

# **ORDINANCES AND REGULATIONS**

(Applicable from 2017 batch)

## **Dual Degree (B.Tech & M.Tech)**



**INDIAN INSTITUTE OF TECHNOLOGY TIRUPATI**  
**YERPEDU – 517 619**

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## Dual Degree (B.Tech and M.Tech)

### ORDINANCES

O.1 Candidates should have passed.

- ☐ Final Examination of the 10+2 system, conducted by any recognized Central/State Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi, etc.

OR

- ☐ Intermediate or two-year Pre-University Examination conducted by a recognized Board/University

OR

- ☐ Final Examination of the two-year course of the Joint Services Wing of the National Defence Academy

OR

- ☐ General Certificate Education (GCE) Examination (London/Cambridge/Sri Lanka) at the Advanced (A) Level

OR

- ☐ High School Certificate Examination of the Cambridge University or International Baccalaureate Diploma of the International Baccalaureate Office, Geneva

OR

- ☐ Any Public School/Board/University examination in India or any foreign country recognized as equivalent to 10+2 system by the Association of Indian Universities (AIU)

OR

- ☐ H.S.C. Vocational Examination

OR

- ☐ Senior Secondary School Examination conducted by the National Open schooling with a minimum of five subjects

OR

- ☐ 3 or 4 year Diploma recognized by AICTE or a State Board of Technical Education and
- ☐ In case the relevant qualifying examination is not a public examination, the candidate must have passed at least one public (Board or Pre-University) examination at an earlier level.

AND

The candidate should be among the top 1,50,000 (all categories included) in JEE (Main) of the respective years and should satisfy at least one of these two criteria:

- I. He/she is within the category-wise top 20 percentile of successful candidates in his/her respective Class XII (or equivalent) board examination.
  - II. He/she has secured 75% (for GEN/EWS or OBC-NCL) or 70% (SC, ST or PwD) of aggregate marks in the Class XII (or equivalent) board examination
- ☐ The marks scored in the following five subjects will be considered for calculating the aggregate marks and the cut-off marks for fulfilling the top 20 percentile criterion: (1) Physics, (2) Chemistry, (3) Mathematics, (4) a language (if the candidate has taken more than one language, then the language with the higher marks will be considered), and (5) any subject other than the above four (the subject with the higher marks will be considered).
  - ☐ In case any of the subjects Physics, Chemistry, Mathematics, and Language are not

evaluated in the final year (e.g., in a 3-year diploma course), then the marks for the same subject from the previous year will be used for calculating the top 20 percentile cut-off and percentage of aggregate marks.

- ☐ Candidates who have failed in one or more subjects in the Class XII (or equivalent) examination will have to reappear for all the subjects in the subsequent year.
- ☐ For candidates who appeared for the Class XII (or equivalent) Board Examination, but reappeared in all subjects in the subsequent year, the best of two performances will be considered.
- ☐ If a Board awards only letter grades without providing an equivalent percentage of marks on the grade sheet, the candidate should obtain a certificate from the Board specifying the equivalent marks and submit it at the time of online acceptance of the allocated seat. In case such a certificate is not provided, the decision was taken by the Joint Implementation. The Committee of JEE (Advanced) will be final.
- ☐ If a Board gives aggregate marks considering both Class XI and Class XII examinations (in the 10+2 system), then only the Class XII marks will be considered. If a Board gives aggregate marks considering the results of all three years of a 3-year diploma or courses of equivalent duration, then only the marks scored in the final year will be considered. Similarly, for Boards which follows the semester system, the marks scored in the final two semesters will be considered.
- ☐ If a Board does not give marks scored in individual subjects but gives only the aggregate marks, then the aggregate marks given by the Board will be considered as such.
- ☐ The criteria, as specified above, is applicable "in toto" to all the candidates, including foreign nationals.

#### **Regarding the cut-off marks for the top 20 percentile**

- ☐ The category-wise cut-off marks for the top 20 percentile are calculated based on the marks scored by all the “successful” candidates in their respective boards.
- ☐ The cut-off marks for PwD candidates will be the same as the lowest of the cut-off marks for GEN, EWS, OBC-NCL, SC and ST categories.
- ☐ The top 20 percentile cut-off marks of a year of the respective Boards only will be considered for candidates who pass the Class XII (or equivalent) Examination in that year and not cut-off marks of the subsequent year.
- ☐ In case a Board does not provide information about the cut-off for the top 20 percentile, the candidate will have to produce a certificate from the respective Board stating that he/she falls within the top 20 percentile of successful candidates. If the candidate fails to do so, then the cut-off marks for the CBSE will be used.

AND

Candidates who have been placed in the final merit list in the JEE (Advanced) administered jointly by IITs are eligible to be considered for admission to the B.Tech./Dual Degree programme in the year in which the JEE (Advanced) is held.

Besides, candidates who are eligible to seek admission as foreign nationals or under other categories as approved by the Council of the IITs will also be considered for admission to the B.Tech programme in the supernumerary seats reserved for this purpose if their applications are received through proper channels and if they are qualified in JEE (Advanced).

- O.2 Admission to the particular branch of study shall be as decided by the Joint Admission Board.
- O.3 The duration of the Dual Degree programme will generally be 10 semesters.
- O.4 The award of merit scholarships to the Dual Degree students for the first 8 semesters will be governed by the regulations framed by the Senate from time to time.
- O.5 The award of ***Half Time Teaching Assistantship (HTTA)*** to the dual degree students for IX and X semester shall be in accordance with the regulations of the Senate of the Institute.
- O.6 The successful completion of the requirements of the Dual Degree programme by the students will qualify him/her for the Dual Degree referred to as the B.Tech. and M.Tech. of the Institute.
- O.7 The award of the Dual Degree (B.Tech. & M.Tech.) shall be in accordance with the regulation of the Senate of the Institute.

## REGULATIONS

### R.1.0 Admission

- R.1.1 The number of seats in each area of specialization and branch of the Dual Degree (B.Tech. & M.Tech.) programme for which admission is to be made in the IIT Tirupati, will be decided by its Senate.
- R.1.2 Change over from 4-year B.Tech. programme to 5-year Dual Degree programme is permitted within the same department at the end of the sixth semester, provided a student meets the following criteria:
- Should have a minimum of 8.00 CGPA (7.50 for SC/ST) at the end of 6<sup>th</sup> semester
  - Should not have any backlog courses

### R.2.0 Structure of the Dual Degree (B.Tech. & M.Tech.) Programme

- R.2.1 Every branch of the Dual Degree (B.Tech & M.Tech.) programme will have a curriculum and course contents (syllabi) for the courses approved by the Senate.
- R.2.2 The programme of instruction will consist of:
- (i) In the case of the B.Tech Programme, a general core programme comprising basic sciences, engineering sciences, humanities, and Free electives in the first 8 semesters.
  - (ii) an engineering core programme introducing the student to the foundations of engineering in his/her branch in the first 8 semesters
  - (iii) an elective programme enabling the students to take up a group of courses of interest to him/her;
- and
- (iv) project in IX and X semesters as approved by the department.

In addition, a student should satisfactorily complete the prescribed NCC/NSO/NSS programme.

- R.2.3 ***The complete programme will consist of 5 categories: Humanities, Basic Sciences, Basic Engineering, Professional Courses, and Free Electives and distributed over ten semesters, with two semesters per year.***

***The Professional Major Theory (PMT)*** courses will commence from the 3<sup>rd</sup> semester onwards. The free elective courses will be offered from the 5<sup>th</sup> semester onwards.

- R.2.4 Credits are assigned to the courses based on the following general pattern:
- One credit for each lecture period;
- One credit for each tutorial period;
- Two credits for each laboratory or practical or project session of three periods.

- R.2.5 The curriculum of any branch of the Dual Degree (B.Tech & M.Tech) programme is designed to have **a total of 209-211 credits for the award of the Dual Degree (B.Tech. & M.Tech.) for B.Tech. 2017 batch and a total of 204-206 credits for the award of the Dual Degree (B.Tech. & M.Tech.) from B.Tech. 2018 batch onwards.**

- R.2.6 No semester shall have more than six lecture-based courses and four laboratory courses as prescribed in the curriculum carrying a maximum of 29 credits subject to the following:

Students are permitted to register for an additional course (backlog) from the fifth semester onwards.

However, in exceptional cases, students of VII semester will be permitted to take seven lecture-based courses if they are not already prescribed seven courses in previous semesters subject to the following conditions:

- Two/three-lab slots out of the 4 recommended are free.
- The maximum number of credits registered in any semester shall not exceed 29.
- The student's Faculty Adviser and Head of the Dept. recommends the same.
- No withdrawal from any of the courses for which a student has registered will be allowed, except as per regulation 6.1.
- Students can register one backlog course in V & VI semesters and two backlog courses from VII semester onwards, subject to a maximum of 29 credits in a semester.

- R.2.7 Every course of the Dual Degree (B.Tech. & M.Tech.) programme will be placed in one of the fifteen categories listed in Table-1. **A student must earn a minimum number of credits under each category, as shown below:**

**Table: 1**

S.No.	Category	Code	CGPA Credit	Non-CGPA Credits	Course-wise minimum credit requirement
1.	<b>HUMANITIES</b>	HSS	9	0-3*	13
	Pass/Fail Option	HPF		2	
	Professional Ethics	HPE	2		
2.	<b>BASIC SCIENCES</b>		<b>32-37</b>		32-37
	Physics	SPH	8		
	Chemistry	SCY	8		
	Mathematics	SMA	14-19		
	Life Sciences	SLS	2		
3.	<b>ENGG. SCIENCE</b>		<b>23</b>		23
	Theory	BET	16		
	Skills	BES	7		
4.	<b>PROFESSIONAL MAJOR</b>				120-124
	Theory courses + Lab	PMT/PML	92-96	0-6*	
	Project	PMP	25		
	Industrial Training	PIT	2		
	Industrial Lecture	PIL		1	
5.	<b>FREE ELECTIVES</b>	FRE	12-18	0-6*	12-18
<b>Total</b>			<b>201-203</b>	<b>3-9</b>	<b>204-206</b>

\* Courses to be taken under MOOC (HSS, Department Electives, and Free Electives)

The minimum number of credits to be earned for the award of the Dual Degree (B.Tech. & M.Tech.) is 209-211 for B.Tech. 2017 batch and 204-206 credits from B.Tech. 2018 batch onwards, out of which 3-9 credits of course work done under the Pass/Fail option are not counted towards CGPA calculation.

Only students belonging to the V or higher semesters are eligible to register for M.Tech./ M.Sc. courses, Every student desiring to register for such a course must obtain the Consent of the Teacher (CoT) offering the course.

R.2.8 The medium of instruction, examination, and project reports will be **English**.

**R.3.0 Faculty Advisor**

R.3.1 To help the students in planning their courses of study and for getting general advice on the academic programme, the concerned department will assign a certain number of students to a Faculty member who will be called their Faculty Adviser.

**R.4.0 Class Committee**

**R.4.1** The composition of the Class Committee for the first six semesters will be as in the case of the B.Tech Programme and for IX and X semesters, as in the case of the M.Tech programme.

**R.4.2** The constitution of the Class Committee for the common courses of the first three semesters will be as follows:

- (i) One professor/senior faculty (not associated with teaching the particular class) will be nominated by the Dean of Academic Affairs to act as the Chairman of the Class Committee.
- (ii) Course coordinator of each of the lecture-based subjects
- (iii) Workshop Superintendent
- (iv) Four students from the respective class; and
- (v) Faculty Advisers of the respective class.

All teachers offering the common courses of first to third semester B.Tech./Dual Degree Programmes shall be invited to attend the class committee meetings.

**R.4.3** The constitution of the class committee for the department courses of each semester will be as follows:

- (i) One faculty of the department, preferably not associated with the teaching of the class, to be nominated by the Head of the Department to serve as the Chairman of the Class Committee.
- (ii) All teachers of lecture-based subjects except Chemistry, Mathematics, Humanities, and Management courses.
- (iii) Separate Class Committee for Chemistry, Physics, Mathematics, and Humanities courses will be constituted by the respective Heads of Departments on similar lines.
- (iv) Four students from the top half of the class to be chosen by the students of the class from amongst themselves.
- (v) Faculty Advisers of the respective class.

**R.4.4** The basic responsibilities of the Class Committees are

- (a) to review the progress of the classes periodically,
- (b) to discuss issues concerning curriculum and syllabi and the conduct of the classes.
- (c) The method of assessment in the course will be decided by the teacher, in consultation with the class committee, and will be announced to the students at the beginning of the semester. Each class committee will communicate its recommendations to the Head of the Department and the Dean of Academic Affairs.



- (d) The Class Committees without student members is responsible for the finalization of the semester results.
- (e) The Class Committees shall meet at least thrice in a semester, once at the beginning of the semester, once after the Test-I and once after the end-semester Examination to finalize the grades.

However, for the common courses in the first three semesters, the assessment method will consist of two quizzes or mid-semester and an end-semester examination with weightage specified in R.14.5.

## **R.5.0 Enrolment and Registration**

### **R 5.1 Enrolment:**

**From the second semester onwards, all students have to enroll on a specified day at the beginning of a semester.** A student will be eligible for enrolment only if he/she satisfies R.9 and will be permitted to enroll only if he/she has cleared all dues to the Institute, Hostel, Library, and the NCC Unit up to the end of the previous semester, provided he/she is not debarred from enrolment, on disciplinary grounds.

The registered courses in the previous semester (R.5.2) can be dropped, and new courses can be added within a week from the date of commencement of classes by the students with the approval of Faculty Adviser, which will be considered as final registration for that semester.

### **R 5.2 Registration:**

Except for the first semester, registration of a semester will be done during a specified week before the end-semester Examination of the previous semester.

Late registration/enrolment will be permitted with a fine as decided from time to time up to two weeks from the last date specified for registration.

**R 5.3** The registration sheet contains the course number, course name, number of credits and category for each course to be taken in that semester. The student chooses a course in consultation with his/her Faculty Adviser.

**R 5.4** The Dual Degree students are also eligible to take extra courses apart from the courses prescribed in the curriculum, viz., one course in the 5<sup>th</sup>, 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> semesters and not more than two courses in the 9<sup>th</sup> & 10<sup>th</sup> semesters, subject to a maximum of 15 credits, provided a student has no backlog and has a CGPA of 7.0 & above, at the end of the previous semester. Students taking extra courses should obtain the prior approval of the Dean (Academic Courses). This will be shown in the grade card as EXT category and will be taken for CGPA calculation.

**R 5.5** Students should have successfully completed the courses of (n minus 4)<sup>th</sup> semester to register for courses in the n<sup>th</sup> semester. Eg. To register for courses in 5<sup>th</sup>, 6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup>, 9<sup>th</sup> and 10<sup>th</sup> semesters of Dual Degree programme, the student should have successfully completed all the courses of 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> semesters respectively, as prescribed in the curriculum of the concerned branch of study.

- (i) If a student has to register for a semester to clear only the backlogs under n-4 rule, he/she will not be permitted to register for additional courses of a higher semester in any category.
- (ii) The semester used by a student to clear only the backlog course(s), will not be treated as effective for reckoning the no. of semesters spent by the student with respect to maximum permissible limit (vide R 10.1)

#### **R.6.0 Registration requirement**

R.6.1 The curriculum for any semester, except for the final semester will normally carry credits between 21 and 29.

R.6.2 The number of credits in each semester except 9th and 10th as far as possible can be approximately the same. The credits in the 9th and 10th semesters can be slightly lower than the other semesters. However, in any particular semester, the number of credits should not exceed more than 25 credits.

If a student finds his/her course load heavy in any semester, or for any other valid reason, he/she may drop courses if the student maintains a minimum attendance grade G in that case till the date of application or may opt for the conversion of Department electives from graded courses to Pass/Fail course within 45 instructional days from the commencement of the semester with the written approval of his/her Faculty Advisor & Head of the Department.

However, the student should ensure that the total number of credits registered in any semester should enable him/her to earn the minimum number of credits as specified in R.9.1.

#### **R.7.0 Supplementary Examination**

R.7.1 Supplementary examinations are not conducted for the students who failed in the regular semester Examinations. The students who failed in the regular semester examinations have to repeat the course(s) in a regular semester as and when it is offered.

#### **R.8.0 Contact courses**

R.8.1 A contact course may be offered during the regular semester or during summer by a Department, **only** to a final year student who has obtained a " U" grade in a CORE course.

The course will be offered **only** on the recommendation of the department, with the mutual agreement of the teacher and the student.

R.8.2 No student should register for more than two contact courses during the semester or summer period.

R.8.3 The contact course cannot be offered if the same subject is offered as a regular course during that period.

R.8.4 Such final year students, who wish to take contact course(s), should apply to the Dean, Academic Affairs before the commencement of the semester or summer as the case may be, in which the contact course is to be taken.

R.8.5 The assessment procedure for a contact course will be similar to that of the regular semester course.

R.8.6 Withdrawal from a contact course is not permitted.

### **R.9.0 The minimum requirement to continue the programme**

R.9.1 A student should earn not less than 10 credits in the first semester, and 25 credits at the end of the second semester.

Thereafter, he/she must maintain an average of 15 credits per semester, including the first two semesters, to continue his/ her studies.

However, in the final semester, a student may earn less than 15 credits if it is sufficient for him/ her to fulfill the requirements for the award of the degree.

If a student fails to earn credits every semester as stated above, he/she will be relieved from the programme.

R.9.2 A student who has not completed the NCC/NSO/NSS requirements (see R.22) in the first four semesters will not be permitted to continue the Dual Degree programme.

R.9.3 A student should have a minimum CGPA of 5.0 (see R. 21.2), calculated for the courses successfully completed at the end of each semester. If the CGPA so calculated is below 5.0 or if he/she earns less than average 22 credits, the student will be issued a warning under intimation to their parents.

In the following semester, if the CGPA is less than 5.0 or the student could not earn an average of 15 credits, as per **R.9.1**, he/she will be relieved from the programme at the end of the semester.

### **R.10.0 The maximum duration of the programme**

R.10.1 A student is expected to complete the Dual Degree programme in ten semesters. However, a student may complete the programme at a slower pace, but in any case not more than 14 semesters, excluding semesters withdrawn on medical grounds, etc. as per **R.11.1**. However, the students have to satisfy **R.9.1** every semester, failing which their registration will be cancelled.

### **R.11.0 Temporary withdrawal from the programme**

R.11.1 A student may be permitted by the Dean of Academic Affairs to withdraw from the programme for a semester or longer for reasons of ill health or other valid reasons. Normally, a student will be permitted to withdraw from the programme only for a maximum continuous period of two semesters.

### **R.12.0 Discipline**

R.12.1 Every student is required to observe discipline and proper behavior both inside and outside the campus and not to indulge in any activity which will tend to bring down the prestige of the Institute.

- R.12.2 Any act of indiscipline of a student reported to the Dean, Academic Affairs, will be referred to a **Discipline and Welfare Committee constituted by the Senate**.

The Committee will enquire into the charges and recommend suitable punishment if the charges are substantiated. The Senate will consider the recommendation of the Discipline and Welfare Committee for appropriate action.

- R.12.3 **Appeal:** The student may appeal to the Chairman, Senate, whose decision will be final. The Dean will report the action taken at the next meeting of the Senate.

- R.12.4 Ragging of any dimension is a criminal and non-bailable offense in our country. The current State and Central legislations provide for stringent punishment, including imprisonment. Once the involvement of a student is established in ragging, the offending student will be dismissed from the Institution and will not be admitted into any other Institution. Avenues also exist for collective punishment, if individuals can not be identified in this inhuman act. Every senior student of the Institute, along with the parent, shall give an undertaking every year in this regard, and this should be submitted at the time of enrolment.

### **R.13.0 Attendance**

- R.13.1 Every teaching staff member handling a class will take attendance until the last instructional day in the semester. The percentage of attendance, calculated up to this point, will be indicated by a letter code as follows:

Attended rounded to	Remarks	Code
$\geq 95\%$	Very Good	VG
85 to 94%	Good	G
$< 85\%$	Poor	P

- R.13.2 A student who has an attendance lower than 85%, whatever may be the reason for the shortfall in attendance, will not be permitted to appear in the end-semester Examination of the course in which the shortfall exists.

His/her registration for that course will be treated as cancelled, and he/she shall be awarded 'W' grade (W stands for registration cancelled for want of minimum attendance) in that subject. This grade shall appear in the grade card until the course is successfully completed.

In the case of a core course, the student should register for and repeat the course when it is offered next.

- R.13.3 The teacher handling a course must finalize the attendance 3 calendar days before the last instructional day of the course in the semester.

The particulars of all students who have attendance less than 85% in that course must be announced in the class by the teacher himself/herself. Copies of the same should be sent to the Dean, Academic Affairs, and Heads of Departments concerned. Students who get less than 85% should not be permitted to sit for the end-semester exam without the Dean Academic Affairs permission.

R.13.4 Condonation of Attendance: Every student is expected to put in 100% attendance. The minimum attendance requirement is 85%. For cases of casual absenteeism, no condonation of attendance is permissible. If a student has less than 85% attendance, he/she should be assigned 'W' grade in that subject along with 'P' as the attendance code. The percentage of attendance for a student in a subject shall be computed as:

(a) For calculation of attendance in normal cases:

For cases of minor illnesses and casual absenteeism, actual % of attendance is computed as:

$$\frac{\text{Actual no. of classes attended} \times 100}{\text{Total no. of classes held till the date of compilation of attendance}}$$

Which should be  $\geq 85\%$ . Otherwise, W grade shall be awarded. Such cases will not come under the purview of condonation of attendance.

(b) For calculation of attendance in case of prolonged illness and/or hospitalization with a medical certificate:

A student should have more than 40% attendance calculated as per (a) above to be eligible for condonation.

Notional % of attendance =

$$\frac{\text{Actual no. of classes attended} \times 100}{(\text{Total no. of classes held in the semester}) - (\text{No. of classes held during the days of prolonged illness and or hospitalization})}$$

Which should be  $\geq 85\%$  for condonation.

#### R.14.0 Assessment procedure – tests and examinations

R.14.1 The Senate will decide from time to time on the system of tests and examinations in each subject in each semester. The current practice is the following:

#### R.14.2 System of tests

- (i) In lecture-based courses, **two quiz tests** will be held in the case of common courses for the first three semesters and for higher semester courses as decided by the Class Committee. The details of weightage of marks for these quizzes have to be announced to the students, in consultation with the Class Committee. The Dean of Academic Affairs should be informed of the scheme of evaluation at the beginning of the semester.
- (ii) The Heads of Departments concerned may consider the adoption of mid-semester Examination for the common courses of I to III semesters.

### R.14.3 End semester examination

There will be one end-semester Examination of three hours duration in each lecture-based subject.

### R.14.4 Project evaluation

- (i) At the completion of a project, the student will submit a project report which will be evaluated by duly appointed examiner(s). The evaluation will be based on the report and a viva-voce examination on the project.
- (ii) The project reports of Dual Degree students who have not completed their course work will be evaluated in that semester itself, and the result sent, in confidential, to the Dean, Academic Affairs. The result of the project work evaluation will be declared by the Dean, Academic Affairs, only after the successful completion of the course requirements.

### R.14.5 Weightage

- (i) The following are the course evaluation weightage:

a) Lecture or lecture and tutorial-based courses	
Sessional assessment:	40-60%
End-semester examination:	40-60%
b) Laboratory-based courses	
Sessional assessment:	75-100%
End-semester examination, if held maximum weightage:	25%

Subject to the above conditions, the Class Committee is free to decide the weightage in any course and announce to the students within 2 weeks from the beginning of the semester.

- (ii) The markings for all tests, tutorial assignments (if any), laboratory work, and examinations will be on an absolute basis. The final percentages of marks are calculated in each subject as per the weightage given in **R.14.5(i)**.

### R.15.0 Make-up examination

- R.15.1 Students who have missed the quizzes or end-semester Examination for valid reasons are eligible for a make-up examination.

A student who has missed quiz(zes) and the end semester examination in the same course due to genuine reasons like illness etc. may be permitted to write a make-up examination for the missed end-semester alone and awarded zero marks for the missed quiz(zes), provided the student satisfies the attendance requirements.

The students should make an application to the Dean, Academic Affairs **within ten days from the date of the Examination missed, explaining the reasons for their absence.**

Applications received after this period need not be entertained.

- R.15.2 Official permission to take a make-up examination will be given under exceptional circumstances such as admission to a hospital due to illness.

Students residing in the hostels should produce a Medical Certificate issued by the Chief Medical Officer of the Institute that he/she was admitted to the hospital during the period of the missed quiz/exam.

Students residing in the Hostels and taking medical consultation with outside Doctors are required to obtain written permission from the Medical Officer of the Institute Hospital before they proceed for such consultation.

Students residing in the hostels but taking medical consultations with outside Doctors are required to obtain an endorsement on the certificate of treatment by the Medical Officer of the Institute Hospital.

A student staying outside the campus permanently/temporarily must produce a medical certificate from the registered medical practitioner, and the same should be duly endorsed by the parent/guardian.

- R.15.3 **A slot-wise make-up examination will be held about two weeks after the end-semester Examination for those who are permitted to take the make-up Examination.**

The question paper will be common to all the students taking make-up examinations in a given subject.

However, the question paper will be so structured that a student will be required to answer only parts of the paper carrying marks in proportion to the weightage of the tests/examinations missed by him/her.

- R.15.4 **A student who misses this make-up Examination will not normally be given another make-up examination.** However, in exceptional cases of prolonged illness resulting in the student missing a make-up examination, the Chairman of the Senate, in consultation with the Dean of Academic Affairs or with approval of the Senate, may permit the student to appear for a second make-up examination.

## **R.16.0 Subject-wise grading of students**

### **R.16.1 Letter grades**

Based on the semester performance, each student is awarded a final letter grade at the end of the semester, in each subject. The letter grades and the corresponding grade points are as follows:

Grade	Grade Point	Remarks
S	10	
A	9	
B	8	
C	7	
D	6	
E	4	
U	0	
P	-	Pass
F	-	Fail
W	0	Failure due to insufficient attendance in the course
I	0	Incomplete (Subsequently to be changed into pass (E to S) or U Grade in the same semester).
X	0	Completed NSO/NCC/NSS Requirements
Y	0	Incomplete (in NSO/NCC/NSS)

R.16.2 A student is considered to have completed a subject successfully and earned the credits if he/she secures a letter grade other than U/ F or W or I in that subject. **A letter grade U/F or W in any subject implies a failure in that subject.**

#### **R.17.0 Method of awarding letter grades**

R.17.1 A final meeting of the Class Committee without the student members will be convened within seven days after the last day of the end- semester examination. The letter grades to be awarded to the students for different subjects will be finalized at the meeting.

R.17.2 The teacher should submit two copies of the results sheets for each subject, one with the final grade and attendance code and the other with the absolute marks, the final grade, and the attendance code to the concerned Class Committee Chairman.

After finalization of the grades at the Class Committee meeting, one copy with the absolute marks and one without the absolute marks but having only the grades and the attendance code will be forwarded by the Chairman, Class Committee to the Dean of Academic Affairs.

#### **R.18.0 Declaration of results**

R.18.1 After finalization by the Class Committee as per **R.16.1**, the Letter- Grades awarded to the students in each common course in the first two semesters. The Academic Section will announce the courses of the third semester offered in common to all the disciplines.

For the rest of the courses offered in the third semester and courses offered in the fourth and higher semesters, the letter grades awarded will be announced by the department.

R.18.2 U/W grades once awarded stay in the Grade Card even though the course is successfully completed later.



**R.19.0 Review of answer papers**

- R.19.1 In case any student feels aggrieved, he/she can contact the teacher concerned within three weeks from the commencement of the semester, immediately following the results' announcement.

The student shall have access to his/her answer paper(s) in the end semester examination, which may be shown to him/her by the teachers concerned. If the teacher feels that the case is genuine, he/she may re-examine the case and forward a revised grade, if any, to the Dean of Academic Affairs through the Chairman of the Class Committee with justification for the revision, with intimation to the Head of the Department.

**R.20.0 Course repetition**

- R.20.1 A student who earns a U or W grade in a core course has to repeat it compulsorily when the course is offered next.

A student securing a U or W grade in an elective course may repeat it if he/she so desires to get a successful grade.

A course successfully completed cannot be repeated. However, where students have taken all core and elective courses but still fail to get a minimum CGPA of 5 and are not eligible to get a degree, these students are permitted to repeat the core or elective courses to earn the minimum CGPA.

**R.21.0 Grade card**

- R.21.1 The grade card issued at the end of the semester to each student will contain the following:

- a) the course number, name of the course, and the credits for each course registered in that semester.
- b) the letter grade obtained in each course
- c) the attendance code in each course
- d) the total number of credits earned by the student up to the end of that semester in each of the course categories
- e) the Cumulative Grade Point Average (CGPA) of all the courses taken from the first semester.

- R.21.2 The GPA will be calculated according to the formula:

$$GPA = \Sigma(C_i \times GP) / \Sigma C_i$$

Where  $C_i$  = credit for the course, GP = the grade point obtained for the course and  $\Sigma C_i$  = the sum of credits of all courses taken in that semester, including those in which the student has secured U and W grades.

For the cumulative grade point average (CGPA), a similar formula is used where the sum  $\Sigma C_i$  is the sum of credits of all courses taken in all the semesters up to the point in time. When the failed (U & W) course(s) is/are cleared, CGPA is calculated, taking into account the passed grade.

- R.21.3 No class or division or rank will be awarded to the students at the end of their (B.Tech. & M.Tech.) programme.

**R.22.0 NCC/NSO/NSS requirements**

- R.22.1 All students admitted to the Dual Degree programme will have to take either NCC/NSO/NSS as an extra-curricular programme.

**NCC programme is not available for foreign nationals and women students.**

- R.22.2 The NCC programme will have to be completed in two semesters.  
NSO/NSS programme will be held as announced by the Gymkhana/Adviser, NSS.
- R.22.3 The NCC/NSO/NSS requirement should be completed within the first two semesters.
- R.22.4 The minimum attendance requirement is 85%.
- R.22.5 If a student falls short of the attendance requirements, he/she should make up the deficiency as noted below:
- (i) If the absence is on valid grounds, the deficiency will be made up in the extra NCC/NSO/NSS programmes to be offered during May of the same year.
  - (ii) If the absence is unauthorized, the deficiency will have to be made up during the following year. The deficiency in NCC will have to be made up in NSO/NSS programmes at the rate of four times the deficiency, i.e., each NCC/NSS class missed will be made up by four NSO classes.
  - (iii) The deficiency in NSO/NSS classes will have to be made up at the rate of two classes for each class missed.

**R.23.0 Scholarships and tuition fee exemption**

- R.23.1 25% of the students admitted or 25% of the sanctioned strength, whichever is less, will be awarded Merit-Cum-Means (MCM) scholarship up to 8<sup>th</sup> semesters of the programme similar to B.Tech students subject to the terms and conditions and at the rates approved by the Government of India from time to time.

These students are exempted from paying tuition fees.

In addition, 10% of the students admitted or 10% of the sanctioned strength, whichever is less, are exempted from payment of tuition fees for the 8<sup>th</sup> semester of the programme.

In the cases of scholarships provided by private organizations, the rates and terms, and conditions for the award of such scholarship shall be as approved by the Senate.

In the case of the SC/ST candidates, the awards and other benefits of scholarships will be in accordance with the rules framed by the Government of India.

- R.23.2 Such of those Dual Degree students who obtain a valid GATE score or secured CGPA of 8.0 or above (7.5 or above for SC/ST) at the end of the 8<sup>th</sup> semester will be awarded HTTA for a period of 12 months as applicable to the regular M.Tech Programme.

The Dean of Academic Affairs will lay down the administrative procedures to be followed in the selection of the students for the award of the scholarship/HTTA consistent with existing Government regulations, if any. The number and names of the selected candidates will be reported to the Senate.

**R.23.3 Leave rules:**

These students are eligible for a leave of 30 days in the fifth year starting from 1<sup>st</sup> July, which will be regularized 15 days per semester with a provision to carry over from IX to X semester. The intervening holidays will be treated as part of leave with the provision of suffixing and prefixing holidays.

All Dual Degree students who are awarded HTTA should apply to the Head of the Department for leave, stating the reasons whenever they are not in a position to attend classes/project work. They will not be eligible for HTTA for the period of absence if it is unauthorized leave, even if they have not fully utilized the eligible leave.

**R.24.0 Eligibility for award of the B.Tech and M.Tech Dual Degree**

R.24.1 A student shall be declared to be eligible for the award of the B.Tech. and M.Tech dual degree if he/she has

- a) registered and successfully completed all the core courses and projects;
- b) successfully acquired the minimum required credits as specified in the curriculum corresponding to the branch of his/her study within the stipulated time;
- c) earned the specified credits in all the categories of subjects;
- d) completed the NCC/NSO/NSS requirements;
- e) secured a CGPA of 5.0;
- f) no dues to the Institute, Hostels, Libraries, NCC/NSS/NSO etc., and
- g) no disciplinary action is pending against him/her.

The following procedure will be followed for credit transfer **for students visiting Universities abroad under an exchange programme with other Universities**, with effect from July-Dec 2015 semester.

The student should use the credits/grades indicated in the grade sheet obtained from the university where the student has completed the courses as part of his/her transcripts.

IIT Tirupati transcripts will only indicate the courses, credits, and grades completed at IIT Tirupati and the total number of credits (without grades) earned in other Universities in a particular semester.

**The CGPA calculation based on credits earned/completed at IIT Tirupati alone is to be considered for award of prizes.**

The credits earned at Universities abroad will be taken into account for the calculation of minimum required credits for the award of the degree.

R.24.2 The award of the degree must be recommended by the Senate and approved by the Board of Governors of the Institute.

**R.25.0 Power to modify**

- R.25.1 Notwithstanding all that has been stated above, the Senate has the right to modify any of the above regulations from time to time.