

REGULATIONS 2014

B. TECH.

(applicable
from 2014
batch onwards)



KALASALINGAM UNIVERSITY

(Kalasalingam Academy of Research and Education)

(Under Section 3 of UGC Act 1956)

Anand Nagar, Krishnankoil - 626 126.

Srivilliputtur Taluk, Virudhunagar Dt., Tamilnadu.

CONTENTS

| B.TECH. - REGULATIONS - 2013 | | Page No. |
|-------------------------------------|---|-----------------|
| R.1.0 | Admissions | 1 |
| R.2.0 | The Structure of the B. Tech. Programme | 4 |
| R.3.0 | Faculty Advisor | 11 |
| R.4.0 | Class Committee | 12 |
| R.5.0 | Registration and Enrolment | 14 |
| R.6.0 | Registration Requirement | 15 |
| R.7.0 | Summer Term Courses | 15 |
| R.8.0 | Contact Courses | 16 |
| R.9.0 | Minimum Requirements to Continue in the Programme | 17 |
| R.10.0 | Maximum Duration of the Programme | 19 |
| R.11.0 | Temporary Withdrawal from the Programme | 19 |
| R.12.0 | Discipline | 20 |
| R.13.0 | Attendance | 21 |
| R.14.0 | Assessment Procedure Tests and Examinations | 23 |
| R.15.0 | System of Tests | 23 |
| R.16.0 | End-Semester Examinations | 24 |
| R.17.0 | Evaluation of Project | 24 |
| R.18.0 | Weightages | 25 |
| R.19.0 | Make-up Examinations | 26 |
| R.20.0 | Course-wise Grading of Students | 28 |
| R.21.0 | Method of Awarding Letter Grades | 30 |
| R.22.0 | Credit Transfer | 31 |
| R.23.0 | Declaration of Results | 31 |
| R.24.0 | Distribution of Evaluated Answer Books | 32 |
| R.25.0 | Course Repetition | 33 |
| R.26.0 | Grade Card | 35 |
| R.27.0 | Requirements for Non CGPA credit Courses | 37 |
| R.28.0 | Eligibility for the Award of the B.Tech. Degree | 38 |
| R. 29.0 | Power to Modify | 40 |

B.TECH. REGULATIONS 2013
(Applicable from 2013 batch onwards)

R.1.0 Admissions

- R.1.1 Admissions to the B. Tech. programme in any year will be based on the results of the Kalasalingam University Engineering Entrance Examination (KLUEEE) normally conducted in the month of **May / June of** that year by the University.
- R.1.2 (i) The eligibility criteria, for appearing in the Entrance Examination, as well as the criteria to be satisfied to apply for direct admission (to first year) in any academic year, will be decided by the Academic Council
- (ii) The Under-graduate Admissions Committee constituted by the Chairman, Academic Council will decide on the operational aspects of selection of candidates based on the criteria laid down by the Academic Council.
- R.1.3 The Admission Committee will decide on the procedure for conducting the KLUEEE and prepare a merit list of candidates. Subject to fulfilling the minimum performance criteria in the examination, as decided by the committee from year to year, the Admission Committee will offer admission, in the order of merit, to the successful candidates, taking into account the choice of the branch indicated by the candidate and the availability of seats in each branch.

R.1.4. Eligibility for admission to B.Tech (first year):

At the time of admission, a candidate should have passed the final examination of any one of the following qualifying courses:

- (i) H.Sc (Academic)/ H.Sc (Vocational) or equivalent course (10+2) system, conducted by any recognized Central/ State Board, such as Central Board of Secondary Education, New Delhi, Council for Indian School Certificate Examination, New Delhi, etc.
- (ii) Intermediate or two-year Pre-University course conducted by a recognized Board/ University
- (iii) Two-year course of the Joint Services Wing of the National Defence Academy
- (iv) General Certificate Education (GCE) Examination (London/ Cambridge/ Sri Lanka) at the Advanced (A) level
- (v) High School Certificate Examination of the Cambridge University, U.K.
- (vi) Any Public School/ Board/ University Certificate examinations in India or in a foreign country recognized by the Association of Indian Universities as equivalent to the 10+2 system
- (vii) 3- or 4-year Diploma recognized by AICTE or a State Board of Technical Education
- (viii) Any other examination (conducted in India/abroad), **e q u i v a l e n t** to any o f t h e a b o v e - m e n t i o n e d examinations.

In case the relevant qualifying examination is not a public examination, the candidate must have passed at least one public (Board or Pre-University) examination at an earlier level. If any Board awards only letter grades without mentioning the equivalent percentage of marks on the grade sheet, the candidate should obtain a certificate from the Board specifying the equivalent percentage of marks, and submit it at the time of counselling. In case such a certificate is not provided by the candidate, the decision of the Admission Committee regarding his/ her eligibility shall be held final.

In addition to the above-said requirement in their qualifying examinations, the candidates should have obtained a rank in the KLUEEE conducted by the university.

R.1.5. Eligibility for admission to B.Tech. (lateral entry):

For appearing in the entrance examination and admission to the second year of the B.Tech. programme of a particular branch of study, under lateral entry scheme, a candidate should have passed the final examination of the three or four year diploma course recognized by AICTE or a State Board of Technical Education, with the specialisation relevant to the branch of study of the B.Tech. programme, he/she is applying for.

R.1.6 A candidate seeking admission to the first year of B.Tech. programme in a particular year should not have completed 21 years of age as on 1st July of that year for first year of B.Tech. and 22 years of age for B.Tech lateral entry.

R 1.8 The selected candidate will be admitted to the B.Tech. programme after he/she fulfils all the admission requirements as indicated in the Letter of Admission, and after the payment of all the prescribed fees.

R 1.9 **In the matter of admission to the B.Tech. programme, the decision of the Admission Committee is final.**

R.1.10 If, at any time after admission, it is found that a candidate has not fulfilled all the requirements stipulated in the offer of admission, the Dean (Academic) may revoke the admission of the candidate and report the same to the Academic Council.

R.2.0 The Structure of the B.Tech. Programme

R.2.1 The program of instruction will consist of

- (i) A general core program comprising basic sciences, engineering sciences, humanities, engineering arts and mathematics.
- (ii) An engineering core program introducing the student to the foundations of engineering in his / her branch
- (iii) An elective program enabling the students to take up a group of courses of interest to him / her (and)
- (iv) A project approved by the Department concerned.

The courses will belong to any one of the following categories

- (i) Theory courses
 - Theory courses consist of lecture (L) and tutorial (T) hours.
- (ii) Theory courses with practical component
 - For the theory subjects which are not having the allied laboratory course, practical component will be added to the course.
- (iii) Laboratory courses
 - Laboratory courses consist of practical hours
- (iv) Laboratory courses with project

- For one of the laboratory courses in each semester, the students have to do a mini project, as a part of the laboratory course.
- Project Implementation should be in the campus

TABLE 1- Categories of courses for CGPA credits

| Sl. No. | CATEGORY | CGPA CREDIT | CATEGORY-WISE MINIMUM CREDIT REQUIREMENT |
|---------|---------------------------------|-------------|--|
| 1 | HUMANITIES | | 13 |
| 2 | BASIC SCIENCES | | 22-25 |
| | Physics | 7 | |
| | Chemistry | 4 | |
| | Mathematics | 12 | |
| | Environmental Sciences | 2 | |
| 3 | BASIC ENGINEERING | | 17 |
| | Theory | 13 | |
| | Skills | 4 | |
| 4 | PROFESSIONAL MAJOR | | 110-115 |
| | Theory Courses | 61-71 | |
| | Theory with practical component | | |
| | Electives* | 12-13 | |
| | Laboratory | 18-22 | |
| | Laboratory with project | | |
| | Self Study | 3 | |
| | Project | 8-10 | |
| 5 | MINOR ELECTIVES | | 6 |
| 6 | FREE ELECTIVES** | | 6 |
| | Total | | 177-179 |

Minimum credit requirement : 195 to 197 (177 to 179 CGPA + 18 Non-CGPA) (with respect to the branch concerned)

Note:

* The students are permitted to register either courses offered by experts/Teachers in the regular conventional class room mode or courses offered through web based online courses offered by other Universities/Institutions in India (Including NPTEL) or in abroad.

On-line courses can be taken from V semester onwards
No. of on-line courses permitted for each student: One

The BoS concerned will give prior approval for the department to permit such online courses and to have flexible assessment schemes for grading the students enrolled in such online courses

** The students are permitted to enroll in one

credit courses offered by the department with the help of experts from Industries or scientist from Research laboratory or professors from abroad Universities who are in deputation to KLU The duration of each course is 15 hours.

Students are permitted to convert 3 one credits earned through such one credit courses in to an equivalent three credit elective course. The BoS concerned will give the prior approval for the syllabus for the one credit courses and the assessment scheme for grading the students

In addition, a student should satisfactorily complete the minimum number of other co- and extra-curricular courses categorised as Non-CGPA courses, as stipulated in Table 2.

TABLE 2 - Categories of courses for NON-CGPA credits

| Sl. No. | GROUP | CATEGORY | NON-CGPA CREDIT | MINIMUM CREDIT REQUIREMENT |
|---------|-------|--|-----------------|--|
| 1 | 1 | Industrial Training I | 3 | 18 (with atleast 3 credits from each group) |
| 2 | | Advanced Industrial Training | 3 | |
| 3 | | Industrial Lectures | 3 | |
| 4 | | Soft Skills | 3 | |
| 5 | 2 | International Certifications (Technical) | 3 | |
| 6 | | Co-curricular activities | 3 | |
| 7 | 3 | SPORTS | 3 | |
| 8 | | NCC * | 3 | |
| 9 | | NSS | 3 | |
| 10 | | Extra-curricular activities | 3 | |
| 11 | 4 | English Proficiency Certification (TOEFL/IELTS/BEC) | 3 | |
| 12 | | Aptitude Proficiency certification Exams II (GRE/ GMAT/ CAT/ GATE) | 3 | |
| 13 | | Foreign Languages (French/German/ Japanese etc.) | 3 | |
| | | Total | 39 | |

*Foreign nationals are not eligible to opt for NCC

- R.2.2 The curriculum of any branch of the B.Tech. programme is designed to have a minimum total of 195-197 credits (a minimum of 177-179 Cumulative Grade Point Average (CGPA) credits [with respect to the branch concerned] and a minimum of 18 Non-CGPA credits) for the award of the B.Tech. degree.
- (a) Credits for the CGPA courses are assigned based on the following general pattern:
 - (i) One credit for each lecture period per week
 - (ii) One credit for each tutorial period per week
 - (iii) One or two credit(s) for each laboratory or practical session of three periods per week, depending on the degree of effort required to be put in by the students.
 - (b) All the Non-CGPA courses are of Pass/Fail type. Students have to successfully complete at least one course in each group of Non- CGPA courses, as given in Table 2 of Regulation 2.6. On completion of each Non-CGPA course, the performance of each student will be evaluated by the respective Course Coordinator of the Non-CGPA Course, and if found satisfactory and conforming to the requirements of the course, the student will be awarded credits assigned to the course.
 - (c) For the award of the B.Tech. degree, a candidate shall
 - (i) Satisfy all the requirements prescribed by the Regulations of the Academic Council.

- (ii) Earn not less than 195-197 credits (a minimum of 177-179 CGPA credits [with respect to the branch concerned] and a minimum of 18 Non-CGPA credits) for the students admitted in the first year of B.Tech. programme.

For the award of B.Tech. degree, a student admitted under the Lateral entry scheme is required to earn a minimum of 137 to 139 CGPA credits (40 credits lesser than the regular students admitted in the first year; 19 credits of first semester + 21 credits of second semester = 40 credits) out of the courses offered from the third semester to eighth semester of the curriculum of the branch concerned and a minimum of 12 Non-CGPA credits (six credits lesser than the regular students).

His/her Cumulative Grade Point Average (CGPA) will be calculated by taking into account the credit earnings and grade obtained in the courses starting from the third semester to eighth semester of the curriculum of the branch concerned.

- (iii) Complete all courses as specified in the curriculum and syllabus of the programme of the branch concerned, within a minimum period of four years or a maximum period of seven years (including the duration of withdrawal from the course on medical grounds or for other valid reasons., as per **R.11.1**, if any) from the date of his/her enrolment.

R.2.3 Every branch of the B. Tech. programme will have a Curriculum and Course Content (Syllabi) approved by the Academic Council.

The instruction, examinations, seminars and project reports shall be in English, unless otherwise specifically mentioned in the curriculum.

R.2.4. No semester shall have more than seven lecture-based courses and four laboratory courses as prescribed in the curriculum, adding up to not more than 28 CGPA credits.

However, the students are permitted to register for an additional course (backlog) from the V semester onwards, subject to the following conditions:

- (i) The maximum number of CGPA credits registered in any semester shall not exceed 31.
- (ii) The student's Faculty Advisor and Head of the Department recommend the same.

After the fourth semester, the eligible students aspiring for the Honours degree are also allowed to register for an additional lecture-based CGPA course (new course) in each of the subsequent semesters to earn the required additional 12 CGPA credits, as prescribed in **R.27.2**

R 2.5 Every course of the B.Tech. programme will be placed in one of the six categories of CGPA courses listed in Table 1, or in one of the thirteen categories of Non-CGPA courses listed in Table 2. A student must earn a minimum number of credits under each category of the CGPA courses, as shown in Table 1 and under each group of the Non-CGPA courses, as shown in Table 2.

The students in the VI or higher semesters are eligible to register for courses offered under the M.Tech / programmes as their electives. But every such student desiring to register for such a course must obtain the consent of the teacher offering the course and prior approval of the HoD(s) concerned and the Dean (Academic).

R.3.0 Faculty Advisor

R.3.1 To help the students in planning their courses of study and for getting general advice on the academic programme, the Department concerned will assign a certain number of students to a Faculty member who will be called their Faculty Advisor.

The Faculty Advisor will help the students in all their endeavours during their period of study. After the first End-Semester examination, if the Faculty Advisor finds that any of his/her wards is showing poor performance for whatever reason(s), he/she will bestow special care and attention on him/her as per the Standard Practice Record (SPR) of the University.

R.4.0 Class Committee

R.4.1 Every class of the B.Tech. programme will have a Class Committee consisting of Faculty and Students. The constitution of the Class Committee will be as follows:

- (i) A Professor who is not associated with teaching the particular class, nominated by the Dean (Academic)/ Head of the Department concerned, to act as the Chairman of the Class Committee.
- (ii) Course Coordinators of all the lecture-based courses
- (iii) Course Coordinators of all the Non-CGPA courses offered during the semester
- (iv) Workshop Superintendent(s) / Laboratory -in-charge(s)
- (v) The Class Co-ordinator of the class
- (vi) Five students (in the combination of two from the toppers and three from rest of the class) from the respective class to be chosen by the students of the class from amongst themselves (and)
- (vii) Faculty Advisors of the students of the respective class.

In case of project semester(s) the project guides and project work co-ordinator will become the members of the Class Committee.

On similar lines, separate Class Committee will be constituted for the Summer Term Courses, organised at the end of even semesters exclusively for slow learners.

R.4.2 In a semester, each department will offer one or two common courses (taught by different teachers) wherein students can exercise their choice of teachers. A separate Class Committee will be constituted for classes wherein such common courses are taught.

R.4.3 The basic responsibilities of the Class Committees are

- (i) To review periodically the progress of the classes
- (ii) To discuss problems concerning curriculum, syllabi and conduct of the classes, for both CGPA and Non-CGPA courses.
- (iii) To resolve issues related to slow learners in regular semesters and in summer terms.

The Class Committee permits minor changes (not exceeding 10 percent) to the prescribed contents of a course, proposed by a teacher offering the course, to bring in tune with the latest developments in Science and Technology / current practices in industry. However, the Chairman of the Class Committee obtains approval of the Chairman, Board of Studies concerned and the Dean (Academic) for effecting such changes to the content of the course.

The method of assessment during the course will be decided by the teacher in consultation with the Class Committee and will be announced to the students at the beginning of the semester. However for all courses in the first two semesters of the B.Tech. Programme, the method of assessment will consist of three Sessional Examinations, and one End-Semester

Examination with weightages specified as in R.18.1. Each Class Committee will communicate its recommendations to the Head of the Department concerned and the Dean (Academic).

The method of assessment for Non-CGPA courses will be as set forth in the booklet Guidelines for the Non-CGPA Courses of B.Tech. Programmes and will be decided by the Course Coordinator concerned in consultation with the Class Committee at the beginning of the semester.

The Class Committees shall meet at least four times in a semester; at the beginning of the semester, after the I Sessional Examination, after the II Sessional Examination, and finally (without the student members) at the end of the semester in order to finalize the grades.

The Class Committee, excluding the student members, is responsible for the finalization of the semester examinations results.

R.5.0 Registration and Enrolment

R.5.1 Except for the first semester, registration for the courses in a semester will be done during a specified week before the End- Semester examination of the previous semester.

R.5.2 From the second semester onwards students have to enroll themselves on the first day of each semester. A student will be eligible for enrolment only if he / she fulfil the requirements of R.9 and is not debarred for enrolment by any disciplinary action of the University. At the time of enrolment a student can drop a course registered earlier and also substitute it by another course for valid reason(s).

- R.5.3 The registration sheet contains the code, name, credits assigned to and the category of each course to be registered in that semester. The student can make a choice of courses in consultation with his/her Faculty Advisor.

R.6.0 Registration Requirement

- R.6.1 The curriculum for any semester, except the final normally carries 19 - 28 credits. Students have to register for all the courses in a particular semester. However, a student who secures U grade in an elective course will have the option for registering the same elective course or a different elective course.

R.7.0 Summer Term Course

- R.7.1 Summer Term Courses (STC) will be announced by the Office of Dean (Academic) on the recommendation of the Staff Council comprising of all the Deans, Heads of the Departments and chaired by the Vice Chancellor.

A Summer Term Course is open to those students who had taken the course earlier and failed or for courses with inadequate attendance, as recommended by the respective Faculty Advisors.

No student should register for more than three courses during a summer term.

- R.7.2 Summer Term Courses will be announced by the Office of Dean (Academics) at the end of the even semester before the commencement of the End-Semester examinations. A student will have to register for the courses within the date stipulated in the announcement by paying the prescribed fees.

- R.7.3 The number of contact hours in any Summer Term Course will be the same as in the regular semester course. The assessment procedure in a Summer Term Course will also be similar to that for a regular semester course.
- R.7.4 Withdrawal from a Summer Term Course is not permitted. No Make-up examination (see R.19) will be given for a Summer Term Course ordinarily.

R.8.0 Contact Courses

- R.8.1 Contact Courses will be announced by the Office of Dean (Academic) on the recommendation of the Staff Council. A contact course may be offered during the regular semester or a Summer Term by a department ONLY to a Final Year student who has obtained U grade in a CORE course. The course will be offered ONLY on the recommendation of the department with the mutual agreement of the teacher and student. The students registering for the contact course will have to pay the prescribed fee fixed by the university.

However, in special cases as per the SPR, a Faculty Advisor who finds that his/her wards are in need of extra attention and help may arrange for Contact Courses for them, if required from the V semester onwards, ONLY for the CORE courses.

- R.8.2 A student cannot register for more than two Contact courses during the semester or a Summer Term. The number of courses a student can register for a Summer Term should not exceed three including the contact courses registered for that Summer.

- R.8.3 A Contact Course for a subject cannot be offered during a semester if a regular (semester) course is offered for the same subject in that semester (or in the summer).
- R.8.4 Final Year students who wish to take Contact Courses should apply to the Dean (Academic) before the commencement of the semester in which the Contact Courses are to be taken.
- R.8.5 The assessment procedure for a Contact Course will be similar to that for the regular semester courses.
- R.8.6 Withdrawal from a Contact Course is not permitted.

R.9.0 Minimum Requirements to Continue in the Programme

- R.9.1 A student should earn not less than 11 CGPA credits in the First semester and 28 CGPA credits by the end of the Second semester after the Summer Term.

Thereafter, he/she must maintain an average of 15 CGPA credits per semester, including first two semesters, to continue with his/her studies. However, in the final semester, a student may earn less than 15 CGPA credits if these are sufficient for him/her to fulfil the requirements for the award of the degree.

However, students who do not earn the minimum required credits in the odd semester may be given a chance during the even semester to make up for the loss by securing more credits. If a student does not earn the minimum required credits at the end of an academic year, his/her name may be taken off the rolls of his/her current batch and he/she would be enrolled in the subsequent year's batch.

- R.9.2 A student is expected to earn credits for Non-CGPA courses such as NCC / NSS/ Sports only during the first four semesters. Similarly, a student is expected to complete the required Non-CGPA courses in Industrial Training/Industrial Lectures before taking up the Final Year project.
- R.9.3 A student should have a minimum CGPA of 3.0 (see R.26.2) at the end of first semester, calculated on the courses completed. However, students who do not fulfil this minimum requirement in the First semester will be given a chance during the Second semester to make up for the shortfall by securing more credits. If a student does not have the minimum required CGPA of 3.0 (and/or could not earn a minimum of 28 credits as per R9.1), at the end of First year (after the summer term period), his/her name may be taken off the rolls of his/her current batch and he/she would be enrolled in the subsequent year's batch.

Thereafter, he/she should have a minimum CGPA of 5.0 (see Regulations R. 25.2) at the end of each subsequent semester (That is, from the Third semester onwards) calculated on the courses completed. However, students who do not fulfil this minimum requirement in the odd semester will be given a chance during the even semester to make up for the shortfall by securing more credits. If a student does not have the minimum required CGPA of 5.0 (and/or could not earn a minimum of 15 credits as per R9.1), at the end of the academic year (after the summer term period), his/her name may be taken off the rolls of his/her current batch and he/she would be enrolled in the subsequent year's batch.

R.10.0 Maximum Duration of the Programme

R.10.1 A student is ordinarily expected to complete the B.Tech. programme in eight semesters. However, a student may complete the programme at a slower pace, but in any case, not exceeding 14 semesters, including semesters withdrawn on medical grounds or for other valid reason(s), as per R.11.1. However, students have to satisfy the requirements mentioned R.9.1 every semester, failing which their registration is liable to be cancelled.

A student admitted under lateral entry scheme, is ordinarily expected to complete the programme in six semesters. However, a student may complete the programme at a slower pace, but in any case not exceeding 12 semesters, including the semesters withdrawn from (a maximum of two semesters) on medical grounds or for other valid reason(s).

R.11.0 Temporary Withdrawal from the Programme

R.11.1 A student may be permitted by the Dean (Academic) to withdraw from the programme for a semester or longer for reasons of ill health or other valid grounds. Normally, a student will be permitted to discontinue the programme for a maximum period of only two semesters.

A student who is permitted to discontinue may rejoin the course at the appropriate semester only along with the regular students at the time of normal commencement of that semester.

R.11.2 A student who discontinues and rejoins shall be governed by the rules, regulations, courses of study and syllabus in force, at the time of his/her rejoining the courses.

R.12.0 Discipline

R.12.1 Every student is required to observe discipline and decorous behaviour in all activities related to academics and not to indulge in activities that would tend to bring disrepute to the University.

R.12.2 Any instance of indiscipline related to the academic activity of a student will be referred to a Discipline and Welfare Committee; likewise, any instance of malpractice by a student or faculty member in connection with the examination process will be referred to an Examination Monitoring and Grievance Redressal Committee (EMGRC), constituted by the Chairman of the Academic Council.

These Committees will inquire into the matter and make recommendations, along with mentioning suitable punishment for the offenders (if the charges against them are substantiated), to the Staff Council. The Staff Council will consider the recommendation of these committees and decide on the appropriate action to be taken. The Dean (Academic) will report the action taken in the matter at the next meeting of the Academic Council.

R.13.0 Attendance

R.13.1 Every faculty member handling a class will register his/her students' attendance till the last day of instruction of the semester and finalise the attendance records of the students. The attendance percentage, calculated up to the last day of instruction of the semester, will be indicated by a number / letter code as shown in Table 3.

TABLE 3 Attendance code Table

| Percentage of Attendance (Rounded to) | Attendance Code |
|--|------------------------|
| 95 and above | H |
| 85 to 94 | 9 |
| 81 to 84 | 8 |
| Below 80 | L |

The particulars of students who have an attendance percentage less than 80 in the courses they had registered themselves for will be displayed in the university notice boards/website. Students, whose attendance is less than 80% in the courses they had registered themselves for will not be permitted to sit for the End-Semester Examination in these courses.

The Hall Ticket for the End-Semester Examination will be issued only to eligible students upon their clearing all of their dues to the University, Hostel, Library and other Departments/Sections (if any) of the University.

R.13.2 If a student has an attendance percentage lower than 80 in a course, his/her performance in that course will be treated as not satisfactory, and he/she shall be awarded W grade ('W' meaning failure for want of minimum attendance) in that course. This grade shall be mentioned in his/her grade card till the course is successfully completed.

A student who is awarded a W grade for a course must repeat the course, as per regulation R.25.0 and he/she is not permitted to re-register the course as Contact Course.

R.13.3 For the Non-CGPA courses the minimum attendance requirement is 80%. If a student fails to meet this requirement, he/she should make up for the deficiency as below:

- (i) If the absence is on valid grounds, the deficiency will have to be made up for through the extra make-up programmes under the courses in question, offered during the Summer/Winter of the same year.
- (ii) If the absence is not on valid grounds, the deficiency will have to be made up for during the following year when the course in question is offered again.
- (iii) The deficiency in NSS/NCC/SPORTS classes will have to be made up for at the rate of two classes attended for each class missed.

R.13.4 Condonation of insufficient Attendance

Those students who have availed medical leave on valid grounds may be considered for condonation of attendance provided the percentage of attendance excluding the period of medical leave is not below 80 % and their attendance including the period of illness does not fall below 70%. Students can avail this facility only once during the entire period of study. The rule of Condonation of lack of Attendance is not applicable to any of the Non-CGPA Courses.

Students who wish to apply for the condonation of attendance should apply within two days before the last working day the semester along with the medical certificates and other relevant documents to the office of the Dean (Academic). An Attendance Committee constituted by the Chairman of the Academic Council will study the individual cases and approve of the application on the basis of merit.

R.14.0 Assessment Procedure Tests and Examinations

R.14.1 The Academic Council will decide from time to time on the system of tests and examinations in each course in each semester. The general guidelines for this are as follows: Three Sessional Examinations, and End Semester Examination.

R.15.0 System of Tests

R.15.1 In the lecture / tutorial-based courses, three Sessional Examinations (in the case of common courses of first two semesters and for higher semester courses as decided by the Class Committee)

will be held for each course per semester. The details of weightage of marks for the Sessional Examinations will be announced by the teacher, in consultation with the Class Committee, and the Dean (Academic), at the beginning of the semester.

R.16.0 End-Semester Examination

R.16.1 There will be an End-Semester Examination of three hours' duration in each lecture-based course.

R.17.0 Evaluation of Project

R.17.1 The progress of the students in their Final Year projects will be assessed through three periodical reviews by a Project Review Committee, constituted by the Head of the Department concerned/Dean (Academic).

Upon completion of the Final Year project, the student will have to submit a project report which will be evaluated by duly appointed examiner/s. The evaluation will be based on the report and a viva voce examination on the project.

R.17.2 The project reports of B.Tech. students who have not completed their courses will be evaluated in the same semester and the results sent in confidential cover to the Dean (Academic). The result of the project work evaluation will be declared by the Dean (Academic) only after successful completion of all the courses by these students.

R.18.0 Weightages

R.18.1 The weightages for the different courses:

(a) Theory courses:

| | |
|------------------------------|------|
| Three Sessional Examinations | 40 % |
| Assignments | 10% |
| End-Semester Examination | 50% |

(b) Theory courses with practical component:

| | |
|--|-----|
| Three Sessional Examinations | 30% |
| Practical | 10% |
| Assignment | 10% |
| End-Semester Examination (for theory component alone) | 50% |

(c) Laboratory courses:

| | |
|--------------------------|-----|
| Sessional Assessment | 50% |
| End-semester examination | 50% |

(d) Laboratory with project:

| | |
|---------------------|-----|
| Sessional | |
| Experiment | 30% |
| Project | 20% |
| End-Semester | |
| Experiment | 40% |
| Project | 10% |

R.18.2 The evaluation for all tests, tutorials, assignments (if any), laboratory works and examinations will be on an absolute basis. The final marks in each course are calculated as per the weightages mentioned in R.18.1. coursewise grading of students will be done as per R.20.

R.19.0 Make-up Examination

R.19.1 Students who have missed the Sessional examination(s) or End-Semester examinations for valid reasons are eligible to appear for a Make-up Examination.

Students who have missed either one or both the Sessional Examinations and the End-Semester examination in the same course for genuine reasons, such as illness, may be permitted to write Make-up Examination only for the missed End-Semester Examination with no marks being awarded for the missed Sessional Examination(s), provided they satisfy the attendance requirements.

Such of the above-mentioned students should make an application, recommended by the Faculty Advisor and Head of the Department concerned to the Dean (Academic) within one week of the date of the examination missed, explaining the reason(s) for their absence. Applications received after this period will not be entertained.

The Examination Monitoring and Grievances Redressal Committee (EMGRC) will scrutinize the applications and make recommendations to the Dean (Academic) on the basis of merit of their applications.

- R.19.2 Official permission to take a make-up examination will be given under exceptional circumstances, such as admission to a hospital due to illness.

Students residing in the hostels should produce a Medical Certificate issued by the Chief Medical Officer (CMO) of the University that he / she was admitted in the Hospital during the period of the missed Sessional Examination /End-Semester Examination

Students residing in the hostels and taking medical consultation from outside doctors are required to obtain written permission from the Medical Officer of the University Hospital before they proceed for consultation.

Students residing in the hostels but taking medical consultation from outside doctors are required to obtain an endorsement on the certificate of treatment from the Medical Officer of the University Hospital.

A student staying outside the Campus permanently / temporarily must produce a medical certificate from a Registered Medical Practitioner and the same should be duly endorsed by the parent / guardian and CMO of the University.

- R.19.3 A single make-up examination will be held about a week after the End-Semester examination for those who are permitted to take the make-up examination.

The question paper will be common to all students taking the make-up examinations in a given course. However, the question paper will be so structured that a

student will be required to answer only parts of the paper carrying marks in proportion to the weightages of the tests / examinations missed by him / her.

R.20.0 Course-wise Grading of Students

R.20.1 Letter Grades

Based on the marks obtained by a student in the internal and end semester examination in each theory and practical course, he/she is awarded with a letter grade.

(a) For Theory Courses

At the end of each semester, based on the individual performance in a theory course relative to the performance of the class in the particular course, each student is awarded a final letter grade. The letter grades and the corresponding grade points are shown in Table 4a.

**TABLE 4 a - GRADE CONVERSION TABLE
(for relative grading)**

| Grade | Grade Points | Result |
|--------------|---------------------|---|
| S | 10 | Pass |
| A | 9 | Pass |
| B | 8 | Pass |
| C | 7 | Pass |
| D | 6 | Pass |
| E | 5 | Pass |
| U | 0 | Fail |
| W | 0 | Failure for want of minimum attendance |
| I | 0 | Incomplete |

(b) For Practical Courses and Project/Thesis work

At the end of each semester, based on the individual performance in a particular course, each student is awarded a final letter grade based on the marks obtained by him/her on an absolute basis. The letter grades and the corresponding grade points are shown in Table 4b.

**TABLE 4 b- GRADE CONVERSION TABLE
(for absolute grading)**

| Grade | Grade Points | Mark Range (out of 100) | Result |
|-------|--------------|-------------------------|--|
| S | 10 | ≥ 90 | Pass |
| A | 9 | ≥ 80 but < 90 | Pass |
| B | 8 | ≥ 70 but < 80 | Pass |
| C | 7 | ≥ 60 but < 70 | Pass |
| D | 6 | ≥ 55 but < 60 | Pass |
| E | 5 | ≥ 50 but < 55 | Pass |
| U | 0 | < 50 | Fail |
| W | 0 | ---- | Failure for want of minimum attendance |
| I | 0 | ---- | Incomplete |

The I Grade awarded in a course to a student for want of completing prescribed formalities, relevant to that course, will be subsequently changed into pass grade (i.e., S/A/B/C/D/E) or U grade in the same semester, on completion of those formalities.

R.20.2 A student is considered to have completed a course successfully and earned the credits if he/she secures a letter grade other than a U, W or I in that course. A letter grade U or W in any course implies a failure in that course. A course successfully completed cannot be repeated.

All the Non-CGPA courses are of the Pass/Fail type and are not awarded with any letter grades. A candidate earns full credits assigned to a Non-CGPA course in which he/she has registered and completed, only if he/she gets a Pass in that course, otherwise he/she loses the credits.

R.21.0 Method of Awarding Letter Grades

R.21.1 A final meeting of the Class Committee without the student members will be convened within seven days after the last day of the End-Semester Examination. The letter grades to be awarded to the students for different courses will be finalized at the meeting.

R.21.2 Along with the summary sheet, a copy of the result sheet (Grade Sheet) for each course, containing the absolute marks, the final grade and attendance code will be submitted by the Course teacher/Class Coordinator to the Class Committee Chairman concerned. After finalization of the grades at the Class Committee meeting, the Grade Summary Sheet and the Grade Sheet of the individual courses will be endorsed and forwarded by the Class Committee Chairman to the Dean (Academic).

R.22.0 Credit Transfer

R.22.1 Provision of transfer of credit for student who are studying courses in foreign universities under "Semester Abroad Programme"

The following procedure will be followed for the credit transfer for students studying courses in foreign universities under "Semester Abroad Scheme"

- (i) The credits/grades indicated in the grade sheet obtained from the University in which the student has completed the courses should be used by the student as part of his/her transcripts.
- (ii) The KLU transcripts will only indicate the courses, credits and grades completed at KLU and the total number of credits (without grades) earned in other Universities in a particular semester.
- (iii) The CGPA calculation based on credits earned at KLU alone will be considered for the award of degree and other academic prizes/awards.
- (iv) The credits earned at Universities abroad will be taken into account for calculation of minimum required credits for the award of the degree. A committee comprising Deans will approve the list of courses for exemption and the equivalent credits to be given for the courses completed in foreign Universities.

R.23.0 Declaration of Results

R.23.1 After finalization by the Class Committee as per R.21.1, the grade sheets will be submitted for approval by the

Dean (Academic) to a Grade Approval Committee constituted by the Chairman of the Academic Council. After the verification by the Grade Approval Committee, the grade summary sheet and the grade sheets of the individual courses will be signed and forwarded by the members of the Grade Approval Committee to the Dean (Academic).

- R 23.2 With the approval of the Grade Approval Committee, the results of all the examinations conducted in a semester will be placed before the Result Passing Committee, constituted by the Chairman of the Academic Council, for the final approval.

With the approval of the Result Passing Committee, letter-grades awarded to the students in each course will be announced by the office of the Dean (Academic) on the University notice boards and website.

- R.23.3 The U or W grade, once awarded, stays in the record of the student, and is replaced with a pass grade when he/she completes the course successfully later; the CGPA will be accordingly revised.

R.24.0 Distribution of Evaluated Answer Books

- R.24.1 The student shall have access to his/her answer books in the Sessional and End-Semester examinations through the teachers concerned on the day specified in the Academic Calendar. In case of any dissatisfaction at the valuation, the student may contact and make an appeal to the course teacher concerned within two days of the date of distribution of the evaluated answer books. If the teacher determines that a case for lower-than-deserved

marks brought forward by a student is genuine upon re-examining the answer book, he/she shall forward revised marks to the Dean (Academic) through the Chairman of the Class Committee, with justification for the revision, and with intimation to the Head of the Department.

If the student is not satisfied with the outcome of the re-examination of his/her answer book by the teacher, he/she should make an application to the Dean (Academic) for re-evaluation of answer book within a week of the date of distribution of evaluated answer books. Any application for re-evaluation received after this period will not be entertained. All applications for re-evaluation will be processed by the EMGRC and suitable decision will be taken by the staff council of the University, on the basis of individual merit.

The evaluated answer books after distribution to the students will be retained for a period of one year from the date of examination and will be destroyed by the academic office after this period. No grievances/complaints related to the examination / valuation of answer books will be addressed by the University after this period.

R.25.0 Course Repetition

R.25.1 A student who has secured a U grade in a core course will have the option of either repeating the course when it is offered next or reappearing for the End-Semester Examination in the course (as supplementary examination), conducted in the subsequent semester, to secure a pass grade.

The students who failed in the first attempt in his/her End Semester Examination (ESE) of any course, he/she will be offered two more opportunities, in the immediate subsequent semesters to write the ESE with the Sessional Marks obtained earlier in the same syllabus. If he/she still does not pass the course, he/she shall be required to appear for the ESE in that course or in an equivalent course if the same course is not offered and the grade will be offered solely on the performance in the ESE.

A student securing a W grade in a core course has to repeat the course compulsorily when it is offered next. For the students who are required to repeat the course, he/she can register for an equivalent course if the same course is not offered and earn Sessional Marks in the equivalent course. Grades will be awarded on the basis of ESE marks plus Sessional Examination marks.

- R25.2 A student securing a U grade in an Elective course, may repeat the course if he/she so desires or reappear for the End-Semester Examination in the course, conducted in the subsequent semester, to secure a pass grade; otherwise, he/she may register for another elective (in place of the elective for which he/she was awarded the U grade) and successfully complete the course.

A student securing a W grade in an elective course, may repeat the course, if he/she so desires, to get a successful grade; otherwise, he/she may register for another elective (in place of the elective for which he/she was awarded the W grade) and successfully complete the course.

R.25.3 Arrear examinations for the failed candidates (those securing “U” grade) in a course will be conducted only along with the regular End-Semester examinations in the subsequent semester(s), with a question paper common to them and the regular students of that semester. In case, the said course is not offered in a subsequent semester, the examination will be conducted exclusively for the supplementary (backlog) candidates. Question Paper for all the supplementary examinations on a course will on the basis of the latest regulations and syllabus in force.

No supplementary examination will be conducted for Sessional Examinations. The student's letter grade will be decided, on a relative basis, along with the class of students with whom the candidate had written the Sessional Examinations and secured Sessional marks.

R25.4 A course successfully completed cannot be repeated.

R.26.0 Grade Card

R.26.1 The grade card issued at the end of each semester to the students will contain the following:

- (i) the list of CGPA courses registered by the student along with credits for each course registered for that semester;
- (ii) the letter grade obtained in each of the CGPA course
- (iii) the attendance code assigned for each CGPA course

- (iv) the total credits earned under the CGPA and Non-CGPA categories in that semester
- (v) the cumulative credits earned under the CGPA and Non-CGPA categories up to the end of that semester
- (vi) the Grade Point Average of all the courses taken in that semester (SGPA)
- (vii) the Cumulative Grade Point Average (CGPA) of all the courses taken from the first semester up to the end of that semester

Separate grade cards with the above-mentioned details are issued to the students for all the Summer Term Courses they had undergone during their period of study.

R.26.2 The Semester Grade Point Average (SGPA) will be calculated according to the following formula

$$SGPA = \frac{\sum (C \times GP)}{\sum C}$$

where C = Credit(s) for the CGPA course registered and completed,

GP = Grade Point, as per the Grade Conversion Table (Table 4), given under R.20.1, for the letter grade obtained by the candidate for the course,

$\sum C$ = Sum of credits from all the courses taken in that semester, including those in which the student has secured U and W grades.

For the Cumulative Grade Point Average (CGPA) a similar formula is used where $\sum C$, the sum of credits, is from all the courses taken in all the semesters completed up to the end of that semester.

The Non-CGPA courses are not awarded with any letter grade/grade point and are not included in the above-described Grade Point Average calculation.

R.27.0 Requirements for Non-CGPA Credit Courses

- R.27.1 All students admitted to the B.Tech. programme must earn a minimum of 18 credits out of 39 under the Non-CGPA credit courses by taking at least one course in each group, as mentioned under Table 2 of Regulations R2.0.
- R.27.2 Each student, in consultation with his/her faculty advisor will plan the Non-CGPA courses which are normally offered during the semester and/or during the vacations either during the University working hours and/or after the working hours.
- R.27.3 The list of Non-CGPA courses and the course schedules will be displayed before the end of every semester. The students can register and enroll themselves for the courses at the time of registering and enrolling for the regular CGPA courses.
- R.27.4 The student's performance will be assessed by the respective course coordinator of each Non-CGPA course as per the procedure stated in the booklet Guidelines for the Non-CGPA Courses of B.Tech. Programmes and the result will be declared along with the results for the CGPA courses.

R.27.5 The credit earnings for all the Non-CGPA courses for a student will be mentioned in his/her Grade Card, as and when he/she completes the particular courses successfully.

R.27.6 The minimum attendance requirement in all the Non-CGPA courses is 80%, as stipulated in the regulation R.13.3.

R.28.0 Eligibility for Award of the B.Tech. Degree

R.28.1 A student shall be declared to be eligible for award of the B.Tech. degree if he/she has

- (i) registered for and successfully completed all the required Core courses, Elective courses and the Project work.
- (ii) successfully earned the minimum required credits (both CGPA and Non-CGPA) as specified in the curriculum corresponding to the branch of his/her study within the stipulated time;
- (iii) earned the specified credits in all the categories of courses;
- (iv) no dues to the University, Hostels, Libraries, Offices of NCC / NSS / Sports /Parent-Teacher Association/ Alumni Association, etc. and
- (v) no disciplinary action pending against him / her.

R.28.2 Degree Classification: The Degree of Bachelor of Technology shall be awarded in four categories:

- (i) Honours
- (ii) First Class with Distinction
- (iii) First Class
- (iv) Pass

The basis for assigning a student to the Honours category shall be determined by the Board of the Faculty at its full discretion by taking the overall performance of

candidates, the best 177 to 179 CGPA credit-units as specified in the syllabi of the respective programmes and 18 Non-CGPA credits, and other relevant factors into consideration as below:

- i. The student should have earned an additional 12 CGPA credits during the 3rd and 4th years of his/her period of study.
- ii. The student must have secured a minimum CGPA of 8.25 with all courses passed in the first attempt.

For a First Class with Distinction, the student must earn 177 to 179 CGPA credits and 18 Non-CGPA credits within four years from the time of admission/enrolment and obtain a minimum CGPA of 8.25 with all courses passed in the first attempt.

For a First Class, the student must have earned a minimum of 177 to 179 CGPA credits and 18 Non-CGPA credits within five years from the time of admission/enrolment and obtain a minimum CGPA of 6.5.

Students who have earned the requisite number of credits (177 to 179 CGPA and 18 Non- CGPA) within seven years from the date of admission will be awarded a Pass.

R.28.3 Credit Requirement and CGPA calculation: (for lateral entry students)

For the award of B.Tech degree to a student admitted under lateral entry scheme, he/she is required to earn a minimum of 137 to 139 CGPA credits (40 credits lesser than that for a regular student) out of the courses offered from the third semester to eighth semester of the curriculum of the branch concerned and a minimum of 12 Non-CGPA credits (six credits lesser than that for regular students).

His/her Cumulative Grade Point Average (CGPA) will be calculated by taking into account the credit earnings and grade obtained in the courses starting from the third semester to eighth semester of the curriculum of the branch concerned.

R.28.4 The award of the degree must be recommended by the Academic Council and approved by the Board of Management of the University.

R.29.0 Power to Modify

R.29.1 Notwithstanding all that has been stated above, the Academic Council has the right to modify any of the above regulations from time to time.