

INSTITUTE OF SCIENCE, TECHNOLOGY & ADVANCED STUDIES (VISTAS)
(Deemed to be University Estd. u/s 3 of the UGC Act, 1956)
PALLAVARAM - CHENNAI
ACCREDITED BY NAAC WITH 'A' GRADE
Marching Beyond 30 Years Successfully
INSTITUTION WITH UGC 12B STATUS

ACADEMIC REGULATIONS 2024

(For All Arts, Science and Humanities PG Programmes)

(Applicable to all the candidates admitted from the academic year 2024-2025 onwards)

under

CHOICE BASED CREDIT SYSTEM (CBCS)

and

LEARNING OUTCOME BASED CURRICULUM FRAMEWORK(LOCF)

PG REGULATION 2024

VELS INSTITUTE OF SCIENCE, TECHNOLOGY AND ADVANCED STUDIES (VISTAS)

Pallavaram, Chennai

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VISION AND MISSION OF THE INSTITUTION

Vision of the Institution

To make the Institute an **epitome of excellence** in higher education by effectively providing high quality education and rigorous training to students in multiple streams of choice with ample scope for all round development to make them excel in their profession for betterment of the society.

Mission of the Institution

- Effectively **imparting knowledge** and inculcating **innovative thinking**.
- Facilitating **skill enhancement** through add on courses and **hands on training**.
- Doing original, socially relevant, **high-quality research**.
- Facilitating appropriate **co-curricular, extracurricular** and **extension activities**.
- Instilling the **spirit of integrity, equity, professional ethics** and **social harmony**.

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POST GRADUATE PROGRAMMES **M.A. Economics / M.A. English / M.Sc Biochemistry / M.Sc Immunology & Microbiology / M.Sc Visual Communication / M.Sc Hotel and Catering Management / M.A Bharatanatyam / M.A Astrology / M.Sc Yoga**

Background / Preamble

These regulations are applicable to the students admitted from the Academic Year 2024-2025 onwards. The current frightening scenario necessitates conversion or reforming of education system, not only by introducing novelties but rising "learner-centric approach in the entire education system as well. This can handiest be viable when Choice-Based Credit System (CBCS) recommended by UGC is adopted. CBCS not only offers opportunities and direction to learn core subjects but also explore additional methods of learning beyond the core subjects for holistic development of an individual. Besides with CBCS system, UGC recommended the postgraduate curriculum plan, named Learning Outcome-based Curriculum Framework (LOCF). It aspires to provide a focused, outcome-based curriculum, as well as an engaged, result-oriented prospectus at the postgraduate level in India. In order to improve employability and provide more chances for research and higher education, a set of learning outcomes that are expected to be attained form the basis of the LOCF. The structure of the postgraduate programs is set by these Learning Outcomes.

In keeping with the recommendations of UGC, Vels Institute of Science, Technology and Advanced Studies (VISTAS) has adopted both Choice Based Credit System (CBCS) and Learning Outcome-based Curriculum Framework (LOCF) implemented it from 2020-21 onwards.

Preliminary Definitions and Nomenclature

In these regulations, unless the context otherwise requires:

'Degree' means that academic award conferred upon a student on successful completion of a two-year programme designed to achieve the defined attributes. It is referred to as Post Graduate (PG) Degree, that is, for example, "Master of Arts" also known as "M.A. Degree".

'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 Master's Degree programme like M.A. English, M.Sc., M.A. Economics, M.Sc. Information Technology, M.Sc. Computer Science, M.Sc. Data Science & Business Analytics etc

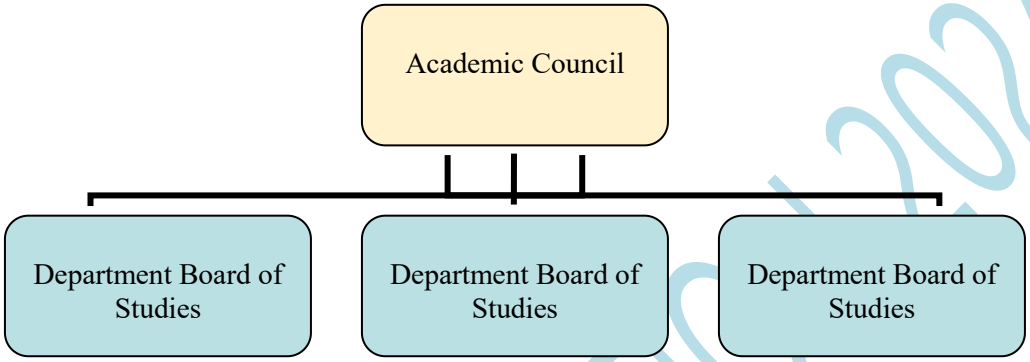
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"Institution" means Vels Institute of Science, Technology & Advanced Studies.

"Academic Council" means the Academic Council, which is the apex body on all academic matters of Vels Institute of Science, Technology & Advanced Studies.

The Academic Council

The academic council is the principal academic body responsible for, the maintenance of standards in teaching, research, training, approval of curriculum / syllabus, conduct of examinations etc. The hierarchical academic structure is illustrated below:



ACADEMIC SESSION

The academic session normally begins in the first week of July every year and ends in June of the subsequent year. It generally consists of two semesters:

- Odd Semester: July - December
- Even Semester: January – June

ACADEMIC CALENDAR

The exact dates of all important events, such as orientation, commencement of classes, Payment of Fees, Examinations dates, Activities of Various Clubs, vacation, etc., during the academic session are specified in the Academic Calendar. The Academic Calendar shall be displayed on the VISTAS website.

1. Admission

1.1. DURATION OF THE PROGRAMME

The course shall extend over a period of two years comprising of four semesters with two semesters in one academic year. There shall not be less than 90 working days for each semester. Examination shall be conducted at the end of every semester for the respective subjects.

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Each semester has 90 working days consists of 6 teaching hours per working day. Thus, each semester has 540 teaching hours and the whole programme has 2160 teaching hours.

A Masters degree with 2-year (4 semesters) programme of study for those who have completed the 3-year Bachelor's programme;

For students completing a 4-year Bachelor's programme with Hons/Hons with Research, there could be a 1-year PG programme;

1.2. ELIGIBILITY FOR ADMISSION

The minimum qualification for admission to Postgraduate degree programme (Regular) shall be: A pass in undergraduate degree examination of any authority, recognized by VISTAS.

1.3. ADMISSION AUTHORITY

In the matter of admission to the Postgraduate programme the decision of the Admission Committee is final.

1.4. ADMISSION ELIGIBILITY NORMS

Programmes Offered	Qualifying Degree
M.A. Economics	Any Bachelor degree
M.Sc Information Technology	B.Sc IT / B.Sc Computer Science/ BCA/ B.Sc Mathematics / B.Sc Statistics/ B.Sc Physics/ B.Sc Electronics / Triple major subjects with Computer Science as one of the Major subjects
M.Sc. Computer Science	Bachelor's degree in Computer Science/ Computer Science and Technology/ Artificial Intelligence and Machine Learning/ Cyber Security/ BCA degree/ Any other degree accepted as equivalent thereto by the syndicate
M.Sc. Data Science and Business Analytics	Bachelor degree in Computer Applications/ Computer Science / BCA- Data Science / B.Sc. Data Science/ Information Technology/ Mathematics/ Statistics / Physics / Electronic Science / B.E Computer Science / B.Tech - IT

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M.Sc Biotechnology	Degree in B.Sc Zoology / Botany / Chemistry / Biology / Biotech / Biochemistry / Microbiology or B.V.Sc / B.Sc Agri / B.Tech Biotech
M.Sc Biochemistry	Degree in Zoology, Botany, Biochemistry, Chemistry, Microbiology, Genetics, Biotechnology, Agriculture, Bio informatics, Nutrition & Dietetics and Life Sciences, BVSc., (10+2+3 pattern)
M.Sc Immunology & Microbiology	Degree in B.Sc., Microbiology/ Biotechnology/ Biochemistry/ Bioinformatics/ Botany/ Zoology or any Biological Sciences
M.Sc Bio-Informatics	Degree in Genetics, Biology, Biochemistry, Biotech, Physics, Chemistry, Computer Science, Botany, Zoology, Microbiology, Mathematics, Statistics, Nutrition, Food Service, Management & Diatetics, Agriculture, Bioinformatics, B.E/ B.Tech (Biotech) B.V.Sc, MBBS, BDS, B.Pharm, BPT& BCA, BCA(Hons), B.Sc.(IT) (10+2+3) Pattern.
M.Sc Chemistry	B.Sc. with Chemistry as a major subject /B.Sc. Triple Major with Chemistry as one of the major subjects.
M.Sc Pharmaceutical and Analytical Chemistry	B.Sc Chemistry/ Applied Science/ Biochemistry /B.Pharm /Triple Major with Chemistry as one of the subject
M.Sc Visual Communication	UG degree in any discipline
M.A English	B.A English or B.A/ B.Com/ B.Sc.,/ B.B.A on the basis of two papers studied under Part II English at UG level
M.Sc Hotel and Catering Management	B.Sc Hotel Management/ B.Sc Food Science/ B.Sc Culinary Arts/ BA. Travel and Tourism Management
M.A Bharatanatyam	B.A. Degree (Bharata Natyam) or Bachelor of Dance (B.Dance) Any UG degree with Diploma in Dance or Grade exams or Five years training in Bharata Natyam from recognized Institute
M.A Astrology	Pass in UG with Specialization in Astrology.
M.Sc in Yoga	Any Bachelor degree

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2. PG PROGRAMME STRUCTURE

2.1 Curriculum

Every department has a prescribed programme structure which, in general terms, is known as the Curriculum. It prescribes all the courses / laboratories / other requirements for the degree and sets out a typical sequence of study semester-wise. The curriculum is structured as a 4-semester study, in such a manner a student who completes the programme successfully would have a holistic knowledge encompassing Science, Humanities and Technology. It follows the Outcome Based Education (OBE) with well defined:

1	Program Educational Objectives (PEO)
2	Program Outcomes (PO)
3	Mapping Mission of the Department to Program Educational Objectives (PEO)
4	Mapping Program Educational Objectives (PEO) to Program Outcomes (PO)
5	Structure of the Programme
6	Categorization of Courses
7	Program Articulation Matrix

2.2 Course of Study & Credits

The PG programme consists of a number of courses. The term "course" is applied to indicate a logical part of the subject matter of the programme and is invariably equivalent to the subject matter of a "paper" in the conventional sense. Core courses i.e. major courses that compulsorily required for each of the programme of study (Core), Discipline Specific Elective Course (DSE), Skill Enhancement Course (SEC), Gemeric Elective (GE) and Summer Internship (SI).

For each course, credit is assigned based on the following:

Contact hour per week	CREDITS
1 Lecture hour (L)	1 Credit
1 Tutorial hour (T)	1 Credit
2 Practical hours (P) - (Laboratory / Seminar / Project Work / etc.)	1 Credit

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2.3 Curriculum and Course Content Approval

Every PG programme will have a curriculum and course content (syllabi) proposed by the respective Boards of Studies and approved by the Academic Council.

2.4 Academic Bank of Credits (ABC)

The Academic Bank of Credits (ABC), a national-level facility will promote the flexibility of the curriculum framework and interdisciplinary/multidisciplinary academic mobility of students across the HEIs in the country with appropriate "credit transfer" mechanism.

It would facilitate credit accumulation through the facility created by the ABC scheme in the "Academic Bank Account" opened for students to transfer and consolidate the credits earned by them by undergoing courses in any of the eligible HEIs.

A student will be allowed to enter/re-enter only at the odd semester and can only exit after the even semester.

The validity of credits earned will be to a maximum period of 5 years or as specified by the ABC. The procedure for depositing credits earned, its shelf life, redemption of credits, would be as per UGC (Establishment and Operationalization of **Academic Bank of Credits (ABC)** scheme in Higher Education Regulations, 2021.

2.5. Credit Transfer

2.5.1 Massive Open Online Courses (MOOCs)

VISTAS strongly encourage 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 up to 40 per cent of the total courses being offered in a particular programme in a semester . Administering of MOOCs will be through separate MOOCs Guidelines.

2.5.2 Intra Transfer Procedure

a) A student is eligible for admission in a PG programme either in the major or minor discipline taken by the student in his/her UG programme.

b) Irrespective of the major or minor disciplines taken by a student in a UG programme, a student is eligible for admission in any discipline of PG programmes

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2.5.3 Inter – Institution Transfer Procedure

A similar procedure shall be adopted during the time of admission of candidates from other Universities into various eligible programmes of the University, subject to the condition that those Universities are recognized and approved for credit transfer by VISTAS.

During that time, only those courses that were completed and credits earned will be mapped to the courses demanded by the programme curriculum, into which the admission is sought and hence considered for credit transfer.

The transfer students are not eligible for Ranking, Prizes and Medals.

2.6. Minimum/ Maximum Credit Limits for Course Registration

The number of credits most students are expected to register in a semester will be 20 (Average Academic Load) so that they complete the program within the specified duration of the program. However, a student can register for a maximum of 27 credits or a minimum of 16 credits in a regular semester (other than the optional terms).

3. Mentor / Mentee System

To help the students (**Mentee)** 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 as **Mentor**. In order to motivate the students or **Mentee** personally and provide counseling on academic and non-academic matters, a faculty member called **Mentor** shall be assigned.

4. Class Committee

Every class (comprising of sections) of the Postgraduate 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.

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

- All teachers handling the Courses
- Four students from the class to be chosen by the students of the class.
- Mentor of the respective class.
- One senior faculty 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.

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The basic responsibilities of the Chairperson of the Class Committee:

- To review periodically the progress of the classes.
- To discuss problems concerning curriculum and syllabus, the conduct of the classes as well as non-academic issues concerning students.
- 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.
- To organize the class committee meeting at least twice a semester, one at the beginning of the semester and one after the second cycle test.

The minutes shall also be circulated to the class committee members and displayed in the notice board.

5. Time Limit for Programme Completion

A student will be permitted to complete all the course and credit requirements specified in the curriculum, with an additional grace period of one year from the year of joining the University, under that programme ('n+2'), if the student has few backlog courses yet to be cleared even after the completion of the above said time limit.

Under no circumstances, the period of study shall be extended beyond (n+2) period and thereafter his/her studentship stands cancelled automatically.

In exceptional cases like major accidents and child birth, an extension of one year be considered beyond maximum span of time (Time Span = N + 2 +1 years for the completion of programme) subject to approval by the statutory bodies.

No separate intimation in this regard will be sent to the student. Such cases will be brought to the notice of the Academic Council by the Dean of Academics.

No formal approval of the Academic Council is required for the cancellation of such studentships.

An official order will be issued by the Registrar clearly stating the conditions therein. In such cases the time limit for programme completion will be extended by the period of break of study.

However, if any student is debarred / suspended for the lack of attendance or acts of indiscipline for one or more semester(s), it shall not be considered as break of study. Break - in Study option can be availed only once for the entire programme duration.

6. Temporary Break of Study from a Programme

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

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(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.

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.

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

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.

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.

7. Discipline

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

Any act of indiscipline of a student is first to be considered by the Discipline 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 Committee of the VISTAS, constituted by the Vice Chancellor.

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 Committee.

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

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

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8. Attendance

8.1. Attendance Preamble

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.

8.2. Marking of Attendance

Every teaching staff member handling a class will take attendance till the last instruction day in the semester.

8.3 Minimum Attendance Requirement

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.

8.4 Attendance Shortage Criteria

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.

8.5 Condonation

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%. 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.

8.6 Redo semester

Students who have earned less than 50% of attendance shall be permitted to proceed to the next semester and to complete the Program of study. Such Students shall have to repeat the semester, which they have missed by re-joining after completion of final semester of the course, by paying the fee for the break of study as prescribed by the University from time to time.

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9. Assessment Practice

The student performance in each Subject/Course is assessed based on the following two components:

- Continuous Internal Assessments (CIA)
- End Semester Examinations (ESE)

The total marks assigned for CIA and ESE are 40 and 60 respectively.

The total marks 40 allotted for CIA is distributed across 4 components for all the P G programmes.

9.1 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.

9.2 Types of Assessment

The student's learning in each course, in general, is assessed (formative) and evaluated (summative) based on continuous Internal assessment (internal assessment) also known as CIA and end-semester final examination. A continuous Internal 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.

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

- Evaluation with respect to knowledge
- Evaluation with respect to Understanding
- Evaluation with respect to skill
- Evaluation with respect to Applications and/or
- Higher Order Thinking Skills

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9.3 Assessment Weightage

Level	Blooms Levelof Thinking	Continuous Internal Assessment (40%Weightage)									
		Assignment /Seminar (5%)		CIA I (10%)		CIA II (10%)		MODEL(15%)		Final Examination (60%Weightage)	
		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%	

The ratio between Continuous Internal Assessments and Final Examinations forall courses is 40:60.

A student should definitely attend the Final Examination to be eligible to Pass the course. For a student to PASS in a course, he/she has to score a minimum of 50% marksin aggregate.

For the Theory Part of a course or a pure theory course; Continuous Assessments CIA-1 (normally in two learning units (COs) / modules or as prescribed by the Course Coordinator), CIA-2 (in two learning units (COs) /modules not covered in CIA-1 or as prescribed by the Course Coordinator) and Model Exam (in all the five learning units (COs) / 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.

9.4 Practical Assessment Weightage

- Student learning from both the theory and practice portions of a course is assessed by assigning equal weightage of 50% to each component—the theory component and the practical component. Grading is determined based on the consolidated marks obtained.

- For the Practice Part (Laboratory/Practical) of a course, or a purely Practical (Laboratory/Practical) course, specific weightage is assigned for various elements of practical work. This includes activities like carrying out experiments, making observations, data collection, data analysis, interpretation of results, making

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inferences, and submitting record work in a timely manner. The weightage assigned takes into account the nature of laboratories and the course itself. These elements together constitute CIA-1, CIA-2 and Model examination which represent different stages of practical assessments. The details of these assessments are communicated to the students at the beginning of the course.

- The Final examination, encompassing both the theory and practice (Laboratory/Practical) components, is scheduled to take place only after the conclusion of the regular academic activities for the semester. This ensures that students have sufficient time and focus to prepare for their final evaluations.

    - The projects undertaken in the final semester are encouraged to have a strong social relevance.

    - The assessment methodology for the final semester project work involves both in-semester and end-semester evaluations. These assessments are conducted as follows:

Assessment Component	Weightage	Details
Continuous Review 1	20%	Evaluation of progress and learning during the initial phase of the project/internship.
Continuous Review 2	30%	Evaluation of continued development and learning in the middle phase of the project/internship.
Project Report	30%	Comprehensive report detailing the project's objectives, methodology, results, and conclusions.

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Assessment Component	Weightage	Details
Viva-Voce	20%	Oral examination discussing the project, its implementation, and related concepts.

***Includes submission of project work in the form of paper for presentation/publication in a conference/journal and/or preliminary filing of a patent with proof.**

9.5 NSS / Inplant Training

All the post graduate courses shall have NSS / Inplant Training as a compulsory activity. Assessment based on NSS/ Inplant activities participated by the students.

10. End Semester Examination

There shall be examinations at the end of each semester, for odd semesters in the month of October / November, for even semesters in April / May. A candidate who does not pass the examination in any course(s) shall be permitted to appear in such failed courses in the subsequent examinations to be held in October / November or April / May.

A candidate should get registered for the first semester examination. If registration is not possible owing to shortage of attendance beyond Condonation limit / regulations prescribed or belated joining or on medical grounds, the candidates are permitted to move to the next semester. Such candidates shall re-do the missed semester after completion of the programme.

The results of all the examinations will be published through University Website. In the case of passed out candidates, their arrear results, will be published through University Website.

10.1 Exam Registration

To Register for all subjects: Students shall be permitted to proceed from the First Semester up to Final Semester irrespective of their failure in any of the Semester Examination, except for the shortage of attendance programs. For this purpose, Students shall register for all the arrear subjects of earlier semesters along with the current (subsequent)

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Semester Subjects.

10.2 Examining Procedure

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 orinternal examiners.

10.3. Grading of the Course

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.

10.4 Computation of Grade Point Average (GPA) in a Semester, Cumulative Grade PointAverage (CGPA) and Classification

GPA for a Semester= ∑iCiGi † ∑iCi . That is, GPA is the sum of the multiplication of gradepoints by the credits of the courses divided by the sum of the credits of the courses in a semester.

Where, Ci= Credits earned for course i in any semester,Gi = Grade Points obtained for course i in any semestern = Semester in which such courses were credited.

CGPA for the entire programme: = ∑n∑iCniGni †∑n∑iCni. That is, CGPA is the sum of the multiplication of grade points by the credits of the entire programme divided by the sum of the credits of the courses of the entire programme

Grade Conversion Table - PG			
Range of Marks	**Grade Points**	**Letter Grade**	**Description**
90 - 100	10	O	Outstanding
85 - 89	9	A+	Excellent
80 - 84	8	A	Very Good
75 - 79	7.5	B+	Good
70 - 74	7	B	Above Average
60 - 69	6	C	Average
50 - 59	5	D	Minimum for pass

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00 - 49	0	RA	Reappear
		AA	Absent

The Computation of **Cumulative Grade Point Average (CGPA)** Classification is given below.

CGPA (From I-IV semesters)	**Grade**	**Class**
5.00 - 5.99	D	Second Class
6.00 - 6.99	C	First Class
7.00 - 7.49	B	
7.50 - 7.99	B+	First Class with Distinction
8.00 - 8.49	A	
8.50 - 8.99	A+	
9.00 - 10.00	O	First class - outstanding

*** First class - Outstanding/ First class with distinction will be awarded to candidates who have passed the course in first appearance.**

Passing Minimum

Course	**Continuous Assessment (CA)**	**End Semester Examination (ESE)**	**Total (CA+ESE)**
PG	NIL	50%	50%

10.5 Fail / Absent Procedure

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.

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.

In the event of failure in project work, the student will re-register for project work and

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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.

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.

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.

If a student fails in theory course in Semester III/IV, he/she can apply for supplementary examination within a time period from the date of declaration of III/IV 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.

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

10.6 Course 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 **A** in that course. A letter grade **F** or **A** in any course implies a failure in that course. A course successfully completed cannot be repeated.

10.7 Review of Answer scripts

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

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. If any discrepancy is noticed during review the same shall be rectified and the originally awarded grade accordingly amended.

Review is not applicable for Practical, Project, Internship .

10.8. Semester Mark sheet

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

- The credits for each course registered for that semester

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- The letter grade obtained in each course
- The total number of credits earned by the student up to the end of that semester in each of the course categories
- The Cumulative Grade Point Average (CGPA) of all the courses taken from Isemester onwards for regular students.

11. Eligibility for the Award of the Degree

A Student shall be declared to be eligible for the award of the Postgraduate Degree provided if,

a) Registered and successfully completed the courses and projects as per the curriculum and obtain an aggregate of learning credits totaling 90.

b) The student has successfully completed the course requirements and has passed all the prescribed examinations in all the four semesters within a maximum period of FOUR years reckoned from the commencement of the first semester to which candidate was admitted.

c) No disciplinary action is pending against the student.

12. Degree Award Classification

Class / Distinction will be awarded to the students after they successfully complete the programme as per norms.

13. Regulation and Curriculum Revision

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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