

## CONTENTS

### Regulations

1. Introduction
2. Degree Programs
3. Registration
4. Add/Drop/Audit options
5. Course structure
6. Attendance
7. Withdrawal from the programme
8. Evaluation System
9. Evaluation of Performance
10. Communication of Grades
11. Vertical Progression
12. Award of Class
13. Appeal for Review of Grades
14. Degree Requirements
15. Graduation requirement and Convocation
16. Award of Prizes, Medals and Class and Rank
17. Conduct and Discipline
18. Lists of Scholarships

### REGULATIONS COMMON TO ALL B.E. (CREDIT SYSTEM) DEGREE PROGRAMMES OF NMAM INSTITUTE OF TECHNOLOGY, NITTE Karkala, Udupi Dist., Karnataka

#### 01. INTRODUCTION

- 1.1 The general regulations are common to all B.E. (Credit System) Degree Programs conducted at the NMAMIT, Nitte Campus and shall be called “NMAMIT Regulations”.
- 1.2 The provisions contained in this set of regulations govern the policies and procedures on the Registration of students, imparting Instructions of course, conduct of the examination and evaluation and certification of students performance and all amendments there to leading by the said Degree programme(s).
- 1.3 This set of Regulations, on approval by the Academic Senate and Governing Council, shall supercede all the corresponding earlier sets of regulations of the BE Degree program (of VTU) along with all the amendments thereto, and shall be binding on all students undergoing the Graduate Degree Programme(s) (Credit System) conducted at the NMAMIT, Nitte with effect from its date of approval and is applicable for students admitted to 1<sup>st</sup> year after August 2007. **This set of Regulations, may evolve and get modified or changed through appropriate approvals from the academic Senate / Governing Council from time to time, and shall be binding on all stake holders (The Students, Faculty, Staff of Departments of NMAMIT, Nitte). The decision of the Senate/ Governing Council shall be final and binding.**
- 1.4 In order to guarantee fairness and justice to the parties concerned in view of the periodic evolutionary refinements, any specific issues or matters of concern shall be addressed separately, by the appropriate authorities, as and when found necessary.
- 1.5 The Academic Senate may consider any issues or matters of Concern relating to any or all the academic activities of NMAMIT courses for appropriate action, irrespective of whether a reference is made here in this set of Regulations or otherwise.
- 1.6 The course shall be called **Bachelor of Engineering** course abbreviated as B.E. (Subject of specialization) – Credit System.

**1.7 DURATION OF THE COURSE**

- (a) The course shall extend over a period of total duration of **4 years.**
- (b) Each year shall have the following schedule with **5 ½** days a week.

Suggested Break down of Academic Year into Semesters

1. No. of Semesters / Year	Three; Two being Main semesters (odd, even) and one being a supplementary semester; after 2 main semesters.  (Note: Supplementary semester is primarily to assist weak and/ or failed students through make up courses. However, Autonomous Colleges may use this semester to arrange Add-On courses for other students and/ or for deputing them for practical training elsewhere.)
2. Semester Duration	Main semester (odd, even) each 19 Weeks; Supplementary Semester 8 Weeks
3. Academic Activities (Weeks):	Main Semester Registration of Courses & Course Work (16.0) Examination Preparation and Examination (3.0) Total (19) Supplementary Semester (only for make up courses) Registration of Courses & Course Work (5.0) Examination Preparation and Examination (3.0) Total (8) Declaration of results: 2 weeks from the date of last examination Inter- Semester Recess: After each Main Semester (2) After Supplementary Semester (2)  Total Vacation: 14 (for those who do not register for supplementary semester) and 6 (for those who register for supplementary semester)

(Note: In each semester, there will be provision for students for Registration of courses at the beginning, dropping of courses in the middle and withdrawal from courses towards the end, under the advice of faculty member. These facilities are expected to enhance the learning capabilities of students, minimizing their chances of failure in courses registered and also ensure their better monitoring by Faculty Advisors).

**A candidate shall be allowed a maximum duration of eight years from the first semester of admission to become eligible for the award of Bachelor Degree.**

The calendar of events in respect of the course shall be fixed by the Senate from time to time, but preferably in line with the academic calendar of the VTU.

**02. DEGREE PROGRAMMES**

2.1 Under Graduate B.E. Degree Programmes are offered in the following disciplines by the respective programme hosting departments listed below:

- i) Biotechnology Engineering (BT)
  - ii) Civil Engineering (CV)
  - iii) Computer Science & Engineering (CS)
  - iv) Electronics & Communications Engineering (EC)
  - v) Electrical & Electronics Engineering (EE)
  - vi) Information Science & Engineering (IS)
  - vii) Mechanical Engineering (ME)
- Other teaching departments are –
- ix) Mathematics (MA)
  - x) Physics (PH)
  - xi) Chemistry (CY)
  - xii) Humanities, Social Sciences and Management (HU)

2.2 The provisions of these Regulations shall be applicable to any new discipline that may be introduced from time to time and appended to the above list.

**03 REGISTRATION**

3.1 Every student after consulting his Faculty Advisor in parent department shall register approved courses (core and elective) to earn credits for meeting the requirements of degree program at

the commencement of each Semester on the days fixed for such registration and notified in the academic calendar. Students who fail to register on or before the specified date will have to pay a late fee. Such courses together with their grade and credits earned will be included in the grade card issued by the college at the end of each semester, like odd, even, supplementary and it forms the basis for determining the student's performance in that semester.

### 3.2 Lower and Upper Limits for Course Credits Registered in a Semester

#### Course Credit Assignment

All courses comprise of specific Lecture/Tutorial/Practical (L-T-P) schedule. The course credits are fixed based on the following norms.

Lecture / Tutorials / Practical :

- (i) One hour Lecture per week is assigned one Credit.
- (ii) a 2-hour Tutorial session per week is assigned 1.0 Credit.
- (iii) a 2-hour Lab. session per week is assigned 1.0 credit.

For example, a theory course with L-T-P schedule of 3-2-0 hours will be assigned 4.0 credits.

A laboratory practical course with L-T-P schedule of 0-0-2 hours will be assigned 1.0 credit.

Calculation of Contact Hours / Week – A Typical Example

Typical Course Load per Semester			Contact Hours per Week
No. of Courses	Credits / Course	Total Credits	
2 Lecture Courses	3:0:0	6	6 10 10 5 31
2 Lec. cum Lab Courses	3:0:1	8	
2 Lec. cum Tut. Courses	3:1:0	8	
1 Lec. Tut. cum Lab Courses	1:1:1	3	
Total : 7		25	

A student must register, as advised by Faculty Advisor, between a minimum of 20 credits and up to a Maximum of 30 credits.

### 3.3 Mandatory Pre-Registration for higher semester

In order to facilitate proper planning of the academic activities of the Semester, it is necessary for the students to declare their intention to register for courses of higher semesters (3<sup>rd</sup> and above) at least two weeks before the end of the current semester choosing the courses offered by each department in the next higher semester which is displayed on the Department Notice Board at least 4 weeks prior to the last working day of the semester.

Registration to a higher semester is allowed only if the student fulfills the following conditions -

- i) satisfied all the academic requirements to continue with the programme of studies without termination
- ii) cleared all Institute, hostel and library dues and fines, if any, of the previous semester
- iii) paid all required advance payments of the Institute and the hostel for the current semester
- iv) has not been debarred from registering on any specific grounds by the Institute.

### 04 ADD / DROP / AUDIT options

#### 4.1 Registration of courses

Each student shall have to register for course work at the beginning of a semester within 2 to 3 days of commencement after discussing with subject teacher and under faculty advice. The permissible course load to be either average credits (=25) or to be within the limits of minimum (=20) and maximum (=30) credits.

#### 4.2 DROP-option

During a specified period at the middle of a semester student's performance in CIE is reviewed by the faculty advisor. Following poor performance by a student he/she can be facilitated to drop identified course(s) (upto the minimum credits specified for the semester). Such course(s) will not be mentioned in the Grade card. Such courses to be re-registered by these students and taken up for study at a later time.

#### 4.3 Withdrawal from courses

During a specific period specified towards the end of the semester, student's performance in CIE is reviewed by the Faculty advisors. Following poor performance by a student in identified course (s)

he/she is advised to withdraw from such course(s) (upto the minimum credits specified for the semester) with mention in the Grade card (Grade 'W'). Such courses to be re-registered by these students and taken up for study at a later time.

#### 4.4 AUDIT-option

A student can register for courses for audit only, with a view to supplement his/her knowledge and/or skills. The student's grades in such course(s) will have to be reflected in the grade card. However, CORE courses shall not be made available for audit. But these shall not be taken into account in determining the student's academic performance in the semester. 'U' grade is awarded to such courses on satisfying the attendance requirements and CIE requirements. The candidate neednot appear for SEE in such courses.

### 05 COURSE STRUCTURE :

5.1 The total course package for a BE Degree programme will typically consist of the following components:

Sl. No.		Credit Range	Credit suggested
a	Basic Science Core Courses (BS)	30-40	30 credits
b	Engineering Science Core courses (ES)		
	(Engg. Foundation courses)	30-40	30 credits
c	Humanities and Social Science (HSS) Core courses	10-20	10 credits
d	Professional core courses	60-80	80 credits
e	Professional Elective courses (core)	20-30	20 credits
f	Electives open (An open elective course can be any of the following. Basic Sciences, Engineering Science Humanities, Social Science and Management Departmental)	10-20	10 credits
g	Departmental Program- Major project		20 credits
h	Mandatory Learning Courses		Non-credits
	Total		200 credits

5.2 The Department Under Graduate Committee (DUGC) will discuss and recommend the exact credits offered for the programme for the above components 'a' to 'g', the semester wise distribution among them, as well as the syllabi of all undergraduate courses offered by the department from time to time before sending the same to the Board of Studies(BOS). The BOS will consider the proposals from the departments and make recommendations to the senate for consideration and approval.

#### 5.3 The earned Credit Requirement for the BE Degree is 200.

Degree is awarded by prescribing the total number of credits to be earned, rather than by using the program duration, giving flexibility to student to plan their career.

#### 5.4 Mandatory Learning Courses

These are courses that must be completed by the student at appropriate time or at his convenience. The 'PP' grade is awarded for a Pass in the course and 'NP' grade is awarded for a Fail in the course. In case 'NP' grade is awarded, the student has to re-register for the same course wherein he has no alternative options. However, he can opt for other courses if he has been provided with multiple options.

The 'PP' and 'NP' grades do not carry grade points and hence not included in the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) computations. However such non-credit mandatory courses are required to be included in the students' performance record (transcript) with Pass or Fail (PP or NP).

Courses that come under this category are the following.

Topics like Moral and Ethical Values, Communication skills, ED Programme, Environmental issues, Constitution of India, Proficiency in a Language etc.

Such courses will not carry any credits for the award of degree, but a pass in each of such course during the programme shall be a necessary requirement for the student to qualify for degree award.

#### 5.5 PROJECT

- Project work at 8<sup>th</sup> semester shall be completed batch wise. The batch shall consist of a maximum of 4 candidates.
- Project viva-voce examination shall be conducted individually.

## 5.6 ELECTIVES

- i) A candidate shall take electives in each semester from 2 or 3 groups of electives, commencing from 5<sup>th</sup> semester. A minimum of 3 electives will be listed in each group and not more than 1 to be chosen from each group.
- ii) The minimum number of students to be registered for any Elective offered shall not be less than ten.
- iii) A candidate shall opt for his/her choice of electives and register for the same if pre-registration is not done, at the beginning of each of 5<sup>th</sup>, 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> semesters. The candidate is permitted to opt for change of elective within 15 days from the date of commencement of the semester as per the academic calendar of the college.

## 06 ATTENDANCE REQUIREMENT

- 6.1 Each semester is considered as a unit and the candidate has to put in a minimum attendance of 85% in each subject with a provision of condoning 10% of the attendance by Principal for reasons such as medical grounds, participation in University level sports, cultural activities, seminars, workshops and paper presentation.
- 6.2 The basis for the calculation of the attendance shall be the period of term prescribed by the College by its calendar of events. For the first semester students, the same is reckoned from the date of admission to the course (as per CET/COMED-K or Management allotment).
- 6.3 The students shall be informed about their attendance position in the first week of every month by the College so that the students shall be cautioned to make up the shortage.
- 6.4 A candidate having shortage of attendance (<75%) in any course(s) registered shall not be allowed to appear for SEE of such course(s). Such students will be awarded 'NE' grade in these courses.  
He/she shall have to repeat those course(s). Such students shall re-register for the same subject(s) if hard core or among the soft core or elective course(s) as the case may be when the particular course is offered next either in a main (odd/even) or supplementary semester.
- 6.5 **Attendance in CIE and SEE:** Attendance at all examinations both CIE and SEE of each course registered shall be compulsory and there shall not be any provision for re-examinations. Any student against whom any disciplinary action is pending shall not be permitted to attend any SEE in that semester.

## 07 WITHDRAWAL FROM THE PROGRAMME

### 7.1 Temporary Withdrawal

- (a) A student who has been admitted to a degree programme of the college may be permitted once during the course to withdraw temporarily, for a period of one semester, on the grounds of prolonged illness or grave calamity in the family etc., provided –
  - i) The student applies to the College within 6 weeks of the commencement of the college stating fully the reasons for withdrawal together with supporting documents and endorsement from his parent/guardian.
  - ii) The College is satisfied about the genuineness of the case and that even by taking into account the expected period of withdrawal, the student has the possibility to complete the programme requirements (eg. UG 200 credits) within the time limits specified by the university.
  - (iii) The student does not have any dues or demands at the College / University including tuition and other fees as well as library material.
  - (iv) A student availing of temporary withdrawal shall be required to pay such fees and/or charges as may be fixed by the college until such time as his/her name appears on the Student's roll list. The fees/charges once paid shall not be refunded.
  - (v) A student will be entitled to avail the temporary withdrawal facility only once during his/her studentship. However, any other concession for the concerned student shall have to be approved by the academic council.

### 7.2 Permanent Withdrawal

Any student who withdraws admission before the closing date of admission for the Academic Session is eligible for the refund of the deposits only. Fees once paid will not be refunded on any account.

Once the admission for the year is closed, the following conditions govern withdrawal of admissions.

- (a) A student who wants to leave the College for good, will be permitted to do so (and take Transfer Certificate from the College, if needed), only after remitting the Tuition fees as applicable for all the remaining semesters and clearing all other dues if any.
- (b) Those students who have received any scholarship, stipend or other forms of assistance from the College shall repay all such amounts.
- (c) The decision of the Principal of the College regarding withdrawal of a student is final and binding.

**08 EVALUATION SYSTEM**

- 8.1 The Academic Performance Evaluation of a student shall be according to a Letter Grading System, based on the Class Performance Distribution.
- 8.2 The Letter grades S A B C D E F indicate the level of academic achievement, assessed on a decimal (0-10) scale.
- 8.3 The Letter grade awarded to a student in a course, for which he has registered shall be based on his performance in quizzes, tutorials, assignments etc., as applicable, in addition to two mid-semester examinations and one semester end examination. The distribution of weightage among these components may be as follows.
 

Semester End Examination (SEE)	: 50% (50 marks)
Continuous Internal Evaluation (CIE)	
(i) Quizzes, Tutorials, Assignments, seminars, mini projects, tutorials etc.	: 10% (10 marks)
(ii) Mid-semester Examination	: 40% (40 marks)

 Any variation, other than the above distribution, requires the approval of the pertinent DUGC and Academic Council.
- 8.4 The letter grade awarded to a student in a 0-0-P (Practical) course, is based on an appropriate continuous evaluation scheme that the course instructor shall evolve, with the approval of the pertinent DUGC and the performance in SEE held on specified period in a semester.

- 8.5 The course Instructor shall announce in the class and/or display at the Faculty door/website the details of the Evaluation Scheme, including the distribution of the weightage for each of the components and method of conversion from the raw scores to the letter-grades within the first week of the semester in which the course is offered, so that there are no ambiguities in communicating the same to all the students concerned.

**8.6 Passing standards**

Evaluation Method	Passing Standard
Sessional (CIE)	Score: $\geq 40\%$ ( $\geq 20$ marks)
Terminal (SEE)	Score: $\geq 40\%$ ( $\geq 20$ marks)

- i) Project work evaluation: The evaluation of CIE of the project work shall be based on the progress of the student in the work assigned by the project supervisor, periodically evaluated by him/her together with a Department committee constituted for this purpose. Seminar presentation, project report and final oral examination conducted by project evaluation committee at the department level shall form the SEE of the project work.
- ii) In the case of other requirements, such as, seminar, industrial internship, field work, comprehensive viva voce, if any, the assessment shall be made as laid down by the Academic council.

**iii) There shall be no re-examination for any course in the credit system.**

However, students

- who have absented from attending CIE or SEE without valid reasons ('NE' grade), or
- who have failed ('F' grade) to meet the minimum passing standards prescribed for CIE and/or SEE , or
- who have been detained for want of attendance, or
- who have withdrawn ('W' grade),
- who have dropped any course

shall be required to re-register for such course(s) and go through CIE and SEE again and obtain a grade equal to or better than E in each case. While such students should re-register for same course(s) if core, they can re-register for alternative course(s)

from among the elective courses, as the case may be. The re-registration shall be possible when the particular course is offered again either in a main (Odd/Even) or a supplementary semester.

iv) **If a student fails (awarded grade 'F') to pass a course and earn the credits prescribed for the course even after FIVE attempts, the admission of the student to the programme shall be terminated and the student shall be asked to leave the college. However, such a student may seek admission to the programme at the college afresh.**

8.7 i) **Grade point scale for absolute grading**

Level	Out Standing	Exce-llent	Very Good	Good	Average	Poor	Fail
Grade	S	A	B	C	D	E	F
Grade Points	10	09	08	07	05	04	00
Score (Marks)	>=90	>=75	>=60	>=50	>=45	>=40	<40
Range (%)		<90	<75	<60	<50	<45	

ii) The grade points given above help in the evaluation of credit points earned by the student in a course as the credit points are equal to the number of credits assigned to the course multiplied by the grade points awarded to the student in that course. This shall be used in arriving at the credit index of the student for that semester, as it is the sum total of all the credit point earned by the student for all the courses registered in that semester.

8.8 **Earning of Credit**

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 S-E. Letter grade 'F' in any course implies failure of the student in that course and no credits earned.

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

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

- (i) Illness or accident, which disabled him/her from attending SEE;
- (ii) A calamity in the family at the time of SEE, which required the student to be away from the College;

Grade 'W': To a student having satisfactory attendance at classes, but withdrawing from that course before the prescribed date in a semester under Faculty Advice;

Grade 'X': To a student having attendance  $\geq 85\%$  and CIE rating ( $\geq 60\%$  that is  $\geq 30$  marks) in a course, but SEE performance observed to be poor, which could result in an overall F grade in the course. **(No 'F' grade awarded in this case but student's performance record maintained separately).**

8.10 **Grade Card:** Each student shall be issued a Grade Card (or Transcript) at the end of each semester. While this will have a list of all the courses registered by a student in the semester together with their credits, the letter grades with grade points awarded and those with grades 'W'. Only those courses registered for credit and having grade points shall be included in the computation of the students performance like SGPA and CGPA and the courses taken for audit will not form part of this computation. The results of mandatory courses, which are of the non-credit type shall also be reflected in the Grade card as PP (for Passed) or NP (for not passed). **Each UG student shall have to obtain the grade PP in each mandatory course to qualify for the Degree award by the university.**

8.11 **The Make Up Examination**

The Make Up Examination facility would be available to students who may have missed to attend the SEE of one or more course(s) in a semester for valid reasons and given the 'I' grade; Also, students having the 'X' grade shall be eligible to take advantage of this facility. The make up examination would be held as per dates notified in the Academic Calendar. However, it would be possible to hold a make up examination at any other time in the semester with the permission of the Academic Council of the

College. In all these cases, the standard of make up examination shall be same as the regular SEE for the course(s).

- a) In the event of a student in the final semester failing in a Laboratory course and/or in CIE of a subject, he/she could be given 'I' grade for the course. In such a case the concerned subject teacher would have the possibility to grant the student extra time not exceeding 12 weeks for completing the course, with the concurrence of the Department/College. If no such extra time is sought/granted, the concerned student would have to re-register for the course in a succeeding semester and take steps to fulfill the requirements for the Degree award.
- b) All the 'I' and 'X' grades awarded to the students would be converted by the teachers to appropriate letter grades and communicated to the College authorities within two days of the respective make-up SEEs. Any outstanding 'I' and 'X' grades two days after the last scheduled make-up SEEs may be automatically converted to 'F' grade.
- c) All the 'W' grades awarded to the students would be eligible for conversion to the appropriate letter grades only after the concerned students re-register for these courses in a main/ supplementary semester and fulfill the passing standards for their CIE and (CIE+SEE).

## 9 Evaluation of Performance

The overall performance of a student will be indicated by two indices:

SGPA; which is the Semester Grade Point Average, and CGPA which is the Cumulative Grade Point Average.

SGPA for a semester is computed as follows.

$$SGPA = \frac{\sum [(course\ credit) \times (Grade\ point)] (for\ all\ courses\ in\ that\ semester)}{\sum (course\ credits)}$$

CGPA is computed as follows:

$$CGPA = \frac{\sum [(course\ credits) \times (Grade\ points)] (for\ all\ courses\ excluding\ those\ with\ F\ grades\ until\ that\ semester)}{\sum (course\ credits) (for\ all\ courses\ excluding\ those\ with\ F\ grades\ until\ that\ semester)}$$

## 10 Communication of Grades

The SGPA and CGPA respectively, facilitate the declaration of academic performance of a student at the end of a semester and at the end of successive semesters. Both of them would be normally calculated to the second decimal position, so that the CGPA, in particular, can be made use of in rank ordering the students' performance at a College. If two students get the same CGPA, the tie could be resolved by considering the number of times a student has obtained higher SGPA; But, if it is still not resolved, the number of times a student has obtained higher grades like S,A,B etc. could be taken into account.

## 11 Vertical progression

11.1 i) **Minimum standard for CGPA=5.0;(at the end of each academic year).**

ii) **Maximum number of 'F' grades that can be carried at any point of time is 04.**

However failure to secure a minimum CGPA=5.0 at the end of any semester for the first time, shall attract a warning before approval of the student to continue in the following semester.

## 11.2 Termination from the programme

A student shall be required to withdraw (discontinue) from the programme and leave the college on the following grounds.

i) **Failure (Getting F Grade) and not passing a course/ Subject to earn credits for the same, in spite of FIVE attempts.**

ii) **Failure to secure a CGPA = 5.0 on three consecutive occasions.**

iii) **Failure to earn a credit of 200 (150 for lateral entry students) in 8 years(6 years for lateral entry students) of duration from the year of admission including the duration of temporary withdrawal (leave of absence).**

iv) Absence from classes for more than **six weeks at a time** in a semester without leave of absence being granted by competent authorities.

v) Failure to meet the standards of discipline as prescribed by the college from time to time.

## 12 Award of class

Some times, it would be necessary to provide equivalence of



these averages, viz., SGPA and CGPA with the percentages and/or Class awarded as in the conventional system of declaring the results of University examinations. This can be done by prescribing certain specific thresholds in these averages for Distinction, First Class and Second Class. This can be seen from the following Table.

**Percentage Equivalence of Grade Points  
(For a 10-Point Scale)**

Grade Point	Percentage of Marks
5.75	50 (second class)
6.25	55
6.75	60 (First class)
7.25	65
7.75	70 (Distinction)
8.25	75

**13 Appeal for Review of Grades**

- a) The entire process of evaluation shall be made transparent and the course instructor shall explain to a student why he gets whatever grade he is awarded, if and when required. A mechanism for review of grade is incorporated in the evaluation system. However, before appealing for such review, a student shall first approach the concerned course Instructor and then the concerned DUGC, with the request to do the needful; and only in situations where satisfactory remedial measures have not been taken, the student may then appeal to the Department Academic Appeals Boards (DAAB) before the date specified in Academic Calendar, by paying the prescribed fees.
- b) The fee for such an appeal will be decided by the Senate from time to time. If the appeal is upheld by DAAB, then the fee amount will be refunded to the student.

**14 DEGREE REQUIREMENTS**

The degree requirements of a student for the BE program are as follows.

- 14.1 College Requirements:
  - i) Minimum Earned Credit Requirement for Degree is 200
  - ii) Satisfactory completion of all Mandatory Learning courses
- 14.2 Programme Requirements:  
Minimum Earned Credit Requirements on all core courses, Elective Courses and major project as specified by the DUGC.
- 14.3 The maximum duration for a student for complying to the Degree requirements is 16 – semesters from the date of first registration for his first semester (8 years from the date of admission to first year, (12 semesters / 6 years from the date of admission for lateral entry student)).

**15 GRADUATION REQUIREMENTS AND CONVOCATION**

- 15.1 A student shall be declared to be eligible for the award of the degree if he has
  - a) Fulfilled Degree Requirements
  - b) No Dues to the College, Departments, Hostels, Library Central Computer Centre and any other centres
  - c) No disciplinary action pending against him.
- 15.2 The award of the degree must be recommended by the Senate.
- 15.3 **Convocation**

Degree will be awarded in person for the students who have graduated during the preceding academic year. Degrees will be awarded in absentia to such students who are unable to attend the Convocation. Students are required to apply for the Convocation along with the prescribed fees, after having satisfactorily completed all the degree requirements (refer 'Degree Requirements') within the specified date in order to arrange for the award of the degree during convocation.

**16 AWARD OF PRIZES, MEDALS, CLASS & RANKS**

For the award of Prizes and Medals, the conditions stipulated by the Donor may be considered as per the statutes framed by the College for such awards.

Some times, it would be necessary to provide equivalence of these averages, viz., SGPA and CGPA with the percentages and/or Class awarded as in the conventional system of declaring the results of University examinations. This can be done by

prescribing certain specific thresholds in these averages for Distinction, First Class and Second Class as described in 12 (a).

## 17 CONDUCT AND DISCIPLINE

- 17.1 Students shall conduct themselves within and outside the premises of the College in a manner befitting the students of an Institution of National Importance.
- 17.2 **As per the order of Honourable Supreme Court of India, ragging in any form is considered as a criminal offence and is banned. Any form of ragging will be severely dealt with.**
- 17.3 The following acts of omission/ or commission shall constitute gross violation of the Code of Conduct and are liable to invoke disciplinary measures:
- Ragging.
  - Lack of courtesy and decorum; indecent behaviour anywhere with in or out side the campus.
  - Willful damage or stealthy removal of any property/belongings of the College/Hostel or of fellow students/citizens.
  - Possession, consumption or distribution of alcoholic drinks or any kind of hallucinogenic drugs.
  - Mutilation or unauthorized possession of Library books.
  - Noisy and unseemly behaviour, disturbing studies of fellow students.
  - Hacking in computer systems (such as entering into other Person's area without prior permission, manipulation and/or Damage of computer hardware and software or any other Cyber crime etc.).
  - Plagiarism of any nature.
  - Any other act of gross indiscipline as decided by the Senate from time to time.
  - Use of Mobile in the college Academic area.
  - Smoking in College Campus and supari chewing.
  - Unauthorised fund raising and promoting sales.

Commensurate with the gravity of offence the punishment may be: reprimand, expulsion from the hostel, debarring from an

examination, disallowing the use of certain facilities of the College, rustication for a specified period or even outright expulsion from the College, or even handing over the case to appropriate law enforcement authorities or the judiciary, as required by the circumstances.

- 17.4 For an offence committed in (i) a hostel (ii) a department or in a class room and (iii) elsewhere, the Chief Warden, the Head of the Department and the Dean (Academics), respectively, shall have the authority to reprimand or impose fine.
- 17.5 All cases involving punishment other than reprimand shall be reported to the Principal.
- 17.6 Cases of adoption of unfair means and/or any malpractice in an examination shall be reported to the Controller of Examinations for taking appropriate action.

\*\*\*\*

**LIST OF MAJOR SCHOLARSHIPS - 2012-13**

Type of Scholarship	Eligibility	Documents required	Last date for submission
<b>For All SC/ST STUDENTS :</b>			
Fee concession	<b>Family annual Income more than Rs. 2,00,000/=</b> Admitted under CET only SC/ST Students	<b>Attested copies - two sets of</b> CET order, Latest caste Certificate & Income Certificate or Salary slip. Previous year marks cards/ All semesters marks cards	<b>28<sup>th</sup> Sept. 2012</b>
Scholarship	<b>Family annual Income Upto Rs. 2,00,000/=</b> Admitted under CET only SC/ST Students	<b>Attested copies - two sets of</b> CET order, <b>Latest</b> Caste Certificate & Income Certificate or Salary slip. Previous year marks cards/ All semesters marks cards Ration card copy & one photo	<b>28<sup>th</sup> Sept. 2012</b>
<b>Fresh application for Fee concession - for GM/Cat.2A,2B,3A,3B for Cat I</b>	Except Minority students Admitted under CET Income - Upto Rs. 44,500/=	<b>Attested copies - two sets of</b> CET order, Latest caste & Income Certificate Previous year marks cards All semesters marks cards	<b>28<sup>th</sup> Sept. 2012</b>
<b>For Renewal</b>	Passed in lower semesters Income - Upto Rs.1,00,000/=		
Scholarship from Taluk Panchayath for CAT I for Cat.2A,2B,3A,3B	Except Minority students Income - Upto Rs. 50,000/= Income - Upto Rs. 44,500/= More than 75% marks	<b>Attested copies - One set of</b> Latest caste & Income Certificate Previous year marks cards	<b>15<sup>th</sup> Sept. 2012</b>
<b>EBL for CAT I for Cat. 2A, 2B, 3A, 3B</b>	Income -Upto Rs.1,00,000/= Income - Upto Rs. 44,500/= & the student must stay in Hostel or PG	<b>Attested copies - One set of</b> Latest caste & Income Certificate Previous year marks cards Living proof (Hostel/PG)	<b>15<sup>th</sup> Sept. 2012</b>
<b>Beedi Scholarship</b>	Their parents must have Beedi Identity Card	<b>Attested copies - One set of</b> Beedi Scholarship application Marks Card Xerox Beedi Identity Card Xerox NFTS form	<b>18<sup>th</sup> August 2012</b>
<b>Jogi scholarship</b>	Income - Upto Rs. 22,000/=	Attested copies - One set of Latest caste & Income Certificate Previous year marks cards	<b>28<sup>th</sup> Sept. 2012</b>
<b>GOI Merit-cum-means</b>	Family Annual Income -	Apply through online &	<b>28<sup>th</sup> Sept. 2012</b>

xx

<b>scholarship</b>	Upto Rs. 2.5 lakhs for minority students only More than 70% marks in PUC	<b>printout must be submitted</b> along with the documents. <a href="http://www.momascholarship.gov.in">www.momascholarship.gov.in</a>	
<b>Central Sector scholarship</b>	Family annual Income - Upto Rs.4.5 lakhs <b>only 1st year BE students</b>	Further details check in website <a href="http://www.pue.kar.nic.in">www.pue.kar.nic.in</a> <b>- Scholarship - MHRD</b>	<b>In September or October. 2012</b>

**NOTE : All SC/ST STUDENTS** must apply for Scholarship or Fee concession otherwise they must pay the tuition fee and college fee.