ACADEMIC RULES AND REGULATIONS
(For students admitted in July 2016 onwards)

Governing
All UG Programmes

**INDIAN INSTITUTE OF INFORMATION
TECHNOLOGY NAGPUR (IIITN)
(INDIA) 440006
JULY 2016**

PREFACE

INDIAN INSTITUTE OF INFORMATION TECHNOLOGY NAGPUR (IIITN), **is an institute of national importance set up under the INDIAN INSTITUTES OF INFORMATION TECHNOLOGY (PUBLIC-PRIVATE PARTNERSHIP) ACT, 2017.** IIITN is set up with the objective of making available facilities for higher education, research and training in various fields of Information Technology, to address the challenges faced by the Indian IT industry and growth of the domestic IT market. The Ministry of Human Resource Development (MHRD), Government of India has established Indian Institutes of Information Technology (IIIT), on a not-for-profit Public Private Partnership (PPP) basis. The partners in setting up the IIITs are the Ministry of Human Resource Development (MHRD), Governments of the respective States where each IIIT has been established, and the industry.

On the same line INDIAN INSTITUTE OF INFORMATION TECHNOLOGY NAGPUR (IIITN) is newly established Educational Institute by the Ministry of Human Resources Development, Government of India and industry partner Tata Consultancy Services, Mumbai Not-for-profit Public Private Partnership (N-PPP) Institution.

The institute is committed to get itself recognized as a leader in Information Technology related science and engineering. It wishes to establish a firm foundation for education and research with a high-quality faculty base and having a vision to be the fountainhead of new ideas and innovations in technology and science. IIIT, Nagpur is an ambiance in which new ideas, research and scholarship flourish and from which the leaders and innovators and IT-entrepreneurs of tomorrow emerge.

This booklet gives comprehensive information on the existing Rules and Regulations for B. Tech Programmes for all the branches. All the current undergraduate programs will be governed by these rules and regulations based on the global concept of outcome based education.

IIIT, Nagpur gives freedom to its various departments to tailor their academic programmes as per their specific needs, within the frame work of the Rules and Regulations approved by the Senate from time to time, keeping in view, the ever growing challenges and new developments. The revised programme, provide additional opportunities and flexibilities for students to optimize their learning experience. This needs continuous and meticulous planning of the academic profile on the part of each student to fully utilize the opportunities. The students, and parents/guardians, are therefore, advised, in their own interest, to get fully familiar with the Academic system of the institute, since in many ways it is different from what they would have come across earlier. Student's attention is brought particularly to the assessment procedures and the specific rules governing the grading system, academic performance requirements, etc.

IIIT, Nagpur is a very student-oriented place and our endeavor is always to ensure that our students are offered the best opportunities that are needed to create outstanding scientists and engineers.
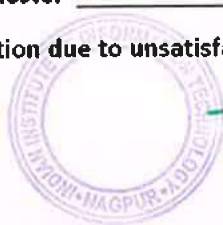
In-Charge Dean -IIITN

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1 INTRODUCTION

All undergraduate programs will be governed by these rules and regulations.

The curriculum provides broad based knowledge and simultaneously builds a temper for the life long process of learning and exploring. At undergraduate level, a student needs to do compulsory foundation courses in the areas of basic sciences, humanities, social sciences and engineering apart from departmental requirements. Further, students undergo instructions in open electives to develop broad inter-disciplinary knowledge base. **The medium of instruction throughout the Course Studies is English.**

The Institute follows the semester system. An academic year runs from July through June next year and is comprised of two semesters. Typically, the 1ˢᵗsemester (Odd Semester/Autumn) starts in the third week of July and ends in the last week of November; the 2ⁿᵈ semester (Even Semester/Spring) starts in January and ends in the last week of April. Detailed schedule is given in the Academic Calendar, which is made available before the start of the academic year. Notwithstanding any clause that is stated in the regulations, the Senate has the right to modify any of those from time to time.

1.1 Common Terminology

Medium of Instruction
English shall be the medium of instruction and examination.

Credit System
Education at the Institute is organized around the semester-based credit system of study. The prominent features of the credit system are a process of continuous evaluation of a student's performance/progress and flexibility to allow a student to progress at an optimum pace suited to his/her ability or convenience, subject to fulfilling minimum requirements for continuation. A student is allowed to attend classes in a course and earn credit for it, only if he/she has registered for that course. A student's performance/progress is measured by the number of credits that he/she has earned, i.e. completed satisfactorily. Based on the course credits and grade obtained by the student, grade point average is calculated. All programmes are defined by the total credit requirement and a pattern of credit distribution over courses of different categories. Details are given in Course Contents.

Course credits assignment
Each course, except a few special courses, has a certain number of credits assigned to it depending upon its lecture, tutorial and laboratory contact hours in a week. This weightage is also indicative of the academic expectation that includes in-class contact and self-study outside of class hours. Lectures and Tutorials.

Earning credits At the end of every course for which a student has registered, a letter grade is awarded in each course for which a student had registered. On obtaining a pass grade, the student accumulates the course credits as earned credits. A student's performance is measured by the number of credits that he/she has earned and by the weighted grade point average. A student has the option of auditing some courses. Grades obtained in these audit courses are not counted for computation of grade point average. However, a pass grade is essential for earning credits from an audit course.

Academic year:

The period of formal academic instruction comprising of two semester and is usually period of one year.

Audit:

Enrolling in a class on an audit basis means the class would not count for credit or grade point average. In some cases, Registration for audit may require the permission of the course coordinator.

Colloquium:

A gathering of students to discuss a given topic over a period of a few hours to a few days. Comprehension: Comprehension will be a comprehensive viva which will test the knowledge and skills gained by students over three semesters. It will also help them to appreciate the importance of integration. The viva will be conducted by a panel comprising faculty members and industry executives. This will offer an opportunity to expose our students to outside experts who can also give feedback about communication skills of students, curriculum and the pace with which this curriculum is delivered. Credit course: A class with specified learning goals which the student is required to meet in order to pass the course and that may be applied toward the fulfillment of degree requirements at the Institute.

Electives and Core :

Electives are the academic courses chosen by the student from a set of options, as opposed to a required course. While essentially required or compulsory courses called core courses are deemed essential for an academic degree, elective courses tend to be more specialized. Elective courses usually have fewer students than the required core courses.

Grades: Evaluative scores provided for each course, and often for individual examinations or papers written for that course.

Industry Internship:

Usually it is for period of complete One semester, for which a student will is allowed to work in an industry having focus on his/her project related field. This is to enable him/her to grasp all the nuances, ethics and practices of IT industry. Alternatively, a student having more inclination towards higher studies can opt for one semester internship for research/ academic activities at institute or universities of National and International repute respectively in India and abroad (as per institute rule).

Lecture:

A lecture is oral presentations intended to present information or teach students about a particular subject.

Major Examination or End Semester Examination: Usually a major examination is given at the end of the semester.

Minor or Sessional Examination:

Usually two minor examinations are given in the semester.

Open Elective:

Open Elective courses allow a student to explore additional areas of interest, work toward a focused area.

Practical:

A practical is a learning opportunity that involves a brief presentation by the lecturer or tutor, followed by students participating in various exercises or experiments. Practicals provide opportunities to study and gain hands on experience on the practical applications of the concepts taught in the Lectures for a particular subject.

Semester:

A period of study of approximately 13-14 weeks, usually half of the academic year.

Summer Internship:
In Summer internships to students undertake summer internship in leading organization engaged in services (like banking, insurance etc.), IT/manufacturing, government or NGOs. This internship will expose the students to real life environment and will also sensitize them about contemporary models of business. It is also expected students will sharpen their soft skills and also prepare them for careers in business. The projects at various other Institutes / Industries /Organizations like Bank, insurance/ Research Organizations, that not only give them an opportunity to learn but also to contribute to these Institutes / Industries /Organizations like Bank, insurance/ Research Organizations. They work on cross functional operational projects that expose them to all the verticals of the company. This internship will expose the students to real life environment and will also sensitize them about contemporary models of business. It is also expected students will sharpen their soft skills and also prepare them for careers in Technology Sector and business. After the Summer Internship, the assessment is done by in the Colloquium.

Project/Thesis
The project work is divided into 2 parts (Part I and Part II) and will be spread over two semesters. Students are expected to work on real life problems, preferably extending the scope of their summer internship/innovative research problem. It is envisaged that students will diagnose the problem and come out with innovative solutions and/or suggest an alternative models of doing business in chosen organization. The project work is a capstone assignment integrating a variety of skills gained, variety of tools/techniques and an opportunity to display maturity in understanding and implementing business solutions in a holistic manner. This will also provide an opportunity to exhibit their ,project management' skills.

Tutorial:
A method of providing help to students by instruction outside of class. A tutorial is a method of transferring knowledge and may be used as a part of learning. More interactive and specific than a book or a lecture; a tutorial seeks to teach by example and supply the information to complete a certain task. Teaching course that is generally offered in conjunction with a lecture in which the material is dealt with actively in more depth. A tutorial system is basically a form of one on one teaching.

Course Contents / Syllabus:

This is an indicative description about the course.

1.2 Organizational Structure for Academic Administration

The academic programmes of the Institute are governed by Rules and Regulations approved by the Senate from time to time. The Senate is a statutory and supreme body that governs all academic matters of the Institute, and the rulings of Senate Chairman (Director of the Institute) are final in regard to all academic issues. A definite time schedule is set by the Senate for various academic activities, through an Academic Calendar issued in the beginning of each academic year. The Senate continuously assesses the academic programmes and makes appropriate revisions/modifications/improvements as and when

required. Performance of each student is monitored by the Faculty Advisor. Administrative back-up for all academic matters is provided by the Academic office.

1.3 Academic Calendar

The academic activities of the Institute are regulated by Academic Calendar approved by the Senate, and released at the beginning of each academic year. It is mandatory for students / faculty to strictly adhere to the academic calendar for completion of academic activities. Academic Calendar can be seen at the Academic Office homepage on institute Website. (www.iiitn.ac.in). There are two regular semesters in a year. The semester that begins in July (July to Nov.) is known as the autumn semester or odd Semester and the semester that begins in January (Jan. to April) is known as the Spring Semester or Even Semester.

1.4 Academic Departments

Each academic program is offered by a Department or Center. Various departments and their two-letter code are given below:

Table 1 Academic Departments

S. N.	Name of Department	Code
1.	Computer Science Engineering	CS
2.	Electronics and Communication Engineering	EC
3.	Basic Sciences and Engineering	BS

1.5 Academic Programs offered

IIITN offers academic programs in Engineering, at Undergraduate levels. Only course based programs (i.e., B. Tech.) are included in this ordinance. For all the undergraduate programs, students are admitted after 10+2 schooling. Admission to these programs is based on the performance in national level tests / entrance examinations followed by interviews in some cases. Details will be published every year in the admission notification. The current Undergraduate programs are mentioned in Table 2.

Table 2 Undergraduate Programs

SN	Department	Programme Title	Discipline Code	Qualification
1	Computer Science Engineering	B. Tech. in Computer Science Engineering	CSE	As per norms decided by competent authority appointed by MHRD
2	Electronics and Communication Engineering	B. Tech. in Electronics & Communication Engineering	ECE	

The normal duration of the B. Tech. Programs will be of 8 semesters. For each academic program, there is a prescribed course structure which in general terms is known as the Curriculum of the Courses of Study. If prescribes all the courses/labs/other requirements for the degree and sets out the nominal sequence semester-wise. It also gives the syllabus and a list of text/reference books for each course. The Details of Courses of Study are given in course book of each program, which is made available on the institute web site: www.iiitn.ac.in

1.6 Student's Identification No. (ID Number), and Roll number

1.6.1 ID Number

Each student shall be allotted an Identity Number during first registration and that will be a permanent identification number. The number shall be IDnnnnn, where nnnnn indicates the serial number of admission. This number will never change and the allotted number will not be offered to any other student even after cancellation of admission. The number shall be valid till the student completes the program or cancels the admission or is removed from the roll. New number shall be assigned when a student takes fresh admission to the same or any other program.

1.6.2 Roll Number

B. Tech.. : The program of study for the first year is common to all the B. Tech. programs. Students are allotted in various sections and roll number is given section-wise, eg, Yxx means Y section and student number xx.

In the second year, B. Tech. students are given a alpha numeric roll no., XXnnYYYmmm, where, 'XX' Indicates Programme Code, 'nn' indicates year of admission, YYY indicates discipline code, mmm indicates Sr. No. in programme. For example, BT13ECE001 indicates roll number 001 of B.Tech. (Electronics and Communication) student admitted in 2013.

1.6.3 Program code

Table 3 Program Codes

Code	Program
BT	Bachelor of Technology

2 COURSE STRUCTURE AND CREDIT SYSTEM

2.1 Credit system

Education at the Institute is organized around the semester-based credit system of study. The prominent features of the credit system are a process of continuous evaluation of a student's performance/progress and flexibility to allow a student to progress at an optimum pace suited to his/her ability or convenience, subject to fulfilling minimum requirements for continuation.

A student's performance/progress is measured by the number of credits he/she has earned, i.e. completed satisfactorily. Based on the course credits and grades obtained by the student, grade point average is calculated. A minimum grade point average is required to be maintained for satisfactory progress and continuation in the program. Also a minimum number of earned credits and a minimum grade point average should be acquired in order

to qualify for the degree. Details are given in section on degree requirements, regulations and procedures (Section 4).

2.2 Course credits assignment

Each course, except a few special courses, has certain number of credits assigned to it depending on lecture, tutorial and laboratory contact hours in a week.

Lectures and Tutorials: One lecture hour per week per semester is assigned one credit. Practical/Laboratory/Studio: One laboratory / studio hour per week per semester is assigned half credit.

Example: Course XXXXXX: (3-0-2: 4 cr) has 3 hr. Lectures + 0 hr. Tutorial + 2 hr. Practical per week. The credits indicated for this course are computed as follows:

3 hours/week lectures = 3 credits 0 hours/week tutorial = 0 credit 2 hours/week practical = $0.5 \times 2 = 1$ credit .Total = $3 + 0 + 1 = 4$ credits

A few courses are without credit and are referred to as non-credit (NC) courses.

2.3 Course Code scheme

2.3.1 A course code shall be DDTNMM, where

DD   indicates the code of department, which is offering the course.

T   indicates the type of the course,   N   indicates the level of the course, and

MM   indicates the course number in the category.

2.3.2 Types of courses shall be as given in Table 4. The Table indicates the code, type, structure, credits, and evaluation pattern, in which the subject can be offered.

Table 4 Types of courses, credits and evaluation pattern

Code	Type	Structure L+T+P	Credits	Evaluation Weightage	
				Method	Range
L	Lecture	a + b + c a: 0/1/2/3 b:0/1/2 c:0	a + b + 0.5c < 5	Sessional Exam. I	15-20
				Sessional Exam. II	15-20
				Teachers Assessment	10-20 (If the teacher assessment is more than 10 marks then the evaluation criteria must be skill enhancing, challenging and justifiable during academic audit.)
				End Semester Exam.	50-60

D	Project based courses	-	1-10	Mid-Session Evaluation - I	20-30
				Mid-Session Evaluation – II	20-30
				Session-End Evaluation	40-60
S	Independent Study	-	2/3	Same as D	Same as L
A	No Credit with Exam.	1/2/3	0	Same as L (SS/ZZ)	Same as L

2.3.3 Levels of the course shall be as given in Table 5. The Table also indicates the guidelines to assign the level to a course.

Table 5: Level of courses

Course Level	Level of Course	Prerequisite (Optional)	Options available	Prerequisite Credits to be Completed by UG	Prerequisite Credits to be completed by PG	Eligible Students
100	Elementary	Nil	No	0	Not Applicable	Only UG
200	First Courses in the Area (Core Courses only)	Nil	No	20	Not Applicable	Only UG
300	Second Level Courses (Core / Elective)	200 Level Courses	Yes	40	Not Applicable	Only UG
400	Advanced / Elective UG / Basic PG	200/300 Level Courses for UG, Nil for PG	Yes	60	NIL	3rd and 4th year UG, PG, PhD
500	Advanced - PG	400 Level Courses	Yes	100	15	4th year UG, PG, Ph D

Earned Credits

At the end of every course, a two-letter grade is awarded in each course to which a student had registered. On obtaining a pass grade, the student accumulates the course credits as earned credits. Student's performance is measured by the number of credits he/she has earned and by the weighted grade point average. A student has the option of registering some courses as Audit Courses. Grades obtained in these audit courses are not counted for computation of grade point average. A minimum number of earned credits are required in order to qualify for a degree and continuation of registration at every stage. The credit system enables continuous evaluation of a student's performance, and allows students to progress at an optimum pace suited to the individual ability and convenience, subject to fulfilling minimum requirement for continuation.

2.4 Course content description

Course content description consists of following components: (i) Course Code (ii) Title of the Course (iii) Credit and L-T-P (iv) Pre-requisites (v) Overlapping/Equivalent courses and (vi) Description of the content. An example is given below:

MEL304 Theory of Machine – II
4 credits (3-0-2)
Pre-requisites: MEL208
Overlaps with: MEL213
Course Coordinator:
Timetable Slot:
Content:-----

2.5 Pre-requisites

Each course, other than 100 and 200 level courses, may have specified pre-requisites, which may be another course or a fixed number of earned credits (cannot be more than 100 for UG program and 25 for PG program) or both. Course prerequisite indicates that a student who has not completed the prerequisite course will have to study contents of the prerequisite course without teacher's support to understand the course opted. A student who has not earned requisite number of credits necessary as prerequisite will not be eligible to do that course, e.g. **CEL310 XXXXXXX**
Pre-requisite: CEL140/CEL150/CEL160 and earned credits 74
A student who is ready to study required topics from CEL140, CEL150, CEL160 and has earned 74 credits will be eligible to register for this course.
Pre-requisite earned credits for some courses of special nature are given below.

Independent Study	- -	74
Mini Project	- -	74
B.Tech. Major Project Part 1	- -	100
Practical Training	- -	64

2.6 Overlapping/Equivalent courses

Wherever applicable, for a given course overlapping and equivalent courses should be identified. A student is not permitted to earn credits by registering for more than one course in a set of overlapping /equivalent courses. Any two courses having 60% content common can be generally considered as equivalent. Students may use these overlapping/equivalent courses for meeting degree/pre-requisite requirements.

2.7 Course coordinator

Every course is coordinated by a member of the teaching staff of the Department, which is offering the course in a given semester. For some courses, faculty from other departments or even guest faculty can participate in teaching and/or coordination of a course. This faculty member is designated as the *Course Coordinator*. He/she has full responsibility for conducting the course, coordinating the work of the other faculty members / teaching assistants associated with the course, holding the tests and assignments, and awarding the grades. For any difficulty related to a course, a student is expected to approach the respective course coordinator for advice and clarification. Weightage for tests, quizzes, assignments, laboratory work, workshop and drawing assignment, term paper, etc. will be the basis for
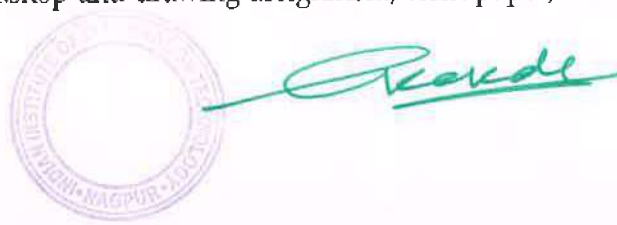
award of grade in a course and the distribution will be decided by the concerned Course Coordinator (generally announced at the start of the semester).

2.8   Grading system

The grading reflects a student's own proficiency in the course. While relative standing of the student is clearly indicated by his/her grades, the process of awarding grades is not only based on fitting performance of the class to some statistical distribution. The course coordinator and associated faculty for a course formulate appropriate procedure to award grades. These grades are reflective of the student's performance.

2.8.1   Grade points

The grades and their equivalent numerical points are given in Table 6.

Table 6 Grade points

Grade	Grade points	Description
AA	10	Outstanding
AB	9	Excellent
BB	8	Very good
BC	7	Good
CC	6	Average
CD	5	Below average
DD	4	Marginal
FF	0	Poor /Unsatisfactory / Absence from end-sem exam
NP	-	Audit pass
NF	-	Audit fail
SS	-	Satisfactory performance in zero credit core course
ZZ	-	Unsatisfactory performance in zero credit core course
W	-	Insufficient attendance (refer section 3.7)

Description of Grades

AA grade : This grade stands for outstanding achievement.

CC grade: The CC grade stands for average performance. This average performance refers to 'average' as per instructor's expectations in a holistic sense and not only the average marks obtained by the class.

DD grade: The DD grade stands for marginal performance. It is the minimum passing grade in any course. Minimum marks for award of DD grade should not be higher than 45% for L type of courses and 50% for other types of courses. However, individual course coordinators may set a lower marks requirement.

FF grade: The FF grades denote poor and very poor performance, i.e. failing a course or absence in end sem. A student is required to repeat all core courses in which he / she obtains FF grades, till he / she obtains a passing grade. For other (elective) courses if FF grade is obtained, then, a student may take the same course or any other course from the same category. Further, FF grades secured in any course stay permanently on the grade card. Student securing FF grade is eligible for re-examination and also for the subsequent summer term, if course is offered in that summer term (see conditions in Section 4.7), provided FF

grade was not given due to absentee in end semester examination and student is not involved in any in disciplinary act.

NP and NF grades: These grades are awarded in a course opted as an audit course by a student. Only elective courses can be audited. The audit pass (NP) grade is awarded if the student's attendance is above 75% in the class and he/she has obtained at least DD grade. If either of these requirements is not fulfilled, the audit fail (NF) grade is awarded. The grades obtained in an audit course are not considered in calculation of SGPA or CGPA. No credits are earned through Audit courses.

SS and ZZ grades: The SS grade denotes satisfactory performance and completion of a non-credit course / attendance based courses. The ZZ grade is awarded for non- completion of the course requirements. In case, if it is a core/compulsory course, the student must register for the course until he/she obtains the SS grade

2.9 Evaluation of Performance

The performance of a student will be evaluated in terms of two indices, viz, the Semester Grade Point Average (SGPA) which is the Grade Point Average for a semester and Cumulative Grade Point Average (CGPA) which is the Grade Point Average for all the completed semesters at any point in time.

CGPA will be rounded up to second decimal.

The Earned Credits (ECR) are defined as the sum of course credits for courses in which students have been awarded grades between AA to DD.

Earned Grade Points in a semester (EGP) = Σ (Course credits x Grade point) for courses in which AA- DD grade has been obtained

SGPA = EGP / Σ(Course credits)   for courses registered in a semester
in which AA- FF grades are awarded

CGPA = EGP / Σ(Course credits)   for courses passed in all completed semesters
in which AA- DD grades are awarded

2.10 Course Evaluation

2.10.1 Course Evaluation for L / S / A type courses

2.11.1.1 Course evaluation of Lecture / Tutorial component shall be on the basis of two Sessional Examinations, one End Semester Examination and Teacher's Assessment through

tests, quizzes, assignments, seminars, group discussions etc. Teacher's assessment shall be on the basis of at least two independent assessment heads. Refer Table 4 for weightages to be given to different evaluation components.

2.11.1.2 Sessional examinations & End-semester examination should be conducted and result shall be declared as per schedule in academic calendar. Sessional examination shall be of 1-hour & end semester examination shall be of 3-hour duration. Course coordinator can conduct longer duration examination but only with pre-intimation (at the beginning of session) to students and concerned HoD. Answer books shall be shown to the students. Grievance, if any, shall be addressed by HoD on application by the student not later than 15 days from last day of sessional examination & within 2 days from the last day of display of grades (for end semester examination).

2.11.1.3 Students who remain absent for Sessional examination can be subjected to suitable mode of evaluation by the course coordinator within 10 days of conduct of the Sessional Examination. This provision is made for only genuine cases accounting for illness and circumstances beyond control of student. A student should apply to the concerned course coordinator with recommendations of Faculty Advisor and with relevant documents. It is the discretion of the course coordinator to consider the application. A student who remains absent for both Sessional examinations shall be awarded zero marks in both examinations.

2.11.1.4 A student who remains absent for End-semester examination shall be given zero marks in End Semester examination and will be awarded FF grade. Such a student will not be eligible to appear for re-examination also. If student is absent from the end semester examination on medical ground or due to circumstances beyond control of student, and if student wishes to appear in re-examination, then, student shall make a written application to Dean (Acd) to give permission to appear in the re-examination. This application shall be made through Faculty Advisor and HoD and shall reach Dean (Acd) before the completion of the entire end semester examination. All the relevant documents which justify the reason for absentee from the end semester examination shall be attached to this application. 1st year B. Tech. students shall give application through Faculty Advisor/Faculty Mentor and 1st year B. Tech. co-ordinator.
A Central Committee under the chairmanship of Dean (Acd) shall examine the case. This committee shall include Medical Officer, and two HoDs. Committee's decision on the student's request will be final.

2.11.1.5 Student with W grade is not eligible to appear for end semester examination, re-examination & summer term.

2.10.2 Course Evaluation of Practical (P Type) & Practical Component of L Type Courses

2.11.2.1 Course Evaluation of Practical Courses (P Type) and Practical Component of L type Courses shall be based on continuous evaluation.

2.11.2.2 Assessment can be made either in every class or in the phases, however manner in which assessment is planned should be declared in the beginning. The weightage shall be 60-75% for continuous evaluation and 25-40% for end session evaluation.

2.11.2.3 The final evaluation of the courses containing labs shall be done as follows.

Theory 75% weightage

Labs 25% weightage

Example

If a student has earned 80/100 marks in theory and 90/100 in practical, then the final score would be calculated as follows

$80 \times 0.75 + 90 \times 0.25 = 82.5$

Note: If the evaluation of theory and lab is not on the scale of 100, then the obtained marks has to be first scaled or mapped on the scale of 100.

(* This combined passing would be applicable only if a student secures min 50% marks in lab evaluation failing so student then will declared fail.)

2.11.2.4 The phase I assessment shall be frozen immediately after 1st Sessional examination for 30-35% assessment. Additional 30-40% assessment (phase II) shall be frozen immediately after 2nd Sessional Examination.

2.11.2.5 There will not be any make-up examination for Practical Courses. End session evaluation is the evaluation made at the end of session based on complete work in the session. End session evaluation can also be considered as phase III evaluation.

2.11.2.6 For End session evaluation, if recommended by the Department, examiner other than teacher, either from within the Institute or from outside the Institute can be nominated. Approval for external examiner, including financial aspect shall be obtained from the Director.

2.10.3 Course Evaluation of Project Type Courses shall be on continuous evaluation basis.

2.11.3.1 Course evaluation of project type courses shall be on continuous evaluation basis.

2.11.3.2 Course evaluation shall be done in phased manner. Mid-session evaluations, two in number, shall be of 20-30% weightage each. End term evaluation shall be of 40-60% weightage.

2.11.3.3 End Term evaluation of 40-60 % for Major Projects shall have external examiner. However in case of failure, re-registration to the course is mandatory.

2.11.3.5 Absenteeism for assessment can be condoned by the HoD on genuine grounds beyond control of student, on recommendations from Faculty Advisor and Course Coordinator. Under such circumstances an alternate assessment chance is given to a student. However, grades should be finalized before stipulated date.

3   REGISTRATION AND ATTENDANCE

3.1   Registration & Enrollment

Registration is a very important procedural part of the academic system. The registration procedure ensures that the student's name is on the roll list of each course that he/she wants

to study. Registration for courses to be taken in a particular semester will be done according to a specified schedule before the end of the previous semester. Each student is required to complete the registration formality in the intranet facility by indicating the slot-wise choice of courses. Web based registration facility shall be available only on the intranet of IIITN, Nagpur. The choice of courses must be approved by his/her Faculty Adviser.

Advice on Courses

At the time of registration and enrollment, each student must consult his/her Faculty Advisor to finalize the academic programme, keeping in view factors such as, minimum/maximum numbers of total credits, past performance, backlog of courses, SGPA/CGPA, pre-requisite, work load and student's interests, amongst others. Special provisions exist for academically weak students.

3.2 Addition, Deletion, Audit and Withdrawal from Courses

HoD will recommend the cases of add/drop of courses by students under peculiar circumstances like, pre-registered courses could not be run due to non-availability of sufficient number of students.

3.3 Limits on Registration

A student is permitted to register for a specified minimum and maximum number of credits. Details are given in Rule 4.3.

3.4 Semester Withdrawal

If a student is absent for more than 20 teaching days in a semester on medical grounds, he/she may apply for withdrawal from that semester, i.e. withdrawal from all courses registered in that semester. Application for semester withdrawal must be made as early as possible and latest one week before the start of the End Semester Examination. Partial withdrawal from courses registered in a semester is not allowed on medical ground.

In case of request for withdrawal on medical ground, students residing in the hostel must produce a certificate from the Institute Health Center. The medical certificate issued by a registered medical practitioner will be acceptable in those cases where a student has valid reasons for his / her absence from the Institute hostel.

3.5 Continuous absence and enrollment status

3.17.1 If a student is absent from the Institute for more than four weeks without notifying the Faculty Advisor or Head of Department or Dean (Acd), his/her enrollment will be terminated and name will be removed from the Institute.

3.6.1 A UG student can withdraw for maximum two semesters during the course of completion of programme. A PG student can withdraw for maximum one semester during the course of completion of programme.

3.6.2 A student does not enroll without withdrawing from semester shall be removed from the roll of the Institute.

3.6 Attendance Rule

3.7.1 All students must attend every class and 100% attendance is expected from the students. However, in consideration of the constraints/ unavoidable circumstances, the attendance can be relaxed by course coordinator only to the extent of not more than 25%.Every student must attend minimum of 75% of the classes actually held for that course.

3.7.2 A student with less than 75% attendance in a course during the semester, will be awarded W grade. Such a student will not be eligible to appear for the end semester and re-examination of that course. Even if such a student happens to appear for these examinations, then, answer books of such students will not be evaluated.

A student with W grade is not eligible to appear for Re-examination and summer term also.

3.7.3 Students will be informed about their attendance status after the 1ˢᵗ and 2ⁿᵈ sessional examinations.

4 DEGREE REQUIREMENTS, REGULATIONS &PROCEDURES

4.1 Overall requirements

4.1.1 Undergraduate Program

The Total credit requirement for the B. Tech.(4-years program) is **153** credits. The details of credits requirement from various category of courses is given in
Table 7.

Table 7: Credit requirements for various courses

SN	Category of Course	Symbol	B. Tech. (CSE) (4-Year) (for 2016 Batch)*	B. Tech. (CSE) (4-Year) (for 2017 onwards) *	B. Tech. (ECE) (4-Year) (for 2016 Batch)*	B. Tech. (ECE) (4-Year) (for 2017 onwards) *
1	Basic Sciences (BS)	BS	16	16	16	16
2	Engineering Arts & Sciences (ES)	ES	08	08	08	08
3	Humanities & Managment	HU	14	14	05	05
4	Departmental core	DC	82	74	87	80
3	Departmental Elective	DE	30	38	28	35
5	Open Course/ MOOC **	OC	03	03	09	09
Total requirement :BS + ES + DC+ DE + HM + OC =			**153**	**153**	**153**	**153**

**

1. The total minimum course hours for an online/MOOC course should be 40.
2. A student has to get prior approval from Faculty Advisor/ HOD registering for online/MOOC courses.
3. A student can do or opt for such courses in any semester from second to final year i.e. IIIrd semester to VIIIth semester.
4. No. of credits earned through online/MOOC courses cannot be more than 3, i.e courses to be opted for remaining credits (if any) under online/MOOC overhead should be the courses offered by the institute only.
5. Assessment Mechanics for online/MOOC course:

   a. **Mentor Allotment**

      A mentor will be allocated by HOD according to their area of specialization to the students.

   b. **Course accomplishment (25% weightage)**

      The candidate must successfully complete the registered online course as per the respective course evaluation criteria.

   c. **Institute-level assessment (75% weightage)**

      An additional 100 Marks institute level assessment will be conducted and evaluated by the supervisor/course instructor for each such online course registered by the candidate.

   d. **Final Score**

      The final score of the online courses is evaluated on the basis of a combined weighted score secured in both online Assessment and Institute-level assessment as follows.

      Final Score= 0.25 (Score obtained through online assessment)

      +

      0.75 (Score obtained through Institute-level assessment)

   d. **Gradation**

      Following table can be used for the award of grades for all the online course.

Range of marks obtained in the evaluation	Grade
81-100	AA
71-80	AB
61-70	BB
56-60	BC
51-55	CC
46-50	CD
40-45	DD

4.2 Degree Requirements

4.2.1 Earned credits

For award of a degree, student must earn credits as per the
Table 7. The credit requirement stated here is the minimum requirement. To account for credits of individual subjects, total earned credits of a student can exceed by maximum 3 over the prescribed requirement. (i.e. 156 for B. Tech). Any additional courses, if opted, shall be treated as audited courses.

4.2.2 Practical Training

A student of the B.Tech. may complete a minimum 4 weeks of practical training to the satisfaction of the concerned department. This training will normally be arranged in the summer vacation following the 6th semester.

4.3 Lower and upper limits for credits registered

4.3.1 B.Tech.: Student can not register for more than seven theory courses and five laboratory courses in a semester. B Tech Student with CGPA > 8.5, can register for one additional theory course in the eighth / tenth semester, respectively.

4.4 Absence during the semester

a) A student must inform the Dean (Acad) through FA and HoD immediately of any instance of continuous absence from classes.

b) In case the period of absence on medical grounds is more than 20 working days during the semester, a student may apply for withdrawal from the semester, i.e. withdrawal from all courses registered that semester. **Such application must be made as early as possible and latest one week before the start of the End Semester Examination. No applications for semester withdrawal will be considered after this time limit and student will not be eligible for semester withdrawal on medical ground.** Dean (Acd), depending on the merit of the case, may approve such applications.

In case of request for withdrawal on medical ground, students residing in the hostel must produce a certificate from the Institute Health Center. The medical certificate issued by a registered medical practitioner will be acceptable in those cases, where student has valid reasons for his/her absence from the institute hostel. A certificate from a registered medical practitioner will also be accepted fro0m students normally residing off-campus, provided registration and contact details of the medical practitioner appears explicitly on the certificate. This certificate shall be endorsed by the Institute Health Center.

c) Partial withdrawal from courses registered in a semester on medical ground is not allowed.

d) Students who remain absent for sessional examinations due to medical reasons, shall approach Course coordinator for a make-up test immediately on return to the class. The request shall be supported with a medical certificate from the Institute Health Center. A certificate from a registered medical practitioner will also be accepted from students normally residing off-campus, provided registration and contact details of the medical practitioner appears explicitly on the certificate.

e) Permission for the make-up test is the discretion of course coordinator. Note that a medical certificate does not automatically entitle a student to an absentee test.

f) If a student is continuously absent from the institute for more than four weeks without notifying the Dean (Acd), his/her name can be removed from institute rolls.

4.5 Termination of registration due to unsatisfactory academic performance

4.5.1 B.Tech.

4.5.2.1 Students can register maximum Seven theories + maximum Five laboratory courses including project, if eligible for project.

4.5.2.2. Backlog courses shall be registered first and if slots are available, then, new courses shall be registered. Recommendation from Faculty Advisor is needed if backlog curses are not being registered first.

4.5.2.3 Rules for termination:

A student will be terminated if any of the following condition is encountered:

1) If number of active FF and W grade courses are more than seven*
2) If student earns less than 10 credits in two consecutive semesters*
3) If student exceeds more than 12 regular semesters (for B.Tech), excluding those semesters in which drop was taken on medical ground

If this condition is met at the end of two consecutive semesters (odd + even) in one academic session, then the case may be referred to Dean (Acd). Such a student may be given one opportunity, wherein, student can register for all the previous year backlog courses in the next one year. In doing so, at the end of one year, if student is left with eight or more backlogs again, then, student shall withdraw the admission.

4.5.2 Maximum time for completing degree requirements

The maximum allowable period for completing all degree requirements is 6 years for B.Tech. from the date of first registration. This maximum allowable period excludes semester withdrawal taken by student due to medical reasons. Rules for semester withdrawal on medical ground are given in 4.4 b).

4.6 Courses of Special Nature

Courses of special nature are: National Cadet Corps (N.C.C.), National Sports Organization (N.S.O.) and National Service Scheme (N.S.S); Independent Study, Mini Project, Practical Training, Colloquium, and Major Project. Salient features of these courses are given below.

(a) Independent Study

Independent Study is an elective course that some departments may offer from fourth semester onwards for UG students. It is an audit course covering one or more of the following:

(i) In-depth study and critical review of a specified topic; (ii) Specialized laboratory work/experimental project/feasibility study; (iii) Work on a research project; (iv) Software development on a specified topic.

An individual student and teacher should decide upon the topic and submit an initial write-up to get the approval of the Course Coordinator before the end of the semester when the course is registered for (i.e. in the semester prior to doing the course). The duration of the course will be the entire semester. The student on completion of the course should submit a written report. A departmental committee via a mid-session and final evaluation will evaluate the student's performance. A UG student has to earn 75 credits and obtain at least 8.5 CGPA to become eligible to do Independent Study. A student can register for only one such course during the entire program.

(b) Major Project

The Major Project is a core course spread over at least two regular semesters and comprises of Part 1 and Part 2. The allocation of major projects, faculty guides and tentative plan of work are to be done in 6th semester (for 4 year B. Tech. programmes). B. Tech. student must have earned minimum 100 credits to be eligible for registration for Project Part 1. Project Part 2 is normally expected to be a continuation of Part 1, except under those exceptional circumstances in which the supervisor (guide) is changed at the end of Part 1. A mid-session assessments and an end session assessment will be carried out for each part. Part 1 and Part 2 will be graded separately. A student must have obtained a pass grade in Major Project Part 1 in order to be eligible for registering for Major Project Part 2.

4.7 Summer Term

In the summer term, registration for L (lecture) category courses will be strictly limited to the students who have obtained FF grade in the subject in the immediate past semester. Student involved in act of indiscipline will not be eligible for registration of courses in summer term. In a summer term, a student cannot earn more than 12 credits (in all the categories). However, a student is permitted to register three L (lecture) courses even if registered credits exceed 12. A summer course will run for the courses of First Year and Final year if teachers are available to conduct the courses. These courses can be registered by only those students who have scored FF grade (excluding those who remain absent in end semester examination) in the immediate preceding two regular semesters. Due compensation shall be paid to the teachers for conducting courses in summer terms.

4.8 Change of program

4.8.1 Program change at the end of first year

The following regulations apply for change of program at the end of first year, i.e. end of the 2 semester.

a) A student is eligible to apply for change of branch/discipline at the end of first year only, provided he/she satisfies the following criteria:

    i) CGPA : ≥ 8.50

    ii) Candidate should have no FF and /or W grade

b) Change of the discipline will be permitted strictly in the order of merit as determined by their CGPA at the end of first year subject to the limitation that

    i) the actual number of students in the third semester in the discipline to which the transfer is to be made, should not exceed the sanctioned strength and,

    ii) the strength of the discipline from which transfer is being made does not fall below 90% of existing strength.

c) If student of a particular branch does not get change in Branch A, due to ii) of b) above, then, the student of lower CGPA from any other branch will also not get change to Branch A.

4.9 Measures for helping Students belonging to socially weaker section

A number of measures exist for helping students belonging to socially weaker section. A senior faculty member is appointed as adviser to those students for advising them on academic and non-academic matters. Additional tutorials shall be arranged for academically weak students over and above normal course requirement.

5 VARIOUS ACADEMIC BODIES

5.1 Board of Studies (BoS)

Each Department shall have a Board of Studies. The BoS shall look after all the programs offered by the Department.

5.1.1 Constitution

Chairman – Head of the Department

Member – All teachers in the Department

Member – One teacher (preferably Professor) from other department, (to be nominated by BoS, with approval of Chairman, Senate)

Member – One teacher from other Institutes, preferably from IIT / NIT, (to be nominated by BoS, with approval of Chairman Senate)

Member – One expert from Industry, (to be nominated by BoS, to be nominated with approval of Chairman Senate)

5.1.2 Responsibilities

1. To frame the program qualification.
2. To frame the program requirement.
3. To prepare the course content.

5.2 Class Committee

A class committee shall be framed for group of courses, which are offered by large number of students simultaneously, or group of courses recommended by BoS. A group should not have more than 6 courses.

5.2.1 Constitution

Chairman – Faculty of Department who does not teach any course prescribed for the program. (to be nominated by BoS)

Member – All course coordinators of courses covered in the group.

Member – Two students with CGPA of more than 8.0.

5.2.2 Responsibilities

1. To review conduct of the course and results of first sessional after first sessional examination.

2. To review conduct of the course and results of second sessional after second sessional examination.

3. To identify academically weak students based on performance in 1st and 2nd sessional and report their names to HoD.

4. To finalize grades awarded for the courses.

5.3 Faculty Advisor (FA)

A group of students (preferably 20 to 30) shall be allotted to a faculty advisor.

Faculty advisor shall be from the same Department in which the student is enrolled.

Faculty advisor shall be allotted in the first year and the student shall have same faculty advisor till he / she completes the program.

Each teacher shall act as Faculty Advisor. If there are more teachers in the Department, number of students allotted shall be less (not lesser than 20). Teachers shall become Faculty Advisors in rotation. If department has lesser number of teachers, number of students allotted shall be more.

5.3.1 Responsibilities of Faculty Advisor

1. Faculty advisor should approve the registration / enrollment of student.

2. FA shall monitor the progress of the student and act as his / her mentor.

3. Any application made by a student shall be forwarded by FA with recommendations.

4. All applications made by student on medical ground shall be considered further only if recommended by FA.

5. Any action taken against student shall be communicated to the FA.

6. When a student leaves the Institute on completion of program or without completing the program, that shall be communicated to FA.