



ACADEMIC REGULATIONS FOR UG COURSE (B.TECH)

SCHOOL OF ENGINEERING AND TECHNOLOGY

DRIEMS University

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1. INTRODUCTION

DRIEMS UNIVERSITY (DRMU) is committed to providing a student-centric education that emphasizes creating a 'Joyous Learning' Environment, fostering the holistic development of students as responsible engineers and individuals. These regulations encompass vital information essential for students to comprehend the teaching-learning and assessment systems. Aligned with the National Education Policy (NEP-2020) guidelines, these regulations encompass:

Attainable education objectives encompassing knowledge, understanding, employability, soft skills, attitudes, and values,

- Outcome-based teaching-learning processes,
- Student-centered pedagogies,
- Multidisciplinary programs,
- Choice-based credit system,
- Emphasis on perspective and experiential learning,
- Industry-aligned curriculum,
- Cultivation of entrepreneurial and startup mindset,
- Encouragement of self-learning through MOOCs in Elective courses,
- Seamless integration of technological innovations,
- Subject-specific curriculum frameworks,
- Exposure to future skills within the relevant knowledge domain,
- Holistic personality development of students,
- International exposure opportunities,
- Adoption of a blended teaching-learning approach,
- Sensitization of students to societal needs at various levels,
- Emphasis on sustainability and circular economy in line with Sustainable Development Goals (SDGs),
- Promotion of ethics, integrity, and humanistic principles,
- Cultivation of system and design thinking approach, linking all aforementioned traits in their engagement in any aspect of life,
- Encouragement towards lifelong learning.

These aspects collectively shape the educational experience at DRIEMS UNIVERSITY, fostering holistic growth and preparing students for future challenges and opportunities.

To fulfill the objectives outlined in the NEP-2020 guidelines, DRIEMS UNIVERSITY is implementing various innovative practices aimed at enhancing student and faculty engagement. These practices encompass a wide array of domains and processes, tailored to meet the dynamic needs of both students and faculty members. The mode of course delivery and engagement is flexible, catering to the specific requirements of each course and context, thus avoiding a one-size-fits-all approach. This approach aligns with the demands of 21st-century education, characterized by innovation, adaptability, and lifelong learning.

The curriculum encompasses the following key components:

- Foundation courses in Basic and Engineering sciences
- Skill Development Electives/Humanities and Social Sciences (HSS) Courses/Professional Core/Professional Electives/Open Electives/Value-added courses/Ability Enhancement Courses
- Continuous Evaluation, comprising formative assessments to accurately assess learning and progress in skill and competence, promoting learner-centric education
- Introduction of open book examinations to foster higher-order thinking skills
- A combination of formative, midterm, and end-term summative assessments
- Problem/Project-based assignments, including individual and team project reports, oral presentations, seminar presentations, quizzes, experiential learning and computerized adaptive testing
- Integration of technological interventions to effectively measure a wider range of skills and knowledge
- Research and Project-based experiential learning and industrial internships
- Provision for need-based remedial teaching
- Implementation of a compatible academic calendar
- Open elective options to enable students to pursue their interests beyond the prescribed domains
- Ample scope for self-directed learning to cultivate true lifelong learners
- Opportunities for specialization in multiple domains through Honors and Minor programs
- Integrated emphasis on linking skill, competence, and knowledge.

These initiatives collectively aim to enrich the educational experience at DRIEMS UNIVERSITY, fostering holistic development and preparing students for the challenges and opportunities of the future.

2. ACADEMIC RULES AND REGULATIONS

2.1 B.Tech Programs (Under-Graduate) offered:

Table 1: List of B.Tech Programs

Sl. No	Program Domain
1	Computer Science and Engineering
2	Computer Science and Engineering (Cyber Security)
3	Computer Science and Engineering (Artificial Intelligence and Machine Learning)
4	Computer Science and Engineering (Data Science)
5	Computer Science and Engineering (Internet of Things)
6	Computer Science and Information Technology
7	Civil Engineering
8	Civil Engineering (Construction Technology)
9	Electrical Engineering
10	Electrical and Computer Engineering
11	Electronics and Telecommunication Engineering
12	Electronics and Computer Engineering
13	Mechanical Engineering
14	Mechanical and Automation Engineering

2.2 Admission:

Qualification for admission will be as per the criteria specified by the compliance agencies of the Government of India. Admission to different Programs of the University shall be routed through DRIEMS University Entrance Test (DRUET) /JEE Main/OJEE/ Any other equivalent exam (approved by the Academic Council).
(<https://www.driems.ac.in/admission/>)

Students who have completed their studies in Physics, Chemistry, and Biology (PCB) at the +2 level are eligible to join the B.Tech program. However, these students will need to undertake the +2 Mathematics course, which can be completed during weekends, summer quarters, or through the SWAYAM platform.
(https://onlinecourses.swayam2.ac.in/nce19_sc11/preview)

2.3 Admissions of Foreign Nationals:

- a) **Direct application through Study in India (SII) program:** In this category, candidates are required to apply online using the prescribed format available on the Study in India portal (www.studyinindia.gov.in). The application must be supported by relevant documents attested by authorized individuals in their respective countries.

b) Direct application to DRMU- Odisha International Education Cell Portal/Embassies in India / Recognized Official Partners:

In this mode, it is mandatory for candidates to have passed class 11th & 12th or equivalent from a foreign country. Candidates applying under this category should submit their applications online, using the prescribed format, before the specified deadline, directly on the web portal of the International Education Cell, DRIEMS University, Tangi, Cuttack, India- 754022. The application must be accompanied by relevant documents attested by authorized individuals in their respective countries. Alternatively, applications may be submitted through foreign embassies in India. All relevant regulations applicable for the admission of foreign students will be strictly adhered to.

2.4 Composition of courses:

Each B.Tech program curriculum is carefully crafted to maintain a crucial equilibrium and ample inclusion of various course categories, including Basic Science (BS), Engineering Science (ES), Humanities, Social Sciences, and Management (HSM), Program Core (PC), Program Elective (PE), Open Elective (OE), Skill Enhancement Courses: Skill Development Elective (SDE), Major Project (MP), Value Added Courses (VAC), Ability Enhancement courses (AEC), and Summer Internship (SI).

2.5 Allocation of Credits by Course Category:

The B.Tech program comprises the following course categories, with the minimum credit requirements outlined for the 4-year duration:

Table 2: Course category Credit Distribution

Sl. No.	Category	Credits (As per UGC)	Credits (As per DRU)
1	Major Core, Minor Stream, Multidisciplinary Courses	121	128
2	Ability Enhancement Courses	8	5
3	Value Added Courses	8	9
4	Research Project / Dissertation	12	12
5	Summer Internship/Training	2	2
6	Skill Enhancement Courses	9	4
Total Credits		160	160

Every course in the B.Tech Program will be classified into one of the ten categories outlined in the table below, adhering to the overarching guidelines outlined in the UGC curriculum and credit framework for undergraduate programs.

Table 3: Classification of Courses

Sl. No.	Course Category	Code	Credits	Percentage of total credit
1	Basic Science Courses	BSC	19	12%
2	Engineering Science Courses	ESC	36	23%
3	Program Core Courses	PCC	46	29%
4	Program Elective Courses	PEC	21	13%
5	Open Elective Courses	OEC	6	4%
6	Ability Enhancement Courses	AEC	5	3%
7	Value Added Courses	VAC	9	6%
8	Research Project / Dissertation	RP	12	7%
9	Summer Internship/Training	SI	2	1%
10	Skill Enhancement Courses	SEC	4	2%
Total Credits			160	100%

Out of the total 160 credits, the distribution across various course categories is as follows: Basic Science courses account for 12% of credits, Engineering science courses for 23%, Program core courses for 29%, Program elective courses for 13%, Open elective courses for 4%, Ability enhancement courses for 3%, Value-added courses for 6%, Research/Product-development projects for 7%, Summer internship training for 1%, and Skill enhancement courses for 2%. These allocations adhere to the broad guidelines outlined in the UGC Curriculum and Credit Framework for undergraduate programs.

The National Education Policy (NEP 2020) emphasizes the importance of higher education in nurturing individuals who are thoughtful, creative, and well-rounded. To achieve this, holistic and multidisciplinary education is essential, allowing students the freedom to shape their studies. Humanities and Social Science (HSS) subjects contribute approximately 7 credits towards the Engineering curriculum, fostering a holistic approach.

2.6 Credit Requirement, Duration of the Program & other highlights:

- The University implements a Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) system, computed at the end of each semester. The curriculum of any B.Tech. Program is structured to fulfill the requisite 160 credits.
- Under the Lateral Entry (LE) Scheme for Second Year Direct Admission, students must earn a minimum of 120 credits to qualify for a Bachelor of Technology degree.
- The duration of the program is governed by the regulations of UGC/AICTE, subject to change over time. As per current regulations, the undergraduate (B.Tech) program spans four years (eight semesters). A student is expected to complete a four-year program within double the duration of the program (i.e., 8 years). Similarly, for other undergraduate programs with a duration of three years (such as LE), the maximum duration allowed for completion is six years.
- The medium of instruction for the teaching-learning process, including course delivery, assessments, project reports, and any other synchronous or asynchronous

courses, shall be English. However, teachers may supplement their instruction with explanations in Hindi and/or Odia when such additional clarification facilitates better or quicker understanding by the students. This practice aligns with the NEP-2020 guidelines, which advocate for promoting learning through mother tongue/Indian languages.

- (e) The University offers a course drop facility for students who may be struggling academically or are slower learners. Under the guidance of the Chairman of Board of Studies (BoS) or Faculty Advisor, these students may opt to register for fewer credits or courses than the full semester requirement. Additionally, students have the option to register for backlog credits during the summer term. Such students can fulfill the minimum credit requirements for degree completion within a maximum period of eight academic years, calculated from their date of admission.
- (f) A student may be granted an academic break from the program for a maximum period of two years or four semesters, starting from the second year onwards. This break can be sanctioned for reasons such as ill health, entrepreneurial ventures, participation in national or international competitions, family obligations, or other valid reasons. Approval for the break must be sought through the appropriate process and is subject to the Vice Chancellor's approval, as recommended by the Director of Academics and Dean of the School. Entry and exit from the program may only occur at semester boundaries. In exceptional circumstances requiring an extension of the program duration beyond the approved limit in section 2.6 (c), approval must be sought from the Academic Council. This process entails a recommendation by the Vice-Chancellor.
- (g) B.Tech. (Honors) students are required to accrue a minimum of 18 additional credits on top of the regular credits outlined in the B.Tech. Program. They are eligible to enroll in extra course credits beginning from the 5th semester, selecting from the array of honors courses provided by the respective School/department/center. By the commencement of 5th semester classes, students must maintain a minimum CGPA of 7 and have no outstanding backlogs.
- (h) In pursuit of a B.Tech. (Minor), students have the opportunity to accumulate a minimum of 18 additional credits, alongside the regular credits mandated by the department for the B.Tech. degree. These credits can be earned through minor courses drawn from the selection of minor programs available in other domains, beginning from the 3rd semester onwards.
- (i) The compilation of Honors and Minor Programs offered by the Departments/Schools/Centers will be determined by the Director-Academics through an official procedure, with the finalized list accessible on the university website after the approval of Vice Chancellor. Students seeking guidance on Honors and Minor programs can consult their academic mentor for assistance.
- (j) New course(s) may be added to the Honors/Minor Programs by the Director of Academics upon the recommendation of the respective Department's Board of Studies. Such additions must receive approval from the Academic Council.

- (k) The academic achievements of students in their selected Honors/Minor streams will be reflected in the comprehensive statement of grades/transcript issued upon graduation.
- (l) **Credit Acquisition through Skill Training/Sports:** Students have the opportunity to earn credits towards a Minor program by participating in State/India/World skill competitions or State/National/International Sports and Extracurricular activities. One credit will be awarded for every 42 hours of training and practice, with credit banking facilitated by DRMU. These earned credits can be utilized for SDE/Life skill courses or accumulated towards earning a Minor degree (minimum 18 credits). For instance, a student pursuing a B.Tech in ECE could opt for a minor in ELECTRONICS SKILL or ECE/EE/CSE could opt for a Minor in ROBOTICS SKILL. Only participants in India/World skill competitions are eligible for earning a Minor degree in a specific skill. Additionally, students engaged in sports at the State/National/International level can also qualify for a Minor degree in a particular sport. For enrollment in such Minor programs, students may seek further information from the Director Academics office.
- (m) **Other Special Provisions at DRMU:**
- Earning credits (up to 10% of Total 160) from other Universities/Institutes [NBA/NAAC/NIRF (Top 100)], subject to prior approval from the Director of Academics.
 - Earning credits (up to 20% of Total 160) from MOOCs (SWAYAM/NPTEL) - for PEC & OEC, subject to prior approval from the Director of Academics.
 - SEMESTER ABROAD PROGRAM - for One semester (from MOU signed with Abroad University's/Institutions)
 - Provision for Industry Internship in Final Semester - Credit Equivalent will be provided.
 - Earning credits during the summer quarter (For Minor/Honours/students deputed for university work)
- (n) **Academic Bank of Credit (ABC):** The NEP 2020 advocates for the revision of the Choice Based Credit System (CBCS) to foster innovation and flexibility. It also proposes the establishment of facilitative norms regarding issues like credit transfer, equivalence, etc., and transitioning towards a criterion-based grading system that evaluates student achievement based on program-specific learning objectives. Additionally, the policy promotes the creation of an Academic Bank of Credit (ABC), which will digitally store academic credits earned from various recognized Higher Education Institutions (HEIs). This initiative will enable the awarding of degrees by HEIs, considering the accumulated credits. DRMU - Odisha will facilitate the establishment of ABC accounts for each student, upload Degree certificates on the Digi Locker platform, thereby enhancing transparency in governance.

3. ACADEMIC ADMINISTRATION:

Education serves as a fundamental component in unlocking human potential to its fullest. In today's evolving knowledge landscape, the principles outlined in NEP 2020 highlight that a quality educational institution is one where every student feels embraced and supported, fostering a safe and enriching learning environment. Such institutions provide a diverse array of learning opportunities and possess adequate physical infrastructure and resources conducive to learning for all students.

The design of curriculum and syllabi for each program is shaped by inputs from students and various stakeholders including industry, government policies, parents, and the current research and development status of each department. The academic administration at the University primarily adopts a bottom-up approach, ensuring that decisions are made with consideration of input from all relevant parties.

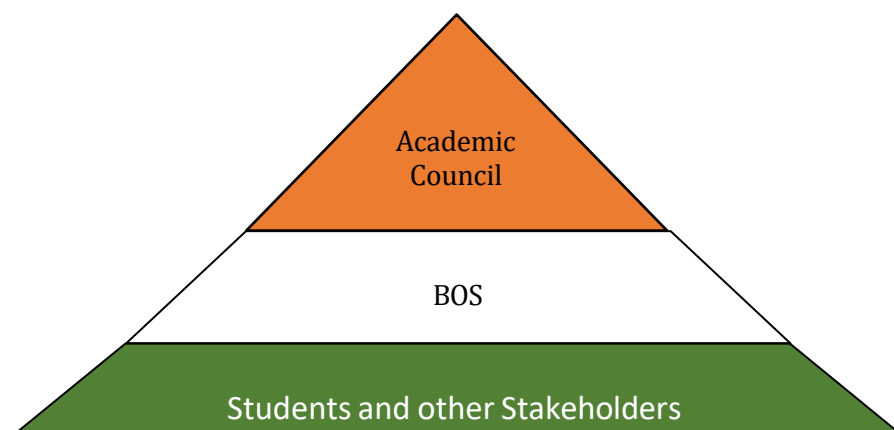


Fig. 1: Academic Administration

- 3.1 Academic Council (AC):** The Academic Council serves as the highest academic authority within the University, operating within the framework defined by the Act, Statutes, and Rules. It is tasked with formulating academic regulations and policies, overseeing academic processes encompassing instruction, examination, research, and co-curricular activities, and providing guidance and directives to facilitate effective decision-making. This is achieved through a participatory approach, granting sufficient autonomy to subordinate entities such as the Boards of Studies of departmental/school/center committees, and all personnel responsible for implementing academic programs. Upon completion of due process, the Academic Council recommends the award of appropriate degrees, diplomas, certificates, and academic distinctions of the university to eligible candidates.
- 3.2 Boards of Studies (BOS) of the Department/School:** The Board of Studies (BoS) finalizes the curriculum content for each program. It is responsible for overseeing the implementation of academic processes, including curricula, syllabi, instruction, practical, and examinations across all programs (certificate, diploma, undergraduate, postgraduate, and research) within the Department/School. The BoS operates under the supervision of the Academic Council and functions within the academic and administrative framework established by the latter. Its responsibilities include formulating the content of various courses, periodically reviewing and updating the content, and introducing new courses of study.

3.2.1 The composition of the Board of Studies (BoS):

- a. Head of the Department, Chairperson
- b. All Regular faculties (including those on probation) of the department shall be members of the BoS.
- c. Emeritus and visiting professors, along with academic and research advisors affiliated with DRMU, associated with the Department.
- d. A Professor/Associate Professor from another IIT/NIT/IIIT/Government University or Private Universities/Institutes [NBA/NAAC/NIRF (Top 100)] will be selected, approved by the Vice Chancellor in collaboration with the Director of Academics and Dean of the School, based on their expertise and experience across various domains covered under the Department/School.
- e. A member from Industry/R&D will be selected, approved by the Vice Chancellor in collaboration with the Director of Academics and Dean of the School, based on their expertise and experience across various domains covered under the program.
- f. Some eminent alumni from the respective Department/School shall be selected, approved by the Dean of the School in collaboration with the Head of the Department, based on their expertise and experience across various domains covered under the program.
- g. The Chairman of the committee will appoint the NBA/NAAC coordinator of the Department/School to serve as the Convener of the Board of Studies.

3.3 Stakeholders:

Stakeholders in a university play diverse and critical roles, each contributing to the institution's overall functioning and success. Higher education involves a diverse range of stakeholders, including students, alumni, donors, parents, other institutions or providers, accrediting agencies, vendors and suppliers, employers, taxpayers, non-government organizations, government, and academic faculty, both individually and in disciplinary groups, as well as members of unions and advocacy bodies. Each stakeholder group has a unique role and perspective, contributing to the university's mission of education, research, and community service. The effective engagement and management of these stakeholders are crucial for the institution's success and sustainability.

3.4 Academic Mentor:

An academic Mentor is tasked with aiding students in planning their course of study, providing general advice on all aspects of their program and campus life throughout their academic journey, including curricular, co-curricular, and extra-curricular activities, for holistic development and support. A faculty member will be designated by the Head to serve as an Academic Mentor for a group of students. The Department/Center/School Mentor Coordinator, in consultation with the Head of the Department, will compile the Mentor & Mentee list, which will then be submitted to the respective School's Dean and the Director Student Relation (DSR) for documentation and resolution of issues relevant to student's campus activities, including grievances. The assigned group of students will remain under the guidance of the Mentor until they complete the program or until the Mentor is replaced. The Director Student Relation (DSR) will organize monthly mentor

coordinator meetings during the last week of every month to address all student issues raised by the mentors.

3.5 Attendance Requirements:

Students must attend a minimum of 75% of the classes conducted for each subject to be eligible to sit for the End Semester Examinations. However, under special circumstances such as Medical Grounds or participation in activities like Conferences, Workshops, Hackathons, or other State, National and International events, a maximum of 10% to 15% attendance can be condoned.

However, condonation for a shortage of attendance, up to 10% to 15% (between 60% to 74%), is permissible under medical grounds, on-duty leave for university-related activities, or in special circumstances. Students whose attendance shortage is not condoned will be ineligible to take their end-semester examinations and will be classified as in the debarred category. Such students will need to retake the course by re-registering during the summer term.

For condonation requests due to Medical Grounds or other special requirements, the student please refer to the application format provided in Annexure E.

3.6 Change of Branch:

- (a) A student enrolled in the first year for a program leading to the undergraduate (B.Tech) degree in a specific branch will typically be expected to continue in that branch of study.
- (b) Nevertheless, the university may allow a select few students, contingent upon their meeting the specified criteria, to switch from one branch to another following two consecutive semesters of study. Detailed regulations concerning branch change are outlined below:
 - i) Students enrolled in any B.Tech program may request a change to another branch after completing their first year of study, provided there are available seats in the desired branch/program. However, such requests will not be entertained if the class strength is less than 70% of the intake capacity. Selection for branch change will be based on merit, determined by the combined results of the first and second semester examinations, reflected in the Cumulative Grade Point Average (CGPA) at the end of the first year, which must be 8 CGPA or higher. This serves as an incentive for high-achieving students. Following the branch change, the class strength of the original branch should not fall below 70% under any circumstances. Nonetheless, exceptions to this rule may be considered on a case-by-case basis for special circumstances.
 - ii) To facilitate branch change, the Director Academics office will announce notifications after the declaration of the 2nd semester results. Students interested in branch change must submit applications using the format provided by the Director Academics Office. These applications will undergo scrutiny and be presented to the Director Academics for a final decision.

3.7 Coding Scheme:

The University offers diverse types of program. In order to distinguish the courses, while maintaining their uniqueness, an alphanumeric coding scheme is designed as follows:

Subject code:

XY	0-9	0-9	0-9
BOS	Level	Specialization	Serial Number

Table 4: BoS Code

	XY
COMPUTER SCIENCE AND ENGINEERING	CS
COMPUTER SCIENCE AND INFORMATION TECHNOLOGY	
COMPUTER SCIENCE AND ENGINEERING(CYBER SECURITY)	
COMPUTER SCIENCE AND ENGINEERING (DATA SCIENCE)	
COMPUTER SCIENCE AND ENGINEERING (ARTIFICIAL INTELLIGENCE AND MACHINE LEARNING)	
COMPUTER SCIENCE AND ENGINEERING (INTERNET OF THINGS)	
CIVIL ENGINEERING	CE
CIVIL ENGINEERING (CONSTRUCTION TECHNOLOGY)	
ELECTRICAL ENGINEERING	EE
ELECTRICAL AND COMPUTER ENGINEERING	
ELECTRICAL AND ELECTRONICS ENGINEERING	EN
ELECTRONICS AND TELECOMMUNICATION ENGINEERING	EC
ELECTRONICS AND COMPUTER ENGINEERING	
MECHANICAL ENGINEERING	ME
MECHANICAL ENGINEERING AND AUTOMATION ENGINEERING	
PHYSICS	PH
CHEMISTRY	CY
MATHEMATICS	MA
MBA	BM
BBA	
ENGLISH	HS
AGRICULTURE	AG
BOTANY	BO
ZOOLOGY	ZL
PHARMACY	PY
NURSING	NU
PARAMEDICAL	PM
OCCUPATIONAL AND PHYSIOTHERAPY	OP
HOTEL MANAGEMENT	HM
FASHION DESIGN	FD
PROFESSIONAL STUDIES (MCA, BCA)	PS
SKILL DEVELOPMENT COURSES	SD
MOOCS / OTHER COURSES	IN
EXTRA CURRICULAR COURSES (DIRECTOR SPORTS AND DIRECTOR STUDENT RELATION) LIFE SKILL	EX

Table 5: Level code (0-9)

0	Diploma Courses	-	-
1	1 st Year UG/B.Tech	-	1 st Year -5yr Integrated Programme
2	2 nd Year UG/B.Tech	-	2 nd Year -5yr Integrated Programme
3	3 rd Year UG/B.Tech	-	3 rd Year -5yr Integrated Programme
4	4 th Year UG/B.Tech	1 st year PG(M.SC/MBA/MA etc.)	4 th Year -5yr Integrated Programme
5	-	2 nd year PG(M.SC/MBA/MA etc.)	5 th Year -5yr Integrated Programme
6	1 st Year M.Tech/ M.Tech(R)/Ph.D	-	-
7	2 nd Year M.Tech/ M.Tech(R)/Ph.D/ (More advance courses also in M.Tech and M.Tech(R) thesis research credits)	-	-
8	Ph.D Thesis/Research credits(Not courses)		

Table 6: Specialization Code

0	For general courses (ex-like Basic Electrical Engineering)
1-6	Sub field (as per specialization, ex: like Structural Engg./Env.Engg/Water Resources) For example of ETC: Communication, Signal Processing, Device, Embedded etc.)
7	Laboratory (experimental)
8	Laboratory (Sessional/Design oriented)
9	Project/Internship/experiential activity

Table-7: Serial Number of the Course

0-9	Serial number of the subject/course
Note: -Odd number for odd semester subject. Even number for even semester subject. ** In general but not mandatory.	

4. OBJECTIVES OF VARIOUS COURSES AND THEIR IMPLEMENTATION DETAILS:

4.1 Basic Science Courses (BSC):

The university provides introductory-level courses aimed at expanding the intellectual horizons of science education. These courses encompass advanced levels of Mathematics, Physics, and Chemistry, supplemented with practical skills training.

4.2 Engineering Science Courses (ESC):

The university presents these courses as introductory-level offerings covering disciplinary and interdisciplinary areas of study, focusing on fundamental principles relevant to all branches within the engineering domain.

4.3 Program Core Courses (PCC):

The university provides these courses to afford students the chance to delve deeper into a specific subject or discipline.

4.4 Program Elective Courses (PEC):

The university offers these courses with the aim of fostering discipline-specific awareness and competence among students within a particular domain.

4.5 Open Elective Courses (OEC):

The university offers these courses to complement students' technical knowledge in specific engineering fields and enable them to choose courses from other domains, whether related to their projects, areas of passion, or general interest.

4.6 Ability Enhancement Courses (AEC):

The university provides these courses to underscore the development and refinement of communication skills, including the ability to engage in discussions and debates in both Modern Indian Languages and English. Additionally, it offers training in aptitude and reasoning, along with comprehensive preparation for viva voce examinations.

4.7 Value Added Courses (VAC):

The university offers these courses to enhance students' tactical and mental abilities. The curriculum includes subjects such as Environmental Education, Understanding India, Indian Knowledge System, Stress Management, Entrepreneurship, and Higher Studies. (See Annexure A for details).

4.8 Research Project/Dissertation (RP):

Students are mandated to undertake Research Projects under the supervision of a faculty member. The completion of these projects must occur within three semesters (6th, 7th & 8th semesters). Additionally, students are expected to publish their research findings in peer-reviewed journals, present them at renowned conferences/seminars, or obtain patents for their work.

4.9 Skill Enhancement Courses (SEC)/ Skill Development Electives (SDE)

The university provides an extensive array of Skill Enhancement courses aimed at imparting practical skills and hands-on training in cutting-edge areas that are gaining prominence in today's digital world. These courses also aim to enhance students' employability by refining their practical, analytical, and psychometric skills in line with current industrial needs and future requirements. Proficiency in any of these SEC/SDE courses can create vocational opportunities. Industry experts are often invited as visiting faculty, supplementing the contributions of university faculty with additional professional knowledge.

The objectives include:

- Bridging the gap between industry and academia.
- Offering subjects aligned with current industrial trends and requirements.
- Raising awareness about SEC/SDE skills to enhance students' understanding of practical product or process implementation, fostering more effective innovation, design, and development.

During the 2nd year of their program, students can choose skill courses from a list provided by the university. The list of SEC/SDE courses is available in Annexure-B

4.10 Summer Internship Training (SI):

All students will participate in Internships/Training either in a firm, industry, organization, or in labs with faculty and researchers during the summer term, typically after the 1st or 2nd year, or after the 3rd year of their program. This hands-on experience enables students to actively engage with the practical aspects of their learning and enhance their employability.

The Summer Internship Training is a mandatory institutional-level course included in the curriculum during the 7th Semester of the B.Tech. Program. Here are the key points:

- (a) Students must undergo industrial/internship training for a minimum period of 4-6 weeks (30-45 days), which can be carried out in one, two, or three phases during the semester breaks (Summer vacation) after the 1st, 2nd, or 3rd year of the program.
- (b) Students have the option to enroll and complete industry-oriented training in Advanced Research laboratories, Centers of Excellences, and Incubation Centers within the institution or any other Institutions. They can also undertake specialized software/entrepreneurship training from reputable academic research institutes, provided they obtain a Certificate of equivalence from the respective university Department/Center/School. However, they cannot repeat courses already studied in the university.
- (c) Upon completion of the industry/internship training, students must submit a report and certificates to the program coordinator within two weeks of the commencement of the 7th semester.
- (d) The performance of students in such training will be evaluated during the 7th semester, based on their submission of a certificate from the organization of their training, followed by a combined viva-voce test/presentation and submission of a training report. The assessment during the viva-voce will be conducted by a panel appointed by the Head of the Department/Dean of the School, including the program coordinator and one or two faculty members with expertise in the relevant area.

4.11 Life Skill Elective Courses

The institute provides Life Skill Elective courses during the first year of engineering. The objectives are as follows:

- Enhancing the overall personality of the student, including personal and interpersonal skills, through participation in General Proficiency activities, various health and wellness initiatives, sports activities, club engagements, Yoga education, NCC, NSS, and other extracurricular activities.

The list of courses offered under Life Skill Elective courses is attached in Annexure-C.

5. MAJOR PROJECT (MP):

- a) Students shall be involved in a 3-stage project work linked activity under the Major project in the 6th, 7th & 8th Semester of their B. Tech program. The project work shall involve typically the following steps (or as defined in consultation with the faculty in the given academic year) starting from group formation, problem identification and confirmation of the broad area/domain of work; state-of-art review; design and development; experimentation work or fabrication and testing; result documentation; analysis and review; report preparation; and publication. This would involve multiple stage continuous assessment to identify the various skills and competence and even to facilitate additional support for enabling holistic skills needed for professional growth
- b) The School/Department Project coordinator shall be responsible for formation of the project groups and the allotment of project guides at the end of the 5th semester or before the beginning of the 6th semester.
- c) The continuous (semester wise) assessment of the project work shall be as follows:

Table 8: Project Assessment process 6th Semester

Assessment Stages	Weightage of The Assessment	Assessment Schedules
Review-I: Preliminary Review and Definition of workplan	15	End of 2 nd week
Review-II: Literature Survey, Gap analysis, Motivation and Methodology	20	End of 6 th week
Review-III: Gather data, implement algorithms, design experiments, or develop software/systems, depending on the nature of the project.)	25	End of 10 th week
Review-IV: Final Assessment	40	End of Semester

Table 9: Project Assessment process 7th Semester

Assessment Stages	Weightage of the Assessment	Assessment Schedules
Review-I: New Literature Survey and Gap Analysis, and Methodology	15	End of 2 nd week
Review-II: Progress Phase-1	20	End of 6 th week
Review-III: Progress Phase-II	25	End of 10 th week
Review-IV: Final Assessment	40	End of Semester

Table 10: Project Assessment process 8th Semester

Assessment Stages	Weightage of the Assessment	Assessment Schedules
Review-I: Progress Phase –III	10	End of 2 nd week
Review-II: Progress Phase-IV	15	End of 6 th week
Review-III: Progress Phase-V	15	End of 10 th week
Paper Publication (SCI/ Scopus) or Patent before final Assessment.	10	End of Semester
Review-IV: Final Assessment	50 (External Examiner)	

- d) The continuous assessment up to Review-IV of Project evaluation shall be carried out by a Project evaluation committee comprising Project Coordinator(s), 2 to 3 senior faculty as nominated by HoD and project guide(s).
- e) At the completion of a project in the 8th semester, the student will submit a project report which will be evaluated by duly appointed examiner(s). The Final Assessment will be based on the report and a Viva-voce examination (consisting of a panel including an external expert) on the project.

6. SUMMER TERM (SUT) FACILITY FOR STUDENTS:

- a) For all UG Programs an additional make-up semester facility, known as Summer Term is available. This is tentatively conducted in the period between even and odd semester brake (Summer Vacation). Typically, make-up opportunities for all subjects/courses of both even and odd semesters shall be offered in summer term. The final decision on the course(s) to be offered shall be taken by the Director Academic in consultation with the respective Dean of the School and it is not mandatory to offer all the courses. ***However, students are advised to work hard during regular semester, as far as possible to avoid back papers and summer term study.***
- b) Students opting for SUT have to attain the makeup classes for all the courses offered in summer term. Students opting for such makeup classes shall have to pay a fee, as notified by the Director Academic Office. A maximum of 24 credits for

backlog subjects is permitted to register during summer term classes (irrespective of the number of subjects). Students are expected to attend all classes during summer term as the duration is short. Students who fail to satisfy minimum attendance (75%) in SUT would not be allowed to take the examination. They would have to re-attend classes either normal semester or during next SUT and then take examination. There will not be any attendance mark (out of 10 marks) for summer quarter term.

- c) A student is eligible to register a maximum of 24 credits for backlog subjects (only examination) during any summer quarter.
- d) The duration of summer term will vary from 6 to 8 weeks.

7. ELIGIBILITY CRITERIA FOR SUMMER TERM:

- a. The students registered in the course and falling short of the required attendance for a given course/courses in the preceding semesters (i.e. less than 75 %). Such students need to re-register the subject during summer term.
- b. The student with debarred/Detained, need to register for Summer Term.
- c. The students who failed to take up a given subject in the preceding semesters.
- d. Students with grade “F”, “S” and “M” can make use of the SUT to clear their back logs. In case of “M” grade, the eligibility to appear the Summer Term shall be decided by the Examination Disciplinary Committee (EDC).
- e. Students with serious health issues during the regular semester and an attendance rate of less than 60% are eligible to register for and attend summer term classes and exams.

8. OPPORTUNITY FOR STUDENTS UNDER NATIONAL /INTERNATIONAL COLLABORATION:

The University provides unique opportunity to deserving students to attend one semester campus abroad in leading academic institute/university in India or abroad under Student Exchange program based on its collaborative partner. The credits earned in the partner institute will be considered for the completion of requirements of the degree. The University has established an International Relations Cell, through which conscious efforts are being taken to create more opportunities for students for such study in reputed international institutions. Students are encouraged to do summer internship of durations 4/8/12 weeks with collaborative University/Institute of Eminence in India or abroad.

9. ASSESSMENT AND EXAMINATION:

Globalization of the world economy and greater demand on higher education are driving profound changes in engineering education system. Worldwide adaptation of Outcome Based Education(OBE) framework, **Competence based Assessment** and enhanced focus on higher-order learning skills, 21st century skills(social and professional), and extensive digitalization have all mandated a paradigm shift in education pedagogy, which affects traditional practices of curriculum design, content

development, education delivery and assessment. World over sweeping reforms are being undertaken to bring about essential changes in Higher Education in terms of what to teach (content) and how to teach (knowledge delivery)and how to assess(student learning).Examinations/student assessments play a very important role in deciding the quality of education. The performance-based new-age reforms in assessment are expected to benefit the student profoundly in preparing him/ her for success in the knowledge society. This is expected to enable a more effective mapping between program outcomes and assessment tools that lead to the accurate and reliable measurement of attainment of outcomes of the students.

The credit in each course is defined as in terms of Lecture (L), Practical/ Sessional /Skilling (P), Tutorials (T), and Experiential learning (E), Project, and Internship & CDT component delivered to complete the planed course. Each course will have tailor-made assessment models viz. group tasks, assignments, report on field visit, quizzes, open book tests, laboratory exercises, case study, mini-project and end of semester summative assessment etc. The assessment in each theory subject consists of Teacher's Assessment, Mid Semester and End Semester Assessment. The number of assessments for a laboratory course shall range from 6 to 12 or as per the need of the course to be defined before the beginning of the course by the faculty. The students shall contact the faculty responsible for the course for the method and rubrics of the assessments of that course.

9.1 Formative / Teacher's Assessment (20 Marks)

Teacher's Assessment is a continuous assessment system carried out by the respective faculty in charge of the course to assess the student's attainments of various skill and competence levels throughout of the course. This may include surprise test/MCQ test/Quiz, VIVA/seminar/open book tests, Seminar, case study, project-based assignments, industry/field visit based report & analysis, Assignment from each module, Experiential learning methods and attendance.

The total marks for Teacher's Assessment in any given subject are 20. These 20 marks are divided as follows:

- Surprise Quiz/ Surprise Test/Open Book Test: 5 marks
- Assignment: 5 marks
- Experiential Learning (such as simulation projects, survey papers, case study presentations, or team projects): 5 marks
- Attendance: 5 marks

For attendance, a student with 100% attendance will receive 10 marks. If a student has 75% attendance, they will receive 7.5 marks. However, Students with at least 60% attendance due to health reasons, as verified and approved by the medical committee, will receive 7.5 marks. Similarly, any student representing the university in sports, cultural, and other co-curricular and extracurricular activities with attendance of at least 60% will receive 7.5 marks. Without medical grounds or university representation, any student with less than 75% attendance will receive 0 marks.

In addition to the above, if some of the VAC / AEC or Experiential learning courses have a different structure, the exact structure of such courses and mode of assessment shall be announced before the commencement of the course by the concerned course coordinator.

9.2 Summative Assessment

The summative assessment is carried out centrally by the Examination cell. The Dean of the concerned school will handle all other arrangements for examinations, while the COE will provide the question papers and answer booklets for both mid-semester and end-semester examinations. The COE will also supply admit cards and attendance sheets for the end-semester examinations. The summative assessment comprises two parts.

9.2.1 Mid-semester assessment (20 Marks)

Mid-semester assessment will be conducted after 7 weeks of the commencement of the classes as per the schedule in the academic calendar. The mid-semester assessment is based on the fundamental, understanding and application of the concept based on the Bloom's Learning Level (BL) BL-1 to BL-5, based on the corresponding Course Outcomes (COs). The mid-semester assessment is a conventional 1 hour duration examination and shall have a weightage of 20% of the total course marks. All the evaluated Answer Booklets will be returned to the Examination Cell within 15 days after conduct of examination and submit the Mid-Semester and Sessional marks. The students, those who are failed to appear the Mid-semester examinations due to any reason, they can appear the repeat Mid-semester examinations as specified in the Academic Calendar.

9.2.2 End-semester assessment (60 Marks)

The overall learning levels encompassing understanding, application, analysis, evaluation, and creation/design (BL-1 to BL-6) of a theory course are evaluated through a conventional three-hour End-Semester Examination paper totaling 60 marks. This assessment method encompasses all five modules of the course and ensures appropriate weighting for each unit based on the allocated hours in the lesson plan.

Examination papers are thoughtfully crafted to accommodate various difficulty levels, catering to the diverse capabilities of students. Faculty members are encouraged to adhere to the Bloom's taxonomy framework while designing examination papers, thereby ensuring a well-balanced assessment of different cognitive levels of understanding and skills. Emphasis is placed on evaluating not only fundamental knowledge but also the ability to apply knowledge to higher cognitive skills in varied contexts and designs.

Depending on the nature of the course, the weightage assigned to different cognitive levels in the question papers may vary. However, typically, at least 20% of the weightage is allocated to the assessment of higher-order knowledge and skills.

It is mandatory for all students to attend the semester examinations and secure at least 35% in the end-semester exam. If a student scores less than 35% in the end-semester exam, they will receive a failing grade and must appear in the summer quarter exam. If a student misses the end-semester exam due to health issues or participation in co-curricular or extracurricular activities representing the university, they should apply for an on-demand exam or take the exam during the summer quarter.

9.2.3 Final Mark (100% weightage for the formative/Teacher's assessment and 100% weightage for the summative assessment)

The Formula for the Evaluation of the total Mark based on the weightage of Formative and summative assessment is as follows:

$$\text{Total Mark} = \text{Summative Mark} + \text{Formative mark}$$

To pass a theory paper, a student must secure at least 35% in the end-semester examination and 40% in the combined formative and summative assessments.

To pass a practical/sessional paper, a student must secure at least 50% in the formative assessment.

9.3 Mode of evaluation for laboratory course (2 credit course)

In a standard laboratory course, students receive a grade based on the marks obtained throughout the semester. Formative assessment is utilized to evaluate performance in each laboratory assignment. The formative assessment components of each experiment are aggregated to calculate the total marks out of 100.

Laboratory courses encompass a variety of activities are outlined as follows. Typically, a laboratory course comprises 6-10 experiments of varying complexity levels, as outlined in Table-11.

Table 11: Relative weightage based on the Experimental Level

Relative weightage for each Level		
Level	Type of activity	Points
Level 1	Experimental Planning and execution	20
Level 2	Result and Interpretation	30
Level 3	Report	30
Level 4	Viva-Voce	20

Any student securing less than 50 marks ('F' grade) in sessional may be allowed to repeat the sessional in the summer quarter or the subsequent year /semester.

9.4 Evaluation of Life Skill & Career Development Training courses

(CDT-I, II, III):

Life skill courses and CDT are activity-based (experiential learning) with regular student participation, which will serve as the criteria for evaluation and grade allocation. The Director of Student Relations, Director of Sports, and Head of the Training and Placement Cell will be involved in these activities. They will determine the rubrics based on the course offered and will send the evaluated marks out of a total of 100 at the end of the semester. There will be no mid-semester or end-semester examinations for Life Skills and CDT courses. Assessment will be continuous and conducted by the relevant authority.

9.5 Evaluation of VAC elective (1 credit course):

There will be no end semester examinations for such VAC electives. The faculty involved in these courses will determine the rubrics based on the course offered and will conduct the mid-semester exam. If the student is interested in a MOOC-NPTEL course, the evaluation will be conducted by the concerned faculty, or the student can appear for the MOOCs of NPTEL or Swayam Exam. At the end of the semester, the respective faculty will send the evaluated marks or the NPTEL or SWAYAM results, out of a total of 100

9.6 Evaluation of Skill Enhancement Elective (SEE)/ Skill Development Elective(SDE) (2 credit course):

The Skill courses should be selected by the department based on Odisha Skill, National Skill and World Skill. Student can select the Skill Development Elective from any department. It is a practical training based on the guideline of the Odisha skill. Department will evaluate based on the Rubrics as per the guidelines. The respective faculty and the Lab assistant/ Programmer will submit the marks out of 100 marks based on the evaluation process. The concerned faculty and department Head should motivate the students to participate in Odisha skill competition.

9.7 Examination on Demand

In accordance with NEP 2020, an Examination on Demand is available for students who have completed all credit requirements except for one subject, whether it is theoretical or practical. To apply, students must submit a request to the Controller of Examinations (CoE) through the Dean of their school or Head of their department, along with the requisite fees as per Exam Cell regulations. The application will be reviewed by the Examination Committee for approval. If approved, the examination will be conducted, and the result will be published within 7 working days. The CoE may conduct the exam after the end-semester exam or during the summer quarter, based on the Examination Committee's decision.

10. INDUSTRIAL INTERNSHIP/ PROJECTS IN THE 7th and/or 8th SEMESTER(S)

For meritorious students, a credit transfer system shall be implemented with approval of University Academic Affair Committee, while allowing them to undertake this component in the 7th and / or 8th semester in association with the Industry/R&D labs as per the following:

- a. Final year B. Tech students may be sponsored for one year or one semester out of campus for full time industrial training assignments/projects with reputed organizations during 7th and/or 8th semesters. Such students shall be allowed to skip in-campus 7th and/or 8th semester's courses/classes in lieu of one semester/full year industrial training. The full year/one semester industrial training shall be considered as equivalent to total credits of 7th and/or 8th semester course. However, such students have to comply with the following requirements for the purpose of their assessment/evaluation to be carried out by the University.

- b. After completion of each semester of the industrial training, such students have to submit the comprehensive written report to the institute/ department for End semester performance Evaluation.
- c. As a part of the above evaluation process, the students have to give presentation to the University/department or appear at the comprehensive viva voce conducted by the University/department.
- d. The regulations involving evaluation and credit transfer shall be developed in accordance with the Grade Equivalence Policy of the University.
- e. According to AICTE norms, the Internship Credit for the B. Tech program ranges between 14 to 20 credits. In the program structure, the total credit requirement for the 4th year is 30 credits. Therefore, if a student opts for a job internship during the 7th and 8th semesters, they should complete the Major Project (MP) of 7th and 8th semesters worth 10 credits. If a student chooses a placement-based internship in the 8th semester, the 8th semester's 12 credits will be mapped to the Internship credit, and the student will not need to complete any other courses or projects.

11. METHOD OF AWARDING LETTER GRADES:

The University Academic Affair Committee (AAC) will be constituted by the Vice-Chancellor to review the Examination result and review the grade allocation. The meeting of the AAC is to be held within seven working days from the last day of the completion of evaluation, to analyse the performance of the students in all courses of study and finalize the grade ranges for each course. The AAC, by collective wisdom, should ensure the clustering/grading/pass-fail decisions along with the rational/reasoning for the same.

The marks obtained by the student in various courses as per the assessment scheme mentioned above are graded absolutely. The Institute offers the following 7 passing grades and 1 failure grades along with some specific grades for detention, absenteeism, etc. The grading system is as follows:-

Table 12: Grade and respective grade points:

Grade	Grade Point	Performance level	Range of Mark
O	10	Outstanding	90 and above up to 100
E	9	Excellent	80 and above but less than 90
A	8	Very Good	70 and above but less than 80
B	7	Good	60 and above but less than 70
C	6	Fair	50 and above but less than 60
D	5	Below Average	40 and above but less than 50 (To pass a theory paper, a student must secure at least 35% in the end-semester examination and 40% in the combined formative and summative assessments. To pass a practical/sessional paper, a student must secure at least 50% in the formative assessment.)
F	0	Fail	Below 40
S	0	Absent	-
M	0	Malpractice	-

Note: Grade 'D' shall be the Pass Grade in Theory Papers and Grade 'C' shall be the Pass Grade in Practical/Sessional/Project/Seminar/Viva-Voce.

12. DECLARATION OF RESULTS / ELIGIBILITY FOR PROMOTION

The evaluation of answer scripts should be completed within two weeks after the end-semester exam. The statement of grades, along with duly filled attendance registers for all courses, must be forwarded by the Dean of the school or Head of the department to the office of the CoE. The CoE will then conduct the Board of Conducting Examiners (BCE) meeting. Following the BCE meeting, the results will be submitted to the Vice-Chancellor for approval and publication. The results will be presented at the next Academic Council (AC) meeting for final approval. In case of any discrepancies, the Chairperson of the AC is authorized to take appropriate action. Results should be announced within 3 to 4 weeks following the end-semester examination

Eligibility For Promotion: The promotional status between two consecutive semesters and/or two consecutive levels/years shall be indicated on the Semester Results as detail below:

Passed and Promoted (denoted by P) indicating that:

- The candidate has cleared every registered course of both odd and even semester of the academic year.

Eligible for Promotion with backlogs (denoted by XP) indicating that:

- The candidate is eligible for promotion with backlog (XP) in the following situation:

For promotion from 1st year to 2nd year:

All students of first year (inclusive of first and second semesters) are eligible for promotion to 2nd year provided a student must have appear a minimum half of the theory Courses and half of the Practical/Sessional courses.

For promotion from 2nd year to 3rd year

All students of second year (inclusive of third and fourth semesters) are eligible for promotion to 3rd year provided a student must have appear a minimum half of the theory Courses and half of the Practical/Sessional courses.

For promotion from 3rd year to 4th year

All students of third year (inclusive of fifth and sixth semesters) are eligible for promotion to 4th year provided a student must have appear a minimum half of the theory Courses and half of the Practical/Sessional courses.

Important Note: The SGPA of the preceding semester/s of XP category students after clearing their backlog subjects would be updated. This updated SGPA would be considered for their promotion in the succeeding year.

The candidate is eligible for promotion to next higher level (year / semester) if

- he/she has registered for all the subjects for any semester
- he/she has appeared in the semester examination in at least half of the theory subjects of the regular semester
- he/she has attended half of the lab/practical/sessional classes.

N.B.: All the above three conditions have to be satisfied for promotion to the next higher semester/year.

Not Eligible for Promotion (denoted by X) indicating that:

- The student is NOT eligible for promotion to the next higher level as he/she has not fulfilled the stipulated requirements defined under the provisions, stated above.
Important Note: The 'X' category students as well as those who do not want to be promoted and who are otherwise eligible to continue in the institute system are required to re-register for that year. They are required to register in all the backlogs (failed/not appeared) subjects of both the semesters of that year.
- The students, who are NOT eligible for promotion, are to register and appear at the back paper subjects. If he/she does not have 75% attendance in subjects, he/she has to attend the classes in those subjects and to become eligible for appearing the examination.
- This regulation is applicable to all programmes of duration three years and more.
- A candidate shall be eligible for promotion to the next higher level/year if he/she satisfies the conditions placed under the rules formulated by the Academic Council. Candidates declared eligible for promotion to the next level without clearing all course items of earlier semesters individually shall have to apply for permission for admission to the higher level and obtain the same from the director/principal of concerned institution before registration.
- The institute shall publish a list of all successful candidates of each of the semester examinations within the date prescribed in academic calendar on the website and notice boards. The overall performance of a successful candidate for the award of a degree shall be based on the combined results of all the examinations of the concerned programme.
- There shall be no class/division awarded to a student either at Semester or degree level.

13. CALCULATION OF SEMESTER GRADE POINT AVERAGE (SGPA) AND CUMULATIVE GRADE POINT AVERAGE (CGPA)

A student's level of competence shall be categorized by a GRADE POINT AVERAGE to be specified as

SGPA – Semester Grade Point Average

CGPA – Cumulative Grade Point Average

Definition of terms:

- (a) POINT – Integer equivalent of each letter grade
- (b) CREDIT – Integer signifying the relative emphasis of individual course in a semester as indicated by the course structure and syllabus.
- (c) CREDIT POINT – (b) x (a) for each course item.
- (d) CREDIT INDEX - $\sum$ CREDIT POINT of course items in a semester.

- (e) GRADE POINT AVERAGE - $\frac{CREDIT\ INDEX}{\sum CREDITS}$
- (f) Semester Grade Point Average (SGPA) = $\frac{CREDIT\ INDEX}{\sum CREDITS}$ for a semester
- (g) Cumulative Grade Point Average (CGPA) = $\frac{\sum CREDIT\ INDEX\ of\ all\ previous\ semesters}{\sum CREDITS\ of\ all\ previous\ semester\ upto\ the\ current\ semester}$

The classification of a ward of degree is based on the CGPA and fulfillment of the eligibility for award of B.Tech degree.

14. GRADE CARDS:

Grade cards will be issued to promoted student after the results are declared. These grade cards will include the following:

- The course code, name of the course and the credits for each course registered in that semester.
- The letter grade obtained in each course
- The total number of credits earned by the student upto the end of that semester in each of the course categories
- The Cumulative Grade Point Average (CGPA) of all the courses taken from the first semester to the current semester.

A consolidated Statement of Grades is provided to the student upon completion of minimum credit requirement at the time of graduation/exit. The consolidated statement of grades shows the performance of the student in all courses registered during the entire duration of the program. It also states the performance of the candidate in other optional courses including Honors/Minor stream and additionally registered courses. This unique document helps the student showcase his/her overall performance; the subjects studied along with other details.

14.1 Conversion Formula to percentage:

The conversion from CGPA to percentage of marks shall be as follows:
Percentage of marks = (CGPA-0.5) x10%.

15. MEASURES TO CONTROL ACADEMIC MALPRACTICES:

Any student indulging in any form of inappropriate behavior, including indiscipline, misconduct, possession of unauthorized gadgets/ materials, malpractice and cheating during the examination, shall be subject to appropriate disciplinary action by the Controller of Examinations.

The Controller of Examinations during the actual conduct of examination shall be supported by the university personnel including the hall supervisors, flying squad and the Malpractice Committee.

16. RECHECKING AND CGPA IMPROVEMENT

- A. **Re-checking:** Students have the provision to look at their performance in examinations (End semesters) in COE department. If the student is not satisfied with the assessment of a course, they may apply for the re-checking after paying the fees, within the period given in the notice after the declaration of the End Semester Examination result. After re-checking, the revised grades in case of change or the original grades shall be reflected in the grade sheet.
- B. **CGPA Improvement:**
CGPA improvement will be allowed subject to:
- Eligibility
 - A student who has earned all prerequisite credits and cleared all the mandatory courses as per the curriculum in the given program are eligible to be awarded the Bachelor's Degree and declared pass.
 - A student with $CGPA < 6.5$
 - A student has submitted previous Grade Sheets and Degree Certificate to CoE Office.
 - A student has submitted undertaking to the University Office about CGPA Improvement.
 - CGPA improvement will be permitted within two years after graduation, provided that the University leaving certificate has not been issued.
 - Maximum 2 attempts will be allowed for CGPA improvement.
 - The student has to re-register for theory paper with D grade, with maximum of 25% of the total credits of the program offered by Board of Studies for improvement.
 - If the previous course studied by the student is not being offered, he/she should be ready to take and equivalent course offered by the University, which has equivalence as per the decision of the Equivalence Committee.

17. DEGREE REQUIREMENTS:

A candidate will be eligible for the award of B.Tech degree if he/she satisfies the following:

- Successfully completed all the theory, practical, sessional, seminar, project, viva-voce etc. of all the semester.
- Successfully earned the minimum required academic credits as specified in the curriculum corresponding to the Program of his/ her study within the stipulated time.
- Has secured CGPA 5.5 and above.
- No dues from all the institutional centers or facilities including Hostels, Libraries, CoEs, Clubs, Societies, and others.
- No disciplinary action is pending against him/her on any grounds.

18. RE-ADMISSION TO A SEMESTER:

The following categories of students may seek readmission to a semester:

- a. Those who have discontinued study in a semester of previous semester / academic year on valid grounds and have obtained prior permission from the Vice-Chancellor.
- b. Those who have been rusticated for some defined period provided the period of punishment is over by the time of readmission. The concerned student will have to submit an undertaking not to repeat the same in future from his parents/permanent guardian prior to readmission.

19. HONOURS & MINOR DEGREE:

A student shall be eligible for the award of B.Tech degree with Honours or Minor if he /she earns 18 credit in addition to the 160 mandatory credits. A student shall be permitted to register either for Honours or for Minor and not for both simultaneously. A student should have scored at least a CGPA of 6.5 without any backlog at the time of registration. For B. Tech. (Honours), a student shall register for the additional courses (18 credits) from semester V onwards. These courses shall be from the same vertical / specialisation or a combination of different verticals/specialisations of the same programme of study only. For minor degree, a student shall register for the additional courses (18 credits) from semester III onwards. All these courses have to be in a particular vertical / specialisation from any one of the other programmes, Moreover, for minor degree the student can register for courses from any one of the other verticals / specialisation as notified by the Director Academics office.

20. CONDUCT AND DISCIPLINE:

- i. Students shall conduct themselves within and outside the premises of the University in a manner befitting students of a premier University.
- ii. Students shall show due respect to the teachers of the University/Wardens/other Administrative & Support Staff related to Hostel/NCC/NSS or any other university Functionaries.
- iii. Students are required to behave in a friendly manner and cultivate a cordial relationship with fellow students. Ragging in any form inside and outside the campus is banned by law. Acts of ragging will be considered as gross indiscipline and action will be taken as deemed fit, which could include rustication from the university or imprisonment under law.
- iv. The following acts of omission and/or commission shall constitute a gross violation of the code of conduct and are liable to involve disciplinary measures:
 - Ragging
 - Lack of courtesy, decency/decorum, indecent behavior anywhere within or outside the campus towards any student/employee of the university or service provider engaged by the university/visitor to the university

- Wilful damage or stealthy removal of any property/belongings of the University /Hostels or fellow students or service providers in the campus.
- Possession, consumption or distribution of alcoholic drinks or any kind of prohibited substance/drugs/cigarettes.
- Adoption of unfair means in the examinations, project activities and linked reports, plagiarism or usage of others data or work without consent.
- Mutilation or unauthorized possession of Library books.
- Any abusive and wrong reporting about university/university activities/fellow students or staff in social media directly or through proxies
- Noisy and unseemly behavior, use of any racial buses, disturbing studies of fellow students.
- In general any misconduct as against the undertaking given by the student/parent could lead to appropriate disciplinary action
- Fabricated mark-sheet & certificates

Commensurate with the gravity of offence, the punishment may be reprimand, fine/expulsion from the hostel, debarment from examination, suspension for a specified period or even out right expulsion/rustication from the University. The Vice-Chancellor on recommendation of the Disciplinary Committee may take any disciplinary action as deemed necessary.

- ❖ *The rules and regulation cited above may be changed from time to time at the discretion of the Vice Chancellor with the approval of Academic Council in adherence to National Education Policy (NEP-2020), UGC and AICTE guidelines.*
- ❖ *The Deans of the School and HOD of the University may propose more courses through appropriate process and with the approval of Academic Council of DRIEMS University, add more courses as felt appropriate from time to time.*

Table 13: List of Value Added Courses offered by the University (for Semester VII)

Sl. No.	Course Code	Subject Name
1	IN401	Indian Knowledge System
2	IN402	Indian Constitution
3	IN403	Indian Economy
4	IN404	Business Communication through effective presentation
5	IN405	Corporate Soft Skill
6	IN406	Start-up Activity in –DRMU TBI
7	IN407	Languages (Indian/International)
8	IN408	Vedic Science
9	IN409	Energy Literacy Training (ENERGY SWARAJ FOUNDATION)
10	IN410	Engineering Economics & Costing (MOOCS-NPTEL)
11	IN411	Business Fundamentals for Entrepreneurs(MOOCS-NPTEL)
12	IN412	Decision Making under Uncertainty(MOOCS-NPTEL)
13	IN413	Gender Justice and workplace security(MOOCS-NPTEL)
14	IN414	Great Experiments in Psychology (MOOCS-NPTEL)
15	IN415	Countering stage Fright (MOOCS-NPTEL)
16	IN416	Body Language : Key to professional success(MOOCS-NPTEL)
17	IN417	Stress Management (MOOCS-NPTEL)
18	IN418	Higher Studies

Students can choose to enroll in MOOCS-NPTEL courses or attend physical classes offered by the respective school.

**Table 14: List of Skill Enhancement Elective offered by the University
(for Semester III TO IV)**

SL. NO	Offering Department	Course Name	Subject	Code
1	Mech	Welding Training	Basic Arc Welding	SD201
			Robotic Arc Welding	SD202
		Product Design & manufacturing (Tool Room)	Basic Manufacturing & Metrology	SD203
			Advance Machining & CAM	SD204
		HVAC&R	Introduction to HVAC System	SD205
			Air Conditioning Designing System	SD206
		Industrial Automation	Industrial PLC	SD207
			Mechatronics with Industry 4.0	SD208
			Basic Pneumatics & Hydraulics	SD209
			Advanced Pneumatics & Hydraulics	SD210
2	ETC	Robotics	Embedded system and Robotics	SD211
			Advanced Motion Control and Robotics	SD212
			ROS Robotics	SD213
			Mechatronics	SD214
		VLSI & PCB Design	PCB Design	SD215
			Analog & Digital VLSI	SD216
6	EE	Total Integrated Automation Factory Automation	SCADA & DCS	SD217
			Factory Automation with PLC & HMI	SD218
			Solar Photovoltaics Fundamentals, Technology And Applications	SD219
			Electric Vehicle Technology	SD220
11	CSE	Emerging Technologie in CSE/CSIT	CISCO Certified Network Associate (CCNA)	SD221
			Cloud Computing	SD222
12	CIVIL	CIVIL	Auto CAD	SD223
			Revit	SD224
			STAAD Pro	SD225
			Open Roads	SD226

**** The department should provide SDE courses leveraging its facilities, and it needs to contemplate establishing new Centers of Excellence aligned with global skill standards**

Table 15:List of Life Skills Elective Courses Offered by the University (for Semester I & II)

Life Skill I			Life Skill II		
Sl. No.	Course Code	Courses	Sl. No.	Course Code	Courses
1	XC101	SWIMMING	1	XC120	DANCE
2	XC102	CHESS	2	XC121	PHOTOGRAPHY
3	XC103	CARROM	3	XC122	BAND
4	XC104	BASKETBALL	4	XC123	NUKKAD
5	XC105	BADMINTON	5	XC124	LITERARY
6	XC106	CRICKET	6	XC125	MUSIC
7	XC107	VOLLEYBALL	7	XC126	PAINTING
8	XC108	KABADI	8	XC127	COOKING
9	XC109	NSS	9	XC128	BAKERY
10	XC110	NCC	10	XC129	English Language Skill
11	XC111	YOGA			

**** Any other Life skills can be added by Director (Sports) and Director (Student Relation)**

Semester-Wise Course Curriculum Structure for B. Tech ProgrammeSemester – I

Sl. No.	Category Code	Course Type	Course Code	Course Title	Hours per week				Credits	Hrs./ Week	Hrs./ Sem
					L	P	T	E			
1	-			Induction Program	-	-	-	-	-	-	60
2	BSC	L+T		Mathematics I	3	0	1	0	3	4	56
3	ESC/ ESC	L+T		Basic Electrical Engineering/Introduction to Electronics Engineering	3	0	1	0	3	4	56
4	BSC/ ESC	L+T		Physics/Introduction to Mechanical Engineering	3	0	1	0	3	4	56
5	ESC	L		Programming for Problem Solving	2	0	1	0	2	3	42
6	HSS	L+T		Communicative Skill	1	0	1	0	1	2	28
6	BSC/ ESC	P		Physics Lab/Computer Aided Drawing & Graphics	0	3	0	0	2	3	36
7	ESC/ ESC	P		Basic Electrical Engineering Lab/Introduction to Electronics Engineering Lab	0	3	0	0	2	3	36
8	ESC	P		Programming in C -Lab	0	3	0	0	2	3	36
9	VAC	E		Life Skills – I/II	0	0	0	3	1	3	42
Total									19	29	448

Note: L – lecture ; P – Practical; T- Tutorial; E - Experiential

Semester – II

Sl. No.	Category Code	Course Type	Course Code	Course Title	Hours per week				Credits	Hrs./ week	Hrs./ Sem
					L	P	T	E			
1	BSC	L+T		Mathematics II	3	0	1	0	3	4	56
2	ESC/ ESC	L+T		Basic Electrical Engineering/ Introduction to Electronics Engineering	3	0	1	0	3	4	56
3	BSC/ ESC	L+T		Physics/Introduction to Mechanical Engineering	3	0	1	0	3	4	56
4	ESC	L		Data Structure	3	0	0	0	3	3	42
5	BSC/ ESC	P		Physics Lab/Computer Aided Drawing & Graphics	0	3	0	0	2	3	36
6	ESC/ ESC	P		Basic Electrical Engineering Lab/ Introduction to Electronics Engineering Lab	0	3	0	0	2	3	36
7	AEC	P		Professional Communication	0	3	0	0	2	3	36
8	ESC	P		Data Structure Lab	0	3	0	0	2	3	36
9	VAC	E		Life Skills – I/II	0	0	0	3	1	3	42
Total									21	30	396

Semester – III

Sl. No.	Category Code	Course Type	Course Code	Course Title	Hours per week				Credits	Hrs./week	Hrs./Sem
					L	P	T	E			
1	BSC	L+T		Mathematics III	3	0	1	0	3	4	56
2	BSC/ VAC	L		Green Chemistry / Biology & Environmental Science	3	0	0	0	3	3	42
3	PCC	L+T		PCL1	3	0	1	0	3	4	56
4	PCC	L		PCL2	3	0	0	0	3	3	42
5	ESC	P		Python Programming Lab	0	2	1	0	2	3	36
6	PCC	P		PCP1	0	3	0	0	2	3	36
7	PCC	P		PCP2	0	3	0	0	2	3	36
8	SEC	P		SDE – I	0	3	0	0	2	3	42
9	VAC	L		Universal Human Values and Ethics	3	0	0	0	3	3	42
Total									23	29	388

Note: PCL – program core lecture; PCP-program core practical; SDE-skill development elective

Semester – IV

Sl. No.	Category Code	Course Type	Course Code	Course Title	Hours per week				Credits	Hrs./week	Hrs./Sem
					L	P	T	E			
1	BSC/ VAC	L		Green Chemistry / Biology & Environmental Science	3	0	0	0	3	3	42
2	PCC	L+T		PCL3	3	0	1	0	3	4	56
3	PCC	L+T		PCL4	3	0	1	0	3	4	56
4	PCC	L		PCL5	3	0	0	0	3	3	42
5	BSC	P		Mathematics Lab (Using Python)	0	2	1	0	2	3	36
6	PCC	P		PCP3	0	3	0	0	2	3	36
7	PCC	P		PCP4	0	3	0	0	2	3	36
8	SEC	P		SDE – II	0	3	0	0	2	3	42
9	ESC	L		Innovation by Design (MOOCS – NPTEL)	1	0	0	0	1	1	14
10	AEC	E		CDT – I Professional And Communicative English	0	0	0	3	1	3	42
Total									22	30	402

❖ CDT – I will comprise of Aptitude & Reasoning

Semester – V

Sl. No.	Category Code	Course Type	Course Code	Course Title	Hours per week				Credits	Hrs./ Week	Hrs./ Sem
					L	P	T	E			
1	ESC	L+T		Introduction to AI & ML	3	0	1	0	3	4	56
2	PCC	L+T		PCL6	3	0	1	0	3	4	56
3	PCC	L+T		PCL7	3	0	1	0	3	4	56
	PEC	L		PEL1	2	0	0	0	2	2	30
4	PEC	L		PEL2	3	0	0	0	3	3	42
5	ESC	P		AI & ML Lab	0	3	0	0	2	3	36
6	PCC	P		PCP5	0	3	0	0	2	3	36
7	PCC	P		PCP6	0	3	0	0	2	3	36
8	PEC	P		PEP2	0	3	0	0	2	3	36
9	AEC	L		CDT – II (21st Century Employability Skills) Swayam –Plus	0	0	0	3	1	3	42
Total									23	33	402

Note: CDT – II will be Soft Skills preparation; PEL-program elective lecture; PEP-program elective practical.

Semester – VI

Sl. No.	Category Code	Course Type	Course Code	Course Title	Hours per week				Credits	Hrs./ week	Hrs./ Sem
					L	P	T	E			
1	PCC	L+T		PCL8	3	0	1	0	3	4	56
2	PCC	L+T		PCL9	3	0	1	0	3	4	56
3	PCC	L		PCL10	3	0	0	0	3	3	42
4	PEC	L		PEL3	3	0	0	0	3	3	42
5	PCC	P		PCP8	0	3	0	0	2	3	36
6	PCC	P		PCP9	0	3	0	0	2	3	36
7	RP	P		Major Project – I	0	0	0	6	2	6	84
8	ESC	L	IN302	Patent & IPR (MOOCS – NPTEL)	3	0	0	0	3	3	42
9	AEC	E	IN303	CDT – III (Career Development Cell)	0	0	0	3	1	3	42
Total									22	34	436

❖ CDT – III will be done by the Department. (Interview preparation related to department & Comprehensive viva-voce)

Semester – VII

Sl. No.	Category Code	Course Type	Course Code	Course Title	Hours per week				Credits	Hrs./ week	Hrs./ Sem
					L	P	T	E			
1	PEC	L		PEL4	3	0	0	0	3	3	42
2	PEC	L		PEL5	3	0	0	0	3	3	42
3	OEC	L		OEL1	3	0	0	0	3	3	42
4	PEC	P		PEP4	0	3	0	0	2	3	42
5	SI	P		Summer Internship	0	0	0	6	2	6	84
6	RP	P		Major Project - II	0	0	0	12	4	12	168
7	VAC	L		VAC Elective	1	0	0	0	1	1	14
Total									18	31	434

Note: OEL – open elective lecture

Semester – VIII

Sl. No.	Category Code	Course Type	Course Code	Course Title	Hours per week				Credits	Hrs./ week	Hrs./ Sem
					L	P	T	E			
1	PEC	L		PEL6	3	0	0	0	3	3	42
2	OEC	L		OEL2	3	0	0	0	3	3	42
3	RP	P		Major Project – III (Project Linked Research Paper/Product)	0	0	0	12	6	18	252
Total									12	24	336

Project Linked Research Paper/Product is mandatory for all the students. If the student has not published any paper/patent, then the student will not gate the “O” grade

25. DEFINITION OF CREDITS

Sl. No.	Contact Hours	Credits
1	1 Hour Lecture (L) per week	1 Credit
2	1 Hour Tutorial (T) per week	0 Credit
3	3 Hours Practical (P) per week	2 Credit
4	3 Hours of Experiential Learning (L) per week	1 Credit

26. SEMESTER WISE CREDIT DISTRIBUTION AND CONTACT HOURS

Semester	Credits	Hours/Week
1 st	19	27
2 nd	21	30
3 rd	23	29
4 th	22	30
5 th	23	33
6 th	22	34
7 th	18	31
8 th	12	21
Total	160	Avg. 30 Hrs/Week

26.1 BASIC SCIENCES COURSES (BSC)

Sl. No.	Course Type	Course Code	Course Title	Semester	Hours per week				Credit
					L	P	T	E	
1	L+T		Mathematics I	I	3	0	1	0	3
2	L+T		Mathematics II	II	3	0	1	0	3
3	L+T		Mathematics III	III	3	0	1	0	3
4	P		Mathematics Lab	II	0	3	0	0	2
5	L+T		Physics	I/II	3	0	1	0	3
6	P		Physics Lab	I/II	0	3	0	0	2
7	L		Green Chemistry	III/IV	3	0	0	0	3
Total Credits									19

26.2 ENGINEERING SCIENCE COURSES (ESC)

Sl. No.	Course Type	Course Code	Course Title	Semester	Hours per week				Credit
					L	P	T	E	
1	L+T		Basic Electrical Engineering	I/II	3	0	1	0	3
2	L+T		Introduction to Electronics Engineering	I/II	3	0	1	0	3
3	L+T		Introduction to Mechanical Engineering	I/II	3	0	1	0	3
4	P		Basic Electrical Engineering Lab	I/II	0	3	0	0	2
5	P		Introduction to Electronics Engineering Lab	I/II	0	3	0	0	2
6	P		Computer Aided Engineering Drawing & Graphics	I/II	0	3	0	0	2
7	L		Programming for Problem Solving	I	3	0	0	0	3
8	P		C Programming Lab	I	0	3	0	0	2
9	L		Data Structure	II	3	0	0	0	3
10	P		Data Structure Lab	II	0	3	0	0	2
11	P		Python Programming Lab	III	0	3	0	0	2
12	L		Introduction to AI & ML	V	3	0	0	0	3
13	P		AI & ML Lab	V	0	3	0	0	2
14	L		Innovation by Design (NPTEL-MOOCs)	IV	1	0	0	0	1
15	L		Patent & IPR (MOOCS – NPTEL)	VI	3	0	0	0	3
Total Credits									36

26.3. PROGRAM CORE COURSES (PCC)

Sl. No.	Course Type	Course Code	Course Title	Semester	Hours per week				Credit
					L	P	T	E	
1	L+T		PCL1	III	3	0	1	0	3
2	L		PCL2	III	3	0	0	0	3
3	P		PCP1	III	0	3	0	0	2
4	P		PCP2	III	0	3	0	0	2
5	L+T		PCL3	IV	3	0	1	0	3
6	L+T		PCL4	IV	3	0	1	0	3
7	L		PCL5	IV	3	0	0	0	3
8	P		PCP3	IV	0	3	0	0	2
9	P		PCP4	IV	0	3	0	0	2
10	L+T		PCL6	V	3	0	1	0	3
11	L+T		PCL7	V	3	0	1	0	3
12	P		PCP5	V	0	3	0	0	2
13	P		PCP6	V	0	3	0	0	2
14	L+T		PCL8	VI	3	0	1	0	3
15	L+T		PCL9	VI	3	0	1	0	3
16	L		PCL10	VI	3	0	0	0	3
17	P		PCP7	VI	0	3	0	0	2
18	P		PCP8	VI	0	3	0	0	2
19	P		PCP9	VI	0	3	0	0	2
Total Credits									48

26.4 PROGRAM ELECTIVE COURSES (PEC)

Sl. No.	Course Type	Course Code	Course Title	Semester	Hours per week				Credit
					L	P	T	E	
1	L		PEL1	V	2	0	0	0	2
2	L		PEL2	V	3	0	0	0	3
3	P		PEP2	V	0	3	0	0	2
4	L		PEL3	VI	3	0	0	0	3
5	L		PEL4	VII	3	0	0	0	3
6	L		PEL5	VII	3	0	0	0	3
7	P		PEP4	VII	0	2	0	0	2
8	L		PEL6	VIII	3	0	0	0	3
Total Credits									21

Respective Department will offer the Program Elective Course based on the future skill of the students

➤ List of Program Elective Courses Offered by the (NAME OF THE DEPARTMENT)

Sl. No.	Course Code	Subject Name

26.5 OPEN ELECTIVE COURSES (OEC)

Sl. No.	Course Type	Course Code	Course Title	Semester	Hours per week				Credit
					L	P	T	E	
1	L		OEL-I	VII	3	0	0	0	3
2	L		OEL-II	VIII	3	0	0	0	3
Total Credits									6

***List of Open Elective Subjects will be published by Office of Director Academics at starting of each semester.**

26.6 ABILITY ENHANCEMENT COURSES (AEC)

Sl. No.	Course Type	Course Code	Course Title	Semester	Hours per week				Credit
					L	P	T	E	
1	P		Professional Communication	II	0	3	0	0	2
2	E		CDT – I	IV	0	0	0	3	1
3	E		CDT – II	V	0	0	0	3	1
4	E		CDT – III	VI	0	0	0	3	1
Total Credits									5

26.7 VALUE ADDED COURSES (VAC)

Sl. No.	Course Type	Course Code	Course Title	Semester	Hours per week				Credit
					L	P	T	E	
1	E		Life Skills I/II	I/II	0	0	0	3	1
2	E		Life Skills I/II	I/II	0	0	0	3	1
3	L		Biology and Environmental Science	III	3	0	0	0	3
4	L		Universal Human Values – II	III	3	0	0	0	3
5	L		VAC Elective	VII	1	0	0	0	1
Total Credits									9

26.8 MAJOR PROJECT (MULTI-DISCIPLINARY)

Sl. No.	Course Type	Course Code	Course Title	Semester	Hours per week				Credit
					L	P	T	E	
1	RP		Major Project-1	VI	0	3	0	3	2
2	RP		Major Project-II	VII	0	6	0	3	4
3	RP		Major Project-III	VIII	3	8	0	0	6
Total Credits									12

26.9 SKILL DEVELOPMENT ELECTIVE (MULTI-DISCIPLINARY)

Sl. No.	Course Type	Course Code	Course Title	Semester	Hours per week				Credit
					L	P	T	E	
1	SDE		SDE-I	III	0	3	0	3	2
2	SDE		SDE-II	IV	0	3	0	3	2
Total Credits									04

26.10 HSS COURSES

Sl. No.	Course Type	Course Code	Course Title	Semester	Hours per week				Credit
					L	P	T	E	
1	E		Life Skills II	I/II	0	0	0	3	1
2	E		Professional Communication	II	0	3	0	0	1
3	L		Universal Values and Ethics	III	3	0	0	0	3
4	L	IN301	CDT-II	V	0	0	0	3	1
5	L		VAC	VII	1	0	0	0	1
Total Credits									7

HoD, CE

HoD, CSE

HoD, EE

HoD, ENTC

HoD, ME

DEAN, SoHSS

DEAN, SoNS

DEAN, SoET

CoE, DRMU

**DIRECTOR
(ACADEMICS),
DRMU**

**VICE CHANCELLOR,
DRMU**

(Application for Health Issues / Co- curricular/Extracurricular Participation representing the University)

To,
The HOD
Name of the Department
DRIEMS University, Odisha
Date:

Subject: Medical Leave Application for _____(Duration).

Respected Sir/Ma'am,

My name is _____, and I am studying in _____
(stream and department, for example, B.Tech, 2nd Semester, Mechanical Engg.). I am writing this leave application to let you know about my health issues. For the past few days, I was not feeling good and have been suffering from _____. After some medical tests, I was diagnosed with _____(Disease)

My doctor advised me to take leave to rest so that I can recover as soon as possible. Hence, I won't be able to attend classes from _____(start date) to _____(end date).

I request you to grant me leave for the above-mentioned period so that I can take care of myself. I am attaching the reports, prescription, and doctor's consultation documents with this leave application as supporting documents. I hope you will consider my request and grant me leave for one month.

Thanking you,

Yours Faithfully,

Full Signature
Name:
Stream and Department:
Roll number:

Recommendation of the Mentor with Signature

Approval of the HoD

[Attach medical certificate, medical reports, and doctor's prescription]

To,
The HOD
Name of the Department
DRIEMS University, Odisha
Date:

**Subject: Application for Shortage of Attendance Due to Co-
curricular/Extracurricular Participation representing the University**

Respected Sir/Madam

I am writing to bring to your attention my current situation regarding attendance in [Subject/Course Name] due to my involvement in [Specify Co-curricular/Extracurricular Activity, e.g., a Hackathon, Workshop, Conference, etc.].

I am fully aware of the attendance requirements set forth by the institution, and I understand the importance of regular attendance for academic progress. However, I find myself in a situation where my participation in the aforementioned activity has caused me to fall short of the required attendance percentage.

I would like to highlight that the activity in question is of significant academic and personal value. It provides me with hands-on experience, networking opportunities, and enhances my overall learning and skill development. Moreover, it aligns with the goals and objectives of our university in promoting holistic growth and development among students.

I assure you that I have diligently managed my time to balance my academic responsibilities with my participation in co-curricular/extracurricular activities. Nevertheless, despite my best efforts, I have fallen short of the required attendance percentage.

I kindly request your understanding and consideration in this matter. I am willing to provide any additional documentation or evidence to support my request, if necessary. Furthermore, I assure you that I will make every effort to ensure that my attendance remains satisfactory for the remainder of the semester.

Thanking you,

Yours Faithfully,

Recommendation of the Mentor with Signature

Full Signature

Name:

Stream and Department:

Roll number:

Approval of the HoD

[Please attach the approval application signed by the Head of the Department (HoD)/ Dean Students Affairs for participation in the event, along with the certificate of participation or any awards received during the event.]



ACADEMIC REGULATIONS FOR TWO-YEAR PG PROGRAMMES (M.TECH. /M.Sc.)

DRIEMS University

Tangi, CUTTACK-754022,

Odisha, INDIA

www.driems.ac.in

Ph. No.: 0671-2595061 (Off.), Fax: 0671-2595755

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DRIEMS University, Cuttack
ACADEMIC REGULATION
FOR TWO-YEAR PG PROGRAMMES
(M. TECH. / M.Sc.)

1.0 Duration of Curriculum and Calendar:

- 1.1 Each year shall be divided into two Semesters - Autumn Semester (July to December) and Spring Semester (January to June). The Autumn semester shall ordinarily begin in July for students already on rolls and the Spring semester shall ordinarily begin in January. However, the first semester (Autumn, for newly admitted students) may begin a little later depending on completion of admission process and formalities. The number of teaching weeks in each semester shall be fifteen to eighteen with a minimum of 90 teaching days including the period of examination.
- 1.2 Each year the University shall draw out a calendar of academic and associated activities, which shall be adhered to. The same is non-negotiable. Details of curricula and syllabi shall be as decided by the Academic Council with provision for modification from time to time as per the needs of the specializations concerned.
- 1.3 **Duration:** The duration of the programme shall be governed by the regulations of UGC/ AICTE/ PCI/ NMC/ NCI, etc. that may change from time to time. As per the prevailing regulations, M. Tech. / M.Sc. programmes are of Two years (Four Semesters) duration. A weaker student can complete a two year programme in not more than four years.

2.0 Eligibility for Admission:

- 2.1 Admissions to different courses of the University shall be based on criteria decided by the Academic Council of the University in accordance with the stipulations of AICTE/ UGC/ PCI/ NMC/ NCI, etc. modified as necessary.

- 2.2 Each candidate, whosoever takes admission into any of these two year programmes (M. Tech. / M.Sc.) shall submit an undertaking during the admission process in DRIEMS University, Cuttack towards unemployment (Appendix-I). Candidates availing PG Scholarship through GATE score or other shall have to submit an undertaking (Appendix-II), for refund of the same in case of quitting the programme midway, as per provisions of AICTE/ UGC, etc.
- 2.3 Physically handicapped Candidates shall be required to satisfy the prescribed medical fitness norms.
- 2.4 Admissions shall ordinarily close on a specified date before commencement of the first semester instruction, through a notification / academic calendar.
- 2.4 Candidates shall have to register as bonafide students with the University as per University regulations before commencement of instruction in First Semester.
- 2.5 A student is allowed to attend classes only for those subjects that he/ she has registered in a semester.
- 2.6 A student who has been promoted with a backlog, has to first register for the backlog subject(s) if the same is being offered in a semester.

3.0 Subject-wise Registration and Eligibility to Appear at Examinations:

- 3.1 All Registered Students of the University have to register for each of the subjects they are required to study before commencement of a semester. A student has to apply to the University in a specified format for subject-wise registration for the term with prescribed fees. The same will be scrutinized and registration confirmation will be given by the University.
- 3.2 A student who has been promoted with backlog has to register first for the backlog subjects being offered in the semester. During the course of study, the students may register in any number of (2nd semester onwards) backlog (failed) subjects of their lower semesters; preference being given to lowest possible semester in addition to the prescribed

subjects of that semester. During normal course of study, a student may register the backlog (failed) subjects of his / her branch of study of lower semester. After completing the final semester (M. Tech. / M.Sc.), a student may register in any number of backlog (failed) subjects or subjects (having requisite attendance) and attempt to clear them during appropriate semester examinations. The student once registered for a set of backlog subjects cannot change them during the semester.

- 3.3 If a student does not secure a pass grade in Laboratory / Sessional subject, he/ she have to clear the same as prescribed above. .
- 3.4 **Attendance Requirements:** Students must attend a minimum of 75% of the classes conducted for each subject to be eligible to sit for the End Semester Examinations. However, under special circumstances such as Medical Grounds or participation in activities like Conferences, Workshops or other State, National and International events, a maximum of 10% to 15% attendance can be condoned. However, condonation for a shortage of attendance, up to 10% to 15% (between 60% to 74%), is permissible under medical grounds, on-duty leave for university-related activities, or in special circumstances. Students whose attendance shortage is not condoned will be ineligible to take their end-semester examinations and will be classified as in the debarred category. Such students will need to retake the course by re-registering during the summer term.
- 3.5 **Summer Term (SUT) Facilities for Students:** For all PG Programs an additional make-up semester facility, known as Summer Term is available. This is tentatively conducted in the period between even and odd semester brake (Summer Vacation). Typically, make-up opportunities for all subjects/courses of both even and odd semesters shall be offered in summer term. The final decision on the course(s) to be offered shall be taken by the Director Academic in consultation with the respective Dean of the School and it is not mandatory to offer all the courses. *However, students are advised to work hard during regular semester, as far as possible to avoid back papers and summer term study.*

Students opting for SUT have to attain the makeup classes for all the courses offered in summer term. Students opting for such makeup classes shall have to pay a fee, as notified by the Director Academic Office.

- 3.6 A student shall be admitted to any examination in a subject only if he/ she has registered for that subject and paid necessary registration and examination fees in the beginning of the semester.
- 3.7 A candidate shall be allowed to appear in an End-Semester examination only after he/ she is issued a Hall Ticket for the relevant examination by the University.
- 3.8 A student who is promoted to the next higher year with backlogs in the previous year shall be permitted to appear at an examination for the backlog subjects, provided he/ she fulfills the conditions 3.3 to 3.6 above.

4.0 Rules for examinations:

- 4.1. Each discipline consists of the following five types of evaluations:

- Theory
- Practical / Sessional
- Project/Dissertation
- Seminar /Technical Review & Presentation
- Mandatory courses

The schedule of these evaluations along with their credit points for each semester shall be as per rules formulated by the BOS/ Academic Council from time to time.

- 4.2. At the end of each semester, there shall be an examination (herein after called end-semester examination) conducted by the University as per programme announced at the beginning of each academic year.
- 4.3. Back paper examinations, if any, shall be held with the normal end semester examination.
- 4.4. Students with backlogs shall clear their backlog subjects along with regular students of lower semester(s) in subsequent year or in the same year if a subject is offered in both semesters.
- 4.5. There shall be Summer Term examinations in the summer vacation to clear the backlogs subjects.

- 4.6. Students who have secured 'M' (Malpractice case) or 'S' (S-Absent) Grade in any subject(s) can appear at the Regular Semester/SUT Examinations to clear such subjects.

5.0 Declaration of Result and Promotions:

The evaluation of answer scripts should be completed within two weeks after the end-semester exam. The statement of grades, along with duly filled attendance registers for all courses, must be forwarded by the Dean of the school or Head of the department to the office of the CoE. The CoE will then conduct the Board of Conducting Examiners (BCE) meeting. Following the BCE meeting, the results will be submitted to the Vice-Chancellor for approval and publication. The results will be presented at the next Academic Council (AC) meeting for final approval. In case of any discrepancies, the Chairperson of the AC is authorized to take appropriate action. Results should be announced within 3 to 4 weeks following the end-semester examination

5.1 Eligibility For Promotion: The promotional status between two consecutive semesters and/or two consecutive levels/years shall be indicated on the Semester Results as detail below:

Passed and Promoted (denoted by P) indicating that:

- The candidate has cleared every registered course of both odd and even semester of the academic year.

Eligible for Promotion with backlogs (denoted by XP) indicating that:

- The candidate is eligible for promotion with backlog (XP) in the following situation:

For promotion from 1st year to 2nd year:

All students of first year (inclusive of first and second semesters) are eligible for promotion to 2nd year provided a student must have appear a minimum half of the theory Courses and half of the Practical/Sessional courses.

Important Note: The SGPA of the preceding semester/s of XP category students after clearing their backlog subjects would be updated. This updated SGPA would be considered for their promotion in the succeeding year.

The candidate is eligible for promotion to next higher level (year / semester) if

- he/she has registered for all the subjects for any semester
- he/she has appeared in the semester examination in at least half of the theory subjects of the regular semester
- he/she has attended half of the lab/practical/sessional classes.

N.B.: All the above three conditions have to be satisfied for promotion to the next higher semester/year.

Not Eligible for Promotion (denoted by X) indicating that:

- The student is NOT eligible for promotion to the next higher level as he/she has not fulfilled the stipulated requirements defined under the provisions, stated above.

Important Note: The 'X' category students as well as those who do not want to be promoted and who are otherwise eligible to continue in the institute system are required to re-register for that year. They are required to register in all the backlogs (failed/not appeared) subjects of both the semesters of that year.

- The students, who are NOT eligible for promotion, are to register and appear at the back paper subjects. If he/she does not have 75% attendance in subjects, he/she has to attend the classes in those subjects and to become eligible for appearing the examination.
- This regulation is applicable to all M.Tech / M.Sc. programmes of duration two years.
- A candidate shall be eligible for promotion to the next higher level/year if he/she satisfies the conditions placed under the rules formulated by the Academic Council. Candidates declared eligible for promotion to the next level without clearing all course items of earlier semesters individually shall have to apply for permission for admission to the higher level and obtain the same from the director/principal of concerned institution before registration.
- The institute shall publish a list of all successful candidates of each of the semester examinations within the date prescribed in academic calendar on the website and notice boards. The overall performance of a successful candidate for the award of a degree shall be based on the combined results of all the examinations of the concerned programme.

5.2 The University shall publish a list of all successful candidates of each of the semester examinations within the date prescribed in academic calendar.

5.3 The overall performance of a successful candidate for the award of a degree shall be based on the combined results of all the examinations of the concerned programme.

5.4 A student's level of competence shall be categorized in accordance with the Cumulative Grade Point Average.

6.0 Grading System:

6.1 A letter grading system shall be followed in the University. The uniform Grading System to be followed for all Academic Programmes shall be as described below A Nine Point grading system on base of 10 shall be followed in the University.

Grade-sheet would be issued year-wise to students who have cleared all the subjects as per syllabus of the lower semesters.

NB: Grade 'C' shall be considered as average, Grade 'D' shall be pass grade for theory and grade 'C' shall be pass grade for Practical/ laboratory/ project/ seminar/ viva voce.

Categorization of these grades and their correlation shall be as under:

Qualification	Grade	Score on 100 percentage points	Point
Outstanding	'O'	90 & above upto 100	10
Excellent	'E'	80 & above but less than 90	9
Very Good	'A'	70 & above but less than 80	8
Good	'B'	60 & above but less than 70	7
Fair	'C'	50 & above but less than 60	6
Below Average	'D'	40 & above but less than 50	5
Failed	'F'	Below 40	0
Malpractice	'M'	-	0
Absent	'S'	-	0

6.2 A student's level of competence shall be categorized by a **GRADE POINT AVERAGE** to be specified as:

SGPA – Semester grade point average

CGPA – Cumulative Grade point average

It shall be the basis of judging his/her overall competence in the course.

6.3 **Definition of terms:**

- a) **POINT** - Integer equivalent each letter grade.
- b) **CREDIT** - Integer signifying the relative emphasis of individual course item(s) in a semester as indicated by the Course structure and syllabus.

- c) **CREDIT POINT-** (b) x (a) for each course item.
- d) **CREDIT INDEX-** $\frac{\sum \text{CREDIT POINT of course items in a semester}}{\sum \text{CREDITS}}$
- e) **GRADE POINT AVERAGE -** $\frac{\text{CREDIT INDEX}}{\sum \text{CREDITS}}$
- f) **SEMESTER GRADE POINT AVERAGE (SGPA)**

$$\text{SGPA} = \frac{\text{CREDIT INDEX}}{\sum \text{CREDITS for a semester}}$$
- g) **CUMULATIVE GRADE POINT AVERAGE (CGPA)**

$$\text{CGPA} = \frac{\sum \text{CREDIT INDEX for all previous semesters}}{\sum \text{CREDITS for all previous semester up to a semester}}$$

7.0 Requirements for Award of Degree:

There shall be no class/ division awarded to a student either at Semester or degree level.

7.1. Eligibility for Award of Degree

A candidate will be eligible for award of M. Tech. / M.Sc. degree if he/ she satisfy all the following conditions:

- (a) Has cleared (minimum pass grade) in all subjects and obtained requisite number of credit points prescribed for his/her branch of study.
- (b) For M. Tech program, a student may be awarded degree as follows:
 - (i) Master of Technology in his/ her branch of study or
 - (ii) Bachelor of Technology with Honours in his/ her branch of study if he/ she clears subjects of minimum 20 credit points prescribed under Honours or
 - (iii) Bachelor of Technology in his/ her branch of study with Minor Engineering in a branch other than his/ her regular branch of study if he/ she clears subjects of minimum 20 credit points prescribed under Minor Engineering.
- (c) Has secured a minimum Cumulative Grade Point Average (CGPA) of 5.5 (see # 6.3 for calculation of CGPA).

7.2. **Disqualification for Award of Degree**

Students who have been convicted by any cognizable offence(s) shall be debarred from receiving degrees.

8.0 **Assessment and Examinations:**

Globalization of the world economy and greater demand on higher education are driving profound changes in engineering education system. Worldwide adaptation of Outcome Based Education(OBE) framework, **Competence based Assessment** and enhanced focus on higher-order learning skills, 21st century skills(social and professional), and extensive digitalization have all mandated a paradigm shift in education pedagogy, which affects traditional practices of curriculum design, content development, education delivery and assessment. World over sweeping reforms are being undertaken to bring about essential changes in Higher Education in terms of what to teach (content) and how to teach (knowledge delivery)and how to assess(student learning).Examinations/student assessments play a very important role in deciding the quality of education. The performance-based new-age reforms in assessment are expected to benefit the student profoundly in preparing him/ her for success in the knowledge society. This is expected to enable a more effective mapping between program outcomes and assessment tools that lead to the accurate and reliable measurement of attainment of outcomes of the students.

The credit in each course is defined as in terms of Lecture(L), Practical/ Sessional /Skilling (P), Tutorials(T),and Experiential learning(E), Project/Dissertation to complete the planed course. Each course will have tailor-made assessment models viz. group tasks, assignments, report on field visit, quizzes, open book tests, laboratory exercises, case study, mini-project and end of semester summative assessment etc. The assessment in each theory subject consists of Teacher's Assessment, Mid Semester and End Semester Assessment. The number of assessments for a laboratory course shall range from 6 to 12 or as per the need of the course to be defined before the beginning

of the course by the faculty. The students shall contact the faculty responsible for the course for the method and rubrics of the assessments of that course.

1. Formative / Teacher's Assessment (20 Marks)

Teacher's Assessment is a continuous assessment system carried out by the respective faculty in charge of the course to assess the student's attainments of various skill and competence levels throughout of the course. This may include surprise test/MCQ test/Quiz, VIVA/seminar/open book tests and assignments. The total marks for Teacher's Assessment in any given subject are 20. These 20 marks are divided as follows:

- Surprise Quiz/ Surprise Test/Open Book Test: 10 marks
- Assignment: 10 marks

In addition to the above, if some of the Sessional / Experiential learning courses have a different structure, the exact structure of such courses and mode of assessment shall be announced before the commencement of the course by the concerned course coordinator.

2. Summative Assessment

The summative assessment is carried out centrally by the Examination cell. The Dean of the concerned school will handle all other arrangements for examinations, while the COE will provide the question papers and answer booklets for both mid-semester and end-semester examinations. The COE will also supply admit cards and attendance sheets for the end-semester examinations. The summative assessment comprises two parts.

i. Mid-semester assessment (20 Marks)

Mid-semester assessment will be conducted after 7 weeks of the commencement of the classes as per the schedule in the academic calendar. The mid-semester assessment is based on the fundamental, understanding and application of the concept based

on the Bloom's Learning Level BL-1 to BL-5, based on the corresponding Course Outcomes(COs).The mid-semester assessment is a conventional 1 hour duration examination and shall have a weightage of 20 % of the total course marks. All the evaluated Answer Booklets will be returned to the Examination Cell within 15 days after conduct of examination and submit the Mid-Semester and Sessional marks as specified in the Academic Calendar.

ii. End-semester assessment (60 Marks)

The overall learning levels encompassing understanding, application, analysis, evaluation, and creation/design (BL-1 to BL-6) of a theory course are evaluated through a conventional three-hour End-Semester Examination paper totaling 60 marks. This assessment method encompasses all five modules of the course and ensures appropriate weighting for each unit based on the allocated hours in the lesson plan.

Examination papers are thoughtfully crafted to accommodate various difficulty levels, catering to the diverse capabilities of students. Faculty members are encouraged to adhere to the Bloom's taxonomy framework while designing examination papers, thereby ensuring a well-balanced assessment of different cognitive levels of understanding and skills. Emphasis is placed on evaluating not only fundamental knowledge but also the ability to apply knowledge to higher cognitive skills in varied contexts and designs.

Depending on the nature of the course, the weightage assigned to different cognitive levels in the question papers may vary. However, typically, at least 20% of the weightage is allocated to the assessment of higher-order knowledge and skills.

It is mandatory for all students to attend the semester examinations and secure at least 40% in the end-semester exam. If a student scores less than 40% in the end-semester exam, they will receive a failing grade and must appear in the summer quarter exam. If a student misses the end-semester exam due to health issues or participation in co-curricular or extracurricular activities representing the university, they appear in the exam during the summer quarter.

iii. Final Mark (100 % weightage for the formative/Teacher's assessment and 100% weightage for the summative assessment)

The Formula for the Evaluation of the total Mark based on the weightage of Formative and summative assessment is as follows:

$$\text{Total Mark} = (\text{End Sem mark} + \text{Mid Sem. mark}) + \text{Formative mark}$$

To pass a theory paper, a student must secure at least 35% in the end-semester examination and 40% in the combined formative and summative assessments.

To pass a practical/sessional paper, a student must secure at least 50% in the formative assessment.

8.2 Mode of evaluation for laboratory course

In a standard laboratory course, students receive a grade based on the marks obtained throughout the semester. Formative assessment is utilized to evaluate performance in each laboratory assignment. The formative assessment components of each experiment are aggregated to calculate the total marks out of 100. In laboratory course, students receive a grade based on Laboratory courses encompass a variety of activities are outlined as follows. Typically, a laboratory course comprises 6-10 experiments of varying complexity levels, as outlined in Table-11.

Table 11: Relative weightage based on the Experimental Level

Relative weightage for each Level		
Level	Type of activity	Points
Level 1	Experimental Planning and execution	20
Level 2	Result and Interpretation	30
Level 3	Report	30
Level 4	Viva-Voce	20

Any student securing less than 50 marks ('F' grade) in sessional may be allowed to repeat the sessional in the summer quarter or the subsequent year /semester.

8.4 **Project/Dissertation Item**

- (a) A Project Item shall carry 100 percentage points.
- (b) Each candidate shall do a project under the supervision of a Supervisor (faculty of the University). There could be a Co-Supervisor (inside or outside University) if the project is interdisciplinary in nature. For an Industry based project, the Co - Supervisor could be from concerned Industry. Project could be Theoretical / Practical / Design oriented.
- (c) Evaluation of the Project/Dissertation
 - (i) Evaluation of project /Dissertation will be done on following points.
 - Understanding the relevance, scope and dimension of the project 10 points
 - Relation to literature / application 10 points
 - Methodology 10 points
 - Quality of Analysis and Results 10 points
 - Interpretations and Conclusions 20 points
 - Report 20 points
 - Defense 20 points
 - Total 100 points**

- (ii) The evaluation shall be done by a Committee of teachers where the Project Supervisor shall be a member. His evaluation shall carry 50 percent weightage. The other members shall have 50 percentage weightage. For major project, an external expert shall be involved.
- (iii) Minimum score for a Pass in Project item is 50 percentage points.
- (iv) The HOD will be the Chairman of the Evaluation Committee and he/she shall forward the score within the prescribed date to the Controller of examinations. He / She shall also maintain all records for at least a year.

8.5 Seminar Item

Seminar performance will be evaluated by a committee of Teachers. It will have the following components.

(a)	Quality of /Seminar Report	30 points
(b)	Quality of Presentation	30 points
(c)	Quality and extent of response from other students	20 points
(d)	Participation in other Presentations	20 points
Total		100 points

A student has to not only give his / her seminar, but also must attend at least 75 percent of seminars given by other students. The HOD will be the Chairman and he/she shall forward the score within the prescribed date to the Controller of Examinations of the University. He/ She shall also preserve all records for at least a year.

Minimum score for a Pass in Seminar item shall be 50 percentage points. Any student securing less than 50 marks ('F' grade) in seminar may be allowed to repeat the seminar in the corresponding semester of the subsequent year. This will be limited to only one chance.

8.6 Comprehensive Viva - Voce Item

- (a) This shall be done by a Committee of Teachers with participation

of an External Expert from an Institution outside DRIEMS University/ Industry of repute.

- (b) The HOD is the Chairman of the Committee and she/he shall forward the score within the prescribed date to the Controller of the Examination of the University. He/ She shall also maintain all records for at least a semester.
- (c) Minimum score for a Pass in Viva - Voce is 50 percentage points.

8.7 Evaluation Responsibility

- (a) The teacher imparting instruction is solely responsible for evaluation of mid-term examination, Practical and Sessional works, quiz and assignments. He/ She is also responsible for maintaining all records for a year to justify his/ her evaluation scheme and score thereof.
- (b) The Vice Chancellor shall have right to change the score assigned by a teacher. However, if the Vice Chancellor is convinced that the scores assigned by a teacher are biased, he/ she shall appoint a committee where the teacher concerned will be a member for review. The decision of the committee shall be final and binding. The decision with the revised score shall be sent to the Controller of Examinations within a week for necessary action.
- (c) A copy of the score assigned for each mid-term examination, Practical and Sessional work, quiz & assignments shall be submitted (both hard and soft copy) to the Examination Section.

8.8 Disciplinary Actions (Examinations)

- (1) A student found resorting to malpractice (copying etc.) in the examination hall during mid-term/ Examination as reported by the Invigilator/ Supervisor/ Squad Member, will be awarded "M" grade having 0 (zero) Grade Point in that paper and he / she will be warned by the University with a copy to the parents/ guardians or a notice in the official website of the University.
- (2) A student adopting malpractice and showing indiscipline behavior in the examination hall, will be awarded "M" grade having 0 (zero) Grade Point in that paper and he/ she will be warned by the University with a copy to the parents/ guardians or a notice in

the official website of the University. Also, he/ she shall have to bear a fine as per University rules.

- (3) A student found adopting malpractice in more than one papers in a mid-term/ Semester examination, will be awarded “M” Grade with 0 (zero) Grade Point in all the papers of that mid-term/ Semester; he/ she will be warned by the University with a copy to the parents/ guardians or a notice in the official website of the University.
- (4) A student adopting malpractice (as defined in earlier clauses) once again in the subsequent semester examinations, despite of the warning issued previously, will be awarded “M” grade having 0 (zero) Grade Point in all the papers of that Examination and will be expelled from the University for one year.
- (5) A student found violating the Examination Code of Conduct, (which includes: Use of programmable calculators/mobile phones even in switch off mode/ document or any electronic devices having memory chips, Leaving the Examination Hall within the first hour from the commencement of the examination, Talking to other examinees in the Examination Hall, Trying to give any help to others or trying to seek any help from others inside or outside the Examination Hall), will be expelled from the Examination in that paper and will be awarded “M” grade having 0 (zero) Grade Point in that paper; he/she will be warned by the university with a copy to the parents / guardians or a notice in the official website of the University.
 - A student found repeating the “Violation of Code of Conduct” will be awarded “M” grade with 0 (zero) Grade Point in all the papers of that semester and will not be permitted to appear at the subsequent examinations of that semester.
- (6) A student indulging in misconduct in the examination hall, (which includes: using question papers and/or answer scripts for

communicating with fellow examinee, exchange of question papers/answer scripts with other examinees/outside, writing answers in question papers, writing obscene or filthy languages in answer scripts, writing derogatory or any remarks/requests or irrelevant issues in answer scripts), will be awarded “M” grade having 0 (zero) grade point in all the papers of that examination and will be expelled from the University for one year.

- (7) Any student found man-handling/threatening the officers/staff connected with the examinations (Invigilator, Center Superintendent, Supervisors, Vice Chancellor, Members of flying squad, etc.), will be awarded “M” grade having 0 (zero) Grade Point in all the papers of that Examination and will be expelled from the University for one year.

- Other disciplinary actions as deemed fit (including FIR to police) would be initiated by the University.

- (8) Any student found damaging the property of the staff/ officers/ institution connected with the examinations
- i. Will be awarded “M” grade having 0 (zero) Grade Point in all the paper of that Examination and will be expelled from the University for one year.
 - ii. Will be obliged to provide compensation for the damage as assessed by the University or individual as the case may be.

9.0 Time Table for Instructions:

The University has to prepare Time table for the subjects (Theory, Practical/Sessional) being offered in a semester at least 15 calendar days before the course-wise registration of students to that semester. The time table must also mention the teacher who is handling a subject. If the subject is handled in more than one section, the names of the teachers handling all the sections should be given. The Time Table should be notified at least 10 calendar days before registration.

10.0 Academic Rules:

(1) Rules for Change of Name/ Surname

- i. The application in the prescribed format for change of name/ surname shall be considered provided that proposed change in name or surname is
 - (a) Notified in the Government Gazette.
 - (b) Published in the newspapers after swearing before 1st class Magistrate and original High School certificate and Council Certificate are corrected accordingly.
- ii. The application in prescribed format shall have to be forwarded through the HOD/Dean of School to the Vice Chancellor for forwarding to the university along with following documents.
 - (a) Original Certificate/ Original Mark sheet along with certified copies of the said original certificate as mentioned in the application form duly corrected.
 - (b) Original clipping of the Gazette publication.
 - (c) Original clipping of the News Papers of Odisha State in which name/ change of surname so published.
 - (d) Original affidavit swearing before the 1st class Magistrate, wherein change in surname has been made.
 - (e) Prescribed fee in shape of Bank Draft in favour of the University.
 - (f) After due verification of all documents and necessary approval of the Vice Chancellor the change of name/ surname shall be notified by the University through the Registrar.

(2) Rules for Correction of Name in Degree Certificate

- (a) Application shall be forwarded through the HOD/ Dean of School to the Vice Chancellor specifying the Corrected name and name appears in the final Certificate/ grade sheet issued by the University.
- (b) The application shall be enclosed with the attested copies of the HSC and CHSC certificate/ mark sheet.

- (c) Prescribed fee in shape of Bank Draft in favour of the DRIEMS University, payable at Cuttack shall be deposited along with the application form.
 - (d) After due verification of all documents and necessary approval of the Controller of Examination, a corrigendum shall be issued.
 - (e) The necessary correction be made in the academic record and a fresh certificate shall be issued within 15 calendar days.
- (3) Rules for Lost/ Damaged of Degree certificate
 - (a) Application shall be forwarded through the HOD/Dean of School to the Vice Chancellor for forwarding to the University specifying the reason for loss/ damage of degree Certificate/ transcripts.
 - (b) The application shall be accompanied by the Original FIR of Police Station where the degree certificate is lost/ damaged.
 - (c) Original affidavit swearing before the 1st class Magistrate.
 - (d) Original clipping of the News Papers (at least in 2) of Orissa State in which Loss/ damage so published.
 - (e) Prescribed fee in shape of Bank Draft in favour of the University shall be deposited with the application.
 - (f) After due verification of all documents and necessary approval of the Controller of Examinations, Duplicate Certificate will be issued within 15 calendar days.
- (4) Rules for Migration Certificate
 - (a) Application shall be forwarded through the HOD/Dean of School to the Vice Chancellor specifying the reason for issuance of Migration Certificate.
 - (b) The application shall be accompanied by the Original Registration Card issued by the respective University.
 - (c) Prescribed fee in shape of Bank Draft in favour of the University is to be deposited with the application form.
 - (d) After due verification of all documents and necessary approval of the Registrar, Migration Certificate will be issued within 15 calendar days.

11.0 Re-Evaluation:

(a) **Re-totaling / Re-Checking:** A student may apply to the University for Re-totaling / Rechecking of a paper within 15 calendar days from the date of publication of the results in each Semester. However, evaluation will be done for un-evaluated questions, if any.

(b) **Photocopy of Answer Scripts:**

A student may apply for photocopy of Answer Scripts to the University within 30 calendar days from the date of publication of the results in each Semester. The Re-Checking is a pre-condition for supply of photocopy.

The student is to deposit a requisite fee within 30 calendar days from the date of publication of the results in each Semester. The Photocopy of re-checked answer scripts will be sent to him/her within a minimum period of 3 (Three) months from the last date of receipt of application for distribution among the respective students.

12.0 Award of Degree/ Certificates:

(a) **Grade Sheet/ Duplicate Grade Sheet/ Transcript**

At the end of each year, a Grade sheet shall be made available to each student as per Clause 6.1. However, if a student requires duplicate grade sheet, he/ she should apply and for transcript he/she should apply to the University with the prescribed fees.

(b) **Award of Degrees through University**

The University will award degrees after the students have been evaluated and recommended by the Controller of Examination. The photograph of the student along with unique ID/ Aadhaar number will appear on the certificate.

HoD, CE

HoD, CSE

HoD, EE

HoD, ENTC

HoD, ME

DEAN, SoNS

DEAN, SoET

CoE, DRMU

**DIRECTOR (ACADEMICS),
DRMU**

**Vice Chancellor
DRIEMS University,
Cuttack**

UNDERTAKING

I, Mr./ Ms./ Mrs.....
Son/ Daughter/ Wife of
Village P.O
P.S Dist
PIN State, a regular student
of 1st Semester M. Tech. / M.Sc. (tick the appropriate one) of DRIEMS University,
Cuttack, admitted in the academic session _____, do hereby undertake that, I
am presently not employed in any Govt./ Public Sector/ Private Organization,
anywhere, inside or outside the state of Odisha.

Further, I do hereby undertake that, I shall not engage myself in any type of
such employment scheme as declared above and/or any other admission process,
during the tenure of my studentship at DRIEMS University, Cuttack.

I also undertake that, the above declaration submitted by me, is true to the
best of my knowledge and belief. In case of any violation of the aforesaid declaration,
my admission will be cancelled and my name will be struck-off from the University.

Signature of the student with date:

Registration No.:

Programme: M. Tech. / M.Sc. (Tick the appropriate one)

Discipline/ Specialization:

Department:

School:

Phone/ Mobile No.:

E. Mail Id:

Signature of Parent/ Guardian with date:

Phone/ Mob. No. of Parent/Guardian:

Present Address for correspondence:

Permanent Address:

UNDERTAKING

I, Mr./ Ms./ Mrs.....
Son/ Daughter/ Wife of
Village P.O
P.S Dist
PIN State, a regular student
of 1st Semester M. Tech. / M.Sc. (tick the appropriate one) of DRIEMS University,
Cuttack, admitted in the academic session _____, do hereby undertake that, I
would not leave the course midway, for which I am receiving PG Scholarship from
AICTE/UGC, etc. based on my GATE/ GPAT/ CEED, etc. score. In case I leave the
course (for any reason) in midway or failed/ drop out in subsequent year, I shall
refund the total amount of PG Scholarship drawn at the time of leaving the course, to
the University.

Signature of the student with date:

Registration No.:

Programme: M. Tech. / M.Sc. (Tick the appropriate one)

Discipline/ Specialization:

Department:

School:

Phone/ Mobile No.:

E- Mail Id:

Signature of Parent/ Guardian with date:

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