

Rules and Regulations for Examinations and Evaluations

Preamble:

There are three terms in an academic year in which courses are evaluated.

- a) Semester-I
- b) Semester-II
- c) Summer Term

Engineering Degree Programmes (UG/PG) are full-time programmes and hence it is mandatory for regular students to attend the classes and practical regularly. The attendance of students during the Semester-I and Semester-II for theory and practical courses is expected to be 100% (75 % in exceptional cases including medical and other genuine reasons). Students are required to register for the courses in Semester-I and Semester-II and earn required credits. Students should spend more time on learning the courses and acquiring knowledge and skills. **Summer Term** is proposed for the students who get fail ('F') grade in courses of Semester-I and Semester-II. No student is allowed to register only for Summer Term without registering in Semester-I and Semester-II.

In the true spirit of outcome based assessment and evaluations, the following evaluation scheme will be followed.

- A. **Theory Courses/Credits** are divided in three components
- i. In Semester Evaluation (Continuous Evaluation) - ISE
 - ii. Mid-Semester Evaluation – MSE (One hour duration) and
 - iii. End Semester Evaluation- ESE (Two hours duration).

ISE component - 20 Marks - Continuous evaluation by respective teacher based on activities and components (any combination) such as Attendance, Quizzes, Assignments, Seminars, small projects, etc. to be decided and declared (communicated) by the teacher (Course Coordinator) at the start of semester in his first class and the same be submitted for record to the Head of the Department/COE. **ISE component once completed will remain valid at the most for an academic year only.** The Candidate given all opportunities of evaluation in an academic year in a course and fails has to forgo this ISE component and appear a fresh in the new academic year.

Distribution of 20 Marks: (ISE Component - Process should be transparent)

10 marks for academic activities before Mid Semester: Marks to be finalized and displayed before Mid Semester Examination. Mark lists of all courses to be sent to COE through Head of Department along with Mid Semester marks.

10 Marks for activities after Mid Semester Examination but before End Semester Examination: Marks to be finalized and displayed before End Semester Examination.

Mark lists to be sent to COE through Head of the departments before commencement of End Semester Examination.

The Documents such as papers of Quizzes, assignments etc. are required to be preserved for one month after the date of declaration of result.

All the regular students will have to appear for all the components of evaluations ISE, MSE and ESE in the respective semester.

MSE Component: 30 Marks (60 minutes examination) - on the 50% syllabus, 'x/2' units out of 'x' units.

ESE Component: 50 Marks (120 minutes examination) -40 Marks on the remaining 50% syllabus, remaining 'x/2' units out of 'x' units and 10 Marks questions on the syllabus covered in the duration before Mid Semester Examination.

- B. **For Practical Credits** – to be evaluated out of 100 Marks (to be evaluated as per the guidelines circulated by Dean Academics wide letter dated 29.11.2018. (see ADDENDUM)

Students will have to attend all practical during the regular semesters only. Practical in various courses cannot be undertaken during summer Term, hence evaluations cannot be undertaken for any practical credits. The students will have to reregister afresh for the practical during subsequent semesters in which that practical is offered by the Department.



Following Rules constitute the new rules for examinations and evaluations for theory courses all students and are effective from Academic Year 2018-19.

Definitions:

1. Registration of courses: First time registration to the course. Attendance compulsory (expected to be 100% however, 75 % in exceptional cases including medical and other genuine reasons).
2. Re-registrations of courses: Repeat registration – Attendance compulsory (expected to be 100% however, 75 % in exceptional cases including medical and other genuine reasons)
3. Re-appearing of courses: Appearing for desired evaluation and exemption from attendance

Rules:

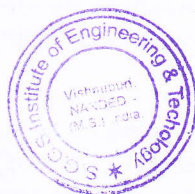
1. **Registration of Courses:** Students are required to attend all classes and are expected to appear for all components of evaluations ISE, MSE and ESE.
2. **Re-registration of Courses:** Students are required to attend all classes and are expected to appear for all components of evaluations ISE, MSE and ESE.
3. **Re-appearing in regular semesters I and II :** Students are expected to complete
 - a. ISE of Previous semester in same academic year or fresh ISE with exemption in attendance and
 - b. Fresh evaluations of MSE and ESE
4. **Summer Term courses: Only for those who participated in regular semesters of same academic year.**
 - a. No student is allowed to register only for Summer Term without registering in Semester-I and Semester-II.
 - b. No student is allowed for summer term without ISE component evaluated during regular semester.
 - c. Reappearing courses of First Year: Fresh ISE and single Examination of 80 Marks, if classes held. Classes will be held if reappearing students are 25 or more.
 - d. Reappearing courses of First, Second, Third, Final Year and M. Tech: ISE of last attempt and 80 marks examination (if no classes held)
 - e. Grade improvement courses: Single examination of 80 Marks. Marks obtained to be converted to 100 by using 1.25 multiplied by marks obtained.
 - f. The 80 marks examination in this summer semester will be of **three hours** duration.
 - g. A student can appear for examination of maximum **five** courses in a Summer Term.
 - h. In no case highest grade awarded will exceed B+ in summer term



Prof. R. S. Holambe
Dean Academic



Prof. Y. V. Joshi
Director



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