

TKM COLLEGE OF ENGINEERING

(Government Aided and Autonomous)



celebrating 60 years of excellence



MCA Academic Regulation 2023

**THANGAL KUNJU MUSALIAR COLLEGE OF ENGINEERING
(Government Aided and Autonomous)
KOLLAM-691005, KERALA**

Abstract

TKMCE-Academics- MCA academic regulations 2023 -orders issued

No: ACU3/655/2023

Date: 12/06/2023

Order

Read:

1. UGC order Ref: F. 22-1/2022(AC) dated 26th May 2022
2. U.O. No. KTU/ASST11(ADMIN)/3212/2022 dated 2nd September 2022
3. ACU3/1010/2022 dated 16th September 2022

The TKM College of Engineering was conferred with autonomous status by the UGC on 26th May 2022 vide Ref: 1 and the same was notified by the APJ Abdul Kalam Technological University, on 2nd September 2022, vide ref.2

The first meeting of the Governing Body after the notification of autonomous status was held on September 15, 2022, and authorized the Principal to constitute the Academic Council as per the UGC (Conferment of Autonomous Status upon Colleges and Measures for Maintenance of Standards in Autonomous Colleges) Regulations, 2018. As per the resolution of the Governing Body, the Principal has constituted the Academic Council on September 16, 2022, vide ref. 3. The Second Academic Council Meeting held on May 27, 2023, approved the MCA Regulations for the academic year 2023-24 onward. The academic regulations for the MCA program, 2023, approved by the Academic Council, is hereby notified as the **TKM College of Engineering (Aided and Autonomous) Academic Regulations for MCA Program 2023.**




PRINCIPAL
THANGAL KUNJU MUSALIAR
COLLEGE OF ENGINEERING
KOLLAM-5

Copy to All HODs, Deans, IQAC, COE, AA, AO, SS, JS(A)

TKM College of Engineering (Government Aided and Autonomous)
Academic Regulations for MCA Programme 2023

This will be known as the **TKM College of Engineering Academic Regulations for the MCA Program 2023**. These are subject to the provisions of the UGC (Conferment of Autonomous Status upon Colleges and Measures for Maintenance of Standards in Autonomous Colleges) Regulations, 2018 and the APJ Abdul Kalam Technological University Act, 2015, and the statutes and ordinances, if any, issued in the subject from time to time. All the rules specified herein, approved by the Academic Council, will be in force and applicable to the students admitted from the academic year 2023-24 onwards.




PRINCIPAL
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COLLEGE OF ENGINEERING
KOLLAM-5

| INDEX | | |
|--------------|---|---|
| | Contents | Clause |
| 1 | Preamble | 23R1.1 to 23R1.7 |
| | Nomenclature of the programs | 23R1.7 |
| 2 | Admission | 23R2.1 to 23R2.3 |
| 3 | Structure of MCA program | 23R3.1 to 23R3.15 |
| | Course Credit | 23R3.10 |
| | Course categories based on content delivery & Credit Distribution | 23R3.11 |
| | Nature of Courses | 23R3.11 |
| | Program Core Course (PCC) | 23R3.11.1 |
| | Project Based Course (PBC) | 23R3.11.2 |
| | Professional Elective Courses (PEC) | 23R3.11.3 |
| | Mini Project | 23R3.11.4 |
| | Main Project | 23R3.11.5 |
| | Medium of Instruction | 23R3.13 |
| | MOOCs | 23R3.14, 23R3.14.1 to 23R3.14.6 |
| | Bridge course | 23R3.15 |
| | 4 | Course Registration and Enrollment |
| 5 | Structure of a Course and Syllabus | 23R5.1 to 23R5.4 |
| 6 | Academic Monitoring and Student Support. | 23R6.1 to 23R6.9 |
| 7 | Academic Auditing | 23R7.1 |
| 8 | Assessment | 23R8.1 to 23R8.21 |
| | CIA Mark Distribution | 23R8.2.1 |
| | Evaluation Type, CIA & ESE Mark Distribution | 23R8.2.2 |
| | Assessment for Project, Seminar, Mini Project and Research based Mini Project | 23R8.2.3 |
| | ESE Pattern | 23R8.3 |
| | Pass Minimum Condition | 23R8.10 |
| | Sessional Improvement | 23R8.11 |
| | Grading | 23R8.13 & 23R8.13.1 |
| | Double valuation & Review of Answer Scripts | 23R8.15 & 23R8.16 |
| | SGPA/CGPA Calculation | 23R8.19 |
| | Re-admission | 23R8.20 |
| | Malpractices in Examination | 23R8.21 |

| | | |
|----|---|---------------------|
| 9 | Break of Study | 23R9.1 & 23R9.2 |
| 10 | Attendance | 23R10.1 to 23R10.4 |
| 11 | Grace Marks for Sports /Arts Competitions | 23R11.1 to 23R11.15 |
| 12 | Grace Marks for Persons with Disability (PWD) | 23R12.1 to 23R12.6 |
| 13 | Grace Marks for Paper publication | 23R13.1 |
| 14 | Degree Certificate & Provisional Certificate | 23R14.1 to 23R14.2 |
| | Award of Degree | 23R14.1 |
| | Provisional Degree Certificate & Consolidated Semester grade card | 23R14.2 |
| 15 | Transcript | 23R15.1 |
| 16 | Transitory Provision. | 23R16.1 |

Preface

The TKM College of Engineering is pleased to announce the launch of its new postgraduate MCA curriculum, aiming at a comprehensive and rigorous education in computer application and technology, a holistic approach. The curriculum has been carefully designed to provide our students with the skills and knowledge needed to become competent professionals capable of tackling real-world problems in a variety of fields. The curriculum has a total of 87 credits, spread over a period of two years, with each year comprising two semesters. The curriculum is designed to expose students to both theoretical and practical aspects and provide them with hands-on experience in the latest technologies and tools used in the industry.

The project-based courses that emphasize hands-on learning and real-world applications supported by the fundamentals of computer application is the core of this curriculum. These courses are offered with lab components, which allow students to gain practical experience in applying the concepts they have learned. In addition, there are courses which include core courses and mathematical courses with lab components, core courses without practical components, 2-hour theory courses, as well as 1-hour theory courses and 2-hour lab courses. This variety of courses ensures that students receive well-rounded education and have the flexibility to customize their own learning experience according to their interests and career goals. In addition to these core subjects, students will have the opportunity to choose from a wide range of elective courses in specialized areas.

The students can opt for MOOC courses corresponding to Elective Courses, which will give them flexibility in doing internships during their 3rd semester as part of a mini project.

An industry internship/research project is also included in the curriculum in 4th semester, giving students the opportunity to apply their theoretical knowledge to socially relevant real-world problems and gain valuable practical experience. The internship will also assist students in developing professional skills and expanding their industry network.

In addition to the academic curriculum, students should also participate in various extracurricular activities such as sports, cultural events, community service, and entrepreneurship. These activities will help students develop their leadership, teamwork, and communication skills, and provide them with a well-rounded education.

The rules and regulations stated herein shall be called the TKM College of Engineering academic regulation for MCA, 2023, is in its complete form. These rules and regulations are subject to the provisions of UGC and AICTE. All the rules specified herein, approved by the Academic Council, will be in force and applicable to students admitted from the Academic Year 2023 onwards. All the rules and regulations, specified hereafter shall be read as a whole for the purpose of interpretation and in case of any ambiguity, the interpretation of the Academic Council is final.

| 1. PREAMBLE | |
|------------------------------------|---|
| 23R1.1 | These regulations are applicable to all MCA (Regular) Degree Programme conducted in TKM College of Engineering, Kollam-5 affiliated to the APJAKTU from the Academic Year 2023-24 onwards. |
| 23R1.2 | The provisions contained in these regulations shall govern the policies and procedures on the admission and registration of students, imparting instructions of course, conduct of the examination, evaluation, and certification of student's performance leading to the award of MCA Degree. |
| 23R1.3 | The MCA Degree of APJ Abdul Kalam Technological University shall be conferred on students who are admitted to the program, fulfilling all the requirements for the award of the Degree. |
| 23R1.4 | These regulations for the MCA Degree Programme along with all the amendments thereto, and shall be binding on all students undergoing the said MCA Degree Programme conducted in college from the Academic Year 2023-24 onwards. |
| 23R1.5 | These regulations, as amended from time to time shall be binding on all parties concerned, including the Students, Faculty, Staff, of the College. |
| 23R1.6 | The College has the right to modify the regulations from time to time. |
| 23R1.7 | In all matters related to the regulations, the decision of the College and its interpretation given by the Academic Council shall be final and binding. |
| | <p><i>Nomenclature of the Programme:</i></p> <p>The College uses the nomenclature for the Degree programme as specified by the Affiliated University, and the Degree Certificates issued by the University to their awardees bear the name of the College as well. Therefore, the nomenclatures and their abbreviation given below, shall continue to be used for the Degree programme offered by the College:</p> <p>PG Level: Master of Computer Application (MCA)</p> |
| 2. ADMISSION | |
| 23R2.1 | The eligibility to the MCA programme, admission policy and procedure shall be decided from time to time by following the guidelines issued by the Government of Kerala and the Government of India and AICTE. |
| 23R2.2 | The reservation policy of the Government of Kerala and the Government of India from time to time shall be followed in admission to the MCA programme. |
| 23R2.3 | If at any time after admission, it is found that a candidate has not fulfilled any of the requirements stipulated by the University or the statutory body concerned, the Principal may revoke the admission of the candidate and report the matter to the Academic council of the college /University. |
| 3. STRUCTURE OF MCA PROGRAM | |
| 23R3.1 | The MCA programme shall be structured on a credit based system following the |

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| | semester pattern with continuous evaluation. |
| 23R3.2 | The duration of the MCA programme shall be two years consisting of four semesters. The maximum duration shall be four academic years spanning 8 semesters. |
| 23R3.3 | The duration for the programme will normally be 4 semesters for MCA. In case of prolonged illness or other personal exigencies, the College may allow a student who has earned credits for at least one semester, to extend the programme up to the maximum duration of four years. |
| 23R3.4 | Every academic year shall have two semesters “1st July to 31st December (Odd semester)” and “1st January to 30th June (Even semester)”. Each semester shall have a minimum of 72 instruction days followed by the end semester examination. The total contact hours are normally 30 hours per week. The vacation of the faculty and staff shall be as per the Government orders from time to time. |
| 23R3.5 | The MCA Program shall have a curriculum and syllabi for the courses approved by the Academic Council. Syllabus for any course shall be normally modified/ updated based on the arising requirement. However, innovative elective courses can be included as and when required, on the recommendations of the respective Board of Studies and subject to the approval of the Academic Council. All revisions shall be based only on the recommendations of the Board of Studies concerned. |
| 23R3.6 | The maximum number of credits a student can register (course registration) in a semester is limited to 10 credits in excess of the total credits allotted in the curriculum for that semester. |
| 23R3.7 | <p>The curriculum includes various curricular components as listed below, with recommended credits (minimum and maximum) for each component, and is dependent on the degree to be awarded:</p> <p>A common course structure for the MCA programme is to be followed and consist of the following courses</p> <ul style="list-style-type: none"> ● Core courses ● Lab oriented core course ● Project based core course ● Elective courses ● Mini Projects ● Seminar ● Main Project ● MOOC course |

23R3.8 The academic programs of the college follow the credit system. The general pattern is as below:

| Classification | Credit assigned |
|--|-----------------|
| 1 Hour Lecture (L) per week | 1 Credit |
| 1 Hour Tutorial (T) per week | 1 Credit |
| 1 Hour Project (J) per week | 1 Credit |
| 2 Hours Practice/Practical(P) per week | 1 Credit |

The workload of a faculty member shall be the actual number of hours engaged by the faculty member.

23R3.9 The curriculum of MCA Program shall have a total of 87 academic/ learning credits.

23R3.10 Courses are organized as 1/2/3/4/5 credit courses based on the content delivery mechanism adopted and the indented depth of the course (Theory only, Theory embedded with tutorial, Theory embedded with practice, Theory embedded with project, etc.). The L-T-P for each course indicates the number of credits delivered as Lecture (L), Tutorial (T), and Practical (P) per week. Apart from lecture, tutorial, and practical/practice hours the curriculum offers Project Hour (J) and Self learning hours (S) that indicate the number of hours students are expected to spend for activities that should be completed outside the class defined by the faculty handling courses, and for the activities to support learning, initiated by the students themselves without guidance or direction from tutors. For each course Self learning hour number of hours a student must be spent for learning) per week is calculated as:

$$S = (L*1 + T*0 + P*1 + [J/2])$$

where J belongs to the project component of a project-based course.

Thus, the L-T-P-J-S-C for each course indicates the number of credits delivered as Lecture (L), Tutorial (T), Practical (P), Project (J), Self-study hours (S) and the total instructional delivery indicated as Credits (C).

| S1 No. | Category | Credit Breakup |
|--------|---|----------------|
| 1 | Professional core courses | 53 |
| 2 | Professional Elective courses relevant to chosen specialization/ branch | 12 |
| 3 | Project work, seminar and internship in industry or elsewhere | 18 |
| 4 | Soft skill courses | 2 |
| 5 | Mandatory Courses | 2 |
| | Total | 87 |

Every course of MCA Program shall be placed in one five categories as listed in the table below

$$C = L + T + [P/2] + J$$

Categories of courses included in the curriculum and their L-T-P-J-S-C components are given in the table below.

| Sl No. | Lecture-Tutorial-Practical/Project [L-T-P-J] | Self learning hours[S] | Credit [C] | Description |
|--------|--|------------------------|------------|---|
| 1 | 2-0-0-0 | 2 | 2 | Theory course without ESE |
| 2 | 3-1-0-0 | 3 | 4 | Theory course embedded with tutorial |
| 3 | 2-1-2-0 | 4 | 4 | Theory course embedded with tutorial & practical |
| 4 | 1-0-2-0 | 3 | 2 | Theory course embedded with practical without ESE |
| 5 | 2-0-2-2 | 5 | 5 | Project based course |
| 6 | 0-0-2-0 | 2 | 1 | Seminar |
| 7 | 0-0-6-0 | 6 | 3 | Mini Project |
| 8 | 0-0-12-0 | 12 | 6 | Final year Project |

Every course of MCA Program shall be placed in one five categories as listed in the table below

Semester wise credit distribution is given below:

| Semester | No. & Details of Courses | Total Hours/week | Total Credits |
|----------|---|------------------|---------------|
| I | Project based course -1 Theory Course - 1 Lab based Courses - 5 | 29 | 23 |
| II | Project based course -1 Lab based Courses - 5 Professional Elective - 1 | 29 | 23 |
| III | Project based course -1 Theory Course - 2 Lab based Courses - 1 Professional Elective - 2 Mini Project -1 | 29 | 24 |
| IV | Seminar Main Project (Research Project / Internship)-1 MOOC Course* | 29 | 17+2* |
| TOTAL | | | 87 |

* Additional Credits for MOOC Course.

23R3.11

Every course of MCA Program shall be taken a category code from the table given below

| Course category | Description |
|-----------------|---------------------|
| PCC | Program Core Course |

| | | | |
|-----------|---|-----|--|
| | | PBC | Project Based Course |
| | | PEC | Professional Elective Course |
| | | MP | Mini project |
| | | SR | Seminar |
| | | PR | Main Project (Research Project / Internship) |
| | | MC | Mandatory Course |
| 23R3.11.1 | Program Core Course (PCC): Courses listed under Program Core of a curriculum are program specific. Students have to complete all the courses listed under PCC to become eligible for the degree. | | |
| 23R3.11.2 | Project based course (PBC): By taking courses under PBC, students get a deeper knowledge through active exploration of real-world challenges and problems. The ultimate aim of a student is to resolve a problem by applying theoretical knowledge. Doing multiple projects improves problem solving skills. It consists of three components: Theory, Practical and Project. Project is a group (maximum of 5 students) based activity, where each group has to identify suitable application based problem based on the topics covered in the theoretical part of the course. Curriculum of MCA programme has three project-based courses. Only one PBC can be included in a semester and it should be within the 1 st to 3 rd semesters. | | |
| 23R3.11.3 | Professional Elective Course (PEC): By taking courses under Professional Elective, students get an opportunity to study courses which are more advanced or applied or specialized than the basic courses he/she studies as part of program core courses. Professional Electives can be industry oriented and may incorporate modules which can be handled by experts from the industry. The students can opt for MOOCs recommended by BoS and approved by academic council, which will give them flexibility in doing internships during their 3 rd semester as part of a mini project. | | |
| 23R3.11.4 | Mini project: It is included in curriculum to achieve practical application of knowledge and skills learned in academic settings. The progress of the mini project is evaluated based on three reviews, two interim reviews and a final review. A report is required at the end of the semester. Students can also undergo mini project as internship in a reputed Industry/Research Organization or at another institute of higher learning and reputed (Academia) in their area of interest. The organization for internship shall be selected/ decided by the students in consultation with the department. Students who opt this internship can avail MOOCs or follow self-study mode to meet the credit requirements of the courses in the third semester. The students should submit the certificate and grade obtained for the MOOC course before the publication of the result for the respective semester. | | |
| 23R3.11.5 | Main Project: An industry internship/research project is also included in the curriculum in 4 th semester, giving students the opportunity to apply their theoretical knowledge to socially relevant real-world problems and gain valuable practical experience. The internship will also assist students in developing professional skills and expanding their industry network. The organization for internship shall be selected/ decided by the students in consultation with department. The progress of the project is evaluated based on three reviews, two interim reviews and a final review. A report is | | |

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| | required at the end of the semester. |
| 23R3.12 | All students doing a project in the fourth semester shall prepare a Poster as part of their project highlighting their work. The poster carries 5% weightage of the total marks of the project course and to be prepared based on the guidelines issued time to time. |
| 23R3.13 | The medium of instruction shall be English. All examinations, project, seminar, reports and presentations shall be in English. |
| 23R3.14 | MOOC: The MOOCs shall be considered only if it is conducted by the agencies like AICTE/NPTEL/SWAYAM or NITTTR and it should have a proctored/offline end semester examination. |
| 23R3.14.1 | The MOOCs course shall have a minimum duration of 8/12 weeks and the content of the syllabus shall be enough for at least 36/48 hours of teaching for a 3 or 4/5 credit course respectively |
| 23R3.14.2 | The students can undergo the mandatory MOOCs at their convenience, but shall complete it before the registration of end semester examination of 4 th semester. |
| 23R3.14.3 | The list of MOOCs for 3 rd and 4 th semester shall be recommended by the respective BoS and to be approved by Academic council |
| 23R3.14.4 | The MOOCs corresponding to third semester shall be approved for earning credit, if it has at least 70% of the course contents that match with the syllabus of the course for which it is opted and its contents shall not have more than 40% of overlap with any of the core/elective courses in the concerned discipline |
| 23R3.14.5 | The Institution shall award the credit weightage mentioned in the curriculum of the program for students on successful completion of the MOOCs for purpose mentioned in the 23R3.14.3. |
| 23R3.14.6 | If the student pass the MOOCs corresponding to the 3 rd semester PEC , the percentage obtained in the MOOC shall be adopted and the grade shall be decided based on 23R8.13and 23R8.13.1 |
| 23R3.15 | As the MCA programme is opened up to students with no prior exposure to Computer related subjects and Mathematics, compulsory bridge course is framed for all students by the department as per the direction of AICTE. It is of 120 hours duration that will include sessions on teaching the essential computer and mathematical background and will be evaluated. |
| 4.0 COURSE REGISTRATION AND ENROLMENT | |
| 23R4.1 | Except for the first semester, registration and enrollment shall be done at the beginning of the semester as per the schedule and procedure announced by the institution. |
| 23R4.2 | A student shall be eligible for enrolment only if he/she completely satisfies the minimum requirement to continue the programme only if <ul style="list-style-type: none"> i) He/she has cleared all the dues in the Institute, hostel & library up to the end of the previous semester. ii) He/she is not debarred from enrolment by a disciplinary action of the Institute. iii) He/she has paid all the tuition fees and all other relevant fees, if any, prescribed by the Institution. |

23R4.3 Students shall complete formalities like teaching evaluation of the courses registered in the previous semester etc., if any, as notified by the institution before the registration to a semester.

5. STRUCTURE OF A COURSE AND SYLLABUS

23R5.1 The entire syllabus should be divided into five modules, with description of the topics in each module, that can be covered in 12/24/36/48/60 hours for 1/2/3/4/5 hours per week respectively in a semester.

23R5.2 The syllabus of each course shall have a course code, course title, course delivery modes (L-T-P-J), Self-study hours (S), and credits assigned to that course (C) as per R3.8 along with the preamble of the course, prerequisites, course objectives, expected course outcomes, Course Outcome - Programme Outcome mapping, lesson plan with expected duration needed to cover the syllabus, suggested text books, reference books, assessment pattern and question paper pattern.

23R5.3 The Syllabus of each course shall be recommended by the BoS of the respective department and approved by Academic council. Any subsequent modifications shall be approved by Academic council subsequent to the recommendation of the respective BoS.

23R5.4 Structure of Course Code: Each course will be identified by a unique Course Code consisting of eight alphanumeric characters (Two digits, Three alphabets which together followed by three digits) and is represented as YY XXX C S NN, which can be interpreted as given below.
 YY – Year of Regulation, XXX – Department, C - Category Code /Course Delivery Mode S – Semester Number (it can have a number from 1 to 4) NN- Course Sequence Number .The alphabets XXX reflect the Program MCA. The alphabet C- in the course code indicates the Course Delivery Mode, the method by which the course will be delivered. Course delivery mode can be placed into one of the eight categories given below.

| SL NO | CATEGORY CODE | COURSE CATEGORY |
|-------|---------------|---|
| 1 | T | THEORY ALONE |
| 2 | P | THEORY EMBEDDED WITH PRACTICAL COURSE |
| 3 | J | THEORY EMBEDDED WITH PROJECT (PROJECT BASED COURSE) |
| 4 | E | PROGRAM ELECTIVE COURSE |
| 5 | S | SEMINAR |
| 6 | M | MINI PROJECT |
| 7 | N | MAIN PROJECT (RESEARCH PROJECT / INTERNSHIP) |
| 8 | C | MANDATORY MOOC COURSE |

For eg: 23MCAT107- is a theory course offered by the department in the first semester of the 2023 scheme.

23MCAP204 - is a theory embedded practical course offered by the department in the second semester of 2023 scheme.

23MCAJ301 - is a theory embedded project based course offered by the

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| | department in the third semester of 2023 scheme. |
| 6. ACADEMIC MONITORING AND STUDENT SUPPORT | |
| 23R6.1 | There shall be one Faculty Advisor (FA) for a class. The Principal shall assign a regular faculty member with minimum two years of experience as the FA in discussion with the Head of the Department. |
| 23R6.2 | The documents regarding all academic and non-academic matters of students shall be kept under the custody of Faculty Advisor. |
| 23R6.3 | All requests/applications from a student or parent to higher offices are to be forwarded/recommended by his/her Faculty Advisor. Students and parents shall first approach their Faculty Advisor for all kinds of advices, clarifications and permissions on all academic matters. It is the official responsibility of the institution to provide the required guidance, clarifications and advices to the students and parents strictly based on the prevailing academic regulations. |
| 23R6.4 | The Faculty Advisor (FA) shall arrange separate or combined meetings with course faculty, parents and students as and when required and discuss the academic progress of students. The Faculty Advisor shall also offer guidance and help to solve the issues on academic and non-academic matters including personal issues of the students. Advisory meetings shall preferably be convened: <ul style="list-style-type: none"> i. Immediately after the commencement of the semester. ii. Immediately after announcing the marks of first internal evaluation test. The internal marks and eligibility of attendance shall be uploaded in the College academic management system of the institute. Any concerns raised by the students regarding attendance and internal marks shall be looked into in the combined meetings of advisor, course faculty and the students concerned. The Principal/Head of the Department shall ensure to take steps to redress the concerns raised by the students regarding internal assessment and attendance. The FA shall be the custodian of the minutes and action taken reports of the advisory meetings. |
| 23R6.5 | The FA shall get the minutes and action taken reports of advisory meetings approved by the Head of the Department. It shall be the duty of the Head of the Department to produce it before the statutory bodies as and when required. |
| 23R6.6 | The FA shall keep a hardcopy of the consolidated statement of attendance, internal marks of the students in their advisory group. It shall be kept with the Head of the Department without fail for all sorts of inspections. |
| 23R6.7 | Regular communication with the parents of students in respect of progress in academic matters and other general issues shall be the responsibility of the Faculty Advisor. |
| 23R6.8 | The Principal shall inform/forward all regulations, guidelines, communications, announcements etc., issued by the statutory bodies /university regarding student academic and other matters to the Head of the Department /FA for information and timely action. |

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| 23R6.9 | It shall be the official responsibility of the Principal to arrange necessary orientation programmes to the Head of the Department and FAs regarding student counseling, the prevailing University norms, regulations, guidelines and procedures on all academic and other University related matters. |
| 7. Academic Auditing | |
| 23R7.1 | <p>There shall be academic auditing in each department at stipulated intervals. The academic auditing shall be conducted by an Internal Quality Assurance Cell (IQAC) within the college in association with Department Quality Assurance Cell (DQAC) of each department. The Internal Quality Assurance Cell (IQAC) shall oversee and monitor all the academic activities including all internal evaluations and examinations. The IQAC shall prepare academic audit statements for each semester at regular intervals. These reports shall be presented to the Principal for the consideration of the statutory bodies concerned.</p> <p>Academic auditing shall cover:-</p> <ol style="list-style-type: none"> 1. Course delivery and adherence to the course plan, syllabus coverage, quality of question papers used for internal examinations, internal evaluation, maintenance of laboratory experimental setups and equipment, practical assignments, mini projects and conduct of practical classes and their evaluation. 2. Co-curricular and Extra-curricular activities available for students, the monitoring mechanism of activity points to be earned by the students. 3. Academic functioning of the college encompassing students, faculty and college administration covering punctuality, attendance, discipline, academic, environment, learning ecosystem, academic accountability, academic achievements and benchmarking. 4. The audit shall also cover the quality criteria prescribed by NBA/NAAC. |
| 8. ASSESSMENT | |
| 23R8.1 | The learning level of a student is assessed and evaluated in-house by the course facilitating faculty member/ department except in the case of project work where an external examiner shall be nominated to conduct the project presentation. The students in each semester shall be evaluated by Continuous Internal Assessment (CIA) and End Semester Examinations (ESE) or by Continuous Internal Assessment (CIA) alone based on the credit as prescribed in the curriculum. |
| 23R8.2 | The CIA is spread through the duration of course in a day-to-day basis and is done by the faculty member facilitating the course. In order to evaluate the different skills acquired by a student, the continuous learning assessments are appropriately performed through: periodic tests, assignments, presentations, surprise tests, seminars multiple choice quizzes, field visits, case-study, group activities, debates, conference papers and other suitable tools devised by the course tutor. The faculty member(s) concerned shall carry out the CIA for the courses allotted to him/her and should perform the learning assessments in the following perspectives with respect to all courses: |

- Evaluation with respect to knowledge
- Evaluation with respect to Understanding
- Evaluation with respect to skill
- Evaluation with respect to Applications and/or
- Higher Order Thinking Skills

For the Practice part of a course or a pure Practice (Laboratory/Practical) course; due weightage for carrying out experiments, such as observations, collection of data, analysis, interpretation of results, inferences and also timely submission of record work done would all carry due weightage based on the type of laboratories and the course.

23R8.2.1 The CIA marks for individual courses shall be computed by giving weightage to the following parameters given in the table below.

Mark Distribution of CIA

| Course Structure (L-T-P-J) | Attendance | Theory (L- T) | | | Practical (P) | | Project (J) | | | Total Marks |
|----------------------------|------------|----------------|--------|--------|---------------|----------|--------------|--------------|--------|-------------|
| | | Assignment* | Test-1 | Test-2 | Class work # | Lab Exam | Evaluation 1 | Evaluation-2 | Report | |
| 2-0-0-0 | 5 | 35 | 30 | 30 | - | - | - | - | - | 100 |
| 1-0-2-0 | 5 | 10 | 20 | - | 25 | 40 | - | - | - | 100 |
| 3-1-0-0 | 5 | 15 | 10 | 10 | - | - | - | - | - | 40 |
| 2-1-2-0 | 5 | 10 | 12.5 | 12.5 | 10 | 10 | - | - | - | 60 |
| 2-0-2-2 | 5 | 10 | - | 15 | 10 | - | 5 | 10 | 5 | 60 |

* Recommended assessment tools for assignment are detailed below

Continuous Assessment of Lab

The CIA marks for the attendance for each theory and practical shall be awarded in full, only if the candidate has secured 90% attendance or above in the course. If a student has attendance for a course below 90%, reduction in the marks for the attendance shall be made proportionally. The CIA marks obtained by the student for all courses in a semester are to be published at least 5 days before the commencement of the ESE. Duty leave shall be accounted for awarding the internal marks for attendance. Retest shall be permitted to the students who could not appear for the internal tests due to genuine grounds.

Based on the course category the number of assignments that shall be given for each course may vary. The table given below gives the details about it.

Assessment of Assignment component of CIA

| Course Category | L-T-P-J | Credit | Assessment of Assignment component of CIA |
|--------------------------------|----------------|---------------|--|
| Theory Course | 2-0-0-0 | 2 | One Assessment per Two and Half module |
| Theory Embedded with Practical | 1-0-2-0 | | |
| Project based course | 2-0-2-2 | 5 | |
| Theory Course | 3-1-0-0 | 4 | One Assessment per Module, Best of FOUR shall be considered for Marks calculation. |
| Theory Embedded with Practical | 2-1-2-0 | | |
| Project Based Course | 2-0-2-2 | 5 | One Assessment per Module, Best of FOUR shall be considered for Marks calculation. |

23R8.2.2

Evaluation Type, CIA & ESE Mark Distribution: for courses with various course structure is given in the following table:

| Evaluation Type | Course Category | L-T-P-J | Credit | CIA & ESE Marks | |
|------------------------|--------------------------------|----------------|---------------|----------------------------|-----------------|
| | | | | CIA Mark | ESE Mark |
| CIA only | Theory Course | 2-0-0-0 | 2 | 100 | -- |
| | Theory Embedded with Practical | 1-0-2-0 | 2 | | |
| | Seminar | 0-0-2-0 | 1 | | |
| | Mini Project | 0-0-6-0 | 3 | | |
| CIA + ESE | Theory Course | 3-1-0-0 | 4 | 40 | 60 |
| | Theory Embedded with Practical | 2-1-2-0 | 4 | 60 | 40 |
| | Project Based Course | 2-0-2-2 | 5 | 60 | 40 |

23R8.2.3

Assessment for Mini Project, Seminar and Main Project is given in the table given below

| Course | Mark Distribution |
|---|---|
| Mini Project work | a. Continuous evaluation by Supervisor, Scrum Master and Project Guide – 50% b. Interim evaluation by the Project Assessment Board-25% c. Final evaluation by the Project Assessment Board - 25% |
| Seminar | The report and the presentation shall be evaluated by a team of internal members comprising two senior faculty members based on the style of presentation, technical content, adequacy of reference, depth of knowledge and overall quality of the report. <ol style="list-style-type: none"> Evaluation by Faculty Guide – 20 Marks Evaluation by the Faculty Committee-30 Marks Assessment Criteria <ul style="list-style-type: none"> Scope and relevance of topic – 20% Quality of presentation slides – 10% Presentation Skill- 30% Knowledge in the topic- 20% Report-20% |
| Main Project (Industry/Research) | a. Continuous evaluation by Supervisor, Guide(s) and Scrum Master – 30 Marks(Internal) b. Evaluation by the Project Assessment Board- 40 Marks(Internal) c. c) Evaluation by the External expert- 30 Marks (External) |

23R8.3

End semester Examination Patterns: The end-semester final examination shall have learning assessments from the following perspectives with respect to all courses:

- Evaluation with respect to knowledge
- Evaluation with respect to Understanding
- Evaluation with respect to Applications

Based on the total marks of the ESE, separate evaluation pattern shall be followed and is given in table below.

Evaluation pattern for End Semester Examination

| PATTERN | PART A | PART B | ESE Marks |
|----------------|--|---|------------------|
| PATTERN 1 | 10 Questions, each question carries 2 marks Marks: (2x10 =20 marks) | 2 questions will be given from each module, out of which 1 question should be answered. Each question can have a maximum of 2 sub divisions. Each question carries 8 marks. Marks: (5x8 = 40 marks) | 60 |

| | | | | |
|---------|--|-----------------|---|-----------|
| | | | Time: 3 hours | |
| | | Total Marks: 20 | Total Marks: [5x8 = 40 marks] | |
| | PATTERN 2 | | 2 questions will be given from each module, out of which 1 question should be answered. Each question can have a maximum of 2 sub divisions. Each question carries 8 marks. Marks: (5x 8 = 40 marks) Time: 2.5 hours [150 minutes] | 40 |
| | | Total Marks: 0 | Total Marks: [5x8 = 40 marks] | |
| 23R8.4 | Students, who have completed a course but could not write the ESE, shall be awarded “ab” Grade, provided they meet other eligibility criteria (23R8.5). They shall register (exam registration) and appear for the ESE at the next opportunity and earn the credits without having to register (course registration) for the course again. | | | |
| 23R8.5 | The main eligibility criteria for registering to the ESE are attendance in the course and no pending disciplinary action. The minimum attendance for appearing for the ESE is 75% in each course. Students who do not meet these eligibility criteria are awarded an FE grade. | | | |
| 23R8.6 | The students with FE grade shall register for the courses during the normal semesters in which the courses are offered. | | | |
| 23R8.7 | A student who does not register for all the courses listed in the curriculum for a semester shall not be eligible to enroll for the next higher semester. | | | |
| 23R8.8 | A student will be eligible for the award of MCA Degree of the University on satisfying the following requirements: 1. Fulfilled all the curriculum requirements within the stipulated duration of the programme. 2. Earned the required minimum credits as specified in the curriculum for the branch of study (23R3.9) 3. No pending disciplinary action. | | | |
| 23R8.9 | Students registered for a course have to attend the course regularly and undergo the CIA and appear for the ESE. Credits for the course are deemed to be earned only on getting at least a pass Grade ‘P’ or better in the composite evaluation. | | | |
| 23R8.10 | Pass minimum for a course shall be 40% for the End Semester Examination, 40% of CIA, and 50% of CIA and ESE aggregate. If a course has both theory and practical component, then the student shall appear in the end semester examinations of both the theory and practical components and separate minimum of 40% is required for each component. For courses with only CIA and no ESE, a minimum of 50% of CIA mark is required for a P grade. | | | |

| 23R8.11 | <p>Sessional improvement can be availed by a student after the first chance of the regular ESE of the respective semester.</p> <p>(i) who could not obtain minimum 40% marks in CIA (ii) who could not obtain a P grade though he/she has got 40% in ESE.</p> <p>However the maximum marks that can be awarded through sessional improvement are sealed at 26(for the course with maximum CIA of 40 marks).</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|---|--|--------------------|-------------------------------|--|--|---------------|-------------------------|--|---|----|---------------|----|-----|---------------------------------|---|-----|---------------------------------|----|-----|---------------------------------|---|-----|---------------------------------|-----|-----|---------------------------------|---|-----|---------------------------------|---|-----|---------------------------------|----------|-----|---------------------------------|----------|---|--|----|---|--|----|---|--|-------------------------------|------------------------------|--|--------------------|-------------|--|--------------------|---|--|--|
| 23R8.1 2 | <p>Students who received F grade in an End Semester Examination shall have to appear for the End Semester Examination at the next opportunity and earn the credits. They shall not be permitted to register for the course again.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 23R8.1 3 | <p>Grading is based on the overall % marks obtained by the student in a course, as given in 23R8.13.1. The grade card shall only give the grades against the courses the student has registered. Semester grade card shall give the grade for each registered course, Semester Grade Point Average (SGPA) for the semester as well as Cumulative Grade Point Average (CGPA).</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 23R8.1 3.1 | <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="3" style="text-align: center;">Grade and Grade Points</th> </tr> <tr> <th style="text-align: center;">Grades</th> <th style="text-align: center;">Grade Point (GP)</th> <th style="text-align: center;">% of Total Marks obtained in the course</th> </tr> </thead> <tbody> <tr> <td>S</td> <td style="text-align: center;">10</td> <td>90% and above</td> </tr> <tr> <td>A+</td> <td style="text-align: center;">9.0</td> <td>85% and above but less than 90%</td> </tr> <tr> <td>A</td> <td style="text-align: center;">8.5</td> <td>80% and above but less than 85%</td> </tr> <tr> <td>B+</td> <td style="text-align: center;">8.0</td> <td>75% and above but less than 80%</td> </tr> <tr> <td>B</td> <td style="text-align: center;">7.5</td> <td>70% and above but less than 75%</td> </tr> <tr> <td>C +</td> <td style="text-align: center;">7.0</td> <td>65% and above but less than 70%</td> </tr> <tr> <td>C</td> <td style="text-align: center;">6.5</td> <td>60% and above but less than 65%</td> </tr> <tr> <td>D</td> <td style="text-align: center;">6.0</td> <td>55% and above but less than 60%</td> </tr> <tr> <td>P (Pass)</td> <td style="text-align: center;">5.5</td> <td>50% and above but less than 55%</td> </tr> <tr> <td>F (Fail)</td> <td style="text-align: center;">0</td> <td>Below 50% (CIA + ESE) or Below 40 % for ESE or Below 40% for CIA Below 50% for courses with only CIA and no ESE (23R.8.10)</td> </tr> <tr> <td>FE</td> <td style="text-align: center;">0</td> <td>Failed due to lack of eligibility criteria</td> </tr> <tr> <td>ab</td> <td style="text-align: center;">0</td> <td>Could not appear for the end semester examination but fulfills the eligibility criteria.</td> </tr> <tr> <td rowspan="2" style="vertical-align: top;">Classification of MCA Degree.</td> <td colspan="2">First Class with Distinction</td> <td>CGPA 8.0 and above</td> </tr> <tr> <td colspan="2">First Class</td> <td>CGPA 6.5 and above</td> </tr> <tr> <td colspan="3">Equivalent percentage mark shall be = 10 * CGPA – 2.5</td> </tr> </tbody> </table> | | | Grade and Grade Points | | | Grades | Grade Point (GP) | % of Total Marks obtained in the course | S | 10 | 90% and above | A+ | 9.0 | 85% and above but less than 90% | A | 8.5 | 80% and above but less than 85% | B+ | 8.0 | 75% and above but less than 80% | B | 7.5 | 70% and above but less than 75% | C + | 7.0 | 65% and above but less than 70% | C | 6.5 | 60% and above but less than 65% | D | 6.0 | 55% and above but less than 60% | P (Pass) | 5.5 | 50% and above but less than 55% | F (Fail) | 0 | Below 50% (CIA + ESE) or Below 40 % for ESE or Below 40% for CIA Below 50% for courses with only CIA and no ESE (23R.8.10) | FE | 0 | Failed due to lack of eligibility criteria | ab | 0 | Could not appear for the end semester examination but fulfills the eligibility criteria. | Classification of MCA Degree. | First Class with Distinction | | CGPA 8.0 and above | First Class | | CGPA 6.5 and above | Equivalent percentage mark shall be = 10 * CGPA – 2.5 | | |
| Grade and Grade Points | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Grades | Grade Point (GP) | % of Total Marks obtained in the course | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| S | 10 | 90% and above | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| A+ | 9.0 | 85% and above but less than 90% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| A | 8.5 | 80% and above but less than 85% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| B+ | 8.0 | 75% and above but less than 80% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| B | 7.5 | 70% and above but less than 75% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| C + | 7.0 | 65% and above but less than 70% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| C | 6.5 | 60% and above but less than 65% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| D | 6.0 | 55% and above but less than 60% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| P (Pass) | 5.5 | 50% and above but less than 55% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| F (Fail) | 0 | Below 50% (CIA + ESE) or Below 40 % for ESE or Below 40% for CIA Below 50% for courses with only CIA and no ESE (23R.8.10) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| FE | 0 | Failed due to lack of eligibility criteria | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ab | 0 | Could not appear for the end semester examination but fulfills the eligibility criteria. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Classification of MCA Degree. | First Class with Distinction | | CGPA 8.0 and above | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | First Class | | CGPA 6.5 and above | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Equivalent percentage mark shall be = 10 * CGPA – 2.5 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| 23R8.14 | There is no provision for improving the grade. However, the student is permitted to check the answer books of the ESE after the results are declared, on payment of the prescribed fee. Any discrepancy in evaluation could be brought to the notice of the Controller of Examination, who shall initiate appropriate action as per the Institute Examination Manual. |
| 23R8.15 | There shall be double valuation of theory papers for which end semester examinations are conducted. The theory answer script shall be valued independently by the two examiners appointed by the Controller of Examinations. If the difference between the marks awarded by the two Examiners is not more than 15% of the maximum marks, the marks awarded to the candidate shall be the average of two evaluations. If the difference between the marks awarded by the two examiners is more than 15% of the maximum marks, the script shall be evaluated by a third examiner. The average of the marks of nearest two valuations shall be considered as the marks secured by the candidate. However, if one of the three marks falls exactly midway between the other two, then the highest two marks shall be taken for averaging. There is no provision for revaluation of the semester answer scripts for improving the grade. |
| 23R8.16 | Students who are in the 'failed' status on declaration of results can apply for review. This facility will be available after obtaining the answer scripts' copy after the declaration of results. Students have to submit their review request, within fifteen days of the declaration of results, in the prescribed format recommended by a competent/mapped faculty, endorsed by the head of the department routed through the principal. A prescribed fee will be applicable for this review. The review will be carried out by a competent/mapped faculty with a minimum of three years' experience. The result of the review will be final and no appeal will be entertained thereafter. |
| 23R8.17 | Grade cards shall be made available in the student login for the registered courses, in every semester by the institute. On earning the required credits for the degree, the Institution will issue the final consolidated grade sheet for the MCA program including CGPA |
| 23R8.18 | All matters pertaining to the conduct of ESE, declaration of results and scrutiny will be as per the institution examination manual unless otherwise mentioned in this regulation. |
| 23R8.19 | <p>SGPA/CGPA Calculation: Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) are calculated as follows.</p> $SGPA = \frac{\sum(C_i \times GP_i)}{\sum C_i}$ <p>where 'C_i' is the credit assigned for a course and 'GP_i' is the grade point for that course. Summation is done for all courses specified in the curriculum of that semester. The failed and incomplete courses shall also be considered in the calculation.</p> $CGPA = \frac{\sum(C_i \times GP_i)}{\sum C_i}$ <p>where 'C_i' is the credit assigned for a course and 'GP_i' is the grade point for that course. Summation is done for all courses specified in the curriculum up to that semester for which the 'CGPA' is needed. Here the failed courses shall also be accounted. CGPA for the MCA programme is arrived at by considering all course credits that are needed for the degree and their respective grade points. For students admitted under lateral entry scheme, credits for the first and second semester courses shall not be accounted for the calculation of CGPA.</p> <p>Equivalent percentage mark shall be = 10 * CGPA – 2.5</p> |

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| 23R8.20 | Re-admission: When the case of readmission arises from one scheme to another, respective BoS shall have to prepare the courses for credit transfer/ transitory courses. In such cases application from students addressed to dean PG shall be forwarded to respective BoS and academic council shall approve the same after receiving the recommendation from BoS. |
| 23R8.21 | Malpractices in Examination: Any act of violation of Institute directions, indiscipline, misbehavior, or unfair practice in examinations from the part of students, faculty members, staff, institution, management or any other source shall be viewed very seriously. It is the legal responsibility of the Controller of Examination to see that the examinations are conducted strictly as per the institution Examination Manual. Malpractices in examinations observed or reported by an official employed by the University/Institution, faculty member and invigilator shall be immediately reported to the Deputy Controller of Examination. The deputy Controller of Examinations shall in turn conduct a preliminary enquiry giving the student concerned a chance to explain his/her case and forward the case with his/her preliminary enquiry report and remarks to the Controller of Examinations along with all related documents and evidences within two working days. The Controller of examination shall decide the course of action on the issue as per the prescribed norms in the Institution Examination Manual. |
| 9. Break of Study | |
| 23R9.1 | <p>a) A student is permitted to avail break of study:</p> <ul style="list-style-type: none"> i) In case of accident or serious illness needing prolonged hospitalization and rest. ii) In case the student has a bright idea and would like to initiate a start-up venture or develop a product. iii) In case of any personal reasons that need a break in study. iv) For internship leading to employment. <p>b) Break of study shall be imposed on a student due to the following reasons</p> <ul style="list-style-type: none"> i) 'Debarred from study' due to any stipulated reason in the previous semester ii) Pending Disciplinary Actions' against him/her from the previous semesters iii) Not registered for a semester <p>For break of study due to illness, student shall submit all necessary medical reports together with the recommendation of the doctor treating him giving definite reasons for break of study and its duration. Before joining back, the student should submit the fitness certificate from the doctor who treated him.</p> <p>Students who want to initiate a start-up venture or a product development, have to submit a project report, clearly indicating the purpose, action plan, technical details, funding details and future plans to the college Principal. The Principal shall evaluate the proposal by constituting an expert team consisting of a technocrat and a bank executive and take an appropriate decision based on the team's recommendation. The break of study for the startup shall be permitted only after the 2nd semester for a maximum duration of two semesters. This is however permitted only on successfully completing the courses listed out in the first semester.</p> |

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| | <p>Students who require a break in study due to personal reasons shall convince the Principal on the genuine need for it by giving authentic evidence for the same.</p> <p>Students who require break in study for 'internship leading to employment' shall produce the offer letter obtained from the employer concerned. The HoD shall verify the authenticity of the offer and submit his recommendation to the Principal in advance for approval. Only campus placed students with an annual compensation more than 6 lakhs are eligible to avail this facility.</p> <p>In the semester system, break of study for an academic year is the preferred option than break of study for a semester. The student can avail the break of study only with the prior approval of the Principal. The Principal shall inform the details of students who availed break of study to the university. Students shall have to rejoin on the first working day of the same semester on which he/she had started availing the break of study.</p> |
| 23R9.2 | <p>During the Break of Studies, a student is:</p> <ol style="list-style-type: none"> Not permitted to attend any regular classes Not permitted to stay in the 'Hostel' facility provided by TKMCE Not permitted to participate in any of the institute level activities inside the campus. Eligible to register for courses in which he/she might have obtained an 'ab'/'FE' grade. Eligible to reappear for the 'End Semester Final Examination' for such courses in which he/she might have obtained 'F' / 'ab' grade. |
| | 10.Attendance |
| 23R10.1 | <p>Students are expected to attain 100% attendance for all courses. However, under unavoidable circumstances they are permitted to avail leave. Total leave of absence shall not exceed 25% of the academic contact hours for a course and 75% attendance is mandatory for registering to the end semester examination. The minimum attendance requirement of 75% allows a student the facility to use the balance 25% to account for illnesses, permitted assignments such as job interviews, inter university sports meets, inter-collegiate/inter-university competitions, accidents, unforeseen emergencies etc. The students who have less than 75% attendance will not be permitted to appear the end semester examination. The grade for CIA only courses shall be awarded to the students only if he/she satisfies the minimum attendance of 75%.</p> |
| 23R10.2 | <p>On medical ground the Principal can relax the minimum attendance requirement to 60%, to write the end semester examination. This is permitted for one or more courses registered in the semester. HoD shall forward the application of students for attendance relaxation to the Principal for approval. The FA shall keep all records which led to his decision on attendance, for verification by the IQAC/any other competent authority. This provision is applicable only to any two semesters during the entire program period.</p> |
| 23R10.3 | <p>The Principal has the power to grant attendance relaxation (duty leave) to the students in officially sponsored national level competitions/championships/ tournaments when called upon to do so, up to a maximum of 10%. Such students should produce the participation</p> |

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| | certificate counter signed by the University Sports Coordinator/ the Director of Physical Education in the case of sports activities and the Senior Faculty Advisor in the case of other extracurricular activities: within ten days of the event. The participation certificate thus produced shall be forwarded to the Principal with the due recommendation of the respective Head of the Department. Under any circumstances, the principal shall not consider the certificate if the overall attendance of the candidate is less than 60%. Late applications received shall not be considered on any account. The student shall get official prior permission from the University/Institution for representing the University/Institution |
| 23R10.4 | The Principals has the power to grant attendance relaxation (duty leave) to the students for organizing extra/ co-curricular activities, up to a maximum of 05%. Such students should produce the required documents countersigned by the University Sports Coordinator/ the Director of Physical Education in the case of sports activities and the Senior Faculty Advisor in the case of other extra/ co-curricular activities within ten days of the events. The documents thus produced shall be forwarded to the Principal with the due recommendation of the respective Head of the Department. Under any circumstances, the principal shall not consider the documents, if the overall attendance of the candidate is less than 60%. Late applications received shall not be considered on any account. |
| | 11. Grace Marks for Sports /Arts Competitions |
| 23R11.1 | Only bona-fide, regular candidates are eligible for the award of Grace Marks. |
| 23R11.2 | The criterion for the award of Grace Marks is representing the University/Institution in officially sponsored national level competitions/championships/ tournaments when called upon to do so. The student shall get official prior permission from the University/Institution for representing the University/Institution. |
| 23R11.3 | The maximum grace marks that can be awarded to a candidate in a particular semester for all activities put together shall be 5% of the aggregate maximum End Semester Examination marks of all theory courses for which the Institute conducts End Semester Examinations. |
| 23R11.4 | The maximum grace marks that can be awarded to a student for a theory course in a particular semester for all activities put together shall not exceed 10% of the maximum aggregate marks of End Semester Examination of the course. |
| 23R11.5 | The Grace Marks shall not be awarded to a student for Practical/ Lab/ Viva Voce/ Internal assessment/ Seminar etc., even though she/he fails for the same. |
| 23R11.6 | Eligible Grace Marks shall be distributed equally on all theory papers/courses of an examination. However, re-distribution of Grace Marks shall be allowed only in the case of those courses of an examination for which the candidate has passed. Re-distribution is possible from passed courses to failed courses only. Re-distribution of Grace Marks is not permissible from failed courses to other courses for a pass. |
| 23R11.7 | The Grace Marks shall be awarded for all theory courses in a semester. |
| 23R11.8 | Re-distribution shall be done only for enabling a candidate to obtain the minimum marks required for a pass. |

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| 23R11.9 | Grace Marks shall not be re-distributed from one semester to another semester. |
| 23R11.10 | If the candidate does not secure the minimum marks required for a pass even after effecting re-distribution, eligible moderation fixed by the respective board if any, shall be awarded to that candidate in addition to the Grace Marks for a pass. |
| 23R11.11 | Eligible Grace Marks shall be awarded for the regular examination of the performing semester only. Grace Marks shall not be awarded for supplementary examinations. |
| 23R11.12 | The performing semester shall be considered from 1 st July to 31 st December (Odd semester) and 1 st January to 30 th June (Even Semester). |
| 23R11.13 | Grace Marks shall be awarded on the basis of performance in the respective semester. |
| 23R11.14 | The request for Grace Marks shall be submitted to the Controller of Examinations through the principal along with all relevant documents, within the time limit prescribed by the college. The request for Grace Marks received after the time limit shall not be entertained on any account. |
| 23R11.15 | Only a single highest achievement during the period of a semester shall be considered for awarding the grace marks. |
| 12. Grace Marks For Persons With Disability (PWD) | |
| 23R12.1 | A person with disability means a person suffering from not less than 40% of any disability as certified by the Medical Board in Govt. hospitals. To be eligible for the grace marks, the certificate of disability specifying the percentage of disability shall be produced before the Principal at the time of admission. |
| 23R12.2 | The Grace Marks that can be awarded for PWD candidates shall be 25% of the marks scored by the candidate in each course at the time of finalization of the results. |
| 23R12.3 | Transfer of marks from one paper to another shall not be permitted. Fractions of marks if any, while computing the Grace Marks shall be discarded. |
| 23R12.4 | PWD candidates who are eligible for Grace Marks shall be awarded Grace Marks for regular and supplementary chances until they pass the whole examination. |
| 23R12.5 | Grace Marks shall be awarded only for the marks of the End Semester Examinations |
| 23R12.6 | Request for Grace Marks shall be submitted to the Controller of Examinations through the HoD along with all relevant documents, within the time limit prescribed by the Institution. The request for Grace Marks received after the time limit shall not be entertained on any account. |
| 13. Grace Marks for Paper publication | |
| 23R13.1 | Grace mark for publication is restricted to a maximum of 10 marks. Students will be awarded 5 marks for publication, in which he/she is the author or co-author and the publication is accepted in a Scopus indexed conferences and will be awarded 10 marks for publication, in which he/she is the author or co-author and the publication is accepted in a SCI index journal. This is to be |

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| | validated and approved by the research council of the Institute. |
| 14. Degree Certificate & Provisional Certificate | |
| 23R14.1 | Award of Degree: Upon satisfying all the conditions noted in 23R8.8. Institution shall recommend to affiliated university for awarding the MCA degree to such students. Affiliated University is the authority for awarding the degree certificate. |
| 23R14.2 | Provisional Degree Certificate & Consolidated Semester grade card: Upon satisfying all the conditions noted in 23R8.8, institution shall issue consolidated grade card and Provisional Degree certificate for the students. |
| 15. Transcript | |
| 23R15.1 | Transcript will be issued to students on request by paying a prescribed fee. Transcripts shall contain all the information that is mentioned in the grade sheet along with the month and year of passing of each course |
| 16. Transitory Provision | |
| 23R16.1 | Notwithstanding anything contained in these regulations, the statutory bodies shall, have the power to provide by order that these Regulations shall be applied to any MCA program with such modifications as may be necessary. |