



ANNA UNIVERSITY

University Departments (SAP Campus)

ACADEMIC REGULATIONS – 2023

(Revision 1, 2024)

B. Arch. Programme (Full-Time)

*Applicable to the students admitted in B.Arch.. Programme, offered in University
Departments (UD) – SAP campus, from the
Academic year 2023 – 2024*

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1. Title

These regulations shall be called as 'Academic Regulations 2023 (Revision 1, 2024)', which is a revised version of Regulations 2023. In short, it is referred as 'AR2023-R1'.

2. Scope

2.1. The regulations provided herein shall apply to the students admitted in the Undergraduate (B.Arch) Programme offered in University Department School of Architecture and Planning (SAP) campus of Anna University, Chennai from the Academic year 2023 – 2024, effective from the academic session 2024 – 2025.

2.2. These regulations are quite comprehensive and include definitions of key terms, critical concepts, methods of calculations, role of various committees, evaluation systems and other academic processes.

3. Definitions

3.1. '**University**' means 'ANNA UNIVERSITY, CHENNAI'.

3.2. '**Choice-Based Credit System (CBCS)** is a flexible system of learning that permits students to

- a) learn at their convenient pace.
- b) choose electives from a wide range of elective courses offered by the departments.
- c) adopt an inter / trans-disciplinary approach in learning and
- d) make best use of the expertise of available faculty.

3.3. '**Programme**' means Degree Programme (i.e) B. Arch. Degree Programme.

3.4. '**Discipline**' means Branch of B. Arch. Degree Programme, namely Architecture.

3.5. '**Semester**' means a term of study consisting of a minimum of 90 working days (including examinations), with eight 'CONTACT HOURS' per day. The Semester scheduled between August and December shall be called 'Odd Semester' (I, III, V, VII, IX), and that scheduled between January and May, shall be called 'Even semester' (II, IV, VI, VIII, X).

- 3.6. “Course”** refers to a Theory or Theory cum Studio or Studio subject that is offered in a semester of the Programme.
- 3.7. ‘Contact Hours’** means duration of Lecture, Tutorial, Practical or Studio, as applicable.
- 3.8. ‘Credit’** means the weightage assigned to the Particular course based on the contact hours to teach the prescribed syllabus. One credit is allocated to 15 contact hours for theory and one credit is allocated to 15 contact hours for Studio.
- 3.9. Continuous Assessment** means evaluation of the students’ progress and performance in a course during a semester through various activities such as tests, test cum assignments, etc.,
- 3.10. End Semester Examination** means an examination conducted for a course at the end of the semester to evaluate the student’s overall learning achievements.
- 3.11. ‘Faculty’** means a group of allied Programmes
- 3.12. ‘Bonafide Student’** means the student who has been admitted and joined the B.Arch Programme.
- 3.13. “Head of the Department”** means Head of the University Department concerned.
- 3.14. ‘Department Consultative Committee’** means the committee constituted by the University to look after academic and development activities of the Department.
- 3.15. “Chairperson”** means Head of the Faculty.
- 3.16. ‘Head of the Institution ’** means the Dean of the respective campus.
- 3.17. ‘Additional Controller of Examinations (University Departments)’** means the Authority of the University responsible for all the activities related to End Semester Examinations, including Academic Audit of the University Departments.
- 3.18. ‘Director, Centre for Academic Courses’** means the authority of the University who is the custodian of regulations pertaining to all academic programmes and for the implementation of relevant rules, from time-to-time.

3.19. 'Academic Council' means the principal academic body of the University and has control over regulation of teaching and examinations in the University and responsible for the maintenance of the academic standards.

3.20. 'Syndicate' means the apex governing body of the University.

4. Admissions

4.1 Admissions to B. Arch. programmes offered in the University Department (SAP campus), shall be as per the prescribed norms by Govt. of Tamil Nadu as given below:

- ❖ 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 recognized by the Central / State Government with Mathematics as compulsory subject with at least 50 per cent marks in aggregate.

4.2 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.

4.3 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.

4.4 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.

4.5 The eligibility criteria such as marks, number of attempts and physical fitness shall be as prescribed by the Syndicate of the University from time to time.

4.6 All students admitted provisionally or otherwise to any programme shall submit Photo ID proof issued by State / Central Govt., Original Transfer Certificate from the Institution last studied, copies of grade / mark sheets of the qualifying examination and other relevant documents at the time of admission or by the last date as prescribed by the University.

4.7 The admission of a student who fails to submit the prescribed documents by the above-said date in Clause 4.6 or fails to meet other stipulated requirement(s) may be cancelled by the University. The University may also cancel the admission of a student at a later time, if the student is found ineligible / unfit at the time of admission or had furnished some false information / certificates or suppressed relevant information while seeking admission to the University.

5. Programme Structure

5.1. Curriculum

B. Arch. Programme has a specific structure, known as the 'Curriculum', which prescribes all the details of courses for undergoing the programme and sets out the sequence semester wise.

5.2. Programme Duration

- (i). Duration of the programme is FIVE years (Ten Semesters) for a student admitted to a programme with qualifications as prescribed in Clause 4.1 of the regulations. The student shall successfully complete all the requirements as per the curriculum and regulations of the programme within the above-said duration of 'FIVE' years.

- (ii). Above mentioned period in Clause 5.2 (i) shall be extended for 'ONE' more year to a student, who is permitted to avail the authorized break of study (vide clause 12) or opt for dropping of courses (vide clause 10.4), or re-joining (vide clause 14) or redoing the course (vide clause 19) in order that the student may be eligible as per the regulations.
- (iii). 'Programme Completion' means that a student shall undergo all the courses as prescribed in the respective curriculum and become eligible for appearing in the end semester examination of all the courses within the period as given in Clauses 5.2 [(i) & (ii)]. Eligibility here refers to issuance of hall ticket to the student for appearing in the end semester examination.
- (iv). After programme completion if there are any arrear course(s), a student shall be permitted to successfully complete the same, within 'EIGHT' years (students admitted under Clause 4.1). This maximum duration for successful completion shall be reckoned from the date of original admission to the programme.
- (v). In case of a student prevented from appearing in the end semester examination in all the courses of a semester due to shortage of attendance, the period of prevention shall be treated as a break in the programme. In such a case, total duration for completing the programme including all such prevention periods shall not exceed the above-said 'EIGHT' years (students admitted under Clause 4.1).

5.3. Course Categories

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

- I. Building Sciences and Applied Engineering Courses (BSC and AEC):** Courses that inform the Professional Core and should compulsorily be studied.

- II. **Professional Core Courses (PCC)** include compulsory core courses relevant to the chosen discipline.
- III. **Professional Elective Courses (PEC)** are the courses which can be chosen from a larger pool of courses and are very specific / specialised / advanced / supportive to the discipline and nurtures the candidate's proficiency in the discipline.
- IV. **Emerging Technology Course (ETC)** are the courses on the latest advancements in various fields of Architecture, Planning and Engineering.
- V. **Professional Ability Enhancement Courses (PAEC)** are the courses offered to enhance professional abilities and proficiencies of the students in academic and professional contexts.
- VI. **Skill Development Course (SDC)** are the courses offered to enhance specific abilities and competencies of the students in academic and professional contexts.
- VII. **Open Elective Courses (OEC)** are elective courses chosen from other discipline, with an intention to expose the students to interdisciplinary / multidisciplinary / transdisciplinary fields
- VIII. **Industry Oriented Course (IOC)** are offered to allow students to expand their knowledge and skills in specific areas, and meet the ever-changing arising in the relevant industries, from time to time.
- IX. **University Courses (UC)** are the courses which encompasses a wide range of areas, from the arts and humanities to Architecture and Planning by and large and adds value to the programme of study. Various activities towards personality development such as NCC / NSS / NSO / YRC, etc. are also part of UC.

X. Value Added Courses (VAC) are the courses not prescribed in the respective curriculum, that are offered to the students to provide additional value to the student's education for enhancing the knowledge and skills of the student. Completion of these course(s) is / are not mandatory for successful completion of the programme.

XI. Off Campus Courses (OCC) are the courses that can be undergone by the student, offered by other institutions.

5.4. Medium of Instruction

The medium of instruction in B.Arch. programme is 'English' for all courses, examinations, presentations and reports. University courses- 'Heritage of Tamils' and 'Tamils and Technology' are offered with medium of instruction as 'Tamil' and 'English'.

5.5. Assignment of Credits

- (i). Each course is assigned with credits with respect to contact periods as given in below Table 1.

Table 1 – Credits for Contact Period(s)

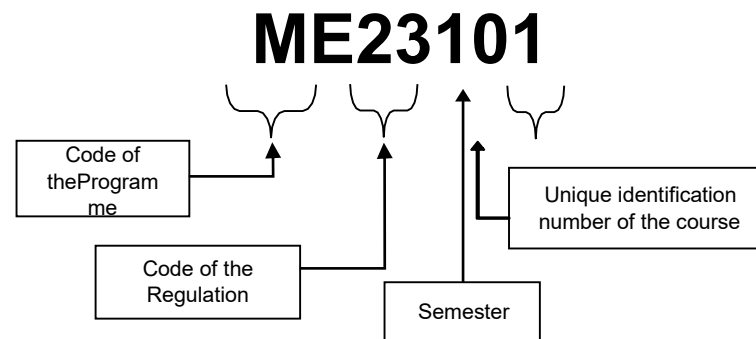
Contact Period	Credits
1 Lecture Period	1
1 Tutorial Period	1
1 Practical/ Studio Period	1

- (ii). ONE credit is assigned to 'SWAYAM / NPTEL' courses for every 'FOUR WEEKS' duration.

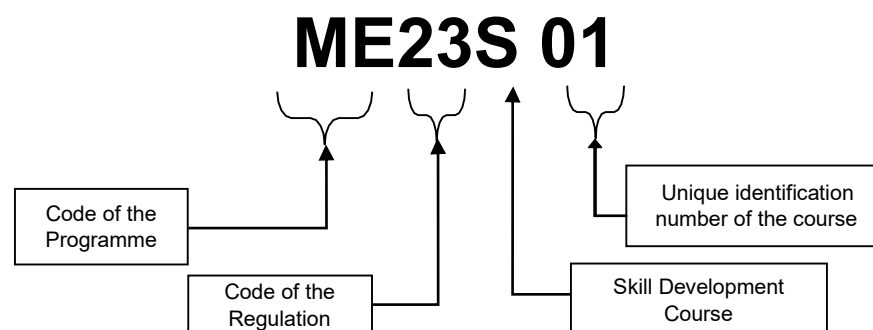
5.6. Course Code

Each course offered by a department under Professional Core Courses category is assigned with a course code consisting of two alphabets, followed by five numerals. First two alphabets denote the code of the Programme. First two numerals denote the code of the Regulation. Third numeral denotes 'Semester' and last two numerals denotes the unique identification number of the course.

- For example, in B.E., Mechanical Engineering programme, a particular PCC offered in the first semester is denoted as

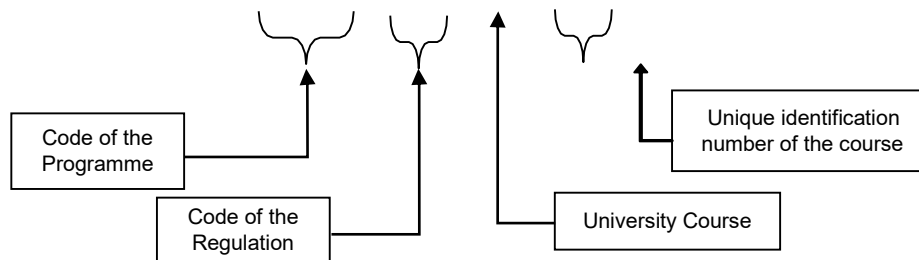


- For Professional Elective Courses offered by the Department, the third numeral denoting 'Semester' is designated as '0'.
- For Open Elective Courses offered by the Department, the third-place denoting 'Semester' is designated as 'EE'.
- For common courses offered by the Department, the third numeral denoting 'Semester' is designated as 'C'.
- For Skill Development Courses offered with respect to discipline, course codes are assigned as follows;



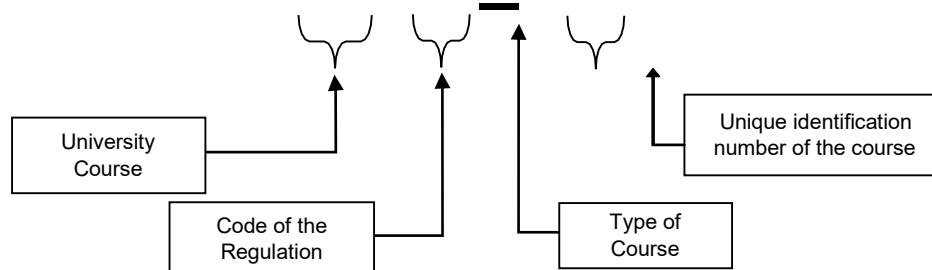
For University Courses offered with respect to discipline are assigned code as follows;

ME23U 01



For University courses offered with common syllabus are assigned code as follows;

UC23_01



Types of courses with designated letters are given as follows;

A – Audit Courses, E – Engineering Entrepreneurship Development Course, H – Heritage Course, P – NCC / NSS / NSO / YRC activities, U – Universal Human Values Course, S – Skill Development Course.

6. Induction Programme

The students shall undergo a mandatory two-week induction programme comprising of physical activity, creative arts, universal human values, proficiency modules, lectures by eminent people, visits to local areas and familiarization to department/branch immediately after getting admitted in the University.

7. Academic Calendar

The dates of all academic activities including those of course registration, first and the last days of classes, examinations, supplementary / substitute examination and vacation are published in the Academic Calendar every year. The academic calendar for each year will be available in the University website.

8. Mentoring & Statutory Support for Students

8.1. Faculty Advisor

University Departments of Anna University operates in a system of faculty advisors, where a faculty member is assigned to look after the general welfare of a set of students, nominally 30 to 40 students. The faculty advisors offer all the necessary guidance and help in academic matters, and, if need be, in personal matters also. Students are expected to consult the Faculty Adviser on any matter relating to their academic performance and the courses they may take in various semesters. Notwithstanding, the following are some of the roles and responsibilities of a faculty advisor:

- ❖ Discuss what the student already knows about the University system and give the students relevant information, especially in the beginning of the student's academic programme.
- ❖ Review courses already taken and those offered in the upcoming semester.
- ❖ Serve as a guide to the students in their course selection.
- ❖ Serve as a liaison between students and course instructors on many academic matters including learning disabilities, language barriers, etc.
- ❖ Review students' academic progress at least once a semester.
- ❖ Identify cases where the students' performance is deteriorating. Discuss with the student and suggest avenues for improvement / support.
- ❖ Provide the details about scholarship, placement, co-curricular and extra-curricular activities of the students.
- ❖ Coordinate with other academic bodies, if needed.

8.2. Grievance Cell

Each Department shall have a 'Student Grievance Committee'. Students shall approach this committee in the event of academic as well as non-academic grievances.

This committee shall be constituted by the respective Head of the Department, with the approval of the competent authority.

8.3. Guidance & Counselling Cell

- (i). University Departments have a dedicated “Guidance and Counselling” unit. This cell comprises of psychological counsellors, faculty representatives including the faculty advisor and student representatives. This cell shall help and offer advice in all kinds of matters. This counselling cell shall be constituted by the respective Dean of the campus.
- (ii). Induction Programme shall be conducted by the respective Dean, aimed at offering the incoming students, an interface to understand and interact with the diverse student community in the University Departments. With the University having a stringent anti-ragging policy, the programme also doubles up as an excellent icebreaker. The objectives of this induction programme include:
 - ❖ Welcoming and orienting the new students at the University Departments.
 - ❖ Guiding the new students about life at the University campuses and its activities, college fests, etc.
 - ❖ Providing academic guidance to the students.
 - ❖ Enforcing the anti-ragging rule.

On the whole, the Induction Program aims to provide the incoming students with a cordial environment to make their transition to the Anna University system as smooth as possible.

8.4. Prevention of Sexual Harassment (POSH) Cell

POSH Cell is established to ensure a safe and secure working / studying environment for Girls and Women in the University. More information about this cell can be accessed at the following link: <https://www.annauniv.edu/POSH/index.php>

8.5. SC / ST Cell

A separate cell is functioning in the University to safeguard the rights and privileges of the students, belonging to SC / ST category. This cell also informs the students about the various scholarships and fellowships and encourages them to apply relevant ones. More information about this cell can be accessed at the following link: <https://www.annauniv.edu/scstcell/>

8.6. Common Course Committee

For a course offered to more than one batch of students, handled by more than one 'Course Instructor', a 'Common Course Committee' shall be constituted. This committee comprises of all the course instructors handling that particular course. Based on the recommendations of the respective Head of the Department offering the course, one among the 'Course Instructors' shall be nominated as 'Common Course Coordinator' by the respective Head of the Department. The Head of the Department shall send the approved list of 'Common Course Coordinator' to the Director, Centre for Academic Courses at the time of finalisation of timetable itself. Three meetings shall be conducted in an academic session. Uniform modalities for the conduct of continuous assessments and related activities shall be arrived in the first meeting which shall be convened within TEN working days from the commencement of the semester. Second and third meeting shall be convened after the first assessment and second assessment, respectively, at the discretion of the Common Course Coordinator, to discuss on the performance of the students, etc. It is pertinent that 'Minutes of the Meeting' shall be recorded and the same shall be submitted to the Head of the Department concerned, for information and necessary action. A common question paper shall be set by the Common Course Coordinator for the end semester examination, in consultation with all the 'Course Instructors' of that particular course.

8.7. Academic Monitoring Committee

- (i). The Academic Monitoring Committee (AMC) shall function under the chairpersonship of a Professor who does not handle any course for the particular students. Chairperson of AMC shall be nominated by the respective Head of the Department.
- (ii). In an academic session, five separate AMC shall be constituted by the respective Head of the Department for first, second, third, fourth and final-year students, at the beginning of each semester.
- (iii). AMC shall consist of course instructors and student representatives (minimum of 6 students) and Faculty Advisor(s). One among the Course Instructor shall be nominated as Coordinator for the AMC, who shall assist the AMC Chairperson in all aspects towards the smooth conduct of meetings.
- (iv). The first and second meeting of AMC shall be held within SEVEN working days from the last date of first & second (OR) third assessment tests respectively. Third meeting shall be conducted within FIFTEEN working days, from the last date of end semester examinations of the particular programme, in which the finalisation of end semester examination results shall be carried out. The student representatives shall not participate in the third meeting.
- (v). Head of the Department may attend any of the AMC meeting, at his / her discretion.
- (vi). Major responsibilities of AMC include;
 - a) Addressing difficulties experienced by students in the classroom and in the laboratories, if any.
 - b) Analysing the academic performance of the students after each assessment test and finding ways and means of improving the performance of the students.
 - c) Preparation of Minutes of the Meeting and submit the same to the respective Head of the Department, within THREE working days from the date of meeting.

- d) Communication of minutes of each meeting to the respective Head of the Department for approval and circulation to the stakeholders
- e) Any Points requiring action from the University shall be brought to the notice of the Director, Academic Courses, through the respective Head of the Department, for necessary action.
- f) The AMC shall ensure the highest standards of academic integrity and adopt utmost transparency.
- g) During second AMC Meeting, finalisation and approval of date of submission of final portfolio / Reports/ models /etc for all courses conducted by Viva Voce End Semester Examinations.
- h) Communication of approved semester examination results to the Additional Controller of Examinations, through the respective Head of the Department, within FIVE working days, from the date of THIRD AMC meeting.

9. Class Timings

The classes are usually scheduled between 08:30 AM to 04:45 PM with a recess from 10:15 AM to 10:30 AM and a lunch break from 12:15 PM to 01:10 PM. Additional classes shall be scheduled in the morning and evening hours at the convenience of the Course Instructor to the students opting for Honours / Minor Programmes. One Contact Hour is of 50-minute duration with a 5-minute recess in between each period. While the regular classes are scheduled in a 5-day week, from Monday to Friday. The course instructors may schedule some additional classes / exams / activities with prior approval of the respective Head of the Department. However, classes for Honours, Minor and IOC shall be scheduled, before or after working hours, at the convenience of the course instructor as well as the students.

10. Registration of Courses

10.1 Each student admitted is required to register before the commencement of each semester to undergo the courses during that semester in the Institute. Registration

is a very important procedural part of the academic system for ensuring that the student's name is on the roll list of each course that the student wants to study during the semester.

10.2. Registration for courses has to be done through the web-based system within the prescribed dates as per the Academic Calendar. The submitted registration will be considered auto approved and hence students are advised to carefully complete the registration process. Responsibility for completion of the registration process correctly on time, rests with the students and they may approach the Head of the Department concerned, for any clarifications.

10.3. Every student shall pre-register for the subsequent semester through online, at the time specified in the Academic Calendar. It may be noted that pre-registration is an expression of interest for the courses in the subsequent semester and the student has time till add-drop date to make any changes in the list of courses selected during the pre-registration.

10.4. Students may add or drop courses using the online registration system during the period specified for this purpose in the Academic Calendar. Each add/drop request needs to be approved by the Head of the Department concerned. The Head of the Department shall consider necessary pre-requisites, and other conditions (if any) for the same and issue the permission order, in advance. The following are some rules regarding add / drop of courses;

- (i). Advancement of courses with prior approval of the respective Head of the Department shall be completed by the student only before the start of every semester. These courses shall be registered by a particular student.
- (ii). Dropping a course can be done within two weeks from the start of Academic semester.
- (iii). Dropping of the course after two weeks is not possible and even if the student does not participate in the classes / examinations.

- (iv). A student has the option of registering for additional courses or dropping existing courses in a semester from III to IX semesters. However, courses that are pre-requisites to moving to higher semester (vide Clause 17.27(ii)) cannot be added or dropped.
- 10.5.** If a student wishes to earn more than the total number of credits prescribed in the curriculum of the student's programme within the minimum duration of the programme, then he/she can enrol for such additional courses in any other programme with the permission of Head of the Department to which student belongs and Head of the Department in which the course is offered.
- 10.6.** If the student is unsuccessful in PEC and OEC, in a particular semester, student shall be permitted to opt for alternate course(s) under these categories in the subsequent semester(s).
- 10.7.** Professional Elective Courses shall be selected in the specialised groups given as verticals. Students shall choose the courses from various Verticals as specified in the respective curriculum.
- 10.8.** A student can choose all the Professional Elective Courses either from one of the verticals or a combination of courses from more than one vertical in a semester. Minimum registration of 10 students is required to offer a professional elective course and open elective course.
- 10.9.** Students shall register for courses in a semester, with maximum credit limit of 37 per semester, that includes courses registered for Shortage of Attendance.
- 10.10.** A student shall not re-register for the courses which are successfully completed by the student for any reason(s) whatsoever.
- 10.11.** Students shall be permitted to register additional courses over and above the courses prescribed in the respective curriculum, under PCC / PEC / OEC in any programme with the prior permission of the Head of the Department of the student and also from the Head of the Department offering the particular course.

The credits earned shall be printed in the grade sheet and not be considered for the computation of CGPA.

10.12. Value-Added Course (VAC)

- (i). Students have the option of registering for Value Added Course(s) (VAC) and the credits earned after successful completion of VAC shall be featured in the Grade sheet. However, credits earned (if any) will not be considered for computation of CGPA. Students shall be allowed to take these courses offered in other Departments also, but with the permission of the Head of the Department of student and Head of the Department offering the course.
- (ii). The details of the syllabus, timetable and faculty shall be sent to the Director, Centre for Academic Courses with the recommendation of the respective Departmental Consultative Committee (DCC) for approval. The courses once approved by the University represented by any Department shall be notified in the University website and these courses can also be offered by other University Departments.
- (iii). The result(s) of VAC shall be printed in grade sheet, only upon successful completion of the course. However, the credits earned shall not be considered for computation of CGPA.

10.13. Off Campus Course (OCC)

- (i) Student shall have the option of registering courses in physical / online / hybrid mode with other institutes or online platforms in a semester (except VIII semester), with prior permission from the Director, Centre for Academic Courses. The department concerned shall notify and obtain such proposals from the interested students, within ONE month from the commencement of a semester, **for undergoing the OCCs in the subsequent semester**. Such proposals shall be processed through Departmental Consultative Committee (DCC) and recommendations of the DCC shall be submitted to the Director, Centre for Academic Courses, ONE month before the last working day of the semester. Repetition of courses already registered / completed shall not be

permitted. Post-facto permissions shall not be entertained under any circumstances.

(ii) Students shall opt for the OCC offered

- a) By SWAYAM / NPTEL portal.
- b) By Central / State funded Universities or Institutions, which are in the top 20 positions in the latest National Institutional Ranking Framework (NIRF) ranking. NIRF ranking is based on respective stream for PEC and based on any stream for OEC.
- c) Directly by foreign Universities within QS ranking 300 for the last three years and not through Edutech platforms.
- d) By Central / State Research Laboratories or Institutions (other than Universities & Colleges) or Companies / Firms (Architecture or allied /Planning/ Engineering /Technology practicing Industry) related to the programme and 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 experience of the respective industry. This Company / Firm offering the OCC, should have an average annual turnover of more than 100 crores over a period of 5 years. In this case, the academic content and delivery shall be in consonance with the University academic standards and norms and the minimum qualification of the course instructor shall be B.Arch. with 10 years of research / industrial experience. Such courses shall be offered only through MoU / MoA between Anna University and such Company / Firm. The design of such courses with regard to the syllabus content, duration of each course and number of credits offered shall be decided in consultation with the respective Single Point of Contact (SPoC) of the respective MoU / MoA. A course coordinator shall be nominated from the Department, who shall jointly set the question paper & evaluate answer script(s) with the Course Instructor from the Company / Firm for the continuous assessments and end semester examination conducted by the University.

- e) Through student exchange programme (refer Student Exchange Guidelines), based on MoU & Learning Agreement. The credits earned by the students in the University abroad shall be transferred as per the learning agreement.
- (iii). Number of courses that can be registered shall not exceed 'TWO', subject to the maximum credit limit of 37, in a semester.
- (iv). For each department, a Coordinator shall be nominated as a Single Point of Contact (SPoC) by the respective Head of the Department, for coordinating all the activities related to the OCCs.
- (v). PCC shall not be substituted by undergoing OCCs.
- (vi). Advancement of courses, if any shall be permitted as per Clause 10.4.

11. Attendance Criterion

11.1. The students are expected to attend all the classes without fail. The University mandates a minimum of 75% attendance to the students in each course to be eligible for appearing in the University End Semester Examinations for the respective course. Attendance of the student is calculated as follows;

$$\% \text{ of Attendance} = \frac{\text{Actual No. of classes attended}}{\text{Total No. of classes conducted}} \times 100$$

11.2. For medical reasons, if a student is not able to attend classes, 'Medical Certificate' shall be furnished to the Head of the Department concerned, within 5 days from the date of reporting back for class work. In the event of student not able to secure 75% attendance, but has at least 65% attendance, such 'Medical Certificate' shall be considered, with the approval of the respective Head of the Department, to calculate attendance as follows;

$$\% \text{ of attendance} = \left(\frac{\text{Actual No. of Classes attended}}{\text{Total No. of Classes conducted} - \text{No. of Classes held during the medical emergency}} \right) \times 100$$

The student shall be permitted to appear in the University End Semester Examinations, if the attendance is more than or equal to 75% for each course.

- 11.3.** Under any circumstances, medical certificates submitted after the due date specified in clause 11.2, shall not be accepted and in this case, % of attendance of the student is calculated as given in clause 11.1
- 11.4.** The student shall be prevented from appearing in the end semester examination for a particular course, if the % of attendance in that course is less than 75% Students who are prevented for 'Shortage of Attendance' shall repeat the course, when offered next in the subsequent semester(s) by the Department. If the academic regulation is changed, equivalent courses for PCC & UC categories shall be recommended by the respective Head of the Department and the student have to undergo these courses for completion of the programme.
- 11.5.** If a student has shortage of attendance in all the registered courses in a semester, the student shall not be permitted to attend the courses of subsequent semester. In such case, the student has to repeat all the courses in the semester, when offered next by the Department.
- 11.6.** The students should get prior approval from the respective Head of the Department to attend campus recruitments, seminars, project works, internships, co-curricular and extra-curricular activities including Sports. For recognised sports activities, permission of the Chairman, Anna University Sports Board has to be obtained through the respective Head of the Department. Only upon prior approval of Head of the Department, attendance for the above said activities shall be considered as 'ON-DUTY'. Additional classes may be conducted by the Department to the student(s) who are participating only in Sports activities, representing the University in the University / State / National / International Level so as the students shall attain the prescribed % of attendance to appear in the University End Semester Examinations.
- 11.7.** The list of students eligible for appearing the end semester examination(s) and prevented from writing the end semester examination(s) shall be published and

displayed in the Department notice board within TWO working days from the last day of the semester.

11.8. A student, if eligible for appearing in the end semester examinations shall be allowed to withdraw the course(s) for bona fide reasons, only with prior approval of the Head of the Department and the same shall be intimated to the Director, Centre for Academic Courses. In case of medical emergencies alone, post-facto approval may be accorded with prior intimation received from the student or parent or guardian to the Head of the Department. Permission to from appearing for the end semester examination withdraw is granted in any course or courses in ANY ONE of the semester examinations during the entire duration of the degree programme.

- (i). For all theory, theory cum studio, laboratory integrated courses, students shall appear for the 'End Semester Examination' in the subsequent semester. The courses withdrawn shall not be considered as an appearance for classification of degree.
- (ii). For Studio courses, Critical Writing, Practical Training, Dissertation and Thesis, if a student has submitted the portfolio/ report within stipulated date and obtains Withdrawal from a Viva Voce examination, he/ she can appear for a Substitute Viva Voce exam with the same jury as the regular 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 and is conducted for the same examination session.
- (iii). 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 6 years as per clause 22.4(i).

12. Break of Study

12.1. Students shall be permitted to avail ONE 'Break of Study' for a period of ONE year (Two consecutive semesters) in the entire four years of the programme for bona fide reasons (such as hospitalization / accident / specific illness) only. However, Break of Study shall also be granted for above-said bona fide reasons, for a period of SIX months (One semester) to the students who have already completed up to the IX semester of the programme. The student shall apply for Break of Study (application to be downloaded from the University website) to the respective Head of the Department through email / letter, which in turn shall be forwarded to the Director, Centre for Academic Courses for further action. Under any circumstances, student is not permitted to request for Break of Study retrospectively and also request for Break of Study will not be accepted after the generation of 'Prevention list'. Maximum duration of the Programme, as given in Clause 5.2 includes the period of above approved Break of Study.

12.2. Students who are granted 'Break of Study', shall be allowed to appear for the End Semester Arrear Examinations for backlog courses, if any, during the period of Break of Study.

13. Unauthorised Absence

If a student has not reported officially to the Head of the Department for the entire duration of the semester, without any prior written request (hardcopy or email to official ID of the respective Head of the Department) for 'Break of Study', admission of the student stands cancelled automatically and name of the particular student shall be permanently removed from the roll list, following the University procedure. This University procedure includes prior intimation to the student & parent / guardian through email regarding unauthorised absence, before the end of the first assessment period in the particular semester.

14. Re-joining the Programme

After the end of approved 'Break of study', student shall be permitted to re-join the programme in that particular semester, for which 'Break of Study' has been granted to the student. Regulations & Curriculum in force shall be applicable at the time of re-joining shall be applicable. Appearance of the student (including absence) in the end semester examinations for these courses in that particular semester shall be considered as 'First Appearance'. If there is any change of Regulations & Curriculum, the student has to undergo additional courses or get exemption from undergoing the courses, as recommended by the committee, constituted by the Director, Centre for Academic Courses, for this purpose. Recommendations of the committee, with the approval of the respective Faculty Chairperson, shall be sent to the Director, Centre for Academic Courses, for further action.

15. Termination

- 15.1.** A student who is not able to complete the requirements for the award of degree, within the maximum permissible duration prescribed, will deem to be automatically terminated from the programme and Transfer certificate shall be issued forthwith.
- 15.2.** Students faced with disciplinary action for any serious offence (For example: ragging) may face premature termination from the programme, based on the recommendations of the disciplinary action committee.

16. Vacation

The University Departments have two vacations (winter, summer) in an academic year. Period of both vacations shall be announced in the academic calendar.

17. Teaching & Evaluation

- 17.1.** The courses to be offered are decided by the Department concerned, taking into consideration all the requirements of the Programme.
- 17.2.** Each course is conducted by the Course Instructor and has the overall responsibility for successful conduct of class work and shall maintain the attendance and assessment record of the students for the courses handled.

17.3. Semester-wise performance assessment of the student is done through continuous assessments & end semester examinations, and in some courses through continuous assessments only. Each course, theory, theory cum studio, Laboratory integrated Theory, Design Studio courses, Critical Writing, Practical Training, Dissertation and Thesis, shall be evaluated for a maximum of 100 marks.

17.4. *For Theory (T) courses*, evaluation can be through continuous assessments and end semester examination. Continuous assessment shall have the weightage of 40% & End semester examination shall have the weightage of 60%.

- (i). Continuous Assessment comprises of two assessments of equal weightage, conducted by the Course Instructor. At least one of the assessments shall be test conducted in a day, along the lines of University End Semester Examinations and it shall be of one-and-a-half-hour duration each. The other assessment can be test cum assignment in any mode. Students will have regular classes on the assessment days of these tests.
- (ii). End semester examination shall be conducted for 100 marks with a duration of THREE hours.

17.5. *For all theory cum studio courses* (including courses with digital content in the syllabus), evaluation shall be through continuous assessments and end semester examination. Continuous assessment shall have the weightage of 50% & End semester examination shall have the weightage of 50%.

- (i). Continuous Assessment comprises of three assessments of equal weightage, conducted by the Course Instructor. The total marks obtained in the three assessments shall be taken as internal marks for the particular course. At least one of the assessments shall be a test conducted in a day, along the lines of University End Semester Examinations and they shall be of one-and-a-half-hour duration. The other two assessments can be test-cum-assignment of any mode. Students will have regular classes on the assessment days of these tests.

- (ii). End semester examination shall be conducted for 100 marks with a duration of THREE hours.

17.6. For Design Studio Courses, evaluation shall be through continuous assessments and end semester examination. Out of 100 marks, the Continuous Assessment shall have the weightage of 60% and the End Semester Viva Voce shall have the weightage of 40 %.

- (i). Continuous Assessment for Design Studio Courses comprises of three assessments of equal weightage, which shall be based on the student's regular work and performance during the studio. The total marks obtained in the three assessments put together shall be taken as internal marks for the particular course.
- (i). End Semester Examination for Design Studio Courses will be through Viva Voce Examination conducted for two days by a Jury consisting of two external examiners for each batch appointed by the HoD and approved by the Faculty Chairperson. The Examiners will evaluate based on the project brief and methodology followed by the particular class within the scope of the syllabus for the course. For the End Semester Viva Voce examinations, the students shall submit final portfolio that consists of study/ Design drawings/ Physical and Virtual models / Research and any other type of work as applicable on the date of submission proposed by the Academic Monitoring Committee of the respective semester. Viva Voce external examiner shall have a minimum of 5 years teaching / professional experience in a field of study relating to the subject of examination.

17.7. For Critical writing, evaluation shall be through continuous assessments and end semester examination. Out of 100 marks, the Continuous Assessment shall have the weightage of 60% and the End Semester Viva Voce shall have the weightage of 40 %.

- (i). Continuous Assessment for Critical writing comprises of three assessments of equal weightage, which shall be based on the student's regular work during the semester. This will consist of performance in class discussions, research, draft essay writing, etc. The total marks obtained in the three assessments put together shall be taken as internal marks for the particular course.
- (ii). End Semester Examination for Critical writing will be through Viva Voce Examination conducted for two days by a Jury consisting of two external examiners for each batch appointed by the HoD and approved by the Faculty Chairperson. End Semester Viva Voce examinations, the students shall submit final report that consists of the final written essays as applicable on the date of submission proposed by the Academic Monitoring Committee of the respective semester. Viva Voce external examiner shall have a minimum of 5 years teaching / professional experience in a field of study relating to the subject of examination.

17.8. For Practical Training in the VIII semester, the students shall undergo one mandatory Internship training, in architectural offices or architectural wings of building/ construction related offices in India only under architects registered with the Council of Architecture, India, with a minimum of 5 years professional standing with the approval of the Head of the Department. Out of 100 marks, the Continuous Assessment shall have the weightage of 50% and the End Semester Viva Voce shall have the weightage of 50%.

- (iii). 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. Ideally every student is required to undertake the entire duration of Practical Training in the VIII semester in a single architectural office. However, under unforeseen circumstances, if the student wishes to change his/ her place of Practical Training student shall be allowed to do so only once provided the

student satisfies a minimum of 30 days Practical Training in any one of the offices.

- (iv). Continuous Assessment comprises of three assessments of equal weightage based on the student's regular work and performance in the office. It will be done by the Principal Architect/ his/her designee architect in whose office the student is undergoing training. The assessments will be compiled by a Coordinator (who will be an internal faculty member) for each batch of Practical Training. The total marks obtained in the three assessments put together shall be taken as internal marks for the particular course.
- (v). End Semester Examination for Practical Training will be through Viva Voce Examination conducted for two days by a Jury comprising of the Practical Training Coordinator of the batch and an External Examiner appointed by the Head of the Department and approved by the Chairperson of the Faculty with the weightage for each being 20%:80% of the marks for the examination respectively. For the End Semester Viva Voce examinations, the students shall submit final portfolio/report that consists of work done during the Practical Training on the date of submission proposed by the Academic Monitoring Committee of the respective semester. Viva Voce external examiner shall have a minimum of 5 years teaching / professional experience in a field of study relating to the subject of examination.

17.9. For Dissertation, out of 100 marks, the Continuous Assessment shall have the weightage of 60% and the End Semester Viva Voce shall have the weightage of 40%.

- (i). Continuous Assessment comprises of three assessments of equal weightage which shall be based on the student's regular work during the semester. This will consist of progress of research work, stages of report done, etc., The total marks obtained

in the three assessments put together shall be taken as internal marks for the particular course.

- (ii). End Semester Examination for Dissertation will be through Viva Voce Examination conducted for two days by a Jury consisting of two external examiners for each batch appointed by the HoD and approved by the Faculty Chairperson. For the End Semester Viva Voce examinations, the students shall submit final Dissertation report that consists of work done during the Dissertation on the date of submission proposed by the Academic Monitoring Committee of the respective semester chaired by the Head of the Department. Viva Voce external examiner shall have a minimum of 10 years teaching/ professional experience.

17.10. For Thesis, out of 100 marks, the Continuous Assessment shall have the weightage of 50% and the End Semester Viva Voce shall have the weightage of 50%.

- (i). Every student has to submit Thesis proposals based on the syllabus, for discussion and finalization, well before the commencement of the X Semester on a date specified by the Head of the Department.
- (ii). The Thesis Review committee shall consist of Thesis Coordinator and Supervisor of the student and a minimum of one external member appointed by the Head of the Department for each batch.
- (iii). Continuous assessment for Thesis will be based on regular discussions with the supervisor and the presentation on the progress made before the Review Committee through periodic reviews. The continuous assessment done in the above process will be compiled in the form of three assessments of custom weightage based on the number of reviews.
- (iv). End Semester Viva Voce examinations, the students shall submit final portfolio (consisting of study, design drawings, models and report) on the date of submission proposed by the Academic Monitoring Committee of the respective

semester chaired by the Head of the Department. The date of submission shall be within 30 calendar days from the last working day of the semester. In case the 30th day happens to be a public holiday; the next working day can be considered for the date of submission. End Semester Examination for Thesis will be through Viva Voce Examination conducted for two days by a Jury consisting of the Thesis Supervisor, the Thesis Coordinator serving as Internal Examiner and two External Examiner for each batch appointed by the HoD and approved by the Faculty Chairperson with the weightage for each being **10%:10%:80%** of the marks for the examination respectively. Viva Voce external examiner shall have a minimum of 10 years teaching/ professional experience.

17.11. Students shall undergo a course on '**Universal Human Values**' and shall be offered to all the students as per the curriculum of the respective UG Programme. Students shall secure a minimum of 75% attendance. Evaluation is through 'ONE' internal assessment test and submission of minimum TWO assignments. Weightage for assessment test is 70% and for assignments, it is 30%. End Semester Examinations shall not be conducted for this course.

17.12. A course on '**Standards - Architecture**' shall be offered in order to equip the students with essential knowledge on standards with respect to their architectural design and practice. Performance of the students shall be evaluated through continuous assessments only with minimum of two internal assessment tests. Out of two tests, one test shall be conducted at the mid-term of the semester and second test shall be conducted at the end of the semester. These two tests shall carry equal weightage. End Semester Examinations shall not be conducted for this course.

17.13. For the courses on '**Perspectives of Sustainable Development**' offered under UC, the evaluation is as per theory cum studio courses (Clause 17.5).

17.14. For the courses on '**Engineering Entrepreneurship Development**' offered under UC, the evaluation is as per Laboratory integrated theory courses (LIT) and shall be through continuous assessments and end semester examination. Continuous assessment shall have the weightage of 50% & End semester examination shall have the weightage of 50%.

- (i). Continuous assessments comprise of two tests, laboratory practical and activities. For each test, there shall be a minimum of ONE 'activity' which include assignments, group assignments, quizzes, etc. Weightage for test shall be 50%, for laboratory / activity, it shall be 50%. The assessment of laboratory practical component will be based on turn-to-turn supervision of the student's work, performance in laboratory practical tests (Mid-term & End-term). Rubrics for each laboratory practical component shall be arrived in the common course committee at the beginning of the semester. Average of marks obtained in two assessments (tests, activities & laboratory practical), shall be taken as internal marks for the particular course. Details of theory and practical component with respect to credits are presented given in Table 2.

Table 2 – Weightage for Continuous Assessments in LIT Course

S. No.	L-T-P	C	Continuous Assessments	
			Theory	Practical
1.	2-0-2	3	35%	15%

- (ii). End semester examination shall be conducted for 100 marks with a duration of THREE hours with weightage as provided in the Table 3.

Table 3 – Weightage for End Semester Examinations in LIT Course

S. No.	L-T-P	C	End Semester Examination	
			Theory	Practical
1.	2-0-2	3	50%	---

17.15. The Courses on '**Heritage of Tamils**' and '**Tamils and Technology**' shall be offered to the students for appreciation of cultural diversity, promoting inclusivity

in the globalized world. Students shall secure a minimum of 75% attendance. Two assessment tests (40% weightage) and end semester examination (60% weightage) shall be conducted, similar to Theory courses as given in Clause 17.4.

17.16. Student shall opt for TWO '**Audit Courses**' from the list of courses offered by the University under two verticals exclusively for Audit courses. Among the two courses, one course shall be from the courses listed in Vertical – I and second course shall be either from Vertical – I or Vertical – II. Performance of the students shall be evaluated through continuous assessments only with minimum of two internal assessment tests. Out of two tests, one test shall be conducted at the mid-term of the semester and second test shall be conducted at the end of the semester. These two tests shall carry equal weightage. End Semester Examinations shall not be conducted for this course.

17.17. Study Visit / Educational Tour

The students shall undertake one rural visit as part of their Rural Habitat Design Studio in the IV semester. They shall also undertake other study visits for various courses as arranged during the course of the B. Arch Degree Programme.

Every student shall undergo one mandatory educational tour that is directed towards understanding specific place(s) of architectural and cultural significance as a totality. At the end of the tour, the students shall submit a study report that gives an overall understanding of the place(s) through different modes as found appropriate- sketches, analysis, cognitive mapping, digital documentation, essays, etc.

17.18. One of the four activities, '**National Cadet Corps (NCC) / National Sports Organization (NSO) / National Service Scheme (NSS) / Youth Red Cross (YRC)**', is a mandatory requirement to the students.

- (i). The choice of the activity shall be solely based on the decision of the student at the time of admission and no change shall be permitted at a later stage. These

activities are normally conducted during off-working hours and weekends and are designed to build character and to sensitize the students to social / national development. Camp for each activity shall be conducted during vacation period. Training period and camp duration shall be decided by the respective unit, from time to time.

- (ii). These activities shall not carry any credits. In addition to the above mandatory requirements, the students shall be permitted to participate in NSS / NSO / NCC / YRC in subsequent years too, if they have an interest to pursue further. Successful completion of such participation shall be awarded with credits and shall be featured in the grade sheet. However, the credits earned shall not be considered for computation of CGPA.

17.19. Industry Oriented Course (IOC)

- (i). There shall be three IOC to be successfully completed by the student as prescribed in the respective UG curriculum. However, a student shall register for only one course in a semester. Students are also permitted to register for these courses offered by other departments, provided the student has fulfilled the necessary pre-requisites of the course being offered.
- (ii). Proposal for conduct of Industry Oriented Course (IOC) shall be submitted by a faculty member, who is the Coordinator of the IOC, to the Head of the Department concerned at the commencement of each semester for conducting IOC(s) in the subsequent semester, as per the curriculum.
- (iii). Course content of IOC shall be framed by the identified industrial expert in consultation with the Coordinator. Content shall be of trans / interdisciplinary in nature, with practical applications such as case studies, standards, certifications, etc.

- (iv). The proposal shall contain a brief introduction about the expert, title of the course, lesson plan for 15 hours, tentative schedule of the classes and pre-requisite(s), if any, for the students to attend.
- (v). The received proposals shall be placed before the Departmental Consultative Committee (DCC) by the Head of the Department and with recommendations of DCC, proposal(s) shall be forwarded, within 15 days before the last working day of the previous semester to the Director, Centre for Academic Courses for further action. List of approved IOCs shall be widely published among the students through the website and other official media of the University, before the last examination date of the previous semester.
- (vi). Classes shall be conducted by the industry expert through physical / hybrid mode and slot for these courses shall be allotted depending on the availability of the expert in regular timetable, before or after the working hours. However, time slots on Saturdays may also be judiciously decided by the respective Head of the Department, depending on the convenience of the students and expert. For all sessions, the coordinator shall attend the classes with the students. Attendance register for IOC shall be maintained by the Coordinator.
- (vii). Size of the batch shall be preferably below 75 for both physical and hybrid mode.
- (viii). Classes for IOC shall be held in the University premises and the practical classes or case studies / project, if any shall be conducted at the University / Industry, which shall be decided by the Industry Expert in consultation with the Coordinator.
- (ix). Performance of the students shall be evaluated through continuous assessments only, with two internal assessment tests viz. one test in mid-term of the course and second test at the end of the course. These tests have equal weightage. Mode of assessment can be Quiz, Multiple Choice Questions, Descriptive type, Assignments, Projects, etc., and it is at the discretion of

Industrial Expert and Coordinator. End Semester Examinations shall not be conducted for this course.

- (x). Students shall also be permitted to attend the IOCs as Value Added Courses over and above the three mandatory IOCs. The result(s) of such VACs shall be printed in the Grade sheet and the credit acquired shall not be considered for computation of CGPA.
- (xi). At the end of each IOC, students' feedback shall be obtained and reviewed by the respective Head of the Department and Faculty Chairperson, for further refinement of the course.

17.20. Self-Learning Course (SLC)

- (i). Students shall undergo 'one' SLC in the entire programme as prescribed in the respective curriculum of UG Programmes. This course shall not be a part of any other course prescribed in the respective UG curriculum, but should be relevant to engineering and technology.
- (ii). Students shall opt for the courses offered by SWAYAM / NPTEL as well as State / Central funded Institutions **OR** Research Laboratories, which are in the top 20 positions in the latest NIRF ranking **OR** Foreign Universities within QS 300 rankings **OR** list of EduTech firms approved by the University, from time to time. The learning platform should have a clear process of awarding grades / marks to the students.
- (iii). Students shall submit a request with a maximum of three interested SLCs to the Head of the Department along with the details of course contents, Name & Affiliation of the instructor, Mode of evaluation, etc., at least 'ONE MONTH' before the end of the previous semester, for undergoing the approved SLC in the subsequent semester. List of proposed SLC shall be placed in the Department Consultative Committee (DCC) for consideration. The

recommended proposals shall be forwarded to the Director, Centre for Academic Courses, for approval.

- (iv). In case the SLC undergone by the student fetches more than one credit, only one credit shall be taken for computation of CGPA, upon successful completion of the course.

17.21. Courses offered under '**Skill Development Course (SDC)**' category (except IOC)

shall be evaluated as follows:

- (i) For course 'Introduction to Language and English Skills' under Theory type, the evaluation shall be as prescribed in the Clause 17.4.
- (ii) For course 'Digital Drawing, Visualisation and Representation' under Theory cum Studio (Syllabus with Digital component), the evaluation shall be as prescribed in the Clause 17.5.

17.22. In summary, the weightage for various category of courses is given in Table 4 as follows.

Table 4

S. No.	Category of course	Continuous Assessments	End-Semester Examinations
1.	Theory	40%	60%
2.	Theory cum studio	50%	50%
3.	Design studio courses	60%	40%
4.	Critical writing	60%	40%
5.	Practical Training	50%	50%
6.	Dissertation	60%	40%
7.	Thesis	50%	50%
8.	Industry Oriented Course	100%	----
9.	Skill Development Course		
	(i) Introduction to Language and English Skills	40%	60%
	(ii) Digital Drawing, Visualisation and Representation	50%	50%

10.	University Courses		
	(i). Universal Human Values	100%	----
	(ii). 'Standards - Architecture'	100%	----
	(iii). Perspectives of Sustainable Development	50%	50%
	(iv). Engineering Entrepreneurship Development	50%	50%
	(v). Heritage of Tamils	40%	60%
	(vi). Tamils and Technology	40%	60%
	(vii). Audit Course	100%	----
	(viii). NCC / NSS / NSO / YRC	100%	----

17.23 End Semester Examination for Theory courses under (Clause 17.4(ii) and **Theory cum Studio courses** under (Clause 17.5(ii)) commences after the last working day of the respective semester as per the Academic Schedule issued by the Director, Centre for Academic courses and to be conducted for a duration of three hours for each course for a maximum of 100 marks.

17.24. Passing Criteria in a Course

A Student is declared 'PASS' in a course upon satisfying the following conditions;

- For Theory, Theory cum Studio (Including Elective Theory and Theory cum Studio Courses), and Laboratory Integrated Theory Courses** student has to secure a minimum of 45% of total marks in the end semester examination and also obtain 50% of total marks (Continuous assessments + End semester examination), in a particular course which falls under.
- For Studio Courses, Critical Writing, Practical Training, Dissertation and Thesis**, the student who secures not less than 50% of the 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.

- (iii). **For 'Industry Oriented Courses'**, the student shall secure an average of 50 marks, in two assessment tests for the successful completion of this course.
- (iv). For 'Skill Development Courses' with both Theory and Theory cum studio course type, the student must secure a minimum of 45% of total marks in the end semester examination and also obtain a 50% of total marks (Continuous assessments + End semester examination).
- (v). **For course on 'Universal Human Values'**, students shall secure a minimum of 50 marks in the continuous assessments, for the successful completion of the course and credits earned shall not be considered for computation of CGPA.
- (vi). **For course on 'Standards - Architecture'**, students shall secure an average of 50 marks, in two assessment tests for the successful completion.
- (vii). **For the courses on 'Perspectives of Sustainable Development' and 'Engineering Entrepreneurship Development'**, the student has to secure a minimum of 45% of total marks in the end semester examination and also obtain a 50% of total marks (Continuous assessments + End semester examination).
- (viii). **For Courses on 'Heritage of Tamils', and 'Tamils and Technology'**, students shall secure a minimum of 45% of total marks in the end semester examination and also obtain a 50% of total marks (Continuous assessments + End semester examination).
- (ix). **For 'Audit Courses'**, students shall secure an average of 50 marks, in two continuous assessment tests for the successful completion of this course and credits earned shall not be considered for computation of CGPA.
- (x). **For 'Self-Learning Course'**, the student shall submit the published result of the SLC obtained from the source of learning, to the Head of the Department after successful completion of the course. Marks obtained by the student in the SLC shall

be converted to equivalent Grade, adopting the procedure as prescribed in Clause 20.2 of this regulation. In the case where grade is awarded to SLC, the equivalent mark for that grade shall be provided by the Institute / Firm / Company offering this SLC. This equivalent mark shall be converted to equivalent Grade, as per the Clause 20.2.

(xi). **For ‘Off Campus Courses’**, the student shall submit the result of these courses to the Head of the Department, after successful completion of the course(s), within a week’s time from the date of publication of the results. Marks obtained by the student in the course(s) shall be converted to equivalent Grade, adapting the procedure as prescribed in Clause 20.2 of this regulation. In the case where grade is awarded, the equivalent mark for that grade shall be provided by the Institute / Firm / Company offering the courses. This equivalent mark shall be converted to equivalent Grade, as per the Clause 20.2.

(x). **For ‘Value Added Courses’**, a student shall secure a minimum 50% marks, as per the evaluation processes, prescribed by the approved Firm / Company offering the VAC. Grade shall be awarded as prescribed in Clause 20.2 of the regulations. Credits earned shall not be considered for computation of CGPA.

17.25. Publication of Results and Open Day

- (i). Publication of examination results shall be within TWENTY working days from the date of completion of regular end semester examinations of a particular programme.
- (ii). Students shall be permitted to go through the end semester examination answer scripts of the courses under category of Theory & Laboratory Integrated Theory, Theory cum Studio courses on ‘OPEN DAY’.
- (iii). This OPEN DAY shall be conducted within FIVE working days after the publication of results, adhering to the guidelines in force, as prescribed by the office of the Additional Controller of Examinations, from time to time, to address

the doubts raised by the students, if any. No claim shall be entertained under any circumstances later, if the student has not reported for the 'OPEN DAY'

17.26. NOT SATISFYING 'PASSING' CRITERIA

A student who has not satisfied the passing conditions in,

- (i). ***For Theory and Theory cum Studio (Including Elective Theory, Theory cum Studio Courses), Laboratory Integrated Theory Courses*** after the conduct of 'OPEN DAY', the student has to reappear in the 'End Semester Examination' in the subsequent semester(s). Validity of internal assessment marks including laboratory components is only for two appearances (including first appearance) for a particular course in the end semester examination. After two appearances in the end semester examination for a particular course, the student has to secure a minimum of 50 marks in the end semester examination for getting 'PASS' in the course.
- (ii). ***For Studio Courses, Critical Writing, Dissertation, Practical Training and Thesis***, if the student is unsuccessful in getting 'pass' under following conditions, Subsequent Viva Voce Examination shall be conducted within 30 days from the publication of the results.

C1:-student has not submitted portfolio/ report within stipulated date.

C2 :-student 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 17.24 (ii) regarding passing

C3 :- student has submitted the portfolio/ report within stipulated date, but was absent for the viva voce examination and has not obtained Withdrawal for the same.

A student who failed to secure a pass as per condition in clause 17.26 (ii) C2 , 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.

- (i). A student who failed to secure a pass as per condition in clause 17.26 (ii) C3, i.e., submitted portfolio/ report within stipulated date, but was absent for exam, can attend a Subsequent Viva Voce exam with the same jury as the regular exams 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 but conducted for the same examination session.
- (ii). A student who failed to secure a pass as per condition in clause 17.26 (ii) C1 , 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, fulfil 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 17.27
- (iii). 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 17.27.
- (iv). ***In the Industry Oriented Courses***, a re-examination shall be conducted within a minimum period of 10 days from the date of publication of results. If a student does not successfully complete the IOC in the re-examination, registration of the particular IOC shall stand cancelled. Student shall register for the same IOC / any other IOC, in the ensuing semester.

- (v). ***In the Self-Learning Course***, a student shall register for the same course or one from other two courses opted by the student in the same semester itself within one week from the date of declaration of result, with prior intimation to the respective Head of the Department. If the student is still unable to successfully complete any one of the SLCs within the semester, the student shall opt for the same courses in the subsequent semester or submit a list of alternative three SLCs again to the Head of the Department for getting prior approval from DCC & Director, Centre for Academic Courses. .
- (v) ***In the Human Values, Standards - Architecture & Audit Courses***, the student has to repeat the course with other students, when offered in the subsequent semester(s).

17.27. Requirements for Moving to Higher Semester

- (i). A student of the B. Arch. shall move to the higher semester if student satisfies the following conditions.

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 in Semester VIII
- (ix) X semester, a pass is required in Urbanism and Architecture Design Studio in Semester IX.

18. Substitute Examinations / Supplementary Examinations

- (i) If a student obtains Withdrawal from a Viva Voce examination (vide Clause 11.8), 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. Substitute Viva Voce Exam is considered as a regular attempt and not a reappearance and is conducted for the same examination session.
- (ii) If a student applied for withdrawal for any course(s) in the final semester of the programme for bona fide reasons, only with prior approval, Supplementary Examination shall be conducted within a maximum period of 30 days from the date of publication of the results.
- (iii) If a student fails to secure a pass in theory or theory cum studio course(s) (including elective theory and theory cum studio courses) of X semester examination, he/she is eligible to appear for a one-time Supplementary Examination which shall be conducted at the end of X semester, for the subjects of X semester alone, within 30 days from the date of declaration of the results.

19. Redoing the Course

Redoing a course means reregistering for a course, attending all classes, fulfilling the attendance requirements as per Clause 11, earning fresh Continuous Assessment marks and appearing for End Semester Examinations as per clause 17.24. A student has to redo a course in the following conditions:

- (i). If a student is prevented from writing end semester examination of any core and mandate courses given in the curriculum due to lack of attendance, the student has to register for that course again when offered next and redo the course.

- (ii). If a student is prevented from writing the end semester examination of any professional / open elective course due to lack of attendance, the student can opt to register for the same course again when offered next and redo the course, or he/she can opt to register for a different professional / open elective course when it is offered, attend classes, fulfill the attendance requirements as per clause 11 secure Continuous Assessment marks and appear for End Semester Examinations as per clause 17.24.
- (iii). If the course in which the student fails to secure a pass is a professional / open elective course, then the student, if he/she so wishes, can opt to register for a different professional/open elective course when it is offered, attend classes, fulfill the attendance requirements as per clause 11, secure Continuous Assessment marks and appear for End Semester Examinations as per clause 17.24.
- (iv). If a student fails to secure a pass in Design Studio Courses, Critical Writing, Dissertation, Practical Training and Thesis after availing opportunities of Subsequent and Substitute Viva as per Clause 17.26 (ii) , he/she shall register for the same when offered next and redo the course.
- (v). Registration of redo courses are not permitted along with VIII semester Practical Training course .

20. Grading of Courses

- 20.1** Grades are assigned to respective courses based on the range of total marks scored by the students as given in the Table 7 as follows.

Table 7– Grading of Courses

Grade	Description	Grade Points
S	Outstanding	10
A+	Excellent	9
A	Very Good	8
B+	Good	7
B	Average	6
C	Satisfactory	5
U	Re-appearance	0
SA	Shortage of Attendance	0
WC	Withdrawal of Course	0

20.2 (i) Customised grading system shall be followed for all category of courses, based on the average marks obtained and relative performance of the students in a particular course, taking into consideration of passing requirements as per Clause 17.24 of the regulations. Finalisation of the grade shall be decided in the Academic Monitoring Committee meeting.

(ii) Courses categorised under OCC, SLC & VAC, absolute grading system shall be followed as given in ‘Table 9’ and for NPTEL /SWAYAM courses alone, the corresponding range of marks for each grade is tabulated as follows (Table 9).

Table 9 – Range of Marks for Grades

S	A+	A	B+	B	C	U
91 – 100	81 – 90	71 – 80	61 – 70	56 – 60	50 – 55	< 50

Table 8 – Range of Marks for grading of NPTEL courses

S	A+	A	B+	B	C	U
90 – 100	80 – 89	70 – 79	60 – 69	50 – 59	40 – 49	< 40

21. Calculation of Grade Point Average (GPA) / Cumulative Grade Point Average (CGPA)

21.1 Two parameters, Grade Point Average (GPA) and Cumulative Grade Point Average (CGPA) are used to evaluate the academic performance of the student.

21.2 The GPA is the weighted average of the grade points obtained in all the courses registered by the student during the semester. For example, if a student passes five courses (Theory / Laboratory / Project / Seminar etc.) in a semester with credits C1, C2, C3, C4 and C5 and the students' grade points in these courses are g1, g2, g3, g4 and g5 respectively, then GPA of the student is calculated as:

$$\text{GPA} = \frac{(C1 \times g1) + (C2 \times g2) + (C3 \times g3) + (C4 \times g4) + (C5 \times g5)}{(C1 + C2 + C3 + C4 + C5)}$$

21.3 At the end of each semester, the student is given with a semester wise grade sheet. This is a consolidated list of courses registered and grades obtained in that particular semester along with the appropriate GPA calculation.

21.4 The CGPA indicates the overall academic performance of a student and is computed to two decimal places in the same manner as the GPA, except that all the courses registered up to and including the latest completed semester. Grades obtained after successful completion of additional courses, that are not mandatory for minimum requirement for award of degree, shall not be considered for computation of CGPA. However, results of these courses will be printed only in the grade sheet.

21.5 If the student is absent for the registered course in the End Semester Examination(s) or Viva-Voce Examinations or absent for the assessments in case of courses evaluated only through continuous assessments, this absence shall be considered as an appearance for the purpose of classification of degree.

21.6 If a student opts to drop PEC(s) as per the Clause 10.6, this appearance in the particular PEC shall be considered as an appearance for the purpose of classification of degree.

21.7 After successful completion of the courses as required for the award of degree, as per the curriculum, a consolidated grade sheet shall be printed and issued to all the students through respective Head of the Department.

21.8 The percentage of marks shall be printed in the consolidated grade sheet from the CGPA earned using,

$$\% \text{ of Marks} = \text{CGPA} \times 10$$

22. Award of Degree

22.1 A student is deemed to have completed the requirements for the award of degree, if the student has:

- ❖ Successfully completed all courses as per the respective curriculum of the discipline, satisfying the minimum credit requirement and other academic requirements for the programme.
- ❖ No pending disciplinary action against him / her.

22.2 The award of Degree is subject to the approval of the 'Syndicate'.

22.3 A student who fulfils the following criteria shall be declared to have successfully completed the degree programme as **'First class with Distinction'**

- (i). Should have passed the examination of all the courses in the 'FIRST APPEARANCE' itself, within the prescribed duration as per Clauses 5.2 (i) and 5.2 (ii) of the regulations.
- (ii). Should have secured a CGPA of at least 8.50.
- (iii). Should not have been prevented from appearing for any end semester examination(s) or viva-voce examination(s).

22.4. A student who fulfils the following criteria shall be declared to have successfully completed the degree programme as **‘First Class’**

- (i) Should have passed the examination of all the courses within the prescribed duration as per Clauses 5.2 (i) and 5.2 (ii) of the regulations.
- (ii) Should have secured a CGPA of at least 6.50.

22.5. A student who fulfils the following criteria shall be declared to have successfully completed the degree programme as **‘Second Class’**

- i. Should have passed the examination of all the courses within the prescribed duration as per Clauses 5.2 (i) and 5.2 (ii) of the regulations.
- ii. Has secured a CGPA below 6.50.

(OR)

- (i). Should have passed the examination of all the courses within the prescribed duration as per Clauses 5.2 (iii and 5.2 (iv) of the regulations.

23. Academic Audit

The Director, Centre for Academic Courses shall initiate the academic audit process once in every year, with the coordination and cooperation of the respective Head of the Department, by inviting external expert(s) approved by the respective Faculty Chairperson. The Additional Controller of Examinations (University Departments) shall make the arrangements for the conduct of Academic Audit.

Academic audit shall cover (not limited to),

23.1 Course delivery and adherence to the course plan, syllabus coverage, quality of question papers used for internal assessments, end semester examinations, maintenance of laboratory experimental set ups and equipment, practical assignments, mini projects and conduct of practical classes and their evaluation.

23.2 Co-curricular and Extra-curricular activities available for students, the monitoring mechanism of activity points to be earned by the students.

23.3 Academic functioning of the Department encompassing students, faculty and administration covering punctuality, attendance, discipline, academic environment, learning ecosystem, academic achievements and benchmarking.

23.4 The quality criteria prescribed by statutory bodies.

23.5 Action taken report shall be presented to the Internal Quality Assurance Cell of the University by the Head of the Department, based on audit report for continuous improvement.

23.6 Academic documents of UG programmes for a particular batch of students shall be kept in the respective department for a period of TWO years after the end of programme duration.

24. Revision

Notwithstanding all that has been stated above, the Syndicate has the right to modify any of the above regulations, based on the recommendations of the Academic Council, from time to time.
