats offered to students for admission is decided by the Government of Maharashtra every year. The admission process is conducted by the DTE, Maharashtra State.

### **5.0 Admission to Part Time Degree Programs in engineering**

The section is deleted as the Part Time Program admissions are closed since academic session 2011-12

### **6.0 Admissions to PG engineering programs**

The admission to PG programs will be offered to

- a) The candidate who possesses a Bachelor's Degree in Engineering/Technology from educational institutions approved by AICTE/Government of India OR M.Sc. OR Candidate in final semester of program OR AMIE in respective discipline.
- b) The candidate who has a valid GATE score as per requirements of RTMNU & DTE Maharashtra.
- c) In case of non availability of sufficient number of GATE qualified candidates, the vacant seats will be offered to candidates without GATE score on the basis of their performance in entrance examination PG-CET conducted by





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the Govt. of Maharashtra as per the inter-se merit.

A student should have obtained the eligibility certificate from the RTMNU if he has passed the qualifying examination from other than RTMNU.

The admissions will be done as per existing rules of Govt. of Maharashtra.

**7.0 The eligibility for registration to ME by research program in engineering**

The Clause is withdrawal as ME by Research Programme is discontinued by RTMNU

**8.0 The eligibility for registration to doctoral degree in engineering**

The candidates possessing educational qualifications as specified by the RTMNU can register for Doctoral Degree programs in engineering. The candidate's registration shall have to be confirmed by RTMNU.

A student should have obtained the eligibility certificate from the RTMNU if he has passed the qualifying examination from other than RTMNU.

**9.0 The eligibility for registration to doctoral degree in science**

The Clause is withdrawn as per the directions of RTMNU

**10.0 Enrolment:**

The students admitted to the programs offered by the Institution will be enrolled at RTMNU, soon after the admission, if he is not enrolled earlier. The candidature of the student will be provisional till his enrolment is accepted and an enrolment number is assigned by the RTMNU.

**11.0 Duration of Degree Programs**

**11.1 Minimum Duration of the programs:**

- a) The full time UG Programme shall be of four years / eight semester duration. For those students who are admitted directly to Second Year of regular BE program, the minimum duration shall be of three years/ six semesters.
- b) The full time PG Programmes shall be of two years / four semester duration.
- c) The Doctoral Programmes shall be as per the directives of RTMNU.

**12.0 Fees to be charged for the Under Graduate, Post Graduate and Research degree programs**

12.1 For the UG (Full time & Part time) and PG programs, the tuition and other fees charged to students over the duration of programmes shall be as per the approval of the Competent Authority set up by the Government. The dates for payment of fees will be declared well in advance and intimated to the students through the website and other notices.



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- 12.2 The tuition and other fees payable by the student will have to be deposited in the institution's office/bank as prescribed by the Competent Authority, as per the given dates in the calendar of activities. The dates for payment of fees will be declared well in advance and intimated to the students through the website and other notices.
- 12.3 For the doctoral degree programmes, the tuition and/or other fees charged to students over the duration of the programmes shall be as decided by the BoM.

**13.0 Scheme of Examination**

Every Programme has a prescribed course structure which, in general terms, is known as Scheme of Examination (SoE). It prescribes courses to be studied in each semester. The details of the SoE are as follows:

- 13.1. Every Programme shall have a SoE and course contents (Syllabi) for the courses recommended by the BoS and approved by the AC.

- 13.2. Composition of the SoE for

**UG programs:**

- a) Basic Sciences, Basic Engineering Sciences, Humanities and Management, and related engineering courses.
- b) Professional Core engineering courses related to the concerned discipline.
- c) General Proficiency courses and Professional Development courses.
- d) Professional Electives.
- e) Free Electives / Open Electives / Experiential learning as per NEP 20
- f) Seminars and Project.
- g) Other requirements such as Industrial training/Industrial visits / Mandatory Learning Courses etc.

**PG programs:**

- h) Professional Core engineering courses related to the concerned discipline.
- i) Professional Electives
- j) Seminars and Project/Dissertation

- 13.3. The Institution shall follow a semester system. The academic year is divided into two main semesters. Main semesters are for regular class work.
- 13.4. Each main semester shall be of 19 weeks duration inclusive of registration, course work, examinations, assessment etc.



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### 13.5. Course Credit System/Structure

A student earns the credits for a particular course by fulfilling the academic requirements viz. attendance and evaluation. There are mainly two types of courses-Theory courses and Laboratory courses. Theory courses consist of Lecture (L) hours and some courses may have Laboratory Practical (P). In Laboratory courses (P) a student shall have to earn credits while working in a Laboratory/Drawing hall/Workshop/assigned place of learning. The total credits required for completing a program shall be between 160 +, as per the guidelines of All India Council Of Technical Education (AICTE New Delhi); while for students admitted under lateral entry will have to earn around 110 to 120 credits (The exact number shall be as mentioned in the SoE). The total number of credits in a Semester which a student shall register will be as prescribed in the SoE of the specific branch from SoE 2018-19 and SoE 22 onwards.

Number of credits for a course in any semester is generally calculated as follows.

Table 1

Sr.No	Course	hour / week	Credits for UG	Credits for PG
1	Lecture	1	1	2
2	Tutorial hour / week	1	1	2
3	Workshop / Laboratory/ Drawing hours / week	2	1	2
4	Seminar	1	1	2
5	Mini Project		4	14
6	Major Project		6	20

### 13.6 Medium of Instructions:

The medium of Instruction for all coursework, examination and all academic activities shall be English.

### 13.7. Mandatory Learning Courses

A student will be guided to register for number of Mandatory Learning Courses (MLC) during the entire UG Program. Students shall opt for MLC as per the directions of Academic Council.

Mandatory Learning Courses (MLC) shall not carry any credit but shall be a pre-requisite to successfully complete the same and shall be reflected in Grade Card as "MLC" and will be awarded "G" grade if student passes the course with minimum attendance and evaluation requirements. However, these will not be considered in the CGPA calculation.

If a student is unable to secure a "G" grade, he/she will be awarded "H" grade. For such cases, the student will either re-appear in examination or



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re-register for the same course whenever the opportunity arises in subsequent semester.

### 13.8 Seminars

Seminar is a course requirement wherein under the guidance of a faculty member a student is expected to do in depth study in a specialized area by doing literature survey, understanding different aspects of the problem and arriving at a status report in that area. While undergoing a seminar course, the student is expected to learn investigation methodologies, study relevant research papers, correlate work of various authors/ researchers critically, study concepts, techniques, prevailing results etc., analyze it and present a seminar report. It is mandatory to give a seminar presentation before a panel constituted for the purpose.

### 13.9 Comprehensive viva

**The Clause is withdrawn.**

### 13.10 Projects/Dissertation

Project/ Dissertation is a mandatory course requirement, wherein, under the guidance of a faculty member, a final year student is required to do some innovative work with application of knowledge gained while undergoing various theory and laboratory courses of study. The Project/Dissertation may be related to a theoretical analysis, an experimental investigation, a proto-type design, a new correlation and analysis of data, fabrication and setup of new equipment. The student is expected to do literature survey and carry out development and/or experimentation. Through the project work, the student is expected to exhibit both the analytical and practical skills.

A student will carry out the Project/ Dissertation work under the guidance of the faculty supervisor from the same department unless specifically permitted by the Head of the Department for alternate arrangements. The registration for the Project/ Dissertation work is normally in two phases, each spread over a semester. The mini project shall commence in 7<sup>th</sup> semester and the major project shall commence in 8<sup>th</sup> semester. At the end of the first phase, the student is required to submit report of his work by a prescribed date to the Course Coordinator and present it to a Panel of Examiners. The major project name may be continued in the subsequent semester or the major project can be altogether different.

The student shall register the title along with Project/ Dissertation synopsis within a month from the date of registration by the date provided in the Academic Calendar. The change in title, if any, shall be allowed once, provided such request is received from student duly approved by the supervisor, Chairman BoS of respective Board and DAM.



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The student will submit the report on Project/ Dissertation work in the format prescribed by the Institution.

The final project/dissertation report should be submitted by the prescribed date.

Generally there should not be any extension in the schedule for dissertation report. However, for genuine reasons (such as medical reasons (Accident and / or hospitalization of a student) or other emergency circumstances (death of immediate close relative i.e. father, mother, brother and sister), extension in submission of dissertation report beyond the date specified in the calendar for one month with permission from Chairman, BoS, may be granted. If the dissertation cannot be completed due to valid reasons, student will be temporarily awarded 'Z' grade at the time of finalization of grades. The 'Z' grade will be converted to a performance grade when such a student submits the report and undergo the oral examination. Further, if such late reports are not submitted, the 'Z' grade will be automatically converted to 'F'.

Re-registration for the Project/ Dissertation will be required in the following semester if a student secures "F" grade in a project/dissertation work. He may submit the project/dissertation immediately after re-registration, if desired.

**SEMESTER LONG INTERNSHIP FOR FINAL PROJECT**

Students who are undergoing semester long / year long internship will complete their project work at the Industry where he/she is doing the internship, provided the industry permits to do so. Otherwise the students has to complete major project under the guidance of allotted supervisor.

**13.11 Practical / Industrial Training**

Each department shall have the flexibility to specify Practical Training as a part of minimum requirement for award of degree. Practical training will be done in summer term following fourth/sixth semester of UG program. The minimum duration for practical training shall be five weeks. The training shall be done in industry or R&D institutions in India/abroad. The institution may offer the Campus Recruitment Training or other similar modules to students against this course in SoE.

The student will have to submit the documents of attendance and the report of training in the specified format. The evaluation of the training on the basis of report submitted by the student will be done in seventh semester of UG.



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**13.12 Work Visit**

Some departments may prescribe work visit as part of the curriculum. Under this, the students will visit an industry/site to get exposure of various technologies employed in industry.

**14.0 Course code and Course Numbering Scheme**

Course Numbers are denoted by five digit unique alpha numeric characters. First two characters represent the department offering the course. The third character represents the level of course, 1 being the level of first year while 4 represents final year. The fourth and fifth character represents a sequential number assigned by the department offering the course. The numeric part of the course number indicates the level of the course.

Example: CV101 means a course offered by the department of Civil Engineering for First Year, the last two characters (01) represent the first course on the list of department. CV2--, CV3--, CV4-- for 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> year; CV5--, CV6--, CV7--, CV8-- for 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> year Part-time courses and CV9-- for PG courses.

For the scheme called “Autonomous 2014” applicable from 2014-15 to First Year Batches, the course code shall consist of six alpha numeric characters. First two characters represent the department offering the course. The third and fourth characters represent the level of course, 11 being the level of first year while 14 represents final year. The fourth and fifth character represents a sequential number assigned by the department offering the course.

For the new scheme called “Autonomous 2018” applicable from 2018-19 to First Year Batches, the course code shall consist of six alpha numeric characters. First two characters represent the department offering the course. The third and fourth characters represent the level of course, 21 being the level of first year while 24 represents final year. The fourth and fifth character represents a sequential number assigned by the department offering the course.

For new B.Tech scheme called “Autonomous 2022” applicable from 2022-23 to First Year Batches, the course code shall consist of seven alpha numeric characters. First two characters represent the year of commencement of SoE, next two/three characters represent programme depending upon UG/PG. The last three character represents course number depending upon year & semester of it's implementation. The fourth and fifth character represents a sequential number assigned by the department offering the course.

**15.0 Change of Branch:**

Students are eligible to apply for a change of branch only after successfully completing the first two semesters of UG. The rules/ guidelines shall be as per the following directives in place; issued by the Government.

- 15.1 Change of branch and /or shift shall be offered to the candidates, if clear vacancies exist.
- 15.2 Students must apply for change of branch/shift within 15 days after the declaration of the second semester result by stating their choices in order of preference.
- 15.3 All such transfers shall be permitted only at the beginning of the third semester.



## 16.0 Registration

### 16.1. Faculty Mentor (Mentor/ Mentee scheme)

A student or a group of students is assigned to a faculty mentor from the concerned department or from FY Department, who will mentor the student from his third semester to final of B.Tech/BE in the Institution. The students are expected to consult the faculty advisor on any matter relating to their academic performance and the courses they may take in various semesters. The Faculty Mentor is assigned to extend guidance to the students enabling them to complete their courses of study for the required degree in a smooth and timely manner. The Faculty Mentor is the person to whom the parents/guardians should contact for performance related issues of their ward. In view of the guidance to the students, the role of Faculty Mentor is outlined as below

- 16.1.1. Guidance about the rules and regulations of the courses of study for a particular degree.
- 16.1.2. Pay special attention to weaker students in coordination with course teacher.
- 16.1.3. Liaison with parents for the academic performances and other personal problems of their wards.

### 16.2 Registration for the First Two Semesters of UG

The students admitted to the First year of UG course will have to register for the courses as per the advice of Faculty Mentor. There are no requirements of accumulated credits for registration to first two semesters.

### 16.3 Registration for third and subsequent semesters of UG. (Second year onwards)

- 16.3.1. For registration in third semester of UG, a student must have earned a minimum of 60% credits of first two semesters. The students who are admitted under lateral entry scheme, there shall be no minimum credit requirement.
- 16.3.2. For registration at fifth semester of UG, a student must have earned all the credits of first two semesters and at least 60% credits of third and fourth semesters. For students admitted under lateral entry, a minimum of 60% credits must have earned for registration to fifth semester.
- 16.3.3. For registration at seventh semester of UG, a student must have earned all credits of first to fourth semesters and at least 60% Credits of fifth and sixth semesters. For students admitted under lateral entry, a student must have earned all credits of third and fourth semesters and at least 60% Credits of fifth and sixth semesters.
- 16.3.4. A student will be allowed to register for the courses only if he/she has cleared all financial dues of the previous year / semester of the Institution and/or Hostel.
- 16.3.5. A student will not be able to register for the courses if he has been debarred from registration on specific grounds.



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**16.4 Registration of PG students**

- 16.4.1 There are no requirements of accumulated credits for registration to first two semesters of M. Tech. Degree Program
- 16.4.2 A student should have earned at least 75% of the stipulated credits for first two semesters for admission to third semester of the M.Tech. Degree Program.
- 16.4.3 In case the required credits as per above clause are in decimals, the value after the decimal point will be ignored. This means the required credits will be rounded off to lower integer value.
- 16.5 Each student shall be required to register for course work on the advice of Faculty Mentor at commencement of each semester on the day fixed for such registration and notified in academic calendar. Registration will involve filling up a registration form by stating the theory course / Laboratory / Workshop / Seminar / Project, etc.
- 16.6 Each student shall also register for the Group Discussions/Personality Development / Special courses as per direction of Academic Council.
- 16.7 Student who fails to register for course work on notified day may be permitted by the Department for late registration on another notified day after payment of additional fee fixed by the Institution.
- 16.8 If a student is not in a position to register during any semester, he shall obtain prior permission from the DAM; his admission to that semester will be cancelled.
- 16.9 A student shall re-register in all failed courses whenever they are offered.
- 16.10 Freedom to change the course during re-registration is offered only for electives.
- 16.11 A student will not be permitted to re-register for the courses they have already passed during the period of study.
- 16.12 A student whose CGPA is less than minimum threshold limit (5.0 for UG programs and 5.5 for PG programs), may be permitted to register for lesser number of courses in consultation with Faculty Mentor, but not below 16 credits in any case.
- 16.13 A student who has passed in all the course heads obtaining grades between 'A+' and 'D' will have the option to register for one or more courses to improve the CGPA.
- 16.14 Evaluation of the students admitted under Lateral Entry after Diploma  
The students admitted shall have to register for the courses at the third semester of the Programme to which they are admitted; in consultation with the Faculty Mentor. Further, they shall undergo additional academic requirements, if any, as specified by the Academic Council.
- 16.15 Entry of Students from University Pattern to Autonomous Pattern  
A student of this Institution studying under RTMNU pattern can be absorbed into autonomous pattern course to conditions mentioned below:  
A student can be absorbed into autonomous pattern in any semester provided he has fully passed all previous semesters in University pattern.





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When student switches over from university pattern to autonomous pattern, he shall be presumed to have earned credits of all courses offered in previous semesters of that programme in autonomous pattern. The SGPA of such student shall be calculated for each semester he has passed under RTM Nagpur University or equivalent university as per absolute grading system as.

SGPA=  $(\% \text{ marks scored at the semester} + 7.5) / 10$  for percentage of marks scored by student up to and equal to 85% OR  
SGPA= 9.25 for percentage of marks scored above 85%.

If a student has passed a semester in RTM Nagpur University or equivalent program, he shall be presumed to have earned all credits prescribed for equivalent semesters in autonomy.

- 16.16 A student who becomes ineligible for admission to the higher year/semester due to non-accumulation of required credits at the immediately lower semester/year and has thus been forced to discontinue for a year, then he may seek readmission to the said semester/year of the program. In such case of readmission, the courses passed by a student, credits, related grade and grade points obtained by the student from the courses in that semester shall be null and void. A student shall have to earn the credits from all the courses in the said semester/year afresh as per the existing scheme of examination and related syllabi content.

**17.0 Course Completion:**

A student will have to complete all the requirements for the courses at which he is registered. The HoD will report the names of students who failed to complete the stipulated requirements in course(s), if any, to CoE at least 07 days ahead of commencement of ESE. Such student will not be permitted to take the ESE for the courses where he has not completed the course requirements. He shall, however, be eligible to take the ESE in other courses where he has completed the course requirements satisfactorily.

**18.0 Evaluation**

The AC will decide from time to time on the system of examinations in each course in each semester. The current practice of Assessment is as follows:

- 18.1. A student is evaluated for theory courses through Teachers Assessment (TA), two mid semester examinations (MSE) and one End Semester Examination (ESE)
- 18.2. The relative weightage is 20% for TA, 30% for MSE, and 50% for ESE. The teacher shall announce the method of TA at the beginning of the semester. All MSE and ESE are compulsory for all students. The marking will be on absolute basis. The total marks are calculated in each course as per the weightage indicated above. No credits are awarded if the student remains absent in the ESE.



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- 18.3. The laboratory courses will have Continuous Assessment (CA) which will be based on punctuality, turn to turn assessment of student's work, quality of records maintained, group discussions, overall understanding of the experiment and viva-voce examination (as per requirement of structure of course). The CA for laboratory courses shall be 60% and ESE may be on an experiment or viva or written test or a combination of these, and shall carry a weightage of 40%. Practical courses with 100% continuous evaluation will not have ESE. The student shall either successful complete the course or shall get I grade if the course work is not satisfactory.
- 18.4. The instructor shall announce the mode of evaluation and distribution of marks for CA at the beginning of the laboratory course. It is obligatory for students to maintain and submit laboratory journal, drawing sheets, prescribed documentation for the laboratory course, jobs in Workshop and reports, wherever necessary.
- 18.5. The MSE and ESE shall be conducted centrally as per the schedule announced in the academic calendar.
- 18.6. The ESE shall be conducted for the duration as given in SoE and will be held as per the schedule declared in the Academic calendar for that semester. The detailed time-table for this will be declared at least one week before the commencement of ESE by the CoE.
- 18.7. The question paper formats will be displayed on notice boards/ Institution website for information of the students.
- 18.8. All examinations and other modes of evaluations, under TA, announced by the teachers with the approval of HoD/ Chairman of BoS are compulsory.
- 18.9. Assessment of Seminars, Mini-projects, Major Projects, Dissertation etc: Every student has to undertake Seminars/Projects of professional nature and interest. It will be evaluated on the basis of the quality of work carried out, the report submitted and presentation(s) during the Seminar. A panel of examiners shall evaluate the dissertation report and an oral examination shall be conducted in ESE. The assessment of the dissertation work shall be done on preliminary presentation; initiative, interest, effort and regularity shown and oral examination.
- 18.10. The assessment of the project will be as per the details given in the Scheme of Examination. The TA for the project Phases 1 and 2 will be based on the seminars, reports, technical achievements, analytical skills exhibited in solution to the problem and dissertation.



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**18.11 Project evaluation of PG:**

Evaluation of dissertation will be taken up only after the student completes all the core as well as elective course requirements satisfactorily.

- a. The dissertation work shall be evaluated by midterm seminar(s), quality of work carried out, dissertation report submission and the viva-voce examinations.
- b. A panel of examiners shall evaluate the dissertation report and an oral examination shall be conducted in ESE. The assessment of the dissertation work shall be done on preliminary presentation; initiative, interest, effort and regularity shown and oral examination.
- c. The examination of the Project/ Dissertation will be conducted by a panel of examiners consisting of the department committee and at least one external expert, preferably from an Industry.

**18.12 Rescheduling of MSE-I and MSE-II**

If a student misses to take the Mid Semester Examination, he can apply for RE-MSE as per the time table framed as per the time slot provided in Academic Calendar. The students is permitted to take RE-MSE only for the subject in which he/she was absent.

HoD will be the authority to grant permission, draw out Time table and run the tests. The case papers will have to be sent to DAM office for record.

**18.13 Examination form submission**

The students shall submit an examination form in order to be eligible for evaluation.

18.13.1 All the regular student shall submit an examination form for all the courses for which he has registered for the semester by date mentioned in the notice of examination published by the institution.

18.13.2 If a student has re-registered for one or more courses in the semester, he shall submit an examination form for all the courses for which he has re-registered in the semester.

18.13.3 An ex-student shall submit the form for the courses in which he has failed in earlier examinations and intends to take the ensuing examination.

18.13.4 A student shall pay the examination fee as decided by the competent authority.

**18.14 Forego of Continuous Assessment marks:**

18.14.1 The in-sem evaluation of the theory or lab course shall be carried for his first attempt as a regular student and if the student fails then in the subsequent re-sit examination of the same term. If the student does not pass the course and attempts the examination in such course again in any subsequent examination, then he/she shall exercise an option to forego the marks of in-sem



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- examination, if he/she wishes so, while applying for the examination.
- 18.14.2 If the marks of in-sem are foregone by the student, then his/her marks secured out of 50 in ESE shall be proportionately extrapolated to 100.
- 18.14.3 The decision to forego of continuous Assessment marks will be irrevocable.
- 18.14.4 The facility to forego of continuous assessment will not be applicable to Project in final Year of UG and PG programs.

### **19.0 The Grading System**

- 19.1 The evaluation of students will be done on the basis of grades as detailed below
- 19.1.1 For every course, the students will be evaluated on the basis of the grading system. Table 2 shows the various grades that can be awarded to students.
- 19.1.2 For every course taken by a student, he will be assigned a grade based on his combined performance in all the assessments. The grade indicates a qualitative assessment of the student's performance and is associated with equivalent number called a grade point.
- 19.1.3 The academic performance of a student shall be graded on a ten-point scale. The grades and their equivalent grade points are listed in Table 3.
- 19.1.4 The Grades (up to D only) awarded to a student in all the courses shall be converted into a semester performance index and cumulative performance index called the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) respectively.
- 19.1.5 A student who has secured marks out of 100 and they are more than the minimum cut off as defined by Table No 2 (Statistical Method) or 4 (Absolute method) of AR, will be awarded suitable pass grade in that course only if he has scored at least 20% marks at ESE in that course. This provision will be applicable to students of UG and PG programs who are studying under "Autonomous 2014" scheme, "Autonomous 2018" scheme and , "Autonomous 2021" scheme, and Autonomous 2022 scheme.
- 19.2 Statistical Method for the Award of Grades
- 19.2.1 Award of Grades in a course  
For the award of grades in a course, all component-wise evaluation shall be done in marks.

The marks of different components viz. Teachers Assessment (TA),



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Mid-Semester Examinations (MSE), End-Semester-Examination (ESE), would be reduced to relative weightages of each component as given in Scheme of Examination. Marks so obtained would be converted to grades at the end of semester, as per the guidelines given below:

For 30 or more number of students in a course, the statistical method shall be used with marginal adjustment for natural cut-off. The mean ( $X$ ) and the standard deviation ( $\sigma$ ) of marks obtained of all the students in a course shall be calculated and the grades shall be awarded to a student depending upon the marks and the mean and the standard deviation as per Table 2 given below.

Whenever a course examination has less than 30 students, grades will be based on absolute marks and conversion will be done as per Table No. 4

If there are regular as well as ex-students at the examination, the grade cut off will be calculated on the basis of marks scored by regular students and will be applicable to all students.

**Table 2 : Awards of Grade Using Statistical Method**

<b>Table showing method for conversion of marks into Grades</b>			
<b>RANGE OF MARKS</b>			<b>GRADE</b>
$\geq X + 1.5 \sigma$			A+
$\geq X + 1.0 \sigma$	To	$< X + 1.5 \sigma$	A
$\geq X + 0.5 \sigma$	To	$< X + 1.0 \sigma$	B+
$\geq X$	To	$< X + 0.5 \sigma$	B
$\geq X - 0.5 \sigma$	To	$< X$	C+
$\geq X - 1.0 \sigma$	To	$< X - 0.5 \sigma$	C
$\geq X - 1.5 \sigma$	To	$< X - 1.0 \sigma$	D
$< X - 1.5 \sigma$			F
Where X is arithmetic mean and $\sigma$ is Standard deviation			

19.2.2 The award of grades will be subjected to the following process:

**A) THEORY COURSES**

If  $(X - 1.5 \sigma) > 40$  then grade calculation for C+ ,C, D & F shall be as given below , while that for A+,A,B+ & B shall be same as per Table 2 of the Academic Regulations



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$$\begin{aligned} C+ &=> X - (X - 40)/3, \\ C &\geq X - (X - 40) \times 2/3, \\ D &\geq X - (X - 40) \times 3/3, \\ F &\leq X - (X - 40) \times 3/3 \end{aligned}$$

**B) THEORY COURSES**

If  $(X - 1.5 \sigma) < 40$  for all those theory courses with passing marks of 40 then lower limit for award of D grade shall be reduced up to 35 marks step by step, so that failure % as calculated by formula,  $\left( \frac{\text{Number of students having F Grades}}{\text{Total Students - Detained Students}} \right) \times 100$  Should not exceed 15%.

**C) PRACTICAL COURSES:**

If  $(X - 1.5 \sigma) < 50$  then Cutoff for passing shall be 50.  
But if  $(X - 1.5 \sigma) > 50$  then grades calculation for C+, C, D & F shall be as given below, while that for A+, A,B+ & B shall be same as per Table 2 of the Academic Regulations

$$\begin{aligned} C+ &=> X - (X - 50)/3, \\ C &\geq X - (X - 50) \times 2/3, \\ D &\geq X - (X - 50) \times 3/3, \\ F &< X - (X - 50) \times 3/3 \end{aligned}$$

19.2.3 The grades awarded to the students will be converted into the equivalent grade points according to the Table no. 3

<b>Table 3: Grades, Equivalent Grade Points &amp; Academic Performance</b>		
Academic Performance	Conversion of Grades into Grade Points	
	Grade	Grade Point
Outstanding	A+	10
Excellent	A	9
Very Good	B+	8.25
Good	B	7.5
Average	C+	6.75
Below Average	C	6
Marginal	D	5
Poor	F	0
Satisfactory completion of Audit Course	G	Nil
Non completion of Audit Course	H	Nil
Incomplete Course requirements	I	Nil
Revoking of Continuous Assessment marks	T	Nil



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19.2.4 If the number of examinees at the examination is less than 30, in a particular course, then Table 4A will be used for theory courses while Table 4B will be used for Non Theory courses like Practicals, Seminars, Projects etc. for award of grades.

**Table No.4 A**

Range of Marks	Grades
Marks equal to or greater than 90 %	A <sup>+</sup>
Marks equal to or greater than 80 % but less than 90%	A
Marks equal to or greater than 72 % but less than 80%	B <sup>+</sup>
Marks equal to or greater than 64 % but less than 72%	B
Marks equal to or greater than 56 % but less than 64%	C <sup>+</sup>
Marks equal to or greater than 48 % but less than 56%	C
Marks equal to or greater than 40 % but less than 48%	D
Marks less than 40%	F

**Table No.4 (B) (For Non Theory Courses)**

Range of Marks	Grades
Marks equal to or greater than 90 %	A <sup>+</sup>
Marks equal to or greater than 80 % but less than 90%	A
Marks equal to or greater than 70 % but less than 80%	B <sup>+</sup>
Marks equal to or greater than 62 % but less than 70%	B
Marks equal to or greater than 58 % but less than 62%	C <sup>+</sup>
Marks equal to or greater than 54 % but less than 58%	C
Marks equal to or greater than 50 % but less than 54%	D
Marks less than 50%	F

19.2.5 Provided further, the calculation of arithmetic mean ( $\bar{X}$ ), Standard Deviation ( $\sigma$ ), upper and lower cut offs of the various grades will be computed by using the marks scored by regular students at the examination for an individual course and the same values of grade cut-offs shall be used for processing the result of regular as well as ex-students appearing at the same examination. These cut off marks for the upper and lower limits of grades shall remain same for the re-sit examination of that term only. (i.e cutoff of ODDESE will be applicable to ODD RESIT and cutoff of EVEN ESE will be applicable to EVEN RESIT).



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Students appearing for examination as Ex-Student, where there are no regular students, the grading will be done by absolute grading system. (e.g. In ODD ESE students of IV, VI, VIII semester appearing as Ex-Students will be awarded grades as per absolute grading table.)

In case of students appearing for examination in Summer Term, only absolute grading table will be used for awarding grade.

**19.2.6 Explanation:**

**'F' Grades**

A student who was awarded "F" grade in a core course has to repeat it compulsorily when it is offered next and until a passing grade is obtained.

For the elective courses in which 'F' grade has been obtained, the student may take the same course or any other course from the same category.

Further, 'F' grades secured in any course stay permanently on the grade card. The weightage of these grades is not counted in the calculation of the CGPA, however these are counted in the calculation of the SGPA.

**'G' Grade**

A student will be awarded "G" grade in a course if the student has registered for audit course only and provided that the student satisfies the attendance requirements as stipulated. This grade would carry no grade points and will not be used in computation of SGPA or CGPA. However, the grade sheet will show this course along with the grade "G".

**'H' Grade**

A student will be awarded "H" grade in a course if the student has registered for audit course only and he fails to satisfy the attendance requirements as stipulated. This grade would carry no grade points and will not be used in computation of SGPA or CGPA. However, the grade sheet will show this course along with the grade "H" and will remain permanently on the grade card.

**'I' Grade**

A student having attendance lower than 75% in a course, whatsoever may be the reason is prevented from appearing in the ESE for that course in that semester and the student will have to re-register for the course as and when it is offered. In such cases the student will be given "I" grade. The continuous assessment of





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laboratory course shall be null and void in such cases and the student shall have to re-register for the laboratory course as and when it is offered.

#### 'T' Grade

If a student is absorbed into autonomy from RTM Nagpur University, and has not completed the semester successfully, then he is subjected to the absorption scheme for that semester, prepared by the respective BoS. If he has done the term work for the university course previously, which is equivalent to autonomous course, a student will be granted term under autonomy also. A student has to take the examination of equivalent autonomous course in the institution. In such cases, a student shall be given "T" grade in such courses.

The "T" grade will also be shown in the courses where the student has failed in the course and has opted to forego the continuous assessment marks. This grade will later be converted into suitable pass grades according to performance of the student in the institutional examinations.

### 19.3 Grade Point Average

#### 19.3.1 Calculation of Semester Grade Point Average (SGPA)

The performance of a student in a semester is indicated by a number called SGPA. The SGPA is the weighted average of the grade points obtained in all the courses registered by the student during the semester.

$$SGPA = \frac{\sum C_i P_i}{\sum C_i}$$

where,

$C_i$  = The number of credits for the  $i^{\text{th}}$  course of a semester for which SGPA is to be calculated

$P_i$  = Grade points earned in the  $i^{\text{th}}$  course

$i = 1, 2, \dots, n$  represent the number of courses in which a student is registered in the concerned semester. The SGPA is calculated to two decimal places.

#### 19.3.2 Calculation of Cumulative Grade Point Average (CGPA)

An up to date assessment of the overall performance of a student from the time of his first registration is obtained by calculating a number called CGPA, which is weighted average of the grade points obtained in all the courses registered by the student since he entered the Institution.



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$$CGPA = \frac{\sum C_j P_j}{\sum C_j}$$

Where,

$C_j$  = The number of credits for the  $j^{\text{th}}$  course up to the semester for which CGPA is to be calculated

$P_j$  = Grade points earned in the  $j^{\text{th}}$  course.

$j = 1, 2, \dots, m$  represent the number of courses in which a student is registered up to the semester for which the CGPA is to be calculated. The CGPA is also calculated to two decimal places.

### 19.3.3 Students admitted under lateral entry scheme,

The CGPA of diploma holder students admitted to direct second year B.E. under autonomy shall be calculated from third semester of undergraduate program onwards.

### 19.4 Semester Grade Reports

19.4.1 The semester grade report reflects the performance of the student in that semester (SGPA) and also the cumulative performance (CGPA).

19.4.2 The semester grade card issued at the end of each semester/ summer term to each student, after the publication of result, duly signed by CoE will contain the following:

- Name and Identification of student.
- Month and year of appearance at examination
- Branch and Term of examination
- The credits for each course registered for that semester.
- The letter grade obtained in each course.
- The total number of credits earned by the student at the end of each semester.
- Grade point average of semester (SGPA) and Cumulative Grade Point Average (CGPA)

19.4.3 Semester grade card will not indicate class or division or rank.

19.4.4 The final semester grade sheet will show the performance of the student in all the semesters of degree program along with CGPA.

### 19.5 Scrutiny of Grades

A student may apply for scrutiny of grades to the Controller of Examinations on payment of prescribed fees, within three days from the date of display of grades / result. The RRC may check the entry of the weightages from different components of evaluation and their addition, the addition of marks in the final answer scripts and unchecked questions, if any. The results of scrutiny may lead to either a change in grade due to mistake(s) in any of the aspects scrutinized by the committee or the grade may remain unchanged. The results will be intimated to the Academic section within three days from the date of receipt of an application.

The fee paid by the student will be refunded if the grades are revised to the higher grades.



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19.6 The result of examination will be declared on institutional notice board and website. The gazette of result will be sent to RTMNU.

**20.0 Transparency in written examinations:**

The institution believes in full transparency in the evaluation process and committed to just and fair evaluation of all students.

- a. The answer books of all written examinations will be shown to students immediately after the valuation has been done and the process is to be completed within seven days from the date of examination.
- b. For MSE Examination, the student shall sign the cover page of answer book and return it to the teacher. For ESE Examination, the valued answer books shall be shown in ONLINE mode.
- c. If the student is unsatisfied with the valuation of MSE, he can discuss the specific points with the course faculty where he thinks the valuation needs reconsideration. The matter will be placed before the departmental committee. The committee's decision shall be final and binding on all the concerned.
- d. If his grievances remain unsolved, the student can approach the Grievances Redressal Committee.
- e. If the student has the grievances regarding the valuation of the ESE or the grade allotment, he/she shall submit the application to CoE. In such cases, the complete revaluation of answerbook shall be done and the change in the marks will be incorporated only if the change is  $\pm 3$  marks.
- f. The students shall submit the grievances within the dates given in Academic Calendar.
- g. The answer books once evaluated shall never be given into student's possession.
- h. The marks of practical/non-theory courses of all programs shall be displayed on the notice board on the next day after completion of the examination of a particular course.

**21.0 Re-sit Examination / Make-UP Examination:**

The students, who have secured the "F" grade in a course, shall apply for the re-sit examination within seven days of declaration of result, by paying the prescribed examination fees. The re-sit examination for students shall be held within 30 days from the date of declaration of result of ESE of a particular semester.

A student shall be permitted to take the ESE as well as resit of ESE of his/her regular term. In case, student fails in both the ESE and its resit of regular term, in the subsequent semester, he/she shall be permitted to take the ESE only. But the resit examination will be offered to him/her, if there are regular students for those courses



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in the ESE of a particular semester.

The Re-sit examination is named as MAKE-UP Examination for the evaluation of detained students who have registered through the Special Mentoring Scheme (SMS). For such students, the Make Up Examination will serve the purpose for their evaluation on absolute grading basis with all internal marks for-gone.

## **22.0 Class/Division**

The academic performance of the student for the complete duration of program shall be classified as follows:

First Class with distinction:	CGPA 8.25 and above,
First Class:	CGPA 6.75 and above, but less than 8.25,
and	
Second Class:	CGPA less than 6.75

22.1 If a student needs to convert the performance index CGPA into equivalent percentage of marks, the following formula shall be used.

$$\text{Percent marks} = \text{CGPA} \times 10 \times 7.5$$

22.2 For award for class/division, a condonation of up to 0.05 grade points will be admissible.

- Students having CGPA 6.70 to less than 6.75 shall be presumed to have secured First Division
- Students having CGPA 8.20 to less than 8.25 shall be presumed to have secured Distinction Division

If the class/ division is awarded by above regulation, then their Grade Sheet for the Final Semester of the Program shall carry a remark " Division by Condonation" and their original academic record including CGPA will remain unchanged.

## **23.0 Award of ranks under autonomous scheme**

- 23.1 Merit ranks will be declared only for those students who have
- been directly admitted to a course in the Institution under autonomous regulations, and
  - completed the entire course in the Institution only within the minimum possible prescribed time limit, and
  - passed all courses prescribed for that program in first attempt only (i.e. he has not secured "F" grade in any course).

23.2 Academic performance will be the sole criterion for award of Merit Rank.

23.3 The students will be ranked on the basis of their performance in the last four semesters of the degree program.



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**24.0 Attendance**

- 24.1. Regular 100% attendance is expected of all students for every registered course in theory, tutorials, laboratory and workshop.
- 24.2. A maximum of 25% absence in the attendance may be condoned only on valid grounds.
- 24.3. A student can seek further condonation of 15 % absence due to death in family or other emergency beyond student's control. However, students seeking condonation should inform the college authorities immediately and should seek sanction of the absence within a week after joining. The student should submit the documentary evidence to the college authority.
- 24.4. A student seeking sanction of leave on medical grounds should submit the medical certificate from registered medical practitioner on joining. This shall be approved by the DAM.
- 24.5. The students participating in Sports / Cultural event during a semester, shall be eligible for the maximum number of 10 days of absence. Any waiver in this context shall be on the approval of DSA and DAM. The DSA shall inform the concerned HoD in advance with a copy to the DAM. No cognizance shall be taken after the DAM announces the irregularity of the student. This, however, shall be within the limit of condonation of 40% of absence as mentioned in 24.2
- 24.6. The following activities shall be considered for condonation of attendance
  - Sports and Games: Inter collegiate, Inter zonal, Inter University, State level, national level or Open tournaments
  - Camps and expeditions of National Cadet Core
  - National Social Service camps
  - Cultural Programs promoted by University, or reputed organizations
  - Seminar/ Symposia, paper presentation, Quiz competitions
  - Leadership courses organized by authorized organizations
  - Training programs
  - Guest Lectures
  - Students Association activities
  - Projects in industries/ organizations
  - Placement activities
  - Any other; with the prior approval of the Principal
- 24.7. A student having attendance lower than 75% in a course(60% in case of special condonation), whatsoever may be the reason is prevented from appearing in the End-Semester Examination (ESE) for that course in that semester and the student will be given "I" grade. Such student will have to re-register for the course through Special Mentoring Scheme leading to Make-Up-Examination. The continuous assessment of theory and laboratory course shall be null and void in such cases and the student shall be evaluated solely based on Make Up Examination.
- 24.8. The attendance shall be computed from the date of commencement of classes as per academic calendar of the Institution.



## **25.0 Conduct and Discipline of the students**

### **25.1 Introduction**

- 25.1.1 Every student is required to observe discipline and decorous behavior both inside and outside the campus and not to indulge in any activity, which will tend to bring down the prestige of the Institution.
- 25.1.2 The following additional acts of omission and/or commission by the students within or outside the precincts of the College shall constitute gross violation of 'code of conduct' and will be punishable.
- 25.1.3 A student admitted to the UG/PG programme shall abide by the "Rules and Regulations" issued by the Institution from time to time. These standing orders shall deal with the discipline of the students in the Hostels, Departments, inside and outside of the Institution premises. The standing orders may also deal with such other matters as are considered necessary for the general conduct of the students, co-curricular and extra-curricular activities.
- 25.1.4 Students should be aware that any rule imposed by the institution, University and Government is binding on him/her.

### **25.2 Identification Documents**

- 25.2.1 Every Student admitted will be issued a photo identification card which must be retained by the student while he or she is registered at Institution. The ID card will remain as the property of Institution. The student must possess the valid ID card while in the institution.
- 25.2.2 The valid ID card must be presented for identification purposes as and when demanded by authorities. Any student refusing to provide the ID card shall be subjected to disciplinary action.
- 25.2.3 Any student who alters or intentionally mutilates an ID card or who uses the ID cards of another student or allows his ID card to be used by another will be subjected to disciplinary action.

### **25.3 General Conduct within campus**

- 25.3.1 Students are required to move silently through the corridors without disturbing the nearby classes and laboratories.
- 25.3.2 Nobody should sit on the corridor walls or steps of the buildings.
- 25.3.3 Give way to teachers, staff and visitors while moving in the corridors, on the staircases and other places in the campus.
- 25.3.4 Behave in such a manner that suits a cultured engineer.

### **25.4 Uniform**

- 25.4.1 All the students are required to wear the college uniform on campus.
- 25.4.2 The sample of uniform is kept in the Suvidha Store for the convenience of the students.
- 25.4.3 The boys are required to tuck in their shirts.
- 25.4.4 The uniform should not have additional colors/ embroidery/ other complex designs etc.
- 25.4.5 On the occasions like interviews or other formal functions, all the students shall wear formal apparel.



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### **25.5 Common Off / Absence**

Remaining absent from the institution without prior permission of the authority is strictly prohibited.

- 25.5.1 The students involved in common off are liable to heavy fine, and punishment including expelling from the hostel as decided by the Institution from time to time.
- 25.5.2 The students involved in common off or having less attendance in class shall be liable for disciplinary action
- 25.5.3 If a student remains absent for a period of 05 days or more for a valid reason, he is required to apply to the DAM and take prior permission.
- 25.5.4 Decision about the absence of the student for genuine reasons is reserved with the DAM.

### **25.6 Seeking Guidance**

- 25.6.1 In case of hostel related problems, the student shall contact the concerned warden/ rector first. For any additional help, he should contact the class teacher and HoD.
- 25.6.2 For any academic matters the student shall contact the course teacher first and then Faculty Advisor.
- 25.6.3 For any other personal grievances/ problems, student shall first contact faculty advisor and then HoD. The students should share their worries with their friends, teachers, staff and DSA.
- 25.6.4 For any specific problem the student can contact the DSA to seek the guidance.

### **25.7 Misbehavior**

The students indulging in following acts shall be treated as misbehavior and will be liable for the punishment.

- 25.7.1 Lack of courtesy and decorum, as well as indecent behavior;
- 25.7.2 Submission of wrong/ false/ incorrect information at the time of admission or during the tenure in the Institution;
- 25.7.3 Infringement of instructions of security guard
- 25.7.4 Misbehaving with the faculty or staff of the Institution
- 25.7.5 Misbehaving in the hostel premises or Institution premises
- 25.7.6 Parking in unauthorized places
- 25.7.7 Willful damage of property of the Institution/Hostel/faculty/staff or of fellow students;
- 25.7.8 Use vehicles to move within the campus
- 25.7.9 Possession/consumption/distribution of alcoholic drinks and banned drugs;
- 25.7.10 Mutilation or unauthorized possession of library material, like Books, etc.;
- 25.7.11 Noisy and unseemly behavior, disturbing peace in the College/Hostel;
- 25.7.12 Hacking in computer systems, either hardware or software or both;
- 25.7.13 Using unfair means in the examinations;



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- 25.7.14 Throwing the garbage outside the dustbins
- 25.7.15 Wasting Water and Electricity in the institution/hostel
- 25.7.16 Resorting to plagiarism;
- 25.7.17 Writing on benches, walls or doors or defacing the property of Institution/hostel
- 25.7.18 Any act of indiscipline of a student reported to the Dean (Students Activities)
- 25.7.19 Any other act which will damage the image of the Institution in the society.
- 25.7.20 Using Mobile phones for other than educational purpose during the Instructional hours and within the Institution Building, Library, Reading room etc.

**25.8 Habits**

Smoking/chewing tobacco, pan, pan masala, or derivatives of tobacco, spitting and drinking alcohol are strictly prohibited in campus and hostel building and premises. It is also a criminal offence as per the existing law provisions. All those who are found indulging in these activities will be charged as per the IPC rules and a strict action will be taken.

**25.9 Action against ragging**

- 25.9.1. As per due provision of Maharashtra prohibition of Ragging Act 1999 Ragging is a non-bailable cognizable offence. Whosoever indulges in ragging either-directly or indirectly shall be liable for punishment amounting to imprisonment up to 2 years and fine of Rs. 10,000/- along with dismissal from the institution.
- 25.9.2. Ragging within or outside of the institution is strictly prohibited.
- 25.9.3. Whosoever directly or indirectly commits, participates in, abets or propagates ragging within or outside the institution shall be liable for the punishment as per the existing provisions of law and act.
- 25.9.4. The cases of ragging reported to the Institution authorities shall be forwarded to the Special Anti-Ragging Committee constituted as per the directions of Hon. Supreme Court of India.
- 25.9.5. The AntiRagging Committee will investigate the matter and recommend the suitable action to be taken against the accused students.

**25.10 Disciplinary action**

- 25.10.1 The student should strictly obey the rules and regulations given above. Violation of any of the above rules by the students shall be dealt with disciplinary action to the extent of even expelling him from the Institution and /or hostel.





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- 25.10.2 The cases of indiscipline shall be reported to Disciplinary Action Committee (DAC). DAC shall enquire into the charges and recommend suitable action if the charges are substantiated.
- 25.10.3 The decision of Disciplinary Action Committee (DAC) shall be final and binding on the student and his parents.
- 25.10.4 If a student is found indulging in anti-national activities contrary to the provisions of acts and laws enacted by Government, he shall be liable to be expelled from the institution without any notice.
- 25.10.5 In case of severe and serious matters, if required, a separate Discipline Committee may be formed by the DSA and the Principal, depending on the nature of the matter.

**26.0 Co-curricular and /or Extracurricular activities (for UG students):**

These are courses, with multiple options, to be completed at convenience of UG students. The student shall complete Part-A (Value Education), and a total of at least 2 items from Part-B (with at least one from each of the two groups) described below:

**26.1 Part A- Value Education Courses**

Invited-Lectures / Group-Discussions / Formal-Course / Self-study will be arranged on Value Education, co-ordinated by the DSA. The student is required to participate in at least one such activity.

**26.2 Part B- Other Co-curricular / Extra-curricular Activities**

The Co-curricular/Extra-curricular Activities are compulsory degree requirements.

26.2.1 Co-Curricular Activities, which includes activities in professional societies like Institute of Electrical and Electronics Engineers (IEEE), Indian Society for Technical Education(ISTE), The Institution of Engineers (IEI), Computer Society of India (CSI), Department Associations, Lab Development, Participation in Paper Presentation, Model Building, etc.

26.2.2 Extra-Curricular Activities, such as National Social Service(NSS), National Cadet Core (NCC), Non Governmental Organizations(NGOs), Community Services, Social work, Yoga, Meditation, Language Course, Health Care Services, Activities in Alumni Association, Activities in Yash, Spandan, Pratikruti, TechFest, Participation in Sports, Games, Various Clubs of Institutions, Society for Promotion of Indian Classical Music and Culture Amongst Youth (SPICMACAY), etc.

On successful completion, a certificate regarding the activity that a student has participated in may be issued by the Faculty in-charge of that particular activity. With the recommendation of the Faculty in-charge of Co-Curricular / Extra-Curricular Activities, the DSA may



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approve the Report of Satisfactory Completion of such Co-Curricular and Extra-Curricular Activities.

**27.0 Temporary withdrawal from the programme. The clause is withdrawn.**

**28.0 Special Mentoring Scheme (SMS) & Make Up Examination for detained students**

28.1 The MAKEUP EXAM THROUGH SPECIAL MENTORING SCHEME (SMS) is meant only for Detained regular Students as per Detention Policy and not for Ex-Students. The maximum number of courses (including Theory & Laboratory) for registration under this policy shall be Three or less. In case if student doesn't fit in this criteria, he/she shall have to go for Re-Registration of entire semester as per existing norms. Prevailing eligibility criteria for promotion to higher semester will be applicable.

28.2 If, the student is detained, he/she will have to register the Theory / Laboratory course by paying prescribed fees and contact the teacher as a mentor as allotted by HoD under "MAKEUP EXAM THROUGH SPECIAL MENTORING SCHEME (SMS)" for carrying out guided self-study and submitting the assignments as per timetable given by the mentor.

28.3 The time-period for this scheme will be from date of detention to 7 days before the commencement make up examination. The dates as per guidelines issued by DAM office and the departmental coordinator shall be applicable. There will not be any MSE examination for this scheme and the final result will be declared on the basis of FOREGO MARKS i.e. on the basis of marks obtained in End Semester examination.

28.4 Registered student must contact minimum 12 & Maximum 18 times with mentor within date of detention to 14 days before the commencement of makeup examination, as per the timetable given by mentor. For laboratory courses, the students will visit the laboratory and complete all practical and submit the record as per the timetable provided by mentor. In theory course the student is mentored and permitted for submission of examination form on the basis of Course Completion Certificate by mentor whereas in laboratory course, the student must attend special 2 – 3 Laboratory session, perform all experiments, and submit the practical record and obtain Course Completion Certificate.

28.5 Mentor may or may not recommend the student and issue Course Completion certificate, to take exam depending on the performance/ response of the student.

28.6 By permission of HoD as per recommendation of mentor, student will have to submit the examination form along with Course Completion Certificate as per procedure by paying examination fees. Forego internal marks facility will be mandatorily applied while working under this scheme of registration.



### 29.0 Transitory Regulations

These regulations are applicable to students who were discontinued for some reasons and rejoin the program, then he shall be governed by the scheme of examination, syllabi contents and the rules and regulations in force at the time of rejoining of student.

A candidate, who is detained or discontinued in the year/semester, will be admitted to the same semester on paying the prescribed fees. On readmission, he shall be required to pass in all the courses in the curriculum prescribed for such batch of students in which the student joins subsequently. However, exemption will be given to those candidates who have already passed in such courses in the earlier semester(s) he was originally admitted into.

### 30.0 Termination from the program

The admission of a student to the UG program may be terminated and the student may be asked to leave the institution if the student fails to satisfy the norms of discipline specified by the Institution from time to time.

### 31.0 Eligibility for award of Degree

A student shall be eligible for the award of the degree only if the student has

- a. Passed all prescribed courses.
- b. Satisfied minimum academic requirements.
- c. Satisfied all requirement specified by the concerned department; if any.
- d. Satisfied all requirements specified by the Academic Council and/or ordinances.
- e. Paid all the dues to the institute, and
- f. No pending case of indiscipline.

### 32.0 Betterment/ improvement of CGPA

32.1 A student who has completed all the requirements for award of degree but whose CGPA is less than minimum threshold limit for award of class / division may reappear for the End Semester Examination in any of the theory courses as and when conducted, for the purpose of improving the aggregate/ CGPA. He shall apply to the Institution for improvement of grades in theory courses within 45 days after the declaration of result which makes him eligible for award of degree. This reappearance shall be within a period of two academic years after becoming eligible for the award of the Degree.

32.2 However, this facility shall not be available to candidate who has been awarded the Degree. Candidates shall not be permitted to reappear either for Mid Semester Examinations or End Semester Examinations in



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Practical courses (including Project Viva voce) for the purpose of improvement.

The student will be awarded the best of grades obtained at original attempt and second/subsequent attempt.

- 32.3 A revised Grade Card shall be issued to the candidate after incorporating the grades secured in subsequent improvements and on surrendering the original grade card.

**33.0 Provisional Certificate:**

The students, who have completed all requirements as set out in these rules and regulations, will be eligible for issue of "Provisional Certificate" from the institution, duly signed by the CoE.

**34.0 Degree Certificate**

- 34.1 After successful completion of the program at the Institution, the student will be eligible for award of degree in subsequent convocation of the RTMNU. The University Degree Certificates will be distributed from the Institution office to all successful candidates once received from the RTMNU.
- 34.2 A student can claim the degree certificate in person from the office of CoE after submitting the copies of grade sheets of all semesters and proving his identity. He shall produce either a photo identity card of the Institution, driving license with photo, passport, photo identity card issued by present employer or credit card of reputed bank bearing a photo.
- 34.3 A student can request the degree certificate through a messenger. In such case, a student should authorize the messenger to receive the degree certificate on his behalf. The above mentioned documents will, however, be mandatory for the messenger.

**35.0 Issue of Transcripts**

Candidates can apply for transcripts by submitting the photocopies of the grade sheets to the Office of Controller of Examinations and submitting the prescribed fees, if any.

The Transcripts, after attestation by the Registrar of the Institution, will be placed in sealed covers and will be handed over, in person, to the candidate. The transcripts can also be sent directly to the University, provided the candidate requests and furnishes envelopes with necessary postage stamps affixed along with the addresses of the Universities to which the transcripts are to be sent.



### **36.0 Merit List, Medals and Citations**

#### **Preparation of Merit/Rank List**

- 36.1 The merit list shall be prepared for each programme offered under Autonomy, based on CGPA.
- 36.2 The merit list shall be declared from amongst the students satisfying following eligibility criteria
  - a. Student must have taken admission to entry level semester of the degree program under autonomy. No student absorbed from RTMNU will be considered.
  - b. Student must have completed the programme in minimum duration for the said programme.
  - c. Student must have successfully completed all the courses that are required for successful completion of the programme as per the Scheme of the Examination in **the first attempt**.
- 36.3 The merit list (provisional and final) shall be prepared by Tabulation committee and shall be notified by Controller of Examinations, on behalf of Examination Committee.
- 36.4 The merit list shall be prepared in two stages, the first stage being the provisional merit list.
- 36.5 The notified lists, provisional as well as final, shall be given wide publicity and shall be available on the college website and major departmental notice boards.
- 36.6 If anyone has any objection to the name(s) in the notified provisional merit list, the same shall be raised within 20 days after publishing the provisional merit list. The objections raised shall be submitted in writing giving the details in all respects, to the office of Controller of Examinations.
- 36.7 The Controller of Examinations shall scrutinize the objections received and direct the Tabulation Committee to incorporate the objections, if found correct. The amended merit list shall be called as Final Merit List and shall be published on the college website and notice boards.

#### **Medals and Citations:**

Awards of prizes, medals, scholarships or any other honours shall be based on the rank secured by the student consistent with the desire of donors, wherever applicable, and as per rules of the Institution.

### **37.0 Data verification**

The organizations may need to verify the data of the students who graduated from the Institution for employment purposes / further education. Such requests shall be made on the letterheads of the organizations, which need the verification and shall state the personal and academic details of the student including the name, year of graduation and branch/ specialization of study. An



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email from the official accounts of the organizations will also be allowed in lieu of letter.

The CoE shall verify the data and the verification report will be sent within five working days.

A processing fee of Rs. 1000/- will be charged for issue of verification report. The processing fee shall be waived in case of recruitments done on campus or for major employers, at the discretion of the Principal/Director.

### **38.0 Other Matters**

38.1 The physically challenged candidates who have availed additional examination time during their Higher Secondary School Certificate/ MHT-CET examinations will be given additional examination time on production of relevant proof /documents as per existing rules.

38.2 The students who have temporary physical disability due to accident etc., may be allowed a writer and/or additional time during the examination provided the student submits the medical documents from competent authorities well in advance and acceptance of the report by the Institution.

### **39.0 Rules and regulations applicable to new programs that may be introduced in future**

The rules and regulations published here will be applicable to the new programs that will be started by the Institution in the same categories in future. The Institution will add rules for the courses that will be started and not covered in these rules.

### **40.0 Amendments to Rules and Regulations:**

The BoM may, from time to time, revise, amend, or change the rules and regulation, SoE, and Syllabi proposed by BoS and recommended by AC.

### **41.0 Interpretation of Regulations**

In case of any dispute, difference of opinion in interpretation of these regulations or any other matter not covered in these regulations, the decision of the Chairman, Academic Council shall be final and binding.

### **42.0 Emergent Cases**

Notwithstanding anything contained in the above regulations, the Chairman of the BoM/Academic Council may, in emergent situations take action on behalf of the BoM/Academic Council as he deems appropriate and report it to the next meeting of the BoM/Academic Council for its approval.

### **43.0 Grace Marks**

43.1 Grace marks shall be awarded for enabling an examinee for passing an examination, for all the schemes under autonomy.

43.2 Maximum of 03 grace marks shall be awarded for the course, only if the grade changes to "D" from "F" grade.

43.3 The grace marks shall be awarded in maximum two courses of given examination

43.4 The grace marks shall not be awarded to audit courses.



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- 43.5 The grace marks shall be awarded only when the result in the examination changes to "pass".
- 43.6 If total grace marks awardable result into fraction, it shall be converted to next higher integer.
- 43.7 The grace marks shall be shown by one asterisk with added mark(s) above the head or right side of the original marks in tabulation register. However in grade sheet the grade so awarded ( D grade) shall be indicated in terms of one asterisk(viz \*). The following sign with a note shall be printed at the bottom of the grade sheet.  
"Note: (\*) pass by grace marks vide Principal's Direction No 1 of 2017"
- 43.8 The examinee passing the examination with grace marks shall not be eligible for any medal(s), prizes or any other awards pertaining to that examination.



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**Pattern of the question Papers and course coverage  
(for existing i.e. Autonomous 2018 and 22 scheme)  
applicable to All Semesters BTech in AY 2022-23 onwards)**

The following pattern will be adopted by all the paper setters for all courses. However, the format could be different in few courses. The format, if different than what is shown below, will be informed to students by the Head of department, at the start of semester.

**1. Structure of the question paper for MSE1**

- 1.1 The duration of MSE1 shall be of one and half hours.
- 1.2 The question paper shall be set for maximum marks of 30 to be finally converted to out of 15.
- 1.3 All the three questions shall be compulsory.
- 1.4 The question paper format shall be as below for MSE1

Q No	Description 1	Max Marks	CO
1 (Unit-1)	You may set sub-questions with any one combination of following options a. 2, 3, 5 marks b. 5, 5 marks c. 6, 4 marks d. 7, 3 marks e. 10 marks (only for Analysis & design based courses)	10	
2 (Unit-2)	You may set sub-questions with any one combination of following options a. 2, 3, 5 marks b. 5, 5 marks c. 6, 4 marks d. 7, 3 marks e. 10 marks (only for Analysis & design based courses)	10	
3 (Unit-3)	You may set sub-questions with any one combination of following options a. 2, 3, 5 marks b. 5, 5 marks c. 6, 4 marks d. 7, 3 marks e. 10 marks (only for Analysis & design based courses)	10	

**2. Structure of the question paper for MSE 2**

- 2.1 The duration of MSE2 shall be of one and half hours.
- 2.2 The question paper shall be set for maximum marks of 30 to be finally converted to out of 15.
- 2.3 All the three questions shall be compulsory.
- 2.4 The question paper format shall be as below for MSE2





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Q No	Description	Max Marks	CO
1 (Unit-4)	You may set sub-questions with any one combination of following options a. 2, 3, 5 marks b. 5, 5 marks c. 6, 4 marks d. 7, 3 marks e. 10 marks (only for Analysis & design based courses)	10	
2 (Unit-5)	You may set sub-questions with any one combination of following options a. 2, 3, 5 marks b. 5, 5 marks c. 6, 4 marks d. 7, 3 marks e. 10 marks (only for Analysis & design based courses)	10	
3 (Unit-6)	You may set sub-questions with any one combination of following options a. 2, 3, 5 marks b. 5, 5 marks c. 6, 4 marks d. 7, 3 marks e. 10 marks (only for Analysis & design based courses)	10	

### 3. Structure of the question paper for RE-MSE

- 3.1 The duration of RE-MSE shall be of one and half hours.
- 3.2 The question paper shall be set for maximum marks of 30 to be finally converted to out of 15.
- 3.3 All the three questions shall be compulsory.
- 3.4 The question paper format shall be as below for RE-MSE



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Q No	Description	Max Marks	CO
1 (Unit-1+Unit-4)	You may set sub-questions with any one combination of following options a. 2, 3, 5 marks b. 5, 5 marks c. 6, 4 marks d. 7, 3 marks e. 10 marks (only for Analysis & design based courses)	10	
2 (Unit-2+Unit-5)	You may set sub-questions with any one combination of following options a. 2, 3, 5 marks b. 5, 5 marks c. 6, 4 marks d. 7, 3 marks e. 10 marks (only for Analysis & design based courses)	10	
3 (Unit-3+Unit-6)	You may set sub-questions with any one combination of following options a. 2, 3, 5 marks b. 5, 5 marks c. 6, 4 marks d. 7, 3 marks e. 10 marks (only for Analysis & design based courses)	10	

**4. Structure of the question paper for ESE (For syllabus having 6 units)**

- 4.1 The duration of ESE shall be as mentioned in the SoE.
- 4.2 The question paper shall be set for maximum marks of 50.
- 4.3 All the six questions shall be compulsory.
- 4.4 Every sub-question shall have a distinctly different number.
- 4.5 Structure of question paper shall be as follows:



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**UG ESE Question Paper Format**  
**ESE Question Paper Format Effective from**  
**ODD/EVEN SEM ESE of Session 2022-23**

**Maximum Marks 50**

**Note:**

1. Max marks for any 4 questions will be 8 and for other two questions max marks will be 9. Other combination of sub questions can be used with approval of HoD
2. Question paper duration shall be of THREE hours / as per SoE and all examinations shall be PHYSICAL / OFFLINE.
3. All questions are compulsory, and no internal choice is to be exercised.
4. The question paper is to be framed strictly as per the Bloom's Taxonomy and specific instructions from Dean (OBE) shall be followed.

Q No	Sub Question	Remarks	Max Marks	CO Bloom's level
1 (Unit -1)	A, B	You may set sub-questions with any one combination of following options a. 8 or 9 marks b. 3, 5 or 4, 4 for 8 marks or 4, 5 or, 3,6 for 9 marks	8 or 9	
2 (Unit -2)	A, B	You may set sub-questions with any one combination of following options a. 8 or 9 marks b. 3, 5 or 4, 4 for 8 marks or 4, 5 or, 3,6 for 9 marks	8 or 9	
3 (Unit -3)	A, B	You may set sub-questions with any one combination of following options a. 8 or 9 marks b. 3, 5 or 4, 4 for 8 marks or 4, 5 or, 3,6 for 9 marks	8 or 9	
4 (Unit -4)	A, B	You may set sub-questions with any one combination of following options a. 8 or 9 marks b. 3, 5 or 4, 4 for 8 marks or 4, 5 or, 3,6 for 9 marks	8 or 9	
5 (Unit -5)	A, B	You may set sub-questions with any one combination of following options a. 8 or 9 marks b. 3, 5 or 4, 4 for 8 marks or 4, 5 or, 3,6 for 9 marks	8 or 9	
6 (Unit -6)	A, B	You may set sub-questions with any one combination of following options a. 8 or 9 marks b. 3, 5 or 4, 4 for 8 marks or 4, 5 or, 3,6 for 9 marks	8 or 9	



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**Changes made in original version: as per decision of AC #8 and 9**

	Before revision	After revision
Added: AR 16.16	Nil	A student who becomes ineligible for admission to the higher year/semester due to non-accumulation of required credits at the immediately lower semester/year and has thus been forced to discontinue for a year, then he may seek readmission to the said semester/year of the program. In such case of readmission, the courses passed by a student, credits, related grade and grade points obtained by the student from the courses in that semester shall be null and void. A student shall have to earn the credits from all the courses in the said semester/year afresh as per the existing scheme of examination and related syllabi content."
AR29	<p>29.0 Transitory Regulations</p> <p>A candidate, who is detained or discontinued in the year/semester, will be admitted to the same semester on paying the prescribed fees. On readmission, he shall be required to pass in all the courses in the curriculum prescribed for such batch of students in which the student joins subsequently. However, exemption will be given to those candidates who have already passed in such courses in the earlier semester(s) he was originally admitted into.</p>	<p>29.0 Transitory Regulations</p> <p>These regulations are applicable to students who were discontinued for some reasons and rejoin the program, then he shall be governed by the scheme of examination, syllabi contents and the rules and regulations in force at the time of rejoining of student.</p> <p>A candidate, who is detained or discontinued in the year/semester, will be admitted to the same semester on paying the prescribed fees. On readmission, he shall be required to pass in all the courses in the curriculum prescribed for such batch of students in which the student joins subsequently. However, exemption will be given to those candidates who have already passed in such courses in the earlier semester(s) he was originally admitted into.</p>
AR 33	<p>33.0 Passing Certificate:</p> <p>The students, who have completed all</p>	<p>33.0 Provisional Certificate:</p> <p>The students, who have completed all requirements as set out in these rules and regulations, will be eligible for issue of</p>



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	requirements as set out in these rules and regulations, will be eligible for issue of "Passing Certificate" from the institution, duly signed by the CoE.	"Provisional Certificate" from the institution, duly signed by the CoE.
AR 28.7	Students will not be permitted to register for more than ten credits in the Summer Term.	Students will not be permitted to register for more than sixteen credits in the Summer Term.
AR 6.0	Programs offered	Added: UG programs II Shift: Electrical Engineering PG Programs II Shift: Very Large Scale Integration Design II Shift: Computer Science Engineering
AR36	Medal and Citations	<p>The subtitle changes to Merit List, Medals and Citations</p> <p>The following topics added to AR 36</p> <p>The rules for declaring merit List under autonomy</p> <p>The merit list shall be prepared for each programme offered under Autonomy, based on CGPA.</p> <p>The merit list shall be declared from amongst the students satisfying following eligibility criteria</p> <p>Student must have taken admission to entry level semester of the degree program under autonomy. No student absorbed from RTMNU will be considered</p> <p>Student must have completed the programme in minimum duration for the said programme.</p> <p>Student must have successfully completed all the courses that are required for successful completion of the programme as per the Scheme of the Examination in first attempt.</p> <p>The merit list (provisional and final) shall be</p>



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		<p>prepared by Tabulation committee and shall be notified by Controller of Examinations, on behalf of Examination Committee.</p> <p>The merit list shall be prepared in two stages, the first stage being the provisional merit list.</p> <p>The notified lists, provisional as well as final, shall be given wide publicity and shall be available on the college website and major departmental notice boards.</p> <p>If anyone has any objection to the name(s) in the notified provisional merit list, the same shall be raised within 20 days after publishing the provisional merit list. The objections raised shall be submitted in writing giving the details in all respects, to the office of Controller of Examinations.</p> <p>The Controller of Examinations shall scrutinize the objections received and direct the Tabulation Committee to incorporate the objections, if found correct. The amended merit list shall be called as Final Merit List and shall be published on the college website and notice boards.</p>
	Structure of question paper format for ESE	It has been done more explicit as per decision of AC Meet #9



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AR19.2.4	Table No 4	<p>As per decision of AC#15</p> <p>The number of Table is revised to Table No. 4A (its contents remaining same) and Table No. 4B added for awarding grades in non-theory courses such as practicals, Seminars, projects etc. where the number of examinees at the examination is less than 30.</p> <p style="text-align: center;"><b>Table No.4 (B) (For Non Theory Courses)</b></p> <table border="1" data-bbox="807 725 1431 1070"><thead><tr><th>Range of Marks</th><th>Grades</th></tr></thead><tbody><tr><td>Marks equal to or greater than 90 %</td><td>A+</td></tr><tr><td>Marks equal to or greater than 80 % but less than 90%</td><td>A</td></tr><tr><td>Marks equal to or greater than 70 % but less than 80%</td><td>B+</td></tr><tr><td>Marks equal to or greater than 62 % but less than 70%</td><td>B</td></tr><tr><td>Marks equal to or greater than 58 % but less than 62%</td><td>C+</td></tr><tr><td>Marks equal to or greater than 54 % but less than 58%</td><td>C</td></tr><tr><td>Marks equal to or greater than 50 % but less than 54%</td><td>D</td></tr><tr><td>Marks less than 50%</td><td>F</td></tr></tbody></table>	Range of Marks	Grades	Marks equal to or greater than 90 %	A+	Marks equal to or greater than 80 % but less than 90%	A	Marks equal to or greater than 70 % but less than 80%	B+	Marks equal to or greater than 62 % but less than 70%	B	Marks equal to or greater than 58 % but less than 62%	C+	Marks equal to or greater than 54 % but less than 58%	C	Marks equal to or greater than 50 % but less than 54%	D	Marks less than 50%	F
Range of Marks	Grades																			
Marks equal to or greater than 90 %	A+																			
Marks equal to or greater than 80 % but less than 90%	A																			
Marks equal to or greater than 70 % but less than 80%	B+																			
Marks equal to or greater than 62 % but less than 70%	B																			
Marks equal to or greater than 58 % but less than 62%	C+																			
Marks equal to or greater than 54 % but less than 58%	C																			
Marks equal to or greater than 50 % but less than 54%	D																			
Marks less than 50%	F																			
AR19.2.5	19.2.5 Provided further, the calculation of arithmetic mean ( $\bar{X}$ ), Standard Deviation ( $\sigma$ ), upper and lower cut offs of the various grades will be computed by using the marks scored by regular students at the examination for an individual course and the same values of grade cut-offs shall be used for processing the result of regular as well as ex-students (repeaters who are taking the examination for Second or more number of times in that course) appearing at the same examination. These cut off marks for the upper and lower limits of grades shall remain same for the subsequent re-sit examination.	<p>As per AC#15, the provision has been made more explicit.</p> <p>Provided further, the calculation of arithmetic mean (<math>\bar{X}</math>), Standard Deviation (<math>\sigma</math>), upper and lower cut offs of the various grades will be computed by using the marks scored by regular students at the examination for an individual course and the same values of grade cut-offs shall be used for processing the result of regular as well as ex-students appearing at the same examination. These cut off marks for the upper and lower limits of grades shall remain same for the re-sit examination of that term only. (i.e cutoff of Odd ESE will be applicable to Odd Resit and cutoff of Even ESE will be applicable to Even Resit).</p> <p>Students appearing for examination as Ex-Student, where there are no regular students, the grading will be done by absolute grading system. (e.g. In Odd ESE students of IV, VI, VIII semester appearing as Ex-Students will be awarded grades as per absolute grading table.)</p> <p>In case of students appearing for examination in Summer Term, only absolute grading table will be used for awarding grade.</p>																		



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AR36	Medals and Citations	As per direction of AC#15.  If there is more than one student who secure the same rank, then the tie will not be broken. Each one of them shall be awarded the same medal.
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**Changes made in original version: as per decision of Standing Committee AC**

	Before revision	After revision
AR27	Temporary Withdrawal from the Programme	The clause is withdrawn due to revision in the government policy. The decision taken by Standing Committee Academic Council Dt. 24.03.2017.

**Changes made in original version: as per decision of AC #17 and 18**

	Before revision	After revision
AR43		As per direction of AC#17. <b>Grace Marks</b> <ol style="list-style-type: none"><li>1. Grace marks shall be awarded for enabling an examinee for passing an examination, for all the schemes under autonomy.</li><li>2. Maximum of 03 grace marks shall be awarded for the course, only if the grade changes to "D" from "F" grade.</li><li>3. The grace marks shall be awarded in maximum two courses of given examination</li><li>4. The grace marks shall not be awarded to audit courses.</li><li>5. The grace marks shall be awarded only when the result in the examination changes to "pass".</li><li>6. If total grace marks awardable result into fraction, it shall be converted to next higher integer.</li><li>7. The grace marks shall be shown by one asterisk with added mark(s) above the head or right side of the original marks in tabulation register. However in grade sheet the grade so awarded ( D grade) shall be indicated in terms of one asterisk(viz *). The following sign with a note shall be printed at the bottom of the grade sheet. "Note: (*) pass by grace marks vide Principal's Direction No 1 of 2017"</li><li>8. The examinee passing the examination with grace marks shall not be eligible for any medal(s), prizes or any other awards pertaining to that examination.</li></ol>





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**Changes made in original version: as per decision of AC #24**

	Before revision	After revision
AR 18.2	<p>The relative weightage is 10% for TA, 30% from any two better of three MSE, and 60% for ESE.</p> <p>The teacher shall announce the method of TA at the beginning of the semester. All MSE and ESE are compulsory for all students. The marking will be on absolute basis. The total marks are calculated in each course as per the weightage indicated above. No credits are awarded if the student remains absent in the ESE.</p>	<p>The relative weightage is 30% for TA (for Theory : 20 marks on lecture quizzes, 8 marks on assignments, 2 marks on class performance), 30% from any two better of three MSE, and 40% for ESE.</p> <p>The teacher shall announce the method of TA at the beginning of the semester. All MSE and ESE are compulsory for all students. The marking will be on absolute basis. The total marks are calculated in each course as per the weightage indicated above. No credits are awarded if the student remains absent in the ESE.</p>
AR 18.3	<p>The laboratory courses will have Continuous Assessment (CA) which will be based on punctuality, turn to turn assessment of student's work, quality of records maintained, group discussions, overall understanding of the experiment and viva-voce examination (as per requirement of structure of course). The CA for laboratory courses shall be 40% and ESE may be on an experiment or viva or written test or a combination of these, and shall carry a weightage of 60%.</p> <p>Practical Courses with 100% continuous evaluation will not have ESE. The student shall either successfully complete the course or shall get I grade if the course work is not satisfactory</p>	<p>The laboratory courses will have Continuous Assessment (CA) which will be based on punctuality, turn to turn assessment of student's work, quality of records maintained, group discussions, overall understanding of the experiment and viva-voce examination (as per requirement of structure of course). The CA for laboratory courses shall be 60% and ESE may be on an experiment or viva or written test or a combination of these, and shall carry a weightage of 40%.</p> <p>Practical Courses with 100% continuous evaluation will not have ESE. The student shall either successfully complete the course or shall get I grade if the course work is not satisfactory</p>



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Changes made in original version: as per decision of AC #26

	Before revision	After revision
AR 18.1	MSE-1 - 15 Marks (Based on Unit 1 & 2) MSE-2 -15 Marks (Based on Unit 3 & 4) MSE-3 -15 Marks (Based on Unit 5 & 6)	MSE-1 - 15 Marks (Based on Unit 1 & 2 & 3) MSE-2 - 15 Marks (Based on Unit 4 & 5 & 6) RE-MSE -15 marks ( Based on unit 1 to 6)  MSEs* = Two MSEs of 15 Marks each will conducted and marks of these 2 MSEs will be considered for Continuous Assessment TA ** = for Theory : 12 marks on lecture quizzes, 12 marks on two TA2 activities decided by course teacher, 2 marks on class attendance and 4 marks on TA4 activities  TA** = for Practical : MSPA will be 15 marks each
AR 44	Not applicable	Ph.D. Rules & Regulations of YCCE as per Annexure-A

**Changes made in original version: as per decision of AC #28**

	Before revision	After revision
AR 18.2	The relative weightage is 30% for TA (for Theory : 20 marks on lecture quizzes, 8 marks on assignments, 2 marks on class performance), 30% from any two better of three MSE, and 40% for ESE. The teacher shall announce the method of TA at the beginning of the semester. All MSE and ESE are compulsory for all students. The marking will be on absolute basis. The total marks are calculated in each course as per the weightage indicated above. No credits are awarded if the student remains absent in the ESE.	The relative weightage is 20% for TA (as per the guidelines issued by DAM office for PC,PE,OE,HM courses), 30% from any two MSE, and 50% for ESE.  The teacher shall announce the method of TA at the beginning of the semester. All MSE and ESE are compulsory for all students. The marking will be on absolute basis. The total marks are calculated in each course as per the weightage indicated above. No credits are awarded if the student remains absent in the ESE.
AR29	29.0 Transitory Regulations These regulations are applicable to students who were discontinued for some reasons and rejoin the program, then he shall be governed by the scheme of examination, syllabi contents and the rules and regulations in force at the time of rejoining of student. A candidate, who is detained or	29.0 Transitory Regulations The requirement of Attendance and proposed Detention Policy of YCCE is based on rules and regulations of UGC and of Rashtrasant Tukdoji Maharaj Nagpur University (RTMNU), Nagpur vide their DIRECTION NO. 14 of 2022, 'NORMS FOR OF ACADEMIC AUTONOMY - DIRECTION, 2022,  • A student must have an overall (average)



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	<p>discontinued in the year/semester, will be admitted to the same semester on paying the prescribed fees. On readmission, he shall be required to pass in all the courses in the curriculum prescribed for such batch of students in which the student joins subsequently. However, exemption will be given to those candidates who have already passed in such courses in the earlier semester(s) he was originally admitted into.</p>	<p>75% attendance of total number of classes actually engaged including lectures/ tutorials and practical.</p> <ul style="list-style-type: none"> <li>• Condonation of attendance can only be considered in case the overall (average) attendance of the student is minimum 60%, that the deficiency in attendance was due to circumstances beyond the control of the student.</li> <li>• For availing such condonation, a student will have to apply to the Head of concerned department along with requisite proofs / documents. However, the decision in this matter will be finally taken by the DAM &amp; Principal on the recommendation of HoD/FYC.</li> <li>• The detained students shall have to re-register (re-admitted) in the appropriate semester in next academic year and fulfil the attendance criteria as per the Academic Regulations of YCCE. The detention of student shall attract a loss of ONE ACADEMIC YEAR for a particular student.</li> <li>• Student who is not permitted to appear for the end semester examinations due to shortfall in attendance in a course shall be awarded 'I' grade in that course. This grade shall appear on the Grade Card till the successful completion of course requirements in that semester.</li> </ul> <p style="text-align: center;">It is therefore proposed to Academic Council to permit," MODIFICATION OF CLAUSE No 24 OF ACADEMIC REGULATION RELATED TO ATTENDANCE". The clause shall be modified by making necessary changes befitting to RTMNU and UGC rules and regulations related to attendance of student.</p>
28.00	<p><b>Summer Term</b>          28.1 The Institution may offer an additional Term in May-June termed as Summer Term. Courses offered in the Summer Term will be treated as equivalent to a regular semester (odd / even) for all</p>	<p><b>Special mentoring scheme</b>          1. The proposed <b>MAKEUP EXAM THROUGH SPECIAL MENTORING SCHEME (SMS)</b> is meant <u>only for Detained regular</u> Students as per newly proposed Detention Policy and not for Ex-Students. The maximum number of courses (including Theory &amp; Laboratory) for registration</p>



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<p>assessment purposes.</p> <p>28.2 Summer Term is to provide opportunity to students to clear their backlogs and also courses dropped or the courses which he / she could not register for some reason. The Institution may use this semester to arrange add-on courses for regular students and/or for deputing them for practical training.</p> <p>28.3 Those students who are willing to join the Summer Term will submit the "Willingness to join" in the prescribed format 15 days before the commencement of the Summer Term.</p> <p>28.4 The students who were detained for the poor attendance can opt for the Summer Term.</p> <p>28.5 Those students who have secured the "F" grade in ESE examinations but will like to learn the course once again and/or wish to revise their marks of continuous assessment can also be permitted to register for the Summer Term.</p> <p>28.6 The students who have earlier taken an ESE and register afresh for the Summer Term will sign an undertaking to revoke the CA marks secured by them in their regular/earlier attempt in the same course. Once revoked, the students shall not seek restoration of the CA marks.</p> <p>28.7 Students will not be permitted to register for courses not exceeding sixteen credits in the Summer Term.</p> <p>28.8 Summer Term will be at an accelerated pace and will be at double the rate of normal semester e.g. one credit of course shall require two hours/week so that the total contact hours are maintained same as in normal semester.</p> <p>28.9 Student shall register for the Summer Term as per the schedule given in academic calendar.</p> <p>28.10 A student will have to pay an additional fee, if any, prescribed by the Institution within the stipulated</p>	<p>under this policy shall be Three or less. In case if student doesn't fit in this criteria, he/she shall have to go for Re-Registration of entire semester as per existing norms. Prevailing eligibility criteria for promotion to higher semester will be applicable.</p> <p>2. If, the student is detained, he/she will have to register the Theory / Laboratory course by paying fees Rs 5000/- Per course and contact the teacher as a mentor as allotted by HoD under "<b>MAKEUP EXAM THROUGH SPECIAL MENTORING SCHEME (SMS)</b>" for doing self-study and submitting the assignments as per timetable given by the mentor. The ESE examination fees as applicable i.e. minimum Rs. 1000/- and maximum Rs. 2000/- shall be paid separately by registered students.</p> <p>3. The time-period for this scheme will be from date of detention to 7 days before the commencement make up examination. The dates as per guidelines issued by DAM office and the departmental coordinator shall be applicable. There will not be any MSE examination for this scheme and the final result will be declared on the basis of <b>FOREGO MARKS</b> i.e. on the basis of marks obtained in End Semester examination.</p> <p>4. Registered student must contact minimum 12 &amp; Maximum 18 times with mentor within date of detention to 14 days before the commencement of makeup examination, as per the timetable given by mentor. For laboratory courses, the students will visit the laboratory and complete all practical and submit the record as per the timetable provided by mentor. In theory course the student is mentored and permitted for submission of examination form on the basis of Course Completion Certificate by mentor whereas in laboratory course, the student must attend special 2 – 3 Laboratory session, perform all experiments, and submit the practical record and obtain Course Completion Certificate.</p> <p>5. Mentor may or may not recommend the student and issue Course Completion certificate, to take exam depending on the</p>
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	<p>time.</p> <p>28.11 Once registered, students will not be allowed to withdraw from a summer term.</p> <p>28.12 Summer Term is a special semester and students cannot demand it as a matter of right.</p> <p>28.13 It is optional for a student to make use of summer semester.</p>	<p>performance/ response of the student.</p> <p>6. By permission of HoD as per recommendation of mentor, student will have to submit the examination form along with Course Completion Certificate as per procedure by paying examination fees. Forego internal marks facility will be mandatorily applied while working under this scheme of registration.</p>
13.10	<p><b>Projects/Dissertation</b></p> <p>Generally there should not be any extension in the schedule for dissertation report. However, for genuine reasons (such as medical reasons (Accident and / or hospitalization of a student) or other emergency circumstances (death of immediate close relative i.e. father, mother, brother and sister), extension in submission of dissertation report beyond the date specified in the calendar for <b>one month</b> with permission from Chairman, BoS, may be granted. If the dissertation cannot be completed due to valid reasons, student will be temporarily awarded 'Z' grade at the time of finalization of grades. The 'Z' grade will be converted to a performance grade when such a student submits the report and undergo the oral examination. Further, if such late reports are not submitted, the 'Z' grade will be automatically converted to 'F'.</p>	<p><b>Projects/Dissertation</b></p> <p>Generally there should not be any extension in the schedule for dissertation report. However, for genuine reasons (such as medical reasons (Accident and / or hospitalization of a student) or other emergency circumstances (death of immediate close relative i.e. father, mother, brother and sister), extension in submission of dissertation report beyond the date specified in the calendar for <b>Three month</b> with permission from Chairman, BoS, may be granted. <u>However these students on evaluation shall be provided <b>one grade less than obtained grade</b></u>. If the dissertation cannot be completed due to valid reasons, student will be temporarily awarded 'Z' grade at the time of finalization of grades. The 'Z' grade will be converted to a performance grade when such a student submits the report and undergo the oral examination. Further, if such late reports are not submitted, the 'Z' grade will be automatically converted to 'F'.</p>

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