ARISE & SHINE

ST. VINCENT PALLOTTI COLLEGE OF ENGINEERING & TECHNOLOGY, NAGPUR

NAAC Accredited with 'A' Grade

ORDINANCES / REGULATIONS FOR UG & PG ENGINEERING COURSES (B.Tech. & M. Tech.) 2022-23

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Published by
Dr. S. V. Gole
Principal
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ORDINANCES / REGULATIONS 2022-23

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1. Introduction

1.1. Preamble

St. Vincent Pallotti College of Engineering & Technology, established in 2004 on a sprawling sixteen acre campus in Gavsi Manapur on the Nagpur-Wardha Road, is owned and managed by the Nagpur Province of the Pallottine Fathers, an international religious order. The College is approved by All India Council for Technical Education, New Delhi and Directorate of Technical Education, Government of Maharashtra. It is affiliated to Rashtrasant Tukadoji Maharaj Nagpur University (RTMNU). The college offers eight Undergraduate Engineering Programs: Computer Engineering, Mechanical Engineering, Electronics & Telecommunication Engineering, Electrical Engineering, Information Technology, Civil Engineering, Computer Science and Engineering (Data Science) , Artificial Intelligence and three vocational undergraduate programs : Cyber Security, Software development and Automotive. It also offers two Post Graduate programme in Computer Science Engineering and CAD/CAM and runs a Research Center in Mechanical Engineering. Electrical and Computer Engineering Departments are NBA accredited. Our Institute is accredited with “A” grade by National Assessment and Accreditation Council (NAAC), Bengaluru.

The curriculum offers broad knowledge, builds a thorough professional life long process of learning and exploring. At undergraduate level, a student needs to do compulsory foundation courses in the areas of basic sciences, humanities, social sciences, and engineering apart from departmental requirements. Departmental courses (core and electives) constitute minimum 50% of the total curriculum. Further, students have to undertake electives including interdisciplinary ones to develop broad specialized and inter-disciplinary knowledge. At the PG level, students are encouraged to look beyond their area of specialization to broaden their horizons through a wide variety of courses and electives.

The Institute follows a credit based semester system for its academic programmes with English as the medium of instruction. An academic year runs from July through June next year and is comprised of two semesters. Typically, the 1st semester (Odd Semester) starts in July and ends in December; the 2nd Semester (Even Semester) starts in January and ends in June.

1.2. Departments

Following is the list of various departments/BoS along with their two letter codes

Sr. No.	Department	Code
1	Civil Engineering	CV
2	Computer Engineering	CE
3	Electrical Engineering	EE
4	Electronics & Telecommunication Engineering	ET
5	Information Technology	IT
6	Mechanical Engineering	ME
7	Computer Science & Engineering (Data Science)	DS
8	Artificial Intelligence	AI
9	Applied Sciences & Humanities	AS
10	Computer Science & Engineering (Cyber Security)	CS
11	Computer Science & Business Systems	CB
12	Industrial Internet of Things (IoT)	II

1.3 Programmes Offered

SVPCET offers academic programmes at Under-Graduate and Post-Graduate levels.In undergraduate programmes students are admitted after 10+2 schooling while for all postgraduate programmes, students are admitted after they have obtained at least a college level Bachelor's degree. Admissions to all these programmes are based on the eligibility criteria as prescribed by the competent authority.

1.3.1. Under-Graduate Programmes

Table 1: Bachelor of Technology (B.Tech.)

Sr. No	Department	Program Title	Sanctioned Capacity	Eligibility for Admission
1	Civil Engineering	B.Tech. (Civil Engineering)	60	Eligibility Criteria as prescribed by the competent authority
2	Computer Engineering	B.Tech. (Computer Engineering)	120	
3	Electrical Engineering	B.Tech.(Electrical Engineering)	60	
4	Electronics & Telecommunication Engineering	B.Tech. (Electronics & Telecommunication Engineering)	60	
5	Information Technology	B.Tech. (Information Technology)	60	
6	Mechanical Engineering	B.Tech. (Mechanical Engineering)	60	
7	Computer Science & Engineering (Data Science)	B.Tech. (Computer Science & Engineering (Data Science))	60	

8	Artificial Intelligence	B.Tech. (Artificial Intelligence)	60	
9	Computer Science & Engineering (Cyber Security)	B.Tech. (Computer Science & Engineering (Cyber Security))	60	
10	Computer Science & Business System	B.Tech. (Computer Science & Business Systems)	60	
11	Industrial Internet of Things (IoT)	B.Tech. (Industrial Internet of Things (IoT))	60	

1.3.2. Post-Graduate Programmes

Table 2 : Master of Technology (M. Tech.)

Sr. No	Department	Program Title	Intake Capacity	Eligibility for Admission
1	Computer Engineering	M.Tech. (Computer Science & Engineering)	18	Eligibility Criteria as laid down by the competent authority from time to time
2	Mechanical Engineering	M.Tech. (CAD-CAM)	18	

2. ORDINANCES FOR THE U. G. and P. G. PROGRAMMES 2022

The Governing Body of the Institute prescribes the following ordinances in respect of the different academic undergraduate and postgraduate programmes at St. Vincent Pallotti College of Engineering & Technology, Gavasi Manapur, Wardha Road Nagpur – 441108 on the recommendation of the Academic Council. The details in respect of the ordinances issued are as follows.

Short Title and Commencement	(i)	These ordinances shall be hereafter called as the Ordinances for the Undergraduate and Postgraduate (UG & PG) Programmes of SVPCET
	(ii)	These ordinances shall come into force with effect from the date of its approval by the Governing Body.
Definitions		Unless the context requires otherwise;
	(i)	**"Government"** shall mean the Government of Maharashtra/ Government of India as may be applicable.
	(ii)	**"DTE"** shall mean Directorate of Technical Education, Government of Maharashtra, Mumbai.
	(iii)	"**University**" shall mean Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur.
	(iv)	**"Regulating Authority"** shall mean any regulatory or controlling body for the Technical Education in India.
	(v)	**"UGC"** shall mean University Grants Commission, Government of India New Delhi.
	(vi)	**"AICTE"** shall mean the All India Council for Technical Education, New Delhi.
	(vii)	**"Institute"** shall mean St. Vincent Pallotti College of Engineering & Technology, Gavasi Manapur, Wardha Road, Nagpur – 441108
	(viii)	**"Governing Body (GB)"** shall mean the Board of Management of the Institute constituted as per the XI plan guidelines of UGC for autonomous colleges read with Direction no. 4/1999 of the University.
	(ix)	**"Principal"** shall mean the Principal of the Institute.
	(x)	**"Vice-Chancellor"** shall mean the Vice-Chancellor of the University.
	(xi)	**"CDC"** shall mean the Institute level College Development Committee.
	(xii)	**"Finance Committee"** shall mean the Finance committee of the Institute constituted as per the guidelines of UGC for autonomous colleges
	(xiii)	**"BoS"** shall mean the Board of Studies of the department, constituted as per the Guidelines of UGC for autonomous colleges.

	(xiv)	**"Degree"** shall mean the Bachelor of Technology (B.Tech.) or Master of Technology (M.Tech.) and other degrees of the Institute as may be approved by the Governing Body /University/UGC/Government.
	(xv)	**"Applicant"** shall mean an individual who applies for admission to any UG/PG programme of the Institute.
	(xvi)	**"Student"** shall mean a student registered for UG/PG programme for studies leading to any degree course offered by the Institute and sought final admission to the degree programme
	(xvii)	**"Direct Second Year Student (DSY)"** shall mean a student who is admitted directly to second year of the B.Tech. degree program after completion of the appropriate Diploma Programme and registered for undergraduate program for full time study leading to the respective B.Tech. degree
	(xviii)	**"Course"** shall mean a curricular component identified by a designated number and title.
	(xix)	**"Programme"** shall mean the stream in which the degree is awarded.
	(xx)	**"Scheme of Teaching and Examination"** shall mean the scheme of teaching and examination for a programme of study as approved by the Academic Council.
	(xxi)	**"Course Coordinator"** shall mean a faculty member who shall have full responsibility for the course, coordinating the work of other faculty member(s) involved in that course, including examinations and the award of grades.
	(xxii)	**"Departmental Course Group (DCG)"** shall mean the committee of the faculty members involved in teaching a course or a group of courses of technically relevant subjects.
	(xxiii)	**"Grade Moderation Committee"** shall mean the committee appointed by the Academic Council to moderate grades awarded by the examiner, if required.
	(xxiv)	**"SGPA"** shall mean the Semester Grade Point Average.
	(xxv)	**"CGPA"** shall mean the Cumulative Grade Point Average.
	(xxvi)	**"Academic Council"** shall mean the Academic Council constituted as per the XI plan guidelines of UGC for autonomous colleges read with Direction no. 4/1999 of the University.
	(xxvii)	**"EXC"** shall mean Examination committee constituted as per the Direction No. 4/1999 of the University for autonomous colleges.
	(xxviii)	**"COE"** shall mean the Controller of Examinations appointed as per the Guidelines of UGC for autonomous colleges.
	(xxix)	**"ISV"** shall mean In-charge of Spot Valuation, appointed by the Principal.

	(xxx)	**"OIC"** shall mean Officer In-charge of the End Semester Examination.
	(xxxi)	**"DEC"** shall mean the Departmental Examination Committee.
	(xxxii)	**"Guide"** shall mean a person who is qualified to supervise a project/dissertation work of students and is approved by the Academic Council.
	(xxxiii)	**"PRC"** shall mean Departmental Project Review Committee.
	(xxxiv)	**"GRC"** shall mean Grievance Redressal Committee formed by the Academic Council.
	(xxxv)	**"Competent Authority"** shall mean the Governing Body /Academic Council of the Institute/ University/Government/UGC/Regulating Authority as the case may be.
	(xxxvi)	**"Equivalence Committee"** shall mean the Equivalence Committee appointed by the Academic Council.
	(xxxvii)	**"IQAC"** shall mean Institute level Internal Quality Assurance Cell.
	(xxxviii)	**"DQAC"** shall mean Department level Quality Assurance Cell
	(xxxix)	**"Certificate Course"** shall mean course of minimum thirty hours leading to award of certificate.
	(xl)	**"Standing Committee"** shall mean the standing Committee appointed by the Academic Council.
ORDINANCES	1	The Institute shall offer UG& PG programmes as the Governing Body/ University/ Government may approve on the recommendation of the Academic Council either on its own or on the initiative of a Department and / or on the direction of the Governing Body / Government. Interdisciplinary programmes may be proposed by a Department or by a committee appointed by the Principal for the consideration of the Academic Council and the Governing Body /Government.
	2	The procedure for starting a new programme/temporarily suspending a programme/phasing out a programme shall be as per the guidelines laid down by the competent authority.
	3	The minimum qualifications and procedure for admission to the first year UG and PG programmes as well as direct second year admission to UG programme shall be as per the norms prescribed by competent authority.
	4	A student shall be required to earn minimum credits through various academic courses of a curriculum as provided in the regulations and scheme given in Annexure-I

	5	The award of the UG / PG degree to an eligible candidate shall be made in accordance with the procedure laid down in the regulations. A student shall have to complete all the requirements for the award of the degree within such period as may be specified in the regulations, including those credits earned at such other institutions as have been recognized by the Institute for this purpose.
	6	The date of initial registration for the programme shall normally be the date, on which the student formally registers i.e. takes final admission for the first time. This date shall be considered as the date of joining the programme for all intents and purposes
	7	A student shall be required to attend all lecture, tutorial and practical class. However, for late registration, sickness or other such exigencies, absence may be allowed as provided in the regulations.
	8	A student may be granted such scholarship / assistantship / stipend, etc. and awarded medals for excellent performance in Academics, Co-curricular and Extra-Curricular Activities as specified in the regulations or in accordance with the directions of the Government and / or the decision of the Governing Body from time to time.
	9	The procedure for the withdrawal from an UG & PG programme, rejoining the programme, award of grades and SGPA / CGPA, the examination and all such matters as may be connected with the running of UG & PG programmes shall be as specified in the regulations.
	10	A student admitted to the UG & PG programme shall abide by the code of conduct for students issued by the Institute from time to time. This code of conduct shall deal with the discipline of the students in the hostels, departments, the Institute premises and outside. It may also deal with such other matters as are considered necessary for the general conduct of the students, co-curricular and extra-curricular activities. It shall be approved by the Academic Council on the recommendations of the respective coordinators.
	11	The minimum duration of UG programmes shall be of four years (Organized in 8 semesters of six months each including vacation period). The minimum duration of PG programmes shall be of two years (Organized in 4 semesters of six months each including vacation period).
	12	The tuition fees structure will be governed by the rules and regulations as prescribed by the competent authority.
	13	The fees other than the tuition fees will be governed by the

		rules and regulations framed and recommended by the Finance Committee and duly approved by the Governing Body.
	14	Notwithstanding anything contained in the above Ordinances, no regulations shall be made in contradiction of the decision of the Governing Body and /or the direction of the Government, in regard to the duration of the UG/PG programme, the amount and number of scholarship/assistantships and the number of free ships and the procedure thereof.

3. REGULATIONS FOR THE UNDERGRADUATE AND POSTGRADUATE PROGRAMMES

Regulation No	Description
R 1. General	
R 1.1	These regulations shall be called as the Regulations for the UG & PG programmes of the Institute.
R 1.2	These regulations shall come into force with effect from the date of its approval by the Academic Council.
R 2. Undergraduate/ Postgraduate Programmes	
R 2.1	The Institute shall offer Undergraduate programmes as shown in Table 1 and Post Graduate programmes as shown in Table 2.
R 2.2	a. The minimum duration of UG programmes leading to B. Tech. degree is eight semesters (spread over four years). b. The minimum duration of PG programmes leading to M. Tech degree is four semesters (spread over two years). c. The duration for the UG/PG programme may be altered in accordance with the decision of the Competent Authority.
R 2.3	Reservation of seats for admission to UG/PG programmes shall be as per the norms of the Government for Minority Institutions.
R 2.4	Direct second year UG admission (lateral entry) shall be made as per norms and procedures of Government for Minority Institutions.
R 2.5	The candidate shall be provisionally admitted to UG programme subject to fulfillment of eligibility criterion as prescribed by the Competent Authority.
R 2.6	In the matter of admissions to the UG/PG programmes, the decision of the competent authority shall be final.
R 2.7	A Candidate seeking admission should obtain the eligibility certificate from the University in the first semester / at the time of admission.
R 3. Semester System	
R 3.1	The academic programmes in the Institute shall be based on semester system; two semesters (Odd and Even) in a year with winter and summer vacations.
R 3.2	The curriculum shall consist of credit and audit (non-credit) courses.
R 3.3	Each credit course shall have a certain number of credits assigned to it as per the teaching scheme provided in Annexure I, depending upon the academic load of the course, which would be assessed on the basis of weekly contact hours of theory lecture, tutorial, laboratory classes and field study if required.

R 3.4	The theory and practical courses, seminars and projects offered in a semester shall be continuously assessed and evaluated to judge the performance of a student.
R 4. Curriculum Structure	
R 4.1	The programmes should preferably consist of : a. Courses comprising of basic sciences, engineering sciences, humanities and management; b. Engineering core courses introducing the student to the foundations of engineering in his / her branch; c. Electives enabling the students to take up a group of courses of interest to him/her; Note: *In general, subjects offered as open electives shall not be offered as electives at department level.* d. Minor and major projects, and seminar approved by the Department and e. Other technical industry oriented audit courses/ Industrial visits / Case study / Mini Projects / Site visits / Yoga /Professional skills.
R 4.2	Each UG/ PG programme will have a curriculum and course contents (syllabi) for the courses designed by the BOS and approved by Academic Council.
R 4.3	The curriculum of any UG/PG programme is designed to have credits as per the teaching scheme provided in Annexure I for award of the degree.
R 4.5	The total contact hours for UG/PG programmes shall be as per norms prescribed by the Competent Authority.
R. 4.6	The medium of instruction, examination and project reports will be English.
R 4.7	Every UG student will have to earn the credits by passing all the credit courses as specified in R 6 and will have to earn 'SF' grade in all the audit courses to become eligible for award of the Degree.
R 4.8	BoS can modify teaching scheme and course contents together maximum up to 25% every year.
R 4.9	The Syllabus and the Text-books, if any, to be prescribed or recommended in connection with any course in which the Institute conducts examination shall be determined from time to time by the Academic Council after considering the recommendations of the Board of Studies. All changes in the Syllabi or in the scheme of examinations shall be notified for general information before the commencement of the Programs leading to the examination.
R 4.10	Each BOS should offer open elective courses. Students shall apply to the respective HOD for open elective course of choice.
R 5. Course and Department Codes	
R 5.1	Each course offered shall have an alphanumeric course code consisting of a string of six characters. The first two characters in a course code shall be capital letters identifying the respective

department offering the course, Third letter indicates semester 1-8 for UG programme and 1-4 for PG programme. Fourth to Fifth letter indicate course number. Sixth letter indicates nature of the course i.e. Theory (T) or Practical (P).

viz. : UG- CE4XXT:

CE- Computer Engineering, 4-Fourth Sem, XX-Course Number and T-Theory

R 6. Course Credits

R 6.1

Each credit course shall have an integer number of credits, which reflects its weight. The student earns credits by passing corresponding courses in minimum 'E' grade in theory course examination and in minimum 'E' grade in practical course examination. The number of credits of a course in a semester shall normally be calculated as under (however there may be some exceptions):-

a. Lectures/Tutorial: One lecture hour per week shall be assigned one credit.
b. Practical: two laboratory hours per week shall also be assigned one credit. Not more than four credits may be assigned to a practical course having only laboratory component.
c. Major Project: two project hours per week will be assigned one credit.
d. Special courses like minor and major projects, seminar, and general proficiency in the UG programme shall be treated as any other practical course and shall be assigned such number of credits as reflected in the respective scheme approved by the BOS and Academic Council.

R 7. Incentive credits to the students participating in Research/Training /NCC /NSS /Games & Sports/Cultural Activities.

R 7.1

The students admitted to the UG/PG programme, participating in Research/Training /NCC/NSS/ Games & Sports/Cultural Activities shall be awarded incentives. However these will not be compulsory.

Guidelines for calculation of Grade point for participating in activities Research/Training/NCC/NSS/Games & Sports/Cultural Activities in the semester

- The Semester Incentive Grade points (SIGP) will be granted on the basis of marks scored in the SGPA of respective **even** semester as below.

SIGP	**10**	**9**	**8**	**7**	**6**	**5**	**4**	**3**	**0**
Range of Marks	90-99	80-89	70-79	60-69	50-59	40-49	25-39	10-24	Below 10
SIGP	**19**	**18**	**17**	**16**	**15**	**14**	**13**	**12**	**11**
Range of Marks	180-189	170-179	160-169	150-159	140-149	130-139	120-129	110-119	100-109

SN	Category	Particulars	Incentive Marks
.	Research Activity	**Research Publications**	
		(A) Journals	
1		• SCI/SCIE Indexed Journals	**30 Marks**
2		• Scopus Indexed Journals • UGC approved	**20 Marks** **15 Marks**
3		• Peer reviewed journals	**10 Marks**
		(B) Conference	
		.National/International conferences organized by	
4		• reputed organization(IIT/NITs) or sponsored by Societies like IEEE/ IE/IETE/SAE/ASME/CSI/IET	**20 Marks**
5		• Other National/International Conferences	**10 Marks (Max 2 Participation)**
6		**Patents** Filing Patent/Intellectual property rights (Technical design and copyrights)	**30 Marks**
		Projects	
7		• Industrial Sponsored Projects	**10 to 30 Marks**
5		• Participation in project competition/seminars at IITs/ NITs/ International Association programs	**10 Marks (Max 2 Participation)**
6		• Other Industrial/Field Projects /Social Utility Projects	**10 Marks**

	7	**Training Programmes**	Online Courses Certified courses from MOOC (Approval from HOD)	**10 Marks (Max 2 certificates)**	
	8		• **Participation in internship/vocational training Programmes** (Min. 1 week) outside **SVPCET**	**10 Marks (Max 2 certificates)**	
	9		• **Participation in training Programmes/Workshop (Min 1 Week) organized by SVPCET**	**5 Marks (Max 3 certificates)**	
	10	**NSS/NCC Activity**	• Registration	**5 Marks**	
	11		• Blood Donation	**5 Marks (Max 2 Participation)**	
	12		• Participation in National level camps for NSS/NCC	**20 Marks (Max 2 Participation)**	
	13		• Participation in State level camps for NSS/NCC	**10 Marks (Max 2 Participation)**	
	14	**Sports Activity/ Cultural Activity**	Participation in Inter-National Competition organized by the Sports Association/ Organization/World University Body.	**100 Marks ***	
	15		Participation in Inter-University competition/ State Or National level organized by the Sports Association/ Organization/A.I.U.	**100 Marks ***	
	16		First, Second, & Third position obtained in Inter-Collegiate competitions organized by Rashtrasant Tukadoji Maharaj Nagpur University.	**60 Marks (Max 2 Participation)**	

	17		Participation of Students in Inter-Collegiate competition organized by Rashtrasant Tukadoji Maharaj Nagpur University.	**40 Marks (Max 2 Participation)**
	18		First, Second, & Third position obtained in Inter-Collegiate competitions organized by St. Vincent Pallotti College of Engineering & Technology	**30 Marks (Max 2 Participation)**
	19		First, Second, & Third position obtained in Intra-Collegiate competitions organized by St. Vincent Pallotti College of Engineering & Technology	**15 Marks (Max 2 Participation)**
	20		Participation of Students in Intra-Collegiate competitions organized by St. Vincent Pallotti College of Engineering & Technology	**7 Marks (Max 3 Participation)**

- Evaluation of student for NCC/NSS/GAMES & SPORTS activities shall be done by Physical Education Cell.
- Evaluation of student for CULTURAL/LITERARY activities shall be done by Holistic development Cell.
- Evaluation of co-curricular activities like Publication/ Training/ paper presentation / model project exhibition etc. shall be done by H.O.D. of respective department.
- However compilation of student data for all the activities shall be the responsibility of Student Affair & Development Cell.

*** Students will be granted additional 19 bonus grade points over and above the total grade point scored in the SGPA of the respective even semester.**

R 7.2	The student should register and participate in the Community Service Programme (CSP)/Other programmes which announced by the Sports/Humanities/ NSS/UGC/AICTE/Ministry of education/HRD ministry time to time at the start of academic year. Incentives for the same will be decided by Academic Council as per the nature of activity/guidelines from the competent authority.

R 8. Governing Body, Academic Council, and Finance Committee.

R 8.1

Governing Body shall consist of

Number	**Category**	Nature
5 Members	Management	Trust or management as per the constitution or byelaws, with the Chairman or President/Director as the chairperson
2 members	Teachers of the College	Nominated by the Principal based on seniority by rotation
1 member	Educationist or industrialist	Nominated by the management
1 member	UGC Nominee	Nominated by the UGC
1 member	State Government nominee	Academician not below the rank of professor or State Government official of Directorate of Higher Education/State Council of Higher Education
1 member	University Nominee	Nominated by the University
1 member	Principal of College	Ex-Officio

Term: The Governing Body shall be reconstituted every three years except in the case of UGC nominee who shall have a term of five years.

Meetings : Meetings of the Governing Body shall be held at least twice a year.

Functions of the Governing Body:

Subject to the existing provision in the bye-laws of respective college and rules laid down by the state government/parent university, the Governing Body shall:

- Guide the college while fulfilling the objectives for which the college has been granted autonomous status.
- Institute scholarships, fellowships, studentships, medals, prizes and certificates on the recommendations of the Academic Council
- Approve new programmes of study leading to degrees and/or diplomas.
- All recruitments of Teaching Faculty/Principal shall be made by the Governing Body/state government as applicable in accordance with the policies laid down by the UGC/AICTE and State Government from time to time.
- To approve annual budget of the college before submitting the same at the UGC.
- Perform such other functions and institute committees, as may be necessary and deemed fit

	for the proper development of the college
R 8.2	Academic Council shall consist of 1. Principal (Chairman) 2. All Heads of the Departments in the Institute. 3. Four teachers of the Institute representing different categories of teaching staff by rotation on the basis of seniority of service in the Institute. 4. Not less than four experts or academicians from outside the Institute representing such areas as Industry, Commerce, Law, Education, Medicine, Engineering, Sciences etc. to be nominated by the Governing Body. 5. Three nominees of the University not less than professor. 6. A teacher member nominated by the Principal (member secretary). Without prejudice to the generality of functions mentioned the Academic Council will have powers to: a. Scrutinize and approve the proposals with or without modifications of the Body of Studies with regard to course of study, academic regulations, curricula, syllabi and modifications. Thereof, instructional and evaluation arrangements, methods, procedures relevant thereto etc. *provided* that where the Academic Council differs on any proposal, it will have the right to return any matter for reconsideration to the Board of Studies concerned or reject it, after giving reasons to do so. b. Make regulations regarding the admission of students to different programmes of study in the college. c. Make regulations for sports, extra-curricular activities, and proper maintenance and functioning of the playgrounds and hostels. d. Recommend to the Governing Body proposals for institution of new programmes of study. e. Recommend to the Governing Body of scholarships, studentship, fellowships, prizes and medals, and to frame regulations for the award of the same. f. Advise to the Governing Body on suggestion(s) pertaining to academic affairs made by it. g. Perform such other functions as may be assigned by the Governing Body. Any other matter from time to time as thought necessary by the Principal and the Governing Body.
R 8.3	**Finance Committee** **Composition of Finance Committee:** (a) The Principal (Chairman). (b) One person to be nominated by the Governing Body of the college for a period of two years. I Finance Officer of the affiliating University

	(c) One senior-most teacher of the college to be nominated in rotation by the principal for two years. **Term:** Term of the Finance Committee shall be three years. **Meetings** : The Finance Committee shall meet at least twice a year **Functions of the Finance Committee:** 13 The Finance Committee shall act as an advisory body to the Governing Body, to consider: (a) Budget estimates relating to the grant received/receivable from UGC, and income from fees, etc. collected for the activities to undertake the scheme of autonomy; and (b) Audited accounts for the above.
R 9. Department Course Group	
R 9.1	Every HOD will form Department Course Groups for each subject area which shall contain the senior departmental faculty related to the subject/group and invited members from other departments and industry if required.
R 10. Board of Studies (BOS)	
R 10.1	Every Department shall have its own Board of Studies (BOS) to look after all matters pertaining to the programmes managed by the concerned Department. Composition : a. Head of the department concerned (Chairman) b. The entire faculty of each specialization c. Two experts in the subject from outside the parent university to be nominated by the Academic Council. d. One expert to be nominated by the Vice Chancellor from a panel of six recommended by the Principal. e. One representative from the industry/ corporate sector/allied area relating to placement. f. One post graduate meritorious alumnus to be nominated by the Principal. The Chairman BOS, may with the approval of the Principal, co-opt i Expert from outside the college whenever special courses of studies are to be formulated. ii Other members of staff of the same faculty. *Provided* that in case of Applied sciences the Chairman of the Board will be Faculty member of Physics/ Chemistry/ Mathematics / Humanities by rotation. Remaining composition of the Board will be the same.
R 10.2	Functions : BOS of a department in the Institute shall :

	a. Prepare scheme & syllabi for various courses keeping in view the objectives of the Institute, interest of the stakeholders and national requirement for consideration and approval of the Academic Council ; b. Prepare absorption scheme. c. Suggest methodologies for innovative teaching and evaluation techniques ; d. Suggest panel of names to the Academic Council for appointment of examiners ; and e. Coordinate research, teaching, extension and other academic activities in the department/Institute.
R 10.3	The Principal of the Institute shall appoint the BOS in consultation with the respective Head of the Department. In case of vacancies in BOS replacement shall be done by Chairman BOS with the approval of the Principal. For an interdisciplinary programme/ new programme, an ad-hoc board shall be constituted by Dean Academics. A Programme Coordinator shall be appointed by the Principal in consultation with the Dean Academics and the Heads of the concerned Departments to look after all the administrative and academic matters related to the interdisciplinary programme. The Programme/Course Coordinator shall exercise the functions of the Chairman, of such ad-hoc Boards. A Separate department should be formed before the first batch of new program passes out.
R 11. Courses of Special Nature	
R 11.1	**UG –** **a.Minor-Project** A curriculum shall contain a credit course on minor project, which may be offered in fifth/sixth semester onwards to carry out a design, fabrication, site visits, market survey, etc. Not more than four students may carry out the minor project together, However exceptional cases needs HoDs permission. **b.Major Project** A curriculum shall contain a credit component of project seminar and major project offered in the seventh and eighth semester of the UG programme. Not more than four students may carry out the major project together, However exceptional cases needs HoD's permission. The batch formation norms and allotment of guide shall be carried out by concerned Department. **c.Offering an Elective** An elective course in a department shall run only if minimum of 15 students register for it in a regular semester. However, under special circumstances, a course may run with fewer students with prior permission of the HoD.

	PG – **a. Project** A curriculum shall contain project / seminar, offered in the respective semesters of the concerned PG programme. Credit component shall be assigned as per the availability of total credits for the respective semester of PG programme. Allotment of guide to the individual student shall be carried out by concerned department. **b.Offering an Elective** An elective course in a department shall run only if minimum of 30% students register for it in a regular semester. However, under special circumstances, a course may run with fewer students with prior permission of the HoD.
R 12. Starting a New Programme/course	
R 12.1	a. An Institute is free to start certificate courses. Certificates shall be issued under the seal of the college. The Certificate Course can be offered by college/ in collaboration with Industry/Academic Institute/Training Center etc. b. An Institute is free to start a new Diploma/ Degree Programme with the recommendation of the academic council and Governing body. Such programmes shall have due approval from Competent Authority.
R 13. Registration	
R 13.1	Every student admitted shall have his/her unique Student ID. The Student ID of a student shall consist of eight alpha-numerals XxnnYmmm **Where** XX: Indicates Programme code nn :Indicates Year of Admission. Y: Indicates Admitted to first year as F or direct second year as D. mmm: Indicates Serial Number in a programme. Viz: CE19F001 indicates Serial No. 001 of B Tech. Computer Engineering student admitted in 2019. In case of change of branch the Student ID of the students earlier allotted will be frozen and a new number will be allotted as per norms
R 13.2	Registration at the beginning of each academic year, on the prescribed dates announced from time to time, by payment of the stipulated fees along with duly filled in Registration form is compulsory for every student till he/she completes the Programme.
R 13.3	Late registration may be permitted only for valid reasons and on payment of a late registration fee.

	In any case, registration must be completed before the prescribed last date for registration, failing which his/her studentship is liable to be cancelled. Students having outstanding dues to the Institute shall be permitted to register only after clearing the dues.
R 13.4	In-absentia registration may be allowed only in rare cases at the discretion of the Dean Academic in case of circumstances beyond the control of students.
R 13.5	a. For admission to III Semester the student must have earned at least 60% of the total credits (rounded off to nearest lower integer) of immediate last year (i.e. I & II Semester put together) failing which he/she shall not be eligible for admission to III semester. b. For admission to V Semester the student must have passed I & II semester and earned at least 60% of the total credits (rounded off to nearest lower integer) of immediate last year (i.e. III & IV Semester put together) failing which he/she shall not be eligible for admission to V semester. c. For admission to VII Semester the student must have passed I, II, III & IV semester and earned at least 60% of the total credits (rounded off to nearest lower integer) of immediate last year (i.e. V & VI Semester put together) failing which he/she shall not be eligible for admission to VII semester.
R 14. Equivalence and Absorption of students	
R 14.1	The students from University pattern / any other Institute, desirous of seeking admission to autonomous pattern, has to fulfill the norms of absorption/equivalence decided by the Academic Council on the recommendations of the Equivalence Committee from time to time. The additional time and number of attempts needed to secure earlier semester credits will be specified by the equivalence committee. **The equivalence committee will be comprising of Dean Academics, Controller of Examination and Chairman of BoS for the program to which the student seeks admission.**
R 14.2	Conversion of absolute percentage to Grade Point Average Grade Point Average = (x%/10)+ 0.75 Conversion of Grade Point Average to absolute percentage x = [(CGPA – 0.75)*10] x = Percentage scored in University Pattern.
R 14.3	For direct admission to second year (lateral entry)/transfer the calculation of CGPA and award of credits shall be governed by R 14.1 and R 14.2, In that case percentage of the diploma certificate shall be considered for the absolute grading system instead of the first year.

R 14.4	The students from any University/ Autonomous college desirous of seeking admission to III/ V/ VII semester is eligible to take admission as per norms laid down by the Equivalence Committee of the college after obtaining the permission from the competent authority.
R 15. Change of Branch	
R 15.1	Change of branch at III semester shall be effected as per the rules and norms approved by the Government from time to time for the students seeking such change.
R 16. Discipline and Conduct	
R 16.1	Every student is required to observe discipline and decorous behavior both inside and outside the campus and not to indulge in any activity, which will tend to bring down the prestige of the Institute.
R 16.2	The following acts by the students within or outside the college campus shall constitute gross violation of 'Code of Conduct' as published by Dean student Affairs time to time, punishable as indiscipline. a. Lack of courtesy and decorum, as well as indecent behavior; b. Willful damage of property of Institute/ Hostel or of fellow students; c. Possession/ Consumption/ Distribution of alcoholic drink and banned drugs; d. Unauthorized possession of library materials like books, journals etc. e. Noisy and Unseemly behavior disturbing peace in Institute and Hostel; f. Hacking in Computer system, either hardware or software or both; g. Any other act considered by the Institute as a gross indiscipline.
R 16.3	Any act of indiscipline of a student reported to the Dean, Student Affairs, will be discussed in a Grievance Redressal Committee constituted by the Academic Council. The Committee will enquire into the charges and recommend suitable punishment if the charges are substantiated. The concerned Heads of the Departments/ First Year Coordinator will consider the recommendations of the Grievance Redressal Committee and authorize the Dean, Student Affairs to take appropriate action. The student may appeal to the Chairman, Academic Council whose decision will be final; and will be conveyed to the Dean, Student Affairs. The Dean, Student Affairs will report the action taken at the next meeting of the Academic Council.
R 16.4	If the student while studying in the Institute is found indulging in anti-national activities contrary to the provisions of acts and laws enforced by Government he / she will be liable to be expelled from the Institute without any notice.
R 16.5	If a student is involved in any kind of ragging, the student shall be liable for strict action as per UGC Regulation No. F. 1-16/2009 (CPP-II) dated 21.10.2009 and Hon'ble Supreme court judgement delivered on 8th May 2009.

R 16.6	Student once admitted in the Institute has to follow dress code, if any, as well as other instructions issued by the administration from time to time, failing which disciplinary action shall be initiated against such student.
R 16.7	If a student is found guilty of overall misconduct during his/her stay in the Institute, he/she will be punished as per the recommendations of the Dean, Student Affairs. The maximum punishment may be expulsion from the Institute.
R 16.8	If a student is found guilty of malpractice in examination he/she will be punished as per the recommendations of the COE in consultation with EXC.
R 17. Attendance, Absence, Leave Rules and Dismissals	
R 17.1	All the students are expected to be present in all lecture, tutorial, practical, NCC /NSS / CSP /Games & Sports / Yoga scheduled for them. Attendance will be closely monitored during a semester as per the guidelines.
R 17.2	If a student is continuously absent from the classes for more than 10 working days without informing the Course Coordinator, the Coordinator shall immediately bring it to the notice of First Year Coordinator/ the Head of the concerned department as the case may be and they in turn will inform the same to the Office of Dean Academic.
R 17.3	The names of the students who have remained absent, for more than 25% of the actual classes held in a course will be intimated by the Course Coordinator himself/herself on the last teaching day of each month of the respective semester, to the students in the class with written intimation to the HOD / First Year Coordinator, who will arrange to consolidate the list for all such students for all the courses and display it on the notice board of the department with an intimation to Dean Academics.
R 17.4	A student must have an overall minimum 75 % attendance of the total number of classes including lectures/ tutorials and practical. Student is not permitted to appear for the end semester examination if the shortfall of attendance exists. He/ She shall be awarded `Z' grade in that semester. This grade shall appear in the grade card till the successful completion of course requirements in that semester as defined by course coordinator with approval of BoS Chairman. The decision in this regard taken by the Academic Council will be final.
R 17.5	Condonation of Attendance: A deficiency of overall attendance to the extent of 15% may be condoned by the Principal on the recommendation of Head of the Department/ First Year Incharge on being satisfied that the same deficiency in attendance was due to circumstances beyond the control of the student. For availing such condonation, a student will have to apply to the Principal along with term

	completion certificate. Term completion certificate shall be issued by HoD, after submission of requisite documents regarding absenteeism, based on the criteria prescribed by the concerned BoS for that academic session.
R 17.6	In case if even after considering condonation of attendance, the overall attendance of a student falls below 60%, his/her attendance in individual courses shall be considered. If in any course his/her attendance is above 60%, he/she shall be eligible to appear in end semester examination of that course. However the decision in this matter will be finally taken by the Principal.
R 17.7	Decision regarding cases not covered above will be taken by the Principal on the basis of recommendation of HOD.
R 18. Withdrawals	
R 18.1	A student who wants to withdraw from a semester shall apply through the HOD to the Principal, on a prescribed form within one week from the end of the CAT I Examination and it will be recorded in the registration record of the student. The student will be awarded a withdrawal grade 'W' at the end of the semester.
R 18.2	In case a student is unable to attend classes for more than continuous 20 (Twenty) working days in a semester, he/she may apply to the Principal through HOD for withdrawal from the semester. However, such application shall be made as early as possible and latest before the start of the End Semester Examination.
R 18.3	In case the period of absence on medical grounds is more than continuous 15 (fifteen) working days during the semester, a student may apply for withdrawal from the semester, if he/she so desires. But such an application must be made to the Principal through HOD, as early as possible and latest before the start of End Semester Examination.
R 19. Examination Scheme	
In a semester a student shall be evaluated for his/her academic performance in a theory (Lecture / Tutorial) course through two Continuous Assessment Tests (CAT-I and CAT-II), Teachers' Assessment and one End Semester Examination. All the examinations shall be conducted as per the syllabi prescribed by the respective BOS and approved by the Academic Council.	
R 19.1	a. The two Continuous Assessment Tests covering 10% evaluation each will be conducted as per

	schedule in an Academic Calendar. CAT will be normally of one-hour duration. The duration of examination may vary as per the need of the theory course. b. The CAT shall be conducted by DEC. c. Valued answer books shall be shown to the students within six working days after the last day of the theory examination. Grievances, if any, shall be addressed by the HOD on application of the students within next two days. d. Evaluation based on various assessment tools of students' performance covering 10% evaluation shall be done on the basis of assessments tools such as assignments, tutorials, open book tests, seminars, group discussions, projects, quizzes etc. The course coordinator shall declare the assessment tools, with approval of HoD of concerned department, for each course, within a week of course commencement / the date prescribed by the Dean Academics. e. End Semester Examination covering 70% evaluation shall be conducted as per schedule in academic calendar. End semester examinations will be of three-hour duration. The duration of examination shall be as per the scheme of examination (Annexure I). f. Examination fees will be paid by the student for appearing for the examination. The fees payable shall be prescribed by the Finance Committee.
R 19.2	The students who remain absent for CAT –I and/or CAT - II may appear for absentee examinations which shall be conducted by the course coordinator before the end semester examination. This provision is made only for situations in which the absence is due to the reason of illness and circumstances beyond control of the student. To avail this provision, the student is required to apply to the HOD with recommendation from Course Coordinator with relevant documents. It is the discretion of the HOD and Course Coordinator to consider such applications.
R 19.3	A student who skips teachers' assessment or a part thereof shall be awarded zero marks under the respective head.
R 19.4	a. A student who remains absent for End Semester examination, shall be awarded letter grade 'I' (zero grade point) in end semester examination for respective course. A student having letter grade 'F' shall be allowed to appear for the make-up examination. A student having letter grade 'I' shall be allowed to appear for the make-up examination with due permission of HoD/Principal. b. The make-up examination shall be conducted within one month from the declaration of results of the end semester examination. Make up examination shall be for end semester examination (Theory & Practical) of that semester only. c. Examination fees will be paid by the student for appearing the Makeup examination. The

	fees payable shall be prescribed by the Finance Committee.
R 19.5	A student shall be evaluated for his/ her academic performance in a practical course on the basis of continuous evaluation and one end semester practical examination. a. Continuous assessment comprising of 50% evaluation on the basis of his/ her performance in each practical, journal completion and viva-voce/ objective examination. b. There shall be one end semester practical examination comprising of 50% evaluation conducted by external examiner. 1. In case of experimentation based practical, the evaluation shall be done on the basis of performance in practical examination and viva-voce/objective examination. 2. Mode of examination for activity based practical shall be declared by the course coordinator in the beginning of the session. 3. Type of practical course i.e. experimentation based or activity based shall be decided by the respective BOS.
R 19.6	Major Project /Minor Project/ Seminar/Case Studies/Industrial Visits/ any other such courses shall be evaluated through the quality of work carried out, the report submission and presentation/s as per the guidelines prescribed by the respective BOS from time to time.
R 19.7	Notwithstanding contained in above, any specific norms in respect of examination, criterion of passing, results, valuation, grading, discipline, award of degree, attendance will be prepared by the respective departmental faculty board, approved by BOS and Academic Council, if required.
R 19.8	An examinee securing 'F' or 'I' grade in any course of an examination of an Under Graduate programme shall have an option to forego his/her continuous assessment marks in a course or courses. In such cases he/she shall be examined for a total marks comprising theory/practical end semester examination and continuous assessment together, at his/her successive attempt at the examination such an option can be availed by an examinee in case he/she is appearing for the successive attempts at the examination as ex-student for that particular course. The Option of forego cannot be availed by examinee in an examination in case he/she is appearing for the examination as regular student for that particular course. To avail this, the examinee would indicate the same in his or her 'Application for the examination' and the option once exercised, shall be 'Final and Binding' on the examinee concerned for all the subsequent examinations in that course. For the examinee opting for forego, his/her marks in continuous assessment shall be ascertained proportionately on the basis of his/her marks in the end semester examination of that course.
R 20. The Grading System	
R 20.1	For every course (subject) taken by a student he/she shall be assigned a grade based on his/her combined performance in all components of evaluation scheme of that particular course/practical.

The grade indicates a qualitative assessment of the student's performance and is associated with equivalent number called a **grade point**.

Standard absolute grading system shall be adopted and letter grades shall be assigned along with grade points on ten point scale proportionate to the marks obtained by students in every course as per below mentioned table

- **For UG (Theory Courses):-**

Letter Grade	Grade Point	Percentage of marks secured in the course
A+	**10**	≥ 90%
A	**9**	≥ 80% and < 90%
B	**8**	≥ 70% and < 80%
C	**7**	≥ 60% and < 70%
D	**6**	≥ 50% and < 60%
E	**5**	≥ 45% and < 50%
F	**0**	**< 45%**
I	**0**	**Absent**

- **For UG (Practical Courses):-**

Letter Grade	Grade Point	Percentage of marks secured in the course
A+	**10**	≥ 95%
A	**9**	≥ 90% and < 95%
B	**8**	≥ 80% and < 90%
C	**7**	≥ 70% and < 80%
D	**6**	≥ 60% and < 70%
E	**5**	≥ 50% and < 60%
F	**0**	**< 50%**
I	**0**	**Absent**

- **For PG (Theory Courses) :-**

Letter Grade	Grade Point	Percentage of marks secured in the course
A+	**10**	≥ 90%
A	**9**	≥ 80% and < 90%
B	**8**	≥ 70% and < 80%
C	**7**	≥ 60% and < 70%
D	**6**	≥ 50% and < 60%
F	**0**	< 50
I	**0**	**Absent**

- **For PG (Practical Courses):-**

Letter Grade	Grade Point	Percentage of marks secured in the course
A+	**10**	≥ 90%
A	**9**	≥ 80% and < 90%
B	**8**	≥ 70% and < 80%
C	**7**	≥ 60% and < 70%
D	**6**	≥ 50% and < 60%
F	**0**	< 50
I	**0**	**Absent**

A Student obtaining **"F"** Grade in any course shall be deemed to have **"Failed"** and is required to

appear for Makeup Exam/End semester examination of respective courses as per schedule of examination. In such cases continuous assessment marks in those courses shall remain same as obtained earlier.

The Student passes the course only when grade point is **≥ 5.00 for UG** and **≥ 6.00 for PG**.

R 20.2

- **For Audit Courses:**

Academic Performance	**Grades**	**Marks**
Outstanding	O	≥ 90%
Good	G	≥ 60% and < 90%
Satisfactory	S	≥ 45% and < 60%
Unsatisfactory	U	< 45%
Absent	I	**Absent**

Note : Respective BoS to decide the examination scheme for all audit courses.

R 20.3

- **Calculation of SGPA and CGPA:**

i The semester grade point average (SGPA):-

The semester grade point average (SGPA) is calculated as mentioned below:-

$$\text{SGPA} = \frac{\sum_{i-1}^{n} C_i P_i + SIGP}{\sum_{i-1}^{n} C_i}$$

Where,

C_i = The number of credits offered in the ith course of a semester for which SGPA is to be calculated

Pi = Grade Point earned in the ith course

SIGP = Semester Incentive Grade Point

i = 1,2,……, n represent the number of courses in which a student is registered in the concerned semester.

ii The Cumulative grade point average (CGPA):-

The Cumulative grade point average (CGPA) is calculated as mentioned below:-

$$\text{CGPA} = \frac{\sum_{j-1}^{m} C_j P_j + \sum SIGP}{\sum_{j-1}^{n} C_j}$$

	Where, Cj = The number of credits offered in the jth course up to the semester for which CGPA is to be calculated Pj = Grade point earned in the jth course. j = 1,2,……, m represent the number of courses in which a student is registered up to the semester for which the CGPA is to be calculated.
R 20.4	**Declaration of Result:-** Computation of SGPA and CGPA for every student shall be done using formulae listed above and grade card shall be issued to all registered students indicating letter grades, credits earned and **"passed"/ "Failed"** status
R 20.5	Recommendation for Award of Degree:- A student who registers for specified courses as prescribed in curriculum and secures minimum stipulated credits with CGPA ≥ 5.00 (For UG) and ≥ 6.00 (For PG) shall be declared to have qualified for the award of B. Tech./M. Tech. degree in chosen branch of engineering. A student who qualifies for the award of degree shall be placed in following classes 1. **Pass with Distinction:-** Student with final CGPA (at the end of UG and PG program) ≥ 8.00 with below mentioned conditions: o Should have passed all courses in first appearance with completion of entire curriculum within minimum stipulated time period. (4 academic years for U.G and 2 academic years for P.G) o Should have secured CGPA ≥ 8.00 at the end of each semester. o Should not have been detained or prevented from writing end semester examination in any semester due to shortage of attendance or any other reason, 2. **Pass with First Class:-** Student with final CGPA (at the end of UG and PG program) ≥ 6.50 but < 8.00. **3. Pass:-** o Student with final CGPA (at the end of UG program) ≥ 5.00 but < 6.50. o Student with final CGPA (at the end of PG program) ≥ 6.00 but < 6.50. 4. On successful completion of the requirements of Honors and Minors schemes, the UG students shall be awarded degree with mention of Honors/Minors by the University

	(subject to the approval) or a Certificate by SVPCET.
R 20.6	A student passing a course in Makeup examination shall be treated as having cleared the course in First Attempt.
R 20.7	**Provision of grace marks :** The provision of grace marks for passing an examination is as follows. i) The grace marks are the additional marks awardable according to the below description and will be awarded to the candidates appeared for the End semester examination of the all courses. ii) The grace marks shall be awarded for enabling an examinee for passing an examination. In an examination examinee shall be eligible for award of maximum grace marks not exceeding 1% of aggregate marks for that semester as per the scheme of examination. iii) When an examinee fails to secure minimum passing marks in more than one head of passing (Theory credit courses only) then the maximum grace marks permissible in one head of passing shall be 5% (rounded up to nearest integer) of the maximum marks in the respective head of passing. This distribution of grace marks shall be subject to maximum permissible grace marks as per clause (ii) above. iv) When an examinee fails to secure minimum passing marks in only one head of passing, he/ she shall be eligible for award of maximum grace marks in that head of passing not exceeding 1% (rounded up to nearest integer) of aggregate marks for that semester as per the scheme of examination . v) The examinee passing the examination with grace marks will be awarded with grade E^* on the grade report. vi) The examinee passing the examination with grace marks shall not be eligible for any awards, prizes and inclusion of name in merit list.
R 21. Grade Moderation Committee	
R 21.1	The Grade Moderation Committee for the programmes except those for the first year shall be appointed semester wise by the Chairman, BOS. This committee shall be responsible for adherence to the guidelines for the award of grades and shall include all the concerned Course Coordinators.
R 21.2	The Grade Moderation Committee for the first and second semester (first year) shall consist of all the Course Coordinators of the courses offered to the first and second semester students in a semester, with the Coordinator (First year In-charge) as the Chairman.

R 22. Award of Degree	
R 22.1	The Degrees shall be awarded by the Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur along with the name of College, on recommendations of the Academic Council.
R 23. Grade Card	
R 23.1	The grade card shall be issued at the end of the semester to each student and will contain the following : a. The credits for each course registered for that semester. b. The grade points and letter grades obtained in each course. c. The total number of credits earned by the student inclusive of that semester in each of the course. d. The SGPA and the CGPA. Refer R. 20.1, R 20.2, and R. 20.3 for computation of grades from the marks and conversion to the SGPA & CGPA. e. Grade card will not indicate class or division or rank.
R 23.2	Wherever required the conversion of CGPA to percentage of marks and percentage of marks to CGPA will be done using following formula. **Percentage (%) = (CGPA-0.75)*10**
R 24. Minimum Requirements for the Award of the Degree	
R 24.1	The student should have taken and passed all the prescribed courses including seminar and projects under the general institutional and departmental requirements and the his/her name will be forwarded for award of degree as mentioned in R 20.5
R 25. Award of Medals / Scholarships	
R 25.1	Awards available under excellent performances in academic, co-curricular and extra-curricular shall be given to the students as per prevailing norms framed by the Governing Body / Academic Council from time to time.
R 25.2	The award of scholarships / free ships and other benefits will be in accordance with rules framed by the Government of Maharashtra and Govt. of India.
R 25.3	The award of merit scholarships / Medals, if any, to the students will be governed by the norms framed by the Governing Body / Academic Council from time to time.
R 25.4	Students clearing all courses offered in a programme in regular examination in first attempt shall be considered for the award of merit / medal. In case, a student has cleared any course offered in a programme in Makeup examination he / she shall not be considered for the award of merit / medal.

R 26. Academic Calendar

R 26.1

The Academic Calendar will be designed and followed up by and Dean Academics at the start of academic session. The academic activities of the Institute are regulated by Academic Calendar approved by the Principal on the recommendation of Dean Academics from time to time and made available to the students/ Faculty members and all other concerned in printed and electronic form in advance. It is mandatory for students /Faculty to strictly adhere to the Academic Calendar for completion of academic activities until and unless permitted by the competent authorities. The academic calendar may be revised and approved by the Principal on the recommendation of Dean Academics if needed.

R 27. Guidelines for Award of Grades

R 27.1

a. The marks of various components shall be added to get total marks secured on a 100-points scale. The rounding off shall be done on the higher side.
b. The provisional grades shall be awarded by the Examination Committee. The grades shall be finalized after the End Semester Examination.
c. The procedures for evaluation of project, training, seminar and group discussion etc. shall be decided by BoS in consultation with Dean Academics and COE.
d. In case of audit courses the students would be awarded grades as follows

Academic Performance	**Grades**	**Marks**
Outstanding	O	≥ 90%
Good	G	≥ 60% and < 90%
Satisfactory	S	≥ 45% and < 60%
Unsatisfactory	U	< 45%
Absent	I	**Absent**

The grades shall be awarded by the course coordinators and communicated to the controller of examinations. The course coordinator shall decide and declare the mode of evaluation for the audit courses within the date prescribed by the Dean Academics.

R 28. Improvement of Grade while undertaking a Programme

Students shall be permitted to improve their grades under the following conditions.

1. The facility for improvement of grades will be available to all the students.
2. The improvement is possible only in theory examination. No improvement is permitted in practical/lab courses, projects, workshops, and assignments.
3. The Makeup examination shall be treated as grade improvement examination.
4. The Improvement Examination can be undertaken only for the courses in which a candidate had appeared as a regular student in the end sem examination.
5. Additional examination fees will be paid by the student for appearing in the examination for

	improvement in the grade. The fee payable shall be as prescribed by the Finance Committee. 6. After the improvement examination result of the course taken for improvement of grade, better of the two grades, that is grade already awarded and the grade secured in the improvement examination will be considered. 7. Student having undertaken Improvement Examination will not be eligible for the award of any medal/merit position. 8. The student shall be issued a fresh replacement grade card indicating the new grade .

R 29 Honors & Minors scheme

Apart from the minimum credit requirements as per specified program for the award of the undergraduate engineering degree, schemes provide opportunities for supplementing the learning experience by crediting additional courses, in parent as well as in diverse areas. These additional credits when they are in focused branch would earn the students, credentials like Honors/Minors. Honors scheme aims for vertical knowledge growth in his/her own branch which may have research/skill orientation while Minors scheme aims for additional knowledge in any other branch for enhancement of employability.

On successful completion of the requirements of Honors and Minors schemes, the UG students shall be awarded degree with mention of Honors/Minors by the University (subject to the approval) or a Certificate by SVPCET. Participation of students in these schemes shall not be mandatory. Aspiring student will register for additional theory courses and acquire additional (minimum) 20 credits for any one of the two schemes. If a student opt for 'Honors', he, /she will not be entitled to register for 'Minors' and vice-versa. It is expected that the students with good academic standing, utilize their surplus time for enhancing their academic learning experience and gain a wide exposure.

R 29.1	**Eligibility of student:** Students having no backlogs and qualified as per eligibility specified by respective BOS shall be eligible to register for Honors/Minors courses from the list prescribed by the department. Also, the student should not have received 'F' grade in any of the previous courses at the time of registration for Honors/Minors course. The scheme shall begin from Fourth Semester of UG programs.
R 29.2	**Course Registration & Conduction:** Every department will offer courses from the Honors/Minors list, only one course per Semester (i.e. in Sem IV, V, VI, VII and VIII). Aspiring students from the host department belonging to any Semester shall register for that course. He/she shall be permitted subject to availability of seats in the course. Common slots per week shall be allotted in the time-table for conduction of classes of Honors and Minors courses. The same criteria of

	attendance as applied to regular UG programs at SVPCET shall be applicable.
R 29.3	**Examination:** The evaluation scheme of Honors/Minors courses will be 30% continuous evaluation and 70% End Semester Examination. Students will be allowed only two chances to pass the Honors/Minors course i.e. regular End Semester Examination and its immediately followed Make-up examination. If a student is not able to pass the course in these examinations, no additional chance shall be given as ex-student at any stage and he/she will be discontinued from the Honors/Minors scheme. In Honors/Minors courses, it will be mandatory for student to secure minimum 'E' grade else, it won't be counted as completion of Honors/ Minors course. Performance evaluation of students in both Honors and Minors courses will be as per R 20.
R 29.4	**Duration of Program with Honors:** All requirements of the program and Honors/Minors have to be completed within the stipulated period of the original program i.e. 04 years for UG students who were admitted in First Year of the program and 03 years for those who got lateral entry in second year of the program. No additional period will be permitted. If a student is unable to earn additional 20 credits along with all the prescribed credits of parent program within the stipulated allowed duration of the parent program, he/she will not be awarded Honors/Minors. The Honors/Minors courses completed if any by such students shall not be adjusted or converted into program credits anywhere in the credits structure of original curriculum of the program in which they were admitted and such additional credits will remain extra.
R 29.5	**Dropping/Withdrawal/Termination from Honors/Minors:** If a student drops or withdraws from the Honors/Minors scheme at any stage, the additional credits earned through Honors/Minors courses shall not be converted into program credits (core/electives/lab/project etc) and they will remain extra. If at any stage during the duration of the program, the student is found indulging in any indisciplinary activity (against the Code of Conduct at SVPCET), he/she shall be terminated from the Honors/Minors scheme, and no Honors/Minors certificate shall be awarded to him/her.
R 29.5	**Class:** Successful completion of Honors/Minors scheme will not indicate any Class or Division.
R 30. Emergent Cases	
R. 30.1	Notwithstanding anything contained in the above regulations, Principal, in emergent situations,

	shall take decisions on behalf of the Academic Council/ Standing Committee/ Finance Committee / Examination Committee / BoS as he thinks necessary and shall report it in the next meeting of the respective committee.
R 31. Interpretation of Regulations	
R 31.1	In case of any dispute, difference of opinion in interpretation of these regulations or any other matter not covered in these regulations, the decision of the Chairman, Academic Council shall be final and binding.
R 32. Power to Modify	
R 32.1	Notwithstanding all that has been stated above, the Governing Body has the right to modify any of the above regulations from time to time.