



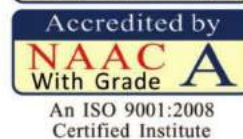
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**MIC College of Technology**

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## **B. Tech (MIC18) ACADEMIC REGULATIONS**

### **(CHOICE BASED CREDIT SYSTEM)**

Applicable for the students of B. Tech (Regular) from the Academic Year 2018-19

#### **1. ELIGIBILITY CRITERIA FOR ADMISSION**

The eligibility criteria for admission into B. Tech programme shall be as per the guidelines issued by the Andhra Pradesh State Council of Higher Education (APSCHE) or by any other competent authority.

#### **2. PROGRAMMES OFFERED (UNDER GRADUATE)**

A student shall be offered admission into any one AICTE-approved programme as given below:

<b>S. No.</b>	<b>Programme</b>
1	Civil Engineering (CE)
2	Electrical and Electronics Engineering (EEE)
3	Mechanical Engineering (ME)
4	Electronics and Communication Engineering (ECE)
5	Computer Science and Engineering (CSE)
6	Information Technology (IT)

#### **3. AWARD OF DEGREE**

A student will be declared eligible for the award of B. Tech. degree, if he/she fulfils the following academic requirements:

##### **4 Year B. Tech programme:**

- The student shall pursue a course of study for not less than four academic years and not more than eight academic years.
- The student shall register for 160 credits and secure all the 160 credits.
- The students, who fail to fulfil all the academic requirements for the award of degree within eight academic years from the year of their admission, shall forfeit their seat in B. Tech programme.

- Students shall secure a Satisfactory Grade (SA) in all Mandatory (non-credit) Courses/activities.
- There shall be no disciplinary action pending against the student.

### **3 Year B. Tech programme under Lateral Entry Scheme (LES):**

- The student shall pursue a course of study for not less than three academic years and not more than six academic years.
- The student shall register for 120 credits and secure all the 120 credits.
- The students who fail to fulfil all the academic requirements for the award of degree within six academic years from the year of their admission, shall forfeit their seat in B. Tech programme.
- Students shall secure a Satisfactory Grade (SA) in all Mandatory (non-credit) courses/ activities.
- There shall be no disciplinary action pending against the student.

## **4. MINIMUM INSTRUCTION DAYS**

The minimum instruction days for each semester shall be 90 days excluding the days allotted for Mid- term Examinations, Semester-end Examinations and preparation holidays.

## **5. DISTRIBUTION AND WEIGHTAGE OF MARKS**

**5.1.1 Continuous Internal Evaluation (CIE):** The performance of the student in each course is evaluated by the faculty/course coordinator all through the semester; with Unit tests (Unit Test-1, Unit Test-2), Mid-term Examinations (Mid-1 and Mid-2), Assignments, project reviews, Viva-voce, laboratory assessment and other means covering the entire syllabus of the course.

**5.1.2 Semester-End Evaluation (SEE):** It shall be conducted at the end of each semester, as per the academic calendar and with a written examination for theory courses and practical/project examination with built-in oral part for laboratory/project.

S. No.	Category of Course		Marks	
			CIE	SEE
1	Theory Courses		30	70
2	Laboratory Courses		40	60
3	Mandatory Courses	Subjects like Professional Ethics and Human Values, Environmental Sciences, Induction Program, Indian Constitution, Employability Enhancement Skills, Problem-assisted Learning and Problem- based Learning, Essence of Indian Traditional Knowledge etc.	--	--
4	Innovative Project to Cater to the Societal Needs (Mini-project)		100	--
5	Seminar		100	--
6	Internship/Industrial Training/Industrial Visits/Societal Services/Certification Course		100	--
7	Comprehensive Viva-voce		100	--
8	Project Work		30	70

## 5.2 Continuous Internal Evaluation (CIE)

### 5.2.1 Theory Courses:

Each course is evaluated for 30 marks (a+b+c)

- a) Two Unit Tests, each for 20 marks and of 40 minutes duration, shall be conducted and reduced to 10 marks. The final Unit Test marks shall be awarded giving a weightage of 70% of the Unit Test in which the student scores more marks and 30 % of the Unit Test in which the student scores less marks.

A total of 10 to 20 short answer questions shall be answered by the student in each Unit Test.

- b) Two Mid-term (Mid - 1 and Mid - 2) Examinations each for 15 marks and of 90 minutes duration will be conducted. The final Mid-term marks shall be awarded giving a weightage of 70% in the Mid-term Examination in which the student scores more marks and 30% for the Mid-term Examination in which the student scores less marks.

The question paper shall contain three comprehensive questions each for 5 marks with internal choice from units as detailed below. The student is required to answer all the questions.

### Syllabus for CIE

Name of the Test	Syllabus
Unit Test – 1	UNIT – I and II
Mid – 1	UNIT – I, II and III (First 50%)
Unit Test – 2	UNIT – III and IV
Mid – 2	UNIT – III (Second 50%), IV and V

**(C) Assignments (5 marks):** A weightage in internal marks up to a maximum of 5 marks shall be given out of 30 marks towards Assignments.

For courses like Engineering Graphics, CAEDP and other courses related to drawing, the evaluation process is as follows:

S. No.	Criteria	Marks
1	Day to Day work	15
2	Mid-term Exams (2) 70% of the higher marks and 30% of the lower one will be considered	15

The questions framed in Unit Tests & Mid-term examinations have to be in line with the Course Outcomes defined.

#### 5.2.2 Laboratory Courses

The continuous internal evaluation for laboratory courses is for 40 marks. The distribution of marks is given in the table below:

#### Distribution of Marks (CIE)

S. No.	Criteria	Marks
1	Day to Day work	15
2	Record	05
3	Internal test	20

## 5.3 Semester-End Evaluation

### 5.3.1 Theory Courses: 70 Marks

The Semester-end Evaluation shall be conducted for 3 hours duration at the end of the semester.

The question paper shall be given in the following pattern:

- a) **Part A:** It contains 5 questions of 2 marks each for all theory courses. The student shall answer all questions.
- b) **Part B:** It contains 5 questions, each question with internal choice from each of the five units for 12 Marks. The student shall answer all 5 questions.

The questions shall be framed in line with the Course Outcomes defined.

A candidate shall be declared to have passed in individual theory/drawing course if he/she secures a minimum of 40% aggregate marks (Continuous Internal Evaluation & Semester End Examination marks put together), subject to a minimum of 35% marks in Semester-end Examination.

### 5.3.2 Laboratory Courses: 60 marks

The performance of student in laboratory courses shall be evaluated jointly by internal and external examiners for 3 hours duration for 60 marks as given below.

S. No.	Criteria	Marks
1	Procedure/Algorithm	20
2	Experiment/Program execution	10
3	Observations/Calculations/Testing/Results and Analysis	20
4	Viva-voce	10

A candidate shall be declared to have passed in individual laboratory course/project, if he/she secures a minimum of 50% aggregate marks (Continuous Internal Evaluation & Semester-end Examination marks put together), subject to a minimum of 50% marks in Semester-end Examination.

For the courses like Computer-aided Engineering Drawing and Computer-aided Civil Engineering Drawing, the SEE is based on the following parameters

S. No.	Criteria	Marks
1	Procedure	10
2	Drawing/Model Preparation	30
3	Result	10
5	Viva-voce	10

## 5.4. Major Project Evaluation

A student is required to undertake a project work by using the knowledge acquired by him/her during the course of study. The student is expected to design and build a complete system or sub-system on an area of interest. A project work shall be carried out by a batch of students not exceeding 5 members, under a faculty supervisor.

**i) Continuous Internal Evaluation:** For Major Project, there shall be continuous internal evaluation during the semester for 30 marks. The continuous internal evaluation for the Major Project shall be on the basis of day to day assessment by the supervisor and two reviews conducted by the Project Review Committee (PRC).

The PRC consists of Head of the Department, Program Coordinator and two Senior Faculty members of department. The distribution of marks is given in the table below:

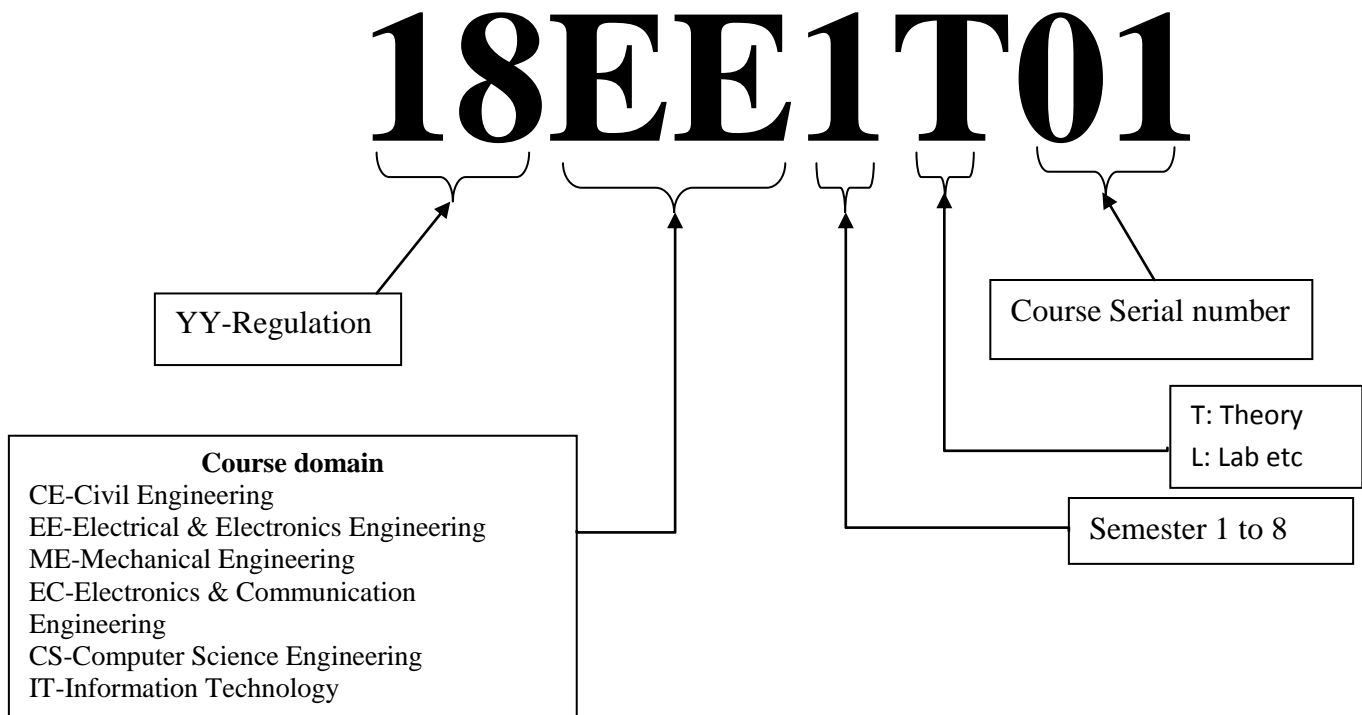
**Table 6: Distribution of Marks (CIE)**

S. No.	Criteria	Marks
1	Day to Day Assessment	10
2	Review-1	10
3	Review-2	10

**ii) Semester-end Examination:** A batch of students shall submit a duly-certified Project Report to the department on a specified time. They shall make a presentation on the project work before a three-member committee consisting of External Examiner, Internal Examiner (HOD) and the Project Supervisor.

## 6. Course Code Description

For B. Tech Programme



## 7. ATTENDANCE REQUIREMENTS

- (i) A student is eligible to appear in the Semester-end Examinations only if he/she acquires a minimum of 75% of attendance in aggregate of all the courses.
- (ii) In case of shortage of attendance, condonation up to 10 % in the aggregate will be allowed on valid medical grounds (65% and above and below 75%) in each semester by the college in accordance with the rules stipulated by the affiliating university.
- (iii) A shortage of attendance below 65% in aggregate shall not be condoned under any circumstances.
- (iv) A student whose shortage of attendance is not condoned shall be detained and shall have to seek readmission into the same semester.
- (v) A student is required to submit the application along with the valid medical certificate by paying the stipulated fee towards condonation of shortage in attendance.
- (vi) If any student fulfils the attendance requirements in the present semester, he/she shall not be eligible for readmission into the same semester.

## **8. MINIMUM ACADEMIC REQUIREMENTS**

In addition to the attendance requirements, a student must satisfy the following academic requirements:

- 8.1 A student shall be promoted to next semester if he/she satisfies the minimum attendance requirements.
- 8.2 A student shall be promoted to V semester if he/she fulfills the academic requirements of 50% of the credits up to IV semester from all the examinations, whether or not the candidate takes the examinations besides securing prescribed minimum attendance in IV semester.
- 8.3 A student shall be promoted to VII semester if he/she fulfills the academic requirements of 50% of the credits up to VI semester from all the examinations, whether or not the candidate takes the examinations besides securing prescribed minimum attendance in VI semester.
- 8.4 Students who fail to earn 160 credits as indicated in the course structure within 8 academic years from the year of admission shall forfeit their seat in B. Tech programme and admission stands cancelled.
- 8.5 The students admitted under lateral entry scheme, who fail to earn 120 credits as indicated in the course structure within 6 academic years from the year of admission, shall forfeit their seat in B. Tech programme and admission stands cancelled.

## **9. SUPPLEMENTARY AND ADVANCED SUPPLEMENTARY EXAMINATIONS**

There shall be supplementary examinations along with regular Semester-end Examinations for a student to reappear in the course(s) failed or not attempted.

Students who fail or absent themselves in the courses in VIII semester (Theory/Project/CVV) can reappear in advanced supplementary examinations within one month after the declaration of the revaluation results. However, the students who fail in advanced supplementary examinations shall reappear when offered next along with regular students.



## 10. REVALUATION

A student who wishes to apply for revaluation of a theory course in SEE can submit an application, along with the prescribed fee as per the notification issued.

- (a) If the variation in marks of the first valuation and revaluation is  $\leq 12$  marks of the total marks, the better of the two evaluations shall be considered as the final marks.
- (b) If the variation in marks of the first valuation and revaluation is  $>12$  marks of the total marks, there shall be a third evaluation by another examiner. The average marks of two nearer evaluations shall be taken into consideration. In case of any fractional value of marks, it can be rounded off to the next integer value.
- (c) If a student secures a higher grade in the revaluation, that grade shall be declared as the final grade, otherwise, the original grade shall remain valid.

## 11. AWARD OF GRADES

A letter grade and grade points shall be awarded to a student in each course based on his/her performance as per the 10-point grading system given below:

Marks Range Theory (Max-100)	Marks Range Lab (Max-100)	Letter Grade	Level	Grade Point
$\geq 90$	$\geq 90$	O	Outstanding	10
80 to $< 90$	80 to $< 90$	S	Excellent	9
70 to $< 80$	70 to $< 80$	A	Very Good	8
60 to $< 70$	60 to $< 70$	B	Good	7
50 to $< 60$	50 to $< 60$	C	Fair	6
40 to $< 50$	--	D	Satisfactory	5
$< 40$	$< 50$	F	Fail	0
			Absent	0

## 12. COMPUTATION OF GRADES

### SGPA:

The following procedure is to be adopted to compute the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA).

The SGPA is the ratio of sum of the product of the number of credits with the grade points by a student in all the courses taken by a student and the sum of the number of credits of all the courses undertaken by a student. i.e.,

$$\text{SGPA (S}_i\text{)} = \Sigma (\text{C}_i \times \text{G}_i) / \Sigma \text{C}_i$$

where  $C_i$  is the number of credits of the  $i^{\text{th}}$  course and  $G_i$  is the grade point scored by the student in the  $i^{\text{th}}$  course.

**CGPA:**

The CGPA is also calculated in the same manner taking into account all the courses undertaken by a student over all the semesters of a programme i.e.,

$$\text{CGPA} = \Sigma (\text{C}_i \times \text{S}_i) / \Sigma \text{C}_i$$

where  $S_i$  is the SGPA of the  $i^{\text{th}}$  semester and  $C_i$  is the total number of credits in that semester.

The SGPA and CGPA is rounded off to 2 decimal points and reported in transcripts.

$$\text{Equivalent Percentage} = (\text{CGPA}-0.75) \times 10$$

**13. AWARD OF CLASS**

After a student has satisfied the minimum requirements prescribed for the completion of a programme and is eligible for the award of B. Tech degree, he/she shall be placed in one of the following four classes on a 10 point scale.

Class Awarded	CGPA	From the CGPA secured from 160 credits (in case of LES 120 credits)
First Class with	$\geq 7.75$	
First Class	6.75 to $< 7.75$	
Second Class	5.75 to $< 6.75$	
Pass Class	4.0 to $< 5.75$	

**14. DISCIPLINE**

- A student is required to observe discipline and decorum both inside and outside the college and not to indulge in any activity that may tarnish the prestige of the college. The Head of the Institution shall constitute a disciplinary committee to enquire into acts of indiscipline and notify the college about the disciplinary action taken. In case of any serious disciplinary action, which leads to suspension or dismissal, a committee shall be constituted by Head of the Institution for taking final decision.
- Those students who indulge in examination-related malpractices shall be punished as per the scale of punishment notified by JNTUK, Kakinada (Annexure-I).
- Those students involved in the illegal acts of ragging shall be punished as per the provisions of Act 26, 1997 of Govt. of Andhra Pradesh (Annexure-II).

## **15. REVISION OF REGULATIONS, CURRICULUM AND SYLLABI**

The college may revise, amend or change the regulations, curriculum, syllabus and scheme of examinations from time to time subject to decisions/recommendations of Boards of Studies and the College Academic Council.

## **16. WITHHOLDING OF RESULTS**

If a student has not cleared dues, if any, payable to the institution or any case of indiscipline is pending against him, the result of the student will be withheld. Also, the award of his/her degree is withheld in such cases.

## **17. TRANSITORY REGULATIONS**

- A student, who is detained or who has discontinued in the semester, on readmission shall be required to do all the courses in the curriculum prescribed for the batch of students in which the student joins subsequently. However, exemption shall be given to those students who have already passed courses in the earlier semester(s) he/she was originally admitted into and substitute courses are offered in their place as approved by the Board of Studies.
- In general, after transition, there will be a fitment formula approved by the competent authority in order to balance course composition and the number of credits.
- Students admitted by transfer from other institutions shall follow transitory regulations with suitable fitment formulae approved by the competent authority.
- A student who is seeking readmission shall apply in the prescribed format within one week after the commencement of the class work. However, the readmission of a student shall be approved by the competent authority.

## **18. GENERAL**

- (i) Wherever the words “he”, “him”, “his” occur in the regulations, they include “she”, “her”, “hers”.
- (ii) The academic regulations should be read as a whole for the purpose of any interpretation.
- (iii) In case of any doubt or ambiguity in the interpretation of the above rules, the decision of the Chairman of the College Academic Council is final and binding.
- (iv) The college may change or amend academic regulations or syllabi at any time subject to the approval of the competent authority and the changes or amendments made shall be applicable to all students with effect from the dates notified.

## **19. STATUTORY DECLARATION**

In case the regulations do not specify application of an appropriate rule in a unique case, the decision of the competent authority of the college shall be final.

## ANNEXURE-I

### MALPRACTICE RULES

#### DISCIPLINARY ACTION FOR MALPRACTICE/ IMPROPER CONDUCT IN EXAMINATIONS

	Nature of Malpractices/Improper Conduct	Punishment
1(a)	If a student possesses or tries to access any paper, note book, programmable calculators, Cell phones, pager, palm computers or any other form of material concerned with or related to the subject of the examination(theory or practical) in which he is appearing but has not made use of(material shall include any marks on the body of the candidate which can be used as an aid in the subject of the examination)...	Expulsion from the examination hall and cancellation of the performance in that subject only.
(b)	If a student gives assistance or guidance or receives any such help from any other candidate orally or through gestures, communicates through cell phones with any candidate or person in or outside the exam hall...	Expulsion of all the candidates involved from the examination hall and cancellation of the performance in that subject. In case of an outsider, he shall be handed over to the police and a case will be registered against him.
2.	If a student is found to have copied in the examination hall from any paper, book, programmable calculators, palm computers or any other form of material relevant to the subject of the examination (theory or practical) in which he/she is appearing...	Expulsion from the examination hall and cancellation of the performance in that subject as well as all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted to appear in the remaining examinations of that Semester. The Hall Ticket of the candidate shall be cancelled and sent to the Principal.

3.	If a student impersonates any other candidate in connection with the examination...	The candidate who has impersonated shall be expelled from examination hall. The candidate is also debarred from the college and he forfeits his seat. The performance of the original candidate who has been impersonated, shall be cancelled in all the subjects of the examination (including practicals and project work) already appeared and shall not be allowed to appear in examinations of the remaining subjects of that semester. The candidate is also debarred for two consecutive semesters from class work and all End examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat. If the imposter is an outsider, he will be handed over to the police and a case is registered against him.
4.	If a student smuggles inside the exam hall an answer book or additional sheet or takes out or arranges to send out the question paper, or answer book or additional sheet during or after the examination...	Expulsion from the examination hall and cancellation of performance in that subject and all the other subjects, the candidate has already appeared including practical examinations and project work; and shall not be permitted for the remaining examinations of the subjects of that semester. The candidate is also debarred from class work for two consecutive semesters and all End examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat.

5.	If a student uses objectionable, abusive or offensive language in the answer paper or in letters to the examiners or writes to the examiner requesting/threatening him/her to award pass marks...	Cancellation of the performance in that subject.
6.	If a student refuses to obey the orders of the Chief Superintendent / CoE / any officer on duty or misbehaves or creates disturbance of any kind in and around the examination hall or organizes a walk out or instigates others to walk out, or threatens the officer-in-charge or any person on duty in or outside the examination hall, causes injury to his person or to any other persons whether by words, either spoken or written or by signs or by visible representation, assaults the officer-in-charge, or any person on duty in or outside the examination hall or indulges in any other act of misconduct or mischief, which result in damage to or destruction of property in the examination hall or any part of the college campus or engages in any other act which in the opinion of the officer on duty amounts to use of unfair means or misconduct or has the tendency to disrupt the orderly conduct of the examination...	Such a student shall be expelled from the examination hall along with cancellation of his performance in that subject and all other subjects the candidate has already appeared and shall not be permitted to appear for the remaining examinations of the subjects of that semester. The candidate shall be debarred from the college and he forfeits his seat. In case of outsiders, they will be handed over to the police and a police case shall be registered against them.

7.	If a student leaves the exam hall taking away answer script or intentionally tears/mutilates/deforms the script or any part thereof inside or outside the examination hall...	Expulsion from the examination hall and cancellation of performance in that subject and all the other subjects the candidate has already appeared, including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester. The candidate is also debarred from class work and End examinations for two consecutive semesters. The continuation of the course by the candidate is subject to the academic regulations.
8.	If a student is in possession of any lethal weapon or firearm in the examination hall...	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester. The candidate is also debarred and he forfeits the seat.
9.	If a student of the college, who is not a candidate for the particular examination or any person not connected with the college indulges in any malpractice or improper conduct mentioned in clause 6 to 8...	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester. The candidate is also debarred and he forfeits the seat. Person(s) who do not belong to the college will be handed over to police and, a police case will be registered against them.

10.	If a student comes to the examination hall in a drunken condition...	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of that semester.
11.	If copying is detected on the basis of internal evidence, such as, during valuation or during special scrutiny...	Cancellation of the performance in that subject and all other subjects the candidate has appeared including practical examinations and project work of that semester examinations.
12.	Any other malpractice not covered in the above clauses i.e. from 1 to 11 shall be reported to the Principal for further action/suitable punishment.	








ANNEXURE-II

# Ragging

## Prohibition of ragging in educational institutions Act 26 of 1997

### Salient Features

- Ragging within or outside any educational institution is prohibited.
- Ragging means doing an act which causes or is likely to cause Insult or Annoyance of Fear or Apprehension or Threat or Intimidation or outrage of modesty or Injury to a student

	Imprisonment up to		Fine Up to
Teasing, Embarrassing and Humiliation	 6 Months	+	Rs. 1,000/-
Assaulting or Using Criminal force or Criminal intimidation	 1 Year	+	Rs. 2,000/-
Wrongfully restraining or confining or causing hurt	 2 Years	+	Rs. 5,000/-
Causing grievous hurt, kidnapping or Abduction or rape or committing unnatural offence	 5 Years	+	Rs. 10,000/-
Causing death or abetting suicide	 10 Years	+	Rs. 50,000/-

### ABSOLUTE NO TO RAGGING

1. Ragging is prohibited as per Act 26 of A.P. Legislative Assembly, 1997.
2. Ragging entails heavy fines and/or imprisonment.
3. Ragging invokes suspension and dismissal from the College.
4. Outsiders are prohibited from entering the College and Hostel without permission.
5. All the students must carry their Identity Cards and show them when demanded.
6. The Principal and the Wardens may visit Hostels and inspect the rooms any time.

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