



# Bapatla Engineering College (Autonomous)

## Academic Rules & Regulations for B. Tech Program

(Approved by Academic Council & Governing Body of the College held on --/--/2018)

*(Amended in August 2018; Effective for students admitted into First year B.Tech from the academic year 2018-2019 onwards – R18 Regulations).*

**1.0 EXTENT:** All the rules and regulations, specified herein after, shall be read as a whole for the purpose of interpretation and when a doubt arises, the interpretation of the Chairman, Academic Council, Bapatla Engineering College (Autonomous) is final. As per the requirements of the Statutory Bodies, The Principal, Bapatla Engineering College (Autonomous), shall be the Chairman of the College Academic Council.

**1.1 DURATION OF THE PROGRAMME AND MEDIUM OF INSTRUCTION:** The duration of the B.Tech. Programme is for four academic years consisting of two semesters in each academic year. The medium of instruction and examinations is English.

### 2.0 ADMISSIONS:

**2.1 Admission into the First year of any Four Year B.Tech Programmes of study in Engineering:** Admissions into the first year of B.Tech Programme of Bapatla Engineering College (Autonomous) (*Subsequently referred to as B.E.C*) will be as per the norms stipulated the Govt. of Andhra Pradesh from time to time.

**2.2 Admission into the Second year of any Four year B.Tech Programmes of study in Engineering as Lateral Entry Student:** Admissions into the second year of B.Tech Programme of B.E.C will be as per the norms stipulated the Govt. of Andhra Pradesh from time to time.

**2.3 Admissions with advance standing:** These may arise in the following cases:

- 1) When a student seeks transfer from other colleges to B.E.C and intends to pursue B.Tech at B.E.C in an eligible branch of study.
- 2) When students of B.E.C get transferred from one regulation to another regulation or from previous curriculum to revised curriculum.
- 3) When a student, after long discontinuity, rejoins the college to complete his/her Programme of study for the award of the degree.

These admissions may be permitted by the Academic Council of B.E.C as per the norms stipulated by the statutory bodies and the Govt. of Andhra Pradesh from time to time. In all such cases for admission, when needed, permissions from the statutory bodies are to be obtained and the Programme of study at B.E.C will be governed by the transitory regulations stipulated in **4.3.3 and 4.3.4**.



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## 3.0 Details of the Program:

S.No	Activity	Description
1.	Number of Semesters in an Academic Year	Two
2.	Course Work	15 Weeks. 90 instructional days.
3.	Evaluation	As per the Assessment and Examination Policy.

## 4.0 Programmes of study in B.Tech:

4.1 The Four year B.Tech Programme is offered in the following branches of study:

S.No.	Title of the UG Programme	Abbreviation
1.	Civil Engineering	CE
2.	Computer Science & Engineering	CS
3.	Electrical & Electronics Engineering	EE
4.	Electronics & Communication Engineering	EC
5.	Electronics & Instrumentation Engineering	EI
6.	Information Technology	IT
7.	Mechanical Engineering	ME

## 4.2 Structure of the Programme:

As per the Program Review Policy/New program Development Policy.

4.3 **Transitory Regulations:** For students admitted under advance standing (mentioned in 2.3) these transitory regulations will provide the *modus operandi*.

At the time of such admission, based on the Programme pursued (case by case)

- 1) Equivalent courses completed by the student are established by the BOS concerned.
- 2) Marks/Credits are transferred for all such equivalent courses and treated as successfully cleared in the Programme of study prescribed by B.E.C.
- 3) A Programme chart of residual courses not cleared will be derived and a Programme of study with duration specified will be prescribed for pursuit at B.E.C.
- 4) Marks obtained in the previous system, if the case be, are converted to grades and CGPA is calculated accordingly.



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All other modalities and regulations governing shall be the same as those applicable to the stream of students with whom such a candidate is included into.

## 4.4 Curriculum for each Programme of study:

- 1) The Four year curriculum of any B.Tech Programme of study in any branch of engineering is formulated based on the guidelines mentioned in 4.2 and will be recommended by the Board of Studies concerned and is approved by the Academic council of the college.
- 2) In the case of students admitted through lateral entry, the respective regular curriculum from the second year onwards is to be pursued by such students. Foundation courses may be added if necessary.
- 3) In the case of students admitted under advanced standing, the equivalency will be prepared by the Department Committee and to be approved by the Board of Studies concerned and the Academic Council.
- 4) After approval from the Academic Council, Department informs the courses to be taken to all the students along with the academic regulations.

Table below shows a typical curriculum frame work for B.Tech Degree program.

S.No.	Subject Area	Average no. of credits
1.	Humanities & Social Sciences courses	12 - 14
2.	Basic Science Courses	21 – 28
3.	Engineering Science	18 - 21
4.	Professional Core courses	65 – 78
5.	Professional Elective Courses	15 - 21
6.	Open Electives	6 – 12
7.	Major Project / Seminar, etc.	12
8.	MOOCs	2
9.	Summer Internship	2
10.	Mandatory courses (2 courses)*	0
	<b>TOTAL</b>	165 - 170

The students admitted through the **Lateral Entry scheme** have to complete **120 – 137** credits.

\*For mandatory courses as suggested by UGC / AICTE no credits are allocated but obtaining pass grade in these subjects is compulsory to obtain degree.



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**4.5** The Maximum duration permitted to pursue the programme and cancellation of admission:

**4.5.1** The maximum duration permitted for any student to successfully complete any four year B.Tech. Programme of study shall be:

- 1) Eight academic years in sequence from the year of admission for a normal student admitted into the first year of any Programme,
- 2) Six academic years in sequence from the year of admission for a Lateral entry student admitted into the second year of any Programme, and
- 3) For students admitted with advanced standing, the maximum time for completion of Programme study shall be twice the period in terms of academic years in sequence, stipulated in the Programme curriculum defined at the time of admission.

**4.5.2** In case, any student fails to meet the applicable conditions for the eligibility of degree in the maximum stipulated period as mentioned in **4.5.1**, his/her admission stands cancelled.

## **5.0 EXAMINATION SYSTEM & EVALUATION:**

As per the Assessment and Examination Policy

**5.1** The performance of the students in each semester shall be assessed course wise. All assessments will be done on absolute mark basis. However, for the purpose of reporting the performance of a candidate, letter grades and grade points will be awarded as per section **9.1**. For distribution of marks against CIE and SEE, please refer to **BEC Assessment and Examination Policy**

## **6.0 ATTENDANCE REGULATIONS:**

All students shall maintain a minimum attendance of 85% in each course registered. In case of shortfall in this, the Principal of the College shall consider and may condone deficiency in special cases for reasons such as medical emergencies, participation in sport, cultural activities, seminars, workshops and paper presentation etc. as per UGC norms. after due recommendation by the concerned Head of the Department. Any student failing to meet the above standard of attendance in any course(s) registered, shall not be allowed to appear for SEE of such course(s).

**6.1** Attendance at CIE and SEE: Attendance at all examinations, both CIE and SEE of each course registered shall be compulsory for the students and there shall not be any provision for re-examinations/consideration.

**6.2** Any student against whom any disciplinary action by the College is imposed shall not be permitted to attend any SEE in that Semester.

**6.3** The basis for the calculation of the attendance shall be the period prescribed by the College by its calendar of events. For the first semester students, the same is reckoned from the date of admission to the course.

**6.4** The students shall be informed about their attendance position periodically by the College so that the students can strive to make up the shortage. However, non-



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receipt of such information from the college will not be considered as valid reason for exemption from the attendance requirements.

- 6.5** If a student does not fulfil the attendance requirements in any subject, he/she is not permitted to attend the Semester End Examination in that subject and is deemed to have been awarded "F" grade in that subject.

## **7.0 Reregistration of courses for lack of attendance or lack of marks:**

Students who failed after final regular examination, must appear for the supplementary examination to be conducted at least two weeks before the commencement of the next academic year for the courses failed in both semesters.

Students who failed to secure minimum attendance and minimum percentage of marks specified in any course, he / she will not be allowed to write final examination of that course.

### **7.1 Students who did not satisfy attendance / marks criteria in all subjects of the semester:**

Student must register for all courses as a regular student in the subsequent semester when these courses are offered. For example, if the student did not qualify in the 1<sup>st</sup> semester, he / she should register all the 1<sup>st</sup> semester courses in the 3<sup>rd</sup> semester, i.e., repeat the semester.

However, he/she will continue to study second semester courses except those that have incomplete prerequisites. During the 2<sup>nd</sup> semester student can register one or two courses of first semester as repeater courses (as specified in the assessment and Examination policy), preferring those courses which are prerequisites for other courses.

### **7.2 Students who did not satisfy attendance / marks criteria in more than two subjects of the semester:**

Such students should register for the detained subjects in a regular subsequent semester. He / she may register for one or two courses more of the higher semester if time-table permits. For example, a student who did not qualify for examinations in three subjects in the first semester, must register all the three courses of first semester in the third regular semester and may take two or three courses of the third semester.

However during the 2<sup>nd</sup> semester student can register one or two courses of first semester as repeater courses (as specified in the assessment and Examination policy), preferring those courses which are prerequisites for other courses.

### **7.3 Students who did not satisfy attendance / marks criteria in one or two subjects of the semester**



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Students may register for the detained subjects as repeater courses (as specified in the assessment and Examination policy) in the third semester and simultaneously register for all courses of third semester.

**8.0 Registration:** Every eligible student must register himself / herself at the beginning of every semester indicating all the Courses taken up for pursuit by him / her during that Semester and mentor's signature is mandatory.

**8.1** When a student is debarred for one or more semesters, his / her registration in the present semester is cancelled and the student is debarred from registering in future during the debarred period.

**8.2** In any case, while re-registering in any semester, he or she will have to pay the requisite fee once again.

*For extended years of study, students must pay the tuition fees as per the college regulations.*

## 9.0 GRADING SYSTEM

Based on the student performance during a given semester, a final letter grade will be awarded at the end of the semester for each course.

**Letter Grades:** A letter grade is basically a qualitative measure (an alphabet/letter) giving the performance of a student, such as,

Performance	Grade
Outstanding	A+
Excellent	A
Very Good	B+
Good	B
Average	C+
Below average	C
Poor	D
Pass	P
Unsatisfactory/Fail	F

based on the marks obtained by the student in both CIE and SEE.

### 9.1 Grade Points



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Depending on the letter grades assigned, a student earns certain grade points. The Colleges follow the 10-point grading system, as given below for absolute grading system.

The letter grades and the corresponding grade points are as given in the Table.

**Table: Grades & Grade Points**

Grade	Grade Points	% of Marks
A+	10	95% – 100%
A	9.5	90% – 94%
B+	9	85% – 89%
B	8.5	80% – 84%
C+	8	75% – 79%
C	7.5	70% – 74%
D	7	60% – 69%
P	6	50% – 59%
F(Fail)	0	< 50%

**9.1.1** The grade points given in above tables help in the evaluation of credit points earned by the student in a Course as the credit points are equal to the number of credits assigned to the Course multiplied by the grade points awarded to the student in that Course. This shall be used in arriving at the Semester Grade Point Average (SGPA) of the student for that semester, as it is the sum of all the credit points earned by the student for all the Courses registered in that semester.

**9.1.2** Earning of Credit: A student shall be considered to have completed a Course successfully and earned the credits if he/she secures an acceptable letter grade in the range A+ to P. Letter grade 'F' in any Course implies failure of the student in that Course and no credits earned.

**9.2** A student who earns a minimum of 6 grade points (P grade) in a course is declared to have successfully completed the course, and is deemed to have earned the credits assigned to that course. **However it should be noted that a pass in any course/term paper/Project shall be governed by the rules mentioned Assessment and Examination Policy.**

## 10.0 GRADE POINT AVERAGE

**10.1** The Grade Point Average (GPA) will be calculated according to the formula:





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$$GPA = \frac{\sum C_i G_i}{\sum C_i}$$

Where  $C_i$  = number of credits for the course  $i$ ,

$G_i$  = grade points obtained by the student in the course.

**10.2** Semester Grade Point Average (SGPA) is awarded to candidates considering all the courses of the semester. Zero grade points are also included in this computation.

**10.3** To arrive at Cumulative Grade Point Average (CGPA), the formula is used considering the student's performance in all the courses taken in all the semesters completed up to that particular point of time.

**10.4** Example

Semester	Course Code.	Credits	Grade	Grade Point	Credit Points	SGPA	CGPA
III	18EC301	3	C	7.5	22.5	<b>7.795</b> (171.5/22)	<b>7.795</b> (171.5/22)
III	18EC302	3	B	8.5	25.5		
III	18EC303	3	A	9.5	28.5		
III	18EC304	4	P	6	24		
III	18EC305	4	C+	8	32		
III	18EC306	2	B+	8	16		
III	18ECL301	1	P	6	6		
III	18ECL302	1	D	7	7		
III	18ECL303	1	A+	10	10		
<b>Total</b>		<b>22</b>			<b>171.5</b>		
IV	18EC401	3	P	6	18	<b>8.227</b> (210/26)	<b>8.670</b> (381.5/44)
IV	18EC402	3	B	8.5	25.5		
IV	18EC403	4	A+	10	40		
IV	18EC404	4	C	7.5	30		
IV	18EC405	2	C+	8	16		
IV	18EC406	3	B+	9	27		
IV	18ECL401	1	D	7	7		
IV	18ECL402	1	C	7.5	7.5		
IV	18ECL403	1	A+	10	10		
<b>Total</b>		<b>22</b>			<b>181</b>		

**11.0 ELIGIBILITY FOR AWARD OF B.TECH. DEGREE:** A student shall be eligible for award of the B.Tech degree if he/she fulfils all the following conditions:

- 1) Registered and successfully completed all the components prescribed in the Programme of study to which he/she is admitted,
- 2) Obtained CGPA greater than or equal to 6.0 (Minimum requirements for Pass),





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- 3) Has no dues to the Institute, hostels, Libraries, NCC/NSS etc., and
- 4) No disciplinary action is pending against him/her.

**12.0 AWARD OF CLASS:** A candidate who becomes eligible for the award of B.Tech. Degree shall be placed in one of the following Classes based on CGPA.

**Table: CGPA required for award of Degree**

<b>Distinction</b>	<b><math>\geq 8.0^*</math></b>
<b>First Class</b>	<b><math>\geq 7.0</math></b>
<b>Second Class</b>	<b><math>\geq 6.0^\#</math></b>

\* In addition to the required CGPA of 8.0, the student must have necessarily passed all the courses of every semester **in the minimum stipulated period for the Programme.**

# If the student did not obtain a CGPA of 6.0 after completing all courses of study, he/she should repeat some courses and obtain higher grade till his/her CGPA is 6.0. Unless he/she obtains a CGPA of 6.0, degree will not be awarded.

**12.1 Grade Sheet:** A grade sheet (Memorandum) will be issued to each student indicating his performance in all courses taken in that semester and also indicating the Grades and SGPA.

**12.2 Transcripts:** After successful completion of the total Programme of study, a Transcript containing performance of all academic years will be issued as a final record. Duplicate transcripts will also be issued if required after the payment of requisite fee. Partial transcript will also be issued up to any point of study to any student on request and by paying the stipulated fee in force.

**12.3** The Academic council of the College approves and recommends the same to Acharya Nagarjuna University for the award of a degree to any student.

## **13.0 IMPROVEMENT OF CLASS:**

**13.1** A candidate, after becoming eligible for the award of the Degree, may reappear for the Final Examination in any of the theory courses as and when conducted, for the purpose of improving the aggregate and the class. But this reappearance shall be within a period of two academic years after becoming eligible for the award of the Degree.

However, this facility shall not be availed of by a candidate who has taken the Original Degree Certificate. Candidates shall not be permitted to reappear either for CIE in any course or for Semester End Examination (SEE) in laboratory courses (including Project Viva-voce) for improvement.

## **14.0 SUPPLEMENTARY EXAMINATIONS:**

Supplementary Final Examinations will be conducted. at the end of the academic year. Candidates failed in the supplementary examinations must register for that course when next offered, i.e., in the succeeding odd or even semester.



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**15.0 INSTANT SUPPLEMENTARY EXAMINATIONS:** Candidates who fail in one theory course of VIII semester can appear for Instant Supplementary Examination conducted after declaration of the revaluation results of the said exam.

**16.0 MALPRACTICES:**

The Principal shall refer the cases of malpractices in Continuous Internal Evaluation (CIE) and Semester End Examination (SEE) to an Enquiry Committee constituted by him / her. The Committee will submit a report on the malpractice allegedly committed by the student to the Principal. The Principal along with the members of the Committee is authorized to award a punishment as per the norms, if the student is found guilty.

**DETAILED REGULATIONS GOVERNING THE MALPRACTICES BY THE STUDENTS DURING INTERNAL TESTS / EXAMINATIONS (CIE & SEE) is enclosed as Annexure.**

**17.0 AMENDMENT TO REGULATIONS:**

The Academic Council of Bapatla Engineering College (Autonomous) reserves the right to revise, amend, change or nullify the Regulations, Schemes of Examinations, and/ or Syllabi or any other matter pertained that meets to the needs of the students, society and industry without any notice and the decision is final.