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## **ACADEMIC REGULATIONS**

for

### **Postgraduate Programmes in Engineering/Pharmacy/Industrial Biotechnology**

#### **1. Introduction:**

1.1 The provisions contained in this Regulation will govern the conditions for imparting courses of instructions, conducting examinations and evaluation of students' performance leading to the following degrees:

- (a) 2 year courses in Engineering/Technology leading to award of M.Tech degree.
- (b) 2 year courses in Pharmaceutical Sciences leading to award of M. Pharm degree
- (c) 2 year courses leading to award of M.Sc. Industrial Biotechnology.

This regulation is effective from the session starting from the academic session 2008-09.

1.2 **Disciplines:** The disciplines in which the courses of studies are available are as named below:

#### **(a) For the M.Tech. Degrees**

- 1) Computer Science and Engineering
- 2) Computer Science & Data Processing
- 3) Communication System Engineering
- 4) Power Electronics & Drives
- 5) Thermal Engineering
- 6) VLSI Design & Embedded Systems

#### **(b) For the M. Pharma Degree**

- 1) Pharmaceutics
- 2) Pharma Technology
- 3) Pharmaceutical Analysis and Quality Assurance.
- 4) Pharmacology
- 5) Pharmaceutical Chemistry

#### **(c) M.Sc. Industrial Biotechnology**

The provisions of this Regulation shall also be applicable to any new disciplines that are introduced from time to time and added to the list in Section 1.2.

1.3 The Board of Management may, on the recommendation of the Academic Council (A.C.), change any or all parts of this Regulation at any time considered appropriate by the Academic Council.

#### **2. Academic Calendar**

- 2.1 The academic session is divided into two semesters each of approximately of 18- 20 weeks duration: an Autumn Semester (July – December) and a Spring Semester (December – May).
- 2.2 The Academic Council approved schedule of academic activities for a session, inclusive of dates for registration, class tests and end-semester examinations, inter-semester breaks etc., shall be laid down in the Academic Calendar for the session. The Academic Calendar shall strive to provide for a total of about 90 working days in each semester excluding the End Semester Examination.

#### **3. Admission**

- 3.1 Admission to all courses will be made in the Autumn Semester of each session, at the First year level, through a Common National Level, Siksha O Anusandhan Admission Test (SAAT) conducted by the University every year. The University reserves the right to fill up the vacant seats, if any in any discipline on a suitable basis as approved by the competent authority.
- 3.2 Provisions of this Regulation do not prevent the University from allowing students enrolled in a University in India or abroad to attend specified subjects in one or more semesters without leading to any degree on certain terms and conditions to be specified by the Academic Council and approved by the Board of Management.
- 3.3 All students admitted to any of the courses including those accepted under clause 3.1 above shall be required to pay at the time of joining and also in subsequent semesters prevalent tuition and other fees as prescribed by the University till they are on roll.
- 3.4 The University reserves the right to cancel the admission of any student, and ask him/her to discontinue his/her studies at any stage of his/her career on grounds of unsatisfactory academic performance, irregular attendance in classes or indiscipline.
- 3.5 In special cases the institute may admit students to a course on transfer from other University, such admissions may be made at any level considered appropriate by the A.C. except at first year level.

#### **4 Residence:**

- 4.1 The University is essentially a residential one and unless otherwise exempted/permitted, every student shall be required to reside in, and be a boarder of a Hostel to which they are assigned.
- 4.2 The terms and conditions that a student must fulfill during his/her stay in a Hostel of the University are mentioned in **Appendix-I**.

## 5. Attendance:

- 5.1 Attendance in all classes (lectures, tutorials, laboratories, workshops, etc.) is compulsory. A student may be debarred from appearing at an examination on ground of unsatisfactory attendance.
- 5.2 Absence from classes without prior permission will be considered as an act of indiscipline.
- 5.3 Detailed rules regarding attendance in classes etc., are given in **Appendix – II.**

## 6. Conduct and Discipline:

- 6.1 Students shall conduct themselves within and outside the premises of the University in a manner befitting the students of the University.
- 6.2 Detailed rules regarding conduct and discipline are given in **Appendix – III.**

## 7. Course Structure:

- 7.1 The duration of courses leading to the different degrees to be awarded under these Regulations are as follows:

(i) M.Tech.	2 years
(ii) M. Pharma	2 years
(iii) M.Sc. Industrial Biotechnology	2 years

A student would be conferred the M.Tech./M.Pharma/M.Sc. Industrial Biotechnology 2 years Degree after successfully completion of 4 semesters.

- 7.2 The curricula for the different degree programmes as proposed by the respective Board of Studies (BOS) and recommended by the Board of Faculty (BOF) shall have to have the approval of the Academic Council. The Board of Studies would prepare the syllabus of each subject containing the scope of studies and detailed instructions to be imparted which must have the approval of the Board of Faculty.

- 7.3 All subjects would have a lecture-tutorial-experiment/design component (L-T-P) to indicate the contact hours. 'T' and 'P' components of a subject may be void. Separate pure laboratory subject (O-O-P) may also be provided.

All subjects would have a credit count 'C' Teaching of subjects would be reckoned in terms of credits.

Every subject would have a list of subjects (may be void) as its pre-requisite. A student who has qualified in all the subjects in the pre-requisite would be allowed to register in the subject. The department concerned would have the prerogative to waive the prerequisite for a student if it is satisfied through a test that the student otherwise has gained sufficient proficiency to take up the subject.

Subject to availability a student, irrespective of his/her level or discipline of study, may be allowed to take a subject as an elective or additional subject, if he/she satisfies its pre-requisite.

- 7.4 The course work requirements will be different for the respective postgraduate degree courses. The requirements would be detailed out in the curriculum and syllabi for each of the disciplines as approved by the Academic Council.

## 8. Additional Credits:

- (i) If a student has a Cumulative Grade Point Average (CGPA) equal to or greater than 7.50 without any backlog, he/she would be allowed to take additional subjects within and/or outside his/her own discipline to earn additional credits up to 33% of his/her requirement for the programme. A student would be allowed to register in an additional subject only if he/she satisfies the pre-requisite, there is no clash in the time table and the class size permits.
- (ii) For computing the CGPA the student has to declare his/her contributing subjects at the beginning of a semester.
- (iii) Once a student has registered in an additional subject, the grade obtained (including F-grade) in that subject would invariably be recorded in his/her grade card. The credit contribution of these additional subjects to the computation of CGPA, however, would be considered as nil.
- (iv) For allowing a student to register further in additional subjects at any point of time, he/she has to maintain a grade point average of 7.00 in additional subjects taken up by him/her so far.

## 9. Registration:

- 9.1 Every student of the M.Tech./M. Pharma/M.Sc. Industrial Biotechnology is required to be present and register at the commencement of each semester on the day fixed for and notified in the Academic Calendar.
- 9.2 Registration of students for the First (autumn) Semester will be centrally organized by the Faculty. For all other semesters the registration will be organized departmentally under the supervision of the Head of the Department.
- 9.3 A student who does not register on the day announced for the purpose may be permitted, in consideration of any compelling reason, late registration within the specified working days on payment of a prevalent additional late fee as prescribed by the University. Normally no late registration shall be permitted after the specified working days from the scheduled date.

9.4 Only those students will be permitted to register who have:

- a) Cleared all Institute and Hostel dues of the previous semesters,
- b) Paid all required prescribed fees for the current semester, and
- c) Not been debarred from registering for a specified period on disciplinary or any other ground.

9.5 To be able to register in the second year and continue his/her study in the Institute at the end of the first year a student must

- i) Complete satisfactorily at least 70% of the total credits
- ii) Obtain a Grade Point Average (GPA) of not lower than 6.00 calculated on the basis of some combination of the best grades obtained by him/her to attain the minimum 70% of the total credits.

**Note:** The GPA for a set 'p' subjects will be calculated as follows:

$$\text{GPA} = \frac{\sum_{i=1}^p c_i g_i}{\sum_{i=1}^p c_i}$$

Where 'c<sub>i</sub>' is the number of credits allotted to a particular subject 'i' in the set and 'g<sub>i</sub>' is the grade point (vide clause 11.1) carried by the letter grade awarded to the student in that subject 'i'.

**9.6 From the Third (autumn) Semester onwards in any autumn (spring) Semester:**

- a) Students who have passed in all the subjects of previous autumn (spring) Semesters shall register for subjects as specified in the curricula of the concerned discipline.
- b) Students who have failed in one or more subjects (henceforth called backlog subjects) in the previous autumn (spring) Semesters must first register in as many of these backlog subjects as are offered in that semester provided the time table permits before registering in any new subject. However, total contact hours would not be allowed to exceed 30 hours except for Seminar & Project.
- c) Students who have obtained CGPA lower than 6.00 may be allowed, on the recommendation of the Head of the Department and the approval of the Dean (PG), to re-register in one or more

subjects in which he/she received 'P' grade(s), so as to improve his/her CGPA to 6.00 or above, provided that the subjects (s) is/are otherwise being offered in that semester and there is no clash in the time table. The grade will be revised and recorded only if there is an improvement.

9.7 A student who has been debarred from appearing at an examination either (i) as per recommendation of the subject teacher for unsatisfactory attendance or (ii) by the Institute as a measure of disciplinary action or (iii) for adopting malpractice at an examination, and consequently awarded a grade 'X' may re-register for the subject(s) after the term of the debarment expires, provided that other provisions of this regulations do not prevent him.

9.8 With the concurrence of the Faculty Adviser and Head of the Department a student may be allowed to change his/her registration of subjects within one week from the day of registration.

9.9 If eligible (vide Section 8 ) a student may be allowed to register in additional subjects, with the concurrence of the Faculty Adviser, Head of the Department and Dean(PG), within one week from the day of registration.

9.10 A pre-registration of the students in all the subjects for the ensuing semester would be conducted in the current semester during a time slot to be fixed in the academic calendar. All pre-registration would be confirmed during the normal registration time.

## 10. Grading system:

10.1 As a measure of students' performance a 7 scale grading system using the following letter grades and corresponding grade points per credit, shall be followed:

<u>Performance</u>	<u>Letter grade</u>	<u>Grade Point per Credit</u>
Excellent	Ex	10
Very good	A	9
Good	B	8
Fair	C	7
Average	D	6
Pass	P	5
Fail	F	0

In addition, there shall be two transitional grading symbols which can be used by the examiners to indicate the special position of a student in a subject: