



BVV Sangha's

BASAVESHWAR ENGINEERING COLLEGE (AUTONOMOUS)

(Govt.-Aided college, permanently affiliated to Visvesvaraya Technological University Belagavi, Approved by AICTE, Accredited by NBA and NAAC with A grade, NIRF Ranking – 201-250 band at National Level)

S. Nijalingappa Vidyanagar, Vidyagiri

BAGALKOT -587 103

BEC REGULATIONS 2020-2021



College selected under TEQIP-I, TEQIP-II and TEQIP-III

A World-Bank Supported Project Implemented by MHRD, Government of India

Vision

To be recognized as a premier technical institute committed to developing exemplary professionals, offering research based innovative solutions and inspiring inventions for holistic socio-economic development.

Mission

- To pursue excellence through student centric dynamic teaching-learning processes, encouraging freedom of inquiry and openness to change.
- To carry out innovative cutting edge research and transfer technology for industrial and societal needs.
- To imbibe moral and ethical values and develop compassionate, humane-professionals.

A. ABBREVIATIONS AND CODES

This section enlists the codes and abbreviations used in these regulations.

Abbreviations used in the Regulations

Commission	University Grants Commission (UGC), New Delhi
Council	All India Council for Technical Education (AICTE), New Delhi
University	Visvesvaraya Technological University (VTU) Belagavi
Statute	VTU Autonomous College statute 2007, amended in 2018
GoK	Government of Karnataka
DTE	Directorate of Technical Education in Karnataka
CET	Common Entrance Test of Karnataka conducted by Karnataka Examination Authority (KEA)
COMEDK	Consortium of Medical, Engineering and Dental Colleges of Karnataka
PGCET	PG Common Entrance Test of Karnataka conducted by Karnataka Examination Authority (KEA) for admission to M. Tech/MBA/MCA
KMAT	Karnataka Management Aptitude Test-Common Entrance test conducted for admission to MCA/MBA under management quota
BEC	Basaveshwar Engineering College (Autonomous) Bagalkot
BoG	Board of Governors
AC	Academic Council
Principal	Principal, Basaveshwar Engineering College, Bagalkot
CoE	Controller of Examinations
HoD	Head of Department
BoS	Board of Studies
USN	University Seat Number
CSN	College Serial Number
UG	Undergraduate programme
PG	Postgraduate programme
BE	Bachelor of Engineering
M.Tech	Master of Technology
MCA	Master of Computer Applications
MBA	Master of Business Administration
CIE	Continuous Internal Evaluation
SEE	Semester End Examination
GPA	Grade Point Average
SGPA	Semester Grade Point Average
CGPA	Cumulative Grade Point Average
MPCC	Malpractice Case Consideration Committee

B.DEPARTMENT CODES

The academic departments/sections of the college are encoded as in Table B. These codes are used while providing codes for courses/labs.

Table B: Department Codes

Code	Name of the Department/section
Undergraduate Programmes	
CV	Civil Engineering
ME	Mechanical Engineering
EE	Electrical and Electronics Engineering
CS	Computer Science and Engineering
EC	Electronics and Communication Engineering
EI	Electronics and Instrumentation Engineering
IP	Industrial and Production Engineering
AU	Automobile Engineering
IS	Information Science and Engineering
BT	Biotechnology
AI	Artificial Intelligence and Machine Learning
Basic Sciences	
PH	Physics
CH	Chemistry
MA	Mathematics
HS	Humanities and Social Sciences
Postgraduate Programmes	
EV	Environmental Engineering(Civil)
SE	Structural Engineering(Civil)
GT	Geo-Technical Engineering(Civil)
ET	Energy Science and Technology (Electrical)
MD	Machine Design (Mechanical)
CS	Computer Science and Engineering (CSE)
EC	Digital Communication(ECE)
FB	Food Biotechnology (BT)
CA	Master of Computer applications (MCA)
BA	Master of Business Administration (MBA)

C. CODES FOR NATURE OF THE COURSES

The Choice Based Credit System (CBCS) mandates a student to study different categories of courses. The codes employed to indicate the course category are listed in Table C.

Table C: Codes indicating the category of the courses

Code Employed	Category of Courses	Description
C	Core	To be passed compulsorily by a student and are core courses to the respective programme
H	Humanities and Social Science	The core courses of Humanities and Social Science department
E	Elective	Elective courses offered by departments
N	Open Elective	Interdisciplinary courses offered by departments, which can be opted by students of other departments
L	Laboratory	Mandatory for a student to pass the laboratory courses offered by departments
M	Mandatory	Courses not assigned with any credits, but mandatory for students to pass and the grade assigned is PP
P	Project Work	Project work related to his/her discipline to be mandatorily completed by a student and can be interdisciplinary in nature
O	Online Course	Online courses that can be opted by a student, offered by MOOCs/NPTEL/Swayam etc. approved by respective BoS
S	Seminar	A course of study on an advanced relevant topic presented and discussed in groups
T	Term Paper	A technical research paper to be articulated and presented/published in the conference/journal over an academic term on relevant advanced topic/technology
I	Industrial Training	A short duration work/training/ Internship in association with industries under supervision of faculty and Industrial personnel
A	Audit	A student enrolls for a course and earns credits, but these credits are not considered in calculation of SGPA/CGPA

D. COURSES NUMBERING SCHEME

Every course is given a code using a string of seven alpha numerical symbols. The character in each position has significance and is shown below:

Typical Subject Code	U/P	C	S	5	0	1	C
Position	1	2	3	4	5	6	7
Description	Level of programme U: Undergraduate P: Postgraduate	Academic Department/ Section		Semester of the programme	Unique number of the Course		Category of the course

E. UNIVERSITY SEAT NUMBER (USN)

It is unique number assigned to each student who registers for a programme, during first year by the university. This number is valid for communication/transaction in the college and valid till the award of degree.

The Format of USN for UG programmes is as follows.

1	2	3	4	5	6	7	8	9	10
2	B	A	2	0	C	S	0	0	1
Region Code	College Code		Year of admission		Programme Code		Serial Number of the Student		

The format of USN for PG programmes is as follows.

2	B	A	2	0	S	C	S	0	1
1	2	3	4	5	6	7	8	9	10
Region Code	College Code		Year of admission		Programme Code			Serial Number of the Student	

F. COLLEGE SERIALNUMBER (CSN)

It is an eight-digit number assigned to each student by the college at the time of admission. This number is used for tracking the information about individual students at any time. The student shall communicate this number for all his future correspondence to the college.

2	0	2	0	X	X	X	X
1	2	3	4	5	6	7	8
Indicates the year of admission				Indicates the serial number of admissions			

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1. PREAMBLE

- 1.1 The regulations contained herein are common to all UG programmes, PG programmes, PG Diploma programmes and Certification courses offered by Basaveshwar Engineering College (Autonomous), Bagalkot, and shall be called "BEC Regulations" and are binding on all the stakeholders.
- 1.2 These regulations are approved by the Academic Council and Board of Governors of the college and shall supersede all the earlier regulations.
- 1.3 The regulations may evolve and get modified or changed through appropriate approvals from the Academic Council and Board of Governors from time to time. The decision of the BoG on all matters shall be final and binding on all stakeholders.
- 1.4 In order to guarantee fairness and justice to the parties concerned in view of the periodic evolutionary refinements, any specific issues or matters of concern shall be addressed separately, by the appropriate authorities, as and when found necessary, which shall be later approved by AC and BoG.
- 1.5 The AC and BoG may consider any issues or matters of concern relating to any or all the academic activities of BEC and suggest appropriate action, irrespective of whether a reference is made here in this set of regulations or otherwise.
- 1.6 The abbreviations and codes listed in sections A, B and C are used in BEC regulations.

2. PROGRAMMES OFFERED

This section presents various UG, PG, Diploma, Certification courses offered in this autonomous institute and list of research programmes in different disciplines offered by VTU Belagavi.

2.1 Programmes under Autonomous Scheme

The following programmes are offered in the college under autonomous scheme:

A. Bachelor of Engineering

The UG programmes offered are listed in Table 2.1.

Table 2.1: B. E. Programmes

Sl. No.	Programme	Duration
1.	Civil Engineering	4 Years (3 Years for lateral entry)
2.	Mechanical Engineering	
3.	Electrical and Electronics Engineering	
4.	Computer Science and Engineering	
5.	Electronics and Communication Engineering	
6.	Electronics and Instrumentation Engineering	
7.	Industrial and Production Engineering	
8.	Automobile Engineering	
9.	Information Science and Engineering	
10.	Biotechnology	
11.	Artificial Intelligence and Machine Learning	

B. Master of Technology

Table 2.2 presents various PG programmes offered in different specializations.

Table 2.2: M. Tech. Programmes

Sl. No.	Department	Specialization	Duration
1.	Civil Engineering	Structural Engineering	2 Years
		Geo-Technical Engineering	
		Environmental Engineering	
2.	Mechanical Engineering	Machine Design	
3.	Computer Science and Engineering	Computer Science and Engineering	
4.	Electronics and	Digital Communication	

	Communication Engineering		
5.	Electrical and Electronics Engineering	Energy Science and Technology	
6.	Biotechnology	Food Biotechnology	

- C. Master of Computer Applications (MCA)** **3 Years**
(2 Years for Lateral Entry)
- D. Master of Business Administration (MBA)** **2 Years**
- E. Diploma Programme** **1 year**
- F. Certification Programme** **6 months**

Table 2.3: Postgraduate Diploma Programmes

Sl. No.	Department	Specialization (PG Diploma in)	Duration
1.	Biotechnology	Nutraceuticals and Food Processing	1 Year

G. M. Sc (Engineering by Research) and Ph. D. Programmes

Various research centers in different disciplines recognized by VTU Belagavi are listed in Table 2.4. These research centers offer full-time/part-time Ph.D programmes and M. Sc. (Engg. by Research).

Table 2.4: List of Research Centers

Sl. No.	Programmes
1.	Civil Engineering
2.	Mechanical Engineering
3.	Electrical and Electronics Engineering
4.	Computer Science and Engineering
5.	Electronics and Communication Engineering
6.	Industrial and Production Engineering
7.	Biotechnology
8.	Physics
9.	Information Science and Engineering
10.	Master of Business Administration

The first five departments in Table 2.4 also offer PhD programme under AICTE Quality Improvement Programme (QIP) to faculty of engineering colleges.

3. ADMISSION PROCESS

- 3.1 Admission to UG and PG programmes will be made in accordance with the guidelines issued by the Department of Higher Education, Government of Karnataka, and VTU Belagavi, from time to time. Seats are reserved for candidates belonging to scheduled castes and scheduled tribes, differently abled persons, children of defense personnel, other backward classes, and categories as per the guidelines issued by Govt. of Karnataka.
- 3.2 Admission to all UG and PG programmes will be made in the odd semester of each academic year, at the first-year level. (Refer Eligibility section (Section 4) for details).
- 3.3 Admissions are offered to NRI and other candidates under management quota in accordance with the rules framed by GoK, from time to time, applicable for such admissions.
- 3.4 The College admits Diploma students, allotted through KEA, directly to the Third semester of the BE programme, as per GoK rules.
- 3.5 Transfer of students can be affected as per the guidelines issued by VTU and subject to approval from the University.
- 3.6 Transfer of Credits of students from VTU affiliated non-autonomous and other autonomous colleges shall be as per the decision of respective BoS and approval of the same by the AC and the BoG.
- 3.7 At any time after admission, if it is found that a candidate had not fulfilled all the requirements stipulated in the offer of admission, in any form whatsoever, including possible misinformation etc., his/her admission will be revoked.
- 3.8 The College reserves the right to cancel the admission of any student and ask him/ her to discontinue his/her studies at any stage of his/her career on the grounds of unsatisfactory academic performance (refer to VTU guidelines) or indiscipline or any misconduct.
- 3.9 Candidates must fulfill the medical standards required for admission.
- 3.10 Every student of UG and PG programmes shall be associated with parent department offering the degree that the student undergoes throughout his study period.
- 3.11 The decision of the AC and the BoG regarding the admissions is final and binding.

4. ELIGIBILITY CRITERIA +FOR ADMISSION

4.1 BACHELOR OF ENGINEERING (B.E.)

- 4.1.1 Admission to first year (I semester) Bachelor's degree in Engineering shall be open for the candidates who have passed the second year Pre-University or XII standard or equivalent examination recognized by VTU Belagavi.
- 4.1.2 The candidate shall have secured the percentage of marks not less than that prescribed by the Council and GoK to the different categories of students as applicable.
- 4.1.3 Admission to second year (III semester) Bachelor's degree in Engineering (Lateral Entry) shall be open to the candidates with Diploma or equivalent examination, as recognized by the University/DTE and has secured not less than the prescribed percentage of marks, in the appropriate branch of Engineering, as specified in relevant Government order, issued from time to time and as per the rules specified by GoK from time to time. Such candidates shall clear the prescribed bridge courses specified by the College.
- 4.1.4 Those candidates who have passed a qualifying examination other than the PUC-II examination of the Pre-University Education Board of Karnataka or Engineering Diploma Examinations of the Board of Technical Education of Karnataka or must obtain eligibility certificate from VTU Belagavi, for seeking admission to degree programme.
- 4.1.5 Admission to second year Bachelor's degree in Engineering through lateral entry for candidates who have passed B. Sc. Degree shall be as per VTU Belagavi and GoK. Such candidates have to pass the mandatory non-credit courses as prescribed by the college. The candidate must have passed 10 + 2 Examination with Mathematics as a course.

4.2 POSTGRADUATE PROGRAMMES

- 4.2.1 Admission to M.Tech programme in various disciplines will be open to BE graduates from relevant branch of engineering who have secured not less than the prescribed percentage of marks notified by the GoK and University. Further the candidates should have appeared a recognized common entrance test such as PGCET/GATE.
- 4.2.2 Admission to MCA programme will be open to graduates of any degree who has passed mathematics at XII or degree level and has secured not less than the prescribed percentage of marks notified by the GoK and University. Further the candidates should have appeared a recognized common entrance test such as PGCET/KMAT.
- 4.2.3 Admission to MBA programme will be open to graduates of any degree who has secured not less than the prescribed percentage of marks notified by the GoK and University. Further the candidates should have appeared a recognized common entrance test such as PGCET/KMAT/CMAT.

5. ACADEMIC CALENDAR

Basaveshwar Engineering College (Autonomous), Bagalkot has adopted the semester scheme to impart education in all its academic programmes, including BE, M.Tech, MCA, MBA, Certificate and Diploma programmes.

Atypical breakdown of the academic year for the semester scheme is as follows:

- 5.1 Three semesters are offered every year: Two main semesters and one supplementary semester.
- 5.2 The main semesters are odd and even, typically each of 19 weeks duration which includes registration, coursework, examination, and announcement of results.
- 5.3 One Supplementary semester of 8 weeks duration is offered every year after the even semester, primarily to assist weak and/or failed students. Also, value addition/add-on courses are offered in this semester for the benefit of the students.
- 5.4 In the main semester there shall be various provisions for the students such as:
 - Registration of the courses at the beginning of the semester.
 - Counseling.
 - Dropping of courses as per the date mentioned in the academic calendar.
 - Withdrawal of courses towards the end of the semester as per the date mentioned in the academic calendar.

These provisions have to be judiciously used under the advice of faculty counselors

- Assessment and evaluation are conducted in each semester for each programme, under two components having equal weightage namely CIE and SEE. (More details in Assessment and Evaluation Section)
- Provision for makeup examinations is provided for students after each main semester.
- In Supplementary semester only those courses which the departments offer, can be registered. The courses to be offered are at the discretion of the department/ College.

The minimum and maximum credits a student can register in a semester are given in Table 5.1.

Table 5.1: Range of credits to be registered in a semester

Semester	Programme	Min (Credits)	Max (Credits)	Maximum Contact Hrs. per week
EVEN/ODD	BE, M.Tech, MCA	16	28	40
	MBA	20	30	40
SUPPLEMENTARY	BE, M.Tech, MCA	-	Four (04) heads (including mandatory course) and total credits not exceeding sixteen (16)	-
	MBA	-	16	40

- The scheme and syllabus of all the semesters in each programme is prescribed by the respective BoS of each department with the approval of AC and BoG.
- The courses to be registered for the first year BE are prescribed by the joint BoS with the approval of AC and BoG.

6. CHOICE BASED CREDIT SYSTEM (CBCS)

The college follows Choice Based Credit System for teaching and evaluation of its academic programmes. Each programme is associated with a fixed number of credits. The programmes are defined by their credit requirements and duration, as given in Table 6.1.

Table 6.1: Total number of credits to be earned to qualify for degree/diploma/certificate

Programme		Normal Duration in years(Semesters)	Total number of credits to be earned
UG Degree	BE	4.0 (8)	175
	BE (Lateral Entry)	3.0 (6)	135
PG Degree	M.Tech	2.0 (4)	88
	MBA	2.0 (4)	100
	MCA	3.0 (6)	132
	MCA (Lateral Entry)	2.0 (4)	88
Diploma		1.0 (2)	44
Certificate		0.5 (1)	22

The maximum period which a student can take to complete a fulltime academic programme shall be double the nominal duration of the programme. i.e., 8 years for BE, 4 years for M.Tech and MBA, 6 years for MCA, 4 years for M. Sc. (Engineering by Research), 6 years for Ph. D, 2 years for Diploma and 1 year for Certificate, 6 years for Lateral Entry BE and 4 years for lateral entry MCA.

6.1. BE PROGRAMMES

For BE programmes the total credits are distributed over the different subject areas. Table 6.2 shows suggested distribution of course credits amongst different subject areas.

Table 6.2: Breakdown for a BE Degree programme

Course Category	% of total Credits		Suggested number of credits
	Minimum	Maximum	
Humanities, Social Sciences and Management Courses (HSMC)	5	10	9
Basic Sciences (BSC)	10	20	25
Engineering Sciences (ESC)	10	20	21
Professional Courses (PCC) - Core	30	40	68
Professional Courses (PEC) - Elective	10	15	20
Open Elective Courses (OEC)	5	10	9
Project work (PROJ)/Seminars/Internship	10	15	20
Approved online courses NPTEL/SWAYAM	-	-	3
Total			175

6.1.1 Mandatory Courses

The BE degree students shall have to pass mandatory non-credit courses Environmental Studies and Constitution of India and other mandatory courses prescribed by the respective BoS, and the Diploma lateral entry students have to pass Bridge Course Mathematics-I and II in addition to the above courses. B.Sc lateral entry students have to pass Computer Aided Engineering Graphics and Engineering Mechanics in addition to the other mandatory courses studied by regular BE students.

6.1.2 Induction Programme

A 3-week induction programme is included for the first year BE students, as per the requirement of AICTE in its UG Model Curriculum (Feb 2018).

6.1.3 Activity Points

Apart from technical knowledge and skills, to be successful professionals, students should have excellent Soft skills, Leadership qualities, Team spirit, Entrepreneurial capabilities, and societal commitment. In order to match these multifarious requirements, AICTE has introduced Activity Point Programme, through which a regular student admitted to 4 years degree programme, including lateral entry students, shall earn the activity points, as shown in Table 6.3.

- i. The activity points earned shall be reflected on the student's eighth semester grade card.
- ii. The activity points (non-credit) have no effect on SGPA/CGPA and shall not be considered for vertical progression.
- iii. In case, if students fail to earn the prescribed activity points, eighth semester grade card shall be issued only after earning the required activity points.
- iv. Students shall be permitted for the award of the degree only after the release of the eighth semester grade card.

Table 6.3: AICTE activity points

Sl. No.	Student Category	Activity Points prescribed by AICTE
1.	A regular student admitted to 4 years degree programme	100
2.	A regular student admitted to 4 years degree programme, admitted through lateral entry	75
3.	Students transferred from other universities to fifth semester	50

6.2 PG PROGRAMMES

The suggested distribution of total credits for the M.Tech/MCA/MBA programmes is as shown in the Tables 6.4, 6.5 and 6.6, respectively.

Table 6.4: Course/ Credit distribution for M.Tech Programme

Course Category	% of Total Credits		Suggested No. of Credits
	Minimum	Maximum	
Professional Core Courses	15	25	22
Professional Electives	25	35	30
Project	30	45	30
Seminar/ Internship Field work	05	10	06
		Total	88

Table 6.5: Course/ Credit distribution for MCA Programme

Course Category	% of Total Credits		Suggested No. of Credits
	Minimum	Maximum	
Core Courses	40	55	60
Electives	20	35	32
Seminar	02	10	05
Internship and Project work	20	35	35
		Total	132

Table 6.6: Course/Credit distribution for MBA Programme

Course Category	% of Total Credits		Suggested No. of Credits
	Minimum	Maximum	
Core Courses	45	60	50
Electives	20	35	25
Seminar	02	10	05
Project / Internship and Fieldwork	10	25	20
		Total	100

6.3 SUBJECT CONTENT DESCRIPTION

Subject content description consists of Subject Code, Title of the Subject, Credits and Description of the Content. An example is given below:

UCS502E: Introduction to Database Systems, 4 credits, (4-0-0) Importance of the database Systems. E-R Model, Three database models, Representation and Evaluation of Relationships, Relational database Model, Functional dependencies, Multi valued and joint dependency, Normalization Theory, Concurrency Control in Relational Databases, Object Oriented Data Models.

Prerequisite: A course might have another course specified as its prerequisite. A student who has not undergone a course mentioned as prerequisite will not be eligible to study that course.

For Example: UCS047E-Introduction to Database Systems, Prerequisite: UCS412C-Database Management Systems. A student who has undergone the course UCS412C will only be eligible to register for the course UCS047E.

6.4 CREDIT SYSTEM

The credit system enables continuous evaluation of a students' performance and allows the students to progress at an optimum pace suitable to individual ability and convenience, subjected to fulfilling minimum credit requirement- for continuation of programme on semester or session basis.

6.5 CREDIT ASSIGNMENT

Every course has certain number of credits assigned based on the students' contact hours in a week. One Lecture hour per week is one credit, two hours of Tutorial/Practical per week is one credit. The following example illustrates the basis of credit assignment.

UCS352C: Computer Organization, 4 credits (3-2-0) (3 Hrs. Lectures + 2 Hrs. Tutorial+ 0 Hr. Practical) per Week.

Atypical credit structure based on the above definition is given in Table 6.7.

Table 6.7: Credit Structure for Coursework

Lectures (hrs/week/Sem)	Tutorials (hrs/week/Sem)	Laboratory Work (hrs/week/Sem)	Credits (L:T:P) (hrs/week/Sem)	Credits (Total)
3	0	0	3:0:0	3
2	2	0	2:1:0	3
2	0	2	2:0:1	3
2	2	2	2:1:1	4
0	0	6	0:0:3	3

6.6 GRADING SYSTEM

The grading system is implemented on a 10 points scale with letter grades S, A, B, C, D, E and F as given in Table 6.8. The Grade awarded to the students are basically a qualitative measure (an alphabet) of the performance of a student, such as, Outstanding (S), Excellent (A), Very Good (B), Good (C) and the like. There are different approaches possible for awarding grades like absolute grading, relative grading etc., presently absolute grading is adopted in the evaluation system of BEC. This is usually arrived-at, after the assessment of student's performance in a course. The following method is used for awarding grades in a course. A letter grade, corresponding to specified number of grade points, is awarded in each course registered by a student. On obtaining a minimum pass grade, the student's performance is evaluated by the number of credits that he/she has earned and by the weighted grade point average.

Table 6.8: Range and Absolute Grading

Range of Marks (Out of 100)	Grade	Grade Points	Level
90 to 100	S	10	Outstanding
80 to 89	A	9	Excellent
70 to 79	B	8	Very Good
60 to 69	C	7	Good
50 to 59	D	6	Above Average
40 to 49	E	4	Poor
0-39	F	0	Fail

6.7 AUDIT COURSES

In addition, a student can register for courses for audit only, with a view to supplement knowledge and/or skills. Here also, the student's grades are reflected in the Grade Card. But, the grades are not taken into account in determining the student's academic performance in that semester (SGPA and CGPA). The total number of registered credits in that semester, including audit courses, must not exceed the given range of credits in the semester.

6.8 GRADE POINT AVERAGES

6.8.1 The Grade point averages SGPA and CGPA are computed using the credits index, credit points and grade points earned by the student.

6.8.2 The grade points awarded to the student is computed from Table 6.4 depending on the grade assigned to the students. The credit points earned by a student are equal to the number of credits assigned to the course multiplied by the grade points awarded to the student. The credit index of a student for a semester is the total of all the credit points earned by the student for all the courses registered in that semester.

Example: UMA261C (4-0-0) If a student earns a B Grade, the grade points earned in the course is 8 and Credit Points is $(8 \times 4 = 32)$

6.8.3 Semester Grade Points Average (SGPA) and the Cumulative Grade Point Average (CGPA), both are important performance indices of the students.

6.8.4 The SGPA reflects the credit index for a semester which is equal to the credit points earned in the semester divided by the number of credits registered by the student in that semester.

6.8.5 The CGPA reflects the performance index of a student till the previous semesters which is equal to the total of credit indices of all the previous semesters divided by the number of credits earned in all the previous semesters.

Thus,
SGPA

$$= \frac{\sum[(\text{Course Credits}) \times (\text{Grade Points})] \left(\text{for all the Courses in that semester excluding transitional grades} \right)}{\sum[(\text{Course Credits})] \left(\text{for all the Courses in that semester excluding transitional grades} \right)}$$

CGPA

$$= \frac{\sum[(\text{Course Credits}) \times (\text{Grade Points})] \left(\begin{array}{l} \text{for all the Courses excluding those with F and} \\ \text{transitional grades until that semester} \end{array} \right)}{\sum[(\text{Course Credits})] \left(\begin{array}{l} \text{for all the Courses excluding those with F and} \\ \text{transitional grades until that semester} \end{array} \right)}$$

Sample of calculation of SGPA and CGPA are given in Tables 6.9 and 6.10.

Table 6.9: Sample Calculation for BE I Semester

Subject Code	Subject Credits	Grade Awarded	Earned Credits	Grade Points	Credit Points Earned
(1)	(2)	(3)	(4)	(5)	(6)
UMA161C	4	W	0	0	0
UPH162C	4	A	4	9	36
UME163C	3	B	3	8	24
UEE164C	3	D	3	6	18
UCS165C	3	F	0	0	00
UHS126M	-	NP	-	-	-
UPH166L	1.5	S	1.5	10	15
UME167L	1.5	A	1.5	9	13.5
Total:	20		13		106.5

Credits registered in the semester (Total of Column 2)= 20

Credits registered after withdrawal = 20 – 4 = 16

(Total of Column 2 – sum of credits of all withdrawn courses)

Earned credits in the semester (Total of Column 4) = 16 – 3 = 13

(Credits registered after withdrawal – Sum of credits of courses with F Grade)

Credit index secured in this semester (total of column 6)= 106.5

$$SGPA = \frac{106.5}{16} = 6.66$$

$$CGPA = \frac{106.5}{13} = 8.19$$

Table 6.10: Sample Calculation for BE II Semester

Subject No	Subject Credits	Grade Awarded	Earned Credits	Grade Points	Credits Points Earned
(1)	(2)	(3)	(4)	(5)	(6)
UMA261C	4	B	4	8	32
UCH268C	4	D	4	6	24
UEC269C	3	S	3	10	30
UCV270C	3	F	0	0	00
UBT233M	-	PP	-	-	-
UME271L	2.5	B	2.5	8	20
UCH272L	1.5	E	1.5	4	06
UBE273L	2	B	2	8	16
TOTAL	20		17		128

Credits registered in the semester (Total column 2) = 20

Credits registered after withdrawal = 20 – 0 = 20

(Total of column 2- Sum of credits of all withdrawn courses)

Earned Credits in the semester (Total of Column 4) = 20 – 3 = 17

(Credits registered after withdrawal – Sum of credits of courses with F Grade)

Credit index secured in this semester (total of column 6) = 128

Sum of credit index of all previous semesters = **106.5 + 128** = **234.5**

Total credits earned = **13 + 17 = 30**

$$\text{SGPA} = \frac{128}{17} = 7.53$$

$$\text{CGPA} = \frac{234.5}{30} = 7.82$$

6.8.6 A student will be considered to have completed a course successfully and earned the credits if he/she secures a letter grade other than I, W, X, or F in that course. Letter grade F in any course implies failure in that course.

6.8.7 The transitional Grades I, W and X, would be awarded in the following cases:

- a. Grade I: It is awarded to a student having satisfactory attendance at classes and meeting the passing standard at CIE, but remained absent from SEE for a valid and convincing reasons acceptable to the college, like:

Illness or accident, which disabled him/her from attending SEE

A calamity in the family at the time of SEE, which required the student to be away from the college; any other verifiable exigency

- b. Grade W: It is awarded to a student having satisfactory attendance at classes but withdrawing from that course before the prescribed date in a semester under faculty advice. Further, a student can withdraw from a course once and only once, maintaining minimum credits requirements.
 - c. Grade X: It is awarded to a student with high CIE rating ($\geq 70\%$) in a course, but SEE performance is observed to be poor, which results in overall F Grade in course.
 - d. However, there is no scope for awarding transitional grades in the supplementary semester.
 - e. The student may be allowed to cancel his registration in case of calamities in Supplementary Semester.
 - f. The transitional grades are to be converted into one or the other of the valid letter grades (S to F) after a student completes all the academic requirements of the course.
- 6.8.8 The Grade Card (or transcript) of a student at the end of the semester will have a list of all the courses taken by a student, however, only those grades (S to F) are included in the computation of the student performance. Thus, the courses taken for audit will not form part of the computation. The results of the mandatory courses, which are of non-credit type, will also be reflected in the Grade Card as PP (for passed) or NP (not passed). It is necessary for each student to obtain the Grade PP in every mandatory course to qualify for the award of the degree by the university.
- 6.8.9 The Makeup examination facility will be available to students who have not attended SEE of one or more courses in a semester for valid reasons and have been awarded I Grade or X grade. The makeup examination will be held as per dates notified in the Academic calendar. However, it would be possible to hold make up examination at any other time in the semester.
- 6.8.10 If a student fails in his/her final semester, a laboratory course and/or in CIE of a course, the student shall be given Z grade, for such course(s). In such a case, the concerned course teacher shall have the possibility to grant the student extra time not exceeding 12 weeks for completing the course, with approval from the HoD and Principal. If no extra time is sought/granted, the concerned student has to re-register for the course(s) in a succeeding semester and take measures to fulfill the requirements for the award of the degree.
- 6.8.11 The I and X grades awarded to a student should be converted into an appropriate letter grades in the subsequent make up examination. Otherwise, the grade will be automatically converted into F grade.
- 6.8.12 The W grade awarded to a student would be eligible for conversion to the appropriate letter grade only if the concerned student re-registers for these courses in a main/supplementary semester and fulfills the passing standards for the CIE and SEE.

6.9 RESEARCH PROGRAMMES

For M. Sc. (Engineering by Research) and Ph.D. programmes, the VTU Belagavi regulations are to be followed for the course work.

7. REGISTRATION PROCESS

7.1 REGISTRATION

Registration is a very important procedural part of the academic system. Every student after consulting his/her faculty advisor in his/her department has to register for respective courses approved by the BoS of the department. This ensures that a student's name is on the roll for each course he/she wants to study during that academic year.

Each student has to register for the course work at the beginning of the semester. Course load has to be maintained as given in the Section 5 (Academic Calendar).

No credit is given if a student attends the course for which he/she has not registered. Registration for the courses in a particular semester will be done in accordance with a specified schedule. The student must ensure that his/her dues are paid before the commencement of each semester/session.

Registration in absentia and registration after the specified date is not permitted. However, in exceptional cases, this may be permitted at the discretion of Principal. In case of illness or absence during registration due to valid reasons, a student must intimate the same to the concerned faculty advisor and the HoD. For reasons beyond his/her control, if a student is not able to register or inform the same, he/she may submit an application to the Principal for late registration. The Principal may consider the late registration in genuine cases with penalty.

However, late registration is not permitted beyond one week after the starting of the semester.

Each student will be provided with a registration card, which will be an official record of courses registered. Adding, dropping, withdrawal and auditing will be marked on this card itself. The data contained in this card will be used for resolution of discrepancies, if any, later.

The duly filled registration card is to be submitted to the concerned department on or before the specified date, failing to do so the registration is liable to be cancelled.

7.2 COUNSELING

A student must consult his/her faculty advisor at the time of registration process, to finalize the courses for a given programme, keeping in view minimum/maximum number of total credits, past performance, backlog courses, SGPA/CGPA, prerequisites, workload and student's interest. Special provisions are made available for academically weak students.

7.3 LOWER AND UPPER LIMITS FOR CREDITS REGISTERED

A student must register for the appropriate number of credits, as mentioned in Table 5.1.

7.4 MINIMUM STUDENT REGISTRATION IN A COURSE

A course will be offered, only if a minimum of 10 students register for the course. Under special circumstances with the prior permission of the Principal and approval of the Head of the Department course may be offered with lesser number of registrations.

7.5 CREDIT MONITORING

The student must keep track of the number of credits earned and plan for completion of the prescribed number of credits for the programme. It is the responsibility of the student to inform the concerned faculty advisor and HoD in case of any discrepancies with regards to the credits earned and must get the necessary corrections done

7.6 DROPPING, WITHDRAWAL FROM COURSES

7.6.1 Dropping of courses

A student can drop a course, without being cited in the grade card, on or before the specified date mentioned in the calendar of events based on the review of the student's performance in CIE by the faculty advisor. However, the criterion of minimum number of credits specified for the semester is complied with and such courses are to be completed by re-registering at a later time. The student is not permitted to drop re-registered course(s).

7.6.2 Withdrawal from courses

A student can withdraw a course, at the end of a semester based on the review of the students' performance in CIE by the faculty advisors and maintaining minimum credits specified for the semester, however the same will be depicted in grade card (Grade W). A Student is not permitted to withdraw re-registered courses(s). Such course(s) are to be taken up for study and re-registered at a later time.

7.6.3 Add/Drop

A student has the option to add or drop courses for which he/she has registered. Within one week of commencement of the semester.

7.7 PERFORMANCE CANCELLATION AND RE-REGISTRATION

A student is permitted to reject/cancel his/her performance in a course(s) after the declaration of result (provided he/she has secured a minimum of E-grade) for improving CGPA/ for eligibility / enhancing CGPA, within one academic year from the date of declaration of result. If a candidate wishes to reject his/her performance in a course, he/she shall be allowed to do so, under the following circumstances:

- a. Only performances with A, B, C, D or E grades are eligible for rejection.
- b. Rejection is to be made within maximum of one year duration from the date of announcement of results.
- c. Student seeking cancellation must surrender his/her original grade card along with request for performance rejection, duly recommended by the faculty advisor and forwarded by the concerned HoD.
- d. A transitional grade R is awarded for the course rejected for performance and however it is not considered for calculation of SGPA and CGPA. Such students are allowed to re-register in the subsequent examination and pass the same.

7.8 TEMPORARY WITHDRAWALS

A student is permitted to withdraw temporarily from the college on the basis of prolonged illness, grave calamity in the family or any other serious happenings. The withdrawal is only for periods, which are integral multiples of a semester, provided that:

- 7.8.1 A student should intimate the Principal, through proper channel, with a written application within six weeks from the commencement of a semester or from the date he/she last attended the classes, whichever is later, stating the reasons for such withdrawal together with supporting documents and endorsement of his/her parents/guardian. Based on genuineness of the case and by considering the expected period of withdrawal, the student has to complete the prescribed programme requirements, within the time limits specified by the university. However, a student must not have any dues or demands at the college/university including tuition and other fees as well as library holdings.
- 7.8.2 A student seeking temporary withdrawal from the college under the provision 7.8.1, should pay additional fees, fixed by the college authorities, until his/her name appears on the roll call. However, it may be noted that the fees/charges once paid shall not be refunded.
- 7.8.3 A student under normal circumstances shall be permitted to avail the temporary withdrawal facility only once during his/her study of the programme at the College. However, any other concession for the concerned student shall have to be approved by the AC. Hence, the student can use this provision only in exceptional cases.

7.9 TRANSFER OF STUDENTS

Transfer of students from any college (either Non-Autonomous or Autonomous), within Karnataka State is permitted only at the beginning of odd semester, subjected to availability of seats and as per the guidelines of VTU issued from time to time, subjected to approval by the respective BoS of the programme. The candidates seeking admission shall have to apply for establishment of equivalence with prescribed fees notified by the college.

8. ASSESSMENT AND EXAMINATIONS

The assessment of performance in a course is based on examination that a student appears. In general, examination may have different objectives, like achievement-testing, prediction-testing, endurance-testing, and creativity-testing and testing for ranking. In technical education, the assessment has to be preferably of achievement-testing type, so that a student's knowledge, understanding and competence in the course studied is properly assessed and certified.

Typically, achievement-testing is done in two parts, namely Continuous Internal Evaluation (CIE) and Semester End Evaluation (SEE). Both of them are important in assessing the achievement of a student.

Each course is assessed for 100 marks with equal weightage for CIE and SEE, i.e., 50 for CIE and 50 for SEE. The standards of passing CIE and SEE for each course registered are as given in Table 8.

Table 8: Requirement for passing a course

Evaluation Method	Passing Requirement
Continuous Internal Evaluation (CIE)	Obtained Marks \geq 40% of maximum marks
Semester End Evaluation (SEE)	Obtained Marks \geq 40% of maximum marks

8.1 CONTINUOUS INTERNAL EVALUATION (CIE)

8.1.1 Theory Courses

CIE comprises of two tests, each of 1.5-hour duration and 40 marks and, totaling to 80 marks, further scaled down to 40 marks. The two CIEs will be conducted by the college on specified dates mentioned in the academic calendar.

The other 10 marks are awarded based on assignment/quizzes/course projects/case studies etc., as specified by the course instructor.

8.1.2 Laboratory Courses

The laboratory CIE for a course will be of 50 marks based on the laboratory exercises/experiments along with submission of journal/report and internal test, as per the recommendation of respective BoS, with approval from AC and BoG.

8.2 SEMESTER END EXAMINATION (SEE)

8.2.1 Theory Courses

The SEE will be of 3 hours duration and evaluated for 100 marks, further scaled down to 50 marks.

8.2.2 Laboratory Courses

The SEE for laboratory courses shall be of three hours duration and evaluated for 50 marks which comprises of solving exercise/conducting experiment and viva-voce, as per the recommendation of respective BoS, with approval from AC and BoG.

8.2.3 Evaluation, Photocopy of answer scripts and challenge valuation

The evaluation of SEE answer scripts is to be carried out centrally. There is provision for a student to take photocopy of answer script on payment of prescribed fees. Further, a student can apply for challenge valuation, if he/she is not satisfied with the evaluation, on payment of prescribed fees which will be notified separately. The provision of photocopying the answer script(s) and challenge valuation is applicable only to SEE of theory courses of regular (odd/even) semester and not for either make up examination or SEE of supplementary semester.

The evaluation and result of makeup examination is final and binding. A student shall not have any right to question the evaluation and nor the result of makeup examination.

Challenge evaluation is only for theory courses. If a student applies for challenge evaluation, then the maximum of marks obtained in either first valuation or challenge valuation will be considered.

8.2.4 Evaluation of Laboratory Courses

The SEE evaluation of Laboratory courses will be conducted with one internal and one external examiner as per the guidelines recommended by BoS subjected to approved from AC and BoG. There is no provision for photocopying and challenge valuation for laboratory courses.

8.2.5 Grace Marks for passing

Maximum of 2 marks for SEE comprising of 100 marks and 1 Mark grace for 50 marks SEE in each course is permitted for passing in each course. This is applicable only for theory courses.

8.3 PROJECT WORK EVALUATION

The CIE evaluation of the project work shall be based on the progress made by a student for the work assigned by a supervisor, periodically evaluated by him/her together with a Departmental Committee constituted for the purpose.

The project report evaluation and final viva voce examination are conducted by a Project Evaluation Committee.

A transitional grade will be awarded for term extension of PG final semester project work thesis submission. The grade T awarded for project work is not considered for the calculation of SGPA/CGPA in that semester. The students awarded with T grade will not be considered for award of Rank/Gold Medal. The extension is permitted till the end of the semester. In such case a student needs to take extension and such extensions will be allowed on payment of requisite fees until the maximum duration of the programme. In case the candidate is unable to convert the T grade into other grade, he/she has to re-register for the Project Phases I and II.

8.4 EVALUATION OF SEMINAR/TERM PAPER/INDUSTRIAL TRAINING/ INTERNSHIP/FIELD WORK

In case of requirements, such as seminar, industrial training/internship, field work, if any, the assessment shall be made as per the procedure laid down by the BoS of respective department and approved by AC and BoG.

8.4.1. Seminars

Seminars will be conducted for 50 marks during CIE and are evaluated for 50 marks during SEE, based on the presentation and report.

Seminar evaluation criteria:

- i. Understanding the problem and topic selection
- ii. Societal/environmental/ethical relevance of the topic
- iii. Collection of background materials
- iv. Preparation of slides, presentation
- v. Knowledge on the topic and report

8.4.2. Industrial Internship

The CIE for Industrial Internship will be evaluated for 100 marks and scaled down to 50 marks. The industry will evaluate for 70 marks on the aspects:

- i. Quality of the work
- ii. Ability to learn
- iii. Initiative and creativity
- iv. Character traits
- v. Dependability
- vi. Organizational fit
- vii. Response to supervision

At the end of the internship, the student will submit a report and present his experience at the college. The department faculty will evaluate the report, presentation and demonstration of experience for 30 marks. SEE of the Internship will be carried out for 50 marks, with a departmental committee.

Evaluation of Term paper/Industrial training/field shall be made as recommended by the respective BoS and approved by AC and BoG.

8.5 RE-EXAMINATION: There shall be no re-examination for any course in the credit system. To account for such students:

- Who have remained absent from attending CIE or SEE, without a valid reason
- Who have failed (Grade F in case of credit courses or NP in case of mandatory courses) to meet the minimum passing standards prescribed for CIE and/or SEE
- Who have been detained for shortage of attendance
- Who have withdrawn (Grade W) from a course
- Who have rejected a course and is awarded Grade R
- Who have been awarded NP in mandatory courses

Such students shall be required to re-register for the course(s), attend the classes regularly and go through CIE and SEE again and thus secure a grade equal to or better than E in each case for credit courses or PP in case of mandatory courses. The re-registration shall be possible when the particular course is offered again either in a main (odd/even) or a supplementary semester.

8.6 SUPPLEMENTARY SEMESTER

Supplementary Semester will be conducted every year after the even semester.

- Offering the course in a Supplementary Semester is not mandatory and shall depend on the availability of human resources in respective department.
- Registration to course(s) offered during Supplementary Semester is not mandatory but purely voluntary.
- A student must not wait for challenge/make up valuation results, while registering any course in Supplementary Semester.
- There shall be no dropping and withdrawal of any course registered in Supplementary Semester.
- The teaching/learning in Supplementary Semester will beat twice the speed of regular semester.
- The valuation/result is final and binding. The candidate shall not be entertained for queries on the Supplementary Semester valuation/results.
- There shall be no makeup examination and challenge valuation in Supplementary Semester.
- No such claims can be entertained since the Supplementary Semester is an extra opportunity given to students.
- The students agreeing to the above-mentioned rules and regulations can only register for courses offered during Supplementary Semester.

8.7 STUDENTS' FEEDBACK

A student has to provide feedback for each course(s) he/she has registered, in the online format provided, as and when, which will be used for analysis and betterment of the academic programmes.

9. AWARD OF CLASS

A student will be awarded the percentage/class by converting the grade point averages viz. SGPA and CGPA, for comparison with conventional marks system followed by Universities.

Table 9.1 shows equivalent of grade points against Percentage of Marks.

Table 9.1: Percentage Equivalence of Grade Points (On a 10-Point Scale)

Grade Point	Percentage of Marks
5.75	50
6.25	55
6.75	60
7.25	65
7.75	70
8.25	75

The following formula for conversion of CGPA to percentage of marks to be used only after a student has successfully completed the programme, as shown below:

$$\text{Percentage of marks} = (\text{CGPA} - 0.75) \times 10 = \text{PERM}$$

Class Designation:

$$\text{PERM} \geq 70\% \text{ (First class with Distinction)}$$

$$\geq 60\% \text{ and } < 70\% \text{ (First Class)}$$

$$< 60\% \text{ (Second Class)}$$

10. VERTICAL PROGRESSION

Vertical Progression (Promotion/Eligibility to higher semesters) for BE

There shall be no restriction for promotion from an odd semester to the next even semester.

A student shall be declared fail, if he/she

- i. has not satisfied the CIE requirements of any course(s).
- ii. has not appeared for SEE even after satisfying attendance and CIE requirements.

10.1 VERTICAL PROGRESSION IN CASE OF STUDENTS ADMITTED TO FIRST YEAR BE:

- (a) Students having not more than four 'F' grades in the two semesters of first year of the programme shall be eligible to move to second year.
 - (i) Students having not more than four 'F' grades in the four semesters of I and II year, shall be eligible to move to III year.
 - (ii) Students who have earned all the prescribed credits of I year and passed all mandatory courses and having not more than four 'F' grades in the four semesters of II and III year shall be eligible to move to IV year.

10.2 VERTICAL PROGRESSION IN CASE OF DIPLOMA STUDENTS ADMITTED TO SECOND YEAR(LATERAL ENTRY):

- 10.2.1. Students having not more than four 'F' grades (excluding the Fail or pass status of Bridge Course Mathematics, I and II) in II year of the programme shall be eligible to move to III year.
- 10.2.2. Students having not more than four 'F' grades and passed in all mandatory courses (excluding the Fail or pass status of Bridge Course Mathematics I, Bridge Course Mathematics II, Constitution of India and Environmental Studies) in II and III year shall be eligible for admission to IV year.
- 10.2.3. The mandatory non-credit Courses i.e., Bridge Course Mathematics I and II prescribed at III and IV semesters respectively, to lateral entry diploma holders, admitted to III semester of BE programmes, shall attend the classes during the respective semesters to satisfy attendance and CIE requirements and to appear for the SEE.
- 10.2.4. In case, any student fails to satisfy the attendance requirement of the Bridge Course Mathematics I and II, he/she shall not be eligible to appear for the SEE of that semester and shall not be permitted to take admission to next higher semester. The candidate shall be required to repeat that semester during the subsequent year.
- 10.2.5. Students who have satisfied the attendance requirement but not the CIE requirements of the Bridge Course Mathematics I and II shall be permitted to re-register and appear for SEE after satisfying the CIE requirements in the same course(s), when offered during subsequent semester(s)/supplementary semester.
- 10.2.6. Passing of Bridge Course Mathematics, I and II and other mandatory courses is mandatory for the award of degree.

10.3 VERTICAL PROGRESSION IN CASE OF B.Sc. STUDENTS ADMITTED TO SECOND YEAR (LATERAL ENTRY):

- 10.3.1. Students having not more than four 'F' grades (excluding the Fail or pass status Computer Aided Engineering Graphics, Engineering Mechanics) and other mandatory courses, in the two semesters of II year of the programme shall be eligible to move to III Year.
- 10.3.2. Students having not more than four 'F' grades and passed Computer Aided Engineering Graphics and Engineering Mechanics of First year Engineering programme, and other mandatory courses, in the four semesters of II and III year shall be eligible to move to IV Year.
- 10.3.3. The prescribed mandatory non-credit courses Computer Aided Engineering Graphics and Engineering Mechanics of First year Engineering programme to lateral entry B.Sc holders to III semester of BE programme shall attend the classes during the respective semesters to complete CIE and attendance requirements and to appear for the SEE examinations.
- 10.3.4. In case, any student fails to satisfy the attendance requirement of the above said courses, he/she shall not be eligible to appear for the Semester End Examinations of that semester and shall not be permitted to take admission to next higher semester. The candidate shall be required to repeat that semester during the subsequent year.
- 10.3.5. Students who have satisfied the attendance requirement but not the CIE requirements of the above said courses, shall be permitted to re-register and appear for SEE after satisfying the CIE requirements in the same course(s) when offered during subsequent semester(s).
- 10.3.6. Completion of Computer Aided Engineering Graphics and Engineering Mechanics of First year Engineering programme and mandatory courses shall be mandatory for the award of degree.

10.4 VERTICAL PROGRESSION IN CASE OF M.TECH/ MCA / MBA STUDENTS

The prescribed standards for vertical progression shall be as follows:

- a) Minimum CGPA=5.00, at the end of each academic year.
- b) At the end of each academic year (inclusive of supplementary semester), the number of 'F' grades of all the previous semesters, shall not exceed four.

11. ATTENDANCE REQUIREMENTS

The attendance is a mandatory requirement for the students registered to different programmes offered in the college.

11.1 ATTENDANCE RULES

- (a) Each semester is considered as a unit and the candidate shall maintain a minimum attendance of 85% in each course with a provision of condoning up to 10% of the attendance for special cases, by the Principal, for reasons such as medical grounds, participation in University level sports, cultural activities, seminars, workshops, and paper presentations etc.
- (b) The basis for the calculation of the attendance shall be the period of term prescribed by the College in its calendar of events. For the first semester students and third semester lateral entry students, the same is reckoned from the date of confirmed admission to the programme/commencement of classes, whichever is later.
- (c) The students are informed their attendance status in the first week of every month by the Department and the students are cautioned to make up the shortage.
- (d) A candidate having shortage of attendance in one or more courses is not permitted to appear for SEE of such courses and has to re-register that course in the subsequent semesters whenever offered.

11.2 ABSENCE DURING THE SEMESTER

- (a) A student must inform the HoD/Principal, immediately for any instance of continuous absence from classes.
- (b) A student who is absent due to illness or any other emergency, up to a maximum of two weeks, should approach the course teacher.
- (c) A student who remains absent from a CIE due to illness or any other genuine reason should inform the course teacher and HoD immediately prior to conduction of exam and produce relevant documents from Taluka/District Health Officer(or endorsed), for the provision of compensatory test.

12. TERMINATION FROM THE PROGRAMME

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

- (a) Absence from classes for more than six weeks at a time in a semester without leave of absence being granted by the competent authorities.
- (b) Failure to meet the standards of discipline as prescribed by the college from time to time.

12.1 MAXIMUM DURATION FOR THE PROGRAMME COMPLETION

The candidate shall complete the programme within a period of eight academic years in case of BE, four academic years in case of M.Tech and MBA and six academic years in case of MCA, from the date of his/her first admission, failing which he/she has to discontinue from the programme.

The candidate of lateral entry shall complete the programme within a period of six academic years in case of BE, and four academic years in case of MCA, from the date of his/her first admission, failing which he/she has to discontinue from the programme.

Maximum duration for Diploma is Two years and one year for Certificate course.

13. AWARD OF DEGREE

A student shall be eligible for the award of degree if he/she has:

- i. Fulfilled the prescribed academic requirements for the award of degree as per the University statute.
- ii. No dues to the department, hostels, library and any other functional part of the college.
- iii. No disciplinary action is pending against the candidate.

The award of the degree must be recommended by the Academic Council and BoG.

13.1. BE DEGREE

- a. Students shall be declared to have completed the programme of BE degree and is eligible for the award of degree, provided the students have undergone the stipulated Course work of all the semesters under the Scheme of Teaching and Examinations and has earned the prescribed number of credits (175 credits for students admitted to 1st semester BE and 135 credits students admitted to 3rd semester of BE under lateral entry scheme).
- b. For the award of degree, a CGPA ≥ 5.00 at the end of programme shall be mandatory.
- c. Completion of Bridge Course Mathematics I and II shall be mandatory for the award of degree to lateral entry Diploma students.
- d. Completion of Computer Aided Engineering Graphics and Engineering Mechanics of First year Engineering programme shall be mandatory for the award of degree to lateral entry B.Sc graduates. Over and above the academic credits and mandatory courses, a BE regular student admitted to the 4-year degree programme and every student entering 4 years degree programme through lateral entry, shall earn 100 and 75 AICTE activity points, respectively, for the award of the degree. Students transferred from other universities/Autonomous colleges under VTU to fifth semester are required to earn 50 activity points. The activity points earned shall be reflected on the student's eighth semester Grade Card.
- e.
 - (i) AICTE Activity points (non-credit) have no effect on SGPA/CGPA and shall not be considered for vertical progression.
 - (ii) In case students fail to earn the prescribed activity points before the commencement of eighth semester examinations, eighth semester Grade Card shall be issued only after earning the required AICTE Activity points. Students shall be admitted for the award of degree only after the release of the eighth semester Grade card.

13.2 NON-COMPLIANCE OF CGPA ≥ 5.00 AT THE END OF THE PROGRAMME

- a. Students, who have completed all the courses of the programme but not having a CGPA ≥ 5.00 at the end of the programme, shall not be eligible for the award of the degree.
- b. In the cases of 13.2 (a) students shall be permitted to appear again for SEE in passed credit course(s) (other than Internship, Technical seminar, Project (Mini and Main), and Laboratories) of any semester, without rejection of CIE marks for any number of times, subject to provision of maximum duration of the programme to make up the CGPA ≥ 5.00 for the award of the Degree.

- c. In case, the students earn improved grade(s) in all the reappeared course(s), the CGPA shall be calculated considering the improved grade(s). If it is > 5.00 , the students shall become eligible for the award of the degree. If $CGPA < 5.00$, the students shall follow the procedure laid down in 13.2 (b).
- d. In case, the students earn improved grade(s) in some course(s) and the same or lesser than the previously earned pass grade(s) in the other reappeared course(s), the CGPA shall be calculated considering the improved grade(s) and the pass grades earned before the reappearance. If it is > 5.00 , the students shall become eligible for the award of the degree. If $CGPA < 5.00$, the students shall follow the procedure laid in 13.2 (b)
- e. In case, the students earn improved grade(s) in some course(s) and fail in the other reappeared course(s), the CGPA shall be calculated by considering the improved grade(s) and the previously earned pass grade(s) of the reappeared course(s) in which the students have failed. If it is ≥ 5.00 , the students shall be eligible for the award of the degree. If $CGPA < 5.00$, the students shall follow the procedure laid in 13.2 (b).
- f. In case of students fail (i.e., earns F grade) in all the reappeared course(s), pass grade(s) of the course(s) earned by the students before reappearance shall be retained. In such cases, the students shall follow the procedure laid in 13.2 (b)
- g. Students shall obtain written permission from the Principal, recommended by Faculty advisor and HoD, to reappear in SEE to make up the $CGPA \geq 5.00$.

13.3 INTERNSHIP

All the students of B.E. shall have to undergo Internship of 4 to 6 weeks, during the vacation between sixth and seventh semester. The SEE is conducted in the seventh semester and prescribed credits shall be included in the seventh semester. Internship shall be considered as a head of passing and shall be considered for the award of the degree. Those who do not take up/complete Internship shall be declared Failed in that course and shall have to complete the same after satisfying the Internship requirements.

13.4 AWARD OF GOLD MEDALS AND RANKS

A student shall be eligible for the award of Gold medal or Rank if he/she has:

- Passed all courses in First Attempt (No X, I, T, W, F, Z, R Grades, NP in mandatory courses and should not have dropped a course)
- Secured Highest CGPA
- For BE students CGPA is considered from third semester to eighth semester.
- For MCA students CGPA is considered from third semester to sixth semester.
- For M.Tech. and MBA students CGPA is considered from first semester to fourth semester.

The Gold medals and ranks are decided by Rank Awarding Committee based on the approved norms and the committee decisions are final and binding on all stakeholders.

13.5 GRACING FOR AWARDING DEGREE

A grace up to a maximum of 0.05 will be considered to overall CGPA for the benefit of a student in awarding class. i.e., if the final CGPA of a student is 6.70, he/she will be awarded as “First class” and 7.70 as “First class with distinction” by adding a grace of maximum of 0.05.

13.6 GRADUATION CEREMONY

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

The graduation ceremony for the award of degrees to the students completing the prescribed academic requirements in each case in consultation with the university and by following the provisions in the statute of VTU will be conducted at Basaveshwar Engineering College, Bagalkot.

14. B.E. (HONOURS) DEGREE

A student shall be declared to have completed the programme of the degree BE and shall be eligible to get undergraduate BE degree with Honours, provided:

- i. A student has undergone the stipulated coursework of all semesters under the same scheme of teaching and examination and has earned the prescribed number of credits, passed all the mandatory courses and earned AICTE Activity Points.
- ii. Has earned additional credits as prescribed by VTU Belagavi, through university approved online courses.
- iii. Satisfies the VTU Regulations governing the award of Honours at BE degree programmes.

14.1 ELIGIBILITY CRITERIA FOR REGISTRATION

Every student intending to register for the Honours qualification shall fulfill the following academic requirements:

- a. Registration to Honours degree shall start from fifth semester onwards.
- b. After registration a student shall have obtained a grade \geq D in all the credit courses and passed mandatory courses, in the first attempt only, in the semesters until this stage.
- c. The registrants shall have obtained a CGPA \geq 8.50 at the end of the fourth semester.
- d. The lateral entry Diploma students shall have completed Bridge Course Mathematics I and II and other mandatory courses (Environmental Studies and Constitution of India) during third and fourth semester, in first attempt only.
- e. The lateral entry B.Sc. students shall have completed Computer Aided Engineering Graphics and Engineering Mechanics and other mandatory courses (Environmental Studies and Constitution of India) of first year Engineering programme by the end of the fourth semester in first attempt only.

14.2. REGISTRATION PROCEDURE

- a. Any student meeting the eligibility criteria specified above and intending to register for the Honours qualification shall apply to the University through the Principal, in the prescribed form along with the prescribed application fees, within 15 working days after notification by the University.
- b. There shall be no limit on the intake of students for registration for the Honours qualification. All the applicants fulfilling the eligibility shall be free to register for the Honours qualification.
- c. The Registrar of VTU shall notify the registration, or otherwise, of the student(s) within the next 15 working days on the University Notice Boards with copies to the colleges concerned.
- d. If registered, the students shall pay a one-time non-refundable registration fee as prescribed by the University to confirm the registration.

14.3. ADDITIONAL COURSEWORK

- a. In addition to the courses prescribed by the university to be completed successfully in the remaining semesters, i.e., fifth to eighth for relevant degree award, each student registered for the Honours qualification shall have to take up the course work as notified by the university from NPTEL and other platforms and complete each course work successfully, irrespective of the number of attempts, with a final score (online assignment: 25% + proctored examination: 75%), leading to NPTEL elite (60 to 75%) / elite plus silver (76 to 89%) / elite gold ($\geq 90\%$) certificate, within the minimum prescribed duration for the award of degree.
- b. Students shall be permitted to drop the registered course work(s) and select alternative course work(s) in case they cannot appear for proctored examination(s) or complete the examination.
- c. The university shall announce the BoS approved list of MOOCs (chosen from NPTEL/SWAYAM/other platforms), corresponding to each Engineering programme.
- d. The university shall have the freedom to review and approve additional online platform from time to time.
 - i. Students shall choose online courses totaling to 18 or more credits from the bouquet of approved online courses.
 - ii. Students shall select in consultation with the concerned faculty advisor, MOOCs such that the content/syllabus of them are not similar to that of the programme's first to eighth semester core courses, professional electives or open electives that the student chooses at later semesters of the programme. In case of violation, the credits earned by the students in such course(s) shall not be considered for the summation of prescribed 18 or more credits and hence for the award of Honours degree.
- e. The students shall earn the credit by only appearing in person to the proctored examination conducted by NPTEL/SWAYAM/other platform.
- f. The method of assessment shall be as per NPTEL online platform.
- g. The credit equivalent for online NPTEL courses shall be determined based on the following table:

Table 14.1: Assigned Credits

Online course duration	Assigned credits
04 weeks	01
08 weeks	02
12 weeks	03

14.4 AWARD OF HONOURS QUALIFICATION

All the students who successfully complete the online courses, as prescribed by the University, and submit their certificates to the University, through Principal, against the notification issued by the Registrar (Evaluation), in time, before closure of eighth semester as per calendar, shall be eligible for the Honours qualification.

- a. The HoD of the respective department shall submit the list of students through Principal, to VTU Belagavi, who are eligible for the award of Honours degree along with the total credits earned by each student and the corresponding MOOC certificates to the university.
- b. The list shall be validated by the faculty advisor of the students under consideration and endorsed by the HoD.
- c. Students who do not submit the certificates on or before the last date prescribed by the university, shall not be considered for the award of Honours qualification, irrespective of the number of credits earned by them. However, they shall be awarded only BE degree.
- d. The Honours qualification shall be suffixed to the respective degrees and shown in the degree certificate as a recognition of higher achievement by the student concerned.
- e. The CGPA earned by the students shall be only on the basis of the students' performance in the various semester level examinations conducted by the college.
 - (i) Students shall maintain a grade \geq D in all the courses of fifth to eighth semester, in the first attempt only.
 - (ii) Students failing to maintain a grade \geq D in all the courses of fifth to eighth semester, in the first attempt only, shall discontinue the attempt the additional credits.
 - (iii) Students not having CGPA \geq 8.50 at the end of programme shall not be eligible for the award of Honours, even if they have satisfied the additional credits consideration prescribed for Honours degree.
 - (iv) The Principals of respective colleges shall submit to the university the list of students who fails to satisfy the criterion (i) from time to time.
 - (v) The Registrar shall notify the de-registered students from time to time.
- f. The Honours degree shall be awarded only if the CGPA at the end of BE programme \geq 8.50
- g. Additional credits earned through NPTEL shall not be considered for CGPA of BE programme as well as rank declaration.
- h. The award of the Honours degree shall be recommended by the Academic Senate and approved by the Executive Council of VTU Belagavi.

15. DISCIPLINE ON CAMPUS

- a. Use of mobile phones (Cell Phone) is strictly prohibited in the academic areas. If any student is found using mobile phones in the campus, his/her mobile phone will be confiscated, and the student will be penalized.
- b. The vehicle speed should not exceed 30 km/hr and blowing of horn in the campus is prohibited.
- c. Causing damage to college and hostel properties for any reason and any form is considered as an offence and will be punished/penalized according to prevailing rules.
- d. Eve teasing by the students is strictly prohibited and will attract severe punishment.
- e. Misbehaving with faculty/staff will be viewed seriously and will lead to punishment/legal action.
- f. Smoking, chewing and spitting and use of tobacco in any form are strictly prohibited in the campus and within 100m from the boundary of the campus. If found guilty will attract punishment/Penalty
- g. Sale of tobacco and derived products within 100m from the boundary of the campus is strictly prohibited.
- h. Possession, consumption or distribution of alcoholic drinks, narcotic drugs, or any kind of hallucinogenic drugs is punishable as per the prevailing laws.
- i. Noisy and unruly behavior disturbing studies of fellow students is liable for punishment.
- j. Plagiarism of any nature is prohibited.
- k. Unauthorized fund raising and promotion of sales of any kind is prohibited.
- l. Hacking into college computer systems (such as entering into other person's area without prior permission, manipulation and/or damage of computer/hardware and software or any other cybercrime)/Campus Network/Campus Servers is liable for punishment.
- m. Messaging/sending/possession of objectionable material using IT infrastructure is banned, if found guilty will attract severe punishment.

Commensurate with the gravity of offence, the punishment may be reprimand, expulsion from the hostel, debarring from the examination, disallowing the use of certain facilities of the college, rustication for a specified period or even out right expulsion from the college or even handing over the case to appropriate law enforcement authorities or the judiciary as required by the circumstances and decided by the Principal/Committee constituted by Principal.

16. EXAMINATION MALPRACTICES

Any student appearing for the examination (CIE and SEE) is liable to be charged with committing malpractice in the following cases:

- 1) Being in possession portions of a book manuscript, programmable calculator or any other material or matter, which is not permissible to be brought into the examination hall.
- 2) In case found with any written matter on scribbling pad, question paper, admission ticket, calculator, palm, hand, leg, handkerchief, clothes, socks, instrument box, identity card, scales etc.
- 3) Disclosing identity in SEE answer script by writing any peculiar word/symbol or by writing USN on the pages other than the cover sheet
- 4) Copying any matter or answer of another candidate or similar aid or if assistance is rendered to another candidate.
- 5) Communicating with any candidate or any other person inside or outside the examination hall or assist in writing answer.
- 6) Request/represent or offer any threat for inducement of bribery to room superintendent/any other official for favors or to the examiner in the valuation of answer script(s).
- 7) Smuggling out or in or tearing of the answer script, supplementary sheets or inserting papers written outside the examination hall into the answer book or running away along with the answer script from the examination hall or premises.
- 8) Impersonation to answer in his/her place in the examination hall.
- 9) Bringing mobile phone/smart gadget to the examination hall
- 10) Unruly behavior inside or near the examination hall.

The students booked under malpractice will be referred to Malpractice Case Consideration Committee (MPCC) for suitable disciplinary action. For any of these malpractices mentioned above the disciplinary/ punitive action recommended by the MPCC is final and binding.

The guidelines for recommending penalties and punishments to the students involved in Malpractices during college examinations shall be as given in the table below.

Sl. No.	Nature of Malpractice	Penalty / Punishment to be imposed
1.	a. Misbehavior with officials using obscene or abusing language. b. Writing the subject related matter on the question paper, admission ticket, desk, scribbling pad, Calculator, hand kerchiefs, cloths, socks, instrument box, identity card, hall ticket, scales, or any part of the body etc. c. Disclosing identity by writing any words	i. Fine not less than Rs.2,500/-. ii. Denial of performance of that Particular Paper in which the student is booked under Malpractice. Denial of benefit of performance of that Particular Examination (all the courses for which the students has registered for the examinations) iii. Debarring the student from appearing

	<p>or by making any peculiar marks or by writing USN on the pages other than the facing sheet in the answer scripts.</p> <p>d. Possession of Electronic gadgets like mobile, programmable calculator, pen drive or any other smart gadget in the examination hall.</p> <p>e. Communicating with any student or any other person inside or outside the examination hall with a view to take assistance or aid to write answers in the examination.</p> <p>f. Copying from the material or answer of another student or assistance is rendered to another student within the examination hall.</p> <p>g. Making any request of representation or inducing to bribery to Room Superintendent or and any other official or officer of the college for favors in the examination hall or to the Examiner in the answer script.</p> <p>h. Approaching directly or indirectly the teachers, officers, officials or examiners or bring about undue pressure or influence upon them for favor in the examination.</p> <p>i. Smuggling out or smuggling in or tearing off the answer script sheets or supplementary sheets or inserting papers written outside the examination hall into the answer book.</p> <p>j. Receiving material for copying from outside or inside the examination hall</p> <p>k. Bringing into the examination hall or being found in possession of portions of a book, manuscript, or such other material or matter.</p> <p>l. Destroying any evidence of malpractice, tearing or mutilating the answer script or running away along with the answer script from the examination hall or premises. Committing any other act of omission intending to gain an advantage or favor in the examination by misleading, deceiving or inducing the examiner or officers or authorities of the college.</p>	<p>for one more subsequent examination.</p> <p>iv. Debarring the student from appearing for two more subsequent examinations.</p> <p>v. Debarring the student from appearing for three more subsequent examinations.</p> <p>The MPCC shall recommend the punishments based on the severity of the case and the severity of the case shall be recorded.</p>
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2.	Repeatedly indulging in malpractice	<p>a. Denial of benefit of performance of that examination (all the courses for which the student has registered for the examinations).</p> <p>b. Debarring the student from appearing for subsequent examinations extending up to three more examinations</p>
3.	<p>a. Impersonating or allowing any other person to impersonate to answer in him/her place in the examination hall.</p> <p>b. Threatening with weapons or any other means to the Room Superintendent, Members of the Flying Observers, and officers/officials of the examination centers.</p>	Rusticate the student from college. In case of impersonation, both the students concerned shall be handed over to the police by the Chief Superintendent

In general,

1. The punishments shall be uniform and commensurate with the gravity of offence for all students committing similar offences.
2. Malpractice and punishments imposed on the student shall invariably be intimated to the concerned parents in writing by the Principal.
3. Rejection of performance of the examination shall not be permitted for the students who are punished for Malpractice(s).
4. The student punished under Malpractice(s) shall not be eligible to take admission to the next higher semester, till the redeeming of the punishments imposed on him/her.
5. In case a student remains absent for the MPCC meeting along with the parents/guardian the fine amount will be decided by the committee and is the binding on the student.

17. RAGGING AND CONSEQUENCES

As per the order of Honorable Supreme Court of India, ragging in any form is considered as a criminal offence and is banned by UGC and AICTE. Any form of ragging will be severely dealt with. Ragging in any forms is strictly prohibited in the college campus and students found involved in ragging activities within and outside the campus will be severely punished. Students shall conduct themselves within and outside the premises of the college, in a manner befitting the students of an Institution of National Importance. The college has implemented the “UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009” in the letter and spirit. As per the UGC regulations the punishable acts of ragging are as listed below.

Punishable ingredients of Ragging:

- Abetment to ragging
- Criminal conspiracy to ragging
- Unlawful assembly and rioting while ragging
- Public nuisance created during ragging
- Violation of decency and morals through ragging
- Injury to body, causing hurt or grievous hurt
- Wrongful restraint
- Wrongful confinement
- Use of criminal force
- Assault as well as sexual offences or unnatural offences
- Extortion
- Criminal trespass
- Offences against property
- Criminal intimidation
- Attempts to commit any or all of the above-mentioned offences against the victim(s)

17.1 MEASURES OF PROHIBITION AND PREVENTION OF RAGGING

- Ragging in all its forms shall be completely banned in the entire institution, including its departments, constituent units, all its premises (academic, residential, sports, canteen, etc.) whether located within the campus or outside and in all means of transportation of students whether public or private.
- The institution shall take strict action against those found guilty of ragging and/or of abetting ragging.
- A student seeking admission to the hostel shall have to submit additional undertaking in the form of Annexure I along with his/her application for hostel accommodation.
- At the commencement of the academic session the Head of the Institution shall convene and address a meeting of various functionaries/agencies, like Hostel Wardens, representatives of students, parents/guardians, faculty, district administration including police, to discuss the measures to be taken to prevent ragging in the Institution and steps to be taken to identify the offenders and punish them suitably.

The institution shall request the media to give adequate publicity to the law prohibiting ragging and the negative aspects of ragging and the institutions resolve to ban ragging and punish those found guilty without fear or favor.

- The institution shall identify, properly illuminate and man all vulnerable locations.
- The institution shall tighten security in its premises, especially at the vulnerable places. If

necessary, intense policing shall be resorted to at such points at odd hours during the early months of the academic sessions.

- The institution shall also organize joint sensitization programmes of freshers and seniors.
- Freshers shall be encouraged to report incidents of ragging, either as victims, or even as witnesses.
- **Anti-Ragging Committee:** Anti-Ragging Committee shall be headed by the Principal and shall consist of representatives of faculty members, parents, students belonging to the freshers' category as well as seniors and non-teaching staff. It shall monitor the anti-ragging activities in the institution, consider the recommendations of Anti-Ragging Squad and take appropriate decisions, including spelling out suitable punishments to those found guilty.
- **The Anti-Ragging Squad:** The Anti-Ragging Squad shall be nominated by the Head of the institution with such representation as considered necessary and shall consist of members belonging to the various sections of the campus community. The Squad shall have vigil, oversight and patrolling functions. It shall be kept mobile, alert and active at all times and shall be empowered to inspect places of potential ragging and make surprise raids on hostels and other hot spots. The Squad shall investigate incidents of ragging and make recommendations to the Anti-Ragging Committee and shall work under the overall guidance of the said Committee.
- Freshers who do not report the incidents of ragging either as victims or as witnesses shall also be punished suitably.
- The burden of proof of ragging or otherwise shall lie on the perpetrator of ragging and not on the victim.
- The institution shall file an FIR with the police/local authorities whenever a case of ragging is reported but continue with its own enquiry and other measures without waiting for action on the part of the police/local authorities. Remedial action shall be initiated and completed within the one week of the incident itself.
- The Migration/Transfer Certificate issued to the student by the institution shall have an entry, apart from those relating to general conduct and behavior, whether the student has been punished for the offence of committing or abetting ragging, or not, as also whether the student has displayed persistent violent or aggressive behavior or any inclination to harm others.
- Preventing or acting against ragging shall be the collective responsibility of all levels and sections of authorities or functionaries in the institution, including faculty, and not merely that of the specific body/committee constituted for prevention of ragging.
- The institution shall set up appropriate committees including the course-in-charge, student advisor, Warden and some senior students to actively monitor, promote and regulate healthy interaction between the fresher's and senior students.

Fresher's welcome parties shall be organized in each department by the senior students and the faculty together soon after admissions, preferably within the first two weeks of the beginning of the academic session, for proper introduction to one another and where the talents of the fresher's are brought out properly in the presence of the faculty, thus helping them to shed their inferiority complex, if any, and remove their inhibitions.

Every student and his/her parent have to submit an undertaking in the prescribed form (given in annexure II) that the student/ ward will not involve in ragging as per the UGC / AICTE guidelines. If the student is found involved in ragging activities, commensurate with the gravity of offence, the punishment may be reprimand, expulsion from the hostel, debarment from an examination, disallowing the use of certain facilities of the College, rustication for a specified period or even outright expulsion from the College, or even handing over the case to appropriate law enforcement authorities or the Judiciary, as required by the circumstances.

Annexure - I
UNDERTAKING

I, _____, Student of _____ bearing USN _____, Boys hostel/Ladies Hostel, Bagalkot, in connection with my stay in the hostel, I hereby give undertaking to the Hostel management of Basaveshwar Engineering College Boys Hostel/Ladies Hostel, Bagalkot

1. I will follow the rules and regulations of the Hostel and maintain hostel discipline.
2. I will not indulge in any unlawful activities like ragging within college and hostel premises. I have been informed by the management about the consequences if I involve in ragging.
3. I will not cause any loss/damage to the hostel properties for any reason.
4. I will not behave within the hostel premises in a way which may cause disturbance to the hostel mates.
5. I will clear my mess bills every month before the due date specified without fail. If I fail to do so I am aware that I will be denied themes facilities.
6. I will not use water Heaters/Heating coils/Gas cylinders/Electrical iron box/any electrical equipment my room without prior permission of the Hostel Warden.
7. I will not allow any student, who is non-resident of my hostel, to stay in my room without prior permission of the Hostel Warden.
8. I will not celebrate or involve in celebration of Birthday parties or any such parties which are not permitted by the management within the hostel premises.
9. I have been informed by the management that I have to be inside the hostel every day before 07:30PM. If I need to stay beyond 07:30PM outside the hostel I will seek the permission of Hostel Warden for the same.
10. It will be solely my responsibility of any valuables like cash/gold/mobile phones/watch luggage etc., and the hostel management will not be responsible for the loss/theft of any of such valuables.
11. I will conduct myself in a decent manner and behave politely with hostel staff and wardens.
12. I will not consume alcohol, narcotic drugs or any prohibited intoxicating drugs within the hostel premises.
13. I will attend any meetings called by the Warden without fail.
14. I will vacate my room at the end of every even semester.
15. I have paid the hostel fees which will permit me to use the hostel facilities for two regular semesters only. If I want to use hostel facilities for the days other than the two regular semesters specified, I will pay whatever extra fees as fixed by the management.

I agree to the conditions laid down by the Hostel management, and I stick to the undertaking given by me as mentioned above. I accept the decisions taken by the management against me for any violation of the undertaking given by me.

Place: _____ Name of Student: _____

Date: _____ Signature of Student: _____

ANNEXURE II

Part -I

UNDERTAKING BY THE CANDIDATE/STUDENT

I, -----S/o. / D/o. of
Mr./Mrs./Ms. -----

have carefully read and fully understood the law prohibiting ragging and the directions of the Supreme Court and the Central/State Government in this regard.

I have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, and have carefully gone through it.

I hereby undertake that,

1. I will not indulge inane behavior or act that may come under the definition of ragging,
2. I will not participate in or abet or propagate ragging in any form,
3. I will not hurt anyone physically or psychologically or cause any other harm.
4. I hereby agree that if found guilty of any aspect of ragging, I may be punished as per the provisions of the UGC Regulations mentioned above and/or as per the law in force.
5. I hereby affirm that I have not been expelled or debarred from admission by any institution.

Signed this _____ day of _____ Month of _____ year.

Signature

Name:

Address: