



**BVV Sangha's**

**B.V.V.S. POLYTECHNIC (AUTONOMOUS),  
BAGALKOT.**

(Institution Approved by A.I.C.T.E., New Delhi, Aided by Govt. of Karnataka & Affiliated to BTE, Bengaluru)

Belgaum-Raichur Road,

**BAGALKOT -587 101**

**BVVSP REGULATIONS  
2019-20**



**B.V.V.S. Polytechnic (Autonomous), Bagalkot 587 101  
Karnataka, India**

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## **Vision**

To be an exemplary polytechnic to serve the society by inculcating technical and non-technical expertise for better career choices with human values.

## **i. About BVVS Polytechnic, Bagalkot**

Basaveshwar Veershaiva Vidya Vardhak Sangha (BVVS), Bagalkot is established by His Holiness Shri Gurubasav Maha Swamiji of Bilur on 18-10-1906. The Sangha is named after Lord Basaveshwar, a social reformer and a leader of literary revolution of 12<sup>th</sup> century. The sangha has been dedicated itself to the noble cause of dissemination of knowledge from its inception. This premier educational organization runs a network of over 116 educational institutions right from the crèche level to Post Graduate and Doctorate level. The network is spread over the districts of Bagalkot and Belgaum of northern Karnataka and Bengaluru. More than four thousand five hundred employees and forty five thousand students derive benefit from this Sangha.

B.V.V.S. Polytechnic Bagalkot was started in the year 1958 under Grant-in-Aid Code with Diploma programs in Civil, Electrical & Mechanical Engg., disciplines. The management of the Institution is rested in Governing Council constituted by the representatives of Sangha, Government of Karnataka, Govt. of India and AICTE New Delhi. The Institute is Accredited by NBA, approved by AICTE New Delhi and affiliated to Board of Technical Examination, Bengaluru. Polytechnic is affiliated to Board of Technical Examination, Bengaluru. Automobile program was started in the year 1983, subsequently two more new programs namely Computer Science and Electronics & Communication Engg., were added in 1986. In 1998, non-technical program Commercial Practice has been started. In 2006, two more new programs Information Science and Instrumentation Technology have been started. Till date our institute is running totally 9 diploma programs with new facilities increased from time to time.

## **ii. ABBREVIATIONS AND CODES**

This section enlists the codes and abbreviations used in these regulations.

### **Abbreviations used in the Regulations**

GOI: Government of India, New Delhi.

MHRD: Ministry of Human Resource Development, Govt. of India, New Delhi.

Council: All India Council for Technical Education (AICTE), New Delhi.

GOK: Government of Karnataka

DTE: Directorate of Technical Education in Karnataka

BTE: Board of Technical Examination, Bengaluru.

BVVSP: BVVS Polytechnic (Autonomous), Bagalkot

Principal: Principal, B.V.V.S. Polytechnic, Bagalkot

BOS: Board of Studies

COE: Controller of Examinations

HOD: Head of Department

Reg. No.: Register Number of the student

CIE: Continuous Internal Evaluation

SEE: Semester End Examination

MPCC: Malpractice Case Consideration Committee

### iii. DEPARTMENT CODES

The academic departments/sections of the college are encoded as in Table below. These codes are used while providing codes for subjects/ labs.

#### Department Codes

Code	Name of the Department/section
<b>Diploma Programmes</b>	
CI	Civil Engineering
EL	Electrical and Electronics Engineering
ME	Mechanical Engineering
AU	Automobile Engineering
EC	Electronics and Communication Engineering
CS	Computer Science and Engineering
CP	Commercial Practice
CE	Commercial Practice (English)
CK	Commercial Practice (Kannada)
IC	Electronic Instrumentation & Control Engineering
IS	Information Science and Engineering
<b>Basic Departments</b>	
SC	Science
EG	English
YG	Yoga Science

### iv. SUBJECTS NUMBERING SCHEME

Every course is given a code using a string of seven alpha-numerical. The characters in every position have the significance as shown below:

Position	1	2	3	4	5	6	7
Content	N	N	C	C	N	N	C
Description	Curriculum Year (commencing from year 2000 onwards) 19 indicates year 2019		Teaching / Evaluating Department Code		Semester	Course Serial Number	Course Type *
Typical Subject Code	1	9	A	U	1	1	T

N – Numeric, C – Character

\* T – Theory, D – Drawing, P – Practical, N – Mandatory

## v. REGISTER NUMBER (Reg. No.)

It is a unique number assigned to each student who registers for a programme, in the college. This number is valid for all the student transactions in the college and continues till the award of the Diploma.

The Format of Register Number is as follows :

Position	1	2	3	4	5	6	7
Content	N	N	C	C	N	N	N
Description	Year of admission(commencing from year 2000 onwards) 19 indicates year 2019		Programme Code		Admission Mode	Serial Number of the Student	
Typical Register Number	1	9	E	L	0*	0	1

N – Numeric, C – Character

\* 0 – Admission to first semester in shift-I

1 – Migrated from BTE and Admission to third semester in shift-I

2 – Migrated from BTE and Admission to fifth semester in shift-I

3 – ITI Lateral entry Admission to third semester in shift-I

4 – PUC Lateral entry Admission to third semester in shift-I

5 – Admission to first semester in shift-II

6 – Migrated from BTE and Admission to third semester in shift-II

7 – Migrated from BTE and Admission to fifth semester in shift-II

8 – ITI Lateral entry Admission to third semester in shift-II

9 – PUC Lateral entry Admission to third semester in shift-II

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## 1. PREAMBLE

- 1.1 The regulations contained herein are common to all Diploma Programmes conducted at B.V.V.S. Polytechnic (Autonomous), Bagalkot, and shall be called "BVVSP Regulations" and are binding on all the stakeholders.
- 1.2 These regulations are approved by the Board of Studies of the college and shall supersede all the earlier regulations.
- 1.3 The regulations may evolve and get modified or changed through appropriate approvals from the Board of Studies from time to time. The decision of the BOS on all matters shall be final and binding on all stakeholders.
- 1.4 In order to guarantee fairness and justice to the parties concerned in view of the periodic evolutionary refinements, any specific issues or matters of concern shall be addressed separately, by the appropriate authorities, as and when found necessary, which shall be later approved by BOS.
- 1.5 The BOS may consider any issues or matters of concern relating to any or all the academic activities of BVVSP and suggest appropriate action, irrespective of whether a reference is made here in this set of regulations or otherwise.
- 1.6 The abbreviations and codes described in section-I, are used in BVVSP regulations.

## 2. PROGRAMMES OFFERED

### Programmes under Autonomous Scheme:

The following programmes are offered in the college under autonomous scheme:

Sl. No.	Programmes	Duration
1.	Civil Engineering	3Years (2 Years for lateral entry)
2.	Electrical and Electronics Engineering	
3.	Mechanical Engineering	
4.	Automobile Engineering	
5.	Computer Science and Engineering	
6.	Electronics and Communication Engineering	
7.	Electronics and Instrumentation Engineering	
8.	Information Science and Engineering	
9.	Commercial Practice	

## 3. ADMISSION AND ELGIBILITY

The candidate must be a citizen of India and should have passed Karnataka S.S.L.C or Equivalent Examination by securing not less than 35% marks in aggregate as per A.I.C.T.E norms or as prescribed by A.I.C.T.E from time to time by Notification.

**a. For Non-Engineering Courses: Commercial Practice**

The candidate must be a citizen of India and should have passed Karnataka S.S.L.C or Equivalent Examination by securing not less than 35% marks in aggregate as per A.I.C.T.E norms or as prescribed by A.I.C.T.E from time to time by Notification

**b. For lateral Entry Admission:** For Lateral Entry into Second year / III Semester of the...three year diploma programme, the candidates shall have passed Karnataka SSLC or equivalent examination and Craftsman course of minimum two years duration in ITI (Industrial Training Institute)

**c. Re-admission of Candidate as Repeater:** A student who has discontinued his/her studies in the middle of a semester and not appeared for Examinations due to shortage of attendance, may apply and get readmission in the same semester as a Repeater in the subsequent academic year if he/she desires to complete the programme and satisfying the following conditions.

- i. Re-admission (Repeater admission) shall be limited to 10% of the sanctioned intake of the branch or programme to which he/she is admitted.
- ii. Change of programme shall not be allowed for Readmission (Repeater admission) student. Readmission (Repeater admission) is allowed only once in each semester and shall be within the period of three years from the date of admission to the semester for which he / she seeking admission.
- iii. Readmission (Repeater admission) shall be completed by the Principal with requisite documents (Letter of request by the student) and readmission fees within the notified last date of admission. Readmission (Repeater admission) shall be approved by the principal/ Secretary, Board of Technical Examinations, Bengaluru

## **4. ACADEMIC DETAILS**

### **I.TITLE AND DURATION OF THE PROGRAMMES.**

- i. The programme shall be called the diploma programme and abbreviated as DCE / DME/ DECE / DEE/ DCSE etc.
- ii. The programme duration shall be of 3 academic years (6 Semesters). Such semester shall-have a duration of 14-16 weeks.
- iii. The calendar of events in respect of the programme shall be announced well in time to time.
- iv. The examinations shall be conducted at the end of each semester.

### **II. DURATION OF PERIODS IN THE CLASS TIME TABLE:**

The duration of each period in a day is 1hour and the total periods of instruction / seminars / tutorial hours in a day excluding lunch break & intervals if any should be uniformly maintained as 7 hours from Monday to Friday and 5 hours on Saturday (Theory and Practical). Total no. of hours shall be prescribed during respective curricula revision.

### **III. ATTENDANCE REQUIREMENTS**

1. A candidate shall undergo the prescribed Course of study inthe polytechnic.
2. Each semester is considered as a unit and student shall put in a minimum of 75% of attendance in each of the courses including practicals.



3. A candidate obtaining 75% attendance in aggregate shall be permitted to take the semester examination provided he/ she obtained the minimum of 75% attendance in each course.
4. Candidates having less than 75% attendance in any course have to repeat the semester subject to satisfy the rule-3, above, and not permitted to take admission to next semester.
5. The basis for the calculation-of the attendance shall be the period prescribed in Calendar of Events of the institution
6. The students shall be informed about their monthly attendance status on the digital MIS so that students shall be cautioned to make up the shortage of attendance.
7. The Principal & Chairman of semester system examination shall have power to Condon shortage of attendance up to 10% on the basis of genuine reason such as medical grounds, paper presentation /attending workshops at international/national /regional level, State /National level sports, marriages of blood relatives, student sent on office on duty for various purposes, NCC, and NSS camps duly recommended by the respective programme coordinator.

#### **IV. ELIGIBILITY FOR AWARD OF DIPLOMA**

A candidate is eligible for award of Diploma Certificate if he / she fulfils the following academic regulations.

- i. He / She pursued a course of study for not less than 3 academic years & not more than 6 academic years.
- ii. He / she has completed all the courses.
- iii. Students who fail to fulfill all the academic requirements for the award of the Diploma within 9 academic years from the year of admission shall forfeit their seat in the course & their seat shall stand cancelled. Lateral entry students should complete WITH SIX years.

#### **V. MEDIUM OF INSTRUCTION**

The medium of instructions and examination shall be in English.

#### **VI. CREDITS**

Credits are one of the primary methods used to determine and document that students have met academic requirements, generally at the college level. Credits are awarded upon completing and passing a course or required school/college program. As per the higher education system, in India.

1 hr. Lecture(L) per week	1 Credit
1 hr. Tutorial(T) per week	1 Credit
1 hr. practical (P)per week	0.5 Credit
2 hr. PRACTICAL (Lab) per week	1 credit

#### **VII. RANGE OF CREDITS**

The total number of credits proposed for the three-year Diploma program in Engineering & Technology is 120

## VIII. STRUCTURE OF DIPLOMA PROGRAMME

The structure of Diploma Engineering program shall have essentially the following categories of courses with the breakup of credits as given:

Sl. No.	Category	Suggested breakup of credits	Percentage
1	Humanities & Social Sciences courses	8	6.7%
2	Basic Science courses	19	15.83%
3	Engineering Science courses	15	12.5%
4	Program Core courses (Branch specific)	45	37.5
5	Program Elective courses (Branch specific)	12	10%
6	Open Elective courses (from other technical and /or emerging subjects)	9	7.5%
7	Project work, seminar and internship in industry or elsewhere	12	10%
8	Audit Courses [Environmental Sciences, Induction training, Indian Constitution, Essence of Indian Traditional Knowledge etc.]	Noncredit course	-
<b>TOTAL</b>		<b>120</b>	<b>100%</b>

## 5. ASSESSMENT AND EVALUATION

### 5.1 Continuous Internal Evaluation (C.I.E.)

1. Each course of theory & practical head shall have maximum internal assessment marks as prescribed in the curriculum document. Decimals shall be rounded off to next higher digit.
2. For theory head, three Continuous Internal Evaluation Tests (C.I.E) shall be conducted centrally. Cumulative sum of all three C.I.E marks and marks obtained in student activities shall be summed for awarding C.I.E marks. Duration for C.I.E is 1(one) hour conducted for 20 marks and scaled down to 12 marks with one decimal digit.
3. For practical head Average C.I.E. marks obtained from the **TWO internal** tests, Lab records and marks gained in the student activities shall be summed for awarding C.I.E marks.
4. In case of drawing subjects, the C.I.E marks shall be based on the average of the **Three** tests each conducted for 20 marks of 2 hours duration and scaled up to 26 marks with one decimal digit, conducted during the course of semester and also the average of all the graded exercises valued for **10** marks and **4** marks for student activity will be summed and awarded as C.I.E marks with round up option.
5. The C.I.E marks in the case of project work shall be based on the continuous evaluation of the project work as prescribed in curriculum document.
6. The test should be answered in C.I.E answer booklet. The booklets should be retained by the concerned course coordinator.
7. For theory & practical courses, there shall be no minimum requirement of C.I.E marks mentioned in the curriculum document.
8. Attending all C.I.E tests and submitting student activities is mandatory. If a

candidate remains absent for any one C.I.E test, and then he/she shall not be permitted to appear for the end examination of a respective course(s). However, if a candidate remains absent for all the three C.I.E tests conducted during the course of semester, the cumulative sum of C.I.E marks shall be marked as **AB** in his / her marks card and shall not be permitted to appear for the end examination of respective course(s). Student has to register and re-do the course C.I.E & S.E.E in the forth coming respective odd/even semester.

9. There is no minimum marks for student activities, however if the student does not submit his/her activities to the course coordinator, his/her examination hall ticket will not be generate until and unless he/she submit the student activities to the respective course coordinator.
10. The student activity should be carried out as mentioned in curriculum document of respective programmes courses.
11. Any correction or overwriting of C.I.E. marks/ student activities shall bear the signature of concerned course coordinator & programme coordinator
12. The marks obtained in each C.I.E test either in theory or practical shall be displayed on the notice board of respective programme and same shall be also observed in the digital MIS.
13. The C.I.E marks awarded to the students in theory and practicals shall be displayed on the notice board of respective programmes at least one week prior to the commencement of end examinations.
14. The Continuous Internal Evaluation Tests (C.I.E) for theory will be conducted as per calendar of events of the institute. However additional test shall be conducted if any, in the subsequent week for absentee student on the basis of genuine reason such as medical grounds, paper presentation / attending workshops at international / national / regional level, State / National level sports, marriages of blood relatives, student sent on office on duty for various purposes, NCC, and NSS camps duly recommended by the respective programme coordinator.

### **5.2 THEORY: SEMESTER END EXAMINATION (S.E.E.):**

Each semester end examination (S.E.E) carries maximum 60marks and 36 marks for continuous internal evaluation and 4 marks for student activities. The Semester End Examination paper shall be set and conducted for **100** marks and scaled down to **60** marks by round up option.

### **5.3 PRACTICAL: SEMESTER END EXAMINATION (S.E.E):**

Each semester end examination carries maximum **50** marks in respect of specified courses of **3hours** duration, along with **25** marks for continuous internal evaluation , except for the course viz namely Foundation Course in Yoga Science and sports and mandatory non- credit audit courses

#### 5.4 ASSESSMENT SCHEME (Theory & Practical)

In order to ensure continuous evaluation following general scheme are to be practiced.

Sl. No.	Theory courses		Total marks	Practical Courses		Total marks
1	C.I.E-1	12	Cumulative sum of three C.I.E. (36)	Mid Sem (C.I.E-1)	10	10 (Average of two C.I.E.)
2	C.I.E-2	12		Sem End (C.I.E-2)	10	
3	C.I.E-3	12				
4	Activity		4	Lab record	-	10
5	SEE		60	Activity	-	5
6	-	-	-	SEE	-	50
7	<b>Total</b>		<b>100</b>	-	-	<b>75</b>

Exam duration for both theory and practical is 3 hours, while some courses like Foundation course in Yoga science and sports and English Communication skills and other courses are as per hours mentioned in the curriculum document.

#### 5.5 MANDATORY COURSES: ASSESSMENT SCHEME

**i. Community / Industry Internship (SBSI):** As per A.I.C.T.E letter number D.O.NO.AICTE-SBSI/RIFD/1, 21<sup>st</sup> May 2018. The instructions from MHRD students should complete 400-450 hours to earn 10 credits during his study periods as mentioned below during summer of respective semesters. One credit means 400-450 hours.

Name of the semester	Number of days/hours	Total number of hours	Credits
II	7 days*6hrs	42	1
III	14 days*6hrs	84	2
IV	7 days*6hrs	42	1
V	14 days*6hrs	84	2
VI	20 days*8hrs ( 3 Week Internship)	160	4
<b>Total</b>	<b>62 Days</b>	<b>412</b>	<b>10</b>

Though the course belongs to II/III/IV/V/VI semester, it is to be conducted immediately after the completion of **immediate previous semester** and before the commencement of current semester. Student can submit report either in Kannada/English or both.

**Scheme of Evaluation:** Community / Industry Internship (SBSI):

Sl. No.	Activity	Max. Marks
1	Participation in identification of village/Community	5
2	Participation in Preparing internship schedule	5
3	Obtaining consent from village panchayat and from concerned authorities	10
4	Preparing internship activities implementation time table	5
5	Participation and involvement in activities	15
6	Preparation of SBSI report as per the guidelines	10
Total		50

Grades	Range of marks
<b>S</b>	<b>45 and Above</b>
<b>A</b>	<b>40 – 44</b>
<b>B</b>	<b>35 – 39</b>
<b>C</b>	<b>30 – 34</b>
<b>D</b>	<b>25 – 29</b>
<b>F - Fail</b>	<b>24 and below</b>

F – Fail student has to register and redo the SBSI in the forth coming respective odd/even semester.

**ii. Foundation Course in Yoga Science and sports**

- (a) The students who are admitted from the academic year **2019-2020** should complete the mandatory course ‘Foundation Course in Yoga Science and sports’ as mention in the curriculum document of their respective program.
  - (b) Minimum attendance required is 75% same as other diploma regular courses.
  - (c) The medium of instruction for yoga course and examination shall be in English /Kannada.
  - (d) If the student fails in **Foundation course in yoga science and sports** exam, it will not affect the promotion to the next higher semester but he/she need to pass the **Foundation course in yoga science and sports** course in the next consecutive exams.
  - (e) Differently abled persons can do yoga as per his/her capacity
  - (f) Attending both C.I.E exams are compulsory for considering the grade .If any students remain absent either C.I.E test ,will not eligible for securing the grade.
- ❖ Minimum grade for exemption in the yoga course is grade B
  - ❖ Reappearance is not permissible in the above course in which grade B and above is obtained in the examination.
  - ❖ No division or class is awarded.
  - ❖ One credit will be awarded to him/her if he satisfied all eligibility criteria mentioned above.

- ❖ Two Continuous Internal Evaluation Tests are conducted after 4 weeks and 8 weeks respectively. Each test carries 25 marks. Final Marks of the Student is the Sum of both the tests

<b>Grades</b>	<b>Range of marks</b>
<b>S</b>	<b>40 - 50</b>
<b>A</b>	<b>30– 39</b>
<b>B</b>	<b>20 – 29</b>
<b>F - Fail</b>	<b>0 – 19</b>

F – Fail: Student has to register and re-do the course in the forth coming respective odd/even semester.

### **iii. Mandatory non-credit Audit course: Environmental Science**

- Two C.I.E test shall be conducted for 15 marks each. Average marks of two tests shall be rounded off to the next higher digit.
- Candidates obtaining MOOCS (massive online open course) certificate on environmental science course during first year are exempted from above assessment and % of score of MOOCS itself is considered as his/her score in this course and grading will be awarded respectively

#### **Course assessment and evaluation:**

Sl.no	Particulars	Max.Marks
1	C.I.E Tests	15Marks
2	Presentation	15Marks
3	Visit & Report	10Marks
4	Model /Mini project	10Marks
	Total	50Marks

**No. of CIE Tests: 02                      CIE Test 1 : After 4 weeks    CIE Test 2 : After 8 weeks**

**Each CIE Test - Max. Marks: 15**

<b>Sl.no</b>	<b>Grade</b>	<b>Marks</b>
<b>1</b>	<b>S</b>	<b>40-50</b>
<b>2</b>	<b>A</b>	<b>30-39</b>
<b>3</b>	<b>B</b>	<b>20-29</b>
<b>4</b>	<b>F-Fail</b>	<b>0-19</b>

## 5.6 ELIGIBILITY FOR PASSING

- i. For a pass in all theory/ drawing subjects, a candidate shall secure a minimum of 21 marks out of 60 marks in S.E.E. and 35 marks out of 100 marks including C.I.E. and student activities and in all practical's the candidate shall secure a minimum of 25 marks out of 50 marks in S.E.E. and 35 marks out 75 marks including C.I.E and student activities.
- ii. A candidate, who does not satisfy the condition-1 above, shall be deemed to have failed in the respective subject and have to reappear in the subsequent examination for that course.
- iii. Drawing courses are treated as theory courses for examination.

## 5.7 AWARD OF CLASSES

- 1) A candidate passing with 75% of marks and above in aggregate in first attempt or scoring 75% of marks and above in total, but failed in any one or two heads in the very next attempt only, shall be declared to have passed in "FIRST CLASS WITH DISTINCTION".
- 2) A candidate passing with 60% of marks & above and less than 75% of marks in aggregate in first attempt or 60% of marks & above and less than 75% marks in total, but failed in any one or two heads of passing the failed heads in very next attempt only, shall be declared to have passed in the "FIRST CLASS".
- 3) A candidate passing all the subjects with less than 60% marks in aggregate in the first attempt or passing marks in aggregate in the first attempt or passing the subjects with any number of attempts shall be declared to have passed in "SECOND CLASS".

## 6. VERTICAL PROGRESSION

- i. Full carryover from **ODD** semester to next **EVEN** semester, provided the candidate has registered his/her name for the examination for the current odd semester and has fulfilled the attendance requirement.
- ii. A candidate seeking eligibility to **3<sup>rd</sup> semester** should not have failed in more than **4 subjects** of **FIRST** and **SECOND** semester put together .
- iii. A candidate seeking eligibility to **FIFTH** semester should not have failed in more than four subjects of passing from **FIRST** to **FOURTH** semesters put together.
- iv. A candidate should complete the study of Diploma course in **NINE YEARS** from the year of his/her first admission. Lateral entry students should complete in **SIX** years
- v. If the student fails in the following Courses:
  - i. Community / Industry Internship(SBSI)
  - ii. Foundation course in yoga science and sports and
  - iii. Mandatory non-credit audit courses,then, these will not be considered for the promotion to next higher semester, but he/she must pass the courses in the next consecutive exams within stipulated time period as mentioned in the curriculum document. Even though some of the above said courses are assigned with credits, but while awarding classes, these credits will not be considered.

## **7. AWARD OF DIPLOMA**

The diploma shall be awarded to the candidates who have passed all the examinations from first to sixth semesters along with mandatory non-credit audit courses, foundation courses in yoga science courses as mentioned in the curriculum document. However, the class of diploma shall be awarded based on the performance of the candidate in **fifth & sixth** semester examinations taken together.

The Consolidated Marks Card of the candidate shall bear the signature of Secretary, Board of Technical Examinations, Bengaluru.

The award of Diploma certificate shall be made by Chairman, Board of Technical Examinations, Bengaluru.

### **7.1 REGULATIONS FOR AWARD OF CLASS FOR DIPLOMA**

A class for Diploma shall be awarded on the basis of the average percentage of the total marks scored by the candidate in the first attempt of Fifth and Sixth semesters as per the following regulations:

1. A candidate scoring equal to or more than 75% in the average percentage of the total marks in the first attempt of Fifth and Sixth semesters and having declared to have passed either Fifth semester or Sixth semester or both semesters in First Class with Distinction shall be awarded the Diploma as “FIRST CLASS WITH DISTINCTION”.
2. A candidate scoring equal to or more than 60% and less than 75% in the average percentage of the total marks in the first attempt of Fifth and Sixth semesters and having declared to have passed either Fifth semester or Sixth semester or both semesters in First Class, shall be awarded the Diploma as “FIRST CLASS”.
3. A candidate scoring less than 60% in the average percentage of the total marks in the Fifth and Sixth semesters or having declared to have passed Fifth and Sixth semesters in Second Class shall be awarded the Diploma as “SECOND CLASS”.

## **8. STUDENT FEEDBACK**

The student has to provide the feedback for courses he/she has registered, in the online format provided, as and when, which will be used for analysis and betterment of the academic programmes.

## **9. EXAMINATION MALPRACTICES**

Any student appearing for the examination (CIE and SEE) is liable to be charged with committing malpractice in the following cases:

- 1) Bringing in the examination hall or being found in possession of portions of a book manuscript, programmable calculator or any other material or matter, which is not permissible to be brought into the examination hall.
- 2) Having any written matter on scribbling pad, question paper, admission ticket, calculator, palm, hand, leg, handkerchief, clothes, socks, instrument box, identity card, scales etc.,
- 3) Disclosing identity in SEE by writing any words or by making any peculiar marks or by writing Reg. No. or name on the pages other than the facing sheet in the answer scripts while answering.



- 4) Copying from the material or matter or answer of another candidate or similar aid or assistance is rendered to another candidate within the examination hall.
- 5) Communicating with any candidate or any other person inside or outside the examination hall with a view to take assistance or help to write answers in the examination.
- 6) Making any request of representation or offers any threat for inducement or inducing to bribery to room superintendent or and any other official or officer of the college for favors in the examination hall or to the examiner in the valuation of answer script/s.
- 7) Smuggling out or smuggling in or tearing off of the answer script sheets or question paper.
- 8) Supplementary sheets or inserting papers written outside the examination hall into the answer book or running away along with the answer script from the examination hall or premises.
- 9) Impersonating or allowing any' other person to impersonate to answer in his/her place in the examination hall.
- 10) Supply of copying material inside or from outside the examination hall.
- 11) Bringing mobile phone to the examination hall.
- 12) Unruly behavior inside or near the examination hall.

## **10. DISCIPLINE ON CAMPUS**

1. All students should ensure that the common areas in the campus should always remain vacant and not obstructed or hindered in any manner.
2. It is prohibited to throw garbage, trash or any other things outside through the windows/balconies. All such waste materials shall be dropped in the dustbins.
3. Students are required to avoid shouting and making any type of noise.
4. Protection of the college property is the responsibility of the students.
5. The students are not permitted to convene meetings or attempt to signature campaigns without the prior permission.
6. Students should strictly observe the normal rules of morality, conduct and behavior in their daily life at the campus.
7. Indulging in ragging or interference of any other kind is strictly prohibited. Any violation of this rule entails expulsion from the Institute and action will be taken as per law.
8. Students are not permitted to celebrate birthday parties or any festivals inside the college premises.
9. Students are barred from handling, tampering, fiddling with any equipment, scribbling on walls or displaying obscene & vulgar pictures or paintings, bursting of crackers and are liable for disciplinary action.
10. Smoking, consumption of tobacco, alcoholic beverages or intoxicated drugs, playing cards or any kind of gambling, keeping of any dangerous drugs or weapons, inside the college premises are strictly prohibited. The Security is authorized to check the bags of any student at any time for prohibited materials, in case of a doubt.
11. Students shall enter into the campus with college ID card.
12. Students shall not enter the Institute premises in intoxicated state and should not possess such materials. Depending on the case, the Management reserves the right to take direct disciplinary action, mounting to even expulsion from the Institute.
13. When the students go out of their class rooms or laboratories, they should switch off all the Fans, Lights, PCs etc.
14. The students are responsible for the safe keeping of their personal belongings.
15. Violation of the rules & regulations will be informed to their parents.

## **11. RAGGING AND CONSEQUENCES**

Ragging within or outside the college premises and in hostels is strictly prohibited. Any student found involved in ragging within or outside the college premises will be removed from the college with a negative remark on the transfer certificate.