



# Academic rules & regulations 2024

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## **Audisankara College of Engineering & Technology**

An autonomous institution approved by AICTE & affiliated to JNTUA Anantapur  
Gudur, Tirupati district, Andhra Pradesh



## **Academic Rules & Regulations 2024**

### **BCA & BBA Programs**

## **Preamble**

The Academic Regulation 2024 has been updated for implementation beginning with the 2024–2025 academic year, applicable to students admitted from the 2024–2025 academic year onward. This regulation is crafted in alignment with the National Education Policy 2020, embracing a trans-disciplinary educational curriculum framework and also by including adequate scope for BCA / BCA. (Regular) and Honors with specialization. It adheres to the guidelines set forth by the Andhra Pradesh State Council for Higher Education (APSCHE) and its affiliating University JNTUA, ensuring ample opportunities for autonomous learning and applied learning through internship programs. Furthermore, it introduces innovative assessment procedures and policies aimed at fostering holistic development.

## **Vision**

To make Audisankara College of Engineering & Technology a centre for academic excellence where 21<sup>st</sup> century innovative minds manage with novel ideas & spread-out new technologies relevant to the social needs with increased employment opportunities and changed life style.

## **Mission**

To provide the students with Technological direction and support, acclaimed in latest cutting-edge technologies with a blend of academic concepts and practical nuances in hot areas of Engineering and Technology so that they develop all the resourcefulness, competence and confidence to take on the technological challenges of tomorrow.



## **Academic Regulations for Undergraduate Certificate, Diploma, BCA/BBA (Regular) and BCA/BBA (Honors with Specialization)**

(For all the candidates admitted from the Academic Year 2024 – 2025 onwards)

BCA/BBA. (Regular: 120 Credits | BCA/BCA (Honors: 160 Credits | BCA/BBA Undergraduate Certificate: 44 Credits | BCA/BBA Undergraduate Diploma: 84 Credits

### **1. Preliminary Definitions and Nomenclature**

In this regulation, unless the context otherwise requires:

- a. Degree: The academic award conferred upon a student on successful completion of a programme designed to achieve the defined attributes. It is referred to as Under-Graduate (UG) Degree that is BCA/BBA. degree
- b. Program: The cohesive arrangement of courses, co-curricular and extracurricular activities to accomplish predetermined objectives leading to the awarding of a degree. It also means specialization or discipline of BCA/BBA.
- c. Course: Theory, Practical or Theory-cum-Practical subject studied in a semester, like Fundamentals of Mathematics, General English, etc.
- d. "University" means Jawaharlal Nehru Technological University, Anantapur (JNTUA), Andhra Pradesh
- e. "Institute" means Audisankara College of Engineering & Technology (ASCET)
- f. "NEP 2020" means National Education Policy 2020

### **2. Eligibility for Admission**

- 2.1. Admission to the BCA/BBA. (Regular, Honors, Undergraduate Certificate, Diploma) shall be made subject to the eligibility and qualifications as prescribed by Andhra Pradesh State Council for Higher Education (APSCHE), Government of Andhra Pradesh. As per G.O Ms. No. 34 Higher Education Dt: 15-10-2020, Online Admission Process was introduced for admission into Under Graduate Programmes offered by the Degree Colleges in the state to promote merit, achieve excellence, curb malpractices, implement reservations, conduct fair, non-discriminatory and merit based admissions in a transparent basis in the larger interest and welfare of the student community. As per G.O.Ms.No. 46 HE (CE) Dt: 22.12.2020, all non-professional Degree Programmes shall be 4-year Honors Programme from the academic year 2020 – 21. There will be multiple entry and exit option which includes an exit option after 3years, the merit list based on 10+2 shall be taken as a benchmark in compliance with the norms issued by APSCHE.
- 2.2. The eligible candidates who passed out from Board of Intermediate, AP or other recognized Boards are eligible to participate in web counselling for the seats available in Undergraduate Programmes in Management, Computer applications leading to the award of BCA, BBA., etc, in Government Degree Colleges, Government Autonomous Degree Colleges, Private Aided Degree Colleges, Private Unaided Degree Colleges, Private Autonomous Degree Colleges (Aided and Unaided) in the State of Andhra Pradesh for the academic year 2024-25. The maximum period to complete BCA/ BBA(Regular) is 6 consecutive academic years and 8 is consecutive academic years from the date of joining.

### 3. Duration and Medium of Instruction of the Program

Program of Study	Duration	Total credits at Exit
Undergraduate Certificate	One year	44
Undergraduate Diploma	Two years	84
BCA / BBA. (Regular)	Three years	120
BCA / BBA. (Honors)	Four years	160

The program duration for the award of degree in BCA / BBA. (Regular, Honors) will be of three, four academic years and each academic year will have two semesters. In case, if the student is unable to complete the program in the above said stipulated duration, he/she shall be permitted to complete the program of study within 6, 8 consecutive academic years from the year of admission into BCA/BBA. program. The student who fails to meet the requirements for the award of BCA / BBA. program during the above said extended duration shall forfeit the degree in BCA / BBA. program of study. The medium of instruction during the program of study is English.

**Academic Calendar:** As already mentioned, each academic year will have two semesters. Each academic year, an academic calendar will be issued by the Office of the Controller of Examinations (CoE) indicating the duration of instruction period, mid-term tests, semester end examinations, Practical Examinations and eventually evaluation. Normally each semester will have sixteen weeks of instruction inclusive of mid-term tests, two weeks of practical examinations and two weeks for semester end examinations. In total, each semester will span for a maximum duration of 16 – 20 weeks.

### 4. Multiple Entry & Multiple Exit Requirement (ME - ME)

The academic regulation provides complete flexibility to leverage the option of ME – ME. The student can have the exit after the completion of first two consecutive semesters, first four consecutive semesters or at both levels. If a student wants to take exit at any level as mentioned above or he / she intend to earn the degree viz., Undergraduate Certificate, Undergraduate Diploma and BCA / BBA in Major. He / She need to pursue two certification courses each of two credits from the courses available in the curriculum along with one Job Specific Internship / OJT / Apprenticeship with 4 credits, in case if he/she prefers to exit at the end of the first year and second year of study.

In accordance with The Gazette of India, the notification issued by UGC pertaining to the Academic Bank of Credits (ABC) vide File No. 14-31/2018 (CPP – II) dated 28th July, 2021, New Delhi, Page No. 14, Clause 11, the time duration for a student pursuing academic qualifications under the Academic Bank of Credits facility may, after earning the stipulated credits, avail a relaxation of a maximum of one semester, provided the duration of the course or programme is of two-years or more (Four semesters or more). In case if he/she earns additional credits through National service schemes/ (or) from higher learning institutes (or) higher educational Institutes of repute taking necessary approval during the exit period. He/she should accumulate the credits in ABC if he/she wants to consider for the approval of the degree. A student will be allowed to enter/re-enter only at the odd semester and exit only in even semester. Re-entry at various levels as lateral entrants in academic programmes will be purely based on the earned credits and proficiency tests conducted at the institute level.

### 5. Programs of Study

ASCET offers nine programs of four year duration leading to Bachelor's Degree in Computer Applications (BCA) and Business Administration (BBA.) as follows

- Bachelor of Computer Applications (BCA)
- Bachelor of Business Administration (BBA)

## 6. Structure of Programs

### 6.1. Categorization of Courses

Each program shall adhere to a standardized curriculum framework, featuring well-defined educational objectives, program outcomes, and course outcomes in accordance with the principles of Outcome-Based Education (OBE). This framework aligns with the Vision and Mission of both the department offering the program and the overarching Institute. The program structure encompasses a diverse array of components, including theoretical courses, practical courses, combined theory-practical courses, MOOCs, summer and full-semester internships, skill-oriented courses, project work, seminars, and other relevant courses designed to meet industry requirements. Utilizing the Choice Based Credit System (CBCS), the curriculum grants students the flexibility to select courses of their preference within the elective category. The courses within a particular program are classified as follows:

- i. Foundation courses
- ii. Professional core courses relevant to the chosen program of study
- iii. Professional electives
- iv. Inter-disciplinary electives
- v. On Job Training
- vi. Skill Enhancement Courses (SEC) and Industry Connect Courses (ICC)
- vii. Mandatory Courses (MC) as prescribed by AICTE / UGC
- viii. Project, Seminar and Internship
- ix. Vocational Courses
- x. Indian Knowledge System

The outcome-based, competitive curriculum is meticulously crafted in alignment with the core principles of NEP 2020, moving beyond single-phased education and empowering learners to tailor their curriculum to their individual interests. The academic regulations offer flexibility in delivering courses of national significance, such as Universal Human Values, Yoga, and Health, in the native languages of Andhra Pradesh. Additionally, examinations can be conducted in a manner that allows responses to be submitted in the same languages. In this context, learners are afforded the choice to select the medium of instruction for the aforementioned courses, either in English or in the native language of Andhra Pradesh, Telugu.

### 6.2. Nomenclature of Credit Distribution

No.	Nature of Course	Credit	Nomenclature
1	Theory Course / Elective Course (Physical Lecture Hour)	1.0	1 Hour / Credit
2	Theory Course / Elective Course (Digital Lecture Hour)	0.5	0.5 Hour / Credit
3	Practical / Laboratory	0.5	0.5 Hour / Credit
4	Internship / On Job Training / CSP	4.0	-
5	Full Semester Internship / Major Project	4.0	-
6	Dissertation work	8.0	-
7	MOOCs / Digital learning	1.5	0.5 Hour / Credit
8	Skill Enhanced Course	2.0	-
9	Vocational Courses	2.0	-
10	Mandatory Course/Audit Courses	0.0	-
11	Counseling/Mentoring	-	-
12	Sports/Hobby Clubs/Activities	-	-

**6.3. Structure of Curriculum**

Sem.	No. of Theory Courses	No. of Lab Courses, Internship, OJT / OC, Project / CE / CSP	Total Credits
I	4 (4Theory)	1 Value Added Courses +1 Skill Enhancement Course + 1 Mandatory Course	20.0
II	4 (4 Theory)	1 Value Added Courses +2 Skill Enhancement Course + 1 Mandatory Course	20.0
III	4 (4 Theory )	1 Value Added Courses +1 Skill Enhancement Course + 1 Mandatory Course	20.0
IV	5(5 Theory )	1 Value Added Courses +1 Skill Enhancement Course	20.0
V	4(2 PC + 2 PE)	Internship / Capstone Project	20.0
VI	4 (2PC + 2 PE)	1 Skill Enhancement Course + 1 Major Project	20.0
VII	4 (1 PC + 2 PE + 1OE)	1 Skill Enhancement Course + + 1 Internship	20.0
VIII	3(3 PE)	Dissertation(Evaluation)	20.0
Total Credits			160

**6.4. Credit Distribution for each Category**

No.	Category	Credits	
		Regular	Honors
1	<b>Foundation Courses</b>	<b>4.0</b>	<b>4.0</b>
	Humanities and Basic Sciences	2.0	2.0
	Indian Knowledge System	2.0	2.0
2	<b>Professional Core Courses</b>	<b>86</b>	<b>114</b>
3	<b>Program Core / Major Courses</b>	<b>66.0</b>	<b>70.0</b>
	Program / Professional Electives	16	36
	Open Electives/Multi-Disciplinary Electives	4.0	8.0
4	<b>Major Project, CSP and Summer Internship, Dissertation</b>	<b>8.0</b>	<b>20.0</b>
5	<b>Skill Enhancement Courses</b>	<b>14.0</b>	<b>14.0</b>
6	<b>Value Added Courses</b>	<b>8.0</b>	<b>8.0</b>
7	<b>Mandatory Audit Courses</b> as prescribed by AICTE and UGC (Not to be accounted for CGPA)	<b>0.0</b>	<b>0.0</b>
Minimum credits to be earned for the award of the BCA / BBA. (Regular, Honors) degree		<b>120</b>	<b>160</b>

**6.5. Assessment Pattern for the Courses**

In the true spirit of implementing Outcome-Based Education (OBE), each course is meticulously crafted with a customized assessment pattern that addresses various cognitive levels of Revised Bloom's Taxonomy (RBT). This ensures an appropriate balance covering the breadth and depth of the courses. The assessment instruments or question papers shall incorporate a blend of response types, including short answers, long answers, questions that stimulate higher- order thinking skills through critical thinking and creativity, and multiple-choice questions (MCQs) tailored to assess the intended learning outcomes during Continuous Internal Assessment and Semester End Examinations.

Course instructors are granted the liberty to design their own customized question papers and mark distributions, fostering higher-order thinking skills and creativity through case studies or problem-solving questions in open-book examinations, in addition to those prescribed in the Academic Regulation 2024. This approach requires prior approval from the respective Chairman of the Board of Studies and the Head of the Institution before the commencement of the course, along with the preparation of a course plan and rubrics outlining the criteria and scale/metric for assessment.

For skill enhancement courses, appropriate assessment instruments shall be developed by the respective course facilitators to evaluate the skills expected from these courses. These instruments also require approval from the

respective Chairman of the Board of Studies and the Head of the Institution prior to deployment. In cases where video-based grading is employed, suitable rubrics shall be developed to meet the course outcomes or intended learning outcomes.

For any assessment pattern deviating from the Academic Regulation 2024, the customized assessment pattern must be submitted to the office of the Controller of Examinations before the commencement of the course.

#### **6.6. Internship / Community Service Internship Projects (CSP)**

The students shall have an option to exit after 1st year of Business Administration Program and will be awarded with a UG Certificate in Business Administration. Students on exit have to compulsorily complete additional 04 Credits either in a Skill based subject or work based Vocational Course offered during summer term or Internship/Apprenticeship / Social Responsibility & Community Engagement – encompassing community engagement with an NGO after the second semester of minimum 180 hours of duration as decided by the respective University / Admitting Body.

The students shall have an option to exit after 2nd year of Business Administration Program and will be awarded with a UG Diploma in Business Administration. Students on exit have to compulsorily complete additional 04 Credits either in a Skill based subject or work based Vocational Course offered during summer term or Internship/Apprenticeship / Social Responsibility & Community Engagement – encompassing community engagement with an NGO / Capstone Project after the fourth semester of minimum 180 hours of duration as decided by the respective University / Admitting Body.

The exiting students will clear the subject / submit the Internship Report as per the University schedule.

if he/she is interested and submit a separate report along with internship/training report. Students will be evaluated by a panel of internal and external subject matter experts (SMEs) nominated by the Office of the CoE. It is mandate for all the learners going either for internship / CSPs to capture a video demonstrating the self-reflection on the learning outcomes for grading by the course supervisor/guide.

#### **6.7. Project Work**

Each student is expected to carry out one capstone project relevant to his/her program of study or interdisciplinary of nature leading to design, development of solutions, and fabrication of system component or a product and this goes along with the full semester internship either at the industry or allotted by the institute under supervision by the department review committee. On successful completion of the project work, the students are expected to submit a detailed project report along with the working models, if any for evaluation. The office of the CoE shall nominate a team of experts to assess the quality and evaluate the project as per the evaluation guidelines prescribed in the academic regulation. In case, if any student is interested in doing industry-oriented project (Individual) at the industries or research organization, he/she shall take up the project duly approved by the Head of the Department, CoE and the Head of the Institution well before the commencement of the course. In such cases, the students should inform the respective department well in advance, preferably during semester V and VI. The students who opted BCA/BBA honors is also completed one dissertation work in the semester VIII which shall initiated in the curriculum during semester VII along with the Summer Internship.

#### **6.8. Statutory Mandatory Audit Courses**

Mandatory audit courses are those courses which are designed in line with the requirement of AICTE. These courses do not carry any credits and are not accounted for the calculation of CGPA. The students shall register for the courses in the respective semester as specified in the curriculum. All the students (regular and lateral entry students) shall complete the mandatory course by taking two assessments in the form of multiple-choice questions during the continuous assessment. A minimum of 40% of marks is required to complete the course and the status of completion will be indicated in the grade memo and an online certification is also mandatory for duration of 15 – 30 hours in the relevant area as specified in the curriculum. In addition to the above, the curriculum provides flexibility to nurture employability skills through audit courses and it is mandatory for all students to complete the audit courses for



the award of the degree and it will not be counted for the calculation of CGPA. The academic regulation permits autonomous learning with mandatory courses promoting self-learning ability among the learners.

#### **6.9. MOOCs / Digital Learning**

The curriculum provides adequate flexibility for the students to take up MOOCs through self-study mode enabling them to learn the courses on independent/autonomous mode with minimal guidance of faculty mentor to earn necessary credits for the award of the degree and the attendance is not mandatory. However, it is recommended not to exceed 20 credits in case of MOOCs during the course of study. The courses shall be opted from MOOCs platform viz. NPTEL, SWAYAM or any other platforms as approved by the respective Chairman, Board of Studies (BoS). In case of MOOCs through NPTEL, SWAYAM, v-Lab, the credits shall be directly transferred without conducting any further examination from the institution. For all other platforms, the assessment pattern for such courses which are part of the curriculum for the BCA / BBA (Regular) degree shall be carried out as similar to other regular theory and skill enhancement courses. And for BCA / BBA. (Honors) shall be in line with the agencies or the platforms offering these courses. Further, if the grade is not specified by the particular agency or platform, the office of CoE shall follow the institutional SOP for the award of the grade and take necessary approval from the Academic Council through circulation. MOOCs shall be identified by the respective department taking necessary approval from the BoS/Chairman (BoS) and shall be intimated well in advance to the students.

#### **6.10. Industry Connect Courses**

- a. Students can opt for one- or two- credit courses, offered by experts from industry/research organizations which are approved by academic council. Students can register such courses from his/her second year of study as and when these courses are conducted by various departments. A student is also permitted to register for the courses of other departments, provided the student has fulfilled the necessary pre-requisites of the course being offered and subject to the approval of both the Heads of Departments promoting multi-disciplinary education framework. There is no limit to the number of 1-credit or 2- credit courses a student can register during the programme of study. However, a student can register for only one course in a semester. These courses are evaluated by the respective course coordinator of the programme. The maximum number of credits that can be earned from industry supported courses is limited to four.
- b. If a student does not successfully complete the registered industry supported 1-credit or 2-credit courses in a semester, the registration of that course will be considered as cancelled. Further, it will not be treated as arrear and no supplementary examination will be conducted; alternatively, if he/she wishes, he/she can re-register for the same course in the ensuing semesters and successfully complete it as and when it is offered subsequently.
- c. The credits earned through these courses will be treated over and above the credit requirement for the award of the BCA/BBA. (Regular and Honors with Specialization) programs. Furthermore, to promote industry engagement with the students, the credits earned through ICC can be trade off to the courses in the curriculum other than the category of Basic Sciences, Engineering Sciences and Professional Core for the award of BCA / BBA. (Regular) Degree. Further, the credits earned through ICC cannot be compensated for the courses of BCA / BBA. (Honors with Specialization).

#### **6.11. Semester Away Programme (SAP) to Promote Research:**

The students interested in pursuing the BCA / BBA. (Regular) / BCA / BBA. (Honors with Specialization) shall be permitted to go for the semester away program in higher learning institutions, after taking the necessary approval from both the institutions and the earned equivalent credits may be accumulated, transfer through ABC and redeemed for the award of the BCA / BBA. (Regular)/ BCA / BBA.(Honors with Specialization).

**6.12. On Job Training:** On Job Training will be facilitated through Industry – Institute Interface (iCube) of ASCET as and when situation demands. The students opting On-Job Training / applied learning / experienced learning as and when the industry opens the option to the students, the credits will be evaluated as per National Credit Framework (NCrF) in terms of equivalent credits of the ASCET curriculum framework enabling the students to be near industry ready, more employable and competent followed by an assessment prescribed by the industry subject matter experts SMEs.

**6.13. Vocational Courses:** The vocational courses are 4 under the category of certification courses.

**6.14. Procedure for Awarding Marks for Continuous Assessment Theory**

(Internal: 30 Marks | External 70 Marks)

**Continuous Internal Assessment #1 (First two and half units with a duration of 90 Minutes)**

Descriptive Examination	: 15 Marks
Short Answer Type Examination	: 05 Marks
Assignment	: 05 Marks
Tech talk	: 05 Marks

**Continuous Internal Assessment #2 (Next two and half units with a duration of 90 Minutes)**

Descriptive Examination	: 15 Marks
Short Answer Type Examination	: 05 Marks
Assignment	: 05 Marks
Tech talk	: 05 Marks

The final internal marks will be awarded by considering 80% of marks secured in the best of the two continuous internal evaluation and 20% marks secured in the other internal test. Short Answer Type Examination (**Multiple Choice Questions, Very Short Questions, Fill in the Blanks, Match the following and True/False**)

**Laboratory Courses** (Internal: 30 Marks | External: 70 Marks)

<b>Total Internal Marks</b>	<b>: 30 Marks</b>
Distribution for Continuous Evaluation	
Continuous Assessment	: 10 Marks
Record	: 10 Marks
Internal Test	: 10 Marks
<b>Total External Marks</b>	<b>: 70 Marks</b>
Experiment, Results & Viva - Voce	: 50 Marks
Video Assessment (Learning Outcomes)	: 20 Marks (One video shall be uploaded by the student demonstrating the self-reflection on that particular laboratory course for grading)

**Total External Marks : 70 Marks**

The final internal marks will be awarded by considering 80% of marks secured in the best of the two continuous internal evaluation and 20% marks secured in the other internal test.

**Mandatory Courses**

Assessment	: As prescribed in the Academic Regulation
Online certification course	: 01 course (in the relevant area of the pursuing Mandatory course with a minimum duration of 30 hours and the students need to submit the certification of completion and assessment compliance issued by the respective online learning platforms)

**Summer Internship/CSP** (Internal: 50 Marks)

Interim Assessment and Report Writing : 20 Marks

Final Presentation : 30 Marks

**Major Project / Capstone Project / Dissertation (Honors)** (Internal: 60 Marks | External: 140 Marks)

Interim Review #1 (Industry Supervisor): 20 Marks (Rubrics based) Interim Review

#2 (Industry Supervisor): 30 Marks (Rubrics based) Terminal Presentation : 40 Marks (Presentation)

Report : 20 Marks

Internship Certificate : 10 Marks

Video Based Assessment : 20 Marks

**Total External Marks : 140 Marks**

In all the continuous assessment pertaining to internship, the major focus of the assessment will be predominantly on skills and application of knowledge viz. Communication Skills, Team- Work, Organization Skills, Interpersonal Skills, Analytical and Problem Solving Skills, Leadership Skills, Work Ethics and any specific initiatives by the interns.

**Skill Oriented Courses** (Internal: 100 Marks)

Interim Assessment and Report Writing : 30 Marks

Outcomes : 40 Marks

Final Presentation : 20 Marks

Video Based Assessment : 10 Marks

The outcomes shall be in the form of design, development of working model of a system component or a product and these 20 marks shall be awarded based on Rubrics that addresses Critical Thinking, Creativity, Collaboration and Communication.

**Major Project / Capstone Project / Dissertation (Honors)** (Internal: 60 Marks | External: 140 Marks)

Distribution of Marks (Continuous Internal Assessment)

Innovativeness of the Project : 05 Marks

Literature Survey : 05 Marks

Experimentation/ Simulation : 05 Marks

Presentation, Interpretation & Analysis of Results : 05 Marks

Interim Review #1(Presentation) : 05 Marks

Interim Review #2 (Presentation) : 05 Marks

Product Development : 05 Marks

Terminal Presentation : 05 Marks

Report : 05 Marks

Publication in Conference / Journal (CARE) : 05 Marks

Video Based Assessment : 05 Marks (Mandatory)

Online Certification : 05 Marks (Mandatory)

**Total Internal Marks : 60 Marks**

The online certification shall be from MOOCs platform with a minimum duration of 30 – 45 hours and the student need to earn the certification and for which there will not be any further assessment from the institution or program of study.

## **7. Attendance Finalization and Result Declaration**

### **7.1. Procedure**

The attendance shall be calculated as per this autonomous regulation 2024 for the students to appear for the end semester examinations. The Institute shall formulate a committee "Joint Board" constituting of Head of the Institution (Chairman), Chairpersons of all Boards of Studies, Controller of Examinations (Member Secretary) and two senior members of faculty. The tenure for the senior members of faculty shall be of 2 years. The member secretary shall place the attendance of all the students before the Joint Board for approval before the finalization and declaration of attendance. The same procedure shall be adopted for declaring the end semester examination results.

### **7.2. Attendance Requirements and Result Declaration Procedure**

- a. A student shall be eligible to appear for the end semester examinations if he/she acquires a minimum of 75% of attendance in aggregate of all the courses in a semester and shortage of attendance below 65% shall in no case be condoned and such cases will not be permitted to appear for the end semester examinations.
- b. Condonation for shortage of attendance in aggregate up to 10% (65% and above and below 75%) in each semester shall be permitted based on medical leave (hospitalization / accident / specific illness) and on-duty leave for participation in College / University / State / National / International Sports events with prior approval from the competent authority. After taking necessary approval from the Head of the Institution or Competent Authority, the student shall be permitted to appear for the end-semester examination by paying the Condonation fee as prescribed by the Office of CoE. However, the student who have represented the college in outside world activities shall be exempted in paying the Condonation fee.
- c. A student who has secured less than 40% of attendance in a particular course shall not be permitted to appear for the end semester examination though he/she maintains more than 75% of attendance in aggregate of all courses in that particular semester. In such cases, the student need to reappear physically as and when the courses are being offered by the respective department and accordingly the time-table shall be optimized to avoid overlapping.
- d. Students, who do not meet the minimum required attendance in a semester, shall be detained in that particular semester and they will not be promoted to the next semester. In such cases, the student need to rejoin in that particular semester in the subsequent academic year
- e. Academic regulations applicable to the semester in which re-admission is sought shall be applicable to the re-admitted student.
- f. In case if there are any professional electives and/or open electives, the same may also be re- registered if offered by the respective program of study. However, if those electives are not offered in the later semesters, alternatively, the students may opt other electives from the same set of elective courses offered under that category in that particular semester.

## **8. Promotion Policies**

During the three-year (Regular) program of study, it is mandatory for all students to maintain a minimum of 40% of the credits pertaining to the current year of study to get promoted to subsequent year of study, say 2<sup>nd</sup> year to 3<sup>rd</sup> year. In case if the student fails to earn the necessary percentage of credits required for promoting to subsequent year of the program of study, he/she will be detained and he/she need to earn the required credits and take re-admission in the subsequent years of the academic year to complete the BCA / BBA. degree program.

## **9. Eligibility for the Award of the Degree**

A student shall be declared to eligible for the award of the degree in BCA / BBA. (Regular, Honors with Specialization) program if he/she has fulfilled the following requirements

- a. The student should earn the minimum requirement of credits (120 for regular admission and 160 credits for Honors with Specialization) and cleared all the mandatory courses as prescribed in the curriculum within the maximum

duration of 8 consecutive academic years (Honor with Specialization) and 6 consecutive academic years (Regular) from date of admission.

- b. The student should maintain more than 5 CGPA at any point of time.
- c. The student shall not have any pending disciplinary issues

The student shall forfeit his/her Degree and his/her admission stands cancelled if he/she fails to meet the above compliance.

#### 10. Award of Grades

Range of Marks	Letter Grade	Grade Point
$\geq 90$	'S' (Superior)	10
$\geq 80 < 90$	'A' (Excellent)	09
$\geq 70 < 80$	'B' (Very Good)	08
$\geq 60 < 70$	'C' (Good)	07
$\geq 50 < 60$	'D' (Average)	06
$\geq 40 < 50$	'E' (Pass Average)	05
$< 40$	'F' (Fail)	0
Absent	'Ab' (Absent)	0

After completion of the programme, the Cumulative Grade Point Average (CGPA) from the I Semester to VIII Semester (from III to VIII semester for lateral entry) is calculated using the formula:

$$CGPA = \frac{\sum_{i=1}^{n-1} (c_i \times g_i)}{\sum_{i=1}^{n-1} c_i}$$

where 'n' is the number of courses registered for, 'c<sub>i</sub>' is the credits allotted to the given course and 'g<sub>i</sub>' is the grade point secured in the corresponding course

**Equivalent Percentage = (CGPA – 0.50) x 10.**

#### 11. Classification of the Degree Awarded

- a. **BCA / BBA. (Honors with Specialization):** In addition to the requirement as cited in (11.n), if the student secures 40 additional credits in accordance with the clause (14), he/she shall be declared with BCA / BBA. (Honors with Specialization).
- b. **BCA / BBA. (Regular) - First Class with Distinction:** The student who qualifies for the award of the BCA / BBA. degree in the chosen program of study with 120 credits (Regular) within 3 consecutive academic years from the date of admission at his/her first attempt maintaining 7.5 CGPA and above shall be declared to have passed in first class with distinction and should not have been prevented from appearing end semester examinations for the want of attendance requirements.
- c. **BCA / BBA. (Regular) - First Class:** The student who qualifies for the award of the B. Tech. degree in the chosen program of study with 120 credits (Regular) within 3 consecutive academic years from the date of admission maintaining 6.5 CGPA and above and less than 7.5 CGPA shall be declared to have passed in first class and should not have been prevented from appearing end semester examinations for the want of attendance requirements.
- d. **BCA / BBA. (Regular) - Second Class:** The student who qualifies for the award of the B. Tech. degree in the chosen program of study with 120 credits (Regular) within 6 consecutive academic years from the date of admission maintaining 5.5 CGPA and above and less than 6.5 CGPA shall be declared to have passed in second class.
- e. **BCA / BBA. (Regular) - Pass:** All other students who have not covered and qualifies for the award of the degree



maintaining 4.50 CGPA and above and less than 5.5 CGPA shall be declared to get Pass with minimum credit requirement for the award of the degree in BCA / BBA. Program.

- f. **Undergraduate Certificate - First Class with Distinction:** The student who qualifies for the award of the Undergraduate Certificate in the chosen program of study with 44 credits at the end of first year from the date of admission at his/her first attempt maintaining 7.5 CGPA and above shall be declared to have passed in first class with distinction and should not have been prevented from appearing end semester examinations for the want of attendance requirements.
- g. **Undergraduate Certificate - First Class:** The student who qualifies for the award of the Undergraduate Certificate in the chosen program of study with 44 credits at the end of first year from the date of admission maintaining 6.5 CGPA and above and less than 7.5 CGPA shall be declared to have passed in first class and should not have been prevented from appearing end semester examinations for the want of attendance requirements.
- h. **Undergraduate Certificate - Second Class:** The student who qualifies for the award of the Undergraduate Certificate in the chosen program of study with 44 credits at the end of first year from the date of admission maintaining 5.5 CGPA and above and less than 6.5 CGPA shall be declared to have passed in second class
- i. **Undergraduate Certificate - Pass:** All other students who have not covered and qualifies for the award of the Undergraduate Certificate maintaining 4.5 CGPA and above and less than 5.5 CGPA shall be declared to get Pass with minimum credit requirement for the award of the Undergraduate Certificate.
- j. **Undergraduate Diploma - First Class with Distinction:** The student who qualifies for the award of the Diploma in the chosen program of study with 84 credits at the end of two years from the date of admission at his/her first attempt maintaining 7.5 CGPA and above shall be declared to have passed in first class with distinction and should not have been prevented from appearing end semester examinations for the want of attendance requirements.
- k. **Undergraduate Diploma - First Class:** The student who qualifies for the award of the Diploma in the chosen program of study with 84 credits at the end of two years from the date of admission at his/her first attempt maintaining 6.5 CGPA and above and less than 7.5 CGPA shall be declared to have passed in first class and should not have been prevented from appearing end semester examinations for the want of attendance requirements.
- l. **Undergraduate Diploma - Second Class:** The student who qualifies for the award of the Diploma in the chosen program of study with 84 credits at the end of two years from the date of admission at his/her first attempt maintaining 5.5 CGPA and above and less than 6.5 CGPA shall be declared to have passed in second class
- m. **Undergraduate Diploma - Pass:** The student who qualifies for the award of the Diploma in the chosen program of study with 84 credits at the end of two years from the date of admission at his/her first attempt maintaining 4.5 CGPA and above and less than 5.5 CGPA shall be declared to get Pass with minimum credit requirement for the award of Diploma.
- n. **BCA / BBA (Honors with Specialization) - First Class with Distinction:** The student who qualifies for the award of the BCA / BBA(Honors with Specialization) in the chosen program of study with 160 credits at the end of three years from the date of admission at his/her first attempt maintaining 7.5 CGPA and above shall be declared to have passed in first class with distinction and should not have been prevented from appearing end semester examinations for the want of attendance requirements.
- o. **BCA / BBA (Honors with Specialization) - First Class:** The student who qualifies for the award of the B. Sc. in Engineering in the chosen program of study with 160 credits at the end of three years from the date of admission at his/her first attempt maintaining 6.5 CGPA and above and less than 7.5 CGPA shall be declared to have passed in first class and should not have been prevented from appearing end semester examinations for the want of attendance requirements.
- p. **BCA / BBA (Honors with Specialization)- Second Class:** The student who qualifies for the award of the B. Sc. in Engineering in the chosen program of study with 160 credits at the end of three years from the date of admission at his/her first attempt maintaining 5.5 CGPA and above and less than 6.5 CGPA shall be declared to have passed in second class.

- q. **BCA / BBA (Honors with Specialization)- Pass:** The student who qualifies for the award of the B. Sc. in Engineering in the chosen program of study with 160 credits at the end of three years from the date of admission at his/her first attempt maintaining 4.5 CGPA and above and less than 5.5 CGPA shall be declared to get Pass with minimum credit requirement for the award of B. Sc. in Engineering.
- r. A student with final CGPA is  $< 4.5$  will not be eligible for the Award of the Degree.

## 12. Flexibility to Add or Drop Self Study Courses (SSC)

- a. It is mandatory that all the students need to earn the minimum number of the credits for the award of BCA / BBA. degree in their respective program of study. However, a student can earn more number of credits if he/she opt, by registering additional courses, from the list of courses available in the curriculum of all disciplines, over and above to the existing courses from semester IV – VI. The student shall be permitted to drop any SSC at any point of time and registration for such courses gets cancelled and will not be reflected in Cumulative Grade Memo (CGM).
- b. All the courses registered and cleared by a student in this mode will be mentioned in the CGM as additional acquired. However, the CGPA is calculated as per the minimum requirement of the credits for the award of the BCA / BBA. Degree.

## 13. Withdrawal from the Examination

- a. A candidate may, for valid reasons, be granted permission by the Head of the Institution to withdraw from appearing for the examination in any course or courses of only one semester examination during the entire duration of the Degree Programme. Also, only ONE application for withdrawal is permitted for that semester examination in which withdrawal is sought.
- b. Withdrawal application shall be valid only if the candidate is otherwise eligible to write the examination and if it is made prior to the commencement of the examination in that course or courses and also recommended by the Head of the Department.
- c. Such withdrawal from the examination shall be treated as absent for the 1<sup>st</sup> attempt to the respective examination and will lose the eligibility for First Class with Distinction.

## 14. Transitory Regulations: To enable the students to take admission or entry into ASCET from other Institution either by Transfer, Re-admission, Admission, or Transfer from other engineering

Institution affiliated to JNTUA /Academic regulation within the Institute, the following regulations shall be followed based on the nature of case as cited above.

- Transfer of candidate from Autonomous / Non-Autonomous Institution affiliated to JNTUA
  - Within the Institution from one regulation to other academic regulation
- a. Transfer of a candidate from Autonomous / Non-Autonomous Institution affiliated to JNTUA
- Any candidate who is interested to take admission in ASCET from a non-autonomous engineering institution affiliated to the parent university either in the semester III or thereafter, shall acquire the credits required for graduation as per the Institute autonomous regulations and the candidature shall be treated under following category.
- Students from non-autonomous institution seeking admission into semester III shall be treated in par with the students taking admission for 2 year program of study (i.e. lateral entry students) and should have cleared all the courses in the semester I and II as per university regulation. The same shall be calculated as per ASCET regulations if the student is seeking admission into ASCET from an autonomous institution. The credits earned during semester I and II shared be calculated as per the Institute autonomous regulations and in case if the earned credits during first two semesters are not adequate to take admission in the semester III, the student shall take additional courses approved by the respective Board of Studies and Academic council during semester III at ASCET on self-study

mode and the same procedure shall be followed for taking admission into higher semesters.

- 15. Academic Bank of Credits:** This academic regulation 2023 provides complete scope of academic flexibility in accordance with The Gazette of India, the notification issued by UGC pertaining to the Academic Bank of Credits (ABC) vide File No. 14-31/2018 (CPP – II) dated 28<sup>th</sup> July, 2021, New Delhi. The ABC provides a full length academic flexibility while removing rigid curriculum boundaries and creating new possibilities of life-long learning.

In case with students registering under ABC, it is very much mandate and recommended to complete the courses pertaining to professional core and the courses at the lower semesters, especially, the courses pertaining to Mathematics, Physics, Chemistry and few related to Engineering Sciences as specified by the degree awarding institute. As per the document as cited above in line with ABC. The students shall be required to earn at least 50% of credits required for the award of (Regular, Honors, Undergraduate Certificate & Diploma) from the institute in which the student is enrolled. (As per the clause # 8.3, PP. 13).

**16. Revision of the Academic Regulations and Curriculum**

The Joint Board Committee and the Academic Council of the institute reserve the right to revise, change or amend the regulations, the scheme of examinations, the curriculum and the syllabi from time to time if found necessary.

**17. Representation of Special Cases**

In case of any clarification in the interpretation of the above rules and regulations, they shall be referred to the Joint Board Committee through the Head of the Institution. The Joint Board Committee will offer suitable interpretations/clarifications/amendments required for special case on such references and get them ratified in the next meeting of the Academic Council. The decision of the Academic Council is final.

**18. Curriculum and Syllabi of various Programs of Study (Scan to view the Program Curriculum and Syllabi)**