

**ACADEMIC RULES AND REGULATIONS GOVERNING:**

**BACHELOR OF TECHNOLOGY (B.Tech.),  
UNDERGRADUATE (UG) PROGRAMS**

**AND**

**MASTER OF TECHNOLOGY (M.Tech.),  
POST-GRADUATE (PG) PROGRAMS**

**(With effect from 2025-26)**





| • CONTENTS                        |                                                                                                                                    |      |
|-----------------------------------|------------------------------------------------------------------------------------------------------------------------------------|------|
| Section                           | Particulars                                                                                                                        | Page |
| ABOUT THE INSTITUTE               |                                                                                                                                    |      |
| FROM THE DESK OF DEAN (ACADEMICS) |                                                                                                                                    |      |
| 1                                 | ORDINANCES                                                                                                                         | 4    |
| 2                                 | Organizational Structure and Academic Administration                                                                               | 5    |
| 3                                 | Short Title and Commencement                                                                                                       | 5    |
| 4                                 | Definitions                                                                                                                        | 6    |
| 5                                 | Admissions                                                                                                                         | 7    |
| 6                                 | Academic Calendar                                                                                                                  | 8    |
| 7                                 | In-campus Residence                                                                                                                | 8    |
| 8                                 | Code of Conduct & Discipline                                                                                                       | 9    |
| 9                                 | Programme Duration                                                                                                                 | 10   |
| 10                                | Course Structure                                                                                                                   | 10   |
| 11                                | Multiple exits, multiple entries                                                                                                   | 13   |
| 12                                | Semester-wise credit distribution structure for a four-year UG Programme                                                           | 15   |
| 13                                | Attendance                                                                                                                         | 18   |
| 14                                | Grading system                                                                                                                     | 19   |
| 15                                | Performance Assessment                                                                                                             | 20   |
| 16                                | Temporary withdrawal                                                                                                               | 25   |
| 17                                | Termination from the Programme                                                                                                     | 25   |
| 18                                | Eligibility for the Award of Degree                                                                                                | 25   |
| 19                                | Performance (CGPA) Improvement Scheme                                                                                              | 26   |
| 20                                | Conversion Formula for Grades to Percentage of Marks                                                                               | 27   |
| 21                                | Additional credit with B. Tech in Honors, Honors with research and major in the Engineering discipline with double minors' schemes | 28   |
| 22                                | Course Activity and Event Grade Point Scheme                                                                                       | 28   |
| 23                                | Rules for Branch Change                                                                                                            | 28   |
| 24                                | Quality Standards                                                                                                                  | 29   |
| 25                                | Interpretation                                                                                                                     | 29   |



**ABOUT THE INSTITUTE :**

Welcome to Vidya Pratishthan's Kamalnayan Bajaj Institute of Engineering & Technology (VPKBIET), Baramati, an institution dedicated to academic excellence, research innovation, and holistic student development. VPKBIET provides a dynamic learning environment where students can explore, innovate, and grow. With a wide array of undergraduate, master's, and doctoral programs, the institute fosters an ecosystem that nurtures both intellectual and professional aspirations.

VPKBIET has student-centered institutional development as a motto. We are committed to pursuing academic excellence to develop a student with comprehensive technical knowledge and an integrated personality. We prepare students to think globally, act locally, involve individually, and systemize institutionally to meet emerging industrial and social needs.

**INSTITUTE VISION:**

- To achieve academic excellence through persistent and synergic collaborations among all stakeholders.

**INSTITUTE MISSION:**

- To ensure holistic development of students as lifelong learners and problem solvers through value-based quality education.
- To motivate faculty to attain the state-of-the-art knowledge and wisdom in their domain and be a facilitator towards the co-creation of knowledge.
- To frame and deploy conducive and empowering policies for the multifaceted growth of students, faculty, and staff to make them contributors towards excellence.
- To partner with industry for mutually beneficial relations to generate an employable and deployable workforce.
- To fulfill the aspirations of alumni, parents, society, region, and nation at large by generating technically competent and contributing manpower.



## 1. ORDINANCES

- These Ordinances will be called and referred to as B. Tech. (UG) and M. Tech. (PG) Rules of Vidya Pratishthan's Kamalnayan Bajaj Institute of Engineering & Technology, Baramati (VPKBIET).
- This booklet provides comprehensive information on the Rules for B.Tech. (UG) and M. Tech. (PG) programs.
- The provisions in these Rules govern the conditions for admissions, structure of the program, imparting course instructions (imparting courses of instruction), conducting examinations, and evaluation of the performance of students leading to the B. Tech. (UG) and M. Tech. (PG) degree programs at Vidya Pratishthan's Kamalnayan Bajaj Institute of Engineering & Technology, Baramati (VPKBIET).
- This ordinance supersedes all previous ordinances, rules, and regulations and is effective from the academic year 2025-2026 onward.
- The curriculum intends to provide broad-based knowledge and simultaneously build a temperament for the lifelong process of learning and exploring. At the undergraduate level, a student needs to do compulsory foundation courses in the areas of Humanities, Basic Sciences, and Social Sciences, apart from the departmental requirements. Departmental courses (core and electives) constitute a minimum of 50% of the total curriculum. Further, students are allowed open electives to broaden an inter-disciplinary knowledge base and to specialize in an area outside the parent discipline.
- The Institute follows the semester system. An academic year is from July to June the next year. Each academic year is divided into two semesters, each lasting 18-to-19 weeks, inclusive of evaluation, grade finalization, and other academic activities. Each semester provides at least 70 teaching days, ensuring a minimum of 40 teaching contact hours per week, spread over five working days. The semester running from the first week of July to the last week of November is referred to as the ODD SEMESTER, while the semester from January to last week of April is termed the EVEN SEMESTER. This is followed immediately by the Summer Term, which usually ends in the last week of June. A detailed schedule is provided in the Academic Calendar, which is made available before the start of the academic year.
- Keeping in view the new technical developments and to allow students some freedom to explore topics of their interest, the Undergraduate Program curriculum provides additional opportunities and flexibility for students to optimize their learning experience. This needs continuous and meticulous planning of the academic profile on the part of each student to fully utilize the opportunities. The students and parents/guardians are therefore advised in their interest to get fully familiar with the academic system of the Institute. Student's attention is brought particularly to the assessment procedures and the specific rules governing the grading system, academic performance requirements, etc. The institute offers its students the best opportunities needed to create outstanding engineers. It is hoped that students would strive hard to utilize the resources available to fully develop their potential as engineers.
- The medium of instruction of all the UG / PG courses in the Institute is English.



- The provisions of these Rules shall also apply to any new discipline that will be introduced from time to time and added to the list of Academic Programs.
- Notwithstanding all that has been stated in the Ordinance and Rules, the Academic Council of the Institute has the right to review, change, and modify the rules from time to time or as the case may be.
- In case of any doubt or dispute arising about the interpretation of the Ordinance and Rules, the same shall be referred to the Chairperson, Academic Council, whose decision shall be final and binding for all concerned.

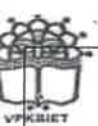
## 2. Organizational Structure and Academic Administration

The academic programs of the institute are governed by Rules and Regulations approved by the Academic Council from time to time. The Academic Council is a statutory and supreme body that governs all academic matters of the institute, and the rulings of the Academic Council Chairman (Principal of the Institute) are final regarding all academic issues.

A definite schedule is set by the Dean of Academics for various academic activities, through an Academic Calendar approved by the Academic Council and issued at the beginning of each academic session/year. The Academic Council continuously assesses the academic programs and makes appropriate revisions/modifications/improvements as and when required. The performance of each student is monitored by a Faculty Advisor. Administrative back-up for all academic matters is provided by the Academic Section and Exam Section.

## 3. Short Title and Commencement

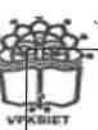
- 3.1 These Regulations shall be known as the "Vidya Pratishthan's Kamalnayan Bajaj Institute of Engineering and Technology, Baramati (VPKBIET) Regulations for the Award of the B.Tech Degree". The regulations are subject to amendments made by the Academic Council, with the approval of the Board of Governors (BOG) of the college, from time to time, and in consideration of the recommendations of the Board of Studies.
- 3.2 They have been evolved, and drafted, for the implementation after deliberations in and approvals from the Academic Council and the Board of Governors of the Institute and are subject to change/modifications from time to time; (major modifications at a frequency of FOUR years in synchronization with the Curriculum Structure revision and minor changes as and when applicable).
- 3.3 The current version shall apply to students enrolling in all the B.Tech. Degree Programmes at the Institute from the Academic Year 2024-25.



#### 4. Definitions

- "Academic Council" means the Academic Council of the Institute;
- "Academic Year" means the year beginning from 1st July to 30th June the following year;
- "Authority" means the Government of Maharashtra or Savitribai Phule Pune University or Board of Governors of VPKBIET, Baramati, or Principal of VPKBIET, Baramati, as applicable;
- "B. Tech" means Bachelor of Technology, an Undergraduate Degree awarded by the University.
- "BoS" means Board of Studies of a specific Department of the Institute;
- "Course" means an individual teaching subject that typically lasts in a semester;
- "Dean" means Dean of the Institute, with the specific functions also indicated along with the title;
- "ISE" means In Semester Examination;
- "ESE" means End Semester Examination;
- "Government" means the Government of Maharashtra;
- "HoD" means Head of the Department of a specific Department of the Institute;
- "Bachelor's Engg. / Tech. Degree in chosen Major, Engg. / Tech. Discipline with Multidisciplinary Minor (169 credits).
- Bachelor's Engg./ Tech. Honors Degree in chosen Major Engg./ Tech. Discipline with Multidisciplinary Minor (169 + 18 credits)
- Bachelor's Engg./ Tech. Honors with Research Degree in chosen Major Engg./ Tech. Discipline with Multidisciplinary Minor (169 +18 credits)
- Bachelor's Engg./ Tech. Degree in chosen Major Engg./ Tech. Discipline with Double Minor (Multidisciplinary and Specialization Minor, 169 + 18 credits)
- "Institute" means Vidya Pratishthan's Kamalnayan Bajaj Institute of Engineering & Technology, Baramati (VPKBIET, BARAMATI);
- "BSC" means Basic Science course
- "ESC" means Engineering Science course
- "PCC" means Programme Core Course
- "PEC" Programme Elective Course
- "MDM" means Multidisciplinary Minor courses
- "OE" Open Elective
- "VSEC" means Vocational and Skill Enhancement Course
- "AEC" means Ability Enhancement Course
- "HSSM" means Humanities, Social Science, and Management
- "IKS" means Indian Knowledge System
- "VEC" means Value Education Course
- "RM" means research methodology
- "CEP" means Community Engagement Project
- "OJT" means on-the-job training
- "CC" means Co-curricular courses.
- "Prescribed" means prescribed by these or any other Regulations of the Institute from time to





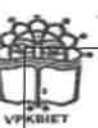
time;

- "Programme" means a combination of courses and/or requirements to be completed that leads to a degree or certificate. For Example, B. Tech in Civil Engineering with Multidisciplinary Minor, B. Tech in Mechanical Engineering with Multidisciplinary Minor etc.
- "Regulations" means VPKBIET, Baramati Regulations for the Award of B. Tech Degree;
- "University" means Savitribai Phule Pune University (SPPU)
- "UG" means Undergraduate Degree programme;
- "UGC" means University Grants Commission.
- "Academic Autonomy" means freedom granted by the University to the College in all aspects of conducting its academic programmes for promoting academic excellence.
- "Regular Students" means students who are admitted to the first year of the respective programme
- "Lateral Entry" means students who are admitted to the third semester of the respective programme (Undergraduate Engineering Programme or the Post Graduate programme).

## 5. Admissions

- a) The intake capacity of each programme, including the number of seats to be reserved for the students of different categories, shall be decided and resolved by the Academic Council, approved by the Governing Body, and informed to the University, by following the Government directives and AICTE guidelines. The same channel shall be followed for the inception of new UG Programmes in the Institute.
- b) Admissions to the first year of all the UG programmes shall be made before the start of each Academic Year as per the guidelines by DTE, through the Maharashtra Common Entrance Test (MH CET) conducted by the Government, or based on any other relevant Entrance Examination or eligibility criteria as decided and published by the Government for that year.
- c) There shall be There shall also be a merit-based, lateral admission of students having a Diploma or equivalent qualification to the second year of all the UG programmes at the Institute in accordance with the Government rules from time to time as applicable for such admissions.
- d) The Institute reserves the right to revoke the admission made to a student if it is found at any time after admission that he/she does not fulfill all the requirements stipulated in the offer of admission to a UG programme as laid down by the Authority.
- e) The Institute also reserves the right to cancel the admission of any student and discontinue his/her studies at any stage of studentship for unsatisfactory academic performance and/or undisciplined conduct. Also, in the case the student wants to cancel his/her admission due to any personal reasons, at any juncture, he/she shall need to apply through a proper channel. The admission shall be canceled after obtaining 'NO-DUES' from ALL relevant sections of the Institute, as per the norms.



**6. Academic Calendar**

- a. Each Academic Year shall be divided into two main semesters, each of 18-19 weeks, viz., odd semester (July – November) and even semester (January – May), and an 8-week Summer Term (Supplementary Semester, May – June).
- b. The Institute shall arrange regular academic activities for the students during the two semesters and makeup courses for the students during the Summer Term.
- c. The academic activities in a semester shall normally include course registration, teaching-learning process consisting of course activity, In-semester Examination (ISE), End Semester Examination (ESE), and declaration of results.
- d. The Institute shall announce the schedule for all the academic activities well before the commencement of the Academic Year and take all the necessary steps to follow them scrupulously.
- e. The Institute shall also announce adequate intra-semester and inter-semester breaks for the students and ensure that a minimum of 180 academic working days are available during the Academic Year.
- f. The academic activities of the Institute are regulated by the Academic Calendar approved by the Academic Council. It is mandatory for students/faculty to strictly adhere to the academic calendar for completion of academic activities. The Academic Calendar can be seen at the Academic Office homepage of the institute website ([www.VPKBIET.ac.in](http://www.VPKBIET.ac.in)).

**7. In Campus Residence**

- f) Interested students may apply for hostel accommodation at the time of admission to Vidya Pratishthan as per the predefined norms of the trust.
- g) The method of admission for UG students' hostels, rent payable per seat allotted, and the discipline to be followed by the residents shall be governed by the trust. "Rules and Regulations" framed by the Vidya Pratishthan.
- h) Each UG student selected for hostel admission shall be provided with a seat in one of the hostel rooms identified for this purpose on a sharing basis, and there shall be no family accommodation available in the hostel for married students.
- i) Students residing in the hostels shall adhere to the prescribed hostel discipline and pay the hostel/mess charges regularly, as any failure to do so may lead to a withdrawal of hostel facilities for such students.
- j) Hostel residents shall apply for a leave of absence and get the same approval before leaving the hostel, even for a few days, as any failure to do so may lead to the cancellation of hostel admission of such students.
- k) Students residing in the hostels shall be required to clear all the dues of the hostel at the end of each Academic Year, and take admission in the new Academic Year.



**8. Code of Conduct & Discipline**

- a) All students are required to conduct themselves inside and outside the Institute in a manner befitting students of a national institution of high repute.
- b) Anti-social activities like ragging in any form will not be tolerated inside or outside the Institute, and students caught doing so will be dealt with severely and dismissed from the Institute as per the rules of the Anti-Ragging Act.
- c) The following additional acts omitted and/or committed by students inside or outside the Institute premises constitute a gross violation of the Code of Conduct and will be punished as indiscipline:
  - i. Willful damage to the property of the Institute/Hostel or of fellow students;
  - ii. Lack of courtesy and decorum, as well as indecent behavior;
  - iii. Possession/consumption/distribution of alcoholic drinks and banned drugs, including chewing of tobacco, smoking, etc.
  - iv. Mutilation or unauthorized possession of library material, like. books;
  - v. Noisy and unseemly behavior, disturbing the peace in the Institute/Hostel;
  - vi. Hacking in computer systems, either hardware or software or both;
  - vii. Any other act considered by the Institute as of gross indiscipline.
- d) In each case above, the punishment shall be based on the gravity of the offense, ranging from reprimand, levy of fine, expulsion from Hostel, debarment from the examination, rustication for a period, to outright expulsion.
- e) The reprimanding authority for an offense committed by students in the Hostels and the Department or the classroom shall be, respectively, the Rector of the Hostels and the Head of the concerned Department.
- f) In all the cases of offenses committed by students in jurisdictions outside the purview of Clause (e), the Dean of Students Affairs shall be the Authority to reprimand them.
- g) All major acts of indiscipline involving punishment other than mere reprimand shall be considered and decided by the Chairman, Students Disciplinary Committee appointed by the principal.
- h) All other cases of indiscipline of students, like the adoption of unfair means in the examinations, shall be reported to the Dean of Academics, for taking appropriate action and deciding on the punishment to be levied. Guidelines for unfair means/malpractices during examinations are described in detail in Section 14.
- i) In all the cases of punishment levied on the students for any offense committed, the aggrieved party shall have the right to appeal to the principal, who shall constitute appropriate Committees to review the case.



**9. Programme Duration**

- a) The minimum duration of the UG Programme for a student to complete the academic and other requirements at the Institute and qualify for the award of Degree by the University shall normally be 8 semesters, i. e. four Academic Years.
- b) Academically weaker students shall be encouraged to conduct their studies at a slower pace and complete their UG degree requirements in more than eight semesters. The maximum duration for the course completion shall be of 16 semesters, i.e. 8 Academic Years from the first date of registration in the Institute.
- c) Clause (b) above shall apply to three types of students at the Institute:
  - i. Those who wish to complete the UG Degree requirements comfortably without encountering failure in any course;
- d) Those who failed to complete the due credits of a particular semester and went on to accumulate backlogs.
- e) Those who wish to avail a temporary withdrawal from the Programme after receiving approval from the Authorities. The details about this clause are given in Section 22.
- f) In all the cases above (c), a student shall have to complete the UG Degree Programme requirements of the prescribed credits within 16 semesters, i. e. 8 Academic Years. (16 semesters i.e, 8 academic years) Failure to complete the UG Degree Programme requirements by any student in this period shall lead to the cancellation of his/her admission to the Institute forthwith.
- g) A student shall not be awarded a UG Degree for a Programme if the Cumulative Grade Point Average (CGPA) at the end of the programme is less than 5. For such students, the Performance (CGPA) Improvement Scheme is recommended, wherein the student is eligible to take any three courses for improvement. The details about the Performance (CGPA) Improvement Scheme are given in Section 22.

**10. Course Structure**

- a) Each course offered in the B. Tech. the curriculum at the Institute shall be listed by using a certain alphanumeric course code in which the first set is letters and the remaining are numerals, as follows:
  - i. The first two sets of letters to represent the Programme of a specific Department offering the course in abbreviated form, e.g., CE for Civil Engineering;
  - ii. The next two sets of numerals follow to represent the start year of the programme; e.g.23 for 2023.
  - iii. The next set of numerals represents the year of course, e.g.,1 for first year,2 for second year, etc.
  - iv. The next two sets of numerals represent the Course Number allotted for the course by the Department, i.e., 01, 02, 03, etc, for I semester and 11,12,13, etc, for II semester;





- v. Thus, as an example, courses offered at the Department of Civil Engineering in the year 2023 for first year shall be listed from CE23101;
- b) Each course offered in the M. Tech. program at the Institute shall be listed by using a certain alphanumeric course code in which the first set is letters and the remaining are numerals, as follows:
  - vi. The first three sets of letters to represent the master specific specialization course in abbreviated form, e.g., MRA for Master in Robotics & Automation;
  - vii. The next two sets of numerals follow to represent the start year of the programme; e.g., 23 for 2023.
  - viii. The next set of numerals represents the year, of course, e.g., 1 for first year, 2 for second year, etc.
  - ix. The next two sets of numerals represent the Course Number allotted for the course by the Department, i.e., 01, 02, 03, etc, for I semester and 11, 12, 13, etc, for II semester;
  - x. Thus, as an example, Master courses offered at the Department of Mechanical Engineering in the year 2023 for the first year shall be listed from MRA23101;
- c) All the theory as well as laboratory courses in the B.Tech. and M.Tech. Curriculum will have 1-4 credits and a student shall acquire these credits after he/she completes its teaching-learning-evaluation process successfully.
- d) The assignment of credits to coursework shall follow the well-accepted practice at leading institutions, with one credit being defined to mean:
  - e) Theory/Lecture course conducted for one hour per week in a semester;
  - f) Tutorial conducted for one hour per week in a semester;
  - g) Laboratory/Practical conducted for two/four hours per week in a semester;
  - h) Project work conducted for four hours per week in a semester;
  - i) Internship work conducted for four hours per week in a semester.
- j) Credits offered per Semester will be 20-22. While minimum credits are mandatory as per the National Credit Framework, the Universities and Autonomous Engineering Colleges can evolve the mechanism for providing Semester/level-wise credit attainment flexibility within the broad framework. Thus, the Fourth Year of Bachelor's Engg. / Tech. Degree with four various options:\
- k) Bachelor's Tech. (B.Tech.) in the chosen Major Engg./ Tech. discipline with B.Tech. (Multidisciplinary Minor) (MDM) (169+18 credits), by earning 18 additional credits candidate can earn the following degrees:
- l) Bachelor's Engg./ Tech. Honors Degree in the chosen Major of Engineering./ Tech. Discipline with Multidisciplinary Minor (169+18 credits), by earning 18 additional credits candidate can earn the following degrees. The decision regarding the mechanism of distribution of these 18-20 credits over semesters III to VIII, which are over and above the minimum 160-maximum.176 Credits prescribed for Four Year Multidisciplinary Bachelor's Degree in Engg./Tech., will be taken by the Academic Authorities of the University/ Autonomous Engineering Colleges.
- m) Bachelor's Engg./ Tech. Honors with Research Degree in chosen Major Engg./ Tech.



Discipline with Multidisciplinary Minor (169+18 credits), by earning 18 additional credits candidate can earn the following degrees. The decision regarding the distribution of 18 credits for Research Project in Semesters VII and VIII of the Fourth Year will be taken by the Academic Authorities of University/ Autonomous Engineering Colleges

- n) Bachelor's Engg./ Tech. Degree in chosen Major Engg./ Tech. Discipline with Double Minor (Multidisciplinary and specializations Minor) (169+18 credits), by earning 18 additional credits candidate can earn the following degrees. He decision regarding the mechanism of distribution of these 18-20 credits over semesters III to VIII, which are over and above the minimum 160-maximum 176 Credits prescribed for a Four-Year Multidisciplinary Bachelor's Degree in Engg./ Tech., will be taken by the Academic Authorities of the University/ Autonomous Engineering Colleges.
- o) Under Bachelor's Engg./ Tech. Honors with Research Degree in chosen Major Engg./ Tech. Discipline with Multidisciplinary Minor (180-194 credits), the students will work on a research project or dissertation for 18 credits in the fourth year in the respective Major Engg./ Tech. Discipline. The decision regarding the distribution of 18 credits for the Research Project in Semesters VII and VIII of the Fourth Year will be taken by the Academic Authorities of the institute. These 18 Credits will be over and above the minimum (160-max.176) Credits prescribed for a Year Multidisciplinary Bachelor's Degree in Engg. / Tech. Program.
- p) Eligibility for admission to the UG Bachelor's Degree with Double Minor/ Honors / Research as per UGC guidelines: Minimum CGPA/CPI of 7.5 or minimum 75% after second semester for UG Bachelor's Degree with Double Minor/ Honors and Minimum CGPA/CPI of 7.5 or minimum 75% after sixth semester for UG Bachelor's Degree with Research.
- q) We promote all students for enrollment in their Registration on the Academic Bank of Credit (ABC) and they will get ABC ID. Credits awarded to a student for one programme from an institution may be transferred/redeemed by another institution upon the student's consent through ABC. These ABC IDs will be shared with Academic Institutions where they are enrolled/transferred. Credits earned by the student will reflect in the student's ABC account.
- r) Multi-institutional learning permission: The student shall be allowed to earn some credits from institutions/colleges other than the Main/ Parent College i.e., a college where students earn all their major credits (more than 50%), including credits for the core subject. Students enrolled in the degree programmes may avail of other elective courses credits from two different colleges affiliated with the same University and/or online courses available within the 40% cap mentioned by UGC.

**11. Multiple Exit, Multiple Entry**

a) **Multiple Exits:** Students will have the flexibility to enter a programme in odd semesters and exit a programme after the successful completion of even semesters as per their future career needs.

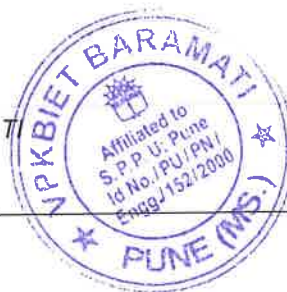
1. Students exiting the First-Year programme after securing a minimum of 44 credits will be awarded UG Certificate in the relevant Discipline /Subject, provided they secure 8 credits in work-based vocational courses or internship / Apprenticeship offered during summer vacation, in addition to 4 credits from skill-based courses earned during the first and second semester. The details of the courses are as below.

| Subject                       | Subject Credits | Teaching Scheme |    |    |     | Examination Scheme |     |     |                     |    |    |
|-------------------------------|-----------------|-----------------|----|----|-----|--------------------|-----|-----|---------------------|----|----|
|                               |                 |                 |    |    |     | Theory             |     |     | Practical/ Tutorial |    |    |
|                               |                 | WL Type         | TH | PR | TUT | CAA                | ISE | ESE | TW                  | PR | OR |
| Skill-Based Courses           | 02              | PR              |    |    |     | 10                 |     |     | 20                  |    | 30 |
| Work-Based Vocational Courses | 02              | PR              |    |    |     | 10                 |     |     | 20                  |    | 30 |
| Internship                    | 04              | PR              |    |    |     | 50                 |     |     | 50                  |    | 30 |
| Total                         |                 |                 |    |    |     | 70                 |     |     | 90                  |    | 90 |

2. Students exiting the Second Year Programme after securing a minimum of 88 credits will be awarded a UG Diploma in the relevant Discipline /Subject, provided they secure an additional 8 credits in skill-based vocational courses (skill-based courses, internship, mini-projects, etc.) offered during summer vacation after the second year. The details of the courses are as below.

| Subject             | Subject Credits | Teaching Scheme |    |    |     | Examination Scheme |     |     |                     |    |    |
|---------------------|-----------------|-----------------|----|----|-----|--------------------|-----|-----|---------------------|----|----|
|                     |                 |                 |    |    |     | Theory             |     |     | Practical/ Tutorial |    |    |
|                     |                 | WL Type         | TH | PR | TUT | Activity           | ISE | ESE | TW                  | PR | OR |
| Skill-Based Courses | 02              | PR              |    |    |     | 10                 |     |     | 20                  |    | 30 |
| Mini Project        | 02              | PR              |    |    |     | 10                 |     |     | 20                  |    | 30 |
| Internship          | 04              | PR              |    |    |     | 50                 |     |     | 50                  |    | 30 |
| Total               |                 |                 |    |    |     | 70                 |     |     | 90                  |    | 90 |

3. Students exiting the 3-year UG program will be awarded B.Voc. in the relevant Discipline /Subject upon securing a minimum of 128 credits with an additional 8 credits in skill-based vocational courses (skill-based courses, internship, mini projects, etc.) offered during summer vacation after the sixth semester. The details of the courses are as below.





| Subject             | Subject Credits | Teaching Scheme |    |    |     | Examination Scheme |     |     |                     |    |    |
|---------------------|-----------------|-----------------|----|----|-----|--------------------|-----|-----|---------------------|----|----|
|                     |                 |                 |    |    |     | Theory             |     |     | Practical/ Tutorial |    |    |
|                     |                 | WL Type         | TH | PR | TUT | Activity           | ISE | ESE | TW                  | PR | OR |
| Skill-Based Courses | 02              | PR              |    |    |     | 10                 |     |     | 20                  |    | 30 |
| Mini Project        | 02              | PR              |    |    |     | 10                 |     |     | 20                  |    | 30 |
| Internship          | 04              | PR              |    |    |     | 50                 |     |     | 50                  |    | 30 |
| Total               |                 |                 |    |    |     | 70                 |     |     | 90                  |    | 90 |

4. Exit options shall be provided with Certification, Diploma, to the students at the end of the second, fourth, and sixth semesters, respectively, in the four-year degree programme. Students will receive a Bachelor's degree with a single minor on completing all eight semesters of the UG Programmes either at a stretch or with opted exits and re-entries. In addition to this, students will receive a Bachelor's degree with a Double Minor/Honors/ Research subject to earning an additional 18 credits.

**(b) Re-entry or Lateral Entry:** Students, opting for exits at any level, will have the option to re-enter the programme from where they had left off, in the same or in a different higher education institution within four years of exit and complete the degree programme within the stipulated maximum period of eight years from the date of admission to first year UG or direct second year (DSE). Re-entry at various levels for lateral entrants in academic programmes shall be based on the earned and valid credits as deposited and accumulated in the Academic Bank of Credits (ABC) through Registered Higher & Technical Education Institutions (RHTEI) and proficiency test records. Lateral entry into the programme of study leading to the UG Diploma / UG Bachelor's Degree with single minor/ UG Bachelor's Degree with Double Minor/ Honors /Research will be based on the validation of prior learning outcomes achieved and subject to availability based on intake capacity.

Each student shall register for specifically prescribed credits per semester as per the respective UG Programme during his/her studentship at the Institute. The exact number of credits to be registered by a student in a semester in a particular Department shall be decided by his/her Faculty Advisor based on the student's academic performance in the preceding semesters.

The medium of instruction for coursework and examinations at the Institute shall be English. The coursework for the Programme shall be broadly divided into the following main course groups:

- Basic Science Courses including Mathematics (BSC)
- Engineering Science Courses (ESC)
- Programme core course (PCC)



- Programme Elective course (PEC)
- Multidisciplinary Minor Subject (MDM)
- Open Elective Courses (OE)
- Vocational and Skill Enhancement Courses (VSEC)
- Skill Enhancement Courses (SEC)
- Ability Enhancement Courses (AEC),
- Indian Knowledge System (IKS)
- Value Education Courses (VEC)
- Entrepreneurship/Economic/Management Courses.
- Community Engineering Project (CEP)/Field Projects (FP)
- Research Methodology
- Projects
- Internship/OJT
- Co-curricular courses (CC).
- Massive Open Online Courses (MOOC);

The BoS concerned department shall be responsible for designing and planning the curriculum and syllabi for all the courses included in the Programme for approval by the Academic Council. However, the Dean of Academics, along with the respective Heads of the Departments, shall be in charge of the Institute-wide implementation of coursework, timetable, and related requirements of the Programme.

The internship shall be offered in the VIII semester. Courses offered during the Internship semester shall be offered in online mode. The internship shall be monitored jointly by the faculty guide and the Industry/Organization mentor.



**12. Semester-wise Credit distribution structure for a four-year UG Engineering Program**

|       | Category                                         | Sem I | Sem II | Sem III | Sem IV | Sem V | Sem VI | Sem VII | Sem VIII | Total Credit |
|-------|--------------------------------------------------|-------|--------|---------|--------|-------|--------|---------|----------|--------------|
| BSC   | Basic Sciences                                   | 8     | 8      | 4       | -      | -     | -      | -       | -        | 20           |
| ESC   | Engineering Sciences                             | 8     | 6      | -       | -      | -     | -      | -       | -        | 14           |
| PCC   | Programme Core Course                            |       | 2      | 8       | 8      | 12    | 8      | 8       | 4        | 50           |
| PEC   | Programme Elective Course                        | -     | -      | -       | -      | 3     | 6      | 6       | 3        | 18           |
| MDM   | Multidisciplinary Minor                          | -     | -      | 3       | 3      | 3     | 3      | 3       | -        | 15           |
| OE    | Open Elective                                    | -     | -      | 2       | 2      | 2     | 2      | -       | -        | 8            |
| VSEC  | Vocational and Skill Enhancement Course          | 2     | 02     | -       | 2      | -     | -      | -       | -        | 6            |
| AEC   | Ability Enhancement Course                       | 2     | -      | -       | 2      | -     | -      | -       | -        | 4            |
| IKS   | Indian Knowledge System                          | -     | 2      | -       | -      | -     | -      | -       | -        | 2            |
| EEMC  | Entrepreneurship/ Economics / Management Courses | -     | -      | 3       | -      | -     | -      | -       | -        | 3            |
| VEC   | Value Education Course                           | -     | -      | -       | 3      | -     | -      | -       | -        | 3            |
| RM    | Research Methodology                             | -     | -      | -       | 2      | -     | 1      | 1       | -        | 4            |
| CEPFP | Comm. Engg. Project/ Field Project               | -     | -      | 2       | -      | -     | -      | -       | -        | 2            |
| PROJ  | Project                                          | -     | -      | -       | -      | -     | -      | 2       | 2        | 4            |
| IJOT  | Internship/On-the-job Training                   | -     | -      | -       | -      | -     | -      | -       | 12       | 12           |
| CC    | Co-curricular Courses                            | 2     | 2      | -       | -      | -     | -      | -       | -        | 4            |
|       | Total                                            | 22    | 22     | 22      | 22     | 20    | 20     | 20      | 21       | 169          |

**12. Course Registration for Semester**

- At the beginning of the first semester of the UG Programme, every student shall be required to register his/her profile on the Institute ERP portal and every student shall be allocated a unique Permanent Registration Number (PRN), which shall be used to identify a student at any time.
- Each Department shall assign Faculty advisors, one for each academic division/class for all of its students, taken together and a set of faculty mentors (one mentor for a group of 20 to 22





students, in a class), and update the Dean Academics, Dean Students Affairs, Examination Cell, and Students section with the lists of faculty advisors and mentors. The responsibilities of the Faculty Advisors/mentors shall include helping the students in planning their course work and other academic activities at the Department and regularly monitoring to advise them on their academic and other performance at the Institute. For the students of the First Year during the first two semesters, the Faculty Advisors may be assigned among all the teachers including Engineering, Basic Sciences, Mathematics, Chemistry, and Physics Departments. From the 2nd year upwards, the Department Faculty will guide and facilitate students in the roles of faculty advisors and mentors. till they successfully roll out of the institute.

- c) Each student shall be required to register for the coursework by following the advice of the Faculty Advisor at the commencement of each semester on the day fixed for semester credits registration as notified in the Academic Calendar.
- d) Students who fail to register for coursework on the notified date may be permitted by the Department for late registration till the last date of registration announced in the Academic Calendar after payment of additional late registration fees fixed by the Institute.
- e) Only those students shall be permitted to register for course work who have:
  - i. Cleared all dues of the Institute, Hostel, and Library including fines (if any) of the previous semester,
  - ii. Made all the required advance payments towards the Institute and Hostel dues for the current semester before the closing registration date and
  - iii. Not been debarred from registration of courses on any other specific ground.
- f) The students having 7.5 CGPA at first year can be eligible for admission to the UG Bachelor's Degree with Double Minor/ Honors /Research as per UGC and NEP 2020 guidelines: Minimum CGPA/CPI of 7.5 or minimum 75% after second semester for UG Bachelor's Degree with Double Minor/ Honors and Minimum CGPA/CPI of 7.5 or minimum 75% after sixth semester for UG Bachelor's Degree with Research.
- g) Each student shall fulfill the following conditions at the time of registration for coursework in any semester:
  - i. As per the University norms, the UG Degree shall not be awarded to those students who do not fulfill the Degree requirements of Programme completion within 8 Years from the first date of admission/ registration in the Institute for a UG Programme. Admissions of those UG students who don't complete the first 4 semesters in the first 4 Academic Years shall stand canceled as there shall be less possibility of Degree completion by these students in the prescribed period.

A Summer Exam shall be offered during the summer period as notified in the Academic Calendar, primarily to facilitate the students to re-attempt attend the First Year courses in which they have failed.



**13. Attendance**

- a) Each student shall be required to attend at least 75 percent of all the conducted classes, like lectures, tutorials, laboratories, studios, and workshops, to be permitted to attend the End Semester Examination. A student who has not attended a minimum of 75% of all the conducted classes shall be declared as detained for the course(s) and shall not be permitted to attend the End Semester Examination.
- b) Students shall also be required to take part in any other academic and co-extra-curricular activities and attend the camps, as and when arranged by the Institute during the Academic Year.
- c) Students desirous of continuous leave of absence for less than two weeks during a semester shall apply for it in advance to the Head of the Department, providing reasons and supporting documents, if any, and get it approved.
- d) Continuous absence due to illness or any other reason for a period less than two weeks in a semester, for which a student could not make a prior application, may be condoned by the Head of the Department after proper verification.
- e) The Dean of Academics shall be the Authority for sanctioning the leave of students outside clauses (d) and (e) above, after receiving their applications along with recommendations of the Heads of Departments.
- f) In the case of the long absence of a student in a semester with prior approval or otherwise, the Dean of Academics shall decide whether the student should be asked to withdraw from the Programme for that particular semester.
- g) In all the cases of leave of absence as per Clauses (d)-(f) above, the period of leave taken shall not be condoned to fulfil the attendance requirements stipulated in Clauses (a) and (b).
- h) It shall be the responsibility of a student residing in the hostel to inform the Warden of his/her hostel and also the concerned course instructors regarding his/her absence before proceeding on leave.

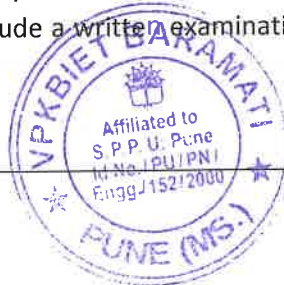
**14. Performance Assessment**

- a) There shall be an assessment evaluation of all the students attending a course, like a lecture course, Laboratory/Tutorial/Design/Drawing/Studio course, or a combination of the above (known as an Integrated course). This evaluation shall be done in three parts, as follows, all of them being important in assessing the students' performance and achievement in the particular course:

(i) **Activity (CAA)** : The weightage of activities is 10 marks. Activity consisting of Assignment, Seminar/Presentation(PPT/Poster), Model Making, Report/Leaflet/Brochure preparation, Group discussion, Mini Project, Survey paper, and participation in competition. The course Instructor shall declare the detailed evaluation scheme for activities conducted through the various segments mentioned above.

(ii) **In-semester Examination (ISE)**: normally conducted by the examination section. In sem examination is of 30 marks and based on the first two units. The exam paper setting & evaluation are the responsibility of the individual department.

(iii) **End Semester Examination (ESE)**: normally conducted by the examination section, course Instructor, preferably jointly with an external examiner; this shall include a written examination for theory courses





and term-work /practical/Oral examination with a built-in oral part for laboratory/design/drawing courses.

- b) ISE and ESE shall have 30:60 weightage. The performance of a student in a course shall be judged by taking into account the results of CAA, ISE and ESE together.
- c) While the conduct of ISE for a course shall be the responsibility of the COE, Course Instructor, and the Department concerned, ESE shall be organized centrally by the Examination Cell of the Institute. The records of both ISE and ESE shall be maintained by the Examination Cell.
- d) Question Papers: For being able to conduct achievement testing of the students effectively, a good question paper shall be used as the principal tool, making it necessary for the question papers at ISE and ESE to:
  - i. Cover the sections of the course syllabus uniformly;
  - ii. Be unambiguous and free from any defects/errors;
  - iii. Emphasize knowledge testing, problem solving, and quantitative methods;
  - iv. Contain adequate data/ other information on the problems assigned;
  - v. Have clear and complete instructions for the students.
  - vi. Be set taking into consideration Bloom's Taxonomy and align the questions to one or more Course outcomes (COs) as per the philosophy of Outcome Based Education (OBE).
- e) ISE shall be conducted by COE and the course Instructor, who shall spell out the components of the activity (CAA) in advance, maintain transparency in its operation, and declare the evaluation results in time as notified in the Academic Calendar. The course Instructor shall also show the assessed answer scripts to the students before submission of the final marks to the Controller of Examinations. The course Instructor shall also solve the questions asked in the tests at the tutorial sessions for the benefit of weak students.
- f) Attendance for all examinations, both ISE and ESE of each course lo , shall be compulsory for the students. Absence in any ISE tests shall automatically lead to awarding zero marks for the respective test. Absence in ESE shall automatically lead to the award of grade FF in that course.
- g) Students having the following deficiencies shall not be permitted to attend the ESE/Re-Examination/Summer Term:
  - I. Disciplinary action by the Institute pending against him/her;
  - II. Failure to meet the standards of attendance prescribed;
- h) The question papers, particularly at ESE, shall be set covering the remaining(Four Units) syllabus, and the students shall be allowed to answer questions from every unit of the syllabus. For this to be realized, the course syllabi shall be well-drafted, defect-free, and properly unitized (or modularized) to enable the distribution of questions in the question papers to cover the whole syllabus. These aspects shall have to be taken into account, in particular, by the concerned department.
- i) ESE shall be preferably conducted jointly by the course Instructor and an external examiner appointed for this purpose by the Institute. In this case, considering the tight schedule for the various tasks connected with ESE, the external examiner shall be associated with the course Instructor only in the setting of the question paper or conducting the practical and oral examinations.
- j) The answer scripts of ESE shall be evaluated by BOS, Course Instructor/External Examiner, as may be the case. The course Instructor shall also show the assessed answer scripts to the students before





submission of the final marks to the Controller of Examinations.

- k) A student must score a minimum of 40% in activity (CAA), ISE, and ESE to be eligible to get a letter grade other than FF.
- l) In the case of other requirements, such as seminar, comprehensive viva-voce, MLC, the assessment shall be made as determined by the Grade Awarding Authority of the Institute.
- m) There shall be a Re-examination per semester for all courses (theory and laboratory) for the students who are representing institutes in Sports/Extra Curricular activities in prestigious/recognized competitions with prior permission and recommendation from concerned authority. The application should be submitted before start of examination duly certified by faculty activity coordinator, Head of the Department, and the Head of the Institute.
- n) In order to express the course-wise learning experience of a student, the Institute announces the participation of each student in the syllabus and academic feedback twice every semester. The two feedbacks are known as the "In Semester Student's Feedback" and the "End Semester Student's Feedback," and their schedule shall be announced in the Academic Calendar. It is mandatory for every student to give feedback each semester.
- o) The hall tickets for examinations practiced at the institute assure the students for which examinations of which courses they shall be eligible to appear for. A student must present the Hall ticket ISE tests and the End Semester Examinations.
- p) The students shall be allotted the hall tickets only if they have given the In-Semester Student's Feedback and End Semester Student's Feedback before the ESE.
- q) Evaluation of Project work:
  - I. Scheme A:
    - i. The project work shall be conducted in two stages, spread over two consecutive semesters respectively.
    - ii. The project work shall be carried out under the supervision of a Project Supervisor (Guide) assigned by the department.
  - II. **Scheme B (Honors with research Degree)**
    - i. The project or dissertation work shall be conducted in two stages, during the odd and even semesters, and in an Industry/Research Organization or with an institute of higher academic eminence. The students will work on a research project or dissertation for 18 credits in the fourth year in the respective major engineering discipline.
    - ii. The project work shall be carried out under the supervision of Project Supervisors assigned by the department, as well as external Industry/Research Organization /Higher Academia.
    - iii. If the Industry/ Research Organization /Higher Academia has any Intellectual Property Rights concern, a Memorandum of Understanding (MoU) shall be signed between the Institute and Industry/ Research Organization /Higher Academia stating various norms.
  - III. **The evaluation of the project work** shall be based on the work assigned by the Project Supervisor(s), Project Presentation Examination, project report, and assessment by the Project Evaluation Committee. Project Presentation Evaluations shall comprise of a Mid-Semester evaluation and End Semester Evaluation, and both the evaluations shall be carried out at the department itself.
  - IV. In the case of Scheme A, at the end of the first stage, the student shall be required to submit a





preliminary report of the work done as part of the evaluation before a prescribed date to the Project Supervisor and present the same before an Internal Project Evaluation Committee. This shall be followed by taking up the second stage of work in the following semester.

- V. In the case of Scheme A, attendance is mandatory at the Institute, whereas for Scheme B at the Industry/ Research Organization/Higher Academia.
- VI. Before submission of the report at each stage, the plagiarism check of the report must have been carried out and should fall below 20% to become eligible to be considered for evaluation. While submitting for evaluation, the reports of each stage shall be accompanied with original report of the anti-plagiarism software approved by the Dean Academics or authorities, an undertaking from the student and a certificate from the Guide/Supervisor attesting to the originality of the work, vouching that there is no plagiarism and any other academic dishonesty and that the work has not been submitted for the award of any other degree of the same Institution where the work was carried out, or to any other institution.
- VII. The Controller of Examinations shall receive a panel of names as identified as the External Project Evaluation Committee for a student from the Chairman of the concerned department at least two weeks before the submission of the second stage of project work. In the case of Scheme B, one of the members of the External Project Evaluation Committee shall be from the Industry/ Research Organization/Higher Academia, if an MoU exists.
- VIII. A student shall submit three unbound, typed copies of the project report (one for each examiner), prepared according to the prescribed format required by the Department at least one week before the date of Project Presentation Examination.
- IX. The Department shall record the date of submission of the project report and arrange to send copies of the same to the External Project Evaluation Committee within a few days before the date fixed for the Project Presentation Examination. The department project coordinator shall notify the date of the Project Presentation Examination to the External Project Evaluation Committee and also to the student, with a copy marked to the Controller of Examinations. Then the project report shall be evaluated by the Project Evaluation Committee and the result shall be submitted to the Project Coordinator, who in turn shall forward it to the Controller of Examinations.
- X. On successful completion of the Project Presentation Examination, the student shall be required to submit two bound copies (and Scanned/soft copy) of the final, corrected project report, one being for the Department and the other for the Project Supervisor. In the case of Scheme B, the project report shall be endorsed by both the supervisors from the department as well as the Industry/ Research Organization/Higher Academia. Also, the project report shall include a certificate endorsed by the Industry/ Research Organization/Higher Academia.
- XI. A student desirous of extension of time, up to a maximum of 3 months (i.e. up to 31<sup>st</sup> August) from the prescribed date for submission of the project report, shall seek permission for the same from the Project Supervisor and Head of the Department.
- XII. The progress of a student in project work is insufficient; the concerned students shall be temporarily awarded the transitional grade 'I'. Further, if the project report of the student is not submitted within the extended period, the grade 'I' shall be automatically converted to the grade FF. Such students who fail in the assessment of project work shall be required to re-register in





the following semester.

### 15. Grading System

1. For every credit course taken by a student, a grade point is assigned based on the student's combined performance in all the evaluation schemes. The academic performance shall be graded on a ten-point scale as per guidelines given below. The letter grades and their equivalent grade points are listed in table 1.
2. The letter Grades awarded to a student in all the courses shall be converted into performance indices called Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA), Procedure for calculating the grade points is given below. An 'O' grade stands for outstanding achievement relative to the class. The 'C' grade stands for average performance and it refers to 'average' as per course teacher's expectations in a holistic sense and is not based on the class average. The 'P' grade stands for marginal performance and is the minimum passing grade.

Table 1 The Scheme for Grading

| Marks Obtained in % | Letter Grade | Assigned Grade point | Performance                                  |
|---------------------|--------------|----------------------|----------------------------------------------|
| 90 to 100           | O            | 10                   | Outstanding                                  |
| 80 to 89.9          | A+           | 09                   | Excellent                                    |
| 70 to 79.9          | A            | 08                   | Very Good                                    |
| 60 to 69.9          | B+           | 07                   | Good                                         |
| 50 to 59.9          | B            | 06                   | Above Average                                |
| 45 to 49.9          | C            | 05                   | Average                                      |
| 40 to 44.9          | P            | 04                   | Pass                                         |
| <40                 | FF           | 00                   | Fail due to poor performance                 |
| -                   | FX           | 00                   | Fail due to poor attendance                  |
| -                   | XX           | 00                   | Fail due to disciplinary action              |
| -                   | AC           | -                    | Non-credit course / Assignment Completed     |
| -                   | NC           | -                    | Non-credit course / Assignment Not Completed |

3. The 'FF' grade denotes poor performance. A student who obtains FF grade in any course shall either appear for summer Term examination or re-register for the course/s, till a passing grade is obtained. The 'FX' grade denotes failure of students due to shortage of minimum attendance



and not satisfactory performance in laboratory courses. The 'XX' grade denotes failure of students due to disciplinary action. A student who obtains 'FX or XX' grade in any course must necessarily reregister for the course in the subsequent semesters until a passing grade is obtained.

4. The concerned faculty shall use Continues Activity Assessment (CAA), ISE and ESE marks to decide the total marks. The marks obtained shall be up-to two decimal places and shall not be rounded. The total of CAA, ISE, and ESE will be computed and rounded to the nearest higher integer.
5. Grace Marks: The examinee shall be given the benefit of grace marks only for passing in each head of passing, (Theory/Practical/Oral) in External or Internal examinations as follows:

| Total Marks of Head of Passing | Grace Marks Upto | Total Marks of Head of Passing | Grace Marks Upto |
|--------------------------------|------------------|--------------------------------|------------------|
| 0-50                           | 2                | 150-200                        | 5                |
| 51-100                         | 3                | 200-250                        | 6                |
| 101-150                        | 4                | 251-300                        | 7                |

6. The benefit of such gracing marks given in different heads of passing shall not exceed 1% of the aggregate marks in that examination.
7. Grace marks will be given to obtain passing grade in theory written examinations irrespective of the number of courses the student passed or failed. Provided that rule number 5 and 6 should be followed.
8. Grace marks will be given to obtain passing grade to Summer Term or any re-registered or backlog student in theory written examinations. Provided that rule number 5 and 6 should be followed.
9. FF grade shall be assigned to a student in a theory course in the following cases; Sum of marks obtained by the student in CAA, ISE, ESE, and grace (if any) is less than 40%. Marks obtained in ESE are less than 40%.
10. FF grade shall be assigned in a laboratory course to a student who shall get less than 40% marks in laboratory ESE. FX grade shall be assigned in a laboratory course to a student having attendance less than minimum attendance required.
12. If a student gets FX or XX grade in any of the course/s, he/she will be detained in that course/s and he/she is not allowed to appear for ESE for that course/s. The student is required to re-register for the course by paying fees in the subsequent semesters (Summer Term) until a passing grade is obtained.

13. The student must earn 50% credit for promotion to the higher class.
14. By following the "Year Down Concept", for the transition to the (N+1) th year, all backlogs of the (N-1)th year must be cleared (where, N = 2nd year or 3rd year) by the students.

Table 2. Candidates must meet these eligibility conditions. B. Compilation of Grades

| Promoting to (Year) | Promotion Eligibility                                                                                        |                                                                                                              |
|---------------------|--------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|
| Category            | First Year Direct Admit                                                                                      | Second Year Lateral Entry                                                                                    |
| SY                  | 1. Minimum of 50% credits out of the total assigned FY credits                                               |                                                                                                              |
| TY                  | 1. Minimum of 60% credits out of the total assigned SY credits<br>2. CGPA $\geq$ 5.0 after completing the SY | 1. Minimum of 60% credits out of the total assigned SY credits<br>2. CGPA $\geq$ 5.0 after completing the SY |
| B. Tech. (Final)    | 1. Minimum of 50% credits out of the total assigned TY credits<br>2. CGPA $\geq$ 5.0 after completing the TY | 1. Minimum of 60% credits out of the total assigned TY credits<br>2. CGPA $\geq$ 5.0 after completing the TY |



**1. Calculation of Semester Grade Point Average (SGPA)**

a. The Semester Grade Point Average (SGPA) for each semester will be calculated only for those students who have passed all the subjects of that semester.

b. SGPA is the ratio of the sum of the products of the number of credits of a course ( $C_i$ ) and the grade points scored in that course ( $GP_i$ ), taken for all the courses, to the sum of the number of credits of all the courses ( $n$ ) in the semester.

$$SGPA = \frac{\sum_{i=1}^n C_i * GP_i}{\sum_{i=1}^n C_i}$$

Where  $n$  is the number of courses in that semester.

**2. Calculation of Cumulative Grade Point Average (CGPA)**

a. Cumulative Grade Point Average (CGPA) up to any semester will be calculated only for those students who have passed all the subjects up to that semester.

b. The CGPA will be calculated as follows:

$$CGPA = \frac{\sum_{i=1}^m C_i * GP_i}{\sum_{i=1}^m C_i}$$

Where  $C_i$  is the credit for the  $i^{\text{th}}$  course and  $GP_i$  is the grade point obtained by the student for the  $i^{\text{th}}$  course and  $m$  is the total number of courses up to that semester.

3. The CGPA is not average of SGPA. The SGPA & CGPA are calculated only after ESE & Make up Examination and will be rounded up to second decimal place.

**16. Temporary withdrawal**

(a) A student shall be permitted to withdraw temporarily from the Institute on grounds like prolonged illness, grave calamity in the family, or any other serious happening. The withdrawal shall be permitted for periods which are integral multiples of a semester, provided that:

- I. A student applies to the Institute within at least 6 weeks of the commencement of the semester or from the date the student last attended the classes, whichever is later, stating fully the reasons for such a withdrawal together with the supporting documents and signature of the guardian.
- II. The Institute is satisfied that even by taking into account the expected period of withdrawal, the student can complete the Programme requirements of prescribed credits within the time limits specified. i.e., within 8 years from the first date of registration in the Institute.
- III. The student shall have settled all the dues or demands at the Institute, including those of Hostel, Department, Library, and other units.

(b) A student availing of the temporary withdrawal from the Institute shall be required to pay such fees and/or charges as may be fixed by the Institute until the student's name appears on the Roll List. However, it shall be noted that the fees/charges once paid shall not be refunded.

(c) Normally, a student shall be entitled to avail the temporary withdrawal facility only once during the





studentship of the Programme at the Institute, not exceeding 2 semesters.

#### 17. Termination from the Programme

(a) A student shall be required to leave the Institute on the following grounds:

- I. Absence from classes for more than six weeks at a time in a semester without leave of absence being approved by the competent authorities shall result in the student's name being struck off the Institute rolls.
- II. Failure to meet the standards of discipline as prescribed by the Institute from time to time shall also result in the student being recommended by the Students' Disciplinary Committee to leave the Institute.
- III. Temporary withdrawal from the programme beyond 2 semesters.

(b) The admission shall be cancelled after obtaining 'NO-DUES' from ALL the relevant sections of the Institute, as per norms.

#### 18. Eligibility for the Award of Degree

(a) The Academic Council shall be the Recommending Authority for the award of all B. Tech. Degree to the students fulfilling the requirements specified under Clause (c) and the Board shall be the Approving Authority.

(b) The Degree award shall then be granted by the University.

(c) A student shall be eligible for the award of B. Tech. Degree (from the Institute and the University) provided, the student has:

- I. Completed all the prescribed credit requirements for the award of Degree with grade P or higher, in each of the courses, like Theory, Laboratory, Studio, Workshop, Seminar, Project Work, and acquired the prescribed credits within the prescribed number of Academic Years;
- II. Satisfactorily completed all the non-credit requirements with P grade, covering MLC and Industrial Training, Fieldwork (if any);
- III. Obtained a CGPA of  $\geq 5.00$  at the end of the semester in which he/she completes all the requirements for the award of UG Degree;
- IV. Paid all the dues to the Institute, including the Department, Hostels, Library, and other units; and,
- V. No case or disciplinary action pending against the student.
- VI. Earned his/her Activity Grade Sheet.

#### 19. Performance (CGPA) Improvement Scheme

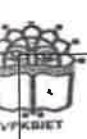
VII. A student shall be permitted to apply for CGPA improvement provided his/her CGPA is less than 6.75 after the declaration of result of that semester.

VIII. Students shall apply for the summer term examination during the given schedule usually within 7 days of result declaration of second term ESE.

IX. Students will be allowed to reappear for the examination for Grade improvement within the two years after the date of his passing of BTech/MTech. Students will be allowed for a maximum four attempts for his/her grade improvement during the stipulated period of two years.

X. Applicant should return his/her original result document/s at the time of applying. CGPA improvement procedure shall include result verification by examination cell, recommendation by HoD of respective department, payment of prescribed fee and final approval by Head of





Institute.

- XI. A student in third and final year, and student who has passed final year B. Tech. shall be permitted to apply for CGPA improvement provided his/her CGPA is less than 6.75 by the end of third/final year. Such students may apply for CGPA improvement by registering for summer term examination of the course(s) in which the student has obtained P or C grade.
- XII. A student who has passed M Tech. second year shall be permitted to apply for CGPA improvement provided his/her CGPA is less than 6.75 by the end of M.Tech. second year. Such students may apply for CGPA improvement by registering for summer term examination of the course(s) in which the student has obtained P or C grade.
- XIII. A student who has passed final year B.Tech. shall apply for CGPA improvement within 15 days after declaration of second term ESE examination result. He/she shall register for examination of the course(s) of final and third year in which the student wants to apply for grade improvement. Such students shall return all the concerned original grade cards to the COE.
- XIV. If the grade obtained by the student at the summer term examination is improved, it shall be considered as the final grade. For such students a new grade card shall be issued with a remark 'grade after improvement' for that course(s) in which grade is improved.
- XV. No student shall be permitted to improve grades in courses like laboratory / seminar / mini-project / project.
- XVI. A student shall be permitted to apply for CGPA improvement by registering for a maximum of five courses in an academic year.
- XVII. A student can apply for class/grade improvement provided.
- XVIII. He/she is not involved in any disciplinary activities.
- XIX.

## 20. Conversion Formula for Grades to Percentage of Marks

- a) As per decision made by Board of Examinations and approved by Academic Council, following formula for converting CGPA (Cumulative Grade Points Average) and SGPA (Semester Grade Points Average) to percentage marks is decided as per circulars 117/2020 dated 13/06/2020 and 332/2020 dated 03/11/2020 SPPU, Pune and implemented for BTech and MTech courses from AY 2023-24 at the institute. **The final class shall be awarded based on CGPA as follows:**

### First Class with Distinction

=

| Sr. No. | CGPA/SGPA                        | Final Grade       |
|---------|----------------------------------|-------------------|
| 1       | 09.50 and above                  | O (Outstanding)   |
| 2       | 08.25 or More but less than 9.50 | A (Excellent)     |
| 3       | 06.75 or More but less than 8.25 | B (Very Good)     |
| 4       | 05.75 or More but less than 6.75 | C (Good)          |
| 5       | 05.25 or More but less than 5.75 | D (Above Average) |
| 6       | 04.75 or More but less than 5.25 | E (Average)       |
| 7       | 04.00 or More but less than 4.75 | P (Pass)          |

- b) Percentage Calculation of a corresponding CGPA/ SGPA

For the Calculation of Percentage from CGPA/SGPA, the following formula should be used.





| Sr. No. | Grade | Calculation Formula for Marks = | % of |
|---------|-------|---------------------------------|------|
| 1       | O     | $20 * CGPA / SGPA - 100$        |      |
| 2       | A     | $12 * CGPA / SGPA - 25$         |      |
| 3       | B     | $10 * CGPA / SGPA - 7.5$        |      |
| 4       | C     | $5 * CGPA / SGPA + 26.25$       |      |
| 5       | D     | $10 * CGPA / SGPA - 2.50$       |      |
| 6       | E     | $10 * CGPA - 2.50$              |      |
| 7       | P     | $6.6 * CGPA / SGPA + 13.6$      |      |

CGPA of 7.75 and above

First Class = CGPA of 6.75 and above

Higher Second Class = CGPA of 6.25 and above

Second Class = CGPA of 5.50 and above

## 21. Additional credit with B.Tech in Honors, Honors with research & Major Engineering discipline with double minors Schemes

- Brighter students with minimum CGPA/CPI of 7.5 or minimum 75% after the second semester are permitted for B.Tech in Honors & Major Engineering discipline with double minors Schemes. Brighter students with minimum CGPA/CPI of 7.5 or minimum 75% after six semesters are permitted for B.Tech with research. B.Tech in Honors, Honors with research & Major Engineering discipline with double minors Schemes as an additional avenue for passionate learners. Students are entitled to enroll in the above scheme.
- A student shall opt for four different types of B.Tech. Degree.
  - B.Tech in Engg./Tech. with multidisciplinary minor with 169 Credits
  - B.Tech in Engg./Tech. Honors and multidisciplinary minor with 169 + 18 Credits
  - B.Tech in Engg./Tech. Honors with research and a multidisciplinary minor with 169 + 18 Credits
  - B.Tech in Engg./Tech. Major Engg. discipline with a double minor with 169 + 18 Credits.
- The Scheme shall start from the 3rd Semester of the UG Programme and the student shall have a minimum CGPA of 7.5 up to 2 Semesters without having any failed courses.
- The schemes shall also be open for Second Year Direct Admitted Diploma Students, with a CGPA of 7.5 in the diploma.
- Every department shall offer additional 5 courses of Multidisciplinary minor (3 rd to 7 th semester 3 credits each), 4 courses of Open elective (3 rd to 6 th semester 2 credits each), 5 courses of honors 18 credits, 4 courses of Honors with research 18 credits and 5 courses of Double minors of 18 credits for different degrees.
- The Dean of Academics, along with the head of department, shall invite preferences for various degrees from the third semester eligible students on the day of Semester Credit Registration of the 3rd semester. Students shall give one option for different degrees.
- The different degree scheme shall be offered by a particular Department if there are minimum 20



enrolments in the 3rd semester. If the number of enrolments falls below 20, the Head of the Department will not offer that degree. Maximum enrolment for a particular scheme shall not exceed 60. Courses taken in the MOOCs mode will be an exception to the upper limit of 60 students.

- h) The Dean of Academics shall notify a provisional allotment, followed by a final allotment list. Later, a student who received allotment shall register for a course belonging to the respective different degree scheme, one course per semester, and shall acquire a minimum of 4 additional credits, if completed.
- i) A student may voluntarily drop the scheme at any time. However, no certificate/Semester Grade Report shall be awarded for such a partial completion.
- j) Students shall have to earn a minimum "CC" grade for each course in the scheme. The remedial assessment schemes, such as Re-examination or Summer Term, shall NOT be applicable for different degree schemes. A student failing in any of the different degree courses, at any stage, shall be discontinued from the Scheme.
- k) The scores of these additional courses shall be accounted for in CGPA calculations at the end of each semester. An additional Semester Grade Report shall indicate the additional courses learnt along with the grades.

### 23. Branch change rules:

Immediately after the B.Tech First year semester II, students can apply for the branch change if vacancies are available in the respective branch. The vacancy can be declared by the student section by proper mail to all students. Department-specific courses in the branch to which students want to be transferred should be completed with the following courses as audit courses within 1 month (In the summer term) after the branch change.

- **Branch transfer between a circuit branch and to non-circuit branch**

- ❖ Students must complete 2 courses of 4 credits ( total 8 credits) of the respective branch as audit courses
- ❖ Students must complete the programme core course of the respective branches of 2 credits as audit courses.
- ❖ Students should have a desirable knowledge of workshops of the respective branch.
- ❖ These courses will be done in online/offline mode during the summer term.
- ❖ There will be an oral exam/interaction/presentation to ensure that students have that knowledge.

- **Branch transfer between a circuit branch and to non-circuit branch**

- ❖ Students must complete 2 courses of 4 credits (total 8 credits) of the respective branch as audit courses
- ❖ Students must complete the programme core course of respective branches of 2 credits as audit courses.
- ❖ Students should have desirable knowledge of workshops of respective branches
- ❖ These courses will be done in online/offline mode during the summer term.
- ❖ There will be an oral exam/interaction/presentation to ensure that students have that knowledge.

### 24. Quality Standards

- (a) The quality/standard of engineering professionals is closely linked with the level of the technical education system. As it is now recognized that these features are essential to develop the



intellectual skills and knowledge of the professionals for being able to contribute to society through productive and satisfying careers as innovators, decision makers, and/or leaders in the global economy of the 21<sup>st</sup> century, it becomes

- (b) It is necessary that certain improvements be introduced at different stages of their education system.
- (c) These requirements include:
  - (i) Selective admission of students to a programme, so that merit and aptitude for the chosen technical branch or specialization are given due consideration.
  - (ii) Faculty recruitment and orientation, so that qualified teachers trained in good teaching methods, technical leadership, and students' motivation are available.
  - (iii) Instructional/Laboratory facilities and related physical infrastructure, so that they are adequate and at the contemporary level.
  - (iv) Access to good library resources and Information and Communication Technology (ICT) facilities, to develop the student's self-learning abilities.
  - (v) Adequate opportunities and facilities for the development of the student's aptitudes and attitudes so that the professionals are conscious of social/other responsibilities.

## 25. Interpretation

In case of any changes or modifications in these rules college authority retains the right for the same. Any queries as to the interpretation of these rules and regulations shall be solved and decided by the College authorities, and their decision shall be final and binding on the student. The College shall also have the power to issue clarifications to remove any doubt, difficulty or anomaly which may arise in regard to the implementation of these regulations.

Annexures: Curriculum Equivalence and Credit Transfer Policies



Vidya Pratishthan's Kamalnayan Bajaj Institute of Engineering & Technology, Baramati

  
Principal

Vidya Pratishthan's  
Kamalnayan Bajaj Institute of  
Engineering & Technology, Baramati  
Vidyanagari, Baramati-413133

## VIDYA PRATISHTHAN'S

KAMALNAYAN BAJAJ INSTITUTE OF ENGINEERING & TECHNOLOGY, BARAMATI

### ACADEMIC AND EVALUATION GRADES EQUIVALENCE POLICY FOR MKCL COURSES

Effective Date: 01/07/2025

This policy outlines the guidelines for recognition, evaluation, and academic equivalence of MKCL's iLike (Incredible Learning Innovations for Knowledge Empowerment) courses. The purpose is to integrate iLike certifications into the academic framework of VPKBIET, Baramati, for enriching student skills and enabling credit-based recognition.

**APPLICABILITY:** This policy applies to

- B.Tech students of VPKBIET who complete MKCL's iLike courses.
- Courses approved by the Department Academic Committee (DAC) for elective credits, value-added components, or extracurricular learning.
- Both credit-eligible and non-credit (audit/skill-based) iLike courses.

**MKCL'S ILIKE COURSE EVALUATION STRUCTURE:** iLike courses are evaluated using a blended model incorporating:

- Self-paced Digital Learning Modules
- Quizzes and Objective Assessments
- Project or Activity-Based Assignments
- Final Test/Assessment (Online or Instructor-Led)

The overall performance is reflected in the cumulative percentage printed on the official MKCL's iLike Certificate.

### GRADE CONVERSION EQUIVALENCE

The final percentage score from the MKCL's iLike certification shall be converted into the VPKBIET B.Tech grading system as follows:

| iLike Final Score (%) | VPKBIET Grade | Grade Point | Performance Description      |
|-----------------------|---------------|-------------|------------------------------|
| 90 – 100              | O             | 10          | Outstanding                  |
| 80 – 89.9             | A+            | 09          | Excellent                    |
| 70 – 79.9             | A             | 08          | Very Good                    |
| 60 – 69.9             | B+            | 07          | Good                         |
| 50 – 59.9             | B             | 06          | Above Average                |
| 45 – 49.9             | C             | 05          | Average                      |
| 40 – 44.9             | P             | 04          | Pass                         |
| Below 40              | FF            | 00          | Fall due to poor performance |

**NON-CREDIT (AUDIT) COURSES:** For iLike courses undertaken as non-credit or enrichment modules, the following grade codes apply:

| Course Completion Status | VPKBIET Code | Remarks                           |
|--------------------------|--------------|-----------------------------------|
| Course Completed         | AC           | Non-credit course – Completed     |
| Course Not Completed     | NC           | Non-credit course – Not Completed |



### ACADEMIC CREDIT RECOGNITION:

- Valid iLike certifications may be credited under value-added programs, professional electives, or extracurricular records as per AICTE norms and institutional policy.
- The Head of Department (HOD) must validate the course content and recommend for credit.
- Students must submit verified digital certificates or printed iLike certificates for academic processing.

### ADDITIONAL PROVISIONS FOR STUDENTS FAILING IN MKCL ASSESSMENTS:

- Students who fail to secure the minimum passing score (i.e., score < 40%) in the final assessment of the MKCL iLike course will be given the opportunity to:
  - Reappear for the next available MKCL course assessment, or
  - Opt for a VPKBIET-conducted Summer Term Assessment, if applicable and approved by the department, to demonstrate equivalent competency for academic credit.
- All students enrolled in MKCL courses must be made explicitly aware of the requirement to pass the MKCL evaluation to gain academic credit. Students are expected to treat these certifications with the same seriousness as core academic components to avoid potential backlogs or denial of credit recognition.

### COMPLIANCE AND VERIFICATION:

Students are responsible for ensuring the authenticity and timely submission of course certificates. The Department Board of Studies will verify and approve certification details with the MKCL portal before processing academic credit.

**AMENDMENTS:** This policy shall be periodically reviewed and revised by the Academic Council in line with MKCL guidelines, AICTE, SPPU policies, and academic requirements of the institute.



**Principal**

Vidya Pratishthan's  
Kamalnayan Bajaj Institute of  
Engineering & Technology, Baramati  
Vidyanagari, Baramati-413133



Vidya Pratishthan's Kamalnayan Bajaj Institute of Engineering & Technology, Baramati

## VIDYA PRATISHTHAN'S

KAMALNAYAN BAJAJ INSTITUTE OF ENGINEERING & TECHNOLOGY, BARAMATI

### ACADEMIC AND EVALUATION GRADES EQUIVALENCE POLICY FOR NPTEL COURSES

Effective Date: 01/07/2025

This policy aims to define a standardized procedure for recognizing and converting performance in NPTEL-SWAYAM online courses into the academic grading format used by VPKBIET for B.Tech programs. This facilitates appropriate academic credit, enhances self-learning, and supports the integration of MOOCs into the curriculum.

**APPLICABILITY:** This policy applies to

- All B. Tech students of VPKBIET who enroll in NPTEL-SWAYAM courses.
- NPTEL courses approved by the respective department/institute for academic credit or skill development.
- Both credit-eligible and non-credit (audit) NPTEL courses.

**NPTEL EVALUATION STRUCTURE:** NPTEL courses follow a dual-assessment system

- Assignment Score: Average of best 8 out of 12 weekly assignments (25% weightage).
- Proctored Final Exam Score: Held at certified centers (75% weightage).

Final NPTEL Score (%) =  $(0.25 \times \text{Assignment Score}) + (0.75 \times \text{Exam Score})$

**GRADE CONVERSION EQUIVALENCE:** The final percentage score from NPTEL shall be converted into the institute's B.Tech grading system as follows

| NPTEL Final Score (%)  | VPKBIET Grade | Grade Point | Performance Description         |
|------------------------|---------------|-------------|---------------------------------|
| 90 – 100               | O             | 10          | Outstanding                     |
| 80 – 89.9              | A+            | 09          | Excellent                       |
| 70 – 79.9              | A             | 08          | Very Good                       |
| 60 – 69.9              | B+            | 07          | Good                            |
| 50 – 59.9              | B             | 06          | Above Average                   |
| 45 – 49.9              | C             | 05          | Average                         |
| 40 – 44.9              | P             | 04          | Pass                            |
| Below 40               | FF            | 00          | Fail due to poor performance    |
| Not Appeared for Exam  | FX            | 00          | Fail due to non-appearance      |
| Disciplinary Violation | XX            | 00          | Fail due to disciplinary action |

### NON-CREDIT (AUDIT) COURSES

In the case of NPTEL courses opted as non-credit or audit courses, the following codes apply:

| Course Completion Status | VPKBIET Code | Remarks                                      |
|--------------------------|--------------|----------------------------------------------|
| Assignment Completed     | AC           | Non-credit course – Assignment Completed     |
| Assignment Not Completed | NC           | Non-credit course – Assignment Not Completed |



## ACADEMIC CREDIT RECOGNITION

- NPTEL courses completed with certification may be credited under MDMs, open electives, or MOOCs as per the institute and AICTE guidelines.
- The Head of Department must evaluate the relevance and recommend credit equivalence.
- Students must submit the original certificate and scorecard for verification.
- Students who fail in the NPTEL final examination (score < 40%) will have the option to either reappear for the next NPTEL examination cycle or opt for VPKBIET's Summer Term Examination, if offered, to pass the course.
- Students are advised to take NPTEL courses seriously. Awareness must be created about the importance of passing the NPTEL exam to avoid academic backlog or repetition.

## COMPLIANCE AND VERIFICATION

- Students are responsible for maintaining NPTEL course integrity and certification.
- The Head of Department will validate course certificates via the NPTEL portal before awarding credits or grades.

## AMENDMENTS

This policy is subject to periodic review and amendment by the Academic Council of VPKBIET by AICTE, UGC, and the SPPU university guidelines.



Vidya Pratishthan's Kamalnayan Bajaj Institute of Engineering & Technology, Baramati  
Kamalnayan Bajaj Institute of Engineering & Technology, Baramati  
Vidyanagari, Baramati-413133



PRINCIPAL

Vidya Pratishthan's  
Kamalnayan Bajaj Institute of  
Engineering & Technology, Baramati  
Vidyanagari, Baramati-413133