

J.B.INSTITUTE OF ENGINEERING & TECHNOLOGY
UGC AUTONOMOUS

(Yenkapally, Moinabad Mandal, P.O.Himayath Nagar, R.R.Dist, Hyderabad-500 075)

Academic Regulations of MCA (Regular/Full Time) Programme
Under Choice Based Credit System (CBCS) 2018-19 (R18)

(Effective for the students admitted into I year from the Academic Year 2018-19 and onwards)

1.0 For Pursuing three year program of study in Master of Computer Applications (MCA) offered by JB INSTITUTE OF ENGINEERING & TECHNOLOGY (JBIET), all the rules specified herein after and approved by the Academic council shall be in force and applicable to the students admitted from the academic year 2018-2019 onwards.

2.0 Eligibility for Admissions

2.1 Admission to the MCA programme shall be made subject to eligibility, qualification prescribed by the College from time to time.

2.2 Admission to the post graduate programme shall be made on the basis of either the merit rank or Percentile obtained by the qualified student in the relevant qualifying Examination/ the merit rank obtained by the qualified student in an entrance test conducted by Telangana State Government (ICET) for MCA programme.

2.3 The medium of instructions for MCA Programme will be **ENGLISH** only.

3.0 MCA Programme (Post-graduate Programme in Computer Applications) Structure

3.1 The MCA Programme is of Semester pattern, with Six Semesters consisting of Three academic years, each academic year having Two Semesters (First/Odd and Second/Even Semesters). Each Semester shall be of 22 weeks duration (inclusive of Examinations), with a minimum of 90 instructional days per Semester.

3.2 A student shall be declared eligible for the award of the MCA Degree, if he pursues a course of study in not less than three and not more than six academic years. However, he is permitted to write the examinations for two more years after six academic years of course work, failing which he shall forfeit his seat in MCA programme.

3.3 UGC / AICTE specified definitions/descriptions are adopted appropriately for various terms and abbreviations used in these PG academic regulations, as listed below:

3.3.1 Semester Scheme

Each Semester shall have 'Continuous Internal Evaluation (CIE)' and 'Semester End Examination (SEE)'. Choice Based Credit System (CBCS) and Credit Based Semester System (CBSS) are taken as 'references' for the present set of Regulations. The terms 'SUBJECT' and 'COURSE' imply the same meaning here and refer to 'Theory Subject', or 'Lab Course', or 'Comprehensive Viva', or 'Project' as the case may be.

3.3.2 Credit Courses

All subjects/courses are to be registered by the student in a semester to earn credits which shall be assigned to each subject/course in an L: T: P: C (Lecture Periods: Tutorial Periods: Practical Periods: Credits) structure based on the following general pattern:

One credit for one hour/week/semester for theory/lecture (L) courses

One credit for two hours/ week/semester for laboratory/ practical (P) courses or tutorials (T)

Other student activities like study tour, guest lecture, conference/workshop participations, technical paper presentations, and identified mandatory courses, if any, will not carry credits.

3.3.3 Subject Course Classification

All subjects/courses offered for the MCA Degree Programme is broadly classified as follows. The Institute has followed in general the guidelines issued by AICTE/UGC.

S.No.	Broad Course Classification	Course Group/ Category	Course Description
1	Core Courses (CoC)	CC- Core Courses	Includes subjects related to the parent discipline/ department.
		Project Work	MCA Project or PG Project or Major Project.
		Comprehensive Viva-Voce	Viva-voce covering all the PG subjects studied during the course work and related Aspects.
2	Elective Courses (EIE)	PE - Professional Electives	Includes elective subjects related to the parent discipline/department.
		OE - Open Electives	Elective subjects which include inter-disciplinary subjects or subjects in an area outside the parent discipline/department.
Total number of Credits = 148			

4.0 Course Registration

- 4.1 A 'Faculty Advisor or Counselor' shall be assigned to students, who will advise on the MCA, its Course Structure and Curriculum, Choice/Option for Subjects/ Courses, based on his competence, progress, pre-requisites and interest.
- 4.2 The Academic Section of the College invites 'Registration Forms' from students within 15 days from the commencement of class work. The Registration Requests for any 'CURRENT SEMESTER' shall be completed BEFORE the commencement of SEEs (Semester End Examinations) of the 'PRECEDING SEMESTER'.
- 4.3 A Student can apply for Registration, ONLY AFTER obtaining the 'WRITTEN APPROVAL' from his Faculty Advisor, which should be submitted to the College Academic Section through the Head of Department (a copy of it being retained with Head of Department, Faculty Advisor and the Student).

4.4 If the Student submits ambiguous choices or multiple options or erroneous entries during Registration for the Subject(s) / Course(s) under a given/ specified Course Group/ Category as listed in the Course Structure, only the first mentioned Subject/ Course in that Category will be taken into consideration.

4.5 Subject/ Course Options exercised through Registration are final and CANNOT be changed, nor can they be inter-changed; further, alternate choices also will not be considered. However, if the Subject/ Course that has already been listed for Registration by the College in a Semester could not be offered due to unforeseen or unexpected reasons, then the Student will be allowed to have alternate choice either for a new Subject, if it is offered, or for another existing Subject (subject to availability of seats). Such alternate arrangements will be made by the Head of Department, with due notification and time-framed schedule, within the FIRST WEEK from the commencement of Class-work for that Semester.

5.0 Attendance Requirements

The programmes are offered on the basis of a unit system with each subject being considered a unit.

5.1 A student is eligible to appear for the semester end examinations, if the student acquires a minimum of 75% of attendance in aggregate of all the subjects / courses (excluding attendance in mandatory courses) for that semester.

5.2 Shortage of attendance in aggregate up to 10% (65% and above, and below 75%) in each semester may be condoned on medical grounds by the committee comprising of HOD, Class incharge and 2 senior faculty members.

5.3 Shortage of attendance below 65% in aggregate shall in no case be condoned.

5.4 Students whose shortage of attendance is not condoned in any semester are not eligible to take their end examinations of that semester.

5.5 A student fulfils the attendance requirement in the present semester, shall not be eligible for readmission into the same class.

5.6 A stipulated condonation fee is payable for condoning of shortage of attendance. This fee will be informed time to time by the college administration.

6.0 Academic Requirements

The following academic requirements have to be satisfied, in addition to the attendance requirements mentioned in item no. 5. The performance of the candidate in each semester shall be evaluated subject-wise, with a maximum of 100 marks per subject / course (theory / laboratory), on the basis of Continuous Internal Evaluation and Semester End Examination.

6.1 A student shall be deemed to have satisfied the academic requirements and earned the credits allotted to each subject/course, if he secures not less than 40% of marks (28 out of 70 marks) in the Semester End Examination, and a minimum of 50% of marks in the sum total of CIE (Continuous Internal Evaluation) and SEE (Semester End Examination) taken together; in terms of Letter Grades and this implies securing 'B' Grade or above in a subject.

- 6.2** A student shall be deemed to have satisfied the academic requirements and earned the credits allotted to comprehensive viva-voce, if he secures not less than 50% of the total marks. The student is deemed to have failed, if he does not attend the comprehensive viva-voce as per the schedule given. In such a case, he may reappear for comprehensive viva-voce in supplementary examinations, as and when scheduled.
- 6.3** A student shall register for all subjects for total of 148 credits as specified and listed in the course structure, put in required attendance and fulfil the academic requirements for securing 148 credits obtaining a minimum of 'B' Grade or above in each subject, and all 148 credits securing Semester Grade Point Average (**SGPA**) **6.0** (in each semester) and final Cumulative Grade Point Average (**CGPA**) (i.e., CGPA at the end of PGP) **6.0**, to complete the PGP successfully.
- 6.4** Marks and Letter Grades obtained in all those subjects covering the above specified 148 credits alone shall be considered for the calculation of final CGPA, which will be indicated in the Grade Card /Marks Memo of second year second semester.
- 6.5** If a student registers for extra subject(s) (in the parent department or other departments/branches of Engineering) other than those listed subjects totalling to 148 credits as specified in the course structure, the performance in extra subject(s) (although evaluated and graded using the same procedure as that of the required 148 credits) will not be taken into account while calculating the SGPA and CGPA. For such extra subject(s) registered, a certificate will be issued with a letter grade indicated as a performance measure, subject to completion of the attendance and academic requirements as stated in items 5 and 6.1 - 6.3.
- 6.6** A student detained in a semester due to shortage of attendance may be readmitted in the same semester in the next academic year for fulfillment of academic requirements. The academic regulations under which a student has been readmitted shall be applicable. However, no grade allotments or SGPA/ CGPA calculations will be done for the entire semester in which the student has been detained.
- 6.7** A student eligible to appear for the Semester End Examination in any subject, but absent from it or failed (failing to secure 'B' Grade or above), may reappear for that subject at the supplementary examination as and when conducted. In such cases, his Internal Marks assessed earlier for that subject will be carried over, and added to the marks secured in the supplementary examination, for the purpose of evaluating his performance in that subject.
- 6.8** A student shall be declared eligible for the award of the MCA Degree by **JNTUH**, if he/she earns 148 credits as per the specified course structure and pursues a course of study in not less than three and not more than six academic years. However, he is permitted to write the examinations for two more years after six academic years of course work, failing which he shall forfeit his seat in MCA programme.
- 7.0 Evaluation - Distribution and Weightage of Marks**
- 7.1** The performance of a student in every subject/course (including practicals) will be evaluated for 100 marks each, with 30 marks allotted for Continuous Internal Evaluation (CIE) and 70 marks for Semester End Examination (SEE).
- 7.2** For theory courses, during the semester there is 2 mid-term examinations (internal exams of 20 marks each), 5 Unit Tests of 5 marks each and 2 assignments carrying 5 marks each.

- 7.3 Each mid-term examination will be of 1 hour 20 minutes consisting of Part-A (short answer questions) for 10 marks and Part-B (long answer) for 10 marks. Part-A consists of 5 two marks questions. Part- B consists of 2 questions from each unit carrying 5 marks each and student should answer either of the 2 questions.

Each Unit Test will be of 1 hour duration, consisting of 3 questions from that unit carrying 5 marks each and student should answer any two questions for 10 Marks. These 10 marks are scaled down to 5 for Unit Test marks calculation.

- 7.4 First mid-term examination is conducted from first 2 units of syllabus and second mid-term examination is conducted for remaining 3 Units of syllabus during the last week of instruction.

- 7.5 The Continuous Internal Evaluation for theory course shall be made as average of marks obtained in CIE – I and CIE –II as detailed in the table below.

CIE – I	Marks	CIE - II	Marks
MID – I	20	MID - II	20
Best of Unit Test - I and Unit Test - II	5	Average of the best two of Unit Test – III, Unit Test – IV and Unit Test V	5
Assignment – I	5	Assignment - II	5
Total	30	Total	30

- 7.6 If a student is absent for any test/assignment, he is awarded zero marks for that test/assignment. However a candidate may be permitted on genuine grounds provided he/she has taken permission before the mid-term examination from the Head of the Department. Moreover, he/she has to apply for makeup examinations within a week after completion of mid-term examinations. A subcommittee will be constituted with the following composition to look into such cases.

Subcommittee-composition:

S.No	Faculty Member	Designation
1	Concern Head of the Department	Chairman
2	Senior faculty nominate by Principal	Member
3	One Senior faculty member of the concern department	Member
4	One faculty member of the other department	Member
5	Additional Controller of Examinations	Convener

- 7.7 The details of the Question Paper pattern for Semester End Examination (Theory) are given below:

The Semester End Examination will be conducted for 70 marks. It consists of two parts.
i).Part A for 20 marks, ii). Part B for 50 marks.

- Part A is compulsory and consists of 5 questions, one from each unit and carrying 4 marks each.
- Part-B consists of five questions carrying 10 marks each. Each of these questions is from one unit and may contain sub-questions. For each question there will be an “either” “or” choice, which means that there will be two questions from each unit and the student should answer either of the two questions.

7.8 For practical subjects, 70 marks shall be awarded for performance in the Semester End Examinations and 30 marks shall be awarded as Internal Marks. Out of the 30 marks for internal evaluation, day-to-day work in the laboratory is evaluated for 20 marks and internal practical examination is evaluated for 10 marks conducted by the laboratory teacher concerned.

7.9 The semester end examination is conducted with an external examiner and the laboratory teacher. The external examiner is selected and appointed by the Principal from the list submitted by Head of the Department.

7.10 There shall be a Comprehensive Viva-Voce in III year II Semester. The Comprehensive Viva-Voce is intended to assess the student's understanding of various subjects he has studied during the MCA course of study. A Committee consisting of Head of the Department, one senior faculty member and an external examiner shall evaluate the Comprehensive Viva-Voce for a maximum of 100 marks. There are no internal marks for the Comprehensive Viva-Voce. The external examiner is selected and appointed by the Principal from the list submitted by Head of the Department. A candidate has to secure a minimum of 50% of marks to be declared successful. If he fails to obtain the minimum marks, he has to reappear for the viva-voce during the supplementary examinations.

7.11 EVALUATION OF PROJECT/DISSERTATION WORK

Every candidate shall be required to submit a thesis or dissertation on a topic approved by the Project Review Committee.

7.11.1 A Project Review Committee (PRC) shall be constituted with Head of the Department as Chairperson, Project coordinator and one senior faculty member.

7.11.2 Registration of Project Work: A candidate is permitted to register for the project work after satisfying the attendance requirement of all the subjects, both theory and practical.

7.11.3 After satisfying 7.11.2, a candidate has to submit, in consultation with his Project Supervisor, the title, objective and plan of action of his project work to the PRC for approval. Only after obtaining the approval of the PRC the student can initiate the Project work.

7.11.4 If a candidate wishes to change his supervisor or topic of the project, he can do so with the approval of the PRC. However, the PRC shall examine whether or not the change of topic/supervisor leads to a major change of his initial plans of project proposal. If yes, his date of registration for the project work starts from the date of change of Supervisor or topic as the case may be.

- 7.11.5 Candidate shall submit his project status report in two stages at least with a gap of 3 months between them.
- 7.11.6 The work on the project shall be initiated at the beginning of the III year II Semester and the duration of the project is one semester. A candidate is permitted to submit Project Thesis only after successful completion of all theory and practical courses with the approval of PRC not earlier than 20 weeks from the date of registration of the project work. For the approval of PRC the candidate shall submit the draft copy of thesis to the Head of the Department and make an oral presentation before the PRC.
- 7.11.7 After approval from the PRC, the soft copy of the thesis should be submitted to the Department for ANTI-PLAGIARISM for the quality check and the plagiarism report should be included in the final thesis. If the copied information is less than 30%, then only thesis will be accepted for submission.
- 7.11.8 After satisfying 7.11.7, Three copies of the Project Thesis certified by the supervisor shall be submitted to the College.
- 7.11.9 For Project work Review in III Year II Sem. there is an internal marks of 50, the evaluation should be done by the PRC for 25 marks and Supervisor will evaluate for 25 marks. The Supervisor and PRC will examine the Problem Definition, Objectives, Scope of Work, Literature Survey. A candidate has to secure a minimum of 50% of marks to be declared successful for Project Work Review. If he fails to fulfill minimum marks, he has to reappear during the supplementary examination.
- 7.11.10 For Project Work Evaluation in III Year II Sem. there is an external marks of 100 and the same evaluated by the External examiner appointed by the principal from the panel 3 examiners submitted by the Head of the Department. The candidate has to secure minimum of 50% marks in Project Evaluation examination.
- 7.11.11 If candidate fails to fulfill as specified in 7.11.10, he/she will reappear for the Viva-Voce examination only after three months..

7.12 The Project Viva-Voce External examination marks must be submitted to the Exam Branch on the day of the examination.

8.0 Re-Admission/Re-Registration

8.1 Re-Admission for Discontinued Student

A student, who has discontinued the MCA degree programme due to any reason whatsoever, may be considered for '**readmission**' into the same degree programme with the academic regulations of the batch into which he gets readmitted, with prior permission from the authorities concerned, subject to item 6.6.

8.2 If a student is detained in a subject (s) due to shortage of attendance in any semester, he may be permitted to **re-register** for the same subject(s) in the same category (core or elective group) or equivalent subject, if the same subject is not available, as suggested by the Board of Studies of that department, as and when offered in the subsequent semester(s), with the

academic regulations of the batch into which he seeks re-registration, with prior permission from the authorities concerned, subject to item 3.2.

8.3 A candidate shall be given one chance to re-register for a maximum of two subjects, if the internal marks secured by a candidate are less than 50% and failed in those subjects. A candidate must re-register for failed subjects within four weeks of commencement of the class work and secure the required minimum attendance. In the event of the student taking this chance, his Continuous Internal Evaluation (internal) marks and Semester End Examination marks obtained in the previous attempt stand cancelled.

9.0 Examinations and Assessment - The Grading System

9.1 Grades will be awarded to indicate the performance of each student in each Theory Subject, or Lab/Practicals, or Project, etc., based on the % of marks obtained in CIE + SEE (Continuous Internal Evaluation + Semester End Examination, both taken together) as specified in Item 7 above, and a corresponding Letter Grade shall be given.

9.2 As a measure of the student’s performance, a 10-point Absolute Grading System using the following Letter Grades (UGC Guidelines) and corresponding percentage of marks shall be followed:

% of Marks Secured in a subject/Course (Class Intervals)	Letter Grade (UGC Guidelines)	Grade Points
90% and above ($\geq 90\%$, $\leq 100\%$)	O (Outstanding)	10
Below 90% but not less than 80% ($\geq 80\%$, $< 90\%$)	A ⁺ (Excellent)	9
Below 80% but not less than 70% ($\geq 70\%$, $< 80\%$)	A (Very Good)	8
Below 70% but not less than 60% ($\geq 60\%$, $< 70\%$)	B ⁺ (Good)	7
Below 60% but not less than 50% ($\geq 50\%$, $< 60\%$)	B (above Average)	6
Below 50% ($< 50\%$)	F (FAIL)	0
Absent	Ab	0

9.3 A student obtaining F Grade in any Subject is deemed to have ‘failed’ and is required to reappear as ‘Supplementary Candidate’ for the Semester End Examination (SEE), as and when conducted. In such cases, his Internal Marks (CIE Marks) in those subjects will remain as obtained earlier.

9.4 If a student has not appeared for the examinations, ‘Ab’ Grade will be allocated to him for any subject and shall be considered ‘failed’ and will be required to reappear as ‘Supplementary Candidate’ for the Semester End Examination (SEE), as and when conducted.

9.5 A Letter Grade does not imply any specific marks percentage; it is only the range of percentage of marks.

- 9.6 In general, a student shall not be permitted to repeat any Subject/ Course (s) only for the sake of ‘Grade Improvement’ or ‘SGPA/ CGPA Improvement’.
- 9.7 A student earns Grade Point (GP) in each Subject/ Course, on the basis of the Letter Grade obtained by him in that Subject/ Course. The corresponding ‘Credit Points’ (CP) are computed by multiplying the Grade Point with Credits for that particular Subject/ Course.

Credit Points (CP) = Grade Point (GP) x Credits For a Course

- 9.8 The student passes the Subject/ Course only when he gets **GP ≥ 6 (B Grade or above)**.
- 9.9 The Semester Grade Point Average (SGPA) is calculated by dividing the Sum of Credit Points (CP) secured from ALL Subjects/ Courses registered in a Semester, by the Total Number of Credits registered during that Semester. SGPA is rounded off to TWO Decimal Places. SGPA is thus computed as

$$\text{SGPA} = \left\{ \sum_{i=1}^N C_i G_i \right\} / \left\{ \sum_{i=1}^N C_i \right\} \dots \text{For each Semester,}$$

where ‘i’ is the Subject indicator index (taking into account all Subjects in a Semester), ‘N’ is the no. of Subjects ‘REGISTERED’ for the Semester (as specifically required and listed under the Course Structure of the parent Department), C_i is the no. of Credits allotted to the i^{th} Subject, and G_i represents the Grade Points (GP) corresponding to the Letter Grade awarded for that i^{th} Subject.

- 9.10 The Cumulative Grade Point Average (CGPA) is a measure of the overall cumulative performance of a student over all Semesters considered for registration. The CGPA is the ratio of the Total Credit Points secured by a student in ALL registered Courses in ALL Semesters, and the Total Number of Credits registered in ALL the Semesters. CGPA is rounded off to TWO Decimal Places. CGPA is thus computed from the I Year Second Semester onwards, at the end of each Semester, as per the formula

$$\text{CGPA} = \left\{ \frac{\sum_{j=1}^M C_j G_j}{\sum_{j=1}^N C_j} \right\} \dots \dots \dots \text{FOR ALL "S" numbers of SEMESTERS REGISTERED}$$

(I.E., UP TO AND INCLUSIVE OF S SEMESTER, S ≥ 2),

where ‘M’ is the TOTAL no. of Subjects (as specifically required and listed under the Course Structure of the parent Department) the Student has ‘REGISTERED’ for from the 1st Semester onwards upto and inclusive of the Semester S (obviously M > N), ‘j’ is the Subject indicator index (taking into account all Subjects from 1 to S Semesters), C_j is the no. of Credits allotted to the j^{th} Subject, and G_j represents the Grade Points (GP) corresponding to the Letter Grade awarded for that j^{th} Subject. After registration and completion of I Year I Semester however, the SGPA of that Semester itself may be taken as the CGPA, as there are no cumulative effects.

Illustration of calculation of SGPA

Course/Subject	Credits	Letter Grade	Grade points	Credit Points
Course 1	4	A	8	4*8 = 32
Course 2	4	O	10	4*10 = 40
Course 3	4	B	6	4*6 = 24
Course 4	3	B	6	3*6 = 18
Course 5	3	A+	9	3*9 = 27
Course 6	3	B	6	3*6 = 18
	21			159

$$\text{SGPA} = 159/21 = 7.57$$

Illustration of calculation of CGPA

Semester	Credits	SGPA	Credits * SGPA
Semester I	24	7	24*7 = 168
Semester II	24	6	24*6 = 144
Semester III	24	6.5	24*6.5 = 156
Semester IV	24	6	24*6 = 144
	96		612

$$\text{CGPA} = 612/96 = 6.37$$

10.0 Award of Degree and Class

10.1 If a student who registers for all the specified Subjects/ Courses as listed in the Course Structure, satisfies all the Course Requirements, and passes the examinations prescribed in the entire PG Programme (PGP), and secures the required number of **148** Credits (with CGPA 6.0), shall be declared to have 'QUALIFIED' for the award of the MCA Degree that he was admitted into.

10.2 Award of Class

After a student has earned the requirements prescribed for the completion of the programme and is eligible for the award of MCA Degree, he shall be placed in one of the following three classes based on the CGPA:

Class Awarded	CGPA
First Class with Distinction	≥ 7.75
First Class	$6.75 \leq \text{CGPA} < 7.75$
Second Class	$6.00 \leq \text{CGPA} < 6.75$

A student with final CGPA (at the end of the **PGP**) < 6.00 shall not be eligible for the Award of Degree.

11.0 Withholding of Results

If the student has not paid the dues, if any, to the College or if any case of indiscipline is pending against him, the result and degree of the student will be withheld and he will not be allowed into the next semester.

12.0. Transitory Regulations

- 12.1** If any candidate is detained due to shortage of attendance in one or more subjects, they are eligible for re-registration to maximum of two earlier or equivalent subjects at a time as and when offered.
- 12.2** The candidate who fails in any subject will be given two chances to pass the same subject; otherwise, he has to identify an equivalent subject as per R18 Academic Regulations.

13.0 General

- 13.1 Credit:** A unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical work/field work per week.
- 13.2 Credit Point:** It is the product of grade point and number of credits for a course.
- 13.3** Wherever the words “he”, “him”, “his”, occur in the regulations, they shall include “she”, “her”.
- 13.4** The academic regulation should be read as a whole for the purpose of any interpretation.
- 13.5** In case of any doubt or ambiguity in the interpretation of the above rules, the decision of the College is final.
- 13.6** The College may change or amend the academic regulations or syllabi at any time and the changes or amendments made shall be applicable to all the students with effect from the dates notified by the College.

MALPRACTICE RULES
DISCIPLINARY ACTION FOR CONDUCT IN EXAMINATION

	Nature of Malpractices/Improper conduct	Punishment
	<i>if the candidate:</i>	
1.(a)	Possesses or keeps accessible in examination hall, any paper, note book, programmable calculators, Cell phones, pager, palm computers or any other form of material concerned with or related to the subject of the examination (theory or practical) in which he is appearing but has not made use of (material shall include any marks on the body of the candidate which can be used as an aid in the subject of the examination)	Expulsion from the examination hall and cancellation of the performance in that subject only
1.(b)	Gives assistance or guidance or receives it from any other candidate orally or by any other body language methods or communicates through cell phones with any candidate or persons in or outside the exam hall in respect of any matter	Expulsion from the examination hall and cancellation of the performance in that subject only of all the candidates involved. In case of an outsider, he will be handed over to the police and a case is registered against him
2	Has copied in the examination hall from any paper, book, programmable calculators, palm computers or any other form of material relevant to the subject of the examination (theory or practical) in which the candidate is appearing.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted to appear for the remaining examinations of the subjects of that Semester/year.
3	Impersonates any other candidate in connection with the examination	The candidate who has impersonated shall be expelled from examination hall. The candidate is also debarred and forfeits the seat. The performance of the original candidate who has been impersonated, shall be cancelled in all the subjects of the examination (including practical's and project work) already appeared and shall not be allowed to appear for examinations of the remaining subjects of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all End examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat. If the imposter is an outsider, he will be handed over to the police and a case is registered against him.
4	Smuggles in the Answer book or additional sheet or takes out or arranges to send out the question paper during the examination or answer book or additional sheet, during or after the examination.	Expulsion from the examination hall and cancellation of performance in that subject and all the other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all End examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat.

5	Uses objectionable, abusive or offensive language in the answer paper or in letters to the examiners or writes to the examiner requesting him to award pass marks	Cancellation of the performance in that subject
6	Refuses to obey the orders of the Chief Superintendent/Assistant – Superintendent / any officer on duty or misbehaves or creates disturbance of any kind in and around the examination hall or organizes a walk out or instigates others to walk out, or threatens the officer-in charge or any person on duty in or outside the examination hall of any injury to his person or to any of his relations whether by words, either spoken or written or by signs or by visible representation, assaults the officer-in-charge, or any person on duty in or outside the examination hall or any of his relations, or indulges in any other act of misconduct or mischief which result in damage to or destruction of property in the examination hall or any part of the College campus or engages in any other act which in the opinion of the officer on duty amounts to use of unfair means or misconduct or has the tendency to disrupt the orderly conduct of the examination.	In case of students of the college, they shall be expelled from examination halls and cancellation of their performance in that subject and all other subjects the candidate(s) has (have) already appeared and shall not be permitted to appear for the remaining examinations of the subjects of that semester/year. The candidates also are debarred and forfeit their seats. In case of outsiders, they will be handed over to the police and a police case is registered against them.
7	Leaves the exam hall taking away answer script or intentionally tears of the script or any part thereof inside or outside the examination hall.	Expulsion from the examination hall and cancellation of performance in that subject and all the other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all End examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat.
8	Possess any lethal weapon or firearm in the examination hall.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred and forfeits the seat.
9	If student of the college, who is not a candidate for the particular examination or any person not connected with the college indulges in any malpractice or improper conduct mentioned in clause 6 to 8.	Student of the colleges expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred and forfeits the seat. Person(s) who do not belong to the College will be handed over to police and, a police case will be registered against them.

10	Comes in a drunken condition to the examination hall	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year.
11	Copying detected on the basis of internal evidence, such as, during valuation or during special scrutiny	Cancellation of the performance in that subject and all other subjects the candidate has appeared including practical examinations and project work of that semester/year examinations.
12	If any malpractice is detected which is not covered in the above clauses 1 to 11 shall be reported to Examination Result Processing Committee (ERPC) for further action to award suitable punishment.	