

## OFFICE OF DEAN ACADEMICS

### Guidelines

KLEF/ODA/1.2/G12001/2021/V1.0

Date:27/08/2022

#### **Title: Course Codes Nomenclature**

##### **1. Preface**

Departments are required to follow uniform course code nomenclature which brings consistency among all the course codes issued by the institute. This helps to differentiate the courses with respect to offering departments, mode, level of the course etc.

##### **2. Outcomes**

- Attain transparency in the coding convention being followed.
- Identify the courses, their categories, offering modes, and their contribution towards the holistic development of the student.

##### **3. Guidelines**

3.1 Course Codes suffix to be followed from y20 batch to differentiate various categories and their levels of offering in the departments.

3.2 Course codes were given with 8 to 9 characters as follows:

**19XY2222R:** First and second place holders are to represent regulation from whom the course was introduced (introduced from Y19 Regulation)

Third and fourth place holders are to represent the department short code viz., CS for computer science and engineering, EC for Electronics and communication engineering, CE for civil engineering etc.

Fifth, sixth placeholders represent the level of the courses offered across the semesters in a year as per the National Credit Framework (NCrF) levels with four-year programs after class 12<sup>th</sup> starting with level 4.5 and ending at 6 with each higher year having an increment of 0.5 in level. PG programs after a 4-year degree program starting at level 6.5 and goes till 7. PhD programs are at level 8. Followed by seventh and eighth place holders identify the course.

Nineth place holder explains the mode in which the course is offered.

R or blank space- Regular mode

A- advanced mode

P- Course offered for identified Peer Mentors

S- Regular course with Skill component.

O- Optional course offered to other departments.

M- Course offered online using various Massively Open Online Courses (MOOCs) platform.

X – for the extended courses to be registered by students from outside of the university as per the policy #KLEF/ODA/1.20/P120001/2022/V1.0.

T- Code is usually allotted to a regular course for university transfer students where the course is equivalized with an appropriate grade for the course they have completed in their earlier University. If the course status in earlier appearance is “F”, the student is permitted to write the end semester exams and the marks for the internals will be extrapolated and grade is calculated accordingly.

3.3 From the academic year 2021-22 few courses have codes with 8 to 10 characters to enhance the scope of offering the course in multiple modes & leading to enhanced outcomes. However, in some courses where such a scope is not available as in case of common courses, the course code structure of old regulation(s) with 8 to 9 characters can be followed.

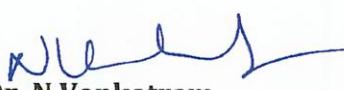
3.4 Course Codes in the departments which ever are interested to enhance the scope of offering different modes of course and/or to adopt different evaluation patterns may follow 9 to 10 characters code like 20CS2222RA where the 9<sup>th</sup> place holder explains the mode of offering the course as explained earlier. However, in such cases the bare minimum outcomes of the course should remain the same across all the modes of offering. The course coordinators may add additional outcomes if required justifying the enhanced credits and the changes in the LTPS.

3.5 10<sup>th</sup> place holder can be chosen if there needs to be a difference in implementation of the course (LTPS / Credits and evaluation plan) based on the geographical advantage on the opportunities available for the students.

3.5.1 Ex.: RA, RB, .... RG, RH..... can be followed by the departments in order to offer their regular (R) course with different evaluation plans (A, B ... G, H...) in main campus and off campus. Similarly, AA, AB, ... AG, AH.... can be followed by the departments in order to offer their advanced (A) courses with different evaluation plans / LTPS / Credits (A, B, ... G, H, ...) both in main campus and off campus.

3.6 Value Added Course code should have first two digits highlighting the year of registration, followed by CC (highlighting the certificate course) and the last 4 digits for the course ID. Ex: 18CC2102. Refer Policy # KLEF/ODA/1.6/P16001/2022/V1.0 for more details regarding Value Added Courses.

3.7 It is highly advisable not to offer any course more than two times without refinement and ensure that the courses are revised as per the policy # KLEF/ODA/1.1/P11001/2022/V1.0. Also, the course code of any regulation should not be older than two years from the registration year.

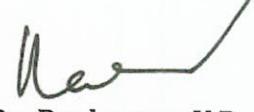


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