

VI. ACADEMIC REGULATIONS

Applicable for the students of B.Tech. from the Academic Year 2020-21.

1. UG – B.Tech. Programs

The following B.Tech. Programs are offered at present

- i. Civil Engineering (CE)
- ii. Electrical and Electronics Engineering (EEE)
- iii. Mechanical Engineering (ME)
- iv. Electronics and Communication Engineering (ECE)
- v. Computer Science and Engineering (CSE)
- vi. Information Technology (IT)
- vii. Artificial Intelligence and Data Science (AI&DS)
- viii. Internet of Things (IoT)

2. Duration of the Program

The duration of the program is four academic years consisting of eight semesters. However, a student is permitted to complete the course work of B.Tech. program in the stipulated time frame of **EIGHT** years from the date of joining. Students admitted into third semester of B.Tech. program directly, through Lateral Entry (LE), shall have to complete the course work of B.Tech. program in the stipulated time frame of **SIX** years from the date of joining.

3. Minimum Instruction Days

Each semester consists of a minimum of ninety instruction days.

4. Award of B.Tech. Degree

- i) Each discipline of the B.Tech. program is designed to have a total of **160** credits and the student shall have to complete the four year course work and earn all the **160** credits for the award of B.Tech. Degree.
- ii) Students, who fail to complete their four years' course of study within eight years from the year of their admission or fail to acquire the **160** credits within this period shall forfeit their seat in B.Tech. course and their admission shall stand cancelled.
- iii) Students joining the B.Tech. program into the II year 1st semester directly through Lateral Entry (LE) Scheme shall have to complete the three year course work and earn **120** credits for the award of B.Tech. degree.
- iv) Students, who fail to complete their three years course of study within six years from the year of their admission or fail to acquire the **120** credits for the award of degree within this period shall forfeit their seat in B.Tech. course and their admission shall stand cancelled.
- v) **Award of B. Tech. (Honors) / B. Tech. (Minor):** B. Tech. with Honors or a B.Tech. with a Minor will be awarded if a student earns 20 additional credits as per the regulations/guidelines. Registering for Honors / Minor degree is optional.

5. Duration and Pattern of the Program

- i) The duration of the program is four academic years consisting of eight semesters for regular students and three academic years consisting of six semesters for lateral entry students.
- ii) Each semester consists of a minimum of ninety instructional days.
- iii) Three week induction program is mandatory for all the first year UG students and shall be conducted as per AICTE/UGC/APSCHE guidelines.
- iv) A student has to register for all the courses in a semester.
- v) Grade points, based on percentage of marks awarded for each course will be the basis for calculation of SGPA (Semester Grade Point Average) and CGPA (Cumulative Grade Point Average).
- vi) Award of division shall be based on the CGPA acquired.
- vii) A pool of interdisciplinary, skill development courses, industry internship, socially relevant projects etc., which are relevant to the industry are integrated into the curriculum of the branch of engineering concerned.
- viii) As a mandatory rule, all the students shall be registered for the mandatory non-credit courses as per AICTE/UGC/APSCHE guidelines.

6. Attendance Regulations

- i) A student is eligible to write the semester end examinations if he acquires a minimum of 40% attendance in each subject and a 75% of attendance in aggregate of all the subjects.
- ii) Condoning of shortage of attendance in aggregate up to 10% (65% and above and below 75%) in each semester will be considered for genuine reasons, such as on medical grounds and participation in co-curricular and extra-curricular activities and shall be granted only after the approval by a committee duly appointed by the college. For medical reasons, the student should submit application for medical leave along with medical certificate from a registered medical practitioner within three days from the day of reporting to the classwork after the expiry of the Medical Leave. In the case of participation in co-curricular and extra-curricular activities, either within the college or in other colleges, students must take prior permission in the written form from HoD concerned and should also submit the certificate of participation from the organizers of the event within three days after the completion of the event. Only such cases will be considered for condoning attendance shortage.
- iii) A student shall be eligible to claim for condonation of attendance shortage for a maximum of two times during the four year (eight semesters) course work of B.Tech. (Regular) / three year (six semesters) course work of B.Tech. (Lateral).

- iv) A student will not be promoted to the next semester unless he satisfies the attendance requirement of the current semester. He may seek re-admission for that semester when offered within 4 weeks from the date of commencement of classwork.
- v) Shortage of Attendance below 65% in aggregate shall in *NO* case be condoned.
- vi) Students whose shortage of attendance is not condoned in any semester are not eligible to take their end-examinations of current semester and their registration shall stand cancelled.
- vii) A fee stipulated by the college shall be payable towards condonation of attendance shortage.
- viii) A student is required to put up a minimum of 75% of attendance in the mandatory non-credit courses for getting the satisfactory grade. However, condonation of the shortage of attendance upto 10% shall be applicable for all mandatory non credit courses and a fee stipulated by the college shall be payable towards condonation fee.

7. Distribution and Weightage of marks - Evaluation

The distribution of Continuous Internal Evaluation (CIE) and Semester End Examination (SEE) marks for each course is given in the table:

Sl.No.	Components	Internal	External	Total
1	Theory / Integrated Theory and Laboratory/ Project Based Theory	30	70	100
2	Engineering Graphics/ Design/ Drawing	30	70	100
3	Practical / Skill Development Courses	15	35	50
4	Community Service Project / Internship	-	100	100
5	Project Work	60	140	200
6	Mandatory Non-Credit Courses			
	i) Environmental Studies and Constitution of India	30	70	100
	ii) Sports & Games/ Cultural and NSS/Fine Arts /Yoga /Self Defence	100	-	100

(i) Continuous Internal Evaluation

Theory Courses:

- a) For theory subjects, during a semester, there shall be two mid-term examinations. Each mid-term examination consists of (i) one online objective examination(OE) consisting of 20 multiple choice questions for 10 marks for a duration of 20 minutes (ii) one descriptive examination(DE) consisting of 3 descriptive questions for 5 marks each a total of 15 marks for a duration of 90 minutes and (iii) one assignment(AT) for 5 marks.

- b) First mid-term examination(Mid-I) shall be conducted from first 50% of the syllabus and second mid-term examination(Mid-II) shall be conducted from the rest of the 50% of syllabus.
- c) The total marks secured by the student in each mid-term examination are evaluated for 30 marks. The final marks of each mid-term examination shall be displayed in the respective department notice boards within 10 days of completion of last examination.
- d) Internal marks can be calculated with the sum of the 80% marks of better scored mid-term examination and 20% marks of less scored mid-term examination .

Example:

Mid-1 marks = Marks secured in (online examination-1 + descriptive examination-1 + one assignment-1)

Mid-2 marks = Marks secured in (online examination-2 + descriptive examination-2 + one assignment-2)

Final internal Marks = (Best of (Mid-1/Mid-2) marks x 0.8
+ Least of (Mid-1/Mid-2) marks x 0.2)

- e) *For subjects like Functional English and Professional Communication, the pattern of mid-term examination is given along with the syllabus of the respective subject.*

Integrated Theory and Lab Courses

For the integrated theory and laboratory course, the distribution of 30 marks for internal evaluation shall be, 15 marks for theory based on two descriptive examinations and 15 marks for laboratory. The pattern for the descriptive examination is as same as the pattern for the regular theory courses. Sum of the 80% marks of better scored descriptive examination and 20% marks of less scored descriptive examination are considered. Of the 15 marks for the laboratory, 5 marks for the day-to-day performance, 5 marks for record and 5 marks for the semester end internal examination.

Project Based Theory Courses

For the project based theory course, the distribution of 30 marks for internal evaluation shall be, 15 marks for the theory based on two descriptive examinations and 15 marks for project. The pattern for descriptive examination is as same as the pattern for the regular theory courses. Sum of the 80% marks of better scored descriptive examination and 20% marks of less scored descriptive examination are considered. 15 marks for project shall be awarded by the department review committee based on the project report and the performance in oral presentation.

Drawing / Design Courses

For the subjects such as Engineering Graphics, Engineering Drawing, Building Planning and Drawing, Estimation, Costing & Valuation, Design & Drawing of

Steel Structures etc., the distribution of 30 marks for internal evaluation shall be, 15 marks for day-to-day work, and 15 marks based on two descriptive examinations. The pattern for the descriptive examination is as same as the pattern for regular theory courses. Sum of the 80% marks of better scored descriptive examination and 20% marks of less scored descriptive examination are considered.

Practical Courses

For the practical courses the distribution of 15 internal marks shall be, 5 marks for day-to-day performance, 5 marks for record and 5 marks for an internal laboratory test conducted at the end of a semester.

Skill Development Courses

Each student shall register for seven skill development courses (total 10 credits) offered by the department concerned. The distribution of 15 internal marks shall be 10 marks for day-to-day performance, and 5 marks for an internal examination conducted at the end of a semester.

For courses like Logic Building and Basic Coding Principles, Logic Building and Algorithmic Programming and Programming for corporate distribution of 15 internal marks shall be 10 marks for day-to-day performance (these marks will be awarded by taking no. of assignments completed, no. of quizzes attempted and amount of time spent in learning each topic on the LMS prescribed) and 5 marks for an internal laboratory test (internal Lab examination will be conducted on the assessment portal) conducted at the end of a semester.

Project Work

Of the 60 internal marks for a project work, 30 marks shall be awarded by the supervisor based on the student's involvement and 30 marks shall be awarded by the project review committee consisting of a supervisor, a senior faculty member and the HoD concerned based on the performance in Viva-Voce examination at the end of the semester.

Mandatory Non-Credit Courses

- a) Each student shall register for four mandatory non-credit courses like Environmental Studies, Constitution of India, Sports & Games/Cultural and NSS/Fine arts/Yoga/Self Defense offered by the respective departments as per the course structure.
- b) For courses like Environmental Studies and Constitution of India, two descriptive examinations shall be conducted for 30 marks each along with the mid-term examinations of regular theory courses.
- c) Each descriptive examination consists of 3 descriptive questions for 10 marks each with a total of 30 marks for a duration of 90 minutes.

- d) Sum of the 80% marks of better scored descriptive examination and 20% marks of less scored descriptive examination are considered.
- e) For courses like Sports & Games/Cultural and NSS/Fine arts/Yoga/Self Defense, 100 marks for continuous internal evaluation shall be awarded by the respective class teacher based on the day-to-day participation and performance in the activities organized under each event.

II) Semester End Examinations – Evaluation:

Theory/ Drawing/ Integrated theory and laboratory/ Project based theory Courses

- i) For all Theory/Drawing/Integrated theory and laboratory/Project based theory Courses, the semester end examination shall be conducted for 70 marks consisting of five internal choice questions (i.e “either” “or” choice), carrying 14 marks each. There will be two questions from each unit and the student should answer either of the two questions.
- ii) There will not be any external assessment for laboratory and project components for integrated theory and laboratory course and project based theory course respectively.
- iii) For design courses like Estimating, Costing & Valuation, Design of steel structures, Design of RC structures, Design of Irrigation structures, etc., the pattern for the semester end examination is given along with the syllabus of the respective subject.
- iv) *For subjects like Functional English, Professional Communication, etc, the pattern of semester end examination is given along with the syllabus of the respective subject.*

Practical Courses:

The semester end examination shall be conducted for 35 marks by the teacher concerned and an external examiner appointed by the controller of examinations.

Skill Development Courses:

The semester end examination shall be conducted for 35 marks along with the practical examinations in the presence of an external and an internal examiner (course instructor or mentor).

For courses like Logic Building and Basic Coding Principles, Logic Building and Algorithmic Programming and Programming for corporate, semester end examination paper shall consists of 3 sets of questions and student has to choose any one set of Questions. Each set shall have three questions with three levels of complexity and evaluated for a total of 35 marks.

Community Service Project

- i) Every student should put in a minimum of **180 hours** for the community service project during the summer vacation.
- ii) Each class/section shall be assigned with a mentor.
- iii) Departments shall concentrate on their major areas of respective departments concerned. For example, Dept. of Computer Science can take up activities related to computer Literacy to different sections of people like - youth, women, housewives, etc
- iv) A log book to record the activities undertaken / involved shall be maintained by every student.
- v) The log book has to be countersigned by the mentor concerned.
- vi) A report shall be submitted by each student at the end of the semester.
- vii) Based on the report and active participation of the student the semester end examination for 100 marks shall be awarded by a committee consisting of a mentor and a senior faculty member of the department.

Internship:

- i) It shall be completed in collaboration with local industries, Govt. Organizations, construction agencies, Industries, Hydel and thermal power projects and also in software MNCs in the area of specialization of the UG programme.
- ii) Students shall pursue this course during summer vacation just before it is offered as per course structure. The minimum duration of this course is at least 6 weeks.
- iii) A supervisor shall be allotted to each batch of students to guide and for taking up the summer internship. The supervisor shall monitor the attendance of the students during the internship. Attendance requirements are as per the norms of the college.
- iv) After successful completion, students shall submit a summer internship technical report to the department concerned.
- v) A certificate from industry / skill development centre shall be included in the report.
- vi) Semester end examination for 50 marks shall be conducted by a committee consisting of an external examiner, head of the department and supervisor for the internship. The report and the oral presentation shall carry 40% and 60% weightage respectively.

Project Work:

- i) The major project work shall be carried out during the IV year 2nd semester.
- ii) The project evaluation and semester end Viva–Voce examination for 140 marks shall be awarded by the committee consisting of an external examiner, head of the department and the supervisor of the project based on the report submitted and performance in Viva-Voce examination.

- iii) The evaluation of project work shall be conducted at the end of the fourth year second semester.

Mandatory Non-Credit Courses:

- i) For courses like Environmental Studies and Constitution of India, semester end examination shall be conducted by the respective departments internally for 70 marks.
- ii) The pattern for examination is same as the regular theory courses.
- iii) There is no semester end examination for courses, such as Sports & Games/ Cultural and NSS/Fine arts/Yoga/Self Defense.

Massive Open Online Courses (MOOCs):

- i) Each student shall register for one Massive Open Online Course (MOOC) as per the course structure.
- ii) A student shall register for MOOC offered by NPTEL, CISCO, MICROSOFT and SAYLOR or any other agency with a prior approval from the departmental committee.
- iii) The duration of the course shall be a minimum of 12 weeks.
- iv) The Head of the Department shall appoint one mentor for each course.
- v) The courses should be other than those offered under regular curriculum and are to be approved by the departmental committee consisting of the head of the department, mentor and one/two senior faculty members before the commencement of each semester.
- vi) During the course, the mentor monitors the students' assignment submissions given by the agency.
- vii) Students need to submit all the assignments given and need to take final exam at the proctor centre.
- viii) The required credits shall be awarded on submission of certificate from the approved agency.
- ix) In case if student does not qualify in the chosen subject, the same or an alternative equivalent subject may be registered again in the next semester with the recommendation of the HoD concerned and shall pass.

8. Criteria for Passing a Course, Award of Grades and Award of Division:

i) Criteria for Passing a Course:

- a) A candidate shall be declared to have passed in individual theory / integrated theory and laboratory / project based theory / drawing course/design course/practical/ mini project/main project, if he/she secures a minimum of 40% aggregate marks (continuous internal evaluation & semester end examination marks put together), subject to securing a minimum of 35% marks in the semester end examination.

- b) A candidate shall be declared to have passed in skill development courses/ industrial internship/socially relevant project if he/she secures a minimum of 40% marks in the semester end examination.
- c) For non-credit mandatory courses, like environmental studies and constitution of India, the student has to secure minimum 40% aggregate marks (continuous internal evaluation & semester end examination marks put together) for passing the course. For courses like Sports & Games/Cultural and NSS/Fine arts/ Yoga/Self Defense, student shall be declared to have passed in the courses if he/she secures a minimum 40% of marks in continuous internal evaluation. No marks or letter grade shall be printed in the grade cards for all mandatory non-credit courses, but only Completed (Y)/Not-completed (N) will be specified. A student has to repeat the course whenever it is offered; if he does not get satisfactory grade or does not fulfill the attendance requirements in each non-credit course for getting the degree awarded.
- d) On passing a course of a program, the student shall earn the credits assigned to that course.

ii) Method of Awarding Letter Grade and Grade Points for a Course:

- a) A student shall be considered to have completed a course successfully and earned the credits if he/she secures an acceptable letter grade in the range A+ to E as given below.
- b) Letter grade 'F' in any course implies failure of the student in that course and no credits earned. Absent is also treated as no credits earned.

A letter grade and grade points will be awarded to a student in each course based on his/her performance as per the grading system given below.

Marks Range Theory (Max - 100)	Marks Range Lab (Max. - 50)	Level	Letter Grade	Grade Points
≥ 90	≥ 45	Outstanding	A+	10
≥ 80 & ≤ 89	≥ 40 & 44	Excellent	A	9
≥ 70 & 79	≥ 35 & 39	Very Good	B	8
≥ 60 & 69	≥ 30 & 34	Good	C	7
≥ 50 & 59	≥ 25 & 29	Above Average	D	6
≥ 40 & 49	≥ 20 & 24	Average	E	5
< 40	< 20	Fail	F	0
		Absent	AB	0

iii) Calculation of Semester Grade Point Average (SGPA)* for Semester:

The performance of each student at the end of the each semester is indicated in terms of SGPA. The SGPA is calculated as given below:

$$\text{SGPA} = \quad \quad \quad \text{for each semester.}$$

where CR = Credits of a course

GP = Grade Points awarded for a course

* SGPA is calculated for a candidate who passed all the courses in that semester.

Illustration of SGPA: Let us assume there are 6 subjects in a semester. The grades obtained as follows:

Course	Credits (CR)	Grade Point (GP)	CR x GP
Subject 1	3	8	24
Subject 2	2	9	18
Subject 3	4	7	28
Subject 4	3	6	18
Subject 5	3	9	27
∑CR=15		∑CR x GP = 115	

$$SGPA = \frac{\sum CR \times GP}{\sum CR} = \frac{115}{15} = 7.67$$

iv) Calculation of Cumulative Grade Point Average (CGPA) for Entire Program:

The CGPA is calculated as given below:

$$CGPA = \frac{\sum (CR \times GP)}{\sum CR} \text{ for entire program.}$$

where CR = Credits of a course

GP = Grade points awarded for a course

Illustration of CGPA:

Semester1	Semester2	Semester3	Semester4	Semester5	Semester6	Semester7	Semester8
Credits:15	Credits:22	Credits:24	Credits:22	Credits:23	Credits:21	Credits:20	Credits:20
SGPA:7.67	SGPA:7.86	SGPA:7.87	SGPA:8.67	SGPA:8.78	SGPA:8.50	SGPA:8.60	SGPA:9.00

$$CGPA = \frac{(15 \times 7.67) + (22 \times 7.86) + (24 \times 7.87) + (22 \times 8.67) + (23 \times 8.78) + (21 \times 8.50) + (20 \times 8.60) + (20 \times 9.00)}{(15 + 22 + 24 + 22 + 23 + 21 + 20 + 20)} = 8.38$$

v) Award of Division:

After satisfying the requirements prescribed for the completion of the program, the student shall be eligible for the award of B.Tech. Degree and shall be placed in one of the following grades:

Class of Award	CGPA to be Secured	Remarks
First Class with Distinction	≥ 7.75 (Without any Supplementary Appearance)	From the CGPA secured from 160 Credits
First Class	≥ 6.75	
Second Class	≥ 5.75 & < 6.75	
Pass Class	≥ 5.00 & < 5.75	

9. Grade Card and Consolidated Grade Card

- i) A grade card shall be issued for each semester separately both for regular and supplementary examinations irrespective of passing the examination.
- ii) A grade card consists of a letter grade and credits earned for all courses of that semester along with SGPA and CGPA.
- iii) A consolidated grade card consisting of all semesters' courses with the letter grade and credits secured for each course, CGPA and award of division shall be issued if he/she fulfills the academic regulations B.Tech. program.

10. Supplementary Examinations

Supplementary examinations will be conducted twice in a year at the end of odd and even semesters.

11. Conditions for Promotion

- i) A student shall be eligible for promotion to next Semester of B.Tech. program, if he satisfies the conditions as stipulated in Regulation 6.
- ii) The following academic requirements have to be satisfied in addition to the attendance requirements mentioned in Regulation 6 for promotion into III Year I semester and IV year I semester.

a) 4 Year B.Tech Program:

- i) A student shall be promoted from II year to III year only if he acquires the academic requirement of a minimum of 40% credits up to second year second semester as shown below.
 1. Two regular and two supplementary examinations of I year I semester,
 2. Two regular and one supplementary examinations of I year II semester,
 3. One regular and one supplementary examinations of II year I semester
 4. One regular examination of II year II semester,
irrespective of whether the candidate takes the examination or not.
- ii) A student shall be promoted from III year to IV year only if he acquires the academic requirement of a minimum of 40% credits upto third year second semester as shown below.
 1. Three Regular and three supplementary examinations of I year I sem.,
 2. Three Regular and two supplementary examinations of I year II sem.,
 3. Two Regular and two supplementary examinations of II year I semester,
 4. Two Regular and one supplementary examinations of II Year II semester,
 5. One Regular and one supplementary examinations of III Year I semester,
 6. One regular examination of III Year II semester,
irrespective of whether the candidate takes the examination or not.

b) 3 Year B.Tech Program under Lateral Entry Scheme:

- i) A student shall be promoted from III to IV year only if he acquires the academic requirement of a minimum of 40% credits up to third year second semester as shown below.
 - 1. Two regular and two supplementary examinations of II year I semester,
 - 2. Two Regular and one supplementary examinations of II year II semester,
 - 3. One regular and one supplementary examinations of III year I semester
 - 4. One regular examination of III year II semester,irrespective of whether the candidate takes the examination or not.

12. Revaluation

- i) Students can apply for revaluation of his/her answer script(s) of theory course(s) as per the notification issued by the Controller of Examinations.
- ii) The Controller of Examinations shall arrange for revaluation of such answer script(s).
- iii) An examiner, other than the first examiner, shall reevaluate the answer script(s).
- iv) If the variation in marks of two evaluations is less than 15% of total marks, the best mark of two evaluations shall be taken into consideration.
- v) If the variation in marks of two evaluations is more than 15% of total marks, there shall be third evaluation by an examiner other than the first two examiners. The best marks of two evaluations (which are nearer) shall be taken into consideration.
- vi) There is no revaluation for practical/ Mini Project/ Skill Development Courses/ Social relevant Project/ Main Project courses.

13. Re-admission Criteria

- i) A candidate, who is detained in a semester due to the lack of attendance has to obtain written permission from the Principal for readmission into the same semester after duly fulfilling the required norms stipulated by the college and by paying the required tuition fee and special fee in addition to paying an administrative fee of Rs.1,000/-.
- ii) A candidate who is not promoted either to III year or IV year due to lack of required credits can seek admission into III / IV year in subsequent years after obtaining the required credits as stipulated in regulation 11 by paying the required tuition fee & special fee in addition to paying an administrative fee of Rs.1000/-

14. Break in Study

Student, who discontinues the studies for what-so-ever reason, can get readmission into appropriate semester of B.Tech program only with the prior permission of the Principal of the College, provided such candidate shall follow the transitory regulations applicable to the batch he joins. An administrative fee

of Rs.2,000/- per each year of break in study in addition to the prescribed tuition fee and special fees should be paid by the candidate to condone his break in study.

15. Transitory Regulations

When a student is detained due to lack of credits or shortage of attendance, he/she may be readmitted into the same semester in which he/she has been detained. However, the academic regulations under which the detained student was first admitted shall continue to be applicable to him/her.

Transfer candidates (from an Autonomous College affiliated to JNTUK)

A student who has secured the required credits up to previous semesters as per the regulations of other Autonomous Institutions shall only be permitted to be transferred to this college. A student who is transferred from the other Autonomous colleges to this college in second year first semester or subsequent semesters shall join with the autonomous batch in the appropriate semester. Such candidates shall be required to pass in all the courses in the program prescribed by the Board of Studies concerned for that batch of students from that semester onwards to be eligible for the award of degree. However, exemption will be given in the courses of the semester(s) of the batch which he had passed earlier and substitute subjects are offered in their place as decided by the Board of Studies. The total number of credits to be secured for the award of the degree shall be equal to 160 for regular students and 120 for lateral entry students.

16. Withholding of Results

If the student has not paid the dues, if any, to the College or if any case of indiscipline is pending against him, the result of such student will be withheld. His degree will also be withheld in such cases.

17. Malpractices and Punishments

- i) Every student appearing for the Examinations is liable to be charged with committing malpractice(s), if he/she is observed as committing any one or more of the acts mentioned in of examination malpractices and punishments.
- ii) The Principal shall refer the cases of malpractices in internal assessment tests and semester end examinations to a malpractice enquiry committee constituted by him for the purpose. Such committee shall follow the approved levels of punishment. The Principal shall take necessary action against the erring students based on the recommendations of the committee.
- iii) Any action by the candidate trying to get undue advantage in the performance or trying to help another, or derive the same through unfair means is punishable according to the provisions contained hereunder.

DISCIPLINARY ACTION FOR MALPRACTICES/IMPROPER CONDUCT IN EXAMINATIONS

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

3.	Impersonates any other candidate in connection with the examination.	The candidate who has impersonated shall be expelled from examination hall. The candidate is also debarred and forfeits the seat. The performance of the original candidate who has been impersonated shall be cancelled in all the subjects of the examination (including practicals and project work) already appeared and shall not be allowed to appear for the examinations of the remaining subjects of that semester. The candidate is also debarred for two consecutive semesters from class work and all university examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat. If the impostor is an outsider, he will be handed over to the police and a case is registered against him.
4.	Smuggles in the Answer book or takes out or arranges to send out the question paper during the examination or answer book during or after the examination.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted to appear for the remaining examinations of the subjects of that semester. The candidate is also debarred for two consecutive semesters from class work and all university examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat.
5.	Uses objectionable, abusive or offensive language in the answer paper or in letters to the examiners or writes to the examiner requesting him to award pass marks.	Cancellation of performance in that subject.

6.	<p>Refuses to obey the orders of the Chief Superintendent / Assistant Superintendent / any officer on duty or misbehaves or creates disturbance of any kind in or around the examination hall or organises a walkout or instigates others to walkout or threatens the officer-in-charge or any person on duty in or outside the examination hall of any injury to his person or to any of his relations whether by words, either spoken or written or by signs or by visible representation, assaults the Officer-in-charge or any person on duty in or outside the examination hall of any of his relations or indulges in any other act of misconduct or mischief which results in damage to or destruction of property in the examination hall or any part of the college campus or engages in any other act which in the opinion of the Officer on duty amounts to use of unfair means or misconduct or has the tendency to disrupt the orderly conduct of the examination.</p>	<p>In case of students of the college, they shall be expelled from examination halls and cancellation of their performance in that subject and all other subjects the candidate(s) has (have) already appeared and shall not be permitted to appear for the remaining examinations of the subjects of that semester. The candidates also are debarred and forfeit their seats. In case of outsiders, they will be handed over to the police and a police case is registered against them.</p>
7.	<p>Leaves the exam hall taking away answer script or intentionally tears of the script or any part thereof inside or outside the examination hall.</p>	<p>Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted to appear for the remaining examinations of the subjects of that semester. The candidate is also debarred for two consecutive semesters from class work and all university examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat.</p>
8.	<p>Possess any lethal weapon or firearm in the examination hall.</p>	<p>Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted to appear for the remaining examinations of the subjects of that semester. The candidate is also debarred and forfeits the seat.</p>

9	If student of the college who is not a candidate for the particular examination or any person not connected with the college indulges in any malpractice or improper conduct mentioned in clause 6 to 8.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted to appear for the remaining examinations of the subjects of that semester. The candidate is also debarred and forfeits the seat. Person(s) who do not belong to the college will be handed over to the police and a police case is registered against them.
10.	Comes in a drunken condition to the examination hall.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester.
11.	Copying detected on the basis of internal evidence, such as, during valuation or during special scrutiny.	Cancellation of the performance in that subject and all other subjects the candidate has appeared including practical examinations and project work of that semester examinations.
12.	If any malpractice is detected which is not covered in the above clauses 1 to 11 shall be referred to the Chief Superintendent of Examinations for future action towards suitable punishment.	

iv) Malpractices identified at spot centre during valuation

The involvement of the staff, who are in charge of conducting examinations, valuing examination papers and preparing / keeping records of documents related to the examinations in such acts (inclusive of providing incorrect or misleading information) that infringe upon the course of natural justice to one and all concerned at the examination shall be viewed seriously and appropriate disciplinary action will be taken after thorough enquiry.

18. Other Matters

- i) Physically challenged candidates who have availed additional examination time and a scribe during their Intermediate/EAMCET examinations will be given similar concessions on production of relevant proof/documents. Students who are suffering from contagious diseases are not allowed to appear either for internal or semester end examinations.
- ii) The students who participated in coaching / tournaments held at State / National / International levels through University / Indian Olympic Association during semester end external examination period will be promoted to subsequent semesters as per the guidelines of University Grants Commission Letter No. F.1-5/88 (SPE/PES), dated 18-08-1994.
- iii) The Principal shall deal in an appropriate manner with any academic problem which is not covered under these rules and regulations, in consultation with the Heads of the Departments and subsequently such actions shall be placed before the Academic Council for ratification. Any emergency modification of regulation, approved in the meetings of the Heads of the Departments shall be reported to the Academic Council for ratification.

18. General

- i) The Academic Council may, from time to time, revise, amend or change the regulations, schemes of examination and /or syllabi.
- ii) The academic regulations should be read as a whole for the purpose of any interpretation.
- iii) In case of any doubt or ambiguity in the interpretation of the above rules, the decision of the Chairman of the Academic Council is final.
- iv) Wherever the word he, him or his occurs, it will also include she, her and hers.

Honors Degree Guidelines

I. Introduction

The goal of introducing B.Tech. (Honors) is to facilitate the students to choose additionally the specialized courses of their choice and build their competence in a specialized area in the UG level. The programme is a best choice for academically excellent students having good academic record and interest towards higher studies and research. All the students pursuing regular B.Tech. with prerequisite CGPA are eligible to register Honors degree course. A student has to acquire 20 more credits, in addition to 160 credits required, for the award of the B.Tech. Honors degree. The additional courses shall be advanced subjects in the concerned department/discipline. The department concerned will determine required courses for award of Honor degree. The subjects in the Honor degree would be a combination of core (theory and lab) and some electives.

II. Objectives

The objectives of initiating the B.Tech. (Honors) degree certification are:

- a) To encourage the under graduates towards higher studies and research
- b) To prepare the students to specialize in core Engineering streams
- c) To attain the high-level competence in the specialized area of under graduate programme
- d) To learn the best educational and professional skills in the specialized area after the completion of his under graduate courses.
- e) To provide the opportunity to learn the post graduate level courses in the specified under graduate programme

III. Eligibility

- a) The following departments are offering B.Tech. (Honors);
 - ◆ Civil Engineering
 - ◆ Electrical and Electronics Engineering
 - ◆ Mechanical Engineering
 - ◆ Electronics and Communication Engineering
 - ◆ Computer Science and Engineering
- b) B. Tech students (both Regular and Lateral Entry) pursuing a major degree programme can register for Honors degree at their choice in the same department offering major degree from IV semester onwards.
- c) Students registering for Honors degree shall select the subjects from same branches/department based on the recommendations of BoS committee. For example, if a student pursuing major degree in Electrical and Electronics Engg. shall the selects subjects in Electrical and Electronics Engg. only and he/she will get major and Honors degree in Electrical and Electronics Engineering.

- d) Students registered for honors shall not be permitted to register for B. Tech (Minor).
- e) Students who have a CGPA of 8.00 or above, without any backlogs, up to III semester for regular students and only III semester for lateral entry students will be permitted to register for honors degree.
- f) CGPA of more than 8.00 has to be maintained in the subsequent semesters of regular degree and also 8.00 GPA has to be maintain in Honors degree to keep the Honor degree registration active.
- g) Student registered for Honors degree in a discipline must register and pass in all subjects with a minimum CGPA of 8.0 that constitute requirement for award of Honors degree.
- h) The subjects completed under Honors degree programme shall not be considered as equivalent subjects in case the student fails to complete the major degree programme.

IV. Registering for Honor degree

- a) Total number of seats offered for a Honors programme shall be a maximum of 35% of sanctioned intake of major degree programme.
- b) There is no fee for registration of subjects for Honors degree programme
- c) The department offering the honors degree will declare courses offered before the start of the semester.
- d) The eligible list of students shall be displayed in the respective department notice board before the start of the semester.
- e) The eligible interested students shall submit a registration form to the HoD of concerned department and the department shall maintain the record of students pursuing the Honors degree. The process of registration should be completed within one week before the start of every semester.
- f) If the student wishes to withdraw, he/she shall inform the same to HoD of concerned department within two weeks after registration of the Honors degree.

V. Attendance Requirements

- a) The overall attendance in each semester of regular B. Tech courses and Honors courses shall be computed separately.
- b) A student shall maintain an overall attendance of 75% in all registered courses of Honors to be eligible for attending semester end examinations. However, condonation for shortage of attendance up to 10% may be given as per college norms. On the recommendations of College Academic Committee, the student concerned will be permitted to take the semester end examinations, on payment of condonation fee of Rs. 500/-.
- c) Student having less than 65% attendance in Honors courses shall not be permitted for end semester examinations.

- d) A student detained due to lack of attendance in major B. Tech programme shall not be permitted to continue Honors programme.
- e) If a student is detained due to lack of attendance in Honors degree courses, he/she shall not be permitted to continue Honors programme.

VI. Credits requirement

- a) Honors degree shall not be awarded at any circumstances without completing the regular major B.Tech. programme in which a student got admitted.
- b) A Student will be eligible to get Honors degree along with major degree engineering, if he/she gets an additional 20 credits offered through Honors degree courses.
- c) Of the 20 additional credits to be acquired, 16 credits shall be earned by undergoing specified courses of Honors degree, with four courses(both theory and lab), each carrying 4 credits. The remaining 4 credits must be acquired with two courses through online from platforms like NPTEL, etc., which shall be domain specific, each with 2 credits and with a minimum duration of 12 weeks as recommended by the Board of Studies.
- d) Students shall produce a certificate issued by the online platforms like NPTEL, etc. as a proof of credit attainment.
- e) Transfer of credits from a particular Honors to regular B.Tech. and Vice-Versa shall not be permitted.
- f) If a student fails in any registered course of the Honors degree, he/she shall not be eligible to continue the B.Tech. Honors degree. However, the additional credits and grades thus far earned by the student shall be included in the separate grade card but shall not be considered to calculate the CGPA.

VII. Examinations

- a) The examination for the Honors courses offered shall be conducted along with regular B.Tech. programme.
- b) The pattern of internal and semester end examinations for Honors degree courses will be similar to regular B.Tech. courses.
- c) A separate grade card shall be issued for the Honors subjects passed in each semester.
- d) There is no supplementary examination for the failed subjects in a Honors programme.
- e) Examination Fee to be paid will be as per the college norms.

Note: *In the event of any tie during the seat allotment for a Honors degree, the concerned major degree department offering Honors shall conduct a test on the prerequisite subjects of Honors degree and final decision shall be taken.*

Minor Degree Guidelines

I. Introduction

Looking to global scenario, engineering students should have knowledge of subjects from other branches and some advanced subjects of their respective branch in which they are perusing the degree. To complement the same college has decided to take an initiative from 2020-21 in academics by introducing minor degree to the undergraduate students enrolled in the B.Tech. This gives a provision to the students to pursue minor other than the discipline in which student got admitted. An aspiring student can choose the courses and laboratories in any other discipline and can get a minor degree in the chosen specialization in addition to regular major B.Tech. degree. This way undergraduates are not restricted to learn about courses only in the discipline they get admitted to, but can choose courses of their interest to later on take up a career path of their liking. The students taking up a minor degree course will get additional credits. A student has to acquire 20 more credits, in addition to 160 credits required, for the award of the minor degree. The department concerned will determine the required courses for award of minor degree. The subjects in minor programme would be a combination of mostly core and some electives.

II. Objectives

The objectives of initiating the minor degree certification are:

- a) To diversify the knowledge of the undergraduates.
- b) To make the undergraduates more employable.
- c) To have more educational and professional skills after the completion of his undergraduate courses.
- d) To give a scope to specialize students in other streams of engineering in addition to the ones they are currently pursuing.

III. Eligibility

- a) The following departments are offering B.Tech. (Minor);
 - ◆ Civil Engineering
 - ◆ Electrical and Electronics Engineering
 - ◆ Mechanical Engineering
 - ◆ Electronics and Communication Engineering
 - ◆ Computer Science and Engineering
 - ◆ Information Technology
- b) The B.Tech. students (both Regular and Lateral Entry) pursuing a major degree programme can register for minor degree at their choice in any other department offering minor from IV semester onwards.

- c) Student pursuing major degree in any engineering branch is eligible to register for minor in any other engineering branch. For example, if a student pursuing major degree in Electrical and Electronics Engineering shall complete minor in Civil Engineering and he/she will get major degree of Electrical and Electronics Engineering with minor of Civil Engineering.
- d) However, students pursuing major degree in a particular engineering branch are not allowed to register for minor in the same branch.
- e) The students are permitted to opt for only a single minor degree in his/her entire tenure of B.Tech. programme.
- f) The students registered for minor degree shall not be permitted to register for B.Tech. (Honors.)
- g) Students who have a CGPA of 7.75 or above, without any backlogs, up to III semester for regular students and only III semester for lateral entry students will be permitted to register for a minor.
- h) CGPA of more than 7.75 has to be maintained in the subsequent semesters of regular degree and also 7.75 GPA has to be maintain in Minor degree to keep the Minor degree registration active.
- i) A student registered for minor in a discipline must register and pass in all subjects with a minimum CGPA of 7.75 that constitute requirement for award of minor.
- j) The subjects completed under minor degree shall not be considered as equivalent subjects in case the student fails to complete the major degree programme.

IV. Registering for Minor Degree

- a) Total number of seats offered for a minor degree programme shall be a maximum of 35% of sanctioned intake of major degree programme.
- b) There is no fee for registration of subjects for minor degree programme
- c) The department offering the minor will declare courses offered before the start of the semester.
- d) The eligible list of students shall be displayed in the respective department notice board before the start of the semester.
- e) The eligible interested students shall apply to the HoD offering the minor degree through HoD of his/her parent department and after scrutiny the department offering minor will announce the final list of the selected students for the minor degree.
- f) The selected students shall submit a registration form to the HoD offering the minor degree through HoD of his/her parent department. The process of registration should be completed within one week before the start of every semester.
- g) Both parent department and department offering minor shall maintain the record of students pursuing the minor degree.

- h) If the student wishes to withdraw, he/she shall inform the same to HoD of department offering minor degree through HoD of parent department within two weeks after registration of the minor degree.

V. Attendance Requirement

- a) The overall attendance in each semester of regular B.Tech. courses and minor courses shall be computed separately.
- b) A student shall maintain an overall attendance of 75% in all registered courses of minor degree to be eligible for attending semester end examinations. However, condonation for shortage of attendance up to 10% may be given as per college norms. On the recommendations of College Academic Committee, the student concerned will be permitted to take the semester end examinations, on payment of condonation fee of Rs. 500/-.
- c) Student having less than 65% attendance in minor courses shall not be permitted for end semester examinations.
- d) A student detained due to lack of attendance in major B.Tech. programme shall not be permitted to continue minor degree programme
- e) If a student is detained due to lack of attendance in minor degree courses, he/she shall not be permitted to continue minor programme

VI. Credits requirement

- a) Minor degree shall not be awarded at any circumstances without completing the regular major B.Tech programme in which a student got admitted.
- b) A Student will be eligible to get minor degree along with major degree engineering, if he/she gets an additional 20 credits offered through minor degree courses.
- c) Of the 20 additional credits to be acquired, 16 credits shall be earned by undergoing specified courses of minor degree, with four courses, each carrying 4 credits. The remaining 4 credits must be acquired with two courses through online platforms like NPTEL, etc., which shall be domain specific, each with 2 credits and with a minimum duration of 12 weeks as recommended by the Board of Studies.
- d) Students shall produce a certificate issued by the online platforms like NPTEL, etc. as a proof of credit attainment.
- e) Transfer of credits from a minor to regular B.Tech and Vice-Versa shall not be permitted.
- f) If a student fails in any registered course of the minor degree, he/she shall not be eligible to continue the B.Tech. minor degree. However, the additional credits and grades thus far earned by the student shall be included in the separate grade card but shall not be considered to calculate the CGPA.

VII. Examinations

- a) The examination for the minor courses offered shall be conducted along with regular B.Tech. programme.
- b) The pattern of internal and semester end examinations for minor degree courses will be similar to regular B.Tech. courses.
- c) A separate grade card shall be issued for the minor degree subjects passed in each semester.
- d) There is no supplementary examination for the failed subjects in a minor degree programme.
- e) Examination Fee to be paid will be as per the College norms.

Note: *In the event of any tie during the seat allotment for a Minor degree, the concerned department offering Minor degree shall conduct a test on the prerequisite subjects of Minor degree and final decision shall be taken.*