



ವಿಶ್ವೇಶ್ವರಯ್ಯ ತಾಂತ್ರಿಕ ವಿಶ್ವವಿದ್ಯಾಲಯ
"ವಿ ಟಿ ಯು ಅಧಿನಿಯಮ ೧೯೯೪" ರ ಅಡಿಯಲ್ಲಿ ಕರ್ನಾಟಕ ಸರ್ಕಾರದಿಂದ
ಸ್ಥಾಪಿತವಾದ ರಾಜ್ಯ ವಿಶ್ವವಿದ್ಯಾಲಯ



Visvesvaraya Technological University

(State University of Government of Karnataka Established as per the VTU Act, 1994)

"Jnana Sangama" Belagavi-590018, Karnataka, India

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REGISTRAR

Ref: VTU/BGM/SA/Aca-Cirs/2024-25/ 6446

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Date : 24 MAR 2025

NOTIFICATION

Sub: VTU (Measurement for Maintenance of Standards at Affiliated Autonomous Institutions) Guidelines, 2024 - reg...

Ref: 1. Executive Council Resolution. No. 2.1.6 dt: 18-10-2024
2. Orientation Program for Autonomous Institutions dated 25-02-2025
3. Hon'ble Vice Chancellor's approval dated 21-03-2025

Pursuant to the aforesaid Executive Council Resolution, the **VTU (Measurement for Maintenance of Standards at Affiliated Autonomous Institutions) Guidelines, 2024** are hereby notified.

These Regulations are applicable for the following students:

1. Admitted to I semester/I year from the academic year 2024-25
2. Admitted to III semester/II year (lateral entry) from the academic year 2025-26

You are hereby directed to bring the same to the notice of all the concerned and to follow them scrupulously.

Encl: As above

To,
The of Principals of All Affiliated Autonomous Engineering Colleges under the ambit of VTU, Belagavi

Copy to:

1. Hon'ble Vice-Chancellor through the Secretary to VC, VTU, Belagavi for kind information
2. The Registrar (Evaluation), VTU, Belagavi
3. The Regional Directors (I/C) of all the Regional Offices of VTU for circulation
4. The Director (I/c), ITISMU VTU, Belagavi- to upload on VTU website
5. All the concerned Special Officer and Case-workers of Academic Section, VTU, Belagavi

BY ORDER

24/03/25 AE

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Visvesvaraya Technological University

“Jnana Sangama”, Belagavi - 590 018, Karnataka State



Visvesvaraya Technological University
(Measures for Maintenance of Standards at
Affiliated Autonomous Institutions) Guidelines, 2024

(Guidelines Framed under Section 20(w) of VTU Act 1994)



VISVESVARAYA TECHNOLOGICAL UNIVERSITY
ವಿಶ್ವವಿದ್ಯಾರಣ್ಯ ತಾಂತ್ರಿಕ ವಿಶ್ವವಿದ್ಯಾಲಯ
“Jnana Sangama” Belagavi-590018, Karnataka, India

Visvesvaraya Technological University
(Measures for Maintenance of Standards at Affiliated
Autonomous Institutions) Guidelines, 2024

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Visvesvaraya Technological University (Measures for Maintenance of Standards at Affiliated Autonomous Institutions) Guidelines, 2024	
1.0	SHORT TITLE, APPLICABILITY AND COMMENCEMENT
1.1	These <i>Guidelines</i> shall be called <i>The Visvesvaraya Technological University (Measures for Maintenance of Standards at Affiliated Autonomous Institutions) Guidelines, 2024.</i>
1.2	<p>These <i>Guidelines</i> along with the Annexures are applicable from the year 2024-25 for the batch of students admitted to B.E./ B.Tech. degree programmes. However, these Guidelines are also applicable to other UG and PG programmes conducted at the affiliated Autonomous colleges with the programme specific changes, as applicable.</p> <p>These <i>Guidelines</i> shall be used by all the concerned Institutions affiliated to the Visvesvaraya Technological University (VTU), to frame appropriate Regulations applicable from the year 2024-25 for implementing the Academic Autonomy conferred upon the Institutions.</p>
1.3	These <i>Guidelines</i> shall come into effect from the date of approval of the Executive Council of the University.
2.0	DEFINITIONS
	The Definition of terminologies used in these Guidelines are given below. For any clarifications needed and terminologies not defined here, the interpretation given by the University shall be final.
2.1	“Academic Autonomy” means freedom to an affiliated College in all aspects of conducting its academic programmes, granted by the UGC/ University under the Regulation/ Statutes applicable, for promoting excellence.
2.2	“Act” means the VTU Act, 1994 including all its later amendments.
2.3	“Autonomous College” means an Affiliated College of VTU designated as an <i>Autonomous college</i> by the University as per the prevailing UGC Regulations and the VTU Statutes on Conferring Autonomous status to the Colleges.
2.4	“Academic Council” means the Academic Council of the Autonomous College.
2.5	“Affiliating University” means the University to which the College concerned is affiliated or of which the College concerned is a constituent.
2.6	“Affiliation” means association of the College and its admission to the privileges of the University.


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2.7	“Board of Studies” means the Board of Studies of a Department of the Autonomous College.
2.8	“Commission” means University Grants Commission (UGC).
2.9	“Council” means All India Council for Technical Education (AICTE).
2.10	“Course” means one of the specified units which goes to comprise a programme of study. Courses are assigned a unit value (credit point) and a specific course code which indicates the subject area/ teaching department and year level of each course.
2.11	“Cumulative Grade Point Average (CGPA)” means it is a measure of overall cumulative performance of a student over all semesters.
2.12	“Degree” means a degree awarded by a Higher Educational Institution (HEI) in accordance with the provisions of section 22(3) of the UGC Act.
2.13	“Finance Committee” means the Finance Committee of the Autonomous College.
2.14	“Governing Body” means the Governing Body of the Autonomous College, which is different from the Trust Board or the Board of Management or the Executive Committee or the Management Committee.
2.15	“Grade Card” means a consolidated statement issued every semester, reflecting their performance, to all the students registered for the Semester End Examination (SEE) after evaluating their performance. The Grade Card will display the details of Course (Course code, title, number of credits), grade secured, SGPA of that semester and CGPA earned till that semester.
2.16	“Higher Educational Institution (HEI)” means the University Departments, affiliated, constituent and Autonomous affiliated colleges under the University. However, The right of conferring or granting degrees shall be exercised only by a HEI as per provisions of section 22(1) of the UGC Act.
2.17	“IQAC” means Internal Quality Assurance Cell established by an Autonomous College in accordance with the UGC Regulations made by the Commission and the guidelines on IQAC issued by the Commission, as may be amended from time to time.
2.18	“Notification” means a notification issued by the University communicating its decision to its affiliated and constituent colleges.
2.19	“Programme” means an academic programme framework that defines the structure of an educational curriculum. It includes the goals, outcomes of all courses, and vision of a course of study, and establishes the milestones and boundaries of learning. Academic programmes can include instructional, research, and public service

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	activities, such as teaching and research assistantships, internships, and cooperative education.
2.20	“ Regulations ” means the prevailing applicable Regulations notified by a Statutory body.
2.21	<p>“Semester” means a duration meant for teaching, learning and final examinations. Typically, a regular semester (odd and even) shall have 16 weeks for teaching-learning process followed by 4 weeks for preparation, examinations and declaration of results of SEE. An academic year shall consist of two regular semesters of 20 weeks each and a special summer semester of 8 weeks for teaching-learning process followed by 2 weeks for semester end examinations, followed by 2 weeks of vacation. Generally, the Odd semester starts in the month of August, Even semester in the month of January and the summer semester in the month of May in an academic year.</p> <p>Specifically, there shall be a minimum of 90 working days in a regular semester and 45 working days in a Summer semester for the teaching – learning process.</p>
2.22	“ Semester Grade Point Average (SGPA) ” means it is a measure of academic performance of a student in a semester.
2.23	“ Statutes ” means the prevailing applicable Statutes notified by a Statutory body.
2.24	“ Statutory Council ” means a body constituted under any law for the time being in force for determining or maintaining standards of quality in the relevant areas of higher education, such as the All India Council for Technical Education (AICTE), Council of Architecture (COA), National Council for Teacher Education (NCTE), or any other such body established under an Act of Parliament.
2.25	“ Summer Semester/ Term ” means a short semester held after the Even semester. During the summer semester, Internship/ apprenticeship/ work-based vocational education and training can be carried out, especially by students who wish to exit after two semesters or four semesters of study. Regular courses may also be offered during the summer semester in a fast-track mode to enable students to do additional courses or complete backlogs courses. The autonomous affiliated colleges and the University on behalf of its departments and other affiliated colleges can decide on the courses to be offered in the summer term depending on the availability of faculty and the number of students.
2.26	“ Teacher ” means the teaching staff of the college appointed by following the specified rules of the University, and/or of the council.
2.27	“ Transcript ” means a consolidated statement issued to a candidate after completion of any semester of the programme covering his/ her performance till the end of that semester and this also shows the number of attempts made for each course and its month-year of completion in addition to the information available in Grade card.

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2.28	“University” means the Visvesvaraya Technological University (VTU), established under VTU Act, 1994.
3.0	PREAMBLE
3.1	Need for Autonomy
	<p>The affiliating system of colleges was originally designed when their number in a University was small. The university could then effectively oversee the working of the colleges, act as an examining body and award degrees on their behalf. The system has now become unwieldy, and it is becoming increasingly difficult for a University to attend to the varied needs of individual colleges. The colleges do not have the freedom to modernize their curricula or make them locally relevant. The regulations of the University and its common system of governing all colleges alike, irrespective of their characteristic strengths, weaknesses and locations, have affected the academic development of individual colleges. Colleges that have the potential for offering programmes of a higher standard do not have the freedom to offer them. The 1964 – 66 Education Commission pointed out that the exercise of academic freedom by teachers is a crucial requirement for development of the intellectual climate of our country. Unless such a climate prevails, it is difficult to achieve excellence in our higher education system. With students, teachers and management being co-partners in raising the quality of higher education, it is imperative that they share a major responsibility. Hence, the Education Commission (1964 – 66) recommended college autonomy, which, in essence, is the instrument for promoting academic excellence.</p>
3.2	Importance of Guidelines
	<p>In view of the above, a number of Engineering Colleges within the jurisdiction of VTU have been granted the autonomous status, in accordance with Section 40A of the VTU Act and the Statutes framed in this regard, keeping in view the Regulations of UGC/AICTE in order to implement the <i>academic autonomy</i> so that, they could derive full benefits and be able to meet the 21st century challenges faced by the technical education system in the country, like:</p> <ul style="list-style-type: none"> (i) Ever increasing influence of science and technology and their impact on human society. (ii) Shrinking time scale of new developments and the high rate of obsolescence in the older practices. (iii) Penetration of Information Technology in all sectors of human activity and economic development. (iv) The service sector is becoming a major avenue for employment of technical professionals and also for economic gains.

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	<p>(v) Emergence of knowledge and skills as key drivers for the progress of nations and for increasing their influence on the world scenario.</p> <p>As engineers have to convert these challenges into opportunities, it is expected that the 21st century engineers will be required to have:</p> <ul style="list-style-type: none"> • Strong foundation in the basics of mathematics, science, and engineering discipline. • Command over the chosen area of technical specialization. • Capacity to apply the professional knowledge and skills acquired. • Good competence to learn a subject on one's own effort without major external help. • Expertise in analysis, design, modeling, and simulation of complex systems. • Knowledge of scaling up, mass production, system operation and maintenance. • Estimation of costs and time factors in an assignment. • Ability for rational, logical, orderly, and objective thinking. • Skills in personnel management and human relations, and • Leadership qualities include the spirit of tolerance, patience, and teamwork. <p>Therefore, it would be desirable that each Autonomous College is well prepared to take the following steps, for which the Guidelines given herein are expected to be useful.</p> <ul style="list-style-type: none"> • Make full use of the academic freedom given to it by the University, with responsibility and accountability; • Use this opportunity to demonstrate its capabilities and innovative skills, to become visible in the higher education system as a whole; • Gain the confidence, gratitude and respect of all its stake holders, in particular, students, alumni, parents and the society at large.
4.0	ROLE, TERMS AND CONDITIONS OF AN AUTONOMOUS COLLEGE
4.1	<p>The Autonomy Regulation of the Commission has specified the role, terms and conditions of an Autonomous College, in general and subject to the provisions of the University Act and Statutes, these shall be as under:</p> <ol style="list-style-type: none"> (1) The right of autonomy is not conferred once and for all. It has to be continuously earned by the college. (2) Review existing courses/programmes and, restructure, redesign and prescribe its own courses/ programmes of study and syllabi. (3) To formulate new courses/programmes within the nomenclature specified by UGC as per the Specification of Degrees 2014 as amended from time to time. (4) Evolve methods of assessment of students' performance, conduct of examinations, and notification of results.

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- (5) To announce results, issue mark sheets, and other certificates; however, the degree shall be awarded by the affiliating University with the name of the College on the degree certificate.
- (6) Prescribe rules for admission in consonance with the reservation policy of the State Government/ National policy.
- (7) Autonomous Colleges may fix fees as per the norms of the State Government/ Statutory Council(s) at their own level, as applicable.
- (8) Constitute own Governing Body, Academic Council, Finance Committee, and Board of Studies.
- (9) The teaching staff and Principal in all the Autonomous Colleges shall be appointed as per the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education) Regulations, 2018 as amended from time to time or any regulations notified by UGC / AICTE in this regard from time to time.
- (10) Autonomy is conferred on the affiliated Colleges of the University applying to UGC/ University on satisfying the conditions specified, depending on the existing type of affiliation of the college, either in "VTU Statutes on Temporary Affiliation of Colleges (Amended)- 2011" or "VTU Statutes on Permanent Affiliation of Colleges (Amended) - 2011" as amended from time to time.
- (11) Autonomy granted to the College is at the institutional level and is not partial and shall cover the programmes at all levels of U.G. and P.G. offered by the College. The courses introduced by the College after the conferment of autonomous status shall automatically come under the purview of autonomy.
- (12) Ph.D. programmes shall be offered strictly as per the UGC (Conferment of Autonomous Status upon Colleges and Measures for Maintenance of Standards in Autonomous Colleges) Regulations, 2023 / the corresponding VTU Ph.D Regulations notified in this regard from time to time. In view of this Ph.D. / Research Programmes do not come under the purview of autonomy.
- (13) The College, on attaining autonomous status will continue to be affiliated with the parent University but will enjoy the privileges of autonomy.
- (14) The University to provide various nominees to serve on various Statutory Bodies of the Autonomous College and get the feedback on their functioning.
- (15) In case Autonomous College fails to obtain the required accreditation Grade/score as required in the Regulations, the autonomy to such College stands automatically withdrawn, and no fresh admissions will be done under autonomy mode after withdrawal of autonomous status. No communication from the parent University and/or UGC will be needed in this regard. It will be the responsibility of the College to inform the parent University and UGC regarding the withdrawal of autonomy. However, for students admitted during



	<p>autonomy period, such withdrawal shall take effect only after the last batch of students enrolled under autonomy passes out.</p> <p>(16) Such Colleges whose autonomy is withdrawn shall be eligible to apply for fresh autonomy on UGC portal, but not before one year from the effective date of withdrawal of autonomy.</p>
4.2	<p>Implementation of Autonomy at the colleges as specified in Section 4.1 above and also elsewhere in these Guidelines, shall be within the framework of the related UGC/ AICTE/ VTU Statutes/ Regulations, as amended from time to time, including the following:</p> <p>(a) VTU Statutes on Temporary/ Permanent Affiliation,</p> <p>(b) University Grants Commission (Conferment of Autonomous Status upon Colleges and Measures for Maintenance of Standards in Autonomous Colleges) Regulations, 2023,</p> <p>(c) University Grants Commission (Minimum Standards and Procedure for Award of Ph.D. Degree) Regulations, 2022, and</p> <p>(d) Prevailing Academic Regulations of UG, PG and Ph.D. programmes for award of corresponding Degrees by the University.</p>
5.0	<p>MATTERS RELATED TO ADMISSION OF STUDENTS</p>
	<p>The rules for admission of students to the various programmes conducted at the affiliated autonomous colleges shall be same as that of other affiliated and constituent colleges of the University. Accordingly, the admissions shall be made as specified under Section 4.1(6) above, following the Guidelines given below:</p>
5.1	<p>Admissions to UG and PG Programmes</p>
	<p>The admission of students to various UG and PG Degree programmes listed under Section 6.1 shall be made by the Autonomous Colleges by following the orders issued from Government of Karnataka and/or University Notifications issued from time to time in this regard.</p>
5.2	<p>Admissions to Research Programmes</p>
	<p>The admission of students for Research Degree programmes at Autonomous Colleges shall be made by the University as per the provisions made under the prevailing UGC/ VTU Regulations governing the Research Programmes.</p>
5.3	<p>Admission to PG Diploma and Certificate programmes</p>
	<p>The admission of students to PG Diploma and Certificate programmes shall be made by the Autonomous College on its own, by following the Guidelines issued by the University from time to time and by following the Regulations approved by its Academic Council. In all such cases, it shall follow the statutory provisions of</p>

	reservation of seats to different categories of candidates made by the government from time to time. University shall be informed by the autonomous colleges about start of these programmes.
5.4	Lateral Entry Admissions
	There shall be provision for candidates with a polytechnic Diploma or any other equivalent qualification such as AMIE, AMIM, etc. approved by the Council and/or the Commission to join specified UG Degree programmes at the beginning of the second year of the 4-year B.E./ B.Tech. programme under the lateral entry scheme in the University. The Autonomous Colleges shall follow the Rules and Regulations of the State Government and the University in this regard.
5.5	Migration of students:
5.5.1	Undergraduate Programmes:
	(a) Migration of students from one college to another within the University shall be permitted as per the prevailing Regulations of the University. (b) Migration from one branch to another branch in the same college or to another college within the University shall be governed by the prevailing Regulations of the University.
5.5.2	Postgraduate Programmes:
	There shall not be any transfer or migration from one branch to another branch or one college to another college for all PG programmes.
5.6	Eligibility Criteria/ Entry level Qualification: The eligibility criteria/ entry level qualification for admission of students to UG, PG and Research Degree programmes at the Autonomous Colleges shall be the same as those prescribed by the University. But the minimum requirements for eligibility to PG Diploma will be B.E., B. Arch. or equivalent, the equivalence being determined by the University from time to time. However, the Autonomous Colleges will be free to prescribe appropriate eligibility requirements to Certificate programmes, after receiving approval from their respective Academic Councils. Note : The Autonomous Institutes shall follow any other notification issued by the University in this regard from time to time.
5.7	Transfer of Students:
	a) Transfer of students from a non-Autonomous College to an Autonomous College or from an Autonomous College to another Autonomous College is permitted subjected to the Transfer Rules prevailing at the University.

	<p>b) The eligibility criteria for the admission of students from other Universities (India/ Abroad) to an Autonomous College shall be the same as that prevailing for the other affiliated colleges of the University.</p> <p>c) However, in both of the above cases, the Equivalence Committee of the Autonomous Colleges shall declare the syllabus equivalence for such candidates and on approval of its Academic Council, admit the candidates with the approval of the University. The Colleges shall offer the bridge courses, wherever required.</p>
6.0	MATTERS RELATED TO ACADEMIC PROGRAMMES
6.1	Academic Programmes:
	<p>a) An Academic Programme is a combination of courses and related activities organized for the achievement of specific learning outcomes, as defined by the professional Councils/ Bodies/ University for specific specializations. It is desirable to have broadly common PEOs and POs for well – established specialised programmes like CSE, ECE, EEE, MECH, CIV etc. across the University. However, other UG and PG programmes offered in Autonomous colleges may have their own outcome statements.</p> <p>b) Programmes at Undergraduate (UG) level could be B.E., B.Tech., B. Plan., B. Voc., B.C.A., B.B.A., B. Des. and B. Arch.,</p> <p>c) Programmes at Postgraduate (PG) level could be M. Tech., M. Arch., M. Plan., M.B.A. and M.C.A. ,</p> <p>d) Integrated Programmes could be ‘Integrated M.B.A.’, ‘Integrated M.C.A.’, ‘Integrated M.Tech.’,</p> <p>e) Research Programmes could be ‘M.S. by Research’, & Ph.D. and</p> <p>f) The Affiliated Autonomous Institutes shall follow these Guidelines and the Notifications of the University, issued from time to time, to frame their own Regulations for the following programmes:</p> <ul style="list-style-type: none"> i. Postgraduate programmes ii. Undergraduate programmes, including those with Honors / Minors. iii. Post Graduate Diploma iv. Post Graduate Certificate.
6.2	Typical Structure of Academic Programmes
	<p>a) For exploiting the various benefits of academic autonomy, it would be desirable for an Autonomous College to structure its various academic programmes based on the Semester Scheme, by introducing Credits for academic activities, design curriculum with Outcome Based Education (OBE) curriculum framework, bring in Examination Reforms for better achievement testing, award Letter Grades and Numerical Grade</p>

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	<p>Points/Averages for the students' performance and set appropriate Passing Standards, as covered in these Guidelines.</p> <p>b) It would also be desirable for Autonomous Colleges under the University to follow uniform practices for the Semester Scheme, Credit System, Examinations, Letter Grades and Numerical Grade Points/Averages, so as to enable their students to avail of horizontal/vertical mobility, transfer of credits and other benefits of academic autonomy.</p> <p>c) However, with the academic autonomy, the colleges could have their own programmes, courses of their choice in the programmes, incorporate state of the art curriculum, experiment with different pedagogical approaches and choose the best, introduce innovative assessment methods, and create a better learning space within their colleges.</p>
6.3	<p>Starting of New Courses/ Programmes</p>
	<p>a) An autonomous college is free to start Certificate and/ or Diploma (post-polytechnic Diploma, post-UG and post-PG levels) courses without prior approval of the parent University. The Autonomous College should inform the parent University about the introduction of such new courses. Approval of the concerned statutory bodies of the Autonomous College and Statutory Council(s) should be obtained, wherever required. Certificates/ Diplomas shall be issued to the candidates on successful completion of such programmes under the seal of the Autonomous College only. The autonomous institutes may frame their own regulations for such courses as per the National Credit Frame Work and the statutory council notifications from time to time.</p> <p>b) An autonomous college is free to start new degree programmes at Undergraduate (UG) and Postgraduate (PG) levels with the approval of the Academic Council of the Autonomous College and concerned Statutory Council(s), wherever required, provided the nomenclature of the degree is in consonance with UGC Notification on Specification of Degrees, 2014 as amended from time to time. Such courses shall fulfill academic quality and the standards prescribed by the parent University/ UGC/ Statutory Council(s) in terms of number of hours, curricular content and standards, and the parent University shall be duly informed immediately about starting of such courses for the award of Degrees by the University.</p> <p>c) An Autonomous college can start Ph.D. programmes in the Research Centres approved by the University with prior approval of the University. The UGC and VTU Regulations for Ph.D. programmes as notified from time to time, shall be adhered to by the Autonomous Colleges for the award of Degrees by the University.</p>

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6.4	Renaming / Redesigning Existing Courses/ Programmes
	An autonomous college may rename an existing course/ programme as per the UGC Notification on Specification of Degrees, 2014, as amended from time to time after restructuring/redesigning it with the approval of the Academic Council of the Autonomous College. The changes in the existing Degree programmes could be in the schemes of instruction, syllabi, schemes of examinations and other aspects, while fulfilling the minimum academic standards of the University for the Award of Degrees. The parent University should be duly informed of such proceedings. The changes so made shall be notified by the Autonomous College concerned at least three months before the commencement of an academic year. However, this renaming of course(s) will not be applicable to previous batches.
6.5	Approvals for New Programmes
	The University shall award degrees only within the framework of Section 22 of the UGC Act. If the University wishes to award a degree other than the one specified by the UGC, it shall approach the UGC for its approval six months prior to starting the degree programme with full justification on the course to be started. Hence, the Autonomous Colleges shall approach the UGC/ VTU to obtain approval at least six months prior to starting the programme.
6.6	Nomenclatures of Programmes:
	a) The Autonomous Colleges may use well accepted, common nomenclatures for their Degree programmes, the same as those being followed by the University. This will help in minimizing any confusion on the Degree award in the minds of various stake holders. Besides, the identity of each programme will be maintained, as the Degree Certificates from the University will bear the name of the concerned Autonomous College.
	b) The University uses nomenclatures for their Degree programmes confirming to the UGC Notification on "Specification of Degrees 2014" as amended from time to time.
	c) Therefore, it is suggested that the nomenclatures and their abbreviations given below, may continue to be used for the Degree programmes at all Autonomous Colleges under the University. It is also suggested that the branch/subject of specialization may be indicated in brackets after the abbreviation, as required by the Council and the Commission: <ul style="list-style-type: none"> i. <u>UG level</u>: Bachelor of Engineering (B.E.), Bachelor of Architecture (B.Arch.), Bachelor of Planning (B. Plan)/ Bachelor of Vocational (B. Voc.), B.E./ B.Tech. (Honors/ Minors)/ Bachelor of Design (B. Des);


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	<p>Besides, the branch the subject of specialization, if any, shall be indicated in parentheses after the abbreviation, e.g., B.E. (Mechanical Engineering).</p> <p>ii. <u>PG level</u>: <i>Master of Technology (M. Tech.), Master of Architecture (M. Arch.), Master of Computer Applications (M.C.A.)/ Master of Business Administration (M.B.A.)/ M. Plan. (Master of Planning)</i>; If M.Tech. is the main branch of study with a specialization, the specialization is indicated in parentheses, for example:</p> <p>M.Tech. in Mechanical Engineering (Machine Design).</p> <p>iii. Integrated (UG+PG): Integrated M.Tech., Integrated M.B.A., Integrated M.C.A.</p> <p>iv. Research Level: M.S. by Research and Doctor of Philosophy (Ph.D.).</p>
	<p>d) Further, it is suggested that the Diploma and Certificate programmes at Autonomous Colleges may be also indicated in abbreviated form, like DIP., and CERT. respectively, with the branch/subject of specialization given in brackets after the abbreviation. As indicated earlier, the DIP., and CERT. awards will be made by the concerned Autonomous Colleges only.</p>
6.7	Programme Duration
	<p>a) The duration of academic programmes shall be the same as notified in the corresponding University Regulations and notifications issued time to time, i.e.,</p> <p>i) Three years for B. Voc., B.C.A. and B.B.A.</p> <p>ii) Four years for B.E./B.Tech. and B. Plan., (including Honors/Minors),</p> <p>iii) Five years for B. Arch.,</p> <p>iv) Two years for M.Tech., M. Arch., M.B.A., M. Plan, and M.C.A.,</p> <p>v) One year for PG Diploma</p> <p>vi) Six months for PG Certificate programmes,</p> <p>vii) For research programmes M.S. by Research & Ph.D. - as per prevailing University Regulations.</p>
	<p>b) However, in the flexible <i>choice based credit system</i> to be followed at Autonomous Colleges under the University, the program duration will also be dictated by the fact that a student has to demonstrate a prescribed minimum academic performance and also register for a prescribed minimum number of <i>credits</i> in every semester, for continuing with the programme. And this period could be smaller than the programme duration specified for programmes referred to in 6.7a) above and shall not be more than the maximum period as indicated in 6.7 c) below.</p>

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c) The maximum period which a student can take to complete a fulltime academic programme shall be the same as that prescribed by the University from time to time; e.g., double the nominal duration of the programme as indicated in the table below:

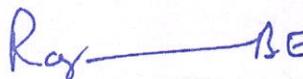
Table – 1 : Programme Durations			
Sl. No.	Programme	Years	
		Minimum	Maximum
1	a) B. Voc., B.C.A., B.B.A. b) B.E./B. Tech. (Lateral entry)	3	6
2	B.E./B.Tech./B. Plan. (including Honors/ Minors)	4	8
3	B.Arch.	5	10
4	M.Tech./M. Arch./M.B.A./M. Plan., M.C.A.	2	4
5	PG Diploma	1	2
6	PG Certificate	0.5	1
7	M.S. by Research	As notified in University Regulations	
8	Ph.D.		

Note : The Autonomous Institutes shall follow notifications issued by the University in this regard from time to time.

6.8 **Semester Scheme**

a) It is compulsory for all the Autonomous Colleges under the University to adopt the *Semester Scheme* at their UG, PG, PG Diploma and Certificate programmes.

b) The breakdown of an academic year for implementing the *Semester Scheme* at Autonomous Colleges is given below in **Table – 2** as an example.


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**Table – 2 : A Typical Breakdown of Academic Year into Semesters
(to be in line with the Regulations made by University in this regard)**

<p>1. Number of Semesters/ Year</p>	<ul style="list-style-type: none"> • Three per year; Two being Main Semesters: Odd, Even and one being a Summer Semester. • Normally Odd semester is from August to December, Even semester is from January to May and Summer semester is from June to July. <p><i>(Summer semester is Limited to UG only, as it is not feasible to conduct one more examination for PG Programmes which may have many specializations)</i></p>
<p>2. Semester Durations</p>	<p>Odd Semester: 20 weeks, followed by 2 weeks' vacation.</p> <p>Even Semesters: 20 weeks.</p> <p>Summer semester: 10 weeks.</p>
<p>3. Academic Activities (in Weeks)</p>	<p><u>Semesters: Odd and Even</u></p> <p>Award of rank of Courses- 0.5; Course Work- 15.5. Examination Preparation-1.0; Examinations- 2.0. Declaration of Results- 1.0; Total: 20.</p> <p><u>Summer Semester:</u></p> <p>Registration of Courses- 0.5; Course Work- 7.0. Examination Preparation-0.5; Examinations- 2.0. Total: 10.</p> <p>Declaration of Results- After the examinations, within the 2 week vacation period;</p> <p><i>(Note: In each Semester, there shall be various provisions for students like, Registration of Courses at the beginning, Dropping of Courses after the first CIE and Withdrawal from Courses towards the end, all being under the Faculty Member's (Course Instructor/ Faculty Advisor's) advice. The above provisions made available are to be judiciously used, which need proper monitoring by Faculty Advisors, leading to the improved learning capabilities of students and minimizing their chances of failure in the Courses registered.)</i></p>

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<p>4. Examinations</p>	<p><u>Continuous Internal Evaluation (CIE) and Semester End Examination (SEE)</u> both have equal weightages in the students' performance in Course Work/Laboratory Work and other activities.</p> <p>The following examinations are to be conducted in an academic year:</p> <ul style="list-style-type: none"> • In Odd Semester: CIEs during the semester and SEE at the end of the semester for the courses offered in the odd semester only. • In Even Semester: CIEs during the semester and SEE at the end of the semester for the courses offered in the even semester only. • In Summer Semester (For UG Programmes Only): CIEs during the semester for the courses offered in summer semester and SEE at the end of the semester for the courses offered in the summer semester and all other courses of previous semesters in which students have 'F' Grade/'AB' Grade. • Makeup Examinations: For students of UG and PG programmes with transitional grades viz., 'I' & 'X' grades in odd and even SEE shall be given makeup exams immediately after the announcement of SEE results of respective odd and even SEE. There is no makeup examination following a Summer Semester.
<p>5. A Typical Calendar (In an academic year)</p>	<p>Please refer to Annexure – 1 for the Academic calendar suggested by the University. Written permission shall be taken well in advance from the University for any deviation of more than 5 days.</p> <p>Odd Semester: 1st August - 17th December (20 Weeks) Recess: 18th December – 1st January (2 Weeks)</p> <p>Even Semester: 02nd January – 20th May (20 Weeks) Recess: 21st May - 31st July (10 Weeks) {Only for students who do not register to summer semester}</p> <p>Summer Semester: 21st May - 31st July (10 Weeks)</p> <p>Total: 52 Weeks</p> <p>(Note: This calendar is to be used only as an example to assist the Autonomous Colleges to fix their respective calendars in consultation with the University. Specific time periods are to be provided in this calendar for Registration of Courses, Dropping of Courses and Withdrawal from Courses by the Colleges individually. Also, each College to provide for a 3-week Induction Programme for UG students at the beginning of their 1st Semester to meet the requirements of AICTE Model Curriculum for First Year UG students, Feb. 2018.</p>

<p>6. Other Items</p>	<ul style="list-style-type: none"> • Care shall be taken by each Autonomous College to ensure that the total number of days for academic work is ≥ 180 / year. • Academic schedules prescribed at each College shall be strictly adhered to for the success of the <i>Semester Scheme</i>. • Minimum, Maximum and Average Course loads per Semester shall be the same at all Autonomous Colleges as fixed by the University from time to time. • Students with satisfactory CIE and attendance in a course/s is absent for SEE ('AB' grade) or appeared to SEE, but failed ('F' grade) in SEE, need not re-register for course/s but can register and appear for SEE directly, whenever next SEE is held for that course in Odd/Even/ Summer Semester.
<p>Note : The Autonomous Institutes shall follow any other notification issued by the University in this regard from time to time.</p>	

<p>c) Summer Semester (For UG Programmes Only)</p> <p>I) Purpose of Conducting Summer Semester</p> <ul style="list-style-type: none"> i) To enable students to complete courses having 'DX'/'NP' grades or to complete dropped/withdrawn courses or to do additional courses or to do higher semester courses for extraordinary learners or to help slow learners to pace their studies/learning based on their individual abilities. ii) To enable students who wish to undertake a one-year research/industry internship (leading to a project/startup)/ placement training (leading to job assurance) at the final year level, to complete higher semester courses by registering in summer semester iii) To enable readmitted/ change of branch/ scheme/ college students to progress to higher semesters by offering backlog/ equivalent courses during summer semester. iv) To offer Internship/ apprenticeship/ work-based vocational education and training especially by students who wish to exit after 4 or 6 semesters of study. <p>II) Conduction of Summer Semester</p> <ul style="list-style-type: none"> i) The summer semester, held annually after the EVEN semester, shall comprise of 8 weeks of classes followed by 2 weeks of examinations called SEE. ii) A limited number of courses are offered depending on the student's requirement and the faculty availability. Selected regular courses, including audit/ mandatory courses, are offered during the summer semester.
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- iii) A student is permitted to register not more than 14 credits in UG programmes, except for the Architecture programme where a student is permitted to register up to 18 credits in the summer semester for coursework, excluding audit/Mandatory Non-credit courses. However, there is no limit for a student to register for 'F'/'AB' grade courses for SEE.
- iv) Students are not permitted to register for project work and internship in summer semester, except for cases specified in Section 6.8 c) I) (iv) above.
- v) Since summer semester duration is about half of the main semesters, to relate the credits and the hours of course work, multiply the teaching hours per week by 2 such that the total number of hours per semester shall be same as that of Odd/Even semester.
- vi) For students completing four years of study and still have courses with 'DX' / 'NP' grades, summer semester shall be conducted along with the regular odd/even semesters to facilitate such students to complete the degree without much delay. However, such students can also re-register to 'DX' / 'NP' grade courses, if they are offered in the regular odd/ even semesters of the ongoing batch of students.
- vii) Students who do not vertically progress to a higher year of study and are detained for a year as per section 9.0 need not wait till the commencement of the summer semester to register for 'DX' / 'NP' grade courses. They can register for such courses in the ongoing odd/even semesters and appear for their exams in the regular odd/even SEE.

Note:

For UG Programmes: Courses with 'DX' Grades/'NP' Grades in Odd/Even/previous Summer Semester shall be registered again in the following Summer Semester only.

For PG Programme: Courses with 'DX' Grades/'NP' Grades shall be registered again in subsequent Odd/Even Semester, when offered.

(Conditions for Re-registration of courses in UG & PG programmes are different. Conditions for UG are not applicable for PG, as PG is only a 2 year course).

d) Eligibility to Register for a Course in a Summer Semester

- i) Students who have 'DX' / 'NP' grades i.e., either a shortage of attendance or not having the minimum CIE or both in a course. Such students shall register for the summer semester to satisfy the minimum attendance and CIE requirements to appear for the Summer Semester End Examination (SEE).
- ii) Students with 'F' / 'AB' grade having requisite attendance and CIE in a course, but, wish to re-register to that course for better learning, can do so in the summer semester by letting go the previous CIE marks and acquiring the required attendance and CIE marks afresh, However, they

	<p>are eligible to register directly for SEE of summer semester by carrying forward their previous CIE marks.</p> <p>iii) Students in the extraordinary category (with a CGPA of ≥ 9.0) who wish to complete the programme in 3.5 years, may register for additional subjects from higher semester's regular courses during the summer semester, if offered by the HEI.</p> <p>iv) Slow learners may opt not to register/Drop a few courses in the regular Odd/Even semesters and register those courses in the summer semester. This shall be done under the guidance of the Faculty Mentors subject to the condition that the course load in every semester shall not fall below the minimum limit.</p>
6.9	Curriculum Framework:
6.9.1	General Issues:
	<p>Curriculum Framework is important in setting the right direction for a Degree/ PG Diploma/Certificate programme at an Autonomous College, as it considers the type and quantum of knowledge necessary to be acquired by a student to qualify for a particular award in his/her chosen branch or specialization area. This will also help in assigning the <i>credits</i> for each course, sequencing the <i>courses</i> semester-wise and finally arriving at the total number of <i>courses</i> to be studied and the total number of <i>credits</i> to be earned by a student to fulfill the requirements for the conferment. The Autonomous Colleges shall also consider the AICTE Model Curricula notified from time to time and follow them so as to keep abreast with the National trends in this matter.</p>
6.9.2	B.E./ B.Tech. Degree Programmes
	The Curriculum Framework for a B.E./B. Tech. Degree programme is given below as an example.
	<p>a) Recommended Courses: These include coursework under the following categories:</p> <ul style="list-style-type: none"> • Humanities, Social Sciences, and Management Courses (HSMC) Examples: Universal Human Values, Communicative English, Language, Constitution of India & Professional Ethics, Environmental Studies, Indian Knowledge System, NSS, NCC, Sports, Yoga, Music etc. • Basic Science Courses (BSC) Examples: Mathematics, Physics, Chemistry & Biology for Engineers • Engineering Science Courses (ESC) • Emerging Technology Courses (ETC) • Professional Core Courses (PCC) • Professional Elective Courses (PEC) • Open Elective Courses (OEC) • Integrated Professional Core Courses (IPCC)

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	<ul style="list-style-type: none"> • Project Work: Dissertation, Mini-project work and Major Project work • Seminar • Internship (INT) • Ability Enhancement Courses (AEC) • Mandatory Non Credit Courses (MNC)
	<p>b) Mandatory Non Credit Courses (MNC): The UG Degree programmes also require the inclusion of certain courses necessary for familiarity of subjects, like Communication Skills, Chosen Language Knowledge/ Proficiency, NSS, NCC, Sports, Yoga, Music, Indian Knowledge System etc. as <i>Mandatory Non Credit Courses</i>. Such courses shall not carry any <i>credits</i>. These courses shall have only CIE and shall not be considered for CGPA calculation and vertical progression, but completion of the courses shall be mandatory for the award of a degree.</p> <p>(1) These Mandatory Courses to be offered in a programme shall be as notified by University from time to time. Hence, each Autonomous College under the University shall take suitable steps to organize the <i>Mandatory Courses</i> as required and to include the student's performance (like, pass or fail) in such course(s) in his/her Grade Card.</p> <p>(2) Formal registration for these courses shall also be done along with other courses, at the beginning of the semesters.</p> <p>(3) Mandatory Non credit course requirements are assessed as Pass (PP)/ Not Pass (NP), subject to the fulfillment of the minimum requirements of the specified activities and a minimum of 85% attendance. The award of degree is subject to successful completion of these requirements.</p> <p>(4) A student will be awarded 'PP' grade for the course registered for, in that semester, provided the minimum requirement is met together with attendance criteria.</p> <p>(5) Not satisfying these requirements will result in a failure grade 'NP' (Not Pass), and the student has to re-register for the course when offered next in summer semester only.</p>
	<p>c) Induction Programme and Internships: It is necessary to include a 3-week Induction Programme for the first-year B.E./B. Tech. students at the beginning of their 1st Semester, as per the requirements of AICTE in its Model UG Curriculum (Feb. 2018). Besides, there is also a mandatory requirement of Internships to be undertaken by all the UG students as specified by the University from time to time. The Autonomous Colleges shall ensure that both these recommendations are fulfilled.</p>
	<p>d) Allocation of Credits for B.E./B. Tech. Degree Programme: Looking at the UG Engineering Degree programmes practiced at leading institutions in India and abroad and the need for Indian engineering professionals to be able to meet the 21st century challenges, it is necessary for each Autonomous College to follow the breakdown of coursework as given in Table – 3 below. It is expected that this</p>

breakdown will lead to a highly useful and respectable *B.E./B.Tech.* Degree programme under the University. While it shall be required for all the Autonomous Colleges under the University to follow the percentage range of total number of *credits* allocated under each course category, each College can fix the actual (average) number of *credits* for each category to suit its own needs. On similar lines, the allocation of *credits* can be proposed for *B. Plan./B. Arch.* Degree programme at the Autonomous Colleges under the University.

Note: *Minor variation is allowed as per need of the respective discipline; however not recommended to go below the AICTE norms. (As per report of Expert Committee)

Table – 3: Structure of Undergraduate Engineering programme

Sl. No.	Category	Credits	% of total Credits
1	Humanities and Social Sciences including Management courses and Ability Enhancement Courses	16	10.00
2	Basic Science courses	20	12.5
3	Engineering Science courses including workshop, drawing, basics of electrical/mechanical/ computer/ PL/ET etc.	22	13.7
4	Professional Core courses relevant to chosen specialization/branch	59	36.8
5	Professional Elective courses relevant to chosen specialization/branch	12	7.50
6	Open subjects – Electives from other technical and /or emerging subjects	12	7.50
7	Project work and internship in industry or elsewhere	19	12.0
8	Mandatory Courses [Environmental Sciences, Induction Program, Indian Constitution, Essence of Indian Knowledge Tradition]	(non-credit)	0.00
	Total	160*	100

e) **Sequencing of Courses for B.E./B.Tech. Degree:** The above breakdown of the *B.E./B.Tech.* Degree curriculum shall form the basis for proper sequencing of the coursework for the programmes at all Autonomous Colleges under the University. Based on this, a typical sequencing plan for coursework for *B.E./B.Tech.* Degree programmes at Autonomous Colleges is given in Table 4 below. Autonomous

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Colleges shall also consider the provisions in the AICTE Model Curriculum while finalizing the sequencing of courses. A similar sequencing plan can also be proposed for *B. Plan/B.Arch.* Degree programme launched at Autonomous Colleges under the University.

Table – 4 : A Typical Sequencing Plan for the *B.E./B. Tech.* Degree Curriculum

Semesters	Course Categories
I–II	<ul style="list-style-type: none"> • HSMC, BSC, AEC, and ESC, Common for all Programmes <i>as per AICTE Model Curriculum.</i> • MC and Mandatory <i>Induction Programme (3 weeks).</i>
III-IV	<ul style="list-style-type: none"> • HSMC, BSC, AEC, and ESC, Common for all Programmes (to be continued). • IPCC, INT • Also, MC (to be continued, if required). • PCC: In two/three groups (<i>like Circuit, Non-Circuit</i>). • Area-wise Orientation, Add-On Courses.
V-VII	<ul style="list-style-type: none"> • PCC/PEC/OEC, Core and Electives. • IPCC, AEC, HSMC • Branch-wise Orientation, Add-On Courses, Seminar, <i>Internship.</i>
VIII	<ul style="list-style-type: none"> • PEC/OEC, Electives, Project work (PROJ), Dissertation. • Add-On Courses, Seminar, Final wrap-up of Programme.
	<ul style="list-style-type: none"> • Minimum 100 AICTE activity points shall have to be earned between I-VIII semesters for the award of degree.

6.9.3 PG Degree Programmes

Autonomous Colleges under the University may conduct a variety of PG programmes like *M. Tech., M. Plan, M. Arch., M.B.A, and M.C.A.* Following similar lines as in Table – 3, a typical allocation of *credits* for each of these programmes is given below in Tables 5 to 7. Here, *hard core* includes all compulsory Courses, whereas *soft core* covers a choice to be made from among the suggested compulsory *Courses*. While it is desirable for all the Autonomous Colleges under the University to follow the percentage range of total number of *credits* allocated under each category, the College shall be free to fix the actual (average) number of *credits* under each category. On similar lines, allocation of *credits* can also be proposed for the *M. Arch.* Degree programme at Autonomous Colleges under the University.

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Table – 5 : A Typical Breakdown for the M. Tech. Degree Curriculum

Course Category	Proposed Breakup of Credits
Core Courses (Hard/Soft)	30
Electives (Specialization/Other)	30
Project Work	15
Industrial Internship, Seminar & Field Work	05
Total	80

Table – 6 : A Typical Breakdown for the M.B.A Degree Curriculum

Course Category	Proposed Breakup of Credits
Core Courses (Hard/Soft)	50
Electives (Specialization/Other)	25
Seminar	05
Field Work/Internship & Project Work	20
Total	100

Table – 7 : A Typical Breakdown for the M.C.A. Degree Curriculum

Course Category	Proposed Breakup of Credits
Core Courses (Hard/Soft/ Labs)	44
Electives (Specialization/Other)	15
Seminar, Mini Project with Lab	05
Industrial Internship and Project Work	16
Total	80

Note : The scheme and Guidelines of the University as amended from to time in this regard shall be applicable for all the undergraduate, postgraduate and research programmes offered in the Autonomous institutions.

6.9.4 **Coursework of Research Degree Programmes:**

Autonomous Colleges under the University conducting 'M.S. by Research' and Ph.D. programmes shall follow the University Regulations and Guidelines in respect of coursework, comprehensive viva, open seminars, colloquium and online submission of thesis for dual evaluation for the award of these Degrees.


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	The provisions made in the most recent version of Regulations/ Guidelines of the UGC/ University shall be incorporated suitably in the Regulations of each Autonomous College.
6.10	Choice Based Credit System
	a) As the <i>Credit System</i> has many advantages over the conventional system of organizing academic programmes, it is necessary to introduce an appropriate <i>Choice Based Credit System (CBCS)</i> for the various programmes at Autonomous Colleges under the University.
	b) In the <i>Credit System</i> , the course work of students is unitized, and each unit is assigned <i>one credit</i> after a student completes the teaching-learning process as prescribed for that <i>unit</i> and is successful in its assessment. However, there are different definitions followed in academic circles for the size of a <i>unit</i> and in turn, for a <i>credit</i> . This needs to be given careful consideration at the Autonomous Colleges. {For details about 'Award of Grades for Student Performance', please refer to Annexure – 2 }
	c) Credit Definition: As it would be advantageous to have uniformity in the definition of <i>credit</i> across all Autonomous Colleges under the University, the following widely accepted definition for <i>credit</i> shall be followed here. This would provide mutual benefit to the colleges as it can provide flexibility to the students and also strengthens <i>CBCS</i> in the University. Here, <i>unit of course work</i> and its corresponding <i>credit</i> (while referring to a Main Semester) would be: <ol style="list-style-type: none"> 1) 1-hour Lecture (L) per week per semester =1 Credit 2) 2 hours Tutorial (T) per week per semester =1 Credit 3) 2 hours Practical/Laboratory/Drawing (P) per week per semester =1 Credit. 4) Four-credit theory courses shall be designed for 50 hours of the Teaching-Learning process. 5) Three-credit theory courses shall be designed for 40 hours of the Teaching-Learning process. 6) Two-credit theory courses shall be designed for 25 hours of the Teaching-Learning process 7) One credit theory course shall be designed for 15 hours of the Teaching-Learning process. <p>The following additional factors may also be noted in this connection:</p> <p>(i) Since summer semester duration is about half of the main semesters, in order to relate the credits and the hours of course work, multiply the teaching hours per week by 2 such that the total number of hours per semester shall be same as that of Odd/Even semester.</p>

	(ii) Other student activities which are not demanding intellectually, or which do not lend to effective assessment, like practical training, study tours, Sports, cultural activities, attending guest lectures shall not carry any credit.
	d) Course Registration: A student shall register for course/s (core or elective) to earn <i>credits</i> for meeting the requirements of a Degree/ PG Diploma/ Certificate programme. Such courses together with their <i>grades</i> and the <i>credits</i> earned shall be included in the <i>Grade Card</i> issued by the College at the end of each semester and it forms the basis for determining the student's academic performance in that semester.
	<p>e) Audit Courses: A student desirous of additional exposure to a course, without the rigors of obtaining a good grade, 'audits' a course. The minimum requirement of attendance for an 'Audit Course' is 85%, with any additional requirements as set by the instructor such as submission of assignments and minimum performance in some of the in-semester evaluations and there is no SEE for these courses. Auditing of courses during regular semesters from 3rd semester onwards is permitted under the following conditions:</p> <p>i) Students with CGPA \geq 6.0 will be permitted to 'Audit' a course. A course can be audited provided the course is offered in the semester as a credit course for others, and there is no slot clash. Prior permission of the Instructor is required.</p> <p>ii) Audit courses would be restricted to a maximum of four (4) courses per student in the entire period of the programme.</p> <p>iii) The Course Teacher would award the 'AU' grade, if the attendance is satisfactory and additional requirements, as set out by the Course Teacher, are met. If the attendance and performance in additional requirements is not satisfactory, the Course Teacher will award 'No Grade'. The grade 'AU' does not carry any grade points and therefore does not figure in SGPA/ CGPA calculations.</p> <p>iv) The course successfully completed in Audit mode will be reflected in the Semester Grade card and the Transcript as Audit Course. If this practice is followed, it may not be necessary for the Autonomous College to issue to the student any other transcript <i>covering the audited courses</i>.</p>


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f) **Credit Structure:** A typical *Credit Structure* for coursework based on the definition of credit in (c) above, is given in **Table – 8**. This shall be applicable for the coursework of students registered for UG, PG and Research Programmes at the Autonomous Colleges.

This refers to the Credit Values for different academic activities considered, Credits for the seminar, project phases, project viva-voce and internship shall be as specified in the Scheme of Teaching and Examinations.

Table – 8: Typical Credit Structure for Course Work

Theory/ Lectures (L) (hours/week/ Semester)	Tutorials (T) (hours/week/ Semester)	Laboratory/ Practical (P) (hours/week/ Semester)	Credits (L:T:P)	Total Credits
4	0	0	4:0:0	4
3	0	2	3:0:1	4
2	2	2	2:1:1	4
3	0	0	3:0:0	3
2	2	0	2:1:0	3
2	0	2	2:0:1	3
0	0	6	0:0:3	3
2	0	0	2:0:0	2
1	0	0	1:0:0	1
0	2	0	0:1:0	1
0	1	1	0:0.5:0.5	1
0	0	2	0:0:1	1

NOTE: Activities like practical training, study tour, and participation in Guest lecturers do not carry Credits.

	<p>g) Major Benefits: Major benefits accruing to Autonomous Colleges by adopting the <i>Credit System</i> are listed below:</p> <ul style="list-style-type: none"> • Quantification and uniformity in the listing of courses for all programmes at a college, like core(hard/soft), electives (Departmental/ Open) and project work. • Ease of allocation of courses under different heads by using their <i>credits</i> to meet national / international practices in technical education. • Convenience to specify the minimum/ maximum limits of course load and its average per semester in the form of <i>credits</i> to be earned by a student. • Flexibility in programme duration for students by enabling them to pace their course load within minimum/maximum limits based on their preparation and capabilities. • Wider choice of courses available from any department of the same College or even from other similar Colleges, either for <i>credit</i> or for <i>audit</i>. • Improved facility for students to optimize their learning by availing of transfer of <i>credits</i> earned by them from one College to another. • It is necessary to specify the appropriate eligibility requirements for a Degree/ Diploma/Certificate award based on course work (like UG, PG) by prescribing the total number of <i>credits</i> to be earned, in addition to specifying the Programme Duration as indicated in Section (7.5) below.
	<p>h) Course Load: In the planning of Coursework for an academic programme like, UG/PG/Research Degree, PG Diploma and Certificate at Autonomous Colleges, it is therefore necessary to specify the average Course load for a student per semester as well as its minimum and maximum limits. Here again, uniformity shall be maintained in these parameters across all Autonomous Colleges under the University, so as to benefit the students.</p>
	<p>i) Looking at the prevailing practices at leading institutions in India and abroad in this respect, taking into account the AICTE Model Curricula for UG Programmes(issued from time to time) and considering the academic strength and capability of an average student, the course load at all Autonomous Colleges under the University shall be fixed at 22 <i>credits/semester(average level)</i> with its minimum and maximum limits being set at 16 and 28 <i>credits</i> respectively. This pattern shall be followed uniformly at each Autonomous College by making a provision in its timetable for the students to register for 22 <i>credits</i> on an average in each semester.</p>
	<p>j) Course Flexibility: Each Autonomous College shall implement the practices for providing flexibility to its student in their academic programmes and to meet their varied needs.</p>
6.11	<p>Contact Hours: It is desirable to limit the number of contact hours for students to 30-35 hours/week. This will be of help to students in getting enough time and</p>

opportunity to do better preparation for the courses prescribed for credit, to take up self-study, to develop their creative talents and abilities and benefitting from the Add-On courses and those taken for audit. This also enable them to prepare for challenging and exciting careers ahead. A typical example showing the calculation of contact hours based on course credits is given below in **Table – 9** :

Table – 9 : Calculation of Contact Hours/Week – An Example

Typical Course Load per Semester

No. of Courses	Credits/ Course	Total Credits	Contact hours per week
Three Lecture Courses	3:0:0	9	9
Two Lecture cum Tutorial Courses	3:1:0	8	10
Two Lecture cum Laboratory Courses	3:0:1	8	10
One Lecture, Laboratory cum Tutorial Course	1:1:1	3	5
Total		28	34

7.0 ASSESSMENT AND EXAMINATION

7.1 Assessment Guidelines:

7.1.1 Achievement Testing:

i. The assessment of students' performance in coursework during and/or at the conclusion of a programme shall be done using examinations. In general, an examination may have different objectives, like achievement-testing, prediction-testing, endurance-testing, creativity-testing and testing for ranking.

ii. In technical education, the assessment shall be preferably of the *achievement-testing* type, so that a student's knowledge, understanding and competence in the courses studied are properly assessed and certified. Therefore, Autonomous Colleges under the University are required to introduce proper reforms in the examination system, from time to time, in order to achieve this goal. The guidelines given below enable the Autonomous Colleges to achieve this goal and gain the confidence and respect of their stake holders, particularly students. Typically, *achievement-testing* is done in two parts as follows, both of them being important in assessing a student's achievement.

- **Formative assessment:** Involving Continuous Internal Evaluation(CIE), to be

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	<p>conducted by the course instructor all through the semester. This may include mid-term tests, weekly/ fortnightly class tests, activity based assessment, homework assignments, problem solving, group discussions, quiz, seminar, mini-project, hackathon and other means.</p> <ul style="list-style-type: none"> • Summative, covering Semester-End Examination (SEE), to be conducted at the end of the semester, on dates fixed at the College level. This may include a written examination for theory courses and practical/design examination with built-in oral part for laboratory/design courses.
	<p>iii. Both CIE and SEE being equally important in judging the coursework performance of students, they need to be conducted with equal rigour and seriousness in the <i>credit system</i>. This makes it necessary that both are assigned equal (50:50) weightage. And a student's performance in coursework shall be judged by considering the results of both CIE and SEE individually and together by giving equal weightage for them. This practice shall be followed at all Autonomous Colleges under the University.</p>
7.1.2	Question Papers Guidelines:
	<p>Question Paper Pattern: For an effective <i>achievement testing</i> of students in a course, a good question paper needs to be used as the principal tool. This makes it necessary for the question papers used at CIE and SEE to:</p> <ul style="list-style-type: none"> • Cover all sections of the course syllabus uniformly. • Be unambiguous and free from any defects/errors. • Emphasize knowledge testing, problem solving and quantitative methods. • Contain adequate data/ other information on the problems assigned and have clear and complete instructions to the candidates. • Contains questions at higher order Bloom's Level to meet the intended Course and Program Outcomes.
7.1.3	<p>Question Paper Planning: The above requirements make it necessary for a Question Paper to cover the entire syllabus, with a provision for the students to answer questions from the whole syllabus. As students need to be given some choice in the questions included in the Paper, it is necessary for the Question Papers at SEE to have built in choice for some of the modules to meet the needs of an average student. This factor shall be taken note of and followed by each Autonomous College, while planning of the Question Papers.</p> <p>Besides, it is also necessary for the Course syllabi to be drafted properly, be defect-free and also properly given in modular form to enable the setting of good question papers covering the whole syllabus. These aspects have to be considered, in particular, by the Boards of Studies at Autonomous Colleges under the University.</p>
7.1.4	Typical Question Paper: The questions to be included in the Question Papers at CIE and SEE can be of two types as follows and the course instructors as well as the external

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	<p>examiners shall have to be well trained/experienced to set them.</p> <ul style="list-style-type: none"> • <i>Multiple Choice Question</i>, having each question to be answered by tick marking the correct answer from the choices (commonly four) given against it. Such a question paper to be useful in the testing of knowledge, skills, comprehension, application, analysis, synthesis, evaluation and creation capabilities of the students. This pattern of question paper can be adopted for courses with 1 or 2 credits. However, Question Papers for CIE and SEE to include <i>no more than</i> 15-20% of questions of this type in courses with 3 or more credits. • Comprehensive Questions, having all questions of the regular type answered in detail. Such a Question Paper to be useful in the testing of overall achievement and maturity of the students in a course through long questions relating to theoretical/practical knowledge, derivations, problem solving, modeling, simulation, design, application and quantitative evaluation. • A minimum of 20% question paper set for each course shall be set by external examiners
7.2	EXAMINATION GUIDELINES:
7.2.1	<p>Maintenance of Standards: For ensuring a high standard in both CIE and SEE fully meeting the provisions of the University Guidelines and being able to declare the results of students' performance at both these in a time bound manner as per their Academic Calendars, each Autonomous College may follow a few suggestions given below for conducting the examinations.</p> <p>Note: Autonomous Institutions shall conduct all examinations (CIE & SEE) in line with the university notifications from time to time and if any deviations, prior approval shall be taken from the university.</p>
7.2.2	<p>CIE: The CIE shall be conducted exclusively by the course instructor. The instructor to spell out the components of CIE to the students in advance, maintain transparency in its operation, declare the evaluation results in time and then return the answer scripts and assignment sheets to them as soon as possible. The instructor to also solve the questions from these test papers during tutorial sessions for the benefit of all the students concerned, especially slow learners.</p> <p>Every autonomous College will have Moderation Committee for CIE. The Constitution and functions will be same as that defined in University Regulation and directions issued from time to time.</p> <p>Minimum CIE shortage:</p> <ol style="list-style-type: none"> A student satisfying the attendance requirement but failing to meet the passing standard with respect to CIE (Refer to section 7.6 for the passing standard) in any credit course(s) registered shall not be allowed to appear for SEE in that course, and such course shall be marked as 'DX' in the grade card.

- ii) A student satisfying the attendance requirement but failing to meet the passing standard with respect to CIE (Refer to section 7.6 for the passing standard) in any Mandatory Non-credit course(s) registered shall be marked as NP (Not Passed) in the grade card.

However, in cases i) and ii) above, students can appear for examinations conducted for other courses of the same semester and backlog course/s if any, provided they satisfy the eligibility conditions to appear for the SEE.

- iii) Such students from UG Programmes having 'DX' / 'NP' grade in a course may be permitted to register afresh in the summer semester and appear for SEE after satisfying the minimum CIE and attendance requirements in the same course.
- iv) Such students from PG Programmes having 'DX' / 'NP' grade in a course may be permitted to register afresh in the subsequent Odd/Even semester (as there is no summer semester for PG programmes) and appear for SEE after satisfying the minimum CIE and attendance requirements in the same course.

Note: The Classes for re-registered courses with 'DX' / "NP" grade in the PG programmes shall be conducted during a time that will not overlap with the regular Odd/Even Semester timetable. Students will have to attend the classes as per the timetable for the re-registered courses.

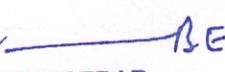
- 7.2.3 a) **SEE:** SEE shall be conducted for all credit courses. However, for Mandatory Non-credit Courses, SEE can be avoided and assessed only in CIE. The SEE shall be conducted at the college level as per the calendar of events.

For UG Programmes:

- i) In the ODD semester, only the Semester end examinations for the courses of odd semesters (I, III, V and VII) are conducted. Here, students who meet the minimum attendance and CIE requirements for the courses of regular ODD semester can appear for the examinations of such courses and also Backlog courses ('F' Grade/ 'AB' grade courses) of previous ODD Semesters, if any.
- ii) Similar to (i) above, in the EVEN semester, only the Semester end examinations for the courses of Even semesters (II, IV, VI and VIII) are conducted. Here, students who meet the minimum attendance and CIE requirements for the courses of regular EVEN semester can appear for the examinations of such courses and also Backlog courses ('F' Grade/ 'AB' grade courses) of previous EVEN Semesters, if any. However, as a special case, only in the first year, if students have Backlog courses ('F' Grade/ 'AB' grade courses) of first semester and if those courses are offered in second semester and consequently SEE are conducted for such courses, then, they can appear for the examinations of such backlog courses in second semester. For the courses of first semester that are not offered in second semester (Ex.: Mathematics course of first semester) and



	<p>for which the SEE will not be conducted subsequently in second semester, students can appear for examinations of such courses in subsequent summer semester/odd semester end examinations.</p> <p>iii) In the summer semester, semester end examinations for the courses offered in the summer semester are conducted. Here, students who meet the minimum attendance and CIE requirements for the courses registered in summer semester can appear for the examinations of such courses. Also, if a student has Backlogs ('F' Grade/ 'AB' grade courses) in any of the previous semester's courses, he/she can appear directly for the examinations of those courses.</p> <p>For PG Programmes:</p> <p>iv) After the ODD/EVEN Semester, the Semester end examinations of all the courses of odd/even semesters are conducted to facilitate students to appear for the Backlog courses ('F' Grade/ 'AB' grade) of previous semesters, if any, and also to facilitate to appear for the examinations of 'DX' grade/ 'NP' grade courses after meeting the minimum attendance and CIE requirements.</p> <p>For UG & PG Programmes</p> <p>v) Students who have satisfied the attendance and CIE requirements for the course/s, appears for the SEE, but fail to obtain the overall score for passing in that course/s (Refer to section 7.6 for the passing standard) will be awarded 'F' Grade.</p> <p>vi) Students who have satisfied the attendance and CIE requirements for the course/s, but is absent for the SEE of that course/s will be awarded 'AB' Grade.</p> <p>vii) In the process of conducting SEE, external examiners may associate with the work of Question Paper setting and evaluation of answer scripts, as covered in sub-sections (b) and (c) below.</p> <p>viii) Each appearance to SEE or absence from SEE shall be treated as an attempt.</p> <p>ix) A student shall not be permitted to avail course substitution option beyond a maximum of two (2) courses during the entire programme. This course substitution option is not permitted for core courses.</p>
	<p>b) SEE Answer Scripts Evaluation: The answer scripts of SEE may be normally evaluated by an experienced examiner, either internal or external. But as a healthy step, a Departmental Committee at each Autonomous College to preferably oversee this task and ensure the quality and standard of evaluation and also of the <i>grades</i> awarded in all the cases.</p>
	<p>c) External Review of SEE: An external review shall be conducted under the aegis of the Board of Studies/Board of Examiners of the Autonomous College by appointing a panel of experts from outside the College for this purpose aiming at a complete review of SEE operation in the College. This may include such steps as, <i>question paper review, checking random samples of answer scripts, moderation, analysis of results/grades awarded and other related aspects.</i> This step to be also necessary for gaining the confidence of the University and of the society at large, on the</p>

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	<p>fairness, transparency and acceptability of the examination practice among the stakeholders. The details of the same shall be properly maintained in the respective autonomous College and shall be submitted to the University as and when asked for.</p>
7.2.4	<p>Makeup Examination:</p> <p>i) The Makeup Examination facility is available to students who may have missed to attend the SEE of one or more courses in a semester for valid reasons and given the 'I' grade; Also, students having the 'X' grade shall also be eligible to take advantage of this facility. The makeup examination shall be held immediately after the announcement of SEE results as per dates notified in the Academic Calendar. However, it would be possible to hold a makeup examination at any other time in the semester with the permission of the Academic Council of the College. In all these cases, the standard of SEE would be the same as that of other SEEs. Appearing in makeup examinations for a course shall be treated as a second attempt excluding cases wherein a student has participated in national/ international level events like Sports/NCC/NSS/RD Parade etc. with a prior approval from the university.</p> <p>ii) Students claiming makeup examination on the above reasons are required to apply to the Dean through the respective Department, on or before the prescribed last date for registration for such makeup examination announced in the Academic Calendar, along with proper medical/relevant document issued by a competent Authority. In the event of death and/ or serious illness/ accident of parent or guardian, the application should be supported by appropriate documents. The decision of the committee headed by the Principal of the institute shall be final.</p> <p>iii) There is no makeup examination after summer semester end examination.</p> <p>iv) Makeup examinations are provided to both UG and PG programmes.</p>
7.3	<p>a) Attendance Standards: All students at Autonomous Colleges under the University shall maintain a minimum attendance of 85% in each course registered. In case of any short fall in this, the Academic Council of the College shall consider the same and may condone the deficiency in special cases by up to 10%.</p> <p>b) Attendance shortage:</p> <p>i) A student who does not satisfy the attendance requirement in one or more credit courses (including bridge courses for lateral entry students, if any) shall not be permitted to appear for the SEE of those courses, and such courses shall be marked as 'DX' in their grade cards. However, they can appear for examinations conducted for other courses of the same semester and backlog course/s if any, provided they satisfy the eligibility conditions to appear for the SEE.</p>

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- ii) A student who does not satisfy the attendance requirement in one or more Mandatory Non-credit course registered shall be marked as NP (Not Passed) in their grade card.

However, in cases i) and ii) above, students can appear for examinations conducted for other courses of the same semester and backlog course/s if any, provided they satisfy the eligibility conditions to appear for the SEE.

- iii) Such students from UG Programmes having 'DX'/'NP' grade in a course may be permitted to register afresh in the summer semester and appear for SEE after satisfying the minimum CIE and attendance requirements in the same course.

- iv) Such students from PG Programmes having 'DX'/'NP' grade in a course may be permitted to register afresh in the subsequent Odd/Even semester (as there is no summer semester for PG programmes) and appear for SEE after satisfying the minimum CIE and attendance requirements in the same course.

Note:

1. The Classes for re-registered courses with 'DX'/'NP' grade in the PG programmes shall be conducted during a time that will not overlap with the regular Odd/Even Semester timetable. Students will have to attend the classes as per the timetable for the re-registered courses

2. The Autonomous Institutes shall follow notification issued by the University in this regard from time to time.

- 7.4 **Attendance at CIE and SEE:** Attendance at all examinations, both CIE and SEE for all the courses registered shall be compulsory for the students and there shall not be any provision for re-examinations, except under Section A(3(i)) of Annexure – 2. Any student against whom any disciplinary action by the College/University is pending may not be permitted to attend any SEE in that Semester.

- 7.5 The total number of *credits* to be earned by a student to qualify for the award of Degree/ PG Diploma/Certificate from the University is given below in Table – 10 :

Table – 10 : Total Minimum Number of Credits to Qualify for the Award of Degree/PG Diploma/Certificate

Programme		Normal Duration: Years (Semesters)	Minimum number of Credits to be Earned
UG Degree	B.E./ B. Tech.	4.0 (8)	160
	B.E / B.Tech. (Lateral entry)	3.0 (6)	120
	B. Arch.	5.0 (10)	260 -300(as per COA)
	B.C.A., B.B.A.	3.0 (6)	120
	M. Tech.	2.0 (4)	80

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PG Degree	M. Arch.	2.0(4)	80
	M.B.A.	2.0(4)	100
	M.C.A.	2.0(4)	80
	M. Plan.	2.0 (4)	80
PG Diploma		1.0 (2)	40
Certificate		0.5 (1)	20

Note : The Autonomous Institutes shall follow notification issued by the University in this regard from time to time.

7.6 **Passing Standards:** High standards shall be maintained in all aspects of the examinations at Autonomous Colleges under the University. For this purpose, each Autonomous College shall follow the standards of passing at CIE and SEE for each Course, registered, as given in **Tables – 11 & 13** for UG and **Tables - 12 & 14** for PG:

Table – 11 : Passing Standards using Absolute Grading for UG

Evaluation Method	Passing Standard
Continuous Internal Evaluation	Score: $\geq 40\%$
Semester End Examination	Score: $\geq 35\%$
Overall Score for Passing is $\geq 40\%$	

Table – 12 : Passing Standards at Colleges using Absolute Grading for PG

Evaluation Method	Passing Standard
Continuous Internal Evaluation	Score: $\geq 50\%$
Semester End Examination	For Theory Courses, Score: $\geq 40\%$ For Practical Courses, Score: $\geq 50\%$
Overall Score for Passing is $\geq 50\%$	

Table – 13 : Passing Standards using Relative Grading for UG

Evaluation Method	Passing Standard (Indicative)
Sessional (Continuous Internal Evaluation)	Score: $\geq 50\%$
Terminal (Semester End Examination)	Score in (CIE +SEE) leading to the award of Letter Grade $\geq C (5)$

Table – 14 : Passing Standards using Relative Grading for PG

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	Evaluation Method	Passing Standard (Indicative)
	Sessional (Continuous Internal Evaluation)	Score: $\geq 50\%$
	Terminal (Semester End Examination)	Score in (CIE +SEE) leading to the award of Letter Grade $\geq C (5)$
	Note: The Autonomous Institutes shall follow notification issued by the University in this regard from time to time.	
7.8	Project work Evaluation: The evaluation of CIE of the project work shall be based on the progress of the student in the work assigned by the project supervisor periodically evaluated by him/her together with a Departmental Committee constituted for this purpose at each Autonomous College. Seminar presentation, project report (dissertation) and final oral examination conducted by a common Project Evaluation Committee at the College level shall form the SEE of the project work.	
7.8.1	In the case of other requirements, such as seminar, industrial internship, field work, comprehensive viva voce, if any, the assessment shall be made as laid down by the Academic Council of the concerned Autonomous College.	
7.9	<p>Successive Failures:</p> <ul style="list-style-type: none"> i) If a student fails to pass an Elective Course even after four attempts, that course is deemed to be exempted for him/her. Then, the student may choose a course of his / her choice with the same number of credits from the pool of elective courses stipulated by the Board of Studies concerned. The course selected should not have been studied by the student or to be studied in higher semester/s. The faculty advisor shall guide/advise the student in this regard. ii) However, 7.9 i) is optional, and the student can prefer to repeat the same course in which he/she has failed repeatedly. iii) This provision is given only for two courses (one at a time) during the entire maximum duration of a course. iv) The course substitution option mentioned in 7.9 i) to iii) is not applicable for core courses. <p>Note: The Autonomous Institutes shall follow notification issued by the University in this regard from time to time.</p>	
7.10	Monitoring/Assessment for Research Degrees: Scholars registered for Research Degrees at the Research Centers of Autonomous Colleges shall be monitored and assessed at their College level by following the prescribed procedure specified in the University Regulations Governing the M.S. by research and Ph.D. Degrees notified from time to time. These provisions shall be included in the Regulations of each Autonomous	

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	College. The Autonomous colleges shall strictly adhere to the provisions of UGC regulations prevailing at the time and the compliance to the conditions specified thereon is mandatory for award of the research Degree by the University.
8.0	GRADING PROCEDURE
	<p>In recent years, the grading system has replaced the evaluation of students' performance in a Course based on absolute marks, because of its many advantages. Therefore, Autonomous Colleges under the University shall follow this practice. Here again, it is necessary to maintain uniformity in the grading practices at different Colleges to ensure that the migration of students or transfer of credits among Autonomous Colleges under the University is made smoothly.</p> <p>Use of letter grades instead of marks for UG and PG, grading pattern as suggested by National Skill Qualification Framework (NSQF), relative and absolute grading methods, conduct of examinations like CIE and SEE to assess the student performance, award of grades, calculation of grade points, Semester Grade Point Average (SGPA), Cumulative Grade Point Average (CGPA) and information on other related matters are provided in Annexure – 2 to these Guidelines.</p>
8.1	<p>Conversion of CGPA into Percentage of Marks and Class Equivalence</p> <p>The following formula may be used for conversion of the CGPA on a 10-point scale into the percentage of marks (M) for employment / higher studies, etc.</p> <p>Percentage of Marks (M) = CGPA x 10</p> <p>Class Equivalence:</p> <p>Subsequent to the conversion of final CGPA, after successful completion of the program, into the percentage of marks (M), a graduating student is reckoned to have passed in</p> <ul style="list-style-type: none"> i) First Class with Distinction (FCD), if $M \geq 70$ ii) First Class (FC), if $60 \leq M < 70$ iii) Second Class (SC), if $50 \leq M < 60$ iv) Pass Class (P), if $40 \leq M < 50$
9.0	VERTICAL PROGRESSION
	<p>a) For UG Programmes</p> <p>i) Progression to 2nd Year (3rd Semester)</p> <p>Students having "F" grades for the courses totaling to more than 16 credits in the 1st and 2nd semesters of the first year of the programme shall not be permitted to move to the 3rd semester (2nd year) of the programme. These courses include courses marked as 'DX' and 'AB'.</p>

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	<p>ii) Progression to 3rd Year (5th Semester)</p> <p>Promotion from 2nd Year to 3rd Year shall not be restricted even if the student has any number of backlog courses ('F' grade, 'DX' grade, 'AB' grade).</p> <p>iii) Progression to 4th Year (7th Semester)</p> <p>Students having "F" grades/'DX' grades/'AB' grades for any of the courses in the 1st and 2nd semesters of the first year of the programme shall not be permitted to move to the 7th semester (4th year) of the programme. Students can carry forward any of the Audit/Mandatory Non-credit courses of 1st and 2nd semesters as backlog course/s to 7th semester. However, such Audit/Mandatory non-credits should be completed before the award of the degree.</p> <p>b) For PG Programmes</p> <p>i) Progression to 2nd Year (3rd Semester)</p> <p>Students having "F" grades for the courses totaling to more than 16 credits in the 1st and 2nd semesters of the first year of the programme shall not be permitted to move to the 3rd semester (2nd year) of the programme. These courses include courses marked as 'DX' and 'AB'.</p> <p>c) Promotion from an Odd semester to the subsequent Even semester shall not be restricted in both UG and PG programmes.</p> <p>Note: Vertical progression shall be as per VTU Regulations and notifications for respective programmes notified from time to time. The Autonomous colleges shall not deviate from the same.</p>
10.0	OTHER ACADEMIC MATTERS
10.1	Choice Based Credit System:
	<p>It is compulsory to implement a <i>Choice Based Credit System</i> for academic programmes at all the Autonomous Colleges under the University. This will be of considerable benefit to the students for customizing their programmes of direct interest to them, developing their individual capabilities and talents and preparing them for exciting careers ahead in the 21st century.</p>
	<p>The Autonomous Colleges shall provide for the following:</p> <ul style="list-style-type: none"> (i) Easy access to the Schemes of Instruction, Syllabi, Credit <i>Structure</i> of programmes and the Courses being conducted by all students (either in print or in electronic form) so as to assist them in course work planning. (ii) Institutionalizing the conduct of course work by adopting a centralized timetable for all the programmes at a college, with a view to assist the students in customizing their programmes and also optimizing the use of physical facilities.

	Establishing a dynamic <i>Faculty Advisory System</i> at each College with 15-20 students assigned to an Advisor, for guiding them in planning/implementing their course work in a flexible and effective manner and also monitoring them.
10.2	Faculty Advisor:
	<p>i) There shall be a <i>Faculty Advisory System</i>, involving the regular faculty members, to be established at each Autonomous College with each <i>Faculty Advisor</i> being assigned a group of students. The functions of <i>Faculty Advisor</i> shall be to:</p> <ul style="list-style-type: none"> • Advise the students in the group on all academic matters (like registration of courses, dropping of courses and/or withdrawing from courses), • Monitor the students in the group for their individual academic performance, Identify students in the group who are slow, average or fast learners to help them pace their studies /learning at the College based on their individual abilities, and serve as a <i>friend, philosopher and guide</i> to all of them in the group during their studentship at the College.
	<p>ii) With the <i>Faculty Advisory System</i> in place, a student to be normally permitted to register for the average course load in the first semester. And, based on the performance in the semester and faculty advice, he/she to continue with this load (for average and fast learners) or to reduce it to the minimum permissible (for slow learners) by dropping of/withdrawing from some course(s)/credits before the dates prescribed for these. This facility to assist the student to pace the course work, minimize the chances of failure in the course(s) and optimize the learning process.</p>
	<p>iii) The student's performance in the first semester shall be the basis for faculty advice on the number of <i>credits</i> to be registered in the second (or subsequent) semester, (to be within the minimum/maximum limits of 16/ 28 <i>credits</i>). Further, faculty advice and close monitoring will help a slow learner to keep pace with the course work properly by reducing the course load, if required and to minimize the chances of failure in the semester.</p>
	<p>iv) The above will enable any student to properly plan his/her course load in each succeeding semester, by fixing it to be between ≥ 16 and ≤ 28 <i>credit</i> limits based on faculty advice and his/her academic performance in the previous semester. Faculty advice is also useful to the student in identifying appropriate elective courses.</p>
	<p>v) This faculty advise will also help fast learners (or outstanding students) to accelerate their programmes by registering and maintaining up to the maximum ($=28$ <i>credits</i>) course load in each succeeding semester based on their performance in the preceding and the current semesters. <i>Such students will be able to complete the credit requirements of the programme in a shorter time, like 7 semesters in the case of B.E./B. Tech./B. Plan. and like 9 semesters in the case of</i></p>

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	<i>B.Arch. as an example.</i> In such cases, the Guidelines / directions issued by the University shall be followed.
	vi) Similarly, slow learners need to register only for the minimum (=16) number of <i>credits</i> in each succeeding semester and strive to maintain good performance in all the courses registered and complete the total requirements for the programme at a slower pace, say 9 to 10 semesters in all, in the case of B.E./B. Tech. as an example. However, the student has to complete the programme within the permitted maximum duration.
	vii) Each Autonomous College may introduce a well-organized <i>Faculty Advisory System</i> , effective examinations/assessment system and a comprehensive Academic Calendar prescribing specific dates for each activity (as in Table 1), for achieving positive results.
10.3	Time Schedules
10.3.1	Academic Schedules
	It is necessary to specify various time schedules in the Academic Calendar of each Autonomous College to assist the students and the faculty. These include dates assigned for registration of courses, dropping of courses and withdrawal from courses. This enables the students to be well prepared, minimize their chances of failure in CIE and/or SEE and take full advantage of the flexibility provided by the <i>credit system</i> . Here again, uniformity across the University would be beneficial to the Colleges and the students. Planning for these schedules may follow the suggestions given in the Sections below.
10.3.2	Registration of Courses
	Each student at an Autonomous College shall register for course work at the beginning of a semester. The permissible Course load to be either <i>average number of credits</i> (=22) in the 1 st Semester of a programme or to be within the limits of <i>minimum</i> (=16) and <i>maximum</i> (=28) <i>credits</i> in each later main semester. A period of 2-3 days to be specifically assigned for this event in the Academic Calendar for the students to seek faculty advice, discuss with the course instructors and complete the formalities.
10.3.3	Dropping of Courses
	A specific time period shall be fixed at each Autonomous College, preferably after the first CIE. This shall be based on their review conducted of students' performance in CIE by the Faculty Advisors concerned. The review to mainly assist the students having poor performance to be facilitated to <i>drop</i> the identified course(s) (up to the <i>minimum credits</i> specified for the semester) without being mentioned in the <i>Grade Card</i> . Such Courses to be re-registered by these students and taken up for study at a later

	semester in the programme.
10.3.4	Withdrawal from Courses
	A specific time period shall be identified at each Autonomous College towards the end of a semester to help review the students' performance in CIE by the Faculty Advisors, followed by the students having poor performance to <i>withdraw</i> from identified course(s) (credits in a semester shall not fall below the <i>minimum credits</i> specified for the semester). Such <i>withdrawn</i> courses are to be re-registered by these students and taken up for study at the subsequent summer semester in the programme.
10.3.5	Temporary Withdrawal and Readmission:
	A student shall be permitted to withdraw temporarily from an Autonomous College under the University on grounds like, prolonged illness, grave calamity in the family or any other serious happening. The withdrawal and readmission shall be as per the Guidelines / directions issued by the University. The prevailing 'Multiple Entry Multiple Exit' provisions of the University may also be availed by the students.
10.3.6	Rejection of Results:
	There shall be a provision for the rejection of total performance of a semester and re-registration for the semester. This shall be done only once in the entire course of studies. However, rejection of performance of 8 th semester project work and internship is not permitted.
10.3.7	Termination from the Programme:
	A student shall be required to withdraw from the programme and leave the Autonomous College on the following grounds: <ul style="list-style-type: none"> i) Absence from classes for more than six weeks at a time in a semester without leave of absence being granted by the competent Authority. ii) Failure to meet the standards of discipline as prescribed by the Autonomous College from time to time.
10.3.8	Students' Feedback:
	i) It is necessary for Autonomous Colleges under the University to obtain feedback from students on their course work and various academic activities conducted under the <i>credit system</i> . For this purpose, suitable feedback forms shall be devised by the Colleges and the feedback obtained from the students in confidence regularly, by administering the feedback form in print or on-line in electronic form. A Report on the Feedback received, and its Action Taken Report shall be uploaded on the College website regularly in a time bound manner and also be forwarded to the University.

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	ii) The feedback received from the students shall be discussed at various levels of decision making at the Autonomous Colleges and the changes/ improvements, if any, suggested shall be given due consideration for implementation at the Colleges.
10.4	Recommendations for Degree Award:
	<p>a) Each Autonomous College shall upload every SEE result in the University web portal without fail.</p> <p>b) Each Autonomous College shall submit its recommendations along with the Board of Governors' meeting resolution to the University in respect of students qualifying for the award of UG/PG/ Research Degrees based on their success in the examinations/adjudication of theses as the case may be after receiving approval from the Authorities/ Bodies of the College concerned.</p> <p>c) The Autonomous College shall also ensure that each such student in (a) has fulfilled all the requirements for the award of Degree as per the applicable Guidelines / norms of the University, like,</p> <ol style="list-style-type: none"> i. Obtaining the required credits as indicated in section 6.9.2 d) for UG programmes and section 6.9.3 for PG programmes ii. Obtaining a minimum CGPA ≥ 4.00 for UG programmes and CGPA ≥ 5.00 for PG programmes. iii. Not having any transitional grades (I & X) in any courses iv. Passing in all mandatory Non-credit courses/Audit courses. v. Obtaining the prescribed AICTE activity points <p>d) Award of Ranks: Ranks shall be awarded at the Institute level based on the following criteria:</p> <ol style="list-style-type: none"> i) As per the Programme regulations notified by the University. ii) Passing of all the prescribed courses in the first attempt in odd, even and summer semesters. Appearing in makeup examinations for a course shall be treated as a second attempt excluding cases wherein a student has participated in national/ international level events like Sports/NCC/NSS/RD Parade etc. with a prior approval from the university. <p>e) The University will verify the list of students submitted by the college for award of degree and then confirms/ accords approval for award of degree. Only after confirmation from the University, the college can issue Provisional Degree Certificate & transcripts to the students.</p> <p>f) The University reserves the right to withdraw a degree even though it has been granted should there be discovery that the work upon which it was based or the academic records in support of it had been falsified. In such a case the degree will be withdrawn promptly upon discovery of the falsification. Also, Punitive Action will be initiated as per the University Statutes.</p>

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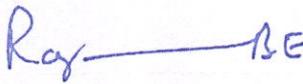
10.5	Graduation Ceremony:
	Each Autonomous College shall have its own annual <i>Graduation Ceremony</i> for the award of Degree/ Provisional Degree Certificates to the students completing the prescribed academic and other requirements in each case as per the list approved by the University. Autonomous Colleges may institute Prizes and Awards to meritorious students, for being given away annually at the <i>Graduation Ceremony</i> . This will greatly encourage the students to strive for excellence in their academic activities.
11.0	GOVERNANCE AT THE AUTONOMOUS COLLEGES
	Each autonomous College shall constitute the statutory bodies and function as specified by the Commission in its Regulations on grant of Autonomy and maintenance of standards.
11.1	Student : Faculty and Faculty cadre ratio
	It is mandatory for an Autonomous Institute to maintain the Student - Faculty ratio and Faculty cadre ratio as per AICTE norms.
11.2	Annual Returns
	Each Autonomous college affiliated to the University shall submit (within four weeks of completing an academic year) an <i>Annual Return</i> to the University in the prescribed <u>proforma annexed</u> herewith, providing information on the observance of the above during the previous academic year. The University may issue its <i>observations and directions</i> periodically to each Autonomous College based on the data/information provided in its Annual Return and the Autonomous College shall comply with these requirements.
12.0	MONITORING OF AUTONOMOUS COLLEGES
12.1	Internal Quality Assurance Cell (IQAC) should be established in the Autonomous College for regular monitoring of the College. The IQAC will monitor the progress of the Autonomous colleges as per Section (9) of the UGC Regulations of Autonomy and the Colleges shall strictly comply with the conditions specified therein.
12.2	The IQAC shall have the composition and shall perform functions as defined in the University Statutes. The extension of Autonomous Status is subjected to Report of the Peer Team.
12.3	Though Autonomy is granted for the period as notified by the UGC, every year each college/ institute shall upload the data in the University's affiliation portal. There shall be a visit of University's LIC team as per VTU Act/ Statutes.
12.4	All the Autonomous Colleges shall submit the Academic calendar to the University at least 15 days before the start of the academic year without fail.


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13.0	OTHER ISSUES
13.1	Maintaining Quality/Standard
	The quality/standard of engineering professionals is closely linked with the level of the technical education system. As it is now recognized that these features are essential to develop the intellectual skills and knowledge of the professionals for being able to contribute to the society through productive and satisfying careers as <i>innovators, decision makers and/or leaders</i> in the global economy of the 21 st century, it becomes necessary that certain improvements are introduced at different stages of their education system.
13.2	<p>These requirements include:</p> <ul style="list-style-type: none"> (i) Selective admission of students to a programme, so that merit and aptitude for the chosen technical branch or specialization are given due consideration. (ii) Faculty recruitment and orientation, so that qualified teachers trained in good teaching methods, technical leadership and students' motivation are available. (iii) Instructional/Laboratory facilities and related physical infrastructure, so that they are adequate and at the contemporary level. (iv) Access to good library resources and Information and Communication Technology (ICT) facilities, to develop the student's <i>self-learning abilities</i>. (v) Adequate opportunities and facilities for the development of the student's <i>aptitudes and attitudes</i> so that the professionals are conscious of social/other responsibilities.
13.3	Suggested Improvements
	<p>These requirements make it necessary for the Autonomous Colleges to introduce improvements in their operations, like:</p> <ul style="list-style-type: none"> (i) Teaching-learning process on modern lines, to provide <i>Add-On</i> Courses for <i>audit/credit</i> in a number of peripheral areas useful for students' self-development. (ii) Facilitating the use of MOOCs (Massive Open Online Courses) in the coursework up to a level prescribed by the Council with a view to enable the students to acquire state-of-the-art Science and Technology knowledge. (iii) Life-long learning opportunities for faculty, students and alumni, to facilitate their dynamic interaction with the society, industries and the world of work. (iv) Regular updating of the physical infrastructure, laboratories and other academic facilities to be at the contemporary level. (v) Generous use of ICT and other modern technologies in everyday activities.
13.4	Accreditation/Ranking
	a) Each Autonomous College shall get all its eligible UG/PG programmes periodically assessed and accredited by NBA or any other accrediting Body acceptable to the

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	University and ensure that all of them have a high rating as specified by the UGC and University in its Guidelines for Autonomous Colleges/as amended from time to time. Besides, each Autonomous College shall ensure that the accreditation ratings are in the validity period.
	b) Each Autonomous College shall also endeavour to get its performance ranked annually under National Institutional Ranking Framework (NIRF) or any other institutional ranking Body acceptable to the University and take necessary steps to be among the top Colleges nationally.
13.5	Interpretation
13.5.1	Any question as to the interpretation of these <i>Guidelines</i> shall be decided by the University, whose decision shall be final and binding on the Autonomous Colleges in the matter. The University shall also have the power to issue clarifications to remove any doubt, difficulty or anomaly, which may arise in regard to the implementation of these <i>Guidelines</i> .
13.5.2	These <i>Guidelines</i> should be read as a whole for the purpose of any interpretation.
13.5.3	In case of any doubt or ambiguity in the interpretation of the above <i>Guidelines</i> the decision of the Vice Chancellor is final.
13.5.4	The University may change or amend these <i>Guidelines</i> at any time and the changes or amendments made shall be applicable to all the Autonomous Colleges with effect from the date notified by the University.



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Academic Calendar:

Annexure-I

AUGUST 2024									
S	M	T	W	T	F	S			
				1	2	3	01.08.2024	Commencement of the ODD semester	
4	5	6	7	8	9	10		Total 90 working days	
11	12	13	14	15	16	17			
18	19	20	21	22	23	24			
25	26	27	28	29	30	31			
SEPTEMBER 2024									
S	M	T	W	T	F	S			
1	2	3	4	5	6	7			
8	9	10	11	12	13	14			
15	16	17	18	19	20	21			
22	23	24	25	26	27	28			
29	30								
OCTOBER 2024									
S	M	T	W	T	F	S			
		1	2	3	4	5			
6	7	8	9	10	11	12			
13	14	15	16	17	18	19			
20	21	22	23	24	25	26			
27	28	29	30	31					
NOVEMBER 2024									
S	M	T	W	T	F	S			
					1	2			
3	4	5	6	7	8	9			
10	11	12	13	14	15	16			
17	18	19	20	21	22	23	20.11.2024		Last working Day of ODD Sem
24	25	26	27	28	29	30			
DECEMBER 2024									
S	M	T	W	T	F	S			
1	2	3	4	5	6	7		ODD semesters courses Examinations only	
8	9	10	11	12	13	14			
15	16	17	18	19	20	21			
22	23	24	25	26	27	28			
29	30	31							
JANUARY 2025									
S	M	T	W	T	F	S			
			1	2	3	4		Vacation	
5	6	7	8	9	10	11	06.01.2025	Commencement of Even Semester	
12	13	14	15	16	17	18		Total 90 working days	
19	20	21	22	23	24	25			
26	27	28	29	30	31				
FEBRUARY 2025									
S	M	T	W	T	F	S			
						1			
2	3	4	5	6	7	8			
9	10	11	12	13	14	15			
16	17	18	19	20	21	22	17.02.2025		
23	24	25	26	27	28				
MARCH 2025									

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S	M	T	W	T	F	S			
						1			
2	3	4	5	6	7	8			
9	10	11	12	13	14	15			
16	17	18	19	20	21	22			
23	24	25	26	27	28	29			
30	31								
APRIL 2025									
S	M	T	W	T	F	S			
		1	2	3	4	5			
6	7	8	9	10	11	12			
13	14	15	16	17	18	19			
20	21	22	23	24	25	26	26.04.2025	Last Working Day of Even Sem	
27	28	29	30						
MAY 2025									
S	M	T	W	T	F	S			
				1	2	3			
4	5	6	7	8	9	10			
11	12	13	14	15	16	17			
18	19	20	21	22	23	24			
25	26	27	28	29	30	31	26.05.2025	Commencement of Summer Semester	
JUNE 2025									
S	M	T	W	T	F	S			
1	2	3	4	5	6	7			
8	9	10	11	12	13	14			
15	16	17	18	19	20	21			
22	23	24	25	26	27	28			
29	30								
JULY 2025									
S	M	T	W	T	F	S			
		1	2	3	4	5			
6	7	8	9	10	11	12			
13	14	15	16	17	18	19	19.07.2025		
20	21	22	23	24	25	26			
27	28	29	30	31				Summer Semester Exams	

Please note:

The 21-day mandatory Student Induction Program may be split into two sessions within the academic calendar year. The first session shall be for 11 days at the beginning of Odd semester and the remaining 10 days shall be conducted either during the Odd semester or the beginning of Even semester.


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Award of Grades for Student Performance

- 1) With the introduction of CBCS in HEIs, the University has adopted the absolute grading system wherein the marks are converted to grades, and every semester result will be declared with semester grade point average (SGPA) on completion of courses of that semester.
- 2) Course Letter Grade (or simply letter grade or grade) is an index of performance of a student in a said course and refers to a qualitative measure of achievement of a student in each course, based on the percentage range of marks secured in CIE and SEE put together or CIE alone when there is no SEE. The total marks obtained by the students in CIE and SEE of a course is expressed as a percentage to compute the grade points and the

For each course, expressing CIE+SEE in percentage, **Grade** is awarded as follows:

Table A-1: For UG programmes (B.E./ B.Tech.): Letter Grade and corresponding Grade Points on a typical 10 – Point scale								
Letter Grade	O	A+	A	B+	B	C	P	F
	Outstanding	Excellent	Very Good	Good	Above Average	Average	Pass	Fail
Grade Point	10	9	8	7	6	5	4	0
% of Marks Secured	90-100	80-89	70-79	60-69	55-59	50-54	40-49	0-39

letter grade is awarded as indicated in the table below:

Table A-2: For PG programmes: Letter Grade and corresponding Grade Points on a typical 10 – Point scale							
Letter Grade	O	A+	A	B+	B	C	F
Grade Point	10	09	08	07	06	05	00
% of Marks Secured	90-100	80-89	70-79	60-69	55-59	50-54	0-49

- 3) If there is no SEE for a course, then the CIE marks alone will be the basis for the

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determination of letter grade.

- 4) The Guidelines given in this document basically cover the B.E./B.Tech. and PG programmes in general. However, the Autonomous colleges shall prepare the Academic Regulations for all the other related groups of the UG and PG programmes being offered in their institutions, adopting the Guidelines provided in this document.
- 5) Absolute grading system is used in the University and hence the guidelines are confined specifically to this grading system.

A. Representation of Grades and Awarding Grades:

The letter grades are used as a student performance measure in all kinds of course assessments.

1. Grades are denoted by letters as follows based on the performance in the CIE and SEE put together:

O: Outstanding, **A+:** Excellent, **A:** Very Good, **B+:** Good, **B:** Above Average, **C:** Average, **P:** Pass and **F:** Fail.

2. Additional letter grades awarded under special circumstances are (specified briefly as, Letter Grade: Grade Point – Circumstances):

- i) **DX:** 0 – Attendance below 85% or not having minimum CIE, Credits are not included in CGPA, hence Repeat the course (In case of electives, course change is permitted),
- ii) **AB:** 0 – Absent for a Course in SEE,
- iii) **AU:** 0 – Satisfactory performance in an Audit course,
- iv) **PP:** 0 – Passed in Non-credit course,
- v) **NP:** 0 – Not Passed in Non-credit course.

3. The Transitional Grades '**I**' and '**X**' would be awarded by the teachers in the following cases. These would be converted into one or the other of the letter grades (**O-F**) after the student completes the course requirements.

- i) **Grade 'I':** To a student having satisfactory attendance at classes and meeting the passing standard at CIE, but remained absent from SEE for valid & convincing reasons acceptable to the HEI, like:

- (a) Illness or accident, which disabled him/her from attending SEE.
- (b) A calamity in the family at the time of SEE, which required the student to be away from the College.
- (c) Any other verifiable exigency.

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- ii) **Grade 'X'**: To a student having high CIE rating ($\geq 90\%$) in a course, but SEE performance observed to be poor, which could result in an overall 'F' Grade in the course.

B. Awarding Letter Grades based on the action/performance of the students: (O – F, DX, AB, AU, PP, NP, X, or I)

Typical sequence of progress of the students in a semester will be as follows:

1. The Student Registers for a course in Odd/Even/summer Semester;
2. The Student Attend Classes;
3. The Student take CIEs;
4. Drop the course or Withdraw from the course within a fixed time.
5. At the end of the semester, Shortage of attendance? If yes, **award 'DX' grade;**
6. At the end of the semester, CIE below 40%? If yes, **award 'DX' grade;**
7. Is the Audit course satisfactorily completed? If yes, **award 'AU' grade, else No Grade i.e., course is not reflected in the Grade Card;**
8. The Student is present for SEE; Award final CIE and SEE marks;
9. The Student could not appear for SEE even with satisfactory attendance and CIE. Has valid/satisfactory reason? If yes, **award 'I' grade else award 'AB' grade.**
10. MNC course satisfactorily completed? If yes, **award 'PP' grade, else 'NP' grade;**
11. High CIE rating ($\geq 90\%$) in a course, but SEE performance observed to be poor, which could result in an overall 'F' Grade in the course, **award 'X' grade.**
12. For each course, expressing CIE+SEE marks in percentage, assign the grade points and award the letter grade (**O/ A+/ A/ B+/ B/ C/ P/ F**), as indicated in the Table above.

C. Grade Points

- i) *Depending* on the letter grades assigned, a student earns certain grade points. As the grading system can have different scales for grade points (like 5, 8, 10.) with a greater number of points in the scale being desirable for providing higher resolution in the assessment. Moreover, all Autonomous Colleges under the University need to follow the same scale for uniformity in their operations. Hence, the Autonomous Colleges under the University shall follow the 10-point grading system, as given in Tables A-1 & A-2 for both the relative grading system and the absolute grading system

Note: The Autonomous Institutes shall follow the notification issued by the University in this regard from time to time

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- ii) The grade points given in Tables A-1 & A-2 will help in the evaluation of credit points earned by a student in a Course as the credit points are equal to the number of credits assigned to the Course multiplied by the grade points awarded to the student in that Course. This shall be used in arriving at the credit index of the student for that semester, as it is the sum of all the credit points earned by the student for all the Courses registered in that semester.

D. Grade Point Averages

SGPA and CGPA: The credit *index* can be used further for calculating the Semester Grade Point Average (*SGPA*) and the Cumulative Grade Point Average (*CGPA*), both being important academic performance indices of the student. While *SGPA* is equal to the *credit index* for a semester divided by the total number of *credits* registered excluding those courses with transition grades, if any by the student in that semester. *CGPA* gives the sum of *credit indices* of all the previous semesters divided by the total number of *credits* registered in all those semesters EXCLUDING "F" and TRANSITION GRADES. Both the equations together facilitate the declaration of academic performance of a student, at the end of a semester and at the end of successive semesters respectively. Thus, equations for *SGPA* and *CGPA* shall be as per the VTU Guidelines for respective programmes notified from time to time. The Autonomous colleges shall not deviate from the same.

E. Computation of SGPA and CGPA

The following expressions shall be used to compute the Semester Grade Point Average (*SGPA*) and Cumulative Grade Point Average (*CGPA*) respectively:

$$CGPA = \frac{\sum[\text{Course Credits} \times \text{Grade Points}] \text{ for all Courses excluding those with F and transitional grades until that semester}}{\sum[\text{Course Credits}] \text{ for all Courses excluding those with F and transitional grades until that semester}}$$

The *SGPA* and *CGPA* shall be rounded off to 2 decimal points and reported in the grade cards.

$$SGPA = \frac{\sum[\text{Course Credits} \times \text{Grade points}] \text{ for all the Courses registered in that semester excluding transitional grade}}{\sum[\text{Course Credits}] \text{ for all the Courses registered in that semester excluding transitional grade}}$$

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