BIRLA VISHVAKARMA MAHAVIDYALAYA
(ENGINEERING COLLEGE)
(AN AUTONOMOUS INSTITUTION)
VALLABH VIDYANAGAR – 388120, GUJARAT

Academic Regulations (Major Degree UG.24)

FOR UNDER GRADUATE PROGRAMMES (FULL TIME)

These rules shall be applicable to the students who are admitted to B. Tech. Degree (Major) programme since Academic Year 2024-2025. These regulations may be called "Academic Regulations – UG.24".

UG.24.1 ADMISSION

UG.24.1.1 A candidate seeking admission to the four year degree programme for Bachelor of Technology must have eligibility as per the Gujarat Government/ Admission Committee for Professional Courses (ACPC) / Gujarat Technological University (GTU) / Charutar Vidya Mandal (CVM) rules.

UG.24.1.2 Admission granted to an applicant is to be considered provisional until all the fees are paid and all the prescribed documents are in order. Birla Vishvakarma Mahavidyalaya (Engineering College) DISCLAIMS ALL RESPONSIBILITIES**,** if any, of the documents required as per ACPC / GTU / CVM norms, which are not submitted or found unacceptable by it. The institute will not accept any responsibility for students who do not submit the expected registration form / enrollment form / examination form in time.

UG.24.1.3 As per the guidelines set by the Admission Committee for Professional Courses (ACPC), Gujarat Technological University (GTU), and the Government of Gujarat, the Multi-Entry and Multi-Exit framework, in alignment with the National Education Policy 2020 (NEP2020), will be implemented.

UG.24.2 PROGRAMMES OF STUDY

UG.24.2.1 A student shall undergo the prescribed courses as given in the programme of studies to obtain his/her degree in major in which he/she is admitted. These courses for various programmes are listed in Annexure – I.

UG.24.2.2 A student shall undergo the courses as prescribed by the respective Board of Studies from time to time to obtain minor engineering degree in the respective programme(s). For awarding minor degree, regulations are annexed as Annexure – II.

UG.24.3 COURSE LEVELS

UG.24.3.1 At the commencement of each semester, a student shall register for the set of courses offered during the semester. For the registration process, refer UG.24.9.

UG.24.3.2 All courses offered are divided into four levels: Level 1 to Level 4. The levels correspond to successive years of study of a typical B. Tech. student, i.e. a regular student will complete his/her Level-1 courses during his/her first year, Level-2 courses during his/her second year, and so on.

UG.24.4 COURSE CATEGORIES

Courses taken by a student to complete his/her degree programme are divided into Humanities and Social Science, Basic Science, Engineering Science, Mandatory Courses, Professional Core Courses, Programme Elective Courses,

Skilled Based Courses, Open Elective Courses, Project Work, Seminar and Internship.

UG.24.4.1 MANDATORY COURSES

Each programme of studies contains a certain number of mandatory courses, they are categorized as Programme core courses, seminar and project work.

UG.24.4.2 PROGRAMME ELECTIVE COURSES

Each programme of studies contains a certain number of programme elective courses. Programme elective courses will be offered under each discipline at corresponding level from which a student may choose course(s).

UG.24.4.3 OPEN ELECTIVE COURSES

Open elective courses are courses offered by a discipline for students other than the corresponding discipline.

UG.24.4.4 MANDATORY NON - CREDIT COURSES

Each programme of studies contains a certain number of mandatory non-credit courses decided by respective Board of Studies.

UG.24.5 DEFINITION OF STATUS OF COURSE

UG.24.5.1 REGULAR COURSES

Each programme of studies contains a certain number of courses (including elective courses and mandatory non-credit courses) to be studied in respective semester decided by respective Board of Studies.

UG.24.5.2 BACKLOG COURSES

The courses in which student has not obtained letter grade DD or above / PP at first attempt (Refer UG.24.13).

UG.24.6 PRE-REQUISITES

UG.24.6.1 A student shall not be allowed to enroll for any course at Level-4 unless he/she has completed all his/her course requirements at Level-1 with acceptable grades (Refer UG.24.13).

UG.24.7 COURSE CREDITS

UG.24.7.1 Each course offered has L-T-P structure, where “L” means number of theory lecture hours per week, “T” means number of tutorial hours per week and “P” means number of practical hours per week.

UG.24.7.2 Total course credits for a course are obtained by adding credits of theory lectures, tutorials and practical together. The credits will be considered as: 1 hr. Lecture = 1 credit, 1 hr. Tutorial = 1 credit & 1 hr. Practical = 0.5 credit.

UG.24.8 FACULTY COUNSELOR

UG.24.8.1 Each student is assigned to a Faculty Counselor who will advise and counsel him/her regarding the selection of courses to be registered in a given semester as well as monitor his/ her holistic development.

UG.24.8.2 Each student must obtain approval to appear in examination for "Backlog" courses (Refer UG.24.5.2) from the Faculty Counselor.

UG.24.9 REGISTRATION

UG.24.9.1 To earn course credits in a semester a student must register for the courses at the commencement of the semester.

UG.24.9.2 At the commencement of each semester the first working day is designated as the Registration Day. A student must complete his/her registration formalities on that day as per the procedure laid down by the institute.

UG.24.9.3 A further period of 12 working days is designated as late registration period. During this period a student shall require to pay late registration fees, as decided by the institute from time to time to complete his/her registration. Late registration will only be permitted on genuine reasons, (Refer UG.24.12.3) subject to the approval of the Principal.

UG.24.9.4 Student shall not be permitted to attend classes without registration.

UG.24.9.5 The registration must be completed by the student in person.

UG.24.9.6 A student who has completed all the requirements for his/her B. Tech. degree (Refer UG.24.19) will not be allowed to register in any further courses.

UG.24.9.7 All registrations in every semester must be duly approved by the Chairman, Academic Council.

UG.24.9.8 The student has to register for activities under NCC unit / NSS unit / Yoga Class in his/her First Semester.

UG.24.10 WITHDRAWAL

UG.24.10.1 Student will be permitted to withdraw all the courses register in semester not later than one week before commencement the end semester examination. In such cases no fees will be refundable. A student who is permitted to withdraw courses registered will be awarded 'WD' (Refer UG.24.13.1) letter grade in respective courses.

UG.24.11 EVALUATION OF STUDENT PERFORMANCE IN A COURSE

UG.24.11.1 The performance of a student in a course will be evaluated based on (i) continuous assessment of theory and tutorial/practical work, and (ii) end-semester theory and tutorial / practical examinations.

UG.24.11.2 The end semester theory examination in a course has a weightage of 60 % of total theory marks. Out of the remaining 40 % of theory marks, 30 % of marks will be evaluated based on mid semester examination and remaining 10 % based on continuous assessment carried out during the semester as declared by the course coordinator in first week of beginning of the semester.

UG.24.11.3 The end-semester tutorial/practical examination in a course has a weightage of 40 % of total tutorial/practical marks and continuous assessment of the same carries the remaining 60 % of total tutorial/practical marks. Tutorial/practical work (both, end semester and continuous) shall be evaluated on the basis of one

or more course – outcome base instruments of assessment like, observation of experimental skills, reports, viva – voce examination, quizzes, end-semester practical examination and attendance.

The evaluation of end semester examination (Practical) will be based on Practical Performance and/or viva as decided by course convener in consultation with respective Chairman, BoS.

UG.24.11.4 The grade for a course is awarded based on the principle of "single head of passing", i.e., there will be a single grade for a course based upon the aggregate (grand total) of marks obtained by the student in theory and tutorial/practical components in continuous assessment as well as end semester examinations. However, a student must score at least 35% of total maximum marks to become gradable.

However, if the student remains absent in any component of end semester theory or practical exam shall be awarded letter grade 'FP'.

UG.24.12 EXAMINATIONS

UG.24.12.1 The end semester examination for all courses offered in an academic year will be conducted by the institute for awarding 60 % of marks out of the total theory marks.

UG.24.12.2 No student shall be allowed to appear in the end semester examination unless he/she has attended 75% of theory and tutorial/practical classes of each course and will be awarded letter grade 'FA' in a corresponding course on failing the attendance criteria. A student who is awarded 'FA' grade should appear in Mid Semester Examination and End Semester Examination (Theory and Practical) whenever the corresponding course is offered in successive semester/s and/or academic year/s.

UG.24.12.3 The institute will conduct two continuous assessment of theory (mid semester examination) in a semester for each course for the evaluation of 30 % of total theory marks (Except the criteria mentioned in UG.24.12.4). The average marks of two mid semester examinations shall be considered as the final marks for mid semester examination.

A student who remains absent in any of the two mid semester examination for whatsoever reason(s) shall be awarded with zero marks in the respective mid semester examination.

However, if a student remains absent due to any of the following genuine reasons, then for such students a special mid semester examination may be conducted by the institute and marks obtained in the special mid semester examination will be considered as marks of the mid semester examination in which he/she has remained absent. Such student should obtain prior approval from the Principal.

a) A student is critically ill or injured and certified by Civil Surgeon.
b) Death of direct blood relation relative.
c) A student representing the institute at State / National / International level

events.

UG.24.12.4 The institute will conduct only one continuous assessment of theory (mid semester examination) for all courses of the semester in the following cases.

a) First Semester of B. Tech. programme.
b) Third semester of B. Tech. programme for the students who are admitted in the second year of B. Tech. (Diploma to Degree students).
c) Corresponding semester of the year of transfer for transferred students or international students, if the admission of such students is five weeks later than commencement of academic calendar.

UG.24.12.5 The End Semester tutorial/practical examination shall be rearranged for a student who is not able to appear in the regular schedule due to genuine reason(s) (Refer UG.24.12.3). Such student should obtain prior approval from the Principal.

However, such rearrangement should be confined within the Academic Calendar of the respective semester.

A student who remains absent in end semester theory / practical examination for whatsoever reason(s) shall be considered as absent and awarded 'FP' letter grade.

UG.24.13 LETTER GRADES

UG.24.13.1 The overall performance of a student in credit courses is represented by a letter grade from AA to FP, FA and WD with the following meaning and equivalent grade points:

LETTER GRADE	EQUIVALENT GRADE POINTS	REMARK
AA	10	Outstanding
AB	9	Excellent
BB	8	Very Good
BC	7	Good
CC	6	Average
CD	5	Satisfactory
DD	4	Pass
FP	0	Failure due to Performance
FA	0	Failure due to Attendance
WD[1]	-	Withdrawal

For non-credit courses, the evaluation will be PASS or FAIL and for that the letter grade will be awarded PP or FP, respectively for the same.

UG.24.13.2 A credit course is said to be completed successfully, only if a letter grade DD or better (in grade points) is obtained in that course.

UG.24.13.3 A non-credit course is said to be completed successfully, only if a letter grade

[1] The course with a WD letter grade will not be counted in SPI and CPI calculations.

PP is obtained in that course.

UG.24.13.4 The scheme of awarding letter grades and the letter grades awarded in each course are subject to scrutiny and approval by the Academic Council.

UG.24.14 FAILURE IN A COURSE

UG.24.14.1 A student earns zero credit for a course when he/she gets letter grade FP or FA in that credit course.

UG.24.14.2 A student with letter grade WD in courses should re-register the courses subsequently whenever offered.

UG.24.14.3 A student with letter grade FP should appear, at the earliest, in the end semester theory as well as practical/ viva exam and should obtain a letter grade DD or better (in grade points) in credit courses and PP in non-credit courses.

UG.24.15 SEMESTER PERFORMANCE INDEX (SPI)

UG.24.15.1 The performance of a student in a semester is expressed in terms of the Semester Performance Index (SPI).

UG.24.15.2 The Semester Performance Index is the weighted average of course grade points obtained by the student in the regular courses (Refer UG.24.5.1) registered in the semester. The weights assigned to course grade points are the credits carried by the respective courses.

The formula to calculate SPI shall be as follows,

$$SPI = \frac{\sum_{i=1}^{n} g_i c_i}{\sum_{i=1}^{n} C_i}$$

where, g_i is the equivalent grade point of i^{th} course,
c_i is the credit of the i^{th} course,
n is total number of regular courses registered by the student in a semester

UG.24.16 CUMULATIVE PERFORMANCE INDEX (CPI)

UG.24.16.1 The overall performance of student is expressed in terms of the Cumulative Performance Index (CPI). This index is defined as the weighted average of course grade points obtained by the student for all courses taken since his/her entry to the programme. The weights are defined in same way as in UG.24.15.2.

UG.24.16.2 If a student repeats a course, only the grade points obtained in the latest attempt is counted towards the Cumulative Performance Index (CPI).

UG.24.17 CUMULATIVE GRADE POINT AVERAGE (CGPA)

UG.24.17.1 Cumulative Grade Point Average (CGPA) certificate shall be issued to a student as per requirement. The CGPA is the weighted average (as defined in UG.24.15.2) of the grade points obtained in all the courses in the last four semesters of the programme.

UG.24.18 ADMISSION BY TRANSFER

UG.24.18.1 For a student admitted by transfer to any B. Tech. programme after completing

part of his/her degree requirements elsewhere or under the previous academic regulations of BVM, he/she will be allowed to continue in subsequent level after completing all the requirements of previous levels of the respective institute or previous academic regulation. He/She will be exempted from all courses upto the completed levels. For these courses "EXEMPTED" status will be shown in the Transcript.

UG.24.18.2 The remaining requirements must be completed by the student as per UG.24.19.

UG.24.18.3 The CPI of such a student will be calculated only on the basis of the courses taken at this institute after transfer.

UG.24.19 REQUIREMENTS FOR THE AWARD OF B. TECH. DEGREE

UG.24.19.1 To be eligible for the award of the degree of Bachelor of Technology, a student must earn total credits as prescribed by respective Board of Studies and all other prescribed requirements.

UG.24.19.2 The total credits requirements for the degree of B. Tech. must be completed in not more than 16 semesters from the date of admission. However, for a student admitted by transfer or Diploma to Degree (DtoD) the maximum permissible duration shall be 100 % more than the period prescribed for completion of the programme at the time of admission.

UG.24.19.3 A student shall complete the requirements of activities conducted by NCC unit / NSS unit / Yoga Class (UG.24.9.8) and produce the certificate of attendance.

UG.24.20 AWARD OF CLASS

UG.24.20.1 The class awarded to a student for his / her B. Tech. degree is decided by his / her final CPI as per the following criteria:

FIRST CLASS WITH DISTINCTION- CPI not less than 7.10
FIRST CLASS - CPI less than 7.10 but not less than 6.50
SECOND CLASS - CPI less than 6.50 but not less than 5.50
PASS CLASS - CPI less than 5.50

A candidate who passes in all courses and all heads of passing in the examination shall be given a gracing of the required CPI for getting second class/first class/first class with distinction, subject to a maximum of CPI 0.10, in concurrence with rules and guidelines of AICTE/ GTU.

UG.24.21 TRANSCRIPT

UG.24.21.1 The Transcript will be issued to the student as and when required and will contain a consolidated record of all the courses undergone by him/her, credits earned, latest grades obtained and CPI upto the date of issue of transcript.

The Transcript shall also mention actives (NSS / NCC / Yoga) attended by the student as per UG.24.9.8.

UG.24.22 EXAMINERS

UG.24.22.1 The respective board of studies shall suggest the panel of examiners.

UG.24.22.2 There shall be at least two examiners for end semester theory as well as practical/viva examination. For each end semester theory examination, there shall be two paper setters. One paper setter out of the two shall be from outside the institute (external examiner). The end semester practical examination of each course shall be conducted jointly by an internal (Examiner from the institute) and an external examiner. For 4th level courses, each end semester theory examination evaluation shall be made by an internal and an external examiner. One of the internal examiner/s shall be appointed as convener who shall co-ordinate the procedure for end semester examinations of the respective course.

The appointment of examiners shall be done by the Examiner Appointment Committee (EAC) which comprises of Chairman of Academic Council, Controller of Examinations and Jt. Controller of Examinations and all Chairmen, Board of Studies.

UG.24.23 REVIEW & REASSESSMENT OF ESE THEORY ANSWER BOOKS

UG.24.23.1 A student shall apply for review of end semester theory answer book(s) after declaration of semester results as per the notification. The student will have to pay the fees for the same as decided from time to time.

The answer book(s) of the student(s) who has applied for the review will be shown to him/her.

If student is satisfied with the assessment then he/she shall sign the answer book with a remark "Seen and Satisfied".

If student is not satisfied with the assessment, then the EAC (Refer UG.24.22.2) shall appoint two examiners (Convener of original exam and a new examiner) for the reassessment of the end semester examination (theory) both sections. Both examiners shall jointly reassess both the sections and marks awarded in the previous assessment shall be kept open.

The marks obtained by the candidate after the reassessment shall be considered for grading, only if, the change in mark is more than or equal to 10% of total mark of maximum End Semester (Theory) Examination.

If change in grade is found after reassessment, the reassessment fees shall be refunded.

UG.24.24 GRADING

UG.24.24.1 The office of Controller of Examinations shall prepare the histogram of each course for the purpose of grading, after the completion of assessment of the course.

UG.24.24.2 The convener of the respective course shall grade the students based on the histogram provided by the office of Controller of Examinations. The grading shall be done based on relative grading system.

UG.24.24.3 The grading of project category courses (like mini project / micro project / minor project / major project / full semester project etc.) shall be done as per fix

histogram. The grade range shall be considered as follow:

LETTER GRADE	% of Total Marks obtained	REMARKS
AA	Greater than or equal to 80	Outstanding
AB	Greater than or equal to 75	Excellent
BB	Greater than or equal to 65	Very Good
BC	Greater than or equal to 55	Good
CC	Greater than or equal to 50	Average
CD	Greater than or equal to 45	Below Average
DD	Greater than or equal to 40	Pass
FP	Less than 40	Fail

UG.24.25 GRADE REVIEW

UG.24.25.1 The Academic Council shall appoint a Grade Review Committee for each semester. The Grade Review Committee shall comprise of following members:

(a) Chairman Academic Council
(b) University Nominee
(c) Dean, Academics
(d) Associate Dean, Academics
(e) Controller of Examinations
(f) Joint Controller of Examinations
(g) All Board of Studies Chairman
(h) Member Secretary, Academic Council
(i) Officer-In-Charge of Credit System

UG.24.25.2 The Grade Review Committee shall meet immediately after results of all courses are completed and review the grades awarded by the convener of respective course. The revision of the grade suggested by the Grade Review committee shall be considered as final grade and binding.

UG.24.25.3 The Convener can suggest the gracing (up to 10 % of total marks of end semester theory examination in total obtained marks) to make a student gradable and shall do the grading accordingly.

The Grade Review Committee shall approve the gracing suggested by convener or can grace up to 10 % of total marks of end semester theory examination in total obtained marks to make a student gradable. However grace marks shall not be counted in the aggregate marks obtained by the student.

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Amendment to AR UG.24 with effect from 10.05.2025

1. Change in AR (UG.24.14.3) (Ref. Item number 13 in the MoM AC.2425.1):

- **Existing AR UG.24.14.3:**

  A student with letter grade FP should appear, at the earliest, in the end semester theory as well as practical/ viva exam and should obtain a letter grade DD or better (in grade points) in credit courses and PP in non-credit courses.

- **The above AR UG.24.14.3 will now be read as follows:**

  A student awarded FP grade shall appear, at the earliest, in the End Semester Theory and Practical/Viva Examination of the corresponding course and shall obtain a letter grade DD or better (in grade points) in credit courses and PP in non-credit courses. The Continuous Evaluation (CE) component marks obtained during the regular attempt shall be carried forward. However with a view to offer opportunity of improvement in the CE components' marks, such a student may appear in the remedial mid semester examination in the subsequent semester. While evaluating her / his final score for grading, so far as the marks in Mid Semester Examinations are concerned, the maximum of her / his average marks, obtained during regular attempt, and subsequent attempt of remedial mid semester examination will be considered.

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Amendment to AR UG.24 with effect from 27.12.2025

1. Change in AR (UG.24.12.2) (Ref. Item number 13 in the MoM AC.2526.1):

- **Existing AR UG.24.12.2:**

  No student shall be allowed to appear in the end semester examination unless he/she has attended 75% of theory and tutorial/practical classes of each course and will be awarded letter grade 'FA' in a corresponding course on failing the attendance criteria. A student who is awarded 'FA' grade should appear in Mid Semester Examination and End Semester Examination (Theory and Practical) whenever the corresponding course is offered in successive semester/s and/or academic year/s.

- **The above AR UG.24.12.2 will now be read as follows:**

  No student shall be allowed to appear in the end semester examination unless he/she has attended 75% of theory and tutorial/practical classes of each course and will be awarded letter grade 'FA' in a corresponding course on failing the attendance criteria. A student who is awarded 'FA' grade should appear in Mid Semester Examination and End Semester Examination (Theory and Practical) whenever the corresponding course is offered in successive semester/s and/or academic year/s. However, for a graduating student having FA grade in 7th and / or 8th semester, Mid Semester as well as End Semester Examinations will specially be conducted in the subsequent semester, even if the course is not offered in that semester.