VEER MADHO SINGH BHANDARI UTTARAKHAND TECHNICAL UNIVERSITY
(Formerly Uttarakhand Technical University, Dehradun Established by Uttarakhand State Govt. wide Act no. 415 of 2005)
Suddhowala, PO-Chandanwadi, Premnagar, Dehradun, Uttarakhand (Website- www.uktech.ac.in)

ORDINANCES

For

Bachelor of Technology Programmes

(B.Tech.)

(For admission in 2022-23 and onwards)

VEER MADHO SINGH BHANDARI

UTTARAKHAND TECHNICAL UNIVERSITY

Dehradun, Uttarakhand -248007, INDIA

Ordinances

For

Bachelor of Technology Programmes

(B.Tech.)

(For admission in Academic Session 2022-23 and onwards)

1. Admission

1.1. Admission to B.Tech. First year in 1st Semester and Lateral entry admission in B.Tech Second year in IIIrd Semester (for Lateral entry in 2nd year candidates only w.e.f. academic session 2023-24) will be made as per the rules prescribed by the Academic Council of the VMSB Uttarakhand Technical University, Dehradun.

1.2. Admission on migration of a candidate from any other University to this University is not permitted.

2. Eligibility for Admissions:

2.1. Admission to B.Tech. First Year:

As per AICTE norms approved by Academic Council of the University**.**

2.2. Admission to B.Tech. Second Year through Lateral Entry Scheme:

(i) Candidates who have passed 3 year / 4 year Diploma (as per AICTE norms) from institutions recognized by the Uttarakhand Board of Technical Education in any branch of Engineering/Technology except Agriculture Engineering are eligible for admission to Second year in any branch of Engineering/Technology except Agriculture Engineering.

(ii) Candidates who have passed 3 year / 4 year diploma (as per AICTE norms) from institutions recognized by the Uttarakhand Board of Technical Education in Agriculture Engineering are only eligible for admission to Second year of Agriculture Engineering.

(iii) Candidate who have passed B.Sc. (with Mathematics) with minimum of 60% marks are eligible to take admission to Second year in any branch of Engineering/Technology.

3. Direct Admission on Vacant Seats at Institution / College Level:

3.1 The eligibility criteria for direct admission on seats remaining vacant in first year after entrance examination / counseling shall be such as may be notified from time to time by the University.

3.2 The Academic Council of University shall have power to amend or repeal the eligibility criteria laid down.

4. B.Tech. Programmes:

There are two regular semesters in a year. The semester that usually begins in July (July to November/December) is known as the Odd Semester and the semester that usually begins in December/January (December/January to May) is known as the Even Semester. Academic session may be scheduled in the winter/summer vacations as well.

These are divided into two distinct parts called Core Curriculum and Professional Curriculum. Each student is required to go through the Core Curriculum, irrespective of his/her chosen branch of specialization. It consists of compulsory courses in Physics, Chemistry, Mathematics, Computing, Electronics, Engineering Graphics, and Manufacturing Processes/Workshop Practice, besides a few elective courses from Engineering Science (as decided by the University) and Humanities and Social Sciences. The Professional Curriculum is meant for the chosen branch of specialization (major). It consists of a set of compulsory courses, electives and/or project work.

4.1 Curriculum Structure:

The University follows a specialized credit based semester system. Every Programme will have a specific curriculum for all semesters (Semester 1 to Semester 8) with a syllabi consisting of Theory, Practical, Project work, etc. as given below and shall be in accordance with the prescribed syllabus. The subjects shall be covered through lectures, tutorials, laboratory classes, seminar, industrial training/internship and practical training, projects, industrial/educational tour etc. as prescribed by university.

Undergraduate core courses includes subjects from:

(i) Basic Sciences and Mathematics
(ii) Basic Engineering
(iii) Professional core courses
(iv) Humanities including management
(v) Seminar
(vi) Project
(vii) Internship/Industrial Training

Undergraduate Programme Electives includes subjects from:

(i) Professional Electives
(ii) Open Electives
(iii) Audit/Non credit courses

The curriculum structure comprises of broad segments as tabulated below.

Knowledge Segments	**Credits**
Basic Sciences and Mathematics	26
Humanities including management	15
Basic Engineering	27
Professional core courses	62
Professional Electives	17
Open Electives	12
Seminar	1
Internship/Mini projects	3
Design project	2
Project	6
Total academic credits for B.Tech. degree (for 4 year programme)	171

4.1.1 Audit Courses:

The status and marks allotted for the audit courses are tabulated as below.

S. No	Audit course status	Marks obtained
1	Audit Pass (AP)	40% and above
2	Audit Fail (AF)	Below 40 %, candidate has to repeat the course

All students admitted to the first year of the B.Tech. programmes are required to take a diagnostic test in English. Based on their performance in this test, they may be advised to undertake certain additional non-credit course(s) in English Language and Composition. Further, for running B.Tech. in collaboration and twinning programme with Indian and Foreign University/Institutions in the field of Technical Education, Research and Training, the Academic Council of the University will be prescribing the norms in accordance with AICTE/UGC/State Government norms as applicable.

4.2 Curriculum:

4.2.1 The 4 year curriculum is divided into 8 semesters for 1st Semester admission and 3 year curriculum for admissions in 3rd Semester is divided into 6 semesters. It shall include lectures, tutorials, practicals, seminars, projects etc. in addition to industrial training/internship, educational tour etc. as defined in the scheme and instructions issued by the University from time to time.

4.2.2 The curriculum will also include such other curricular, co-curricular and extracurricular activities as may be prescribed by the University from time to time.

5. Duration of Course:

5.1 Total duration of the B.Tech. Course shallbe4years, each year comprising of two semesters. Each semester shall normally have teaching for the 90 working days oras prescribed by AICTE/UGC/University from time to time.

5.2 The maximum time allowed for a candidate admitted in 1st Semester / 3rdSemester (for Lateral entry in 2nd year) for completing the B.Tech. course shall be 7 (seven) / 5 (five) years respectively, failing which he/she shall not be allowed to continue for his/her B.Tech. degree.

5.3 The student may complete the programme at a slower pace by taking more time but not more than prescribed maximum duration as per the provision of Clause 5.2.

5.4 The student can complete credit requirements prescribed for B.Tech. degree in expedient mode by taking the maximum number of permissible credits in respective semesters, however the final examination of the Project in 8th semester will be held along with the end semester examination of the 8th semester i.e. end of 4th year.

6. Change of Branch:

6.1 Change of branch may be allowed against the vacant seats in the following two stages, provided criteria at following sub-clauses is satisfied:

(i) In first year, after the last date of admission to the B.Tech. 1stSemester, on the basis of merit of entrance examination on vacant seat subject to clause 2.1.

(ii) In the second year, on the basis of merit (Marks/CGPA) at the B.Tech. first year examination for those who have completed the stipulated minimum credit requirements prescribed for B.Tech first year and pass in all subjects with grades other than "F" grade. Branch change in second year shall be made only against clear vacancy (due to

cancellation, withdrawal, vacant seats etc. of admission in first year) in a particular branch.

(iii) The branch change is permissible from respective category on category-wise vacant seats.

6.2 After change of branch, number of students in branch(s) shall neither increase over the intake approved by AICTE/University nor it will decrease below 75% of intake approved by AICTE/University.

6.3 Change of branch facility is not applicable to following:

(i) Candidates admitted in B.Tech. Agriculture Engineering course.

(ii) Candidates admitted in Second year of B.Tech. course as per clause 2.2.

6.4 The change of branch will be effective only when it is approved by the University.

6.5 Further change of branch shall not be permitted

7. Change of College/Institute:

Within the Uttarakhand State the change of College/Institute shall not be permitted.

8. Attendance

8.1 Every student is required to attend all the lectures, tutorials, practicals and other prescribed curricular and co-curricular activities. The attendance can be condoned upto 25% on medical grounds or for other genuine reasons beyond the control of students.

8.2 A further relaxation of attendance upto 15% for a student can be given by Head of Institution / College provided that the he/she has been absent with prior permission of the Head of Institution / College for the reasons acceptable to him.

8.3 No student will be allowed to appear in the end semester examination if he/she does not satisfy the overall average attendance requirements of Clause nos. 8.1 and 8.2 and such candidate(s) shall be treated as having failed and will be further governed by Clause nos. 5.1 and 5.2.

8.4 The attendance shall be counted from the date of admission in the college or start of academic session whichever is later.

9. Examination:

9.1 The performance of a student in a semester shall be evaluated through continuous class assessment and end semester examination. The continuous assessment shall be based on class tests, assignment / tutorials, quizzes/viva-voce, projects, presentations, attendance, etc. Themarksforcontinuousassessment (Sessional marks) shall be awarded at the end of the semester by the subject teacher and forwarded to University through Head of Department/Head of Institution. The end semester examination shall comprise of written examination, practicals and viva-voce, inspection of certified course work in classes and laboratories, project work, design reports or by means of any combination of these methods.

9.2 The distribution of marks for sessional, end semester theory papers, practicals and other examinations, seminar, project, industrial training/internship and general proficiency shall be as prescribed.

9.3 The marks obtained in a subject shall consist of marks allotted in end semester theory paper, practical examination and sessional work. The grade will be awarded based on marks obtained as per Clause 15. The "F" grade denotes the failure in passing respective subjects and student has to make another attempt to pass the subject as per the provisions of this Ordinance.

9.4 The minimum pass marks in each subject having sessional marks component shall be 40% (including sessional marks) with a minimum of 30% marks in the end semester examination of respective subject. If there is no provision of sessional marks in any subject, the minimum pass marks in that subject shall be 40% in the end semester examination.

9.5 There shall be no pass marks in General Proficiency (G.P.). However the remark corresponding to marks obtained in General Proficiency shall be reflected in the result as non-credit course.

10. Unfair means:

Cases of unfair means shall be dealt as per the rules of the University and the Government Public Examination (Prevention of Unfair means) Act if any in force.

11. Award of Sessional Marks:

Sessional Marks for theory subjects, practicals and projects shall be awarded as will be prescribed and at present the break-up of sessional marks shall be as follows:

(a)	**Theory Subjects:**	
(i)	Class Test (CT) which will comprise of two mid-term tests of equal weightage	60%
(ii)	Teacher Assessment: - Tutorial/Assignment/Quizzes - Attendance	 20% 20%
(b)	**Practicals:**	
(i)	Two mid-term viva-voce/tests of equal weightage	50%
(ii)	Teacher Assessment of Lab Record	25%
(iii)	Attendance	25%

(c) Make-up test maybe held only for those students who could not appear in anyone of mid-term class tests due to genuine reasons for which the prior permission from the Head of Institution/Head of Department in University was taken. Make up test shall ordinarily be held about two weeks before the semester examination.

The syllabus for the make-up test shall be the whole syllabus covered by the subject teacher up to that time and it will be of three hours duration.

12. Award of General Proficiency Marks:

Distribution of marks for general proficiency General proficiency remarks will be based on the cumulative percentage of marks scored by student during each semester through various components as detailed below. Detailed distribution for award of marks in each component and/or their weightage may be as prescribed by the university from time to time.

S. No.	Assessment	Weightage of marks
1	Discipline/Behavior of students inside/outside of institute/university campus(To be awarded by Proctor / Head of Department as notified by Head of Institution)	40%
2	Games/Sports/Cultural/Literary events (To be awarded by respective officer incharge)	40%
3	Academic & research/Special lecture/Extra-curricular events & industrial visits (To be awarded by concerned Head of Department)	20%

Sl. No	Marks secured	Remarks
1	80-100 %	Excellent
2	60-79 %	Very good
3	40-59 %	Good
4	20-39 %	Satisfactory
5	Less than 20 %	Average

13. Award of Seminar, Industrial Training/Internship/Mini Project, Educational Tour Gradesat Institution/Head of Department in University campus level:

13.1 The marks of Seminar, Industrial Training/Internship/mini projects, Educational tour grades shall be awarded on the following basis:

(i) Write-up/Report/Project work **50%**

(ii) Presentation 5**0%**

13.2 The grades in Seminar, Industrial Training/Internship and Educational Tour shall be awarded by a committee consisting of following members:

(i) Head of Department or his/her nominee - Chairperson

(ii) Concerned Officer In-charge/designated Faculty member - Member

(iii) Senior Faculty Member of the Department nominated by the Head of Department – Member

14. Grace Marks:

A candidate may be awarded grace marks upto a maximum of total 10 marks, in maximum four subjects but not more than five marks in any subject including theory papers, practicals, project, seminar, industrial training/internship and/or aggregate marks in each academic year provided he/she can be declared to be promoted as per clause 19 by the award of these marks..

15. Structure of Grading of Academic Performance:

The following shall be the structure of grading for academic performance of the students:

15.1 Award of Grades:

Students obtaining grades O to P, shall be declared pass. Students failing in subject, will be awarded F grade. The grades shall be decided on the aggregate of evaluation of all the components like: -

(i) Three written tests: CT-1, CT-2 and End Semester Examination

(ii) Assignments Quizzes, homework, tutorials and regularity in attendance etc.

(iii) Practical (if part of the course).

(iv) Practical, Design Project and Project shall be evaluated & graded as per guideline.

Structure of Grades and Grade Points:

Grades	Grade Point (GP)	% of Total Marks obtained in the course
O - Outstanding	10	90%andabove
A^+- Excellent	9	85%andabovebutlessthan90%
A - Very Good	8	80% and above but less than 85%
B^+ – Good	7	70% and above but less than 80%
B – Above Average	6	60%andabovebutlessthan 70%
C - Average	5	50% and above but less than 60%
P – Pass	4	40% and above but less than 50%
F – Fail	0	Less than 40%

The "W" grade is awarded to a student if he/she is allowed to withdraw for an entire Semester only if he/she has been on authorized absence from the Institute/University on medical grounds for a period exceeding four weeks and informed to the University in time. The "I" grade is awarded to a student who is unable to complete the course

15.2 Evaluation of Performance:

The performance of a student will be evaluated in terms of two indices, viz., the Semester Grade Point Average (SGPA) which is the Grade point Average for a semester and Cumulative Grade Point Average (CGPA) which is the Grade Point Average for all the completed semesters at any point in time. The SGPA is calculated on the basis of grades obtained in all courses, except audit/non-credit courses, registered in the semester.

$$SGPA = \frac{\sum_{i=1}^{s} C_i G_i}{\sum_{i=1}^{s} C_i}$$

WhereCi = Credits of the registered subject

Gi= Grade point awarded to the student in the registered subject

s = Total number of registered subjects in the semester, except audit/non-credit courses. Here the failed courses are also accounted.

The overall Grade of a student in the program of study upto the end of a particular semester shall be called Cumulative Grade Point Average (CGPA). CGPA shall be calculated on the basis of all grades, except audit courses, obtained in all completed semesters as follows:

$$CGPA = \frac{\sum_{i=1}^{n} C_i G_i}{\sum_{i=1}^{n} C_i}$$

Where C_i = Credits of the registered subject

G_i = Grade point awarded to the student in the registered subject

n = Total number of registered subjects, except audit/non-credit Courses. Here the failed courses are also accounted.

The SGPA and CGPA will be rounded off to 2 decimal points and reported in marksheet, transcripts, etc.

Conversion of Grade in to percentage: The performance of the students is measured in terms of CGPA (on a 10 point scale) as defined above. The equated percentage shall be equivalent to CGPA x 9.5.

Award of Division:

First Division - CGPA of 6.5 and above but less than 10 CGPA (First Division with Distinction will be awarded to those securing CGPA of 8 and above but less than 10 CGPA provided they pass all the examinations in first attempt)

Second Division - CGPA of 5 and above but less than 6.5 CGPA

Third Division - CGPA of 4 and above but less than 5 CGPA

16. Definition of Credit:

1 Hr. Lecture (L) per week	1 Credit
1 Hr. Tutorial (T) per week	1 Credit
2 or 3 Hours Practical (P) per week	1 Credit

Requirements of Credits: Minor Certificate will carry minimum 20 credits in addition to the credits essential for obtaining the Under Graduate Degree in Major Discipline (i.e.171 credits/125 credits for admissions in Ist Semester/IIIrd Semester respectively).

17. Earned Credits (EC):

The credits assigned to a course in which a student has obtained "P" (minimum passing grade) or a higher grade will be counted as credits earned by him/her.

18. Earning Credits through MOOC's

(a) B.Tech students can avail a facility of earning up to a maximum of 20 credits of their degree requirements through MOOC's provided the maximum number of credits in an academic year are not more than 8.

(b) MOOC courses eligible for this purpose are the courses offered by NPTEL/ SWAYAM only. 4 weeks course will enable students to earn 1 credit, 8 weeks course will enable to earn 2 credits, 12 weeks course will enable to earn 3 credits and 16 weeks course will enable to earn 4 credits.

(c) MOOC courses can be taken in respective area only in lieu of Elective courses such as HSS Electives, Science Electives, Open electives, Departmental Electives. No core, lab or project courses can be dropped in lieu of MOOC.

(d) A student desirous of opting for a MOOC shall submit an application not later than one week prior to the scheduled normal date of semester registration to the concerned Head of the Department (HoD) giving the following details: Subject Title, Agency Offering MOOC, Examination system and Credits of the Subject. Timing and duration of course and its examination, centres of conducting of examination and facilities at the centre of the examination to be opted by the candidate.

(e) On receipt of the application by the HoDs, the HoDs shall constitute a committee of at least 3 members with himself as Chairman and two other members. This committee shall examine the proposal in detail regarding subject contents, examination system, suitability of the subject and equivalence of subject as per the University norms and give its recommendations for approval or non-approval including any special conditions to be imposed. The final approval of this will be granted by the University on explicit recommendation of Head of Institution.

(f) Fee and other charges, if any, payable to MOOC providing and certification agency shall be borne by concerned student at his/ her own level.

(g) The student shall submit the original certificate issued by MOOC to the concerned HoDs and the HoDs will verify the same. The original will be returned after verification and verification shall be certified by the HoDs on the photocopy which shall be kept in records. The HoDs will submit the recommendation report to the university authorities through Head of Institution. (i)

An equivalent Grade corresponding to grade/ marks awarded by MOOC agency shall be determined by a committee consisted by the University. This equivalent Grade shall be shown in the mark sheet and accounted in the SGPA and CGPA calculations.

19. Promotion:

A student has to usually earn a minimum 10 number of credits in a semester to be eligible to register for the new subjects offered in the next semester. But in odd semesters if this requirement is not met, the student is to be forewarned and allowed to continue to the next even semester. However at the end of even semesters this requirement will be strictly implemented as detailed in "Eligibility criteria for registering for higher semesters". Student who do not meet this requirement detailed in Table 1 are not permitted to register for new subjects in the higher semesters. They have to either register for appearing in examination of the failed subjects in normal semesters in which they are offered subject(s) or use the Summer Semester facility subject to the limitations imposed by the ordinances.

Summer Semester facility will be offered to the students for completing failed subjects in summer vacations by studying and appearing in examinations. The Summer Semester facility will be offered to those who do not satisfy promotion requirements norm after the 2nd as well as the 4th semesters and 6th semester.

Table 1 Eligibility Criteria for Registering for Higher Semesters

Semester	Allotted Credits	Cumulative Credits	Minimum cumulative credits required to register for courses in Higher Semesters
First	23	23	Not insisted
Second	23	46	20
Third	23	69	Not insisted
Fourth	22	91	40
Fifth	22	113	Not insisted
Sixth	21	134	60
Seventh	19	153	Not insisted
Eighth	18	171	

Faculty advisors (Head of Department to designate 1 Faculty advisor for maximum 20 students) shall monitor advice and support the students for this. Institute shall make necessary arrangement to inform the students about the minimum cumulative credits requirement to register for higher semesters as in Table 1.

20. Carryover System:

20.1 A candidate who satisfies the requirements of clause 19 will be required to appear in those theory/practical/other subjects in which he/she failed i.e. secured "F" grade. A candidate has option to pass the failed subjects in summer semester and/or regular semester. It will be open to candidate to either enroll for summer semester by paying applicable fees as decided

by University, attend classes and appear in examination at the end of summer semester which will be held in vacations or only appear in failed subject examination in regular semester(s) without attending the classes by merely filling the examination form and paying fee as applicable to appear only in failed subject examinations.

20.2 The highest marks secured in any subjects in various attempts (end semester and carryover examination either in Summer Semester or Regular semester examinations) shall be considered.

21. Ex-studentship:

21.1A candidate opting for ex-student ship shall be required to appear in all the theory & practical subjects in the end semester examinations of both semesters of the same academic year. However, the marks pertaining to Sessional, Industrial Training/Internship, Seminar and General Proficiency shall remain the same as those secured earlier.

21.2 A candidate opting for ex-studentship shall be required to apply to the college by paying only examination fee as per schedule notified by the University.

22. Re-admission:

Acandidatemaybeallowedforre-admissionprovidedhe/shesatisfiesoneof the following conditions:

22.1 A candidate is declared fail due to non fulfillment of required credits for promotion to higher semester after even semester(s) as applicable.

22.2 A candidate did not appear in a semester examination or he/she was not granted permission to appear in the examination.

22.3 A candidate has been detained by the institute and subsequently has been permitted to take re-admission.

22.4 A candidate as an ex-student passed the examination of the academic year or qualified for carry over system.

22.5 A candidate promoted with carry over subjects (i.e. those in which he/she secured "F" grade) and he/she opted for readmission.

23. Results:

23.1 The result of a candidate shall be declared on the basis of performance of both semesters of the same academic year. However, a final year student, who is not permitted in anyone of the final year semester examinations due to shortage of attendance, will be permitted in Summer Semester or in that particular semester of the next academic session to study as a regular student and appear at respective end semester examination(s) fulfilling the conditions of Clause 8.

23.2 A candidate will be eligible to get B.Tech. in respective Branch of study (i.e. major) after fulfilling the requirements of completing minimum 171 credits/125 credits for 1st semester admission/ 3rd semester admission respectively.

23.3 Along with B.Tech. in major (Branch of study), a candidate will be eligible to get Minor in chosen specialization from the list of subjects/subject groups prescribed by the University provided he/she completes the stipulated minimum 20 credits pertaining to it in addition to the prescribed minimum credits for B.Tech. as indicated in Clause 19.

24. Exit / B.Tech.-M.Tech. Dual degree options:

24.1 A candidate admitted in 1st semester will have an option to leave the B.Tech. programme after completing two years of study i.e. 1st year and 2nd year of B.Tech. by successfully completing the prescribed minimum credit requirements of 91 credits as detailed in Table 1 of the Clause 19. Such candidate will be eligible to get a Diploma certificate in the chosen branch of study.

24.2 The University may allow its B.Tech. students who successfully complete minimum 191 credits (i.e.171for major + 20 for minor) / minimum 145 credits (i.e.125 for major + 20 for minor) during 4 years/3 years of study for 1st semester/3rd semester B.Tech. admissions respectively without any F or P grade at any stage to pursue M.Tech. degree as per the provisions laid down in Ordinance of M.Tech. programmes of the University by completing the prescribed additional credit requirements in one year subject to availability of seats. Thus, the total duration of B.Tech. + M. Tech. Dual Degree for such students will be 5/4 years for 1st Semester/3rd Semester admissions in B.Tech. respectively and entitle them for B.Tech. Degree and M.Tech. Degree certificates under B.Tech.-M.Tech. dual degree programme only after completion of the prescribed minimum duration subject to fulfillment of additional 52 credits of M.Tech..

Thus, B.Tech. students of VMSB Uttarakhand Technical University who complete minimum 191 credits (including minor) in B.Tech. may get admission in one year M.Tech i.e. under B.Tech.- M.Tech. dual degree programme as per the rules prescribed by Academic Council of VMSB Uttarakhand Technical University, Dehradun subject to availability of seats and fulfillment of laid down criteria. Such students who complete minimum 191 credits in B.Tech. and opt for B.Tech.-M.Tech. dual degree programme will not be eligible to get certificate of having completed Minor as the same credits will

be considered for completing the minimum credit requirements of M.Tech. in one year duration.

25. Award of Rank and Medals:

25.1 On the basis of final year result, the top ten candidates in each branch of B.Tech. shall be awarded rank according to their merit provided they pass all the examinations in first attempt.

25.2 The topper of each B. Tech. programme will be awarded Vice Chancellor's Gold Medal in respective branch of the University subject to fulfilment of requirements in Clause 25.1.

25.3 The overall topper of B. Tech. programmes together will be awarded Chancellor's Gold Medal of the University subject to fulfillment of requirements in Clause 25.1.

26. Cancellation of Admission:

The admission of a student at any stage of study shall be cancelled if:

(i) He/She is not found qualified as per AICTE/State Government norms/ Guidelines or the eligibility criteria prescribed by the University.

or

(ii) He/She is found unable to complete the course within the stipulated time as prescribed in Clause 5.2.

or

(iii) He/She is found involved in creating indiscipline in the Institution/College or in the University.

or

(iv) The University can cancel the admission of any student who fails to submit the prescribed documents by the specified date or to meet other stipulated requirement(s). The University may also cancel the admission at any later stage if it is found that the student had supplied false information or suppressed relevant information while seeking admission.

(v) The University reserves the authority to withdraw the degree conferred to a candidate on account of any discrepancy in the candidature observed at later stage.

27. General Rules:

27.1 Academic Calendar

The exact dates of all important events, such as registration/enrolment, induction, late registration/enrolment, commencement of classes, adding and dropping of courses, submission of documents, examinations, date of showing evaluated answer books, submission of grades, vacation, mid-semester break, etc., during the Academic Session shall be specified in the Academic Calendar of the University.

27.2 Registration/Enrolment

All students are required to register in each semester for the subjects to be pursued by them, as per their programme, on the dates specified in the Academic Calendar of the University. A student must ensure that he/she has completed the pre-requisites, if any, for each subject to be registered. Also, the student/Institute must ensure that there is no conflict in the timetable of the subjects that he/she has registered.

For students in the B.Tech. programmes, the course structure is flexible. Since the programmes follow a credit based system, the students are allowed to register as per their choice. A template for each programme has been recommended to help the students to select courses in each semester. The templates have been designed to ensure that if a student follows them, there will be no scheduling conflicts.

The sole responsibility for registration rests with the student and the institution of study concerned.

27.3 Registration/Enrolment Procedure

A list of subjects to be offered during the semester will be available on the University website and is also made available to the Institute/Department which shall provide the necessary information on the curriculum, subjects offered, rules and procedures, and any other relevant information during registration in each semester. The registration procedure consists of two parts to be completed as per schedule given by the University academic Calendar:

Part 1: filling of the registration form mentioning the subjects to be credited in the next semester.

Part 2: payment of fees and clearance of outstanding dues (if any).

27.4 Late Registration/Enrolment

If for any compelling reason (like illness) a student is unable to register on the day of registration, he/she can register on the late registration day specified in academic calendar on payment of the late registration fee. However, if a student seeks prior permission to register late on valid grounds with recommendation of Director/Principal of college to the University, the University may allow and exempt him/her from payment of late registration fee.

27.5 Adding and Dropping of Courses

A student may add or drop course(s) till the last date(s) specified in the Academic Calendar with the permission of the College/University authorities. For this, he/she must fill the appropriate form, get the endorsement of the HOD and submit the form to the Head of Institution for approval of the University and also online in case of such options being made available by the University. A student may also drop course(s) up to the time of filling examination form whose exact date is specified in Academic Calendar with the following conditions.

1) Dropping of course(s) should not result in a net registration less than the specified minimum number of credits.

2) The request to drop course(s) must be endorsed by the HOD and Head of Institution for the approval of University in hard copy / online if such facility is made available by the University. The dropped subject will not be shown in the grade sheet and transcript of the student.

27.6 Academic Load

Each subject carries a weightage in terms of credits depending upon the number of contact hours (lectures, tutorials, laboratory hours). A student is allowed to register up to minimum credit limit or 20 percent more credits than the normal load prescribed in the scheme of examination for respective semester. Thus a student must register for 18-26 credits in a semester.

27.7 Summer Semester Registration

Students register for these failed subjects at the beginning of the Summer Semester which will be of 30-40 contact hours for each subject on the advice of HOD by paying the extra fees as

prescribed by the University. No student is allowed to register for more than 20 credits during the Summer Semester. Adding of subjects is not permitted in the Summer Semester. However, a student may drop a subject up to two weeks prior to the last day of classes.

27.8 Termination of Programme

If a student fails to report and register by the last date of registration without any bonafide reason, his/her programme may be terminated by University.

27.9 Showing the Answer Scripts:

The answer scripts of all examinations i.e. Class Tests will be shown to student in classroom and the End Semester Examination answer scripts may be shown to the students as per policy prescribed by University from time to time.

Examination Fee for Back Paper per subject will be as decided by the University from time to time will be charged from the students.

27.10 Course Committee and Class Committee:

The Course committee and Class committee are to be put in place for proper monitoring of course progress. Head of Department will be reviewing the activities of 'Course Committee' and 'Class Committee' and ensure the necessary actions to ascertain good quality of Teaching-Learning-Evaluation processes.

27.10.1 Course Committee

There will be a separate 'Course Committee' for each of B.Tech. programme. The Course Committee will be constituted by the Head of Department concerned. The Chairman of the Course Committee shall be Head of Department concerned.

Members:-

i) Head of Department

ii) All teachers of respective Department.

iii) Four student representatives of respective course, one from each year nominated by the Head of Department concerned.

27.10.2 Class Committee

All branches of study will have class committees for every semester constituted by the respective Heads of Departments. The Chairman of the committee shall be a faculty member of the department, usually senior most among teachers teaching in the respective

semester with Members as detailed below.

i) All faculty members teaching subjects in that semester.
ii) Two student representatives of respective class nominated by the Head of the Department.

The Course Committee sand Class Committees shall meet at least thrice in a semester i.e the first at the beginning of the semester, the second and third after the first and second class tests respectively. Both committees should monitor the conduction of courses, declaration and adherence to the course plan, time schedule, and completion of the syllabus, standards of class tests, evaluation process and difficulties faced by the students and take suitable remedial actions at the appropriate time for slow learners and offer further opportunities to advanced learners. At the end of the semester, the committees should meet without student representatives to review the conduction of courses and propose corrections for future improvement.

28. The Academic Council shall have the power to amend / relax any provision provided in the ordinance in any specific matter/situation subject to the approval of Executive Council of the University & such decision(s) shall be reported to the Chancellor of the University**.**

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