

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

UG REGULATION 2024

ACADEMIC REGULATIONS 2024

(For All UG Programmes)

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

under

CHOICE BASED CREDIT SYSTEM (CBCS)

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

UNDER GRADUATE PROGRAMMES-ACADEMIC REGULATIONS 2024

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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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UNDER GRADUATE PROGRAMMES (B.A. (Hons) / B.B.A (Hons) / B.B.A. / B. Com. (Hons) / B.C.A. (Hons.) / B.P.T / B.Sc. (Hons.)

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 undergraduate 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 undergraduate 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 undergrad 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

"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 as Under-Graduate (UG) Degree, that is, for example, "Bachelor of Science" also known as "B.Sc. Degree / B.Sc. Degree with Hons".

"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.Sc. (Hons.) Computer Science, B.Com. (Hons.) Accounts and Finance, B.A. (Hons.) English 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.C.A. (Hons.) Block Chain Technology etc.

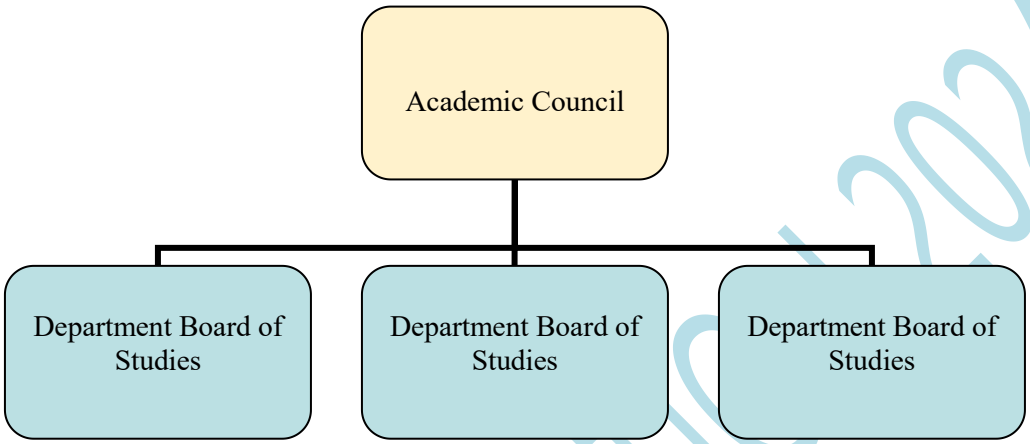
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"Institution" means Vels Institute of Science, Technology & Advanced Studies.

"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.

I. Admission

1.1. DURATION OF THE PROGRAMME

B.A. (Hons.) / B.Com. (Hons.) / B.Sc. (Hons.) Programme/ B.B.A. (Hons.)

Undergraduate degree programs of 4-year duration, with 3rd year exit option and reentry options within this period, with appropriate certifications such as:

- A bachelor's degree with 3-year (6 semesters) programme of study,

- A bachelor's degree with honours after a 4-year (eight semesters) programme of study or a bachelor's degree with research after a 4-year (eight semesters) programme of study if the student completes a rigorous research project in their major area(s) of study.

1.2. ELIGIBILITY FOR ADMISSION

The minimum qualification for admission to Undergraduate degree programme shall be: A pass in the 10+2 (Higher Secondary) examination of any authority, recognized by VISTAS.

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

1.3. ADMISSION AUTHORITY

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

1.4. ADMISSION ELIGIBILITY NORMS

COURSES OFFERED	ADMISSION ELIGIBILITY NORMS
B.A. (Hons.) Economics	Pass in +2, HSC or Equivalent
B.A. (Hons.) English	Pass in +2, or any equivalent examinations.
B.A. LL.B. (Hons.)	Pass in +2 or its equivalent
B.B.A. LL.B. (Hons.)	Pass in +2 or its equivalent
B.Com. LL.B. (Hons.)	Pass in +2 or its equivalent
B.A. (Hons.) Western Classical Music	Pass in +2, HSC or its equivalent or 10th with Diploma inMusic or Dance
B.B.A. (Hons.)	Pass in +2, HSC or Equivalent
B.Com. (Hons.) Accounts and Finance	Pass in +2 or its equivalent
B.Com. (Hons.) ComputerApplication	Pass in +2 or its equivalent
B.Com. (Hons.) Corporate Secretaryship	Pass in +2 or its equivalent
B.Com. (Hons.) General	Pass in +2 or its equivalent
B.C.A. (Hons.)	Pass in +2, HSC or equivalent with Maths or Computer Science / Business Maths / Statistics

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B.C.A. Cloud Technology and Information Security	Pass in +2, HSC or equivalent with Maths or Computer Science/ Business Maths / Statistics
B.C.A. Data Science	Pass in +2, HSC or equivalent with Maths or ComputerScience / Business Maths / Statistics
B.C.A. (Hons) Block Chain Technology	Pass in +2, HSC or equivalent with Maths or Computer Science / Business Maths / Statistics with 60%
B.Sc. (Hons.) Aeronautical Science	10+2 from a recognized board with Physics & Maths
B.Sc. (Hons.) Aviation	10+2 with Maths, Physics, Chemistry (Minimum 50%) from a recognized board. Lateral entry for the course is only for candidates who are in possession of the CPL license. For CPL Holders: Valid CPL (Commercial Pilot License)
B.Sc. (Hons.) Animation	Pass in +2, HSC or equivalent
B.Sc. (Hons.) Biochemistry	Pass in +2, HSC or equivalent with Biology / Maths /Physics / Chemistry
B.Sc. (Hons.) Biocomputing	Pass in +2, HSC or equivalent with Biology / Maths or Pure Science or Computer Science
B.Sc. (Hons.) Biotechnology	Pass in +2, HSC or equivalent with Biology / Botany/ Zoology / Biochem. / Biotech. / Microbiology
B.Sc. (Hons.) Microbiology	Pass in 10 + 2 pattern or equivalent with biology
B.Sc. (Hons.) Chemistry	Pass in +2, HSC or equivalent with Biology / Maths /Physics / Chemistry
B.Sc. (Hons.) Computer Science	Pass in +2, HSC or equivalent with Maths or ComputerScience / Business Maths / Statistics
B.Sc. (Hons.) Computer Science (Artificial Intelligence and Machine Learning)	10 + 2, HSC or equivalent with Maths or Computer Science / Business Maths / Statistics with 55% in aggregate
B.Sc. (Hons.) Computer Science (Cyber Security)	10 + 2, HSC or equivalent with Maths or Computer Science / Business Maths / Statistics

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	with 55% in aggregate
B.Sc. (Hons.) Information Technology	Pass in +2, HSC or equivalent with Maths or ComputerScience / Business Maths / Statistics
B.Sc. (Hons.) Hotel & Catering Management	Pass in +2, HSC or equivalent
B.B.A. Maritime Logistics	A pass in 10+2 in any stream or Diploma holder (10+3) inany stream
B.Sc. Nautical Science	A pass in 10+2 or its equivalent examination with minimum 60% aggregate in Physics, Chemistry and Mathematics group, and at least 50% in English at 10th or 12th Standard. Age: Maximum 25 years of age on the date of Commencement of the course.
B.Sc. (Hons.) Visual Communication	Pass in +2, HSC or equivalent 3 yrs Diploma in Visualcommunication.
B.P.T	50% of marks in aggregate in Physics, Chemistry, Biology /Botany & Zoology
LL.B	A pass in UG degree in recognized University
LL.M	Pass in LLB / 5 Years Integrated LLB degree in recognized University

2. UG 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 6-semester (8 semester for Hons) study, in such a manner a student who completes the programme successfully would have a holistic knowledge encompassing Science, Humanities, 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)

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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 Course Components and Credit Distribution shall consist Part I, II &III. The UG 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. The following are the various categories of courses suggested for the UG programmes.

Part I – Language Courses (LC) (any one of Tamil, Hindi, French or special subject designed in lieu of the above).

Part II – English Language courses (ELC) or special subject designed in lieu of. The Language Courses are 4 each in number and to develop the student's communicative skills at the UG level.

Part III – Core courses i.e. major courses that compulsorily required for each of the programme of study (Core), Ability Enhancement Course (AEC), Discipline Specific Elective Course (DSE), Skill Enhancement Course (SEC) and Generic Elective (GE).

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)	1Credit
2 Practical hours (P) - (Laboratory / Seminar / Project Work / etc.)	1 Credit

2.3 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.

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2.4 Credit Requirements

Qualification title	Credit requirements
Bachelor' Degree (Programme duration: Three years or six semesters)	132
Bachelor' Degree (Honours/Research) (Programme duration: Four years or eight semesters)	176

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

Re-entry at various levels as lateral entrants in academic programmes should be based on the earned credits and proficiency test records.

The validity of credits earned will be to a maximum period of seven 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 Intra Transfer Procedure

Within the University, when a student move from one programme to another, or get readmitted into the same programme again, Credit Transfer is a convenient way of transferring the courses and credits, the student had successfully completed/ earned.

If the courses completed have the same syllabi and credits, and if the course(s)/ its equivalent(s) appear in the programme curriculum into which the student is now admitted, it is assumed that the student has earned the credits by credit transfer.

A recommendation to this effect shall be forwarded by the School Dean to the Dean of Academics for effecting the credit transfer

Only such courses and credits that are completed and performance grades awarded will be transferred. Since the credit transfer takes place within the same University, the performance grades will also be transferred to their current curriculum and hence, will be counted towards their GPA/ CGPA. Hence, the need to mention 'Credit Transfer' and also 'Consolidated Grade Sheet' is not required.

Students who want to go to foreign Universities up to two semesters or Project Work with the prior approval of the Departmental / University Committee are allowed to transfer of their credits. Marks obtain in the courses will be converted into Grades as per the University

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norms and the students are eligible to get CGPA and Classification.

2.5.2. 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.

If the other Universities follow a different system altogether, then the programme School into which the student is seeking admission/ transfer may work out an equivalence of credits that are to be transferred with valid supporting documentation.

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 22 (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).

2.7. 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.

UGC (Credit Framework for Online Learning Courses through Study Webs of Active Learning for Young Aspiring Minds) Regulations, 2021 have been notified in the Gazette of India, which now facilitates VISTAS to allow up to 40 per cent of the total courses being offered in a particular programme in a semester through the online learning courses offered through the SWAYAM platform.

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2.8. Internship and Project

Internship

Students shall undergo Internship for duration of 4 to 6 weeks during the summer vacation after II /IV 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.

Project Work

Project Work shall be done by the student either: in any of the Funded Projects / Research Centers / Incubation Centers within VISTAS [or] within the Department Labs under the guidance of a Research Supervisor [or] In an Industry / Industrial setting /Research Centre outside VISTAS 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.

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 counselling on academic and non-academic matters, a faculty member called **Mentor** shall be assigned.

4. Class Committee

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.

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

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the class, to be nominated by the concerned Head of the Department, to act as the Chairperson of the Class Committee.

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

The student will be permitted to complete all the course and credit requirements specified in the curriculum, with an additional grace period of three years from the year of joining the University, under that programme ('n+3'), 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+3) period and thereafter his/her studentship stands cancelled automatically.

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.

A candidate may be recommended by the Dean of a programme School to temporarily break the study for a maximum period of one year for valid reasons such as accident or hospitalization due to prolonged ill health, and same may be forwarded to the Dean, Academics for approval.

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.

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Each semester shall normally consist of 90 working days or 450 hours. A student is ordinarily expected to complete the Undergraduate programme in six/eight semesters for regular programme.

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 (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 classificationvide 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.

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.

7. Discipline

Every student is required to maintain discipline and decorum behavior bothinside 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,

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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.

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 instructionday 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

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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.

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 UG 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 (CIA) and end-semester final examination. A continuous Internal 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

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

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 40% 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.

For the Practical Part of a course or a pure Practical course; Continuous Learning Assessments CIA-1, CIA-2 and Model Exam 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.

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

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For the Practice Part (Laboratory/Practical) of a course or a pure practical (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 CIA-1, CIA- 2. The nature of the end semester final examination shall be informed to the students at the commencement of the course.

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

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.

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%

9.4. Assessment Components

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

S.No	Component	UG
1	C.A. Class Test - I	1X10=10
2	C.A. Class Test -II	1X10=10
3	Assignment	1X5=5
4	Model Examinations	1X15=15
	Total	**40**

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NSS / Inplant Training

All the undergraduate 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) 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.

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10.4. Pass Requirement

PART I TAMIL / OTHER LANGUAGES;

PART II ENGLISH AND

PART III CORE SUBJECTS, ALLIED, ELECTIVES COURSES AND PROJECT: Successful Students passing the Examinations for the Part I, Part II and Part III courses and securing the marks

- CGPA 9.00 to 10.00 shall be declared to have passed the examination in **First class withOutstanding**.
- CGPA 7.50 to 8.99 shall be declared to have passed the examination in **First class withdistinction**.
- CGPA 6.00 to 7.49 shall be declared to have passed the examination in **First Class**.
- CGPA 5.00 to 5.99 in the aggregate shall be declared to have passed the examination inthe **SECOND** Class.
- CGPA 4.00 to 4.99 shall be declared to have passed the examination in the **THIRD** Class.

MARKS AND GRADES: The following table shows the marks, grade points, letter grades and classification to indicate the performance of the student:

Computation of Grade Point Average (GPA) in a Semester, Cumulative Grade Point Average (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

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Grade Conversion Table - UG			
Range of Marks	**Grade Points**	**Letter Grade**	**Description**
90 - 100	10	O	Outstanding
82 - 89	9	A+	Excellent
75 - 81	8	A	Very Good
67 - 74	7	B+	Good
60 - 66	6	B	Above Average
50 - 59	5	C	Average
40 - 49	4	D	Minimum for pass
0 - 39	0	RA	Reappear
		AAA	Absent

Letter Grade and Class CGPA

Overall Performance - UG		
CGPA	**GRADE**	**CLASS**
4.00 - 4.99	D	Third Class
5.00 - 5.99	C	Second Class
6.00 - 6.69	B	First Class
6.70 - 7.49	B+	
7.50 - 8.19	A	First Class with Distinction*
8.20 - 8.99	A+	
9.00 - 10.00	O	First Class - Outstanding*

The students who have passed in the first appearance and within the prescribed semester of the UG Programme (Major, Allied and Elective courses only) are eligible.

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

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

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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 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 VI/VIII, he/she can apply for supplementary examination within a time period from the date of declaration of VI/VIII 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.

11. Course Wise Grading

All assessments of a course shall be made on absolute marks basis.

Cumulative Grade Point Average (CGPA) Classification is given below.

11.1. Letter Grade and Grade Points

	Grade Conversion Table – UG & PG	
Letter Grade	**Grade Points**	**Range of Marks**
O (Outstanding)	10	90 - 100
A+ (Excellent)	9	82 - 89
A (Very Good)	8	75 - 81
B+ (Good)	7	67 - 74
B (Above Average)	6	60 - 66

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C (Average)	5	50 - 59
D (Minimum for pass)	4	40 - 49
RA (Reappear)	0	0 - 39
AAA (Absent)		

- The students who have passed in the first appearance and within the prescribed semester of the UG Programme (Major, Allied and Elective courses only) are eligible.

11.2. 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.

11.3. 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.

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. Ifany 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 and Purely Internal courses.

11.4. 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
- 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 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

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be taken into consideration.

12. Eligibility for the Award of the Degree

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

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 n+3 years reckoned from the commencement of the first semester to which the candidate was admitted.

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 n+3 years reckoned from the commencement of the third semester to which the candidate was admitted.

No disciplinary action is pending against the student.

13. Degree Award Classification

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

13.1. Regular Candidates

Category	CGPA (From I – VI semesters)	Class
Students who successfully complete the Under Graduate Programme within the time duration of 6 semesters	≥ 4 & < 5	Third Class
	≥ 5 & < 6	Second Class
	≥ 6 & < 8	First Class
	≥ 8 (without F or Ab or temporary withdrawal – R 8.1 in any semester)	First Class with Distinction
	≥ 8 (with F or Ab in any semester but obtained passgrade (0 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	≥ 4 & < 5	Third Class

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the Under Graduate programme in 7 semesters but completewithin the time duration of 10 semesters.	≥ 5	Second Class

13.2 Lateral Entry Candidates

Category	CGPA (From III – VI Semesters)	Class
Students who successfully complete the Under GraduateProgramme within the timeduration 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 (0 to P) subsequently)	First Class
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 within the time duration of 8 semesters.	≥ 4 & < 5	Third Class
	≥ 5	Second Class

14.0 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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