



Bapatla Engineering College :: Bapatla **(Autonomous)**

Academic Rules & Regulations **(R24 Regulations)**

Regulations for Four Year Bachelor of Technology (B.Tech) **Degree Program for the Students Admitted from the Academic Year 2024-25**

1. Admissions

The sanctioned intake in a particular B.Tech program comprises of Category-A (presently 70%) and Category-B (30%) seats which is supplemented with supernumerary (10%) EWS seats. Admissions for the Category-A seats and the supernumerary seats shall be made by the Andhra Pradesh (A.P.) State Government based on the merit rank obtained by the student in the common entrance examination conducted. Admissions for the remaining Category-B seats shall be made by the college in accordance with the guidelines issued by the A.P. State Government.

2. Medium of Instruction and Examination:

The medium of instruction of the entire B.Tech undergraduate program in Engineering and Technology and the examinations will be in English only.

3. Minimum Instruction Days:

A semester comprises of 90 working days and the year is divided into two semesters.

4. Award of B.Tech. Degree:

A student will be declared eligible for the award of the B.Tech degree if he / she fulfills the following academic regulations:

- a. The student pursues a program of study in B.Tech for four academic years and in not more than eight academic years. A lateral entry student pursues a program of study for three academic years and not more than six academic years. However, for the students availing Gap year facility, this period shall be extended by two years at the most and these two years would not be counted in the maximum time permitted for graduation.
- b. The student registers for 160 credits and secures all 160 credits. However, a lateral entry student registers for 121 credits and secures all the 121 credits from III semester to VIII semester of regular B. Tech program.
- c. **Award of B. Tech degree with Minor:**
The student secures an additional 16 credits from Minor stream chosen and fulfills all the requisites of a B.Tech program i.e. secures 160 (Regular program) / 121 (Lateral Entry program) credits.
Minor is to be completed simultaneously with B.Tech program. Registering for a Minor degree is optional.
- d. **Award of B.Tech degree with Honors:**
The student secures an additional 16 credits fulfilling all the requisites of B.Tech program i.e. secures 160 (Regular program) / 121 (Lateral Entry program) credits.



Bapatla Engineering College :: Bapatla (Autonomous)

Registering for Honors is optional and is to be completed simultaneously with B.Tech program.

Students can register either for Honors stream or Minor stream.

5. Courses of study:

At present the following B.Tech programs of study are offered.

S. No.	Title of the UG Program	Abbreviation
1.	Civil Engineering	CE
2.	Computer Science & Engineering	CS
3.	Computer Science & Engineering (Cyber Security)	CB
4.	Computer Science & Engineering (Data Science)	DS
5.	Computer Science & Engineering (Artificial Intelligence & Machine Learning)	CM
6.	Electronics & Communication Engineering	EC
7.	Electrical & Electronics Engineering	EE
8.	Information Technology	IT
9.	Mechanical Engineering	ME

6. Credits:

- Credit:** A unit by which the course work is measured. It determines the number of hours (60 minutes) of instruction required per week. One credit is equivalent to one hour of teaching (Lecture/Tutorial) or two hours of practical work/field work per week.
- Academic Year:** Two consecutive (one odd & one even) semesters constitute one academic year.
- Choice Based Credit System (CBCS):** The CBCS provides a choice for students to select courses (Professional, Job Oriented & Open Electives) from the prescribed set of courses.
- Each course in a semester is assigned certain number of credits based on the following

1 Hr. Lecture (L) per week	1 Credit
1 Hr. Tutorial (T) per week	1 Credit
1 Hr. Practical (P) per week	0.5 Credit
Internship of 4 – 6 weeks	2 Credits
Project Work of 16 weeks	12 Credits



Bapatla Engineering College :: Bapatla (Autonomous)

7. Course Structure:

Every course of the B.Tech program will be placed in one of the 7 categories with suggested credits as listed below.

S. No.	Category	AICTE Recommended Credits (%)	Breakup of Credits (Total 160)
1.	Humanities and Social Sciences including Management (HM)	5 – 8 %	8 – 13
2.	Basic Science Courses (BS)	12 – 16 %	19 – 26
3.	Engineering Science Courses (ES)	10 – 18 %	16 – 29
4.	Professional Core Courses (PC)	30 – 36 %	48 – 58
5.	Electives – Professional Electives (PE); Job Oriented Electives (JOE); Open Electives (OE); Skill Enhancement Courses (SEC)	19 – 25 %	31 - 40
6.	Internships & Project Work (PR)	8 – 11 %	16
7.	Mandatory Courses (MC)	-	Non-credit

8. Course Evaluation Process:

The performance of the students in each semester shall be assessed course wise. All assessments will be done on an absolute mark basis. However, for the purpose of reporting the performance of a candidate, letter grades and grade points will be awarded.

The performance of a student in each course is assessed with alternate assessment methods, term examinations on a continuous basis during the semester called Continuous Internal Evaluation (CIE) and a Semester End Examination (SEE) conducted at the end of the semester. For each course, there shall be a comprehensive SEE of three hours duration at the end of each semester, except Mandatory courses.

The performance of a student in Internships, NSS/NCC/Scouts & Guides/Community Service and Health & Wellness/Yoga/Sports will be evaluated after completion of the course at the end of that semester.



Bapatla Engineering College :: Bapatla (Autonomous)

8.1 Weightage for Course Evaluation:

The distribution of marks between CIE and SEE to be conducted at the end of the semester will be as follows:

Nature of the Course	CIE	SEE
Theory Courses	40	60
Practical Courses	40	60
Mandatory Courses	40	-
NSS/NCC/Scouts & Guides/Community Service and Health & Wellness/Yoga/Sports	-	100
Summer Internship	-	100
Project Work	40	60

8.2 CIE in Theory/Mandatory Courses:

In each Semester there shall be two Term Examinations and **Alternate Assessment Tools (AAT)** like Home Assignment, Class Test, Problem Solving, Group Discussion, Quiz, Seminar and Field Study in every theory course. The AAT with detailed modality of evaluation for each course shall be finalized by the teacher concerned before beginning of the course. It will be reviewed and approved by the Department Committee.

The Term Examination is conducted in the regular mode according to a schedule which will be common for a particular semester of study. The maximum weightage for Term Examinations, AATs and the calculation of marks for CIE in a theory course is given in the following Table.

Term Exams (Max. 20 marks*)	AAT (Max. 15 marks**)	Attendance (Max. 5 marks)
75% of marks obtained in the best performed term exam + 25% of marks obtained in the other term exam	Continuous assessment by teacher as per the predetermined course delivery & assessment plan. (Minimum two & maximum four assessments). AAT marks shall be considered based on average of all tests conducted.	Attendance secured & marks awarded will be as under: ≥75% and <80% - 2 marks ≥80% and <85% - 3 marks ≥85% and <90% - 4 marks ≥90% - 5 marks

*Term Examination will be conducted for 30 marks and reduced to 20 marks.

**Each AAT will be conducted for 10 marks and the average performance shall be scaled up to 15 marks.



Bapatla Engineering College :: Bapatla

(Autonomous)

8.3 CIE in Laboratory Courses:

The CIE for 40 marks of a laboratory course comprises of 15 marks for day-to-day laboratory work, 5 marks for record submission, 5 marks for attendance and 15 marks for a laboratory examination at the end of the laboratory course work. In any semester, a minimum of 90% of prescribed number of experiments / exercises specified in the syllabi for laboratory course shall be completed by the students. They shall complete these experiments / exercises in all respects and get the record certified by the internal lab teacher concerned and the Head of the Department.

8.4 CIE in Project Work:

The CIE is for 40 marks which consist of 20 marks for reviews at the end of each month as per the process document in the form of seminars / presentations, 5 marks for attendance and 15 marks for the evaluation of project report submitted at the end of the semester.

8.5 Pass criteria for CIE:

A minimum of 20 (50%) marks are to be secured exclusively in the CIE with a minimum of 65% attendance in that course to be declared as qualified (Q) in that course and be eligible to appear for the SEE of that course. If a student fails to obtain 20 marks in CIE or a minimum of 65% attendance in that course, then the student will be regarded as not qualified (NQ) and such a student can register for the make-up test as per guidelines mentioned in clause 12 or course repetition as per the guidelines mentioned in clause 13 to qualify in that course. After securing 20 marks with attendance greater than 65% in course repetition, the student can appear for the SEE of that course as a supplementary candidate.

8.6 SEE in Theory Course, Laboratory Course and Project Work:

- a) For each theory course, there shall be a comprehensive SEE of three hours duration at the end of each Semester for 60 marks.
- b) For each laboratory course, the SEE shall be conducted by one internal and one external examiner appointed by the Principal and the duration of the exam shall be for three hours. The SEE is for 60 marks which include 15 marks for write up, 35 marks for lab experiment / exercise and 10 marks for Viva-voce.
- c) Project Work shall be evaluated in the form of a Viva-Voce and demonstration of the thesis work for 60 marks. Viva-voce Examination in project work shall be conducted by one internal examiner appointed by the HOD and one external examiner to be appointed by the Principal.

8.7 Evaluation of Internships:

Summer Internship at the end of IV & VI semesters carried out in industry / organization are to be evaluated in V & VII semesters respectively after the submission of certificate provided by the organization and a concise report submitted by the student to the department committee. The internship will be evaluated by the department committee for a total of 100 marks with 50 marks for the report and 50 marks based on seminars / presentation given to the department committee by the student.



Bapatla Engineering College :: Bapatla (Autonomous)

8.8 Evaluation of NSS/NCC/Scouts & Guides/Community Service and Health & Wellness/Yoga/Sports:

The above courses will be evaluated by the department committee for a total of 100 marks with 50 marks for the activities pursued by the student during that semester and 50 marks based on seminars / presentation given to the department committee by the student.

8.9 Pass Criteria for SEE:

a) Theory/Laboratory Courses and Project Work

A minimum of 21 (35%) marks are to be secured exclusively in the SEE of the above courses for the award of the grade and securing the credits for that course.

A student eligible to appear for the SEE in a course but is absent or has failed the examination may appear for SEE of that course in the next supplementary examination when offered.

b) Internship, NSS/ NCC/ Scouts & Guides/ Community Service and Health & Wellness/ Yoga/ Sports

A minimum of 40 (40%) marks are to be secured exclusively in the evaluation of the above courses for the award of the grade and securing the credits for that course.

A student eligible to appear for the evaluation in the above courses but is absent or has failed in the examination may appear for evaluation of that course in the next supplementary examination when offered.

9. Choice Based Courses:

Students can select a course from a prescribed set of courses offered by the department in the following categories.

a) **Professional Elective Courses:** There shall be five Professional Elective Courses from V Semester to VII. For each elective course there shall be a choice such that the student can choose a course from the list of courses offered by the department for that elective.

b) **Job Oriented Elective Courses:** There shall be three Job Oriented Elective Courses in all programs from V to VII semester. For each elective course there shall be a choice such that the student can choose a course from the list of courses offered by the department for that elective.

c) **Open Elective Courses:** One Open Elective Course in VII semester will be offered by various departments. A student can choose and register for an open elective course which is offered by other departments only and he / she has not studied the same course in any form during the Program.

d) **Massive Open Online Courses (MOOCs):** A Student must pursue and complete one course compulsorily through MOOCs from approved organizations for awarding the degree. A student can pursue MOOCs courses from Professional Elective / Job



Bapatla Engineering College :: Bapatla (Autonomous)

Oriented Elective / Open Elective Courses only. The student must inform and take prior permission / approval from the Internal Department Committee. The courses must be of a minimum of 12 weeks in duration and shall contain proctored examinations. The student must acquire a certificate for the concerned course from the agency to earn the credits for that course. For further details and guidelines, the students can visit the college website.

The Internal Department Committee comprising Head of Department and two senior faculty members shall evaluate the certificate / grades / marks awarded for a course by external agencies and convert the same to equivalent marks / grades.

10. Induction Program:

There shall be a mandatory induction program for three weeks before the commencement of the first semester with no credits.

11. There shall be credit programs like NSS/NCC/Scouts & Guides/Community Service and Health & Wellness/Yoga/Sports. Also Design Thinking & Innovation and Tinkering lab are made compulsory credit courses for all branches.

12. Make-up Test:

- a) A student can appear for a Make-up Test for a maximum of two theory courses of a semester to improve marks in the Continuous Internal Evaluation (CIE).
- b) A student is eligible for the Make-up test which is conducted after the second Mid Term examination and before SEE examination if the student satisfies the following conditions.
 - i) Unable to secure 50% internal marks (CIE) and has more than or equal to 65% attendance in a particular theory course (After finalizing the internal marks).
 - ii) Attendance in Remedial classes is more than or equal to 65% (if Remedial classes are conducted) or secured greater than 50% marks in the I Mid Term Examination and AAT-1 together.
 - iii) Attended 50% of CIE tests (at least one AAT & one Mid Term Examinations).

The make-up test will be conducted for 40 marks (8 questions of 1 mark each, 2 questions of 16 marks each) in Mid Examination format covering the entire syllabus and the marks obtained in this test are final. However, the maximum marks awarded will be 20 only.

The students must apply to the principal through the respective HOD by paying prescribed fees.

The documents for registration of the Make-up test are available from the departments and college website.



Bapatla Engineering College :: Bapatla (Autonomous)

13. Course Repetition:

The students not qualified to write SEE in a course may register for the repeater courses through Course Repetition. The students must apply to the principal through the respective HOD by paying prescribed fees.

A student can take up a maximum of two theory courses and one laboratory course in a semester immediately after the semester end examinations of that semester. The students who are not taking regular semester courses may additionally register for one more theory course.

The documents for registration of course and monitoring the candidates registered for course repetition are available from the departments and college website.

14. Minimum Academic Requirements for Promotion:

a) Semester Promotion

A student is eligible to register for SEE if he/she satisfies the following conditions. However, the student can appear only for the SEE of those courses in which the student is qualified (Q).

i) Attendance Requirements

A student shall be eligible to register for SEE, if he / she acquires a minimum of 75% of attendance in aggregate of all the courses in a semester.

Condonation of shortage of attendance in aggregate up to 10% (65% and above and below 75%) in each semester may be granted on genuine medical grounds with a doctor certificate and duly approved by the principal.

A shortage of attendance below 65% in aggregate shall in NO case be condoned. Students whose shortage of attendance is not condoned in any semester are not eligible to take their SEE of that semester and will be considered as detained in that semester.

If a student does not satisfy the attendance requirements of the present semester, he / she will not be promoted to the next semester (considered as detained in the present semester). They may seek readmission for that semester when offered next.

A stipulated fee shall be payable towards condonation of shortage of attendance to the college.

ii) Qualification in CIE

A student must qualify in a minimum of three courses in each semester (as per Clause 8.2.4) in CIE to register for the SEE of that semester.

If a student does not satisfy the above conditions, he / she will not be promoted to the next semester (considered as detained in that semester). They may seek readmission for the detained semester when offered next.



Bapatla Engineering College :: Bapatla (Autonomous)

b) Promotion / Detention Conditions based on the minimum credits to be secured by the student:

A student shall be promoted from I to II, III to IV, V to VI and VII to VIII semesters if he / she fulfills the academic requirement as specified in 14.a). For other semesters i.e. II to III (1st year to 2nd year), IV to V (2nd year to 3rd year) and VI to VII (3rd year to 4th year) semesters, the following criteria is to be fulfilled in addition to 14.a) clause.

i) II semester to III semester (1st year to 2nd year)

A student shall be promoted from II semester to III semester only if he / she fulfills the academic requirement of securing 25% of the credits in the courses that have been studied up to I Semester.

ii) IV semester to V semester (2nd year to 3rd year)

A student shall be promoted from IV semester to V semester only if he/she fulfills the academic requirement of securing 40% of the credits in the courses that have been studied up to III Semester.

iii) VI semester to VII semester (3rd year to 4th year)

A student shall be promoted from VI semester to VII semester only if he/she fulfills the academic requirements of securing 40% of the credits in the courses that have been studied up to V semester.

If a student is not promoted or detained for want of credits in a particular semester as per clause 14.b) above, the student may secure the required credits through supplementary examinations and only after securing the required credits he / she shall be permitted to join in the III or V or VII Semester as the case may be.

c) With-holding of Results

If the candidate has any dues not paid to the college or case of indiscipline or malpractice is pending against him/her, the result of the candidate shall be withheld in such cases until the issue is resolved.

15. Guidelines for offering a Minor in a discipline:

Minor in a discipline concept is introduced in the curriculum for all conventional B. Tech programs in which it offers a Major Program (B.Tech degree). The main objective of Minor in a discipline is to provide additional learning opportunities for academically motivated students and it is an optional added feature of the B. Tech. program.

- 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.
- 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.



Bapatla Engineering College :: Bapatla

(Autonomous)

- d. There shall be no limit on the number of programs offered under Minor. The 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.
- e. 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.
- f. A student shall be permitted to register for Minor program at the beginning of 4th semester provided that the student must have acquired a minimum of **7.0 CGPA** up to the end of 3rd semester without any backlogs. A CGPA of 7.0 must be maintained in the subsequent semesters without any backlog to keep the Minor registration active.
- g. A student must earn an additional 16 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 Undergraduate degree in Major discipline (i.e. 160 credits for regular students and 121 credits for Lateral Entry students). The concerned BOS shall finalize the modalities to earn the above credits.
- h. For securing the above additional 16 credits, the students must register and complete three courses of 4 credits each offered by the department concerned. These 3 courses must contain a laboratory component also (i.e. Embedded course having three lecture hours and two practical hours). The balance of 4 credits may be secured through two MOOCs courses of 2 credits each or an embedded course offered by the department.
- i. Courses that are used to fulfil the student's primary Major may not be double counted towards the Minor. Courses with content substantially equivalent to courses in the student's primary Major may not be counted towards the Minor.
- j. The student registered for Minor shall pass in all subjects that constitute the requirement for the Minor program. No class / division (i.e., second class, first class, distinction, etc.) shall be awarded for Minor degree programme
- k. If a student drops (or terminated) from the Minor program, they cannot convert the earned credits into free or core electives; they will remain extra.
- l. In case a student fails to meet the CGPA requirement for B.Tech degree as per clause 15.f or drops (or terminated) from the Minor program, he/she will be dropped from the list of students eligible for Minors degree and they will receive B.Tech degree only. However, such students will receive a separate grade sheet mentioning the additional courses completed by them.
- m. The Minor will be mentioned in the Major degree certificate only. No additional degree certificate will be given for Minor degree.
- n. Transfer of credits from Minor to regular B. Tech degree and vice-versa shall not be permitted
- o. Minor must be completed simultaneously with a Major degree program. A student cannot earn the Minor degree after he / she has already earned bachelor's degree.
- p. The documents for registration of Minor courses are available from the departments and college website.



Bapatla Engineering College :: Bapatla (Autonomous)

16. Guidelines for offering an Honors in a Discipline:

The objective of introducing B.Tech (Honors) is to facilitate the students to choose additional specialized courses of their choice and build their competence in a specialized area in the UG level. The programme is a best choice for academically excellent students having good academic record and interest towards higher studies and research.

Honors is introduced in the curriculum of all B. Tech. programs offering a Major degree and is applicable to all B. Tech (Regular and Lateral Entry) students admitted in Engineering & Technology. Students are eligible to opt for Honors program offered by the same Department / Discipline.

- a. Students who are desirous of pursuing special interest / advanced areas of their discipline of Engineering may opt for additional courses as part of Honors programs offered by the parent department.
- b. The BOS concerned shall identify as many tracks as possible in the areas of emerging technologies and industrial relevance / demand.
- c. 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 **7.5 CGPA** up to the end of 3rd semester without any backlogs. A CGPA of 7.5 must be maintained in the subsequent semesters without any backlog to keep the Honors registration active.
- d. A student must earn additional 16 credits for award of B.Tech. (Honors) degree from the same branch / department / discipline registered for Major degree. This is in addition to the credits essential for obtaining the Undergraduate degree in Major discipline (i.e., 160 credits for regular students and 121 credits for Lateral Entry students). The concerned BOS shall finalize the modalities to earn the above credits.
- e. For securing the above additional 16 credits, the students must register and complete three courses of 4 credits each offered by the department concerned. These 3 courses must contain a laboratory component also (i.e. Embedded course having three lecture hours and two practical hours). The balance of 4 credits may be secured through two MOOCs courses of 2 credits each or an embedded course offered by the department.
- f. Courses that are used to fulfil the student's primary Major may not be counted towards the Honors.
- g. The student registered for Honors shall pass in all subjects that constitute the requirement for the Honors program. No class / division (i.e., second class, first class and distinction, etc.) shall be awarded for Honors program.
- h. If a student drops or is terminated from the Honors program, the additional credits earned so far cannot be converted into open or core electives; they will remain extra.
- i. In case a student fails to meet the CGPA requirement for B.Tech degree as per clause 16.c or drops (or terminated) from the Honors program, he/she will be dropped from the list of students eligible for degree with Honors and they will receive B.Tech degree only. However, such students will receive a separate grade sheet mentioning the additional courses completed by them.
- j. The Honors will be mentioned in the Major degree certificate only as Bachelor of Technology (Honors). No additional degree certificate will be given for Honors.



Bapatla Engineering College :: Bapatla (Autonomous)

- k. Transfer of credits from Honors to regular B. Tech degree and vice-versa shall not be permitted.
- l. Honors is to be completed simultaneously with a Major degree. A student cannot earn the Honors after he / she has already earned bachelor's degree
- m. The documents for registration of Honors are available from the departments and college website.

17. Summer Internships:

Students shall undergo two summer internships each for a minimum of four weeks duration at the end of second and third years of the program for 2 credits each. The organization in which the student wishes to carry out Internship needs to be approved by Internal Department Committee comprising Head of Department and two senior faculty members. The student shall submit a report along with an internship certificate from the organization. The evaluation of the first and second summer internships shall be conducted at the end of the V Semester & VII semester respectively.

Completion of the internship is mandatory, if any student fails to complete internship, he/she will not be eligible for the award of degree. In such a case, the student shall repeat the internship in the subsequent summer. The student pursuing two summer internships in the same summer is not permitted.

Community Service Project focussing on specific local issues shall be an alternative to the four weeks of summer Internship. The Community Service Project shall be for 4 weeks in duration which includes preliminary survey for 1 week, community awareness programs for one week, community immersion program in consonance with Government agencies for 1 week and a community exit report (a detailed report) for 1 week.

- 18. A student shall register and put-up minimum attendance in all 160 credits and earn all the 160 credits. In the case of lateral entry students, the number of credits is 121.
- 19. Students who fail to earn 160 credits as indicated in the course structure within eight academic years from the year of their admission shall forfeit their seat in B.Tech. Program, and their admission shall be cancelled. However, for the students availing the Gap year facility, this period shall be extended by corresponding gap year duration availed.

Lateral entry students who fail to earn 121 credits as indicated in the course structure within six academic years from the year of their admission shall forfeit their seat in B.Tech. Course and their admission shall be cancelled. However, for the students availing gap year facility, this period shall be extended by corresponding gap year duration availed.

20. Securing Credits and award of Grade Points:

Grading

After each course is evaluated for 100 marks, the marks obtained in each course will be converted to a corresponding letter grade as given below, depending on the range in which the marks obtained by the student fall.



Bapatla Engineering College :: Bapatla (Autonomous)

Structure of Grading of Academic Performance

Range in which the % of marks in the course fall	Grade	Grade Points Assigned
≥ 90	S (Superior)	10
80-89	A (Excellent)	9
70-79	B (Very Good)	8
60-69	C (Good)	7
50-59	D (Average)	6
40-49	E (Below Average)	5
< 40	F (Fail)	0
Absent	Ab (Absent)	0

A student obtaining Grade F shall be considered failed and will be required to reappear for that course when the next supplementary SEE is offered. Same is the case with a student who obtains 'Ab' in the SEE.

Since there are no credits for Mandatory /Audit courses, only 'Pass' or 'Fail' shall be mentioned for such courses.

21. Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):

- (i) The Semester Grade Point Average (SGPA) in a particular semester 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.,

$$SGPA = \frac{\sum_{i=1}^n C_i \times GP_i}{\sum_{i=1}^n C_i}$$

where C_i is the number of credits of the i^{th} course and GP_i is the grade point scored by the student in the i^{th} course.

- (ii) 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.,

$$CGPA = \frac{\sum_{j=1}^m SGPA_j \times TC_j}{\sum_{j=1}^m TC_j}$$



Bapatla Engineering College :: Bapatla (Autonomous)

where "SGPA_j" is the SGPA of the jth semester and TC_j is the total number of credits in that semester.

- (iii) Both SGPA and CGPA shall be truncated to 2 decimal points and reported in the transcripts.
- (iii) While computing the SGPA, the courses in which the student is awarded Zero grade points will also be included.
- (iv) Grade Point: It is a numerical weightage allotted to each letter grade on a 10-point scale.
- (v) Letter Grade: It is an index of the performance of students in a said course. Grades are denoted by letters S, A, B, C, D, E and F.

22. Award of Class:

After a student has satisfied the requirements prescribed for the completion of the program and is eligible for the award of B. Tech. degree, he / she shall be placed in one of the following four classes.

Class Awarded	CGPA Secured
First Class with Distinction	≥ 7.5
First Class	$\geq 6.5 < 7.5$
Second Class	$\geq 5.5 < 6.5$
Pass Class	$\geq 5.0 < 5.5$

23. Gap Year:

Gap year concept for Student Entrepreneur shall be introduced and outstanding students who wish to pursue entrepreneurship / become entrepreneur are allowed to take a break of one year at any time after II year to pursue entrepreneurship program / to establish startups. This period may be extended to two years at the most and these two years would not be counted as the maximum time for graduation.

An evaluation committee shall be constituted by the College to evaluate the proposal submitted by the student and the committee shall decide whether to permit the student(s) to avail themselves of the Gap Year.

After rejoining the student can pursue the remaining period of study under transitory regulations (if the regulation changes).

24. Transitory Regulations:

Discontinued or detained candidates (as per clause 14.b) are eligible for readmission as and when the semester is offered and after fulfillment of academic regulations. Candidates who have been detained as per clause 14.a) are eligible for readmission into the unfinished semester from the date of commencement of class work with the same or equivalent subjects as and when subjects are offered.



Bapatla Engineering College :: Bapatla (Autonomous)

Candidates who were permitted with Gap Year shall be eligible for rejoining into the succeeding year of their B.Tech from the date of commencement of class work.

The readmitted students must follow the regulations in which he/she is admitted and residual courses if any must be completed based on the equivalent courses for each semester specified by the BOS considering the previous and readmitted regulations.

25. Credit Transfer Policy:

Adoption of MOOCs is mandatory, to enable blended model of teaching-learning as also envisaged in the NEP 2020. As per University Grants Commission (Credit Framework for Online Learning Courses through SWAYAM) Regulation, 2016, the Institution shall allow up to a maximum of 15 credits (5 courses, approximately 10% for the total credits of the program) through MOOCs platform.

- a. The Institution shall offer credit mobility for MOOCs and give the equivalent credit weightage to the students for the credits earned through online learning courses.
- b. Student registration for the MOOCs shall be only through the respective department of the institution, it is mandatory for the student to share necessary information and take prior approval from the department.
- c. Credit transfer policy will be applicable to the Professional Elective Courses, Job Oriented Elective Courses, Open Elective Courses & Management Courses only.
- d. The concerned department shall identify the courses permitted for credit transfer.
- e. The department shall notify the list of the online learning courses at the beginning of semester eligible for credit transfer.
- f. The department shall designate a faculty member as a Mentor for each course to guide the students from registration till completion of the course.
- g. The department shall ensure no overlap of MOOC exams with that of the university examination schedule. In case of delay in results, the Institution will re-issue the marks sheet for such students.
- h. Credits transfer will be considered only after successful completion of the course and submitting a certificate issued by the competent authority along with the percentage of marks and/or grades.
- i. The institution shall submit the following to the examination section:
 1. List of students who have passed MOOC courses in the current semester along with the certificate of completion.
 2. Undertaking form filled by the students for credit transfer.
- j. The Institution shall resolve any issues that may arise in the implementation of this policy from time to time and shall review its credit transfer policy in the light of periodic changes brought by UGC, SWAYAM, NPTEL and state government.

26. Academic Bank of Credits (ABC):

The College has implemented Academic Bank of Credits (ABC) to promote flexibility in curriculum as per NEP 2020 to

- a. Provide option of mobility for learners across the universities of their choice.
- b. Provide option to gain the credits through MOOCs from approved digital platforms.
- c. Facilitate award of Certificate / Diploma / Degree (B.Sc) in line with the accumulated credits in ABC
- d. Execute Multiple Entry and Exit system with credit count and credit transfer.



Bapatla Engineering College :: Bapatla (Autonomous)

27. Exit Policy:

The students can choose to exit the four-year programme at the end of first / second / third year of study.

- a. **UG Certificate** (in Field of study / discipline) - Programme duration: First year (first two semesters) of the undergraduate programme, 39 credits followed by an additional exit 10-credit bridge course(s) lasting two months, including at least 6-credit job-specific internship / apprenticeship that would help the candidates acquire job-ready competencies required to enter the workforce.
- b. **UG Diploma** (in Field of study / discipline) - Programme duration: First two years (first four semesters) of the undergraduate programme, 80 credits followed by an additional exit 10-credit bridge course(s) lasting two months, including at least 6-credit job-specific internship / apprenticeship that would help the candidates acquire job-ready competencies required to enter the workforce.
- c. **Bachelor of Science** (in Field of study / discipline) i.e., B.Sc. Engineering in (Field of study / discipline)- Programme duration: First three years (first six semesters) of the undergraduate programme, 120 credits.

28. Student Transfers

Student transfers shall be as per the guidelines issued by the Government of Andhra Pradesh and the affiliated University from time to time.

29. Punishments for Malpractice cases – Guidelines:

- a) If any student caught under malpractice during the CIE examinations, the entire cycle of examinations will be cancelled and awarded zero marks for all the courses during that cycle. For example, if any student is caught while doing malpractice in an AAT, the AAT marks of all the courses in that cycle will be cancelled. Similar punishment will be considered for mid-term examinations also.
- b) For Semester End Examinations, the examinations committee may take the following guidelines into consideration while dealing with the suspected cases of malpractice reported by the invigilators / squad members etc. The punishment may be more severe or less severe depending on the merits of the individual cases.

S. No.	Nature of Malpractice/Improper conduct	Punishment
1.	Possesses or keeps accessible in examination hall, any paper, note book, programmable calculators, Cellphones, pager, palm computers or any other form of material concerned with or related to the course of the examination (theory or practical) in which he is appearing but has not made use of	Expulsion from the examination hall and cancellation of the performance in that course only.



Bapatla Engineering College :: Bapatla (Autonomous)

	(material shall include any marks on the body of the student which can be used as an aid in the course of the examination).	
2.	Uses objectionable, abusive or offensive language in the answer paper or in letters to the examiners or writes to the examiner requesting him to award pass marks.	Cancellation of the performance in that course.
3.	Copying detected on the basis of internal evidence, such as, during valuation or during special scrutiny.	Cancellation of the performance in that course and all other courses the candidate has appeared including practical examinations and project work of that semester/year examinations.
4.	Gives assistance or guidance or receives it from any other student orally or by any other body language methods or communicates through cell phones with any other student or persons in or outside the exam hall in respect of any matter.	Expulsion from the examination hall and cancellation of the performance in that course only of all the students involved. In case of an outsider, he will be handed over to the police and a case shall be registered against him.
5.	Has copied in the examination hall from any paper, book, programmable calculators, palm computers or any other form of material relevant to the course of the examination (theory or practical) in which the student is appearing.	Expulsion from the examination hall and cancellation of the performance in that course and all other courses including practical examinations and project work of that semester/year.
6.	Comes in a drunken condition to the examination hall.	Expulsion from the examination hall and cancellation of the performance in that course and all other courses including practical examinations and project work of that semester/year.
7.	Smuggles in the Answer book or takes out or arranges to send out the question paper during the examination or answer book during or after the examination	Expulsion from the examination hall and cancellation of performance in that course and all the other courses including practical examinations and project work of that semester/year. The student is also debarred for two consecutive semesters from class



Bapatla Engineering College :: Bapatla (Autonomous)

		work and all examinations. The continuation of the course by the student is subject to the academic regulations in connection with forfeit of seat.
8.	Refuses to obey the orders of the Chief Superintendent / any officer on duty or misbehaves or creates disturbance of any kind in and around the examination hall or organizes a walk out or instigates others to walk out, or threatens the officer-in charge or any person on duty in or outside the examination hall of any injury to his person or to any of his relations whether by words, either spoken or written or by signs or by visible representation, assaults the officer-in-charge, or any person on duty in or outside the examination hall or any of his relations, or indulges in any other act of misconduct or mischief which result in damage to or destruction of property in the examination hall or any part of the College campus or engages in any other act which in the opinion of the officer on duty amounts to use of unfair means or misconduct or has the tendency to disrupt the orderly conduct of the examination.	In case of students of the college, they shall be expelled from examination halls and cancellation of their performance in that course and all other courses of that semester/year. The students also are debarred and forfeit their seats. In case of outsiders, they will be handed over to the police and a police case shall be registered against them.
9.	Leaves the exam hall taking away answer script or intentionally tears up the script or any part there of inside or outside the examination hall.	Expulsion from the examination hall and cancellation of performance in that course and all the other courses including practical examinations and project work of that semester/year. The candidate is also debarred for two consecutive semesters from classwork and all end examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat.



Bapatla Engineering College :: Bapatla

(Autonomous)

10.	Possesses any lethal weapon or firearm in the examination hall.	Expulsion from the examination hall and cancellation of the performance in that course and all other courses including practical examinations and project work of that semester/year. The student is also debarred and forfeits the seat.
11.	If student of the college, who is not a candidate for the particular examination or any person not connected with the college indulges in any malpractice or improper conduct mentioned in S.No. 7 to S.No. 9.	For Student of the college: Expulsion from the examination hall and cancellation of the performance in that course and all other courses including practical examinations and project work of that semester/year. The candidate is also debarred and forfeits the seat. Person(s) who do not belong to the College will be handed over to police and, a police case shall be registered against them.
12.	Impersonates any other student in connection with the examination	The student who has impersonated shall be expelled from examination hall. The student is debarred from writing the remaining exams, and rusticated from the college for one academic year during which period the student will not be permitted to write any exam. If the imposter is an outsider, he will be handed over to the police and a case shall be registered against him. The performance of the original student who has been impersonated, shall be cancelled in all the courses of the examination including practical's and project work of that semester/year. The student is rusticated from the college for two consecutive years during which period the student will not be permitted to write any exam. The



Bapatla Engineering College :: Bapatla (Autonomous)

		continuation of the course by the student is subject to the academic regulations in connection with forfeiture of seat.
13.	If any malpractice is detected which is not covered in the above S.No. 1 to S.No. 12 items, it shall be reported to the college academic council for further action and award suitable punishment.	
14.	Malpractice cases identified during sessional examinations will be reported to the examination committee nominated by Academic council to award suitable punishment.	

30. ADDITIONAL ACADEMIC REGULATIONS:

- a. Any attempt to impress upon the teachers, examiners, faculty and staff of Examinations, bribing for either marks or attendance will be treated as malpractice.
- b. When a component of Continuous Internal Evaluation (CIE) or Semester End Examination (SEE) is cancelled as a penalty, he/she is awarded zero marks in that component.

31. AMENDMENTS 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, Academic schedules, Examination schedules, Examination pattern, Moderation to students, Special opportunity to complete degree beyond stipulated time and any other matter pertained that meets to the needs of the students, society and industry without any notice and the decision is final.