

Addendum to Academic Rules and Regulations

Preamble: In view of revised VTU guidelines for Autonomous Institutions, the following amendments in Academic Rules and Regulations are applicable for the current Batches of students in higher semesters (III semester onwards), those students on rolls and admitted before academic year 2018-19, pertaining to (i) registration for additional credits in higher semester, (ii) Course load in Supplementary Semester, (iii) Transitional Grades, (iv) Make-up examination and (v) Vertical progression. These amendments are applicable for all programs offered by the college (BE, M.Tech., MBA and MCA), and are as listed below:

1. Registration for Additional Credits in Regular Semester:

A student shall be permitted to **re-register** for additional credits (courses awarded with W-Grade/F-Grade), limiting to a maximum of **30 credits**, from **third semester** onwards. This is subject to the following conditions:

- a) The student has secured a CGPA ≥ 7.0
- b) The student doesn't have more than two backlogs from the previous semesters
- c) The student shall ensure that there is no overlapping in time-table for the period and obtain concurrence from the Proctor, subject to the course being offered during the semester.
- d) The student shall submit a copy of documentary evidence in respect of the above (a,b,c) while seeking approval from the concerned HOD.
- e) It is mandatory and responsibility of the student to ensure all the above conditions (a to d) are met for registering additional courses over and above the prescribed credits in a semester, otherwise the registrations for the additional courses shall deemed to be cancelled.

Note: For M.Tech. programs, Mode-A, Mode-B and Mode-C methods re-registration of additional course is replaced by above.

2. Course load in Supplementary Semester:

The Supplementary semester is provided for helping students of all programs (B.E., M.Tech., M.B.A. and M.C.A) who have failed in their examinations and is provided to help the student to avoid losing an academic year.

The department / College may offer some courses based on the availability of resources. It is the discretion of the department / College whether to offer the Supplementary semester or not. Supplementary semester is a special semester and the student cannot demand it as a matter of right.

During the supplementary semester, a student is permitted to re-register for course(s) where he/she has secured F-Grade/ W-Grade (new courses/courses dropped during the regular semester are NOT allowed for registration during the Supplementary semester). A student is permitted to re-register for the maximum of **14 credits (excluding credits of the self-study component)**. A student has to opt from those offered by the department in a given Supplementary semester.

Lateral Entry students are permitted to register for additional Mandatory courses (Non Credit).

The student has to pay a special fee prescribed by the College to register for a course in the Supplementary semester.

Note: The Mode-I / Mode-II (for M.B.A. and M.C.A Programs) methods for re-registration in Supplementary semester is replaced by the above.

3. **Continuous Internal Evaluation (CIE):**

Two Tests are Compulsory and sum of the two tests, along with the scores obtained in the quizzes/AAT shall be considered for computing the final CIE of a student in a given course

The TESTs/quizzes/ AAT shall be conducted by the course faculty with due approval from the HOD. Advance notification for the conduction of Quiz/AAT is mandatory and the responsibility lies with the concerned course faculty.

Compensatory Test: A Compensatory Test will be provided to those students who are having satisfactory attendance, course-wise but remained absent for the TEST due to a valid/unavoidable circumstances with prior permission OR aim for improvement in the CIE component of the course.

The purpose of conducting internal assessments is to ensure continuous evaluation and measure continuous learning. Hence, the Compensatory Test is conducted purely to address genuine student cases. Hence, only ONE Compensatory Test will be conducted by the course faculty which includes the portion of both internal tests (portion of Test-1 and Test-2) during the period indicated in the Academic Calendar.

4. **Transitional Grades:**

Grade 'X': Awarded to a student having attendance $\geq 85\%$ and CIE rating ($\geq 90\%$) in a course, but SEE performance observed to be poor, which could result in an overall 'F' Grade in the Course. No 'F' Grade is awarded in this case but student's performance record is maintained separately. The student will be provided an opportunity in the make-up examination.

Grade 'W': Awarded to a student having **satisfactory attendance at classes ($\geq 85\%$)** as on the date of course withdrawal (as specified in the calendar), but withdrawing from that Course before the prescribed date in a semester under faculty advice (students who have applied for condonation of attendance are not eligible to apply for W Grade). However, the students' needs to maintain the required credit limits for the semester (minimum 20 and maximum 30 credits). All the 'W' grades awarded to the students shall be eligible for conversion to the appropriate letter grades only after the concerned students re-register for these Courses in Odd/Even/ Supplementary semester and fulfill the passing standards.

A student is not allowed to apply for course withdrawal during the Supplementary Semester.

5. Make-up Examination: The Make-up Examination facility shall be available to the students who have been awarded the transitional Grades (I-Grade or the X- Grade). The Make-up Examination shall be held as per dates notified in the Academic Calendar. The standard of the Make-up Examination shall be the same as that of the regular SEE for the Courses. The Grade earned by the student will be retained in case of 'I' Grades, while in the case of 'X' Grades, the student will be awarded the next lower passing Grade (that is: grades ('D' to 'S') will be reduced to the next lower grade, while the Grade 'E' will remain unchanged).

6. Vertical Progression: The criteria for Vertical Progression for the MCA program (inclusive of Supplementary semester) is as under:

- a) Minimum Standard for CGPA =5.5 (at the end of each academic year)
- b) Maximum Number of 'F' Grades that can be carried at the end of any academic year is **four** only

The criteria for Vertical Progression for B.E., M.Tech. and M.B.A. programs remains unchanged.