



# MIT

## MADANAPALLE INSTITUTE OF TECHNOLOGY & SCIENCE

(Deemed to be University under section 3 of UGC Act, 1956)

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## DEPARTMENT OF COMPUTER APPLICATIONS

### ACADEMIC REGULATIONS (R25)

For the students admitted to  
Master of Computer Applications from the academic year 2025-26 batch onwards



## ACADEMIC REGULATIONS (R25)

**Applicable for students admitted to MCA from 2025-26 batch onwards.**

### 1. Admission Procedure

Candidates who have passed B.Sc., BCA, B.Com, or an equivalent degree under the 10+2+3 system are eligible to apply. Additionally, the candidate must have studied either Mathematics or Statistics at the intermediate (10+2) or undergraduate level. Specific eligibility requirements will be detailed in the admission brochure and may be updated from time to time.

### 2. Programme Pattern

- 2.1 The medium of instruction, examinations and project reports shall be in English.
- 2.2 The entire program of study is for two academic years. All two academic years shall be on semester pattern.
- 2.3 A candidate admitted to a program should complete it within a period equal to twice the prescribed duration of the program from 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 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 The curriculum of MCA Programme is designed to have 86 credits for the award of degree.
- 2.8 Each course is assigned certain number of credits, which will depend upon the number of lectures 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 MCA Degree

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

- 3.1 Pursue a program of study for not less than two Consecutive academic years and in not more than four academic years.
- 3.2 Register for 86 credits and secure all 86 credits.
- 3.3 Students, who fail to fulfill all the academic requirements for the award of the degree within four academic years from the year of their admission, shall forfeit their seat in MCA program and their admission stands cancelled.

### 4. Attendance Requirements

- 4.1 A student shall be eligible to appear for Semester End 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/CoE 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 to the University.

## **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.

### **5.1 Continuous Internal Evaluation (CIE)**

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) This is at the discretion of the faculty (subject to the approval of Dean/HoD)

For all theory courses including audit/mandatory courses there shall be two mid-term tests in each semester. The first mid-term test covers Units I & II syllabus and second mid-term test covers Unit III, IV & V syllabus. Each mid-term test shall be conducted for 50 marks for a duration of 2 hours. There shall be in total 6 questions of 10 marks each. Out of the six questions any five shall to be answered. 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.

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.

The 10 marks allotted to assignments in each theory course shall be based on evaluation of two assignments. The first assignment is to be submitted before I Mid-Term Examination and the second assignment is to be submitted before II Mid-Term Examination.

The 5 marks allotted for Quiz/PBL/Seminar based on the course.

### **5.2 Theory End Semester Examination (ESE)**

- 5.2.1 The end semester examination shall be conducted for a maximum of 100 marks for a duration of 3 hours.
- 5.2.2 There shall be 5 compulsory questions. Each of these questions from 1 to 5 shall cover one unit of the syllabus.

- 5.2.3 In each of the questions from 1 to 5, there shall be either-or type questions of 20 marks each with a minimum of two questions having sub division within the question itself.
- 5.2.4 Generally, two sets of the question paper are set by external experts for the regular end semester examination. Out of the two papers one is randomly selected by the CoE for printing and distribution to the examination halls.
- 5.2.5 Generally, external experts for the end semester examination set two sets of the question paper. Out of the two papers one is randomly selected by the CoE for printing and distribution to the examination halls.
- 5.2.6 Double evaluation system shall be followed for evaluating the theory course answer scripts.
- 5.2.7 While one evaluator shall be from within the University, the other shall be from outside the University.
- 5.2.8 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.
- 5.2.9 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.
- 5.2.10 In case, the obtained difference of the marks awarded by the two examiners exceeds 15% the Controller of Examinations shall appoint the 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.
- 5.2.11 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.
- 5.2.12 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.
- 5.2.13 Any fractional value arriving after calculating the average mark shall be rounded up to the next higher integer value.

### 5.3 Practical Courses

- 5.3.1 The internal evaluation for practical courses shall be 40 marks for day-to-day work based on conduction of experiment/prerequisite work/ record/ Viva/ Case Study.
- 5.3.2 For laboratory courses as part of Continuous Internal Evaluation of 40 marks, it will be based on day-to-day work, covering exercise performed, record of exercise and viva conduction the weightage for each work shall be as follows:
  - a. Exercise undertaken in the class -15 Marks
  - b. Record of Exercise -15 Marks
  - c. Viva / Case Study/ etc., -10 Marks

The end semester examination shall be conducted by the laboratory teacher concerned and one senior teacher of the same department nominated by the Vice Chancellor / CoE.

- 5.3.3 The end semester examination of laboratory courses evaluated for 60 marks. Question paper must contain at least of two practical questions without choice.

Evaluation structure of practical courses as follows:

- a. Procedure - 20 Marks
- b. Execution - 70 Marks
- c. Viva - 10 Marks

#### 5.4 Integrated Courses (3-0-2-4)

- 5.4.1 The evaluation of students enrolled in integrated courses shall be based on a combination of Continuous Internal Evaluation (CIE) and End Semester Examination (ESE) for both theory and laboratory components.
- 5.4.2 The assessment pattern for the theory and practical component shall be like other regular courses.
- 5.4.3 Each integrated course comprises two components — Theory and Practical. The distribution of marks and their contribution to the final grade shall be as follows:

Component	CIE Marks	ESE Marks	Total Marks	Weightage in the computation of Final Mark (100)
Theory	40	60	100	75% of Total Marks
Practical	40	60	100	25% of Total Marks

- 5.4.4 The CIE for theory and lab shall be conducted throughout the semester through Mid-term tests, assignments, quizzes, viva-voce, project work, and/or any other academic activity as deemed appropriate by the course instructor. The minimum attendance and academic participation requirements as per university policy must be met to be eligible for CIE marks.
- 5.4.5 The ESE shall be conducted at the end of the semester for both theory and laboratory components (as same as conventional theory and Lab courses). Students must secure a minimum prescribed mark (as per university regulations-i.e. 50% of total marks) in ESE to pass each components.
- 5.4.6 The final grade for the integrated course shall be computed by combining the weighted scores of the theory and lab components as per the contribution stated above. Failure in either component shall result in failure of the entire integrated course.

#### 6. Skill Enhancement Courses

- 6.1 There shall a skill enhancement courses as mentioned in the curriculum structure.
- 6.2 For all skill enhancement courses in One theory lecture and two practical hours (1-0-2-2) type the assessment shall be as follows;
- 6.3 Internal assessment 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 2 hours. Question paper shall be set for three questions of 20

marks each. Out of these three questions, a student needs to answer any two. The final Mid-Term Test mark shall be arrived by taking 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.

6.4 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. End Semester Examination Question paper shall comprise of 3 questions of either-or choice. Q.No.1 & 3 shall be for 35 marks and Q.No. 2 shall be for 30 marks. The distribution of the questions across the syllabus is as follows;

i) Question-1 shall have one question each from Unit I & II respectively. (35 marks)

ii) Question-2 shall have both questions from Unit-III. (30 marks)

iii) Question-3 shall have one question each from Unit IV & V respectively. (35 marks)

6.5 The student shall be given an option to choose either the skill courses being offered by the University or to choose a certificate course being offered by industries, professional bodies and any other accredited bodies. If a student chooses to take a Certificate Course offered by external agencies, the credits shall be awarded to the student only upon producing the course completion certificate along with percentage/grades from the agency. Minimum course duration if offered by external agencies shall be either 6 weeks or 30 Hrs.

6.6 Student registration for the certificate courses offered by external agencies shall be approved by the Dean/Head of the Department. It is mandatory for the student to share necessary information with the institution. The institution shall also ensure that the student has to complete the course and produce the course completion certificate as per the academic schedule given for the regular courses in that semester.

6.7 If a student prefers to take a certificate course offered by external agency, the department shall mark attendance of the student for the remaining courses in that semester excluding the skill course in all the calculations of mandatory attendance requirements upon producing a valid certificate.

## **7. Massive Open Online Courses (MOOCS)**

The University, in alignment with advancements in Learning Management Systems (LMS), encourages students to enroll in Massive Open Online Courses (MOOCs). The primary objective of introducing MOOCs is to provide students with broader learning opportunities through online tutorials, self-paced learning, interactive quizzes, and engagement with professors from reputed institutions worldwide. Upon successful completion, students are expected to obtain a certificate from the respective MOOC provider.

### **Regulations for MOOCs:**

7.1 Institution intends to encourage the students to pursue MOOC's as per the provisions given in the curriculum structure.

7.2 The respective departments shall give a list of standard MOOCs providers including SWAYAM

whose credentials are endorsed by the Dean/HoD.

- 7.3 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.

Letter Grade	Grade points	Absolute marks
O(Outstanding)	10	90 - 100
A+(Excellent)	9	80 -89
A(Very Good)	8	70 - 79
B+ (Good)	7	65 - 69
B(Above Average)	6.5	60 - 64
C(Average)	6	55 - 59
P(Pass)	5.5	40 - 54
F(Fail)	0	< 40
A (Absent)	0	

- 7.4 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.
- 7.5 The Credits for MOOC(s) shall be transferred same as given for the respective discipline or open electives.
- 7.6 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.
- 7.7 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.
- 7.8 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.
- 7.9 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.

## **8. Project Dissertation Phase I & II**

### **a) Project Dissertation Phase-I**

Every student shall be required to undertake a suitable project in Department / Industry / Research organization in consultation with Head of the department and faculty guide and submit

the project report thereon at the end of the semester in which the student is registered on dates announced by the college/department. Students shall submit 2 copies of the project report for Dissertation Phase-I to the department concerned after the work. It involves the identification of a research/problem statement, literature review, formulation of objectives, and initial methodology design. The work shall be evaluated for 100 marks, out of which 40 marks for work execution, 20 marks for report submission and 40 marks for internal viva-voce. The evaluation shall be made by the Internal Departmental Committee (IDC), comprising of HoD, internal guide and 2 to 3 senior faculty members. Students are also encouraged to present or publish their work in symposium/ Conference/ Journal.

#### b) Project Dissertation Phase--II

Project Dissertation Phase-II is carried out in the **final semester** and focuses on the full implementation, experimentation, results, and conclusion of the work initiated in Phase-I. Every student shall be submitting the project report thereon at the end of the semester in which the student is registered on dates announced by the department. The project work submitted to the department shall be evaluated for 200 marks, out of which 80 marks are for internal evaluation and 120 marks for external viva-voce. The internal evaluation shall be made by the internal departmental committee (IDC), on the basis of three reviews given by each student on the topic of his/her project. Student shall submit 3 hard copies of the project report. The viva-voce shall be conducted by a committee consisting of HOD, Project Supervisor and an External Examiner nominated by the CoE/ Vice Chancellor at the end of the Semester.

S. No	Mode of Evaluation	Period of Submission/ Presentation	Marks	
			Internal	External
1	<b>Review-1:</b> Presentation & Abstract submission on status of Project work.	Between 3 <sup>rd</sup> & 4 <sup>th</sup> week	20	--
2	<b>Review-2</b> – Presentation, System Model and Partial implementation of Project work.	Between 7 <sup>th</sup> & 8 <sup>th</sup> week	20	--
3	<b>Review-3</b> – Presentation, Final Implementation and Demonstration of Project work.	Between 11 <sup>th</sup> & 12 <sup>th</sup> week	20	
4	Submission Project Report	Between 14 <sup>th</sup> & 15 <sup>th</sup> week	20	--
5	Final Presentation - Viva Voce	As per Academic Calendar Schedule	--	120
<b>Total</b>			<b>200</b>	



The total marks obtained by the students shall be scaled down to 100 marks and the 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.

In case a student fails in viva voce he /she shall reappear as and when MCA II Year II Semester supplementary examinations are conducted.

### **9. Full Semester Internship**

In the final semester, the student should mandatorily register and undergo internship (onsite/virtual) and in parallel he/she should work on a project with well-defined objectives. At the end of the semester the candidate shall submit an internship completion certificate and a report. The total marks for internship 100 marks and distribution shall be 40 marks for internship report and 60 marks for internal viva voce. The viva-voce shall be conducted by a committee consisting of HOD, Project Supervisor and an External Examiner nominated by the Vice Chancellor/ CoE at the end of the Semester.

The University shall facilitate and monitor the student internship programs. Completion of internships is mandatory, if any student fails to complete internship, he/she will not be eligible for the award of degree. In such cases, the student shall repeat and complete the internship.

### **10. Supplementary Examinations**

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.

Students who have not successfully cleared the theory and/or lab components of any integrated course in previous attempts are eligible to appear for supplementary examinations, but only for the specific component(s) they have failed.

A student who could not pass a theory course due to his/her CIE marks being less than or equal to 25 can retake only mid-term test for such courses. This provision may be availed in the next semester or when notified by the CoE. Whenever the student pass any such courses, he/she shall no longer be allowed to avail this provision. This process shall be carried out under the purview of the concern Dean/ Head of the Department.

### **11. Minimum Academic Requirements**

- a) Students need the attendance requirements mentioned in section no.5.
- b) The minimum letter grade required for pass in each theory/practical/Seminar/Project work/internship is “P” grade (internal evaluation + End Semester Examination). However, a minimum of 40% marks in each theory/practical in end semester examination have to be secured.
- c) If a student found to be guilty due to malpractice in the end semester examinations, he/she shall be awarded a letter grade “F”.

- d) Students, who fail to earn 86 credits as indicated in the course structure within four academic years from the year of their admission, shall forfeit their seat in MCA Programme and their admission shall stand cancelled.

## **12. 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 program in earlier regulations or have discontinued and wish to continue the program 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, subject to section 4.3 and they will be in the academic regulations into which they get readmitted.

## **13. Withholding of Results**

If the candidate has any dues to the university 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.

## **14. Grading System**

### **Letter Grade**

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 follow.

<b>Letter Grade</b>	<b>Grade points</b>	<b>Absolute marks</b>
O(Outstanding)	10	90 - 100
A+(Excellent)	9	80 -89
A(Very Good)	8	70 - 79
B+ (Good)	7	65 - 69
B(Above Average)	6.5	60 - 64
C(Average)	6	55 - 59
P(Pass)	5.5	50 - 54
F(Fail)	0	< 50
A (Absent)	0	

A student is considered to have completed a course successfully and earned the credits if he/she secures a letter grade other than F / Ab in that course. A letter grade F / Ab in any course implies that the candidate is yet to clear that course. A course successfully completed cannot be repeated.

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 in 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.

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. 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.

When a student gets the grade 'F' in any subject during a semester, the SGPA and the CGPA from that semester onwards will be tentatively calculated, taking only 'zero 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.

Cumulative Grade Point Average (CGPA) averaged overall the courses is calculated for the award of class.

### 15. Award of Class

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

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

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.

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

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

### 16. Award of Ranks

Ranks are awarded based on the CGPA secured by the candidates for all the courses from first to final year,

Provided the candidate has:

- Passed all the courses in first attempt only.
- Not discontinued the programme for any period during the course of study.
- Not been awarded any punishment for being involved in malpractice or indiscipline during the course of study in the university.
- In case, more than one student secures same CGPA, then first rank shall be awarded based on:
  - Student who secured more number of letter grade "O", "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.

- Certificate and medal/award shall be given to such students as an appreciation for their achievement.

## 17. Multiple Entry / Exit Options

S.No	Academic Level	Qualifications for Entry	Qualifications for Exit	NCrF Level
1.	1 <sup>st</sup> Year of PG Degree	A candidate completing any 3-Year Bachelor Degree with 5.5 NCrF level	<b>PGD (Post-Graduation Diploma)</b>	6
		A candidate completing any 4-Year Bachelor Degree with 6 NCrF level.		6.5
		A candidate completing any 4-Year Bachelor Degree with Honours/Research with 6 NCrF level.	<b>Master's Degree</b>	6.5
2.	2 <sup>nd</sup> Year of PG Degree	A candidate completing any 3-Year Bachelor Degree with 5.5 NCrF level	<b>Master's Degree</b>	6.5
3.	2 <sup>nd</sup> Year of PG Degree	A candidate completing any 4-Year Bachelor Degree with 6 NCrF level.		7

## 18. Academic Bank of Credits (ABC)

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

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

## 19. Student Transfers

Student transfer shall be as per the guidelines issued by the University norms from time to time.

## 20. Recounting

- Students can apply for recounting of marks for any number of theory/practical courses.
- 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.
- 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.

## 21. Re-evaluation

- 21.1 Students not satisfied with the grades awarded have the provision to apply for re-evaluation of any number of theory based end semester examinations.
- 21.2 Student needs to apply/submit an application as per the notification issued by CoE.
- 21.3 The application should be submitted within 7 days of publication of results to the Examination Section.
- 21.4 On receiving an application within the stipulated time, the CoE shall arrange for the re-evaluation for the course/s applied.
- 21.5 The evaluation shall be done by an appointed course expert, in the presence of the concerned Head of the Department.
- 21.6 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.

## 22. General

- a) The academic regulations should be read as a whole for purpose of any interpretation.
- b) Malpractice rules nature and punishments are appended.
- c) Where the words “he”, “him”, “his” occur in the regulations, they also include “she”, “her”, “hers”, respectively.
- d) In case of any doubt or ambiguity in the interpretation of the above rules, the decision of the Vice Chancellor is final.
- e) 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.
- f) 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

S. No	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, Bluetooth 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	Expulsion from the Examination Hall and cancellation of the performance in that course only.

	Examination)	
<b>(b)</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.
<b>2.</b>	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 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. The performance of the original candidate, who has been impersonated, shall be cancelled in all the courses of the Examination (including Practical 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 two consecutive Semesters from class work and all Semester end Examinations if his involvement is established. Otherwise, the candidate is debarred for the next semester 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 Dean Academics / 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 Examination hall or organizes a walk out or instigates others to walk out, or threatens the officer-in charge or any person on duty in or outside the Examination hall of any injury to his person or to any of his relations whether by words, either spoken or written or by signs or by visible representation, assaults the officer- in-charge, or any person on duty in or outside the Examination hall or any of his relations, or indulges in any other act of misconduct or mischief which result in damage to or destruction of property in the Examination hall or any part of the College campus or engages in any other act which in the opinion of the officer on duty amounts to use of unfair means or misconduct or has the tendency to disrupt the orderly conduct of the Examination.	In case of students of the college, they shall be expelled from Examination halls and cancellation of their performance in that course 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 college, who is not a candidate for the particular Examination or any person not connected with the college indulges in any malpractice or improper conduct mentioned in clause 6 to 8.	Student of the college's 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 College will be handed over to police and, a police case will be registered against them.
10.	Comes in a drunken condition to the Examination Hall.	Expulsion from the Examination Hall and cancellation of the performance in that 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 Dean Academics / 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