



ACADEMIC REGULATIONS - 2026

(R26)

BACHELOR OF BUSINESS ADMINISTRATION

(BBA)

(Applicable from the Academic Year 2026-27)

Applicable for students admitted to BBA (Regular) from 2026-27 batch onwards

1. Admission Procedure

Candidates who have passed the final examination under the 10 +2 system or its equivalent with any stream are eligible to apply. Further the specific eligibility requirements will be published in admission brochure from time to time.

2. Programme Pattern

- 2.1 The medium of instruction, examinations and project reports shall be English unless if specified otherwise.
- 2.2 The entire programme of study is for three academic years. All three academic years shall be on semester pattern.
- 2.3 A student admitted to a programme should complete it within a period equal to twice the prescribed duration of the programme from the date of admission.
- 2.4 The minimum instruction days for each Semester shall be 90.
- 2.5 A student eligible to appear for the end examination in a course, but absent or has failed in the end examination may appear for that course at the next supplementary examination when offered.
- 2.6 When a student is detained due to lack of credits/shortage of attendance he/she may be re-admitted when the semester is offered after fulfillment of academic regulations. In such case, he/she shall be in the academic regulations into which he/she is readmitted.
- 2.7 Each course is assigned certain number of credits which will depend upon the number of lecture per week. In general, credits are assigned to the courses based on the following contact hours per week per semester.
 - a. **For Theory Courses** : One credit for each Lecture hour or Tutorial hour per week.
 - b. **For Practical Courses** : One credit for two hours of Practical per week.

3. Award of BBA Degree

A student will be declared eligible for the award of the BBA Degree if he/she fulfils the following academic regulations:

- 3.1 Pursue a programme of study for not less than three academic years and in not more than six academic years.
- 3.2 Register for 120 credits and secure all 120 credits.
- 3.3 Student should clear all the Audit/Certification/other courses (Non-Credited) as per the curriculum
- 3.4 Students, who fail to fulfill all the academic requirements for the award of the degree within six academic years from the year of their admission, shall forfeit their seat in BBA Programme and their admission stands cancelled.
- 3.5 The BBA degree will be recommended by the Academic Council and approved in accordance with the regulations of the University.

4. Attendance Requirements

- 4.1 A student shall be eligible to appear for End Semester Examinations if he/she acquires a minimum of 75% of attendance in aggregate of all the courses in a semester.
- 4.2 Shortage of Attendance below 65% in aggregate shall in NO case be condoned.

- 4.3 Condonation of shortage of attendance in aggregate up to 10% (65% and above and below 75%) in each semester may be granted by the Vice Chancellor/ Controller of Examinations for reasons such as met with accident/ severe illness leading to hospital admission subject to submission of discharge summary/ death in family.
- 4.4 Students whose shortage of attendance is not condoned in any semester are not eligible to take their end examination of that class and their registration shall stand cancelled.
- 4.5 A student will not be promoted to the next semester unless he/she satisfies the attendance requirements of the present semester, as applicable. They may seek readmission for that semester when offered next.
- 4.6 A stipulated fee shall be payable towards Condonation of shortage of attendance.

5. Weightage for Continuous Internal Evaluation (CIE) and End Semester Examination (ESE)

- a. The performance of a student in each semester shall be evaluated course-wise.
- b. Performance evaluation in each course (theory/ practical) shall be based on a total of 100 marks, of which the weightage for CIE and end ESE shall be 40% and 60% respectively.
- c. However, Audit/Certification/other non-credit courses as per the curriculum shall be evaluated entirely on the basis of internal evaluation.

5.1 Continuous Internal Evaluation (CIE)

- 5.1.1 The total internal weightage for theory courses is 40 marks with the following distribution.
 - a. 25 marks for Mid-term tests.
 - b. 10 marks for Assignments.
 - c. 5 marks for Seminar/ Quiz/ Project based learning (PBL)
- 5.1.2 For all theory courses including mandatory courses there shall be two mid-term tests in each semester. Each mid-term test shall be conducted for 50 marks with a duration of 1 hour and 30 minutes. There shall be in total 7 questions of 10 marks each. The Q.no 1 is compulsory consisting of 05 two-mark questions distributed across Units I & II for Mid-term Test-I and Units III, IV & V for Mid-term Test-II. Out of the remaining six questions (Q.no. 2 to 7) a student should answer any four questions.
- 5.1.3 However, for Additional Language courses (Regional/Foreign Language), two Mid Term tests will be conducted for a duration of 90 minutes each. The Mid-term question paper pattern shall comprise of 50 MCQs each weighing one mark. There shall not be any End Semester examination for such courses.
- 5.1.4 First mid-term test shall be conducted for I, II units of syllabus and second mid-term shall be conducted for III, IV & V units. Final Mid-term marks shall be arrived by taking the average of the two mid test marks. Further the final mid-term test mark is multiplied with (1/2) or 0.5 for scaling it down to 25 marks.
- 5.1.5 In case any student is unable to appear for both mid-term tests for genuine reasons (met with accident, severe illness leading to hospital admission subject to submission of discharge summary, death in family), the Vice Chancellor at his discretion on the recommendation of Dean/Head of the department and concerned course handling faculty may permit to re-conduct the mid-term tests.
- 5.1.6 The 10 marks allotted to assignments in each theory course shall be based on evaluation of two assignments (5marks each), on topics relevant to that particular course. The first assignment is to be submitted before I mid-term test and the second assignment is to be submitted before II mid-term test.

- 5.1.7 Five marks allotted for Quiz/PBL/Seminar shall be assessed based on the course.
- 5.1.8 Any fractional value arriving after calculating the average mark shall be rounded up to the next higher integer value.

5.2 End Semester Examination (ESE)

- 5.2.1 End semester examination of theory courses shall have the following pattern;
- 5.2.2 The end semester examination shall be conducted for a maximum of 100 marks for a duration of 3 hours.
- 5.2.3 There shall be 6 questions and all questions shall be compulsory.
- 5.2.4 Question “1” shall contain 5 compulsory short answer questions of two marks each. There shall be one short answer questions from each unit.
- 5.2.5 In each unit there shall be either or type questions of 18 marks each. Student shall answer any one of them.
- 5.2.6 Generally, two sets of the question papers are set by external experts for end semester examinations. Out of the two papers one is randomly selected by the Controller of Examinations for printing and distribution to the examination halls.
- 5.2.7 Double evaluation system shall be followed for evaluating the theory course answer scripts.
- 5.2.8 While one evaluator shall be from within the University the other shall be from outside the University.
- 5.2.9 In case of unavailability of either of the evaluator, the answer book shall be double evaluated where both evaluators shall be from within or outside of the University.
- 5.2.10 If the obtained difference between the marks of the two evaluators is less than or equal to 15% of the maximum marks, the final mark shall be arrived by taking the average of the two marks.
- 5.2.11 In case, the obtained difference of the marks awarded by the two examiners exceeds 15% the Controller of Examinations shall appoint a third evaluator for evaluating the answer script. Of the three marks available thereafter, the average of the closest mark to the third evaluator mark and third evaluator mark shall be taken as final mark.
- 5.2.12 If the mark of internal evaluator and external evaluator are at equal difference with the third evaluator mark, then the highest two shall be considered for average.
- 5.2.13 After the average mark is computed, the final end semester examination mark is multiplied with (3/5) or 0.6 for scaling it down to 60 marks.
- 5.2.14 Any fractional value arriving after calculating the average mark shall be rounded up to the next higher integer value.

6. Practical Courses

- 6.1 The internal evaluation for practical courses shall be 40 marks for day to day work based on conduction of experiment/prerequisite work/ record/model test/ Viva.
- 6.2 The end semester examination shall be conducted for 100 marks for a duration of 3 hours.
- 6.3 The examination is conducted and evaluated by the laboratory teacher concerned and one senior faculty of the same department nominated by the Controller of Examinations.
- 6.4 The final end semester examination mark obtained out of 100 marks is multiplied with (3/5) or 0.6 for scaling it down to 60 marks.

7. Audit/Certification/Additional Language courses

- 7.1 Audit/Certification/Additional Language courses shall bear no credits.
- 7.2 The details of Audit/Certification/ Additional Language courses shall be reflected in Grade card. There shall be only Pass (P) or Fail (F) noted against an Audit/Certification/ Additional Language course on the Grade card.
- 7.3 Attendance for Audit/Certification/ Additional Language courses is compulsory and shall be considered while calculating the aggregate attendance.
- 7.4 There shall be only internal assessment/evaluation for Audit/ Additional Language courses. The student shall be declared passed in mandatory courses when he/she secures 40% marks or above in the internal evaluation. If any student does not attain the required pass percentage, the student needs to reappear for the mid-term tests, as and when the University notifies.
- 7.5 For certification courses, the assessment of the respective provider shall be considered for declaring Pass or Fail. If the candidate fails, he/she needs to re-appear for the assessment.

8. Skill Enhancement (SEC) / Ability Enhancement Course (AEC)

- 8.1 The skill-enhancement courses shall have both theory and practical component.
- 8.2 Continuous Internal Evaluation shall be for 40 marks with the following distribution;
 - a) 20 marks: There shall be two Mid-Term Tests of 40 marks each. Mid-Term Test-I shall be conducted for Units I & II. Mid-Term Test-II shall be conducted for Units III, IV & V. The duration of the test shall be 90 minutes. There shall be in total 5 questions. In the Question numbers 1 to 5, student shall answer any 4 questions for 10 marks each. Students are allowed to use prescribed software on the systems and take the printout of the output to attach with the main answer script for evaluation by the examiners. Final Mid-term marks shall be arrived by considering the average of the two mid-term test marks. Further the final mid-term test mark is multiplied with (1/2) or 0.5 for scaling it down to 20 marks.
 - b) 10 marks: Two assignments evaluated for 5 marks each.
 - c) 10 marks: Record & Observation.

The End Semester Examination shall be purely in practical mode. The weightage is for 100 marks and it shall be jointly conducted and evaluated by two internal examiners who are appointed by the Controller of Examinations. The question paper pattern shall have a total of 5 questions of 20 marks each. Out of which Question number 1 to Question number 5 with internal choice shall be from each of the 5 units. After the average mark is computed, the final end semester examination mark is multiplied with (3/5) or 0.6 for scaling it down to 60 marks.
- 8.3 The CIE and ESE assessment pattern for the course Professional English shall be as per the regular theory courses.
- 8.4 Any fractional value arriving after calculating the average mark shall be rounded up to the next higher integer value.

9. Summer Internship:

The internship either onsite or virtual with a minimum of six weeks during the break between the II Year and III Year, is compulsory for the students. The Internship shall be carried out either on general topics or in areas of their specialization(s), preferably in collaboration with industry, such as banking and financial services, consulting firms, manufacturing companies, FMCG organizations, IT and ITES companies, retail businesses, or logistics and supply chain firms.

Evaluation of the internship shall be through the departmental committee. A student will be required to submit two copies of internship report to the department and appear for an oral presentation before the departmental committee comprising of Dean / Head of the Department, supervisor of the internship and a senior faculty member of the department. A certificate from the industry shall be included in the report. The Internship shall be evaluated for 100 marks, of which 40 marks are allotted for continuous internal assessment based on reviews and student regularity, and 60 marks (40 marks for viva, 20 marks for report submission) are allotted for the end-semester viva examination to be conducted in the Department. Attendance in the viva examination is mandatory. A student who fails to clear the Internship shall attend the supplementary examination as and when conducted.

10. Capstone Project

Students shall carry out their Capstone Project in Department/Industry/research organization in consultation with Dean / Head of the Department (HoD) and faculty guide and submit the Project report thereon at the end of the semester. Students shall take up Capstone Project after attending 4/5 weeks in the department for completing the coursework.

- 10.1 Students carrying out Capstone project in industry/research organization should complete their report in III year II semester. Every candidate shall be required to submit the Project report after taking up a topic approved by the University.
- 10.2 Out of a total of 100 marks for the Project report, 40% weightage shall be for internal evaluation and 60% weightage for the end semester examination. The end semester examination (viva-voce) shall be conducted by an external examiner nominated by the Vice Chancellor, Dean/HOD and Supervisor as a committee. The evaluation of Project report shall be conducted at the end of the III Year II Semester. The internal evaluation shall be made by the departmental committee, on the basis of the two reviews given by the student on the topic of his/her Project work.
- 10.3 An Internal Departmental Committee (IDC) consisting of Dean/HOD, Capstone Project Co-ordinator and one faculty expert shall monitor the progress of the Capstone project. The work on the project shall be initiated in the penultimate semester.
- 10.4 The student must attend two reviews in two different phases during the project work period and incorporate the suggestions made by the panel before submission of the Project Report.
- 10.5 A candidate shall be allowed to take viva-voce examination of the project, after fulfilling the attendance requirements. Two copies of the Project / Dissertation certified in the prescribed form by the supervisor & Dean/HOD shall be submitted to the Department. Further, Soft copy of the report should be submitted to the Department.
- 10.6 The Department shall submit a panel of experts to conduct viva-voce examination to the office of the Controller of Examinations consisting of Industry expert and academicians. The dissertation will be adjudicated by one examiner for every 20 students nominated by the Vice Chancellor.
- 10.7 If the report of the viva-voce is either Grade F or Ab (Absent), the candidate shall retake the viva-voce examination after three months. If he/she fails to get a satisfactory report at the second viva- voce examination, he/she will not be eligible for the award of the degree, unless he/she is permitted by the IDC to revise and resubmit the project.
- 10.8 Students shall be encouraged to publish their Project Work in ABDC/Scopus/Peer Reviewed Journals.

S.No	Mode of Evaluation	Period of Submission/ Presentation	Marks	
			Int. Guide	External
1	Review-1: Presentation & Report submission on status of Project work	3 rd week	15	--
2	Review-2 - Presentation & Report submission on complete project work.	6 th week	15	--
3	Submission of Project Report	9 th week	10	--
4	Final Presentation - Viva Voce	As per Academic Calendar Schedule	--	60
Total			100	

10.9 Based on the marks obtained by the students, Award of Letter grade as per academic regulations shall be followed. Further, the letter grade obtained by the student shall be included for the CGPA computation.

11. Massive Open Online Courses (MOOCs)

The University in line with the developments in Learning Management Systems (LMS) intends to encourage the students to do online courses in MOOCs. The main intention to introduce MOOCs is to obtain enough exposure through online tutorials, self-learning at one's own pace, attempt quizzes, discuss with professors from various universities and finally to obtain certificate of completion of the course from the MOOCs providers.

11.1 Regulations for MOOCs:

- 11.1.1 Institution intends to encourage the students to pursue MOOC's as per the provisions given in the curriculum structure.
- 11.1.2 The respective departments shall give a list of standard MOOCs providers including SWAYAM whose credentials are endorsed by the Dean/HOD.
- 11.1.3 In general, MOOCs providers provide the result in percentage. The following grade table shall be used, while allotting letter grade for the MOOCs. If MOOCs provider declares a student as passed, the institution shall consider the same.

Marks Range	Letter Grade	Grade Point
90 & above	S (Superior)	10
80 - 89	A (Excellent)	9
70 - 79	B (Very Good)	8
60 - 69	C (Good)	7
50 - 59	D (Average)	6
40 - 49	E (Pass)	5
< 40	F (Fail)	0
Absent	Ab (Absent)	0

- 11.1.4 In case of any deviation in the above clause, the committee appointed by the Vice Chancellor shall take a decision for converting MOOC results in to the relevant grade points.
- 11.1.5 The Credits for MOOC(s) shall be transferred for the respective discipline specific elective or open electives.
- 11.1.6 Each department shall appoint Coordinators/Mentors and allot the students to them who shall be responsible to guide students in selecting online courses and provide guidance for the registration, progress and completion of the same.
- 11.1.7 In case a student fails to complete the MOOCs he/she shall re-register for the same with any of the providers from the list provided by the department. Still if a student fails to clear the course/s, the Institution shall evaluate for the said course/s for 60 marks (scaled up to 100 marks), as per the MOOCs syllabi during the final year.
- 11.1.8 In case a provider fails to offer a MOOC in any semester, then in all such cases the University shall conduct the end semester examinations for the same as per the University end semester examination pattern. The syllabi for the supplementary examinations shall be same as that of MOOCs. There shall be no internal assessment however the marks obtained out of 60 shall be scaled up to 100 marks and the respective letter grade shall be allotted.
- 11.1.9 The details of MOOC(s) shall be displayed in Grade card of a student, provided he/she submits the proof of completion of it or them to the department concerned through the Coordinator/Mentor, before the end semester examination of the particular semester.

12. Supplementary Examinations

- a) At the end of each Semester there will be regular examinations for the current Semester. Those students who could not clear their courses in their previous attempt can appear for the examinations under supplementary category along with the regular students after registering themselves at the examination section. Supplementary examinations for all other Semesters, other than the current one will be conducted during the same period.
- b) Advance Supplementary Exams shall be conducted for students who failed to clear theory/practical courses of III Year II Semester Regular End Semester Examinations. Students can appear for advanced supplementary examination conducted within one month after declaration of the recounting results. However, those candidates who fail in the advanced supplementary examinations shall appear for subsequent examination along with regular candidates in the examinations conducted at the end of the respective academic year.
- c) A student who could not pass a theory course due to his/her CIE marks being less than 40% of the maximum CIE marks (i.e. 16 out of 40 marks) can re-take only the mid-term tests for such courses. This provision may be availed in the next semester or when notified by the University. Whenever the student obtains 40% of the maximum CIE marks, he shall no longer be allowed to avail this provision. This process shall be carried out under the purview of the concerned Dean/Head of Department.

13. Minimum Academic Requirements

Students need to acquire necessary credits to get promoted to the subsequent academic year in addition to the attendance requirements regulations mentioned above.

- 13.1 The minimum letter grade required for pass in each theory/practical/Seminar/Project work is “E” (internal evaluation + End Semester Examination). However, a minimum of 40% marks in each theory/practical in the end semester examination have to be secured.

- 13.2 If a student found to be guilty due to malpractice in the end semester examinations, he/she shall be awarded a letter grade “F”.
- 13.3 A student shall be promoted from I to II year only if he/she acquires 30% of the credits from the courses that have been studied up to I year II semester from the following examinations, irrespective of whether the candidate takes the end semester examination or not as per the normal course of study.
- One regular and one supplementary examination of I Year I Semester.
- One regular examination of I year II semester.
- A student shall be promoted from II to III year only if he/she acquires 40% of the credits from the courses that have been studied up to II year II semester from the following examinations, irrespective of whether the candidate takes the end semester examination or not as per the normal course of study.
- One regular and three supplementary examinations of I Year I Semester.
- One regular and two supplementary examinations of I Year II Semester.
- One regular and one supplementary examinations of II year I semester.
- One regular examination of II year II semester
- 13.4 In case a student is detained due to lack of required credits for promotion to the next academic year, he/she needs to obtain the same by taking the supplementary examinations.
- 13.5 Students, who fail to earn 120 credits as indicated in the course structure within Six academic years from the year of their admission, shall forfeit their seat in BBA Program and their admission shall stand cancelled.

14. Transitory Regulations

Discontinued, detained or failed candidates are eligible for readmission as and when the semester is offered after fulfillment of academic regulations. Candidates who are detained due to shortage of attendance or for not fulfilling academic requirements or failed after having undergone the programme in earlier regulations or have discontinued and wish to continue the programme are eligible for admission into unfinished Semester from the date of commencement of class work with the same or equivalent courses as and when such courses are offered, and they will be in the academic regulations into which they get readmitted.

15. Withholding of Results

If the candidate has any dues to the institution or any case of indiscipline or malpractice pending against him/her, the result of the candidate shall be withheld and he/she shall not be allowed/ promoted to the next semester. The issue of awarding degree is liable to be withheld in such cases.

16. Grading System

16.1 Award of Letter Grade

- 16.1.1 Based on the student's performance during a given Semester, the students are awarded a final letter grade at the end of the Semester in each course. The letter grades and the corresponding grade points are as follows:

Marks Range	Grade	Grade Point
90 & above	S(Superior)	10
80 - 89	A(Excellent)	9
70 - 79	B(Very Good)	8
60 - 69	C (Good)	7
50 - 59	D (Average)	6
40 - 49	E (Pass)	5
< 40	F (Fail)	0
Absent	Ab (Absent)	0

- 16.1.2 A student is considered to have completed a course successfully and earned the credits if he/she secures a letter grade other than F and Ab in that course. A letter grade F or Ab in any course implies that the candidate is yet to clear that course.
- 16.1.3 A course successfully completed cannot be repeated.
- 16.1.4 A Semester Grade Point Average (SGPA) will be computed for each semester. The SGPA shall be calculated as follows:

$$SGPA = \frac{\sum_{i=1}^n c_i g_i}{\sum_{i=1}^n c_i}$$

Where ‘n’ is the number of courses registered for the semester, ‘ci’ is the number of Credits allotted to a particular course, and ‘gi’ is the grade points carried by the letter corresponding to the grade awarded to the student for the course. SGPA will be rounded off to the second place of decimal and recorded as such. The SGPA would indicate the performance of the student in the semester to which it refers.

- 16.1.5 Starting from the second semester at the end of each semester S, a Cumulative Grade Point Average (CGPA) will be computed for every student as follows:

$$CGPA = \frac{\sum_{i=1}^m c_i g_i}{\sum_{i=1}^m c_i}$$

Where ‘m’ is the total number of courses the student has registered from the first semester onwards up to and including the semester S, ‘ci’ is the number of Credits allotted to a particular course ‘si’ and ‘gi’ is the grade-point carried by the letter corresponding to the grade awarded to the student for the course ‘si’. CGPA will be rounded off to the second place of decimal and recorded as such. The CGPA would indicate the cumulative performance of the student from the first semester up to the end of the semester to which it refers.

- 16.1.6 The CGPA, SGPA and the grades obtained in all the courses in a semester will be communicated to every student at the end of every semester.

- 16.1.7 When a student gets the grade 'F' in any course during a semester, the SGPA and the CGPA from that semester onwards will be tentatively calculated, taking only 'zero grade point' for each such 'F' grade. After the 'F' grade(s) has/have been substituted by better grades during a subsequent semester, the SGPA and the CGPA of all the semesters, starting from the earliest semester in which the 'F' grade has been updated, will be recomputed and recorded to take this change of grade into account.
- 16.1.8 Cumulative grade point average [CGPA] averaged over all the courses are calculated for the award of class.

16.2 Award of Class

The following Class is awarded to the student on successful completion of the BBA. Degree Programme depending upon the CGPA obtained;

Class Awarded	CGPA	Based on the aggregate of grades secured from the total Credits.
First Class with Exemplary	$\geq 9.5 \text{ \& } \leq 10.0$	
First Class with Distinction	$\geq 7.5 \text{ \& } < 9.5$	
First Class	$\geq 6.5 \text{ \& } < 7.5$	
Second Class	$\geq 5.5 \text{ \& } < 6.5$	
Pass Class	$\geq 5.0 \text{ \& } < 5.5$	

In case of a specific query by students/employers regarding Semester Grade Point Average (SGPA)/ Cumulative Grade Point Average (CGPA) into percentage, the following formulae will be adopted for notional conversion of SGPA/CGPA into percentage.

$$\text{SGPA to Percentage} = (\text{SGPA} - 0.5) \times 10$$

$$\text{CGPA to Percentage} = (\text{CGPA} - 0.5) \times 10$$

17. Award of Ranks

- i) Ranks are awarded based on the CGPA secured by the candidates for all the courses from first to final year,
 Provided the candidate has:
 - a. Passed all the courses in first attempt only.
 - b. Not discontinued the programme for any period during the course of study.
 - c. Not been awarded any punishment for being involved in malpractice or indiscipline during the course of study in the Institute.
- ii) In case, more than one student secures same CGPA, then first rank shall be awarded based on:
 - Student who secured a greater number of letter grade "S", "A" and so on in decrementing order of grades.
 - After applying the above clause, if a tie still exists, then all such students shall be awarded the same rank.
- iii) Certificate and medal/award shall be given to such students as an appreciation for their achievement.

18. Pursuing two Academic Programs

MITS (Deemed to be University) permits students to pursue two academic programs simultaneously, in alignment with the National Education Policy (NEP) 2020 and the UGC's guidelines. Regulations and guidelines from statutory regulatory authorities will take precedence over these regulations, any updates or amendments to the regulatory guidelines will be incorporated into the university's regulations as required. The university reserves the right to amend these regulations as required.

18.1 Eligibility

- i) Students are permitted to pursue a second academic program of the same qualification level – i.e., undergraduate students can enroll for a second undergraduate level program.
- ii) Students may enroll for the second program at MITS Deemed to be University or any other recognized university.

18.2 Modes of Learning

- i) The second program may be pursued in-person, online, or through Open and Distance Learning (ODL) mode.
- ii) Students must seek prior written approval from the MITS Deemed to be University before enrolling in the second academic program.
- iii) The application for approval must include details of the second program and its alignment with the student's primary program of study.
- iv) A student can pursue two full-time academic programmes in physical mode provided that in such cases, class timings for one programme do not overlap with the class timings of the other program.
- v) Degree or diploma programmes under ODL/Online mode shall be pursued with only such HEIs which are recognized by UGC/Statutory Council/Govt. of India for running such programmes.

19. Multiple Entry / Exit Options

S.No	Entry Requirement	Exit	NCrF Level	Qualification
1.	Class 12th or equivalent	1 st Year	4.5	UG Certificate
2.	UG Certificate/ Completion of 1st year UG (40 credits)	2 nd Year	5	UG Diploma
3.	UG Diploma/ Completion of 2nd year UG (120 credits)	3 rd Year	5.5	UG Degree

* It is mandatory to earn **4 credits** through Skill Enhancement Course/ Discipline Specific Internship/ Training/ Specialized courses before the award of Qualifications at Exit.

Note: The University shall resolve any issues that may arise in the implementation of Multiple Entry and Exit policies from time to time and shall review the policies in the light of periodic changes brought by UGC /AICTE.

20. Academic Bank of Credits (ABC)

The University has implemented Academic Bank of Credits (ABC) to promote flexibility in curriculum as per NEP 2020 to

- a) provide option of mobility for learners across the universities of their choice.
- b) provide option to gain the credits through MOOCs from approved digital platforms.
- c) facilitate award of certificate/diploma/degree in line with the accumulated credits in ABC.
- d) execute Multiple Entry and Exit system with credit count, credit transfer and credit acceptance from students' account.

21. Gap Year Concept

Gap year concept for Student Entrepreneur in Residence is introduced and outstanding students who wish to pursue entrepreneurship / become entrepreneur are allowed to take a break of one year at any time after II year to pursue full-time entrepreneurship programme/to establish start-ups. This period may be extended to two years at the most and these two years would not be counted for the time for the maximum time for graduation. The HoD of the respective department shall forward such proposals submitted by the students to the Vice Chancellor. An evaluation committee constituted by the Vice Chancellor shall evaluate the proposal submitted by the student and the committee shall decide whether to permit the student(s) to avail the Gap Year or not.

22. Declaration of Results

The results shall be declared by the Controller of examinations after approval by the Result Passing Board chaired by the Vice Chancellor. Post approval the results shall be made available through various modes to the students.

23. Recounting

- 23.1 Students can apply for recounting of marks for any number of AEC/SEC/practical courses.
- 23.2 A candidate shall submit an application for recounting with the prescribed fee within the specified date as per the notification issued by Controller of Examinations.
- 23.3 A candidate shall be awarded corrected grade after the recounting. However, if the candidate secure lesser grade than the awarded grade, the original grade shall be retained.

24. Re-evaluation

- 24.1 Students not satisfied with the grades awarded have the provision to apply for re-evaluation of any number of theory-based end semester examinations.
- 24.2 Student needs to apply/submit an application as per the notification issued by Controller of Examinations.
- 24.3 The application should be submitted within 7 days of publication of results to the examination section.
- 24.4 On receiving an application within the stipulated time, the Controller of Examinations shall arrange for the re-evaluation for the course/s applied.
- 24.5 The evaluation shall be done by an appointed course expert, in the presence of the concerned Head of the Department.
- 24.6 Only if the marks obtained after re-evaluation are higher than the original marks, they shall be updated accordingly, else the original mark shall stay as it is.

25. General

- 25.1 The academic regulations should be read as a whole for purpose of any interpretation.
- 25.2 Malpractice rules nature and punishments are appended.
- 25.3 Where the words “he”, “him”, “his” occur in the regulations, they also include “she”, “her”, “hers”, respectively.
- 25.4 In case of any doubt or ambiguity in the interpretation of the above rules, the decision of the Vice Chancellor is final.
- 25.5 The University, with the approval of the Academic Council, may change or amend the academic regulations / structure / credits / syllabi at any time and the changes or amendments shall be made applicable to all the students on rolls with effect from the dates notified by the University.
- 25.6 In rare individual cases of deserving students, if the Vice chancellor feels that by giving some assistance/provision leads to the betterment in life for such students, he may put up to the Executive Council for further advice/suggestion/approval

Disciplinary Action for Malpractices / Improper Conduct in Examinations

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

3.	Impersonates any other candidate in connection with the examination.	The candidate who has impersonated shall be expelled from examination hall. The candidate is also debarred for four consecutive semesters from class work and all end examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat. The performance of the original candidate, who has been impersonated, shall be cancelled in all the courses of the examination (including practicals and project work) already appeared and shall not be allowed to appear for examinations of the remaining courses of that Semester/year. The candidate is also debarred for four consecutive Semesters from class work and all Semester end examinations if his involvement is established. Otherwise the candidate is debarred for two consecutive semesters from class work and all end examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat. However the final decision shall be taken by the Chief Superintendent based on the recommendations of a committee nominated by the Vice Chancellor. If the imposter is an outsider, he/she will be handed over to the police and a case is registered against him.
4.	Smuggles in the Answer book or additional sheet or takes out or arranges to send out the question paper during the examination or answer book or additional sheet, during or after the examination.	Expulsion from the examination hall and cancellation of performance in that course and all the other courses the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the courses of that Semester/year. The candidate is also debarred for two consecutive Semesters from class work and all Semester end examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat.
5.	Uses objectionable, abusive or offensive language in the answer paper or in letters to the examiners or writes to the examiner requesting him to award pass marks.	Cancellation of the performance in that course.
6.	Refuses to obey the orders of the any officer on duty or misbehaves or creates disturbance of any kind in and around the	In case of students of the University, they shall be expelled from examination halls and cancellation of their performance in that course

	examination hall or organizes a walk out or instigates others to walk out, or threatens the officer-in charge or any person on duty in or outside the examination hall of any injury to his person or to any of his relations whether by words, either spoken or written or by signs or by visible representation, assaults the officer-in-charge, or any person on duty in or outside the examination hall or any of his relations, or indulges in any other act of misconduct or mischief which result in damage to or destruction of property in the examination hall or any part of the University campus or engages in any other act which in the opinion of the officer on duty amounts to use of unfair means or misconduct or has the tendency to disrupt the orderly conduct of the examination.	and all other courses the candidate(s) has (have) already appeared and shall not be permitted to appear for the remaining examinations of the courses of that Semester. If candidate physically assaults the invigilator or/ officer in charge of the examination, then the candidate is also barred and forfeit their seats. In case of outsiders, they will be handed over to the police and a police case is registered against them.
7.	Leaves the examination hall taking away answer script or intentionally tears of the script or any part thereof inside or outside the examination hall.	Expulsion from the examination hall and cancellation of performance in that course and all the other courses the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the courses of that Semester/year. The candidate is also debarred for two consecutive Semesters from class work and all Semester end examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat.
8.	Possess any lethal weapon or firearm in the examination hall.	Expulsion from the examination hall and cancellation of the performance in that course and all other courses the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the courses of that Semester/year. The candidate is also debarred and forfeits the seat.
9.	If student of the University, who is not a candidate for the particular examination or any person not connected with the University indulges in any malpractice or improper conduct mentioned in clause 6 to 8.	Expulsion from the examination hall and cancellation of the performance in that course and all other courses the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the courses of that Semester/year. The candidate is also debarred

		and forfeits the seat. Person(s) who do not belong to the University will be handed over to police and, a police case will be registered against them.
10.	Comes in a drunken condition to the examination hall.	Expulsion from the examination hall and cancellation of the performance in that course and all other courses the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the courses of that Semester/year.
11.	Copying detected on the basis of internal evidence, such as, during valuation or during special scrutiny.	Cancellation of the performance in that course and all other courses the candidate has appeared including practical examinations and project work of that Semester examinations depending on the recommendation of the committee.
12.	If any malpractice is detected which is not covered in the above clauses 1 to 11 shall be reported to the Vice Chancellor for further action to award suitable punishment.	

Note: Whenever the performance of a student is cancelled in any course/ courses due to Malpractice, he/she has to register for the End semester examination in that particular course/s consequently and has to fulfill all the norms required for award of Degree.
