



**LAKIREDDY BALI REDDY COLLEGE OF ENGINEERING
(AUTONOMOUS)**

Mylavaram-521 230, Krishna Dist., Andhra Pradesh

**ACADEMIC REGULATIONS R-20 FOR B.Tech (REGULAR)
(CHOICEBASED CREDIT SYSTEM)**

Applicable for Students of B.Tech (Regular) from Academic Year 2020-21 onwards

1.ELIGIBILITY CRITERIA FOR ADMISSION

The eligibility criteria for admission into B.Tech Programme shall be as per the guidelines issued by the Andhra Pradesh State Council of Higher Education (APSCHE) or any other competent authority.

2.PROGRAMMES OFFERED (UNDER GRADUATE)

A student shall be offered admission into any one AICTE-approved programme as given below:

S.No	Programme	Branch Code
1.	Aerospace Engineering (ASE)	56
2.	Artificial Intelligence and Data Science (AIDS)	54
3.	Civil Engineering (CE)	01
4.	Computer Science and Engineering (CSE)	05
5.	Electronics and Communication Engineering (ECE)	04
6.	Electrical and Electronics Engineering (EEE)	02
7.	Information Technology (IT)	12
8.	Mechanical Engineering (ME)	03

3. MEDIUM OF INSTRUCTION

The medium of instruction for Undergraduate Programme in Engineering & Technology (B.Tech) (including examinations and project reports) will be in English only.

4. AWARD OF DEGREE

A student will be declared eligible for the award of B. Tech. degree, only if he/she fulfils the following academic requirements:

(i) **4 Year B.Tech Programme:**

- The student shall pursue a course of study for not less than four academic years and not more than eight academic years.
- The student shall register for 160 credits and must secure all the 160 credits.
- A student, who fails to fulfil the minimum academic requirements for the award of degree within eight academic years from the year of admission, shall forfeit his/her seat.
- A student must secure Y grade in all mandatory courses.
- No pending disciplinary action or case in any court of Law.

(ii) **3 Year B.Tech Programme under Lateral Entry Scheme (LES):**

- The student shall pursue a course of study for not less than three academic years and not more than six academic years.
- The student shall register for 121 credits and must secure all the 121 credits.
- A student who fails to fulfil the minimum academic requirements for the award of degree within six academic years from the year of admission, shall forfeit

his/her seat.

- A student must secure Y grade in all mandatory courses.
- No pending disciplinary action or case in any court of Law.

5 MINIMUM INSTRUCTION DAYS

The minimum instruction days for each semester shall be 90 days.

6. CATEGORIZATION OF COURSES

The curriculum of each programme shall contain the courses to train students for employment, higher learning, research and entrepreneurship as indicated in the following categories.

- i. **Humanities and Social Sciences including Management Sciences (HSMS):** Courses include Professional communication, Professional communication lab and Management Science for Engineers etc.
- ii. **Basic Sciences (BS):** Courses include Mathematics, Engineering Physics, Engineering Chemistry etc.
- iii. **Engineering Sciences (ES):** Courses include Basics of Electrical / Electronics / Mechanical / Civil / Computer Engineering / Instrumentation and Engineering practices/ Engineering workshop / Engineering Graphics etc.
- iv. **Professional Core (PC):** Such core courses are meant to provide the requisite foundation in the chosen branch of engineering.
- v. **Professional Elective (PE):** Such elective courses provide the requisite foundation in a specific area of specialization relevant to a chosen branch of engineering.
- vi. **Open Elective (OE):** Such courses offered by other departments are inter-disciplinary in nature.
****A department offers an elective course (OE/PE), if the number of students registered in such a course is a minimum of 30 or more.*
- vii. **Projects:** Such courses include Engineering Projects in Community Services (EPICS)/ Internship, Project work etc intended to provide students with specific learning outcomes in a branch of engineering.
- viii. **Mandatory courses:** Such non-credit courses include Constitution of India, Environmental Science, Co-curricular and Extra-curricular activities.

7. CREDIT ASSIGNMENT

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

Contact hours per week			Credits
L	T	P	
1	0	0	1
0	1	0	1
0	0	1	0.5

L : Lecture hours T : Tutorial hours P : Practical hours

8. SEMESTER-WISE DISTRIBUTION OF CREDITS

The entire course of study is for four academic years (three academic years in case of LES) with all the years in semester pattern. The distribution of credits in each semester is as follows.

Semester	Credits	
	Regular	LES
I	19.5	—
II	19.5	—
III	21.5	21.5
IV	21.5	21.5
V	21.5	21.5
VI	21.5	21.5
VII	23	23
VIII	12	12
Total	160	121

9. ASSESSMENT AND EVALUATION

The performance of a student in each course shall be evaluated based on Continuous Internal Evaluation (CIE) and Semester End Examination (SEE) or only Continuous Internal Evaluation.

S.No	Category of course	Marks		Total
		CIE	SEE	
1	Theory courses	30	70	100
2	Laboratory courses	15	35	50
3	Mandatory courses	Constitution of India, Environmental Science		100
4		Co-curricular and Extra-curricular activities		100
5	Skill Oriented course, Skill Advanced course & Soft skill course	--	50	50
5	Summer Internship/ EPICS, Industrial/Research Internship/	--	50	50
6	Project Work	60	140	200

PASS REQUIREMENT:

- A student shall be deemed to have satisfied the minimum academic requirements if he/she has earned the credits allotted to each course by securing not less than a minimum 35% of marks in the Semester End Examination. However, the student must secure minimum 40% of marks in both CIE and SEE put together to pass the course.
- However, in courses having only CIE, a student shall secure minimum 40% of marks to be eligible to pass the course.

9.1 THEORY COURSES

9.1.1 Continuous Internal Evaluation (CIE):

The CIE of a theory course consists of three components as indicated in the following table.

S.No	Component	Marks
1	Descriptive Examination	15
2	Objective Test	10
3	Assignments	05
Total		30

Mid-term Examinations (30 marks):

Each mid-term examination consists of descriptive & objective tests and assignment

i) Descriptive Examination:

In each theory course, there shall be 5 units. Two descriptive examinations will be conducted for duration 90 minutes each. The first descriptive examinations shall be conducted after completion of half of the syllabus ($2\frac{1}{2}$ units) and second descriptive examination for rest of syllabus. The pattern of descriptive examination consists of 3 mandatory questions with ‘either’ / ‘or’ option.

ii) Objective Test :

Two objective tests will be conducted of duration 20 minutes each. The first objective test shall be conducted after completion of half of the syllabus ($2\frac{1}{2}$ units) and second objective test after completion of rest of the syllabus.

iii) Assignments (5 marks):

There shall be two assignments for every theory course. Assignment-1 should be submitted after completion of half of the syllabus ($2\frac{1}{2}$ units) and Assignment-2 after completion of rest of the syllabus. There shall be four questions from each unit and the questions should satisfy the blooms taxonomy higher level (L3 to L6).

Note: For courses like Engineering Graphics, the CIE shall be for 30 marks (15 marks for day-to-day work and 15 marks for descriptive examinations).

In final assessment, 80% weightage for the better of the two mid-term examinations and 20% for the other shall be considered for awarding marks.

Example:

Mid-1 marks = Marks secured in (online examination-1+descriptive examination-1 + assignment-1)

Mid-2 marks = Marks secured in (online examination-2+descriptive examination-2 + assignment-2)

Final internal Marks = (Best of (Mid-1/Mid-2) marks x 0.8 + Least of (Mid-1/Mid-2) marks x 0.2)

9.1.2 Semester End Examinations (SEE)

The semester end examinations for theory courses (including Engineering Graphics) will be conducted for duration of 3 hours. In each course, the question paper shall consist of 5 questions, one from each unit with ‘either’ / ‘or’ option, carrying 14 marks. A student is required to answer all 5 questions for maximum 70 marks.

Note: In case a Lab component is included in any open elective/Honors/Minor, such a lab component shall be evaluated for 50 marks separately and must be cleared by securing 40% marks to attain a satisfactory grade(Y) to appear for Semester End Examination (SEE) of that course. However, the credits acquired for that theory course will be mentioned in his/her grade sheet.

9.2 LABORATORY COURSES

(a) Continuous Internal Evaluation(CIE)

The continuous internal evaluation for laboratory courses (includes Computer aided engineering drawing, computer aided engineering graphics, Computer aided machine drawing and Computer Aided building drawing) is based on the following parameters:

Parameter	Marks
Day-to-day work	05
Record	05
Internal test	05
Total	15

(b)Semester End Examinations (SEE)

(i) The performance of the student in laboratory courses (except design / drawing labs) shall be evaluated jointly by internal and external examiners for 3 hours duration as per the parameters indicated below:

Parameter	Marks
Procedure/Algorithm	5
Experimentation/Program execution	10
Observations/Calculations/Validation	10
Result/Inference	5
Viva voce	5
Total	35

9.3 INTERNSHIP / EPICS:

A student shall undergo Internship for a period of 6 weeks and his/her performance shall be evaluated by a committee consists of an external examiner; head of the department; and a senior faculty member of the department. The internship can be carried out at reputed industries / research laboratories /premier institutions. A student shall submit a report on the training undergone, along with a certificate from the organization.

****Engineering Project in Community Service (EPICS) shall be included in the curriculum, as an alternative to the 6 weeks of Summer Internship / On the Job Training, whenever there is an exigency when students cannot pursue their summer internships.*

Parameter	Marks
Report	10
Quality of work	10
Presentation	20
Interaction / Queries	10
Total	50

A student, who fails to secure minimum 40% marks or abstains, will be permitted to reappear in the subsequent semester(s).

9.4 MANDATORY COURSES

(a) **Courses with CIE & SEE:** The Constitution of India; and Environmental Science are non-credit courses. The question paper pattern and evaluation process are similar to that of any other theory course and shall be conducted internally. **A student shall secure a minimum 35% marks** exclusively at the SEE and a minimum 40% of marks in both CIE and SEE put together to secure a satisfactory grade (Y), failing which an unsatisfactory grade (N) will be indicated. However, a student who secures 'N' grade /abstains can reappear in the subsequent semester(s) to clear the course.

(b)**Courses with only CIE (Co-curricular & Extra-curricular activities):**

The participation of a student is compulsory in extra-curricular & co-curricular activities (non-credit) such as NSS, NCC, Yoga & Meditation, Sports & Games, Professional club activities during the semesters I to VII. The performance of a student in the extra-curricular & co-curricular activities is evaluated during VII semester by a three member committee constituted by HoD.

- A student shall secure a satisfactory grade (Y) which will be indicated in the VII semester grade card, if he/she obtains the following certificates.

- (i) One NSS/ NCC / Yoga & Meditation certificate (minimum 20 contact hours)
- (ii) One Sports & Games or Foreign language certificate (minimum 20 contact hours)
- (iii) Two Co-curricular activity certificates.

Note: Bridge course certificate with satisfactory grade (Y) issued by the concerned department and duly authorized by HoD is mandatory only for Lateral Entry students in lieu of one co-curricular activity certificate. The main objective of this course is to bridge the gap between courses studied at Diploma level in Engineering and the courses they are expected to study in Engineering. This course shall be offered during B.Tech (III semester).

- For physically challenged students, the satisfactory grade (Y) will be awarded, if he/she obtains 4 certificates in co-curricular activities such as essay writing, debate competitions, technical & general quizzes, symposia etc.

A student who secures unsatisfactory grade (N) can reappear in the subsequent semester(s) to clear the course.

9.5 PROJECT WORK:

Project (Project - Project work, seminar and internship in industry):

In the final semester, a student must register for an internship; and in parallel, should work on a project with well-defined objectives. At the end of the semester, the candidate shall submit an internship completion certificate and a project report. A student shall also be permitted to submit project report on the work carried out during the internship. The project report shall be evaluated by an external examiner.

i) Continuous Internal Evaluation:

The performance of a student shall be evaluated based on two reviews conducted by a three-member committee, consisting of two senior faculty and a project supervisor constituted by the HoD. The average marks of the two reviews will be considered for CIE. The evaluation criterion of each review will be based on the following parameters:

Parameter	Marks
Contribution & Quality of work	20
Presentation	20
Interaction	20
Total	60

ii) Semester End Examination:

The student shall submit a duly certified project report to the department on a specified time. They shall make a presentation on the project work before a three-member committee consisting of external examiner, internal examiner (HoD) and project supervisor. The performance of each student will be evaluated as per the following parameters:

Parameter	Marks
Report	40
Quality of work	30
Innovation	20
Presentation	30
Interaction	20
Total	140

A student who fails to secure minimum 40% marks or abstains is permitted to reappear in the advanced supplementary examinations as and when offered.

9.6 Massive Open Online Courses (MOOCs)

A student shall be permitted to pursue up to a maximum of two open elective courses under MOOCs during the programme. Students are advised to register only for minimum 12 weeks courses. The student needs to pursue and acquire a certificate for a MOOC course only from the SWAYAM/NPTEL / Organizations/ Agencies approved by the BoS in order to earn the 3 credits. The Head of the department shall notify the list of such courses at the beginning of the semester.

The details of the MOOCs courses registered by the students shall be submitted to the college examination center. The Head of the Department shall appoint a mentor for each of the online courses registered by the students to monitor the submission of assignments. The student needs to submit all the assignments and take the final exam at the allotted proctored center. The student needs to earn a certificate by passing the exam and will be awarded the credits given in curriculum. In case, a student fails to pass the subjects registered through MOOCs, the same or alternative equivalent subjects may be registered again through MOOCs in the subsequent semesters with the recommendation of Department Academic Committee (DAC) and attempt them again.

A student can register for TWO online courses in lieu of open electives II & III, which are offered in VI and VII Semesters, respectively. A student can register and complete the ONE online course during the semesters I to V in lieu of open elective II and the other course during semesters I to VI in lieu of open elective III. The online course selected should not be a course already studied/ to be studied in the concerned curriculum. In case, a student fails in online course, he/she shall register the same online course or any other online course. The DAC shall appoint a faculty member as coordinator for such courses. The evaluation done by the external agencies shall be converted into suitable grades. The letter grade and grade points to the online courses shall be awarded based on the percentage of marks as indicated in the certificate as per the table given below.

Percentage of Marks	Letter Grade	Grade Point
≥90	A+	10
80 to <90	A	9
70 to <80	B	8
60 to <70	C	7
50 to <60	D	6
40 to <50	E	5
<40	F	0

9.7 SKILL ORIENTED COURSES:

- a) There are five skill-oriented courses of 4 weeks duration each, to be offered during semesters III to VII.
- b) Out of the five skill courses, (i) two skill courses shall be skill-oriented courses from the same domain and shall be completed in second year (ii) Of the remaining 3 skill courses,

one shall necessarily be a soft skill course and the remaining 2 courses shall be skill-advanced courses, either from the same domain / job-oriented skill courses / English proficiency course, which are inter disciplinary nature upon approval of BoS.

c) The student shall be given an option to choose, either the skill courses being offered by the College / Industries/Professional bodies/APSSDC or any other Accredited Bodies to choose a certificate course upon approval of BoS. However, the department has to assign mentors in the college to monitor the performance of the students.

d) If a student chooses to take a Certificate Course offered by Industries/Professional bodies/APSSDC or any other Accredited Bodies, in lieu of the skill advanced course offered by the Department, then the department shall mark overall attendance of the student for the remaining courses in that semester, excluding the skill course in all the calculations of mandatory attendance requirements upon producing a valid certificate. However, the student is deemed to have fulfilled the attendance requirement of the course, if the external agency issues a certificate with satisfactory condition. If the certificate issued by external agency is marked with unsatisfactory condition, then the student shall repeat the course either in the college or at external agency. The credits will be awarded to the student upon producing the successful Course Completion Certificate from the agency/professional bodies and after passing in the viva-voce examination conducted at college as per university norms at the end of the semester.

e) After completion of skill oriented / skill advanced course, the student shall carry out a mini project on the acquired skills and submit a report, except for the soft skills & English proficiency course.

The performance of a student shall be evaluated based on Viva-voce examination conducted by a committee consisting of external examiner and internal examiner. The evaluation criterion for skill courses is as follows.

Parameter	Marks
Report	10
Quality of work	10
Presentation	20
Interaction / Queries	10
Total	50

f) The soft skills course will be offered by the Career Guidance & Training department of the college. The performance of the student will be evaluated based on online objective test consisting of multiple-choice questions of 3 hours duration.

Curricular Framework for Honors/Minor Programme:

- Students of a Department/Discipline are eligible to opt for **Honors** Programme offered by the same Department/Discipline if the department offers PG programme.
- Students who are desirous of pursuing their special interest areas other than the chosen discipline of Engineering may opt for additional courses in Minor specialization groups offered by a department other than their parent department.
- Total number of seats offered for a Honors / Minor programme shall be a maximum of 35% of sanctioned intake of major degree programme
- If more than 35% students enrolled for Honors / Minor programme, then the concerned major department shall conduct a test/interview in the prerequisite courses to select the students.

- If a minimum enrolments criterion is not met (10% of sanctioned intake of major degree programme), then the students may be permitted to register for the equivalent MOOC courses as approved by the concerned Head of the department in consultation with BoS
- A student shall be eligible for the award of B.Tech degree with Honors / Minor, if he/she earns 20 credits, in addition to the 160 credits.
- A student shall be permitted to register either for Honors or for Minor; and not for both at the same time.
- A student shall be permitted to choose only those courses that he/she has not studied in any form during the Programme.
- A student shall be permitted to register for Honors / Minor program at the beginning of semester IV provided that the student must have acquired a minimum of 7.75 SGPA in semesters I and II, without any backlogs.
- In case of the declaration of the semester III results after the commencement of the semester IV; and if a student fails to score the required minimum of 7.75 SGPA, his/her registration for Honors / Minor Programme stands cancelled and he/she shall continue with the regular Programme.
- Of the 20 additional credits to be acquired, 16 credits shall be earned by undergoing the four courses, each carrying 4 credits from the specified courses listed as pools. The remaining 4 credits must be acquired through two MOOCs, each with 2 credits and with a minimum duration of 8/12 weeks as recommended by the BoS.
- In case a student fails to score 7.75 SGPA in each semester without backlogs, he/she will be dropped from the list of students who are eligible for Degree with Honors / Minor; and will receive regular B.Tech degree only. However, such students will receive a separate grade sheet mentioning the additional courses completed by them.
- Honors / Minor must be completed simultaneously with the major degree program. A student cannot earn Honors / Minor after he/she has already earned bachelor's degree.
- If grade is not indicated for any of the MOOC courses by the external agency, the grade will be assigned upon approval of Academic council.
- If a student drops or is terminated from the Honors / Minor program, the additional credits so far earned will remain extra. These additional courses will be mentioned in the transcript (but not in the degree certificate).
- A student shall be deemed to have satisfied the minimum academic requirements if he/she has earned the credits allotted to each course (Honors / Minor) and secures not less than a minimum 35% of marks, exclusively at the Semester End Examination. However, the student should have **secured minimum 40% of marks in both CIE and SEE** put together to be eligible for passing the course.

10. MINIMUM ACADEMIC REQUIREMENTS

A student must satisfy the following academic requirements

a) ATTENDANCE REQUIREMENTS:

- i) A student shall be promoted to next semester, if he/she acquires a **minimum 75% of attendance** in aggregate of all the courses, including Honors / Minor. In case of shortage of attendance, condonation up to 10% in the aggregate will be allowed on valid **medical grounds (65% and above and below 75%)**. The student is required to submit the application along with the valid medical certificate by paying the stipulated fee towards condonation of shortage in attendance.
- ii) A student is eligible to appear in the semester end examinations only if he/she acquires a **minimum of 75% of attendance** in aggregate of all the courses.
- (iii) A shortage of attendance **below 65% in aggregate shall not be condoned** under any circumstances.

- (iv) A student whose shortage of attendance is **not condoned will be detained** and shall have to seek readmission into the same semester as and when offered.
- (v) If any student fulfils the attendance requirements in the present semester, he/she shall not be eligible for readmission into the same semester.

b) CREDITS REQUIREMENT:

- (i) A student shall be promoted to the semester V, if he/she fulfils the academic requirement of 40% of the credits up to semester III (24 credits) or semester IV (32 credits) from all the examinations, whether the student takes all the examination or not.
- (ii) A student shall be promoted to the semester VII if he/she fulfils the academic requirement of 40% of the credits up to semester V (41 credits) or semester VI (50 credits) from all the examinations, whether the student takes all the examination or not.
- (iii) The students admitted under lateral entry scheme shall be promoted to the semester VII if he/she fulfils the academic requirement of 40% of the credits up to semester V (25 credits) or semester VI (34 credits) from all the examinations, whether the student takes all the examination or not.

11. PROCEDURES FOR SEMESTER END EXAMINATIONS

- (i) **Supplementary examinations:** There shall be supplementary examinations along with regular semester end examinations for a student to reappear in the course(s) failed or, not attempted.
- (ii) **Advanced supplementary examinations:** Students who fail in the courses in VIII semester (theory/project work & dissertation) can reappear in advanced supplementary examinations within one month after the declaration of the revaluation results. However, the students who fail in advanced supplementary examinations shall reappear when offered next along with regular students.
- (iii) **Recounting:** A student, who wishes to verify the total marks obtained by him/her in any theory course in SEE, can apply for recounting in response to the notification. The outcome of the recounting gets reflected in the results sheet and grade card.
- (iv) **Revaluation:** A student who wishes to apply for revaluation of a theory course in SEE can submit an application, along with the prescribed fee as per the notification issued.
 - (a) If the variation in marks of the first valuation and revaluation is $\leq 15\%$ of the total marks, then the better of the two evaluations shall be considered as the final marks.
 - (b) If the variation in marks of the first valuation and revaluation is $>15\%$ of the total marks, then there shall be a third evaluation by another examiner. The average marks of two nearer evaluations shall be taken into consideration. In case of any fractional value of marks, it can be rounded off to the next integer value.
 - (c) If a student secures a higher grade in the revaluation, that grade will be declared as the final grade, otherwise, the original grade will remain valid.

12. AWARD OF LETTER GRADES

Letter grade and grade points shall be awarded to a student in each course including Honors/Minor based on his/her performance as per the 10-point grading system given below.

Percentage of Marks	Level	Letter Grade	Grade Point
≥ 90	Outstanding	A+	10
80 to <90	Excellent	A	9
70 to <80	Very Good	B	8
60 to <70	Good	C	7
50 to <60	Fair	D	6

40 to <50	Satisfactory	E	5
<40	Fail	F	0
	Absent	AB	0
Mandatory courses (Non-credit courses)			
≥40	Completed	Y	0
<40	Not-Completed	N	0
	Absent	AB	0

- A student who secures ‘F’ grade in any course shall be considered ‘Failed’ and is required to reappear as ‘Supplementary student’ in SEE, as and when offered. In such cases, his/her CIE marks in those courses will be carried over.
- A student, who is absent for any examination shall be treated as ‘Failed’.
- In general, a student shall not be permitted to repeat any course (s) for the sake of ‘Grade improvement’ or ‘SGPA/CGPA improvement’.

13. COMPUTATION OF SGPA & CGPA

• Semester Grade Point Average (SGPA)

The performance of each student at the end of each semester is indicated in terms of SGPA.

The SGPA is the ratio of sum of the product of the number of credits and the grade points scored by a student in all the courses to the sum of the number of credits of all the courses.

$$\text{SGPA (S}_i\text{)} = \Sigma (\text{C}_i \times \text{G}_i) / \Sigma \text{C}_i$$

Where C_i is the number of credits of the i^{th} course and G_i is the grade point scored by the student in the i^{th} course.

• Cumulative Grade Point Average (CGPA)

The CGPA is a measure of the overall cumulative performance of a student. The CGPA is calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme.

$$\text{CGPA} = \Sigma (\text{C}_i \times \text{S}_i) / \Sigma \text{C}_i$$

Where S_i is the SGPA of the i^{th} semester and C_i is the total number of credits in that semester.

- The SGPA and CGPA is rounded off to 2 decimal points and reported in grade cards.

14. AWARD OF CLASS

After a student has satisfied the minimum requirements prescribed for the completion of a programme and is eligible for the award of B.Tech degree, he/she shall be placed in one of the following four classes on a 10 point scale.

Class awarded	CGPA	From the CGPA secured from 160 credits (in case of LES 121 credits)
First Class with Distinction	≥7.75 (without any supplementary appearance)	
First Class	≥6.75	
Second Class	5.75 to < 6.75	
Pass Class	5 to < 5.75	

- Equivalent percentage = $(\text{CGPA} - 0.75) \times 10$

15. GAP YEAR

- Gap Year concept of ‘Student Entrepreneur in Residence’ is introduced. Any outstanding student who wishes to pursue entrepreneurship are allowed to take a break of one year at any time after I/II/III year to pursue entrepreneurship full time. This period shall be counted for the maximum time for

graduation. An evaluation committee at university level shall be constituted to evaluate the proposal submitted by the student and the committee shall decide on permitting the student for availing the Gap Year.

16. REVISION OF REGULATIONS, CURRICULUM AND SYLLABI

The college may revise, amend or change the regulations, curriculum, syllabus and scheme of examinations from time to time subject to decisions/recommendations of Boards of Studies and the Academic Council.

17. WITHHOLDING OF RESULTS

If a student has not cleared dues, if any, payable to the institution or any case of indiscipline is pending against him, the result of the student will be withheld. Also, the award of his/her degree is withheld in such cases.

18. TRANSITORY REGULATIONS

- Discontinued or detained candidates are eligible for re-admission as and when next offered.
- The re-admitted candidate will be governed by the rules & regulations under which the candidate has been admitted.
- Students admitted by transfer from other institutions shall follow transitory regulations with suitable fitment formulae approved by the competent authority.
- A student who is seeking readmission shall apply in the prescribed format within one week after the commencement of the class work. However, the readmission of a student shall be approved by the competent authority.

19. DISCIPLINE

- A student is required to observe discipline and decorum both inside and outside the college and not indulge in any activity that may tarnish the prestige of the college. The head of the institution shall constitute a disciplinary committee to enquire into any acts of indiscipline brought to his notice and notify the college about the disciplinary action taken. In case of any serious disciplinary action, which leads to suspension or dismissal, a committee shall be constituted by head of the institution for taking final decision.
- Those students who indulge in examination related malpractices shall be punished as per the scale of punishment notified by JNTUK, Kakinada (Annexure-I).
- Those students involved in the illegal acts of ragging shall be punished as per the provisions of Act 26, 1997 of Govt. of Andhra Pradesh (Annexure-II).

20. GENERAL

- (i) Wherever the words “he”, “him”, “his”, occur in the regulations, they include “she”, “her”, “hers”.
- (ii) The academic regulations should be read as a whole for the purpose of any interpretation.
- (iii) In case of any doubt or ambiguity in the interpretation of the above rules, decision of the Chairman of the CAC is final and binding.
- (iv) The college may change or amend academic regulations or syllabi at any time subject to approval of the competent authority and the changes or amendments made shall be applicable to all students with effect from the dates notified.

21. STATUTORY DECLARATION

In case the regulations do not specify application of an appropriate rule in a unique case, the decision of the competent authority of the college shall be final.

ANNEXURE-I

MALPRACTICE RULES

DISCIPLINARY ACTION FOR MALPRACTICE/ IMPROPER CONDUCT IN EXAMINATIONS

	Nature of Malpractices/Improper Conduct	Punishment
1(a)	If a student possesses or tries to access any paper, notebook, programmable calculators, Cell phones, pager, palm computers or any other form of material concerned with or related to the subject of the examination (theory or practical) in which he is appearing but has not made use of (material shall include any marks on the body of the candidate which can be used as an aid in the subject of the examination)	Expulsion from the examination hall and cancellation of the performance in that subject only.
(b)	If as student gives assistance or guidance or receives any such help from any other candidate orally or through gestures, communicates through cell phones with any candidate or persons in or outside the exam hall.	Expulsion of all the candidates involved from the examination hall and cancellation of the performance in that subject. In case of an outsider, he will be handed over to the police and a case will be registered against him.
2.	If a student is found to have copied in the examination hall from any paper, book, programmable calculators, palm computers or any other form of material relevant to the subject of the examination (theory or practical) in which he/she is appearing.	Expulsion from the examination hall and cancellation of the performance in that subject as well as all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted to appear in the remaining examinations of that Semester. The Hall Ticket of the candidate will be cancelled.
3.	Impersonates any other candidate in connection with the examination.	The candidate who has impersonated shall be expelled from examination hall. The candidate is also debarred from the college and forfeits his seat. The performance of the original candidate who has been impersonated, shall be cancelled in all the subjects of the examination (including practicals and project work) already appeared and shall not be allowed to appear in examinations of the remaining subjects of that semester. The candidate is also debarred for two consecutive semesters from class work and all semester end examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat. If the imposter is an outsider, he will be handed over to the police and a case is registered against him.

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4.	If a student smuggles inside the exam hall an Answer book or additional sheet or takes out or arranges to send out the question paper, or answer book or additional sheet during or after the examination.	Expulsion from the examination hall and cancellation of performance in that subject and all the other subjects, the candidate has already appeared including practical examinations and project work; and shall not be permitted for the remaining examinations of the subjects of that semester. The candidate is also debarred from class work for two consecutive semesters and all semester end examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat.
5.	If a student uses objectionable, abusive or offensive language in the answer paper or in letters to the examiners or writes to the examiner requesting/threatening him/her to award pass marks.	Cancellation of the performance in that subject.
6.	If a student refuses to obey the orders of the Chief Superintendent / CoE / any officer on duty or misbehaves or creates disturbance of any kind in and around the examination hall or organizes a walk out or instigates others to walk out, or threatens the officer-in charge or any person on duty in or outside the examination hall, causes injury to his person or to any other persons whether by words, either spoken or written or by signs or by visible representation, assaults the officer-in-charge, or any person on duty in or outside the examination hall or indulges in any other act of misconduct or mischief, which result in damage to or destruction of property in the examination hall or any part of the college campus or engages in any other act which in the opinion of the officer on duty amounts to use of unfair means or misconduct or has the tendency to disrupt the orderly conduct of the examination.	Such a student(s) shall be expelled from the examination hall along with cancellation of their performance in that subject and all other subjects the candidate(s) has (have) already appeared and shall not be permitted to appear for the remaining examinations of the subjects of that semester. The candidate(s) will be debarred from the college and forfeit their seats. In case of outsiders, they will be handed over to the police and a police case is registered against them.
7.	If a student leaves the exam hall taking away answer script or intentionally tears/mutilates/deforms the script or any part thereof inside or outside the examination hall.	Expulsion from the examination hall and cancellation of performance in that subject and all the other subjects the candidate has already appeared, including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester. The candidate is also debarred from class work and semester end examinations for two consecutive semesters. The continuation of the course by the candidate is subject to the academic regulations.

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8.	If a student is in possession of any lethal weapon or firearm in the examination hall.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester. The candidate is also debarred and forfeits the seat.
9.	If student of the college, who is not a candidate for the particular examination or any person not connected with the college indulges in any malpractice or improper conduct mentioned in clause 6 to 8.	Student of the colleges expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester. The candidate is also debarred and forfeits the seat. Person(s) who do not belong to the College will be handed over to police and, a police case will be registered against them.
10.	If a student comes to the examination hall in a drunken condition	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of that semester.
11.	If copying is detected on the basis of internal evidence, such as, during valuation or during special scrutiny.	Cancellation of the performance in that subject and all other subjects the candidate has appeared including practical examinations and project work of that semester examinations.
12.	Any other malpractice not covered in the above clauses i.e. from 1 to 11 shall be reported to the head of the institution or further action/ suitable punishment.	






ANNEXURE-II

Ragging

Prohibition of ragging in educational institutions Act 26 of 1997

Salient Features

- Ragging within or outside any educational institution is prohibited.
- Ragging means doing an act which causes or is likely to cause Insult or Annoyance of Fear or Apprehension or Threat or Intimidation or outrage of modesty or Injury to a student

	Imprisonment upto		Fine Upto
Teasing, Embarrassing and Humiliation	 6 Months	+	Rs. 1,000/-
Assaulting or Using Criminal force or Criminal intimidation	 1 Year	+	Rs. 2,000/-
Wrongfully restraining or confining or causing hurt	 2 Years	+	Rs. 5,000/-
Causing grievous hurt, kidnapping or Abduction or rape or committing unnatural offence	 5 Years	+	Rs. 10,000/-
Causing death or abetting suicide	 10 Years	+	Rs. 50,000/-

ABSOLUTE NO TO RAGGING

1. Ragging is prohibited as per Act 26 of A.P. Legislative Assembly, 1997.
2. Ragging entails heavy fines and/or imprisonment.
3. Ragging invokes suspension and dismissal from the College.
4. Outsiders are prohibited from entering the College and Hostel without permission.
5. All the students must carry their Identity Cards and show them when demanded.
6. The Principal and the Wardens may visit Hostels and inspect the rooms any time.

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