

# **MANIPUR UNIVERSITY**

## **ORDINANCE RELATING TO THE DEGREE OF BACHELOR OF ENGINEERING COURSES UNDER CHOICE BASED CREDIT SYSTEM (CBCS)**

*Approved by the Academic Council in its meeting held on 12<sup>th</sup> May, 2015*

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### 1. SHORT TITLE AND COMMENCEMENT :

- 1.1 This Ordinance may be called '**Ordinance relating to the award of the Degree of Bachelor of Engineering of the Manipur University, 2015**'.
- 1.2 This Ordinance shall be applicable to the students enrolled to the B.E. Courses in various departments from the academic year 2015-16.

### 2. DEFINITIONS :

- 2.1 'B.E.' means Bachelor of Engineering Degree.
- 2.2 'Academic Year' means Two Semesters.
- 2.3 'End Semester Examination' means an examination conducted on a date fixed by the University at the end of each semester.
- 2.4 'Dis-Collegiate Student' means a student who has attended less than 75% of the lectures and tutorials and is debarred from appearing at the end semester examination.
- 2.5 'Carry Over Scheme' means a scheme for promotion of a student who has failed to pass the papers/subjects in a semester.
- 2.6 'Academic Council' means the Academic Council of the University.
- 2.7 'Stream' means the Branch, like – Civil Engineering, Computer Science & Engineering and Electronics & Communication Engineering, etc.

### 3. TITLE AND DURATION OF THE COURSE :

- 3.1 There shall be a course leading to the Degree of Bachelor of Engineering abbreviated as B.E.
- 3.2 The duration of the course shall be 4 (four) academic years comprising Eight Semesters of 90 working days (teaching days) for each semester.
- 3.3 A student of the B.E. degree Course must complete the course within eight years from the date of his/her first admission to the First semester of the course.

#### 4. **ADMISSION AND ELIGIBILITY :**

- 4.1 Admission to the first Semester of the 8 Semesters B.E. course shall be through the **Joint Entrance Examination (JEE) - Main** conducted by the Central Board of Secondary Education (CBSE). Vacant seats arising out of non-availability of candidates from JEE (Main) shall be filled up through an **Admission Test** conducted by an Admission Committee. The eligibility and other information for admission will be available in the Prospectus/ Information Brochure published by the University from time to time.
- 4.2 A candidate who has passed the Diploma Course in Engineering conducted by Manipur University or a Board of Technical Education recognized by Manipur University in the First Division or in an equivalent grade or with at least 60% marks in the aggregate, where Division is not awarded in the respective stream shall be eligible for Lateral Entry Admission to the Third Semester i.e. in the Second Year of the Four Year B.E. Course subject to availability of seats in the stream concerned. In the case of candidates belonging to SC/ST, the minimum percentage of marks secured at the Diploma Level examination shall be 55% in the aggregate or equivalent grade. Admission of all such candidates shall be on the basis of merit at the Diploma level and merit to be judged through a competitive test or Personal Interview in which a nominee of the University must be present.
- 4.3 The candidates except those who have passed the Higher Secondary Examination of the Council of Higher Secondary Education, Manipur or the Senior School Leaving Certificate Examination of the CBSE and Engineering Diploma Examination from Manipur University, have to obtain eligibility certificate for seeking admission to B.E. Course from Manipur University on payment of the prescribed fees to the University. The University shall notify the dates for the issue of eligibility certificates.

## 5. COURSES :

- 5.1 Two letters and three numbers shall denote all papers of the four-year B.E. programme. In the case of practical papers, the letter P will follow the number.
- 5.2 The letter symbols in the papers will stand for the following departments/subjects:
- |    |   |   |
|----|---|---|
| CE | - | Civil Engineering                       |
| CS | - | Computer Science & Engineering          |
| CH | - | Chemistry                               |
| EC | - | Electronics & Communication Engineering |
| EE | - | Electrical Engineering                  |
| HU | - | Humanities and Basic Sciences           |
| MA | - | Mathematics                             |
| ME | - | Mechanical Engineering                  |
| PH | - | Physics                                 |
| NC | - | Non-Credit Course                       |
- 5.3 The three digits number will denote the following:
- The number in the first digit stands for the Year.
  - The number in the second digit stands for the Semester.
  - The number in the third digit stands for course/paper number.

**Note: The University may introduce other new symbols or change the existing symbols as and when necessary.**

## 6. CHANGE OF STREAM :

- 6.1 Change of stream may be allowed in **THIRD** semester on the basis of merit in the B.E. **FIRST** and **SECOND** Semester Examination marks taken together subject to availability of vacant seats.
- 6.2 No change of stream will be allowed after the Third Semester.

## 7. EXAMINATION AND MINIMUM ACADEMIC REQUIREMENTS :

To be eligible to appear at the End Semester Examination, a student shall fulfill the following criteria:-

- He/She shall satisfy the attendance requirements as laid down in Clause 8 below.
- He/She shall secure at least **40% marks** in the internal assessment of the theory and practical of each paper separately as laid down in Clause 9.

## **8. ATTENDANCE :**

- 8.1 Each semester is considered as a unit, and every student has to obtain a minimum attendance of 75% of the lectures delivered in a subject/paper for theory, practical and any other prescribed curricular activities separately.
- 8.2 Those students who have attended less than 75% of the lectures delivered in a subject/paper for theory, practical, tutorial and any other prescribed curricular activities may be treated as '**Dis-Collegiate**' students and they shall be debarred in appearing at the end semester examination. Such students, on the recommendation of the institute shall have to get themselves re-admitted to the subsequent corresponding semester of the next year on payment of re-admission and other fees prescribed by the University.

## **9. INTERNAL ASSESSMENT :**

- 9.1 Each subject/paper theory or practical shall have 30% of the total marks of the paper for Internal Assessment.
- 9.2 The internal assessment marks in the theory paper and the Engineering Drawing/Graphics shall be based on the average of two tests conducted normally at the end of the 8<sup>th</sup> and 12<sup>th</sup> weeks of the semester and overall semester assessment by the faculty-in-charge. The University shall keep the answer books/drawing sheet of the Internal Assessment Tests in the custody of the Principal till one month from the date of announcement of the results of the end semester examination.
- 9.3 Internal Assessment marks must be sent to the University before the commencement of the end semester examination.
- 9.4 Internal assessment of practical shall be based on drawing sheets, laboratory journals, report etc. as the case may be and the works done in the respective classes and laboratories.
- 9.5 The internal assessment in the case of project work shall be based on the evaluation of the project work by a committee consisting of the Head of the concerned Department, the guide of the project work and a senior teacher of the department. The internal assessment marks sheet of the project work shall bear the signature all these concerned.
- 9.6 The internal assessment marks awarded to the students in theory as well as practical shall be displayed on the notice boards of the college at least two weeks prior to the commencement of the theory/practical examination, whichever is earlier before sending it to the University vide clause 9.3 above. The internal assessment marks sheet shall bear the signature of all the

concerned teachers on every page. The Head of the Department and the Principal shall affix their signatures on the last page.

- 9.7 If a candidate fails to secure **40% marks** in the internal assessment he/she will not be allowed to appear at the end semester examination and he/she shall have to repeat the subject/paper including internal assessment at subsequent corresponding semester.
- 9.8 If a candidate fails at the end semester examination, the marks obtained by him/her in the internal assessment shall be retained.
- 9.9 After the submission of the internal assessment marks to the University, any request for change of the internal assessment marks shall not be entertained under any circumstances.

**10. ELIGIBILITY FOR PASSING AND PROMOTION UNDER CARRY OVER SCHEME :**

- 10.1 A student securing **Letter Grade P** at the end semester examination shall be declared to have **passed** the examination.
- 10.2 A student who has failed to pass the semester examination by failing in not more than 3 papers/subjects, shall be **provisionally promoted** to the next higher semester carrying the said failed papers as back paper/carry over subjects, subject to the following condition:
- (a) A student shall not be allowed to appear in the **SIXTH** semester examination if he/she has failed to clear all the subjects of **FIRST** semester.
- (b) A student shall not be allowed to appear in the **SEVENTH** semester examination if he/she has failed to clear all the subjects of **SECOND** semester.
- (c) A candidate shall not be allowed to appear in the **EIGHTH** semester examination if he/she has failed to clear all the subjects of **THIRD** semester.
- 10.3 No student shall be promoted under the carry over scheme unless he/she appeared at the end semester examination and failed or he/she has completed all the formalities for appearing at the end semester examination including submission of examination forms.
- 10.4 There shall be no separate examination for the Carry over subjects/papers except in the **SEVENTH and EIGHTH** semesters. All the students promoted under the Carry Over Scheme shall have to appear the end semester examination when the next normal examination for that paper/subject is available.

- 10.5 Separate Mark Sheets will be issued for the carry over papers/subjects.
- 10.6 A **Supplementary Examination** shall be conducted preferably in the next end semester examination for the Carry Over subjects in the **SEVENTH** and **EIGHTH** semester. A student will have to register for the Supplementary Examination by paying the prescribed fees within the stipulated time in the announcement by the University.

## 11. READMISSION OF STUDENTS :

- 11.1. A student who has completed a Semester Course with at least **75% attendance** and **passed** all the **Internal Assessments** of the Semester but could not be promoted to the next higher semester shall be permitted to appear in the next End Semester Examination next year.

The Institute may, on its own discretion, permit such a student to attend the regular classes of the Semester on payment of the prescribed tuition fee.

- 11.2. A student who could not be promoted to the next higher semester on account of the conditions laid down under Clause 7 of this Ordinance shall be re-admitted into the Semester next year on payment of the prescribed fees.

## 12. AWARD OF DEGREE:

- 12.1 The degree of Bachelor of Engineering shall be awarded to the candidates who have **passed** all the examinations from the **FIRST to EIGHTH** semesters. However, for the award of the **Class** and **Rank**, the aggregate of the performance of the student from the **THIRTH** to the **EIGHTH** semesters shall be taken into account.
- 12.2 A student who secures **Letter Grade O or A<sup>+</sup>** and passes in all the subjects/papers shall be declared to have passed the B.E. Examination in the **First Class with Honours**.
- 12.3 A student who secures **Letter Grade A** and passes in all the subjects/papers shall be declared to have passed the B.E. Examination in the **First Class**.
- 12.4 A student who secures **Letter Grade B, B<sup>+</sup>, or C** and passes in all the subjects/papers shall be declared to have passed the B.E. Examination in the **Second Class**.
- 12.5 A student who secures **Letter Grade P** and passes all the subjects/papers shall be declared to have **passed** the B.E. Examination.
- 12.6 **No Rank** i.e., 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, etc. shall be awarded to a candidate who has been given a chance to pass the internal assessment vide clause 9.9 above, or who passes any of the end semester examinations from the **THIRTH** to **EIGHTH** semesters in the carry over scheme.

### 13. GRADING SYSTEM :

13.1 Based on the performance of the students, each student is awarded a final **Letter Grade** in each subject/paper at the end of the semester examination. The letter grade and the corresponding grade points are as follows:

Percentage of Marks obtained in a course	Letter Grade	Grade Points	Cumulative Grade Point Average (CGPA)	Remarks	Result/ Class
90% and above	O	10	9.00 and above	Outstanding	1 <sup>st</sup> Class with Honours
75% & above but below 90%	A+	9	7.50 & above but below 9.00	Excellent	
60% & above but below 75%	A	8	6.00 & above but below 7.50	Very Good	1 <sup>st</sup> Class
55% & above but below 60%	B+	7	5.50 & above but below 6.00	Good	2 <sup>nd</sup> Class
50% & above but below 55%	B	6	5.00 & above but below 5.50	Above Average	
45% & above but below 50%	C	5	4.50 & above but below 5.00	Average	
40% & above but below 45%	P	4	4.00 & above but below 4.50	Pass	Pass
below 40%	F	<4	Below 4.00	Fail	Fail
	I	0		Incomplete/ Absent	Incomplete/ Absent

13.2 The performance of a student in a semester and the continuous performance from the first semester onwards shall be measured/indicated by **Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA)**. Hence CGPA is the real indicator(s) of a student's performance. It shall be calculated by the formulae given below:-

1. **Semester Grade Point Average (SGPA):**

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

2. **Cumulative Grade Point Average (CGPA):**

$$CGPA = \frac{\sum \sum C_{ni} G_{ni}}{(\sum \sum C_{ni})}$$

where,

$C_i$  = number of credits of the  $i^{\text{th}}$  course

$G_i$  = grade point obtained in the  $i^{\text{th}}$  course.

$C_{ni}$  = number of credits of the  $i^{\text{th}}$  course of the  $n^{\text{th}}$  semester.

$G_{ni}$  = grade points of the  $i^{\text{th}}$  course of the  $n^{\text{th}}$  semester.

- 13.3 Both **SGPA** and **CGPA** will be rounded off to the second place of decimal and recorded as such. Whenever these **CGPA** are to be used for the purpose of determining the merit ranking of a group of students, only the rounded off value will be used.
- 13.4 The **Letter Grade F** shall be awarded to a candidate who had failed in the end semester examination.
- 13.5 The **Letter Grade I** shall be awarded to a candidate under any of the following circumstances:-
- a) a candidate fails to appear in any course(s) in an end semester examination.
  - b) a candidate is certified as not eligible to appear in any course(s) in an end semester examination vide clause 9 above.
- 13.6 For the **non-credit** subjects, student will be awarded following two Letter grades viz., **Letter Grade P** and **Letter Grade F**. The performance of these subjects is not taken into account in the calculation of **SGPA** or **CGPA**. However, the award of the degree is subjected to obtaining **Letter Grade P** in all such subjects.
- 13.7 Inter-Institutional **Transfer of Credits** may be considered by the University CBCS Board of Department/Centre concerned.

#### 14. **INTERPRETATION :**

If any question arises in respect of the interpretation of any of the items or provisions contained in this Ordinance, the decision of the Vice-Chancellor will be final.

#### 15. **SAVINGS :**

On and from the date of the commencement of these Ordinances anything done or any action taken before the commencement of these ordinances by the competent authority of the University, shall, in so far as it is not inconsistent with the provisions of the Manipur University Act, Statutes, Rules and regulations framed thereunder, continue in force.

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