SHRI VISHNU ENGINEERING COLLEGE FOR WOMEN:: BHIMAVARAM
(AUTONOMOUS)
Approved by AICTE, New Delhi, Accredited by NAAC with "A" GRADE.
Permanently Affiliated to JNTUK, Kakinada

EXAMINATION REFORMS

2022-23

Shri Vishnu Engineering College for Women (A) was established in 2001 to cater to the needs of the aspirations of rural girl students in the field of Engineering Education in Andhra Pradesh and was established by Padma Bhushan Dr. B.V. Raju. The College is located in pollution free campus in Vishnupur, 3 K.M. from Bhimavaram on Tadepalligudem Road. The sprawling campus spread over 100 Acre serene scenic landscape and is ideal known for its salubrious climate and presents congenial atmosphere to pursue higher studies. SVECW's infrastructure is vibrant in nature because of constant attempt to maintain pace with the development available. The infrastructure acts as a facilitator for the effective delivery of our curriculum. The Institute provides an excellent opportunity for the women students to acquire specific skills and pursue their intellectual development. At present, the Institute is offering the following Programmes leading to B.Tech. Degree.

1. Electronics & Communication Engineering.
2. Electrical & Electronics Engineering.
3. Computer Science & Engineering.
4. Information Technology.
5. Mechanical Engineering.
6. Civil Engineering.
7. CSE-Artificial Intelligence & Data Science.
8. CSE-Artificial Intelligence & Machine Learning.
9. CSE-Cyber Security.

The first four of the above courses are accredited by NBA for 3 years in the Academic year 2022-2023 onwards.

The Institute also offers the following PG courses.
1. M.Tech. (VLSI Design)
2. M.Tech. (Power Electronics)
3. M.Tech (Software Engineering)
4. M.Tech (C.S.E.)
5. MBA

Shri Vishnu Engineering College for Women has an autonomous status from 2014-15 academic year onwards.

R22 Regulations

The Institute follows semester system for both UG (B.Tech.) and PG (M.Tech.& M.B.A) Programmes.

B.Tech. Programme

R22BT.1. **Title and Duration of the Programme**
The UG Programme shall be called the degree Programme in **Bachelor of Technology**, abbreviated as **B.Tech.**

The course shall be of **four academic years** duration divided into **eight semesters**, each semester having duration of minimum 16 weeks of instruction period.

The calendar of events which includes MID Examinations, Internal Practical Examinations, External Practical Examinations and Semester End Examinations in respect of the course shall be fixed by the Institute from time to time.

The Semester End Examinations (SEE) in all the subjects shall be conducted at the end of each semester for all the eight semesters.

Students joining the B.Tech. Programme shall have to complete the programme in a stipulated time frame of 8 years from the date of joining & Students joining the B.Tech. Programme in the third semester directly through Lateral Entry Scheme (LES) shall have to complete the programme in a stipulated time frame of 6 years from the date of joining Otherwise they shall forfeit their seat in B.Tech Programme and their admission shall stand cancelled.

When a student is detained for lack of credits / shortage of attendance, she may be re-admitted into the same semester / year in which she has been detained. However, the academic regulations under which she was first admitted shall continue to be applicable to her.

R22BT.2. **Award of B.Tech. Degree**
A Student shall be declared eligible for the award of the B.Tech Degree, if she pursues a course of study in not less than four and not more than eight academic years (plus maximum of 1 year of GAP year).

A Student admitted into 3rd semester shall be declared eligible for the award of the B.Tech Degree, if she pursues a course of study in not less than three and not more than six academic years (plus maximum of 1 year of GAP year).

Each discipline of the B.Tech. Programme is designed to have a total of 160 credits, and the student shall have to complete the courses and earn all credits as

per the requirements for award of the degree. Students joining the undergraduate programme in the third semester directly through Lateral Entry Scheme (LES) shall have to complete the courses, excluding first year courses and earn 121 credits as per the requirements for award of the degree.

The B.Tech Degree shall be conferred on a candidate who has satisfied the following requirements.

A Regular student (four year programme) should register herself for 160 Credits. In order to become eligible for the award of B.Tech Degree the student must obtain 160 credits.

A Lateral Entry student should register herself for 121 Credits and should obtain all the credits. However, it is mandatory for the students to complete the noncredit courses.

A student shall be eligible for the award of B.Tech degree with Honors or Minor if she earns 20 credits in addition to the 160 credits. A student shall be permitted to register either for Honors or for Minor and not for both simultaneously.

The minimum instruction days for each semester shall be 90 working days.

Normally about 30 to 35 contact periods per week. The medium of instruction and examination is English.

R22BT.3. Attendance Requirements

Each semester is considered as a unit and the candidate has to put in a minimum attendance of 75% with a provision of condonation of 10% of the attendance by the Principal on the specific recommendation of the HOD, showing some reasonable cause such as medical grounds, participation in University level sports, cultural activities, seminars, workshops, paper presentation, etc.

Shortage of Attendance below 65% in aggregate shall not be condoned. Students, having shortage of attendance, shall have to pay requisite fee towards condonation. Students whose shortage of attendance is not condoned in any semester are not eligible to write their semester end examination of that class.

Rules for calculation of attendance for the re-admitted candidates who were detained for want of internal marks / attendance or who had break – in study for various reasons:

a) No. of classes conducted will be counted from the day ONE of the semester concerned, irrespective of the date of payment of tuition fee.

b) They should submit a written request to the Principal, along with a challan paid towards tuition & other fee, for re-admission before the commencement of class-work.

c) Student should come to know about the date of commencement of class-work of the semester in to which she wishes to get re-admission. The information

regarding date of commencement of class-work for each semester is available in the college notice boards/ website.

R22BT.4.   Transitory Regulations

A candidate, who is detained or discontinued in the semester, on readmission shall be required to pass all the courses in the curriculum prescribed for such batch of students in which she joins subsequently. However, exemption will be given to those candidates who have already passed in such courses, in the earlier semester(s) and substitute subject may be offered as approved by College Academic Committee and ratified by Academic Council.

A student shall be eligible for promotion to next Semester of B.Tech programme, if she satisfies the conditions as stipulated in Attendance Requirements.

Further a student shall be eligible for promotion to V / VII Semesters of B.Tech programme, if she acquires the minimum number of credits as given below:

A student shall be promoted from semester – IV to semester – V or from semester VI to semester VII only if she fulfills the academic requirements of 50% of the credits from the exams for which results are declared.

For Lateral Entry candidates: A student shall be promoted from Semester – VI to Semester – VII only if she fulfills the academic requirements of 50% credits from the exams for which results are declared.

R22BT.5.   Distribution and weightage of marks

The performance of a student in each semester shall be evaluated subject wise with a maximum of 100 marks for theory and 75 marks for practical subject. The main project work shall be evaluated for 200 marks, Summer Internship/Skill oriented courses/Seminar shall be evaluated for 50 marks.

The evaluation of theory and practical subjects is based on continuous internal and semester end external examinations. The institute will modify the Academic/Examination regulations from time to time for enhancing the quality of education.

For theory subjects, the distribution shall be 30 marks for Internal Evaluation and 70 marks for the Semester End Examinations.

Internal evaluation 30 marks shall be awarded as follows:
25 marks for MID Exam (15 marks for Descriptive and 10 marks for Quiz) and 5 marks for Course Activity like Technical quiz, Capstone project, Case studies, Short talk, etc.

The Descriptive examination is for 90 minutes duration conducted for 30 marks. Each descriptive examination question paper consists of 3 questions (either – or type) from two and half units. Three questions are to be answered, one from each unit. The descriptive examination conducted for 30 Marks is to be brought down to total marks of 15. The quiz examination is for 20 minutes duration

(conducted with 20 multiple choice questions with a weightage of ½ Mark each).

After every two and half Units, one Course activity shall be conducted. Course Activity shall be evaluated by the Departmental Committee consisting of Head of the Department and Course Coordinator.

For theory subjects, during the semester there shall be 2 MID Examinations. As the syllabus is framed for 5 units, the First MID examination (both descriptive and quiz) is conducted from first two and half units and Second MID examination(both descriptive and quiz) is conducted from last two and half units of each subject.
Internal marks can be calculated with 80% weightage for better of the two MIDs and 20% Weightage for other mid exam.

Example:
Mid-1 marks = Marks secured in(Descriptive examination-1 + Quiz examination-1 +
Course Activity-1)
Mid-2 marks = Marks secured in(Descriptive examination-2 + Quiz examination-2 +
Course Activity-2)
Final Internal Marks =Best of (Mid-1/Mid-2) marks x 0.8 + Least of (Mid-1/Mid-2) marks x 0.2.

If a student is absent for any one MID examination, she can appear for a Grand Test after MID-2. The Grand Test will be conducted with questions covering the entire syllabus. The marks in the grand test is reduced to 20 marks and to be considered for respective MID.

The end semester examination is conducted for 70 marks by covering the topics of all units.Part-A contains mandatory short answer questions, 5 questions for total 10 marks covering all the units. Part-B contains 10 questions (two from each unit with either – or choice) of 12 marks each. 1 question has to be answered from each unit (5 x 12 = 60 marks).

For practical subjects, there shall be continuous evaluation during the semester for 15 internal marks. Out of the 15 marks for internal, day-to-day work 5 marks, Record 5 marks and 5 marks to be awarded by conducting an internal laboratory test. The end examination shall be conducted for 35 marks by the internal examiner and external examiner.

For the subject having design and/or drawing (such as Engineering Graphics, Engineering Drawing, Machine Drawing) and estimation, the distribution shall be 30 marks for internal evaluation (15 marks for day–to–day work, and 15 marks for MID tests) and 70 marks for end examination. Mid marks can be calculated with 80% weightage for better of the two mids and 20% Weightage for other mid exam.

For the seminar, the student shall collect the information on a specialized topic and prepare a technical report showing her understanding over the topic, and submit to the department, which shall be evaluated by the Departmental Committee consisting of Head of the Department, seminar supervisor and senior faculty member. The seminar report shall be evaluated for 50 marks. There shall be no external examination for seminar.

Out of a total of 200 marks for the main project work, 60 marks shall be for Internal Evaluation and 140 marks for the End Semester Examination. The End Semester Examination (Viva – Voce) shall be conducted by the Committee. The Committee consists of an external examiner, Head of the Department and Supervisor of the Project. The evaluation of project work shall be conducted at the end of the Eighth semester. The Internal Evaluation marks shall be on the basis of Two seminars given by each student on the topic of her project and evaluated by an Internal Committee, consisting of Head of the department, supervisor of the project and a senior faculty member.

For Internship(2 Months Mandatory during summer vacation), 50 marks shall be for Internal Evaluation. A supervisor/mentor/advisor has to be allotted to guide the students for taking up the summer internship. The supervisor shall monitor the attendance of the students while taking up the internship.

The student shall submit the report to the department after completion of her Internship. A certificate from industry/skill development center shall be included in the report. Viva-Voce shall be conducted by the Departmental Committee consisting of Head of the Department, supervisor of the internship and a senior faculty member of the department. The Viva–Voce may be conducted along with respective semester lab external examinations. The report and the Viva-Voce shall carry 40% and 60% weightages respectively. There shall be no external examination for Internships.

Laboratory marks and the internal marks awarded by the department are not final. The marks are subjected to be scrutinized and scaled by the Institute wherever it felt desirable. The internal and laboratory marks awarded by the department shall be referred to a Committee if required. The Committee shall arrive at a scaling factor and the marks shall be scaled as per the scaling factor. The recommendations of the Committee are final and binding. The laboratory records and internal test papers shall be preserved for two years after the final examinations of that semester in the respective departments as per the norms of the Institute and shall be produced to the Committees as and when they ask for.

The Course Credits are generally decided based on the following guidelines.
  ➢ One hour of lecture/Tutorial is equivalent to one credit
  ➢ One hour of practical work/field work is equivalent to 0.5 credit
  ➢ Major project shall have 10 credits, seminar 2 credits

R22BT.6. **Conditions For Pass and Award of credits for a course**

A candidate shall be declared to have passed in individual theory/drawing course if she secures a minimum of 40% aggregate marks (40 marks out of 100, Internal and semester end examination marks put together), subject to a minimum of 35% marks (24 marks out of 70) in semester end examination. For successful completion of mandatory audit course the student must get a satisfactory(pass) grade from the department offering the course. If fails, she has to reappear whenever the course is offered.

A candidate shall be declared to have passed in individual lab/project/seminar/ Internship/ Skill oriented course if she secures a minimum of 40% aggregate marks (Internal and semester end examination marks put together), subject to minimum of 35% marks in semester end examination.

The student must pass the failed course by appearing the supplementary examination as per the requirement for the award of degree.

On passing a course of a programme, the student shall earn assigned credits in that course.

R22BT.7. **Method of awarding Letter Grades and Grade Points for a course**

The institute has changed student evaluation system from Percentages to Grading system.

A letter grade and grade points will be awarded to a student in each course based on her performance as per the grading system given below

Percentage of Marks Range	Level	Letter Grade	Grade Point
≥ 90	Outstanding	A+	10
80-89	Excellent	A	9
70-79	Very Good	B	8
60-69	Good	C	7
50-59	Fair	D	6
40-49	Satisfactory	E	5
<40	Fail	F	0
-	Absent	AB	0

R22BT.8. **Calculation of Semester Grade Points Average (SGPA) for semester**
The Performance of each student at the end of each semester is indicated in terms of SGPA.

The SGPA is calculated as below:

The Semester Grade Point Average (SGPA) is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student, i.e.

$$SGPA = \Sigma (C_i \times G_i)/ \Sigma C_i$$

where, C_i is the number of credits of the ith subject and G_i is the grade point scored by the student in the ith course.

R22BT.9. **Calculation of Cumulative Grade Points Average (CGPA)**
The CGPA is calculated as below:

The Cumulative Grade Point Average (CGPA) will be computed in the same manner considering all the courses undergone by a student over all the semesters of a program, i.e. $CGPA = \Sigma (C_i \times S_i)/ \Sigma C_i$

where 'S_i' is the SGPA of the ith semester and C_i is the total number of credits in that semester. Both SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts. While computing the SGPA/CGPA, the subjects in which the student is awarded Zero grade points will also be included.

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

Letter Grade: It is an index of the performance of students in a said course.

Grades are denoted by letters A+, A, B, C, D, E and F

Equivalent Percentage for CGPA is = (CGPA - 0.75) x 10

R22BT.10. **Grade Sheet**
A Grade Sheet containing credits & grades obtained by the candidates will be issued after completion of the each semester examination

R22BT.11. **Consolidated Grade Card**
A consolidated grade card containing credits & grades obtained by the candidates will be issued after completion of the four years B.Tech Programme.

R22BT.12. **Revaluation**
As per the notification issued by the Controller of Examination, the students can submit the applications for revaluation, along with the fee receipt for revaluation of her answer script(s) of theory course(s), if she is not satisfied with the Grade obtained.

The controller of Examination shall arrange for revaluation of those answer script(s).

For Revaluation a new external examiner, other than the first examiner, shall re-evaluate the answer script(s). If there is any change in marks (below 15% of the maximum External marks) the highest of the two marks will be considered and if there is any change in marks (Equal or above 15% of the maximum External marks), the script will be evaluated by the third valuator. The marks of all the three valuators are compared and the average of two nearer marks will be awarded to the student.

R22BT.13. **Supplementary Examinations**
Supplementary examinations shall be conducted twice in an academic year, along with regular semester end examinations.

Thereafter supplementary examinations will be conducted in the equivalent courses as prescribed by concerned BOS.

R22BT.14. **Award of Division**
The award of division for B.Tech programme for the candidates who were admitted into respective programmes in the year 2020-2021 and onwards as shown in the following table.

CGPA secured from 160 credits (121 credits for Lateral Entry Students)	DIVISION
≥ 7.75	First Class with distinction
≥ 6.75 to < 7.75	First Class
≥ 5.75 to < 6.75	Second Class
≥ 5.0 to < 5.75	Pass Class

R22BT.15. **Curricular Framework for Skill Oriented Courses**

For skill oriented/skill advanced course, one theory and 2 practical hours or two theory hours may be allotted as per the decision of concerned BOS.

Out of the five skill courses two shall be skill-oriented courses from the same domain and shall be completed in second year. Of the remaining 3 skill courses, one shall be necessarily be a soft skill course and the remaining 2 shall be skill-advanced courses either from the same domain or Job oriented skill courses, which can be of inter disciplinary nature.

A pool of interdisciplinary job-oriented skill courses shall be designed by a common Board of studies by the participating departments/disciplines and the syllabus along with the pre requisites shall be prepared for each of the laboratory infrastructure requirements. The list of such courses shall be included in the curriculum structure of each branch of Engineering, so as to enable the student to choose from the list.

The student shall be given an option to choose either the skill courses being offered by the college or to choose a certificate course being offered by industries/Professional bodies/APSSDC or any other accredited bodies as approved by the concerned BoS.

The Board of studies of the concerned discipline of Engineering shall review the skill advanced courses being offered by eligible external agencies and prepare a fresh list every year incorporating latest courses based on industrial demand.

If a student chooses to take a Certificate Course offered by industries/Professional bodies/APSSDC or any other accredited bodies, in lieu of the skill advanced course offered by the Department, the credits shall be awarded to the student upon producing the Course Completion Certificate from the agency/professional bodies as approved by the Board of studies.

If a student prefers to take a certificate course offered by external agency, the department shall mark attendance of the student for the remaining courses in that semester excluding the skill course in all the calculations of mandatory attendance requirements upon producing a valid certificate as approved by the concerned Board of Studies, the student is deemed to have fulfilled the attendance requirement of the course and acquire the credits assigned to the course.

A committee shall be formed at the level of the college to evaluate the grades/marks given for a course by external agencies and convert to the equivalent marks/grades. The recommended conversions and appropriate grades/marks are to be approved by the College/Academic Council.

R22BT.16.   Curricular Framework for Honors Programme

Students of a Department/Discipline are eligible to opt for Honors Programme offered by the same Department/Discipline. The department offering Honors shall have at least one M. Tech in concerned stream. The Program should have valid NBA accreditation at the time of registration of the student for B.Tech (Honors).

A student shall be permitted to register for Honors program at the beginning of 4th semester provided that the student must have acquired a minimum of 8.0 SGPA upto the end of 2nd semester without any backlogs. In case of the declaration of the 3rd semester results after the commencement of the 4th semester and if a student fails to score the required minimum of 8 SGPA, her registration for Honors Programme stands cancelled and she shall continue with the regular Programme.

Students can select the additional and advanced courses from their respective branch in which they are pursuing the degree and get an honors degree in the same. e.g. If a Mechanical Engineering student completes the selected advanced courses from same branch under this scheme, she will be awarded B.Tech. (Honors) in Mechanical Engineering.

In addition to fulfilling all the requisites of a Regular B.Tech Programme, a student shall earn 20 additional credits to be eligible for the award of B. Tech (Honors) degree. This is in addition to the credits essential for obtaining the Regular B.Tech Degree (i.e. 160 credits).

Of the 20 additional Credits to be acquired, 16 credits shall be earned by undergoing specified courses listed as pools, with four courses, each carrying 4 credits. The remaining 4 credits must be acquired through two MOOCs, which shall be domain specific, each with 2 credits and with a minimum duration of 8/12weeks as recommended by the Board of studies.

It is the responsibility of the student to acquire/complete prerequisite before taking the respective course. The courses offered in each pool shall be domain specific courses and advanced courses.

The concerned BOS shall decide on the minimum enrolments for offering Honors program by the department. If minimum enrolments criteria are not met then the students shall be permitted to register for the equivalent MOOC courses as approved by the concerned Head of the department in consultation with BOS. Total number of seats offered for Honors degree shall be a maximum of 35% of sanctioned intake of major degree programme.

Each pool can have theory as well as laboratory courses. If a course comes with a lab component, that component has to be cleared separately. The concerned BOS shall explore the possibility of introducing virtual labs for such courses with lab component.

MOOC courses must be of minimum 8 weeks in duration. Attendance will not be monitored for MOOC courses. Students have to acquire a certificate from the agencies approved by the BOS with grading or marks or pass/fail in order to earn 4 credits. If the MOOC course is a pass/fail course without any grades, the grade to be assigned will be as decided by the College Academic Council.

The concerned BOS shall also consider courses listed under professional electives of the respective B. Tech programs for the requirements of B. Tech (Honors). However, a student shall be permitted to choose only those courses that he/she has not studied in any form during the Programme.

If a student drops or is terminated from the Honors program, the additional credits so far earned cannot be converted into core or other electives; they will remain extra. These additional courses shall be mentioned in the transcript (but not in the degree certificate). In such cases, the student may choose between the actual grade or a "pass (P)" grade and also choose to omit the mention of the course as per the following: All the courses done under the dropped Honors will be shown in the transcript. None of the courses done under the dropped Honors will be shown in the transcript.

In case a student fails to meet the CGPA requirement for Degree with Honors at any point after registration, she will be dropped from the list of students eligible for Degree with Honors and she will receive regular B.Tech degree

only. However, such students will receive a separate grade sheet mentioning the additional courses completed by them.

Honors must be completed simultaneously with the regular degree program. A student cannot earn Honors after she has already earned bachelor's degree.

R22BT.17. **Curricular Framework for Minor Programme**

a)Students who are desirous of pursuing their special interest areas other than the chosen discipline of Engineering may opt for additional courses in minor specialization groups offered by a department other than their parent department. For example, If Mechanical Engineering student selects subjects from Civil Engineering under this scheme, she will get Major degree in Mechanical Engineering with Minor degree in Civil Engineering.
b) Student can also opt for Industry relevant tracks of any branch to obtain the Minor Degree, for example, a B.Tech Mechanical student can opt for the industry relevant tracks like Data Science track, IOT track, Machine Learning track etc.

The BOS concerned shall identify as many tracks as possible in the areas of emerging technologies and industrial relevance / demand. For example, the minor tracks can be the fundamental courses in CSE, ECE, EEE,CE,ME etc or industry tracks such as Artificial Intelligence (AI), Machine Learning (ML), Data Science(DS), Robotics, Electric vehicles, VLSI etc.

The list of disciplines/branches eligible to opt for a particular industry relevant minor specialization shall be clearly mentioned by the respective BOS.

There shall be no limit on the number of programs offered under Minor. The University/Institution can offer minor programs in emerging technologies based on expertise in the respective departments or can explore the possibility of collaborating with the relevant industries/agencies in offering the program.

The concerned BOS shall decide on the minimum enrolments for offering Minor program by the department. If a minimum enrolments criterion is not met, then the students may be permitted to register for the equivalent MOOC courses as approved by the concerned Head of the department in consultation with BOS. Total number of seats offered for a minor programme shall be a maximum of 35% of sanctioned intake of major degree programme.

A student shall be permitted to register for Minor program at the beginning of 4th semester subject to a maximum of two additional courses per semester, provided that the student must have acquired 8 SGPA (Semester Grade point average) upto the end of 2nd semester without any history of backlogs. It is expected that the 3rd semester results may be announced after the commencement of the 4th semester. If a student fails to acquire 8 SGPA upto 3rd semester or failed in any of the courses, her registration for Minor program shall stand cancelled. An SGPA of 8 has to be maintained in the subsequent semesters without any backlog in order to keep the Minor registration active.

A student shall earn additional 20 credits in the specified area to be eligible for the award of B. Tech degree with Minor. This is in addition to the credits essential for obtaining the Under Graduate Degree in Major Discipline (i.e. 160 credits).

Out of the 20 Credits, 16 credits shall be earned by undergoing specified courses listed by the concerned BOS along with prerequisites. It is the responsibility of the student to acquire/complete prerequisite before taking the respective course. If a course comes with a lab component, that component has to be cleared separately. A student shall be permitted to choose only those courses that she has not studied in any form during the Programme.

In addition to the 16 credits, students must pursue at least 2 courses through MOOCs. The courses must be of minimum 8 weeks in duration. Attendance will not be monitored for MOOC courses. Student has to acquire a certificate from the agencies approved by the BOS with grading or marks or pass/fail in order to earn 4 credits. If the MOOC course is a pass/fail course without any grades, the grade will be assigned as decided by the university/academic council.

Student can opt for the Industry relevant minor specialization as approved by the concerned departmental BOS. Student can opt the courses from Skill Development Corporation (APSSDC) or can opt the courses from an external agency recommended and approved by concerned BOS and should produce course completion certificate. The Board of studies of the concerned discipline of Engineering shall review such courses being offered by eligible external agencies and prepare a fresh list every year incorporating latest skills based on industrial demand.

A committee should be formed at the level of College/ department to evaluate the grades/marks given by external agencies to a student which are approved by concerned BOS. Upon completion of courses the departmental committee should convert the obtained grades/marks to the maximum marks assigned to that course. The controller of examinations can take a decision on such conversions and may give appropriate grades.

If a student drops (is terminated) from the Minor program, the additional credits so far earned cannot be converted into core or other electives; they will remain extra. These additional courses shall be mentioned in the transcript (but not in the degree certificate). In such cases, the student may choose between the actual grade or a "pass (P)" grade and also choose to omit the mention of the course as per the following:

All the courses done under the dropped Minor will be shown in the transcript. None of the courses done under the dropped Minor will be shown in the transcript.In case a student fails to meet the CGPA requirement for B.Tech degree with Minor at any point after registration, she will be dropped from the list of students eligible for degree with Minor and she will receive regular B. Tech degree only. However, such students will receive a separate grade sheet mentioning the additional courses completed by them.

Minor must be completed simultaneously with the regular degree program. A student cannot earn the Minor after she has already earned bachelor's degree.

R22MT.1. **Title and Duration of the Programme**
The programme shall be of **two academic years** duration divided into **four semesters**, each semester having duration of minimum 16 weeks.

The calendar of events which includes MID Examinations, Internal Practical Examinations, External Practical Examinations and Semester End Examinations in respect of the course shall be fixed by the Institute from time to time.

The examination in all the subjects shall be conducted at the end of each semester for all the four semesters.

A student shall be declared eligible for the award of M.Tech degree, if she pursues a course of study and completes it successfully for not less than two academic years and not more than four academic years.

The course shall be called the P.G course in **Master of Technology**, abbreviated as **M.Tech.**

A Student, who fails to fulfill all the academic requirements for the award of the degree within four academic years from the year of their admission, shall forfeit her seat in M.Tech.

R22MT.2. **Award of M.Tech. Degree**
A student shall be declared eligible for the award of M.Tech degree, if she pursues a course of study and completes it successfully for not less than two academic years and not more than four academic years.

A Student, who fails to fulfill all the academic requirements for the award of the degree within four academic years from the year of their admission, shall forfeit her seat in M.Tech course.

Each discipline of the M.TECH programme is designed to have a total of 68 credits, and the student shall have to complete the course and earn all credits as per the requirements for award of the degree.

R22MT.3. **Distribution and Weightage of Marks**
The performance of the candidate in each semester shall be evaluated subject-wise, with a maximum of 100 marks for theory and 100 marks for practical's, on the basis of Internal Evaluation and End Semester Examination.

For the theory subjects 60 marks shall be awarded based on the performance in the end semester examination and 40 marks shall be awarded based on the Internal Evaluation.

The internal evaluation shall be made based on the average of the marks secured in the two Mid Term-Examinations conducted-one in the middle of the semester and the other immediately after the completion of instruction. Each midterm examination shall be conducted for a total duration of 120 minutes with 4 questions (without choice) each question for 10 marks. End semester examination is conducted for 60 marks for 5 questions to be answered out of 8 questions.

For practical subjects, 60 marks shall be awarded based on the performance in the End Semester Examinations and 40 marks shall be awarded based on the day-to-day performance as Internal Marks.

There shall be one seminar presentation during IV semester. For seminar, a student under the supervision of a faculty member, shall collect the literature on a topic and critically review the literature and submit it to the department in a report form and shall make an oral presentation before the Project Review Committee consisting of Head of the Department, Supervisor and two other senior faculty members of the department. For each Seminar there will be only internal evaluation of 50 marks. A candidate has to secure a minimum of 50% of marks to be declared successful.

A candidate shall be deemed to have secured the minimum academic requirement in a subject if she secures a minimum of 40% of marks in the end semester examination and a minimum aggregate of 50% of the total marks in the end semester examination and Internal Evaluation taken together.

In case the candidate does not secure the minimum academic requirement in any subject she has to reappear for the End semester Examination in that subject. A candidate shall be given one chance to re-register for each subject provided the internal marks secured by a candidate are less than 50% and has failed in the end examination. In such a case, the candidate must re-register for the subject(s) and secure the required minimum attendance. The candidate's attendance in the re-registered subject(s) shall be calculated separately to decide upon her eligibility for writing the end examination in those subject(s). In the event of the student taking another chance, her internal marks and end examination marks obtained in the previous attempt stand cancelled. For re-registration the candidates have to apply to the college by paying the requisite fees and get approval from the college before the start of the semester in which re-registration is required.

In case the candidate secures less than the required attendance in any re-registered subject (s), she shall not be permitted to write the End Examination in that subject. She shall again re-register the subject when next offered.

Laboratory examination for M. Tech. courses must be conducted with two Examiners, one of them being the laboratory class teacher or teacher of the department and the second examiner shall be appointed by the college from the panel of examiners submitted by the respective department.

R22MT.4.   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.

A Project Review Committee (PRC) shall be constituted with Head of the Department and two other senior faculty members.

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.

After satisfying, a candidate has to submit, in consultation with her project supervisor, the title, objective and plan of action of her project work for approval. The student can initiate the Project work, only after obtaining the approval from the Project Review Committee (PRC).

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

A candidate shall submit her status report in two stages at least with a gap of 2 to 3 months between them.

The work on the project shall be initiated at the beginning of the II year and the duration of the project is two semesters. A candidate is permitted to submit Project Thesis only after successful completion of theory and practical course with the approval of PRC not earlier than 40 weeks from the date of registration of the project work. The candidate has to pass all the theory and practical subjects before submission of the Thesis.

Three copies of the project thesis certified by the supervisor shall be submitted to the College.

The thesis shall be adjudicated by one examiner selected by the College. For this, the head of the department shall submit a panel of 5 examiners, eminent in that field, with the help of the guide concerned.

If the report of the examiner is not favourable, the candidate shall revise and resubmit the thesis, in the time frame as decided by the PRC. If the report of the examiner is unfavourable again, the thesis shall be summarily rejected. The candidate has to re-register for the project and complete the project within the stipulated time after taking the approval from the College.

If the report of the examiner is favourable, Viva-Voce examination shall be conducted by a board consisting of the Supervisor, Head of the Department

and the examiner who adjudicated the thesis. The Board shall jointly report the candidate's work as one of the following:
A. Excellent, B. Good, C. Satisfactory, D. Unsatisfactory

The Head of the Department shall co-ordinate and make arrangements for the conduct of VivaVoce examination.

If the report of the Viva-Voce is unsatisfactory, the candidate shall retake the Viva-Voce examination only after two to three months. If she fails to get a satisfactory report at the second Viva-Voce examination, the candidate has to re-register for the project and complete the project within the stipulated time after taking the approval from the College.

The Course Credits are generally decided based on the following guidelines.
➢ Lectures – 3 contact hours per week
➢ Laboratory – 3 hours per week
➢ Major project and comprehensive Viva-Voce and seminar
On passing a course of a programme, the student shall earn assigned credits in that course.

R22MT.5.   **Conditions for Pass and Award of credits for a course**
A student shall be declared eligible for the award of M.Tech degree, if she pursues a course of study and completes it successfully for not less than two academic years and not more than four academic years.

A student, who fails to fulfill all the academic requirements for the award of the degree within four academic years from the year of their admission, shall forfeit her seat in M.Tech course.

The student has to pass the failed course by appearing the supplementary examination as per the requirement for the award of degree.

On passing a course of a programme, the student shall earn assigned credits in that course.

R22MT.6.   **Transitory Regulations**
A candidate, who is detained or discontinued in the semester, on readmission shall be required to pass all the courses in the curriculum prescribed for such batch of students in which she joins subsequently. However, exemption will be given to those candidates who have already passed in such courses, in the earlier semester(s) as approved by Board of Studies and Academic Council.

A student shall be eligible for promotion to next Semester of M.Tech programme, if she satisfies the attendance requirements.

Candidates who have discontinued or have been detained for want of attendance or who have failed after having undergone the course are eligible for admission to the same or equivalent subjects as and when subjects are offered.

R22MT.7. **Method of awarding Letter Grades and Grade Points for a course**

The institute has changed student evaluation system from Percentages to Grading system.

A letter grade and grade points will be awarded to a student in each course based on her performance as per the grading system given below.

Theory/ Lab/Project	Grade Points	Letter Grade
≥ 90	10	O(Out Standing)
$\geq 80 < 90$	9	S (Excellent)
$\geq 70 < 80$	8	A (Very Good)
$\geq 60 < 70$	7	B (Good)
$\geq 50 < 60$	6	C (Satisfactory)
< 50	0	F (Fail)
----	0	AB(Absent)

R22MT.8. **Consolidated Grade Card**

A consolidated grade card containing credits & grades obtained by the candidates will be issued after completion of the two years M.Tech Programme.

R22MT.9. **Supplementary Examinations**

Supplementary examinations will be conducted along with regular semester end examinations. Semester end supplementary Examinations shall be conducted in Subjects of each semester once a year (i.e M.Tech -Sem I, M.Tech -Sem II, M.Tech - Sem III, M.Tech -Sem IV Examinations) under the present regulation.

Thereafter supplementary examinations will be conducted in the equivalent courses as Prescribed by concerned BOS.

R22MT.10.0 **Revaluation**

As per the notification issued by the Controller of Examination, the students can submit the applications for revaluation, along with the fee receipt for revaluation of her answer script(s) of theory course(s), if she is not satisfied with the Grade obtained.

The controller of Examination shall arrange for revaluation of those answer script(s). A new external examiner, other than the first examiner, shall re-evaluate the answer script(s) best of the two will be taken into consideration for awarding grade.

R22MT.11. Award of Division

The award of division for M.Tech programme for the candidates who were admitted into respective programmes in the year 2022-2023 and onwards as shown in the following table.

CGPA	DIVISION
≥7.75	First Class with distinction
≥6.75 - <7.75	First Class
≥5.75 - <6.75	Second Class
≥4.75 - <5.75	Pass Class

For the purpose of awarding First Class with Distinction, The student must get CGPA within 2 years in case of candidates admitted through PGCET & Management Quota.

Detained and break-in study candidates are not eligible for the award of First Class with Distinction.

For the purpose of awarding First, Second and Pass Class, CGPA obtained in the examinations appeared within the maximum period allowed for the completion of course shall be considered.

M.B.A Programme

R22MB.1. **Title and Duration of the Programme**
The course shall be called the P.G course in **Master of Business Administration**, abbreviated as **M.B.A.**

The course shall be of **two academic years** duration divided into **four semesters**, each semester having duration of minimum 16 weeks.

The calendar of events which includes MID Examinations, Internal Practical Examinations, External Practical Examinations and Semester End Examinations in respect of the course shall be fixed by the Institute from time to time.

The examination in all the subjects shall be conducted at the end of each semester for all the four semesters.

A student shall be declared eligible for the award of MBA degree, if she pursues a course of study and completes it successfully for not less than two academic years and not more than four academic years.

A Student, who fails to fulfill all the academic requirements for the award of the degree within Four academic years from the year of their admission, shall forfeit her seat in MBA course.

R22MB.2. **Award of MBA Degree**
A Student shall be declared eligible for the award of the MBA Degree, if she pursues a course of study in not less than two and not more than four academic years.

Each discipline of the MBA Programme is designed to have a total of 90 credits, and the student shall have to complete the courses and earn all credits as per the requirements for award of the degree.

The MBA Degree shall be conferred on a candidate who has satisfied the following requirement.

A Regular student (two year programme) should register herself for 90 Credits. A student has to secure all 90 credits eligible for the award of MBA Degree.

However, it is mandatory for the students to pass all the laboratory courses.

R22MB.3. **Attendance Requirements**
Each semester is considered as a unit and the candidate has to put in a minimum attendance of 75% with a provision of condonation of 10% of the attendance by the Principal on the specific recommendation of the HOD, showing some reasonable cause such as medical grounds, participation in University level sports, cultural activities, seminars, workshops, paper presentation, etc.

Shortage of Attendance below 65% in aggregate shall not be condoned. Students, having shortage of attendance, shall have to pay requisite fee towards condonation. Students whose shortage of attendance is not condoned in any semester are not eligible to write their semester end examination of that class.

Rules for calculation of attendance for the re-admitted candidates who were detained for want of internal marks / attendance or who had break – in study for various reasons:

a) No. of classes conducted will be counted from the day ONE of the semester concerned, irrespective of the date of payment of tuition fee.

b) They should submit a written request to the Principal, along with a challan paid towards tuition & other fee, for re-admission before the commencement of class-work.

c) Student should come to know about the date of commencement of class-work of the semester in to which she wishes to get re-admission. The information regarding date of commencement of class-work for each semester is available in the college notice boards/ website.

R22MB.4.   **Transitory Regulations**
A candidate, who is detained or discontinued in the semester, on readmission shall be required to pass all the courses in the curriculum prescribed for such batch of students in which she joins subsequently. However, exemption will be given to those candidates who have already passed in such courses, in the earlier semester(s) as approved by Board of Studies and Academic Council.

A student shall be eligible for promotion to next Semester of MBA programme, if she satisfies the attendance requirements.

Candidates who have discontinued or have been detained for want of attendance or who have failed after having undergone the course are eligible for admission to the same or equivalent subjects as and when subjects are offered.

R22MB.5.   **Distribution and Weightage of Marks**
The performance of a student in each semester shall be evaluated subject wise with a maximum of 100 marks for theory and 100 for lab marks. The project work shall be evaluated on the basis of Grades.

For theory subjects the distribution shall be 40 marks for Internal Evaluation and 60 marks for the Semester End Examinations.

For theory subjects, during the semester there shall be 2 tests. The weightage of internal marks for 40 consists of Descriptive – 20 and presentation -20 The subjective examination is for 120 minutes duration conducted for 20 marks. Each subjective type test question paper contains four questions and ALL

questions need to be answered. The average of the Two tests will be taken for internal marks. As the syllabus is framed for 6 units, first five units' theory and sixth unit is case study. The First Mid examination is conducted in 1- 3 Units and Second Mid exam in 4 & 5 Units of each subject in the semester. The average of the 2 Mids will be taken for finalizing the internal marks.

The end semester examination is conducted in covering the topics of all units for 60 marks. Question paper contains Eight Questions out of which, one is case study, which is compulsory and of the balance seven, a student has to answer four. All questions carries 12 marks.

For lab courses there shall be continuous evaluation during the semester for 50 internal marks and 50 semester end examination marks. Of the 50 marks for internal, 30 marks shall be awarded as follows: Day to day work - 10 and Record - 20, and balance 20 marks are to be awarded by conducting an internal laboratory test. The end examination shall be conducted by the faculty concerned and external examiner.

The TALLY Lab will have 50 Internal Marks only. The course "Insights on Interviews and Presentations" will be under continuous evaluation during the semester for 50 internal marks. Marks will be awarded based on the classroom presentation and participation in various activities conducted as a part of the same. There shall be no external examination for these two courses.

For the Mini project, the student shall collect the information on a specialized topic given by the faculty and prepare a PPT showing her understanding over the topic, and submit to the faculty member. The Mini Project marks for 50 consist of Mini project report - 25 marks & presentation - 25 marks. There shall be no external examination for Mini project.

For Main Project each student should select a company/organization and has to complete this project on a specific topic from any of the specializations offered with the prior permission of her respective guide and the duration of this project would be 5 weeks.

The project carries grade structure which will be given by the external Examiner after the Viva-Voce. The grades are a. Excellent b. Good c. Satisfactory. d. Unsatisfactory.

Laboratory marks and the internal marks awarded by the College are final. The sample laboratory records shall be preserved in the respective departments and internal test papers shall be preserved in the college exam cell as per the University norms and shall be produced to the Committees of the University as and when they ask for.

The Course Credits are generally decided based on the following guidelines.
  ➢ Lectures (Theory Subjects) – 3 credits (4 contact hours per week)
  ➢ Lectures (Problematic Subjects) – 4 credits (4 contact hours + 1 Tutorial hour per week)
  ➢ Laboratory – 2 credits (4 hours per week)

- Laboratory – 1 credit (2 hours per week)
- Mini project 1 credit
- Major project shall have 5 credits

R22MB.6.   **Conditions for Pass and Award of credits for a course**
A candidate shall be declared to have passed in individual theory/lab/project course if she secures a minimum of 50% aggregate marks (Internal & semester end examination marks put together), subject to minimum of 40% marks in semester end examination. For Labs 50% of the marks should be secured.

As far as the Project is concerned, evaluation is done based on the criteria of grades (Excellent, Good, Satisfactory and Unsatisfactory). If any student got the grade of 'Unsatisfactory', she has to submit the project once again after 3 months of the Viva Voce.

A Student, who fails to fulfill all the academic requirements for the award of the degree within four academic years from the year of their admission, shall forfeit her seat in MBA course.

The student has to pass the failed course by appearing the supplementary examination as per the requirement for the award of degree.

On passing a course of a programme, the student shall earn assigned credits in that course.

R22MB.7.   **Method of awarding Letter Grades and Grade Points for a course**
The institute has changed student evaluation system from Percentages to Grading system.

A letter grade and grade points will be awarded to a student in each course based on her performance as per the grading system given below.

Percentage of Marks Range	Grade Points	Letter Grade	Letter Grade
≥ 90	10	O	Excellent
80-89	9	S	Very Good
70-79	8	A	Good
60-69	7	B	Fair
50-59	6	C	Satisfactory
<50	0	F	Fail
-	0	AB	Absent

R22MB.8.   **Calculation of Semester Grade Points Average (SGPA) for semester**
The performance of each student at the end of the each semester is indicated in terms of SGPA. The SGPA is calculated as below:

*SGPA =$\sum$(CR x GP) / $\sum$CR (for all courses passed in semester)

Where CR = Credits of a course

GP= Grade points awarded for a course

* SGPA is calculated for the candidates who passed all the courses in that semester

R22MB.9.   **Calculation of Cumulative Grade Points Average (CGPA)**
The CGPA is calculated as below:

CGPA =$\sum$(CR x SGPA) / $\sum$CR (for entire programme)

Where CR = Credits of a course

SGPA= Semester Grade Points Average for Semester

Equivalent Percentage for CGPA is = (CGPA - 0.75) x 10

R22MB.10.   **Consolidated Grade Card**
A consolidated grade card containing credits & grades obtained by the candidates will be issued after completion of the two years MBA Programme.

R22MB.11.   **Revaluation**
As per the notification issued by the Controller of Examination, the students can submit the applications for revaluation, along with the fee receipt for revaluation of her answer script(s) of theory course(s), if she is not satisfied with the Grade obtained.

The controller of Examination shall arrange for revaluation of those answer script(s).

For Revaluation a new external examiner, other than the first examiner, shall re-evaluate the answer script(s). If there is any change in marks (below 15% of the maximum External marks) the highest of the two marks will be considered and if there is any change in marks (Equal or above 15% of the maximum External marks), the script will be evaluated by the third valuator. The marks of all the three valuators are compared and the average of two nearer marks will be awarded to the student.

R22MB.12.   **Supplementary Examinations**
Supplementary examinations will be conducted along with regular semester end examinations Semester end supplementary Examinations shall be conducted in subjects of each semester once a year (i.e MBA -Sem I, MBA -Sem II, MBA -Sem III, MBA -Sem IV, Examinations) under the present regulation.

Thereafter supplementary examinations will be conducted in the equivalent courses as prescribed by concerned BOS.

R22MB.13. Award of Division

The award of division for MBA programme for the candidates who were admitted into respective programmes in the year 2020-2021 and onwards as shown in the following table.

CGPA Secured	DIVISION
≥ 7.75 (Without any supplementary appearance)	First Class with distinction
≥ 7.75 (With any supplementary appearance) ≥6.75 to <7.75 (Without any supplementary appearance)	First Class
≥6.75 to <7.75 (With any supplementary appearance) ≥6.0 to <6.75 (Without any supplementary appearance)	Second Class
≥6.0 to <6.75 (With any supplementary appearance)	Pass Class

For the purpose of awarding First Class with Distinction, The student must get CGPA within 2 years in case of candidates admitted through ICET & Management Quota.

Detained and break-in study candidates are not eligible for the award of First Class with Distinction.

For the purpose of awarding First, Second and Pass Class, CGPA obtained in the examinations appeared within the maximum period allowed for the completion of course shall be considered.

MALPRACTICES

R22.01.   **Malpractices**

The Principal shall refer the cases of malpractices in internal assessment tests and Semester End Examinations, to a Malpractice Enquiry Committee, constituted by him/her for the purpose. The Principal will take necessary action, against the erring students basing on the recommendations of the committee.

The physically challenged candidates who have availed additional examination time and a scribe during their Degree/ICET examinations will be given similar concessions on production of relevant proof/documents.

The students who are suffering from contagious diseases are not allowed to appear either internal or semester end examinations.

The Academic Council may, from time to time, revise, amend or change the regulations, schemes of examination and/or syllabi.

EXAMINATION PROCESS

R22.02. **Examination Process**

The mid semester/semester end examination notification along with the time table will be issued and uploaded on the Institute examination website www.svecwexams.in by following the schedule of the academic calendar. Day wise / room wise/ year of study wise seating arrangement is prepared for all the subjects. Required number of faculty for invigilation is drawn from the departments.

The pre-examination works like preparation of final data base of the candidates who are eligible to appear for the semester end exams, sending the data for preparation of pre-printed barcoded OMR answer booklets, preparation of nominal rolls, Hall tickets, room wise seating plans and invigilation duties and D-forms during the examination time are taken care with the help of the examination management system software.

The question paper for the end semester exam (6 sets for Regular exams and 4 sets for Supplementary exams) will be set by three independent external faculty members who taught the subject for at least three years drawn from the list of paper setters approved by the Controller of Examinations. The question paper is drawn at random from the 6 sets one hour before the examination schedule and is moderated by a senior internal teacher for the required standard and coverage of the syllabus.

The end semester answer scripts are evaluated in a spot valuation organized in the institute or some times in a reputed institute outside by taking the approval of the Chief Superintendent (Principal).

The mid semester marks and the end semester marks are integrated for the final results processing and also for the printing of grade sheets.

Strict adherence to the Institute academic calendar and timely publication of results.

Examination Management System (EMS) services are available to integrate all the activities in the examination branch. The pre and post examination activities are integrated, starting with examination notification, generation of time tables, list of eligible students to generate hall tickets based on the attendance and generation of data base for the pre-printed OMR answer booklets. The internal continuous assessment marks are also uploaded in the data base of EMS and will be integrated with end semester marks at the time of results processing.

The Institute is using the OMR technology for the printing of pre-printed bar coded answer booklets, scanning the OMR marks slips and processing the results and printing the reports and certificates.

Payment gateway is also available for the payment of various examination fees online by the students to make the registrations online from (2019-2020 onwards).

Automation of examination process helps in the successful execution of examination processes such as monitoring of examination fee payment, examination schedule, bar coding of answer booklets, marks data entry, preparation of programme wise results and grade certificates.

All the examinations are conducted under the supervision of Examination Section headed by the Controller of Examinations and the results are declared after the approval of the concerned Examination committee/Results committee of the college.

The Examination branch has brought the following reforms since UGC gave an Autonomous status in the year 2014.

- Strict adherence to Institute Academic calendar.
- Grading System is being implemented in the evaluation and assessment of students in place of percentage of marks.
- OMR based Answer script was introduced for ensuring strict confidentiality by avoiding manual coding in the Examination and evaluation system.
- **Establishment of CCTV Surveillance System.**
- Squads are appointed to maintain strict & flawless system during conduct of Examinations.
- Automation of examination processes helped in the successful execution of examination processes such as monitoring of examination fee payment, examination schedule, data for preparing OMR Booklets, marks data entry, preparation of programme wise results and grade certificates.
- Systematic evaluation process supported by Examination management system (EMS) allows timely publication of results.
- Quick publication of results and issuing necessary certificates on time there by helping the students to secure admission for higher studies and to join the organizations in which they are placed.
- Online publication of results.
- Parents can access the performance of their ward through Examination portal.
- Security features are embedded in the certificates to avoid tampering.

S.No	Reform(s)	Positive impact(s)
1	6 sets of question papers are maintained for each subject / course	Confidentiality in the question paper selection
2	Setting the question papers from all the units and moderation of question papers.	Maintain standards and coverage of syllabus among all the units
3	Preparation of detailed scheme of evaluation by internal subject / course experts	1. Uniformity in the evaluation among the evaluators. 2. Fair judgment for the students.
4	Appointment of squad consisting of senior faculty members of internal faculty to monitor the semester end examinations	Strict vigilance for smooth conduct of examinations
5	Establishment of Spot evaluation centre	1. Confidentiality and custody of answer booklets are ensured 2. Declaration of results within the stipulated time.
6	Establishment of CCTV Surveillance System	1. Continuous monitoring of activities of examination section and spot evaluation process 2. Restricted entry and surveillance of the entry of un-authorized persons into the examination section 3. CCTVs in the vicinity of the examination rooms to curb untoward incidents of malpractice
7	Encoding and decoding of answer booklets	Provides confidentiality and unbiased evaluation.
8	Automation of examination management system	1. Improvement in reliability, efficiency, security, transparency, confidentiality and accuracy in the entire process. 2. Software developed by the institute provides flexibility to incorporate autonomous curriculum requirements.
9	Revaluation system	Accountability of the evaluation process and improving the transparency in the evaluation
10	Supplementary examinations and timely publication of results & issuing necessary certificates in time.	Provides more scope to final year students for their placements and higher studies.
11	Inclusion of security features in grade sheets as well as in answer booklets.	Chances of manipulations are nullified.