

GURU NANAK INSTITUTE OF TECHNOLOGY

MINUTES OF MEETING OF ACADEMIC COUNCIL

Venue:

Board Room

On

31.10.2022 at 11.00 AM



GURU NANAK INSTITUTE OF TECHNOLOGY (AUTONOMOUS)
Ibrahimpattam, R. R. District, Hyderabad-501506
Telangana, India

Academic Council Meeting No.1/2022-2023

Venue: Board Room, Principal Office, GNIT

Date: 31.10.2023 at 11:00 a.m.

MINUTES

The Meeting of the Academic Council convened in the Board Room of the Principal's Office. The following distinguished members attended the meeting:

Members Present:

S.No.	Name and Designation	Position in Academic Council
1	Dr. S. Sreenatha Reddy Principal, GNIT	Chairman
2	Dr. H. S. Saini Managing Director, GNI	Member (Nominee by BOG)
3	Dr. J. Suresh Kumar Professor of ME, JNTUH, CEH	Member (University Nominee)
4	Dr. K. M. Lakshmana Rao, Professor of Transportation Engg., JNTUH, CEH	Member (University Nominee)
5	Dr. A. Raghuram Professor of EEE, JNTUH, CEH	Member (University Nominee)
6	Dr. M. Madhavi Latha Professor (ECE) & Director (Academic & Planning), JNTUH	Member (University Nominee)
7	Dr. P. Ramesh Babu Professor (ME), Osmania University	Member (Nominee by BOG)
8	Prof. Srinivasulu Tadisetty Dean Faculty of Engineering & Technology, KU	Member (Industry Nominee)
9	Mr. Meka Venkata Chalapathy Head, VIRTUSA, Hyderabad	Member (Industry Nominee)
10	Dr. B. Vijay Kumar Professor, HOD (ME) and Controller of Examinations	Member (Ex-officio HOD)
11	Dr. B. Santhosh Kumar Professor & HOD (CSE)	Member (Ex-officio HOD)
12	Dr. M. Sadish Senthil Professor & HOD (ET)	Member (Ex-officio HOD)
13	Dr. Shatrughna Prasad Yadav Professor & HOD (ECE)	Member (Ex-officio HOD)
14	Dr. S. M. Subash Associate Professor, HOD (CE)	Member (Ex-officio HOD)
15	Dr. S. Jayanthi Associate Professor, HOD (IT)	Member (Ex-officio HOD)
16	Dr. Ch. Nagaraja Kumari Associate Professor, HOD (EEE)	Member (Ex-officio HOD)
17	Dr. B. Madhusudhan Reddy Professor, HOD (MBA)	Member (Ex-officio HOD)
18	Dr. G. Srinivas Professor, HOD (H&S)	Member (Ex-officio HOD)

19	Dr. N. Bhasker Professor, H&S	Member
20	Dr. V Sessa Sai Kumar Assistant Professor, H&S	Member
21	Dr. Vishal Walia Professor, ECE	Member
22	Dr. P. Venkanna Asst. Professor, H & S	Member
23	Dr. Sanjeev Shrivastava Professor, CSE and Dean (Academics and R&D), GNIT	Member Secretary

Dr. S. Sreenatha Reddy, Chairman, Academic Council, welcomed all the members of the council and introduced the members to the council, and briefed them about the institute's activities, and achievements of the institute. Dr. S. Sreenatha Reddy, Chairman of, Academic Council, presented the agenda of the meeting.

The minutes of the meeting as per the agenda and item is given below:

Agenda Point No.1 – Increase/ decrease in intake

Dr. S. Sreenatha Reddy, Chairman, Academic Council, apprised the Academic Council members about the increase in the number of seats in B. Tech Artificial Intelligence and Data Science from 60 to 120 and B. Tech CSE (Artificial Intelligence and Machine Learning) from 60 to 120. Further, he added that there is a reduction of seats in B. Tech Civil Engineering is reduced from 120 to 60 and B. Tech Mechanical Engineering is reduced from 120 to 60.

The council appreciated that the institute is evolving as a central hub for courses in Emerging Technologies.

EOA 2022-23 from AICTE and JNTUH NOC is attached for ready reference as **Annexure-I a and Annexure 1b respectively.**

Agenda Point No.2 - Approval of Course Structure for B. Tech, M. Tech, and M.B.A are to be finalized, R22 regulations issued by JNTUH are going to be implemented

Chairman, Academic Council, described the Academic Council members about the new Course Structure for B. Tech, M.B.A, and M. Tech as per R22 regulations issued by JNTUH and proposed that same should be implemented at GNIT also.

Dr. A. Raghuram, suggested that as per new guidelines from UGC the overall degree should have 160 credits with a minimum of 20 credits in each semester. Dr. Raghuram also enquired about the inclusion of mandatory courses like Constitution of India, and Environmental Science. The Chairperson clarified about the inclusion of mandatory courses like the Constitution of India, Environmental Science, Gender Sensitization, etc. in the course structure. The Chairperson has informed that 160 credits are allotted.

Honorable member Dr. P. Ramesh Babu, OU Nominee enquired about 'Intellectual Property Rights (IPR)' and the number of credits allotted to it. The Chairman clarified that IPR is included under mandatory courses.

The Council discussed various norms and approved that the same regulations as per JNTUH can be followed at GNIT and there should not be any deviation from JNTUH norms. The honorable members also approved the Lab masters of all UG (I and II years) and PG programs.

Final R22 regulations for B. Tech, M. Tech, and M.B.A are attached as **Annexure-II a, Annexure-II b, and Annexure-IIc respectively** and Final Course Structures along with lab

M. Madhavi

Minutes of the Academic Council Meeting

[Signature]

[Signature]

[Checkmark]

[Signatures]

masters for B. Tech, M. Tech, and M.B.A are attached as **Annexure-II d, Annexure-II e, and Annexure-II f** respectively.

Agenda Point No.3 - Approval of BOS constitution as per UGC norms of all UG & PG Programs offered by our institution like B. Tech, M. Tech, and MBA including Humanities & Sciences.

Dr. S. Sreenatha Reddy, Chairman, Academic Council, proposed the BOS constitution as per UGC norms for all UG & PG Programs offered by our institution like B. Tech, M. Tech, MBA including Humanities & Sciences for kind approval from the Academic Council.

The council approved the above-mentioned BOS of all UG & PG Programs (B. Tech, M. Tech, MBA, and H&S).

The BOS for the various departments is attached as **Annexure-III**.

Agenda Point No. 4 – Relaxation of credits for promotion from AY 2021-22 to AY 2022-23.

Following the guidelines issued by Registrar JNTUH vide letter no. JNTUH EB/Relaxation of Promotion Rules 2022 dated 17.10.22, it was proposed by the chairman of the Academic Council to allow the same relaxation at GNIT also.

Dr. M. Madhavi Latha, suggested that the students must earn a minimum of 25% credits in every year to qualify for the promotion to the next year. It was clarified that the proposed norms are also fulfilling the same condition with decimal rounding to the lower digit rounding off.

All the members of the Academic Council accepted the relaxation of credits (25% of total credits) for credit-based detention of the B. Tech students for promotion to the next year (the academic year 2022-23), applicable for the academic year 2021-22 only. The year-wise details are as follows:

Promotion from	Regular Student	Lateral Entry student
I year to II year*	9 credits out of 37	---
II year to III year*	19 credits out of 79	10 credits out of 42
III year to IV year*	30 credits out of 123	21 credits out of 86

*** Secured credits to be considered up to October/November 2022 Examinations**

The JNTUH circular dated 17.10.2022 and GNIT notice regarding the relaxation in norms are attached as **annexure-IV**.

Agenda Point No. 5 – Implementation of Pre-Covid norms from AY 2022-23

All the Academic Council members discussed that the Covid-19 pandemic is over now and the institute need not to continue with the relaxation in attendance norms and examination pattern meant for the pandemic times. So, the institute should revert back to the Implementation of Pre-Covid norms from AY 2022-23 w. r. t. the maintenance of minimum attendance and pattern of the question paper.

The JNTUH notice as well as the GNIT notice regarding the implementation of pre-Covid norms from AY 2022-23 are attached as **Annexure-V**.

Agenda Point No. 6 – Approval of Academic Calendars of all courses

Minutes of the Academic Council Meeting

The Chairman of the Academic Council, proposed the Academic Calendar for AY 2022-23 to be followed in various UG and PG Programs. The Academic Council suggested that the requirement of the minimum number of working days i.e., 90 days must be fulfilled while preparing the academic calendar. It was then apprised by the Chairman of the Academic Council that due care has been taken while preparing the Academic Calendar. The Honorable members then approved the Academic Calendars for various programs. The Academic Calendars for all the programs are attached as **Annexure -VI**.

Agenda Point No. 7 – Readmission into the appropriate semester with suitable regulations and substitute subjects.

It was proposed to implement the Readmission rules so that students who were detained under R16 or R18 regulations and are now willing to continue with their degree can be admitted into the appropriate semester under R20 / R22 Regulations.

Dr. M. Madhavi Latha, discussed in detail about the procedural implementation of the readmission norms for the students under R16 and R18 regulations. Giving more clarity on the norms, the honorable member added that in case the student who has been detained in the first year of R18 Regulations due to lack of attendance shall be permitted to join the first year first Semester of R22 Regulations.

Whereas if a student of R16 or R18 Regulations is seeking readmission in subsequent years will only be allowed for the readmission if he/she has cleared all the subjects of the previous years in the parent regulation (R16 or R18 as the case may be) i.e., he has to clear all the subjects in which he was failing as per the parent regulation and earn all the credits for all the years preceding the readmission year. Thereafter, he has to earn all credits of corresponding years of the conforming regulation (R20 or R22- as the case may be).

The Academic Council members after the discussion on various aspects approved the rules for Readmission into the appropriate semester with suitable regulations and choose the relevant substitute subjects which were not offered to him in the previous semesters.

Academic Regulations (R22) have already been attached as **Annexure-II**.

Agenda Point No. 8 – Minor and Honours Programme in B. Tech

The Academic Council highlighted the key objectives of offering B. Tech. with Minor program to expand the domain knowledge of the students in one of the other branches of engineering and to increase the employability of undergraduate students keeping in view of better opportunities in interdisciplinary areas of Engineering & Technology.

Keeping in view the benefits of Minor and Honours Programme the Academic Council approved Minor & Honours program for B. Tech for the academic year 2022-23.

The details of the Minor and Honours Programme in B. Tech are attached herewith as **Annexure- VII a and Annexure- VII b respectively.**

Agenda Point No. 9 – Moderation in Semester-End Question Paper, Evaluation, and process of result declaration.

The members of the Academic Council minutely discussed the policy of Moderation in the Semester-End Question Paper, Adjustment of marks (Grafting), and Grace marks for improving Division and approved the same.

Dr. Raghuram suggested that the grafting rules should comply with the norms laid down by various governing bodies like UGC and JNTUH.

The honorable members also discussed about the evaluation process and concluded that the process of result declaration should be at par with JNTUH norms and approved the same. The related documents are enclosed herein as **Annexure – VIII**.

Agenda Point No. 10 – Permission for the conduct of Computer Based Test (CBT)/ Special Mid Examination for Post Graduate students

Dr. S. Sreenatha Reddy, Chairman, Academic Council, raised that permission may kindly be granted for the conduct of Computer Based Test (CBT)/ Special Mid Examination for Post Graduate programs in concurrence with Undergraduate programs.

The members of the Academic Council denied the permission for the conduct of Computer Based Test (CBT)/ Special Mid Examination for Post Graduate students. Further, it was suggested by the honorable members that more efforts should be made to sensitize the students about the importance of Mid examination.

Agenda Point No. 11– Empowering Principal, GNIT to take emergency and time bound compliance related decisions to comply with the Government and JNTUH decisions and policies.

Dr. S. Sreenatha Reddy, Chairman, Academic Council, raised that the Principal, GNIT should be empowered to take emergency and time bound compliance related decisions in conformance with the crucial Government and JNTUH decisions and policies.

The honorable members of the Academic Council have given the approval to empower the Principal, GNIT to take emergency and time bound compliance related decisions in conformance with the crucial Government and JNTUH decisions and policies.

The meeting has been concluded with a vote of thanks to all the members of the academic council.


Dr. S. Sreenatha Reddy
Principal & Chairman - ACM

Copy to:

1. All the members of the Academic Council
2. Honorable Managing Director, GNI – for information, please
3. Honorable Vice Chairman, GNI – for information please



Approved by
AICTE



Affiliated to
JNTU



Accredited by
National Assessment &
Accreditation Council



AUTONOMOUS
under Section
2(f) of
University Grants
Commission Act

GURU NANAK INSTITUTE OF TECHNOLOGY

Academic Council Meeting No. 1/2022-23

Venue: Board Room, Principal Office, GNIT date: 31-10-2022

Attendance Sheet

S.No.	Name and Designation	Position in Academic Council	Signature
1	Dr. S. Sreenatha Reddy Principal, GNIT	Chairman	
2	Dr. H. S. Saini, Managing Director, GNI	Member (Nominee by BOG)	
3	Dr. J. Suresh Kumar, Professor of ME, JNTUH, CEH	Member (University Nominee)	
4	Dr. K. M. Lakshmana Rao Professor of Transportation Engg., JNTUH, CEH	Member (University Nominee)	
5	Dr. A. Raghuram, Professor of EEE, JNTUH, CEH	Member (University Nominee)	
6	Dr. M. Madhavi Latha Professor (ECE) & Director (Academic & Planning), JNTUH	Member (University Nominee)	
7	Dr. P. Ramesh Babu Professor (ME), Osmania University	Member (Nominee by BOG)	
8	Prof. Srinivasulu Tadisetty Dean Faculty of Engineering & Technology, KU	Member (Industry Nominee)	
9	Mr. Meka Venkata Chalapathy Head, VIRTUSA, Hyderabad	Member (Industry Nominee)	
10	Dr. B. Vijay Kumar Professor, HOD (ME) and Controller of Examinations	Member (Ex-officio HOD)	
11	Dr. B. Santhosh Kumar, Professor & HOD (CSE)	Member, (Ex-officio HOD)	
12	Dr. M. Sadish Senthil, Professor & HOD (ET)	Member, (Ex-officio HOD)	
13	Dr. Shatrughna Prasad Yadav, Professor & HOD (ECE)	Member, (Ex-officio HOD)	
14	Dr. S. M. Subash, Associate Professor, HOD (CE)	Member, (Ex-officio HOD)	
15	Dr. S. Jayanthi, Associate Professor, HOD (IT)	Member, (Ex-officio HOD)	
16	Dr. Ch. Nagaraja Kumari, Associate Professor, HOD (EEE)	Member, (Ex-officio HOD)	
17	Dr. B. Madhusudhan Reddy, Professor, HOD (MBA)	Member, (Ex-officio HOD)	
18	Dr. G. Srinivas, Professor, HOD (H&S)	Member, (Ex-officio HOD)	
19	Dr. V Sesha Sai Kumar, Asst. Prof. (H&S)	Member	
20	Dr. N. Bhasker, Professor, (H&S)	Member	
21	Dr. Vishal Walia, Professor, ECE	Member	
22	Dr. P. Venkanna, Asst. Professor, (H&S)	Member	
23	Dr. Sanjeev Shrivastava Professor, CSE and Dean (Academics and R&D), GNIT	Member Secretary	

Annexure -II a

R 22 Regulations for B. Tech.

**GURU NANAK INSTITUTE OF TECHNOLOGY
(AUTONOMOUS)**



GURU NANAK INSTITUTE OF TECHNOLOGY (AUTONOMOUS)

Ibrahimpattam, R. R. District, Hyderabad-501506

Telangana, India

[Handwritten signatures in blue and green ink]

GURU NANAK INSTITUTE OF TECHNOLOGY

ACADEMIC REGULATIONS (R22) FOR B.TECH REGULAR STUDENTS WITH EFFECT FROM THE ACADEMIC YEAR 2022-23

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

Guru Nanak Institute of Technology (GNIT) offers a 4-year (8 semesters) **Bachelor of Technology (B.Tech.)** degree programme, under Choice Based Credit System (CBCS) with effect from the academic year **2022-23**.

2.0 Eligibility for Admission

2.1 Admission to the undergraduate (UG) programme shall be made either on the basis of the merit rank obtained by the qualified student in the 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 instruction for the entire undergraduate programme in Engineering & Technology will be **English** only.

3.0 B.Tech. Programme Structure

3.1 A student after securing admission shall complete the B.Tech. programme 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 student shall secure 160 credits (with CGPA ≥ 5) required for the completion of the undergraduate 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 undergraduate programme is of 4 academic years (8 semesters) with the academic year divided into two semesters of 22 weeks (≥ 90 instructional days) each and in each semester - 'Continuous Internal Evaluation (CIE)' and 'Semester End Examination (SEE)' under Choice Based Credit System (CBCS) and Credit Based Semester System (CBSS) indicated by UGC, and curriculum/course structure 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.

GURU NANAK INSTITUTE OF TECHNOLOGY

- One credit for one hour/ week/ semester for Theory/ Lecture (L) courses or Tutorials.
- One credit for two hours/ week/ semester for Laboratory/ Practical (P) courses.

Courses like Environmental Science, Constitution of India, Intellectual Property Rights, and Gender Sensitization Lab are mandatory courses. These courses will not carry any credits.

3.2.3 Subject Course Classification

All subjects/ courses offered for the undergraduate programme in E&T (B.Tech. degree programmes) are broadly classified as follows. The Institute has followed almost all the guidelines issued by University/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 (E&C)	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	Core Courses	Project Work	B.Tech. Project or UG Project or UG Major Project or Project Stage I & II
8		Industry Training/ Internship/ Industry Oriented Mini-project/ Mini- Project/ Skill Development Courses	Industry Training/ Internship/ Industry Oriented Mini-Project/ Mini-Project/ Skill Development Courses
9		Seminar	Seminar/ Colloquium based on core contents related to parent discipline/ department/ branch of Engineering.
10	Minor Courses	-	1 or 2 Credit Courses

GURU NANAK INSTITUTE OF TECHNOLOGY

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 20 students, who will advise the students about the undergraduate 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 registration', ensuring 'date and time stamping'. The online 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 the Head of the Department, Faculty Advisor/ Counselor and the student.
- 4.4 A student may be permitted to register for all the subjects/ courses in a semester as specified in the course structure with maximum additional subject(s)/course(s) limited to 6 Credits (any 2 elective subjects), 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.
- 4.5 Choice for '**additional subjects/courses**', not more than any 2 elective subjects in any Semester, must be clearly indicated, which needs the specific approval and signature of the Faculty Advisor/Mentor/HOD.
- 4.6 If the student submits ambiguous choices or multiple options or erroneous entries during online 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 inevitable 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 a **week** after the commencement of class-work for that semester.
- 4.8 Dropping of subjects/ courses may be permitted, only after obtaining prior approval

GURU NANAK INSTITUTE OF TECHNOLOGY

from the faculty advisor/ counselor 'within a period of 15 days' from the beginning of the current semester.

4.9 Open Electives: The students have to choose three Open Electives (OE-I, II & III) from the list of Open Electives given by other departments. However, the student can opt for an Open Elective subject offered by his own (parent) department, if the student has not registered and not studied that subject under any category (Professional Core, Professional Electives, Mandatory Courses etc.) offered by parent department in any semester. Open Elective subjects already studied should not repeat/should not match with any category (Professional Core, Professional Electives, Mandatory Courses etc.) of subjects even in the forthcoming semesters.

4.10 Professional Electives: The students have to choose six Professional Electives (PE-I to VI) from the list of professional electives given.

5.0 Subjects/ courses to be offered

5.1 A subject/ course may be offered to the students, **only if** a minimum of 15 students opt for it.

5.2 More than **one faculty member** 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).

5.3 If more entries for registration of a subject come into picture, then the Head of the Department concerned shall decide, whether or not to offer such a subject/ course for **two (or multiple) sections**.

5.4 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 the student acquires a minimum of 75% of attendance in aggregate of all the subjects/ courses (including attendance in mandatory courses like Environmental Science, Constitution of India, Intellectual Property Rights, and Gender Sensitization Lab) for that semester. **Two periods** of attendance for each theory subject shall be considered, if the student appears for the mid-term examination of that subject. **This attendance should also be included in the attendance uploaded every fortnight**

6.2 Shortage of attendance in aggregate upto 10% (65% and above, and below 75%) in each semester may be condoned by the college academic committee on genuine and valid

GURU NANAK INSTITUTE OF TECHNOLOGY

- grounds, based on the student's representation with supporting evidence.
- 6.3 A stipulated fee shall be payable for 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, including all academic credentials (internal marks etc.) of that semester. They will not be promoted to the next semester.** They may seek re-registration for all those subjects registered in that semester in which the student is detained, by seeking re-admission into that semester as and when offered; 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 A student fulfilling 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% (14 marks out of 40 marks) in the Continuous Internal Evaluation (CIE), not less than 35% (21 marks out of 60 marks) in the semester end examinations (SEE), and a minimum of 40% (40 marks out of 100 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 Real-time Research Project (or) Field Based Research Project (or) Industry Oriented Mini Project (or) Internship (or) Seminar, if the student secures not less than 40% marks (i.e. 40 out of 100 allotted marks) in each of them. The student is deemed to have failed, if he (i) does not submit a report on Industry Oriented Mini Project/Internship, or (ii) not make a presentation of the same before the evaluation committee as per schedule, or (iii) secures less than 40% marks in Real-time Research Project (or) Field Based Research Project (or) Industry Oriented Mini Project (or) Internship evaluations.

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

GURU NANAK INSTITUTE OF TECHNOLOGY

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 20 credits out of 40 credits i.e., 50% credits up to first year second semester from all the relevant regular and supplementary examinations, whether the student takes 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 48 credits out of 80 credits i.e., 60% credits up to second year second semester from all the relevant regular and supplementary examinations, whether the student takes those examinations or not.
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 72 credits out of 120 credits i.e., 60% credits up to third year second semester from all the relevant regular and supplementary examinations, whether the student takes those examinations or not.
7	Fourth year first semester to Fourth year second semester	Regular course of study of fourth year first semester.

7.4 A student (i) shall register for all courses/subjects covering 160 credits as specified and listed in the course structure, (ii) fulfills all the attendance and academic requirements for 160 credits, (iii) earn all 160 credits by securing SGPA ≥ 5.0 (in each semester), and CGPA ≥ 5 (at the end of 8 semesters), (iv) **passes all the mandatory courses**, to successfully complete the undergraduate programme. The performance of the student in these 160 credits shall be considered for the calculation of the final CGPA (at the

GURU NANAK INSTITUTE OF TECHNOLOGY

end of undergraduate programme), and shall be indicated in the grade card / marks memo of IV-year II semester.

- 7.5 If a student registers for 'extra subjects' (in the parent department or other departments/branches of Engg.) other than those listed subjects totaling to 160 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 160 credits) will not be considered while calculating the SGPA and CGPA. For such 'extra subjects' registered, percentage of marks and letter grade alone will be indicated in the grade card / marks memo as a performance measure, subject to completion of the attendance and academic requirements as stated in regulations Items 6 and 7.1 – 7.4 above.
- 7.6 A student eligible to appear in the semester end 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.
- 7.7 A student **detained in a semester due to shortage of attendance may be re-admitted in the same semester in the next academic year for fulfillment of academic requirements.** The academic regulations under which a student has been re-admitted shall be applicable. Further, no grade allotments or SGPA/ CGPA calculations will be done for the entire semester in which the student has been detained.
- 7.8 A student **detained due to lack of credits, shall be promoted to the next academic year only after acquiring the required number of academic credits.** The academic regulations under which the 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 Project Stage – I & II) will be evaluated for 100 marks each, with 40 marks allotted for CIE (Continuous Internal Evaluation) and 60 marks for SEE (Semester End-Examination).
- 8.2 In CIE, for theory subjects, during a semester, there shall be two mid-term examinations. Each Mid-Term examination consists of two parts i) **Objective type examination** for 10 marks with a duration of 20 Minutes ii) **Descriptive type examination** for 40 marks with a duration of 2 hours as follows:
1. Mid Term Examination for 30 marks:
 - a. **Objective type:** Objective/quiz paper for 10 marks.
 - b. **Descriptive type:** Descriptive paper for 40 marks scaled to 20 marks.

The objective/quiz paper is set with multiple choice, fill-in the blanks and match the following type of questions for a total of 10 marks. The descriptive examination question paper shall contain two sections. Part-A is compulsory, contains 10 questions

GURU NANAK INSTITUTE OF TECHNOLOGY

of 1 mark each and Part-B contains 10 questions with “either or” choice each of 6 marks. The **average of the two Mid Term Examinations** shall be taken as the final marks for Mid Term Examination (for 30 marks).

The remaining 10 marks of Continuous Internal Evaluation are distributed as:

2. Assignment for 5 marks. (**Average of Assignments** each for 5 marks)
3. Subject Viva-Voce/PPT/Poster Presentation/ Case Study on a topic in the concerned subject for 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 (5) marks are allocated for assignments (as specified by the subject teacher concerned). The first two assignments should be submitted before the conduct of the first mid-term examination, and the next three assignments should be submitted before the conduct of the second mid-term examination. The average of the assignments shall be taken as the final marks for assignment (for 5 marks).

Subject Viva-Voce/PPT/Poster Presentation/ Case Study on a topic in the subject concerned for 5 marks before each Mid-Term Examination.

- The Student, in each subject, shall have to earn 35% of marks (i.e. 14 marks out of 40 marks) in CIE, 35% of marks (i.e. 21 marks out of 60) in SEE and Overall 40% of marks (i.e. 40 marks out of 100 marks) both CIE and SEE marks put together.

There is one Special Mid Test (SMT) in every subject on the entire (5 units) syllabus (Theory and Lab) will be conducted at the end of the semester. Students absent for one or both internal examinations are only allowed to register for this test. The Special Mid Test (SMT) consists of 40 objective questions covering entire (5 units) syllabus each carry one mark.

The details of the end semester question paper pattern are as follows:

8.2.1 The semester end examinations (SEE), for theory subjects, will be conducted for 60 marks consisting of two parts viz. i) **Part- A** for 10 marks, ii) **Part - B** for 50 marks.

- Part-A is a compulsory question which consists of ten sub-questions from all units carrying equal marks.
- ☐ Part-B consists of five questions (numbered from 2 to 11) carrying 10 marks each. Each of these questions is from each 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.
- The duration of Semester End Examination is 3 hours.

8.2.2 After declaration of results a separate notification will be issued for Revaluation/Recounting. If any of the students apply for Revaluation/Recounting of answer scripts of Semester End Examinations, the students should submit their

GURU NANAK INSTITUTE OF TECHNOLOGY

applications (through the HOD) within one week from the date of declaration of the results to the Examination Branch by paying the prescribed amount per subject

8.2.3 Students are eligible for challenge valuation only who applied for revaluation and not satisfied with fresh result. The difference of the marks after the challenge valuation is equal or more than 15% of examination will be considered. Else, previous marks will be retained

8.3 For practical subjects there shall be a Continuous Internal Evaluation (CIE) during the semester for 40 marks and 60 marks for semester end examination. Out of the 40 marks for internal evaluation:

1. A write-up on day-to-day experiment in the laboratory (in terms of aim, components/procedure, expected outcome) which shall be evaluated for 10 marks
2. **10 marks for viva-voce** (or) tutorial (or) case study (or) application (or) poster presentation of the course concerned.
3. Internal practical examination conducted by the laboratory teacher concerned shall be evaluated for 10 marks.
4. The remaining 10 marks are for Laboratory Project, which consists of the Design (or) Software / Hardware Model Presentation (or) App Development (or) Prototype Presentation submission which shall be evaluated after completion of laboratory course and before semester end practical examination.

The Semester End Examination shall be conducted with an external examiner and the laboratory teacher. The external examiner shall be appointed from the cluster / other autonomous colleges which will be decided by the examination branch of the Guru Nanak Institute of technology.

In the Semester End Examination held for 3 hours, total 60 marks are divided and allocated as shown below:

1. 10 marks for write-up
 2. 15 for experiment/program
 3. 15 for evaluation of results
 4. 10 marks for presentation on another experiment/program in the same laboratory course and
 5. 10 marks for viva-voce on concerned laboratory course.
- The Student, in each subject, shall have to earn 35% of marks (i.e. 14 marks out of 40 marks) in CIE, 35% of marks (i.e. 21 marks out of 60) in SEE and Over all 40% of marks (i.e. 40 marks out of 100 marks) both CIE and SEE marks put together.

8.4 The evaluation of courses having ONLY internal marks in I Year I Semester and II Year II Semester is as follows:

1. I Year I Semester course (ex., *Elements of CE/ME/EEE/ECE/CSE etc*): The internal evaluation is for 50 marks and it shall take place during I Mid-Term examination and II Mid-Term examination. The average marks of two Mid-Term examinations is the

GURU NANAK INSTITUTE OF TECHNOLOGY

final for 50 marks. Student shall have to earn 40%, i.e 20 marks out of 50 marks from average of the two examinations. There shall be NO external evaluation. The student is deemed to have failed, if he (i) is absent as per schedule, or (ii) secures less than 40% marks in this course.

2. For Computer Aided Engineering Graphics subject there shall be a Continuous Internal Evaluation (CIE) during the semester for 40 marks and 60 marks for the semester end examination. Out of the 40 marks for internal evaluation:
 1. A write - up day -to-day practice in the class which shall be evaluated for **10 marks**.
 2. **15 marks for the Internal examination on the Drawing Sheet** will be conducted on the course concerned.
 3. **15 marks for the Internal examination on computer** will be conducted in the Laboratory of the software concerned.

The semester – end examinations (SEE), for Computer Aided Engineering Graphics, will be conducted for 60 marks consisting of 8 questions out of which the student has to answer any 5 questions each carrying 12 marks.

3. II Year II Semester *Real-Time (or) Field-based Research Project* course: The internal evaluation is for 50 marks and it shall take place during I Mid-Term examination and II Mid-Term examination. The average marks of two Mid-Term examinations is the final for 50 marks. Student shall have to earn 40%, i.e 20 marks out of 50 marks from average of the two examinations. There shall be NO external evaluation. The student is deemed to have failed, if he (i) does not submit a report on the Project, or (ii) does not make a presentation of the same before the internal committee as per schedule, or (ii) secures less than 40% marks in this course.

8.5 There shall be an Industry training (or) Internship (or) Industry oriented Mini-project (or) Skill Development Courses (or) Paper presentation in reputed journal (or) Industry Oriented Mini Project in collaboration with an industry of their specialization. Students shall register for this immediately after II-Year II Semester Examinations and pursue it during summer vacation/semester break & during III Year without effecting regular course work. Internship at reputed organization (or) Skill development courses (or) Paper presentation in reputed journal (or) Industry Oriented Mini Project shall be submitted in a report form and presented before the committee in III-year II semester before end semester examination. It shall be evaluated for 100 external marks. The committee consists of an External Examiner, Head of the Department, Supervisor of the Industry Oriented Mini Project (or) Internship etc, Internal Supervisor and a Senior Faculty Member of the Department. There shall be **NO internal marks** for Industry Training (or) Internship (or) Mini-Project (or) Skill Development Courses (or) Paper Presentation in reputed journal (or) Industry Oriented Mini Project.

8.6 The UG project shall be initiated at the end of the IV Year I Semester and the duration

GURU NANAK INSTITUTE OF TECHNOLOGY

of the project work is one semester. The student must present Project Stage – I during IV Year I Semester before II Mid examinations, in consultation with his Supervisor, the title, objective and plan of action of his Project work to the departmental committee for approval before commencement of IV Year II Semester. Only after obtaining the approval of the departmental committee, the student can start his project work.

8.7 UG project work shall be carried out in two stages: Project Stage – I for approval of project before Mid-II examinations in IV Year I Semester and Project Stage – II during IV Year II Semester. Student has to submit project work report at the end of IV Year II Semester. The project shall be evaluated for 100 marks before commencement of SEE Theory examinations.

8.8 For Project Stage – I, the departmental committee consisting of Head of the Department, project supervisor and a senior faculty member shall approve the project work to begin before II Mid-Term examination of IV Year I Semester. The student is deemed to be not eligible to register for the Project work, if he does not submit a report on Project Stage - I or does not make a presentation of the same before the evaluation committee as per schedule.

A student who has failed may reappear once for the above evaluation, when it is scheduled again; if he fails in such 'one reappearance' evaluation also, he has to reappear for the same in the next subsequent semester, as and when it is scheduled.

8.9 For Project Stage – II, the external examiner shall evaluate the project work for 60 marks and the internal project committee shall evaluate it for 40 marks. Out of 40 internal marks, the departmental committee consisting of Head of the Department, Project Supervisor and a Senior Faculty Member shall evaluate the project work for 20 marks and Project Supervisor shall evaluate for 20 marks. The topics for Industry Oriented Mini Project/ Internship/SDC etc. and the main Project shall be different from the topic already taken. The student is deemed to have failed, if he (i) does not submit a report on the Project, or (ii) does not make a presentation of the same before the External Examiner as per schedule, or (iii) secures less than 40% marks in the sum total of the CIE and SEE taken together.

For conducting viva-voce of project, University selects an external examiner from the list of experts in the relevant branch submitted by the Principal of the College.

A student who has failed, may reappear once for the above evaluation, when it is scheduled again; if student fails in such 'one reappearance' evaluation also, he has to reappear for the same in the next subsequent semester, as and when it is scheduled.

9.0 Grading Procedure

9.1 Grades will be awarded to indicate the performance of students in each Theory Subject, Laboratory/Practicals/ Industry-Oriented Mini Project/Internship/SDC and Project Stage. 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.

GURU NANAK INSTITUTE OF TECHNOLOGY

- 9.2 As a measure of the performance of a 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:

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

- 9.3 A student who has obtained an '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 To a student who has not appeared for an examination in any subject, 'Ab' grade will be allocated in that subject, and he is deemed to have 'Failed'. A student will be required to reappear as a 'supplementary student' in the semester end examination, as and when offered next. In this case also, the internal marks in those subjects will remain the same as those obtained earlier.
- 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 A 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 (ΣCP) 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

GURU NANAK INSTITUTE OF TECHNOLOGY

places. SGPA is thus computed as

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

where 'i' is the subject indicator index (considering 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^{th} subject, and G_i represents the grade points (GP) corresponding to the letter grade awarded for that i^{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 (of 160) 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

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

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

GURU NANAK INSTITUTE OF TECHNOLOGY

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 1st semester onwards up to and inclusive of the 8th 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 jth subject, and G_j represents the grade points (GP) corresponding to the letter grade awarded for that jth subject. After registration and completion of I year I semester, the SGPA of that semester itself may be taken as the CGPA, as there are no cumulative effects.

Illustration of calculation of SGPA:

Course/Subject	Credits	Letter Grade	Grade Points	Credit Points
Course 1	4	A	8	4 x 8 = 32
Course 2	4	O	10	4 x 10 = 40
Course 3	4	C	5	4 x 5 = 20
Course 4	3	B	6	3 x 6 = 18
Course 5	3	A+	9	3 x 9 = 27
Course 6	3	C	5	3 x 5 = 15
	21			152

$$SGPA = 152/21 = 7.24$$

Illustration of Calculation of CGPA up to 3rd Semester:

Semester	Course/Subject Title	Credits Allotted	Letter Grade Secured	Corresponding Grade Point (GP)	Credit Points (CP)
I	Course 1	3	A	8	24
I	Course 2	3	O	10	30
I	Course 3	3	B	6	18
I	Course 4	4	A	8	32
I	Course 5	3	A+	9	27
I	Course 6	4	C	5	20
II	Course 7	4	B	6	24
II	Course 8	4	A	8	32
II	Course 9	3	C	5	15
II	Course 10	3	O	10	30
II	Course 11	3	B+	7	21
II	Course 12	4	B	6	24
II	Course 13	4	A	8	32
II	Course 14	3	O	10	30

GURU NANAK INSTITUTE OF TECHNOLOGY

III	Course 15	2	A	8	16
III	Course 16	1	C	5	5
III	Course 17	4	O	10	40
III	Course 18	3	B+	7	21
III	Course 19	4	B	6	24
III	Course 20	4	A	8	32
III	Course 21	3	B+	7	21
	Total Credits	69		Total Credit Points	518

$$\text{CGPA} = 518/69 = 7.51$$

The calculation process of CGPA illustrated above will be followed for each subsequent semester until 8th semester. The CGPA obtained at the end of 8th semester will become the final CGPA scored for entire B.Tech. programme.

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 SGPA and CGPA of a semester will be mentioned in the semester Memorandum of Grades if all subjects of that semester are passed in first attempt. Otherwise the SGPA and CGPA shall be mentioned only on the Memorandum of Grades in which sitting he passed his last exam in that semester. 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 he secures a $GP \geq 5$ ('C' grade or above) in every subject/course in that semester (i.e. when the student gets an $SGPA \geq 5.0$ at the end of that particular semester); and he shall be declared successful or 'passed' in the entire undergraduate programme, only when gets a $CGPA \geq 5.00$ ('C' grade or above) for the award of the degree as required.

10.2 After the completion of each semester, a grade card or grade sheet 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, grade earned, etc.) and credits earned. **There is NO exemption of credits in any case.**

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.

GURU NANAK INSTITUTE OF TECHNOLOGY

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

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 160 credits (with CGPA ≥ 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 B.Tech. degree in the branch of Engineering 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 A student with final CGPA (at the end of the undergraduate programme) > 8.00 , and fulfilling the following conditions - shall be placed in '**First Class with Distinction**'. However, he
- 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.
 - Should not have been detained or prevented from writing the semester end examinations in any semester due to shortage of attendance or any other reason.

A student not fulfilling any of the above conditions with final CGPA > 8 shall be placed in '**First Class**'.

- 12.4 Students with final CGPA (at the end of the undergraduate programme) ≥ 7.0 but < 8.00 shall be placed in '**First Class**'.
- 12.5 Students with final CGPA (at the end of the undergraduate programme) ≥ 6.00 but < 7.00 , 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 undergraduate programme) ≥ 5.00 but < 6 , shall be placed in '**pass class**'.
- 12.7 A student with final CGPA (at the end of the undergraduate programme) < 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 '**Gold Medal**'.
- 12.9 **Award of 2-Year B.Tech. Diploma Certificate**
- A student is awarded 2-Year UG Diploma Certificate in the concerned engineering branch on completion of all the academic requirements and earned all the 80 credits (within 4 years from the date of admission) upto B.Tech. II Year II Semester, if the

GURU NANAK INSTITUTE OF TECHNOLOGY

student want to exit the 4-Year B.Tech. program and *requests for the 2 -Year B. Tech. (UG) Diploma Certificate.*

2. The student **once opted and awarded 2-Year UG Diploma Certificate**, the student **will be permitted to join** in B. Tech. III Year I Semester and continue for completion of remaining years of study for 4-Year B. Tech. Degree ONLY in the next academic year along with next batch students. *However, if any student wishes to continue the study after opting for exit, he/she should register for the subjects/courses in III Year I Semester before commencement of classwork for that semester.*
3. *The students, who exit the 4-Year B. Tech. program after II Year of study and wish to re-join the B.Tech. program, must submit the 2 -Year B. Tech. (UG) Diploma Certificate awarded to him, subject to the eligibility for completion of Course/Degree.*
4. A student may be permitted to take one year break after completion of II Year II Semester or B. Tech. III Year II Semester (with university permission through the principal of the college well in advance) and can re-enter the course in **next Academic Year in the same college** and complete the course on fulfilling all the academic credentials within a stipulated duration i.e. double the duration of the course (Ex. within 8 Years for 4-Year program).

13.0 Withholding of results

- 13.1 If the student has not paid the fees to the institute 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 the 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 R18/R20 Regulations due to lack of attendance, shall be permitted to join I year I Semester of R22 Regulations and he is required to complete the study of B.Tech. 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 R18/R20 regulations for want of attendance, shall be permitted to join the corresponding semester of R22 Regulations and is required to complete the study of B.Tech. Within the stipulated period of eight academic years from the date of first admission in I Year. The R22 Academic Regulations under which a student has been readmitted shall be applicable to that student from that semester. See rule

GURU NANAK INSTITUTE OF TECHNOLOGY

(C) for further Transitory Regulations.

B. For students detained due to shortage of credits:

3. A student of R18 Regulations, who has been detained due to lack of credits, shall be promoted to the next semester of R22 Regulations only after acquiring the required number of credits as per the corresponding regulations of his/her first admission. The total credits required are 160 including both R18/R20 & R22 regulations. The student is required to complete the study of B.Tech. within the stipulated period of eight academic years from the year of first admission. The R22 Academic Regulations are applicable to a student from the year of readmission. See rule (C) for further Transitory Regulations.

C. For readmitted students in R22 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 R22 Regulations. **There is NO exemption of credits in any case.**
6. If a student is readmitted to R22 Regulations and has any subject with 80% of syllabus common with his/her previous regulations, that particular subject in R22 Regulations will be substituted by another subject to be suggested by the University.

Note: If a student readmitted to R22 Regulations and has not studied any subjects/topics in his/her earlier regulations of study which is prerequisite for further subjects in R22 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 stream to another.

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.

GURU NANAK INSTITUTE OF TECHNOLOGY

- 15.4 The transferred students from other Universities/Institutions to GNIT who are on rolls are to be provided one chance to write the SMT (for internal marks) in the equivalent subject(s) as per the clearance letter issued by Academic council and the University.
- 16.0 Scope
- 16.1 The academic regulations should be read as a whole, for the purpose of any interpretation.
- 16.2 In case of any doubt or ambiguity in the interpretation of the above rules, the decision of the Vice-Chancellor is final.
- 16.3 The University may change or amend the academic regulations, course structure or syllabi at any time, and the changes or amendments made shall be applicable to all students with effect from the dates notified by the University authorities.
- 16.4 Where the words “he”, “him”, “his”, occur in the regulations, they include “she”, “her”, “hers”.

[Handwritten signatures and marks in blue and green ink]

GURU NANAK INSTITUTE OF TECHNOLOGY

Malpractices Rules

Disciplinary Action For / Improper Conduct in Examinations

	Nature of Malpractices/Improper conduct	Punishment
	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 any matter.	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 is appearing.	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 to appear for the remaining examinations of the subjects of that semester/year. The hall ticket of the student is to be cancelled and sent to the University.

[Handwritten signatures and marks in blue and green ink]

GURU NANAK INSTITUTE OF TECHNOLOGY

3.	Impersonates any other student in connection with the examination.	The student who has impersonated shall be expelled from examination hall. The student is 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
----	--	---

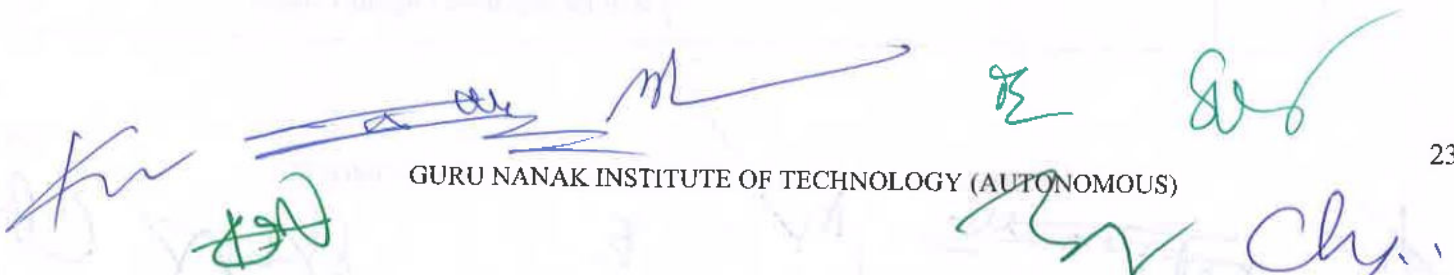
GURU NANAK INSTITUTE OF TECHNOLOGY

		<p>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 against him.</p>
<p>4.</p>	<p>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.</p>	<p>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 seat.</p>
<p>5.</p>	<p>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.</p>	<p>Cancellation of the performance in that subject.</p>

(Handwritten signatures and scribbles at the bottom of the page)

GURU NANAK INSTITUTE OF TECHNOLOGY

	<p>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</p>	
<p>6.</p>	<p>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-charge, or any person on duty in or outside the examination hall or any 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</p>	<p>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.</p>



GURU NANAK INSTITUTE OF TECHNOLOGY

	<p>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.</p>	
<p>7.</p>	<p>Leaves the exam hall taking away answer script or intentionally tears off the script or any part thereof inside or outside the examination hall.</p>	<p>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 seat.</p>
<p>8.</p>	<p>Possesses any lethal weapon or firearm in the examination hall.</p>	<p>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.</p>
<p>9.</p>	<p>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.</p>	<p>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 the police and, a police case will be registered against them.</p>

(Handwritten signatures and scribbles at the bottom of the page)



GURU NANAK INSTITUTE OF TECHNOLOGY

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 for including practical examinations and project work and shall not be permitted for
-----	---	--







GURU NANAK INSTITUTE OF TECHNOLOGY

		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 for including practical examinations and project work of that semester/year examinations.
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 a suitable punishment.	

Malpractices identified by squad or special invigilators

1. Punishments to the students as per the above guidelines.
2. Punishment for Institutions: (if the squad reports that the college is also involved in encouraging malpractices)
 - a. A show-cause notice shall be issued to the college.
 - b. Impose a suitable fine on the college.
 - c. Shifting the examination center from one college to another college for a specific period of not less than one year.

* * * * *

Annexure -II b

R 22 Regulations for M. Tech.

**GURU NANAK INSTITUTE OF TECHNOLOGY
(AUTONOMOUS)**



GURU NANAK INSTITUTE OF TECHNOLOGY (AUTONOMOUS)

Ibrahimpattanam, R. R. District, Hyderabad-501506

Telangana, India

Handwritten signatures in blue and green ink at the bottom of the page.

GURU NANAK INSTITUTE OF TECHNOLOGY

Academic Regulations of M.Tech (Regular) Programmes, 2022-23 (R22)(CBCS) (Effective for the students admitted into I year from the Academic Year 2022-23 and onwards)

1.0 Post-Graduate Degree Programmes in Engineering & Technology (PGP in E & T) Guru Nanak Institute of Technology offers **Two** Years (**Four** Semesters) full-time Master of Technology (M. Tech.) Degree programmes through Jawaharlal Nehru Technological University Hyderabad (JNTUH), under Choice Based Credit System (CBCS) at its constituent (non-autonomous) and affiliated colleges in different branches of Engineering and Technology with different specializations.

2.0 Eligibility for Admissions

2.1 Admission to the PGPs shall be made subject to eligibility, qualification and specializations prescribed by the University from time to time, for each specialization under each M.Tech programme.

2.2 Admission to the post graduate programme shall be made on the basis of either the merit rank or Percentile obtained by the qualified student in the relevant qualifying GATE Examination/ the merit rank obtained by the qualified student in an entrance test conducted by Telangana State Government (PGECET) for M.Tech. programmes / an entrance test conducted by JNTUH/ on the basis of any other exams approved by the University, subject to reservations as laid down by the Govt. from time to time.

2.3 The medium of instructions for all PG Programmes will be **ENGLISH** only.

3.0 M.Tech. Programme (PGP in E & T) Structure

3.1 The M.Tech Programmes in E & T of JNTUH are of Semester pattern, with **Four** Semesters consisting of **Two** academic years, each academic year having **Two** Semesters (First/Odd and Second/Even Semesters). Each Semester shall be of 22 weeks duration (inclusive of Examinations), with a minimum of 90 instructional days per Semester.

3.2 The student shall not take more than four academic years to fulfill all the academic requirements for the award of M.Tech. degree from the date of commencement of first year first semester, failing which the student shall forfeit the seat in M.Tech. programme.

3.3 **UGC/AICTE** specified definitions/descriptions are adopted appropriately for various terms and abbreviations used in these PG academic regulations, as listed below:

3.3.1 Semester Scheme

Each Semester shall have 'Continuous Internal Evaluation (CIE)' and 'Semester End Examination (SEE)'. Choice Based Credit System (CBCS) and Credit Based Semester System (CBSS) are taken as 'references' for the present set of Regulations. The terms 'SUBJECT' and 'COURSE' imply the same meaning here and refer to 'Theory Subject', or 'Lab Course', or 'Design/Drawing Subject', or 'Mini Project with Seminar', or 'Dissertation', as the case may be.

3.3.2 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:

Academic Regulations of M.Tech (Regular) Programmes, 2022-23 (R22)

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)

Other student activities like study tour, guest lecture, conference/workshop participations, technical paper presentations and mandatory courses (**Audit Courses**) will not carry any credits.

3.3.3 Subject Course Classification

All subjects/courses offered for the Post-Graduate Programme in E & T (M.Tech Degree Programme) are broadly classified as follows. GNIT/ University has followed in general the guidelines issued by AICTE/UGC.

S.No.	Broad Course Classification	Course Group/ Category	Course Description
1	Core Courses (CoC)	PC- Professional Core	Includes subjects related to the parent discipline/department/ branch of Engineering
		Dissertation	M.Tech Project or PG Project or Major Project
		Mini Project with Seminar	Seminar based on core contents related to Parent Discipline/ Department/ Branch of Engineering
2	Elective Courses (EE)	PE Professional Electives	Includes elective subjects related to the parent discipline/department/branch of Engineering
		OE - Open Electives	Elective subjects which include inter-disciplinary subjects or subjects in an area outside the parent discipline/department/ branch of Engineering
3	Mandatory Courses	--	Non-Credit Audit Courses

4.0 Course Registration

- 4.1 A 'Faculty Advisor or Counselor' shall be assigned to each specialization, who will advise on the Post Graduate Programme (PGP), its Course Structure and Curriculum, Choice/Option for Subjects/ Courses, based on his competence, progress, pre-requisites and interest.
- 4.2 The Academic Section of the College invites 'Registration Forms' from students within 15 days from the commencement of class work 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 his Faculty Advisor, which should be submitted to the College Academic Section through the Head of Department (a copy of it being retained with Head of Department, Faculty Advisor and the Student).
- 4.4 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.

- 4.5 Subject/ Course Options exercised through ON-LINE Registration are final and CANNOT be changed, nor can they be inter-changed; further, alternate choices also will not be considered. However, if the Subject/ Course that has already been listed for Registration by GNIT/ University in a Semester could not be offered due to unforeseen or unexpected reasons, then the Student will be allowed to have alternate choice either for a new Subject, if it is offered, or for another existing Subject (subject to availability of seats). Such alternate arrangements will be made by the Head of Department, with due notification and time-framed schedule, within the FIRST WEEK from the commencement of Class- work for that Semester.

5.0 Attendance Requirements

The programmes are offered based on a unit system with each subject being considered a unit. Attendance is calculated separately for each subject.

- 5.1 Attendance in all classes (Lectures/Laboratories) is compulsory. The minimum required attendance in each theory subject (**also mandatory(audit) courses**) including the attendance of mid-term examination / Laboratory etc. is 75%. Two periods of attendance for each theory subject shall be considered, if the student appears for the mid-term examination of that subject. **This attendance should also be included in the fortnightly upload of attendance to GNIT/ University. The attendance of mandatory(audit) courses should be uploaded separately to GNIT/ University.** A student shall not be permitted to appear for the Semester End Examinations (SEE), if his attendance is less than 75%.
- 5.2 A student's Seminar report and presentation on Mini Project shall be eligible for evaluation, only if he ensures a minimum of 75% of his attendance in Seminar presentation classes on Mini Project during that Semester.
- 5.3 **Condoning of shortage of attendance** (between 65% and 75%) up to a maximum of 10% (considering the days of attendance in sports, games, NCC, NSS activities and Medical grounds) in each subject (Theory/Lab/Mini Project with Seminar) of a semester shall be granted by the College Academic Committee on genuine reasons.
- 5.4 A prescribed fee per subject shall be payable for condoning shortage of attendance after getting the approval of College Academic Committee for the same. The College Academic Committee shall maintain relevant documents along with the request from the student.
- 5.5 Shortage of Attendance below 65% in any subject shall in **no case be condoned.**
- 5.6 A Student, whose shortage of attendance is not condoned in any Subject(s) (Theory/Lab/Mini Project with Seminar) in any Semester, is considered as 'Detained in that Subject(s), and is not eligible to write Semester End Examination(s) of such Subject(s), (in case of Mini Project with Seminar, his/her Mini Project with Seminar Report or Presentation are not eligible for evaluation) in that Semester; and he/she has to seek re-registration for those Subject(s) in subsequent Semesters, and attend the same as and when offered.
- 5.7 A student fulfills the attendance requirement in the present semester, shall not be eligible for readmission into the same class.
- 5.8 a) A student shall put in a minimum required attendance in at least **three theory subjects (excluding mandatory(audit) course)** in first Year I semester for promotion to first Year II

Semester.

b) A student shall put in a minimum required attendance in at least **three theory subjects (excluding mandatory(audit) course)** in first Year II semester for promotion to second Year I Semester.

6.0 Academic Requirements

The following academic requirements must be satisfied, in addition to the attendance requirements mentioned in item no. 5. The performance of the candidate in each semester shall be evaluated subject-wise, with a maximum of 100 marks per subject / course (theory / practical), based on Internal Evaluation and Semester End Examination.

6.1 A student shall be deemed to have satisfied the academic requirements and earned the credits allotted to each subject/course, if he secures not less than 40% of marks (30 out of 75 marks) in the End Semester Examination, and a minimum of 50% of marks in the sum total of CIE (Continuous Internal Evaluation) and SEE (Semester End Examination) taken together; in terms of Letter Grades and this implies securing 'B' Grade or above in a subject.

6.2 A student shall be deemed to have satisfied the academic requirements and earned the credits allotted to Mini Project with seminar, if student secures not less than 50% marks (i.e. 50 out of 100 allotted marks). The student would be treated as failed, if student (i) does not submit a seminar report on Mini Project or does not make a presentation of the same before the evaluation committee as per schedule or (ii) secures less than 50% marks in Mini Project with seminar evaluation. The failed student shall reappear for the above evaluation when the notification for supplementary examination is issued.

6.3 A student shall register for all subjects for total of **68** credits as specified and listed in the course structure for the chosen specialization, put in the required attendance and fulfill the academic requirements for securing **68** credits obtaining a minimum of 'B' Grade or above in each subject, and all **68** credits securing Semester Grade Point Average (**SGPA**) ≥ 6.0 (in each semester) and final Cumulative Grade Point Average (**CGPA**) (i.e., CGPA at the end of PGP) ≥ 6.0 , and shall **pass all the mandatory(audit) courses** to complete the PGP successfully.

Note: (1) The SGPA will be computed and printed on the marks memo only if the candidate passes in all the subjects offered and gets minimum B grade in all the subjects.

(2) CGPA is calculated only when the candidate passes in all the subjects offered in all the semesters

6.4 Marks and Letter Grades obtained in all those subjects covering the above specified **68** credits alone shall be considered for the calculation of final CGPA, which will be indicated in the Grade Card /Marks Memo of second year second semester.

6.5 If a student registers for extra subject(s) (in the parent department or other departments/ branches of Engineering) other than those listed subjects totaling to **68** credits as specified in the course structure, the performance in extra subject(s) (although evaluated and graded using the same procedure as that of the required **68** credits) will not be considered while calculating the SGPA and CGPA. For such extra subject(s) registered, percentage of marks and Letter Grade alone will be indicated in the Grade Card/Marks Memo, as a performance measure, subject to completion of the attendance and academic requirements as stated in items 5 and 6.1 - 6.3.

- 6.6 When a student is detained due to shortage of attendance in any subject(s) in any semester, no Grade allotment will be made for such subject(s). However, he is eligible for re-registration of such subject(s) in the subsequent semester(s), as and when next offered, with the academic regulations of the batch into which he is re-registered, by paying the prescribed fees per subject. In all these re-registration cases, the student shall have to secure a fresh set of internal marks and Semester End Examination marks for performance evaluation in such subject(s), and SGPA/CGPA calculations.
- 6.7 A student eligible to appear for the Semester End Examination in any subject, but absent from it or failed (failing to secure 'B' Grade or above), may reappear for that subject at the supplementary examination as and when conducted. In such cases, his Internal Marks assessed earlier for that subject will be carried over, and added to the marks secured in the supplementary examination, for the purpose of evaluating his performance in that subject.
- 6.8 A Student who fails to earn 68 credits as per the specified course structure, and as indicated above, within four academic years from the date of commencement of his first year first semester, shall forfeit his seat in M.Tech. programme and his admission shall stand cancelled.

7.0 Evaluation - Distribution and Weightage of Marks

The performance of a student in each semester shall be evaluated subject-wise (irrespective of credits assigned) for a maximum of 100 marks.

- 7.1 For the theory subjects 75 marks shall be awarded for the performance in the Semester End Examination and 25 marks shall be awarded for Continuous Internal Evaluation (CIE). The Continuous Internal Evaluation shall be made based on the average of the marks secured in the two Mid-Term Examinations conducted, first Mid-Term examinations in the middle of the Semester and second Mid-Term examinations during the last week of instruction. Each Mid-Term Examination shall be conducted for a total duration of 120 minutes with Part 'A' as compulsory consisting of 5 questions carrying 2 marks each (10 marks), and Part 'B' with 3 questions to be answered out of 5 questions, each question carrying 5 marks (15 marks). The details of the Question Paper pattern for Semester End Examination (Theory) are given below:
- The Semester End Examination will be conducted for 75 marks. It consists of two parts.
i) Part A for 25 marks, ii) Part B for 50 marks.
 - Part A is compulsory and consists of 5 questions, one from each unit and carrying 5 marks each.
 - Part B consists of 5 questions carrying 10 marks each. There will be two questions from each unit and only one should be answered.
- 7.2 For practical subjects, 75 marks shall be awarded for performance in the Semester End Examinations and 25 marks shall be awarded for day-to-day performance as Internal Marks.
- 7.3 For conducting laboratory end examinations of all PG Programmes, one internal examiner and one external examiner are to be appointed by the Principal of the College and this is to be informed to the Director of Evaluation within two weeks, before commencement of the lab end examinations. The external examiner should be selected from outside the College concerned but within the cluster. No external examiner should be appointed from any other College in the same cluster/any other cluster which is run by the same Management.
- 7.4 There shall be Mini Project with Seminar during I year II semester for internal evaluation of 100 marks. The

Academic Regulations of M.Tech (Regular) Programmes, 2022-23 (R22)

Departmental Academic Committee (DAC) will review the progress of the mini project during the seminar presentations and evaluate the same for 50 marks. Mini Project Viva Voce will be evaluated by the DAC for another 50 marks before the semester end examinations. Student shall carry out the mini project in consultation with the mini project supervisor which may include critically reviewing the literature, project implementation and submit it to the department in the form of a report and shall make an oral presentation before the DAC consisting of Head of the Department, Mini Project supervisor and two other senior faculty members of the department. The student has to secure a minimum of 50% of marks in i) seminar presentation and ii) mini project viva voce, to be declared successful. If he fails to obtain the minimum marks, he has to reappear for the same as and when scheduled.

- 7.5 Every candidate shall be required to submit a dissertation on a topic approved by the Dissertation Review Committee.
- 7.6 A Dissertation Review Committee (DRC) shall be constituted with the Head of the Department as Chairperson, Dissertation Supervisor and one senior faculty member of the Department offering the M. Tech. programme.
- 7.7 Registration of Dissertation Work: A candidate is permitted to register for the Dissertation Work after satisfying the attendance requirement in all the subjects, both theory and laboratory.
- 7.8 After satisfying 7.7, a candidate must present in Dissertation Work Review - I, in consultation with his Dissertation Supervisor, the title, objective and plan of action of his Dissertation work to the Dissertation Review Committee (DRC) for approval within four weeks from the commencement of Second year First Semester. Only after obtaining the approval of the DRC can the student initiate the Dissertation work.
- 7.9 If a candidate wishes to change his supervisor or topic of the Dissertation, he can do so with the approval of the DRC. However, the DRC shall examine whether or not the change of topic/supervisor leads to a major change of his initial plans of Dissertation proposal. If yes, his date of registration for the project work starts from the date of change of Supervisor or topic as the case may be.
- 7.10 A candidate shall submit his Dissertation progress report in two stages at least with a gap of **three** months between them.
- 7.11 The work on the Dissertation shall be initiated at the beginning of the II year and the duration of the Dissertation is two semesters. A candidate is permitted to submit Dissertation Thesis only after successful completion of all theory and practical courses with the approval of DRC not earlier than 40 weeks from the date of approval of the Dissertation work. For the approval of DRC the candidate shall submit the draft copy of thesis to the Head of the Department and make an oral presentation before the DRC.
- 7.12 The Dissertation Work Review - II in II Year I Sem. carries internal marks of 100. Evaluation should be done by the DRC for 50 marks and the Supervisor will evaluate the work for the other 50 marks. The Supervisor and DRC will examine the Problem Definition, Objectives, Scope of Work, Literature Survey in the same domain and progress of the Dissertation Work. A candidate has to secure a minimum of 50% of marks to be declared successful in Dissertation Work Review - II. If he fails to obtain the minimum required marks, he has to reappear for Dissertation Work Review - II as and when conducted.
- 7.13 The Dissertation Work Review - III in II Year II Sem. carries 100 internal marks. Evaluation should be done by the DRC for 50 marks and the Supervisor will evaluate it for the other 50 marks. The DRC will examine the overall progress of the Dissertation Work and decide whether or not the Dissertation is eligible for final submission. A

Academic Regulations of M.Tech (Regular) Programmes, 2022-23 (R22)

candidate has to secure a minimum of 50% of marks to be declared successful in Dissertation Work Review - III. If he fails to obtain the required minimum marks, he has to reappear for Dissertation Work Review - III as and when conducted. For Dissertation Evaluation (Viva Voce) in II Year II Sem. there are external marks of 100 and it is evaluated by the external examiner. The candidate has to secure a minimum of 50% marks in Dissertation Evaluation (Viva- Voce) examination.

- 7.14** Dissertation Work Reviews - II and III shall be conducted in phase I (Regular) and Phase II (Supplementary). Phase II will be conducted only for unsuccessful students in Phase I. The unsuccessful students in Dissertation Work Review - II (Phase II) shall reappear for it at the time of Dissertation Work Review - III (Phase I). These students shall reappear for Dissertation Work Review - III in the next academic year at the time of Dissertation Work Review - II only after completion of Dissertation Work Review - II, and then Dissertation Work Review - III follows. The unsuccessful students in Dissertation Work Review - III (Phase II) shall reappear for Dissertation Work Review - III in the next academic year only at the time of Dissertation Work Review - II (Phase I).
- 7.15** After approval from the DRC, a soft copy of the thesis should be submitted for ANTI-PLAGIARISM check and the plagiarism report should be submitted to GNIT/ University and be included in the final thesis. The Thesis will be accepted for submission, if the similarity index is less than **30%**. If the similarity index has more than the required percentage, the student is advised to modify accordingly and re-submit the soft copy of the thesis after one month. The maximum number of re-submissions of thesis after plagiarism check is limited to **TWO**. The candidate has to register for the Dissertation work and work for two semesters. After three attempts, the admission is liable to be cancelled. The college authorities are advised to make plagiarism check of every soft copy of theses before submissions.
- 7.16** Three copies of the Dissertation Thesis certified by the supervisor shall be submitted to the College/School/Institute, after submission of a research paper related to the Dissertation work in a UGC approved journal. A copy of the submitted research paper shall be attached to thesis.
- 7.17** The thesis shall be adjudicated by an external examiner selected by the GNIT/ University. For this, the Principal of the College/School/Institute shall submit a panel of **three** examiners from among the list of experts in the relevant specialization as submitted by the supervisor concerned and Head of the Department.
- 7.18** If the report of the external examiner is unsatisfactory, the candidate shall revise and resubmit the Thesis. If the report of the examiner is unsatisfactory again, the thesis shall be summarily rejected. Subsequent actions for such dissertations may be considered, only on the specific recommendations of the external examiner and /or Dissertation Review Committee. No further correspondence in this matter will be entertained, if there is no specific recommendation for resubmission.
- 7.19** If the report of the examiner is satisfactory, the Head of the Department shall coordinate and make arrangements for the conduct of Dissertation Viva-Voce examination. The Dissertation Viva-Voce examination shall be conducted by a board consisting of the Supervisor, Head of the Department and the external examiner who adjudicated the Thesis. The candidate has to secure a minimum of 50% of marks in Dissertation Evaluation (Viva-Voce) examination.
- 7.20** If he fails to fulfill the requirements as specified in 7.19, he will reappear for the Dissertation Viva- Voce examination only after three months. In the reappeared examination also, if he fails to fulfill the requirements, he will not be eligible for the award of the degree, unless he is asked to revise and resubmit his Dissertation Work by the board within a specified time period (within **four** years from the date of commencement of his first year first semester).
- 7.21** The Dissertation Viva-Voce External examination marks must be submitted to GNIT/ University on the day of

the examination. **For mandatory(audit) courses, a student has to secure 40 marks out of 100 marks (i.e., 40% of the marks allotted) in the continuous internal evaluation for passing the subject/course. These marks should also be uploaded along with the internal marks of other subjects.**

7.22 No marks or letter grades shall be allotted for mandatory(audit) courses. Only Pass/Fail shall be indicated in Grade Card.

8.0 Re-Admission/Re-Registration

8.1 Re-Admission for Discontinued Student

A student, who has discontinued the M.Tech. degree programme due to any reason whatsoever maybe considered for '**readmission**' into the same degree programme (with the same specialization) with the academic regulations of the batch into which he gets readmitted, with prior permission from the authorities concerned, subject to item 6.6.

8.2 If a student is detained in a subject (s) due to shortage of attendance in any semester, he may be permitted to **re-register** for the same subject(s) in the same category (core or elective group) or equivalent subject, if the same subject is not available, as suggested by the Board of Studies of that department, as and when offered in the subsequent semester(s), with the academic regulations of the batch into which he seeks re-registration, with prior permission from the authorities concerned, subject to item 3.2

8.3 A candidate shall be given one chance to re-register and attend the classes for a maximum of two subjects, if the internal marks secured by a candidate are less than 50% and failed in those subjects but fulfilled the attendance requirement. A candidate must re-register for failed subjects within four weeks of commencement of the class work and secure the required minimum attendance. In the event of the student taking this chance, his Continuous Internal Evaluation (internal) marks and Semester End Examination marks obtained in the previous attempt stand cancelled.

9.0 Examinations and Assessment - The Grading System

9.1 Grades will be awarded to indicate the performance of each student in each Theory Subject, or Lab/Practicals, or Mini Project with Seminar, Dissertation, etc., based on the percentage of marks obtained in CIE + SEE (Continuous Internal Evaluation + Semester End Examination, both taken together) as specified in Item 7 above, and a corresponding Letter Grade shall be given.

9.2 As a measure of the student's performance, a 10-point Absolute Grading System using the following Letter Grades (UGC Guidelines) and corresponding percentage of marks shall be followed:

% of Marks Secured In a subject/Course (Class Intervals)	Letter Grade (UGC Guidelines)	Grade Points
90% and above ($\geq 90\%$, $\leq 100\%$)	O (Outstanding)	10
Below 90% but not less than 80% ($\geq 80\%$, $< 90\%$)	A+ (Excellent)	9
Below 80% but not less than 70% ($\geq 70\%$, $< 80\%$)	A (Very Good)	8
Below 70% but not less than 60% ($\geq 60\%$, $< 70\%$)	B+ (Good)	7
Below 60% but not less than 50% ($\geq 50\%$, $< 60\%$)	B (above Average)	6
Below 50% ($< 50\%$)	F (FAIL)	0
Absent	Ab	0

- 9.3 A student obtaining an F Grade in any Subject is deemed to have 'failed' and is required to reappear as 'Supplementary Candidate' for the Semester End Examination (SEE), as and when conducted. In such cases, his Internal Marks (CIE Marks) in those subjects will remain as obtained earlier.
- 9.4 If a student has not appeared for the examinations, an 'Ab' Grade will be allocated to him for any subject and shall be considered 'failed' and will be required to reappear as 'Supplementary Candidate' for the Semester End Examination (SEE), as and when conducted.
- 9.5 A Letter Grade does not imply any specific marks percentage; it is only the range of percentage of marks.
- 9.6 In general, a student shall not be permitted to repeat any Subject/ Course (s) only for the sake of 'Grade Improvement' or 'SGPA/ CGPA Improvement'.
- 9.7 A student earns Grade Point (GP) in each Subject/ Course, on the basis of the Letter Grade obtained by him 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

- 9.8 The student passes the Subject/ Course only when he gets **GP ≥ 6 (B Grade or above)**.
- 9.9 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

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

where 'i' is the Subject indicator index (taking 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^{th} Subject, and G_i represents the Grade Points (GP) corresponding to the Letter Grade awarded for that i^{th} Subject.

- 9.10 The Cumulative Grade Point Average (CGPA) is a measure of the overall cumulative performance of a student over 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 1st Year Second Semester onwards, at the end of each Semester, as per the formula

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

registered (ie., upto 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' for from the 1st Semester onwards upto and inclusive of the Semester S (obviously $M > N$), 'j' is the Subject indicator index (taking into account all Subjects from 1 to S Semesters), C_j is the no. of Credits allotted to the j^{th} Subject, and G_j

represents the Grade Points (GP) corresponding to the Letter Grade awarded for that j^{th} Subject. After registration and completion of I Year I Semester however, the SGPA of that Semester itself may be taken as the CGPA, as there are no cumulative effects.

Illustration of calculation of SGPA

Course/Subject	Credits	Letter Grade	Grade points	Credit Points
Course 1	4	A	8	$4 \times 8 = 32$
Course 2	4	O	10	$4 \times 10 = 40$
Course 3	4	B	6	$4 \times 6 = 24$
Course 4	3	B	6	$3 \times 6 = 18$
Course 5	3	A+	9	$3 \times 9 = 27$
Course 6	3	B	6	$3 \times 6 = 18$
	21			159

$$\text{SGPA} = 159/21 = 7.57$$

Illustration of calculation of CGPA

Semester	Credits	SGPA	Credits * SGPA
Semester I	24	7	$24 \times 7 = 168$
Semester II	24	6	$24 \times 6 = 144$
Semester III	24	6.5	$24 \times 6.5 = 156$
Semester IV	24	6	$24 \times 6 = 144$
	96		612

$$\text{CGPA} = 612/96 = 6.37$$

10.0 Award of Degree and Class

10.1 If a student who registers for all the specified Subjects/ Courses as listed in the Course Structure, satisfies all the Course Requirements, and passes the examinations prescribed in the entire PG Programme (PGP), and secures the required number of **68** Credits (with $\text{CGPA} \geq 6.0$), shall be declared to have 'QUALIFIED' for the award of the M.Tech. Degree in the chosen Branch of Engineering and Technology with the specialization that he was admitted into.

10.2 Award of Class

After a student has earned the requirements prescribed for the completion of the programme and is eligible for the award of M.Tech. Degree, he shall be placed in one of the following three classes based on the CGPA:

Class Awarded	CGPA
First Class with Distinction	≥ 7.75
First Class	$6.75 \leq \text{CGPA} < 7.75$
Second Class	$6.00 \leq \text{CGPA} < 6.75$

A student with final CGPA (at the end of the PGP) < 6.00 shall not be eligible for the Award of Degree.

11.0 Withholding of Results

If the student has not paid the dues, if any, to GNIT/ University or if any case of indiscipline is pending against him, the result and degree of the student will be withheld and he will not be allowed into the next semester.

12.0 General

12.1 Credit: A unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical work/field work per week.

12.2 Credit Point: It is the product of grade point and number of credits for a course.

12.3 Wherever the words "he", "him", "his", occur in the regulations, they shall include "she", "her".

12.4 The academic regulation should be read as a whole for the purpose of any interpretation.

12.5 In case of any doubt or ambiguity in the interpretation of the above rules, the decision of GNIT/ University is final.

12.6 GNIT/ University may change or amend the academic regulations or syllabi at any time and the changes or amendments made shall be applicable to all the students with effect from the dates notified by GNIT/ University.

MALPRACTICES RULES

DISCIPLINARY ACTION FOR IMPROPER CONDUCT IN EXAMINATIONS

S. No	Nature of Malpractices/Improper conduct	Punishment
	If the candidate:	
1.(a)	Possesses or keeps accessible in the examination hall, any paper, notebook, programmable calculators, Cell phones, pager, palm computers, or any other form of the material concerned with or related to the subject to 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)	Gives assistance or guidance or receives it from any other candidate orally or by any other body language methods or communicates through cell phones with any candidate or persons in or outside the exam hall in respect of any matter.	Expulsion from the examination hall and cancellation of the performance in that subject only of all the candidates 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 calculator, palm computer, or any other form of material relevant to the subject to the examination (theory or practical) in which the candidate is appearing.	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 to appear for the remaining examinations of the subjects of that Semester/year. The Hall Ticket of the candidate is to be cancelled and sent to the University.

Academic Regulations of M.Tech (Regular) Programmes, 2022-23 (R22)

3.	impersonates any other candidate in connection with the examination.	The candidate who has impersonated shall be expelled from the examination hall. The candidate is also debarred and forfeits the 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 for examinations of the remaining subjects of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all University examinations. The continuation of the course by the candidate is subject to academic regulations in connection with the forfeiture of the seat. If the imposter is an outsider, he will be handed over to the police and a case is registered against him.
4.	answer book or additional sheet, during or after the examination.	Expulsion from the examination hall and cancellation of the 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/year. The candidate is also debarred for two consecutive semesters from class work and all University examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with the forfeiture of the seat.
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 walkout 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-charge, or any person on duty in or outside the examination hall or any 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 examination.	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 candidate(s) has (have) already appeared and shall not be permitted to appear for the remaining examinations of the subjects of that semester/year. The candidates 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.

Academic Regulations of M.Tech (Regular) Programmes, 2022-23 (R22)

7.	Leaves the exam hall taking away the answer script or intentionally tears off the script or any part thereof inside or outside the examination hall.	Expulsion from the examination hall and cancellation of the 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/year. The candidate is also debarred for two consecutive semesters from class work and all University examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with the forfeiture of seat.
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 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/year. The candidate is also debarred and forfeits the seat.
9.	If the 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.	Student of the colleges 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/year. The candidate is also debarred and forfeits the seat. Person(s) who do not belong to the College will be handed over to the 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 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/year.
11.	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/year examinations.
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.	

Malpractices identified by squad or special invigilators

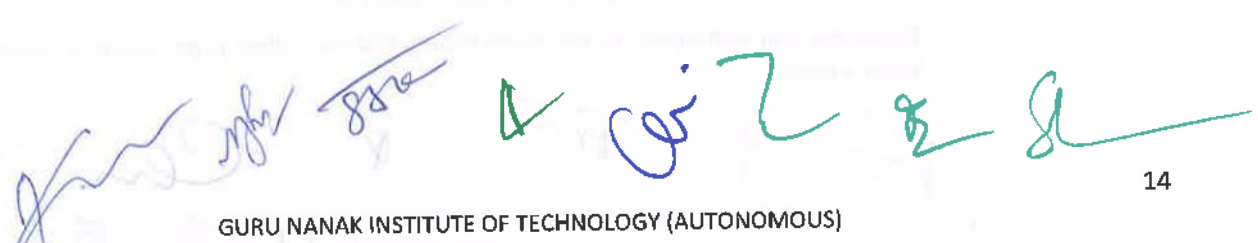
1. Punishments to the candidates as per the above guidelines.
2. Punishment for institutions: (if the squad reports that the college is also involved in encouraging malpractices)



 GURU NANAK INSTITUTE OF TECHNOLOGY (AUTONOMOUS)

Academic Regulations of M.Tech (Regular) Programmes, 2022-23 (R22)

- (i) A show cause notice shall be issued to the college.
- (ii) Impose a suitable fine on the college.
- (iii) Shifting the examination centre from the college to another college for a specific period of not less than one year.



Annexure -II c

R 22 Regulations for MBA

**GURU NANAK INSTITUTE OF TECHNOLOGY
(AUTONOMOUS)**



GURU NANAK INSTITUTE OF TECHNOLOGY (AUTONOMOUS)

Ibrahimpattanam, R. R. District, Hyderabad-501506

Telangana, India

Handwritten signatures in blue and green ink at the bottom of the page.

GURU NANAK INSTITUTE OF TECHNOLOGY

ACADEMIC REGULATIONS OF MBA (REGULAR/FULL TIME) PROGRAM

UNDER CHOICE BASED CREDIT SYSTEM (CBCS) 2022-23 (R22)

(Effective for the students admitted into I year from the Academic Year 2022-23 and onwards)

1 MBA PROGRAMME IN MANAGEMENT

GURU NANAK INSTITUTE OF TECHNOLOGY (AUTONOMOUS) – GNIT offers Two Years (Four Semesters) full-time Master of Business Administration (MBA) Degree Programme, Under CBCS 2022-23 (R22)

(Effective for the students admitted into I year from the Academic Year 2022-23 and onwards.)

2 ELIGIBILITY FOR ADMISSIONS

- 2.1 Admission to the MBA programme shall be made subject to eligibility, qualification prescribed by the University from time to time.
- 2.2 Admission to the MBA programme shall be made on the basis of either the merit rank or Percentile obtained by the qualified student in the relevant qualifying Examination/ the merit rank obtained by the qualified student in an entrance test conducted by Telangana State Government (ICET) for MBA programme / an entrance test conducted by JNTUH/ on the basis of any other exams approved by the University, subject to reservations as laid down by the Govt. from time to time.
- 2.3 The medium of instructions for MBA Programme will be **ENGLISH** only.

3 MBA PROGRAMME STRUCTURE

- 3.1 The MBA Programme of GNIT (Autonomous) (JNTUH) is in Semester pattern, with **Four Semesters** consisting of **Two** academic years, each academic year having **Two Semesters (First/Odd and Second/Even Semesters)**. Each Semester shall be of 22 weeks duration (inclusive of Examinations), with a minimum of 90 instructional days per Semester.
- 3.2 The two-year MBA program consists of 102 compulsory credits and the student has to register for all 102 credits and earn all 102 credits for the award of MBA degree. There is **NO** exemption of credits in any case.
- 3.3 The student shall not take more than **four** academic years to fulfill all the academic requirements for the award of MBA degree from the date of commencement of first year first semester, failing which the student shall forfeit the seat in MBA programme.
- 3.4 **UGC/AICTE** specified definitions/descriptions are adopted appropriately for various terms and abbreviations used in these PG academic regulations, as listed below:

3.4.1 Semester Scheme

Each Semester shall have 'Continuous Internal Evaluation (CIE)' and 'Semester End Examination (SEE)'. Choice Based Credit System (CBCS) and Credit Based Semester System (CBSS) are taken as 'references' for the present set of Regulations. The terms 'SUBJECT' and 'COURSE' imply the same meaning here and refer to 'Theory Subject', or 'Lab Course', or 'Seminar', or 'Internship', or 'Project' as the case may be.

3.4.2 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)/ laboratory/practical (P) or tutorials (T) courses.

ACADEMIC REGULATIONS OF MBA (REGULAR/FULL TIME) PROGRAM FOR 2022-23 (R22)

- Other student activities like study tour, guest lecture, conference/workshop participations, technical paper presentations, and identified mandatory courses, if any, will not carry credits.

3.4.3 Subject Course Classification

All subjects/courses offered for the MBA Degree Programme is broadly classified as follows. GNIT/ University has followed in general the guidelines issued by AICTE/UGC.

S.No.	Broad Course Classification	Course Group/ Category	Course Description
1	Core Courses (CoC)	CC -CoreCourses	Includes subjects related to the management
		Project Work	MBA Project or PG Project or Major Project
		Seminar/Pre-Submission Project Seminar / Summer Internship	Seminar based on core contents related to management
2	Elective Courses (EE)	PE-Professional Electives	Includes elective subjects related to the specialization
		OE -OpenElectives	Elective subjects which include inter-disciplinary subjects

4 COURSE REGISTRATION

- 4.1** A 'Faculty Advisor or Counselor' shall be assigned to each specialization, who will advise on the MBA, its Course Structure and Curriculum, Choice/Option for Subjects/ Courses, based on his competence, progress, pre-requisites and interest.
- 4.2** The Academic Section of the College invites 'Registration Forms' from students within 15 days from the commencement of class work 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 his Faculty Advisor, which should be submitted to the College Academic Section through the Head of Department (a copy of it being retained with Head of Department, Faculty Advisor and the Student).
- 4.4** 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.
- 4.5** Subject/ Course Options exercised through ON-LINE Registration are final and CANNOT be changed, nor can they be inter-changed; further, alternate choices also will not be considered. However, if the Subject/ Course that has already been listed for Registration by GNIT/ University in Semester could not be offered due to unforeseen or unexpected reasons, then the student will be allowed to have an alternate choice either for a new Subject, if it is offered, or for another existing Subject (subject to availability of seats). Such alternate arrangements will be made by the Head of Department, with due notification and time-framed schedule, within the FIRST WEEK from the commencement of Class-work for that Semester.

5 ATTENDANCE REQUIREMENTS

The programmes are offered on the basis of a unit system with each subject being considered a unit. Attendance is calculated separately for each subject.

ACADEMIC REGULATIONS OF MBA (REGULAR/FULL TIME) PROGRAM FOR 2022-23 (R22)

- 5.1 Attendance in all classes (Lectures/Laboratories) is compulsory. The minimum required attendance in each theory including the attendance of mid-term examination / Laboratory etc. is 75%. Two periods of attendance for each theory subject shall be considered, if the student appears for the mid-term examination of that subject. A student shall not be permitted to appear for the Semester End Examinations (SEE), if his attendance is less than 75%.
- 5.2 **Condoning of shortage of attendance** (between 65% and 75%) up to a maximum of 10% (considering the days of attendance in sports, games, NCC, NSS activities and Medical grounds) in each subject of a semester shall be granted by the College Academic Committee on genuine reasons.
- 5.3 Shortage of Attendance below 65% in any subject shall in **no case be condoned**.
- 5.4 A Student, whose shortage of attendance is **not condoned** in any subject(s) in any semester, is considered detained in that subject(s) and is not eligible to write Semester End Examination(s) of such subject(s) in that semester, and he has to seek re-registration for those subject(s) in subsequent semesters, and attend the same as and when offered.
- 5.5 A student fulfills the attendance requirement in the present semester, shall not be eligible for readmission into the same class.
- 5.6 A prescribed fee per subject shall be payable for condoning shortage of attendance after getting the approval of College Academic Committee for the same. The College Academic Committee shall maintain relevant documents along with the request from the student.
- 5.7 A Candidate shall acquire minimum required attendance subject-wise in at least THREE theory subjects in each semester for promoting to next Semester.

6 ACADEMIC REQUIREMENTS

The following academic requirements have to be satisfied, in addition to the attendance requirements mentioned in item no. 5. The performance of the candidate in each semester shall be evaluated subject-wise, with a maximum of 100 marks per subject/course (theory / laboratory), on the basis of Internal Evaluation (for 40 marks) and Semester End Examination (for 60 marks).

- 6.1 A student shall be deemed to have satisfied the academic requirements and earned the credits allotted to each subject/course, if he secures not less than 40% of marks (24 out of 60 marks) in the End Semester Examination, and a minimum of 50% of marks in the sum total of CIE (Continuous Internal Evaluation) and SEE (Semester End Examination) taken together; in terms of Letter Grades and this implies securing 'B' Grade or above in a subject.
- 6.2 A student shall be deemed to have satisfied the academic requirements and earned the credits allotted to a subject/ course, if he secures not less than 50% of the total marks. The student is deemed to have failed, if he does not submit a report on summer internship or does not make a presentation of the same before the evaluation committee as per schedule, in such a case, he has to reappear for the same during the supplementary examinations as
- and when the notification is issued, subject to item 3.2.
- 6.3 A student shall register for all subjects for total of **102** credits as specified and listed in the course structure for the chosen specialization, put in the required attendance and fulfill the academic requirements for securing **102** credits obtaining a minimum of 'B' Grade or above in each subject, and all **102** credits securing Semester Grade Point Average (**SGPA**) ≥ 6.0 (in each semester) and final Cumulative Grade Point Average (**CGPA**) (i.e., CGPA at the end of MBA Programme) ≥ 6.0 , to complete the MBA Programme successfully.

- Note:** (1) The SGPA will be computed and printed on the marks memo only if the candidate passes in all the subjects offered and gets minimum 'B' grade in all the subjects.
- (2) CGPA is calculated only when the candidate passes in all the subjects offered in all the semesters

- 6.4 Marks and Letter Grades obtained in all those subjects covering the above specified **102** credits alone

ACADEMIC REGULATIONS OF MBA (REGULAR/FULL TIME) PROGRAM FOR 2022-23 (R22)

shall be considered for the calculation of final CGPA, which will be indicated in the GradeCard /Marks Memo of second year second semester.

- 6.5 If a student registers for extra subject(s) (in the parent specialization or other specializations of Management) other than those listed subjects totaling to 102 credits as specified in the course structure, the performance in extra subject(s) (although evaluated and graded using the same procedure as that of the required 102 credits) will not be considered while calculating the SGPA and CGPA. For such extra subject(s) registered, percentage of marks and Letter Grade alone will be indicated in the Grade Card/Marks Memo, as a performance measure, subject to completion of the attendance and academic requirements as stated in items 5 and 6.1 - 6.3.
- 6.6 When a student is detained due to shortage of attendance in any subject(s) in any semester, no Grade allotment will be made for such subject(s). However, he is eligible for re-registration of such subject(s) in the subsequent semester(s), as and when next offered, with the academic regulations of the batch into which he is re-registered, by paying the prescribed fees per subject. In all these re-registration cases, the student shall have to secure a fresh set of internal marks and Semester End Examination marks for performance evaluation in such subject(s), and SGPA/CGPA calculations.
- 6.7 A student eligible to appear for the Semester End Examination in any subject, but absent from it or failed (failing to secure 'B' Grade or above), may reappear for that subject at the supplementary examination as and when conducted. In such cases, his Internal Marks assessed earlier for that subject will be carried over, and added to the marks secured in the supplementary examination, for the purpose of evaluating his performance in that subject.
- 6.8 A Student who fails to earn 102 credits as per the specified course structure, and as indicated above, within four academic years from the date of commencement of his first year first semester, shall forfeit his seat in MBA programme and his admission shall stand cancelled.

7

EVALUATION - DISTRIBUTION AND WEIGHTAGE OF MARKS

The performance of a student in each semester shall be evaluated subject-wise (irrespective of credits assigned) for a maximum of 100 marks. The MBA project work (main project viva voce) will also be evaluated for 100 marks.

- 7.1 For the theory subjects 60 marks shall be awarded for the performance in the Semester End Examination and 40 marks shall be awarded for Continuous Internal Evaluation (CIE). The Continuous Internal Evaluation shall be made based on the average of the marks secured in the two Mid-Term Examinations conducted, first Mid-Term examinations in the middle of the Semester and second Mid-Term examinations during the last week of instruction.

In CIE, for theory subjects, during a semester, there shall be two mid-term examinations. Each Mid-Term examination consists of two parts i) Part - A for 10 marks, ii) Part - B for 15 marks with a total duration of 2 hours as follows:

1. Mid-Term Examination for 25 marks:
 - a. Part - A: Objective/quiz paper/Short Note for 10 marks.
 - b. Part - B: Descriptive paper for 15 marks.

Student shall have to earn 40%, i.e. 10 marks out of 25 marks from average of two mid-term examinations (I Mid-Term & II Mid-Term).

The remaining 15 marks of Continuous Internal Assessment (out of 40) are distributed as:

2. Assignment for 5 marks. (Average of 2 Assignments each for 5 marks)
3. PPT/Poster Presentation/ Case Study/Video presentation/Survey/Field Study/Group discussion /Role Play on a topic in the concerned subject for 5+5 =10 marks before II Mid-Term Examination.

- The objective/quiz paper is set with multiple choice, fill-in the blanks, match the following type of questions and short notes for a total of 10 marks. The descriptive paper shall contain 5 full questions out of which, the student has to answer 3 questions, each carrying 5 marks. The student has to get minimum of 40% (on 25 marks allocated for Mid-Term examinations) on average of two Mid-Term examinations.

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.

ACADEMIC REGULATIONS OF MBA (REGULAR/FULL TIME) PROGRAM FOR 2022-23 (R22)

Five (5) 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-term examination, and the second assignment should be submitted before the conduct of the second mid-term examination. The average of the two assignments shall be taken as the final marks for assignment (for 5 marks).

PPT/Poster Presentation/ Case Study/ Video presentation/ Survey/ Field Study/ Group discussion /Role Play on a topic in the concerned subject for 5+5 = 10 marks before II Mid-Term Examination.

The details of the end semester question paper pattern are as follows:

7.2 The semester end examinations (SEE), for theory subjects, will be conducted for 60 marks consisting of two parts viz. i) **Part- A** for 10 marks, ii) **Part - B** for 50 marks.

Part-A is a compulsory question which consists of ten sub-questions from all units carrying equal marks.

Part-B consists of five questions (numbered from 2 to 6) carrying 10 marks each. Each of these questions is from each 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.

The duration of Semester End Examination is 3 hours.

7.3 For practical subjects there shall be a Continuous Internal Evaluation (CIE) during the semester for 40 marks and 60 marks for semester end examination. Out of the 40 marks for internal evaluation:

1. A write-up on day-to-day experiment in the laboratory (in terms of aim, components/procedure, expected outcome) which shall be evaluated for 10 marks
2. 10 marks for viva-voce (or) tutorial (or) case study (or) application (or) poster presentation of the course concerned.
3. Internal practical examination conducted by the laboratory teacher concerned shall be evaluated for 10 marks.
4. The remaining 10 marks are for Laboratory Project, which consists of the Project design / Program execution / field study submission which shall be evaluated after completion of laboratory course and before semester end practical examination.

The Semester End Examination shall be conducted with an external examiner and the laboratory teacher. The external examiner shall be appointed from the cluster/ other colleges which will be decided by the examination branch of GNIT/ University.

In the Semester End Examination held for 3 hours and total 60 marks are divided and allocated as shown below:

1. 10 marks for write-up
2. 15 for experiment/program
3. 15 for evaluation of results
4. 10 marks for presentation on another experiment/program in the same laboratory course
5. 10 marks for viva-voce on concerned laboratory course

7.4 For conducting laboratory end examinations, one internal examiner and one external examiner are to be appointed by the Principal of the College and this is to be informed to the Director of Evaluation within two weeks, before commencement of the lab end examinations. The external examiner should be selected from outside the College concerned but within the cluster. No external examiner should be appointed from any other College in the same cluster/any other cluster which is run by the same Management. A candidate has to secure a minimum of 50% of marks to be declared successful. If he fails to obtain the minimum marks, he has to reappear for the same during the supplementary examinations as and when conducted, subject to item 3.3.

7.5 There shall be a summer internship during the summer vacation of I Year II Semester and the evaluation is done in II Year I Semester. Summer internship Report has to be submitted to the department after approval by the concerned supervisor/mentor and the Head of the department. Summer internship Report is evaluated for 100 marks. The report has to be evaluated by the Head, Supervisor/mentor and a senior faculty of the department. A candidate has to secure a minimum of 50% of marks to be declared successful. If he fails to obtain the minimum marks, he has to reappear for the same during the supplementary examinations as and when conducted, subject to item 3.2.

7.6 Every candidate shall be required to submit a thesis or dissertation on a topic approved by the Project Review Committee.

ACADEMIC REGULATIONS OF MBA (REGULAR/FULL TIME) PROGRAM FOR 2022-23 (R22)

- 7.7** A Project Review Committee (PRC) shall be constituted with the Head of the Department as Chairperson, Project Supervisor and one senior faculty member of the Departments offering the MBA programme.
- 7.8** Registration of Project Work: A candidate is permitted to register for the project work at the beginning of II Year II Semester after satisfying the attendance requirement in all the subjects, both theory and laboratories upto II Year I Semester. The duration of the project work is one semester.
- 7.9** After satisfying 7.8, a student, in consultation with his Project Supervisor, has to present the title, objective, and plan of action of his project work to the Project Review Committee (PRC) for approval within **two weeks** from the commencement of II Year II Semester. The student can initiate the Project work after obtaining the approval of the PRC. The Supervisor and PRC will examine the progress of the Project Work during pre-submission project seminar. For the subject 'pre- submission project seminar', there will be only internal evaluation for 100 marks. Evaluation shall be done by the PRC for 50 marks and the Supervisor shall evaluate the work for another 50 marks. A candidate has to secure a minimum of 50% of marks to be declared successful. If he fails to obtain the minimum marks, he has to reappear for the same during the supplementary examination as and when notification is issued, subject to item 3.3. Pre-submission project seminar has to be conducted along with 1st and 2nd mid-term examinations.
- 7.10** If a candidate wishes to change his supervisor or topic of the project, he can do so with the approval of the PRC. However, the PRC shall examine whether or not the change of topic/supervisor leads to a major change of his initial plans of project proposal. If yes, his date of registration for the project work starts from the date of change of Supervisor or topic as the case may be.
- 7.11** A candidate is permitted to submit project thesis with the approval of PRC not earlier than **16 weeks** from the date of commencement of fourth semester. For the approval of PRC, the candidate shall submit the draft copy of thesis to the Head of the Department and make an oral presentation before the PRC during the Pre-submission project seminar at 2nd mid-term examinations.
- 7.12** After approval from the PRC, a soft copy of the thesis should be submitted for ANTI-PLAGIARISM check and the plagiarism report should be submitted to the GNIT (Autonomous) and be included in the final thesis. The Thesis will be accepted for submission, if the similarity index is less than **30%**. If the similarity index has more than the required percentage, the student is advised to modify accordingly and re-submit the soft copy of the thesis after one month. The maximum number of re-submissions of thesis after plagiarism check is limited to **TWO**. The candidate has to register for the Project work and work for one semester. After three attempts, the admission is liable to be cancelled. The college authorities are advised to make plagiarism check of every soft copy of theses before submissions.
- 7.13** Three copies of the Project Thesis certified by the supervisor shall be submitted to the College/School/Institute.
- 7.14** The thesis shall be adjudicated by an external examiner selected by the Principal. For this, the HOD of the Department shall submit a panel of **three** examiners from among the list of experts in the relevant specialization as submitted by the supervisor concerned and Head of the Department.
- 7.15** If the report of the external examiner is unsatisfactory, the candidate shall revise and resubmit the Thesis. If the report of the examiner is unsatisfactory again, the thesis shall be summarily rejected. Subsequent actions for such dissertations may be considered, only on the specific recommendations of the external examiner and /or Project Review Committee. No further correspondence in this matter will be entertained, if there is no specific recommendation for resubmission.
- 7.16** If the report of the external examiner is satisfactory, the Head of the Department shall coordinate and make arrangement for the conduct of Main Project Viva - Voce examination. The Main Project Viva-Voce examination will be evaluated for 100 marks. The Main Project Viva-Voce examination shall be conducted by a board consisting of the Supervisor, Head of the Department and the external examiner who adjudicated the Thesis. The candidate has to secure a minimum of 50% of marks in Main Project Viva-Voce examination. For Main Project Viva - Voce examination one external examiner shall be allotted for a group of ten students (in a panel minimum of three students should be there). The Main Project Viva-Voce examination shall be conducted within two weeks after completion of the fourth semester end examinations. The Students need to prepare the PPT (Slides) of the project work for the Viva -voce examination.

ACADEMIC REGULATIONS OF MBA (REGULAR/FULL TIME) PROGRAM FOR 2022-23 (R22)

- 7.17 If he fails to fulfill the requirements as specified in 7.16, he will reappear for the Main Project Viva-Voce examination only after three months. In the reappeared examination also, if he fails to fulfill the requirements, he will not be eligible for the award of the degree, unless he is asked to revise and resubmit his project work by the board within a specified time period (within **four** years from the date of commencement of his first year first semester).
- 7.18 The Main Project Viva-Voce External examination marks must be submitted to the GNIT (Autonomous) on the day of the examination.

8 RE-ADMISSION/RE-REGISTRATION

A student, who has discontinued the MBA degree programme due to any reason whatsoever, maybe considered for '**readmission**' into the same degree programme (with the same specialization) with the academic regulations of the batch into which he gets readmitted, with prior permission from the authorities concerned, subject to item 6.6.

- 8.1 If a student is detained in a subject (s) due to shortage of attendance in any semester, he may be permitted to **re-register** for the same subject(s) in the same category (core or elective group) or equivalent subject, if the same subject is not available, as suggested by the Board of Studies of that department, as and when offered in the subsequent semester(s), with the academic regulations of the batch into which he seeks re-registration, with prior permission from the authorities concerned, subject to item 3.2.
- 8.2 A candidate shall be given one chance to re-register and attend the classes for a maximum of two subjects, if the internal marks secured by a candidate are less than 50% and failed in those subjects but fulfilled the attendance requirement. A candidate must re-register for failed subjects within four weeks of commencement of the class work and secure the required minimum attendance. In the event of the student taking this chance, his Continuous Internal Evaluation (internal) marks and Semester End Examination marks obtained in the previous attempt stand cancelled.

9 EXAMINATIONS AND ASSESSMENT - THE GRADING SYSTEM

- 9.1 Grades will be awarded to indicate the performance of each student in each Theory Subject, or Lab/Practicals, or Seminar, or Project, etc., based on the % of marks obtained in CIE + SEE (Continuous Internal Evaluation + Semester End Examination, both taken together) as specified in Item 7 above, and a corresponding Letter Grade shall be given.
- 9.2 As a measure of the student's performance, a 10-point Absolute Grading System using the following Letter Grades (UGC Guidelines) and corresponding percentage of marks shall be followed:

% of Marks Secured in a subject/Course (Class Intervals)	Letter Grade (UGC Guidelines)	Grade Points
90% and above ($\geq 90\%$, $\leq 100\%$)	O (Outstanding)	10
Below 90% but not less than 80% ($\geq 80\%$, $< 90\%$)	A ⁺ (Excellent)	9
Below 80% but not less than 70% ($\geq 70\%$, $< 80\%$)	A (Very Good)	8
Below 70% but not less than 60% ($\geq 60\%$, $< 70\%$)	B ⁺ (Good)	7
Below 60% but not less than 50% ($\geq 50\%$, $< 60\%$)	B (above Average)	6
Below 50% ($< 50\%$)	F (FAIL)	0
Absent	Ab	0

- 9.3 A student obtaining F Grade in any Subject is deemed to have 'failed' and is required to reappear as 'Supplementary Candidate' for the Semester End Examination (SEE), as and when conducted. In such cases, his Internal Marks (CIE Marks) in those subjects will remain as obtained earlier.
- 9.4 If a student has not appeared for the examinations, 'Ab' Grade will be allocated to him for any subject and shall be considered 'failed' and will be required to reappear as 'Supplementary Candidate' for the Semester End Examination (SEE), as and when conducted.
- 9.5 A Letter Grade does not imply any specific marks percentage; it is only the range of percentage of marks.
- 9.6 In general, a student shall not be permitted to repeat any Subject/ Course (s) only for the sake of 'Grade Improvement' or 'SGPA/ CGPA Improvement'.

ACADEMIC REGULATIONS OF MBA (REGULAR/FULL TIME) PROGRAM FOR 2022-23 (R22)

- 9.7 A student earns Grade Point (GP) in each Subject/ Course, on the basis of the Letter Grade obtained by him in that Subject/ Course. The corresponding 'Credit Points' (CP) are computed by multiplying the Grade Point with Credits for that particular Subject/ Course.

$$\text{Credit Points (CP)} = \text{Grade Point (GP)} \times \text{Credits} \dots \text{For a Course}$$

- 9.8 The student passes the Subject/ Course only when he gets $GP \geq 6$ (B Grade or above).
- 9.9 The Semester Grade Point Average (SGPA) is calculated by dividing the Sum of Credit Points (ΣCP) 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

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

where 'i' is the Subject indicator index (taking 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^{th} Subject, and G_i represents the Grade Points (GP) corresponding to the Letter Grade awarded for that i^{th} Subject.

- 9.10 The Cumulative Grade Point Average (CGPA) is a measure of the overall cumulative performance of a student over 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 Second Semester onwards, at the end of each Semester, as per the formula

$$\text{CGPA} = \{\sum_{i=1}^M C_i G_i\} / \{\sum_{i=1}^M C_i\} \dots \text{For each semester registered}$$

(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' for from the 1st Semester onwards upto and inclusive of the Semester S (obviously $M > N$), 'j' is the Subject indicator index (taking into account all Subjects from 1 to S Semesters), C_j is the no. of Credits allotted to the j^{th} Subject, and G_j represents the Grade Points (GP) corresponding to the Letter Grade awarded for that j^{th} Subject. After registration and completion of I Year I Semester however, the SGPA of that Semester itself may be taken as the CGPA, as there are no cumulative effects.

Illustration of calculation of SGPA

Course/Subject	Credits	Letter Grade	Grade points	Credit Points
Course 1	4	A	8	$4 \times 8 = 32$
Course 2	4	O	10	$4 \times 10 = 40$
Course 3	4	B	6	$4 \times 6 = 24$
Course 4	3	B	6	$3 \times 6 = 18$
Course 5	3	A+	9	$3 \times 9 = 27$
Course 6	3	B	6	$3 \times 6 = 18$
	21			159

$$\text{SGPA} = 159/21 = 7.57$$

Illustration of calculation of CGPA

Semester	Credits	SGPA	Credits * SGPA
Semester I	24	7	$24 \times 7 = 168$
Semester II	24	6	$24 \times 6 = 144$
Semester III	24	6.5	$24 \times 6.5 = 156$
Semester IV	24	6	$24 \times 6 = 144$
	96		612

$$\text{CGPA} = 612/96 = 6.37$$

ACADEMIC REGULATIONS OF MBA (REGULAR/FULL TIME) PROGRAM FOR 2022-23 (R22)

10.1 If a student who registers for all the specified Subjects/ Courses as listed in the Course Structure, satisfies all the Course Requirements, and passes the examinations prescribed in the entire MBA Programme, and secures the required number of **102 Credits** (with CGPA ≥ 6.0), shall be declared to have 'QUALIFIED' for the award of the MBA Degree that he was admitted into.

10.2 Award of Class

After a student has earned the requirements prescribed for the completion of the programme and is eligible for the award of MBA Degree, he shall be placed in one of the following three classes based on the CGPA:

Class Awarded	CGPA
First Class with Distinction	≥ 7.75
First Class	$6.75 \leq \text{CGPA} < 7.75$
Second Class	$6.00 \leq \text{CGPA} < 6.75$

A student with final CGPA (at the end of the MBA Programme) < 6.00 shall not be eligible for the Award of Degree.

11 WITHHOLDING OF RESULTS

If the student has not paid the dues, if any, to GNIT/ University or if any case of indiscipline is pending against him, the result and degree of the student will be withheld and he will not be allowed into the next semester.

12 GENERAL

- 12.1 Credit:** A unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching (lecture or tutorial) or one hour of practical work/field work per week.
- 12.2 Credit Point:** It is the product of grade point and number of credits for a course.
- 12.3** Wherever the words "he", "him", "his", occur in the regulations, they shall include "she", "her".
- 12.4** The academic regulation should be read as a whole for the purpose of any interpretation.
- 12.5** In case of any doubt or ambiguity in the interpretation of the above rules, the decision of GNIT/ University is final.
- 12.6** GNIT/ University may change or amend the academic regulations or syllabi at any time and the changes or amendments made shall be applicable to all the students with effect from the dates notified by GNIT/ University.

13 TRANSITORY REGULATIONS

- A. For students detained due to shortage of attendance:
1. A Student who has been detained in I year of R19 Regulations due to lack of attendance, shall be permitted to join I year I Semester of R22 Regulations and he is required to complete the study of MBA programme within the stipulated period of four academic years from the date of first admission in I Year.
 2. A student who has been detained in any semester of II year of R18 regulations for want of attendance, shall be permitted to join the corresponding semester of R22 Regulations and is required to complete the study of MBA within the stipulated period of four academic years from the date of first admission in I Year. The R22 Academic Regulations under which a student has been readmitted shall be applicable to that student from that semester. See rule (B) for further Transitory Regulations.
- B. For readmitted students in R22 Regulations:
3. A student who has failed in any subject under any regulation has to pass those subjects under the

ACADEMIC REGULATIONS OF MBA (REGULAR/FULL TIME) PROGRAM FOR 2022-23 (R22)

same regulations.

4. The maximum number of 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 R22 Regulations. **There is NO exemption of credits in any case.**
5. If a student is readmitted to R22 Regulations and has any subject with 80% of the syllabus common with his/her previous regulations, that particular subject in R22 Regulations will be substituted by another subject to be suggested by GNIT/ University.

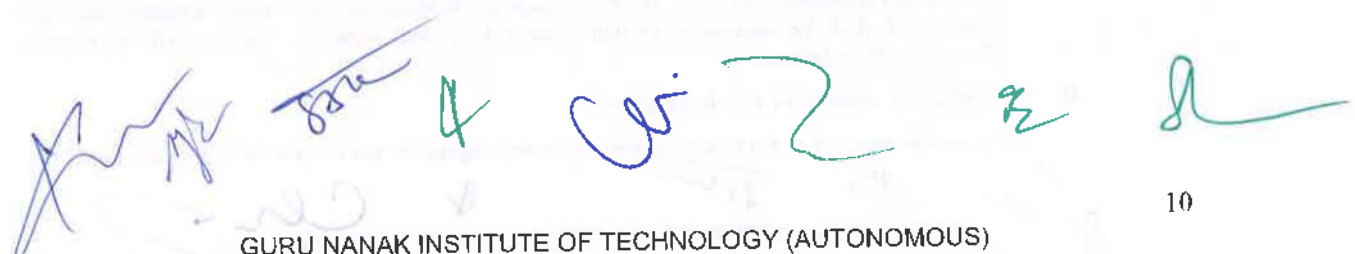
Note: If a student readmitted to R22 Regulations and has not studied any subjects/topics in his/her earlier regulations of study which is a prerequisite for further subjects in R22 Regulations, the College Principals concerned shall conduct remedial classes to cover those subjects/topics for the benefit of the students.

14 STUDENT TRANSFERS

- 14.1 There shall be no branch transfers after the completion of admission process.
- 14.2 There shall be no transfers from one college/stream to another within the constituent colleges and units of Jawaharlal Nehru Technological University Hyderabad.
- 14.3 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.
- 14.4 The transferred students from other Universities/Institutions to JNTUH affiliated colleges who are on rolls are to be provided one chance to write the CBT (for internal marks) in the **equivalent subject(s)** as per the clearance letter issued by GNIT/ University.
- 14.5 The autonomous affiliated colleges have to provide one chance to write the internal examinations in the **equivalent subject(s)** 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 GNIT/ University.

15 MAL-PRACTICES RULES AND DISCIPLINARY ACTION FOR /IMPROPER CONDUCTING OF EXAMINATIONS

S. No.	Nature of Malpractices/Improper conduct	Punishment
If the candidate:		
1.(a)	Possesses or keeps accessible in examination hall, any paper, note book, programmable calculators, Cell phones, pager, palm computers, Bluetooth devices, digital watches or any other form of material concerned with or related to the subject to 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)	Gives assistance or guidance or receives it from any other candidate orally or by any other body language methods or communicates through cell phones with any candidate or persons in or outside the exam hall in respect of any matter.	Expulsion from the examination hall and cancellation of the performance in that subject only of all the candidates involved. In case of an outsider, he will be handed over to the police and a case is registered against him.



ACADEMIC REGULATIONS OF MBA (REGULAR/FULL TIME) PROGRAM FOR 2022-23 (R22)

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 to the examination (theory or practical) in which the candidate is appearing.	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 to appear for the remaining examinations of the subjects of that Semester/year. The Hall Ticket of the candidate is to be cancelled and sent to the University.
3.	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 and forfeits the 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 for examinations of the remaining subjects of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all University examinations. The continuation of the course by 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.	Snuggles 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 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/year. The candidate is also debarred for two consecutive semesters from class work and all University examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat.
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-charge, or any person on duty in or outside the examination hall or any 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 examination.	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 candidate(s) has (have) already appeared and shall not be permitted to appear for the remaining examinations of the subjects of that semester/year. The candidates 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.

ACADEMIC REGULATIONS OF MBA (REGULAR/FULL TIME) PROGRAM FOR 2022-23 (R22)

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 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/year. The candidate is also debarred for two consecutive semesters from class work and all University examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat.
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 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/year. The candidate is also debarred and forfeits the seat
9.	If 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.	Student of the colleges 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/year. The candidate 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 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/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 candidate has appeared including practical examinations and project work of that semester/ year examinations.
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.	

Malpractices identified by squad or special invigilators

1. Punishments to the candidates as per the above guidelines.
2. Punishment for institutions: (if the squad reports that the college is also involved in encouraging malpractices)
 - (i) A show-cause notice shall be issued to the college.
 - (ii) Impose a suitable fine on the college.
 - (iii) Shifting the examination center from the college to another college for a specific period of not less than one year

