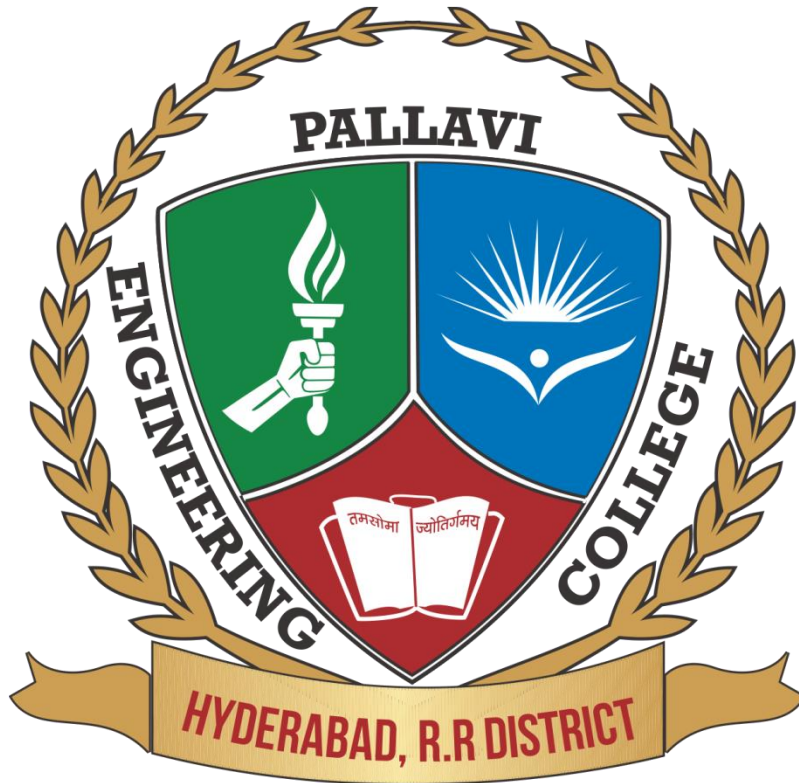


# PALLAVI ENGINEERING COLLEGE



**Student Rule Book –B.Tech I Year**

## RULES & REGULATIONS

### **College Timings**

The college functions from 9.30 am to 04.30 pm from Monday to Saturday.

### **ID Cards**

Every student of institution is issued of ID cards only after completion of the registration to concerned institution. Student has to wear the ID card during college hours as long as in the campus. In case of loss of ID card a duplicate id card will be issued with the payment of 100/-.

### **Attendance**

Every student has to be regular to the classes due to the institution adopted continuous evaluation system, like internals, externals and class tests etc., 75% of attendance is a mandatory for every student, in case of less attendance he/she has to produce valid proof to allow him/her for the examinations.

The student is not permitted for the examinations, or promoted if the requirement attendance of the 75% is not met by him/her. If the attendance falls below 65% in aggregate the student shall be given on grounds of genuine reasons by providing valid proof, otherwise the registration may get cancelled. The student can rejoin by taking re-admission for the semester/year, if offered next year. Students who are skipping the classes will be or late entries are inspected carefully and attendance will not be given for the hour.

The attendance of the students will be displayed on the notice board along with the mid marks. The students have all rights rectify, their problems regarding attendance, by approaching the HOD or In-charge of the class. The lab attendance can be obtained by submitting the lab records of previous classes.

Students with less attendance will have no chance of participating in sports events, co- curricular and extracurricular activities. Privileges like bus pass, travel concessions, scholar ships will be cancelled.

## **Cell Phones**

Using cell phone strictly prohibited during class hours. If student found using cell phone in class he/she will be produced before disciplinary committee. No student shall take snaps with mobile camera, violation leads to confiscating the mobile. Phone will be released with prior letter from the parents.

## **Punctuality**

Punctuality should be maintained by every student. If he/ she is late will be marked absent and not allowed to attend the hour. If the student repeating same for days a necessary action will be taken, which includes suspension from the classes. On time submission of projects, assignments, laboratory reports, seminars etc., will be accepted and given marks; late submissions may cause reduction of marks or gain no marks.

## **Monitoring and Guidance**

For effective monitoring and guidance the academic performance of the students is communicated to parents and regular PTMs are arranged for every month.

## **CODE OF CONDUCT**

### **Ragging**

Ragging is prohibited in every educational institution it is punishable offence. Those who indulge in ragging will be imposed heavy fines and legally prosecuted. The college gives no permission for outsiders to enter in without any proper reason. Students strictly prohibited entering without college ID cards.

**GOVT. HELPLINE: Govt. Of India Anti-Raging Helpline- 1800 -800 – 5522**

Nature of offence - Punishment For assaulting or using criminal force or criminally intimidating a student - Imprisonment up to 6months or fine of Rs. 1,000/- or both  
For restraining or causing hurt to student -Imprisonment up to 1 year or fine up to Rs.

2,000/- For causing grievous hurt or kidnapping, raping or committing unnatural offence with a student - Imprisonment up to 2 years or fine uptoRs.5,000/- or both For causing death or abetting suicide -Imprisonment for life or up to 10 years with fine extending to Rs. 50,000/-.

## **DISCIPLINE**

Discipline is one of the important values have to be cultivated to get success in life. The institution keeps check on academics, attendance, body language and behavioral discipline of every student in the campus. The terminology discipline itself include all aspects, the student is observed and advised on the grounds of the conduct and behavior. The disciplinary rules and regulations are applicable to staff and students of the institution. Students have to stick to the rules and regulations of the institution and should not indulge or provoke someone, to harm or commenting against dignity of the individuals are strictly prohibited in the campus. Students are given academic punishments who involves in such activities of false attendance, malpractice during examinations, skipping the classes, damaging institutional property.

Consumption of alcohol, tobacco and narcotic drugs within the campus are prohibited such acts are considered as against the law and prosecuted before it. Students indulging such acts are terminated from the institution: as per Section 4 of the “Cigarettes and Other Tobacco Products Act 2003”.

Students are not allowed to carry any harmful weapons to the college. In case any act of such, will cause immediate dismissal from the institution. Ragging or teasing at canteen, bus points and campus on gender bias cause immediate suspension from the institution.

Using abusive language, howling or whistling, are strictly prohibited and considered as unpardonable offence in the campus. Actions speak more than the words so every student must use polite way of behaving.

## **GENERAL FACILITIES**

### **Canteen (cafeteria)**

The canteen provides all kinds of beverages, Tiffin's, meals and snacks. While using the canteen furniture students have handle with utmost care. Damaging or playing with property of the canteen will be punished.

### **Internet**

The college has equipped with Jio Wi-Fi internet connectivity for the betterment of every student. Use wisely and get more source from the network.

### **Transportation**

Beside all services the college provides transportation to the students with minimum charges. The college runs the transport facility with no profit motto.

### **Physical Education**

The colleges encourage physical education apart from all academics. The necessity of the physical exercise is made a mandatory to every student by providing a separate sports hours. The physical education department takes care of all required training to the students. Students are encouraged to participate inter and intra colleges sports competitions

### **Library**

The library stands as source of learning identifying the urge of students the college equipped a central library with more collection of books, e-journals, magazines and news papers.

### **News Letter**

The college also publishes every month a newsletter to aware the campus events, it also improve the writing skills among the students. They can publish stories, articles, poems, drawing etc.

**JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY HYDERABAD**

*(Established by State Act No. 30 of 2008)*

Kukatpally, Hyderabad, Telangana (India).

**ACADEMIC REGULATIONS FOR B.TECH. REGULAR STUDENTS**

**WITH EFFECT FROM**

**ACADEMIC YEAR 2016-17 (R-16)**

**1.0 Under-Graduate Degree Programme in Engineering & Technology (UGP in E&T)**

**1.1** JNTUH offers a 4-year (8 semesters) **Bachelor of Technology (B.Tech.)** degree programme, under Choice Based Credit System (CBCS) at its non-autonomous constituent and affiliated colleges with effect from the academic year 2016-17 in the following branches of Engineering:

**2.0 Eligibility for admission**

**2.1** Admission to the under graduate programme shall be made either on the basis of the merit rank obtained by the qualified student in entrance test conducted by the Telangana State Government (EAMCET) or the University or on the basis of any other order of merit approved by the University, subject to reservations as prescribed by the government from time to time.

**2.2** The medium of instructions for the entire under graduate programme in E&T will be **English** only.

**3.0 B.Tech. Programme structure**

**3.1** A student after securing admission shall pursue the under graduate programme in B.Tech. in a minimum period of **four** academic years (8 semesters), and a maximum period of **eight** academic years (16 semesters) starting from the date of commencement of first year first semester, failing which student shall forfeit seat in B.Tech course.

Each semester is structured to provide 24 credits, totaling to 192 credits for the entire B.Tech. programme.

Each student shall secure 192 credits (with CGPA  $\geq 5$ ) required for the completion of the under graduate programme and award of the B.Tech. degree.

**3.2** **UGC/ AICTE** specified definitions/ descriptions are adopted appropriately for various terms and abbreviations used in these academic regulations/ norms, which are listed below.

**3.2.1 SEMESTER SCHEME**

Each under graduate programme is of 4 academic years (8 semesters) with the academic year being divided into two semesters of 22 weeks ( $\square$  90 instructional days) each, each semester having - 'Continuous Internal Evaluation (CIE)' and 'Semester End Examination (SEE)'. Choice Based

Credit System (CBCS) and Credit Based Semester System (CBSS) as indicated by UGC and curriculum / course structure as suggested by AICTE are followed.

### 3.2.2 Credit Courses

All subjects/ courses are to be registered by the student in a semester to earn credits which shall be assigned to each subject/ course in an L: T: P: C (lecture periods: tutorial periods: practical periods: credits) structure based on the following general pattern.

- One credit for one hour/ week/ semester for theory/ lecture (L) courses.
- One credit for two hours/ week/ semester for laboratory/ practical (P) courses or tutorials (T).

Courses like Environmental Science, Professional Ethics, Gender Sensitization lab and other student activities like NCC/NSO and NSS are identified as mandatory courses. These courses will not carry any credits.

### 3.2.3 Subject Course Classification

All subjects/ courses offered for the under graduate programme in E&T (B.Tech. degree programmes) are broadly classified as follows. The university has followed almost all the guidelines issued by AICTE/UGC.

S. No.	Broad Course Classification	Course Group/ Category	Course Description
1	Foundation Courses (FnC)	BS – Basic Sciences	Includes mathematics, physics and chemistry subjects
2		ES - Engineering Sciences	Includes fundamental engineering subjects
3		HS – Humanities and Social sciences	Includes subjects related to humanities, social sciences and management
4	Core Courses (CoC)	PC – Professional Core	Includes core subjects related to the parent discipline/ department/ branch of Engineering.
5	Elective Courses (EtC)	PE – Professional Electives	Includes elective subjects related to the parent discipline/ department/ branch of Engineering.
6		OE – Open Electives	Elective subjects which include inter-disciplinary subjects or subjects in an area outside the parent discipline/ department/ branch of Engineering.
7		Project Work	B.Tech. project or UG project or UG major project

8	Core Courses	Industrial training/ Mini- project	Industrial training/ Internship/ UG Mini- project/ Mini-project
9		Seminar	Seminar/ Colloquium based on core contents related to parent discipline/ department/ branch of Engineering.
10	Minor courses	-	1 or 2 Credit courses (subset of HS)
11	Mandatory Courses (MC)	-	Mandatory courses (non-credit)

#### 4.0 COURSE REGISTRATION

- 4.1** A ‘faculty advisor or counselor’ shall be assigned to a group of 15 students, who will advise student about the under graduate programme, its course structure and curriculum, choice/option for subjects/ courses, based on their competence, progress, pre-requisites and interest.
- 4.2** The academic section of the college invites ‘registration forms’ from students before the beginning of the semester through ‘on-line submissions’, ensuring ‘date and time stamping’. The on-line registration requests for any ‘current semester’ shall be **completed before the commencement of SEEs (Semester End Examinations) of the ‘preceding semester’**.
- 4.3** A student can apply for **on-line** registration, **only after** obtaining the ‘**written approval**’ from faculty advisor/counselor, which should be submitted to the college academic section through the Head of the Department. A copy of it shall be retained with Head of the Department, faculty advisor/ counselor and the student.
- 4.4** A student may be permitted to register for the subjects/ courses of **choice** with a total of 24 credits per semester (minimum of 20 credits and maximum of 28 credits per semester and permitted deviation of  $\pm 17\%$ ), based on **progress** and SGPA/ CGPA, and completion of the ‘**pre-requisites**’ as indicated for various subjects/ courses, in the department course structure and syllabus contents. However, a **minimum** of 20 credits per semester must be registered to ensure the ‘**studentship**’ in any semester.
- 4.5** Choice for ‘**additional subjects/ courses**’ to reach the maximum permissible limit of 28 credits (above the typical 24 credit norm) must be clearly indicated, which needs the specific approval and signature of the faculty advisor/ counselor.
- 4.6** If the student submits ambiguous choices or multiple options or erroneous entries during **on-line** registration for the subject(s) / course(s) under a given/ specified course group/ category as listed in the course structure, only the first mentioned subject/ course in that category will be taken into consideration.
- 4.7** Subject/ course options exercised through **on-line** registration are final and **cannot** be



changed or inter-changed; further, alternate choices also will not be considered. However, if the subject/ course that has already been listed for registration by the Head of the Department in a semester could not be offered due to any unforeseen or unexpected reasons, then the student shall be allowed to have alternate choice either for a new subject (subject to offering of such a subject), or for another existing subject (subject to availability of seats). Such alternate arrangements will be made by the head of the department, with due notification and time-framed schedule, within the **first week** after the commencement of class-work for that semester.

- 4.8** Dropping of subjects/ courses may be permitted, only after obtaining prior approval from the faculty advisor/ counselor (subject to retaining a minimum of 20 credits), '**within a period of 15 days**' from the beginning of the current semester.
- 4.9** **Open electives:** students are to choose one open elective (OE-I) during III year I semester, one (OE-II) during III year II semester, and one (OE-III) in IV year II semester, from the list of open electives given. However, student cannot opt for an open elective s u b j e c t offered by their own (parent) department, if it is already listed under any category of the subjects offered by parent department in any semester.
- 4.10** **Professional Electives:** students are to choose professional elective (PE-I) during III year II semester, Professional electives II, III, and IV (PE-II, III and IV) during IV year I semester, Professional electives V, and VI (PE-V and VI) in IV year II semester, from the list of professional electives given. However, students may opt for professional elective subjects offered in the related area.
- 5.0** **Subjects/ Courses to be offered**
- 5.1** A typical section (or class) strength for each semester shall be 60.
- 5.2** A subject/ course may be offered to the students, **only if** a minimum of 20 students (1/3 of the section strength) opt for it. The maximum strength of a section is limited to 80 (60 + 1/3 of the section strength).
- 5.3** More than one **teacher** may offer the **same subject** (lab/ practical may be included with the corresponding theory subject in the same semester) in any semester. However, selection of choice for students will be based on - '**first come first serve** basis and CGPA criterion' (i.e. the first focus shall be on early **on-line entry** from the student for registration in that semester, and the second focus, if needed, will be on CGPA of the student).
- 5.4** If more entries for registration of a subject come into picture, then the Head of Department concerned shall decide, whether or not to offer such a subject/ course for **two (or multiple) sections**.
- 5.5** In case of options coming from students of other departments/ branches/ disciplines (not considering **open electives**), first **priority** shall be given to the student of the '**parent department**'.

## 6.0 Attendance Requirements:

- 6.1 A student shall be eligible to appear for the semester end examinations, if student acquires a minimum of 75% of attendance in aggregate of all the subjects/ courses (excluding attendance in mandatory/ non-credit courses, Environmental Science, Gender Sensitization Lab, NCC/NSO and NSS) for that semester.
- 6.2 Condoning of shortage of attendance in aggregate up to 10% (65% and above, and below 75%) in each semester may be granted by the college academic committee on genuine and valid grounds, based on the student's representation with supporting evidence.
- 6.3 A stipulated fee shall be payable towards condoning of shortage of attendance.
- 6.4 Shortage of attendance below 65% in aggregate shall in **no** case be condoned.
- 6.5 **Students whose shortage of attendance is not condoned in any semester are not eligible to take their end examinations of that semester. They get detained and their registration for that semester shall stand cancelled. They will not be promoted to the next semester.** They may seek re-registration for all those subjects registered in that semester in which student was detained, by seeking re-admission into that semester as and when offered; in case if there are any professional electives and/ or open electives, the same may also be re-registered if offered. However, if those electives are not offered in later semesters, then alternate electives may be chosen from the **same** set of elective subjects offered under that category.
- 6.6 If any student fulfills the attendance requirement in the present semester shall not be eligible for readmission into the same class.

## 7.0 Academic Requirements

The following academic requirements have to be satisfied, in addition to the attendance requirements mentioned in item no.6.

- 7.1 A student shall be deemed to have satisfied the academic requirements and earned the credits allotted to each subject/ course, if student secures not less than 35% marks (26 out of 75 marks) in the semester end examination, and a minimum of 40% of marks in the sum total of the CIE (Continuous Internal Evaluation) and SEE (Semester End Examination) taken together; in terms of letter grades, this implies securing 'C' grade or above in that subject/ course.
- 7.2 A student shall be deemed to have satisfied the academic requirements and earned the credits allotted to industry oriented mini-project and seminar, if student secures not less than 40% marks (i.e. 40 out of 100 allotted marks) in each of them. The student would be treated as failed, if student (i) does not submit a report on industry oriented mini-project, or does not make a presentation of the same before the evaluation committee as per schedule, or (ii) does not present the seminar as required in the IV year I Semester, or (iii) secures less than 40% marks in industry oriented mini-project/ seminar evaluations.

Student may reappear once for each of the above evaluations, when they are scheduled again; if student fails in such ‘one reappearance’ evaluation also, student has to reappear for the same in the next subsequent semester, as and when it is scheduled.

### 7.3 Promotion Rules

S. No.	Promotion	Conditions to be fulfilled
1	First year first semester to first year second semester	Regular course of study of first year first semester.
2	First year second semester to second year first semester	(i) Regular course of study of first year second semester.  (ii) Must have secured at least 24 credits out of 48 credits i.e., 50% credits up to first year second semester from all the relevant regular and supplementary examinations, whether Those examinations or not.
3.	Second year first semester to second year second semester	Regular course of study of second year first semester.
4	Second year second semester to third year first semester	(i) Regular course of study of second year second semester.  (ii) Must have secured at least 58 credits out of 96 credits i.e., 60% credits up to second year second semester from all the relevant regular and supplementary examinations, whether the student takes those
5	Third year first semester to third year second semester	Regular course of study of third year first semester.
6	Third year second semester to fourth year first semester	(i) Regular course of study of third year second semester.  (ii) Must have secured at least 86 credits out of 144 credits i.e., 60% credits up to third year second semester from all the relevant regular and supplementary examinations, whether the student takes those
7	Fourth year first semester to fourth year second semester	Regular course of study of fourth year first semester.

- 7.4 A student shall register for all subjects covering 192 credits as specified and listed (with the relevant course/ subject classifications as mentioned) in the course structure, fulfills all the attendance and academic requirements for 192 credits securing a minimum of ‘C’ grade or above in each subject, and ‘earn all 192 credits securing SGPA  $\geq$  5.0 (in each semester), and CGPA (at the end of each successive semester)  $\geq$  5.0, to successfully complete the under graduate programme.
- 7.5 After securing the necessary 192 credits as specified for the successful completion of the entire under graduate programme, the student can avail exemption of two subjects up to 6 credits, that is, one open elective and one professional elective subject or two professional elective subjects for optional drop out from these 192 credits earned; resulting in 186 credits for under graduate programme performance evaluation, i.e., the performance of the student in these 186 credits shall alone be taken into account for the calculation of ‘the final CGPA (at the end of under graduate programme, which takes the SGPA of the IV year II semester into account)’ , and shall be indicated in the grade card of IV year II semester. However, the performance of student in the earlier individual semesters, with the corresponding SGPA and CGPA for which grade cards have already been given will not be altered.
- 7.6 If a student registers for some more ‘**extra subjects**’ (in the parent department or other departments/branches of engg.) other than those listed subjects totaling to 192 credits as specified in the course structure of his department, the performances in those ‘**extra subjects**’ (although evaluated and graded using the same procedure as that of the required 192 credits) will not be taken into account while calculating the SGPA and CGPA. For such ‘**extra subjects**’ registered, % of marks and letter grade alone will be indicated in the grade card as a performance measure, subject to completion of the attendance and academic requirements as stated in regulations 6 and 7.1 – 7.5 above.
- 7.7 A student eligible to appear in the end semester examination for any subject/ course, but absent from it or failed (thereby failing to secure ‘C’ grade or above) may reappear for that subject/ course in the supplementary examination as and when conducted. In such cases, internal marks (CIE) assessed earlier for that subject/ course will be carried over, and added to the marks to be obtained in the SEE supplementary examination for evaluating performance in that subject.
- 7.8 When a student is **detained in a semester due to shortage of attendance may be re-admitted when the same semester is offered in the next academic year for fulfillment of academic requirements**. The academic regulations under which student has been readmitted shall be applicable. However, no grade allotments or SGPA/ CGPA calculations will be done for the entire semester in which student has been detained.
- 7.9 A student is detained **due to lack of credits shall be promoted to the next academic year only after acquiring the required academic credits**. The academic regulations under

which student has been readmitted shall be applicable to him.

## **8.0 Evaluation - Distribution and Weightage of Marks**

**8.1** The performance of a student in every subject/course (including practicals and major project) will be evaluated for 100 marks each, with 25 marks allotted for CIE (Continuous Internal Evaluation) and 75 marks for SEE (Semester End-Examination).

**8.2** For theory subjects, during a semester, there shall be two mid-term examinations. Each mid-term examination consists of one objective paper, one essay paper and one assignment. The objective paper and the essay paper shall be for 10 marks each with a total duration of 1 hour 20 minutes (20 minutes for objective and 60 minutes for essay paper). The objective paper is set with 20 bits of multiple choice, fill-in the blanks and matching type of questions for a total of 10 marks. The essay paper shall contain 4 full questions out of which, the student has to answer 2 questions, each carrying 5 marks. While the first mid-term examination shall be conducted on 50% of the syllabus, the second mid-term examination shall be conducted on the remaining 50% of the syllabus. Five marks are allocated for assignments (as specified by the subject teacher concerned). The first assignment should be submitted before the conduct of the first mid-examination, and the second assignment should be submitted before the conduct of the second mid-examination. The total marks secured by the student in each mid-term examination are evaluated for 25 marks, and the average of the two mid-term examinations shall be taken as the final marks secured by each student in internals/sessionals. If any student is absent from any subject of a mid-term examination, an on-line test will be conducted for him by the university. The details of the question paper pattern are as follows,

- The end semester examinations will be conducted for 75 marks consisting of two parts viz. i) **Part- A** for 25 marks, ii) **Part - B** for 50 marks.
- Part-A is compulsory question which consists of ten sub-questions. The first five sub-questions are from each unit and carry 2 marks each. The next five sub-questions are one from each unit and carry 3 marks each.
- Part-B consists of five questions (numbered from 2 to 6) carrying 10 marks each. Each of these questions is from one unit and may contain sub-questions. For each question there will be an “either” “or” choice, which means that there will be two questions from each unit and the student should answer either of the two questions.

**8.3** For practical subjects there shall be a continuous internal evaluation during the semester for 25 sessional marks and 75 semester end examination marks. Out of the 25 marks for internal evaluation, day-to-day work in the laboratory shall be evaluated for 15 marks and internal practical examination shall be evaluated for 10 marks conducted by the laboratory teacher concerned. The semester end examination shall be conducted with an external examiner and the laboratory teacher. The external examiner shall be appointed from the clusters of colleges which are decided by the examination branch of the university.

- 8.4** For the subject having design and/or drawing, (such as engineering graphics, engineering drawing, machine drawing) and estimation, the distribution shall be 25 marks for continuous internal evaluation (15 marks for day-to-day work and 10 marks for internal tests) and 75 marks for semester end examination. There shall be two internal tests in a semester and the average of the two shall be considered for the award of marks for internal tests.
- 8.5** There shall be an industry-oriented mini-project, in collaboration with an industry of their specialization. Students will register for this immediately after III year II semester examinations and pursue it during summer vacation. The industry oriented mini-project shall be submitted in a report form and presented before the committee in IV year I semester. It shall be evaluated for 100 marks. The committee consists of an external examiner, Head of the Department, supervisor of the mini-project and a senior faculty member of the department. There shall be no internal marks for industry-oriented mini-project.
- 8.6** There shall be a seminar presentation in IV year I semester. For the seminar, the student shall collect the information on a specialized topic and prepare a technical report, showing his understanding of the topic and submit it to the department. It shall be evaluated by the departmental committee consisting of Head of the Department, seminar supervisor and a senior faculty member. The seminar report shall be evaluated for 100 marks. There shall be no semester end examination for the seminar.
- 8.7** Out of a total of 100 marks for the project work, 25 marks shall be allotted for internal evaluation and 75 marks for the end semester examination (viva voce). The end semester examination of the project work shall be conducted by the same committee as appointed for the industry-oriented mini-project. In addition, the project supervisor shall also be included in the committee. The topics for industry oriented mini project, seminar and project work shall be different from one another. The evaluation of project work shall be made at the end of IV year II semester. The internal evaluation shall be on the basis of two seminars given by each student on the topic of project work.
- 8.8** The laboratory marks and the sectional marks awarded by the college are subject to scrutiny and scaling by the university wherever necessary. In such cases, the sectional and laboratory marks awarded by the college will be referred to a committee. The committee will arrive at a scaling factor and the marks will be scaled accordingly. The recommendations of the committee are final and binding. The laboratory records and internal test papers shall be preserved in the respective institutions as per the university rules and produced before the committees of the university as and when asked for.
- 8.9** For mandatory/non-credit courses like Environmental Science, Professional Ethics and gender sensitization lab, a student has to secure 40 marks out of 100 marks (i.e. 40% of the marks allotted) in the CIE (continuous internal evaluation) for passing the subject/course.

**8.10** For Environmental Science, Gender Sensitization lab, NCC/ NSO and NSS, a ‘satisfactory certificate’ shall be issued to the student from the authorities concerned, only after securing  65% attendance in such a course. No marks or letter grade shall be allotted for these activities.

## **9.0 Grading Procedure**

**9.1** Marks will be awarded to indicate the performance of student in each theory subject, laboratory / practical’s, seminar, industry oriented mini project, project work. Based on the percentage of marks obtained (Continuous Internal Evaluation plus Semester End Examination, both taken together) as specified in item 8 above, a corresponding letter grade shall be given.

**9.2** As a measure of the performance of student, a 10-point absolute grading system using the following letter grades (as per UGC/AICTE guidelines) and corresponding percentage of marks shall be followed:

<b>% of Marks Secured in a Subject/Course (Class Intervals)</b>	<b>Letter Grade (UGC Guidelines)</b>	<b>Grade Points</b>
<b>Greater than or equal to 90%</b>	<b>O (Outstanding)</b>	<b>10</b>
<b>80 and less than 90%</b>	<b>A<sup>+</sup> (Excellent)</b>	<b>9</b>
<b>70 and less than 80%</b>	<b>A (Very Good)</b>	<b>8</b>
<b>60 and less than 70%</b>	<b>B<sup>+</sup> (Good)</b>	<b>7</b>
<b>50 and less than 60%</b>	<b>B (Average)</b>	<b>6</b>
<b>40 and less than 50%</b>	<b>C (Pass)</b>	<b>5</b>
<b>Below 40%</b>	<b>F (FAIL)</b>	<b>0</b>
<b>Absent</b>	<b>Ab</b>	<b>0</b>

**9.3** A student obtaining ‘F’ grade in any subject shall be deemed to have ‘failed’ and is required to reappear as a ‘supplementary student’ in the semester end examination, as and when offered. In such cases, internal marks in those subjects will remain the same as those obtained earlier.

**9.4** A student who has not appeared for examination in any subject, ‘Ab’ grade will be allocated in that subject, and student shall be considered ‘failed’. Student will be required to reappear as a ‘supplementary student’ in the semester end examination, as and when

offered.

- 9.5** A letter grade does not indicate any specific percentage of marks secured by the student, but it indicates only the range of percentage of marks.
- 9.6** A student earns grade point (GP) in each subject/ course, on the basis of the letter grade secured in that subject/ course. The corresponding ‘credit points’ (CP) are computed by multiplying the grade point with credits for that particular subject/ course.

**Credit points (CP) = grade point (GP) x credits .... For a course**

- 9.7** The student passes the subject/ course only when **GP  $\geq$  5** (**‘C’ grade or above**)
- 9.8** The semester grade point average (SGPA) is calculated by dividing the sum of credit points ( $\sum$ CP) secured from all subjects/ courses registered in a semester, by the total number of credits registered during that semester. SGPA is rounded off to **two** decimal places. SGPA is thus computed as

$$\text{SGPA} = \left\{ \sum_{i=1}^{N_1} G_i \right\} / \left\{ \sum_{i=1}^{N_1} C_i \right\} \dots \text{For each semester,}$$

where ‘i’ is the subject indicator index (takes into account all subjects in a semester), ‘N’ is the no. of subjects **‘registered’** for the semester (as specifically required and listed under the course structure of the parent department),  $C_i$  is the no. of credits allotted to the  $i^{\text{th}}$  subject, and  $G_i$  represents the grade points (GP) corresponding to the letter grade awarded for that  $i^{\text{th}}$  subject.

- 9.9** The cumulative grade point average (CGPA) is a measure of the overall cumulative performance of a student in all semesters considered for registration. The CGPA is the ratio of the total credit points secured by a student in **all** registered courses in all **semesters**, and the total number of credits registered in **all** the semesters. CGPA is rounded off to **two** decimal places. CGPA is thus computed from the I year II semester onwards at the end of each semester as per the formula

$$\text{CGPA} = \left\{ \sum_{j=1}^M C_j G_j \right\} / \left\{ \sum_{j=1}^M C_j \right\} \dots \text{for all S semesters registered}$$

**(i.e., up to and inclusive of S semesters, S  $\geq$  2),**

where ‘M’ is the **total** no. of subjects (as specifically required and listed under the course structure of the parent department) the student has **‘registered’** i.e., from the 1<sup>st</sup> semester onwards up to and inclusive of the 8<sup>th</sup> semester, ‘j’ is the subject indicator index (takes into account all subjects from 1 to 8 semesters),  $C_j$  is the no. of credits allotted to the  $j^{\text{th}}$  subject, and  $G_j$  represents the grade points (GP) corresponding to the letter grade awarded for that  $j^{\text{th}}$  subject. After registration and completion of I year I semester, the SGPA of That semester it may be taken as the CGPA, as there are no cumulative effects.



### Illustration of calculation of SGPA

Course/Subjec	Credits	Letter Grad	Grade	Credit
Course 1	4	A	8	4 x 8 =
Course 2	4	O	10	4 x 10 =
Course 3	4	C	5	4 x 5 =
Course 4	3	B	6	3 x 6 =
Course 5	3	A+	9	3 x 9 =
Course 6	3	C	5	3 x 5 =
	21			152

$$\text{SGPA} = 152/21 = 7.23$$

### Illustration of calculation of CGPA:

Semester	Credits	SGPA	Credits x
Semester I	24	7	24 x 7 = 168
Semester II	24	6	24 x 6 = 144
Semester III	24	6.5	24 x 6.5 = 156
Semester IV	24	6	24 x 6 = 144
Semester V	24	7.5	24 x 7.5 = 180
Semester VI	24	8	24 x 8 = 192
Semester VII	24	8.5	24 x 8.5 = 204
Semester VIII	24	8	24 x 8 = 192
	192		1380

$$\text{CGPA} = 1380/192 = 7.18$$

**9.10** For merit ranking or comparison purposes or any other listing, **only** the ‘rounded off’ Values of the CGPAs will be used.

**9.11** For calculations listed in regulations 9.6 to 9.9, performance in failed subjects/ courses (securing **F** grade) will also be taken into account, and the credits of such subjects/ courses will also be included in the multiplications and summations. After passing the failed subject(s) newly secured letter grades will be taken into account for calculation of SGPA and CGPA. However, mandatory courses will not be taken into consideration.

### 10.0 Passing Standards

**10.1** A student shall be declared successful or ‘passed’ in a semester, if student secures a GP  $\geq 5$  (‘C’ grade or above) in every subject/course in that semester (i.e. when student gets an SGPA  $\geq 5.00$  at the end of that particular semester); and a student shall be declared successful or ‘passed’ in the entire under graduate programme, only when gets a CGPA  $\geq 5.00$  for the award of the degree as required.

**10.2** A student shall be declared successful or 'passed' in any non-credit subject/ course, if student secures a 'satisfactory participation certificate' for that mandatory course.

**10.3** After the completion of each semester, a grade card or grade sheet (or transcript) shall be issued to all the registered students of that semester, indicating the letter grades and credits earned. It will show the details of the courses registered (course code, title, no. of credits, and grade earned etc.), credits earned, SGPA, and CGPA.

### **11.0 Declaration of Results**

**11.1** Computation of SGPA and CGPA are done using the procedure listed in 9.6 to 9.9.

**11.2** For final percentage of marks equivalent to the computed final CGPA, the following formula may be used.

$$\% \text{ of Marks} = (\text{final CGPA} - 0.5) \times 10$$

### **12.0 Award of Degree**

**12.1** A student who registers for all the specified subjects/ courses as listed in the course structure and secures the required number of 192 credits (with CGPA  $\geq$  5.0), within 8 academic years from the date of commencement of the first academic year, shall be declared to have '**qualified**' for the award of the Batch. Degree in the chosen branch of Engineering as selected at the time of admission.

**12.2** A student who qualifies for the award of the degree as listed in item 12.1 shall be placed in the following classes.

**12.3** Students with final CGPA (at the end of the under graduate programme)  $\geq$  8.00, and fulfilling the following conditions -

(i) Should have passed all the subjects/courses in '**first appearance**' within the first 4 academic years (or 8 sequential semesters) from the date of commencement of first year first semester.

(ii) Should have secured a CGPA  $\geq$  8.00, at the end of each of the 8 sequential semesters, starting from I year I semester onwards.

(iii) Should not have been detained or prevented from writing the end semester examinations in any semester due to shortage of attendance or any other reason, shall be placed in '**first class with distinction**'.

**12.4** Students with final CGPA (at the end of the under graduate programme)  $\geq$  6.50 but  $<$  8.00, shall be placed in '**first class**'.

**12.5** Students with final CGPA (at the end of the under graduate programme)  $\geq$  5.50 but  $<$  6.50, shall be placed in '**second class**'.

**12.6** All other students who qualify for the award of the degree (as per item 12.1), with final

CGPA (at the end of the under graduate programmed)  $\geq 5.00$  but  $< 5.50$ , shall be placed in 'pass class'.

**12.7** A student with final CGPA (at the end of the under graduate programmed)  $< 5.00$  will not be eligible for the award of the degree.

**12.8** Students fulfilling the conditions listed under item 12.3 alone will be eligible for award of 'university rank' and 'gold medal'.

### **13.0 Withholding of Results**

**13.1** If the student has not paid the fees to the university/ college at any stage, or has dues pending due to any reason whatsoever, or if any case of indiscipline is pending, the result of the student may be withheld, and student will not be allowed to go into the next higher semester. The award or issue of the degree may also be withheld in such cases.

### **14.0 Transitory Regulations**

#### **A. For students detained due to shortage of attendance:**

1. A Student who has been detained in I year of R09/R13/R15 Regulations due to lack of attendance, shall be permitted to join I year I Semester of R16 Regulations and he is required to complete the study of B.Tech./B. Pharmacy programme within the stipulated period of eight academic years from the date of first admission in I Year.
2. A student who has been detained in any semester of II, III and IV years of R09/R13/R15 regulations for want of attendance, shall be permitted to join the corresponding semester of R16 regulations and is required to complete the study of B.Tech./B. Pharmacy within the stipulated period of eight academic years from the date of first admission in I Year. The R16 Academic Regulations under which a student has been readmitted shall be applicable to that student from that semester.

See rule (C) for further Transitory Regulations.

#### **B. For students detained due to shortage of credits:**

3. A student of R09/R13/R15 Regulations, who has been detained due to lack of credits, shall be promoted to the next semester of R16 Regulations only after acquiring the required credits as per the corresponding regulations of his/her first admission. The student is required to complete the study of B.Tech./B. Pharmacy within the stipulated period of eight academic years from the year of first admission. The R16 Academic Regulations are applicable to a student from the year of readmission onwards.

See rule (C) for further Transitory Regulations.

#### **C. For readmitted students in R16 Regulations:**

4. A student who has failed in any subject under any regulation has to pass those subjects in the same regulations.
5. The maximum credits that a student acquires for the award of degree, shall be the sum of the total number of credits secured in all the regulations of his/her study including R16 Regulations. The performance evaluation of the student will be done after the exemption of two subjects if total credits acquired are  $\leq 206$ , three subjects if total credits acquired are  $> 206$  (see R16 Regulations for exemption details).
6. If a student readmitted to R16 Regulations, has any subject with 80% of syllabus common with his/her previous regulations, that particular subject in R16 Regulations will be substituted by another subject to be suggested by the University.

**Note:** If a student readmitted to R16 Regulations, has not studied any subjects/topics in his/her earlier regulations of study which is prerequisite for further subjects in R16 Regulations, the College Principals concerned shall conduct remedial classes to cover those subjects/topics for the benefit of the students.

## **15.0 Student Transfers**

- 15.1** There shall be no branch transfers after the completion of admission process.
- 15.2** There shall be no transfers from one college/stream to another within the constituent colleges and units of Jawaharlal Nehru Technological University Hyderabad.
- 15.3** The students seeking transfer to colleges affiliated to JNTUH from various other Universities/institutions have to pass the failed subjects which are equivalent to the subjects of JNTUH, and also pass the subjects of JNTUH which the students have not studied at the earlier institution. Further, though the students have passed some of the subjects at the earlier institutions, if the same subjects are prescribed in different semesters of JNTUH, the students have to study those subjects in JNTUH in spite of the fact that those subjects are repeated.
- 15.4** The transferred students from other Universities/institutions to JNTUH affiliated colleges who are on rolls to be provide one chance to write the CBT (internal marks) in the **failed subjects and/or subjects not studied** as per the clearance letter issued by the university.
- 15.5** The autonomous affiliated colleges have to provide one chance to write the internal examinations in the **failed subjects and/or subjects not studied**, to the students transferred from other universities/institutions to JNTUH autonomous affiliated colleges who are on rolls, as per the clearance (equivalence) letter issued by the University.

## MALPRACTICES RULES

### DISCIPLINARY ACTION FOR / IMPROPER CONDUCT IN EXAMINATIONS

	<b>Nature of Malpractices/Improper conduct</b>	<b>Punishment</b>
	If the student:	
1. (a)	Possesses or keeps accessible in examination hall, 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 student is appearing but has not made use of (material shall include any marks on the body of the student 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)	Gives assistance or guidance or receives it from any other student orally or by any other body language methods or communicates through cell phones with any student or persons in or outside the exam hall in respect of	Expulsion from the examination hall and cancellation of the performance in that subject only of all the students involved. In case of an outsider, he will be handed over to the police and a case is registered against him.
2.	Has 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 the student Appearing.	Expulsion from the examination hall cancellation of the performance in that subject and all other subjects the student has already appeared including practical examinations and project work and shall not be permitted to appear for the remaining examinations of the subjects of that semester/year. The hall ticket of the student is to be And sent to the university.
3.	Impersonates any other student in	The student who has impersonated shall be expelled from examination hall. The student is

	Connection with the examination.	Also debarred and forfeits the seat. The performance of the original student 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 for examinations of the remaining subjects of that semester/year. The student is also debarred for two consecutive semesters from class work and all university examinations. The continuation of the course by the student 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
4.	Smuggles in the answer book or additional sheet or takes out or arranges to send out the question paper during the examination 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 student has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The student is also debarred for two consecutive semesters from class work and all university examinations. The continuation of the course by the student is subject to the academic regulations in connection with forfeiture of
5.	Uses objectionable, abusive or offensive language in the answer paper or in letters to the examiners or writes to the examiner requesting him to award pass marks.	Cancellation of the performance in that subject.
6.	Refuses to obey the orders of the chief superintendent/assistant superintendent / 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 of any injury to his person or to any of his relations whether by words, either spoken or written or by signs or by visible representation, assaults the officer-in-	In case of students of the college, they shall be expelled from examination halls and cancellation of their performance in that subject and all other subjects the student(s) has (have) already appeared and shall not be permitted to appear for the remaining examinations of the subjects of that semester/year. The students also are debarred and forfeit their seats. In case of outsiders, they will be handed over to the police and a police case is registered against them.

	of his relations, 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	
7.	Leaves the exam hall taking away answer script or intentionally tears of 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 student has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The student is also debarred for two consecutive semesters from class work and all university examinations. The continuation of the course by the student is subject to the academic regulations in connection with forfeiture of
8.	Possess 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 student has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The student is also debarred and forfeits the seat.
9.	If student of the college, who is not a student 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.	Student of the colleges expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the student has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The student is also debarred and 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.	Comes in a drunken condition to the examination hall.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the student has already appeared including practical examinations

		Project work and shall not be permitted for the remaining examinations of the subjects of that semester/year.
11.	Copying 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 student has appeared including practical examinations and project work of that semester/year
12.	If any malpractice is detected which is not covered in the above clauses 1 to 11 shall be reported to the university for further action to award suitable punishment.	