



JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY HYDERABAD

(Established by Act No.30 of 2008)

Kukatpally, Hyderabad-500085, Telangana State, India.

Academic Regulations of MCA (Regular/ Full Time) Programme with effect from the Academic Year 2025-26 (R-25)

1.0 Jawaharlal Nehru Technological University Hyderabad (JNTUH) offers **Two** Years (**Four** Semesters) full-time Master of Computer Applications (**MCA**) Degree programme, under Choice Based Credit System (CBCS) at its non-autonomous affiliated colleges with effect from the academic year **2025-26**.

2.0 Eligibility for Admissions

2.1 Admission to the MCA programme shall be made subject to eligibility, qualification prescribed by the University from time to time.

2.2 Admission to the post graduate programme shall be made on the basis of either the merit rank or Percentile obtained by the qualified student in the relevant qualifying Examination/the merit rank obtained by the qualified student in Integrated Common Entrance Test (ICET) conducted by Telangana Government for MCA programme/an entrance test conducted by JNTUH/on the basis of any other exams approved by the University, subject to reservations as laid down by the Govt. from time to time.

2.3 The medium of instruction for MCA Programme will be **ENGLISH** only.

3.0 MCA Programme Structure

3.1 The MCA Programme of JNTUH is of Semester pattern, consisting of **Two** academic years, with each academic year having **Two** Semesters (Odd and Even Semesters).

3.2 The two-year MCA program consists of 80 compulsory credits and the student has to register for all 80 credits and earn all 80 credits for the award of MCA degree.

3.3 The student shall not take more than **Four** academic years to fulfill all the academic requirements for the award of MCA degree from the date of commencement of first year first semester, failing which the student shall forfeit the seat in MCA programme.

3.4 **UGC/AICTE** specified definitions/descriptions are adopted appropriately for various terms and abbreviations used in these PG academic regulations, as listed below:

3.4.1 Semester Scheme

There shall be a minimum of 15 weeks of instruction, excluding the mid-term and semester-end exams. Around 15 instruction hours, 30 instruction hours and 45 hours of learning need to be followed per one credit of theory course, practical course and project respectively. In each semester, there shall be 'Continuous Internal Evaluation (CIE)' and 'Semester End Examination (SEE)' under Choice Based Credit System (CBCS). The curriculum/course structure suggested by AICTE is followed as a reference document.

3.4.2 Credit Courses

All courses are to be registered by the student in a semester to earn credits which shall be assigned to each course in an L: T: P: C (Lecture Periods: Tutorial Periods: Practical Periods: Credits) structure based on the following general pattern:

- One credit for one hour/week/semester for theory/lecture (L) courses or tutorials (T)
- One credit for two hours/ week/semester for laboratory/ practical (P) courses
- One credit is allocated for three hours per week in a semester for Project/Mini-Project session.



3.4.3 Course Classification

All courses offered for the MCA Degree Programme is broadly classified as follows. The University has followed in general the guidelines issued by AICTE/UGC.

S.No.	Broad Course Classification	Course Group/ Category	Course Description
1	Core Courses (CoC)	CC- Core Courses	Includes courses related to the parent discipline/department
		Project Work	MCA Project or PG Project or Major Project
		Seminar	Seminar based on core contents related to the discipline
2	Elective Courses (EiE)	PE - Professional Electives	Includes elective courses related to the parent discipline/department
		OE - Open Electives	Elective courses which include inter-disciplinary courses or courses in an area outside the parent discipline/department

4.0 Course Registration

- 4.1 A 'Faculty Advisor or Counselor shall be assigned to a group of around 20 students who will advise the students about the MCA program, its Course Structure and Curriculum, Choice/Option for Courses, based on his competence, progress, pre-requisites and interest.
- 4.2 The on-line Registration Requests for any current semester shall be completed before the commencement of SEEs (Semester End Examinations) of the preceding semester.
- 4.3 A Student can apply for on-line Registration, only after obtaining the written approval from his Faculty Advisor, which should be submitted to the College Academic Section through the Head of Department (a copy of it being retained with Head of Department, Faculty Advisor and the Student).
- 4.4 Course Options exercised through on-line Registration are final and cannot be changed. further, alternate choices will not be considered. However, if the Course that has already been listed for Registration by the University in a Semester could not be offered due to unforeseen or unexpected reasons, then the Student will be allowed to have alternate choice either for a new Course, if it is offered, or for another existing Course (subject to availability of seats). Such alternate arrangements will be made by the Head of Department, with due notification and time-framed schedule, within the first week from the commencement of Class-work for that Semester.
- 4.5 The Head of the Department/ Course Coordinator should review vacant slots in the timetable of each section once in every week or fortnight. The vacant slots in the time-table may be allocated to the course teachers who could not take classes in proportion to the number of weeks completed from the commencement of the semester.

5.0 Attendance Requirements

Attendance is calculated separately for each course.

- 5.1 Attendance in all classes (Lectures/Laboratories) is compulsory. The minimum required attendance in each theory course including the attendance of mid-term examination/ Laboratory etc. is 75%. Two periods of attendance for each theory course shall be considered, if the student appears for the mid-term examination of that course. ***This attendance should also be included in the attendance uploaded every fortnight in the University Website. The attendance of Audit Courses should be uploaded separately to the University.*** A student shall not be permitted to appear for the Semester End Examinations (SEE), if his attendance is less than 75%.



- 5.2 Condoning of shortage of attendance** up to a maximum of 10% (considering the days of attendance in sports, games, NCC, NSS activities and Medical grounds) in each course (Theory/Lab) of a semester shall be granted by the College Academic Committee on genuine reasons.
- 5.3** A prescribed fee per course shall be payable for condoning shortage of attendance after getting the approval of College Academic Committee for the same. The College Academic Committee shall maintain relevant documents along with the request from the student.
- 5.4** Shortage of Attendance below 65% in any course shall in **no case be condoned**.
- 5.5** A Student, whose shortage of attendance is not condoned in any course(s) (Theory/Lab) in any Semester, is considered as 'Detained in that course(s), and is not eligible to write Semester End Examination(s) of such course(s), in that Semester; and he/she has to seek re-registration for those course(s) in subsequent Semesters, and attend the same as and when offered.
- 5.6** A student fulfills the attendance requirement in the present semester, shall not be eligible for readmission into the same class.
- 5.7** **a)** A student shall put in a minimum required attendance in at least three theory courses (excluding Audit course) in first Year I semester for promotion to first Year II Semester.
b) A student shall put in a minimum required attendance in at least three theory courses (excluding *Audit* course) in first Year II semester for promotion to second Year I Semester.
- 6.0 Academic Requirements**
- 5.1** The following academic requirements have to be satisfied, in addition to the attendance requirements mentioned in clause no. 5. The performance of the candidate in each semester shall be evaluated course-wise, with a maximum of 100 marks per course (theory / practical), based on Continuous Internal Evaluation and Semester End Examination.
- 6.1** A student shall be deemed to have satisfied the academic requirements and earned the credits allotted to each course, if he secures not less than:
- 40% of Marks (24 out of 60 marks) in the Semester End Examination (SEE);
 - A minimum of 50% of marks in the sum total of CIE (Continuous Internal Evaluation) and SEE (Semester End Examination) taken together; in terms of Letter Grades this implies securing '**B**' Grade or above in a course.
- 6.2** A student shall be deemed to have satisfied the academic requirements and earned the credits allotted to each course including seminar, if he secures not less than 50% of the total marks. The student would be treated as failed, if student (i) does not submit a seminar report or does not make a presentation of the same before the evaluation committee as per schedule or (ii) secures less than 50% marks in seminar evaluation. The failed student shall reappear for the above evaluation when the notification for supplementary examination is issued.
- 6.3** A student shall register for all courses for total of **80** credits as specified and listed in the course structure, put in the required attendance and fulfill the academic requirements for securing **80** credits obtaining a minimum of '**B**' Grade or above in each course to complete the MCA Program successfully.
- Note:**
1. The SGPA will be computed and printed on the marks memo only if the candidate passes in all the courses offered and gets minimum '**B**' grade in all the courses.
 2. CGPA is calculated only when the candidate passes in all the courses offered in all the semesters.
- 6.4** Letter Grades obtained in all those courses covering the above specified **80** credits alone shall be considered for the calculation of final CGPA, which will be indicated in the consolidated grade memo.



- 6.5** When a student is detained due to shortage of attendance in any course(s) in any semester, shall not be permitted to write the Semester End Examinations. However, he is eligible for re-registration of such course(s) in the subsequent semester(s), as and when next offered, with the academic regulations of the batch into which he is re-registered, by paying the prescribed fees per course. In all these re-registration cases, the student shall have to secure a fresh set of internal marks and Semester End Examination marks for performance evaluation in such course(s), and SGPA/CGPA calculations.
- 6.6** A student eligible to appear for the Semester End Examination in any course, but absent from it or failed (failing to secure 'B' Grade or above), may reappear for that course at the supplementary examination as and when conducted. In such cases, his Internal Marks assessed earlier for that course will be carried over, and added to the marks secured in the supplementary semester end examination, for the purpose of evaluating his performance in that course.
- 6.7** A Student who fails to earn **80** credits as per the specified course structure, and as indicated above, within **four** academic years from the date of commencement of his first year first semester, shall forfeit his seat in MCA programme and his admission shall stand cancelled.

7.0 Evaluation - Distribution and Weightage of Marks

The performance of a student in each semester shall be evaluated course- wise (irrespective of credits assigned) for a maximum of 100 marks.

- 7.1** The performance of a student in every course (including Practicals and Project Work) will be evaluated for 100 marks each, with 40 marks allotted for CIE (Continuous Internal Evaluation) and 60 marks for SEE (Semester End-Examination). The Continuous Internal Evaluation for theory courses shall be made based on the average of the marks secured in the two Mid-Term Examinations conducted, first Mid-Term examinations in the middle of the Semester and second Mid-Term examinations during the last week of instruction.
- 7.2 Theory Courses:** For the theory courses during a semester, there shall be two mid-term examinations. Each Mid-Term examination consists of two parts i) Part – A for 10 marks, ii) Part – B for 20 marks with a total duration of two hours as follows:

1. Mid Term Examination for 30 marks:
 - a. Part - A: Objective/quiz paper for 10 marks.
 - b. Part - B: Descriptive paper for 20 marks.

The objective/quiz paper is set with multiple choice, fill-in the blanks and match the following type of questions for a total of 10 marks. The descriptive paper shall contain 6 full questions out of which, the student has to answer 4 questions, each carrying 5 marks. The average of the two Mid Term Examinations shall be taken as the final marks for Mid Term Examination for 30 marks.

The remaining 10 marks of Continuous Internal Assessment (out of 40) are distributed as:

2. 5 marks for Assignment. (Average of 2 Assignments each for 5 marks)
3. Course Viva-Voce/PPT/Poster Presentation/ Case Study on a topic in the concerned course for 5 marks.

While the first mid-term examination shall be conducted on 50% of the syllabus, the second mid-term examination shall be conducted on the remaining 50% of the syllabus.

Five (5) marks are allocated for assignments (as specified by the course teacher concerned). The first assignment should be submitted before the conduct of the first mid-term examination, and the second assignment should be submitted before the conduct of the second mid-term examination. The average of the two assignments shall be taken as the final marks for assignment.



Course Viva-Voce/PPT/Poster Presentation/ Case Study on a topic in the concerned course for five marks before II Mid-Term Examination.

7.3 Semester End Examination for theory courses

The semester end examinations (SEE), for theory courses, will be conducted for 60 marks consisting of two parts viz. i) **Part- A** for 10 marks and ii) **Part - B** for 50 marks.

- Part-A is a compulsory question which consists of ten sub-questions with uniform coverage from all units carrying equal marks.
- Part-B consists of five questions (numbered from 2 to 6) carrying 10 marks each. Each of these questions is from each unit and may contain sub-questions. For each question there will be an “either” “or” choice, which means that there will be two questions from each unit and the student should answer either of the two questions.
- The duration of Semester End Examination is 3 hours.

7.4 Semester End Examination for Practical Courses

For practical courses there shall be a Continuous Internal Evaluation (CIE) during the semester for 40 marks and 60 marks for semester end examination. Out of the 40 marks for internal evaluation:

1. A write-up on day-to-day experiment in the laboratory (in terms of aim, components/procedure, expected outcome) which shall be evaluated for 10 marks
2. 10 marks for viva-voce (or) tutorial (or) case study (or) application (or) poster presentation of the course concerned.
3. Internal practical examination conducted by the laboratory teacher concerned shall be evaluated for 10 marks.
4. The remaining 10 marks are for Laboratory Project, which consists of the Design (or) Software / Hardware Model Presentation (or) App Development (or) Prototype Presentation submission which shall be evaluated after completion of laboratory course and before semester end practical examination.

In the Semester End Examination for practical courses held for three hours, total 60 marks are divided and allocated as shown below:

1. 10 marks for write-up
2. 15 for experiment/program
3. 15 for evaluation of results
4. 10 marks for presentation on another experiment/program in the same laboratory course and
5. 10 marks for viva-voce on concerned laboratory course

7.5 For conducting Semester End Examination for practical courses, one internal examiner and one external examiner are to be appointed by the Principal of the College and this is to be informed to the Director of University Examinations within two weeks, before commencement of the lab end examinations. The external examiner should be selected from outside the College concerned but within the cluster. No external examiner should be appointed from any other College in the same cluster/any other cluster which is run by the same Management.

7.6 There shall be a Seminar during second year II semester. For Seminar, a student shall collect the literature on the advanced topic in relevant fields and critically review the literature and submit it to the department in the form of report and shall make an oral presentation before the Department Academic Committee consisting of Head of the Department, Seminar coordinator and two other senior faculty members of the department. For Seminar, there will be only internal evaluation for 100 marks. A student



has to secure a minimum of 50% of marks to be declared successful. If he fails to obtain the minimum marks, he has to reappear for the Seminar during the supplementary examination as and when the notification is issued.

- 7.7 Every candidate shall be required to submit a thesis or dissertation on a topic approved by the Project Review Committee.
- 7.8 The MCA Dissertation shall be prepared in the structure prescribed by the University, adhering to the style files and formatting guidelines. To facilitate this process, each institution will organize a brief orientation session for the entire class/section at the beginning of the final semester, guiding the students on the required structure and formatting of the dissertation.
- 7.9 A Project Review Committee (PRC) shall be constituted with the Head of the Department as Chairperson, Project Supervisor and one senior faculty member of the Department offering the MCA programme.
- 7.10 Registration of Project Work: A student is permitted to register for the project work **at the beginning of II Year I Semester after satisfying the attendance requirement in all the courses, both theory and laboratories up to I Year II Semester**. The duration of the project work is two semesters.
- 7.11 After registration for Project Work, a student, in consultation with his Project Supervisor, has to present the title, problem definition, objectives, scope of work, Literature Survey in the same domain of his project work during **Project Work Review - I** to the Project Review Committee (PRC) for approval within **four weeks** from the commencement of II Year I Semester. The student can initiate the Project Work only after obtaining the approval of the PRC. If a student fails to register for project work or did not get the PRC approval to initiate the Project Work, he has to register for Project Work or get the PRC approval during Project Work Review – III in II Year II Semester.
- 7.12 If a student wishes to change his supervisor or topic of the project, he can do so with the approval of the PRC within **six weeks** from the commencement of **II Year I Semester**. However, the PRC shall examine whether or not the change of topic/supervisor leads to a major change of his initial plans of project proposal.
- 7.13 **The project work review – II** shall be scheduled within one month from the commencement of II Year II Semester. During this review the PRC will examine the progress of the proposed project work in Project Work Review - I.
- 7.14 **The Project Work Review – III** carries 100 Internal Marks. The Project Supervisor will evaluate for **40 Marks** and PRC will evaluate for remaining **60 marks**. The Project Work Review – III evaluation will be done after four months from the commencement of II Year II Semester. The PRC will examine the overall progress of the Project Work. The student shall make an oral presentation before the PRC. A student has to secure minimum of 50% marks to be declared successful in Project Work Review – III and then only permitted to submit project thesis. A draft copy of thesis should be submitted to the Head of the Department.
- 7.15 If a student fails to obtain the minimum required 50% marks in the project work review – III, he has to reappear for the same during Project Work Review – I in next academic year. If a student also fails in this attempt then he has to reappear for the same during Project Work Review – III in the next semester.
- 7.16 After approval from the PRC, a soft copy of the thesis shall be submitted for anti-plagiarism check and the plagiarism report should be submitted to the University and be included in the final thesis. The thesis can be accepted for submission, if the similarity index is less than **30%**. If the similarity index is more than the required percentage, the student is advised to revise the thesis and re-submit the soft copy of the thesis after one month. The maximum number of re-submissions of thesis after plagiarism check is limited to two. After three attempts, the admission is liable to be cancelled. The college authorities are advised to make plagiarism check of every soft copy of theses before submissions.



- 7.17** Three copies of the project thesis certified by the supervisor shall be submitted to the College/School/Institute.
- 7.18** The thesis shall be adjudicated by an external examiner selected by the University. For this, the Principal of the College/School/Institute shall submit a panel of **three** examiners from among the list of experts in the relevant specialization as submitted by the supervisor concerned and Head of the Department.
- 7.19** The Project Viva-Voce in II Year II Semester carries 100 marks and evaluation shall be done by external examiner. The student has to secure a minimum of 50% marks in Project Viva-Voce examination. The project viva-voce examination may be conducted after successful completion of project work review – III.
- 7.20** If the report of the external examiner is unsatisfactory, the candidate shall revise and resubmit the Thesis. If the report of the examiner is unsatisfactory again, the thesis shall be summarily rejected. Subsequent actions for such dissertations may be considered, only on the specific recommendations of the external examiner and /or Project Review Committee. No further correspondence in this matter will be entertained, if there is no specific recommendation for resubmission.
- 7.21** If the report of the external examiner is satisfactory, the Head of the Department shall coordinate and decide for the conduct of Project Viva-Voce examination. The Project Viva-Voce examination shall be conducted by a board consisting of the Supervisor, Head of the Department and the external examiner who adjudicated the Thesis.
- 7.22** If a student fails to fulfill the requirements as specified in the above clause, he has to reappear for the Project Viva-Voce examination only after three months. In the reappeared examination also, if he fails to fulfill the requirements, he will not be eligible for the award of the degree, unless he is asked to revise and resubmit his project work by the board within a specified time period.
- 7.23** The Project Viva-Voce External examination marks must be submitted to the University on the day of the examination.

8.0 Re-Admission/Re-Registration

8.1 Re-Admission for Discontinued Student

A student, who has discontinued the MCA degree programme due to any reason whatsoever, may be considered for '**readmission**' into the same degree programme with the academic regulations of the batch into which he gets readmitted, with prior permission from the authorities concerned.

- 8.2** If a student is detained in a course (s) due to shortage of attendance in any semester, he may be permitted to **re-register** for the same course(s) or the student may register in an equivalent course, If the same course is not available, as suggested by the Board of Studies of that department, in the subsequent semester(s), with the academic regulations of the batch into which he seeks re-registration, with prior permission from the authorities concerned.

9.0 Examinations and Assessment - The Grading System

- 9.1** Grades will be awarded to indicate the performance of each student in each Theory course, or Lab/Practicals, seminar or Project, etc., based on the percentage of marks obtained in CIE + SEE (Continuous Internal Evaluation + Semester End Examination, both taken together) and a corresponding Letter Grade shall be given.
- 9.2** As a measure of the student's performance, a 10-point Absolute Grading System using the following Letter Grades (UGC Guidelines) and corresponding percentage of marks shall be followed:

% of Marks Secured in a Course (Class Intervals)	Letter Grade (UGC Guidelines)	Grade Points
90% and above ($\geq 90\%$, $\leq 100\%$)	O (Outstanding)	10



Below 90% but not less than 80% ($\geq 80\%$, $< 90\%$)	A ⁺ (Excellent)	9
Below 80% but not less than 70% ($\geq 70\%$, $< 80\%$)	A (Very Good)	8
Below 70% but not less than 60% ($\geq 60\%$, $< 70\%$)	B ⁺ (Good)	7
Below 60% but not less than 50% ($\geq 50\%$, $< 60\%$)	B (above Average)	6
Below 50% ($< 50\%$)	F (FAIL)	0
Absent	Ab	0

- 9.3 A student obtaining 'F' Grade in any course is deemed to have 'failed' and is required to reappear as 'Supplementary Student' for the Semester End Examination (SEE), as and when conducted. In such cases, his Internal Marks (CIE Marks) in those courses will remain as obtained earlier.
- 9.4 If a student has not appeared for the examinations, 'Ab' Grade will be allotted to him for any course and shall be considered 'failed' and will be required to reappear as 'Supplementary Candidate' for the Semester End Examination (SEE), as and when conducted.
- 9.5 A Letter Grade does not imply any specific marks percentage; it is only the range of percentage of marks.
- 9.6 In general, a student shall not be permitted to repeat any Course (s) only for the sake of 'Grade Improvement' or 'SGPA/ CGPA Improvement'.
- 9.7 A student earns Grade Point (GP) in each Course, on the basis of the Letter Grade obtained by him in that Course. The corresponding 'Credit Points' (CP) are computed by multiplying the Grade Point with Credits for that particular Course.

Credit Points (CP) = Grade Point (GP) x Credits For a Course

- 9.8 The student passes the Course only when he gets $GP \geq 6$ (B Grade or above).
- 9.9 The Semester Grade Point Average (SGPA) is calculated by dividing the Sum of Credit Points secured from all Courses registered in a Semester, by the total number of credits offered in that semester. SGPA is rounded off to two decimal places. SGPA is thus computed as

$$SGPA = \frac{\sum_{i=1}^N C_i G_i}{\sum_{i=1}^N C_i} \text{ for each Semester,}$$

where 'i' is the Course indicator index (taking into account all Courses in a Semester), 'N' is the no. of Courses offered in the Semester (as specifically required and listed under the Course Structure of the parent Department), C_i is the no. of Credits allotted to the i^{th} Course, and G_i represents the Grade Points corresponding to the Letter Grade awarded for that i^{th} Course.

- 9.10 The Cumulative Grade Point Average (CGPA) is a measure of the overall cumulative performance of a student over all Semesters considered for registration. The CGPA is the ratio of the Total Credit Points secured by a student in all registered courses in all semesters, and the total number of credits registered in all the semesters. CGPA is rounded off to two decimal places. CGPA is thus computed from the I Year Second Semester onwards, at the end of each Semester, as per the formula

$$CGPA = \frac{\sum_{j=1}^M C_j G_j}{\sum_{j=1}^M C_j} \text{ for all S Semesters registered,}$$

(ie., upto and inclusive of S Semesters, $S \geq 2$),

where 'M' is the total no. of Courses (as specifically required and listed under the Course Structure of the parent Department) the Student has 'registered'. C_j is the no. of Credits allotted to the j^{th} Course, and G_j represents the Grade Points (GP) corresponding to the Letter Grade awarded for that j^{th} Course. After registration and completion of I Year I Semester however, the SGPA of that Semester itself may be taken as the CGPA, as there are no cumulative effects.

**Illustration of calculation of SGPA**

Course	Credits	Letter Grade	Grade points	Credit Points
Course 1	4	A	8	4*8 = 32
Course 2	4	O	10	4*10 = 40
Course 3	4	B	6	4*6 = 24
Course 4	3	B	6	3*6 = 18
Course 5	3	A+	9	3*9 = 27
Course 6	3	B	6	3*6 = 18
	21			159

$$\text{SGPA} = 159/21 = 7.57$$

Illustration of calculation of CGPA

Semester	Credits	SGPA	Credits * SGPA
Semester I	24	7	24*7 = 168
Semester II	24	6	24*6 = 144
Semester III	24	6.5	24*6.5 = 156
Semester IV	24	6	24*6 = 144
	96		612

$$\text{CGPA} = 612/96 = 6.37$$

10.0 Award of Degree and Class

- 10.1** If a student who registers for all the specified Courses as listed in the Course Structure, satisfies all the Course Requirements, and passes the examinations prescribed in the entire PG Programme, and secures the required number of **80 Credits** (with $\text{CGPA} \geq 6.0$) shall be declared to have qualified for the award of the MCA Degree that he was admitted into.

10.2 Award of Class

After a student has earned the requirements prescribed for the completion of the programme and is eligible for the award of MCA Degree, he shall be placed in one of the following three classes based on the CGPA:

Class Awarded	CGPA
First Class with Distinction	≥ 7.50
First Class	$6.50 \leq \text{CGPA} < 7.50$
Second Class	$6.00 \leq \text{CGPA} < 6.50$

A student with final CGPA (at the end of the **PGP**) **< 6.00** shall not be eligible for the Award of Degree.

11.0 Withholding of Results

If the student has not paid the dues, if any, to the University or if any case of indiscipline is pending against him, the result and degree of the student will be withheld and he will not be allowed into the next semester.

12.0 Conversion of CGPA into equivalent Percentage of Marks

The following formula shall be used for the conversion of CGPA into equivalent marks, whenever it is necessary

$$\text{Percentage (\%)} \text{ of Marks} = (\text{Final CGPA} - 0.5) \times 10$$



13.0 Mapping with the Sustainable Development Goals

All the courses specified in the course structure of every programme are mapped with the one or more sustainable development goals.

14.0 General

14.1 Credit: A unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical work/field work per week.

14.2 Credit Point: It is the product of grade point and number of credits for a course.

14.3 Wherever the words “he”, “him”, “his”, occur in the regulations, they shall include “she”, “her”.

14.4 The academic regulation should be read as a whole for the purpose of any interpretation.

14.5 In case of any doubt or ambiguity in the interpretation of the above rules, the decision of the University is final.

14.6 The University may change or amend the academic regulations or syllabi at any time and the changes or amendments made shall be applicable to all the students with effect from the dates notified by the University.



MALPRACTICES RULES
DISCIPLINARY ACTION FOR IMPROPER CONDUCT IN EXAMINATIONS

S.No	Nature of Malpractices/Improper conduct	Punishment
	If the student:	
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 to 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 student 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 student orally or by any other body language methods or communicates through cell phones with any student 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 students involved. Incase 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 to the examination (theory or practical) in which the student is appearing.	Expulsion from the examination hall and cancellation of the performance in that subject and all other courses the student has already appeared including practical examinations and project work and shall not be permitted to appear for the remaining examinations of the courses of that Semester/year. The Hall Ticket of the student is to be cancelled and sent to the University.
3.	Impersonates any other student in connection with the examination.	The student who has impersonated shall be expelled from examination hall. The student is also debarred and forfeits the seat. The performance of the original student, who has been impersonated, shall be cancelled in all the courses of the examination (including practicals and project work) already appeared and shall not be allowed to appear for examinations of the remaining courses of that semester/year. The student is also debarred for two consecutive semesters from class work and all University examinations. The continuation of the course by the student is subject to the academic regulations in connection with forfeiture of seat. If the imposter 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 additional sheet or takes out or arranges to send out the question paper during the examination or answer book or additional sheet, during or after the examination.	Expulsion from the examination hall and cancellation of performance in that subject and all the other courses the student has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the courses of that semester/year. The student is also debarred for two consecutive semesters from class work and all University examinations. The continuation of the course by the student is subject to the academic regulations in connection with forfeiture of seat.
5.	Uses objectionable, abusive or offensive language in the answer paper or in letters to the examiners or writes to the examiner requesting him to award pass marks.	Cancellation of the performance in that subject.
6.	Refuses to obey the orders of the Chief Superintendent/Assistant – Superintendent/ any officer on duty or misbehaves or creates disturbance of any kind in and around the examination hall or organizes a walk out or instigates others to walk out, or threatens the officer-in charge or any person on duty in or outside the examination hall of any injury to his person or to any of his relations whether by words, either spoken or written or by signs or by visible representation, assaults the officer-in- charge, or any person on duty in or outside the examination hall or any of his relations, or indulges in any other act of misconduct or mischief which result in damage to or destruction of property in the examination hall or any part of the College campus or engages in any other act which in the opinion of the officer on duty amounts to use of unfair means or misconduct or has the tendency to disrupt the orderly conduct of the examination.	Incase of students of the college, they shall be expelled from examination halls and cancellation of their performance in that subject and all other courses the student(s) has (have) already appeared and shall not be permitted to appear for the remaining examinations of the courses of that semester/year. The students 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.
7.	Leaves the exam hall taking away answer script or intentionally tears of the script or any part thereof inside or outside the examination hall.	Expulsion from the examination hall and cancellation of performance in that subject and all the other courses the student has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the courses of that semester/year. The student is also debarred for two consecutive semesters from class work and all University examinations. The continuation of the course by the student is subject to the academic regulations in connection with



		forfeiture of seat.
8.	Possess any lethal weapon or firearm in the examination hall.	Expulsion from the examination hall and cancellation of the performance in that subject and all other courses the student has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the courses of that semester/year. The student is also debarred and forfeits the seat.
9.	If student of the college, who is not a student for the particular examination or any person not connected with the college indulges in any malpractice or improper conduct mentioned in clause 6 to 8.	Student of the colleges expulsion from the examination hall and cancellation of the performance in that subject and all other courses the student has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the courses of that semester/year. The student is also debarred and forfeits the seat. Person(s) who do not belong to the College will be handed over to police and, a police case will be registered against them.
10.	Comes in a drunken condition to the examination hall.	Expulsion from the examination hall and cancellation of the performance in that subject and all other courses the student has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the courses of that semester/year.
11.	Copying detected on the basis of internal evidence, such as, during valuation or during special scrutiny.	Cancellation of the performance in that subject and all other courses the student has appeared including practical examinations and project work of that semester/year examinations.
12.	If any malpractice is detected which is not covered in the above clauses 1 to 11 shall be reported to the University for further action to award suitable punishment.	

Malpractices identified by squad or special invigilators

1. Punishments to the students as per the above guidelines.
2. Punishment for institutions: (if the squad reports that the college is also involved in encouraging malpractices)
 - I. A show cause notice shall be issued to the college.
 - II. Impose a suitable fine on the college.
 - III. Shifting the examination centre from the college to another college for a specific period of not less than one year.
