EAST POINT | COLLEGE OF ENGINEERING & TECHNOLOGY

East Point College of Engineering and Technology, Bengaluru.

(Autonomous Institute, Affiliated to VTU)

ACADEMIC RULES AND REGULATIONS

**Applicable to both UG and PG Programs
in EPCET**

(With effect from 2024-25 Academic Year)

1. **SHORT TITLE AND COMMENCEMENT**

   The regulations listed under this head are common for all programmes offered by the college and are based on the Guidelines for Implementation of Academic Autonomy at Institutions (amended in 2022) provided by Visvesvaraya Technological University, Belagavi. These regulations shall be effective from the academic year 2024-25.

   The regulations are subject to amendments made by the Academic Council with the approval of the Board of Governors (BOG) of the college from time to time, and keeping in view the recommendations of the Board of Studies.

2. **Definitions:**

   (a) "University" means Visvesvaraya Technological University (VTU)
   (b) "College" means East Point College of Engineering and Technology (EPCET)
   (c) "Commission" means University Grants Commission (UGC)
   (d) "Council" means All India Council for Technical Education (AICTE)
   (e) "Statute" means VTU Autonomous College Statute, 2006
   (f) "Academic Autonomy" means freedom granted by the University to the College in all aspects of conducting its academic programmes for promoting academic excellence
   (g) "Autonomous College" means a college notified as an autonomous college as per the VTU Autonomous College Statute, 2006
   (h) "Regular Students" means students who are admitted to the first year of the respective programme
   (i) "Lateral Entry" means students who are admitted to the third semester of the BE Undergraduate Engineering Programme
   (j) "Branch" means specialization in a programme like B.E. degree programme in Computer Science and Engineering, etc.
   (k) "Course" means a subject, either theory or practical, identified by its title and code number. For example, 24CS52 is a course offered by **Computer Science (CS)** Department, for the students who joined in 20**24**, during their **5**[th] semester

3. Preamble:

There is a need to derive full benefits of the academic autonomy accorded to the college towards addressing the challenges faced by the technical education system in our country, like:

- Rapid changes in the technology landscape.
- High influence of technology in almost all sectors of human activity.
- Changes in the type of jobs and career paths for technical professionals.

We wish to use the academic autonomy to convert these challenges into opportunities, by equipping our students with:

- A strong foundation in mathematics and basic sciences.
- A good command over the chosen area of technical specialization.
- The ability to think rationally and logically, for problem solving.
- The capacity to apply the knowledge and skills acquired, to solve real-life problems.
- The ability to learn new subjects / developments on their own.
- Leadership qualities including spirit of tolerance, Human values, and team work.

The college shall utilize the academic freedom given to it by the University:

- With full responsibility and accountability.
- For the benefit of all its stake holders, especially students, parents and the society at large

4. Academic Programmes:

4.1) General:

(a) The Academic Autonomy is applicable for all programmes offered by the college: B.E. Degree programmes at Undergraduate (UG), and M.Tech. programmes at Postgraduate (PG). These programmes shall fulfill the minimum academic quality and standards for the award of Degrees prescribed by the University, the Council and the Commission.

(b) The academic Autonomy provides an opportunity to the college to make schemes of instruction, syllabi, scheme of examinations and other aspects, with approval of its Academic Council, while fulfilling the minimum academic standards of the University for the Award of Degrees.

(c) The College has the freedom to evolve methods for assessing the students' performance, notifying the results, issuing the grade cards/transcripts, and all other certificates except the Degree Certificates.

(d) In order to get the various benefits of academic autonomy, the College shall structure its various academic programmes, by introducing Credits for academic activities, bring in Examination Reforms for better achievement testing, award Letter Grades and Numerical Grade Points/ Averages for students' performance and set appropriate Passing Standards as covered later in these Regulations.

4.2) Nomenclatures of Programmes:

(a) The College uses the nomenclature for their Degree programmes as specified by the

Commission, and the Degree Certificates issued by the University to their awardees bears the name of the College as well. This helps in maintaining the identity of each programme conducted at the College and also ensuring its accountability.

(b) Therefore, the nomenclatures and their abbreviations given below, shall continue to be used for the Degree programmes offered by the College under the University:

(i) **UG Level**: Bachelor of Engineering (B.E).

(ii) **PG Level:** Master of Technology (M.Tech.).

Besides, the branch, the subject of specialization, if any, shall be indicated in brackets after the abbreviation; e.g., B.E. in Computer Science and Engineering (AI & ML).

4.3) Programmes Offered:

Undergraduate (UG) degree programmes offered during 2024-25, are listed in Table 1:

Table 1: Undergraduate BE Programmes offered by the College

S.No	Title of the UG Programme	Abbreviation
1	Civil Engineering	CV
2	Mechanical Engineering	ME
3	Electronics and Communication Engineering	ECE
4	Computer Science and Engineering	CSE
5	Information Science and Engineering	ISE
6	Artificial Intelligence and Data Science	AI & DS
7	Computer Science and Engineering - IOT, Cyber security including Blockchain Technology	CSE - IOT
8	Computer Science and Engineering - Artificial Intelligence and Machine Learning	CSE - AI & ML

Post-graduate (PG) degree programmes offered during 2024-25, are listed in Table 2:

Table 2: Post-graduate M.Tech. programmes offered by the College

S.No	Title of the PG Programme	Offered by
1	Construction Technology	Civil Engineering dept.
2	Product Design and Manufacturing	Mechanical Engineering dept.

4.4) Programme Duration:

(a) Normal Duration: The normal duration of full-time academic programme is the same as that followed by the University, i.e., four years for B.E., and two years for M.Tech.

(b) Prescribed Credits: As a flexible credit system is followed for coursework, it is to be noted that it is possible for an outstanding student to earn the required credits in a shorter time than that ordinarily prescribed for the relevant programme in (a) above.

(c) Add-on courses: For students who earn the required credits in a shorter time, the College provides opportunity to register for Add-on courses being conducted at the College or to

take up suitable internship until completion of the prescribed programme duration.

(d) **Maximum Duration:** The maximum period which a student can take to complete a fulltime academic programme shall be double the normal duration of the programme: i.e., eight years for B.E., and four years for M.Tech.

(e) Besides the maximum period for a programme, a student has to demonstrate the specified minimum academic performance by registering for the prescribed minimum number of credits in every semester for continuing with the programme.

4.5) Admission of Students:

(a) **Admissions:** The admission of students, to the various programmes, is governed by the State Government and/or the University Policies/Practices in this regard.

(b) **Lateral entry:** There is provision for candidates with a polytechnic Diploma or any other qualification approved by the Council and the Commission to join UG Degree programmes at the beginning of the second year of the 4-year UG programme as per the prevailing practice in the University.

(c) **Eligibility Criteria:** The eligibility criteria for admission of students to UG programmes at the College shall be the same as those prescribed by the University.

4.6) Semester Scheme:

(a) The College adopts the Semester Scheme for all its UG and PG programmes.

(b) A typical breakdown of an academic year in the Semester Scheme is given in Table 3. It consists of two regular semesters and a Supplementary semester.

Table 3: Typical Schedule of Academic Year

SNo	Activity	Description	
1	Number of semesters in an academic year	Two regular semesters (Odd & Even) and a Supplementary Semester. For the First semester BE programme there is a two week induction programme at the beginning	
2	Duration of Regular Semester	19 weeks	
3	Duration of Supplementary Semester	08 weeks	
4	Semester Academic activities (duration in weeks) Course Registration Course Work Examination preparation Examination (SEE) Declaration of Results	Regular Semester(s)	Supplementary Semester
		0.5	0.1
		15.5	7.0
		1.0	0.2
		1.0	0.2
		1.0	0.5
5	Supplementary Semester	Supplementary Semester, conducted after the Even semester, is meant to help students clear their failed courses.	
6	Other Items	The total number of academic days in an academic year shall be >= 180	

(c) Course Registration: At the beginning of each semester, every student, in consultation with the assigned Mentor, shall register for an adequate number of courses (Core or Elective), by ensuring that the credits earned by doing so are within the prescribed minimum and maximum limits.

(d) Academic Calendar: The Academic calendar shall be prepared and published by the college before the beginning of a semester. This will include the schedule of important academic activities, like the dates for CIE, SEE, etc, to assist the students and the faculty plan their schedules..

(e) Induction programme as per AICTE guideline

There will be a 3-week long induction programme for the UG students entering the institution, right at the beginning of the First semester. Normal classes start only after the induction programme is completed.

The purpose of the Student Induction Programme is to help new students adjust and feel comfortable in the new environment. The students learn about the institutional policies, processes, practices, culture and values, and help them bond with their classmates.

(f) Audit Courses: A student should also register for the required number of Audit courses. These are meant to supplement his/her knowledge and/or skills. The student's grades in such courses will also be reflected in the Grade Card, but, these shall not be taken into account in determining the student's academic performance (SGPA, CGPA).

5. Credit System:

5.1) General:

The institution follows a Choice Based Credit System (CBCS). The students have an option of choosing from a wide range of electives and to complete the programme at their own pace.

Credit Definition

One unit of course work is assigned **one credit** in the regular semester (Odd/Even semester) for:

a) Theory Course conducted for one hour/week/semester
b) Tutorials conducted for Two hours/ Week/ Semester
c) Practical classes (Laboratory Courses) conducted for Two hours/ Week/ Semester.
d) Self-study for Two hours / Week / Semester

However, in case of Supplementary semester, the course load is multiplied by two. These regulations form the basis to fix semester course load & weekly contact hours in the regular/Supplementary semesters.

5.2) Credit Structure:

A typical Credit Structure for coursework based on the above definition is given in Table 5. This shall be applicable for the coursework of students registered for all programmes.

Table 5: Typical Credit Structure for Courses

Lectures (L) (Hrs/Week)	Tutorials (T) (Hrs/Week)	Lab Work (P) (Hrs/Week)	Self-study (S)	Credits (L:T:P:S)	Credits (Total)
3	0	0	0	3:0:0:0	3
2	2	0	0	2:1:0:0	3
3	0	2	0	3:0:1:0	4
2	0	2	2	2:0:1:1	4
0	0	2	0	0:0:1:0	1

Thus, it is more appropriate to specify the eligibility requirements for award of Degree based on course work by prescribing the total number of credits to be earned, as an alternative to specifying the Programme duration. This will be of great help in providing the much-needed flexibility to the students in planning their academic programmes.

5.3) Credits to be earned for award of degree: The total number of credits to be earned by a student to qualify for the Degree award from each Autonomous College is as given in Table 6.

Table 6: Total Credits to be earned for Award of Degree

Programme	Normal Duration		Total number of Credits to be Earned
	Years	Semesters	
B.E.	4	8	160
B.E. (Lateral entry)	3	6	120
M.Tech.	2	4	88

5.4) Course Load in a regular semester:

The ODD and EVEN semesters are known as regular semesters. The course load for a student per semester as well as its minimum and maximum limits, are based on the guidelines by the University, which is based the AICTE Model Curricula for UG/PG Programmes and considering the academic strength and capability of an average student.

In the first two semesters, the prescribed course load per semester is fixed and is mandated (20 credits / semester for the BE programme.

In higher semesters, the average load is 20 credits /semester, with its minimum and maximum limits being set at 16 and 28 credits. This flexibility enables students (**from 3rd semester onwards**) to cope-up with the course work and helps in improving their academic performance and optimizes the learning outcome.

A student shall be permitted to register for additional credits, limiting to a maximum of **28 credits**, from **third semester** onwards, subject to the following conditions:
   a) The student has secured a CGPA ≥ 7.0

b) The student doesn't have any backlogs from the previous semesters
c) The pre-requisites (if any) for the said courses have been met.
d) The student shall ensure that there is no overlapping in time-table for the period and obtain concurrence from the Mentor, subject to the course being offered during the semester.
e) The student shall submit a copy of documentary evidence in respect of the above (a,b,c,d) while seeking approval from the concerned HOD.

5.5) Course load in Supplementary Semester:

The Supplementary semester is provided for helping students who have failed in their examinations, and thereby help such students avoid losing an academic year.

The department / College may offer some courses based on the availability of resources in hand. It is the discretion of the department / College whether to offer the Supplementary semester or not. Supplementary semester is a special semester and the student cannot demand it as a matter of right.

During the supplementary semester, a student is permitted to re-register for course(s) where he/she has secured F-Grade. A student is permitted to re-register for the maximum of **14 credits**. All courses are not offered. A student has to opt from those offered by the department in a given Supplementary semester.

The student has to pay a special fee prescribed by the College to register for a course in the Supplementary semester.

5.6) Mentor System:

The college has a well-organized Mentor System, to personally guide each student through their journey in the college. A faculty member, called as Mentor, is assigned a group of around 20-30 students. The functions of the Mentor are to:

- Advise the students in the group on all academic matters.

- Help them in planning and choosing appropriate Elective courses.
- Monitor the students for their attendance and academic performance.
- Identify students in the group who are slow learners and help them improve their studies /learning.
- Serve as a friend, philosopher and guide to all of them in the group during their studentship at the College.

6. Curriculum Framework:

6.1) General Issues:

(a) Curriculum Framework is important in setting the right direction for a Degree programme by the College, as it takes into account the type and quantum of knowledge necessary to be acquired by a student to qualify for a particular award in his/her chosen branch or specialization area.

(b) Besides, this also helps in assigning the credits for each course, sequencing the courses

semester-wise and finally arriving at the total number of courses to be studied and the total number of credits to be earned by a student to fulfill the requirements for the conferment. The College takes into account the AICTE Model Curricula notified from time to time and follows them.

(c) The minimum expected skills in every graduating engineer, is defined through the Programme Outcomes (POs). The POs are primarily developed, considering the Course Outcomes (COs) of various courses of the curriculum. Hence, the expected skills to be developed through the POs forms an important factor during curriculum design.

(d) Another guiding factor for curriculum design is to ensure it meets global standards, which are defined through the expectations and the competencies that need to be addressed for every engineering discipline through the Programme Specific Criteria (PSC) recommendations by Accreditation Board for Engineering and Technology (ABET). This is addressed through the Core Courses of the curriculum as every graduating engineer shall possess the expected core competency.

6.2) Curricular Components:

The curriculum includes various curricular components as listed below, with recommended credits (minimum and maximum) for each component, and is dependent on the degree to be awarded:

- Humanities and Social Sciences including Management Courses (**HS**);
- Basic Sciences Courses (**BS**) (Mathematics, Physics, Chemistry, Biology);
- Engineering Sciences Courses (**ES**) (Materials, Workshop, Drawing, Computers);
- Professional Core Courses (**PC**), relevant to the chosen specialization/ branch;
- Professional Electives Courses (**PE**), relevant to the chosen specialization/ branch;
- Open Electives Courses (**OE**), from other technical and/or emerging subject areas, including Sciences and Management;
- Project(s) (**PW**) and Seminar (**SR**)
- Internship (**IN**) in Industry, Academic Institution or elsewhere.
- Non-credit Mandatory Courses (**NC**)

Curriculum includes few elective courses offered through MOOCs under the guidance of the faculty in-charge, who shall be responsible for conducting the required CIE and SEE.

6.3) Credit distribution for B.E. Degree Programme:

The credit distribution, for the various components of the Curriculum listed in Section 6.2, are listed in Table 8 below:

Table 8: Typical Credits distribution for the B.E programme

Course Category (Abbreviation)	Percentage Credits		Typical credits
	Minimum	**Maximum**	
Humanities, Social Sciences and	8	16	16
Basic Sciences Courses (**BS**)	16	32	24
Engineering Science Courses (**ES**)	16	32	16

Professional Core Courses (**PC**)	48	64	48
Professional Elective Courses(**PE**)	16	24	24
Open Elective Courses(**OE**)	8	16	8
Project Work(s) (**PW**)			12
Seminar(s) (**SR**)	16	24	2
Internship(s) (**IN**)			6
Non-Credit Audit Courses (**NC**)	4	4	4
		Total	**160**
The above is based on the VTU guidelines (2018), and the AICTE Model Curriculum			

(a) Non-credit Mandatory Courses: The UG Degree programmes also require the inclusion of certain courses for overall personality development. Such courses shall not carry any credit for the award of the Degree. However, a pass in each such course during the programme shall be a necessary requirement for the student to qualify for the Degree. These courses are evaluated based on the performance in the CIE (and do not have the SEE component). Sample non-credit mandatory courses are listed below in Table 9A offered at the Institution level, while Table 9B, includes sample non-credit elective Courses and is decided by the respective BOS:

Table 9A: Sample Non-credit Mandatory Courses for B.E. programme

SNo.	Mandatory Courses for BE programme (both regular and lateral entry students) for a maximum of two hours/week/semester
1	Functional English
2	Kannada Language
3	Constitution of India and Professional Ethics
4	Environmental Studies
5	Personality Development and Communication

Table 9B: Sample Non-credit Elective Courses for B.E. programme

SNo.	Elective Courses for BE programme for a maximum of two hours/week/semester
1	Human Values through Indian Literature
2	Yoga for beginners
3	Physical Education / Sports

(b) Sequencing of Courses for B.E. Degree: The above breakdown of the B.E. Degree curriculum shall form the basis for proper sequencing of the coursework for the programmes. Based on this, a typical sequencing plan for coursework for B.E. Degree programme is given in Table 10. College also takes into account the provisions in the AICTE Model Curriculum while finalizing the sequencing of courses.

Table 10: Typical sequencing of curricular components for the B.E programme

Semesters	Course Categories
I –II	• HS, BS and ES, Common for all Programmes as per AICTE Model Curriculum. • NC and Mandatory Induction Programme (3 weeks).
III-IV	• PC: In two/three groups (like Circuit, Non-Circuit). • HS, BS and ES, Common for all Programmes (to be continued). • Also, NC (to be continued, if required).
V-VI	• PC/PE/OE, Core and Electives. • Branch-wise Orientation, Add-On Courses, Seminar
VII-VIII	• PE/OE, Electives, Internship, Project work (PW), Dissertation. • Add-On Courses, Seminar, Final wrap-up of Programme.

7. Assessment:

7.1) Achievement Testing through CIE and SEE:

(a) The assessment of students' performance in course work during and/or at the conclusion of a programme has to be done using examinations.

(b) The assessment tries to assess a student's knowledge, understanding and competence in the courses studied. The Regulations given below enable the Autonomous Colleges to achieve this goal and gain the confidence and respect of their stake holders, particularly students. Typically, the assessment is done in two parts as follows, both of them being important in assessing a student's achievement:

  o **Sessional,** involving **Continuous Internal Evaluation (CIE),** to be conducted by the course instructor all through the semester. This includes mid-term tests, weekly/ fortnightly class tests, homework assignments, problem solving, group discussions, quiz, seminar, mini-project and other means.

  o **Terminal,** covering **Semester End Examinations (SEE),** to be conducted by the course instructor jointly with an external examiner at the end of a semester, on dates to be fixed at the College level. This includes a written examination for theory courses and practical/design examination with built-in oral part for laboratory/design courses.

(c) Both CIE and SEE being equally important in judging the coursework performance of students, they need to be conducted with equal rigour and equal seriousness in the credit system. This makes it necessary that both of them are assigned equal (50:50) weightage.

7.2) Question Papers:

(a) Question Paper Pattern: For an effective achievement testing of students in a course, a good question paper needs to be used as the principal tool. This makes it necessary for the

question papers used at CIE and SEE to;

- Cover all sections of the course syllabus uniformly.
- Be unambiguous and free from any defects/errors.
- Emphasize knowledge testing, problem solving and quantitative methods.
- Contain adequate data/ other information on the problems assigned, and
- Have clear and complete instructions to the candidates.

(b) Question Paper Planning: The above requirements make it necessary for a Question Paper to cover the entire syllabus, with a provision for the students to answer questions from the whole syllabus. As students need to be given some choice in the questions included in the Paper, it is necessary for the Question Papers at SEE, in particular, to have built in choice under each module of the syllabus. This factor shall be taken note of and strictly followed by each Autonomous College, while planning of the Question Papers.

(c) Besides, it is also necessary for the Course syllabi to be drafted properly, be defect-free and also properly given in modular form to enable the setting of good question papers covering the whole syllabus. These aspects have to be taken into account, in particular, by the Boards of Studies.

7.3) Assessment patterns for CIE:

The CIE shall be conducted by the faculty/teacher handling the Course. It is the responsibility of the faculty handling a course to spell out the teaching/assessment pattern of the CIE such as test, quiz, assignment, seminar, term paper, open ended experiments, mini-projects, MOOCs, etc. and also the necessary rubrics to students well in advance. The faculty shall maintain transparency, announce the CIE results well in time.

Types of Courses:

There are two types of courses – Regular/normal and integrated courses

1. **Regular/normal Course** is a course which has only one component i.e., theory or practical
2. **Integrated Course** is a course which has both theory and practical components

Table-11: Typical distribution of weightage for CIE & SEE for Regular Courses.

	Component	Marks	Total Marks
CIE	Internals-I	12.5	50
	Internals-II	12.5	
	Quiz-I/ Assignment 1	12.5	
	Quiz-II/ Assignment 2	12.5	
SEE	Semester End Exam	50	50
Total Marks			100

Both the IAs will be conducted for 50 marks, but they will be scaled down to 12.5 marks each.

If the Assignment is Project-based, then only one Assignment can be given for a total weight of 25 marks.

(a) Assessment pattern for Integrated Courses:

The weightages of various components of CIE for integrated courses considering weightage of **20% to Quiz / Assignment** i.e. 10 out of 50 marks are shown in the Table 12.

Table-12: Typical distribution of weightage for CIE & SEE for Integrated Courses

Component			Marks	Total Marks
CIE	Theory	Internals-I	* 7.5	50
		Internals-II	* 7.5	
		Quiz-I/ Assignment, etc	* 10	
	LAB	Continuous performance and Record	15	
		Test / Viva voce	10	
SEE	Semester End Exam		50	50
Total Marks				100

* For the Theory part of CIE, there will be 2 Internal Assessments for 50 marks each, the total of which will be scaled down to 15 marks.

Two Assignments of 10 marks each and the regular Quizzes will account for 10 marks: This overall total of 30 marks will be scaled down to 10 marks.

Note: Students shall secure a minimum of 40% in both components (10 marks each in the Theory and Lab components) of CIE, and should have 85% attendance.

7.4) Semester End Examinations:

- **SEE:** The SEE shall be conducted jointly by the course instructor and an external examiner appointed for this purpose by the Autonomous College. Here, the external examiner is to mainly associate with the work of Question Paper setting, because of the difficulties in having him/her for conducting the evaluation of students' answer scripts due to the tight time schedule for the various tasks connected with SEE, as covered below.

- **SEE Answer Scripts:** The answer scripts of SEE shall be normally evaluated by the course instructor or a competent person appointed by the Controller of Exams. As a healthy step, a Departmental Committee at each Autonomous College will oversee this task and ensure the quality and standard of evaluation and also of the grades awarded.

- **External Review of SEE:** An external review shall be conducted   under the aegis of the Board of Studies/Board of Examiners of the Autonomous College by appointing a panel of experts from outside the College for this purpose. This shall include such steps as, scrutiny of the question papers, checking random samples of answer scripts, analysis of results/grades awarded and other related aspects. This step is necessary for gaining the confidence of the University and of the society at large, on the fairness, transparency and acceptability of the examination practice among the stakeholders.

Passing standards: High standards shall be maintained in all aspects of the examinations at Autonomous Colleges under the University. For this purpose, each Autonomous College shall follow the standards of passing at CIE and SEE for each Course, registered, as given in Table 13

Table 13: Passing Standards using Absolute Grading

Evaluation Method	Passing Standard
Sessional (Continuous Internal Evaluation)	Score: ≥40%
Terminal (Semester End Examination)	Score: ≥40%

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 and periodically evaluated by him / her, together with a Project Evaluation Committee (PEC) constituted for this purpose by the department. The PEC shall comprise two faculty members of the department.

The evaluation of **SEE** of the project work shall be jointly conducted by the Project Guide and an External examiner.

Plagiarism index for Project report/Thesis:

All project reports shall go through the plagiarism check and the plagiarism index has to be less than 20%. Thesis/Project reports with plagiarism more than 20% will be rejected and shall be asked for resubmission within a stipulated period of six months.

7.5) Attendance requirement:

(a) Attendance Standards: All students of Autonomous Colleges under the University shall maintain a minimum attendance of 85% in each course registered. In case of any short fall in this, the Principal, in consultation with the respective HOD, shall consider the same and shall condone the deficiency in special cases but only up to 10%. Any student failing to meet the above standard of attendance in any course(s) will have to re-register and complete the courses when they are offered next.

(b) Attendance at CIE and SEE: Attendance at all examinations, both CIE and SEE of each course registered shall be compulsory for the students and there shall not be any provision for re-examinations. Any student against whom any disciplinary action by the

College/University is pending shall not be permitted to attend any SEE in that Semester.

8. GRADING

8.1) General:

(a) In recent years, the grading system has replaced the evaluation of students' performance in a Course based on absolute marks, because of its many advantages. Therefore, Autonomous Colleges under the University shall follow this practice. Here again, it is necessary to maintain uniformity in the grading practices at different Colleges to ensure that the   migration of students or transfer of credits among Autonomous Colleges under the University is made easy.

(b) Letter Grades: A letter grade is basically a qualitative measure (an alphabet/letter) giving the performance of a student, such as, Outstanding (O), Excellent (A+), Very Good (A), Good (B+), Above Average (B), Average (C), Pass (P) and Fail (F), based on the raw score (marks, as in conventional practice) obtained by the student. This is usually arrived at after the student's performance in a Course, which includes both CIE and SEE, is assessed and raw score (marks) for the total are awarded to begin with, followed by grouping of all the students at a Course under different grading levels, as above.

(c) Absolute Grading: The College adopts the absolute grading system.

8.2) Grade Points:

Depending on the letter grades assigned, a student earns certain grade points. Moreover, all Autonomous Colleges under the University need to follow the same scale for uniformity in their operations. Hence, the Autonomous Colleges under the University shall follow the 10-point grading system, as given in Table 14 for both the relative grading system and the absolute grading system.

Table 14: Grade Points Scales for both Relative and Absolute Grading

Level	Out-standing	Excellent	Very Good	Good	Above Average	Average	Pass	Fail
Grade	O	A+	A	B+	B	C	P	F
Grade Points	10	09	08	07	06	05	04	00
Score (Marks) Range	90-100	80-89	70-79	60-69	55-59	50-54	40-49	0-39

The grade points given in Table 14 helps 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 points earned by the student for all the Courses registered in that semester.

Earning of Credits: A student shall be considered to have completed a Course successfully and earned credits if he/she secures an acceptable letter grade in the range S to E. Letter grade F in any Course implies failure of the student in that Course and no credit shall be earned.

Transitional Grades: The transitional "I' grade shall be awarded to a student in the following cases. These grades need to be converted into one or the other of the letter grades (S-F) after the student completes his/her Course requirements, including the examinations.

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

(i)   Accident or severe illness leading to hospitalization, which disables the student from attending Semester End Examination (SEE);

(ii)   A calamity in the family at the time of SEE, which requires the student to be away from the College;

(iii) In the event of (i) and (ii) above, it is the responsibility of the student/ parent/ guardian to inform the college authorities (Mentor/HOD) immediately. The information can be in the form of either written communication, personal communication by parent/guardian/peer or an e-mail or mobile message. The candidate needs to submit all the relevant evidences (hospital reports, police reports, certificates from competent authorities, etc.). Prior intimation is mandatory. **Any intimation after the conduct of examination shall not be entertained.**

Make-up Examination: The Make-up Examination facility shall be available to the students who have been awarded the transitional Grade. The Make-up Examination shall be held as per dates notified in the Academic Calendar. The standard of the Make-up Examination shall be the same as that of the regular SEE for the Courses. The student will be provided an opportunity in the make-up exam.

Grade Card: Each student shall be issued a Grade Card (or transcript) at the end of each semester. While this shall 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 in each case and those with grades 'I', only those Courses registered for credit and having grade points shall be included in the computation of the student's performance, like SGPA and CGPA. And, the Courses taken for audit shall 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). It shall be noted that each UG student shall have to obtain the grade PP in each mandatory course to qualify for the Degree award by the University.

8.3) Grade Point Averages:

(a) **SGPA and CGPA:** The credit index can be used further for calculating the Semester Grade Point Average (SGPA) and the Cumulative Grade Point Average (CGPA), both being

important academic performance indices of the student. While SGPA is equal to the credit index for a semester divided by the total number of credits registered by the student in that semester, CGPA gives the sum total of credit indices of all the previous semesters divided by the total number of credits registered in all these semesters. Both the equations together facilitate the declaration of academic performance of a student, at the end of a semester and at the end of successive semesters respectively. Thus,

Semester Grade Point Average (SGPA)

$$SGPA = \frac{\sum \left[(\text{Course Credits})(\text{Grade Points}) \right]}{\sum \left[(\text{Course Credits}) \right]}$$

considering all courses registered in that semester (including those with F Grade)

Cumulative Grade Point Average (CGPA

$$CGPA = \frac{\sum \left[(\text{Course Credits})(\text{Grade Points}) \right]}{\sum \left[(\text{Course Credits}) \right]}$$

for all courses registered until that semester (excluding those with F Grade)

(b) **Vertical Progression:** The criteria for Vertical Progression are based on University guidelines. Hence, to facilitate the mobility of students from one College to another and to lay down uniform minimum standards for CGPA together with the minimum number of credits to be earned in an academic year, the standards for vertical progression for **all programs (BE, M.Tech.)** offered by the College is as follows:

1. Based on the range of minimum and the maximum credits to be earned in an academic year (inclusive of supplementary semester, if any):

   Vertical progression for **regular students** is as under:
   - Eligibility for **III** semester, the student to earn a minimum of **24 credits,** subject to a maximum of **four F grades**.
   - Eligibility for **V** semester, the student to earn a minimum of **64 credits,** subject to a maximum of **four F grades**.
   - Eligibility for **VII** semester, the student to earn a minimum of **104 credits**, subject to a maximum of **four F grades** and should not have any backlogs in the courses registered during the First year.

   Vertical progression for **Lateral Entry students** is as under:

   - Eligibility for **V** semester, the student to earn a minimum of **24 credits,** subject to a maximum of **four F grades**.
   - Eligibility for **VII** semester, the student to earn a minimum of **64 credits,** subject to a maximum of **four F grades**.

2. Minimum standard for CGPA = 5.0 (At the end of each semester).

When the student fails to secure a minimum CGPA = 5.0 for the first time, he / she will be allowed to continue in the following semester with a warning about the consequences of not meeting the same again.

Award of Class: Sometimes, it is 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 shall be done by Autonomous Colleges under the University only at one stage by prescribing certain specific thresholds in these averages for First Class with Distinction, First Class and Second Class, at the time of Degree Award. This provision given in Table 15 follows the approach of the Council for this purpose as reproduced from the AICTE Approval Process Handbook:

Table 15: Percentage Equivalence of Grade Points (For a 10 – Point Scale)	
Grade Point	**Percentage of Marks/Class**
5.75	50
6.25	55
6.75	60
7.25	65
7.75	70
8.25	75

Note: (1) The following Formula for Conversion of CGPA to percentage of marks to be used only after a student has successfully completed the programme:

Percentage of Marks = (CGPA – 0.75) × 10

    (2) Class designation:

        $\geq$70 % (First Class with Distinction),

        $\geq$ 60 % and < 70 % (First Class),

        <60 % (Second Class).

9. OTHER ACADEMIC MATTERS:

9.1) Choice Based Credit System:

  (a) It is necessary to implement a Choice Based Credit System for academic programmes at all the Autonomous Colleges under the University. This shall be of considerable benefit to the students for customizing their programmes of direct interest to them, developing their individual capabilities and talents and preparing them for exciting careers ahead in the 21st century.

  (b) This makes it necessary for the Autonomous Colleges to provide for:

  (i) Easy access to the Schemes of Instruction, Syllabi, Credit Structure of programmes and the Courses being conducted by all students (either in print or in electronic form) so as to assist them in course work planning.

  (ii) Institutionalizing the conduct of course work by adopting a centralized time table for all the programmes at a College, with a view to assist the students in customizing their

programmes and also optimizing the use of physical facilities.

(iii)Establishing a dynamic Faculty Advisory System at each College with 5-10 students assigned to an Advisor, for guiding them in planning/implementing their course work in a flexible and effective manner and also monitoring them.

9.2) Temporary Withdrawal:

A student may withdraw temporarily from the programme on grounds like, prolonged illness, grave calamity in the family or any other genuine reason. The withdrawal shall be for periods which are integral multiples of a year, provided that:

- The student applies to the college, along with supporting documents and endorsement of his/her parent/guardian.
- The college is satisfied of 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 within the time limits specified by the university.
- The student does not have any dues or demands at the college/university including tuition and other fees.

A student is entitled to avail **the temporary withdrawal facility only once during the duration of the entire programme**. Hence, the students shall be advised by the Principal to use this provision only in exceptional cases.

9.3) Termination from the Programme:

A student shall be required to withdraw from the programme and leave the Autonomous College on the following grounds:

(a) Successive Failures: If a student fails (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. However, such a student can seek admission to the programme afresh.

(b) Failure to secure CGPA ≥5.00 on three consecutive occasions to lead the student being asked to discontinue the programme and leave the College. However,
- Failure to secure a CGPA ≥ 5.00 at the end of any semester for the first time, to attract warning before approval of the student to continue in the following semester (on probation).

(c) Failure to meet the standards of discipline as prescribed by the Autonomous College from time to time.

9.4) Students' Feedback:

a) The college obtains feedback from students on their course work and various academic activities conducted. The feedback is obtained on-line from the students at regular intervals, thereby maintaining confidentiality.

b) The feedback received from the students is reviewed / discussed by a committee

consisting of Director-Academics, the Head of the respective Department and other stakeholders (depending on the case) and necessary corrective measures are taken.

9.5) Recommendations for Degree Award:

  (a) The College forwards its recommendations to the University in respect of students qualifying for UG Degree Awards, after they have fulfilled all the requirements for the award of the Degree.

  (b) Only those students recommended for the award of the Degree shall be entitled to receivethe relevant Provisional Certificates/Transcripts from the College at this stage.

10. OTHER ISSUES

10.1) Transfer students:

Students who are studying at other colleges or universities and desirous of transferring to EPCET can do so by completing the following formalities:

  (a) The COE will issue a Form to the concerned department. The HOD, with the support of senior staff, will fill up the form by comparing the marks statements of the student received from the previous college.

  (b) If the syllabus covered in that college for a particular subject is not less than 70%, it is considered as equivalent to the corresponding subject here. The student has to study and pass all such subjects (in our curriculum) that were not studied there / considered as equivalent.

10.2) Quality/Standard:

  (a) The quality/standard of engineering professionals is closely linked with the level of the technical education system. Hence, the college shall strive to provide the best enabling system.

  (b) These requirements include:

    (i) Recruitment of qualified teachers, who are further trained in good teaching methods, and willingly update themselves with the technological developments.

    (ii) Instructional/Laboratory facilities and related physical infrastructure.

    (iii) Good library resources (both physical and online) and Internet facilities, to facilitate the student's self-learning efforts.

11. Interpretation

Any question as to the interpretation of these rules and regulations shall be decided by the College, whose decision shall be final and binding on the student in the matter. The College shall also have the power to issue clarifications to remove any doubt, or anomaly, which may arise in regard to the implementation of these regulations.