

**BENGAL ENGINEERING AND SCIENCE
UNIVERSITY, SHIBPUR**



**FIRST REGULATIONS, 2008 UNDER
THE BENGAL ENGINEERING AND SCIENCE
UNIVERSITY, SHIBPUR ACT, 2004**

SHIBPUR, HOWRAH - 711 103

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Published by
Dr. Biman Bandyopadhyay
Registrar
Bengal Engineering and Science University, Shibpur
Howrah-711 103

JANUARY, 2009

Price: Rs. 100/-

Printed by :
Saraswati Press Limited,
(A Government of W.B. Enterprise)
11, B.T. Road, Kolkata-700 056.



Extraordinary
Published by Authority

[PAUSA 5]

FRIDAY, DECEMBER 26, 2008

[SAKA 1930]

PART 1 - Orders and Notifications by the Governor of West Bengal, the High Court, Government Treasury, etc.

GOVERNMENT OF WEST BENGAL
Higher Education Department
University Branch

NOTIFICATION

No.575-Edn(U)/IU/BE-19-04/Pt(IV)/-30th September, 2008 In exercise of the power conferred by sub-section (5) of Section 53 of the Bengal Engineering and Science University, Shibpur Act, 2004. (West Ben. Act XIII of 2004), the Governor is pleased hereby to appoint the 1st day of October, 2008, as the date on and from which the Bengal Engineering and Science University, Shibpur, First Regulations, 2008 shall come into force and shall be the first Regulations of the Bengal Engineering and Science University, Shibpur.

By the order of the Governor

PRASAD RANJAN RAY
*Additional Chief Secy, to the
Govt. of West Bengal*

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**Government of West Bengal
Higher Education Department**

NOTIFICATION

In exercise of the power conferred by sub-section (2) of section 53 of the Bengal Engineering and Science University, Shibpur Act, 2004 (West Ben. Act XIII of 2004), I, Nikhil Ranjan Banerjea, the first Vice Chancellor of the Bengal Engineering and Science University, Shibpur, hereby cause with the approval of the Chancellor and with the assistance of the Committee consisting of the members nominated by the State Government by order no. 850-Edn.(U)/1U(BE)-19/2004, dated 15th December, 2004, under sub-section (2) of the said section, the Bengal Engineering and Science University, Shibpur First Regulations, 2008 (herein after refereed to as the First Regulations):-

CHAPTER – I

Preliminary

Short title and commencement.

1. These regulations may be called the Bengal Engineering and Science University, Shibpur, First Regulations, 2008.

Powers and Functions of the Deans of faculty Councils.

2. The following shall be the powers and functions of the Deans of the faculty Councils:-

- (i) as Vice Chairman of the Faculty Council, the Dean will preside over the meetings of Faculty Councils in the absence of the Vice Chancellor, the Chairman;
- (ii) he will call meetings of the Faculty Councils and arrange for preparation and circulation of the agenda papers. He shall arrange for preparation and maintenance or minutes of Faculty Council meetings and arrange for circulating the minutes to the members of the Faculty Council;
- (iii) he shall arrange the class routine in consultation with the Heads of the Departments in the Faculty;
- (iv) subject to the relevant provisions in the Act, Statutes, Ordinances and the regulations, he shall be responsible for drawing up the courses of Study and framing the syllabi of the different subjects for the various Departments in the Faculty;
- (v) he shall be responsible for the maintenance of a high standard of teaching in the Faculty and shall co-operate with the Deans of other Faculty Councils in the matter of inter-faculty teaching arrangements, syllabi of subjects (to be revised every three years) and courses of study;
- (vi) he shall take active interest in inter-departmental research programmes in the Faculty as well as inter-Faculty activities;

- (vii) he shall be a permanent invitee to the meetings of all Boards of Studies in the Faculty and shall be entitled to address the meeting of any Board of Studies or any Committee of the Faculty concerned, but he shall not vote unless he is a member of the Board or the Committee;
- (viii) he shall arrange for admission of students to different courses in the Faculty;
- (ix) he shall co-operate with the Controller of Examinations in fixing the dates of commencement of and the holding and conducting University Examinations and publication of results thereof;
- (x) he shall have power to grant casual leave to teachers in the Faculty in accordance with relevant provisions in the Statutes provided that he may delegate this power to the respective Heads of Departments, in respect of teachers other than Heads of Departments;
- (xi) he shall be responsible for the faithful compliance of all Statutes, Ordinances and the regulations, Rules and Resolutions of the Executive Council and the Faculty Council relating to academic matters applicable to the Faculty;
- (xii) he shall advise the Vice Chancellor and or the Registrar on relevant matters when referred to him.

CHAPTER – II

Powers and Functions of Board of Studies

Powers
and
Functions
of Board
of Studies.

3. The powers and functions of the Board of Studies shall be as follows:-
 - (1) Each Board of Studies shall be primarily responsible for efficient running of the Department concerned and maintaining a high academic standard.
 - (2)
 - (i) The Board of Studies shall ordinarily meet once in every month, but in case more than one-third of the members of the Board request the Head of the Department in writing to convene a requisition meeting, the Head of the Department shall convene such a meeting with 7 days' notice.
 - (ii) One third of the total number of members of the Board plus one shall form the quorum for a meeting.
 - (3) Each Board of Studies shall perform the following functions:
 - (i) allocation and monitoring of teaching duties of each teacher in the Department and ensuring that no class remains unattended due to absence of teacher;
 - (ii) allocation of sanctioned funds for efficient working of the Department;

- (iii) to consider academic progress in each subject and adopt remedial measures for improvement;
 - (iv) to consider the reports placed by the Head of the Department at the end of the Semester or Session in respect of courses assigned to and taken by the teachers of the Department;
 - (v) to submit the annual report of the Department to the Faculty Council concerned;
 - (vi) to cooperate with other Boards of Studies in the matter of inter departmental teaching and research;
 - (vii) to delegate whenever expedient, any of its powers and functions to the Head of the Department, and Sub-Committees formed of its own members.
- (4) Each Board of Studies will make recommendations to the Faculty Council concerned regarding :-
- (i) courses of study and syllabus for various examinations in the subject of teaching concerned;
 - (ii) improvement in the method of instruction, study and examination and development of teaching facilities;
 - (iii) preparation of a panel of experts to the Faculty Council for the purpose of appointment of teachers (the specific fields of specialization of the experts being clearly stated) to the Faculty Council concerned for onward transmission to the Executive Council.
- (5) Each Board of Studies will prepare the draft budget for the Department for onward transmission to the Finance Officer.

CHAPTER – III

Departmental Academic Committee

Departmental
Academic
Committee.

- 4(1) For each academic Department there will be a Departmental academic committee. The Departmental academic committee will consist of -
- (I) Head of the Department ---- Chairman:
 - (II) All faculty members of the Department: and
 - (III) Two experts from outside the Department to be nominated by the Board of Studies.

Note: One of the faculty members, to be nominated by the Head of the Department, will act as the Secretary of the Departmental Academic Committee.

- (2) The powers and functions of Departmental Academic Committees shall be as follows:-
- (i) to consider and formulate proposals regarding introduction of new subjects modifications of course contents, strengthening of existing laboratories, development of new laboratories, modification of examination regulations, organization of departmental research or consultancy schemes or any other development scheme and forward the same to the Board of Studies concerned;
 - (ii) to assist the Head of the Department in preparing programmes for class tests and other departmental examinations and evaluations;
 - (iii) to assist the Head of the Department in preparing the class routine according to the guidelines set by the Board of Studies;
 - (iv) to discuss and prepare estimate of training materials for different laboratories and also list of books to be purchased and forward the same to the concerned Board of Studies;
 - (v) to prepare a budget of expenditure in respect of the department for the next financial year covering all items except salary and forward the same to the Head of the Department;
 - (vi) to discuss and prepare purchase proposals for purchase for different laboratories under Annual Plan and forward the same to the Head of the Department by end of May every year;
 - (vii) to prepare project proposals under different schemes and submit the same to the Head of the Department for further action;
 - (viii) to review monthly progress of classes, research activities and also attendance of students;
 - (ix) to take necessary follow-up action for publication of examination results in time;
 - (x) to assist the Department of Human Resource Management in arranging and supervising vocational training of students;
 - (xi) to assist the Department of Human Resource Management in arranging training and placement of final year students.

CHAPTER – IV

Qualifications of Faculty Members

5. The following shall be the qualifications for recruitment of the faculty members:
- (1) **ENGINEERING AND TECHNOLOGY**

SI No	Post	Prescribed qualifications and experience
1	Lecturer	<p>Essential: First Class Master's and Bachelor's Degree in the appropriate branch of Engineering or Technology, with consistently good academic record.</p> <p>Desirable: Membership of Professional bodies;</p>

2	Assistant Professor	<p>Essential: Ph.D. degree with first class at Bachelor's and Master's level in the appropriate branch of Engineering or Technology with 5 years experience in Teaching or Industry or Research at the level of Lecturer or equivalent, from a University or Institute of repute offering PG Programmes, with consistently good academic record.</p> <p>Desirable: Publications in refereed Journals or Patents or Authorship of Professional books.</p>
3	Professor	<p>Essential: Ph.D. degree with first class degree at Bachelor's and Master's level in the appropriate branch of Engineering or Technology with 10 years experience in Teaching or Industry or Research out of which 5 years must be at the level of Assistant Professor and/or equivalent, in a University or Institute of repute offering PG Programmes;</p> <p>Desirable: Publications in refereed Journals or Patents or Authorship of Professional books;</p>

(2) ARCHITECTURE

SI No	Post	Prescribed qualifications and experience
1	Lecturer	<p>Essential:</p> <ul style="list-style-type: none"> (i) First Class Bachelor's degree in Architecture or equivalent; (ii) First Class Master's degree in Architecture; (iii) Registration with Council of Architecture; and (iv) Consistently good academic record; <p>Desirable: Associate Member of Indian Institute of Architects;</p>
2	Assistant Professor	<p>Essential:</p> <ul style="list-style-type: none"> (i) First Class Bachelor's degree in Architecture or equivalent; (ii) First Class Master's Degree in Architecture; (iii) Ph.D in Architecture; (iv) Registration with Council of Architecture; and (v) Consistently good academic record; <p>Desirable:</p> <ul style="list-style-type: none"> (i) Associate Member of Indian Institute of Architects. (ii) Publications in refereed Journals or Patents or Authorship of Professional books; <p>Minimum Work Experience: 5 years as Post Graduate Lecturer in Architecture or in Research or Practice in Architecture;</p>

3	Professor	<p>Essential:</p> <ul style="list-style-type: none"> (i) First Class Bachelor's degree in Architecture or equivalent; (ii) First Class Master's Degree in Architecture; (iii) Ph.D in Architecture; (iv) Registration with Council of Architecture; and (v) Consistently good academic record; <p>Desirable:</p> <ul style="list-style-type: none"> (i) Fellow member of Indian Institute of Architects; (ii) Publications in refereed Journals or Patents or Authorship of Professional books; <p>Minimum Work Experience:</p> <p>10 years in Teaching or Research or Practice in Architecture after obtaining Master's Degree in Architecture or equivalent out of which 5 years at least at the level of Assistant Professor or equivalent.</p>
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(3) TOWN PLANNING

SI No	Post	Prescribed qualifications and experience
1	Lecturer	<p>Essential:</p> <p>First Class Master's degree in Planning or equivalent with first class Bachelor's Degree and consistently good academic record.</p> <p>Desirable:</p> <p>Associate Member of Institute of Town Planners, India.</p>
2	Assistant Professor	<p>Essential:</p> <ul style="list-style-type: none"> (i) Master's Degree in Planning or equivalent with first class Bachelor's Degree and consistently good academic record. (ii) Ph.D in Town and Regional Planning <p>Desirable:</p> <ul style="list-style-type: none"> (i) Associate Member of Institute of Town Planners, India. (ii) Publications in refereed Journals or Patents or Authorship of Professional books. <p>Minimum Work Experience:</p> <p>5 years as Post Graduate Lecturer in Planning or in Research / Practice in Planning after obtaining Master's Degree in Planning or equivalent.</p>
3	Professor	<p>Essential:</p> <ul style="list-style-type: none"> (i) First Class Master's Degree in Planning or equivalent with first class Bachelor's Degree and consistently good academic record; (ii) Ph.D in Town and Regional Planning

		<p><u>Desirable:</u></p> <p>(i) Fellow member of Institute of Town Planners, India;</p> <p>(ii) Publications in refereed Journals or Patents or Authorship of Professional books;</p> <p><u>Minimum Work Experience:</u></p> <p>10 years in Teaching or Research or Practice in Planning after obtaining Master's Degree in Planning or equivalent out of which 5 years at least at the level of Post Graduate Assistant Professor or equivalent;</p>
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(4) MANAGEMENT

Sl No	Post	Prescribed qualifications and experience
1	Lecturer	<p><u>Essential:</u></p> <p>First Class Master's degree in Business Management or Business Administration or other relevant management related discipline or PGDBM or PGDM programmes (minimum 2 years duration) recognized by AICTE or MHRD or UGC and declared equivalent to MBA by AICTE or AIU, with consistently good academic record;</p> <p><u>Desirable:</u></p> <p>Membership of Professional bodies;</p>
2	Assistant Professor	<p><u>Essential:</u></p> <p>Ph.D. degree or a fellowship of IIMs, ICA or ICWA or other institutions recognized by AICTE, with First Class Master's degree in Business Management or Business Administration or other relevant management related discipline or PGDBM or PGDM programmes (minimum 2 years duration) recognized by AICTE or MHRD or UGC and declared equivalent to MBA by AICTE or AIU with 5 years experience in Teaching or Industry or Research or Profession and consistently good academic record;</p> <p><u>Desirable:</u></p> <p>Publication in refereed journals or authorship of professional books or membership of professional bodies;</p>
3	Professor	<p><u>Essential:</u></p> <p>Ph.D. degree or a fellowship of IIMs, ICA or ICWA or any AICTE approved institution with First Class Master's degree in Business Management or Business Administration / other relevant management related discipline or PGDBM or PGDM programmes (minimum 2 years duration) recognized by AICTE or MHRD or UGC and declared equivalent to MBA by AICTE or AIU with 10 years experience in Teaching or Industry or Research out of which 5 years must be at the level of Assistant Professor, with consistently good academic record;</p>

		<u>Desirable:</u> Publication in refereed journals or authorship of professional books or membership of professional bodies;
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(5) APPLIED SCIENCES

SI No	Post	Prescribed qualifications and experience
1	Lecturer	<u>Essential:</u> (i) First Class Master's degree in the appropriate branch of Science with at least 55% marks in Bachelor's degree, possessing consistently good academic record; and (ii) The candidate should also have cleared the National Eligibility Test (NET) for lecturers conducted by the UGC or CSIR or similar test accredited by the UGC;
2	Assistant Professor	<u>Essential:</u> (i) Ph.D. degree with First Class Master's degree in appropriate branch of Science and Bachelor's degree with at least 55% marks, possessing consistently good academic record; (ii) Five years of experience of teaching and/or research excluding the period spent for obtaining the research degrees and has made some mark in the areas of scholarship as evidenced by quality of publications, contribution to educational innovation, design of new courses and curricula; <u>Desirable:</u> Publication in refereed journals or patents or authorship of professional books;
3	Professor	<u>Essential:</u> (i) Ph.D. degree with First Class Master's degree in appropriate branch of Science and Bachelor's degree with at least 55% marks, possessing consistently good academic record; (ii) 10 years experience in postgraduate teaching, and/or experience in research at the University or National Level institutions, including experience of guiding research at doctoral level; <u>Desirable:</u> Publication in refereed journals or patents or authorship of professional books;

Note-I: The names recommended by the selection committee will be placed in the Executive Council for necessary approval.

Note-II In case of direct recruitments, if the number of applications received in response to an advertisement is less than 3, the post shall be re-advertised.

CHAPTER V

QUALIFICATIONS OF THE OFFICERS

Qualification
of Officers.

6. The following shall be the qualification for the recruitment of the officers of the University:-

(1) Registrar:

(a) Essential —

- (i) uniformly good academic record with a B+ Masters' Degree or its equivalent grade at the Masters' level;
- (ii) at least 15 years' experience in Academic Institutions like University or in an institute of higher learning of which 5 years' must be in high level administration in a University or in an Institute of Post-graduate Study in the capacity of a Deputy Registrar or an equivalent post;

OR

comparable experience in research organizations/industrial establishments;

- (iii) age not less than 40 years on the first day of the January of the year of advertisement;

(b) Desirable —

- (i) Doctorate degree or published research work of merit;

OR

- (ii) high level administrative experience in a Government or Quasi-Government organization or a good background in administration and management in senior position.
- (iii) knowledge of Computer and data processing.

(2) Controller of Examinations:

(a) Essential —

- (iii) uniformly good academic record with a B+ Masters' Degree in Science or Engineering or its equivalent,
- (iv) at least 15 years' experience in Academic Institutions like University or in an institute of higher learning of which 5 years' must be in high level administration in a University or in an Institute of Post-graduate Study, or
- (v) knowledge of computer processing
- (iv) age not less than 40 years on the first day of January of the year of advertisement;

- (v) for the post of Controller of Examinations, it is essential to have experience in conducting examinations either in institution of higher learning or in Service Commission;

(b) *Desirable* —

- (i) a Doctorate degree or published research work of merit;
- (ii) high level administrative experience in a Government or Quasi-Government organization or a good background in administration and management in senior position;
- (iii) familiarity with Engineering or Technology Education;

(3) Finance Officer:

(a) *Essential* —

- (i) uniformly good academic record with B+ Master's Degree or its equivalent professional qualifications;
- (ii) membership of the Institute of Chartered Accountants or Cost Accountants of India or experience in I. A. A. S. and equivalent service;

OR

A Master's degree in Business Administration with specialization in Finance. In case of candidates holding professional qualifications, as is mentioned under the item (ii), the requirement of Master's degree may be waived;

- (iii) at least 15 years' experience in a Government or in a University or in an Institute of Higher Learning in a high Administrative post involving supervision, control, planning and audit.
- (iv) age not less than 40 years on the first day of January of the year of the advertisement;

(b) *Desirable* : Knowledge in computer applications;

(4) Librarian:

(a) *Essential* —

- (i) uniformly good academic record with a B+ Master's degree in Library Science;
- (ii) at least 10 years' experience of working in Administration or Management position in a Library of a University or an Institute of Post-graduate Studies;
- (iii) age not less than 40 years as on the first day of January of the year of the advertisement;
- (v) knowledge of computer processing;

(5) Deputy Registrar or Deputy Controller of Examinations:

(a) Essential —

- (i) uniformly good academic record with a B+ Master's degree in Science or Engineering or its equivalent;
- (ii) at least 10 years' experience in a position involving supervision, control and planning of education, administration of colleges or in an Institute of Higher Learning or other academic bodies. At least 5 years of the 10 years' experience should be in higher position of high level administration;
- (iii) age not less than 35 year on the first day of January of the year of the advertisement;
- (iv) knowledge of computer processing;

(b) Desirable —

- (i) a Doctorate degree or published work of high standard;

OR

experience of at least 10 years' in a fairly senior position in any academic institution like a college or a University or a research organization;

(6) University Engineer:

(a) Essential —

- (i) uniformly good academic record with a B+ Master's Degree in Civil Engineering;
- (ii) at least 10 years' experience in a position involving supervision, control and planning of construction work under Government or Quasi-Government or University or Institute of Higher Learning;
- (iii) age not less than 35 years on the first day of January of the year of the advertisement;

(b) Desirable —

a Doctorate degree or Published research work of merit;

OR

experience of 5 years in large scale industrial concern in a position involving decision making, planning, estimating, designing and supervision of construction;

(7) Medical Officer:

(a) Essential —

- (i) an M. B. B. S. degree recognized by the Indian Medical Council;
- (ii) at least 10 years experience of medical practice in a Government or Military or Quasi-Government Hospital or private practice of reputation for 15 years;
- (iii) age not less than 35 years on the first day of January of the year of the advertisement;

(b) *Desirable* —

Post-graduate degree in any of the branches of the Medical Science or Diploma in Public Health and/or Tropical Medicine;

(8) Assistant Training Officer:

(a) *Essential* —

- (i) uniformly good academic record with B+ Postgraduate Degree in Engineering;
- (ii) minimum of 7 years' experience in the supervisory capacity in an organization engaged in production or in teaching in a recognized Institute of Post-graduate Learning;
- (iii) age not less than 35 years on the first day of January of the year of the advertisement;

(b) *Desirable* —

(i) PGDM or MBA;

OR

experience in marketing, sales, human resource functions in industry or service sector;

(9) Development Officer:

(a) *Essential* —

- (i) uniformly good academic record with a B+ Master's Degree;
- (ii) at least 10 years experience in a position involving supervision, control and planning of administration of Colleges or Universities or Institutes of Higher Learning or other Academic Bodies;
- (iii) age not less than 35 years on the first day of January of the year of the advertisement;
- (iv) familiarity with Engineering or Technology Education;

(b) *Desirable* —

- (i) a Doctorate degree or published work of high standard;
- (ii) experience of at least 7 years' in University or in Post-graduate Research Organization as Assistant Registrar or equivalent post;

(10) Assistant Registrar or Assistant Controller of Examinations:

(a) *Essential* —

- (i) uniformly good academic record with a B+ Master's degree or its equivalent;
- (ii) at least 5 years' experience in a supervisory capacity in a University or a Research Institute;
- (iii) age not less than 30 years on the first day of January of the year of the advertisement;
- (iv) knowledge of computer processing;

(b) *Desirable* — PGDM or MBA;

(11) Accounts Officer or Audit Officer:**(a) Essential—**

- (i) uniformly good academic record with a B+ Master's degree or its equivalent;
- (ii) at least 5 years' experience involving supervision, control, planning and management of accounts and audit;

OR

Preparation of budget in University or Institute of Higher Learning.

- (iii) age not less than 30 years on the first day of January of the year of the advertisement;
- (iv) knowledge of computer processing;

(b) Desirable—

Membership of Institute of Cost or Chartered Accountants of India or a recognized PGDM or MBA in Finance or passed SAS Examination;

(12) Assistant Librarian:**(a) Essential—**

- (i) uniformly good academic record with a B+ Masters degree in Library Science;
- (ii) age not less than 30 years on the first day of January of the year of the advertisement;
- (iii) knowledge of computer processing;

(b) Desirable—

at least 7 years' experience in a recognized Library preferably belonging to a University or an Institute of Higher Learning.

CHAPTER – VI

QUALIFICATION OF NON-TEACHING EMPLOYEES

Qualification
of Technical
Posts

7. The following shall be the qualification for Non-teaching employees of the University:-

QUALIFICATIONS OF TECHNICAL POSTS

(1) Technical Assistant Grade-II:

- (a) *Age:* not more than 35 years on the first January of the year of advertisement;
 - (b) *Qualifications and Experience:*
 - (i) diploma from the State Council of Technical Education with not less than 70% marks or its equivalent in appropriate branch of Engineering or Architecture, as may be indicated in the advertisement;
 - (ii) three years experience in any industry or institution in the relevant field;
- OR
- (i) degree in Science with Physics, Chemistry and Mathematics;
 - (ii) five years experience in the relevant field;
- (c) *Desirable :* proficiency in Computer Application;

(2) Junior Mechanic:

- (a) *Age:* not more than 35 years on the first January of the year of advertisement;
- (b) *Qualifications and Experience:*
 - (i) passed Madhyamik or its equivalent;
 - (ii) national Trade or Apprenticeship Certificate in the trade of Instrument Mechanic;
 - (iii) two years' experience in maintenance and repair of instrument;

(3) Junior Driver:

- (a) *Age:* not more than 35 years on the first January of the year of advertisement;
- (b) *Qualifications and Experience:*
 - (i) passed class VIII;
 - (ii) five years' experience in driving cars in a reputed organization;
 - (iii) must have requisite license in driving cars;

(4) Junior Telephone Operator:

- (a) *Age:* not more than 35 years on the first January of the year of advertisement;
- (b) *Qualifications and Experience:*
 - (i) passed Madhyamik or its equivalent with good communication ability;
 - (ii) three years' working experience with PBX or modern Telephone Systems;

(5) Junior Carpenter:

- (a) *Age:* not more than 35 years on the first January of the year of advertisement;
- (b) *Qualifications and Experience:*
 - (i) passed Class VIII with good communication ability;
 - (ii) Three years' working experience in the relevant field;

(6) Junior Cyclostyle Operator:

- (a) *Age:* not more than 35 years on the first January of the year of advertisement;
- (b) *Qualifications and Experience:*
 - (i) Passed Class VIII;
 - (ii) Three years' working experience in the relevant field;

NON-TECHNICAL SUPERVISOR, CLERICAL AND OTHER STAFF

(7) Junior Assistant:

Essential:

- (a) *Age:* not more than 35 years on the first January of the year of advertisement;
- (b) *Qualifications and Experience:*
 - (i) higher Secondary(10+2) or its equivalent ;
 - (ii) knowledge of computer processing;
- (c) *Desirable:* good knowledge of written English;

(8) Junior Stenographer:

Essential:

- (a) *Age:* not more than 35 years on the first January of the year of advertisement;
- (b) *Qualifications and Experience:*
 - (i) higher Secondary(10+2) or its equivalent;
 - (ii) good knowledge of Stenography and computer processing. Ability to take dictation at a speed of 80 w.p.m.
 - (iii) ability to type at a speed of 30 w.p.m.
- (c) *Desirable:* Good knowledge of written English;

(9) Junior Assistant cum Typist:

- (a) *Age:* not more than 35 years on the first January of the year of advertisement;
- (b) *Qualifications and Experience:*
 - (i) higher Secondary(10+2) or its equivalent;
 - (ii) sound knowledge of typing and data entry in computer. Ability to type at a speed of 30 w.p.m.;

(10) Junior Durwan:

- (a) *Age:* not more than 35 years on the first January of the year of advertisement;
- (b) *Qualifications and Experience:*
 - (i) passed class VIII;
 - (ii) must have sound health and good physique and must be of active habits;

(11) Junior Peon or Laboratory Attendant Gr- III and other Group 'D' Staff:

- (a) *Age:* not more than 35 years on the first January of the year of advertisement;
- (b) *Qualifications and Experience:*
 - (i) passed class VIII;
 - (ii) must have sound health and good physique and must be of active habits;

(12) Junior Mali:

- (a) *Age:* not more than 35 years on the first January of the year of advertisement;
- (b) *Qualifications and Experience:*
 - (i) passed class VIII;
 - (ii) good knowledge of gardening viz., making flower beds, planting of trees, cutting and dressing of hedges;
 - (iii) two years' experience as a Mali;
 - (iv) good physique;

(13) Junior Sweeper:

- (a) *Age:* not more than 35 years on the first January of the year of advertisement;
- (b) *Qualifications and Experience:*
 - (i) ability to read and write and a good physique;
 - (ii) some experience of working as a Wet or Dry Sweeper is desirable.

CHAPTER VII

Constitution, Powers and Functions of different committees

Constitution,
powers and
function of
different
Committees

8(1) There shall be a Board of Examination, an Examination Committee for each faculty and a Departmental Examination Committee for each Department which shall be constituted and discharge their function in the following manner:-

(2) **The Board of Examination**

(a) The Board of Examination shall consist of the following members :-

- (i) the Vice Chancellor — Chairman;
- (ii) the Deans of Faculty Councils;
- (iii) the Heads of Academic Departments and Directors of Schools;
- (iv) two members from each Faculty Council to be elected from amongst themselves by teacher members;
- (v) one member of the Executive Council, not being a student or a non-teaching staff, to be nominated by the Executive Council;
- (vi) controller of Examinations — Secretary.

Note: In the absence of Vice Chancellor, one of the Deans of Faculty Council, to be nominated by the Vice Chancellor, shall preside. Eleven members will form the quorum for a meeting of the Board;

(b) The Board shall meet as often as necessary;

(c) The Board of Examination shall have the following powers and functions:

- (i) to conduct University examinations;
- (ii) to arrange for scrutiny and publication of results provisionally;
- (iii) to submit to the Executive Council through the Faculty Council concerned an analytical statement and survey of the results of different examinations;
- (iv) any other function as may be decided by the Executive Council within the provision of the Act;

(3) **The Examination Committee for each Faculty ;**

(a) The Examination Committee for each Faculty shall be formed as indicated below:-

Faculty of Engineering and Technology:

- (i) vice Chancellor — Chairman;
- (ii) the Dean of Faculty Council — Vice Chairman;
- (iii) the Heads of Departments under the Faculty Council;
- (iv) the Heads of the Departments under other Faculty Councils as may be decided by the Vice Chancellor;
- (v) controller of Examinations — Secretary.

Faculty of Basic and Applied Sciences:

- (i) vice chancellor — Chairman;
- (ii) the Dean of Faculty Council — Vice Chairman;
- (iii) the Head of Departments under the Faculty Council;
- (iv) the Heads of the Departments under other Faculty Councils as may be decided by the Vice Chancellor;
- (v) controller of Examinations — Secretary.

Faculty of Social and Management Sciences:

- (i) vice chancellor — Chairman;
- (ii) the Dean of Faculty Council — Vice Chairman;
- (iii) the Head of Departments of the Faculty Council;
- (iv) the Heads of the Departments under other Faculty Councils as may be decided by the Vice Chancellor;
- (v) controller of Examinations — Secretary;

- (b) The Examination Committee for each Faculty shall have the following powers, duties and functions:-

- (i) to consider the list of paper-setters and examiners as suggested by the Head of the Department concerned and to approve these. The Examination Committee shall be at liberty to make any change in the list;
- (ii) to appoint moderators for each Department of the Faculty for moderation of question papers for the UG courses;
- (iii) to arrange for scrutiny of results of all UG examinations under the Faculty and submit results to the Board of Examination for final consideration, declaration and publication thereof;
- (iv) to discharge such other duties as are laid down in the ordinances related to examinations;

(4) Departmental Examination Committee:

- (a) The Departmental Examination Committee for each Department under the Faculty shall consist of the following members:-

- (i) the Vice Chancellor — Chairman;
- (ii) the Head of the Department concerned — Vice Chairman;
- (iii) not more than five members from the teachers of the Department nominated by the Board of Studies;
- (iv) one teacher amongst the five as indicated in (iii) above shall be nominated by the Head of the Department to act as the Convener;

- (b) The Departmental Examination Committee will have the following powers and duties:-

- (i) to moderate the question papers for UG and PG examinations;
- (ii) to conduct viva-voce examinations, if any;
- (iii) to prepare and scrutinize the results of the UG and PG at end of semester and submit them together with the recommendations to the Board of Examination for approval and publication;

CHAPTER VIII

The following shall be the regulations for Bachelor of Engineering Examinations:-

Regulations for
Bachelor of
Engineering
Examinations

- 9(1) the undergraduate course for all branches of Engineering leading to the award of the degree of Bachelor of Engineering on successful completion of the course shall be of four years' duration;
- (2) an undergraduate course in Engineering shall be offered in four parts, namely, Part I, Part II, Part III and Part IV, stated in that order, each part being of one-year duration;
- (3) the course for each part, in its turn, shall be offered in two terms covering an academic session, namely the odd semester and the even semester, stated in that order, each semester being of six months' duration;
- (4) classes for the odd-semester shall ordinarily commence in the month of July and those for the even semester in the month of January;
- (5) contact classes shall be held for a minimum period of 90 class days during a given semester with not less than 39 class hours per week;
- (6) the eight semesters during which an undergraduate course is distributed shall be denoted by their respective serial numbers, from the first to the eighth, in the following manner :-

<u>Part</u>	<u>Semester</u>
I	Odd - First Even - Second
II	Odd - Third Even - Fourth
III	Odd - Fifth Even - Sixth
IV	Odd - Seventh Even - Eighth;

(7) the University offers undergraduate degree courses in the following branches of Engineering :-

- (i) Civil Engineering;
- (ii) Computer Science and Technology;
- (iii) Electrical Engineering;
- (iv) Electronics and Telecommunication Engineering;
- (v) Information Technology;
- (vi) Mechanical Engineering;
- (vii) Metallurgical Engineering;
- (viii) Mining Engineering;

(8) a student admitted to the undergraduate course of the University shall have to appear in an examination at the end of each semester. The examination shall be named after the semester that has just been concluded and be conducted by the University in accordance with the programme announced by the Controller of Examinations;

(9) the distribution of marks allotted to theoretical subjects shall be as follows:-

(a) For a paper of 100 marks

(i) Written examination to be held at the end of the semester--	70
(ii) Continuous Evaluation and Mid-Semester Examination--	<u>30</u>
Total --	<u>100</u>

(b) For a paper of 50 marks

(i) Written examination to be held at the end of the semester--	35
(ii) Continuous Evaluation and Mid-Semester Examination --	<u>15</u>
Total --	<u>50</u>

(10) continuous Evaluation of a candidate for a given semester examination shall ordinarily be conducted by the teachers teaching the respective subjects during the semester in terms of the recommended guidelines prescribed in Appendix I, (Appended to this chapter);

(11) the sessional work of a candidate intending to appear at a semester examination shall be evaluated by the teacher(s) conducting the sessional on the basis of his performance during the semester;

(12) the Viva-voce I of a candidate for the 6th semester examination and Viva-voce II for the 8th semester examination shall be conducted either immediately before or immediately after the end of the respective semester examination;

(13) the duration of the semester examination on a theoretical paper shall be as follows :-

<u>Marks</u>	<u>Duration</u>
70	Three hours
35	Two hours
	(Three hours for Drawing);

(14) each theoretical paper shall have two halves of equal marks, one half set by the subject teacher and the other half by an expert from a University, research institution or industry. While approaching the external expert, the Controller of Examination shall send a question bank, prepared by the respective department, containing not less than 50 questions covering all the topics of the particular half. External experts shall be appointed three months prior to the examinations;

(15) an examination held at the end of a semester in which a candidate is examined in the subjects taught to him in that semester will hereinafter be referred to as a regular semester examination;

- (16) an examination held at the end of a semester in which a candidate is examined in the subjects taught to him in an earlier semester will hereinafter be referred to as a supplementary examination;
- (17) an examination held at the beginning of an academic session to enable a candidate to appear in a subject taught in an even semester after he has failed to secure qualifying marks in the subject in two consecutive supplementary examinations shall be referred to as a special supplementary examination;
- (18) the subject for which a candidate appears in a supplementary examination or a special supplementary examination will hereinafter be referred to as a back subject;
- (19) regular semester examinations and supplementary examinations shall be held at the end of each semester. Special supplementary examinations shall be held at the beginning of the Academic session;
- (20) the marks awarded to a candidate on continuous evaluation during a given semester shall be carried forward to the permissible supplementary or special supplementary examinations;
- (21) a candidate shall be declared to have passed in a theoretical subject if he obtains a minimum of 40 percent of the full marks in that subject, including the marks allotted on continuous evaluation;

Note: a candidate shall be declared to have failed in a theoretical subject if he obtains less than 40 percent of the full marks in that subject including the marks allotted on continuous evaluation, or has failed to appear in the concerned semester examination;

- (22) a candidate shall be declared to have passed in a sessional subject if he obtains a minimum of 50 percent of the full marks in that subject;

Note: a candidate shall be declared to have failed in a sessional subject if he obtains less than 50 percent of the full marks in that subject;

- (23) a candidate who has secured pass marks in all the sessional papers of a regular odd-semester examination of a given part shall be allowed to prosecute his studies in the immediately succeeding even semester of the same part and to appear in the regular examination at the end of that semester irrespective of whether he has secured pass marks in the theoretical papers or not;
- (24) a candidate failing to secure pass marks in one or more sessional subjects in an odd-semester examination shall not be allowed to prosecute studies in the immediately succeeding even semester of the same part. Such a candidate may seek readmission as a fresh candidate to the odd semester of the same number at the beginning of the next academic session, subject to fulfillment of the conditions laid down in regulation (32) of this regulation;
- (25) A candidate failing
 - (a) to appear in more than four theoretical subjects of the two regular semester examinations of a given part taken together; or,

- (b) to secure pass marks in more than four theoretical subjects of the two regular semester examinations of a given part taken together; or,
- (c) to secure pass marks in some theoretical subjects and to appear in others, thereby making a total of more than four subjects in the two regular semesters of a given part taken together in which he is deficient in this regard; or,
- (d) to secure pass marks in a sessional subject in any of the two regular semester examinations of a given part taken together,

shall not be eligible for enrolment in the immediately succeeding part. During the next academic session, such a candidate may seek readmission to the odd semester of that part in which he failed to qualify, subject to provisions laid down in regulation 9(1)(32). Failure to seek readmission during the next academic session shall make the candidate liable to have his name struck off from the University roll,

- (26) a candidate failing to register himself as a candidate for a regular semester examination at the end of a given semester shall have to seek readmission to the odd semester of the corresponding part during the next academic session, subject to provisions laid down in regulation 9(1)(32). Failure to seek readmission during the next academic session shall make the candidate liable to have his name struck off from the University roll,
- (27) a candidate who has failed in not more than four theoretical subjects in terms of regulation 9(1)(21) in the regular semester examinations of a particular part but has passed in all the sessional subjects of that part shall be eligible for enrolment in the immediately succeeding part during the next academic session, beginning with the odd semester of that part, subject to the condition that he has passed in all the back subjects, if any, of the earlier parts in the permissible supplementary or special supplementary examination in terms of regulation 9(1)(29) and 9(1)(30),
- (28) a candidate who has failed in not more than four theoretical subjects in terms of regulation 9(1)(21) but has passed in all the sessional subjects of the regular semester examinations of Part IV shall be eligible to appear in subsequent supplementary examinations as a casual candidate in terms of regulation 9(1)(29) and 9(1)(30) subject to the condition that he has passed in all the back subjects, if any, of the earlier parts in the permissible supplementary or special supplementary examinations,
- (29) (a) a candidate who has failed to secure pass marks in a theoretical subject in a regular odd-semester examination shall be eligible to appear in three consecutive supplementary examinations immediately following the regular semester examination, subject to the condition that he has not been declared ineligible to enroll in the immediately succeeding even semester in terms of regulation 9(1)(24), or to enroll in the immediately succeeding Part in terms of regulation 9(1)(25) or 9(1)(26),
 - (b) a candidate who has obtained pass marks in a back subject in a supplementary examination shall not be eligible to appear in the

subsequent supplementary examinations permissible under these rules in terms of regulation 9(1)(29)(a);

(c) Failure to obtain pass marks in the back subject in the permissible supplementary examinations shall make the candidate liable to have his name struck off from the University roll,

(30) (a) a candidate who has failed to secure pass marks in a theoretical subject in a regular even-semester examination shall be eligible to appear in two consecutive supplementary examinations immediately following the regular semester examination and a special supplementary examination to be held immediately before the beginning of the academic session following the second supplementary examination, subject to the condition that he has not been declared ineligible to enrol in the immediately succeeding Part in terms of regulation 9(1)(25) or regulation 9(1)(26);

(b) a candidate who has obtained pass marks in a back subject in a supplementary examination shall not be eligible to appear in subsequent supplementary or special supplementary examinations in terms of regulation 9(1)(30)(a);

(c) failure to obtain pass marks in the back subject in the permissible supplementary and special supplementary examinations shall make the candidate liable to have his name struck off from the University roll,

(31) a candidate shall be declared to have qualified in a given part when he has passed in all the subjects of that part, either in the regular semester examinations, or in any of the permissible supplementary and special supplementary examinations, subject to the condition that he has been declared to have qualified in the previous parts, wherever applicable,

(32) (a) a candidate shall not be eligible to seek admission to a given Part for more than two consecutive academic sessions,

(b) in case of readmission to a given Part, a candidate may be allowed to retain credits for the subjects already passed and shall study and appear in the examination for only those subjects in which he could not pass,

(c) a candidate readmitted to a given part shall be debarred from continuing his studies in the branch of Engineering in which he has been enrolled if he fails -

(i) to secure pass marks in any sessional subject in any semester of that part; or,

(ii) to take examination in more than four theoretical subjects of that part; or,

(iii) to secure pass marks in more than four theoretical subjects of that part; or,

(iv) to register himself as a candidate for any of the semester examinations of that part; or,

- (v) to secure pass marks in some theoretical subjects and to appear in others, thereby making a total more than four subjects of that part , or,
 - (vi) to fulfill the conditions laid down in regulation 9(1)(39);
- (33) for a candidate who has qualified in all the parts, 25 percent of the marks obtained by him in Part I and Part II shall be added to 100 per cent of marks obtained in Part III and Part IV to give the total marks obtained by him in the Bachelor of Engineering Examinations of the University,
- (34) the full marks for the Bachelor of Engineering Examinations of this University shall be calculated by adding 25 per cent of the full marks for Part I and Part II to 100 per cent of the full marks for Part III and Part IV,
- (35) marks obtained by a candidate in a subject during an examination, either regular or supplementary, shall not be taken into consideration for the purpose of calculation of total marks obtained in a part unless the candidate secures the stipulated qualifying marks in the subject in that particular examination,
- (36) a candidate securing 65 percent or more of the full marks for the Bachelor of Engineering examination shall be declared to have been placed in the First class. All other successful candidates shall be declared to have been placed in the Second Class,
- (37) at least one week before the examination, the Head of the Department shall send to the Controller of Examinations, a list of eligible candidates for a semester examination in the prescribed format to be available in the office of the Controller of Examinations. The Head of the Department shall follow the following eligibility criterion for admission to the semester examination of a part of Bachelor of Engineering course -
- (a) he has attended at least 75% of the classes in each theoretical and tutorial or sessional subject,
 - (b) his sessional work is satisfactory as stated in regulation 9(1)(39),
 - (c) his conduct is good,

The application form for registration to appear in an examination shall not be accepted from a candidate unless he has obtained clearance certificate from the Accounts Office and Mess Section,

- (38) failure to register oneself as a candidate for an examination in terms of the provisions of regulation 9(1)(37) shall debar one from appearing at the examination,
- (39) (a) a candidate shall have a record of attending a minimum of 75 percent of the total numbers of classes held in each of the lecture and tutorial (taken together) of a theoretical subject and each of the sessional classes offered in a semester,

- (b) he must complete satisfactorily the works in sessional classes held in a particular semester failing which he may be debarred from appearing in the relevant semester examination,
- (40) (a) a candidate having a record of attending less than 75 percent classes in lecture and tutorial classes (taken together) for each subject separately as indicated in regulation 9(1) (39) (a) but showing a record of attendance of 65 percent or above, may be allowed to appear in the relevant semesters examination by paying an additional fee of rupees1000 for each of the theory subjects in which the attendance falls shorts of 75 percent but is 65 percent or above,
- (b) a candidate attending less than 65 percent of total classes in lecturer and tutorial in one or more theoretical subjects in a semester shall not be allowed to sit for the relevant semester examination. Such a candidate may be allowed to seek readmission to the odd semester of the corresponding part during the next academic session, subject to the condition laid down in regulation 9(1)(32),
- (41) a candidate who has been found eligible to appear in an examination shall be provided with an Admit Card showing his name and examination roll number. The Admit Card shall be issued to the candidate after obtaining his signature on the card in the space specified for the purpose in presence of the Controller of Examinations or an official duly authorised by him,
- (42) (a) permission to enter the examination hall shall be accorded to the candidate on production of the Identity Card issued by the office of the Registrar before the concerned Invigilators or Officer-in-Charge of the hall,
- (b) failure to produce the Identity Card makes the candidate liable to be debarred from entering the examination hall, unless the Officer-in-Charge of the Hall is satisfied about the identity of the candidate,
- (c) an invigilating Officer or Officer-in-Charge of the Hall shall have the authority to instruct a candidate appearing at an examination to enter his signature in a form to be decided by the Controller of Examinations for the purpose of verification of identity of the candidate,
- (43) permission to appear at an examination may be withdrawn before or during the course of the examination if the conduct or the bonafide of the candidate justifies imposition of an order by the Controller of Examinations debarring the candidate from the examination,
- (44) (a) after the declaration of results at the end of a semester examination, a candidate shall be entitled to receive a mark sheet from the examination office showing the marks obtained by him in different subjects, indicating the marks obtained in theory and continuous evaluation separately for each subject,
- (b) a candidate shall not be entitled to receive a pass certificate unless he has passed in all the subjects in all the parts,
- (c) a candidate who has passed in all the subjects in all the parts shall be provided with a degree certificate in a form to be decided by the Vice

Chancellor stating the class in which he has been placed, the branch of Engineering in which he has been examined, and the year in which he has qualified for the award of the degree,

(d) the degree certificate will be awarded to the candidate at the Annual Convocation. A provisional certificate may, however, be issued in advance in favour of the candidate if he applies for the same in the form to be decided by the Controller of Examinations along with requisite fees of Rs.100.00.

(e) the academic year in which a candidate has successfully completed all the examinations of all the parts shall be recorded as the year in which he has qualified for the award of the degree of Bachelor of Engineering.

Note: A given Academic Year for the purpose of award of degree shall mean the academic session ordinarily extending from July of the preceding year to June of that year,

(45) at the end of the Academic Year, a merit list shall be published showing the names of all the successful candidates of a given branch arranged according to the total marks obtained by the candidate in terms of regulation 9(1)(33) in descending order, the position of a candidate in the list being marked by a serial number which shall denote the rank of the candidate in the Bachelor of Engineering Examinations in that branch of that academic year,

(46) on conclusion of evaluation of the answer scripts of an odd-semester examination, the Controller of Examination shall publish the following lists of candidates:-

(a) candidates who have passed in all the subjects;

(b) candidates who have passed in all the sessional subjects but have failed in one or more theoretical subjects and are eligible to prosecute studies in the corresponding even semester; mentioning the back subjects in which they have to appear in the permissible supplementary examinations. Fees for supplementary examination for each paper shall be Rs.200.00;

(c) candidates who have failed in one or more sessional subjects and are eligible for readmission to the same odd-semester during the next academic session;

(d) candidates who have failed in one or more sessional subjects and are not eligible for readmission.

(47) on completion of evaluation of answer scripts of even-semester examinations at the end of an academic session, the examination section shall publish the following lists of candidates :-

(a) candidates who have qualified in a given part (Part I or Part II or Part III) in terms of regulation 9(1) (31) and are eligible for enrollment in the immediately succeeding part;

- (b) candidates who have not qualified in a given part (Part I or Part II or Part III) in terms of regulation 9(1)(31), but are otherwise eligible for enrollment in the immediately succeeding Part, mentioning the back subjects in which they have to appear in the permissible supplementary examinations;
 - (c) candidates who have qualified in Part IV in terms of regulation 9(1.31 and are eligible to be awarded the degree of Bachelor of Engineering in the respective branches;
 - (d) candidates who have failed to qualify in Part IV in terms of regulation 9(1)(31) but are eligible to appear in permissible supplementary examinations in terms of regulation 9(1)(28), mentioning the back subjects in which they shall have to take examination as casual candidates;
 - (e) candidates who have failed to qualify in terms of regulation 9(1)(31) in a given part but are eligible to seek readmission to the same Part in the next academic session;
 - (f) candidates who have failed to qualify in a given Part in terms of regulation 9(1)(31) but are not eligible to seek readmission;
- (48) on completion of evaluation of answer scripts of special supplementary examinations, the Controller of Examination shall publish the following lists of candidates:-
- (a) candidates who have passed in all the subjects in the special supplementary examination and are eligible to be declared to have qualified in the relevant part;
 - (b) candidates who have failed to secure pass marks or have failed to appear in any subject in the special supplementary examination and are not eligible to continue studies in the University;
- (49) the subjects of study in different branches, the periods of instruction per week, and the full marks allotted for continuous evaluation and semester examination for each subject shall be decided by the Executive Council from time to time subject to regulations 9(1)(5) and 9(1)(9);

Appendix I

Recommended Guidelines for Continuous Evaluation

- (1) The performance in the class of a candidate intending to appear at a given semester examination shall be evaluated continuously during the semester through a system of Continuous Evaluation to be conducted under the supervision of the Departmental Academic Committee.

- (2) The internal assessment programme shall have the following components
 - (a) Class tests
 - (b) Home assignments
 - (c) Oral presentation or Seminar
 - (d) Attendance
- (3) Written tests shall be conducted after regular class hours by the concerned teacher or as may be decided upon by the Departmental Academic Committee. The duration of the class test shall not ordinarily exceed one hour.
- (4) Home assignment shall consist of critical questions set on selected passages or topics whereupon the candidate shall be asked to read the passages thoroughly at home and prepare the answers at his leisure. Such answers shall be submitted by the candidate within the time stipulated by the teacher concerned, which shall not ordinarily exceed three days from the date of assignment.
- (5) A candidate appearing for oral presentation shall be evaluated by a team consisting of the faculty members participating in teaching the theoretical subjects of the respective semester or as may be decided upon by the Departmental Academic Committee. The modalities adopted by the Departmental Academic Committee shall be reported to the Faculty Council.

A student shall have to appear before the team for oral presentation at least once during a given semester. Oral presentation sessions shall be organised after the semester has been halfway through.

- (6) The class test and home assignments or other components, if any, forming the constituents of the continuous evaluation, shall be distributed evenly throughout the semester as far as practicable. The programme shall be continuously monitored by the Departmental Academic Committee. A copy of the report shall be made available to the Dean of the Faculty as soon as it is drawn up.
- (7) Several questions (or sets of questions) shall be prepared for a particular class test and written in separate sheets or cards. Such sheets or cards shall be distributed among the candidates in a random manner so that each candidate gets one sheet (or card) only containing the question(s) he is required to answer. Alternatively, similar procedure may be worked out and followed by the Departmental Academic Committee. Any decision taken in this regard shall be reported to the Faculty Council.
- (8) A teacher shall conduct at least two written tests during a given semester, the actual number being decided upon in consultation with the Departmental Academic Committee.
- (9) Marks obtained in a class test shall be made available to the Head of the Department and displayed in the Departmental Notice Board within 7 days from the date of holding the test.
- (10) The distribution of marks for the different components of the programme of Continuous Evaluation for a given subject during the first to the seventh

semester shall be according to the following scheme. The given figures indicate the respective bases to which the marks obtained by the candidate shall be recalculated.

	For a paper of 100 marks	For a paper of 50 marks
Class tests and home assignments	6	3
Attendance	4	2
Total	10	5
	(The remaining 20 marks shall be earmarked for the Mid-Semester Examination)	(The remaining 10 marks shall be earmarked for the Mid-Semester Examination)

- (11) The distribution of marks for the different components of the programme of Continuous Evaluation for a given subject during the eighth semester shall be according to the following scheme. The given figures indicate the respective bases to which the marks obtained by the candidate shall be recalculated.

	<i>For a paper of 100 marks</i>	<i>For a paper of 50 marks</i>
Class Tests	15	8
Attendance	15	7
Total:	<u>30</u>	<u>15</u>

There will be no mid-semester examinations during the eighth semester.

CHAPTER – IX

The following shall be the regulations for the Bachelor of Architecture Examinations:-

Regulations for
Bachelor of
Architecture.

- 10 (1) The course for the degree of Bachelor of Architecture (B.Arch.) shall be of five years' duration consisting of five parts, viz. Part-I to Part-V. Each part shall have two semesters – odd and even semester. The odd semester shall normally begin in the first week of July and the even semester in the third week of January. The number of effective weeks in each semester of Part-I, II, III, IV shall be approximately 16. The period of instruction in Part-V (comprising 9th and 10th semesters) shall be of 21 weeks' duration after completion of Practical Training (AR-901) of 24 weeks' duration;
- (2) The subjects of study of the Degree course in Bachelor of Architecture, the period of instruction per week, and the marks carried by each subject, shall be as provided in regulation 9(2)(24);

- (3) In order to be eligible for enrolment of the 1st semester of Part-I of the degree course for architecture, an applicant must pass the Higher Secondary examination (10+2) of either general or vocational stream with Mathematics, Physics, Chemistry (at least 50 % marks in Physics, Chemistry and Mathematics taken together) , English and Vernacular or any other 5th subject, or any other equivalent examination recognized of the college for the above purpose;

Subject to provisions of regulation 9(2)(9) to be eligible for enrolment to odd semester of any of the part viz. Part-II, III, IV or V of the course, a student must pass the examination of the preceding part (odd and even semester taken together);

- (4) At the end of each semester, there shall be an examination conducted by the University as per programme announced by the Controller of Examinations. In each theoretical examination paper in a semester examination, there shall be two halves – one internal and another external. The internal half shall be set and examined by teacher(s) of the University teaching the subject. The external half shall be set and examined by external expert(s) not teaching the subject and normally not belonging to any faculty of the University. The project thesis and viva-voce examination shall be conducted by a special Board of Examiners, consisting of concerned faculty member(s) of Architecture, Town and Regional Planning, concerned Faculty Member(s) of Civil Engineering (Structural Engineering) who have acted as supervisors to the students and two external examiners from professional or academic field, of whom at least one should be from professional field;
- (5) The proficiency attained by a student in a part of the course shall be assessed in the manner indicated below:-

(a) The theoretical examination papers -

On the basis of the marks obtained by the students through (i) Internal Assessment made by the department carrying 30% of the total marks of each subject, and (ii) in semester examination of papers in Part-I, II, III and IV to be conducted by the University at the end of each semester, carrying 70% of the total marks in each subject.

(b) In sessional

On the basis of the marks obtained by the student in assessment of his sessional work, by the department, at the end of each semester, carrying 100% of the total marks in each sessional.

- (6) The semester examination of a theoretical examination paper carrying 70 marks shall be of three hours duration, while a subject carrying 35 marks shall be normally of two hours duration. The examinations of theoretical examination papers having code no. AR-105, AR-203, AR-303 and AR-404 as shown in regulation 9(2)(24) shall be of 6 hours' duration and the examinations of theoretical examination papers having code no. AR-505, AR-603, AR-705 and AR-805 shall be of 12 hours' duration:

- (i) In order to pass a semester examination of a part of the Bachelor of Architecture course, a candidate must obtain at least 40% of the full marks in each of the examination papers including the marks allotted for Internal Assessment, and at least 50% of the full marks in each of the sessional subjects.
- (ii) The overall performance of a successful candidate shall be based on the aggregated marks obtained by him in Part I, II, III, IV and V examinations added in the following manner:
 - (a) 25% of the total marks obtained by a candidate in each of the semester examinations of Part I and Part II; and
 - (b) 100% of the total marks obtained by a candidate in the semester examinations of Part III, Part IV and Part V.

Note: The candidate securing 65% or more of the total marks thus obtained shall be placed in First Class. All other successful candidates shall be placed in the Second Class,

- (7) (i) A candidate who fails in one or more theoretical examination papers in an odd semester of a part shall be allowed to prosecute studies in the regular even semester of that part and at the end of that semester he shall be allowed to appear in supplementary examination for those subjects of the odd semester in which he failed to pass, along with the regular even semester examination. His internal assessment marks obtained in the odd semester shall, however, be retained in the supplementary examination,

Note: The results of the examination of a part shall be on the basis of the corresponding odd semester examination and even semester examination taken together along with supplementary examination for odd semester subject(s), if any,

- (ii) Subject to provisions of regulation 9(2)(11), a candidate shall be eligible to be enrolled in the odd semester of Part-II, III, IV and V of the course provided he passes the examination of the preceding part or qualifies for appearing in supplementary examination of the preceding part as specified in regulation 9(2)(10),
- (iii) If a candidate fails to pass in more than four theoretical papers or fails to appear in more than four theoretical papers or fails to pass one or more sessional subject(s) in the examination of Part I or II or III or IV, he shall not be eligible to be enrolled in the next part. He may be allowed readmission in the odd semester or the part within a period of two years' subject to the provisions of regulation 9(2)(12). However, he may be allowed to retain credit for the subjects already passed and shall study and appear in the examination for only those subjects in which he could not pass,
- (8)(i) A candidate who has failed in not more than four theoretical papers, hereinafter called back papers, in the examination of Part-I or II or III or IV and has not failed in any sessional subject of that part shall be allowed to prosecute studies in the next higher part from the beginning of the odd

semester subject to the provisions of regulation 9(2)(12). Such a candidate shall be allowed to appear in the back subject(s) in supplementary examinations. The supplementary examination for back subjects shall be held during both odd and even semester of the next higher part. The Internal Assessment marks in the back subject(s) obtained by him in the current part shall, however, be retained.

He shall be deemed to have passed the examination of the current part if and when he shall pass the back subject(s) of the part in the supplementary examination.

(ii) Notwithstanding the provision stated in regulation 9(2)(11)(i) a candidate shall not be allowed to be enrolled in a part if he has back subject(s) pertaining to part(s) prior to the immediately preceding part.

- (9) If a candidate studying in Part-I or Part-II or Part-III or Part-IV fails to pass in the back subject(s) of the preceding part in the permissible supplementary examinations, he shall not be permitted to prosecute studies in the next higher part even he attains eligibility to be enrolled in the higher part as per provisions of regulation 9(2)(9) and 9(2)(10). Such a candidate may, however, be allowed to appear as an external candidate in the back subject(s) of the preceding part in the supplementary examination to be held along with regular semester examinations in the next year subject to the provisions of regulation 9(2)(12). He may, however, be allowed to stay at the hostel and attend the regular class for those subject(s) with prior permission, but his Internal Assessment marks shall remain unchanged. If such a candidate fails in or fails to appear in not more than four theoretical examination papers in the current part, viz. the part in which he was allowed to prosecute studies, he shall be allowed to appear in the current part in which he has failed along with the back subject(s) of the preceding part as an external candidate. After he passes the paper(s) of the preceding part, he will be eligible to be enrolled in the next higher part as per regulation 9(2)(9).
- (10)(i) A candidate must pass in all subjects (both theoretical papers and sessional) of any part within three academic years from the date of his first enrolment to the odd semester of that part, failing which he will be debarred from continuing study in the University and also from appearing in examinations.
- (ii) A candidate must pass in all subjects (both theoretical papers and sessional) of Part-I and II within five academic years from the date of his first enrolment to the odd semester of that Part-I failing which he will be debarred from continuing study in the University and also from appearing in examinations.
- (iii) A candidate must pass in all subjects (both theoretical papers and sessional) of Part-I and II, III, IV and Part V within ten academic years from the date of his first enrolment to the odd semester of Part - I failing which he will be debarred from continuing study in the college and also from appearing in examinations.

(iv) If a candidate is eligible for supplementary examination as per regulations 9(2)(9), 9(2)(10), 9(2)(11), the total number of times he may appear in the supplementary examination for the particular paper shall be limited to four. If he cannot pass, he will be debarred from continuing study in the University and also from appearing in examination.

(11) A candidate who has been allowed to prosecute studies in Part-V under regulation 9(2)(9) and 9(2)(10) satisfactorily completing Practical Training (AR-901) and passing sessional subject (AR-1001) with project thesis and viva voce examination (AR-1002) but has not passed back subject(s), if any, appearing in supplementary examination, shall be allowed to clear the back subject(s) appearing as external candidate in subsequent semester examinations subject to the stipulation of regulation 9(2)(12),

If a candidate fails to undertake or fails to satisfactorily complete Practical Training (AR-901) and or fails in sessional subject (AR-1001) in the even semester examination of Part-V, he will have to repeat the Part-V semester course taking readmission in the odd semester within a period of two years,

If a candidate satisfactorily complete practical training and passes sessional subject (AR-1001) but fails in Project Thesis and Viva Voce examination (AR-1002) in the even semester examinations of Part-V or fails to complete his Project Thesis (AR-1002) in Part-V due to circumstances beyond his control and thereby has failed to pass the subject, he may be allowed to complete his project thesis during immediate next semester and appear as external candidate in the next semester examinations within the stipulated period as specified in regulation 9(2)(12),

(12) If a candidate has been unable to complete the survey fieldwork held at the end of the odd semester of Part-III due to valid medical reasons, he may be allowed to complete his survey sessional works during the corresponding even semester of the same part outside his regular class hours,

(13) At least one week before the examination, the Head of the Department shall send to the Controller of Examinations, a list of eligible candidates for a semester examination in the prescribed format to be available in the office of the Controller of Examinations. The Head of the Department shall follow the following eligibility criterion for admission to the semester examination of a part of Bachelor of Architecture course:-

- a) He does not exceed the specified time limit to pass that part of the course as indicated in this regulation,
- b) He has attended at least 75% of the classes in each theoretical and tutorial or sessional subjects,
- c) His sessional work is satisfactory,
- d) His conduct is good.

(14) An eligible candidate desiring admission to the semester examination of a part of Bachelor of Architecture course shall have to pay the requisite examination fee Rs.500.00 along with other fees as prescribed in Ordinances at the beginning of the semester. Admit cards will be issued from the office of the Controller of Examinations on production of the counterfoil of the bank's deposit voucher.

A candidate who fails to pass, or present himself for appearing, in a semester examination, shall not be entitled to refund of the fees.

- (15) A candidate who desires to appear in a supplementary or special supplementary examination in one or more subjects shall apply to the Controller of Examinations at least one month before the date fixed for the examination. Such a candidate shall be required to pay the prescribed fee for each subject of examination. Admit cards will be issued from the office of the Controller of Examinations on production of the counterfoil of the bank's deposit voucher.
- (16) A student, who is eligible for enrolment to the next higher part, is required to take admission to that part in the immediately succeeding academic session. He may be debarred from continuing study if he fails to enroll himself to the next higher part within a period of two academic years after his promotion to that class.
- (17) As soon as possible after completion of an odd semester examination, the University shall publish results of the said examination. The list of candidates who are not eligible for supplementary examination under regulation 9(2)(9)(i) will be published separately.
- (18) After completion of Part-I, II, III and IV examinations, the University shall publish a list of candidates who have passed the examinations. List of candidates who are eligible for supplementary examination shall be published separately.
- (19) As soon as possible after completion of Part-V examination, the University shall publish a list of successful candidates in the Bachelor of Architecture course in order of merit, indicating the class in which each candidate has been placed. The list of candidates who have passed Part-V examination under regulation 9(2)(13) will be published separately. Every successful candidate shall receive a diploma stating the class in which he has been placed.

The candidate who is placed First in First Class shall receive a medal and a citation provided that (i) he has not taken more than five academic years in passing the examinations of the entire B.Arch. course and (ii) he passed the examinations of each of the part of the course in one chance in all the examinations.

- (20) After the publication of results, a mark sheet for each part of the examination will be issued to a candidate. However, no printed formal certificates will be issued by the University on the results of any examination other than a final examination on passing which a student is entitled to a degree, subject to clearance of all dues and liabilities as stipulated under regulation 9(2)(23),
- (21) No candidate will be issued Admit Card if he owes any money to the University or has outstanding dues to hostels on any account and fails to pay it, or has borrowed or has in his possession any book, apparatus or any property belonging to the University or any gear supplied by the NCC, NSO, NSS and fails to return the same, unless he has been permitted by the Dean of the concerned faculty under exceptional circumstances.

(22) The subjects of study in the Bachelor of Architecture Course, the periods of instruction per week, and the full marks allotted for internal evaluation and annual examination for each subject, will be as decided by the Executive Committee from time to time.

(23)

CHAPTER X

Regulation for
Master of
Engineering.

- 11(1) A candidate for the award of the degree of Master of Engineering (ME) shall have to prosecute a full-time regular postgraduate course of study for a period of 24 months.
- (2) The University shall offer postgraduate degree (ME) courses in the following branches of Engineering:-
- (i) Civil Engineering;
 - (ii) Computer Science and Engineering;
 - (iii) Electrical Engineering;
 - (iv) Electronics and Tele-Communication Engineering;
 - (v) Engineering Mechanics;
 - (vi) Mechanical Engineering;
 - (vii) Metallurgy and Materials Engineering; and
 - (viii) Mining Engineering.
- (3) The postgraduate course in any branch of Engineering shall be distributed over four semesters, each semester being of six months duration.
- (4) The semesters shall be designated as the 'first-', 'second-', 'third-' and 'fourth-' semester, stated in that order.
- (5) The first and the third semesters shall ordinarily commence in the month July and the second and fourth semesters in the month of January.
- (6) The ME course in any branch of Engineering shall constitute the following categories of subjects :
- (A) Theory Papers ;
 - (B) Sessional Papers :
- (7) The Theory Papers include Field Subjects and Elective Subjects. The Sessional Papers include Laboratories, Sessionals, Term Paper and/or Project, Progress Report, Thesis, Seminar and Viva Voce.
- (8) The Course Structure of ME is distributed throughout the 2-year (4-semester) programme.

- (9) A candidate admitted to the ME course of study shall have to appear in an examination at the end of each semester. The examination shall be named after the semester that has just been concluded and be conducted by the University in accordance with the ME program announced by the Controller of Examinations.
- (10) An examination held at the end of a semester in which a candidate is examined in the subjects taught in that semester will hereinafter be referred to as a regular semester examination.
- (11) An examination held at the end of a semester in which a candidate is examined in the subjects taught in an earlier semester will hereinafter be referred to as a supplementary examination.
- (12) The subjects for which a candidate appears in a supplementary examination will hereinafter be referred to as back subjects.
- (13) Regular semester examinations and supplementary examinations shall ordinarily be held at the end of each semester.
- (14) (a) A candidate shall be declared to have passed a theoretical subject if he has obtained a minimum of 40 % of the full marks in that subject.
(b) A candidate shall be declared to have failed in a theoretical subject if he has obtained less than 40 % of the full marks in that subject, or has failed to appear in the concerned examination, or has failed to register himself for the same.
(c) A candidate shall be declared to have passed a laboratory or sessional subject if he has obtained a minimum of 50% of the full marks in that subject.
(d) A candidate shall be declared to have failed in a laboratory or sessional subject if he has obtained less than 50% of the full marks in that subject.
(e) A candidate shall be declared to have passed the term paper or project or the progress report on thesis or the thesis paper if he has obtained a minimum of 50% of the full marks in that paper.
(f) A candidate shall be declared to have failed in the term paper or project or progress report on thesis or thesis paper if he has obtained less than 50% of the full marks in that paper, or fails to submit the same within stipulated time as decided by the EC.
(g) A candidate shall be declared to have passed the seminar and viva voce or the viva-voce, if he has obtained a minimum 50% of the full marks in that paper.
(h) A candidate shall be declared to have failed in the seminar and viva voce or the viva-voce, if he has obtained less than 50% of the full marks in that paper, or fails to appear in the concerned paper.
- (15) (a) A candidate intending to appear at an examination (either regular or supplementary) shall register himself as a candidate for the said examination by filling in the form to be decided by the Controller of Examinations in response to notification issued by the Controller of Examinations in this regard and submit the same along with the requisite non-refundable fees of rupees five hundred or as may be decided from time to time.

- (b) Failure to submit the form along with the prescribed fees within the date stipulated in the notification shall invite penalty in the form of payment of an additional fee of rupees one hundred for late submission.
- (c) Failure to register oneself as a candidate for an examination in terms of the provisions of regulations 9(4)(15) (a) and (b) shall debar one from appearing at the examination.
- (16) Marks obtained by a candidate in a subject during a semester examination, either regular or supplementary, shall not be taken into consideration for the purpose of calculation of the total marks obtained in a semester examination, if the candidate does not secure the stipulated qualifying pass marks in the subject in that particular semester examination.
- (17) Marks obtained by a candidate in the first, second, third and fourth semester examinations shall be added together to give the grand total marks obtained by him in the Master of Engineering examination of the University, subject to the condition that the candidate has obtained pass marks in each subject and within the permissible number of all chances for appearing at the regular and supplementary examinations.
- (18) Candidate securing 65% or more of the full marks for the Master of Engineering examinations shall be declared to have been placed in the First Class.
All other successful candidates shall be declared to have been placed in the Second Class.
- (19) A candidate shall be entitled to receive a mark sheet from the examination section at the end of each semester examination which shows the marks obtained by him in different subjects along with the field of specialization and mentioning the nature of the examination (regular or supplementary).
- The fourth semester mark sheet should also show the total marks obtained in the earlier examination, the grand total marks as also the class obtained, subject to regulations 9(4)(17) and 9(4)(18).
- (20) A candidate shall be entitled to receive a pass certificate after successful completion of all the semester examinations.
- (21) The month and the year in which a candidate has successfully completed all the semester examinations would be the month and the year in which he shall be declared to have passed for the award of the degree of Master of Engineering.
- (22) A successful candidate shall be provided with a degree certificate in the Annual Convocation in a prescribed form stating the class in which he has been placed and the branch and the field of specialization in which he has been examined, mentioning the month and year in which he has qualified for the degree.
- (23) (a) A candidate will be eligible to sit for a regular semester examination if he has a record of attending a minimum of 75% of each of the theoretical and sessional classes held during the semester.

- (b) A candidate having a record of attending less than 75% of the classes, as mentioned regulation 9(4)(23), shall not be allowed to sit for the relevant semester examination. Such a candidate may be allowed to seek readmission to a semester of the same number (first, second, third or fourth) during the next academic session.
 - (c) Failure to seek readmission during the next academic session shall make the candidate liable to have his name deleted from the University roll.
- (24) A candidate shall not be eligible to seek admission to a given semester for more than two consecutive sessions.
- (a) The outstanding credits of a candidate in a semester in which he or she seeks readmission may be retained by the candidate if he desires.
 - (b) A candidate readmitted to the first or the second or the third semester shall be debarred from continuing his studies if:-
 - (i) he fails to secure pass marks in any sessional subject or term paper of the concerned semester;
 - (ii) he fails to take examination in more than two theoretical subjects of the concerned semester;
 - (iii) he fails to secure pass marks in more than two theoretical subjects of the concerned semester;
 - (iv) he fails to register himself as a candidate for the concerned regular semester examination;
 - (v) he fails to secure pass marks in some theoretical subjects and to appear in others, thereby making a total of more than two subjects of that semester in which he is deficient in this regard;
 - (vi) he fails to attend a minimum of 75% of the classes held as mentioned in regulation 9(4)(23),
- (25) A candidate shall be eligible to appear at the First Semester Examination if he has prosecuted the course of study stipulated for the first semester and has fulfilled the conditions regarding attendance of classes as stipulated under regulation 9(4)(23), and has paid the requisite fees Rs.500.00.
- (26) A candidate shall be eligible to appear at the Second Semester Examination if he has been allowed to prosecute the course of study stipulated for the second semester in terms of the provisions of regulation 9(4)(24) and has fulfilled the conditions regarding attendance of classes as stipulated under regulation 9(4)(23) and has paid the requisite fees of Rs.500.00.
- (27) A candidate shall be eligible to appear at the Third Semester Examination if he has been allowed to prosecute the course of study stipulated for the third semester and has successfully completed and satisfactorily passed the examination on the Term paper in the previous semester in terms of the provisions of this regulation and has fulfilled the conditions regarding attendance of classes as stipulated under regulation 9(4)(20) and has paid the requisite fees Rs.500.00.
- (28) A candidate shall be eligible to appear at the Fourth Semester Examination if he has been allowed to prosecute the course of study stipulated for the fourth semester and has successfully completed and

satisfactorily passed the examination on the Progress Report on Thesis in the previous semester in terms of the provisions of regulation 9(4)(29) and has fulfilled the conditions regarding attendance of classes as stipulated under regulation 9(4)(20) and has paid the requisite fees of Rs.500.00.

- (29) (a) A candidate can not submit the Progress Report on Thesis unless he has passed the examination on the Term Paper in the previous semester(s).
(b) A candidate can not submit the Thesis unless he has passed the examination on the Progress Report on Thesis in the previous semester(s).
- (30) (a) A candidate failing to register himself as a candidate for a regular semester examination shall be allowed to seek readmission to the same semester during the next academic session.
(b) A candidate failing to register himself as a candidate for a regular semester examination for Term Paper or Progress Report on Thesis or Thesis shall be allowed to seek readmission to the consecutive semester during the next academic session.
- (31) Candidate failing to appear in any subject in a regular semester or supplementary examination shall be declared to have failed in the subject in that examination.
- (32) (a) A candidate who has failed to secure pass marks in a subject in the first semester examination shall be eligible to appear in two consecutive supplementary examinations immediately following the first semester examination.
(b) Failure to obtain pass marks in a back subject in any of the permissible supplementary examinations shall make the candidate liable to have his name deleted from the University roll.
- (33) (a) A candidate who has failed in more than two subjects in the first semester examination shall not be allowed to prosecute his studies in the immediately succeeding second Semester. Such a candidate is eligible to seek readmission to the first semester class during the next academic session, subject to provisions of regulation 9(4)(24).
(b) Failure to seek readmission during the next academic session shall make the candidate liable to have his name deleted from the University roll.
- (34) (a) A candidate who has failed to secure pass marks in not more than two papers in the first semester examination shall be considered eligible to prosecute his studies in the immediately succeeding second semester class and to appear at the first examination at the end of that semester.
(b) A candidate who has obtained pass mark in the Term Paper but has failed to secure pass marks in not more than two subjects in the second semester examination shall be considered eligible to prosecute his studies in the immediately succeeding third semester class and to appear at the regular semester examination at the end of that semester.
(c) A candidate who has failed to secure pass marks in a subject in the second semester examination shall be eligible to appear in two consecutive supplementary examinations immediately following the second semester examination, the first time as a regular candidate and the second time as a casual candidate.

- (d) A candidate who has failed in more than two subjects in the second semester examination shall not be allowed to prosecute his studies in the immediately succeeding third semester. Such a candidate may be allowed to seek readmission to the second semester class during the next academic session, subject to provisions of regulation 9(4)(24).
- (35) A candidate who has failed in the Term Paper and Seminar on Term Paper in the regular second semester examination will not be allowed to prosecute his studies in the immediately succeeding third semester class, and shall be allowed to submit his Term Paper to appear in the viva-voce unless he obtains qualifying marks in the said papers in course of the permissible supplementary examinations.
- (36) A candidate who has failed to secure qualifying marks in Progress Report on Thesis and seminar and viva-voce of the third semester class shall be allowed to seek readmission to the third semester class of the immediately succeeding academic session, subject to provisions of regulation 9(4)(24).
- (37) Subject to conditions laid down in regulation 9(4)(28), a candidate shall be declared to have been eligible to appear in the regular fourth semester examination, if he has submitted the thesis within time stipulated by the E.C. A candidate failing which to submit the thesis within the stipulated time shall be declared to have failed in the fourth semester examination. Such a candidate may be allowed to seek readmission to the fourth semester class of the immediately succeeding academic session, subject to provisions of regulation 9(4)(24). Failure to seek readmission during the next academic session shall make the candidate liable to be debarred from continuing his studies in the course.
- (38) On conclusion of evaluation of the answer scripts of the first semester examination, the examination section shall publish the following lists of candidates:
- (i) candidates who have passed in all the subjects and are eligible to prosecute study in the second semester;
 - (ii) candidates who have failed in not more than two subjects and are eligible to prosecute studies in the second semester, mentioning the back subjects in which they have to appear in the permissible supplementary examinations.
 - (iii) candidates who have failed in more than two subjects and are eligible for readmission to the first semester during the next academic session.
 - (iv) candidates who have failed in one or more subjects in consecutive two sessions are not eligible for readmission subject to provisions in regulation 9(4)(33)(b)
- (39) On conclusion of evaluation of the answer scripts of the second semester examination, the examination section shall publish the following lists of candidates:-
- (i) Candidates who have passed in all the subjects and are eligible to prosecute study in the third semester;

(ii) Candidates who have failed in not more than two subjects and passed in Term Paper and seminar and viva-voce are eligible to prosecute studies in the third semester, mentioning the back subjects in which they have to appear in the permissible supplementary examinations,

(iii) Candidates who have failed in more than two subjects and/or failed in Term Paper and/or failed in seminar viva-voce are not eligible for readmission to the third semester during the next academic session,

(iv) Candidates who have failed in more subjects in consecutive two sessions are not eligible for readmission.

(40) On completion of evaluation of Progress Report on Thesis and Viva voce of the third semester examinations, the examination section shall publish the following lists of candidates:-

(i) Candidates who have qualified in the third semester examination and are eligible to prosecute study in the fourth semester;

(ii) Candidates who have failed to qualify in the third semester examination but are eligible to seek for readmission to the next semester.

(iii) Candidates who have failed to qualify in the third semester examination but are not eligible to seek readmission.

(41) On completion of evaluation of Thesis, Seminar and Viva voce of the fourth semester examinations, the examination section shall publish the following lists of candidates:-

(i) Candidates who have qualified in the fourth semester examination .

(ii) Candidates who have failed to qualify in the fourth semester examination but are eligible to seek for readmission to the next semester.

(iii) Candidates who have failed to qualify in the fourth semester examination but are not eligible to seek readmission.

(42) A candidate shall be entitled to receive a mark sheet from the examination section at the end of each semester examination showing the marks obtained by him in different subject.

(43) A candidate shall not be entitled to receive a pass certificate except at the conclusion of all the examinations in all the semesters.

(44) On successful completion of all the semesters, a successful candidate shall be provided with a degree certificate in the form prescribed in the schedule stating the class in which he has been placed, the branch of Engineering in which he has been examined, and the year in which he has qualified for the award of the degree.

(45) (a) The degree certificate will be awarded to the candidate at the Annual Convocation. A provisional certificate may, however, be issued after publication of result in favour of the candidate, if he applies for the same in the form to be decided by the Vice Chancellor with requisite fees of Rs.500.00 before the next convocation.

- (b) The academic year in which a candidate has successfully completed all the examinations of all the semesters shall be recorded as the year in which he has qualified for the award of the degree of Master of Engineering.
- (c) A given academic year for the purpose of award of degree shall mean the academic session ordinarily extending from July of the preceding year to June of that year.
- (46) At the end of each Academic Year, a merit list of the final semester students shall be published showing the names of all the successful candidates of that year arranged according to the total marks obtained in all the semesters taken together in decreasing order as per the condition laid down in regulation 9(4)(48).
- (47) The position of a candidate in the merit list being marked by a serial number which shall denote the rank of the candidate in the Master of Engineering of that year.
- (48)
- (a) In the merit list, candidates securing First class through regular examination in one chance shall be entitled to hold such position in order of merit as the percentage of total aggregate marks secured by them.
 - (b) The candidates not passing the regular examination in one chance shall be included in the second list.
 - (c) In the merit list, candidates securing second class through regular examination in one chance shall be entitled to hold such position in order of merit as the percentage of total aggregates marks secured by them.
 - (d) The candidates not passing in the regular examination in one chance shall be included in the second list.
- (49)(a) A candidate who has been declared eligible to appear in an examination (either regular or supplementary) shall fill in a form to be decided by the Controller of Examinations in response to notification issued by the Controller of Examinations in this regard and submit the same along with the requisite non-refundable fees of rupees five hundred. Failure to submit the form along with the prescribed fees within the date stipulated in the notification, the candidate shall have to pay an additional fee of Rs.100.00 for late submission.
- (b) The application form for admission to an examination shall not be received from a candidate unless he has obtained clearance certificate from the University Office, Hostel, Mess, Library, N.C.C or N.C.S or N.S.S.
 - (c) Failure to register oneself as a candidate for an examination in terms of the provisions of regulation 9(4)(15) shall debar one from appearing at the examination.
- (50) A candidate who has been found eligible to appear in an examination shall be provided with an Admit Card showing his name and examination roll number. The Admit Card shall be issued to the candidate after obtaining his signature on the card in the space specified for the purpose in presence of the Controller of Examinations or an official duly authorized by him.

- (51) (a) Permission to enter the examination hall shall be solicited on production of the Admit Card issued by the office of the Controller of Examinations before the concerned Invigilators or Office-in-Charge of the Hall.
- (b) Failure to produce the Admit Card makes the candidate liable to be debarred from entering the examination hall, unless the Officer-in-Charge of the Hall is satisfied about the identity of the candidate and issues permission to enter the hall under intimation to the Controller of Examinations in a form to be decided by the Controller of Examinations.
- (c) An Invigilating Officer or Officer-in-Charge of the Hall shall have the authority to instruct a candidate appearing at an examination to enter his signature in a form to be decided by the Controller of Examinations for the purpose of verification of identity of the candidate.
- (d) Permission to appear at an examination may be withdrawn before or during the course of the examination if the conduct of the candidate justifies imposition of an order by the Controller of Examinations debaring the candidate from the examination.

CHAPTER XI

12. The following shall be the regulations for the Master of Technology Examinations:-

- (1) a candidate for the award of the degree of Master of Technology (M.Tech.) shall have to prosecute a full-time regular postgraduate course of study for a period of 24 months;
- (2) the University shall offer postgraduate degree (M.Tech.) courses in the following branches of Engineering or Technology :
 - (i) Materials Engineering;
 - (ii) VLSI Design;
- (3) the postgraduate course in any branch of Engineering shall be distributed over four semesters, each semester being of six-month duration;
- (4) the semesters shall be designated as the 'first-', 'second-', 'third-' and 'fourth-' semester, stated in that order;
- (5) the first and the third semesters shall ordinarily commence in the month of July and the second and fourth semesters in the month of January;
- (6) the M.Tech. course in any branch of Engineering shall constitute the following categories of subjects :-
 - (A) theory Papers ;
 - (B) sessional Papers ;

- (7) the Theory Papers include Field Subjects and Elective Subjects. The Sessional Papers include Laboratories, Sessionals, Term Paper and/or Project, Progress Report, Thesis, Seminar and Viva Voce;
- (8) the Course Structure of M.Tech. is distributed throughout the 2-year (4- semester) programme;
- (9) a candidate admitted to the M.Tech. course of study shall have to appear in an examination at the end of each semester. The examination shall be named after the semester that has just been concluded and be conducted by the University in accordance with the M.Tech. programme announced by the Controller of Examinations;
- (10) an examination held at the end of a semester in which a candidate is examined in the subjects taught in that semester will hereinafter be referred to as a regular semester examination;
- (11) an examination held at the end of a semester in which a candidate is examined in the subjects taught in an earlier semester will hereinafter be referred to as a supplementary examination;
- (12) the subjects for which a candidate appears in a supplementary examination will hereinafter be referred to as back subjects;
- (13) regular semester examinations and supplementary examinations shall ordinarily be held at the end of each semester;
- (14)
 - (a) a candidate shall be declared to have passed a theoretical subject if he has obtained a minimum of 40 % of the full marks in that subject;
 - (b) a candidate shall be declared to have failed in a theoretical subject if he has obtained less than 40 % of the full marks in that subject, or has failed to appear in the concerned examination, or has failed to register himself for the same;
 - (c) candidate shall be declared to have passed a laboratory or sessional subject if he has obtained a minimum of 50% of the full marks in that subject;
 - (d) A candidate shall be declared to have failed in a laboratory or sessional subject if he has obtained less than 50% of the full marks in that subject;
 - (e) A candidate shall be declared to have passed term paper or project or the progress report on thesis or the thesis paper if he has obtained a minimum of 50% of the full marks in that paper;
 - (f) A candidate shall be declared to have failed in term paper or project or progress report on thesis or the thesis paper if he has obtained less than 50% of the full marks in that paper, or fails to submit the same within stipulated time;
 - (g) A candidate shall be declared to have passed the seminar and viva voce or the viva-voce, if he has obtained a minimum 50% of the full marks in that paper;
 - (h) A candidate shall be declared to have failed in the seminar and viva voce or the viva-voce, if he has obtained less than 50% of the full marks in that paper, or fails to appear in the concerned paper,
- (15)
 - (a) a candidate intending to appear at an examination (either regular or supplementary) shall register himself as a candidate for the said examination by filling in the prescribed form to be decided by the Controller of Examinations in response to notification issued by the Controller of Examinations in this regard and submit the same along with the requisite non-refundable fees as may be decided from time to time.

- (b) a candidate Failing to submit the form along with the prescribed fees within the date stipulated in the notification shall pay an additional fee for late submission of Rs.100.00.
 - (c) failure to register oneself as a candidate for an examination in terms of the provisions of regulations 9(5)(15) (a) and (b) shall debar one from appearing at the examination,
- (16) marks obtained by a candidate in a subject during a semester examination, either regular or supplementary, shall not be taken into consideration for the purpose of calculation of the total marks obtained in a semester examination, if the candidate does not secure the stipulated qualifying pass marks in the subject in that particular semester examination,
- (17) marks obtained by a candidate in the first, second, third and fourth semester examinations shall be added together to give the grand total marks obtained by him in the Master of Technology examination of the University, subject to the condition that the candidate has obtained pass marks in each subject and within the permissible number of all chances for appearing at the regular and supplementary examinations,
- (18) candidate securing two-third or more of the full marks for the Master of Technology examinations shall be declared to have been placed in the First Class,
All other successful candidates shall be declared to have been placed in the Second Class,
- (19) a candidate shall be entitled to receive a mark sheet from the examination section at the end of each semester examination which shows the marks obtained by him in different subjects along with the field of specialization,
The fourth semester mark sheet should also show the total marks obtained in the earlier examination, the grand total marks as also the class obtained, subject to regulations 9(5)(17) and 9(5)(18),
- (20) a candidate shall receive a pass certificate only after successful completion of all the semester examinations,
- (21) the month and the year in which a candidate has successfully completed all the semester examinations would be the month and the year in which he shall be declared to have passed for the award of the degree of Master of Technology,
- (22) a successful candidate shall be provided with a degree certificate at the Annual Convocation stating the class in which he has been placed and the branch and the field of specialization in which he has been examined, mentioning the month and year in which he has qualified for the degree,
- (23) (a) a candidate intending to appear in a regular semester examination should have a record of attending a minimum of 75% of each of the subjects held during the semester, for becoming eligible to appear at the said semester examination,
- (b) a candidate having a record of attending less than 75% of the classes as mentioned in regulation 9(5)(23) shall not be allowed to sit for the relevant semester examination. Such a candidate may be allowed to seek readmission to a semester of the same number (first, second, third or fourth) during the next academic session,

- (c) failure to seek readmission during the next academic session shall make the candidate liable to have his name deleted from the University roll,
- (24) a candidate shall not be eligible to seek admission to a given semester for more than two consecutive sessions.
- (a) Readmission to a given semester shall imply that all the outstanding credits of the candidate in all the subjects of that semester stand cancelled.
- (b) A candidate readmitted to a given semester shall be treated as a new entrant to that semester.
- (c) A candidate readmitted to the first or the second or the third semester shall be debarred from continuing his studies if :-
- (i) He fails to secure pass marks in any sessional subject or term paper of the concerned semester;
- (ii) He fails to take examination in more than two theoretical subjects of the concerned semester;
- (iii) He fails to secure pass marks in more than two theoretical subjects of the concerned semester;
- (iv) He fails to register himself as a candidate for the concerned regular semester examination;
- (v) He fails to secure pass marks in some theoretical subjects and to appear in others, thereby making a total of more than two subjects of that semester in which he is deficient in this regard;
- (vi) He fails to attend a minimum of 75% of the classes as mentioned in regulation 9(5)(23);
- (25) a candidate shall be eligible to appear at the First Semester Examination if he has prosecuted the course of study stipulated for the first semester and has fulfilled the conditions regarding attendance of classes as stipulated under regulation 9(5)(23), and has paid the requisite fees of Rs.500.00.
- (26) candidate shall be eligible to appear at the Second Semester Examination if he has been allowed to prosecute the course of study stipulated for the second semester in terms of the provisions of regulation 9(5)(24) and has fulfilled the conditions regarding attendance of classes as stipulated under regulation 9(5)(23) and has paid the requisite fees of Rs.500.00.
- (27) Candidate shall be eligible to appear at the Third Semester Examination if he has been allowed to prosecute the course of study stipulated for the third semester and has successfully completed and satisfactorily passed the examination on the Term paper in the previous semester in terms of the provisions of regulation 9(5)(24) and has fulfilled the conditions regarding attendance of classes as stipulated under regulation 9(5)(23) and has paid the requisite fees of Rs.500.00,
- (28) A candidate shall be eligible to appear at the Fourth Semester Examination if he has been allowed to prosecute the course of study stipulated for the fourth semester and has successfully completed and satisfactorily passed the examination on the Progress Report on Thesis in the previous semester in terms of the provisions of regulation 9(5)(29) and has fulfilled the conditions regarding attendance of classes as stipulated under regulation 9(5)(23) and has paid the requisite fees of Rs.500.00,

- (29) (a) a candidate cannot submit the Progress Report on Thesis unless he has passed the examination on the Term Paper in the previous semester(s),
- (b) a candidate can not submit the Thesis unless he has passed the examination on the Progress Report on Thesis in the previous semester(s),
- (30) (a) a candidate failing to register himself as a candidate for a regular semester examination shall be allowed to seek readmission to the same semester during the next academic session,
- (b) a candidate failing to register himself as a candidate for a regular semester examination for Term Paper or Progress Report on Thesis or Thesis shall be allowed to seek readmission to the consecutive semester during the next academic session,
- (31) candidate failing to appear in any subject in a regular semester or supplementary examination shall be declared to have failed in the subject, in that examination,
- (32) (a) a candidate who has failed to secure pass marks in a subject in the first semester examination shall be eligible to appear in two consecutive supplementary examinations immediately following the first semester examination,
- (b) Failure to obtain pass marks in a back subject in any of the permissible supplementary examinations shall make the candidate liable to have his name deleted from the University roll,
- (33) (a) a candidate who has failed in more than two subjects in the first semester examination shall not be allowed to prosecute his studies in the immediately succeeding second Semester. Such a candidate eligible to seek readmission to the first semester class during the next academic session, subject to provisions of regulation 9(5)(24)
- (b) failure to seek readmission during the next academic session shall make the candidate liable to have his name deleted from the University roll.
- (34) (a) a candidate who has failed to secure pass marks in not more than two papers in the first semester examination shall be considered eligible to prosecute his studies in the immediately succeeding second semester class and to appear at the first examination at the end of that semester.
- (b) a candidate who has obtained pass mark in the Term Paper but has failed to secure pass marks in not more than two subjects in the second semester examination shall be considered eligible to prosecute his studies in the immediately succeeding third semester class and to appear at the regular semester examination at the end of that semester.
- (c) a candidate who has failed to secure pass marks in a subject in the second semester examination shall be eligible to appear in two consecutive supplementary examinations immediately following the second semester examination, the first time as a regular candidate and the second time as a casual candidate,

- (d) A candidate who has failed in more than two subjects in the second semester examination shall not be allowed to prosecute his studies in the immediately succeeding third semester. Such a candidate may be allowed to seek readmission to the second semester class during the next academic session, subject to provisions of regulation 9(5)(24).;
- (35) a candidate who has failed in the Term Paper and Seminar on Term Paper in the regular second semester examination will not be allowed to prosecute his studies in the immediately succeeding third semester class, and shall be allowed to submit his Term Paper to appear in the viva-voce unless he obtains qualifying marks in the said papers in course of the permissible supplementary examinations.
- (36) a candidate who has failed to secure qualifying marks in Progress Report on Thesis and seminar and viva-voce of the third semester class shall be allowed to seek readmission to the third semester class of the immediately succeeding academic session, subject to provisions of regulation 9(5)(24).
- (37) subject to conditions laid down in regulation 9(5)(28), a candidate shall be declared to have been eligible to appear in the regular fourth semester examination if he has submitted the thesis within time stipulated. A candidate failing which to submit the thesis within the stipulated time shall be declared to have failed in the fourth semester examination. Such a candidate may be allowed to seek readmission to the fourth semester class of the immediately succeeding academic session, subject to provisions of regulation 9(5)(24). Failure to seek readmission during the next academic session shall make the candidate liable to be debarred from continuing his studies in the course,
- (38) On conclusion of evaluation of the answer scripts of the first semester examination, the examination section shall publish the following lists of candidates :-
- (a) candidates who have passed in all the subjects and are eligible to prosecute study in the second semester;
 - (b) candidates who have failed in not more than two subjects and are eligible to prosecute studies in the second semester, mentioning the back subjects in which they have to appear in the permissible supplementary examinations;
 - (c) candidates who have failed in more than two subjects and are eligible for readmission to the first semester during the next academic session.
 - (d) candidates who have failed in one or more subjects in consecutive two sessions are not eligible for readmission as per provisions in regulation 9(5)(33)(b);
- (39) on conclusion of evaluation of the answer scripts of the second semester examination, the examination section shall publish the following lists of candidates :-
- (a) Candidates who have passed in all the subjects and are eligible to prosecute study in the second semester;
 - (b) Candidates who have failed in not more than two subjects and passed in Term Paper and seminar and viva-voce are eligible to prosecute studies in the third semester, mentioning the back subjects in which they have to appear in the permissible supplementary examinations,

- (c) Candidates who have failed in more than two subjects or failed in Term Paper failed in seminar viva-voce are not eligible for readmission to the third semester during the next academic session,
 - (d) Candidates who have failed in more subjects in consecutive two sessions are not eligible for readmission.
- (40) on completion of evaluation of Progress Report on Thesis and Viva voce of the third semester examinations, the examination section shall publish the following lists of candidates:-
- (a) candidates who have qualified in the third semester examination and are eligible to prosecute study in the fourth semester;
 - (b) candidates who have failed to qualify in the third semester examination but are eligible to seek for readmission to the next semester.
 - (c) candidates who have failed to qualify in the third semester examination but are not eligible to seek readmission.
- (41) on completion of evaluation of Thesis , Seminar and Viva voce of the fourth semester examinations, the examination section shall publish the following lists of candidates:-
- a) candidates who have qualified in the fourth semester examination;
 - b) candidates who have failed to qualify in the fourth semester examination but are eligible to seek for readmission to the next semester;
 - (c) Candidates who have failed to qualify in the fourth semester examination but are not eligible to seek readmission;
- (42) a candidate shall be entitled to receive a mark sheet from the examination section at the end of each semester examination showing the marks obtained by him in different subject,
- (43) a candidate shall not be entitled to receive a pass certificate except at the conclusion of all the examinations in all the semesters,
- (44) on successful completion of all the semesters, a successful candidate shall be provided with a degree certificate stating the class in which he has been placed, the branch of Engineering in which he has been examined, and the year in which he has qualified for the award of the degree,
- (45) (a) the degree certificate will be awarded to the candidate at the Annual Convocation. A provisional certificate may, however, be issued after publication of result in admission in favour of the candidate, if he applies for the same in the prescribed form to be decided by the Controller of Examinations with requisite fees of Rs.500.00 before the next convocation,
- (b) the academic year in which a candidate has successfully completed all the examinations of all the semesters shall be recorded as the year in which he has qualified for the award of the degree of Master of Technology,
 - (c) a given academic year for the purpose of award of degree shall mean the academic session ordinarily extending from July of the preceding year to June of that year,

- (46) at the end of the Academic Year, a merit list shall be published showing the names of all the successful candidates of the year arranged according to the total marks obtained in all the semesters taken together in decreasing order as per the condition laid down in regulation 9(5)(48),
- (47) the position of a candidate in the merit list being marked by a serial number which shall denote the rank of the candidate in the Master of Technology of that year,
- (48) (a) in the merit list, candidates securing First class without supplementary, shall be entitled to hold such position in order of merit as the percentage of total aggregate marks secured by them followed by the merit list of candidates securing First class with supplementary anytime in the course,
- (b) in the merit list, candidates securing Second class without supplementary, shall be entitled to hold such position in order of merit as the percentage of total aggregate marks secured by them followed by the merit list of candidates securing Second class with supplementary anytime in the course,
- (49) (a) a candidate who has been declared eligible to appear in an examination (either regular or supplementary) shall fill in an application form in response to notification issued by the Controller of Examinations in this regard and submit the same along with the requisite non-refundable fees. A candidate failing to submit the form along with the prescribed fees within the date stipulated in the notification shall pay an additional fee for late submission of rupees five hundred;
- (b) the application form for admission to an examination shall not be received from a candidate unless he has obtained clearance certificate from the University Office, Hostel, Mess, Library, N.C.C or N.C.S or N.S.S.;
- (c) failure to register oneself as a candidate for an examination in terms of the provisions of Regulation 9(5)(15) shall debar one from appearing at the examination;
- (50) a candidate who has been found eligible to appear in an examination shall be provided with an Admit Card showing his name and examination roll number. The Admit Card shall be issued to the candidate after obtaining his signature on the card in the space specified for the purpose in presence of the Controller of Examinations or an official duly authorized by him;
- (51) (a) permission to enter the examination hall shall be solicited on production of the Admit Card issued by the office of the Controller of Examinations before the concerned Invigilators or Office-in-Charge of the Hall;
- (b) failure to produce the Admit Card makes the candidate liable to be debarred from entering the examination hall, unless the Officer-in-Charge of the Hall is satisfied about the identity of the candidate and issues permission to enter the hall under intimation to the Controller of Examinations in a form to be decided by the Controller of Examinations;

- (c) an Invigilating Officer or Officer-in-Charge of the Hall shall have the authority to instruct a candidate appearing at an examination to enter his signature in a form to be decided by the Controller of Examinations for the purpose of verification of identity of the candidate;
- (d) permission to appear at an examination may be withdrawn before or during the course of the examination if the conduct of the candidate justifies imposition of an order by the Controller of Examinations debarring the candidate from the examination;

CHAPTER XII

13(1) Introduction of Course

The post graduate course, leading to the award of the degree of Master of Computer applications designated as MCA) shall be offered from Computer Science and Technology Department of Bengal Engineering and Science University, Shibpur (hereinafter to be referred to as the University) and shall be full time day course of three academic years duration covering six semesters.

(2) Criteria of Admission:

Candidates who obtained the degree of Bachelor of Engineering or Technology by the University or any other recognized Institute or other University with at least 60% marks, or Bachelor's degree with Honours in Science or Commerce or Arts or Statistics (under 10+2+3 scheme or equivalent thereto) with at least two papers in Mathematics or Statistics at the Higher Secondary and or Graduate level with at least 50% marks or BCA under (10+2+3) pattern with at least 60% marks may be admitted for persuasion of the MCA degree in accordance with the procedures laid down as follows:-

Procedure of Admission

- (a) Any candidate desiring admission to first Semester of the MCA course must satisfy the conditions as laid down in regulation 9(6)(2) and shall apply to the University whenever such application will be invited.
- (b) The applicants will be required to appear for an entrance test which may be conducted by the University or by the University recognized organization to assess the analytical and logical abilities of the candidates.
- (c) Details of entrance examination will be notified by the University or the organization conducting the entrance test in due time.
- (d) Admission will be offered to the candidates on the basis of their merit in the entrance test.

(3) Management of Course Administration:

The management of course administration shall be as per the following procedures:-

- (a) The MCA course shall be distributed over three academic sessions ordinarily extending from July of preceding year to June of that year, covering six semesters, each semester being of normally six months duration. The semesters shall be designated as the first, second, third, fourth, fifth and sixth semesters, stated in that order.
- (b) Classes for the odd semester (first, third and fifth) shall ordinarily commence in the month of July and those for the even semester (second, fourth and sixth) in the month of January.
- (c) Contact classes shall be held for a minimum period of 90 days during a given Semester.
- (d) A candidate admitted to the MCA course of study of the University shall have to appear in an examination at the end of each semester. The examination shall be named after the semester that has just been concluded and be conducted by the University in accordance with the program announced by the Controller of Examinations.
- (e) An examination held at the end of a semester in which a candidate is examined in the subjects taught in that semester will hereinafter be referred to as a regular semester examination, and shall be named after the semester that has just been concluded.
- (f) The subjects for which a candidate appears in a regular semester examination will hereinafter be referred to as regular subjects or regular papers.
- (g) An examination held at the end of a semester in which a candidate is examined in the subjects taught in an earlier semester shall hereinafter be referred to as a supplementary examination.
- (h) The subjects for which a candidate appears in a supplementary examination will hereinafter be referred to as back subjects or back papers.
- (i) Regular semester examinations and supplementary examinations shall be held at the end of each semester.
- (j) A candidate intending to appear in a regular semester examination, except in sixth semester, should have a record of attending a minimum of 75% of each of the lecturers (with tutorials) and sessional subjects held during the given semester.
- (k) At least one week before the examination, the Head of the Department shall send to the Controller of Examinations, a list of eligible candidates for a semester examination in the form to be decided by the Controller of Examinations available in the office of the Controller of Examinations. The Head of the Department shall follow the following eligibility criterion for admission to the semester examination of a part of MCA course;-

- (i) he has attended at least 75% of the classes in each theoretical (including tutorial) and sessional subjects as per the regulation 9(6)(4)(10).
 - (ii) his sessional works are satisfactory,
 - (iii) his conduct is good.
- (l) A candidate having a record of attending less than 75% of each of the lecture (with tutorial) and sessional classes held during a given semester as in regulation 9(6)(4)(11) or if his sessional works are not satisfactory shall not be allowed to sit for the relevant semester examination. Such a candidate may be allowed to seek readmission to the semester of the same number during the next academic session, subject to the conditions laid down in regulation 9(6)(4)(13) and in accordance with the regulation 9(6)(4)(14).
 - (m) A candidate shall not be eligible to seek admission to a given semester for more than two consecutive academic sessions beyond which the name of the candidate shall be liable to be struck off from the University roll and is not entitled to receive certificate or mark sheet from the University.
 - (n) Readmission to a given semester shall be preceded by one idle semester during which the candidate shall not be enrolled (admitted) as a regular student.
 - (o) A candidate seeking readmission to a particular semester after a lapse of one idle semester in terms of regulation 9(6)(4)(14) may be allowed to appear in the supplementary examination at the end of the corresponding idle semester as a casual candidate without any admission to idle semester which will not be connected as laid down in regulation 9(6)(4)(20).
 - (p) Readmission to a given semester shall imply that all the outstanding credits of the candidate in all the subjects of that semester normally stand cancelled. However, the student may be allowed to retain credit for the subjects already passed.
 - (q) A candidate readmitted to a given semester shall be treated as a new entrant to that semester without any contravention of all the clauses applicable to a regular candidate.
 - (r) A candidate who has failed to secure pass marks in theoretical subject (refer regulations 9(6)(5)(8a), and 9(6)(5)(8b) shall be eligible to appear in two consecutive supplementary examinations immediately following the regular semester examination to clear the concerned back subject beyond which name of the candidate shall be struck off from the University roll in spite of fulfilment of the conditions laid down in regulation 9(6)(4)(20).
 - (s) A candidate who has failed to secure pass marks in more than three theoretical subjects at any particular semester (refer regulation 9(6)(5)(8a) and (b) or any one of Sessional or Term Paper or Project and Thesis or Viva-Voce subject(s) (refer regulations 9(6)(5)(9a) and (9b) shall be declared failed in that semester and shall have to take readmission to that semester subject to provisions of regulations 9(6)(4)(13), 9(6)(4)(14) and 9(6)(4)(20).

- (t) A candidate will have to pass all the subjects (Theoretical or Sessional or Term paper or Project Thesis or Viva-voce) within six consecutive sessions (refer regulation 9(6)(4)(13) from the date of admission to the first semester as a MCA student beyond which the name of the candidate will be struck off from the University roll and is not entitled to receive any certificate or mark sheet from the University.
- (u) Total number of back papers at any time should not exceed five beyond which the candidate will be declared fail in that semester and shall have to take readmission to that semester subject to provisions of regulations 9(6)(4)(13), 9(6)(4)(14) and 9(6)(4)(20).

(4) Management of Course Examination:

The management of course examination shall be as per the provision laid down below:-

- (1) A candidate who is eligible to appear in an examination (either regular or supplementary) in terms of regulations 9(6)(4)(10), 9(6)(4)(11) and 9(6)(5)(9b) shall fill in a form to be decided by the Controller of Examinations in response to a notification issued by the Controller of Examinations in this regard and submit the same along with the requisite non refundable fees of Rs.500.00. A candidate failing to submit the form along with the prescribed fees within the date stipulated in the notification shall pay additional fee of Rs.100.00 for late submission on a subsequent date as may be notified by the Controller of Examinations.
- The application form for admission to an examination shall not be received from a candidate unless the candidate submits clearance certificate(s) from the University Accounts Office for day scholars and an additional certificate from mess section for boarders.
- (2) Failure to register oneself as a candidate for an examination in terms of provisions of regulation 9(6)(5)(1) shall debar one from appearing at the examination.
- (3) A candidate failing to register himself as a candidate for a regular semester examination shall be allowed to seek readmission to the same semester during the next academic session, subject to provisions of regulations 9(6)(4)(13) and 9(6)(4)(15).
- (4) A candidate who has been found eligible to appear at an examination shall be provided with an Admit Card showing his name, examination roll number and other relevant information as may be required by the Controller of Examinations. The Admit Card should be issued to the candidate after obtaining his signature on the card in the space provided for the purpose in presence of the Controller of Examinations or of an official duly authorised by the Controller of Examinations.
- (5) In the event of detection of non fulfillment of eligibility conditions at any stage of the examination process, a notification shall be issued by the Controller of Examinations withdrawing the permission given to the candidate to appear at the Examination.

- (6) (a) Permission to enter the examination hall shall be solicited on production of the admit Card issued by the office of the Controller of Examinations and the Identity Card issued by the University before the concerned Invigilators or Officer-in-Charge of the hall.
- (b) Failure to Produce the Admit Card and Identity Card makes the candidate liable to be debarred from entering the examination hall, unless the Officer-in-Charge of the hall is satisfied about the eligibility of the candidate after being duly intimated by the Controller of Examinations in this regard.
- (c) An invigilating Officer or Office-in-Charge of the Hall shall have the authority to instruct a candidate appearing at an examination to enter his signature in a form to be decided by the Controller of Examinations for the purpose of verification of identity of the candidate.
- (7) Permission to appear at an examination may be withdrawn before or during the course of the examination if the conduct of the candidate justifies imposition of an order by the Controller of Examinations debaring the candidate from the examination.
- (8) (a) A candidate shall be declared to have passed in a theoretical subject or paper if he obtains minimum of forty percent (40%) of the full marks in that subject.
- (b) A candidate shall be declared to have failed in a theoretical subject if he obtains less than 40% of the full marks in that subject, or has failed to appear in the subject or paper of the concerned semester examination, or has failed to register himself for the same in terms of regulation 9(6)(5)(1).
- (9) (a) A candidate shall be declared to have passed in a sessional subject (Project and Thesis or Term Paper or Viva-Voce) if he obtains a minimum of fifty percent(50%) of the full marks in that subject.
- (b) A candidate shall be declared to have failed in a sessional subject if he obtains less than 50 percent of the full marks in that subject and may seek readmission to the relevant semester subject to fulfillment of regulations 9(6)(4)(13), 9(6)(4)(14) and 9(6)(4)(20).
- (10) (a) Each theoretical written paper of full marks 100 will be of 3 hours duration and that of 50 marks paper will be of 2 hours duration. Theoretical paper will be examined by teacher(s) of the subject(s). The sessional or Term paper will be examined by the teacher(s) of the respective subject(s). The Project and Thesis will be examined by a board of at least 2 examiners one of whom will be an external expert. The sessional or Term paper or Project Thesis or Training report is required to be submitted by the candidate at least 15 days before the commencement of the written part of that semester examination or as instructed by the Controller of Examinations.

- (b) The Viva-voce shall be based on the theoretical subjects and the project and thesis or training report or sessionals or term paper submitted by the candidate. The examination of project and thesis or training report and viva-voce will normally be conducted by a board of at least two examiners, of which one will be the teacher or supervisor, under whose guidance the candidate(s) has worked for project or training.
- (11) (a) A candidate shall have to authorise in industrial training or project program during sixth semester as recommended by AICTE. Each training or project will be monitored by a faculty member of concerned department.
- (b) At least one month before the date of commencement of sixth semester examination, each candidate shall apply to the Controller of Examinations for permission to submit project report for the examination mentioning in the application (i) the title of the project and thesis or training report and (ii) The name of the Organization (iii) Full address of the Organization including phone no. or email (if any) (iv) Name of the concerned faculty member of the department monitored the project and (v) the name of the external supervisor under whose guidance the candidate is working for his project and thesis or training report indicating willingness to act as an external examiner.
- (12) Three copies of project and thesis or training report (printed or typed) duly approved by the supervisor under whom the candidate has worked, shall be submitted by the candidate at least fifteen (15) days before the date fixed for the commencement of the viva-voce examination on the project and thesis or training report.
- (13) (a) A candidate shall be deemed to have successfully completed a particular semester only when he or she has secured pass marks in each of the subjects taught at that semester either at the regular semester examination or at the corresponding supplementary examinations, provided he or she has secured pass marks in each of the subjects taught at earlier semesters.
- (b) Total marks secured by a successful candidate in the concerned semester shall be obtained by adding together the marks secured by him in each subject of that semester. Marks obtained by a candidate in a subject during an examination either regular or supplementary shall not be taken into consideration for the purpose of calculation of total marks unless the candidate secures a minimum of the stipulated qualifying marks in that particular examination subject to the provision of regulation 9(6)(4)(18)
- (14) (a) Successful completion of all the six semesters shall be the prerequisite for the award of the degree of Master of Computer Applications.
- (b) Total marks secured by a successful candidate in each semester shall be added up to obtain the grand total for all the six semesters taken together.

- (15) (a) The full marks for a given semester examination shall be calculated by adding together the full marks allotted to individual papers of that examination.
- (b) The full marks for the Master of Computer Applications (MCA) examination shall be calculated by adding the total full marks for all the six semester examinations taken together.
- (c) A candidate who has secured 65% or more of the full marks for the Master of Computer Applications (MCA) examination shall be declared to have been placed in the First Class. All other successful candidates shall be declared to have been placed in the second class.
- (16) On completion of evaluation of all papers for a semester examination, the examination section shall publish the following lists of candidates:
- (i) Candidates either regular or causal who have passed in all the subjects including back subjects or papers, as the case may be, of the previous semesters and are eligible to prosecute studies in next higher semester or have fulfilled the academic requirements for the award of the degree of Master of Computer Applications (MCA).
- (ii) Candidates who have to take readmission, if any.
- (iii) Candidates who are eligible to appear as causal candidate in the next semester examination indicating the names of the back subjects or papers, if any.
- (iv) Candidates whose names will be struck off from the University roll, if any.
- (17) The academic year in which a candidate has successfully completed all the examinations of all the semesters shall be recorded as the year in which he has qualified for the award of the degree of Master of Computer Applications (MCA).

Note: A given Academic Year for the purpose of award of degree shall mean the academic session ordinarily extending from July of preceding year to June of that year.

- (18) (a) A candidate shall be entitled to receive a mark sheet from the examination section at the end of each semester examination showing the marks obtained by him in different subjects and mentioning the nature of the examination (regular or supplementary)
- (b) A candidate shall not be entitled to receive a pass certificate for individual semesters.
- (c) On successful completion of all the semesters, a successful candidate shall be provided with a degree certificate in a prescribed form stating the class in which he has been placed, the name of the course in which he has been examined and the year in which he has qualified for the award of the degree.

- (d) The degree certificate will be awarded to the candidate at the Annual Convocation. A Provisional certificate may, however, be issued in advance in favour of the candidate in accordance with the provision of the regulation.
- (19) At the end of the Academic Year, a merit list shall be published showing the names of all the successful candidates of the year arranged according to the total marks obtained in all the semesters taken together in descending order, the position of a candidate in the list being marked by a serial number which shall denote the rank of the candidate in the Master of Computer Applications examination of that year.
- (20) The subjects of study in MCA , the contact hours per week and the full marks allotted for semester examination on each subject (theoretical or sessional or term paper or project and thesis) will be as decided by the University from time to time.

CHAPTER XIII

Regulations for
the Master of
Science
Examinations
(Full time).

- 14. The following shall be the regulations for the Master of Science Examinations (Full time):-**
- (1) A candidate for the award of the degree of Master of Science shall have to prosecute a postgraduate course of study for a period of two academic years covering four semesters.
 - (2) The University shall offer Master of Science degree courses in the following branches of Science in the Faculty of Applied Sciences:-
 - (ii) Applied Physics
 - (iii) Applied Chemistry
 - (iv) Applied Mathematics
 - (v) Applied Geology
 - (vi) Any other branch of study as may be decided by the appropriate authority from time to time
 - (3) The postgraduate course in any branch of Science shall be distributed over four semesters. The semesters shall be designated as the first, second, third and fourth semesters, stated in that order.
 - (4) Classes for the first and the third semesters shall ordinarily commence in the month of July or August and the second and the fourth semesters in the month of January or February.
 - (5) A candidate admitted to the postgraduate course of study shall have to appear in an examination at the end of each semester. The examination shall be conducted by the University in accordance with the programme announced by the Controller of Examinations.

- (6) An examination held at the end of a semester in which a candidate is examined in the subjects taught in that semester will hereinafter be referred to as a regular semester examination, and shall be named after the semester that has just been concluded.
- (7) An examination held at the end of a semester in which a candidate is examined in the subjects taught in an earlier semester shall hereinafter be referred to as a supplementary examination. Regular semester examinations and supplementary examinations shall be held at the end of each semester.

Note:- The subjects for which a candidate appears in a supplementary examination will hereinafter be referred to as back subjects.

- (8) In order to pass a subject, a candidate will have to obtain a minimum 40% of the full marks in theoretical papers and a minimum of 50 % marks in sessional or practical or thesis paper.
- (9) A candidate failing to secure qualifying marks in terms of regulation 9(7)(8) in a particular subject in a regular semester examination may be allowed to appear in two successive supplementary examinations immediately following the regular semester examination, subject to fulfilment of conditions laid down in regulations 9(7)(24)(b), 9(7)(27)(b), 9(7)(30)(b) and 9(7)(35).
- (10) A candidate shall be considered to have failed in a theoretical or sessional or practical or thesis paper if (1) he fails to secure qualifying marks in that paper in terms of regulation 9(7)(8) or (2) he has failed to appear in the concerned examination, or (3) has failed to register himself for the same.
- (11) Failure to obtain pass marks in a back subject in the maximum number of permissible supplementary examinations shall make the candidate liable to have his name struck off from the University roll.
- (12) A candidate having a record of attending less than 75 percent of the classes held in each subject during a given semester shall not be allowed to sit for the corresponding regular semester examination. Such a candidate may be allowed to seek readmission to the semester of the same number during the next academic session, subject to the provisions of regulation 9(7)(13).
- (13) A candidate shall not be eligible to seek admission to a given semester for more than two consecutive academic sessions.
- (14) Readmission to a given semester shall be preceded by one idle semester during which the candidate shall not be enrolled as a regular student.
- (15) A candidate seeking readmission to the second or third or fourth semester after the lapse of one idle semester in terms of regulation 9(7)(14) may be allowed to appear in the supplementary examination at the end of the corresponding idle semester as a casual candidate. If the candidate fails to get pass marks in any such back subject, his name shall be liable to be struck off from the University roll
- (16) (a) Readmission to a given semester shall imply that the outstanding credits of the candidate in a semester in which he seeks readmission may be retained by the candidate if he so desires.
(b) A candidate readmitted to a given semester shall be treated as a new entrant to that semester, subject to provisions laid down in regulation 9(7)(13).

- (c) A candidate readmitted to a given semester shall be debarred from continuing his studies at the end of the semester if he fails -
- (i) to secure pass marks in any practical or sessional subject in the concerned semester examination; or,
 - (ii) to appear in more than two theoretical subjects in the concerned semester examination; or,
 - (iii) to secure pass marks in more than two theoretical subjects of the concerned semester examination; or,
 - (iv) to register himself as a candidate for the concerned regular semester examination; or,
 - (v) to attend a minimum of 75 percent of the classes held in each subject in that semester.
- (17) A candidate who has been declared to be eligible to apply for admission to an examination (either regular or supplementary), shall fill in an application form in response to notification issued by the Controller of Examinations in this regard and submit the same along with the requisite non-refundable fees of Rs.500.00. A candidate failing to submit the form along with the requisite fees within the date stipulated in the notification shall pay an additional fee of Rs.100.00 for late submission of application.
- The application form for admission to an examination shall not be received from a candidate unless he has obtained clearance certificates from the University Office and the Mess Section.
- (18) Failure to register oneself as a candidate for an examination in terms of the provisions of regulation 9(7)(17) shall debar one from appearing at the examination.
- (19) A candidate failing to register himself as a candidate for a regular semester examination shall be allowed to seek readmission to the same semester during the next academic session, subject to provisions of regulation 9(7)(13) and regulation 9(7)(15).
- (20) A candidate who has been found eligible to appear at an examination shall be provided with an Admit Card showing his name and examination roll number. The Admit Card shall be issued to the candidate after obtaining his signature on the card in the space provided for the purpose in presence of the Controller of Examinations or of an official duly authorised by him.
- In the event of detection of non-fulfilment of eligibility conditions at any stage of the examination process, a notification shall be issued by the Controller of Examinations withdrawing the permission given to the candidate to appear at the examination.
- (21) (a) Permission to sit for the examination shall be accorded on production of the Admit Card issued by the office of the Controller of Examinations before the concerned Invigilators or Officer-in-Charge of the hall.
- (b) Failure to produce the Admit Card makes the candidate liable to be debarred from entering the examination hall, unless the Officer-in-Charge of the Hall is satisfied about the eligibility of the candidate after being duly intimated by the Controller of Examinations in this regard.
- (c) An invigilating Officer or Officer-in-Charge of the Hall shall have the authority to instruct a candidate appearing at an examination to enter his signature in a prescribed form for the purpose of verification of identity of the candidate.

- (22) Permission to appear at an examination may be withdrawn before or during the course of the examination if the conduct of the candidate justifies imposition of an order by the Controller of Examinations debarring the candidate from the examination.
- (23) A candidate shall be eligible to appear at the First Semester Examination if he has prosecuted the course of study stipulated for the First Semester after being admitted or being readmitted in terms of provisions of regulations 9(7)(12), 9(7)(19), 9(7)(25) and has fulfilled the eligibility conditions regarding attendance of classes as stipulated under regulation 9(7)(12), and has paid the requisite fees as stipulated under regulation 9(7)(17).
- (24)(a) A candidate who has secured pass marks in the practicals and sessionals and has not failed in more than two theoretical subjects in the regular First Semester Examination shall be allowed to prosecute his studies in the immediately succeeding second semester class.
- (b) A candidate who has secured pass marks in the practicals and sessionals but has failed to secure pass marks in one or two theoretical subject(s) in the First Semester Examination, shall be eligible to appear in two consecutive supplementary examinations immediately following the regular First Semester Examination and clear the concerned back subject(s).
- (25) A candidate who has failed in more than two theoretical subjects in the regular First Semester Examination or has failed in any practical or sessional subject of the same semester examination shall not be allowed to prosecute his studies in the immediately succeeding second semester. Such a candidate may be allowed to seek readmission to the first semester class during the next academic session, subject to provisions of regulation 9(7)(13).
- (26) A candidate shall be eligible to appear at the Second Semester Examination if he (a) has prosecuted the course of study stipulated for the second semester after being admitted to the second semester in terms of provisions of regulation 9(7)(24)(a) or being readmitted in terms of provisions of regulations 9(7)(12), 9(7)(19), 9(7)(28) and (b) has fulfilled the eligibility-conditions regarding attendance of classes as stipulated under regulation 9(7)(12), and (c) has paid the requisite fees as stipulated under regulation 9(7)(17).
- (27) (a) A candidate who has secured pass marks in the practical and has not failed in more than two theoretical subjects in the regular Second Semester Examination shall be allowed to prosecute his studies in the immediately succeeding third semester class.
- (b) A candidate who has secured pass marks in the practicals and sessionals but has failed to secure pass marks in one or two theoretical subject(s) in the Second Semester Examination shall be eligible to appear in two consecutive supplementary examinations immediately following the regular Second Semester Examination, and clear the concerned back subject(s).
- (28) A candidate who has failed in more than two theoretical subjects in the regular Second Semester Examination or has failed in any practical or sessional subject of the same semester examination shall not be eligible to prosecute his studies in the immediately succeeding third semester. Such a candidate may be allowed to seek readmission to the second semester class during the next academic session, subject to provisions of this regulation.

- (29) A candidate shall be eligible to appear at the Third Semester Examination if he (a) has prosecuted the course of study stipulated for the third semester after being admitted to the third semester in terms of the provisions of regulation 9(7)(27)(a) or on being readmitted in terms of the provisions of the regulations 9(7)(12), 9(7)(19) and 9(7)(31), and (b) has fulfilled the eligibility conditions regarding attendance of classes as stipulated under regulation 9(7)(12) and (c) has paid the requisite fees as stipulated under regulation 9(7)(17).
- (30) (a) A candidate who has secured pass marks in the practicals and sessionals and has not failed in more than two theoretical subjects in the regular Third Semester Examination shall be allowed to prosecute his studies in the immediately succeeding fourth semester class, subject to provisions of regulation 9(7)(11).
- (b) A candidate who has secured pass marks in the practicals and sessionals but has failed to secure pass marks in one or two theoretical subject(s) in the Third Semester Examination shall be eligible to appear in two consecutive supplementary examinations immediately following the regular Third Semester Examination and clear the concerned back subjects, the first time as a regular candidate enrolled in the fourth semester and the second time, if necessary, as a casual candidate.
- (31) A candidate who has failed in more than two theoretical subjects in the regular Third Semester Examination or has failed in any practical or sessional subject of the same semester examination shall not be eligible to prosecute his studies in the immediately succeeding fourth semester. Such a candidate may be allowed to seek readmission to the third semester class during the next academic session subject to provisions of this regulation and regulation 9(7)(11).
- (32) A candidate shall be eligible to appear at the Fourth Semester Examination if he (a) has prosecuted the course of study stipulated for the fourth semester after being admitted to the fourth semester in terms of provisions of regulation 9(7)(30)(a) or on being readmitted in terms of the provisions of regulations 9(7)(12), 9(7)(19) and 9(7)(36) and (b) has fulfilled the eligibility conditions regarding attendance of classes as stipulated under regulation 9(7)(12) and (c) has paid the requisite fees as stipulated under regulation 9(7)(17).
- (33) A candidate who has secured pass marks in all the subjects of the regular Fourth Semester Examination and also in all the back subjects, if any, of the second and the third semester, shall be deemed to have fulfilled all the academic requirements for the award of the degree of Master of Science of the University.
- (34) A candidate who has secured pass marks in all the subjects of the regular Fourth Semester Examination and also in all the back subjects, if any, except those which were taught in the third semester shall be eligible to appear in one more supplemental examination at the end of the immediately succeeding semester as a casual candidate and clear the back subjects.

- (35) A candidate who has secured pass marks in the practical and sessional subjects but has failed in -
- (a) one or two theoretical subjects; or
 - (b) one theoretical subject and thesis; or
 - (c) thesis
- of the regular Fourth Semester Examination shall be eligible to appear in two consecutive supplementary examinations immediately following the regular Fourth Semester Examination, subject to the provisions of regulation 9(7)(27)(b) and regulation 9(7)(11), as a casual candidate and clear the concerned back subjects.
- (36) A candidate who has failed in -
- (a) more than two theoretical subjects; or,
 - (b) thesis and more than one theoretical subject
- in the regular Fourth Semester Examination or has failed in any practical subject of the same semester examination may be allowed to seek readmission to the fourth semester class during the next academic session subject to provisions of regulation 9(7)(13), and regulation 9(7)(15).
- (37) (a) A candidate shall be deemed to have successfully completed a particular semester only when he has secured pass marks in each of the subjects taught at that semester either at the regular semester examination or at the corresponding supplementary examinations, provided he has secured pass marks in each of the subjects taught at earlier semesters.
- (b) Total marks secured by a successful candidate in the concerned semester shall be obtained by adding together the marks secured by him in each subject of that semester. Marks obtained by a candidate in a subject during an examination, either regular or supplementary shall not be taken into consideration for the purpose of calculation of total marks unless the candidate secures a minimum of the stipulated qualifying marks in that particular examination.
- (38) Successful completion of all the four semesters shall be the prerequisite for the award of the degree of Master of Science.
- (39) (a) The full marks for a given semester examination shall be calculated by adding together the full marks allotted to individual subjects of that examination.
- (b) The full marks for the Master of Science Examination shall be calculated by adding the total full marks for all the four semester examinations taken together.
- (c) A candidate who has secured 60% or more of the full marks for the Master of Science Examination shall be declared to have been placed in the First Class. All other successful candidates shall be declared to have been placed in the Second class.
- (40) On conclusion of evaluation of the answer-scripts of the First Semester Examination, the Office of the Controller of Examinations shall publish the following lists of candidates:-
- (i) Candidates who have passed in all the subjects;
 - (ii) Candidates who have passed in the practical or sessional subjects, but failed in one or two theoretical subjects and are eligible to prosecute studies in the second semester; mentioning the subjects in which they have failed;

- (iii) Candidates who have failed in the practical or sessional or failed in more than two theoretical subjects, and are eligible to seek readmission to the first semester during the next academic session;
 - (iv) Candidates who have failed in the practical or sessional and/or failed in more than two theoretical subjects, and are not eligible to seek readmission in terms of the provisions of regulation 9(7)(13).
- (41) On conclusion of evaluation of the answer-scripts of the Second Semester Examination, the Office of the Controller of Examinations shall publish the following lists of candidates :-
- (i) Candidates who have passed in all the subjects, including back subjects, if any, of the first semester.
 - (ii) Candidates who have passed in the practical or sessional but failed in one or two theoretical subjects of the second semester, and are eligible to prosecute studies in the third semester, mentioning the subjects of the second semester and back subjects of the first semester, if any, in which they have failed.
 - (iii) Candidates who have failed in the practical or sessional and/or failed in more than two theoretical subjects of the second semester, and are eligible to seek readmission to the second semester during the next academic session subject to the provisions of regulation 9(7)(15); mentioning back subjects of the first semester, if any, in which they have failed.
 - (iv) Candidates who have failed in the practical or sessional or failed in more than two theoretical subjects of the second semester, and are not eligible to seek readmission in terms of the provisions of regulation 9(7)(13).
- (42) On conclusion of evaluation of the answer-scripts of the Third Semester Examination, the Office of the Controller of Examinations shall publish the following lists of candidates:-
- (i) Candidates who have passed in all the subjects including back subjects, if any, of the first and the second semesters.
 - (ii) Candidates who have passed in the practical or sessional, and also passed in the back subjects, if any, of the first semester but failed in one or two theoretical subjects of the third semester, and are eligible to prosecute studies in the fourth semester; mentioning the subjects of the third semester and back subjects of the second semester, if any, in which they have failed.
 - (iii) Candidates who have failed in the practical or sessional or failed in more than two theoretical subjects of the third semester and are eligible to seek readmission to the third semester during the next academic session subject to the provisions of regulation 9(7)(11) and regulation 9(7)(15); mentioning the back subjects of the second semester, if any, in which they have failed.
 - (iv) Candidates who have failed in the practical or sessional or failed in more than two theoretical subjects of the third semester, and are not eligible to seek readmission in terms of the provisions of regulation 9(7)(13).

- (v) Candidates who have failed in any back subject of the first semester and are not eligible for readmission in accordance with the provisions of regulation 9(7)(11).
- (43) On conclusion of evaluation of the answer-scripts of the Fourth Semester Examination, the Office of the Controller of Examinations shall publish the following lists of candidates:-
- (i) Candidates who have passed in all the subjects, including back subjects, if any, of the second and the third semesters.
 - (ii) Candidates who have passed in all the subjects of the fourth semester and all the back subjects, if any, of the second semester, but have failed in one or two back subjects of the third semester; mentioning the back subjects of the third semester in which they have failed.
 - (iii) Candidates who have passed in the practical or sessional of the fourth semester, and also passed in the back subjects, if any, of the second semester; but failed in -
 - (a) one or two theoretical subjects; or
 - (b) thesis and one theoretical subjectof the fourth semester, mentioning the subjects of the fourth semester and back subjects of the third semester, if any, in which they have failed.
 - (iv) Candidates who have failed in the practical or sessional or failed in -
 - (a) more than two theoretical subjects; or
 - (b) thesis and more than one theoretical subjectof the fourth semester and are eligible to seek readmission to the fourth semester during the next academic session subject to the provisions of regulation 9(7)(11) and regulation 9(7)(15); mentioning the back subjects of the third semester, if any, in which they have failed.
 - (v) Candidates who have failed in the practical or sessional and/or failed in -
 - (a) more than two theoretical subjects; or
 - (b) thesis and more than one theoretical subjectof the fourth semester, and are not eligible to seek readmission in terms of the provisions of regulation 9(7)(13).
 - (vi) Candidates who have failed in any back subject of the second semester and are not eligible for re-admission in accordance with the provisions of regulation 9(7)(11).
- (44) On completion of evaluation of answer-scripts of casual candidates in a supplementary examination, the examination section shall publish the following lists of candidates:-
- (i) Candidates who have failed in a back subject in the last permissible supplementary examination in terms of regulation 9(7)(15) and are liable to have their names struck off from the University Roll.
 - (ii) Candidates who have failed in one or more back subjects but has one more chance left for appearing in a supplementary examination, mentioning the back subjects in which they have failed.
 - (iii) Candidates who have passed in all the back subjects and are eligible for readmission.

- (iv) Candidates who have passed in all the back subjects and have fulfilled the academic requirements for the award of the degree of Master of Science.
- (45) The academic year in which a candidate has successfully completed all the examinations of all the semesters shall be recorded as the year in which he has qualified for the award of the degree of Master of Science.
- Note: A given Academic Year for the purpose of award of degree shall mean the academic session ordinarily extending from July or August of the preceding year to June or July of that year.
- (46) (a) A candidate shall be entitled to receive a mark-sheet from the examination section at the end of each semester examination showing the marks obtained by him in different subjects.
- (b) A candidate shall not be entitled to receive a pass certificate for individual semesters.
- (c) On successful completion of all the semesters, a candidate shall be provided with a degree certificate in a prescribed form stating the class in which he has been placed, the branch of Science in which he has been examined, and the year in which he has qualified for the award of the degree.
- (d) The degree certificate will be awarded to the candidate at the Annual Convocation. A provisional certificate may, however, be issued in advance in favour of the candidate if he applies for the same in an application form with requisite fees of Rs.500.00.
- (47) At the end of each Academic Year, a merit list of the final semester students shall be published showing the names of all the successful candidates of that year arranged according to the total marks obtained in all the semesters taken together in decreasing order as per the condition laid down in regulation 9(4)(48)
- (48) The position of a candidate in the merit list being marked by a serial number which shall denote the rank of the candidate in the Master of Science of that year.
- (49) (a) In the merit list, candidates securing First class without supplementary, shall be entitled to hold such position in order of merit as the percentage of total aggregate marks secured by them followed by the merit list of candidates securing First class with supplementary anytime in the course.
- (b) In the merit list, candidates securing Second class without supplementary, shall be entitled to hold such positioning order of merit as the percentage of total aggregate marks secured by them followed by the merit list of candidates securing Second class with supplementary anytime in the course.
- (50)(a) A candidate who has been declared eligible to appear in an examination (either regular or supplementary) shall fill in an application form in response to notification issued by the Controller of Examinations in this regard and submit the same along with the requisite non-refundable fees of Rs.500.00. A candidate failing to submit the form along with the requisite fees within the date stipulated in the notification shall pay of an additional fee of Rs.100.00 for late submission.

- (b) The application form for admission to an examination shall not be received from a candidate unless he has obtained clearance certificate from the University Office, Hostel, Mess, Library, N.C.C or N.C.S or N.S.S.
- (c) Failure to register oneself as a candidate for an examination shall debar one from appearing at the examination.
- (51) A candidate who has been found eligible to appear in an examination shall be provided with an Admit Card showing his name and examination roll number. The Admit Card shall be issued to the candidate after obtaining his signature on the card in the space specified for the purpose in presence of the Controller of Examinations or an official duly authorized by him.
- (52) (a) Permission to enter the examination hall shall be solicited on production of the Admit Card issued by the office of the Controller of Examinations before the concerned Invigilators or Office-in-Charge of the Hall.
- (b) Failure to produce the Admit Card makes the candidate liable to be debarred from entering the examination hall, unless the Officer-in-Charge of the Hall is satisfied about the identity of the candidate and issues permission to enter the hall under intimation to the Controller of Examinations in a prescribed form.
- (c) An Invigilating Officer or Officer-in-Charge of the Hall shall have the authority to instruct a candidate appearing at an examination to enter his signature in a prescribed form for the purpose of verification of identity of the candidate.
- (d) Permission to appear at an examination may be withdrawn before or during the course of the examination if the conduct of the candidate justifies imposition of an order by the Controller of Examinations debarring the candidate from the examination.

CHAPTER XIV

15. Regulations for Two Year (Four Semesters) Full Time MBA Course

- (1) Name of the Course : Master of Business Administration. Students shall be awarded the degree "Master of Business of Business Administration".
- (2) Duration of the Course : Two Years (4 Semesters);
1st Year: First Semester and Second Semester Examinations;
2nd Year: Third Semester and Fourth Semester Examinations;
- (3) Duration of Studentship : Students will have to pass all the subjects within four years from the date of admission.
- (4) Promotion : The students shall be promoted to the next semester or year having failed in not more than two papers;

The students, failing to appear or found ineligible to appear at the examinations, shall be detained and shall have to seek re-admission in the relevant class for prosecuting studies, subject to regulation No. 9(8)(3).

- (5) Mode of Examination : Examination shall be held at the end of each semester. There shall be no Supplementary Examination. Students having backlog in subject(s) shall be allowed to appear in the corresponding regular examination to clear backlog paper(s). Students may be allowed to appear in subject(s) as many times as possible and permissible within the limit of four years from the date of first admission to the course. The original internal assessment marks will be retained for backlog papers.

- (6) Marks Distribution :

Marks distribution abstract

	End Semester	Internal Assessment	Total Marks	Pass Marks	No. of Papers	Marks distribution	Remarks
Core Papers	80	20	100	40	18	1800	(a) 60% and above 1st class (b) securing 40% and above but less than 60% is 2nd class. (c) 4 years time duration has been suggested for obtaining the MBA degree (d) others as per existing regulations
Major elective papers	80	20	100	40	4	400	
Minor elective papers	80	20	100	40	2	200	
Viva-Voce			100	50	4	400	
Project and Thesis			100	50	1	100	
Viva on Project and Thesis			100	50	1	100	
Total -						3000	

(For details of marks distribution, pl. refer ANNEXURE -I)

- (7) Modalities of Awarding Marks on Internal Assessment, Project and Viva-Voce : Internal Assessment of students will be done on the basis of marks obtained in class test(s) in respective subjects in a semester, regular attendance at least 50% attendance and participation of students in Seminar and academic interaction sessions to be conducted by the respective faculty member(s). Viva-Voce – I, II and III in respective semesters will be conducted by a Board of Examiners covering

the examination subjects taught in the particular semester. At the end of the 4th semester examination, besides the Project Viva-Voce, the Viva-Voce – IV will be conducted in the same manner, which will be covering all the subjects taught in MBA Course.

- (8) Eligibility : A candidate will be eligible for admission to the Semester Examination provided that -
- (i) he has attended stipulated number of classes in each subject.
 - (a) a regular student should attend at least 75% of classes in each subject. If he fails to satisfy this, he or she may be permitted to fill up the prescribed form paying the non-collegiate fee (as would be determined from time to time) for each subject in which he has failed to attend 75% attendance, provided that he attended at least 65% of classes in each subject.
- (b) A student will, however, not be allowed to sit for the examination if he fails to attend at least 65% of classes in each subject;
- (ii) his conduct is good;
 - (iii) he has not exceeded the time limit as mentioned under regulation 9(8)(3).
- (9) Continuation of Studentship: After the expiry of regular studentship for two years, a student shall be required to enroll himself as a casual student for clearing backlog if any, in subsequent examination(s).
- (A casual student is not required to attend classes. His previous Internal Assessment marks will be retained).
- (10) Holding of Examination : At the end of each semester, there shall be an examination conducted by the University as per programme announced by the Controller of Examinations. Before each semester examination, the students shall require to fill up the prescribed form(s) for examination on payment of requisite fees as per the notice circulated by the Controller of Examinations.
- (11) Classification of Results : The overall performance of a successful candidate shall be determined by adding total marks secured in all the four semesters.

A candidate shall be placed in a class as follows:-

- (i) First Class: 60% or more of the total marks.
- (ii) Second Class: Below 60% but securing 50% or above.

(12) Reported against Committee: There shall be a R. A. Committee consisting of the following members:

- (i) Dean of the concerned Faculty,
- (ii) Director, School of Management Science ,
- (iii) Controller of Examination – Convener,
- (iv) Concerned Invigilator(s) reporting against the concerned student(s),
- (v) One elected member from Executive Council (not representative of student and non-teaching staff).

ANNEXURE I

Regulation 15(6)

Marks									
SEMESTER	NAME OF THE PAPER	CODE	Written	Internal Assessment	Total	Pass Marks	Contact Hours	Remarks	CORE/SPECIALIZATION
FIRST	PRINCIPLES AND PRACTICES OF MANAGEMENT	MBA 101	80	20	100	40	4H/Wk	The candidate has to get 50% in aggregate for passing the examination in the semester.	All papers are core papers
	ORGANIZATIONAL BEHAVIOUR	MBA 102	80	20	100	40	4H/Wk		
	MANAGERIAL ACCOUNTING	MBA 103	80	20	100	40	4H/Wk		
	MANAGERIAL ECONOMICS	MBA 104	80	20	100	40	4H/Wk		
	QUANTITATIVE METHODS IN MANAGEMENT	MBA 105	80	20	100	40	4H/Wk		
	COMPUTER APPLICATIONS IN MANAGEMENT	MBA 106	80	20	100	40	4H/Wk		
	Viva Voce		-		100	50			
SECOND	MARKETING MANAGEMENT	MBA 201	80	20	100	40	4H/Wk	The candidate has to get 50% in aggregate for passing the examination in the semester.	All papers are core papers
	OPERATIONS RESEARCH	MBA 202	80	20	100	40	4H/Wk		
	HUMAN RESOURCE MANAGEMENT	MBA 203	80	20	100	40	4H/Wk		
	FINANCIAL MANAGEMENT	MBA 204	80	20	100	40	4H/Wk		
	OPERATIONS MANAGEMENT	MBA 205	80	20	100	40	4H/Wk		

	INDIAN BUSINESS AND LEGAL ENVIRONMENT	MBA 206	80	20	100	40	4H/Wk		
	Viva Voce	MBA 207	-		100	50			
SEMESTER	NAME OF THE PAPER	CODE	Written	Intl. Asmnt	Total	Pass Marks	Contact Hours	Remarks	CORE/SPECIALIZATION
THIRD	MANAGEMENT INFORMATION SYSTEM	MBA 301	80	20	100	40	4H/Wk	The candidate has to get 50% in aggregate for passing the examination in the semester.	Core Papers.
	LOGISTICS AND MATERIALS MANAGEMENT	MBA 302	80	20	100	40	4H/Wk		
	NATIONAL ENTREPRENEURSHIP DEVELOPMENT AND INTERNATIONAL BUSINESS ENVIRONMENT	MBA 303	80	20	100	40	4H/Wk		
	BUSINESS AND GOVERNMENT	MBA 304	80	20	100	40	4H/Wk		
{ Any two electives for doing major specialization in a particular discipline , then total marks will be 100 x 2= 200}	COMPANY ACCOUNTS AND CORPORATE TAXATION AND TAX PLANNING	MBA 305/1	80	20	100	40	4H/Wk		FINANCE
	GLOBAL MARKETING MANAGEMENT	MBA 305/2	80	20	100	40	4H/Wk		MARKETING
	PERFORMANCE, COMPENSATION AND REWARD MANAGEMENT	MBA 305/3	80	20	100	40	4H/Wk		HUMAN RESOURCE
	BUSINESS PROCESS REENGINEERING	MBA 305/4	80	20	100	40	4H/Wk		PRODUCTIONS & OPERATIONS
	RDBMS & SQL CONCEPTS	MBA 305/5	80	20	100	40	4H/Wk		INFORMATION TECHNOLOGY
	STRATEGIC FINANCIAL MANAGEMENT AND SECURITY ANALYSIS AND PORTFOLIO MANAGEMENT	MBA 306/1	80	20	100	40	4H/Wk		FINANCE
	CONSUMER BEHAVIOUR AND MARKETING RESEARCH	MBA 306/2	80	20	100	40	4H/Wk		MARKETING
	INDUSTRIAL RELATIONS AND LABOUR LAWS	MBA 306/3	80	20	100	40	4H/Wk		HUMAN RESOURCE

	TOTAL QUALITY MANAGEMENT	MBA 306/4	80	20	100	40	4H/Wk		PRODUCTIONS & OPERATIONS
	SECURITY AND CONTROL INFORMATION SYSTEM	MBA 306/5	80	20	100	40	4H/Wk		INFORMATION TECHNOLOGY
	Viva Voce		-		100	50			
SEMESTER	NAME OF THE PAPER	CODE	Written	Intl. Asmnt	Total	Pass Marks	Contact Hours	Remarks	CORE/SPECIALIZATION
FOURTH	CORPORATE PLANNING AND STRATEGIC MANAGEMENT	MBA 401	80	20	100	40	4H/Wk	The candidate has to get 50% in aggregate for passing the examination in the semester.	Core Papers.
	BUSINESS ETHICS AND PROFESSIONAL VALUES	MBA 402	80	20	100	40	4H/Wk		
{ Any two electives for doing major specialization in a particular discipline , and other two electives for doing minor specialization in a discipline other than major area, then total marks will be 100 x 4= 400}	FINANCIAL MARKETS , INSTITUTIONS AND SERVICES	MBA 403/1	80	20	100	40	4H/Wk		FINANCE
	ADVERTISING, SALES & DISTRIBUTION MANAGEMENT	MBA 403/2	80	20	100	40	4H/Wk		MARKETING
	ADVANCED HUMAN RESOURCE MANAGEMENT	MBA 403/3	80	20	100	40	4H/Wk		HUMAN RESOURCE
	ADVANCED PRODUCTION MANAGEMENT	MBA 403/4	80	20	100	40	4H/Wk		PRODUCTIONS & OPERATIONS
	SYSTEM ANALYSIS AND DESIGN	MBA 403/5	80	20	100	40	4H/Wk		INFORMATION TECHNOLOGY
	INTERNATIONAL FINANCIAL MANAGEMENT	MBA 404/1	80	20	100	40	4H/Wk		FINANCE
	ADVANCED MARKETING MANAGEMENT	MBA 404/2	80	20	100	40	4H/Wk		MARKETING
	CORPORATE HUMAN RESOURCE PLANNING AND HRD AUDIT	MBA 404/3	80	20	100	40	4H/Wk		HUMAN RESOURCE
	PROJECT MANAGEMENT	MBA 404/4	80	20	100	40	4H/Wk		PRODUCTIONS & OPERATIONS
	ENTERPRISE RESOURCE PLANNING	MBA 404/5	80	20	100	40	4H/Wk		INFORMATION TECHNOLOGY
	Project and Thesis	MBA 405			100	50			
	Project and Thesis Viva	MBA 406			100	50			
Grand Viva	MBA 407			100	50				

CHAPTER XV

Regulation
for six-
semester
Master of
Engineering

16. Regulation for six – semester Master of Engineering

(1) PREAMBLE:

These shall be Part Time Programme for the Degree of Master of Engineering in (a) Structural Engineering, (b) Geotechnical Engineering and (c) Environmental Engineering. To cater to the need of working engineers, the courses will be conducted in the evening.

These shall be Part Time programmes for the postgraduate course offering the Masters' Degree under the Department of Metallurgy and Materials Engineering and Purabi Das School of Information Technology.

(2) DEFINITIONS :

Following definitions will be applicable for referring to this regulation :-

Word or Term	Definition or Explanation
(1) "Executive Council"	Executive Council of the University;
(2) "BESU"	Bengal Engineering and Science University, Shibpur, Howrah – 711 103;
(3) "Coordinator"	A faculty member of the concerned Department or School, selected for the purpose, who will look after and officiate the day-to-day official works required for efficient running of the Programme;
(4) "Course"	All the academic activities to be decided by the Department or School and the University and to be modified by the Academic Council as and when necessary for the purpose of awarding the Degree;
(5) "Degree"	The Postgraduate Degree to be awarded by the University under the Part Time Postgraduate Programme;
(6) "Department"	The Academic Department of the University offering the degree;
(7) "Director"	The Director of the Concerned School, Bengal Engineering and Science University, Shibpur;
(8) "H.O.D."	The Head of the Concerned Department, Bengal Engineering And Science University, Shibpur;

- (9) "Programme" Part time programme, which will be conducted by the Department or Schools in the evening for completion of Course;
- (10) "Student" A person who will study in the Program one;
- (11) "Vice-Chancellor" The Vice-Chancellor
Bengal Engineering and Science University, Shibpur,
Howrah – 711 103

(3) GENERAL FEATURES

The programme will be an academic course, consisting of six semesters. Each semester will be of sixteen weeks' duration. Each week will consist of five days. Each day will consist of three hour academic activities in the evening. Therefore, the total contact hour for the courses will be of fifteen hours per week.

(4) PAYMENT OF FEES

For studying in this programme, a student will have to pay requisite fees of rupees five hundred, in advance, for each semester. The mode of payment of such fees will be decided by the Department or School. The fees, once paid, are not refundable.

(5) QUALIFICATION FOR ADMISSION :

- (i) A candidate seeking admission to "Master of Engineering in Structural Engineering" or "Master of Engineering in Geotechnical Engineering" courses should have a B.E. or B. Tech Degree in Civil Engineering of a recognised College or University or Institution or any other equivalent Degree in Engineering or Technology.
- (ii) A candidate seeking admission to "Master of Engineering in Environmental Engineering" course should have a B. E. or B. Tech Degree in Civil or Mechanical or Electrical or Chemical or Metallurgical or Mining or Agricultural Engineering of a recognised College or University or Institution or any other equivalent and relevant Degree in Engineering or Technology.
- (iii) For Master of Engineering in Industrial Metallurgy, a B.E./ B.Tech. degree in Metallurgy/Mechanical/Chemical of a recognised College/University/Institution or any other equivalent is required.
- (iv) For Master of Technology in Information Technology, a Bachelor's degree in any branch of engineering will do.

(6) ADMISSION PROCEDURE :

If a large number of applications are received for any one or more of the courses, the department/School may hold either a written test or an interview or both for the selection of the candidates.

(7) NON-AVAILABILITY OF RESIDENTIAL ACCOMMODATION :

Residential accommodation, in any form, will not be available in the University campus for the purpose of studying these courses.

(8) EXAMINATION SYSTEM :

- (1) Semester examinations will be conducted by the University at the end of each Semester, normally in the month of January and July, at such time and place to be decided by the Executive Council of the University. The approximate date and time for such examinations will be duly notified to the students through circulars and will be highlighted in the Academic Calendar of the University.
- (2) The examination shall consist of Sections A, B, C, D, E and F and will be conducted after the completion of First, Second, Third, Fourth, Fifth and Sixth Semester Courses respectively. For appearing at these examinations a student will have to pay an Examination fee (Non-refundable), for each paper, amount of which will be decided by the University.
- (3) Every student shall have to choose one or two supervisor(s) for the Term Paper or Thesis work. If one Supervisor is chosen by a student, he must be a faculty member from the department or school. However, if a student wishes to choose two supervisors, the first one should be a faculty member of the department or school and the second one may be any other renowned person outside the department or school or University subject to the approval of the department or School. The student will have to complete his selection of Supervisor before the commencement of the fourth semester.
- (4) A student will be allowed to sit for examination of a particular paper if he prosecutes the prescribed course and attends at least 75% (seventyfive percent) of lecture or sessional or thesis actually held on that particular paper. A student will be debarred from submitting his thesis until he has passed Section A, B, C, D and E examinations.
- (5) Written examination on Each theoretical paper will be of three hour duration and the paper will be examined by the teacher(s) of the subject. The sessional will also be examined by the teacher(s) of the respective subjects.
- (6) The Term Paper or progress report on Thesis or Thesis of a student, as well as the Seminar or Viva-Voce for the same will be examined by the Supervisor(s) as well as by an external examiner. The Supervisor(s) cannot act as an external examiner of the particular student. An external examiner must have at least a postgraduate degree in the relevant field and will be chosen by the supervisor(s). subject to the approval of department or school. In case of examination of the Thesis, the external examiner must be from outside the Department. For these examinations, a student will have to submit four or five copies of type written or printed form of the Term Paper or progress report on Thesis or Thesis duly approved by the Supervisor(s) within the date specified by the Executive Council.

- (7) A student will not be admitted to the next Semester examination if he has backlog of more than three subjects in the previous examinations and/or term paper. However, the student will be awarded credit for those subjects in which he has already passed. If a student fails to complete the course in specified time i.e. in six semesters, he may be allowed by the Executive Council to appear in examinations in subsequent semesters. However the student has to complete the course in maximum number of ten semesters. In such cases, the candidate(s) will have to pay the requisite fees for examination. If a candidate, after paying fees for a particular semester, remains absent throughout the semester, one semester will be considered to have elapsed from his credit and any claim for refund of fees for such absence will not be entertained in case of nonpayment of examination fees for any semester, the name of the student will be struck off from the University roll.
- (8) In order to pass the examination, a candidate must obtain at least 40% (forty percent) of the full marks in each of the theoretical papers and at least 50% (fifty percent) of the full marks separately in Term Paper, program on Thesis , Thesis and each of the sessional subjects including the seminar Viva-Voce. Successful candidates obtaining 65% (i.e. 1560 out of 2400) or more marks in aggregate will be placed in "First Class" and the rest in "Second Class".
- (9) There will be a Board of Examiners consisting of (a) the Dean of Faculty as Chairman, (b) the Controller of Examinations, (c) the Heads or Director of the Departments or School, (d) the Head Examiners and (e) all examiners. In the absence of the Dean of Faculty, one of the Heads of the Departments present will preside over the meeting of the Board of Examiners. One third of the total numbers will form the quorum for such a meeting. The Board of Examiners will meet as often as necessary and will have the power to scrutinize the results of the examinations and to the result will subsequently be reported to Executive Council.
- (10) The list of paper setters, examiners, moderators and the head examiner sent by the Head of the Department will be considered by the Board of Studies and will be recommended to the Executive Council for approval. The appointment letter will be issued by the Controller of Examinations.
- (11) After completion of examinations, viz., Sections A, B, C, D, E and F, the Controller of Examinations will publish the results of such examinations at the earliest convenience, subject to approval of the Executive Council. After passing all the examinations of Sections A, B, C, D, E and F, each successful student will receive a Diploma, depending on the particular degree obtained by the student. The proforma of such Diploma shall be as designed by the Executive Council.

CHAPTER XVI

Provisions
relating to
Doctorate
Degrees.

17. Doctorate Degrees

(1) The Bengal Engineering and Science University, Shibpur hereinafter referred to as the 'University' will award the following Doctorate Degrees:-

- (i) PhD in. Engineering; Architecture Town and Regional Planning; Science, Humanities and Social Sciences and Management;
- (ii) DSc in Engineering; Architecture, Town and Regional Planning; and Science;
- (iii) DLitt. In Humanities and Social Sciences and Management.

The requirement, programme of work, rules of registration *etc.* in respect of the above Degrees are specified below:-

(2) DEGREE OF DOCTOR OF PHILOSOPHY (PhD) :

(i) Award of PhD Degree

(a) The PhD Degree shall be awarded to a candidate on the basis of research work on one or more problems in a field through submission and successful defence of a thesis describing such work.

A candidate may do PhD work in a field of the branch in which he obtained the Master's Degree or in a related field or in an interdisciplinary area under any other appropriate branch subject to the approval of the PhD Committee of the concerned branch of study.

(b) The thesis for the PhD Degree shall demonstrate that the candidate has thorough knowledge of the field and is capable of undertaking advanced research independently and has made some commendable contribution towards extension of knowledge in the field.

(ii) Eligibility

(a) Any person having a Master's Degree in Engineering or Architecture Town and Regional Planning or Science or Management or any other relevant branch of study of any University or equivalent Institution recognised by the UGC or AICTE is eligible for PhD Programmes in branches as may be announced by the University.

(3) Selection and Enrolment

(i) (a) Selection of candidate for enrolment in PhD Programme with fellowship of the University will be made through announcement in newspapers and the University website. Candidates with fellowship from other funding agencies and candidates without fellowship, faculty members and research scholars of this University, may also be considered for enrolment in PhD Programme;

(b) The candidates wishing to avail of the University fellowship shall have to appear for a selection test to be conducted by the concerned Doctorate Committee, for enrolment;

- (c) Applications for enrolment from the candidate with fellowship from other funding agencies, the candidates without fellowship, Faculty members and research scholars of this University, shall be considered by the concerned Doctorate Committee for approval;
- (ii) Candidates possessing minimum qualifications for admission to PhD Programmes, shall submit applications in prescribed form to be decided by the Vice Chancellor to the Registrar, along with an undertaking that -
 - (a) he had not registered and will not enrol or register for PhD or any other degree concurrently in any University or Institution during his PhD programme;
 - (b) he will not undertake any job during the PhD programme if he would avail of fellowship of the University;
- (iii) the Registrar shall forward to the Secretary of the concerned Doctorate Committee the applications of the candidates wishing to avail of the university fellowship, for selection, and the applications of other candidates for approval by the Committee. The Secretary of the Doctorate Committee shall forward to the Registrar the merit list of successful candidates eligible for University fellowship after selection, as also the list of other candidates after approval. The Registrar shall publish the list of successful candidates eligible for University fellowship and other candidates in notice board.
- (4) within fifteen days from the date of publication of the list, the selected candidates eligible for University fellowship and other candidates shall have to enrol his name by paying requisite non-refundable enrolment fee. In case of failure by the candidate eligible for University fellowship, to enrol within the specified date, the candidature shall stand cancelled and the offer would be made to the next candidate in the merit list. In all cases the date of enrolment shall be deemed to be the date of depositing enrolment fee. Registrar shall issue letters to the candidates indicating date of enrolment.
- (5) a candidate who has obtained the Master's Degree in a branch within a faculty may do PhD Work in an interdisciplinary area under any other appropriate branch within same faculty subject to the approval of the Doctorate Committee of the concerned Faculty.

In case of interdisciplinary field of research requiring the involvement of more than one faculty a joint meeting of the relevant Doctorate Committees shall be convened to decide upon the subject and Doctorate Committee under which the candidate shall be registered. Senior most Member Secretary of the Faculties shall convene the meeting after receiving the forwarded applications of the candidate from the Registrar.

(3) Registration

- (1) (a) Enrolled candidate may have to take a few courses as may be advised by the Doctorate Committee. Within one year of enrolment, the candidate shall submit to the Secretary of the PhD Committee, through his supervisor(s), a preliminary report (8 copies) containing a comprehensive literature survey, statement of the problem, title of the thesis, work programme and progress of work. The report shall not exceed 5000 words.

- (b) The Doctorate Committee will examine the report and conduct a viva-voce examination and declare his fitness. If the candidate is found not fit, he may be permitted to work further to improve his deficiencies and submit a fresh report with changed thesis title, if necessary, and appear again for a viva-voce examination within six months. If the candidate is again found not fit by the Doctorate Committee, he shall not be allowed to continue.
 - (c) If a candidate fails to submit the preliminary report within one year from the date of enrolment or to resubmit the preliminary report within six months after the first viva-voce examination, supervisors) concerned will inform the Member Secretary of the concerned Doctorate Committee for taking necessary action.
 - (d) Under special circumstances, a candidate may be allowed by the Doctorate Committee to change the thesis problem or title on the recommendation of the Supervisor(s).
- (2) After the candidate is declared fit to undertake the PhD Programme, he will be allowed to be registered for the PhD Programme on depositing the requisite registration fee. Registrar will issue Registration Certificate to the candidate indicating date of registration. In all cases, the registration shall be deemed to be the date of declaration of fitness of the candidate by the Doctorate Committee.
 - (3) The PhD Programme shall be pursued for a minimum period of two years after registration to the programme in a Department or Centre of the University under the supervision of normally one or two supervisors. Under special circumstances, the Faculty Council concerned may allow a researcher to pursue the PhD Programme independently.
 - (4) After the candidate gets registered to undertake Ph. D. Programme, he will work on the thesis and submit the same to the Registrar, duly recommended by his supervisor(s).
 - (5) Registration shall remain valid for a period of 4 years from the date of registration. The relevant Doctorate Committee may, however, extend the period of registration by not more than one year on the merit of individual cases. For extension of registration a candidate shall submit an application to the Registrar with a requisite extension fee.
 - (6) The Registrar shall maintain a register of candidates enrolled and registered for the PhD Degree department wise in each Faculty Council.

(4) Privileges and Obligations of Registered Candidates

- (1) The registered candidates shall have such privileges as to the use of the library, laboratories, computers and other facilities as admissible to post-graduate students.

- (2) A registered candidate shall work under the guidance of a Supervisor or Joint Supervisors. The supervisor may be a Professor or Asst. Professor with proven research acumen. The Joint Supervisor may be from research Institute or Industry or University. If the Supervisor retires from service of the University during the thesis work, he shall continue to guide the candidate(s) under his supervision till the thesis works are completed.
- (3) A registered candidate shall abide by such regulations as may be prescribed by the Faculty Council concerned from time to time.

(5) Doctorate Committee

- (1) Presence of one of the two external experts will be essential in every meeting of Doctorate Committee.
- (2) Under special circumstances, a change of Supervisor(s) may be allowed by the Doctorate Committee on the request of the candidate with consent of the proposed Supervisor and of the existing Supervisor if he is alive.

(6) The Thesis

- (1) The thesis for the Ph. D. Degree shall demonstrate that the candidate has thorough knowledge of the field and is capable of undertaking advanced research independently and has made some commendable contributions towards extension of knowledge in the field. The candidate should mention in the thesis the references on which his work is based, improvements made or new facts obtained.

A candidate cannot submit thesis on any work for which a degree or diploma or any other academic award has been conferred on him by this or any other University.

- (2) After completion of thesis work, each candidate shall submit four (five, in case there is Joint Supervisor) typed or printed copies of the thesis properly bound, five copies of synopsis of thesis to the Registrar. The thesis should be forwarded by the Supervisor in prescribed form countersigned by the Head of the Department on a separate forwarding note. Each candidate shall at the time of submission of the thesis, shall also comply with the following:-
 - (a) Each doctoral student shall create a record for his thesis on the website of Indian National Thesis Database. He shall submit a print-out of bibliographic record created by him a copy of title page of his thesis to the Registrar for onward transmission to the Indian National Theses Database;
 - (b) The data submitted by the student shall be duly checked by research supervisor(s) for its completeness and accuracy. Corrections, if any shall be immediately intimated to the Registrar for onward transmission to the Indian National Theses Database;
 - (c) It shall be mandatory for each doctoral student to submit an electronic version of the doctoral thesis prepared by him.
- (3) While submitting the thesis a candidate shall deposit the requisite submission fee.

(7) Examination of the Thesis

- (i) On receipt of the thesis, the Registrar will send request to the Secretary of the Doctorate Committee, to provide a panel of experts for examination of the thesis.
- (ii) For examination of thesis the Doctorate Committee shall recommend to the Vice Chancellor a panel of six experts in the field comprising three experts from within the country and three experts from advanced foreign countries. In case the experts from each panel as recommended by the Doctorate Committee are not available after pursuance by the Registrar for examination of the thesis, the Doctorate Committee would again be requested by the Registrar to provide a fresh panel for each group of experts.
- (iii) The Vice Chancellor shall appoint a Board of Examiners consisting of the Supervisor(s) under whom the candidate worked, one expert from within the country and one expert from advanced foreign country from the panel recommended by the Doctorate Committee. In case of a candidate pursuing Doctorate programme independently, the Board of Examiners shall consist of two experts from within the country and one expert from advanced foreign country, from the panel recommended by the Doctorate Committee.
- (iv) The Registrar will write to the experts along with the synopsis of the thesis seeking their consent to act as examiners. After receiving their consent, the Registrar will arrange to send copies of thesis to the examiners.
- (v) The examiners shall send their reports in prescribed form approved by the Faculty Council concerned separately to the Registrar under sealed covers. The examiners will be requested to state reasons in support of their opinions.
- (vi) The Registrar will forward the sealed examiner's reports to the Secretary of the relevant Doctorate Committee. The Doctorate Committee will consider the reports.
- (vii) If all the members of the Board of Examiners are of the opinion that the candidate may be awarded the Degree, the Doctorate Committee shall inform the Vice Chancellor accordingly and recommend a panel of three external experts for conducting the viva-voce examination. A copy of the letter to the Vice Chancellor will also be sent to the Registrar.
- (viii) If any or all members of the Board of Examiners is/are of the opinion that the thesis work is not satisfactory, the Doctorate Committee may allow the candidate to resubmit the thesis after revision as suggested by the examiner(s) within a period of one year, with requisite re-submission fee as stipulated. The period for re-submission may be extended by the Doctorate Committee on special grounds.
- (ix) The re-submitted thesis shall be examined by the original Board of Examiners. If, however, any Examiner is unable to examine the thesis, the Vice Chancellor may appoint a new examiner from the panel originally approved by the Doctorate Committee.

(8) Viva-Voce Examination

- (1) The Vice Chancellor will appoint a Board of Examiners consisting of two external experts one of whom would be from the panel recommended by the Doctorate Committee, the other nominated by the Vice Chancellor, the Supervisor(s) of the candidate and Head of the concerned Department. In case the Supervisor(s) is/are not available, the Vice Chancellor shall appoint another examiner in his place, in consultation with the Secretary of the Doctorate Committee. The Head of the concerned Department will act as the Chairman of the Board.
- (2) The viva-voce examination shall be an open one in which faculty members and research workers of the concerned department(s) and also of other departments shall be invited to attend.
- (3) The Board of Examiners shall submit their recommendation in a prescribed form based on the performance of the candidate, in a sealed cover to the Registrar.
- (4) The Registrar will then put up the Report to the Vice Chancellor for his consideration. The Ph. D. degree will be awarded to the candidate if the Board of Examiners of the viva-voce examination is of the opinion that the candidate is fit to receive the award and the Vice Chancellor approves this recommendation. The Registrar will then communicate the result to the candidate with the consent of the Vice Chancellor. A formal report shall be submitted to the Faculty Council concerned and also to the Executive Council.
- (5) An appropriate diploma duly signed by the Vice Chancellor will be awarded to the successful candidate at the next Convocation of the University.
- (6) If the performance of the candidate is not satisfactory, the candidate may be permitted to appear again at the viva-voce examination within one year. Such a candidate shall submit an application for re-appearing at the viva-voce examination.
- (7) The viva-voce re-examination shall be conducted by the original Board of Examiners. If, however, any examiner is unable to attend, the Vice Chancellor may appoint a new examiner on the recommendation of the Doctorate Committee.
- (8) Any difference of opinion regarding conferment of Ph. D. degree may be referred to the Executive Council. The decision of the Executive Council shall be final.

(9) Fee and Honorarium

- (1) The Thesis examiners shall be paid honorarium of Rs.1000.00 each (30\$ for examiner from abroad), and viva-voce examiners of Rs.250.00 each.
- (2) Honorarium will be paid to the examiners at the same rate as mentioned above for re-examination of the thesis or taking viva-voce examination for the second time.
- (3) Rate for all fees or honorarium to be paid to the examiners may be revised from time to time as may be decided by the Executive Council.

(10) Interpretation of Regulations

- (1) For interpretation of any regulation, the matter shall be referred to the Executive Council through the Registrar.

(11) Rates of Fees to be charged from Candidates for P.hD work:

- | | | |
|---|---|------------------|
| a) Application Form and Regulations | : | Rs. 300.00 |
| b) Enrolment/re-enrolment | : | Rs. 1000.00 each |
| c) Registration/ Extension | : | Rs. 3000.00 each |
| d) Thesis Submission/ Re-submission Fee | : | Rs. 5000.00 each |

CHAPTER XVII

Degree of Doctor of Science D.Sc. or D. Litt. Regulations

18 General:

- (1)(a) The Degree of D.Sc. (Engineering; Architecture, Town and Regional Planning; and Science) in D. Litt. (Humanities, Management and Social Sciences) may be awarded to a candidate adjudged to have earned distinction as an authority in a-particular field of research on the basis of published and/or unpublished research work of merit, carried out independently, written in the form of a thesis, and duly commended by the examiners as a substantial and original contribution towards advancement of knowledge.
- (b) The result of research embodied in the thesis shall be written in English.

(2) Registration :

- (a) Any person holding a Ph.D. degree of not less than five years standing Engineering, Science, Humanities or Management Sciences of this University or any other recognised University or Institute of national importance, with sufficient evidence of research contribution may apply for registration to the DSc or D. Litt. programme of the University in the form prescribed for the purpose with a non-refundable application fee as decided upon by the University from time to time;

A candidate shall be required to submit the following information (in six copies) for the purpose of registration along with the application form:-

- (i) Curriculum Vitæ giving present position, academic performance from school leaving level to the highest degree level and other qualifications;
 - (ii) A write-up (in about 5000 words) with the title of the proposed thesis, objective, major findings and their interpretations;
 - (iii) A chronologically arranged list of publications in the particular field of research with all necessary details;
 - (iv) A self-attested certificate to the effect that the published and unpublished papers included in the thesis do not form a part of any dissertation already submitted by the candidate for any other degree;
 - (v) A clear statement of the candidate's own contribution to each of the joint paper(s);
 - (vi) A statement of degrees or awards received by the co-author(s) based wholly or partly on the joint paper(s).
- (b) The application and relevant papers will be sent to three experts nominated by the Vice Chancellor in consultation with the respective Dean of the Faculty and members of the faculty with specialisation in the particular area of research for ascertaining the suitability and originality of the research work for the degree for which registration is sought.
- (c) If the candidate fulfils, according to the unanimous opinion of the experts, the necessary requirements for registration, the Vice Chancellor may allow the candidate to get registered for the programme.
- (d) Foreign students desiring to undertake research work in this University shall be required to produce clearance of the Government of India and other authorities, if any, besides fulfilling the other requirements of these regulations regarding eligibility for registration to the D.Sc. or D. Litt. programme.
- (e) Ordinarily, a candidate shall be registered for the DSc or D. Litt. programme in the subject in which the candidate has obtained the Master's Degree or PhD Degree on payment of a registration fee to be decided upon by the University from time to time.
- (f) In all cases, the date of registration shall be deemed to be the date of approval by the appropriate authority for registration.

(3) Submission and Evaluation

(a) A candidate shall submit four printed copies of the thesis along with one soft copy on CD, not later than five years from the date of registration, along with a prescribed form, duly filled in with attested copies of all necessary documents, besides an abstract (six copies) not exceeding 500 words, of the research work presented in the thesis.

(b) Each of the experts nominated under regulation 1(2)(2) shall suggest a panel of at least three internationally recognised specialists, preferably from outside India, in the specific field of research in the subject. The Vice Chancellor shall appoint three examiners from the panels submitted by the experts for evaluation of the thesis.

If an examiner nominated to adjudicate the thesis is unable to accept the examinership due to unavoidable reasons, the suggestions, if there be any, by the said examiner for an alternative adjudicator of the thesis, may also be considered by the Vice Chancellor for evaluation of the thesis.

The evaluation will be done by experts from outside India, who shall independently submit their reports to the Registrar.

(c) When a thesis is unanimously and unconditionally recommended for the Degrees by the examiners, the Vice Chancellor will recommend the case to the Executive Council for consideration.

(d) If there is any ambiguity in the reports of the examiners, the Vice Chancellor may seek the opinion of an advisory committee constituted for the purpose before placing the matter in the Executive Council.

(4) Award of the Degree :

(a) The Syndicate, after considering the reports on the thesis and the recommendation of the Vice-Chancellor, may admit the candidate to the Degree of D.Sc or D. Litt.

(b) A diploma under the seal of the University and signed by the Vice Chancellor in the following format will be given to a successful candidate at the next Convocation of the University:-

"This is to certify that (name of the awardee) obtained the Degree of Doctor of Science or Doctor of Literature in (Subject) under the Faculty of (name of the Faculty) of this University in the year (year of admission)".

(c) A copy of the thesis accepted for the Degree, with necessary corrections or, modifications, if there be any, shall be retained in the University Library and soft copy sent to UGC for uploading in the appropriate Website.

(5) Fee and Honorarium:

- (a) The Thesis examiners shall be paid honorarium of Rs.1000.00 each (30\$ for examiner from abroad), and viva-voce examiners of Rs.250.00 each.
- (b) Honorarium will be paid to the examiners at the same rate as mentioned above for re-examination of the thesis or taking viva-voce examination for the second time.

(6) Interpretation of Regulations :

For interpretation of any regulation, the matter shall be referred to the Executive Council through the Registrar.

(7) Rates of Fees to be charged from Candidates for D.Sc and D.Litt. work:

- (a) Application Form and Regulations : Rs. 300.00
- (b) Enrolment/re-enrolment : Rs. 1000.00 each
- (c) Registration/ Extension : Rs. 3000.00 each
- (d) Thesis Submission/ Re-submission Fee : Rs. 5000.00 each

By order of the Governor,

Sd/- Nikhil Ranjan Banerjea
First Vice Chancellor of the Bengal Engineering
and Science University, Shibpur

