Bharatiya Vidya Bhavan's

SARDAR PATEL INSTITUTE OF TECHNOLOGY
(Empowered Autonomous Institute Affiliated to the University of Mumbai)

ACADEMIC REGULATIONS
Effective from Academic Year 2022

Bharatiya Vidya Bhavan's

Sardar Patel Institute of Technology

(An Autonomous Institute Affiliated to the University of Mumbai)

[Knowledge is Nectar]

ACADEMIC REGULATIONS (U.G.)-2022

FOR U.G. PROGRAMS

w.e.f. A.Y. 2022-23

INDEX

Preamble

Bharatiya Vidya Bhavan's Sardar Patel Institute of Technology is an Autonomous Institute affiliated to the University of Mumbai. This document has been published to enhance education quality and reveal transparency, clarity, and accuracy in academic activities at the Institute.

It provides broad information on the rules and regulations for all undergraduates (U. G.) Programs. The Regulations are expected to enable the students to take advantage of the various academic opportunities at the Institute and prepare themselves to face the challenges in their professional careers ahead. It may be noted that:
(a) The provisions made herein shall apply to all the U.G. Programs offered by the Institute, at present.
(b) They shall also apply to all the new U.G. Programs that may be started at the Institute in the future.
(c) Academic and non-academic requirements prescribed in the Academic Regulations must be fulfilled by a student for eligibility towards the award of a B. Tech degree.

Glossary:

1. **UG:** Undergraduate
2. **BOS:** Board of Studies
3. **AC:** Academic Council
4. **B. Tech:** Bachelor of Technology
5. **DAPC:** Department Academic Program Committee
6. **DTE:** Director of Technical Education (M.S.)
7. **SGPI:** Semester Grade Performance Index
8. **CGPI:** Cumulative Grade Performance Index
9. **COE:** Controller of Examination
10. **DEC:** Departmental Examination Coordinator
11. **EC:** Examination Committee
12. **COMP:** Computer Engineering
13. **IT:** Information Technology
14. **ETRX:** Electronics Engineering
15. **EXTC:** Electronics & Telecommunication Engineering
16. **CSE:** Computer Science and Engineering
17. **AIML:** Artificial Intelligence &Machine Learning
18. **DS:** Data Science
19. **HOD:** Head of the Department
20. **TPO:** Training and Placement Officer
21. **ISE:** In Semester Evaluation
22. **MSE:** Mid-Semester Examination
23. **ESE:** End Semester Examination
24. **University:** Mumbai University
25. **BS:** Basic Sciences
26. **ES:** Engineering Sciences
27. **HSS:** Humanities and Social Sciences
28. **OE:** Open Elective
29. **ABLL:** Activity-Based Liberal Learning
30. **SCOPE**: Skill Certification for Outcome-Based Professional Education

1. Academic Administration

The Academic Council is a statutory and supreme body that governs all academic matters of the Institute, and the decisions of the Chairman (Principal of The Institute) of the Academic Council are final regarding all academic issues. A definite time schedule is set by the Academic Council for various academic activities, through an Academic Calendar issued at the beginning of each academic year. The Academic Council continually assesses the Academic Programs and makes appropriate revisions/ modifications/improvements as and when required through the respective Board of Studies.

Dean Academics and Dean Students Affairs are the two main Academic Authorities for the Undergraduate (UG) Programs. All the Academic matters come under the purview of Dean Academics.

Matters pertaining to conduct, discipline, and welfare of the students are supervised by the Dean Students' Affairs.

2. **Academic Programs**

The following Undergraduate Programs are offered by the Institute:
B. Tech. (Electronics Engineering)
B. Tech. (Electronics & Telecommunication Engineering)
B. Tech. (Computer Engineering)
B. Tech. (Information Technology)
B. Tech. (CSE-AIML) -Starting from AY 2021-22
B. Tech. (CSE-Data Science)- Starting from AY 2021-22
B. Tech. (CSE)- Starting from AY 2023-24

3. **Scope of the Regulations**

   a) The provisions of this Regulation are applicable to all Programs and disciplines listed above and will also be applicable to new disciplines that may be introduced from time to time.
   b) The Academic Council, on the recommendation of the Board of Studies **(BOS)** may change any or all parts of this Regulation at any time considered appropriate by the Academic Council.

4. **Academic Calendar:**

The academic activities of the Institute are regulated by the Academic Calendar, approved by the Academic Council, and released at the beginning of each academic year. It is mandatory for students/faculty to strictly adhere to the academic calendar for completion of academic activities. The Academic Calendar must be available on the institute's website.

Program Duration:

(a) The Program duration for a student to complete the academic and other requirements at the Institute and qualify for the award of a Degree shall be normally 8 semesters. A typical breakdown of the academic year for the B. Tech program at the Institute shall be as suggested (indicative) in Table 1:

Table 1: Suggested Breakdown of Academic Year into Semesters

1. No. of Semesters/ Year:	Total Three. Two Main Semesters (Odd and Even) and a Summer Term (Note: Summer Term is primarily for students admitted through a lateral entry **or** to assist weak and/or failed students through make-up courses, wherever possible **or** internship **or** project. However, the Institute may use this semester to arrange Add-On Courses for other students and/or for deputing them for practical training elsewhere.)
2. Semester Durations:	Main Semesters: Approx. 18 Weeks each; Summer Term: Approx. 8 Weeks;

3. Academic Activities (Weeks):	Main Semester (Odd or Even) Registration of Courses- 0.5; Course work- 14; Examination Preparation-1.0; Examinations- 1.5; Declaration of Results- 1.0; Total: 18; Summer Term (only for make-up Courses): Registration of Courses- 0.1; Course Work- 7.0; Examination Preparation-0.2; Examinations- 0.2; Declaration of Results- 0.5; Total: 8; Inter-Semester Recess: Total: 14 (for regular students) and 6 (for weak students). After each Main Semester; After the Summer Term.
4. Examinations:	In-Semester Evaluation (ISE), Mid-Semester Examination (MSE), and End Semester Examination (ESE), with the weightage in the proportion of 20:20:60, in the students' performance in Theory and 80:20 in Laboratory Work and other activities. The concerned course coordinator can change this proportion by prior approval from the Dean Academics and Research. (Note: The proportion may change in the case of some components. The MSE and ESE shall be conducted on dates announced in advance in the Academic Calendar.)
5. Other Activities:	- Care shall be taken to ensure that the total number of days for academic work is not less than 180/year. - Academic schedules prescribed shall be strictly adhered to by all the Departments. - Failure Students can take re-examination for a maximum of THREE failed courses, immediately after the ESE, as announced in the Academic Calendar; in that case, the scores of ISE will be carried forward. - If a student wants to apply for grade improvement, can also appear for a re-examination. He / She will have to apply within 5 days from the declaration of the result. There will be a grade penalty for a Re-Exam (Makeup Exam) or grade improvement. - All students who attempt the re-examination will have a grade penalty of one grade. - Special Examination: A grade penalty is applicable to students who adopt unfair means in the examinations, and they shall appear only in the Special Examination to be conducted at the end of the academic year and pay the appropriate exam fee. - Summer Term shall be mainly for Make-up Courses and project Work, to benefit lateral entry, weak, or failed students to the extent possible. - Students who failed a course shall attend a Course fully when it is offered again and appear for all components of evaluation.

(b) Each academic year shall be divided into two main semesters, each of 18 weeks, viz., odd semester (Jul. – Nov.) and even semester (Dec. – Apr.), and an 8-week Summer Term (May, June.).

(c) The Institute shall arrange regular academic activities for the students during the two main semesters and makeup and other courses for the students during the Summer Term.

(d) The academic activities in a semester shall normally include course registration, the teaching-learning process comprising of course work, In-Semester Evaluation, Mid Semester Examination, dropping/withdrawal from courses, End-Semester Examination, and declaration of results.

(e) The Institute shall announce the schedule for all the academic activities well before the commencement of the academic year and take all the necessary steps to follow them meticulously.

(f) The Institute shall also announce adequate intra-semester and inter-semester breaks for the students and ensure that a minimum of 180 academic working days are available during the academic year.

5. Admissions:

(a) The intake capacity of each program, including the number of seats to be reserved for students of different categories shall be decided and resolved as per the directives and approval of Government / Regulatory bodies. The same channel shall be followed for Inception of New programs in the Institute.

(b) Admissions to the first year of all the UG programs shall be made before the start of each academic year, as per the allotment of DTE, based on the Maharashtra Combined Entrance Test (MHCET) conducted by the Government, or any other relevant Entrance Examination as decided and published by the Government for that year.

(c) The Institute shall also admit to the first year of the programs, a limited number of students (20 % of the total intake) as management quota, based on inter-se-merit.

(d) There shall also be a merit-based, lateral admission of students having Diploma qualification to the second year of all the programs at the Institute in accordance with the Government rules applicable for such admissions.

(e) The Institute reserves the right to revoke the admission made to a candidate if it is found at any time after admission that he/she does not fulfill all the requirements stipulated in the offer of admission.

(f) The Institute also reserves the right to cancel the admission of any student and discontinue his/her studies at any stage of studentship for:

- Unsatisfactory academic performance and/or undisciplined conduct.
- In case the student wants to cancel his/her admission due to any personal reasons, at any juncture, he/she shall need to apply through the proper channel (HoD -> Dean-Academics -> Principal), with the application endorsed by his/her parents.
  The admission shall be canceled after obtaining 'NO-DUES' from ALL relevant sections of the Institute, as per norms.

6. Attendance:

(a) Attendance: A student must maintain 100% attendance separately in lectures, tutorials, and practical classes for a course. A relaxation of up to 25% approved by the H.O.D. is allowed for medical emergencies, family issues, and representing the institute in extracurricular and cocurricular activities, workshops, competitions, or hackathons. Students must get prior permission in writing from the HOD/Dean Academics to participate in the various University/State/National level, educational events.

(b) 75% is mandatory to appear for the End Semester Examination.

(c) Students desirous of leave of absence for less than two weeks during a semester shall apply for it in advance to the Head of the Department giving reasons & supporting documents, if any, and get it approved.

(d) Absence due to illness or any other reason for a period less than two weeks in a semester, for which a student could not make a prior application, may be pardoned by the Head of the Department after proper verification.

(e) The Dean Academic shall be the Authority for sanctioning the leave of students outside clauses (c) and (d) above, after receiving their applications along with recommendations of the Heads of Departments.

(f) In the case of long absence of a student in a semester with prior approval or otherwise, the Dean, Academic shall decide whether the student be asked to withdraw from the program for that semester.

(g) In all the cases of leave of absence as per Clauses (d)-(f) above, the period of leave taken shall not be condoned to fulfill the attendance requirements stipulated in the Clauses (a) (b) and (c).

7. Code of Conduct and Discipline:

(a) All students shall be required to conduct themselves in a manner befitting the students of an institution of high reputation, within and outside the precincts of the Institute.

(b) Unsocial activities like ragging in any form shall not be tolerated within or outside the precincts of the Institute and the students found indulging in them shall be dealt with severely and dismissed from the Institute.

(c) The following additional acts of omission and/or commission by the students within or outside the precincts of the Institute shall constitute a gross violation of the code of conduct punishable as indiscipline:
   i. Lack of courtesy and decorum, as well as indecent behavior.
   ii. Willful damage of the property of the Institute or fellow students.
   iii. Possession/consumption/distribution of alcoholic drinks and banned drugs.
   iv. Mutilation or unauthorized possession of library material, like. books.
   v. Noisy and unseemly behavior, disturbing the peace in the Institute.
   vi. Hacking in computer systems, either hardware or software or both.
   vii. Any other act considered by the Institute as gross indiscipline.

(d) In each case above, the punishment shall be based on the gravity of the offense, covering from reprimand, levy of fine, debar from examination, rustication for a period, to outright expulsion.

(e) The warning Authority for an offense committed by students in the department or the classroom shall be the Head of the concerned Department.

(f) In all the cases of offense committed by students in jurisdictions outside the purview of Clause (5), the Dean of Students Affairs shall be the Authority to warn them.

(g) All major acts of indiscipline involving punishment other than mere reprimand, shall be considered, and decided by the Chairman, Students Disciplinary Committee appointed by the principal.

(h) All other cases of indiscipline of students, like the adoption of unfair means in the examinations shall be reported to the 'Unfair Means Committee', to be constituted by the principal for taking appropriate action and deciding on the punishment to be levied.

In all the cases of punishment levied on the students for any offense committed, the aggrieved party shall have the right to appeal to the principal, who shall constitute appropriate Committees to review the case.

8. Change of Branch:

Change of branch shall be permissible for a limited number of special cases in the third semester as per the following regulations:

(a) Only those students who have completed the common credits required in the first two semesters in their first attempt with a minimum CGPA of 8.5 shall be eligible for making an application for a change of branch.

(b) There shall be a maximum number of only two students admitted in any discipline in the third semester through the branch change rule.

(c) Intending students, eligible for change of branch, shall apply for the same to the Office of Dean-Academics before the closing date notified at the beginning of the odd semester of each academic year.

(d) Such students shall be required to indicate up to three branches, in order of preference to which they wish to change over, as the change shall be strictly based on their merit, **subject to availability of the vacancies.**

(e) The change of branch shall be permitted purely on the inter-se merit of all the eligible applicants. The CGPA of students at the end of the second semester shall be considered for rank ordering of the applicants seeking change of branch and in the case of a tie, the MHCET ranks shall also be considered.

(f) All the changes of branch permitted for intending students as per the above clauses shall be effective from their third semester only and no further change of branch shall be permitted after this.

(g) All the changes of branch permitted at this stage shall be final and binding on the applicants and no student shall be permitted, under any circumstances, to refuse the change of branch offered.
The candidates who have sought admission under the Tuition Fee Waiver Scheme are not eligible for the branch change.

9. **Curriculum:**

Sardar Patel Institute of Technology received **autonomous status in 2017**. There have been several revisions carried out in the curricula and assessment schemes based on the discussions carried out at various forums like Industry meetings, Examination Committee Meetings, Governing Board Meetings, and Academic Council Meetings. It has been revised yet again for the academic year 2020-21. This curriculum for B. Tech. programs adheres to the 160-credit requirement according to the UGC guidelines. It aims at the development of an **all-rounded** personality. It follows a **holistic** approach to education, ensures a strong science, and mathematics foundation and program core, develops expertise in domain vertical through the sequel of electives, ensures significant exposure of additional discipline through a "Minor" program, collaborates with outside world for the imparting relevant skills through "SCOPE" courses, challenges good learners through "Honors" evaluation, and systematically develops soft skills, and social, physical, mental, spiritual personality through carefully articulated **Liberal Learning** and **Humanities** sequels. Thus, offers a unique, liberal **"Pi-Model"** of Engineering Education.

Credit Representation: Each course shall have a certain number of credits assigned to it depending upon the academic load of the course assessed based on weekly contact hours and total engagement of a learner. Although credits are represented based on actual contact hours (1 credit per 1-hour theory / 1-hour tutorial / 2 hours laboratory), another engagement of the learner in the form of homework is an invariable part of credit representation. At SP-IT it

is expected that for ordinarily 20 credits in a semester, a student's weekly engagement including actual contact hours must be 50 to 55 hours.

Course Categories: The courses included in the curriculum are divided into the following categories:

Basic Science/Engineering Science: are common courses **that** ensure a strong science, and mathematics foundation.

Program Core are the courses that ensure breadth and depth in a chosen domain of study. There are a total of 12 program core courses.

Program Electives are arranged either to grow in a specified vertical or have diversified exposure. There are 6 baskets of program electives. This enables learners to grow in a domain specialization or domain vertical.

Open Electives: are planned to give exposure to interdisciplinary and cross-disciplinary domains. The courses in these baskets are planned both at department and institute level, to get familiar with other domains of learning.

Humanities and Social Science Electives: Every program at SP-IT has three baskets of humanities. Learners are encouraged to take diversified courses in the fields of languages, law, history, economics, management, finance, etc.

ABLL@LLC (Activity-Based Liberal Learning about Life, Literature and Culture): These eight activity-based mini-courses are offered in all EIGHT semesters, ensuring all dimensional holistic growth of the learner. They are arranged in two sequels namely "SEVA" ® (Social Empowerment through Various Activities" and "SATVA" ® (Self-accomplishment through various Activities).

Every Department has a prescribed course structure that prescribes the courses, labs, and other requirements for the award of the degree and sets out the semester-wise nominal sequence. It also gives the syllabus and a list of texts and reference books for each course. The Curriculum details are updated every semester and are made available on the Institute website.

a) All the UG programs have common courses at the first-year level. Programs under Electronics Domain (Electronics and Electronics & Telecommunication) have common courses up to fifth semester. Programs under the Computer Domain (Computer and Information Technology) have common courses up to the fifth semester.

10. **DEGREE REQUIREMENTS:**

A student shall fulfill the following requirements for the award of the B.Tech. degree:

a) Credit Requirements: The minimum Earned Credit Requirement for the award of a Degree is 160 (* less 2/3 in the period of Covid 19 as per the Programs) with a CGPA of *not less than 4.00*. Each student for the B. Tech, Degree award shall be required to earn a total of 160 * credits during his/her studentship at the Institute. While a student can register for more than 160 * credits at the Institute, only 160 * credits shall be considered for the Degree award.

b) A student shall also complete the specified mandatory non-credit courses satisfactorily.

c) The minimum duration for a student to comply with the Degree requirement is *FOUR* academic years from the date of first registration for his/her first semester.

d) The maximum duration for a student to comply with the Degree requirement is SIX academic years from the date of first registration for his/her first semester.

e) In case the student opts for an Honors certification, he/she must fulfill the requirements as mentioned in the respective curriculum schemes from time to time to qualify for such certification.

f) Publication Requirement: All engineering students are required to publish project work at reputed conferences or Journals.

g) For Research Honors (2023-24 onwards): Publishing a patent is a mandatory requirement for research honors.

11. Course Registration for the Semester:

Each Department shall assign Faculty Advisors for all its students in consultation with the Dean, of Students Affairs. It shall be the responsibility of the Faculty Advisors to help the students in planning their coursework and other academic activities at the Department and to regularly monitor and advise them on their academic and other performance at the Institute. For students of the first two semesters in any Department, the Dean of Students Affairs may assign Faculty Advisors from among the faculty of Basic Science including Mathematics and HSS Departments.

11.1. The registration will be organized at the respective Department under the supervision of the Head of the Department.

11.2. A student who does not register on the day announced for the purpose may be permitted, in consideration of any compelling reason, late registration within the next week on payment of an additional late fee as prescribed by the Institute from time to time. In special cases where the delay is beyond one week, Dean Academic may allow, on a case-to-case basis, for late registration with an appropriate fee.

11.3. After registration for each semester, each student should collect a registration sheet, which indicates the courses registered by him/her in that semester, signed by the faculty advisor. The student should carry this registration sheet for all the examinations in that semester. This registration sheet along with the Institute ID card serves the purpose of a hall ticket for appearing for the examinations in that semester.

11.4. If a student finds his/her load heavy in any semester, or for any other valid reason, he/she can add/drop some courses within one week from the commencement of the class work in the semester with the written approval of his/her Faculty Advisor and Head of the Department, with an intimation to Dean-Academic.

11.5. Every student is required to register every semester without fail. If a student is permitted to take a semester break, he/she must register for that semester and complete it before registering for the subsequent semester.

11.6. A student must register for the backlog courses, giving priority to the oldest backlogs. The students will register by default for the backlog courses being offered in a semester. The maximum number of credits (including backlog courses) that a student can register in the study mode in a semester is 30. Each student of the first year shall register for all the courses in the first two semesters. Similarly, directly admitted Diploma students will also register for all courses in the third and fourth semesters.

11.7. Only those students will be permitted to register who have:
I. Cleared all the dues of the previous semesters,

II.   Paid all required fees for the current semester, and

III.   Not been debarred from registering for a specified period on disciplinary or any other ground.

12. PROMOTION RULES:

a)   **From I Year to II Year:** To be able to register in the Second Year (IIIrd semester), a student should have completed, with DD or better grade, at least 75% credits at the end of the first year including Induction program in Ist Year I Semester, IInd Semester and makeup examinations put together.

b)   **From II Year to III Year:** For promotion to Third year, a student should have (i) Cleared all the Course Work requirements of Ist Year including the summer project, and (ii) passed, with DD or better Grade, at least 75% credits in IInd Year including make-up examination.

c)   **From III Year to IV Year:** For promotion to Fourth year, a student should have (i) Cleared all the Course Work requirements of Ist Year, IInd Year and (ii) passed, with DD or better Grade, at least 75% credits in IIIrd Year including make-up examination.

d)   **ODD to EVEN Semester:** There are no restrictions for promotion from odd semester to even semester in an academic year.

13. Summer Term:

(a)   Departments shall conduct summer term for the supplementary courses/ for FY B. Tech ENGINEERING EXPLORATION, for lateral entry students of S.Y. B. Tech. as per the Academic Calendar. A Department shall be free to arrange any Add-On courses for its students during this semester.

(b)   The academic activity in the summer term shall be at double the contact hours compared to a normal semester, e.g., 1 credit of coursework shall require two hours/week in the classroom so that the contact hours are maintained the same as in a normal semester. It shall also be necessary to fulfill the requirements of ISE, MSE, and ESE for all the courses like in a normal semester.

(c)   Courses planned for the summer term shall be announced by the Dean, of Academics in each year, well before the conclusion of the Even Semester. Students intending to avail of this facility shall have to register for the courses offered by paying the prescribed fees (if applicable) within the stipulated time.

(d)   It shall be the responsibility of the Department to plan in advance the faculty and non-teaching staff requirements to conduct the summer term and take necessary steps including the institutional approvals for organizing the same.

(e)   The student who is either dropped or detained in the course/s during the regular semester is not allowed to register for that course/s in the summer.

14. Temporary Withdrawal:

(a)   Students shall be permitted to withdraw temporarily from the Institute on grounds like prolonged illness, grave calamity in the family or any other serious happening. The withdrawal shall be for periods which are integral multiples of a semester, provided that:

i.   He / She applies (through proper channel, i.e. H.O.D., Dean Academics, Principal) to the

Institute within at least 6 weeks of the commencement of the semester or from the date he/she last attended the classes, whichever is later, stating fully the reasons for such withdrawal together with supporting documents and endorsement of his/her guardian.

   ii. The Institute must ensure that, even by considering the expected period of withdrawal, the student has the possibility to complete the Program requirements of 160 credits within the time limits specified.

   iii. The student shall have settled all the dues or demands at the Institute including those of the Department, Library, and other units.

(b) A student availing themselves of temporary withdrawal from the Institute under the above provision shall be required to pay such fees and/or charges as may be fixed by the Institute until such time as the student's name appears on the Roll List. However, it should be noted that the fees/charges once paid shall not be refunded.

(c) Normally, a student shall be entitled to avail of the temporary withdrawal facility only once during his/her studentship of the Program at the Institute.

15. Termination from the Program:

A student shall be terminated from the Institute on the following grounds:

   i. Absence from classes for more than six weeks at a time in a semester without leave of absence being approved by the competent authorities shall result in the student's name being struck off the Institute rolls.

   ii. Failure to meet the standards of discipline as prescribed by the Institute from time to time shall also result in the student being recommended by the Students Disciplinary Committee to leave the Institute.

16. Performance Assessment:

1. **Examinations:** The Performance Assessment of a student attending a course component, like lecture, laboratory/design/drawing, or a combination of the two shall be in three Examinations as follows:

2. **In-Semester Evaluation (ISE)**

3. **Mid-Semester Examination (MSE).**

4. **End Semester Examination (ESE)**

5. **Special Examination:** A grade penalty is applicable to students who adopt unfair means in the examinations, and they shall appear only in the **Special Examination** to be conducted at the end of the academic year and pay the appropriate exam fee.

17. Eligibility for the CGPA improvement after completion of pre-requisite credits for the award of Degree:

Students who secure a CGPA between 5 and 6.99 after completing the pre-requisite credits for the award of a degree and wish to improve their CGPA are permitted for CGPA improvement. Such students may be permitted to withdraw their grades in each course with poor grades and be permitted to reappear for the examinations to improve their grades and in turn CGPA.

a) Students can appear for grade improvement examinations within one year from the date of passing his/her UG Examination. He should not have taken (i) a Leaving Certificate from the Institute and ii) a Degree from the University of Mumbai through convocation. He/she will submit a written

application to the controller of examinations for class improvement within one month from the date of declaration of result. This application will be forwarded to the dean academics through the respective Head of the Department. No student will be admitted once the subject registration process of that semester ends.

b) For grade improvement, a student can take a maximum of 3 subjects in which he/she has secured DD, CD, or CC grades from the same semester in one stretch.

c) A student can choose a maximum of three theory courses from a particular semester offered for T.Y and B. Tech (either odd or even) in which he/she has secured a DD, CD, or CC grade. Students will have to register for these courses in a particular semester in which those subjects are offered.

d) At the time of registration, students will surrender all the original mark lists given to them by the institute. He/She will have to give an affidavit on 100 Rs. judicial stamp paper that he/she will not make any use of surrendered mark lists till he/she gets official results of the subjects for which he/she wishes to appear for grade improvement. No change of subjects or drop of subjects will be allowed after registration.

e) A student wishing to improve his/her grade will have to pay requisite fees as laid down by the institute from time to time.

f) A student wishing to appear for grade improvement is exempted from attending regular classes as he/she has already undergone the course instructions, but he/she will have to appear for all -the evaluation tests conducted for the subjects. No re-exam or retest will be allowed for the grade improvement in case such a student misses any of the tests or examinations. Absence of ESE will automatically lead to an award of FF grade in that subject.

g) The grading process as used for the regular students appearing in that subject will be applicable and no concession of any sort will be granted on account of absence from any of the examinations.

h) A student wishing to use the facility of grade improvement will have to pass in all three subjects at a time for which he/she has registered. He/she will not be allowed for the summer term or re-examination in such cases.

i) Only one attempt will be permissible for any candidate wishing to use the facility of grade improvement. If the student fails to secure higher grades resulting in a reduction in overall CGPA then the original result of the student before registering for grade improvement will be retained.

j) Student who improves his/her CGPA will be issued fresh mark lists by the institute. These mark lists will have star against the subjects for which he/she has appeared for grade improvement and will state *"Grade Improvement".* The date on the new mark lists will be that as issued for other students appearing in those subjects.

18. Schemes for earning MINOR, HONORS and SCOPE Certification at S.P.I.T.

(To be implemented w.e.f A.Y. 2020-21 for Third Year Students:

SCOPE and MINORS provide an opportunity for learners to develop the learners in the additional domain of interest and will attract additional fees associated with it. The amount and mode of payment for respective courses will be notified by the Institute from time to time. HONORS certification doesn't attract such charges.

- **MINOR SCOPE Certification scheme:**
– An aspiring student can broaden their knowledge domain by opting for a minor certification in a discipline other than his / her domain of graduation.
– Every Department develops and submits a 'Minor-Courses-List' of 4 Theory courses with Titles and detailed syllabi, separately.

– Students of the Electronics & Telecommunication domain (EXTC) can opt for a minor in the Computer Domain (COMP / CSE). A sequel of four courses (modules). A student must register for an additional FOUR MODULES and acquire additional (minimum) 12 credits (3 credits /course) for any ONE of the Schemes.

– The Scheme would start from the 4th Semester. The host should float a SINGLE course from Minor-List, ONE in EVERY Semester starting from 4th Semester.

• **HONORS Certification Scheme:**

The Honors certification of SPIT gives the opportunity to well-performing learners to drive deep in their chosen field of study. Multiple plans/ways are planned to encourage learners to earn this certification which essentially excites the learners to push the envelope and go extra/deep in the chosen area of the study. Students earn additional stars (*) as shown in Table 3 during their program. If at the time of graduation student earns a total of TWELVE stars, AND an overall CGPA of 8, He/she will be conferred with a special "Honors" certification of SPIT.

Table 3: Additional "STAR" Earning leading to "Honors" certification.

Activity	Definition of "STAR"			Maximum Limit
Earning top grade in any of the 12 courses which constitute the program core.	Top Grade: Full STAR Next GRADE: Half STAR			8 STARs
Enrolling additional "Honors" Course at fourth year.	Top Grade: 3 STARs Next GRADE: 2 STARs Next GRADE: 1 STAR			6 STARs
Success in the GATE examination	Percentile Score	STARs Earned		6 STARs
	Above 99	6		
	Above 98	5		
	Above 95	4		
	Above 90	4		
	Valid score	2		
Research Publication	Journal* :2- 6 STARs SPIT supported Patent : 3 STARs			8 STARs
Completion of PG level on line course from IITs available on NPTEL	Percentile Score	STARs Earned		6 STARs
	Above 95	3		
	Above 90	2		
	Above 80	1		
#Winning prestigious technical competitions at National level such as AICTE Hackathon, TI competition, TCS competition	Rank	STARs Earned		6 STARTs
	1	6		
	2	5		
	3	4		
**Enrolling for optional "Special Honors Paper" in Semester 3, 4, and 5.	Above 70% : 3 STARs Above 60%: 2 STARs Above 50% : 1 STAR			8 STARs

19. SWAYAM / NPTEL COURSES:

19.1. A student may complete SWAYAM-NPTEL courses and transfer equivalent credits to partially complete the mandatory credit requirements of the concerned B.Tech. Program. (For example, 1 credit course is equivalent to a 4-week course of SWAYAM/ NPTEL)

19.2. Before the commencement of each Semester, the Parent Department shall release a list of SWAYAM-NPTEL courses approved as Program Elective/ Open Elective courses /HSSE courses.

19.3. A student shall request a transfer of credits from such notified SWAYAM-NPTEL Courses only as published by the concerned Departments.

19.4. SWAYAM-NPTEL Courses are considered for transfer of credits only if the concerned student has successfully completed and obtained the SWAYAM-NPTEL Certificate to this effect.

19.5. The credit equivalence for SWAYAM-NPTEL Courses: 12 weeks – 3 credits; 8 weeks – 2 credits; 4 weeks – 1 or 0 credits.

19.6. The grading system for such SWAYAM-NPTEL Courses with the transfer of credits is specified in Table 4 given below:

Table 4: Grading System for SWAYAM-NPTEL Courses

NPTEL courses (OE/PE/HSS)	Grade
86% and above	AA
From 71% to 85%	AB
From 61% to 70%	BB
From 56% to 60%	BC
From 51% to 55%	CC
From 46% to 50%	CD
From 40% to 45%	DD
No-certificate (irrespective of score more than 40)	FF
Pending	NG

19.7. A student must submit the original SWAYAM-NPTEL Course Certificates to the Head of the Parent Department concerned, with a written request for the transfer of the equivalent credits. On verification of the SWAYAM-NPTEL Course Certificates and approval by the Head of the Department concerned, the SWAYAM-NPTEL Course(s) and equivalent Credits will be included in Course (with associated Credits) Registration of the concerned student in the Semester immediately following the completion of the SWAYAM-NPTEL Course(s).

19.8. If any faculty is assigned for the evaluation of the courses taken through these platforms, he/she can evaluate like any regular course by following the assessment andevaluation guidelines.

19.9. A student may submit a request for credit transfer from SWAYAM-NPTEL Courses before the last instruction day of the eighth (8th) Semester of the B.Tech. program as specified in the Academic Calendar.

19.10. The Institute shall reimburse Exam fees a student may incur for the SWAYAM-NPTEL Courses only after successful completion of the course and submission of the certificate along with the receipt of the payment.

20. **LLC (Life Literature Culture) Courses** are skill-based courses focused on the actual activities to be performed during the sessions and their practice at home. Hence their grading system has little difference as compared to that of MOOC (NPTEL) courses. The table below indicates the proposed grading scheme for the LLC courses.

LLC/HSS	Grade Awarded
86% and above	**AA/**
From 71% to 85%	**AB**
From 61% to 70%	**BB**
From 56% to 60%	**BC**
From 51% to 55%	**CC**
From 46% to 50%	**CD**
From 40% to 45%	**DD**
0-39%	**FF**
Pending	**NG**

*NG = NOT GRADED

21. TRANSITORY REGULATIONS:

21.1. If a student who was admitted under the old regulations with the old curriculum is allowed to withdraw temporarily for one or two semesters and then re-admitted, the new regulations with the new curriculum will apply to him/her from that semester onward.

21.2. The student must continue the course work along with the regular students of the respective semester in which the student gets re-admission.

21.3. Credits and grades earned under the old regulations with the old curriculum will be transferred to the new regulations with the new curriculum.

21.4. The student must register for Substitute courses offered in place of courses already studied earlier or no longer offered in new regulations with the new curriculum and other Compulsory courses as specified by DAPC.

21.5. If a student is readmitted to new regulations and a new curriculum after a temporary withdrawal and has not studied any courses in his/her previous regulations and curriculum of study, the student should be given the opportunity to register for that course(s) in study mode without changing the timetables.

21.6. For the course(s) failed in earlier semesters (before re-admission), the student has to acquire credits from the make-up examinations as and when conducted. The question paper model shall remain the same as the one in which the student first appeared for examination in that course(s). A student can register in study mode, if he /she is interested, with an equivalent course suggested by DAPC for the course in which he/she got F grade before re-admission.

21.7. The decision of the DAPC is final on any other clarification in this regard.

22. MALPRACTICES:

EXAMINATIONS:

Students are not allowed to leave the Examination Hall without submitting the answer script. They will not be permitted to enter the examination hall after 30 minutes of the commencement of the examination and to leave the examination hall before 30 minutes of the closure of the examination.

The nature of malpractice and the minimum punishment are indicated in the following table:

Sr. No.	Nature of the Malpractice	Punishment
1	Taking out, used or unused answer booklets outside the examination room.	A fine of Rs. 1000/- per paper. In the case of used answer booklets, in addition to the above, the candidate shall be awarded an F Grade in that subject.
2	Verbal or oral communication with neighboring students after one warning.	Taking away the answer script and asking the student to leave the hall.
3	Possession of any incriminating material inside the examination hall (whether used or not) For Example: written or printed materials, bits, writings on scale, calculator, handkerchief, dress, part of the body and hall ticket etc., Exchange of question papers and other materials with some answers. Exchange of question papers and other materials with some answers.	In case of continuous evaluation, zero marks will be awarded in that examination. In case of End semester examinations, award an F Grade. The candidate may be allowed to write a makeup examination.
4	Possession of the answer book of another candidate/ Giving answer book to another candidate.	The candidate shall be awarded zero marks in that examination, and he/she shall be awarded F Grade in that subject.
5	Misbehavior in the examination hall (unruly conduct, threatening the invigilator, or any other examination officials or other students). Repeated involvement in malpractices 2 to 4 above.	Cancellation of all theory examinations registered in that semester and further debarring from continuing his/her studies for one year (two subsequent semesters). However, such students may be permitted to appear for makeup examinations of the previous semesters.
6	Cases of impersonation	Handing over the impersonator (outsider) to the police with a complaint to take appropriate action. Cancelation of all examinations (all papers registered) for the bonafide student for whom the impersonation was done and further the bonafide student will be debarred from continuing his/her studies and writing all examinations for two years. If a student at this institute is found to impersonate a bonafide student, the impersonating student will be debarred from continuing his/her studies and writing all examinations for two years.

7	Physical assault causing injury to the invigilator or any examination officials or other students.	Rustication from the Institute.
8	Students involved in proxy attendance, cheating during evaluations or exams, or those found repeatedly defaulting in any academic responsibilities	Will not receive a recommendation letter from their professors for higher studies. Such students will also be disqualified from participating in placements.

For any other type of malpractices reported, The Discipline Committee may recommend appropriate punishment.