GODAVARI INSTITUTE OF ENGINEERING & TECHNOLOGY

(Autonomous)
RAJAHMUNDRY-533 296, AP

GODAVARI INSTITUTE OF ENGINEERING & TECHNOLOGY (BACHELOR OF TECHNOLOGY) ACADEMIC REGULATIONS, 2020

Rajahmundry, the 9th January, 2021

These regulations may be called Godavari Institute of Engineering & Technology (Bachelor of Technology) Academic Regulations, 2020, hereinafter referred to as GIET Academic Regulations (B.Tech.) 2020 or in short GRBT-20.

RBT 1.0 TITLE & DURATION OF THE PROGRAMME

1.1   **Title of the Programme**

The programme shall be called the degree programme in Bachelor of Technology, abbreviated as B.Tech.

1.2   **Duration**

a.   **Minimum duration:** The programme shall be of four years duration having eight semesters for regular entry and three years duration having six semesters for lateral entry students (diploma holders admitted directly in second year). Each semester shall be of 16 weeks excluding examinations. The academic calendar of the programme shall be fixed by the Institute from time to time.

b.   **Maximum duration:** The maximum time frame for completion of the programme for regular students is eight academic years from the admitted academic year.

The maximum time frame for completion of the programme for lateral entry students is six academic years from the admitted academic year.

Notwithstanding these, students who are not able to complete the programme within the above period shall forfeit their admission into the programme and their admission shall stand cancelled.

c. Award of B. Tech. (Honor)/B. Tech. (Minor): B. Tech. with Honors or a B. Tech. with a Minor will be awarded if the student earns 20 additional credits are acquired as per the regulations/guidelines. The regulations/guidelines are separately provided. Registering for Honors/Minor is optional.

1.3 Applicability of the Regulations

The GRBT-20 shall be applicable to all degree programmes in Bachelor of Technology admitted in the academic year 2020-21 onwards.

RBT 2.0 GENERAL

2.1 Definitions

Academic Council: A statutory body constituted by the Institute for overseeing the academic matters directly and indirectly related to smooth running of all programmes of the Institute. Chaired by the Head of the Institute and abbreviated as AC.

APSCHE: Andhra Pradesh State Council for Higher Education is the authority looking after the policy planning, implementation and quality of all higher educational institute in the state of Andhra Pradesh.

Affiliating University: The Jawaharlal Nehru Technological University, Kakinada, hereinafter referred to as JNTUK or University, is the state technological university to which the Institute is affiliated to.

Branch of study: Various disciplines, domains or sectors of study in engineering such as mechanical engineering, civil engineering, etc.

Board of Studies: A committee of experts belonging to a particular branch of study. Abbreviated as BoS and is chaired by a senior faculty member, say a professor, usually by the head of the department.

External assessment: Individual or set of assessments carried out by external faculty members, primarily consisting of Semester End Examination (SEE), Final review of major project work, etc.

Faculty Advisor/Class Counselor: means, the Faculty Advisor or the Panel of Faculty Advisors, in a Parent Department, for a group (admission-batch) of students. Also known as Class Counselor.

Internal assessment: Set of assessments carried out by faculty members of the Institute, primarily consisting of Mid Semester Examination (MSE) [Subjective type], MSE [Objective type], Assignments, Reviews, Seminars, Mini Projects, etc.

Lateral Entry scheme: Aspirants who passed diploma in engineering seeking admission directly into second year of bachelor's programme in engineering come into the lateral entry scheme. Abbreviated as LE.

Programme: An organized duration of study in a particular level of knowledge leading to a degree, for instance, a bachelor's programme, a master's programme, doctoral programme, etc. It can be in areas like arts, science, engineering, and so on and can run yearly, half yearly (or semester) or tri-semester wise.

Parent Department: means the department that offers the degree programme that a student undergoes. Also called Degree Awarding Department.

Honors: If the student to choose additionally the specialized courses of their choice in the same department/discipline and build their competence in a specialized area with the required additional credits / requirements is eligible for Degree with Honors.

Minors: Students, who are desirous of pursuing their special interest areas other than the chosen department/discipline of Engineering, may opt for additional courses in minor specialization groups offered by a department other than their parent department. Such students shall select the stream of courses offered with pre -requisites by the respective departments and earn a Minor Specialization

Project Guide: means the faculty member who guides the Major / Mini / Fabrication Project of the student.

SBTE: State Board of Technical Education is the authority regulating diploma level institutions in engineering within the state. Every state has one such regulatory body.

2.2   The terms "he", "him", or "his" are used to include all genders of students.

2.3   The academic regulation should be read as a whole for the purpose of any interpretation.

2.4   In the case of any doubt or ambiguity in the interpretation of the provisions of this Regulation, the decision of the Chairman, AC shall be final.

2.5   The Institute may change or amend the academic regulations or syllabi at any time and the changes or amendments made therein shall be applicable to all the students with effect from the dates notified by the Institute.

2.6   Medium of instruction of the programmes shall be English.

2.7   The provisions contained in this set of Regulations govern the policies and procedures, on the imparting of instructions of courses, conducting of the examinations, and evaluation and certification of students' performance leading to the said Degree Programme.

2.8   This set of Regulations may evolve and get revised/refined or updated or amended or modified or changed through approvals from the Academic Council (AC) from time to time, and shall be binding on all stakeholders concerned, including the Students, Faculty, Staff, Departments, Institute Authorities and offices.

2.9   In order to guarantee fairness and justice to all the stakeholders concerned, in view of the periodic evolutionary refinements, any specific issues or matters of

concern shall be addressed separately, by the AC and/or GB, as and when found necessary.

2.10   The AC may consider any issues or matters of concern relating to any or all the Academic Activities of the Institute, for appropriate action, irrespective of whether a reference is made (or the nature and extent of any reference if so present) here in this set of Regulations or otherwise.

RBT 3.0   QUALIFICATION FOR ADMISSION

3.1   Admissions shall be done as per the norms fixed by department of Higher Education, Government of Andhra Pradesh from time to time.

3.2   The qualifying examination shall be the Board of Intermediate Examination of Andhra Pradesh or its equivalent.

3.3   For admission under Lateral Entry category (diploma holders or others admitted directly into second year through specific admission criteria as decided by the APSCHE) the qualifying examination shall be the Engineering diploma examinations conducted by the SBTE, Andhra Pradesh or its equivalent or as prescribed by the Government/University from time to time

3.4   A limited number of admissions may be offered to Foreign Nationals and Indians living abroad in accordance with the rules applicable for such admission.

3.5   If, at any time after admission, it is found that a candidate had not in fact fulfilled all the requirements stipulated in the offer of admission, in any form whatsoever, including possible misinformation, etc., the matter will be reported to the AC, recommending revoking the admission of the candidate.

3.6   The Institute reserves the right to cancel the admission of any student at any stage of his study programme in the Institute on the grounds of unsatisfactory academic performance or indiscipline or any misconduct.

3.7   Student exchange programmes and the transfer of credits in such cases will be as per the corresponding Memorandum of Understanding (MoU) approved by AC.

3.8   The decisions of the AC regarding the admissions are final and binding.

RBT 4.0   BRANCHES OF STUDY

4.1   The following branches of study are offered as specializations for the B.Tech.

S. No.	Branch Code	Abbr.	Branch
1	01	CE	Civil Engineering
2	02	EEE	Electrical and Electronics Engineering
3	03	ME	Mechanical Engineering
4	04	ECE	Electronics and Communication Engineering
5	05	CSE	Computer Science and Engineering
6	24	AME	Automobile Engineering
7	26	MM	Mining Engineering

8	27	PEE	Petroleum Engineering
9	42	CSM	Computer Science and Engineering (Artificial Intelligence and Machine Learning)
10	46	CSC	Computer Science and Engineering (Cyber Security)

RBT 5.0   STRUCTURE OF THE PROGRAMME

5.1   Based on the type of courses, each course shall normally be assigned certain number of credits/ marks. Every course comprises of specific Lecture-Tutorial-Practical (L-T-P) Schedule.

Specific credits have already been stated clearly in the Course structure indicating the credits against each course.

General guidelines for Assigning of Credits is as follows:
1 Hr. Lecture (L) per week - 1 credit
1 Hr. Tutorial (T) per week - 1 credit
1 Hr. Practical (P) per week - 0.5 credits
2 Hrs Practical (Lab)/week - 1 credit

5.2   There shall be mandatory student induction program for freshers with a three weeks duration before the commencement of first semester. Familiarization to Dept./Branch, Universal Human Values, Literary, Proficiency Modules, etc. as per the guidelines issued by AICTE.

5.3   The BoS will recommend the exact credits offered for the programme for the above components, the semester-wise distribution among them, as well as the syllabi of all undergraduate courses offered by the department from time to time before sending the same to the AC for consideration and approval.

5.4   Student is introduced to "Choice Based Credit System (CBCS)".

5.5   A pool of interdisciplinary and job-oriented mandatory skill courses which are relevant to the industry are integrated into the curriculum of concerned branch of engineering (total five skill courses: two basic level skill courses, one on soft skills and other two on advanced level skill courses)

5.6   A student has to register for all courses in a semester.

5.7   All the registered credits will be considered for the calculation of final CGPA.

5.8   A 10 months industry/field mandatory internship, both industry and social, during the summer vacation and also in the final semester to acquire the skills required for job and make engineering graduates to connect with the needs of the industry and society at large.

5.9   All students shall be mandatorily registered for NCC/NSS activities.

RBT 6.0 DISTRIBUTION / WEIGHTAGE OF MARKS & MODE OF EVALUATION

6.1 Almost all the courses shall have an internal assessment component where the evaluation shall be done by faculty members of the Institute. Evaluation of the semester end component shall be done by faculty members of other institutions or a suitable combination of examiners from this Institute and other institutions. The credits and marks are as specified in programme structure.

6.2 Theory courses

The theory course syllabus shall be divided into 5 units and total marks that can be awarded shall be 100. The internal assessment component shall be for 30 marks and the semester end component shall be of 70 marks.

6.2.1 The award of 30 marks for internal assessment shall be done as follows: (MSE [Subjective type] - 20 marks, MSE [Objective type] - 5 marks, Assignments - 5 marks)

    a. There shall be two MSEs. Descriptive internal assessment tests are for 20 marks and objective internal assessments for 5 marks. The first MSE shall be from first 50% of the syllabus and second MSE shall be from the remaining syllabus.

    b. There shall be two written descriptive internal assessment tests (MSEs) for 20 marks each termed as MID1 and MID2. The tests shall be of 90 minutes duration and shall consist of 3 essay type questions carrying 10 marks each, out of which the student has to answer any two.

    c. There shall also be two objective internal assessments for 5 marks each for every theory course in all semesters. The tests shall be of 10 minutes duration and shall consist of 10 questions which shall be compulsory.

    d. The higher marks of the two MSEs for any course shall be given a weightage of 80% and the other a weightage of 20%.

    e. The assignments shall be given preferably one from each unit. Assignments are evaluated for 5 marks. Average of best TWO assignments submitted is calculated and awarded for maximum of 5 marks.

    f. The MSEs weighted average marks reduced to 25 shall be added to the marks obtained in assignments to obtain the maximum total 30 marks in theory for the internal assessment.

    g. In the case of courses like Engineering Drawing or related courses, out of the 30 marks for internal assessment 20 marks shall be allocated for continuous evaluation of the day to day work. The remaining 10 marks shall be awarded by conducting two subjective MSEs of 10 marks each. The better marks of these two MSEs shall be given a weightage of 80% and the other a weightage of 20%. The marks are reduced to 10.

    h. The marks distribution for internals and externals is - 30% for internal assessments and 70% for external assessments in case of theory courses and 50% each for Internals and Externals for all the Practical/ Workshops, etc.,

    i. The passing minimum in SEE for theory/Drawing or related courses is 35% (25 marks out of 70) and 40% overall (internal plus external).

    j. The passing minimum in SEE for practical is 50% and 50% overall (internal plus external).

6.2.2   The award of 70 marks for external assessment shall be done as follows:

There shall be a descriptive written examination of 3 hours duration for 70 marks covering all the 5 units of the syllabus. Question paper for this examination shall be prepared externally by paper setters from the panel of paper setters recommended by the Chairperson of the BoS. The evaluation of the answer scripts shall be done externally by evaluators belonging to drawn from prominent institutions or a suitable combination of examiners from this Institute and other institutions or recommended by the Chairpersons of various boards.

Model Question papers under GRBT-20 shall be made with one question from each unit to be answered compulsorily from all five units with internal choice, i.e., in the form of either/or method.

6.3   Practical

Practical(s) shall be evaluated for 100 marks out of which 50 marks shall be for internal assessment and the remaining 50 marks shall be for summative assessment.

6.3.1   Award of 50 marks for internal assessment shall be done as follows:
a. A maximum of 25 marks shall be assigned by continuous evaluation, day to day experimental work.
b. A maximum of 25 marks shall be awarded by conducting TWO internal practical examinations, one at the middle of the semester and the other at the end of the semester. There shall be two examiners for each internal examination. One shall be the faculty member concerned and the other shall be an internal faculty member nominated by the HoD. Out of the two, the internal practical examination with highest score shall be given a weightage of 80% and the other the weightage of 20%.

6.3.2   The SEE shall be conducted by the teacher concerned and another examiner nominated by HoD/Principal.

6.3.3   The minimum passing mark in SEE for practical is 50% and 50% overall (Internal + External).

6.4   Mini Project / Study project and / or Internship

6.4.1   Mini Project / Study Project shall be done during summer vacation and will be evaluated in the immediate following semester for 100 marks by the Departmental Committee consisting of HoD, supervisor and a senior faculty member. There shall be no external examination. The qualifying mark to achieve the credits allocated is 40%.

Internships shall be conducted at large industrial complexes and exposes the students to real-life situations. Students may also carry out internships at various production and manufacturing units, design, development and consulting agencies, national laboratories, R&D centers, etc. The students solve real-life problems of interest to the host organizations.

A supervisor/mentor/advisor has to be allotted to guide the students for taking up the summer internship. The supervisor shall monitor the attendance of the students while taking up the internship. After successful completion, students shall submit a summer

internship technical report to the concerned department and appear for an oral presentation before the department- Head of the Department, supervisor of the internship and a senior faculty member of the department. A certificate from industry/skill development center shall be included in the report. The report and the oral presentation shall carry 40% and 60% weightages respectively. It shall be evaluated for 50 external marks at the end of the semester. There shall be no internal marks for Summer Internship. A student shall secure minimum 40% of marks for successful completion. In case, if a student fails, he/she shall reappear as and when semester supplementary examinations are conducted by the college. In case the student couldn't take their internship during allocated slot for valid reasons, must repeat it as per the guidelines issued by the Project Review Committee.

6.4.2 Fabrication Project

The branches having fabrication project shall be evaluated for 100 Marks out of which 50 Marks shall be for continuous internal assessment and remaining 50 Marks shall be evaluated by Project Review Committee (PRC) at the end of the semester. A project Review Committee shall be constituted with HoD as chairman and other two senior faculty members in the same department nominated by the HoD.

6.4.3 Job-oriented skill courses

The job-oriented skill courses may be registered at the college or at any accredited external agency. A student shall submit a record/report on the list of skills learned. If the student completes job-oriented skill course at an external agency, a certificate from the agency shall be included in the report. The course will be evaluated at the end of the semester for 50 marks (record: 15 marks and viva-voce: 35 marks) along with laboratory end examinations in the presence of external (appointed by the college) and internal examiner (course instructor or mentor). There are no internal marks for the job-oriented skill courses.

6.5 Audit courses/ Mandatory courses

Environmental Sciences, Universal Human Values, Ethics, Indian Constitution, Essence of Indian Traditional Knowledge etc., are non-credit (zero credits) Audit / mandatory courses. A minimum of 75% attendance is mandatory in these subjects.

Two mid examinations shall be conducted for 30 marks each and also a semester end examination for 70 marks with internal evaluation. The student has to secure at least 40% of the marks both (internal + external) for passing the course.

No marks or letter grade shall be printed in the marks memos for all mandatory or non-credit courses, but Satisfactory / Not- Satisfactory will be specified. In case of 'Non-Satisfactory', the student shall apply for the supplementary examination till he gets 'Satisfactory'.

6.5.1 Design Thinking & Product Innovation

Courses related to Design Thinking & Product Innovation have no external examination and credits / no credits as per the approved course structure by BoS. The total internal assessment is done for 30 marks. The award of 30 marks shall be done as

a. Day-to-day evaluation done by students in the form of assignments or Objective Tests from every unit of the syllabus. The average of Best 3 assignments is taken and reduced to 5 marks,

b. Documentation of the idea pitched must be evaluated for 15 marks and

c. Final presentation of the idea as a team is evaluated for 10 marks.

6.6 Project Work

Out of total 200 Marks for the project work, 60 marks shall be for internal valuation and 140 marks shall be for the semester end evaluation.

i. The award of 60 marks for internal evaluation shall be done as:
Three mid-course reviews based on a standardized rubric shall be conducted by a Project Review Committee (PRC) of which the project supervisor is a member.

ii.   The award of 140 marks for external evaluation shall be done as:
External evaluation shall be done by a three member committee consisting of a) an external examiner nominated by the Principal, b) HoD concerned, and c) the project supervisor, based on the comprehensive project report submitted by the candidate followed by a viva-voce examination.

The student/student group shall prepare their project report in accordance with the guidelines issued on preparation of project reports.

The student is deemed to satisfy the minimum academic record to achieve the credits allocated to project, if he attains 40% of marks in external examination and **40%** marks in overall - internal and external examination.

RBT 7.0   REGISTRATION OF COURSES

7.1
i) Mandatory Pre-Registration for Subsequent semester:

In order to facilitate proper planning of the academic activities of a semester, it is essential for the students to declare their intent to register for a course well in advance, before the actual start of the academic session, through the process of Pre-Registration, which is mandatory for all those students of second or subsequent semesters who propose to deviate from recommended scheme of studies.

ii) A student found deficient in any area of knowledge/skill needed for programmes of study e.g. Communication Skill, Mathematics, Aptitude, etc. may be required to do suitable additional course(s) on audit basis which will not be shown on his Grade Card.

iii) A student will be permitted to register in the next semester only if he fulfills the following conditions:

a. Satisfied all the Academic Requirements to continue with the programme of study;

b. Cleared all Institute, Library and Hostel dues and fines (if any) of the previous semester.
c. Paid all required payments of the Institute and hostel for the current semester.
d. Not been debarred from registering on any specific ground by the Institute.

iv) The student shall submit registration forms in the respective departments for offering professional and open elective courses. To offer elective course, there shall be a limit on the minimum and maximum number of registrations based on class/section strength.

RBT 8.0   ATTENDANCE REQUIREMENTS

8.1 Attendance requirements are given appropriate weightage like academic requirements as hereunder:

i) All students must attend all lecture, tutorial and practical classes in a course. The attendance will be counted course wise.

ii) To account for approved leave of absence e.g. representing the Institute in sports, games or athletics, professional society activities, placement activities, NCC/NSS activities, etc. and/or any other such contingencies like medical emergencies, etc., the attendance requirement shall be considered on a base minimum of 75% of the classes scheduled in each semester subject to a maximum of 10 days in a semester.

iii) A student shall be eligible to write the SEE if he acquires a minimum of 50% in each subject and 75% of attendance in aggregate of all the subjects.

iv) Condonation of shortage of attendance in aggregate up to 10% (attendance below 75% but 65% and above) in each semester may be condoned by the College Academic Committee (CAC). [The number of times condonation can be availed by a student shall be (*n – 1*) where *n* is the number of years of study of the programme]. A stipulated fee shall be payable towards condonation of shortage of attendance.

v) Shortage of attendance below 65% in aggregate shall not be condoned and such students shall be detained in that semester.

vi) A student who is short of attendance in any semester may seek re- admission into that semester when it is offered again.

vii) A student detained in I B.Tech I semester due to shortage of attendance may be re-admitted in the same semester in the next academic year for fulfilment of academic requirements. The academic regulation under which a student has **been readmitted** is applicable. However, no grade allotments or SGPA/ CGPA calculations will be done for the entire semester in which the student has been detained.

viii) A student shall be promoted to next semester if he satisfies the a) attendance requirement of the present semester and b) the credits requirements

ix) If any candidate fulfils the attendance requirement in the present semester, he shall not be eligible for re-admission into the same semester.

RBT 9.0   MINIMUM ACADEMIC REQUIREMENTS

9.1 The following academic requirements shall be satisfied by every student in addition to the attendance requirements mentioned under Rule RBT 8.0 above:

i. A student shall be deemed to have satisfied the minimum academic requirements in theory courses if he has earned the credits allotted to each theory course and secures not less than 25 marks out of 70 in SEE and a minimum of 40% of marks in each theory course when the internal assessment marks and SEE marks are added together.

ii.   A student shall be deemed to have satisfied the minimum academic requirements in practical courses if he has earned the credits allotted to each practical course by securing not less than 50% marks in SEE practical examinations and a minimum of 50% of marks in each practical course when the internal assessment marks and SEE marks are added together.

iii.   A student shall be deemed to have satisfied the minimum academic requirements in design /drawing /mini project/industry oriented mini project/ summer internship and project if he has earned the credits allotted to each of this course and secures not less than 35% marks in SEE, if any and a minimum of 40 % of marks in each course when the internal assessment marks and SEE marks are added together.

iv.   A student shall be promoted from 1st year to 2nd year if he fulfills the minimum attendance requirement.

v.   A student shall be promoted from 2nd year second semester to 3rd year first semester if he fulfills the academic requirement of 50% of the credits up to 2nd Year 2nd semester from all the examinations till that date. In case the 50% of the credits happens to be a non-integer for example 89/2=44.5, the lower integer value needs to be considered while interpreting minimum credits requirement (in the example, 44 credits should be counted as minimum requirement for promotion), whether or not the candidate took the examination and secures the prescribed minimum attendance in 2nd Year 2nd Semester (R – Regular, S – Supplementary). For lateral entry students, promotion from 2nd year second semester to 3rd year first semester occurs by default provided he secures prescribed minimum attendance in 2nd year second semester.

vi.   A student shall be promoted from 3rd Year to 4th Year if he fulfills the academic requirement of 50% of the credits up to 3rd Year 2nd semester from all the examinations till that date, In case the 50% of the credits happens to be a non-integer for example 89/2=44.5, the lower integer value needs to be considered while interpreting minimum credits requirement (in the example, 44 credits should be counted as minimum requirement for promotion), whether or not the candidate took the examination and secures the prescribed minimum attendance in 3rd Year 2nd Semester. (R – Regular, S – Supplementary).

vii.   A regular B. Tech student shall register in all the 160 credits and earn all the 160 credits. Marks obtained in all the 160 credits shall be considered for the calculation of grade awarded. A lateral entry B.Tech student shall register from 2nd year 1st semester and shall complete all courses/ laboratory works as per the structure till 4th year 2nd semester and only 2nd year to 4th year credits/marks/grades obtained in all the 3 years (i.e. 2nd year through 4th year of the complete programme) amounting to 121 credits shall be considered for the calculation of grade awarded.

RBT 10.0 AWARD OF GRADES AND B.Tech DEGREE

10.1   A student (regular admission) shall be declared eligible for the award of the B.Tech. degree if he fulfills the following academic regulations:

   a) Pursued a programme of study for not less than four academic years and not more than eight academic years.

   b) Registered for 160 credits and secured 160 credits.

10.2   A student (LE admission) shall be declared eligible for the award of the B.Tech. degree if he fulfills the following academic regulations:

   a) Pursued a programme of study for not less than three academic years and not more than six academic years.

b) Registered for all the courses from 2nd year 1st semester onwards and secured all the prescribed 121 credits from 2nd year 1st semester to 4th year 2nd semester as per the Programme Curriculum of GRBT-20 of respective branch of study.

10.3 All students shall register for NCC/NSS activities and will be required to participate in an activity specified by NSS officer for two semesters during the course of study. Grade shall be awarded as Satisfactory or Unsatisfactory in the mark sheet on the basis of participation, attendance, performance and behavior. If a student gets an unsatisfactory Grade, he/she shall repeat the above activity in the subsequent years, in order to complete the degree requirements.

10.4 No marks or letter grade shall be allotted for all mandatory non-credit courses.

10.5 Method of considering MOOC courses

Institution intends to encourage the students to do a minimum of two MOOCs, one each in discipline and open elective during third year.

a) To consider the grades, the course selected by student should not be already available in the programme structure and the course should be from the same domain of study.

b) MOOC courses must be of minimum **8 weeks** in duration. Attendance will not be monitored for MOOC courses. Students have to acquire a certificate from the agencies approved by the BOS with grading or marks or pass/fail in order to earn credits. If the MOOC course is a pass/fail course without any grades, the grade to be assigned will be as decided by the college academic committee.

c) The respective departments shall give a list of standard MOOCs providers including SWAYAM whose credentials are endorsed by the HoD.

d) In general, MOOCs providers provide the result in percentage. In such case, the departments shall follow the grade table given below, while allotting letter grade for the MOOCs. If MOOCs provider declares a student as passed, the institution shall consider the same. Calculation of the CGPA is similar to other credit courses.

e) In case of any deviation from the clause d) the committee appointed by the Chairman- Academic Council shall take a decision for converting MOOC results in to the relevant grade points.

f) For the MOOC(s) courses, the same number of credits will be given based on the departmental elective or open elective opted by the student.

g) Each department shall appoint Coordinators/Mentors 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.

h) In case a student fails to complete the MOOCs he/she shall re-register for the same with any of the providers from the list provided by the department. Still if a student fails to clear the course/s, the Institution shall evaluate for the said course/s for 60 marks (scaled up to 100 marks), as per the MOOCs syllabi during the final year.

i) In case any provider discontinues to offer the course, Institution shall allow the student to opt for any other provider from the list provided by the department, for completion of the same course.

j) The details of MOOC(s) shall be displayed in Grade card of a student, provided he/she submits the proof of completion of it or them to the department concerned

though the Coordinator/Mentor, before the end semester examination of the particular semester.

10.6   Curricular Framework for Skill oriented courses

a.   There are five (05) skill-oriented courses shall be offered during III to VII semesters and students must register and pass the courses successfully.

b.   For skill oriented/skill advanced course, credit distribution may be allotted as per the decision of concerned BOS.

c.   Out of the five skill courses; (i) two shall be skill-oriented courses from the same domain and shall be completed in second year (ii) Of the remaining 3 skill courses, one shall be necessarily be a soft skill course and the remaining 2 shall be skill-advanced courses either from the same domain or job-oriented skill courses, which can be of inter disciplinary nature.

d.   Students may register the interdisciplinary job-oriented skill courses based on the prerequisites and eligibility in consultation with HOD of the department.

e.   The student shall be given an option to choose either the skill courses being offered by the college or to choose a certificate course being offered by industries/Professional bodies/APSSDC or any other accredited bodies. However, the department has to assign mentors in the college to monitor the performance of the students.

f.   If a student chooses to take a Certificate Course offered by industries/Professional bodies/APSSDC or any other accredited bodies, in lieu of the skill advanced course offered by the Department, then the department shall mark overall attendance of the student for the remaining courses in that semester excluding the skill course in all the calculations of mandatory attendance requirements upon producing a valid certificate. However, the student is deemed to have fulfilled the attendance requirement of the course, if the external agency issues a certificate with satisfactory condition. If the certificate issued by external agency is marked with unsatisfactory condition, then the student shall repeat the course either in the college or at external agency. The credits will be awarded to the student upon producing the successful Course Completion Certificate from the agency/professional bodies and after passing in the viva-voce examination conducted at college at the end of the semester.

RBT 11.0 Curricular Framework for Honors Programme

1.   Students of a Department/Discipline are eligible to opt for Honors Programme offered by the same Department/Discipline.
2.   A student shall be permitted to register for Honors program at the beginning of 4th semester provided that the student must have acquired a minimum of 8.0 SGPA up to the end of 2nd semester without any backlogs. In case of the declaration of the 3rd semester results after the commencement of the 4th semester and if a student fails to score the required minimum of 8 SGPA, his/her registration for Honors Programme stands cancelled and he/she shall continue with the regular Programme.
3.   Students can select the additional and advanced courses from their respective branch in which they are pursuing the degree and get an honors degree in the same. e.g. If a Mechanical Engineering student completes the selected advanced courses from same branch under this scheme, he/she will be awarded B.Tech. (Honors) in Mechanical Engineering.

4. In addition to fulfilling all the requisites of a Regular B.Tech Programme, a student shall earn 20 additional credits to be eligible for the award of B. Tech (Honors) degree. This is in addition to the credits essential for obtaining the Under Graduate Degree in Major Discipline (i.e. 160 credits).

5. Of the 20 additional Credits to be acquired, 16 credits shall be earned by undergoing specified courses listed as pools, with **three** courses, each carrying 4 credits. The remaining 4 credits must be acquired through two MOOCs, which shall be domain specific, each with 2 credits and with a minimum duration of 8/12 weeks as recommended by the Board of studies.

6. It is the responsibility of the student to acquire/complete prerequisite before taking the respective course. The courses offered in each pool shall be domain specific courses and advanced courses.

7. The concerned BoS shall decide on the minimum enrolments for offering Honors program by the department. If minimum enrolments criteria are not met then the students shall be permitted to register for the equivalent MOOC courses as approved by the concerned Head of the department in consultation with BoS.

8. Each pool can have theory as well as laboratory courses. If a course comes with a lab component, that component has to be cleared separately. The concerned BoS shall explore the possibility of introducing virtual labs for such courses with lab component.

9. MOOC courses must be of minimum 8 weeks in duration. Attendance will not be monitored for MOOC courses. Students have to acquire a certificate from the agencies approved by the BOS with grading or marks or pass/fail in order to earn 4 credits. If the MOOC course is a pass/fail course without any grades, the grade to be assigned will be as decided by the BoS/academic council.

10. The concerned BoS shall also consider courses listed under professional electives of the respective B. Tech programs for the requirements of B. Tech (Honors). However, a student shall be permitted to choose only those courses that he/she has not studied in any form during the Programme.

11. If a student drops or is terminated from the Honors program, the additional credits so far earned cannot be converted into free or core electives; they will remain extra. These additional courses will find mention in the transcript (but not in the degree certificate). In such cases, the student may choose between the actual grade or a "pass (P)" grade and also choose to omit the mention of the course as for the following: All the courses done under the dropped Minors will be shown in the transcript. None of the courses done under the dropped Minor will be shown in the transcript.

12. In case a student fails to meet the CGPA requirement for Degree with Honors at any point after registration, he/she will be dropped from the list of students eligible for Degree with Honors and they will receive regular B.Tech degree only. However, such students will receive a separate grade sheet mentioning the additional courses completed by them.

13. Honors must be completed simultaneously with a major degree program. A student cannot earn Honors after he/she has already earned bachelor's degree.

11.1 Curricular Framework for Minor Programme:

1. a) Students who are desirous of pursuing their special interest areas other than the chosen discipline of Engineering may opt for additional courses in minor specialization groups offered by a department other than their parent department. For example, If Mechanical Engineering student selects subjects from Civil Engineering under this scheme, he/she will get Major degree of Mechanical Engineering with minor degree of Civil Engineering.

b) Student can also opt for Industry relevant tracks of any branch to obtain the Minor Degree, for example, a B.Tech Mechanical student can opt for the industry relevant tracks like Data Mining track, IOT track, Machine learning track, etc. The BOS concerned shall identify as many tracks as possible in the areas of emerging technologies and industrial relevance / demand. For example, the minor tracks can be the fundamental courses in CSE, ECE,

EEE,CE,ME etc or industry tracks such as Artificial Intelligence (AI), Machine Learning (ML), Data Science (DS), Robotics, Electric vehicles, Robotics, VLSI etc.

2. The list of disciplines/branches eligible to opt for a particular industry relevant minor specialization shall be clearly mentioned by the respective BoS. There shall be no limit on the number of programs offered under Minor. The Institution can offer minor programs in emerging technologies based on expertise in the respective departments or can explore the possibility of collaborating with the relevant industries/agencies in offering the program.

3. The concerned BoS shall decide on the minimum enrolments for offering Minor program by the department. If a minimum enrolments criterion is not met, then the students may be permitted to register for the equivalent MOOC courses as approved by the concerned Head of the department in consultation with BoS.

4. A student shall be permitted to register for Minors program at the beginning of 4th semester subject to a maximum of two additional courses per semester, provided that the student must have acquired 8 SGPA (Semester Grade point average) upto the end of 2nd semester without any history of backlogs. It is expected that the 3rd semester results may be announced after the commencement of the 4th semester. If a student fails to acquire 8 SGPA upto 3rd semester or failed in any of the courses, his registration for Minors program shall stand cancelled. An SGPA of 8 has to be maintained in the subsequent semesters without any backlog in order to keep the Minors registration active.

A student shall earn additional 20 credits in the specified area to be eligible for the award of B.Tech degree with Minor. This is in addition to the credits essential for obtaining the Under Graduate Degree in Major Discipline (i.e. 160 credits).

Out of the 20 Credits, 16 credits shall be earned by undergoing specified courses listed by the concerned BoS along with prerequisites. It is the responsibility of the student to acquire/complete prerequisite before taking the respective course. If a course comes with a lab component, that component has to be cleared separately. A student shall be permitted to choose only those courses that he/she has not studied in any form during the Programme.

In addition to the 16 credits, students must pursue at least 2 courses through MOOCs. The courses must be of minimum 8 weeks in duration. Attendance will not be monitored for MOOC courses. Student has to acquire a certificate from the agencies approved by the BOS with grading or marks or pass/fail in order to earn 4 credits. If the MOOC course is a pass/fail course without any grades, the grade to be assigned as decided by the university/academic council.

Student can opt for the Industry relevant minor specialization as approved by the concerned departmental BoS. Student can opt the courses from Skill Development Corporation (APSSDC) or can opt the courses from an external agency recommended and approved by concerned BOS and should produce course completion certificate.

The Board of studies of the concerned discipline of Engineering shall review such courses being offered by eligible external agencies and prepare a fresh list every year incorporating latest skills based on industrial demand.

A committee should be formed at the level of College/Universities/department to evaluate the grades/marks given by external agencies to a student which are approved by concerned BoS. Upon completion of courses the departmental committee should convert the obtained grades/marks to the maximum marks assigned to that course. The controller of examinations can take a decision on such conversions and may give appropriate grades.

If a student drops (or terminated) from the Minor program, they cannot convert the earned credits into free or core electives; they will remain extra. These additional courses will find mention in the

transcript (but not in the degree certificate). In such cases, the student may choose between the actual grade or a "pass (P)" grade and also choose to omit the mention of the course as for the following:

All the courses done under the dropped Minors will be shown in the transcript. None of the courses done under the dropped Minor will be shown in the transcript. In case a student fails to meet the CGPA requirement for B.Tech degree with Minor at any point after registration, he/she will be dropped from the list of students eligible for degree with Minors and they will receive B. Tech degree only.

However, such students will receive a separate grade sheet mentioning the additional courses completed by them. Minor must be completed simultaneously with a major degree program. A student cannot earn the Minor after he/she has already earned bachelor's degree.

11.2 Method of awarding letter grade and grade points for a programme

Grade points, based on percentage of marks awarded for each course will form the basis for calculation of SGPA (Semester Grade Point Average) and CGPA (Cumulative Grade Point Average).

A letter grade and grade point will be awarded to a student in each course based on performance as per grading system given below, subject to minimum Academic Regulations:

Calculation of Grade Point Average (GPA) for a semester

Theory/Drawing / Projects/ Summer internship (%) Total (Internal + External)	Laboratory (%)/ Workshop Total (Internal + External)	Grade Points	Letter Grade	Remark
Percentage of Marks ≥ 90	Percentage of Marks $>= 90$	10	O	OUTSTANDING
>= 80 & < 90	>= 80 & < 90	9	A+	EXCELLENT
>= 70 & < 80	>= 70 & < 80	8	A	VERY GOOD
>= 60 & < 70	>= 60 & < 70	7	B+	GOOD
>= 50 & < 60	>= 50 & < 60	6	B	AVERAGE
>= 40 & < 50	-	5	P	PASS
< 40	< 50	F	F (Fail)	FAIL
Absent		Ab	Ab	ABSENT

The performance of each student at the end of the each semester is indicated in terms of GPA. The semester grade point average (SGPA) is calculated as below:

$$\textbf{SGPA} = \sum (\textbf{CR X GP}) / \sum \textbf{CR}$$

where **CR** = Credits of a course

GP = Grade points awarded for a course

* SGPA is calculated only for the candidates who passed all the courses in that year/semester.

11.3   Calculation of Cumulative Grade Point Average (CGPA) for entire programme

The CGPA is calculated as below:

$$\textbf{CGPA} = \sum (\textbf{CR X GP}) / \sum \textbf{CR} \qquad \text{(for entire programme)}$$

Where **CR** = Credits of a course
GP = Grade points awarded for a course

* Method of calculation is similar for both SGPA and CGPA
** CGPA is awarded to candidates who have no backlogs till that
particular semester

`The Student's Grade Card shall contain the letter grade for each registered course along with the SGPA at the end of the semester and the CGPA at the completion of the programme.

11.4   Award of division

A student who has passed all the examinations and satisfied all the requirements prescribed for the programme shall be eligible for the award of B.Tech. Degree and he shall be placed in a grade / division as given below:

Sl. No.	CGPA range	Grade/Division awarded
a.	CGPA ≥ 8.5 and <= 10.0	Degree with Honours (Subject to having additional 15 credits over and above the normal requirement of programme and not having any 'Back-Log' or supplementary re-appearance in any of the subjects in any semester)
b.	CGPA ≥ 7.5 and <8.5	Degree with Distinction (Subject to not having any 'Back-Log' or supplementary re-appearance in any of the subjects in any semester, else Degree with First Class)
c.	CGPA ≥ 6.5 and < 7.5	Degree with First Class
d.	CGPA ≥ 5.5 and < 6.5	Degree with Second Class
e.	CGPA ≥ 4.0 and < 5.5	Degree with Pass Class
f.	CGPA < 4.0	Fail

11.5   Appeal/Re-evaluation of Marks

i)   The entire process of evaluation shall be transparent, and the Course Coordinator/Instructor shall explain to a student the marks he has awarded in various components of internal assessments.

ii)   In case of any grievance about the marks obtained in SEE, the student may apply for re-evaluation of marks in theory courses to the Examination Cell before the date in prescribed form.

iii)   The fee for such an appeal will be decided from time to time.

iv)   In case there is a difference of less than 15 percent of marks

between first (or original) and re-evaluation, the highest would be taken up.

v)   In case there is a difference of 15 percent or more marks between first (or original) and re-evaluation, the matter would be taken up automatically for a third evaluation at no extra fee.

vi)   The mark obtained in 3rd evaluation is compared with the mark obtained in first evaluation and the mark obtained in re-evaluation. The mark near to the third valuation is taken. The average of the two nearer values is taken and that mark is taken as the final marks for award of grade.

vii)   If the final mark/ grade obtained is lesser than the original first evaluation marks/ grades the first valuation marks/grades are retained.

RBT 12.0 MINIMUM INSTRUCTION DAYS

Minimum instruction days for each semester shall be 90 working days.

12.1   Academic Calendar

i)   Each academic year shall be divided into two semesters, each of 16 weeks duration, excluding examinations.

ii)   The schedule of academic activities for a semester, including the dates of registration, MSE, SEE, inter-semester breaks, etc. shall be referred to as the Academic Calendar of the semester, which shall be prepared by the In-charge of Academics, tabled before the AC, and announced at least two weeks before the closing date of the previous semester.

iii)   The Academic Calendar must be strictly adhered to, and all other activities including co-curricular and/or extra-curricular activities must be scheduled so as not to interfere with the Curricular Activities as stipulated in the Academic Calendar.

RBT 13.0 WITHHOLDING OF RESULTS

13.1   If the student has not paid the dues payable to the Institute or if any case of indiscipline is pending against him, the result of the student may be withheld. In addition, his degree may also be withheld.

13.2   Malpractice Rules as per Annexure I.

RBT 14.0 PROVISIONS FOR TRANSITORY CASES

14.1   Transitory provisions for students seeking re-admission into 2019 regulations (Detained due to shortage of attendance / lack of credits in earlier Regulations)

i.   Prior approval from affiliating university should be obtained before re- admission of a candidate on case to case basis through Transitory Regulations. Details such as re-admission sought into, course to course mapping, credit gaps, course work to close the credit gaps, any alternative courses in new regulation, etc. shall be submitted to affiliating university for seeking approval.

ii.   The student has to continue the course work along with the regular students of the respective semester in which the student obtains re- admission.

iii.   Substitute / compulsory courses shall be offered in place of courses that have already been studied by the student. The student has to register for those specific courses.

iv.   The mode of internal evaluation (i.e., in-course assessments) and external evaluation (i.e. SEE) shall be on par with the regular students, i.e., the student has to follow the new mode of internal evaluation and the new question paper model for the SEE along with the regular students of the respective semester in which the student obtained re-admission.

v.   For the courses studied under earlier Regulations but failed, the student has to appear,

pass and acquire credits from the supplementary examinations with-in the time provided as per the Clause 1.2 of Rule RBT 1 above.

vi. The promotion criteria based on attendance as well as credits shall be in accordance with the Regulations under which the student is re- admitted into the new Regulation specific to the new courses/ substitute courses in the new regulation of the Institute into which the student is admitted.

vii. Credits already awarded and approved as per new Regulation will be pro-rated in terms of new-credit system. To be eligible for the award of the degree, the student shall complete the attendance requirements and appear for the SEE in all the courses as per new Regulation, including the substitute/compulsory courses as prescribed in the transitory course structure and shall acquire at least the minimum of stipulated credits. If a student, in such exercise, crosses the said minimum number of credits, the lowest marks/grades scored will be excluded for calculating final grade.

viii. All other academic requirements shall be in accordance with the regulations under which the student was re-admitted.

ix. The decision of the affiliating university shall be final and binding on the transitory students on any clarification/ query/doubt.

RBT 15.0 GAP YEAR

15.1   Provision for making use of gap year is extended to students with following conditions:

i. The student requiring such facility should approach Principal through HoD before going for such Internship/ Training in gap year and should take prior sanction from Principal in writing.

ii. The said organization should be either of Public Sector Undertaking (PSU), Govt. Organization, National Research Laboratory, Multi- National Company (MNC) or Public Limited Company.

iii. Student should secure minimum SGPA making him eligible for First Class as per prevalent Regulations either by Grade Point or Percentage System till the said completed years of study.

iv. The student must not have been a "detained" candidate in any of the prior years.

v. The student needs to pass all the courses till the previous academic year in order to be eligible for applying for gap year.

vi. The gap year is restricted only to one academic year with-out interruption.

vii. The gap year is not admissible for gainful employment.

viii. The Principal should obtain necessary authorization in writing on case to case basis from affiliated university before providing such facility to any student.

COMMUNITY SERVICE PROJECT

Introduction
1. Community Service Project is an experiential learning strategy that integrates meaningful community service with instruction, participation, learning and community development
2. Community Service Project involves students in community development and service activities and applies the experience to personal and academic development.
3. Community Service Project is meant to link the community with the college for mutual benefit. The community will be benefited with the focused contribution of the college students for the village/ local development. The college finds an opportunity to develop social sensibility and responsibility among students and also emerge as a socially responsible institution.

Objective
Community Service Project should be an integral part of the curriculum, as an alternative to the 2 months of Summer Internships / Apprenticeships / On the Job Training, whenever there is an exigency when students cannot pursue their summer internships. The specific objectives are;
1. To sensitize the students to the living conditions of the people who are around them
2. To help students to realize the stark realities of the society.
3. To bring about an attitudinal change in the students and help them to develop societal consciousness, sensibility, responsibility and accountability
4. To make students aware of their inner strength and help them to find new /out of box solutions to the social problems.
5. To make students socially responsible citizens who are sensitive to the needs of the disadvantaged sections.
6. To help students to initiate developmental activities in the community in coordination with public and government authorities.
7. To develop a holistic life perspective among the students by making them study culture, traditions, habits, lifestyles, resource utilization, wastages and its management, social problems, public administration system and the roles and responsibilities of different persons across different social systems.

Implementation of Community Service Project
1. Every student should put in a minimum of **180 hours** for the Community Service Project during the summer vacation.
2. Each class/section should be assigned with a mentor.
3. Specific Departments could concentrate on their major areas of concern. For example, Dept. of Computer Science can take up activities related to Computer Literacy to different sections of people like - youth, women, house-wives, etc
4. A log book has to be maintained by each of the student, where the activities undertaken/involved to be recorded.
5. The log book has to be countersigned by the concerned mentor/faculty in charge.
6. Evaluation to be done based on the active participation of the student and grade could be awarded by the mentor/faculty member.
7. The final evaluation to be reflected in the grade memo of the student.
8. The Community Service Project should be different from the regular programmes of NSS/NCC/Green Corps/Red Ribbon Club, etc.
9. Minor project report should be submitted by each student. An internal Viva shall also be conducted by a committee constituted by the principal of the college.
10. Award of marks shall be made as per the guidelines of Internship/apprentice/ on the job training

Procedure

1. A group of students or even a single student could be assigned for a particular habitation or village or municipal ward, as far as possible, in the near vicinity of their place of stay, so as to enable them to commute from their residence and return back by evening or so.

2. The Community Service Project is a twofold one – a) First, the student/s could conduct a survey of the habitation, if necessary, in terms of their own domain or subject area. Or it can even be a general survey, incorporating all the different areas. A common survey format could be designed. This should not be viewed as a duplication of work by the Village or Ward volunteers, rather, it could be another primary source of data.

b) Secondly, the student/s could take up a social activity, concerning their domain or subject area. The different areas, could be like – ▪ Agriculture
- Health
- Marketing and Cooperation
- Animal Husbandry
- Horticulture
- Fisheries
- Sericulture
- Revenue and Survey
- Natural Disaster Management
- Irrigation
- Law & Order
- Excise and Prohibition
- Mines and Geology
- Energy
- Internet
- Free Electricity
- Drinking Water

EXPECTED OUTCOMES
BENEFITS OF COMMUNITY SERVICE PROJECT TO STUDENTS
Learning Outcomes
1. Positive impact on students' academic learning
2. Improves students' ability to apply what they have learned in "the real world"
3. Positive impact on academic outcomes such as demonstrated complexity of understanding, problem analysis, problem-solving, critical thinking, and cognitive development
4. Improved ability to understand complexity and ambiguity

Personal Outcomes
1. Greater sense of personal efficacy, personal identity, spiritual growth, and moral development
2. Greater interpersonal development, particularly the ability to work well with others, and build leadership and communication skills

Social Outcomes
1. Reduced stereotypes and greater inter-cultural understanding
2. Improved social responsibility and citizenship skills
3. Greater involvement in community service after graduation

Career Development
1. Connections with professionals and community members for learning and career opportunities

2. Greater academic learning, leadership skills, and personal efficacy can lead to greater opportunity

Relationship with the Institution
1. Stronger relationships with faculty
2. Greater satisfaction with college
3. Improved graduation rates

BENEFITS OF COMMUNITY SERVICE PROJECT TO FACULTY MEMBERS
1. Satisfaction with the quality of student learning
2. New avenues for research and publication via new relationships between faculty and community
3. Providing networking opportunities with engaged faculty in other disciplines or institutions
4. A stronger commitment to one's research

BENEFITS OF COMMUNITY SERVICE PROJECT TO COLLEGES AND UNIVERSITIES
1. Improved institutional commitment
2. Improved student retention
3. Enhanced community relations

BENEFITS OF COMMUNITY SERVICE PROJECT TO COMMUNITY
1. Satisfaction with student participation
2. Valuable human resources needed to achieve community goals
3. New energy, enthusiasm and perspectives applied to community work
4. Enhanced community-university relations.

SUGGESTIVE LIST OF PROGRAMMES UNDER COMMUNITY SERVICE PROJECT
The following the recommended list of projects for Engineering students. The lists are not exhaustive and open for additions, deletions and modifications. Colleges are expected to focus on specific local issues for this kind of projects. The students are expected to carry out these projects with involvement, commitment, responsibility and accountability. The mentors of a group of students should take the responsibility of motivating, facilitating, and guiding the students. They have to interact with local leadership and people and appraise the objectives and benefits of this kind of projects. The project reports shall be placed in the college website for reference. Systematic, Factual, methodical and honest reporting shall be ensured.
For Engineering Students
1. Water facilities and drinking water availability
2. Health and hygiene
3. Stress levels and coping mechanisms
4. Health intervention programmes
5. Horticulture
6. Herbal plants
7. Botanical survey
8. Zoological survey
9. Marine products
10. Aqua culture
11. Inland fisheries
12. Animals and species
13. Nutrition
14. Traditional health care methods
15. Food habits
16. Air pollution
17. Water pollution
18. Plantation
19. Soil protection
20. Renewable energy
21. Plant diseases
22. Yoga awareness and practice
23. Health care awareness programmes and their impact
24. Use of chemicals on fruits and vegetables

25. Organic farming
26. Crop rotation
27. Floury culture
28. Access to safe drinking water
29. Geographical survey
30. Geological survey
31. Sericulture
32. Study of species
33. Food adulteration
34. Incidence of Diabetes and other chronic diseases
35. Human genetics
36. Blood groups and blood levels
37. Internet Usage in Villages
38. Android Phone usage by different people
39. Utilization of free electricity to farmers and related issues
40. Gender ration in schooling level- observation.

Complimenting the community service project, the students may be involved to take up some awareness campaigns on social issues/special groups. The suggested list of programmes are;
Programmes for School Children
1. Reading Skill Programme (Reading Competition)
2. Preparation of Study Materials for the next class.
3. Personality / Leadership Development
4. Career Guidance for X class students
5. Screening Documentary and other educational films
6. Awareness Programme on Good Touch and Bad Touch (Sexual abuse)
7. Awareness Programme on Socially relevant themes.

Programmes for Women Empowerment
1. Government Guidelines and Policy Guidelines
2. Womens' Rights
3. Domestic Violence
4. Prevention and Control of Cancer
5. Promotion of Social Entrepreneurship

General Camps
1. General Medical camps
2. Eye Camps
3. Dental Camps
4. Importance of protected drinking water
5. ODF awareness camp
6. Swatch Bharat
7. AIDS awareness camp
8. Anti Plastic Awareness
9. Programmes on Environment
10. Health and Hygiene
11. Hand wash programmes
12. Commemoration and Celebration of important days

Programmes for Youth Empowerment

1. Leadership
2. Anti-alcoholism and Drug addiction
3. Anti-tobacco
4. Awareness on Competitive Examinations
5. Personality Development

Common Programmes

1. Awareness on RTI
2. Health intervention programmes
3. Yoga
4. Tree plantation
  5. Programmes in consonance with the Govt. Departments like – i. Agriculture
ii. Health
iii. Marketing and Cooperation
iv. Animal Husbandry
v. Horticulture
vi. Fisheries
vii. Sericulture
viii. Revenue and Survey
ix. Natural Disaster Management
x. Irrigation
xi. Law & Order
xii. Excise and Prohibition
xiii. Mines and Geology
xiv. Energy

Role of Students:

1. Students may not have the expertise to conduct all the programmes on their own. The students then can play a facilitator role.
2. For conducting special camps like Health related, they will be coordinating with the Governmental agencies.
3. As and when required the College faculty themselves act as Resource Persons.
4. Students can work in close association with Non-Governmental Organizations like Lions Club, Rotary Club, etc or with any NGO actively working in that habitation.
5. And also, with the Governmental Departments. If the programme is rolled out, the District Administration could be roped in for the successful deployment of the programme.
6. An in-house training and induction programme could be arranged for the faculty and participating students, to expose them to the methodology of Service Learning.

Timeline for the Community Service Project Activity
Duration: 8 weeks
  1. Preliminary Survey (One Week) a) A preliminary survey including the socio-economic conditions of the allotted habitation to be conducted.
  b) A survey form based on the type of habitation to be prepared before visiting the habitation with the help of social sciences faculty. (However, a template could be designed for different habitations, rural/urban.
  c) The Governmental agencies, like revenue administration, corporation and municipal authorities and village secretariats could be aligned for the survey.

2. Community Awareness Campaigns (Two Weeks)
Based on the survey and the specific requirements of the habitation, different awareness campaigns and programmes to be conducted, spread over two weeks of time. The list of activities suggested could be taken into consideration.
3. Community Immersion Programme (Four Weeks)
Along with the Community Awareness Programmes, the student batch can also work with any one of the below listed governmental agencies and work in tandem with them. This community involvement programme will involve the students in exposing themselves to the experiential learning about the community and its dynamics. Programmes could be in consonance with the Govt. Departments.

4. Community Exit Report (One Week)

During the last week of the Community Service Project, a detailed report of the outcome of the 8 weeks works to be drafted and a copy shall be submitted to the local administration. This report will be a basis for the next batch of students visiting that particular habitation. The same report submitted to the teacher-mentor will be evaluated by the mentor and suitable marks are awarded for onward submission to the college.

Throughout the Community Service Project, a daily log-book need to be maintained by the students batch, which should be countersigned by the governmental agency representative and the teacher-mentor, who is required to periodically visit the students and guide them.

ANNEXURE I

MALPRACTICES RULES
DISCIPLINARY ACTION FOR / IMPROPER CONDUCT IN EXAMINATIONS

(Adopted from the Malpractice Rules of affiliating university JNTUK)

	Nature of Malpractices/Improper conduct	Punishment
	If the candidate:	
MPR 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 course 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 course of the examination)	Expulsion from the examination hall and cancellation of the performance in that course 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 course 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.
MPR 2.	Has copied in the examination hall from any paper, book, programmable calculators, palm computers or any other form of material relevant to the course of the examination (theory or practical) in which the candidate is appearing.	Expulsion from the examination hall and cancellation of the performance in that course 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 courses of that semester. The Hall Ticket of the candidate shall be cancelled.
MPR 3.	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

	Nature of Malpractices/Improper conduct	Punishment
		original candidate, who has been impersonated, shall be cancelled in all the courses of the examination (including practical(s) and project work) already appeared and shall not be allowed to appear for examinations of the remaining courses of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all semester end examinations. Continuation of the programme by the candidate is subject to the academic regulations in connection with forfeiture of seat. If the imposter is an outsider, he will be handed over to the police and a case is registered against him.
MPR 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 course and all the other courses the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the courses of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all semester end examinations. Continuation of the programme by the candidate is subject to the academic regulations in connection with forfeiture of seat.
MPR 5.	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 course.
MPR 6.	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 Institute, they shall be expelled from examination halls and cancellation of their performance in that course and all other courses the candidate(s) has (have) already appeared and shall not be permitted to appear for the remaining examinations

	Nature of Malpractices/Improper conduct	**Punishment**
	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 Institute 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.	of the courses of that semester/year. The candidates also are debarred and their seats forfeited. In case of outsiders, they will be handed over to the police and a police case is registered against them.
MPR 7.	Leaves the examination 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 course 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 courses of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all semester end examinations. The continuation of the programme by the candidate is subject to the academic regulations in connection with forfeiture of seat.
MPR 8.	Possess any lethal weapon or firearm in the examination hall.	Expulsion from the examination hall and cancellation of the performance in that course and all other courses the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the

	Nature of Malpractices/Improper conduct	Punishment
		courses of that semester/year. The candidate is also debarred and forfeits the seat.
MPR 9.	If student of the Institute, who is not a candidate for the particular examination or any person not connected with the Institute indulges in any malpractice or improper conduct mentioned in clause 6 to 8.	Expulsion from the examination hall and cancellation of the performance in that course and all other courses the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the courses of that semester/year. The candidate is also debarred and the seat forfeited. Person(s) who do not belong to the Institute will be handed over to police and a police case will be registered against them.
MPR 10.	Comes in a drunken condition to the examination hall.	Expulsion from the examination hall and cancellation of the performance in that course and all other courses the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the courses of that semester/year.
MPR 11.	Copying detected on the basis of internal evidence, such as, during valuation or during special scrutiny.	Cancellation of the performance in that course and all other courses the candidate has appeared including practical examinations and project work of that semester/year examinations.
MPR 12.	If any malpractice is detected which is not covered in the above Clauses MPR 1 to MPR 11 shall be reported to the Academic Council for further action to award suitable punishment.	