

# ACADEMIC RULES & REGULATIONS

Applicable for students admitted into

**B.Arch. Program from 2015-2016**



**K L University**  
u/s 3 of UGC Act, 1956  
Koneru Lakshmaiah Education Foundation

This document supplements the University's rules and regulations to provide assistance to all B.Tech students. It is required that every individual has to abide by these regulations

## **1.0 TERMINOLOGY**

**Academic Council:** The Academic Council is the highest academic body of the University and is responsible for the maintenance of standards of instruction, education and examination within the University. Academic Council is an authority as per UGC regulations and it has the right to take decisions on all academic matters including academic research.

**Academic Year:** It is the period necessary to complete an actual course of study within a year. It comprises of two consecutive semesters i.e., Even and Odd semester.

**Audited Course:** It is a course of study which neither has evaluation component nor a grade.

**Backlog Course:** A course is considered to be a backlog course if the student has obtained a failure grade (F).

**Basic Sciences:** The courses of foundational nature in the areas of Mathematics, Physics, Chemistry, Biology etc., are offered in this category.

**Betterment:** Betterment is a way that contributes towards improving the students' grade in any course(s). It can be done by either (a) re-appearing or (b) re-registering for the course.

**Board of Studies:** Board of Studies (BOS) is an authority as defined in UGC regulations, constituted by Vice Chancellor for each of the department separately. They are responsible for curriculum design and update in respect of all the programs offered by a department.

**Branch of Study:** It is a branch of knowledge, an area of study or a specific program (like Civil Engineering, Mechanical Engineering, Electrical and Electronics Engineering etc.)

**Certificate course:** It is a course that makes a student gain hands-on expertise and skills required for holistic development. It is a mandatory, non-credited course for the award of degree.

**Change of Branch:** Change of branch means transfer from one's branch of study to other.

**Compulsory course:** Course required to be undertaken for the award of the degree as per the program.

**Course:** A course is a subject offered by the University for learning in a particular semester.

**Course Handout:** Course Handout is a document, which gives complete plan of the course. It contains the details of the course viz. Course title, Course code, Pre-requisite, Credit structure, team of instructors, Course objectives, Course rationale, Course Outcomes and the relevant syllabus, textbook(s) and reference books, Course delivery plan and session plan, evaluation method, chamber consultation hour, course notices and other course related aspects. In essence, course handout is an agreement between students (learners) and the instructor.

**Course Outcomes:** The essential skills that need to be acquired by every student through a course.

**Credit:** A credit is a unit that gives weight to the value, level or time requirements of an academic course. The number of 'Contact Hours' in a week of a particular course determines its credit value. One credit is equivalent to one lecture hour per week or two hours per week of tutorials/ self-learning/ practical/ field work during a semester.

**Credit point:** It is the product of grade point and number of credits for a course.

**Credit Transfer:** The procedure of granting credit(s) to a student for course(s) undertaken at another institution.

**Cumulative Grade Point Average (CGPA):** It is a measure of cumulative performance of a student over all the completed semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all the semesters. It is expressed up to two decimal places.

**Curriculum:** Curriculum incorporates the planned interaction of students with instructional content, materials, resources, and processes for evaluating the attainment of Program Educational Objectives.

**Degree:** A student who fulfills all the Program requirements is eligible to receive a degree.

**Degree with Specialization:** A student who fulfills all the Program requirements of her/his discipline and successfully completes a specified set of Professional elective courses in a specialized area is eligible to receive a degree with specialization.

**Department:** An academic entity that conducts relevant curricular and co-curricular activities, involving both teaching and non-teaching staff and other resources.

**Detention in a course:** Student who does not obtain minimum prescribed marks in continuous in-semester evaluation and /or minimum prescribed attendance in a course shall be detained in that particular course.

**Dropping from the Semester:** A student who doesn't want to register for the semester should do so in writing in a prescribed format before commencement of the semester.

**Educational Tour:** A student visits significant places, industries and sites to enhance her/his learning. It is a part of curriculum.

**Elective Course:** A course that can be chosen from a set of courses. An elective can be Professional Elective, Open Elective, Management Elective and Humanities Elective.

**Engineering Sciences:** The courses belonging to basic evolutionary aspects of engineering from Mechanical Sciences, Electrical Sciences and Computing like Engineering Mechanics, Data structures, Network Theory, Signal Analysis etc...

**Evaluation:** Evaluation is the process of judging the academic work done by the student in her/his courses. It is done through a combination of continuous in-semester assessment and semester end examinations.

**Grade:** It is an index of the performance of the students in a said course. Grades are denoted by alphabets.

**Grade Point:** It is a numerical weight allotted to each letter grade on a 10 - point scale.

**Honors Degree:** A student who fulfills all the Program requirements of her/his discipline and successfully completes a specified set of additional courses within the same program is eligible to receive an Honors degree.

**Humanities Elective:** A course offered in the area of Liberal Arts.

**Industrial Training:** Training program undergone by the student as per the academic requirement in any company/firm. It is a credited course.

**Industrial Visit:** Visit to a company/firm as per the academic requirement.

**In-Semester Evaluation:** Summative assessments used to evaluate student learning, acquired skills, and academic attainment during a course.

**Make-up Test:** An additional test scheduled on a date other than the originally scheduled date.

**Management elective:** A course that develops managerial skills and inculcates entrepreneurial skills.

**Mini project:** Mini Project is a credit-based course that a student has to undergo during his/her academic term, which involves the student to explore in a discipline belonging to their research interest within their program area.

**Minor Degree:** A student who fulfills all the Program requirements of her/his discipline and successfully completes a specified set of courses from another discipline is eligible to receive a minor degree in that discipline.

**Multi- Section Course:** Course taught for more than one section.

**Open Elective:** This is a course of interdisciplinary nature. It is offered across the University for all Programs.

**Over loading:** Registering for more number of credits than normally prescribed by the Program in a semester.

**Practice School:** It is a part of the total program and takes one full semester in a professional location, where the students and the faculty get involved in finding solutions to real-world problems. A student can choose Project/Practice School during his/her 7<sup>th</sup> or 8<sup>th</sup> semester of his/her Academic Year to meet the final requirements for a degree.

**Pre-requisite:** A course, the knowledge of which is required for registration into higher level course.

**Professional Core:** The courses that are essential constituents of each engineering discipline are categorized as Professional Core courses for that discipline.

**Professional Elective:** A course that is discipline centric. An appropriate choice of minimum number of such electives as specified in the program will lead to a degree with specialization.

**Program:** A set of courses offered by the Department. A student can opt and complete the stipulated minimum credits to qualify for the award of a degree in that Program.

**Program Educational Objectives:** The broad career, professional, personal goals that every student will achieve through a strategic and sequential action plan.

**Project:** Course that a student has to undergo during his/her final year which involves the student to undertake a research or design, which is carefully planned to achieve a particular aim. It is a credit based course.

**Project based laboratory:** Project Based Laboratory is a student-centric learning methodology that involve students in design, problem-solving, decision making, and investigative activities; gives students the opportunity to work in teams, over extended periods of time; and culminate in realistic products or presentations

**Re-Appearing:** A student can reappear only in the semester end examination for the Theory component of a course, subject to the regulations contained herein.

**Registration:** Process of enrolling into a set of courses in a semester/ term of the Program.

**Re-Registering:** A student desiring to repeat a course is permitted to do so, subject to the regulations contained herein.

**Semester:** It is a period of study consisting of 15 to 18 weeks of academic work equivalent to normally 90 working days including examination and preparation holidays. The odd Semester starts normally in July and even semester in December.

**Semester End Examinations:** It is an examination conducted at the end of a course of study.

**Single Section Course:** Course taught for a single section.

**Social Service:** An activity designed to promote *social* awareness and generate well-being; to improve the life and living conditions of the society.

**Student Outcomes:** The essential skill sets that need to be acquired by every student during her/his program of study. These skill sets are in the areas of employability, entrepreneurial, social and behavioral.

**Substitution of Elective course:** Replacing an elective course with another elective course as opted by the student.

**Summer term:** The term during which courses are offered from May to July. Summer term is not a student right and will be offered at the discretion of the University.

**Term Paper:** A 'term paper' is a research report written by students that evolves their course based knowledge, accounting for a grade. Term paper is a written original research work discussing a topic in detail. It is a credit based course.

**Under-loading:** Registering for lesser number of credits than normally prescribed by the Program in a semester.

**Withdraw from a Course:** Withdrawing from a Course means that a student can drop from a course within the first two weeks of the odd or even Semester (deadlines are different for summer sessions). However s/he can choose a substitute course in place of it by exercising the option within 5 working days from the date of withdrawal.

## 2.0 ADMISSION

2.1 Students for admission into B.Arch. Program shall have passed the Higher Secondary Examination of (10+2) with Mathematics as subject. The student shall have passed the examination with an aggregate of not less than 50% in 10+2 level.

Or

The student shall have successfully completed 3 year Diploma (10+3) recognized by the Central / State Government with mathematics as subject, with not less than 50% aggregate.

2.2 In addition to the entry level qualifications, the student shall have to appear for an aptitude test as specified by the Council of Architecture (NATA).

2.3 The eligibility criteria such as marks, number of attempts and physical fitness shall be as prescribed by the University.

## 3.0 STRUCTURE OF THE PROGRAM

The B. Arch Program will have a curriculum consisting of courses listed below:

- i) Theory courses in Mathematics, Mechanics of Structures, Building Materials, and History of Architecture etc.
- ii) Theory cum Studio Courses such as Building Services, Site Analysis and Planning, etc.
- iii) Drawing and Construction based Studio courses comprising of Art Studio, Architectural Drawing, Computer Aided Visualization, Building Construction and Architectural Design Development.
- iv) Design based Studio courses comprising of Basic Design and Architectural Design
- v) Elective courses for specialization in related fields.
- vi) Practice School (Practical Training) in the VII Semester for exposure in the Architectural Profession.

- vii) Architectural thesis based Project in the X Semester.
- viii) NCC/NSS activities for holistic growth of student into socially responsible citizen.
- ix) One compulsory Educational Tour as part of design courses.

- 3.1 Each course is assigned specific credits vis a vis. 1 credit per lecture period per week, 1 credit for 1 tutorial period per week, 1 credit for 2 studio periods per week and 1 credit for 2 practical periods per week. Practice School (Practical Training) in the VIII semester is of 10 credits.
- 3.2 Each semester shall comprise of theory courses, theory cum studio courses and studio courses numbering to not more than 9 per semester, of which the studio courses shall not exceed 3 in number.
- 3.3 For the award of the degree, a student has to earn the minimum number of credits as specified in the curriculum.
- 3.4 The medium of instruction is English for all courses.

#### **4.0 DURATION OF THE PROGRAM**

- 4.1 A student is required to complete the B.Arch. Program in minimum of 10 semesters duration (Five academic years) however, the maximum duration of completion is 16 semesters (Eight academic years).
- 4.2 Each semester shall be of 18 weeks duration or 540 periods each of 50 minutes duration.

#### **5.0 REQUIREMENTS FOR COMPLETION OF A SEMESTER**

A student who has fulfilled the following conditions shall be deemed to have satisfied the requirements for completion of a semester.

- 5.1 Ideally every student is expected to attend all classes and earn 100% attendance. However, in order to allow provision for certain unavoidable reasons such as medical/personal grounds/participation in sports, the student is expected to earn a minimum of 75% attendance. Therefore, she/he shall secure not less than 75% attendance in a course.
- 5.2 However, a student who secures attendance between 65% and 75% will be condoned in the course, however on medical reasons (hospitalization / accident / specific illness) or due to participation in the College / University / State / National / International level Sports events with prior permission from the Head of the Institution through Head of the Department concerned, such students shall be given exemption from the prescribed attendance requirement even in such cases the minimum attendance required to be promoted remains not less than 65%.



- 5.3 Students who secure **less than 65%** attendance in a course and who do not satisfy the clause 5.1 and 5.2 will not be permitted to appear for the End-Semester Examinations. Henceforth, they are required to repeat the course whenever it is next offered.

## **6.0 PROCEDURES FOR AWARDING MARKS FOR INTERNAL ASSESSMENT AND MODE OF EVALUATION**

### **6.1 Theory Based Courses:**

The maximum weightage for in-semester evaluation is 50% of the total evaluation component. The In-semester evaluation shall be carried out through three evaluation modules.

The weightage of marks is as indicated below:

In-semester Evaluation	:	<b>50%</b>
Semester End Examination	:	<b>50%</b>

### **6.2 Theory Cum Studio Courses:**

The maximum weightage for in-semester evaluation is 50% of the total evaluation component. The In-semester evaluation will be carried out through continuous internal evaluation of the performance of the student.

A minimum of one evaluation component should be in the form of a test in the lines of the semester end examinations.

The weightage of marks is as indicated below:

In-semester Evaluation	:	<b>50%</b>
Semester End Examination	:	<b>50%</b>

### **6.2 Drawing And Construction Based Studio Courses (Including Art Studio) :**

The maximum weightage for in-semester evaluation is 60% of the total evaluation component. The In-semester evaluation will be carried out through continuous internal evaluation of the performance of the student.

A minimum of six evaluations should be made throughout the semester of which at least two should be in the form of a test.

The weightage of marks is as indicated below:

In-semester Evaluation	:	<b>60%</b>
Semester End Examination	:	<b>40%</b>

### **6.3 Studio Courses Comprising Of Basic Design And Architectural Design**

The maximum weightage for in-semester evaluation is 60% of the total evaluation component. The In-semester evaluation will be carried out through continuous internal evaluation of the performance of the student.

The weightage of marks is as indicated below:

In-semester Evaluation	:	<b>60%</b>
Semester End Examination	:	<b>40%</b>

#### 6.4 Practice School

- i Every student shall undergo practice school in the VIII Semester in architectural offices in India only under architects registered with the Council of Architecture.
- ii However, a student opting to undergo training abroad has to work under an architect who is a member of the Institute of Architects of that country.
- iii Ideally every student is required to undertake the entire duration of Practice School in a single architectural office. However, under unforeseen circumstances, if the student wishes to change his/ her place of Practice School she / he shall be allowed to do so only once provided the student satisfies a minimum of 30 days Practice School in any one of the offices.
- iv Continuous assessment for Practice School in each semester shall be done for a weightage of 50% of the total marks out of which 80% of the marks will be assigned by the practicing architect in whose office the student is undergoing training. The principal Architect will give three assessments and 20% will be awarded by the Coordinator(s) of the Practice School for the submitted portfolio of works at the end of the Semester.
- v Practice School shall commence on the reopening day of the respective semester and conclude on the last working day of that semester as per the academic schedule of the University.

The weightage of marks is as indicated below:

In-semester Evaluation	:	<b>50%</b>
Semester End Examination	:	<b>50%</b>

#### 6.5 Project/Thesis:

Every student shall submit at the end of the X Semester a thesis on a subject approved by the Thesis Review Committee constituted by the Head of the Department which shall comprise of the Head of the Department/ Thesis Coordinator, supervisor of thesis. The thesis shall be evaluated for a weightage of 60% of the total marks by the review committee through continuous in-semester evaluation with a minimum of 5 reviews with equal weightage for each review.

The semester end viva-voce examination shall be conducted by a panel of two external examiners (including Practising Architects) appointed by the COE who shall each award 50% of the marks allocated for Viva Voce Examination. The Head of Department/ Thesis Coordinator and the Supervisor of the thesis shall be present for the Viva Voce examination. The weightage of marks is as indicated below:

In-semester Evaluation	:	<b>60%</b>
Semester End Examination	:	<b>40%</b>

## **7.0 GRADUATION REQUIREMENTS**

### **7.1 Theory And Theory Cum Studio Based Courses**

7.1.1 A student, who secures not less than 50% of total marks prescribed for the courses with a minimum of 50% of the marks prescribed for the Semester End Examination/ Viva Voce Examination in Theory courses and Theory cum studio based courses shall be declared to have successfully completed the course and acquired the relevant number of credits.

7.1.2 If a student fails to secure a minimum of pass grade in a particular theory and theory cum studio based course, it is mandatory that the student shall reappear for the semester end examination of the course whenever scheduled next.

7.1.3 The internal assessment marks obtained by the student in the first appearance shall be retained and considered valid for all subsequent attempts till the student secures a pass as per clause 7.1.1.

### **7.2 Drawing And Construction Based Studio Courses**

7.2.1 A student shall be declared to have passed in Drawing and Construction based Studio courses provided she/he satisfies the following conditions:

- (i) Obtained a minimum of 50% in the Viva Voce examinations.
- (ii) Obtained a minimum of 50% of the total marks prescribed for the studio i.e, in the in-semester evaluation and Viva Voce examination marks put together.

7.2.2. If a student fails to secure a pass in Drawing and Construction based Studio Courses, it is mandatory that she / he shall re-submit improved Portfolio for an arrear Viva Voce examination conducted along with the Semester End Examinations and continue to appear for the arrear Viva Voce examination till she / he secures a pass in that course. The internal marks shall be valid for all arrear attempts.

7.2.3. The internal assessment marks obtained by the student in the first appearance shall be retained and considered valid for all subsequent attempts till the student secures a pass as per clause 7.2.1.

### **7.3 Design Based Studio Courses**

7.3.1 A student shall be declared to have passed in Studio based, Basic Design and Architectural Design courses provided she/ he satisfies the following conditions:

- (i) Obtained a minimum of 50% in the Viva Voce examinations.
- (ii) Obtained a minimum of 50% of the total marks prescribed for the studio i.e. in the in-semester evaluation and Viva Voce examination marks put together.

7.3.2 If a student fails to secure a pass in the studio courses comprising of Basic Design and Architectural Design, she/he shall resubmit an improved Portfolio for Supplementary Viva Voce examination conducted along with the end semester examinations (Ref. Clause 13.4.1). The Viva-Voce shall be evaluated by one external examiner. The internal marks shall be valid for the arrear attempt.

7.3.3 If a student fails in Design based studio courses in the regular attempt, the student can appear for one more attempt as arrear Viva Voce examination in the subsequent semester, failing which she/ he shall not be permitted to move to higher semester (Ref. Clause 13.4.1).

7.3.4 In case, a student fails to secure the total minimum of 50% even after the arrear Viva Voce (i.e. in-semester evaluation and Viva-Voce marks put together) prescribed for the studio i.e. Basic design and Architectural design the student shall Re-register whenever the course is offered next.

### **7.4 Practice School (Practical Training)**

7.4.1 A student who secures a minimum of 50% of the total marks prescribed for Practice School and a minimum of 50% of the total marks prescribed for the Viva Voce examination shall be declared to have passed in the Practice School (Practical Training) course.

7.4.2 If a student fails to secure a pass in this course, the student shall re-register when the course is offered next.

### **7.5 Project (Thesis)**

7.5.1. A student shall be declared to have passed in this course provided she/he satisfies the following conditions:

- a. Obtained a minimum of 50% in the Viva Voce examinations.
- b. Obtained a minimum of 50% of the total marks prescribed for the thesis i.e., internal marks and Viva Voce examination marks put together.

7.5.2. If a student fails to secure a pass in thesis, she/he shall resubmit the thesis for supplementary Viva Voce examination conducted along with Semester End Examinations. The internal marks shall be valid for all arrear attempts.

7.5.3. If a student fails in this course, in the regular attempt, the student can appear for one more attempt as arrear Viva Voce examination in the subsequent semester.

In case of failure and further to it, if the student wishes to change the topic of the Project she/he shall re-register and undertake the course.

7.5.4. In case, a student fails to secure the minimum of 50%, even after the arrear Viva Voce (i.e. in-semester evaluation and Viva-Voce marks put together) prescribed for the Project, the student shall re-register, when the course is offered next.

7.5.5. The Project shall be submitted within 30 calendar days from the last working day of the semester.

7.5.6. A consolidated minimum passing requirements for various courses are given in the Table 1:

**TABLE 1**

	Theory / Elective						Construction Based			Design Based Studio			Practical Training			Thesis		
	Courses			Studio Courses			Studio Courses											
	IA	ES	TOTAL	IA	ES	TOTAL	IA	ES (Viva)	TOTAL	IA	ES (Viva)	TOTAL	IA	ES (Viva)	TOTAL	IA	ES (Viva)	TOTAL
Max	50	50	100	50	50	100	60	40	100	60	40	100	50	50	100	60	40	100
Min	25	25	50	25	25	50	30	20	50	30	20	50	25	25	50	30	20	50
Min pass %	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%	50%

## 8.0. SUMMER TERM COURSES

The University may offer summer term courses, as per the necessity from time to time.

- a) A student may register for course/s in each summer term by paying the stipulated fee. Students registering for more than one (1) summer course have to ensure that there is no clash in the time table. In any case, a student can register only for a maximum of 14 credits during summer term.
- b) Summer course is not a right of the student and will be offered based on availability of faculty and other institute resources.

## **9.0. EVALUATION PROCESS**

A student's academic progress is examined through one or more of the following methods as decided by the Course Coordinator and duly approved by the Dean, Academic.

- Assignment
  - Quiz
  - Sessional
  - Project Report
  - Review
  - Seminar
  - Group Discussion
  - In Class Participation / Active Learning
  - Case Study Report
  - Capstone Design Project
  - Simulation
  - Comprehensive Exam
- a) The Sessional tests and the Semester-End Examinations will be conducted as per the Academic Calendar.
- b) As per the necessity, the Supplementary examinations will be conducted at the discretion of Vice Chancellor.
- c) Students may have to take more than one examination in a day either during Semester End Examinations /Supplementary examination.

## **10.0 IN-SEMESTER EVALUATION**

- a) The process of evaluation should be continuous throughout the semester and involves components as listed in section 5.0.
- b) The maximum distribution of marks for In-Semester evaluation must not exceed 50% of aggregate marks of the course.
- c) The distribution of weightage for various evaluation components will be decided and notified by the course coordinator through the course handout after approval by the Dean Academic, at the beginning of the semester.

- d) In order to maintain transparency in evaluation, answer scripts will be shown to the students for verification, within one week of conduct of exam. If there is any discrepancy in evaluation, the student can request the course coordinator to re-evaluate.
- e) The solution key and scheme of evaluation for all examinations will be displayed in the appropriate web portal of the course, within 2 days after the conduct of examination, by the course coordinator.
- f) No correction is permitted once the course coordinator submits the marks/grades to the Controller of Examination.
- g) In case the student is unable to appear for any such examination owing to medical grounds, participation in extra/ co curricular activities representing University/ state/ country; make up examination may be conducted as per the discretion of the Director / Principal of concerned College/ school.

#### **11.0 ATTENDANCE POLICY:**

In every course, student has to maintain a minimum of 75% attendance to be eligible for appearing in Semester end examination of the course, for cases of medical issues and other unavoidable circumstances the students will be condoned if their attendance is between 65% to 75% in every course, subjected to submission of medical certificates, medical case file and other needful documents to the concerned departments. However in case of a student having less than 65% attendance in any course, she/he shall be detained in the course and in no case such process will be relaxed.

There are no specific marks attached to attendance as such, however if the course coordinator of a course desires to award certain marks, for attendance in a course She/he can do so based on following guidelines, which thereby must be clearly reflected in respective course handouts, well before the commencement of the course work for such courses, which must be duly approved by the Dean Academic: For any course, not more than 5% marks can be allotted for attendance.

The distribution of marks is as follows:

95 to 100%	:	5 marks
90 to 95%	:	4 marks
85 to 90%	:	3 marks
80 to 85%	:	2 marks
75 to 80%	:	1 marks
Below 75% (even in case of condonation "0" marks)		

The marks, if allotted for attendance will have to be considered for all L-T-P components of a course cumulatively but not specifically for theory component for any course, however if the course is an elective, then marks are for only theory owing to the L-T-P structure for such course being "X"-0-0.

## **12.0. DETENTION POLICY**

- a) In any course, a student has to maintain a minimum of 75% attendance and must secure a minimum of 40% marks in In-Semester Examinations to be eligible for appearing to the Semester End Examination, failing to fulfill these conditions will deem such student to have been detained in that course.
- b) However the following are the special cases where the lack of attendance can be condoned:
  - i. Up to a maximum of 10% on medical grounds, in which case the student must submit the medical certificate from any recognized medical practitioner.
  - ii. Up to a maximum of 10% if the student represents the University / State / Country in any extra / Co-curricular activities.
  - iii. The maximum extent to which a student can be condoned is 10%, and any student with less than 65% is deemed to be detained.

## **13.0. SEMESTER END EXAMINATION**

- a) The minimum weightage for Semester End Examination is 50% of the aggregate marks in the ratio of credits allotted for Lecture (L) +Tutorial (T) to Practical (P).
- b) The pattern and duration of such examination will be decided and notified by the Course Coordinator through the Course handout, after approval from the Dean Academic.
- c) In order to maintain transparency in evaluation, answer scripts will be shown to the students for verification upon request. If there is any discrepancy in evaluation, the student can request the course coordinator to re-evaluate.

### **13.1. Grading Process**

- a) At the end of all evaluation components based on the performance of the student, each student is awarded based on *absolute grading system*. The list of absolute grades and its connotation are given below:



GRADE	GRADE POINTS	RANGE	
O (Outstanding)	10	85	100
A+(Excellent)	9	80	<85
A(Very Good)	8	65	<80
B+(Good)	7	60	<65
B(Above Average)	6	55	<60
P (Pass)	5	50	<55
F(Fail)	0	<50	-
Ab (Absent)	0	-	-

- b) The SGPA is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses and the sum of the number of credits of all the courses undergone by a student, in a semester.

$$\text{i.e. SGPA } (S_i) = \frac{\sum(C_i \times G_i)}{\sum C_i}$$

where 'C<sub>i</sub>' is the number of credits of the i<sup>th</sup> course and 'G<sub>i</sub>' is the grade point scored by the student in the i<sup>th</sup> course.

- c) The CGPA is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a program,

$$\text{i.e. CGPA} = \frac{\sum(C_i \times S_i)}{\sum C_i}$$

where 'S<sub>i</sub>' is the SGPA of the i<sup>th</sup> semester and 'C<sub>i</sub>' is the total number of credits in that semester.

- d) The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.
- e) CGPA can be converted to percentage of marks : 10 X CGPA - 7.5
- f) A student who obtains 'F' grade has to reappear for all the components of Semester End examination.
- g) Audit/Certificate courses are graded as satisfactory or non-satisfactory only.
- h) At the end of each semester, the University issues grade sheet indicating the SGPA and CGPA of the student. However, grade sheet will not be issued to the student if she/he has any outstanding dues.

### 13.2. Betterment

- a) A student may reappear for semester end examination only in the theory part of the course for improving the grade, subject to the condition that, her/his CGPA is  $\leq 6.75$ . In the case of reappearing, the grade obtained in reappearance or the earlier grade whichever is better will be considered.

- b) A Student can re-register in any course at any time before the completion of his/her program provided the University permits.
- c) A student cannot reappear for semester end examination in courses like Industrial Training, courses with their L-T-P Structure 0-0-X, Minor Project, Major Project, Practice School and Term Paper.
- d) The student ceases to be eligible for award of B.Tech. Degree with Honors, B.Tech degree with First class and distinction, in case s/he takes up the betterment option.

### **13.3. Requirements for Moving to A Higher Semester**

13.3.1 A student of the B.Arch. shall move to the higher semester if she/he satisfies the following conditions.

To move to:

- a. V semester, a pass is required in all courses of Semester I and II
- b. VII semester, a pass is required in all courses of Semester III and IV
- c. IX semester, a pass is required in all courses of Semester V and VI

13.3.2 A student shall move to the next higher semester if she/he has satisfied the semester completion requirements (vide clause 5) in addition to satisfying clause

### **14.0 REGISTRATION PROCESS**

For every course, the student has to undertake the registration process prior to commencement of the course-work, based on the following conditions;

- a) Registration into a course will be permitted only for such courses, which are offered by the program in that particular semester.
- b) In case a course has pre-requisites, all of them must be fulfilled.
- c) The University has the right to refuse registration process if a student does not turn up on the day of registration.
- d) Registration shall not be permitted after the fifth working day from the scheduled date of commencement of classes.
- e) Students can register for a maximum of 26 credits in a semester of their choice to meet their program requirements.
- f) In case of students, who wish to register for more credits through Overloading or less credits through Under-loading, have to seek prior permission from Dean-Academic.

- g) Students, who have opted for minor degree, Honors program or degree with specialization, can register for more number of credits in a Semester through Overloading.
- h) The University reserves the right to withdraw any elective course offered within one week of the commencement of the semester if sufficient numbers of students have not registered or for any other reasons. In such cases, the students are permitted to register for any other elective course of their choice provided they have fulfilled the eligibility conditions.
- i) The University reserves the right to cancel the registration of a student from a course or a semester or debar from the degree on disciplinary grounds.
- j) Within one week of the commencement of the semester, a student is permitted to substitute an elective course subject to availability with prior approval from Dean-Academic. However, a student is not permitted to withdraw from compulsory course and substitute the same with an elective course.
- k) A student is solely responsible to ensure that all conditions for proper registration are satisfied, and there are no timetable clashes. The registration may be cancelled for a course or the entire semester either by the student or by the University if any irregularity is found at a later stage.

#### **14.1 Change of Branch**

Not applicable.

#### **14.2 Credit Transfer**

- a) Credit transfer from other University to K L University or vice versa is permitted only for under graduate program.
- b) Credit transfer from K L University to other University: Student studying in K L University can take transfer to another University under the following conditions:
  - i. K L University has signed MOU with the University.
  - ii. However, a student, after seeking transfer from K L University can return to K L University after a semester or year. Based on courses done in the other University, equivalent credits shall be awarded to such students.
- c) Credit transfer from another University to KL University: A student studying in another University can take transfer to K L University under the following conditions:
  - i. When a student seeks transfer, equivalent credits will be assigned to the student based on the courses studied by the student.

- ii. The student, when transferred from other Universities, has to stick to the rules and regulations of K L University.
- iii. To graduate from K L University, a student must study at least half of the minimum duration prescribed for a program at KLU.

### **14.3 Academic Counseling Board (ACB)**

Academic Counseling Board is constituted by the Dean, Academic, for each program separately. This board shall comprise of the Chairman, Board of Studies, of the relevant program, two (2) Professors and two (2) Associate Professors.

A student will be put under Academic Counseling Board in the following circumstances:

- (i) Has CGPA of less than 6.00.
- (ii) Has 'F' grade in multiple courses.

The students under Academic Counseling Board may not be allowed to register for all regular courses in the semester, based on the recommendation of Academic Counseling Board and decision of Dean, Academic.

### **14.4 Backlog Courses**

A course is considered to be a backlog if the student has obtained 'F' grade in the course; the student has to re-appear for all components of semester end examinations in that course. However, student must successfully complete such a course in a maximum of four (4) consecutive attempts, failing which s/he must re-register for that course or a substitute course. The decision for substitute course shall be obtained from the Dean, Academic, based on the recommendations of the Board of Studies.

### **14.5 Rustication**

A student may be rusticated from the University on disciplinary grounds, based on the recommendations of any committee or examination committee, by the Vice Chancellor.

### **14.6 Eligibility for the Award of Degree**

14.6.1 A student shall be declared to be eligible for the award of the B. Arch Degree provided the student has

- i) Successfully completed the course requirements and earned the required number of credits as specified in the curriculum within the stipulated time.
- ii) Completed **one** educational tour.

iii) No disciplinary action pending against him/ her

iv) Successfully completed any additional courses prescribed by the Dean, Academics, whenever any student is readmitted under Regulation other than R – 2013.

14.6.2 The award of Degree must be approved by the Academic Council of the University.

#### **14.7 Award Of Degrees**

A student having cleared all the courses and met all the requirements for the award of degree with

- 1) CGPA between 5.0 to 5.5 will be awarded Pass class
- 2)  $CGPA < 6.75$  will be awarded second class
- 3)  $CGPA \geq 6.75$  will be awarded first class
- 4)  $CGPA \geq 7.5$  will be awarded first class with distinction provided the student has cleared all the courses in first attempt, and must have fulfilled all the program requirements in five (5) years duration.

#### **14.8 Award Of Medals**

University awards Gold and silver medals to the top two (2) students based on CGPA. However,

1. The grade obtained by betterment, will not be considered for this award.
2. She/he must have obtained first class with distinction for the award of Gold or silver medal.

*Any of the above rules can be altered at the discretion of the Vice Chancellor in special situations.*

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