

ANNA UNIVERSITY, CHENNAI - 600 025

UNIVERSITY DEPARTMENTS

REGULATIONS 2019

CHOICE BASED CREDIT SYSTEM

Common to all Five year Integrated M.Sc (Full-Time) Programmes

(For the students admitted to five year integrated M.Sc. programmes in the University
Departments from the Academic year 2019 - 2020 onwards)

1 PRELIMINARY DEFINITIONS AND NOMENCLATURE

In this Regulation, unless the context otherwise specifies:

- I. **“Programme”** means Degree Programme, (i.e.) M.Sc (5 year Integrated) Degree Programme.
- II. **“Specialisation”** means a discipline of M.Sc. Degree Programme like “Computer Science”, “Electronic Media”, etc.
- III. **“Course”** means a Theory or Practical subject that is normally studied in a semester, like Discrete Mathematics, Visual Programming , etc.,
- IV. **“Director, Academic Courses”** means the authority of the University who is responsible for all academic activities for the implementation of relevant rules and regulations.
- V. **“Additional Controller of Examinations (UD)”** means the Authority of the University who is responsible for all activities of the End Semester Examinations of the University Departments.
- VI. **“Head of the Institution”** means the Dean of the campus.
- VII. **“Chairperson”** means Head of the Faculty.
- VIII. **“Head of the Department”** means Head of the University Department concerned.
- IX. **“University”** means ANNA UNIVERSITY, CHENNAI.

2 ADMISSION PROCEDURE

- 2.1 Students for admission to the first semester of the Ten-semester Integrated M.Sc. (Computer Science) / M.Sc. (Information Technology) degree programmes shall be required to have passed the Higher secondary examination of the (10+2) curriculum (Academic Stream) prescribed by the Government of Tamil Nadu with Mathematics,

Physics and Chemistry as three of the four courses of study prescribed under Part – III or any other examinations of any other University or authority accepted by the Syndicate of the University as equivalent thereto.

2.2 Students for admission to the first semester of the Ten-semester Integrated M.Sc. (Electronic Media) degree programme shall be required to have passed the Higher secondary examination of the (10+2) curriculum prescribed by the appropriate authority of the Government of Tamil Nadu or any other examination of any other University or authority accepted by the Syndicate of the University as equivalent thereto.

2.3 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.

3 PROGRAMMES OFFERED

A student may be offered admission to any one of the 5 year integrated M.Sc. degree programme approved by the University.

Programmes currently being offered by the University are listed in **Annexure - I**

4 STRUCTURE OF THE PROGRAMMES

4.1 Categorization of Courses

Every M.Sc. (5year Integrated) Programme will have a curriculum with syllabi consisting of theory and practical courses that shall be categorized as follows:

- i. **Foundation Courses (FC)** may include Mathematics or other basic courses
- ii. **Program Core Courses (PCC)** include the core courses relevant to the chosen specialization/branch.
- iii. **Program Elective Courses (PEC)** include the elective courses relevant to the chosen specialization/ branch.
- iv. **Research Methodology and IPR Courses (RMC)** to understand importance and process of creation of patents through research.
- v. **Open Elective Courses (OEC)** the courses included under open electives are of importance in the context of Special Skill Development and they are on Business Analytics, Industrial Safety, Operation Research and Cost Management of Engineering Project.
- vi. **Employability Enhancement Courses (EEC)** include Project Work, Internship, Seminar, Professional Practices, Case Study and Industrial / Practical Training.

- vii. **Audit Courses (AC)** expose the students to Unnat Bharath Abhiyan, Constitution of India, Disaster Management, Yoga, English for Research Paper Writing, Value education, Pedagogy Studies, Stress Management, Sanskrit for Technical Knowledge and Personality Development through Life Enlightenment Skills. Registration for any of these courses is optional to students.

4.2 **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 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.

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/Institutions.

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

4.3 **Number of courses per semester**

Curriculum of a semester shall normally have a blend of lecture courses and practical courses including Employability Enhancement Courses. Each course may have credits assigned as per clause 4.4.

4.4 **Credit Assignment**

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

Contact period per week	Credits
1 Lecture Period / 1 Tutorial Period	1
2 Practical Periods (Laboratory / Industrial/ Practical Training/Internship/Seminar / Project Work / etc.)	1

The Contact Periods per week for laboratory can only be in multiples of 2.

4.5 Project Work

4.5.1 The Project work is an important component of M.Sc. degree programmes. The duration of VII/VIII (as specified in the curriculum) semester and X semester projects shall be for a period of 16 weeks. The Project work shall be carried out by the students individually.

4.5.2 The VII/VIII and X Semester Projects of M.Sc. (Computer Science) / M.Sc. (Information Technology) / M.Sc. (Electronic Media), have to be carried out in an industrial / software / Media organization, coordinated by a faculty member of the department. In certain special cases, the students may be permitted by the Head of the Department to do the project within the institution.

4.5.3 The Project work shall be carried out under the supervision of a “qualified teacher” in the Department concerned. In this context “qualified teacher” means a faculty member possessing (i) PG degree with a minimum of 3 years of teaching experience or (ii) Ph.D. degree.

4.6 Industrial Training / Internship

4.6.1 The students may undergo Industrial training for a period as specified in the Curriculum during summer / winter vacation. In this case the training has to be undergone continuously for the entire period.

The students may undergo Internship at Research organization / University / industry (after due approval from the Department Consultative Committee) for the period prescribed in the curriculum during summer / winter vacation, in lieu of Industrial training.

4.6.2 If Industrial Training / Internship is not prescribed in the curriculum, the student may undergo Industrial Training / Internship optionally and the credits earned will be indicated in the Mark Sheet. If the student earns three credits in Industrial Training / Internship, the student may drop one Professional Elective. In such cases Industrial Training / Internship needs to be undergone continuously from one organization only. However, if the number of credits earned is 1 or 2, these credits shall not be considered for classification of the degree. The student is only allowed to undergo a maximum of 6 weeks Industrial Training / Internship during the entire duration of study.

DURATION OF TRAINING / INTERNSHIP	CREDITS
2 Weeks	1
4 Weeks	2
6 Weeks	3

4.7**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. One/Two credit courses shall be offered by a Department with the prior approval from the Centre for Academic Courses. The details of the syllabus, time table and faculty may be sent to the Centre for Academic Courses after approval from the Departmental Consultative Committee concerned. Students can take a maximum of two one credit courses or one two credit course. They shall be allowed to take one/two credit courses offered in other Departments with the permission of the Head of the Department offering the course.

Applicable to the students joined the programme in the academic year 2019-2020 & 2020-2021.

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 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 Departmental Consultative Committee concerned.
- 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.
- 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).

Amendment of Clause 4.7 from the Academic year 2021-2022

4.8**Online Courses**

Students may be permitted to credit online courses (which are provided with certificate) with the approval of Departmental Consultative Committee and Centre for Academic Courses subject to a maximum of three credits. This online course of 3 credits can be considered instead of one elective course. The student needs to obtain certification or credit to become eligible for writing the End Semester Examination to be conducted by Anna University. In case of credits earned through online mode from a University approved by appropriate authorities of Anna University, the credits may

Applicable to the students joined the programme in the academic year 2019-2020 & 2020-2021.

be transferred after due approval procedures from Departmental Consultative Committee and Centre for Academic Courses.

4.8 Off campus courses and Transfer of Credits

**Amendment
of
Clause 4.8
from the
Academic
year
2021-2022**

Students are permitted to optionally enroll and study a maximum of three off campus courses in physical/online/hybrid mode under each PG programme with the approval of DCC and 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 DCC.

4.8.1 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 3 and the Mapping of the marks with the grades is explained in Table 4. The mapping of marks with grades is applicable, only if the student passes the course as per the guidelines of NPTEL.

Table 3: 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 4: 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

4.8.2 Students are permitted to optionally enroll and study the courses in physical / hybrid / online modes offered by reputed Central / State funded Universities / Institutions which are in the top 20 positions in the latest NIRF ranking and are 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 courses).

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 4.8.2, the students can enroll for the courses with the approval of DCC 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.

4.8.3 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 (manufacturing or software) related to the programme, and (b) reputed companies involved in transfer of knowledge provided the knowledge transferring company is a spinoff from an Engineering/Technology practicing Industry and sharing the work experience of the respective industry. The companies mentioned in 4.8.3 (ii) (a) and the company with which the knowledge transfer company associated in the case of 4.8.3 (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 4.8.3. (ii) shall be B.E./B.Tech with 10 years of research / industrial experience. Such courses shall be offered through MOU / MOA between Anna University and such institutions/organizations/ 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 DCC and approved by Director, Centre for Academic Courses as per the Regulations.

For the offer of each course under 4.8.3, a course coordinator shall be nominated from the Department who shall also attend such course and shall coordinate the question paper setting and answer script evaluation with the course instructor from research institution / laboratories /industry / company for the continuous assessment and end semester examination conducted by the University. The passing requirements are as per regulations.

4.9 Self-Study Courses

4.9.1 Students may be permitted to credit at-most one Self Study course with the approval of Departmental Consultative Committee and Centre for Academic Courses.

4.9.2 The Department / Centre / Division may offer self-study courses. The purpose of the course is to permit the student to study a course / topic of the student's choice. The students shall study on their own under the guidance of a faculty member. No formal lectures need be delivered. The syllabus of the course and mode of assessments shall be approved by the Departmental Consultative Committee and forwarded to the Centre for Academic Courses for the formal approval of the course by the academic bodies, preferably before the commencement of the semester. The self study course of 3 credits can be considered as one elective course. One Faculty member approved by the Head of the Department shall be responsible for the periodic monitoring and evaluation of the course.

4.10 Medium of Instruction

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

5 DURATION OF THE PROGRAMMES

5.1 A student is normally expected to complete the M.Sc (Integrated) Programme in 5 years (10 Semesters) but in any case not more than 10 years (20 Semesters).

5.2 Each semester shall normally consist of 90 working days (including examination days). The Head of the Department shall ensure that every teacher imparts instruction as per the number of periods specified in the syllabus covering the full content of the syllabus for the course being taught.

5.3 The total duration for completion of the programme reckoned from the commencement of the first semester to which the student was admitted shall not exceed the maximum duration specified in clause 5.1 irrespective of the period of

break of study (vide clause 16) or prevention (vide clause 7.4) in order that he/she may be eligible for the award of degree (vide clause 14).

5.4 The curriculum of programme shall be so designed that the minimum prescribed credits required for the award of the degree shall lie within the limits of **215 - 225**.

6 COURSE ENROLLMENT AND REGISTRATION

6.1 Each student, on admission shall be assigned to a Faculty Advisor (vide clause 8) who shall advise and counsel the student about the details of the academic programme and the choice of courses considering the student's academic background and career objectives.

6.2 After registering for a course, a student shall attend the classes, satisfy the attendance requirements, earn Continuous Assessment marks and appear for the End Semester Examinations.

6.2.1 Each student on admission shall register for **all the courses prescribed in the curriculum in the student's first Semester of study**.

6.2.2 The enrollment for all the courses from the II Semester to Final Semester will commence 5 working days prior to the commencement of the succeeding semester. If the student wishes, the student may drop or add courses (vide clause 6.4) within **five** working days after the commencement of the concerned semester and complete the registration process duly authorized by the Faculty Advisor of the programme.

6.2.3 A student who has passed all the courses prescribed in the curriculum for the award of the degree shall not be permitted to re-enroll to improve the student's marks in a course or the aggregate marks / CGPA.

6.3 MINIMUM CREDIT REQUIREMENTS TO REGISTER FOR PROJECT WORK

The student shall register for industrial project in the seventh semester in the case of M.Sc Computer Science and M.Sc Information Technology programmes. In the case of M.Sc Electronic Media the student shall register for the internship in the eighth semester. The student of all the three above programmes shall register for project work in the tenth semester. However, if a student has not earned the minimum number of credits as specified in Table 1, he may be permitted to register for the industrial project / internship / project work as and when the student earns the minimum number of credits.

TABLE - 1

PROGRAMME	SEMESTER	MINIMUM NO. OF CREDITS TO BE EARNED
M.Sc. (Computer Science)	VII	90
M.Sc. (Computer Science)	X	130
M.Sc. (Information Technology)	VII	90
M.Sc. (Information Technology)	X	130
M.Sc. (Electronic Media)	VIII	90
M.Sc. (Electronic Media)	X	130

6.3.1 If the student has not earned the requisite minimum credits, the student cannot enroll for the Project work. In such a case, the student can enroll for the Project work in the subsequent semester, only after earning the minimum credits specified.

6.4 Flexibility to Add or Drop courses

6.4.1 A student has to earn the total number of credits as specified in the curriculum of the respective Programme of study. However, if the student wishes, the student is permitted to earn more than the total number of credits prescribed in the curriculum of student's programme within the minimum duration of the programme.

6.4.2 From the III to X semesters, the student has the option of registering for additional courses or dropping existing courses. The total number of credits that a student can add or drop is limited to 8, subject to a maximum of 2 courses.

6.5 Redoing a Course

Redoing a course means reregistering for a course, attending all classes, fulfilling the attendance requirements as per clause 7, earning fresh Continuous Assessment marks and appearing for End Semester Examinations. A student has to redo a course in the following conditions.

6.5.1 If a student is prevented from writing end semester examination of any core course due to lack of attendance, the student has to register for that course again when offered next and redo the course.

6.5.2 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 7, secure Continuous Assessment marks and appear for End Semester Examinations.

6.5.3 Omitted

6.5.4 If the course, in which the student fails to secure a pass is a professional/open elective course, then the student can opt for a different professional/ open elective course, register for the same when it is offered, attend classes, fulfill the attendance requirements as per clause 7, secure Continuous Assessment marks and appear for End Semester Examinations.

6.5.5 The student who fails in any Project work (Project 1 / Project 2) shall register for the course again, when offered next, and redo the course. In this case, the student shall attend the classes and fulfill the attendance requirements as per clause 7.

7 REQUIREMENTS FOR APPEARING FOR THE END SEMESTER EXAMINATION OF A COURSE

A student who has fulfilled the following conditions (vide clause 7.1 and 7.2) shall be deemed to have satisfied the attendance requirements for appearing for the end semester examination of a particular course.

7.1 Ideally every student is expected to attend all periods and earn 100% attendance. However, the student shall secure not less than 75% attendance, course wise, taking into account the number of periods required for that course, as specified in the curriculum.

7.2 If a student secures attendance between 65% and less than 75% in any course in the current semester, due to medical reasons (hospitalization / accident / specific illness) or due to participation in the College / University / State / National / International level Sports events, with prior permission from the Chairman, Sports Board and Head of the Department concerned, the student shall be given exemption from the prescribed attendance requirement and the student shall be permitted to appear for the end semester examination of that course. In all such cases, the students should submit the required documents on joining after the absence to the Head of the Department through the Faculty Advisor.

7.3 A student shall normally be permitted to appear for the end semester examination of the course if the student has satisfied the attendance requirements (vide Clause 7.1 – 7.2) and has registered for the examination in those courses of that semester by paying the prescribed fee.

7.4 Students who do not satisfy clause 7.1 and 7.2 and who secure **less than 65%** attendance in a course will not be permitted to write the end semester examination of that course. The student has to register and redo the course when it is offered next as per Clause 6.5. If the course in which the student has been prevented is a professional/ open elective, the student can opt to redo the same course or opt for different professional/ open elective course as per Clause 6.5.2.

7.5 If a student has shortage of attendance in all the registered courses, he/she would not be permitted to move to the higher semester and has to repeat the current semester in the subsequent year.

7.6 In the case of reappearance (Arrear) registration for a course, the attendance requirement as mentioned in Clauses 7.1 - 7.3 is not applicable. However, the student has to register for the examination in that course by paying the prescribed fee.

7.7 A student who has already appeared for a course in a semester and passed the examination is not entitled to reappear for the same course for improvement of letter grades / marks.

8 FACULTY ADVISOR

To help the students in planning their courses of study and for general advice on the academic programme, the Head of the Department of the students will attach a certain number of students to a teacher of the Department, who shall function as Faculty Advisor for those students throughout their period of study. The Faculty Advisor shall advise the students in registering and reappearance (Arrear) registering of courses, authorize the process, monitor their attendance and progress and counsel them periodically. If necessary, the Faculty Advisor may also discuss with or inform the parents about the progress / performance of the students concerned.

The responsibilities of the faculty advisor shall be:

- To inform the students about the various facilities and activities available to enhance the student's curricular and co-curricular activities.
- To guide student enrollment and registration of the courses.
- To authorize the final registration of the courses at the beginning of each semester.
- To monitor the academic and general performance of the students including attendance and to counsel them accordingly.
- To collect and maintain the academic and co-curricular records of the students.

9 COURSE COMMITTEES

9.1 COMMON COURSE COMMITTEE

A theory course handled by more than one teacher shall have a "Common Course Committee", comprising of all teachers teaching that course. One of the teachers shall be nominated as Course Coordinator by the Faculty Chairman, duly approved by the Director, Academic Courses.

The first meeting of the Common Course Committee shall be held within fifteen days from the date of formation of the committee. The nature and weightage of the

continuous assessments shall be decided in the first meeting, within the framework of the Regulations. Two or three subsequent meetings in a semester may be held at suitable intervals.

In addition the “Common Course Committee” shall meet to ensure uniform evaluation of continuous assessments after arriving at a common scheme of evaluation for the assessments (vide clause 10).

Wherever feasible, the common course committee shall prepare a common question paper for the continuous assessment tests also. The question paper for the end semester examination is common and shall be set by the Course Coordinator, in consultation with all the teachers.

9.2 MULTIPLE COURSES COMMITTEE

“Multiple Courses Committee” comprises of all teachers handling courses of a particular semester, including common course teachers and two student representatives from the course concerned. One of the above teachers, nominated by the Head of the Department shall coordinate the activities of this committee. The functions of this committee are as follows:

The first meeting of the Multiple Courses Committee shall be held within fifteen days from the date of formation of the committee. The nature and weightage of the continuous assessments shall be decided in the first meeting, within the framework of the regulations. Two or three subsequent meetings in a semester may be held at suitable intervals. During these meetings, the student members shall meaningfully interact and express their opinions and suggestions of all the students to improve the effectiveness of the teaching-learning process. It is the responsibility of the student representatives to convey the proceedings of these meetings to all the students.

9.3 OVERALL MONITORING COMMITTEE

In addition, there shall be an overall monitoring committee for each semester of a programme, which comprises of (i) the Head of the Department (convener), (ii) the Faculty Advisors of the programme and (iii) Multiple Course Coordinator. This overall monitoring committee shall meet periodically to discuss academic related matters, progress and status of the students of the semester concerned.

9.3.1 The overall monitoring committee can also invite some of the students for any of the committee meetings if necessary.

10. ASSESSMENT PROCEDURES FOR AWARDING MARKS

All M.Sc (5year Integrated) Programmes consist of Theory Courses, Laboratory Courses and Employability Enhancement Courses. Employability Enhancement Courses include Project Work, Seminar, Professional Practices, Case Study and Industrial/Practical Training. Appearance in End Semester Examination is mandatory for all courses including Theory, Laboratory, Theory Courses with Laboratory Component and Project work.

Applicable
to the
students
joined the
programme
in the
academic
year 2019-
2020 & 2020-
2021.

Performance in each course of study shall be evaluated based on (i) Continuous assessments throughout the semester and (ii) End Semester Examination at the end of the semester. The evaluation shall be based on Outcome Based Education (OBE). For Theory Courses and Theory Courses with Laboratory Component, out of 100 marks, the maximum marks for Continuous Assessment is fixed as 50 and the End Semester Examination carries 50 marks. For Laboratory Courses out of 100 marks, the maximum marks for Continuous Assessment is fixed as 75 and the End Semester Examination carries 25 marks. The continuous assessment is 60 marks for the Project Work, and project report evaluation and viva-voce examination carries 40 marks. All other courses included under Employability Enhancement Courses are evaluated by Continuous Assessments only. There is no evaluation for Audit Courses. However, minimum attendance requirement as per clause 7 shall be satisfied.

(i.e.) Each course shall be evaluated for a maximum of 100 marks as shown below:

S. No.	Category of course	Continuous Assessments	End-Semester Examinations
i.	Theory Courses / Theory Courses with Laboratory Component	50 Marks	50 Marks
ii.	Laboratory Courses	75 Marks	25 Marks
iii.	Project Work	60 Marks	40 Marks
iv.	All other EEC Courses	100 Marks	-

Every teacher is required to maintain an 'ATTENDANCE AND ASSESSMENT RECORD' for every semester which consists of attendance marked in each theory / Laboratory/EEC/AC class, the assessment marks and the record of class work (topics covered), separately for each course handled by the teacher. 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 affix his/her signature and date after due verification. At the end of the semester, the record should be verified by the Head of the Department

who shall keep this document in safe custody (for nine years). The records of attendance and assessment of both current and previous semesters should be available for inspection.

ASSESSMENT PROCEDURES FOR AWARDING MARKS

All M.Sc (5year Integrated) Programmes consist of Theory Courses, Laboratory Courses and Employability Enhancement Courses. Employability Enhancement Courses include Project Work, Seminar, Professional Practices, Case Study and Industrial/Practical Training. Appearance in End Semester Examination is mandatory for all courses including Theory, Laboratory, Theory Courses with Laboratory Component and Project work.

Performance in each course of study shall be evaluated based on (i) Continuous assessments throughout the semester and (ii) End Semester Examination at the end of the semester. The evaluation shall be based on Outcome Based Education (OBE). For Theory Courses, out of 100 marks, the maximum marks for Continuous Assessment is fixed as 40 and the End Semester Examination carries 60 marks. For Theory Courses with Laboratory Component, out of 100 marks, Assessment is fixed as 50 and the End Semester Examination carries 50 marks. For Laboratory Courses out of 100 marks, the maximum marks for Continuous Assessment is fixed as 60 and the End Semester Examination carries 40 marks. The continuous assessment is 60 marks for the Project Work, and project report evaluation and viva-voce examination carries 40 marks. All other courses included under Employability Enhancement Courses are evaluated by Continuous Assessments only. There is no evaluation for Audit Courses. However, minimum attendance requirement as per clause 7 shall be satisfied.

(i.e.) Each course shall be evaluated for a maximum of 100 marks as shown below

S. No.	Category of course	Continuous Assessments	End-Semester Examinations
i.	Theory Courses	40 Marks	60 Marks
ii.	Theory Courses with Laboratory	50 Marks	50 Marks
iii.	Laboratory Courses	60 Marks	40 Marks
iv.	Project Work	60 Marks	40 Marks
v.	All other EEC Courses	100 Marks	-

Every teacher is required to maintain an 'ATTENDANCE AND ASSESSMENT RECORD' for every semester which consists of attendance marked in each theory / Laboratory/EEC/AC class, the assessment marks and the record of class work (topics covered), separately for each course handled by the teacher. This should be submitted to

**Amendment
of
Clause 10
from the
Academic
year
2021-2022**

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 affix his/her signature and date after due verification. At the end of the semester, the record should be verified by the Head of the Department who shall keep this document in safe custody (for nine years). The records of attendance and assessment of both current and previous semesters should be available for inspection.

10.1 ASSESSMENT FOR THEORY COURSES

For Theory Courses out of 100 marks, the maximum marks for Continuous Assessment is fixed as 50 and the End Semester Examination carries 50 marks.

The University examinations (End Semester Exams) for theory courses will be of 3 hours duration and shall normally be conducted between October and December during the odd semesters and between April and June during the even semesters. End semester Examination is mandatory requirement for passing the course and every student should appear for the examination for theory, theory course with laboratory, laboratory courses and project work.

Continuous Assessment comprises of two assessments of equal weightage, conducted by the course instructor / coordinator / department. The total marks obtained in the **2 assessments** put together shall be reduced to 50 marks and rounded to the nearest integer. One assessment would be conducted in a day, in the case of tests, and they would be of one and a half hours durations each. Students will have regular classes during the assessment period. In case a student misses the assessment due to medical reasons (hospitalization / accident / specific illness) or due to participation in the College / University / State / National / International level Sports, events with prior permission from the Chairman, Sports Board, only one **Reassessment** may be given at the end of the semester after getting approval from the Head of the Department through the concerned course instructor.

ASSESSMENT FOR THEORY COURSES

For Theory Courses out of 100 marks, the maximum marks for continuous assessment is fixed as 40 and the end semester examination carries 60 marks. The University examinations (End Semester Exams) for theory courses will be of 3 hours duration and shall normally be conducted between October and December during the odd semesters and between April and June during the even semesters. End semester Examination is a mandatory requirement for passing the course.

Applicable to the students joined the programme in the academic year 2019-2020 & 2020-2021.

Amendment of Clause 10.1 from the Academic year 2021-2022

Continuous Assessment comprises of two assessments each carrying 100 marks, conducted by the course instructor / coordinator / department. The total marks obtained in all 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 the two assessments).

Assessment I (100 Marks)		Assessment II (100 Marks)		Total Internal Assessment
Individual Assignment /Case Study/ Seminar /Mini Project	Written Test	Individual Assignment / Case Study / Seminar /Mini Project	Written Test	
40	60	40	60	200*

*The weighted average shall be converted into 40 marks for internal Assessment.

A minimum of two internal assessments will be conducted as a part of continuous assessment. Each internal assessment is to be conducted for 100 marks and will have to be distributed in two parts viz., Individual Assignment/Case study/Seminar/Mini project and Test with each having a weightage of 40% and 60% respectively. The tests shall be in written mode. The total internal assessment marks of 200 shall be converted into a maximum of 40 marks and rounded to the nearest integer.

Continuous Assessment comprises of two assessments of equal weightage, conducted by the course instructor / coordinator / department. The total marks obtained in the **2 assessments** put together shall be reduced to 40 marks and rounded to the nearest integer. One assessment would be conducted in a day, in the case of tests, and they would be of one and a half hours durations each. Students will have regular classes during the assessment period. In case a student misses the assessment due to medical reasons (hospitalization / accident / specific illness) or due to participation in the College / University / State / National / International level Sports, events with prior permission from the Chairman, Sports Board, only one **Reassessment** may be given at the end of the semester after getting approval from the Head of the Department through the concerned course instructor.

10.2 ASSESSMENT FOR LABORATORY COURSES

For Laboratory Courses out of 100 marks, the maximum marks for Continuous Assessment is fixed as 75 and the End Semester Examination carries 25 marks.

Applicable
to the
students
joined the
programme

Every laboratory exercise / experiment shall be evaluated based on the student performance during the laboratory class and the student's records maintained. There shall be at least one assessment test. The criteria for arriving at the Continuous Assessment marks of 75 shall be decided at the respective course committee meetings.

in the academic year 2019-2020 & 2020-2021.

The University examinations for Laboratory courses will be of 3 hours duration and shall normally be conducted between October and December during the odd semesters and between April and June during the even semesters.

ASSESSMENT FOR LABORATORY COURSES

Amendment of Clause 10.2 from the Academic year 2021-2022

For Laboratory Courses out of 100 marks, the maximum marks for Continuous Assessment is fixed as 60 and the End Semester Examination carries 40 marks.

The maximum marks for Internal Assessment shall be 60 marks in case of practical courses. Every practical exercise / experiment shall be evaluated based on conduct of experiment / exercise and records to be maintained. There shall be at least one test. The criteria for arriving at the Internal Assessment marks of 60 is as follows: 75 marks shall be awarded for successful completion of all the prescribed experiments done in the Laboratory and 25 marks for the test. The total mark shall be converted into a maximum of 60 marks and rounded to the nearest integer.

Internal Assessment (100 Marks)*	
Evaluation of Laboratory Observation, Record	Test
75	25

* Internal assessment marks shall be converted into 60 marks

The University examinations for Laboratory courses will be of 3 hours duration and shall normally be conducted between October and December during the odd semesters and between April and June during the even semesters.

10.3 ASSESSMENT FOR THEORY COURSES WITH LABORATORY COMPONENT

The maximum marks for Internal Assessment shall be 50 in case of theory courses with Laboratory component. For a theory course with Laboratory component, there shall be three assessments: the first two assessments (each with a maximum of 100 marks) will be from theory portions and the third assessment (maximum marks 100) will be for laboratory component. The sum of marks of all three assessments shall be reduced to 50 marks and rounded to the nearest integer.

Applicable to the students joined the programme in the academic year 2019-2020 & 2020-2021.

**ASSESSMENT FOR THEORY COURSES WITH LABORATORY COMPONENT /
LABORATORY COURSES WITH THEORY COMPONENT**

Amendment
of
Clause 10.3
from the
Academic
year
2021-2022

Weightage of internal assessment and end semester examination marks will be 50% each. The distribution of marks for the theory and laboratory components in the internal assessments and end semester examination for different types of courses are provided in the table.

L	T	P	C	Internal Assessment 1	Internal Assessment 2	End Semester Examination
1	0	4	3	Lab (25%)	Theory (25%)	Lab only (50%)
1	0	2	2	Lab (25%)	Theory (25%)	Lab only (50%)
2	0	2	3	Theory (25%)	Lab (25%)	Theory (25%) Lab (25%)
3	0	2	4	Theory (25%)	Lab (25%)	Theory (35%) Lab (15%)
2	0	4	4	Theory (25%)	Lab (25%)	Theory (15%) Lab(35%)

The procedure for the conduct of internal assessments for theory and laboratory components shall be as per the clause 10.1 and 10.2 respectively.

*The weighted average shall be converted into 50 marks for internal Assessment.

10.4 ASSESSMENT FOR PROJECT WORK

The evaluation of Project Work for M.Sc. (5 years Integrated) shall be done independently in the respective semesters and marks shall be allotted as per the weightages given in Clause 10.4.1.

Project work	Internal (60 Marks)			External (40 Marks)		
	Review I	Review II	Review III	Project Evaluation (External)	Viva – Voce (20 Marks)	
						External
Project work	10	20	30	20	10	10

10.4.2 There shall be three assessments (each 100 marks) during the semester by a review committee. The student shall make presentation on the progress made before the committee. The Head of the Department shall constitute the review committee consisting of supervisor, project coordinator and another faculty member from the Department for each branch of study. The total marks obtained in the three assessments shall be reduced to 60 marks and rounded to the nearest integer.

- 10.4.3** The Project Report prepared according to approved guidelines as given by Director, Academic Courses and duly signed by the supervisor(s), Project Co-ordinator and the Head of the Department and shall be submitted to the Head of the Department.
- 10.4.4** The evaluation of the Project work will be based on the project report submitted in each of the VII / VIII semester and X semester respectively and a Viva-Voce Examination shall be conducted by a team consisting of the supervisor, internal examiner (other than the supervisor) and External Examiner. The Project Co-ordinator shall act as Internal Examiner. The external examiner shall be appointed by the Chairman of the respective Faculty from the panel of examiners submitted by the HOD.
- 10.4.5** If the student fails to obtain 50% of the internal assessment marks in the Project work (VII/VIII semester and X semester respectively) of M.Sc. (5 years Integrated), the student will not be permitted to submit the report for that particular semester and has to re-enroll for the same in the subsequent semester.
- 10.4.6** The deadline for submission of final Project Report is 30 calendar days from the last working day of the semester in which project / thesis / dissertation is done.
- 10.4.7** If a student fails in the end semester examinations of Project Work, he/she has to resubmit the Project Report within 30 days from the date of declaration of the results. The resubmission of a project report and subsequent viva-voce examination will be considered as reappearance with payment of exam fee. For this purpose the same Internal and External examiners shall evaluate the resubmitted report. **Insertion of new Clause 10.4.7**
- 10.4.8** If a student has submitted the project report but did not appear for the viva-voce examination, it will be considered as fail and he/she will be permitted to resubmit the report within 30 days from the declaration of results and permitted for reappearance in viva-voce examination, for Project Work. **Insertion of new Clause 10.4.8**
- 10.4.9** If a student fails to submit the project report on or before the specified deadline, student is deemed to have failed in the Project Work and shall re-enroll for the same in a subsequent (next) semester. **Amendment of Clause 10.4.9**
- 10.4.10** A copy of the approved project report after the successful completion of viva-voce examinations shall be kept in the library of the college / institution. **Amendment of Clause 10.4.10**
- 10.5 ASSESSMENT FOR SEMINAR / PROFESSIONAL PRACTICES / CASE STUDY:**
The seminar / Case study shall carry 100 marks and shall be evaluated through continuous assessment only. Every student is expected to present a minimum of 2 seminars per semester before the evaluation committee and for each seminar, marks

can be equally apportioned. The three member committee consisting of one co-ordinator and two members appointed by Head of the Department will evaluate the seminar and at the end of the semester the marks can be consolidated and taken as the final mark. The evaluation shall be based on the seminar paper / report (40%), presentation (40%) and response to the questions asked during presentation (20%).

10.6 ASSESSMENT FOR INDUSTRIAL / PRACTICAL TRAINING / INTERNSHIP

10.6.1 Practical training / Industrial Attachment / Summer Project if specified in the Curriculum shall not exceed the maximum duration of 4 weeks and should be organized by the Head of the Department for every student.

10.6.2 The Industrial / Practical Training shall carry 100 marks and shall be evaluated through continuous assessment only. At the end of Industrial / Practical training / internship / Summer Project, the student shall submit a brief report on the training undergone and a certificate from the organization concerned. The evaluation will be made based on this report and a Viva-Voce Examination, conducted internally by a three member Departmental Committee consisting of one co-ordinator and two members constituted by the Head of the Department. Certificates (issued by the Organization) submitted by the student shall be attached to the mark list and sent to Additional Controller of Examinations by the Head of the Department.

10.7 ASSESSMENT FOR VALUE ADDED COURSE

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. The Head of the Department may identify a faculty member as coordinator for the course. A committee consisting of faculty member handling the course, coordinator and a senior faculty member nominated by the Head of the Department shall monitor the evaluation process.

Amendment
of
Clause 10.7

10.8 ASSESSMENT FOR ONLINE COURSE

Students may be permitted to credit online courses (which are provided with certificate) with the approval of the Departmental Consultative Committee and Centre for Academic Courses, subject to a maximum of three credits. This online course of 3 credits can be considered instead of one elective course. The student needs to obtain certification or credit to become eligible for writing the End Semester Examination to be conducted by Anna University. The Head of the Department may identify a faculty member as coordinator for the course, who is responsible for the evaluation process. The

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year 2019-
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2021.

course shall be evaluated through the End Semester Examination only. The evaluation methodology shall be the same as that of a theory course. (vide clause 10.1).

In case of credits earned through online mode from a University approved by the appropriate authorities of Anna University, the credits may be transferred and grades shall be assigned by a committee consisting of the Chairman of the Faculty concerned, Head of the Department and a senior faculty member nominated by the Chairman.

10.9 ASSESSMENT FOR SELF STUDY COURSE

The Faculty member approved by the Head of the Department shall be responsible for periodic monitoring and evaluation of the course. The course shall be evaluated through Continuous Assessment and End Semester Examination. The evaluation methodology shall be the same as that of a theory course (vide clause. 10.1)

11 PASSING REQUIREMENTS

11.1 The Passing requirement for a student in a course is determined based on the marks obtained both in Continuous Assessment and End Semester Examinations. If the student gets < 50% of total marks, then the student will be awarded only RA (Reappearance) grade. All other grades will be decided by the faculty concerned. While fixing the grades, the mean mark shall be at the middle of the 'A' grade range. A student who earns a minimum of 6 grade points in a course is declared to have successfully passed the course.

Applicable to the students joined the programme in the academic year 2019-2020 & 2020-2021.

A candidate who secures not less than 50% of total marks prescribed for the courses (Internal Assessment + End semester examination) with a minimum of 45% of the marks prescribed for the end-semester Examination in theory, theory with practical components and practical courses (including Project work), shall be declared to have passed in the Examination.

Amendment of Clause 11.1 from the Academic year 2021-2022

11.2 If a student fails to secure a pass in a theory course / laboratory course (except electives), the student shall register and appear only for the end semester examination in the subsequent semester. In such case, the internal assessment marks obtained by the candidate in the first appearance shall be retained and considered valid for all subsequent attempts till the candidate secure a pass. However, from the third attempt onwards if a candidate fails to obtain pass marks (IA + End Semester Examination) as per clause 11.1, then the candidate shall be declared to have passed the examination if he/she secure a minimum of 50% marks prescribed for the university end semester examinations alone.

Amendment of Clause 11.2

11.3 If a candidate fails in the end semester examinations of Project work of M. Sc (5 years), he/she shall resubmit the Project Report within 60 days from the date of declaration of the results. The resubmission of the project report and the subsequent viva-voce examination will be considered as reappearance with payment of exam fee. In case if a student fails to resubmit the project report within the stipulated period and fails in the subsequent viva-voce examination, the student shall register for the course again, in the subsequent semester.

11.4 The passing requirement for the courses which are assessed only through continuous assessment (EEC courses except project work) except Mandatory Courses, shall be fixed as minimum 50% and the rest of the grades are decided by the faculty concerned.

11.5 End semester valuation clarification day

For a theory course where there is an end semester examination, a valuation clarification day shall be conducted within 10 - 15 days from the date of the last examination. The date of the clarification day for each course shall be announced by the Head of the Department concerned. On this day, the students can view their end semester answer papers in the presence of the course instructor and get any clarifications / corrections done. In cases of dispute, where the student is not satisfied with the clarifications / corrections, the matter can be referred to a committee, consisting of the Head of the Department of the courses concerned / HOD nominee, concerned course instructor and a subject expert. In case a student does not attend the valuation clarification day on the specified date, no further clarifications will be entertained. The results will be published after the end semester valuation clarification day.

12 AWARD OF LETTER GRADES

12.1 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
RA (Reappearance Registration)	0
SA (Shortage of Attendance)	0
W (Withdrawal)	0

Applicable to the students joined the programme in the academic year 2019-2020 & 2020-2021.

'RA' denotes Reappearance registration is required for that particular course.

'SA' denotes shortage of attendance (as per Clause 7) and hence prevented from writing end semester examination.

'W' indicates withdrawal from the course.

The award of letter grades will be decided using relative grading principle except Laboratory Courses and Project Work. The performance of a student will be reported using letter grades, each carrying certain points as detailed below:

**Amendment
of
Clause 12.1
from the
Academic
year
2021-2022**

Letter Grade	Grade Points*
O (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
WD (Withdrawal)	0

'U' denotes Reappearance registration is required for that particular course.

'SA' denotes shortage of attendance (as per Clause 7) and hence prevented from writing end semester examination.

'WD' indicates withdrawal from the course.

12.1.1 Relative Grading

For those students who have passed the course (theory course / laboratory integrated courses / theory integrated courses / all other EEC except laboratory course / Project Work Courses), the relative grading shall be done. The marks of those students who have passed only shall be inputted in the software developed for relative grading. The evolved relative grading method normalizes the results data using the BOX-COX transformation method and computes the grade range for each course separately and awards the grade to each student. (theory course / laboratory integrated courses / theory integrated courses and all other EEC Courses). If the students' strength is greater than 30, the relative grading method shall be adopted.

**Insertion
of new
Clause
12.1.1 from
the
Academic
year 2021-
2022**

12.1.2 Absolute Grading

- In all the courses, if the number of students who have passed the course is less than or equal to 30 then absolute grading shall be followed with the grade range as specified in the Table.
- For the Project Work / Internship and Laboratory Courses, absolute grading procedure shall be followed as given in the Table below irrespective of the number of students who have passed the course.

Table – Grade range for absolute grading

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

12.2 For the Co-curricular activities such as National Cadet Corps (NCC)/ National Service Scheme (NSS) / NSO / YRC, every student shall put in a minimum of 75% attendance in the training and attend the camp. The training and camp 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 second year.

This co-curricular activity is not compulsory for the award of degree, for those students who have joined in the Academic year 2019-2020 and 2020-2021.

12.3 The grades O, A+, A, B+, B obtained for the one/two credit course shall figure in the Mark sheet under the title '**Value Added Courses**'. The other grades RA, SA **will not figure in the mark sheet.**

13. GPA AND CGPA CALCULATION

13.1 The Course Teacher shall handover the foil sheet and grade sheet to the HOD concerned for onward transmission to the ACOE (UD) for processing of results. After results are declared, Grade Sheets will be issued to each student which will contain the following details:

- the list of courses registered during the semester and the grades scored.
- the Grade Point Average (GPA) for the semester and
- the Cumulative Grade Point Average (CGPA) of all courses registered from first semester onwards.

During each semester, the list of courses registered and the grades scored in each course are used to compute the Grade Point Average (GPA). GPA is the ratio of the sum of the products of the number of credits of courses registered and the grade points corresponding to the grades scored in those courses, taken for all the courses, to the sum of the number of credits of all the courses in the semester.

Insertion
of new
Clause
12.1.2 from
the
Academic
year 2021-
2022

Amended
Clause of
12.2
exempted
for the
academic
year 2019-
2020 & 2020-
2021

$$\text{GPA} = \frac{\sum_{i=1}^n c_i GP_i}{\sum_{i=1}^n c_i}$$

Where C_i - is the Credits assigned to the course

GP_i - is the grade point corresponding to the letter 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.

CGPA will be calculated in a similar manner, considering all the courses enrolled from first semester. "U" and "SA" grades will be excluded for calculating GPA and CGPA.

13.2 Credits earned through one / two credit value added courses, shall not be considered for calculating the GPA or CGPA.

13.3 If a student studies more number of electives than required as per student's programme curriculum, the courses with higher grades alone will be considered for calculation of CGPA.

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

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

**Insertion
of
new Clause
13.4**

14 ELIGIBILITY FOR THE AWARD OF DEGREE

14.1 A student shall be declared to be eligible for the award of the M.Sc (5 year Integrated) Degree provided the student has

- Successfully gained the required number of total credits as specified in the curriculum corresponding to student's programme within the stipulated time.
- Successfully completed the course requirements, appeared for the End-Semester examinations and passed all the subjects prescribed in all the 10 semesters within a maximum period of 10 years reckoned from the commencement of the first semester to which the candidate was admitted.
- Successfully passed any additional courses prescribed by the Director, Academic Courses.
- Successfully completed the NCC / NSS / NSO / YRC requirements.
- No disciplinary action pending against the student.
- The award of Degree must have been approved by the Syndicate of the University.

14.2 CLASSIFICATION OF THE DEGREE AWARDED

14.2.1 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 student's First Appearance within six years, which includes authorized break of study of one year. Withdrawal from examination (vide Clause 15) will not be considered as an appearance.
- Should have secured a CGPA of not less than **8.50**.
- Should NOT have been prevented from writing end semester examination due to lack of attendance in any of the courses.

14.2.2 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** , which includes one year of authorized break of study (if availed) or prevention from writing the End Semester Examination due to lack of attendance (if applicable).
- Should have secured a CGPA of not less than **7.00**.

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** , which includes one year of authorized break of study (if availed) or prevention from writing the End Semester Examination due to lack of attendance (if applicable).

Should have secured a CGPA of not less than **6.50**.

14.2.3 SECOND CLASS

All other students (not covered in clauses 14.2.1 and 14.2.2) who qualify for the award of the degree (vide Clause 14.1) shall be declared to have passed the examination in **Second Class**.

14.2.4 A student who is absent in End Semester Examination in a course / Project work 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 15) for the purpose of classification.

Applicable to the students joined the programme in the academic year 2019-2020 & 2020-2021
Amendment of clause 14.2.2 from the Academic year 2021-2022

15 PROVISION FOR WITHDRAWAL FROM EXAMINATION:

- 15.1** 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 the Director, Academic Courses through the HOD with the required documents.
- 15.2** Withdrawal application shall be valid only if the student is otherwise eligible to write the examination (Clause 7) and if it is made within TEN working days before the commencement of the end semester examination in that course or courses and also recommended by the Head of the Department.
- 15.3** Notwithstanding the requirement of mandatory TEN working days notice, applications for withdrawal for special cases under extraordinary conditions will be considered on the merit of the case.
- 15.4** If a student withdraws a course or courses from writing end semester examinations, he/she shall register the same in the subsequent semester and write the end semester examination(s).
- 15.5** Withdrawal shall not be considered as an appearance for deciding the eligibility of student for First Class with Distinction.
- 15.6** 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 5 years as per clause 14.2.1.

16 BREAK OF STUDY FROM A PROGRAMME

- 16.1** A student is permitted to go on break of study for a fixed period of one year as a single break in the entire course of study.
- 16.2** The student applies for break of study, the student shall apply to the Director, Academic Courses in advance, in any case, not later than the last date of the I assessment period. The application (downloaded from website) duly filled by the student shall be submitted through the Head of the Department.
- 16.3** The students 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 apply to the Director, Academic Courses in the prescribed format through Head of the Department at the beginning of the readmitted semester itself for prescribing additional/equivalent

courses, if any, from any semester of the regulations in-force, so as to bridge the curriculum in-force and the old curriculum.

- 16.4** 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 5.1 irrespective of the period of break of study in order that the student may be eligible for the award of the degree (vide clause 14).
- 16.5** In case there is any period of break of study more than the permitted duration of break of study, the student shall be permitted to continue the programme only if the approval is obtained from the Director, Academic Courses through the concerned Head of the Department before the end of the semester in which the student has taken break of study
- 16.6** If a student has not reported to the department for a period of two consecutive semesters without any intimation, the name of the student shall be deleted permanently from the college enrollment. Such students are not entitled to seek readmission under any circumstances.
- 16.7** If a student in Full Time mode wants to take up job during the period of study he/she shall apply for authorised break of study for one year. The candidate shall join the job only after getting approval of the same by The Director, Centre for Academic Courses.

**Insertion
of New
Clause
16.7**

17 DISCIPLINE

- 17.1** Every student is required to observe disciplined and decorous behavior both inside and outside the college and not to indulge in any activity which will tend to bring down the prestige of the University / Department. The Head of the Institution shall constitute a disciplinary committee consisting of the Head of the Institution, Head of the department to which the student concerned belongs, and the Head of another department 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 by the Registrar of the University for taking a final decision.
- 17.2** If a student indulges in malpractice in any of the examinations, the student shall be liable for punitive action as prescribed by the University from time to time.

18 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 the Syndicate.

ANNEXURE – I

A student may be offered one of the following programmes of study approved by the University. A student of a programme should earn the credits specified against it to enable the student to be eligible to be awarded the degree.

SL. NO.	NAME OF THE PROGRAMME	CREDITS TO BE EARNED
FACULTY OF SCIENCE AND HUMANITIES		
i	M.Sc (5 year Integrated) Computer Science	217
ii	M.Sc (5 year Integrated) Information Technology	217
iii	M.Sc (5 year Integrated) Electronic Media	219

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