MCA Regulations - NECR MCA 24

(Effective for the students admitted into I year MCA from the Academic Year 2024-25 and onwards**)**

NARAYANA
ENGINEERING COLLEGE
(AUTONOMOUS)

1. PREAMBLE

1.1 VISION, MISSION, QUALITY POLICY AND OBJECTIVES

VISION

- To be one among the premier institutions of the country for professional education in producing technocrats with competent skills, innovative ideas and ethics to serve the nation.

MISSION

- To provide and environment most conductive to learning with state-of-the-art infrastructure, well equipped laboratories and research facilities to impart high quality education.
- To emphasize on innovative ideas and creative thinking and prepare them to meet the growing challenges of the industry,
- To inculcate the leadership qualities, multi-disciplinary approach, ethics and lifelong learning in graduates to serve the diverse societal needs of our nation.

Quality Policy

We at Narayana Engineering College, Gudur aspire to establish a system of Quality Assurance, which would contribute to the growth of technical education, upholding the highest ethical and professional standards and develop the Institute as a Centre of Excellence

Objectives

a. Providing world class education in Engineering, Technology, Applied Sciences and Business Administration.
b. Keeping pace with the dynamic technological scenario and help the students to gain proper direction to emerge as competent professionals, fully aware of their commitment to the society and the nation.
c. To inculcate a flair for Research, Development and Entrepreneurship.

1.2 SHORT TITLE AND COMMENCEMENT

i.   The regulations listed under this Section is for Master of Computer Applications(MCA) which is a PG Programme offered by Narayana Engineering College(NEC), Autonomous with effect from the academic year 2024-25 and they are called Narayana Engineering College Regulations, 2024 (NECR MCA 24).

ii.   The regulations here under are subject to amendments as may be made by the Academic Council (AC) of the college from time to time, keeping the recommendations of the Board of Studies (BOS) in view. Any or all such amendments shall be effective from such date and to such batches of students including those already undergoing the Programme, as may be decided by the AC.

1.3 PRELIMINARY DEFINITIONS AND NOMENCLATURES

Autonomous Institute: Means an institute designated as Autonomous by University Grants Commission (UGC), New Delhi in concurrence with affiliating University (Jawaharlal Nehru Technological University, Anantapuramu) and State Government.

Academic Programme: Academic Programme means any combination of courses and/or requirements leading to award of a degree.

Academic Council: The Academic Council is the highest academic body of the institute and is responsible for the maintenance of standards of instruction, education and examination within the institute. Academic Council is an authority as per UGC regulations and it has the right to take decisions on all academic matters.

Academic Year: Two consecutive (one odd + one even) semesters constitute one academic year.

Backlog Course: A course is considered to be a backlog course if the student has not cleared and due to which obtained a failure grade (F) in that course.

Board of Studies (BOS): BOS is an authority as defined in UGC regulations, constituted by Head of the Organization for each of the departments separately. They are responsible for curriculum design and updation in respect of all the programs offered by a department.

College: Narayana Engineering College, Gudur (NECG) Autonomous.

Commission: University Grants Commission (UGC).

Continuous Internal Evaluation (CIE): Means evaluation of students' achievement in the learning process. CIE shall be done by the Course Instructor and includes tests, assignments, problem solving, group discussion, quiz, mini-project and seminar throughout the Semester, with weightage for the different components being fixed at the institute level.

Core: The courses that are essential constituents of MCA programme are categorized as professional core courses for that discipline.

Council: All India Council for Technical Education (AICTE)

Course: A unit of teaching, which encompasses various topics, that typically lasts one semester, is led by one or more faculty and has a fixed set of registered students. It is either theory or practical identified by its course title and code number.

Course Outcomes: The essential skills that need to be acquired by every student through a course.

Credit: A unit by which the course work is measured. A credit is a unit that gives weight to the value, level or time requirements of an academic course. The number of 'Contact Hours' in a week of a particular course determines its credit value.

Cumulative Grade Point Average (CGPA): It is a measure of overall cumulative performance of a student over all semesters. The CGPA is

the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all the semesters. It is expressed up to two decimal places.

Curriculum: Curriculum incorporates the planned interaction of students with instructional content, materials, resources, and processes for evaluating the attainment of Programme Educational Objectives

Degree: An academic degree conferred by the university upon those who complete the post graduate curriculum.

Department: An academic entity that conducts relevant curricular and co-curricular activities, involving both teaching and non-teaching staff, and other resources in the process of study for a degree.

Department Academic Committee (DAC): The Department Academic Committee consists of HOD & two senior faculty members from the department to review the Academic activities of the department.

Evaluation: Evaluation is the process of judging the academic performance of the student in his/her courses. It is done through a combination of Continuous Internal Evaluation and Semester End Examinations.

Grade: It is an index of the performance of the students in a said course. Grades are indicated by alphabets.

Grade Point: It is a numerical weight allotted to each letter grade on a 10-point scale.

Institute: Means Narayana Engineering College: Gudur unless indicated otherwise by the context.

Massive Open Online Courses (MOOC): MOOC courses inculcate the habit of self- learning.

Pre-requisite: A specific course or subject, the knowledge of which is required to complete before student can register in another course at the next grade level.

Programme: Means, PG degree programme: Master of Computer Applications (MCA).

Programme Educational Objectives (PEOs): The broad career, professional and personal goals that every student will achieve through a strategic and sequential action plan.

Regulations: The regulations of MCA programme offered by Institute, are designated as – NECG Regulations – NECR MCA 24 and are binding on all the stakeholders.

Regular Students: Students enrolled into the two year programme in the first year.

Semester: It is a period of study consisting of 20 weeks of academic work equivalent to normally 90 working days. Odd semester commences usually in July and even semester in December of every year.

Semester end examination (SEE): Means examination conducted by the institute covering the entire Course Syllabus at the end of the semester.

Semester Grade Point Average (SGPA): It is a measure of performance of work done in a semester. It is ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places

University: Means Jawaharlal Nehru Technological University, Anantapuramu, (JNTUA) is an affiliating University.

2. ADMISSIONS

2.1. MCA TWO YEARS PROGRAMME (REGULAR)

Admission to the above programme shall be made subject to the eligibility, qualifications and specialization prescribed by the University for each programme, from time to time. Admissions shall be made either on the basis of rank obtained by the qualified candidates at an Entrance Test i.e ICET score, subject to reservations prescribed by the Government policies from time to time.

The total seats available as per the approved intake are grouped into two categories i.e. category A and Category B with a ratio of 70:30 as per the state government guidelines.

The admissions for category A and B seats shall be as per the guidelines of Andhra Pradesh State Council for Higher Education (APSCHE) in consonance with government reservation policy.

Under Category A: 70% of the seats are filled through ICET counseling.

Under Category B: 30% seats are filled based on UG merit in compliance with guidelines of APSCHE.

The course duration for the award of the Degree in Master of Computer Applications (MCA) will be two academic years, with two semesters in each year. However, if a student is unable to complete the course within 2 years, he/she can do so by giving more attempts but within 4 consecutive academic years from the date of admission.

3. ACADEMIC AFFAIRS

3.1 CATEGORIZATION OF COURSES

Each programme shall have a curriculum comprising of Theory, Practical courses with well-defined Programme Outcomes(POs) and Programme Educational Objectives (PEOs) as per Outcome Based Education (OBE) framework. The content of each course is designed based on the Course Outcomes (CO). The courses of a programme are categorized as follows:

The course group/category along with their broad classification, weightage of credits and description are listed in Table below.

S. No	Course Area
1	Core Courses(CC): Courses relevant to the branch of study
2	Elective courses(EC): Courses relevant to chosen specialization
3	Employability Enhancement Courses(EEC)
4	Project Work /Internship (PR)
5	**Humanities And Social Sciences (HS)**

3.2 COURSE CODING AND COURSE NUMBERING

The Course Code consists of Seven digits/Alphabets. Description as Follows.

2	4	M	C	1	0	4
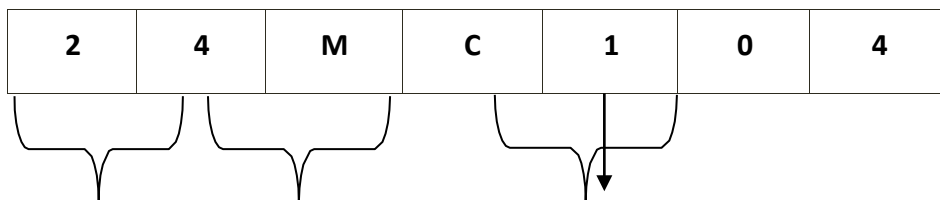
1. Year of beginning /   2. Discipline of   3. Semester
4. CourseApproval of regulations   Course   Number
Sequence Number

1. The first two letters represent Year of beginning/ Approval of Regulations.

    Ex. A course with code starting with 24 represents a course belonging to 2024 Regulations.

2. Third and Fourth Letters Indicates Discipline of Course.

Acronym	Name of the Discipline
MC	Master of Computer Applications

3. Fifth Character Indicates Semester Number.

Fifth Character	Description
1	First Semester
2	Second Semester
3	Third Semester
4	Fourth Semester

4. Sixth and Seventh Letters Indicates Course Sequence Number.

    For Example: **24 MC 402** is Course offered in 2024 Regulations **(24)** in the Discipline of Master of Computer Applications **(MC)**, Offered in the Fourth Semester **(4)**, the course sequence number is **02**.

3.3 CREDIT STRUCTURE

The curriculum shall comprise Core Courses, Elective Courses, Laboratory Courses, Career Competency and Development, Internship and Project. Each course offered is given a L-T-P structure, depending on the number of lecture periods (L), number of tutorial periods (T) and number of periods for practical (P) required per week for an efficient teaching – learning process. A student is expected to put- in his/her own efforts in proportion with periods spent in classroom, as defined in

L-T-P structure. On successful completion of the course a student is said to have earned a specified number of credits defined for each course.

All Courses are to be registered by a student in a Semester to earn Credits. Credits shall be assigned to each Course in an L: T: P: C (Lecture Hours: Tutorial Hours: Practical Hours: Credits) Structure. 'Credit' means quantified and recognized learning. Credit is measured in terms of contact hours per week in a semester. Depending on the complexity and volume of the course, the number of contact hours per week will be assigned. Each Theory and Laboratory course carries credits based on the number of hours / week as follows:

- Theory Courses: One Lecture Hour (L) per week in a semester: 01 Credit
- Tutorial: One Tutorial Hour (T) per week in a semester: 01 Credit
- Practical Courses: One Practical Hour (P) per week in a semester: 0.5 Credit

The total number of credits that a student earns during the period of study is called the total credits. For the successful completion of the MCA Programme, a regular student must earn 92 credits.

3.4 DURATION OF THE PROGRAMME

The course duration for the award of the Degree in Master of Computer Applications (MCA) will be two academic years, with two semesters in each year. However, if a student is unable to complete the course within 2 years, he/ she can do so by giving more attempts but within 4 consecutive academic years from the date of admission.

3.5 MINIMUM INSTRUCTION DAYS

An academic year consists of two semesters. The minimum instruction days excluding exams for each semester shall be 90 days.

3.6 MEDIUM OF INSTRUCTION

The medium of instruction shall be **English** for all the courses including their content delivery, examinations, seminars, presentations and project evaluation as prescribed in the programme curriculum.

3.7 SEMESTER STRUCTURE

Each academic year is divided into two semesters – **Odd Semester** (usually from July to December) and **Even Semester** (usually from January to June). Each semester shall be of 20 weeks duration and this period includes time for registration of courses, coursework, examination preparation and conduct of examinations.

3.8 ACADEMIC CALENDAR

The academic activities of the institute are regulated by Academic calendar and is made available to the students, faculty and all other concerned in electronic form or hard copy.

It shall be mandatory for students and faculty to strictly adhere to the academic calendar for completion of academic activities. The copy of the academic calendar is also to be uploaded on the institute website.

The academic activities of the college are governed by academic calendar prepared by Dean Academics and IQAC, approved by the Principal and HOD. It shall be notified at the beginning of the semester of each academic year.

The curriculum shall be typically delivered in two semesters in an academic year. Each semester shall be of 20 weeks duration (min 90 days). The academic calendar should be strictly adhered to, and all other activities including co-curricular and extra-curricular activities should be scheduled so as not to interfere with the curricular activities as stipulated in the academic calendar.

ACADEMIC CALENDAR

First Semester (20 weeks)	I Spell of Instructions	8 weeks	18 weeks
	II Spell of Instructions	8 weeks	
	I and II Mid Term Examinations	1 week	
	Preparation and Practical Examinations	1 week	
	Semester End Examinations		2 weeks
Semester Break and Supplementary Examinations			4 weeks
Second Semester (20 weeks)	I Spell of Instructions	8 weeks	18 weeks
	II Spell of Instructions	8 weeks	
	I and II Mid Term Examinations	1 week	
	Preparation and Practical Examinations	1 week	
	Semester End Examinations		2 weeks
Summer Vacation and Supplementary Examinations			4 weeks

4. ACADEMIC SUPPORT FACILITIES

4.1 CLASS COUNSELOR (CC)

Each class of students belonging to different sections of all the two years (from I year to II Year) has a Class Counselor (CC) who is a regular faculty member of the department. The Head of the Department (HOD) will appoint CCs for all the sections of their classes. The CCs will hold the responsibility for two years of the same batch of students until the completion of the programme. The CCs will maintain all records of the class of students assigned to them and generally counsel them on maintaining good attendance, discipline and academic performance. The responsibilities for the class counselor shall be:

- To act as the channel of communication between the HoD and the students of the respective class.

- To collect and maintain various statistical details of students.

- To help the coordinator of the class committee in planning and conduct of the class committee meetings.

- To monitor the academic performance of the students including attendance and to inform the class committee.

- To motivate and closely monitor the performance, motivate and mentor the students. To work closely with the mentors on matters related to students

- To attend to the student's welfare activities like awards, medals, scholarships and industrial visits etc.,

4.2 FACULTY MENTOR

To help the students in planning their courses of study and for general advice on the academic programme, the Head of the Department will attach a certain number of students to a faculty member of the Department. The faculty member shall function as Faculty Mentor for those students throughout their period of study. Such Faculty Mentor

shall advise the students and monitor the courses taken by the students, check the attendance and progress of the students attached to him / her and counsel them periodically. The faculty member provides professional counseling and psychological assistance for the student if necessary. Any student in the college has any issues related to academic performance, emotional disturbances; family issues, and behavioral / habitual disorders, social isolation etc. is helped by professional counseling by the Faculty Mentor. The Faculty Mentor may also discuss with or inform the parents about the progress / performance of the students concerned. The Faculty Mentor counsels the student in a private confidential environment.

The responsibilities for the Faculty Mentor shall be:

• To act as the channels of communication across the HOD, the allotted students and Parents.

• To collect and maintain various statistical details of academic and other activities of the students

• To monitor the academic performance of the students including attendance and to inform to the parents.

• To attend to the students' welfare activities like awards, medals, scholarships and industrial visits.

• To attend to the students' grievance and redressal requirements and help them.

• To conduct Professional Counseling which help the students to vent, share and express their emotional outburst and suppressed feelings in a confidential environment.

• To help the student to overcome their emotional and psychological difficulties and become self-motivated, self-confident and self-reliant.

4.3 CLASS COMMITTEE

A class committee consists of teachers of the class concerned, student representatives and a coordinator. It is like the 'Quality Circle' (more commonly used in industries), with the overall goal of improving the teaching-learning process. The functions of the class committee

include:

- Solving the problems experienced by students in the classroom and in the laboratories in consultation with Head of the Department.
- Clarifying the regulations of the degree programme and the details of the rules therein.
- Informing the student representatives about the academic schedule including the dates of assessments and the syllabus portion for each assessment.
- Informing the student representatives about the details of Regulations regarding weightage used for each assessment. In the case of practical courses (laboratory / project work etc.) the breakup of marks for each experiment / exercise / module of work, should be clearly discussed in the class committee meeting and informed to the students.
- Analyzing the performance of the students after each test and finding remedial measures, if any.
- Identifying the slow learners, if any, and requesting the teachers concerned to provide some additional help or guidance or coaching to such slow learners.

The class committee for a class is constituted by the Head of the Department. The class committee shall be constituted in the first week of commencement of any semester. At least 6 student representatives (usually 3 boys and 3 girls appointed by the HOD) and members of the faculty handling all the courses shall be included in the class committee. Class Counselor (CC) is the coordinator for the class committee.

The coordinator of the class committee may invite the Mentor(s) and the Head of the Department to the meeting of the class committee. The Principal may participate in any class committee meeting.

The coordinator is required to prepare the minutes of every meeting, submit the same to HOD within two working days after the meeting and arrange to circulate among the concerned students and teachers. If there are some points in the minutes requiring action by the

management, the same shall be brought to the notice of the management by the head of the institution.

Three or four subsequent meetings may be held in a semester at suitable intervals. During these meetings, the student members representing the entire class, shall meaningfully interact and express the opinions and suggestions of the other students of the class in order to improve the effectiveness of the teaching-learning process.

For every class, a class committee shall be constituted by the Heads of Department, as given below:

Class Counsellor (CC)	Coordinator
Faculty of all the courses of study	Members
Six student representatives (usually 3 boys and 3 girls appointed by the HOD)	Members

5. ATTENDANCE REQUIREMENTS

Ideally every student is expected to attend all classes of all the courses and earn 100 % attendance in each and every course.

- A student shall maintain a minimum average attendance of 75% (rounded off to the nearest higher integer) in aggregate of all the Courses of that semester.

- A student shall not be promoted to the next semester and shall not be allowed to appear for the Semester End Examinations (SEE) if he / she fails to put in a minimum average attendance of 75% in aggregate of all the courses of that semester.

- Condonation in shortage of attendance may be recommended by College Academic Committee (CAC) on the specific recommendation of the HOD and the student may be allowed to write the SEE if the student secures an overall average attendance between 65% and 74% (rounded off to the nearest higher integer) under the following conditions provided the principal is satisfied with the genuineness of the reasons.

  o Medical Reasons (Hospitalization/accident/specific illness). Medical certificate, case file and discharge summary are to be submitted as proof of evidence for the reason claimed.

  o Participation in College/University/State/National/International level sports and games, co-curricular and extra-curricular activities with prior approval.

  o Application for medical leave, supported by medical certificate from a registered medical officer, shall reach the HOD with recommendations from Faculty Advisor/Mentor, within five instructional days after returning from leave. Certificates submitted afterwards shall not be entertained on any count. Application for Medical Leave will be considered only in cases where the student is not in a position to attend any of the

classes during the period mentioned in the Medical Certificate. This concession can be availed only for any two semesters during the entire course of the study.

o In case of participation in co-curricular and extra-curricular activities, either in the college or other colleges, students must take prior written permission from HOD concerned and should also submit the certificate of participation from the organizer of the event within five days after the completion of the event for a maximum period of nine days.

- A student availing Condonation shall pay the stipulated fee as prescribed by the college.

- A student suspended on disciplinary action for some period, that period will be treated as absent and attendance will not be considered for Condonation.

- Shortage of Attendance below 65% in aggregate shall in NO CASE be condoned.

  In case of the students having overall attendance less than 65% after Condonation shall be declared detained and has to repeat semester again. He / she shall not be allowed to write the SEE, shall be detained in that semester and his / her registration for that semester shall stand cancelled. He / she shall not be promoted to the next semester unless he / she satisfies the attendance requirements of the current semester. They may seek readmission for that semester when offered next.

- A detained student shall seek readmission and repeat the incomplete semester in the next academic year. Academic regulations applicable to the semester in which readmission is sought shall be applicable to the re-admitted student as per the norms of the institute.

- Every member of the faculty handling a class shall record attendance on all hours of instruction. The course faculty of the

course is required to finalize the attendance on the last instructional day of the course in the semester.

- For readmitted students' attendance shall be calculated from the date of commencement of semester as prescribed in the academic calendar.

- For new admissions / transferred students, attendance shall be considered from the date of admission of the student.

- Application for Condonation recommended by the Faculty Advisor/Mentor is to be submitted to the HoD on or before the last instructional day of the semester/or on a date indicated by the department. The application for Condonation should be accompanied by the copies of proofs of certificates of leave (obtained within the stipulated time and submitted to HOD).

- The students shall be informed about their attendance position periodically by the college so that the students can strive to makeup the shortage. However, non-receipt of such information from the college will not be considered as valid reason for exemption from the attendance requirements.

6. ASSESSMENT AND EVALUATION

The academic performance of a student in each semester shall be evaluated course wise using two Assessment tools.

1. **Continuous Internal Evaluation (CIE):** The performance of the student in each course is evaluated by the faculty all through the semester; with midterm examinations, assignment test, project reviews, viva-voce, laboratory assessment and other means covering the entire syllabus of the course.

2. **Semester End Examination (SEE):** It shall be conducted by Controller of Examinations at the end of each semester, as per the academic calendar and with a written examination for theory courses and practical/project examination for laboratory/project.

    The division of marks and the assessment procedure for different types of courses offered during the period of study is as given below.

6.1 THEORY COURSES

The syllabus for theory courses shall be divided into Five Modules and each Module is given equal weightage in terms of distribution of marks. Each course shall be evaluated for a maximum of 100 marks. The distribution of marks shall be 40 marks for Continuous Internal Evaluation (CIE) and 60 marks for Semester End Evaluation (SEE).

6.1.1 Continuous Internal Evaluation (CIE):

The distribution of 40 marks allotted for CIE is as given below:

Name of the Test	Marks
Mid Term Examinations	20
Assignments	10
Term Work	10
Total	**40**

Two midterm examinations shall be conducted during a semester. The duration of each midterm examination shall be 90 minutes and shall be evaluated for 20 marks. First midterm examination shall be conducted for I and II modules of the syllabus with one either or type question from each module. The second midterm examination shall be conducted for III, IV and V modules with one either or type question from each module.

Final midterm examination marks shall be arrived at by considering the marks secured by the student in both the mid examinations with 80% weightage given to the better mid exam and 20% to the other.

Two Assignment Tests shall be conducted during the instruction days in a semester. The duration of each Assignment shall be 45 minutes and shall be evaluated for 10 marks. The question paper shall consist of 2 questions of equal weightage (5 marks each). Third assignment will be in the form of Seminar and it will be evaluated for 10 marks. Final assignment marks of 10 shall be arrived by considering the average marks of three assignments secured by a student in that course. The syllabus for Assignments and Mid Term Examinations is given below.

Name of the Test	Syllabus for CIE
Assignment – 1	Module – I
Mid Term Examination – 1	Modules – I & II
Assignment – 2	Module – III
Assignment – 3	Seminar/Assignment/Assignment Test
Mid Term Examination – 2	Modules – III, IV & V

Term Work assessment shall be conducted for the theory courses. Term work is continuous assessment based on work done, submission of work in the form of report/notes, timely completion and understanding. It should be assessed by subject teacher based on the type of submission i.e. multiple choice quizzes / term paper / open book examination / seminars / Mini project etc. as mentioned in course syllabus.

If the student is absent for the mid semester examination and assignment tests, no re-exam shall be conducted and marks for that examination shall be considered as zero.

6.1.2 Semester End Evaluation (SEE)

The Semester End Examination shall be conducted for 60 Marks for a duration of 3 Hrs. The following pattern shall be followed in the End Examination:
Five questions shall be set from each of the five units with either/or type for 12 marks each.

A candidate shall be deemed to have secured the minimum academic requirement in a subject if he secures a minimum of 40% of marks in the SEE and a minimum aggregate of 50% of the total marks in the Semester End Examination and Continuous Internal Evaluation (SEE & CIE) taken together.

6.1.3 Re-Registration for improvement of Continuous Internal Evaluation (CIE) marks

Following are the conditions to avail the benefit of improvement of internal evaluation marks:

The candidate should have completed the course work for all four semesters pending Project work submission.

Out of the subjects the candidate has failed in the examinations due to CIE marks secured being less than 50%, the candidate shall be given one chance for each Theory subject and for a maximum of three Theory subjects for Improvement of CIE marks.

The candidate has to re-register for the chosen subjects and fulfill the academic requirements. For each subject, the candidate has to pay a fee equivalent to one third of the tuition fee to the college along with the requisition through the Principal. In the event of availing the Improvement of CIE marks, the CIE marks as well as the Semester End Examinations (SEE) marks secured in the previous attempt(s) for the reregistered subjects stand cancelled.

The CIE Marks improvement examination shall have 4 questions of 10 marks each and all the questions shall be compulsory (total 40 marks). The content for the examination shall be on the whole syllabus.

6.2 LABORATORY COURSES

Laboratory courses shall be evaluated for a maximum of 100 marks. There shall be a Continuous Internal Evaluation (CIE) for 40 marks and 60 marks for Semester End Examination (SEE).

6.2.1 Continuous Internal Evaluation (CIE)

There shall be a Continuous Internal Evaluation of the laboratory work on day to day basis. Day-to-day work in the laboratory shall be evaluated for 40 marks by the concerned laboratory faculty based on the regularity/record /internal test/lab seminar. The distribution of 40 marks allotted for CIE is as given in Table below.

Criterion	Marks
Day to Day work	20
Record	10
Internal Test/Lab Seminar	10
Total	40

Either an Internal Test or Technical Seminar shall be conducted for 10 marks. In case of Internal Test, the test shall have questions framed from the experiments conducted in that lab and shall be conducted at the end of the semester. In case of seminar, a lab seminar on technical topic of concerned lab may be conducted as per the schedule provided by the concerned faculty / HOD.

Any student who shall remain absent for any of the CIE, for any reason what so ever, shall be deemed to have secured 'zero' marks in the examination.

6.2.2 Semester end examination (SEE)

The Semester End Examination shall be conducted for 60 Marks for a

duration of 3 Hrs. The questions shall be framed from the experiments conducted in that lab.

Each SEE for laboratory shall be conducted by the concerned laboratory faculty as Internal Examiner and a senior expert in the subject from the same / other department/industry/other college as External Examiner appointed by the Chief Controller of Examinations.

The evaluation shall be done as per the evaluation format given below:

Aim/ Procedure / Table	Execution	Result	Viva Voce
20	20	10	10

A student is declared to have passed in a laboratory course if he / she secure not less than 40 % marks in SEE and 50% of marks on the whole (including CIE & SEE).

Laboratory marks and the sessional marks awarded by the department are not final. They are subject to scrutiny and scaling by the institute wherever it felt desirable. In such cases, the sessional and laboratory marks awarded by the department shall be referred to a committee formed by the Chief Controller of Examinations. The Committee shall arrive at a scaling factor and the marks shall be scaled as per the scaling factor. The recommendations of the Committee are final and binding.

The laboratory records and internal test papers/lab seminar report shall be preserved for three years after the final examinations of that semester in the respective departments as per the norms of the Institute and shall be produced to the Committees as and when they ask for.

6.3 PROJECT

6.3.1 Mini Project

There shall be a Mini Project for internal evaluation of 100 marks. It is a multifaceted assignment that serves as a group academic and intellectual experience for students to have learning experience. It may be carried out either individually or as a group. The maximum size of

each group shall be four. Students may be asked to select a topic, profession, or social problem that interests them, conduct research on the subject, maintain a portfolio of findings or results, create a final product demonstrating their learning acquisition or conclusions and give an oral presentation before the Project Review Committee consisting of Head of the Department, supervisor/mentor and two other senior faculty members of the department. The student has to secure a minimum of 50% of marks to be declared successful.

Scheme of Evaluation	Marks
Presentations(2)	40
Report	40
Viva –Voce	20
Total	**100**

6.3.2 **Project Work**

A student shall carry out the project in the 4th semester. Project shall be evaluated for 200 marks in IV semester.

Evaluation of Project

The Project in the IV semester shall be for 200 marks. The project work generally includes in-depth study of the selected topic, finalization of approach, development of results, conclusion etc. and preparation of final dissertation. The student is also expected to prepare a research paper related to his project for publication in journal/ISBN Book.

The Project normally includes:

• Survey and study of published literature of on the assigned topic.

• Preparing an action plan for conducting the investigation including the team work.

• In depth study of the topic assigned.

• Review and finalization of the approach to the problem relating to

the assigned topic. Final development of results, conclusions and further direction.

• Preparing a paper for publication in journal/ISBN Book

• Preparing a dissertation in the standard format for being evaluated by the department.

The project shall be evaluated for 200 marks. Out of the 200 marks, the project work shall be evaluated for 80 marks in CIE and 120 marks in SEE.

Continuous Internal Evaluation (CIE):

There shall be a continuous internal evaluation of the project for 80 marks during IV semester. 20 marks will be allotted by the supervisor / guide based on the day to day assessment. 60 marks will be allotted based on two project reviews.

Sl.No	Criterion	Marks
1	Supervisor	20
2	2 Project Reviews(30+30)	60
	Total Marks	**80**

SEMESTER END EXAMINATION (SEE)

The SEE for Project shall be conducted for 120 marks at the end of IV semester. The evaluation for 120 marks shall be done by a PRC comprising of an External Examiner, Head of the Department and the Project Guide / Supervisor. The 120 marks shall be evaluated in two different criterions as shown below.

Sl.No	Criterion	Marks
1	Report & Publication	80
2	Presentation & Viva Voce	40
	Total Marks	**120**

The distribution of 80 marks for report among the members of the PR C shall be as shown below.

Member	Marks
External Examiner	40
Head of the Department	10
Project Guide / Supervisor	10
Publication of Paper	20
Total Marks	80

The 40 marks for Presentation & Viva Voce shall be evaluated by the external examiner.

A student is declared to have passed in Project if he / she secures 40% marks in SEE and 50% of marks on the whole (including CIEand SEE).

6.4 VALUE ADDED COURSES (VAC)

Value Added Courses (VAC) are designed as Skill Oriented Courses (SOC) and offered by each department for the benefit of the students, to prepare them to meet the challenges of the global work environment. Students can undertake the Value Added Courses/certificate courses for better career development and to acquire the knowledge in latest developments in Business administration. The Value Added Courses aim to provide additional learner centric graded skill oriented management training, with the primary objective of improving the employability skills of students. The main objectives of the programme are:

- To provide students an understanding of the expectations of industry/organization.

- To improve employability skills of MCA students.

- To bridge the skill gaps and make students Industry/Organization ready.

The Students may undergo VAC/CC apart from the courses/syllabus

mentioned in the curriculum and the credits earned through these VAC/CC shall be prescribed in the curriculum for the award of the degree. Each VAC/CC is assigned one Credit. The credits earned through VAC/CC will be considered for CGPA calculation. The performance of the students in the VAC/CC is evaluated for 100 marks. A Student can opt for the VAC/CC offered by the various Departments from Semester III to VI. Value added courses/Certificate courses shall be offered are decided by the DAC. A student may be permitted to take up VAC/CC from other departments with approval from both the Heads of the Departments. The Head of the Department may identify a faculty member as coordinator for the course.

If a student chooses to take a VAC/CC offered by industries/Professional bodies/ APSSDC or any other accredited bodies, the credits shall be awarded to the student upon producing the Course Completion Certificate from the agency/professional bodies.

Certificate Courses (CC) pursued through MOOCs platform like SWAYAM-NPTEL online courses, Coursera online courses, BEC certification courses etc. will also be considered.

VAC / CC shall be offered 2 hr / week as and when feasible in working hours or beyond the college hours and on holidays.

Assessment for Value Added Courses/Certificate Course:

The VAC/CC carry 100 marks (40 CIE and 60 Final evaluation). Continuous assessment marks shall be awarded based on Quiz / Assignment / Test / Mini project / Case study / Simulation / Modeling / Assembly / Viva Voce etc. For Continuous assessment, Two Evaluations shall be conducted during the semester by the Department concerned. Other than the continuous evaluation process mentioned, depending on the VAC/CC the continuous assessment scheme followed for each course will be decided by the expert /staff handling the course and will be approved by the DAC.

S. No	Assessment	Marks
1	Evaluation 1	20
2	Evaluation 2	20
4	Final Evaluation	60
	Total Marks	100

A committee consisting of the Head of the Department, staff handling the course and a senior faculty shall decide the final evaluation process approved by DAC. A student is declared to have passed in Value Added Courses (VAC)/Certificate Courses (CC) if he / she secures 50% marks. Based on the type of VAC / CC, the committee has the choice / can fix up the evaluation pattern apart from the above break up of marks mentioned with the approval of DAC.

For VAC / CC offered through MOOCs/Certificate agencies the conversion of examination results into corresponding Marks/Grades shall be decided by the DAC. If the student fails to complete VAC / CC offered by any service provider through MOOCS in 3 attempts, the student has to register and complete the VAC / CC through regular mode as and when offered by the college.

The Dean Academics has to monitor all the above process and shall maintain the concerned records.

6.5 CAREER COMPETENCY DEVELOPMENT (CCD)

The career Competency Development (CCD) is designed as a Skill Oriented Course and is offered to acquire skills required for placements. This will have Continuous Internal Evaluation (CIE) and Semester End Examination (SEE). This includes Aptitude, Verbal Reasoning, Logical Reasoning, Group Discussion, Oral and Written Communication Skills, Presentation skills; Resume Preparation and Interview Skills along with HR skills, marketing skills etc.

The CCD shall be evaluated for 100 marks. Out of the 100 marks, CCD shall be evaluated for 40 marks in CIE for day-to-day evaluation and 60 marks in SEE on the basis of end (internal) examination.

The assessment pattern (scheme of examination) for CIE and SEE shall be mentioned along with the syllabus. The principal may identify a faculty member as the Professor In-charge for CCD at the beginning of the academic year to monitor the CCD and evaluation process for all the programs. HOD may identify a faculty member as a faculty in-charge to monitor the CCD of the department. The syllabus for CCD shall be prepared by CCD committee of each department constituted by the Principal at the beginning of the semester. HOD may take suggestions for the development of syllabus from concerned BOS/ Academic Council during BOS/Academic council meetings and submit the same to CCD committee for reference for the preparation of syllabus and evaluation.

CCD committee:

1	Coordinator	Training and placement officer
2	Members	Head of the Department
		Department Faculty In-charge
		Industry expert(Technical)
		3 Concerned CCD subject modules faculty

The Dean Academics has to monitor all the above process and shall maintain the concerned records.

7. ACTIVITY POINT PROGRAMME (APP)

Apart from Managerial skills, students are expected to have good soft skills, leadership qualities and team spirit. They should have entrepreneurial capabilities and societal commitment. In order to nurture these qualities, NEC has introduced activity points to be earned by the students during their academic stay at the college covering extra-curricular and co-curricular activities. To match these multifarious requirements, NEC has created a unique mechanism of awarding minimum 40 Activity Points over and above the academic grades.

Every regular student, who is admitted to the MCA programme, is required to earn 40 Activity Points in addition to the required academic grades, for getting 2 Years MCA programme. The Activities can be spread over the years (during the programme), any time during the semester weekends and holidays, as per the interest and convenience of the student from the year of entry to the programme.

Professor in-charge of Centre for Extension Activities (CEA) is the Coordinator for conducting APP. These activities will be conducted by CEA/Sports /NSS/departments/hobby clubs/TPO etc. of the Institute. The student has to register for APP in the beginning of the semester at CEA with registration fee. Any APP registered by the student involving any financials/payments, have to be paid by the students on their own. The student will be provided a certificate from the concerned

coordinator and Institutional Head. Every student must keep documentary evidence of activities, done by him/ her. The documentary evidence will be duly verified by the concerned coordinator NSS/Sports /CEA/HOD/TPO and submit to the Professor in-charge of Centre for Extension Activities (CEA). CEA shall consolidate the activity points earned by students on a semester basis and enter the consolidated points on an academic year basis. Then he will send the consolidated report of activity points earned by the students to the controller of examination duly signed by the concerned HOD and Head

of the Institution after verification. All document evidences for awarding the activity points should be obtained and kept with the CEA to be verified by the Academic Audit team.

The student should earn at least 40 activity points before he/ she appears for his/ her Final Examinations. The points students earned will be reflected on the student's transcript. However, there will be neither grades/ marks for these points nor will there be any effect on SGPA/CGPA and shall not be considered for vertical progression.

Student has to earn 40 Activity Points out of 70 points offered during two years/four semesters (first semester 20 Activity points, Second and third semester 25 points). **In case students fail to earn the prescribed activity points, fourth semester grade card shall be issued only after earning the required activity points. Students shall be admitted for the award of degree only after release of the fourth semester grade card.**

In case if the students fail to earn 40 activity points by the end of Third semester, He/She shall gain the remaining activity points in the Fourth semester. If a student fails to achieve the required APP points by the end of course work, Head of the Institution after recommendation from APP committee will decide appropriate remedial contribution to society by such candidate.

APP committee:

1	Coordinator	CEA Professor in charge
2	Members	Head of the Department
		Department Faculty In-charge
		Controller of Examinations
		Dean –Academics

The Main Activity Segments are as given below:

1. CEA/NSS/National Initiatives
2. Sports & Games

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3. Cultural Activities

4. Women's form activities

5. Hobby clubs Activities

6. Professional society Activities

7. Dept. Students Association Activities

8. Technical Club Activities

9. Innovation and Incubation Cell Activities

10. Professional Self Initiatives

11. Others

S No	Nature of Activity	Activity Points
1. CEA/NSS/National Initiatives		
1	Registration for CEA/NSS	2
2	Participation in Various Activities Conducted by CEA/ NSS (For each activity)(Activities mentioned below)*	2
3	Prize/Award at college level activity	3
4	Prize/Award at university level activity	10
5	Prize/Award at National level activity	20
2. Sports & Games		
1	Registration for Sports/Games clubs	2
2	Participation in Various Activities Conducted by Sports & Games dept. at college level (For each activity)	2
3	Participation in Various Activities Conducted at university/District level (For each activity)	5
4	Participation in Various Activities Conducted at State level (For each activity)	7
5	Participation in Various Activities Conducted at National level (For each activity)	10
6	Prize/Award at college level activity	5
7	Prize/Award at university/district level activity	10
8	Prize/Award at National level activity	20
3. Cultural Activities		
1	Participation in cultural Activities Conducted at college/ Dept. level like Annual Day/Fresher's Day/ Dept. Day (For each activity)	2

2	Participation in cultural Activities Conducted at college level during Independence Day/Republic Day (For each activity)	3
3	Participation in cultural Activities Conducted at college/ Dept. level (Outside) during various events (For each activity)	7
4	Prize/Award in cultural activity at college/Dept Level	3
5	Prize/Award in cultural activity at college/Dept level (outside) during various events.	10
6	Prize/Award in cultural activity at University level during various events.	12
4. Women's forum activities		
1	Membership in women's forum	2
2	Participation in Various Activities Conducted by women's forum at college level (For each activity)	2
3	Participation in Various Activities conducted at university/District level (For each activity)	5
4	Participation in Various Activities conducted at state level/National level (For each activity)	7
5	Participation in Various Activities Conducted at Inter National level (For each activity)	10
6	Prize/Award at college level activity	3
7	Prize/Award at university/district/state level Activity	10
8	Prize/Award at National /international level activity	20
5. Hobby clubs Activities		
1	Membership in Hobby Clubs	2
2	Participation in Various Activities Conducted by	2

	Hobby Clubs at college level (For each activity)	
3	Participation in Various Activities Conducted at university/District level (For each activity)	5
4	Participation in Various Activities Conducted at State level (For each activity)	7
5	Participation in Various Activities Conducted at National level (For each activity)	10
6	Prize/Award at college level activity	3
7	Prize/Award at university/district state level activity	10
8	Prize/Award at National level activity	20
6. Professional society Activities		
1	Membership in Professional Societies	2
2	Participation in Competitions conducted by Professional Societies - (IEEE, CSI,IE etc.) at college level (Outside)	2
3	Participation in Competitions conducted by Professional Societies - (IEEE, CSI,IE etc.) at University /National level	6
4	Prize/Award at college level activity	3
5	Prize/Award at university/district level activity	10
6	Prize/Award at National level activity	20
7. Dept. Students Association Activities		
1	Membership in Dept. Students Association	2
2	Participation in Competitions conducted by Dept. Students Association at college level (Outside)	5
3	Participation in Competitions conducted by Dept. Students Association at University / National level	6

4	Prize/Award at college level activity	3
5	Prize/Award at university/district level activity	10
6	Prize/Award at National level activity	20
8. Technical Club Activities		
1	Membership in Technical Club at college level	2
2	Participation in Competitions conducted by Technical Club at college level (Outside)	5
3	Participation in Competitions conducted by Technical Club at University/National level	6
4	Prize/Award at college level activity	3
5	Prize/Award at university/district level activity	10
6	Prize/Award at National level activity	20
9. Innovation and Incubation Cell Activities		
1	Participation in Competitions conducted by IIC at college level	2
2	Participation in Competitions conducted by IIC at college level (Outside)	5
3	Participation in Competitions conducted by IIC at University Level	6
4	Prize/Award at college level activity	3
5	Prize/Award at university/district level activity	10
6	Prize/Award at National level activity	20
7	Patent-Filed/Published	20
8	Prototype developed and tested	20
9	Awards for Products developed	15

10	Innovative technologies developed and used by industries/users	20
11	Got venture capital funding for innovative ideas/products.	20
12	Societal innovations	20

10. Professional Self Initiatives		
1	Participation (Registration) in TechFest /NLTS /projectexhibitions etc at the college level	2
2	Participation (Registration) in Tech Fest/NLTS/ project exhibitions etc at the college level(Outside)	3
3	Prize/Award in Tech Fest/NLTS/ project exhibitions etc at the college level	3
4	Prize/Award in Tech Fest/NLTS/ project exhibitions etc at the college level(Outside)	5
5	Presentation in Tech Fest/NLTS etc at University/NIT/IIT level	5
6	Prize/Award in Tech Fest/NLTS etc at University/NIT/IIT level	10
7	student representatives at Department level	2

11. Others		
1	Member/participation in various cells and committees at college/department level	2
2	Industrial visits-Participation and submission of report	3

At any point of time the student is allowed to acquire maximum cumulative points upto that semester.

Semester	Maximum cumulative points
I	20
II	25
III	25

8. MOOCS

The college intends to encourage the students to do online courses in MOOCs. The main intention to introduce MOOCs is to obtain enough exposure through online tutorials, self-learning at one's own pace, attempt quizzes, discuss with professors from various universities and finally to obtain certificate of completion of the course from the MOOCs providers.

Institution intends to encourage the students to do at least one MOOC in Third semester of MCA Programme. The MOOC(s) shall be offered for the elective courses. The department shall give a list of standard MOOCs providers among edx, Udacity, Coursera, NPTEL or any other standard providers, whose credentials are endorsed by the HOD. The department shall appoint Coordinators and allot the students to them who shall be responsible to guide students in selecting online courses and provide guidance for the registration, progress and completion of the same.

A student shall choose an online course (third semester elective course) from the given list of MOOCS providers, as endorsed by the teacher concerned, with the approval of the HOD. If the student fails in completing the course with in the III semester, he must complete the course in the IV semester with the special permission from the HOD.

The Committee constituted by the Principal will decide the grade conversion of MOOCs Certification.

9. MINIMUM ACADEMIC REQUIREMENTS

In addition to the attendance requirements mentioned regulations for the award of MCA Post Graduation Degree, a student must satisfy the minimum academic requirements as given below:

A student shall be deemed to have satisfied the minimum academic requirements and earn all the credits (92 Credits) for each theory or practical course in MCA Programme.

Theory courses: A student is declared to have passed in a theory course if he / she secure not less than 40% marks in SEE and 50% of marks on the whole (including CIE & SEE).

Laboratory courses: A student is declared to have passed in a laboratory course if he / she secure not less than 40% marks in SEE and 50% of marks on the whole (including CIE & SEE).

Value Added Courses (VAC): A student is declared to have passed in Value Added Courses (VAC) if he / she secures 50% marks in Continuous evaluation.

Project:

Mini Project

The student has to secure a minimum of 50% of marks to be declared successful

Project Work

A Student is declare to have passed in project work if he / she secures 40% marks in SEE and 50% marks on the whole (including CIE & SEE)

Activity Point Programme (APP): Student has to earn 40 Activity Points out of 70 points offered during two years/four semesters (first semester 20 Activity points, Second and third semester 25 points).

A student shall be treated as failed, if he/she does not submit a report mini-project, project, or does not make a presentation of the same before the evaluation committee as per the schedule.

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A student shall register for all the courses covering 92 credits as specified and listed in the course structure of the MCA. Programme, fulfills all the attendance and academic requirements for 92 credits, 'earn all 92 credits' to successfully complete the post graduate programme.

If a student fails to secure a pass grade in a particular course, it is mandatory that he shall register and reappear for the examination in that course during the next semester when SEE is conducted in that course. It is mandatory that he should continue to register and reappear for the examination till he secures a pass grade.

A student detained in a semester due to shortage of attendance, may be re-admitted into the same semester in the next academic year for fulfillment of the academic requirements.

Academic regulations applicable to the semester in which re-admission is sought shall be applicable to the re-admitted student. However, no grade allotments or SGPA/ CGPA calculations shall be done for the entire semester in which the student has been detained.

Students who fail to earn at least 92 credits as indicated in the course structure within four academic years counting from the year of their admission shall forfeit their seat in MCA programme and their admission stands cancelled.

10. GRADING

After each subject is evaluated for 100 marks, the marks obtained in each subject will be converted to a corresponding letter grade as given below, depending on the range in which the marks obtained by the student fall.

Range of Marks	Grade	Grade Point
≥ 90	S (Superior)	10
80-89	A (Excellent)	9
70-79	B (Very Good)	8
60-69	C (Good)	7
50-59	D (Average)	6
< 50	F (Fail)	0
Absent	Ab (Absent)	0

A student obtaining Grade F shall be considered failed and will be required to reappear for that subject when the next supplementary examination offered.

10.1 SEMESTER GRADE POINT AVERAGE (SGPA) AND CUMULATIVE GRADE POINT AVERAGE (CGPA):

The Semester Grade Point Average (SGPA) is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student, i.e.

$$\text{SGPA} = \sum_{i=1}^{n}(C_i \times G_i)/\sum_{i=1}^{n} C_i$$

Where, C_i is the number of credits of the ith subject, G_i is the grade point scored by the student in the ith course and n is the number of subjects.

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The Cumulative Grade Point Average (CGPA) will be computed in the same manner taking into account all the courses undergone by a student over all the semesters of a program, i.e.

$$CGPA = \sum_{i=1}^{n}(Ci \times Si)/\sum_{i=1}^{n}Ci$$

Where 'Si' is the SGPA of the ith semester, Ci is the total number of credits in that semester and n is the number of semesters. Both SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts. While computing the SGPA the subjects in which the student is awarded Zero grade points will also be included.

Grade Point: It is a numerical weight allotted to each letter grade on a 10-point scale.

Letter Grade: It is an index of the performance of students in a said course. Grades are denoted by letters as mentioned in the above table.

11. AWARD OF DEGREE AND CLASS

A candidate shall be eligible for the award of respective degree if he/she satisfies the minimum academic requirements in every subject and secures 'satisfactory' or higher grade report on his/her thesis/dissertation and viva-voce. Based on overall percentage of marks obtained, the following class is awarded.

Class Awarded	CGPA Secured
First class with Distinction	≥ 7.5
First class	≥ 6.5 < 7.5
Second class	≥ 6.0 < 6.5

12. WITH – HOLDING OF RESULTS

If the candidate has not paid dues to the college or if any case of in-discipline is pending against him, the result of the candidate shall be withheld and he will not be allowed/ promoted into the next higher semester. The issue of degree is liable to be withheld in such cases.

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13. TRANSITORY REGULATIONS

Candidates who have discontinued or have been detained for want of attendance or who have failed after having undergone the course in earlier regulations and wish to continue the course are eligible for admission into the unfinished semester from the date of commencement of class work with the same or equivalent subjects as and when subjects are offered, subject to the regulations mentioned, Whereas they continue to be in the academic regulations they were first admitted.

14. STANDING COMMITTEE

A Standing Committee is functional to take immediate policy decisions. This committee is constituted for the smooth functioning of the various autonomous programmes of the institute and shall consist of the following members:

Principal	Convener
Dean-Academics	Member
All HODs	Member(s)
Member Secretary, Academic Council	Member
Controller of Examinations	Member

In the event of any clarification in the interpretation of the above rules and regulations, they shall be referred to the Standing Committee. The Standing Committee meets on a need basis to make decisions regarding important / policy types of decision regarding an issue(s) arising and demanding immediate attention without for the next immediate Academic Council meeting. The Standing Committee will offer suitable interpretations/ clarifications/amendments required for the special case on such references. The committee will meet as and when necessary and send its recommendations to the Academic Council for consideration / ratification / approval. The term of the members is not fixed as the members by their designations are to be members of the Standing Committee.

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15. RULES FOR DISCIPLINARY ACTION FOR MALPRACTICES / IMPROPER CONDUCT IN EXAMINATIONS.

	Nature of Malpractices/Improper conduct	Punishment
	If the candidate	
1. (a)	Possesses or keeps accessible in examination hall, any paper, note book, programmable calculators, Cell phones, pager, palm computers or any other form of material concerned with or related to the subject of the examination (theory or practical) in which he is appearing but has not made use of (material shall include any marks on the body of the candidate which can be used as an aid in the subject of the examination)	Expulsion from the examination hall and cancellation of the performance in that subject only.
(b)	Gives assistance or guidance or receives it from any other candidate orally or by any other body language methods or communicates through cell phones with any candidate or persons in or outside the exam hall in respect of any matter.	Expulsion from the examination hall and cancellation of the performance in that subject only of all the candidates involved. In case of an outsider, he will be handed over to the police and a case is registered against him.
2.	Has copied in the examination	Expulsion from the examination

	hall from any paper, book, programmable calculators, palm computers or any other form of material relevant to the subject of the examination (theory or practical) in which the candidate is appearing.	hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted to appear for the remaining examinations of the subjects of that Semester/year. The Hall Ticket of the candidate is to be cancelled and sent to the University.
3.	Comes in a drunken condition to the examination hall.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year.
4.	Smuggles in the Answer book or additional sheet or takes out or arranges to send out the question paper during the examination or answer book or additional sheet, during or after the examination.	Expulsion from the examination hall and cancellation of performance in that subject and all the other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all University

		examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat.
5.	Leaves the exam hall taking away answer script or intentionally tears of the script or any part thereof inside or outside the examination hall.	Expulsion from the examination hall and cancellation of performance in that subject and all the other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all University examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat.
6.	Possess any lethal weapon or firearm in the examination hall.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred and forfeits the seat.

7.	Impersonates any other candidate in connection with the examination.	The candidate who has impersonated shall be expelled from examination hall. The candidate is also debarred and forfeits the seat. The performance of the original candidate, who has been impersonated, shall be cancelled in all the subjects of the examination (including practicals and project work) already appeared and shall not be allowed to appear for examinations of the remaining subjects of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all University examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat. If the impostor is an outsider, he will be handed over to the police and a case is registered against him.
8.	Refuses to obey the orders of the Chief Superintendent/Assistant Superintendent / any officer on duty or misbehaves or creates disturbance of any kind in and around the examination hall or organizes a walk out or	In case of students of the college, they shall be expelled from examination halls and cancellation of their performance in that subject and all other subjects the candidate(s) has (have) already appeared and shall not be permitted to appear for the

	instigates others to walk out, or threatens the officer-in charge or any person on duty in or outside the examination hall of any injury to his person or to any of his relations whether by words, either spoken or written or by signs or by visible representation, assaults the officer-in-charge, or any person on duty in or outside the examination hall or any of his relations, or indulges in any other act of misconduct or mischief which result in damage to or destruction of property in the examination hall or any part of the College campus or engages in any other act which in the opinion of the officer on duty amounts to use of unfair means or misconduct or has the tendency to disrupt the orderly conduct of the examination.	remaining examinations of the subjects of that semester/year. The candidates also are debarred and forfeit their seats. In case of outsiders, they will be handed over to the police and a police case is registered against them.
9.	If student of the college, who is not a candidate for the particular examination or any person not connected with the college indulges in any malpractice or improper conduct mentioned in clause 6 to 8.	Student of the colleges expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the

		remaining examinations of the subjects of that semester/year. The candidate is also debarred and forfeits the seat. Person(s) who do not belong to the College will be handed over to police and, a police case will be registered against them.
10.	Uses objectionable, abusive or offensive language in the answer paper or in letters to the examiners or writes to the examiner requesting him to award pass marks.	Cancellation of the performance in that subject.
11.	Copying detected on the basis of internal evidence, such as, during valuation or during special scrutiny.	Cancellation of the performance in that subject and all other subjects the candidate has appeared including practical examinations and project work of that semester/year examinations.
12.	If any malpractice is detected which is not covered in the above clauses 1 to 11 shall be reported to the University for further action to award suitable punishment.	