

ANNA UNIVERSITY, CHENNAI - 600 025

AFFILIATED INSTITUTIONS

REGULATIONS 2021

CHOICE BASED CREDIT SYSTEM

B.Arch. Full-Time Programme

(For the students admitted to B.Arch. Programme at various Non- Autonomous Affiliated Institutions)

DEGREE OF BACHELOR OF ARCHITECTURE

These Regulations are applicable to the students admitted to B.Arch. Programme at all Architecture Institutions / Engineering Colleges affiliated to Anna University, Chennai (other than Autonomous Colleges) from the academic year 2021-2022 onwards.

1. PRELIMINARY DEFINITIONS AND NOMENCLATURE

In this Regulation, unless the context otherwise specifies:

- I. "Programme" means B.Arch. Degree Programme.
- II. "Course" means a Theory, Theory cum Studio or Studio Course that is normally studied in a semester, like Mathematics for Architects, Foundational Design Studio, etc.
- III. "Director, Centre for Academic Courses" means the authority of the University who is responsible for all academic activities of the Academic Programmes for implementation of relevant rules of these Regulations pertaining to the Academic Programme.
- IV. "Chairperson" means the Head of the Faculty.
- V. "Head of the Institution" means the Principal of the College.
- VI. "Head of the Department (HOD)" means the Head of the Department concerned.
- VII. "Controller of Examinations (COE)" means the authority of the University who is responsible for all activities of the University Examinations.
- VIII. "University" means ANNA UNIVERSITY, CHENNAI.

2. ADMISSION PROCEDURE

- 2.1 Candidates seeking admission to the first semester of the ten semester B.Arch Degree Programme:

Should have passed the Higher Secondary Examinations of (10+2) Curriculum (Academic Stream) prescribed by the Government of Tamil Nadu with Mathematics, Physics and Chemistry as three of the four subjects of study under Part-III with at least 50 per cent aggregate marks in Physics, Chemistry and Mathematics and also at least 50 per cent marks in aggregate of the 10+2 level examination or any examination of any other University or authority accepted by the Syndicate of Anna University as equivalent thereto.

(OR)

Should have passed the 10+3 Diploma Examination recognised by the Central / State Government with Mathematics as compulsory subject with at least 50 per cent marks in aggregate.

- 2.2 Notwithstanding the qualifying examinations the candidate shall have passed, he/she shall pass an aptitude test as specified by the Council of Architecture in the Minimum Standards of Architectural Education and Regulations.
- 2.3 Weightage of marks in the matter of admissions shall be 50 per cent marks for aptitude test and 50 per cent marks for the qualifying examination.
- 2.4 The above clauses are based on principal regulations of Council of Architecture (Minimum Standards of Architectural Education) Regulations, 2020. Any modifications in the same notified by the Council of Architecture will be in operation from time to time.

3. STRUCTURE OF THE PROGRAMME

3.1 Categorisation of Courses

The B.Arch Programme will have a curriculum with syllabi consisting of theory, theory cum studio and studio courses that shall be categorised as follows:

- (i) Professional Core Courses (PCC): Courses that should compulsorily be studied as a core requirement.
- (ii) Building Sciences and Applied Engineering Courses (BSC and AEC): Courses that inform the Professional Core and should compulsorily be studied.
- (iii) **Professional Elective Courses (PEC):** Elective Courses that are very specific or specialised or advanced or supportive to the discipline or which provides an extended scope. Professional Elective courses are offered under verticals (specialisation groups)

**Amendment
of
Clause
3.1. iii**

- (iv) **Omitted**
- (v) Professional Ability Enhancement Courses (PAEC): which may be of two kinds - Professional Ability Enhancement Compulsory Courses (PAECC) and Skill Enhancement Courses (SEC)
- (vi) **Mandatory courses (MC)** include the courses such as Languages, Well being etc.

Amendment
of Clause
3.1. vi

3.2 Personality and Character Development

All students shall enroll, on admission, in any one of the personality and character development programmes NCC/NSS/NSO/YRC and undergo training / conduct activities for about 80 hours and attend a camp of about seven days. The training shall include classes on hygiene and health awareness and also training in first-aid. Alternately, activities of science, literature and arts also help for personality and character development. So, students shall conduct and participate actively in Science club/Literary Forum/Fine Arts activities for 80 hours and participate in atleast ONE event.

National Cadet Corps (NCC) will have about 20 parades.

National Service Scheme (NSS) will have social service activities in and around the College / Institution.

National Sports Organization (NSO) will have sports, Games, Drills and Physical exercises.

Youth Red Cross (YRC) will have activities related to social services in and around College/Institution.

While the training activities will normally be during weekends, the camp will normally be during vacation period.

Science club shall organise activities of popularisation of science and scientific temper through astronomy, works of great scientists from India and abroad, observing National Science Day, etc.

Literary Club like 'Tamil Ilakkiya Mandram' shall be formed which shall organise colourful literary events to propagate good humanist values, morals and ethics reflected in the literature.

Fine Arts Club like music, painting and documentary films with social themes shall be encouraged.

Students who enroll and take active participation in anyone of the above activities for 80 hours and organise atleast one event/ programme will be given a certificate by the Head of the Institution and the copy of the same shall be forwarded to the Controller of Examinations for the purpose of record and scrutiny.

No fee shall be charged for all these activities.

3.3 Number of courses per semester

Each semester curriculum, except Practical Training and Thesis Semester, shall normally have a blend of 3- 4 theory courses, 1-2 Theory cum Studio Courses and 1-2 Studio Courses. The total number of courses per semester shall not exceed 7.

3.4 Credit Assignment

Each course is assigned certain number of credits based on the following:

CONTACT PERIODS PER WEEK	CREDITS
1 Lecture Period	1
1 Tutorial Period	1
1 Practical/ Studio Period	1

3.5 Study Visits/ Tours

3.5.1 Students shall undertake one rural visit as part of their Rural Habitat Design Studio in the IV semester.

3.5.2 Students shall undertake mandatory Educational Tour which is a credited course in the VIII Semester. The Educational Tour will be directed towards understanding specific place(s) of architectural and cultural significance as a totality.

3.5.3 Students shall also undertake other study visits for various courses as arranged during the course of the B. Arch Degree Programme.

3.6 VALUE ADDED COURSES

- Students may optionally undergo Value Added Courses and the credits earned through the Value Added Courses shall be over and above the total credit requirement prescribed in the curriculum for the award of the degree. Courses with two/ three credits shall be offered by a Department of an institution with the prior approval from the Director, Academic Courses.
- The details of the syllabus, timetable and faculty may be sent to the Centre for Academic Courses after approval from the Head of the Institution.
- Students shall be allowed to take these courses offered in other Departments also, but with the permission of the Head of the Institution of student and Head of the Institution offering the course.

**Amendment
of
Clause 3.6**

- The courses once approved by the University represented by any Department shall be made available in the University website and these courses can be offered by the University Departments / Constituent colleges / affiliated colleges (Non-Autonomous with information to Director Academic Courses.

3.7 Off campus courses and Transfer of Credits

Amendment
of
Clause 3.7

Students are permitted to optionally enroll and study a maximum of three off campus courses in physical/online/hybrid mode with a maximum of one course in fully online mode as per the options given below with the approval of Director, Centre for Academic courses as per the Regulations. The successful completion of these courses through any of the following modes shall be considered in lieu of professional elective / open elective courses of curriculum as approved by the Head of the Institution.

- 3.7.1** Students are permitted to optionally enroll and study these courses through SWAYAM / NPTEL platforms and credit transfer is to be done based on the marks and certificate provided by the NPTEL. The number of credits and transfer of credits are based on the procedure explained in Table A and the Mapping of the marks with the grades is explained in Table B. The mapping of marks with grades is applicable, only if the student passes the course as per the guidelines of NPTEL.

Table A: Duration of the course and Number of credits

Sl. No.	No. of Weeks	No. of Credits
1.	4	1
2.	8	2
3.	12	3
4.	16	4

Table B: Mapping of Marks scored in NPTEL course and Credits earned

Letter Grade	Marks
O	90-100
A+	80-89
A	70-79
B+	60-69
B	50-59
C	40-49

- 3.7.2** Students are permitted to optionally enroll and study the courses in physical / hybrid / online modes offered by reputed Central / State funded Universities / Institutions in top 20 positions in the latest NIRF ranking and also conducting examination

towards award of marks and grades. (NIRF Ranking of any of the last three years with respect to the year in which course is to be registered; NIRF ranking is based on respective stream for professional elective courses and based on any stream for open elective course).

Students are also permitted to enroll and undergo such courses in Online mode at Universities abroad in top 500 in QS ranking in the last three years.

Students are also permitted to study courses of a particular semester in a University / Institution abroad based on MoU. A learning agreement shall be evolved to map all the courses offered in the programme and the courses offered in University abroad as per the procedure outlined by the Centre for Academic Courses. The credits earned by the students in the University abroad shall be transferred as per the learning agreement.

In the case of 3.7.2, the students can enroll for the courses with the approval of Head of the Institution only if the course is offered directly by Institution/University and not with the edutech platforms.

The marks/credits earned by the student shall be transferred based on the decision of a committee constituted by Director, Centre for Academic courses and approved by the University.

3.7.3 Students are also permitted to enroll and study the courses in physical/hybrid mode (not less than 50% in physical mode) that are offered by (i) National/State funded research institutions/ laboratories and (ii) (a) reputed companies related to the programme, and (b) reputed companies involved in transfer of knowledge provided the knowledge transferring company is a spinoff from an Architecture or allied /Planning/ Engineering /Technology practicing Industry and sharing the work experience of the respective industry. The companies mentioned in 3.7.3 (ii) (a) and the company with which the knowledge transfer company associated in the case of 3.7.3 (ii) (b) should have average annual turnover of more than 200 crores over a period of 5 years. However, the academic content and delivery shall be in consonance with the University academic standards and norms.

The minimum qualification of the course instructor from the company as mentioned in 3.7.3 (ii) (a) shall be UG in the relevant degree of the course with 10 years of research / industrial experience and it shall be minimum of PG degree in the case of National/State laboratories and companies mentioned in 3.7.3 (ii) (b). Such courses shall be offered through MOU / MOA between Anna University and such institutions/ organizations/ industries/companies. The design of the courses with

regard to the syllabus content, duration of each course and number of credits offered for each course shall be discussed and recommended by approved by Director, Centre for Academic Courses as per the Regulations.

For the offer of each course under 3.7.3, a course coordinator shall be nominated from the Department who shall also attend such course and shall be the question paper setter (with the support of course instructor from research institution / laboratories / industry / company) for the end semester examination conducted by the University and shall be the evaluator. The continuous assessments shall be conducted by the course coordinator with the help of course instructor from the research institutions/ laboratories/ industry/ company. The passing requirements are as per regulations.

3.8 Mandatory courses

The student shall study the mandatory courses prescribed by the University and it will be mentioned in the Grade Sheet. However, it will not be considered for computation of CGPA.

Amendment
of
Clause 3.8

3.9 Medium of Instruction

The medium of instruction is English for all courses, examinations, thesis / dissertation reports.

4. DURATION OF THE PROGRAMME

4.1 A student is ordinarily expected to complete the B.Arch. Programme in 10 semesters (5academic years) but in any case not more than 16 Semesters (8 years). However, in special circumstances, a student may be granted an extra 1 year by the University to complete the programme. This shall be given only once to the student and treated as zero year.

4.2 Each semester shall normally consist of 75 working days or 540 periods of 50 minutes each. The Head of the Institution shall ensure that every teacher imparts instruction as per the number of periods specified in the syllabus and that the teacher teaches the full content of the specified syllabus for the course being taught.

4.3 The Head of the Institution may conduct additional classes for improvement, special coaching, conduct of model test etc., over and above the specified periods. But for the purpose of calculation of attendance requirement for writing the end semester examinations (as per clause 6) by the students, following method shall be used.

$$\text{Percentage of Attendance} = \frac{\text{Total no. of periods attended in all the courses per semester}}{(\text{No. of periods / week as prescribed in the curriculum}) \times 15 \text{ taken together for all courses of the semester}} \times 100$$

The University Examination will normally follow immediately after the last working day of the semester as per the academic schedule prescribed from time to time.

- 4.4** The total period for completion of the programme reckoned from the commencement of the first semester to which the student was admitted shall not exceed the maximum period specified in clause 4.1 irrespective of the period of break of study (vide clause 19) in order that he/ she may be eligible for the award of the degree (vide clause 17).

5. COURSE REGISTRATION

- 5.1** The Institution is responsible for registering the courses that each student is proposing to undergo in the ensuing semester. Each student has to register for all courses to be undergone in the curriculum of a particular semester with the facility to drop non-pre-requisite courses to a maximum of 6 credits (vide Clause 5.2). Courses that are pre-requisites for moving to higher semester (vide Clause 15) cannot be dropped. The courses dropped in earlier semesters can be registered in the subsequent semesters when offered.

The registration details of the students shall be approved by the Head of the Institution and forwarded to the Controller of Examinations. This registration is for undergoing the course as well as for writing the End Semester Examinations.

The courses that a student registers in a particular semester may include

- i. Courses of the current semester.
- ii. Courses dropped in the lower semesters that are not pre-requisites to moving to higher semester.

The maximum number of credits registered in a semester is 36.

However, this does not include the number of Re-Appearance (RA) and Withdrawal (W) courses registered by the student for the appearance of Examination.

5.2 Flexibility to Drop courses

- 5.2.1** A student has to earn the total number of credits specified in the curriculum in order to be eligible to obtain the degree.
- 5.2.2** From the second to final semesters, a student has the option of dropping existing non pre-requisite courses in a semester during registration. Courses that are pre-requisites to moving to higher semester (vide Clause 15) cannot be dropped. Total number of credits of such dropped courses shall not exceed 6 per semester. A student is permitted to drop the course(s) within 30 days of the commencement of the academic schedule.

5.2.3 A student shall register for Practical Training in the VIII/ IX semester only and Thesis in the X semester only.

5.3 Choice of Professional Elective Courses

The professional Elective Courses are listed in the Curriculum in Table format as verticals (Specialisation groups). A student can choose all the Professional Elective Courses either from one of the verticals or a combination of courses from all verticals.

6. ATTENDANCE REQUIREMENTS FOR COMPLETION OF THE SEMESTER

6.1 A student who has fulfilled the following conditions shall be deemed to have satisfied the requirements for completion of a semester.

Ideally every student is expected to attend all classes of all the courses and secure 100% attendance. However, in order to give provision for certain unavoidable reasons such as medical / participation in sports, the student is expected to attend at least 75% of the classes.

Therefore, he/she shall **secure not less than 75%** (after rounding off to the nearest integer) of overall attendance as calculated as per clause 4.3.

6.2 However, a student who secures overall attendance between 65% and 74% in the current semester due to medical reasons (prolonged hospitalisation / accident / specific illness) / participation in sports events may be permitted to appear for the current semester examinations subject to the condition that the student shall submit the medical certificate / sports participation certificate attested by the Head of the Institution. The same shall be forwarded to the Controller of Examinations for record purposes.

6.3 Students who **secure less than 65% overall attendance and students who do not satisfy the clauses 6.1 and 6.2** shall not be permitted to write the University examination at the end of the semester and not permitted to move to the next semester. They are required to repeat the incomplete semester in the next academic year, as per the norms prescribed.

7. CLASS ADVISOR

There shall be a class advisor for each class. The class advisor will be one among the course-instructors of the class. He / She will be appointed by the HoD of the department concerned. The class advisor is the ex-officio member and the Convener of the class committee. The responsibilities for the class advisor shall be:

- To act as the channel of communication between the HoD and the students of the respective class.

- To collect and maintain various statistical details of students.
- To help the chairperson of the class committee in planning and conduct of the class committee meetings.
- To monitor the academic performance of the students including attendance and to inform the class committee.
- To attend to the students' welfare activities like awards, medals, scholarships and industrial visits.

8. CLASS COMMITTEE

8.1. Every class shall have a class committee consisting of teachers of the class concerned, student representatives and a chairperson who is not teaching the class. It is like the 'Quality Circle' (more commonly used in industries) with the overall goal of improving the teaching- learning process. The functions of the class committee include

- Solving problems experienced by students in the class room and in the laboratories.
- **Clarifying the regulations of the degree programme and the details of rules therein (particularly clause 4 and 6) which should be displayed on college Notice-Board.**
- Informing the student representatives about the academic schedule including the dates of assessments and the syllabus coverage for each assessment.
- Informing the student representatives about the details of Regulations regarding weightage used for each assessment. The breakup of marks for each exercise / module of work, should be clearly discussed in the class committee meeting and informed to the students.
- Analysing the performance of the students of the class after each assessment and finding the ways and means of solving problems, if any.
- Identifying the slow-learners, if any, and requesting the teachers concerned to provide some additional help or guidance or coaching to such students.

8.2 The class committee for a class is normally constituted by the Head of the Department.

8.3 The class committee shall be constituted within the first week of each semester.

8.4 At least 4 student representatives (usually 2 boys and 2 girls) shall be included in the class committee, covering all the elective courses.

8.5 The chairperson of the class committee may invite the class adviser(s) and the Head of the Department to the class committee meeting.

- 8.6 The Head of the Institution may participate in any class committee meeting of the institution.
- 8.7 The chairperson is required to prepare the minutes of every meeting, submit the same to Head of the Institution within two days of the meeting and arrange to circulate it among the students and teachers concerned. If there are some points in the minutes requiring action by the management, the same shall be brought to the notice of the Management by the Head of the Institution.
- 8.8 The first meeting of the class committee shall be held within one week from the date of commencement of the semester, in order to inform the students about the nature and weightage of assessments within the framework of the Regulations. Two or three subsequent meetings may be held in a semester at suitable intervals. **The Class Committee Chairperson shall display the cumulative attendance particulars of each student on the Notice Board at the end of every such meeting to enable the students to know their attendance details to satisfy the clause 6 of the Regulations.** During these meetings the student members representing the entire class, shall meaningfully interact and express the opinions and suggestions of the other students of the class in order to improve the effectiveness of the teaching-learning process.

9. COURSE COMMITTEE FOR COMMON COURSES

Each common course offered to more than one group, shall have a "Course Committee" comprising of all the teachers teaching the common course with one of them nominated as Course Coordinator. The nomination of the Course Coordinator shall be made by the Head of the Department. The Course Committee shall meet in order to discuss about details of assessments and also arrive at a common scheme of evaluation in case of test and shall ensure a uniform evaluation of the tests. Wherever feasible, the course committee may also prepare a common question paper for the internal assessment test(s).

10. SYSTEM OF ASSESSMENT

- 10.1. Performance in each course of study shall be evaluated based on (i) Continuous Internal Assessments throughout the semester and (ii) University Examination at the end of the semester.
- 10.2 For Theory Courses (Including Elective Theory Courses) the maximum marks for Continuous Assessment is 40 and the University End Semester Examination is 60.
- 10.3 For Theory cum Studio Courses (Including Elective Theory cum Studio Courses), the maximum marks for Continuous Assessment is 50 and the University End Semester Examination is 50.

- 10.4 For Studio Courses the maximum marks for Continuous Assessment is 60 and the University End Semester Examination is 40.
- 10.5 For Practical Training, Dissertation and Thesis the maximum marks for Continuous Assessment is 50 and the University End Semester Examination is 50.
- 10.6 For Educational Tour and Value Added Courses, the assessment will be only through Internal Assessment for a maximum of 100 marks.
(i.e.) Each course shall be evaluated for a maximum of 100 marks as shown below:

S.No	Category of course	Internal Assessment	University Examinations
i	Theory Courses (Including Elective Theory Courses)	40 Marks	60 Marks
ii	Theory cum Studio Courses (Including Elective Theory cum Studio Courses)	50 Marks	50 Marks
iii	Studio Courses	60 Marks	40 Marks
iv	Practical Training, Dissertation and Thesis	50 Marks	50 Marks
v	Educational Tour and Value Added Courses	100 Marks	-

10.7 **Omitted**

11. PROCEDURE FOR AWARDING MARKS FOR INTERNAL ASSESSMENT

11.1 INTERNAL ASSESSMENT FOR THEORY COURSES (INCLUDING ELECTIVE THEORY COURSES)

Two assessments each carrying 100 marks shall be made during the semester by the Department / College concerned. One of the Assessments will be a written test. The other assessment will be assignment of any mode such as study, seminar, etc., or a combination of modes. The total marks obtained in both assessments put together out of 200, shall be proportionately reduced for 40 marks and rounded to the nearest integer (This also implies equal weightage to both the assessments).

11.2 INTERNAL ASSESSMENT FOR THEORY CUM STUDIO COURSES (INCLUDING ELECTIVE THEORY CUM STUDIO COURSES)

Three assessments each carrying 100 marks shall be made during the semester by the Department / College concerned. One of the Assessments will be a test. The

other two assessments will incorporate continuous marking of the work and performance during the particular assessment period such as drawings, models, study, seminar, etc., The total marks obtained in the three assessments put together out of 300, shall be proportionately reduced for 50 marks and rounded to the nearest integer (This also implies equal weightage to all three assessments).

11.3 **INTERNAL ASSESSMENT FOR STUDIO COURSES**

Three assessments each carrying 100 marks shall be made during the semester by the Department / College concerned. Each assessment shall incorporate continuous marking of the work and performance during the particular assessment period. The total marks obtained in the three assessments put together out of 300, shall be proportionately reduced for 60 marks and rounded to the nearest integer (This also implies equal weightage to all three assessments).

11.4 **INTERNAL ASSESSMENT FOR PRACTICAL TRAINING**

**Amendment
of
Clause 11.4**

Every student shall in the VIII/IX Semester undergo Practical Training in the office of an architect or an organisation operating in an allied field of practice or research, duly approved by the institution, under mentorship of an architect having experience of at least 5 years. Training in Foreign Country shall be done under the Registered Architect of that Country and to be approved and monitored by the Head of the Institution.

Practical Training shall commence on the reopening day of the semester and conclude on the last working day of that semester as per the academic schedule of the University.

Ideally every student is required to undertake the entire duration of Practical Training in the VIII/IX semester in a single architectural office. However, under unforeseen circumstances, if the student wishes to change his/ her place of Practical Training, the student shall be allowed to do so only once provided the student satisfies a minimum of 30 days Practical Training in one of the offices.

Three assessments each carrying 100 marks shall be made during the semester by the mentoring architect of the office. Each assessment shall incorporate continuous marking of the regular work and performance in the office during the particular assessment period. The assessments will be collected and compiled by a Practical Training Coordinator (who will be an internal faculty member) for a batch of 40. The total marks obtained in the three assessments put together out of 300, shall be proportionately reduced for 50 marks and rounded to the nearest integer (This also implies equal weightage to all three assessments).

11.5 **INTERNAL ASSESSMENT FOR DISSERTATION**

Dissertation will be supervised by Dissertation Supervisors. Topics for dissertation have to be chosen as outlined in the syllabus and submitted for approval on the date specified by the Head of the Department.

Three assessments each carrying 100 marks shall be made by the Dissertation Supervisor during the semester by the Department / College concerned. Each assessment shall incorporate continuous marking of the work and performance during the particular assessment period. The total marks obtained in the three assessments put together out of 300, shall be proportionately reduced for 50 marks and rounded to the nearest integer (This also implies equal weightage to all three assessments).

11.6 **INTERNAL ASSESSMENT FOR THESIS**

11.6.1 Every student has to submit Thesis proposals based on the syllabus for approval well before the commencement of the X Semester on a date specified by the Head of the Department.

11.6.2 Three assessments each carrying 100 marks shall be made during the semester by the Department / College concerned. Each assessment shall incorporate continuous marking of the work and performance during the particular assessment period. This consists of regular discussions with the Thesis Supervisor and periodic reviews before a Thesis Review Committee, with a minimum of five reviews. The Review Committee shall consist of the Thesis Coordinator, the Thesis Supervisor of the student and an External Member appointed by the Head of the Department. The marks obtained in the three assessments shall be reduced for 50 marks with the proportion of 15:15:20 for the first, second and third assessment respectively and finally rounded to the nearest integer (This also implies weightage of 30%:30%:40% for the first, second and third assessments respectively).

11.7 **ASSESSMENT FOR EDUCATIONAL TOUR**

The Educational Tour shall be evaluated internally for 100 marks by a Committee based on a tour report submitted individually by every student after undertaking the Educational Tour. The Committee will consist of an internal faculty who accompanied the students on the Tour and an internal faculty nominated by the HOD. The report should convey an overall understanding of the place(s) through different modes as found appropriate- sketches, drawings, analysis, cognitive mapping, digital documentation, essays etc.,

11.8 **ASSESSMENT FOR VALUE ADDED COURSES**

The value added course shall carry 100 marks and shall be evaluated through **continuous assessments only**. Two Assessments shall be conducted during the semester by the Department concerned. The total marks obtained in the tests shall be reduced to 100 marks and rounded to the nearest integer. A committee consisting of the Head of the Department, staff handling the course and a senior faculty member nominated by the Head of the Institution shall do the evaluation process. The list of students along with the marks and the grades earned shall be forwarded to the Controller of Examinations for appropriate action at least one month before the commencement of End Semester Examinations. The grades earned by the students for Value Added Courses will be recorded in the Grade Sheet, however the same shall not be considered for the computation of CGPA.

11.9. Internal marks approved by the Head of the Institution shall be displayed by the respective HODs on the last working day of the semester.

11.10 **Attendance Record**

Every teacher is required to maintain an 'ATTENDANCE AND ASSESSMENT RECORD' which consists of attendance marked in each theory, theory cum studio or studio course, the assessment marks and the record of class work (topic covered), separately for each course. This should be submitted to the Head of the Department periodically (at least three times in a semester) for checking the syllabus coverage and the records of assessment marks and attendance. The Head of the Department will put his/ her signature and date after due verification. At the end of the semester, the record should be verified by the Head of the Institution who will keep this document in safe custody (for five years). The University or any inspection team appointed by the University may verify the records of attendance and assessment of both current and previous semesters.

11.11 **Conduct of Academic Audit by every Institution**

Every educational institution shall strive for a better performance of the students by conducting the internal assessments as mentioned before.

In order to ensure the above, Academic Audit is to be done for every course taught during the semester. For the internal assessments conducted for each course as per details provided in Clause 11, the academic records shall be maintained in the form of documentation of assignments, studies, drawings, etc., submitted by each student and assessment test question paper and answer script as required for each course. Further, the attendance of all students shall be maintained as a record.

Head of the Institution shall arrange to conduct the Academic Audit for every course in a semester by forming the respective committees with an external course expert as one of the members drawn from a Technical Institution of repute near the institute.

The University or any inspection team appointed by the University may verify the records of Academic Audit report of the courses of both current and previous semesters, as and when required.

12. REQUIREMENTS FOR APPEARING FOR UNIVERSITY EXAMINATIONS

- 12.1 A student shall normally be permitted to appear for the University Examinations for all the courses registered in the current semester (vide clause 5) if he/she has satisfied the semester completion requirements (as per Clause 6).
- 12.2 Further, examination registration is mandatory for all the courses in the current semester as well as for all arrear(s) course(s) for the university examinations failing which, the student will not be permitted to move to the higher semester.
- 12.3 A student who has already appeared for any course in a semester and passed the examination is not entitled to reappear in the same subject for improvement of grades.

13. UNIVERSITY EXAMINATIONS

- 13.1 The University Examinations shall ordinarily be conducted between October and December during the odd semesters and between April and June during the even semesters.
- 13.2 University Examinations for Theory Courses (Including Elective Theory Courses) and for Theory cum Studio Courses (Including Elective Theory cum Studio Courses) will be of 3 hours duration.
- 13.3 University Examinations for Studio Courses, Dissertation, Practical Training and Thesis will be through Viva Voce Examinations based on the portfolio / report submitted by the student comprising of study/ design drawings/ physical or virtual models/ research/ any other type of work done as applicable for the particular course.

The submission of portfolio/ report for Studio Courses and Dissertation shall be on or before the last working day of the semester.

The submission of portfolio/ report for Practical Training shall be within 7 calendar days from the last working day of the semester. If the date happens to be on a public holiday, the next working day may be considered for submission.

The submission of portfolio/ report for Thesis shall be within 30 calendar days from the last working day of the semester. If the date happens to be on a public holiday, the next working day may be considered for submission.

The Viva Voce Examinations will be conducted by the Examiners based on the project brief and methodology followed by the particular class within the scope of the syllabus for the course.

13.4 For Studio Courses, the Viva Voce Examination for a batch of 40 will be conducted by a jury comprising of two External Examiners appointed by the COE with the weightage of marks given by each being 50%:50% of the marks for the examination.

13.5 For Practical Training, the Viva Voce Examination for a batch of 40 will be conducted by a jury comprising of an External Examiner appointed by the COE and the Practical Training Coordinator of the batch with the weightage for each being 80%:20% of the marks for the examination respectively.

13.6 For Dissertation, the Viva Voce Examination for a batch of 40 will be conducted by a jury comprising of an External Examiner appointed by the COE and the Dissertation Supervisor with the weightage for each being 80%:20% of the marks for the examination respectively.

13.7 For Thesis, the Viva Voce Examination for a batch of 40 will be conducted by a jury comprising of an External Examiner appointed by the COE, the Thesis Supervisor and an Internal Examiner with the weightage for each being 80%:10%:10% of the marks for the examination respectively.

13.8 Any examiner shall have a minimum of 5 years teaching / professional experience in a field of study relating to the subject of examination. However, an external examiner for Dissertation/ Thesis shall have a minimum of 10 years teaching/ professional experience.

13.9 The number of students evaluated for Viva Voce exams by a jury shall not exceed 20 students per day.

**Amendment
of
clause 13.9**

13.10 The results for each Viva Voce Examination shall be published immediately after its completion in order to ensure compliance to Clause 15.

13.11 Revaluation and Review

13.11.1 Revaluation

A student can apply for photocopy of his/her end semester examination answer paper in a theory course (including elective theory course) or theory cum studio course (including elective theory cum studio course), within 2 weeks from the

declaration of results, on payment of a prescribed fee through proper application to the Controller of Examinations through the Head of Institution. The answer script is to be valued and justified by a faculty member, who handled the subject and recommended for revaluation with breakup of marks for each question. Based on the recommendation, the student can register for the revaluation through proper application to the Controller of Examinations. The Controller of Examinations will arrange for the revaluation and the results will be intimated to the student concerned through the Head of the Institution. Revaluation is not permitted for Studio courses, Practical Training, Dissertation and Thesis.

A student can apply for revaluation of answer scripts for not exceeding 5 courses at a time.

13.11.2 Review

Students not satisfied with Revaluation can apply for Review of his/ her examination answer paper in a theory course (including elective theory course) or theory cum studio course (including elective theory cum studio course) within the prescribed date on payment of a prescribed fee through proper application to Controller of Examinations through the Head of the Institution. Students applying for Revaluation only are eligible to apply for Review.

14. PASSING REQUIREMENTS

14.1 Theory Courses (Including Elective Theory Courses) and Theory cum Studio Courses (including Elective Theory cum Studio Courses)

14.1.1 A student who secures not less than 50% of total marks prescribed for the course [Internal Assessment + University End Semester Examinations] with a minimum of 45% of the marks prescribed for the End Semester University Examination, shall be declared to have passed the course and acquired the relevant number of credits.

14.1.2

14.1.3 If the course, in which the student has failed is a professional elective/ open elective, the student can, in lieu of the course, also opt to register for any other professional elective/ open elective course, attend the classes, earn the continuous assessment marks, fulfil the attendance requirements as per Clause 6 and appear for the end semester examination. In this case, the previous registration stands cancelled and henceforth the new professional elective/ open elective course is considered valid.

14.2 Studio Courses, Dissertation and Thesis

14.2.1 A student who secures not less than 50% of total marks prescribed for the course [Internal Assessment + University End Semester Viva Voce Examinations] with a minimum of 50% of the marks prescribed for the End Semester Viva Voce University Examination, shall be declared to have passed the course and acquired the relevant number of credits.

14.2.2 A student will fail to secure a pass in Studio Courses, Dissertation and Thesis if he/ she

- (i) has not submitted portfolio/ report within stipulated date.
- (ii) has submitted the portfolio/ report within stipulated date, appeared for the viva voce exam, but has failed to secure the passing marks as per Clause 14.2.1.
- (iii) has submitted the portfolio/ report within stipulated date, but was absent for the viva voce examination and has not obtained Withdrawal for the same (vide Clause 18).

14.2.3 A student who failed to secure a pass as per category 14.2.2 - ii, i.e., submitted portfolio/ report within stipulated date, appeared for exam, but did not obtain passing marks, can attend a Subsequent Viva Voce exam with improved portfolio/ report submitted within 30 days from the publication of the results.

**Amendment
of
Clause 14.2.3**

A student who failed to secure a pass as per category 14.2.2 - iii, i.e., submitted portfolio/ report within stipulated date, but was absent for exam, can attend a Subsequent Viva Voce exam with the portfolio/ report that was already submitted. There is no option to submit improved portfolio/ report. Subsequent Viva Voce Exam is considered as reappearance with payment of exam fee.

14.2.4 A student who failed to secure a pass as per category 14.2.2- i, i.e., did not submit portfolio/ report within stipulated date, is not eligible for Subsequent Viva Voce examination. He/ she shall repeat the course, only along with the regular students when the course is offered next, fulfill attendance requirements, secure fresh internal assessment, submit the portfolio/ report and appear for the End Semester Viva-Voce examination. In case of Design Studio Courses, the student shall not be permitted to proceed to the higher semester as given in Clause 15.

14.2.5 If a student obtains Withdrawal from a Viva Voce examination (vide Clause 18), he/ she can attend a Substitute Viva Voce exam with the portfolio/ report that was already submitted. There is no option to submit improved portfolio/ report.

**Amendment
of
Clause 14.2.5**

Substitute Viva Voce Exam is considered as a regular attempt and not a reappearance.

14.2.6 If a student eligible for improved portfolio/report does not make a submission within stipulated date, or if a student eligible for Subsequent or Substitute Viva-voce Examination is absent for the same, or if a student fails to secure passing marks after the completion of Subsequent or Substitute Viva-voce Examination, he/ she shall repeat the course, only along with the regular students when the course is offered next, fulfill attendance requirements, secure fresh internal assessment, submit the portfolio/report and appear for the End Semester Viva-Voce examination. In case of Design Studio Courses, the student shall not be permitted to proceed to the higher semester as given in Clause 15.

14.3 Practical Training

14.3.1 A student who secures not less than 50% of total marks prescribed for the course [Internal Assessment + University End semester Viva Voce Examinations] with a minimum of 50% of the marks prescribed for the University End Semester Viva Voce Examination, shall be declared to have passed the course and acquired the relevant number of credits.

14.3.2 A student will fail to secure a pass in Practical Training if he/ she

- (i) has not submitted portfolio/ report within the stipulated date.
- (ii) submitted the portfolio/ report within the stipulated date, attended the viva voce exam, but failed to secure the passing marks as per Clause 14.3.1.
- (iii) submitted the portfolio/ report within the stipulated date, but was absent for the viva voce exam and has not obtained Withdrawal for the same (vide Clause 18).

14.3.3 A student who failed to secure a pass as per category 14.3.2 - iii, i.e., submitted portfolio/ report within stipulated date, but was absent for exam, can attend a Subsequent Viva Voce exam with the portfolio/ report that was already submitted. There is no option to submit improved portfolio/ report. Subsequent Viva Voce Exam is considered as reappearance with payment of exam fee.

**Amendment
of
Clause 14.3.3**

14.3.4 A student who failed to secure a pass as per category 14.3.2- i, i.e., did not submit portfolio/ report within stipulated time or 14.3.2 – ii, i.e., submitted portfolio/ report within stipulated time, appeared for exam, but did not obtain passing marks, is not eligible for Subsequent Viva Voce examination. He/ she shall repeat the course, only along with the regular students when the course is offered next, fulfill

attendance requirements, secure fresh internal assessment, submit the portfolio/ report and appear for the End Semester Viva-Voce examination. The student shall not be permitted to proceed to the higher semester as given in Clause 15.

14.3.5 If a student obtains Withdrawal from the Viva Voce examination (vide Clause 18), then he/ she can appear for a Substitute Viva Voce Exam with the portfolio/ report that was already submitted. There is no option to submit improved portfolio/ report. Substitute Viva Voce Exam is considered as a regular attempt and not a reappearance.

**Amendment
of
Clause 14.3.5**

14.3.6 If a student eligible for Subsequent or Substitute Viva-voce Examination is absent for the same, or if a student fails to secure passing marks after the completion of Subsequent or Substitute Viva-voce Examination, he/ she shall repeat the course, only along with the regular students when the course is offered next, fulfill attendance requirements, secure fresh internal assessment, submit the portfolio/ report and appear for the End Semester Viva-Voce examination. The student shall not be permitted to proceed to the higher semester as given in Clause 15.

14.4 Educational Tour and Value Added Courses

14.4.1 The passing requirement for the courses which are assessed only through purely internal assessments (Educational Tour and Value Added Course), is 50% of the internal assessment marks only.

14.4.2 In case a student fails to secure a pass in the course Educational Tour, he/ she shall repeat the Educational Tour when offered next.

15.0 REQUIREMENTS FOR MOVING TO A HIGHER SEMESTER

15.1 A student of the B.Arch. shall move to the higher semester if he/ she satisfies the following conditions.

**Amendment
of
Clause 15.1**

To move to:

- (i) II semester, a pass is required in Foundational Design Studio in Semester I
- (ii) III semester, a pass is required in Basic Space Design Studio in Semester II
- (iii) IV semester, a pass is required in Advanced Space Design Studio in Semester III
- (iv) V semester, a pass is required in Rural Habitat Design Studio in Semester IV
- (v) VI semester, a pass is required in Urban Architecture Design Studio in Semester V
- (vi) VII semester, a pass is required in Environmental Design Studio in Semester VI

- (vii) VIII semester, a pass is required in Critical Design Studio in Semester VII
- (viii) IX semester, a pass is required in Practical Training/ Urbanism and Architecture Design Studio in Semester VIII as applicable.
- (ix) X semester, a pass is required in Practical Training/ Urbanism and Architecture Design Studio in Semester IX as applicable.

15.2 A student shall move to the next higher semester if he/ she has satisfied the semester completion requirements (vide Clause 6.0)

16. AWARD OF LETTER GRADES

16.1 The award of letter grades will be decided using relative grading principle. The performance of a student will be reported using letter grades, each carrying certain points as detailed below:

Letter Grade	Grade Points
O (Outstanding)	10
A + (Excellent)	9
A (Very Good)	8
B + (Good)	7
B (Average)	6
C (Satisfactory)	5
RA (Re- Appearance)	0
SA (Shortage of Attendance)	0
W (Withdrawal)	0

A student is deemed to have passed and acquired the corresponding credits in a particular course if he/she obtains any one of the following grades: "O", "A+", "A", "B+", "B", "C".

'SA' denotes shortage of attendance (as per clause 6.3) and hence prevention from writing the end semester examinations. 'SA' will appear only in the result sheet.

"RA" denotes that the student has failed to secure a pass in that course. "W" denotes **withdrawal** from the exam for the particular course. The grades RA and W will figure both in Grade Sheet as well as in Result Sheet. In both cases, the student has to appear for the End Semester Examinations as per the regulations.

If the grade RA or W is given to **Theory courses (including Elective Theory Courses) and Theory cum Studio Courses (including Elective Theory cum Studio Courses)**, it is not required to satisfy the attendance requirements (vide

clause 6) but the student has to appear for the end semester examination and fulfil the norms specified in Clause 14 to earn a pass in the respective courses.

If the grade RA or W is given to **Studio Courses, Dissertation, Practical Training and Thesis**, the procedure to be followed will be as per Clause 14.

If the grade RA is given to **Educational Tour**, the course has to be registered again when offered next and completed with attendance and internal assessment.

- 16.2 For the Co-curricular activities such as National Cadet Corps (NCC)/ National Service Scheme (NSS) / NSO / YRC / Science club / Literary Club/ Fine Arts Club a 'Completed' remark will appear in the Grade Sheet. Every student shall put in a minimum of 75% attendance in the training and attend the camp or events of the clubs compulsorily. The training and camp or club events shall be completed during the first year of the programme. However, for valid reasons, the Head of the Institution may permit a student to complete this requirement in the subsequent years.

Successful completion of any one of the above co-curricular activities is compulsory for the award of degree.

- 16.3 The grades O, A+, A, B+, B, C obtained for the one/ two credit course(s) (not part of the Curriculum) shall figure in the Grade Sheet under the title '**Value Added Courses**'. For these courses, if the grades obtained are RA, SA, then it **shall not figure in the Grade Sheet.**

- 16.4 For the students who complete the Mandatory Course satisfying attendance requirement, the title of the Mandatory Course will be mentioned in the Grade Sheet.

Amendment
of
Clause 16.4

16.5 **GRADE SHEET**

After results are declared, Grade Sheets will be issued to each student which will contain the following details:

Amendment
of
Clause 16.5

- The college in which the student has studied
- The list of courses registered during the semester and the grade scored.
- The Grade Point Average (GPA) for the semester and
- The Cumulative Grade Point Average (CGPA) of all courses enrolled from first semester onwards.

GPA for a semester is the ratio of the sum of the products of the number of credits

for courses acquired and the corresponding points to the sum of the number of credits for the courses acquired in the semester.

CGPA will be calculated in a similar manner, considering all the courses registered from first semester.

U grades will be excluded for calculating GPA and CGPA.

$$\text{GPA / CGPA} = \frac{\sum_{i=1}^n C_i GP_i}{\sum_{i=1}^n C_i}$$

where C_i is the number of Credits assigned to the course

GP_i is the point corresponding to the grade obtained for each course

n is number of all courses successfully cleared during the particular semester in the case of GPA and during all the semesters in the case of CGPA

16.5.1 In the consolidated grade sheet the CGPA earned shall be converted into percentage of marks as follows:

Insertion of
New Clause
16.5.1

$$\text{Percentage of Marks} = \text{CGPA} \times 10.$$

17. ELIGIBILITY FOR THE AWARD OF THE DEGREE

17.1 A student shall be declared to be eligible for the award of the B.Arch Degree provided the student has

- i. Successfully gained the required number of total credits as specified in the curriculum within the stipulated time.
- ii. Successfully completed the course requirements, appeared for the End-Semester examinations and passed all the courses prescribed in all the 10 semesters within the maximum period of 8 years (9 years in case of special permission) reckoned from the commencement of the first semester to which the student was admitted.
- iii. Successfully passed any additional courses prescribed by the Director, Centre for Academic Courses whenever readmitted under Regulations R-2021 from the earlier Regulations.
- iv. Successfully completed the NCC / NSS / NSO / YRC / Science Club / Literature Club / Fine Arts Club requirements.

- v. No disciplinary action pending against the student.
- vi. The award of Degree must have been approved by the Syndicate of the University.

17.2 CLASSIFICATION OF THE DEGREE AWARDED

17.2.1 FIRST CLASS WITH DISTINCTION

A student who satisfies the following conditions shall be declared to have passed the examination in **First class with Distinction**:

- Should have passed the examination in all the courses of all the ten semesters in the student's First Appearance within **six** years. Withdrawal from examination (vide Clause 18) will not be considered as an appearance.
- Should have secured a CGPA of not less than **8.50**.
- One year authorised break of study (if availed of) is included in the six years for award of First class with Distinction.
- Should NOT have been prevented from writing end semester examination due to lack of attendance in any semester.

17.2.2 FIRST CLASS

A student who satisfies the following conditions shall be declared to have passed the examination in **First Class**:

- Should have passed the examination in all the courses of all ten semesters within **six** years.
- One year authorised break of study (if availed of) or prevention from writing the End Semester examination due to lack of attendance (if applicable) is included in the duration of six years for award of First class
- Should have secured a CGPA of not less than **6.50**.

17.2.3 SECOND CLASS

All other students (not covered in clauses 17.2.1 and 17.2.2) who qualify for the award of the degree (vide Clause 17.1) shall be declared to have passed the examination in **Second Class**.

17.3 A student who is absent in end semester examination in a course after having registered for the same shall be considered to have appeared in that examination (except approved withdrawal from end semester examinations as per clause 18) for the purpose of classification.

18. PROVISION FOR WITHDRAWAL FROM END-SEMESTER EXAMINATION

- 18.1 A student may, for valid reasons, (medically unfit / unexpected family situations / sports approved by Chairman, sports board and HOD) be granted permission to withdraw from appearing for the end semester examination in any course or courses in **ANY ONE** of the semester examinations during the entire duration of the degree programme. The application shall be sent to COE through the Head of the Institutions with required documents.
- 18.2 Withdrawal application is valid only if
- (i) the student is otherwise eligible to write the examination, i.e, he/ she should have registered for the course, fulfilled the attendance requirements (vide clause 6) and earned continuous assessment marks. In case of withdrawal from a course with Viva Voce exams, the student is eligible for withdrawal only if she/ she has submitted portfolio/ report as per deadline.
 - (ii) if it is made within TEN days after the date of the examination(s) in that course or courses and recommended by the Head of the Institution and approved by the Controller of Examinations.
Notwithstanding the requirement of mandatory 10 days' notice, applications for withdrawal for special cases under extraordinary conditions will be considered on the merit of the case.
- 18.3 In case of withdrawal from a course / courses, the course (s) will figure both in Grade Sheet as well as in Result Sheet. However withdrawal shall not be considered as an appearance for the eligibility of a student for First Class with Distinction.
- 18.4 If a student withdraws from writing the End Semester Examination(s) of Theory Courses (including Elective Theory Courses) / Theory cum Studio Courses (including Elective Theory cum Studio Courses), he/ she shall register for and write the examination(s) in the subsequent semester and this will be treated as regular attempt.
- 18.5 If a student withdraws from appearing for the End Semester Viva Voce Examination(s) of Studio Courses/ Practical Training/ Dissertation/ Thesis, he/ she shall appear for Substitute Viva Voce examination(s) as per Clause 14 and this will be treated as regular attempt.
- 18.6 Withdrawal is permitted for the end semester examinations in the final semester, only if the period of study of the student concerned does not exceed the maximum period to be eligible for First class with Distinction as per Clause 17.2.1 and First Class as per Clause 17.2.2.

19. PROVISION FOR AUTHORISED BREAK OF STUDY

- 19.1 A student is permitted to go on authorised break of study for a maximum period of one year as a single spell.
- 19.2 Break of Study shall be granted only once for valid reasons for a maximum of one year during the entire period of study of the degree programme. However, in extraordinary situation the student may apply for additional break of study not exceeding another one year by paying prescribed fee for break of study. If a student intends to temporarily discontinue the programme in the middle of the semester for valid reasons, and to rejoin the programme in a subsequent year, permission may be granted based on the merits of the case provided he / she applies to the Director, Student Affairs in advance, but not later than the last date for registering for the end semester examination of the semester in question, through the Head of the Institution stating the reasons thereof and the probable date of rejoining the programme.
- 19.3 The student permitted to rejoin the programme after break of study / prevention due to lack of attendance, shall be governed by the Curriculum and Regulations in force at the time of rejoining. The students rejoining in new regulations shall register for additional courses, if any, as notified by the Centre for Academic Courses under change of regulations. These courses may be from any of the semesters of the curriculum in force, so as to bridge the curriculum in force and the old curriculum. In such cases, the total number of credits to be earned by the student may be more than or equal to the total number of credits prescribed in the curriculum in force.
- 19.4 The authorised break of study is included in the duration specified for passing all the courses for the purpose of classification (vide Clause 17.2).
- 19.5 The total period for completion of the Programme reckoned from, the commencement of the first semester to which the student was admitted shall not exceed the maximum period specified in clause 4.1 irrespective of the period of break of study in order that he/ she may be eligible for the award of the degree.
- 19.6 If any student is prevented for want of required attendance, the period of prevention shall not be considered as authorised 'Break of Study'.
- 19.7 If a student in Full Time mode wants to take up job / start-up / entrepreneurship during the period of study he/she shall apply for authorised break of study for one year. The student shall undertake the job / start-up / entrepreneurship only after

getting approval of the same by The Director, Centre for Academic Courses with due proof to that effect.

19.8 No fee is applicable to students during the Break of Study period.

20. DISCIPLINE

20.1 Every student is required to observe disciplined and decorous behaviour both inside and outside the college and not to indulge in any activity which will tend to bring down the prestige of the University / College. The Head of Institution shall constitute a disciplinary committee consisting of Head of Institution, Two Heads of Department of which one should be from the faculty of the student, to enquire into acts of indiscipline and notify the University about the disciplinary action recommended for approval. In case of any serious disciplinary action which leads to suspension or dismissal, then a committee shall be constituted including one representative from Anna University, Chennai. In this regard, the member will be nominated by the University on getting information from the Head of the Institution.

20.2 If a student indulges in malpractice in any of the University / internal examination he / she shall be liable for punitive action as prescribed by the University from time to time.

21. REVISION OF REGULATIONS, CURRICULUM AND SYLLABI

The University may from time to time revise, amend or change the Regulations, Curriculum, Syllabus and scheme of examinations through the Academic Council with the approval of Syndicate.
