ACADEMIC REGULATIONS-2020

UNDER GRADUATE PROGRAMMES

Three Years (Full-Time)

Learning Outcomes based Curriculum Framework

(LOCF)

FACULTY OF SCIENCE AND HUMANITIES
SRM INSTITUTE OF SCIENCE AND TECHNOLOGY

(Deemed to be University u/s 3 of UGC Act, 1956)

Kattankulathur, Chengalpattu District 603203,
Tamil Nadu, India

SRM INSTITUTE OF SCIENCE AND TECHNOLOGY

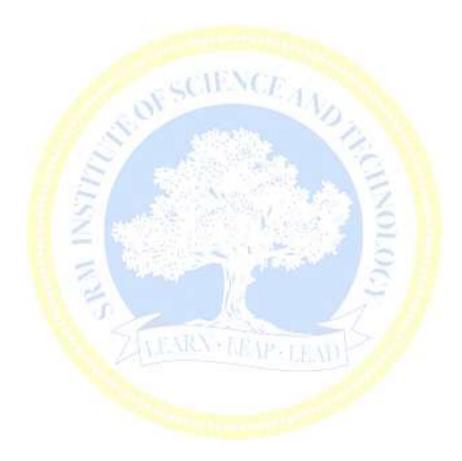Kattankulathur, Chengalpattu District 603203, Tamil Nadu, India

UG - Academic Regulations 2020

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(For Students admitted from the academic year 2020-2021 onwards)

Regulations for Undergraduate Programmes

These regulations are applicable to the students admitted from the Academic Year 2020-21 onwards. As per the recommendation of University Grants Commission (UGC), higher education institutions need to carry out academic reforms. One of the significant reforms in the undergraduate education is to introduce the Learning Outcomes-based Curriculum Framework (LOCF) which makes it student-centric, interactive and outcome-oriented with well-defined aims, objectives and goals to achieve. The LOCF is formulated on the basis of a set of learning outcomes projected to be achieved for enhancing the employability and providing further opportunities for higher education and research. These Learning Outcomes (LO) determine the structure of the under graduate programs. In keeping with these recommendations, SRM Institute of Science and Technology (SRMIST) has adopted the Learning Outcomes-based Curriculum Framework (LOCF) in the Faculty of Science and Humanities in the year 2020 and implemented it from 2020-21 onwards.

Preliminary Definitions and Nomenclature

In these regulations, unless the context otherwise requires:

i. **'Degree'** means that academic award conferred upon a student on successful completion of a three-year programme designed to achieve the defined attributes. It is referred to as Under-Graduate (UG) Degree, that is, *for example*, "Bachelor of Arts" also known as "B.A. Degree".

ii. **'Programme'** means cohesive arrangement of courses, co-curricular and extracurricular activities to accomplish predetermined objectives leading to the awarding of a degree. It also means discipline of Bachelor's Degree programme like B.A. (English), B.Sc. (Physics), B.Com. (Accounts and Finance),*etc*. Some Degree programmes also provide options to specialize in a specific domain of interest. Such Bachelor's Degree programmes are titled as the *Degree along with its specializations* like, B.Com. (Honors) in International Accounting and Finance, *etc*.

iii.   **'Course'** means a combination of theory, tutorials and practice sessions of a subject studied in a semester, like Mathematics, Physics, *etc.*

R.1.0   Admission

R.1.1   **Number of Seats**: The number of seats in Undergraduate programme for which admission is to be made in the Faculty of Science and Humanities will be decided by the Board of Management of SRM Institute of Science and Technology.

R.1.2   **Minimum Qualification for Admission**: The minimum qualification for admission to Undergraduate degree programme (Regular) shall be: A pass in the 10+2 (Higher Secondary) examination of any authority, recognized by SRMIST.

Notwithstanding the above, the actual admissions will be based on the rules and regulations of the UGC/Competent authorities.

R.1.3   **Medical Standards for Admission**: Candidates have to fulfill the medical standards required for admission as set out by the Admission Committee.

R.1.4   **Fees Structure:** The selected candidate will be admitted to the Undergraduate programme after he/she pays the prescribed fees.

R.1.5   **Authority for Admission:** In the matter of admission to the Undergraduate programme the decision of the Admission Committee is final.

R.1.6   **Revoking Admission:** If, at any time after admission, it is found that a candidate has not fulfilled all the requirements stipulated in the offer of admission, the Concerned Head of the Institution may revoke the admission and report the matter to the Vice Chancellor.

R.1.7   **Academic Calendar:** All UG. Programmes would be conducted only on an Academic Calendar (typically starting June/ July/August of a year to April/May in the subsequent year).

R.2.0   Eligibility for B.A/ B.Sc/ B.Com/ B.C.A Regular programme (3 years):

English is Mandatory for all programmes.

Programmes Offered	Admission Eligibility Norms
B.A (English)	10 +2 (Higher Secondary) (Any group) English Mandatory; For International Students 12 Years of school education with English as a subject and with approval of competent authority.
B.A (JMC)	10 +2 (Higher Secondary) (Any group)
B.Com (General)	10 +2 (Higher Secondary) Accountancy and Commerce
B.Com (ISM)	10 +2 (Higher Secondary) with Any group
B.Com (A & F)	10 +2 (Higher Secondary) Accountancy and Commerce
B.Com (C S)	10 +2 (Higher Secondary) Accountancy and Commerce
B.Com (Honors) International Accounting and Finance	10 +2 (Higher Secondary) Accountancy and Commerce
B.Com (Honors) Professional Accounting	10 +2 (Higher Secondary) Accountancy and Commerce
B.C.A	10 +2 (Higher Secondary) Mathematics Mandatory / Computer Science with Mathematics
B.C.A (Lateral Entry - Two years)	10+2+2 Years or 11+2.5 Years or 11+3 Years Diploma in Computer Applications / Computer Science / Information Technology from a recognized institution in India or foreign countries with Mathematics Mandatory.
B.Sc (Computer Science)	10 +2 (Higher Secondary) Mathematics Mandatory / Computer Science with Mathematics
B.Sc (Visual Communication)	10 +2 (Higher Secondary) (Any group) (or)10+3 Years Diploma
B.Sc (Biotechnology)	10 +2 (Higher Secondary) Biology Mandatory with Mathematics / Physics /

Programmes Offered	Admission Eligibility Norms
	Chemistry / Computer Science / Psychology / Any life science subject.
B.Sc (Mathematics)	10 +2 (Higher Secondary)Mathematics-Mandatory; Physics / Chemistry / Computer Science / Statistics / Biology
B.Sc (Physics)	10 +2 (Higher Secondary) Physics, Mathematics – Mandatory; with Chemistry / Computer Science / Biology
B.Sc (Chemistry)	10 +2 (Higher Secondary) Chemistry-Mandatory; Physics / Mathematics / Biology / Botany / Zoology
B.Sc (Fashion Designing)	10 +2 (Higher Secondary) (Any group)
B.Sc (Film Technology)	10 +2 (Higher Secondary) (Any group)
B.Sc(Physical Education, Health Education and Sports)	10 +2 (Higher Secondary) (Any group)

For B.Sc (Physical Education, Health Education and Sports):
Admission shall be made on the basis of ranking for a total of 100 marks as detailed below: -

a. Qualifying Examination   -   25 marks
b. Sports and Games participation
(Supporting Certificates should be produced)   -   25 marks
c. Games and sports skill Test   -   50 marks

                      Total   100 marks

R.3.0   Structure of the Undergraduate Programme

R.3.1   **Category of Courses:** The complete undergraduate programme of study will consist of 7 categories of courses distributed over six semesters with two semesters per year as listed below:

Sr. No.	Category Code	Course Category and Description
1	C	**Core Courses:** Core Courses corresponding to the branches of study, will include the major discipline oriented compulsory courses to be studied in the UG program.
2	D	**Discipline Specific Electives:** The department offers specialized courses of their own discipline as electives. It includes mandatory Project work / Internship in the VI semester of the program
3	G	**Generic Elective Courses:** Generic courses are specialized courses offered by other departments. Generic Elective Courses comprising Languages and Allied courses will be offered
4	S	**Skill Enhancement Courses:** Skill enhancement courses include courses offered by the department and Career Development Center. It also comprises of mandatory **MY INDIA PROJECT**
5	AE	**Ability Enhancement Courses:** English and Environmental Studies will be offered as Ability Enhancement courses
6	JK	**Life Skill (Jeevan Kaushal) Courses:** Life Skill **(Jeevan Kaushal)** Courses are offered as one of the Quality Mandate initiatives undertaken by the University Grants Commission (UGC) to accomplish Quality in Higher Education
7	EA	**Extension Activity:** The co-curricular activity NSS/NCC/NSO and YOGA will be offered in the programme

R.3.2   **Outcome Based Education**: The undergraduate programmes follow the Outcome Based Education (OBE) guidelines and have well defined:

1	Program Educational Objectives (PEO)
2	Program Learning Outcomes (PLO) which includes Program Specific Outcomes (PSO)
3	Mission of the Department to Program Educational Objectives (PEO) Mapping
4	Program Educational Objectives (PEO) to Program Learning Outcomes (PLO) Mapping
5	Structure of Undergraduate Programme
6	Categorization of Courses (for all three years)
7	Program Articulation Matrix (for all three years)

and, every course has well defined:

1	Course Learning Rationale (CLR)
2	Course Learning Outcomes (CLO) – (Outcome based Objectives)
3	Learning Plan with session-wise Session Learning Outcomes (SLO)
4	Learning Assessment Scheme
5	Course Designer Details

These details are proposed by the respective Board of Studies and approved by the Academic Council.

R.3.3   **Learning Curriculum**: Undergraduate Programmes have a learning curriculum comprising of appropriate combinations of learning from Lecture, Tutorials and Practice sessions.

R.3.4   **Learning Credits**: Learning Credits are earned by the learner based on the following pattern:

Learning Environment	Learning Credit (C)
1 Hour* Learning from a Lecture Session per week (L)	1
1 Hour* Learning from a Tutorial Session per week (T)	1
1 Hour* Learning from a Practice Session per week (P)	0.5

(*1 Hour of Learning is usually a 50-60-minutes period)

R.3.5 **Curriculum and Course Content Approval:** Every UG programme will have a curriculum and course content (syllabi) proposed by the respective Boards of Studies and approved by the Academic Council.

R.3.6 **Minimum Learning Credits for the award of Degree:** The curriculum of any branch of the Undergraduate programme is designed to have a minimum of **138 Credits** for the award of the Undergraduate degree (Regular), **90 Credits** for the award of the B.C.A degree (Lateral Entry) and **148 Credits** for the award of B.Com (Honors).

R.3.7 **Medium of instruction:** The medium of instruction, examination and project reports will be English.

R.3.8 **Massive Open Online Courses (MOOCs)**
SRMIST strongly encourages the use of SWAYAM (Study Web of Active Learning by Young and Aspiring Minds) platform. The students are encouraged to choose any elective course from SWAYAM on the recommendation of the faculty advisor and the credits will be transferred.

R.3.9 **Internship and Project**
(A) Internship: Students shall undergo Internship (either in an Industry [or] Industrial setting [or] in a Research Centre [or] in a Laboratory within SRMIST) for duration of 4 to 6 weeks during the summer vacation after II semester. At the end of the internship, the student shall submit a report and make a presentation which will be assessed by a committee constituted for this purpose by the head of the department.

(B) Minor Project: Students who wish to do a Minor Project instead of an Internship may be duly guided and assessed by a Faculty member in

the respective department. This minor project work will be completed within the III semester.

(C) Project Work: Project Work shall be done by the student either:

a) in any of the Funded Projects / Research Centers / Incubation Centers within SRMIST [or]

b) within the Department Labs under the guidance of a Research Supervisor[or]

c) in an Industry / Industrial setting /Research Centre outside SRMIST duly approved by the Department Project Work Committee.

After completion of the Project Work, the student shall submit a Report/Dissertation/Thesis and make a presentation which will be duly assessed by the Department Project Work Committee.

R.4.0   Faculty Adviser / Student Counselor

R.4.1   To help the students in planning their courses of study and for getting general advice on the academic programme, the concerned Department will assign for every class a faculty member who will be called the Faculty Adviser.

R.4.2   In order to motivate the students personally and provide counseling on academic and non-academic matters, a faculty member called Student Counselor shall be assigned.

R.5.0   Class Committee

R.5.1   Every class (comprising of sections) of the Undergraduate programme will have a Class Committee consisting of Faculty and Students. The class committees for the Department programme of each semester will be constituted by the Head of the concerned Department.

R.5.2   The constitution of the Class Committee for the Department programmes of each semester will include the following members:

a.   All teachers handling the Courses

b.   Four students from the class to be chosen by the students of the class.

c.   Faculty Adviser(s) of the respective class.

d. One senior faculty, preferably an Assistant Professor of the concerned Department and not associated with teaching of the class, to be nominated by the concerned Head of the Department, to act as the Chairperson of the Class Committee.

R.5.3 The basic responsibilities of the Chairperson of the Class Committee:
   a. To review periodically the progress of the classes.
   b. To discuss problems concerning curriculum and syllabus, the conduct of the classes as well as non-academic issues concerning students.
   c. To define the method of assessment in the courses in consultation with class committees and announcing to the students at the beginning of the semester.
   d. To organize the class committee meeting atleast twice a semester, one at the beginning of the semester and one after the second cycle test.
   e. To prepare the minutes of the meeting with the assistance of faculty advisers and duly signed by the HOD, sent the same to the Concerned Head of the Institution within 7 days from conduct of the meeting. The minutes shall also be circulated to the class committee members and displayed in the notice board.

R.6.0 Registration / Enrollment for courses
   a. The process of signing up for courses is called registration. Students are enrolled after they pay the prescribed fees. For a student to attend classes he/she has to complete both registration and enrollment.
   b. All students shall formally register for the courses in every semester to undergo course work.

R.6.1 Registration of any course will be controlled by the concerned Head of the department.
   a. Except for the first semester, the registration for a semester will be done during a specified week before the end-semester examination of the previous semester.

b.   For the first semester registration shall be completed within a week after the commencement of classes.

c.   Late registration will be permitted with a fine, decided from time to time, up to two weeks from the last date specified for registration.

R.6.2   The registration sheet contains the course number, course name, number of credits and category for each course taken in that semester.

R.6.3   A student will be eligible for enrolment only if he/she satisfies the enrolment requirement specified in R.6.0 and will be permitted to enroll only if he/she has cleared all dues to the SRMIST, Hostel, Library, NCC etc. up to the end of the previous semester, provided he/ she is not debarred for enrolment as a result of any disciplinary action of the SRMIST.

R.7.0   Maximum Duration of the Programme

R.7.1   Each semester shall normally consist of 75 working days or 450 hours. A student is ordinarily expected to complete the Undergraduate programme in six semesters for regular programme. However a student may complete the programme at a slower pace by taking more time but in any case not more than 10 semesters under regular programme excluding semesters withdrawn on medical grounds *etc*. as per R.8.1.

R.8.0   Temporary Break of Study from a Programme

R.8.1   A candidate is not normally permitted to temporarily break study. However if a candidate intends to temporarily discontinue the programme in the middle for valid reasons (Such as accident or hospitalization due to prolonged ill health) for a maximum continuous period of two semesters or the aggregate of individual discontinuation not exceeding two semesters, he/she shall apply to the Head of the Institution in advance but not later than the last date of registering for the end semester examinations of the year in question. Such applications should be routed through the Head of the department and the Head of the institution stating the reason for break of study.

R.8.2 The Candidate who intends to rejoin the programme after the break shall submit rejoin application in the next academic year through the Head of the department and the Head of the institution.

R.8.3 The Candidate who rejoins after the break shall be governed by the rules and regulations in force at the time of rejoining.

R.8.4 The duration specified for passing all the courses for the purpose of classification vide shall be increased by the period of such break of study permitted.

R.8.5 The total period for completion of the programme should be reckoned from the commencement of the first semester to which the candidate was admitted and shall not exceed the maximum period specified in clause irrespective of the period of break of study in order that he/she may be eligible for the award of the degree.

R.8.6 If any student is detained for want of requisite attendance, progress and good conduct, the period spent in that semester shall not be considered as 'Break of Study' and this clause is not applicable for the detention cases

R.9.0 Discipline

R.9.1 Every student is required to maintain discipline and decorum behavior both inside and outside the SRMIST campus and not to indulge in any activity that will tend to bring down the prestige of the institution.

R.9.2 Any act of indiscipline of a student is first to be considered by the Discipline and Welfare Committee of the Department for necessary action. If the issue demands more serious consideration, the act of indiscipline will be reported to the Concerned Head of the Institution, and he will refer it to the Discipline and Welfare Committee of the SRMIST, constituted by the Vice Chancellor.

R.9.3 The Committee will enquire into the charges and recommend suitable action if the charges are substantiated. The concerned Head of the Institution will take appropriate action on the recommendation of the Discipline and Welfare Committee.

R.9.4 The Concerned Head of the Institution may suspend a student pending inquiry depending upon the prima facie evidence.

R.9.5   The student may appeal to the Vice Chancellor whose decision will be final and binding.

R.10.0   Attendance

R.10.1   **Attendance Definition: Attendance is the physical presence of the student in the class.** It is a well-observed fact that the students who score good grades are those who attend classes regularly. Therefore, the students must strive to attend all the classes without fail.

R.10.2   **Attendance Marking:** Every teaching staff member handling a class will take attendance till the last instruction day in the semester.

R.10.3   **Minimum Attendance:** A student must maintain an attendance record of at least 75% in all courses added together. Without the minimum attendance of 75%, students become ineligible to write the end semester examination.

R.10.4   **Attendance Shortage and Examination:** The students must strive to attend all the classes without fail. However, the minimum attendance requirement of 75% allows a student the facility to use the balance 25% to account for illnesses, permitted assignments such as job interviews, inter university sports meets, inter-collegiate/inter-university competitions, accidents, unforeseen emergencies etc. An attendance of 75% is considered to be the minimum required for a student to get just enough input on the course syllabus through class room contact hours to make him/ her eligible to appear in the end semester examination.

R.10.5   **Condonation of Attendance**: In rare and genuine cases, a committee consisting of the Concerned Head of the Institution and Head of the concerned Department will examine the case and recommend suitably to the Vice Chancellor, who may give condonation of attendance in deserving cases, but not more than 10%.

R.10.6   **Announcement of Attendance:** The teacher shall announce the particulars of all students who have attendance less than 75% in the class. Copies of the same should also be sent to the Concerned Head of the Institution, and Heads of Departments concerned. The students who have less than 75% attendance will not be permitted to appear in end semester examination.

R.10.7 **Repeating semester:** Those students who have not deemed to have completed the semester with reference to the conditions specified above (R.10.6) shall repeat that semester in the next academic year by following the readmission/rejoin procedure**.**

R.11.0 Learning Assessment Procedure

R.11.1 **Assessment Design:** The learning of a student is assessed and evaluated in-house by the course facilitating faculty member/ department except in the case of project work where an external examiner shall be nominated for conducting the viva voce. All assessments are designed based on Revised Bloom's Taxonomy levels of thinking and learning.(Anderson, Lorin W, Krathwohl, David R, "A Taxonomy for Learning, Teaching and Assessing: a revision of Bloom's Taxonomy", Longman Publishing, New York, 2001)

R.11.2 **Types of Learning Assessments:** The student's learning in each course, in general, is assessed (formative) and evaluated (summative) based on in-semester continuous learning assessment (internal assessment) and end-semester final examination. An in semester continuous learning assessment (also known as internal assessment / comprehensive assessment) is spread through the duration of course and is done by the faculty member facilitating the course. In order to verify the different skills acquired in a student, the continuous learning assessments are (as appropriately) performed through:

a) Oral Learning Assessments
b) Written Learning Assessments
c) Demonstrative Learning Assessments

The end-semester final examination shall have learning assessments from the following perspectives with respect to all courses:

a) Evaluation with respect to knowledge
b) Evaluation with respect to Understanding
c) Evaluation with respect to skill
d) Evaluation with respect to Applications and/or
e) Higher Order Thinking Skills

R.11.3 **Learning Assessment Weightage:** The learning assessment weightage in percentages for every course is provided for each course in the respective course syllabus, and follows the template:

Level	Blooms Level of Thinking	Continuous Learning Assessment (50% Weightage)								Final Examination (50% Weightage)	
		CLA-1 (10%)		CLA-2 (10%)		CLA-3 (20%)		CLA-4 (10%)			
		Theory	Practice	Theory	Practice	Theory	Practice	Theory	Practice	Theory	Practice
1	Remember Understand	%	%	%	%	%	%	%	%	%	%
2	Apply Analyze	%	%	%	%	%	%	%	%	%	%
3	Evaluate Create	%	%	%	%	%	%	%	%	%	%
	Total	100 %		100 %		100 %		100 %		100 %	

Note: For a Pure Theory Course, the Practice Part would be zero and similarly for a Pure Practice Course, the theory part would be appropriately zero.

a) The ratio between Continuous Learning Assessments and Final Examinations for all courses is 50:50.
b) A student should definitely attend the Final Examination to be eligible to Pass the course.
c) For a student to PASS in a course, he/she has to score a minimum of 40% marks in aggregate.
d) For the Theory Part of a course or a pure theory course; Continuous Assessments CLA-1 (normally in two learning units (CLOs) / modules or as prescribed by the Course Coordinator), CLA-2 (in two learning units (CLOs) /modules not covered in CLA-1 or as prescribed by the Course Coordinator) and CLA-3 (in all the five learning units (CLOs) / modules) are generally

conducted as Written Tests of duration 90 minutes, 90 minutes and 180 minutes respectively each and the final examination is conducted for 180 minutes.

e) For the Practice Part of a course or a pure Practice course; Continuous Learning Assessments CLA-1, CLA-2 and CLA-3 are generally conducted at periodic intervals, and for certain courses that need learning verification of oral and skill demonstrative abilities, there would be appropriate oral tests and tests for demonstrations, such as online aptitude tests, classroom activities, case studies, poster presentations, power-point presentations, mini talks, group discussions, mock interviews *etc*.

f) CLA-4 is generally a combination from among one or more of these options:

Assignments	Surprise Tests	Seminars	Multiple Choice Quizzes
Tech. Talks	Field Visits	Self-Study	NPTEL/MOOC/Swayam
Mini-Projects	Case-Study	Group Activities	Online Certifications
Presentations	Debates	Conference Papers	Group Discussions

g) Student learning from the theory and practice portions in a course shall be assessed by assigning a weightage of 50% for theory component and 50% for practical component. Grading shall be done for the consolidated mark.

h) For the Practice Part (Laboratory/Practical) of a course or a pure Practicals (Laboratory/Practical) course; due weightage for carrying out experiments, such as observations, collection of data, analysis, interpretation of results, inferences and also timely submission of record work done would all carry due weightage based on the type of laboratories and the course and constitute the CLA-1, CLA-2, CLA-3. The nature of the end semester final examination shall be informed to the students at the commencement of the course.

i) The Final examination (both theory and practice (Laboratory/Practicals) would be conducted only after the last working day of the semester.

j) Final Semester Project Work: The projects undertaken as far as possible should be socially relevant. Projects can be carried out by individual students or by a group of students with a maximum of five students in a group.

k) The assessment method for the project work consists of in-semester and end semester evaluations as detailed below:

	Continuous Learning Assessment (50% weightage)		Final Evaluation (50% weightage)	
	Review – 1	Review – 2	Project Report	Viva-Voce
Project Work / Internship	20%	30 %	30 %	20 %

R.11.4 Uniform Assessment for Fully internal Courses

R.11.4.1 The learning assessment weightage in percentages for fully internal courses is provided for each course in the respective course syllabus, and follows the template:

Level	Blooms Level of Thinking	Continuous Learning Assessment (100% weightage)							
		CLA-1 (20%)		CLA-2 (20%)		CLA-3 (30%)		CLA-4 (30%)	
		Theory	Practice	Theory	Practice	Theory	Practice	Theory	Practice
1	Remember	%	%	%	%	%	%	%	%
	Understand								
2	Apply	%	%	%	%	%	%	%	%
	Analyze								
3	Evaluate	%	%	%	%	%	%	%	%
	Create								
	Total	100 %		100 %		100 %		100 %	

Note: For a Pure Theory Course, the Practice Part would be zero and similarly for a Pure Practice Course, the theory part would be appropriately zero.

R.11.4.2 **NSS/NCC/NSO/ Yoga**

All the undergraduate courses shall have **NSS/NCC/NSO/Yoga** as a compulsory activity with **Zero (0) Credit**. 100 marks is awarded for **NSS/NCC/NSO/Yoga** on the basis of activities participated by the students. The split up of internal marks is as follows:

Test Components internal

Continuous Learning Assessment –I (CLA-I)	20 Marks
Continuous Learning Assessment –II (CLA-II)	30 Marks
Continuous Learning Assessment –III (CLA-III)	30 Marks
Continuous Learning Assessment –IV (CLA-IV)	20 Marks
Total Marks	**100 Marks**

R.11.4.3 **My India Minor project**

(Assessment Method – Fully Internal)

Components	Marks
Review – I (Activities)	50
Review – II (Project report and Presentation)	50
Total	**100**

R.12.0   Registration for End Semester Examination

R.12.1   **Exam Registration:** Registration for End-semester Examination is mandatory for all courses.

R.12.2   **Conduct of examinations:** The examinations at the end of the particular semester will be conducted for the courses of all odd and even semesters. For all theory courses, Question papers will be set by external or internal examiners

R.12.3   **Award of Course Grade:** A student should have appeared for the end-semester examination of the prescribed course of study to become eligible for the award of the grade in that course.

R.12.4   **Examiners:** All practical examinations including project work, viva voce will be conducted by internal and / or external examiners appointed by the institution.

R.12.5   **Maximum Marks:** The maximum marks for any course (theory or practical excluding project work) will be 100 comprising of 50 marks for internal assessment and 50 marks for the end semester examinations.

R.12.6   **Marks for project work / Internship:** For project work, the total marks will be 100 comprising of 50 for in-semester assessment and 50 for end-semester assessment. Project viva board constituted by Head of the Department will evaluate the dissertation and conduct viva-voce examination.

R.12.7   **End-semester Assessment – Question Pattern**
Time: 3 hours and Max Weightage: 50%.

A. **Pattern of Question Paper (Theory)   Total Marks = 100**

i. **Question Pattern (For Tamil, Hindi, French and English)**

Section-A (10 x 4 = 40 Marks)

Section-B (5   x 6 = 30 Marks)

Section-C (3 x 10 = 30 Marks)

Total Mark = 100

ii. **Question Pattern (For other courses)**

Section-A (10 x 2 = 20 Marks) - Two questions from each CLO (1 to 5) ie., 2 Questions X 5 CLOs= 10 Questions.

Section-B (5 x 16 = 80 Marks) - One Internal Choice question from each CLO (1 to 5) ie., 2 Questions from each CLO (1 to 5).

iii. Number of questions shall follow a normal distribution of Blooms Level of Thinking as mentioned under Learning Assessment.

iv. Marks secured by the candidate will be converted to 50 to make the aggregate 100, while adding with Continuous Internal Assessment 50.

B. **Pattern of Question Paper (Practical)**

Time: 3 hours and Max Weightage of Marks: 50.

i. The External Examiner will set a question paper after discussing with the Internal Examiner (Selective Courses).

ii. The External Examiner will conduct viva voce based on the record work submitted by the student.

iii. Marks secured by the candidate will make the aggregate 100, while adding with continuous In-semester Assessment 50.

R.12.8 **Passing Requirement:** A student who secures not less than 40% of total marks prescribed for any course with a minimum of 40% of the marks prescribed for the end semester examination shall be declared to have passed in the examination for that course.

R.12.9 **Procedure in Event of Failure/Absent**

R.12.9.1 Students who have secured 'F'(Fail) / 'Ab' (Absent) grade in a particular course (Other than project work) can reappear when the end semester examination for that course is conducted during the subsequent

semesters. He / She should continue to register and reappear for the examination till he/she secures a pass grade.

R.12.9.2 However, if a student obtains 'F'(Fail)/'Ab' (Absent) grade in a course in the first two attempts, from the third attempt onwards, full weightage (100%) shall be assigned to marks scored in the end semester examinations and the internal assessment mark that student scored during the regular course of study will be ignored.

R.12.9.3 In the event of failure in project work, the student will re-register for project work and redo the project work in subsequent semester and resubmit the dissertation a fresh for final evaluation. The internal assessment marks will be freshly allotted- in this case.

R.12.9.4 If a course has theory and practical components combined, then the student shall appear in the end-semester examination for both theory and practical components duly.

R.12.9.6 A student who obtains F' (Fail) / 'Ab' (Absent) grade in a Purely internal assessment course will have to enroll and continue the course in the subsequent semesters till he/she secures a pass grade.

R.12.9.7 If a student fails in theory course in Semester VI, he/she can apply for supplementary examination within a time period from the date of declaration of VI Semester result on payment of prescribed fee through proper application to the Controller of Examinations forwarded through the Head of the institution. The result of the supplementary examination will be published at the earliest so as to enable the student to continue his/her career without any disruption.

R.12.9.8 All applicable fees charged for the purpose of examination will apply for re-appearance courses as well.

R.13.0 Course Wise Grading of Students

R.13.1 Letter Grades and Grade Points (GP)

All assessment of a course will be done on absolute marks basis. However for the purpose of reporting the performance of a candidate,

letter grades, each carrying certain points, will be awarded as recommended by UGC, are as follows:

Letter Grade	Grade Points	Range of Marks
O (Outstanding)	10	91 to 100
A+ (Excellent)	9	81 to 90
A (Very Good)	8	71 to 80
B+ (Good)	7	61 to 70
B (Above Average)	6	51 to 60
C (Average)	5	41 to 50
P (Pass)	4	40
F (Fail)	0	<40 Failure due to insufficient marks in the course
Ab (Absent)	0	Failure due to non-appearance in examination

R.13.2 **Successful completion:** A Student is considered to have successfully completed a course and earned the credits if he/she secured a letter grade other than F or Ab in that course. A letter grade F or Ab in any course implies a failure in that course. A course successfully completed cannot be repeated.

R.13.3 **Review of Answer scripts**

A candidate shall apply for **review** of his/her end-semester examination answer paper (theory component only) as follows:

1. In case any student feels aggrieved on the final outcome of the learning assessment in any course, the student shall apply to the Controller of Examinations, along with the prescribed fee, for the review of end semester examination answer script, within the stipulated time after the announcement of the results of the examinations. The Controller of

Examinations shall facilitate the review of the answer script jointly to be carried out by the student and the faculty detailed for this purpose. If any discrepancy is noticed during review the same shall be rectified and the originally awarded grade accordingly amended.

2. Review is not applicable for Practical, Project, Internship and Purely Internal courses.

R.13.4. Grade sheet

The grade Sheet issued by the Controller of Examinations to each student, after the announcement of the results will contain the following:

a. The credits for each course registered for that semester,
b. The letter grade obtained in each course
c. The total number of credits earned by the student up to the end of that semester in each of the course categories
d. Semester Grade Point Average (SGPA) of the current semester
e. The Cumulative Grade Point Average (CGPA) of all the courses taken from I semester onwards for regular students and from III semester onwards for lateral entry students. For lateral entry students the grades awarded in the bridge courses shall also be taken into consideration.

R.13.5 Computation of Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA)

(i) The SGPA will be calculated according to the formula

$$SGPA = \frac{\sum_i^n C_i \times (GP)_i}{\sum_i^n C_i}$$

Where C_i= credit for the ith course, $(GP)_i$= the grade point obtained for the ith course (refer R.16.1 / R.16.2) , n = total number of courses and the sum is over all the courses taken in that semester, including those in which the student has secured 'F' and 'Ab' grades.

(ii) For the cumulative grade point average (**CGPA**) following formula is used:

$$'A = \frac{\sum_i^l s_i \times (SGPA)_i}{\sum_i^l s_i}$$

where S_i = Sum of credits in i^{th} semester, $(SGPA)_i$= Semester Grade Point Average earned in i^{th} semester and r = number of semesters and the sum is over all the semesters under consideration.

(iii) The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.

R.14.0 Eligibility for the Award of the Degree

R.14.1   A Student shall be declared to be eligible for the award of the Degree provided if,

a) **I) Regular Students:** The student has successfully completed the course requirements and has passed all the prescribed examinations in all the **SIX** semesters within a maximum period of **FIVE** years reckoned from the commencement of the first semester to which the candidate was admitted.

ii) Lateral Entry Students: The student has successfully completed the course requirements and has passed all the prescribed examinations in all the **FOUR** semesters (III-VI) within a maximum period of **FOUR** years reckoned from the commencement of the third semester to which the candidate was admitted.

b) No disciplinary action is pending against the student.

R.15.0 Classification of the Degree Award

Class / Distinction will be awarded to the students after they successfully complete the Under-graduate programme as per norms given in the following table:

R.15.1   Regular Students

Category	CGPA (From I-VI semesters)	Class
Students who successfully complete the Under Graduate programme within the time duration of 6	≥ 4 &< 5	Third Class
	≥ 5 &< 6	Second Class
	≥ 6 &< 8	First Class

	≥ 8 (without F or Ab or temporary withdrawal-R8.1 in any semester)	First Class with Distinction
semesters.	≥ 8 (with F or Ab in any semester but obtained pass grade (O to P subsequently)	First Class
Students who cannot complete the Under Graduate programme in 6 semesters but complete it successfully within the time duration of 7 semesters	≥ 4 &< 5	Third Class
	≥ 5 &<6	Second Class
	≥ 6	First Class
Students who cannot complete the Under Graduate programme in 7 semesters but complete it successfully within the time duration of 10 semesters	≥ 4 &< 5	Third Class
	≥ 5	Second Class

R.15.2   Lateral Entry Students

Category	CGPA (From III-VI semesters)	Class
Students who successfully complete the Under Graduate programme within the time duration of semesters	≥ 4 & < 5	Third Class
	≥ 5 & < 6	Second Class
	≥ 6 & < 8	First Class
	≥ 8 (without F or Ab or temporary withdrawal-R8. 1 in any semester)	First Class with Distinction
	≥ 8 (with F or Ab in any semester but obtained pass grade (O to P)	First Class

Category	CGPA (From III-VI semesters)	Class
	subsequently)	
Students who cannot complete the Under Graduate programme in 4 semesters but complete it successfully within the time duration of 5 semesters	≥ 4 & < 5	Third Class
	≥ 5 & < 6	Second Class
	≥ 6	First Class
Students who cannot complete the Under Graduate programme in 5 semesters but complete it successfully within the time duration of 8 semesters	≥ 4 & < 5	Third Class
	≥ 5	Second Class

R.15.3 **Academic Dishonesty:** When a student is found responsible for a violation of the SRMIST code of conduct pertaining to academic dishonesty (Malpractice in Examinations), the Office of Controller of Examinations will initiate action based on the pre-approved procedures. Appropriate penalty or punishment will be awarded to the student and communication sent to the concerned Head of the Institution. The matter will be informed to the student's parents/guardian duly.

R.16.0 **Deviation in Procedure**
Whenever there is a deviation from procedures as warranted by the unique nature of the course, the same will be specified by the concerned Course Coordinator and approved by the concerned Head of the Institution.

R.17.0 **Revision of Regulation and Curriculum**
The Institution may from time to time revise, amend or change the regulations, scheme of examinations and syllabi as found necessary.

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