

SRM UNIVERSITY - AP, ANDHRA PRADESH

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02nd February 2024

NOTIFICATION

Sub: Academic Programmes, Ordinances & Regulations of SRM University - AP, Andhra Pradesh - Reg.

The competent authority of the University has been pleased to approve the “**Academic Programmes, Ordinances & Regulations**” of SRM University - AP, Andhra Pradesh for all the Undergraduate (UG) and Postgraduate (PG) programs as enclosed.



Registrar

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REGISTRAR
SRM UNIVERSITY - AP
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Annexure:

Academic Programmes, Ordinances & Regulations.

SRM University-AP, Andhra Pradesh

Academic Programmes, Ordinances & Regulations

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1 Academic Schools, Departments, Centres and Units

There are three schools, School of Engineering and Sciences, Eswari School of Liberal Arts and Paari School of Business; and seventeen academic departments in the University. In addition to these schools and academic departments eleven academic service centres, and eight research centres of excellence have been established to support academic activities in the University.

1.1 Academic Departments in School of Engineering and Sciences

1. Department of Computer Science and Engineering
2. Department of Electronics and Communications Engineering
3. Department of Electrical and Electronics Engineering
4. Department of Mechanical Engineering
5. Department of Civil Engineering
6. Department of Environmental Science and Engineering
7. Department of Physics
8. Department of Chemistry
9. Department of Mathematics
10. Department of Biological Sciences

1.2 Academic Departments in Eswari School of Liberal Arts

1. Department of Psychology
2. Department of History
3. Department Literature and Languages
4. Department of Economics
5. Department of Commerce
6. Department of Liberal Arts

1.3 Academic Department in Paari School of Business

1. Management

1.4 Academic Service Centres

1. Academic Affairs Office

2. Controller of Examinations Office
3. Directorate of International Relations and Higher Studies
4. Directorate of Corporate Relations and Career Services
5. Directorate of Innovation and Entrepreneurship
6. Directorate of Executive Education and Professional Studies
7. Quality Assurance and Rankings Office
8. Academia-Industry Relations and Professional Internships Office
9. Teaching Learning Centre
10. Central Library
11. Directorate of Information Technology & Knowledge Management

1.5 Centres of Excellence

1. SRM-Amara Raja Centre for Energy Storage Devices
2. Centre for Excellence for Electronics Cooling (CoEEC)
3. Centre for Computational and Integrative Sciences
4. Centre for Geospatial Technology
5. Centre for Drone Technology
6. Centre for Pioneering Studies in Precious Metals
7. Centre for Consumer Research in India
8. Centre for Artificial Intelligence and UNSDGs

Besides this, following laboratories managed and run by the students have also been created for academic purposes:

1. Next Tech Lab
2. Fab Lab

Additionally, there are 22 Student Clubs where students can engage in co-curricular, sports and community engagement activities and earn credits.

Students from different Programmes can take courses offered by the respective academic departments. Academic programs are designed in such a way that a student from one discipline can also register in some courses in another discipline. Such

flexibility aids a student's development of both his/her core competencies and interdisciplinary skills in the field(s) of his/her interest.

2 Programmes

SRM University, AP - Andhra Pradesh offers various programmes with an emphasis on experiential learning (learning by doing) and technology enabled active learning. SRM University AP offers following programmes (Table-1) leading to bachelor's degree, Masters degrees and Doctor of Philosophy in different disciplines of Engineering, Technology, Science, Liberal Arts and Management:

Table-1: Various UG | PG | Ph.D Programmes

S.No.	Programme	Duration (years)	Department
2.1.1 Bachelor's degree (UG)			
(a) School of Engineering and Sciences			
1.	B.Tech. in Computer Science and Engineering	4	Computer Science and Engineering
2.	B.Tech. in Electronics and Communication Engineering	4	Electronics and Communication Engineering
3.	B.Tech. in Civil Engineering	4	Civil Engineering
4.	B.Tech. in Mechanical Engineering	4	Mechanical Engineering
5.	B.Tech. in Electrical and Electronics Engineering	4	Electrical and Electronics Engineering
6.	B. Sc./B.Sc (Hons)/B.Sc (Hons with Research)	3/4	Physics, Chemistry, Mathematics, Biology, Computer Science and Engineering
(b) Eswari School of Liberal Arts			
7.	B.Sc./B.Sc (Hons)/B.Sc (Hons with Research)	3/4	Psychology, Economics
8.	B.A./B.A (Hons)/B.A (Hons with Research)	3/4	Literature and Languages, History, Liberal Arts,
9.	B.Com. /B. Com. (Hons)/B.Com. (Hons with Research)	3/4	Commerce
(c) Paari School of Business			

10.	B.B.A./B.B.A.(Hons)/B.B.A. (Hons with Research)	3/4	Management
2.1.2 Master's degree (PG)			
(d) School of Engineering and Sciences			
11.	M.Tech. in Artificial Intelligence and Machine Learning	2	Computer Science and Engineering
12.	M.Tech. in Data Science	2	Computer Science and Engineering
13.	M.Tech. in Cyber Security	2	Computer Science and Engineering
14.	M.Tech. in VLSI	2	Electronics and Communication Engineering
15.	M.Tech. in Internet of Things (IOT) and Embedded Systems	2	Electronics and Communication Engineering
16.	M.Tech. in Materials and Manufacturing Technology	2	Mechanical Engineering
17.	M.Tech. in Thermal Engineering	2	Mechanical Engineering
18.	M.Sc. in Physics	2	Physics
19.	M.Sc. in Chemistry	2	Chemistry
20.	M.Sc. in Mathematics	2	Mathematics
21.	M.Sc. in Environmental Science	2	Environmental Science and Engineering
22.	M.Sc. in Molecular Biology and Biotechnology	2	Biology
(e) Paari School of Business			
23.	Master of Business Administration	2	Management
24.	Executive Master of Business Administration	2	Management
2.1.3 Doctor of Philosophy (Ph.D)			
25.	Ph.D.	-	All Departments

2.2 Specializations

Students who are interested in acquiring deeper knowledge in any advanced areas of their programme of study may opt for a specialization by choosing a set of elective courses offered by the department. A minimum of 15 credits must be earned for opting

for a specialization through selected core electives courses in that specialization. List of Specializations is given in Table-2

2.2.1 Table-2: Various Specializations UG | PG Programmes

Course & Branch	Specialization
Computer Science and Engineering	<ul style="list-style-type: none"> • Cyber Security • Artificial Intelligence and Machine Learning Internet of Things • Distributed and Cloud Computing • Big Data Analytics
Mechanical Engineering	<ul style="list-style-type: none"> • Robotics and Automation • Additive Manufacturing
Electronics and Communication Engineering	<ul style="list-style-type: none"> • VLSI and Embedded Systems • Advanced Communication Systems and Signal Processing using AI
Electrical and Electronics Engineering	<ul style="list-style-type: none"> • Renewable Energy
Civil Engineering	<ul style="list-style-type: none"> • Computer Aided Structural Engineering
B.B.A.	<ul style="list-style-type: none"> • Finance • Marketing • Human Resource Management • Business Analytics • Entrepreneurship and Family Business
M.B.A.	<ul style="list-style-type: none"> • Finance • Marketing • Human Resource Management • Business Analytics • Entrepreneurship and Family Business • Operations Management.

**Offering any specialization is subjected to the minimum student enrollment in the specialization.*

2.3 Minor Specializations:

The minor specializations are offered to provide an opportunity to the undergraduate students to select a set of courses for a chosen area outside their discipline or major to enable them to develop competencies in an interdisciplinary area. Students may opt for a minor specialization by choosing a set of elective courses offered by the department in a minor specialization. A minimum of 15 credits must be earned for a

minor specialization, through selected electives courses in that minor specialization.

List of Minor Specializations is given in Table-3

2.3.1 Table-3: Minor Specializations from different departments

Offering Department	Minor Specializations
Computer Science and Engineering	Computer Science
	Data Science
	Artificial Learning and Machine Learning
Electronics and Communication Engineering	Drone Technology
Mechanical Engineering	Robotics
Electrical and Electronics Engineering	Smart Grid Technology
Civil Engineering	Civil Infrastructure Planning and Management
Physics	Quantum Computation
	Device Physics
Chemistry	Chemistry
Biology	Biology
Mathematics	Mathematics
Economics	Economics
Psychology	Psychology
History	History
Literature and Languages	Language
	Interdisciplinary
	Literature
Liberal Arts	Liberal Arts
Management	Management
	Finance
	Operations Management
	Marketing
	Entrepreneurship and Family Business
Environmental Science and Engineering	Environmental Science

**Offering any specialization is subjected to the minimum student enrollment in the specialization.*

3 Curricula Design: Undergraduate and Graduate Programmes

3.1 B.Tech | B.A | B.Sc. | B.B.A. | B.Com | M.Sc | M.Tech Programme

The curriculum for all UG programmes at SRM University AP has been designed with clear learning outcomes that are aligned with the Vision, and Mission of the University, needs of the current generation of students, and requirements of industry and the society at large. The new curriculum framework is also aligned with the National Education Policy 2020 as well as the National Credit Framework, April 2023.

The salient features are:

- Focus on learning and not teaching
- Flexible, adaptable, and responsive to changing needs
- Embedding discipline knowledge, skills and their applications
- Integrating 21st century skills, entrepreneurial mindset and values
- Building baskets of courses based on chosen career paths
- Option for major as well as cross-disciplinary minor specializations
- Option for a variety of open electives from cross discipline areas in lieu of minor specialisations
- Promoting online and blended learning
- Fostering experiential or active learning
- Extending industry exposure through industrial internships named as Professional internships, live industrial problems in courses, and minor and major projects.
- Research based education through optional dissertation/thesis lieu of projects

To meet these requirements, various categories of courses have been defined and the courses have been grouped accordingly.

3.2 Ability Enhancement Courses (AEC)

The objective is to offer courses pertaining to competencies in communication skills enabling the students to acquire and demonstrate the core linguistic skills, including critical reading and expository and academic writing skills, that help students

articulate their arguments and present their thinking clearly and coherently and recognize the importance of language as a mediator of knowledge and identity. This category of courses is aimed at developing communication skills which includes listening, oral and written; enhancing awareness of concepts and ideas, which underlie scientific thinking, creative thinking and enable problem solving abilities. Emphasis on all aspects of communications. Example: AEC courses “Art of Listening, Speaking and Reading Skills” and “Effective Writing and Presentation Skills” offered at the university level.

3.3 Value Added Courses (VAC)

The objective is to provide the student with a holistic understanding of his / her roles in any institution, company, community, country, and the world at large. Some of the typical courses in this category are Environmental Science, Universal Human Values and Ethics, Co-curricular Activities, Community Engagement and Social Responsibility. These courses are mandatory for students in all undergraduate programs. Example: VAC courses, “Environmental Science” and “Universal Human Values and Ethics”, offered at the university level.

3.4 Skill Enhancement Courses (SEC)

The objective is to impart practical skills, hands-on training, soft skills, etc., leading to enhancement of employability of students. The courses are designed to equip students with current and emerging industry-specific skills, guide them towards better opportunities in employment, entrepreneurship, and higher studies with a global perspective. Example: VAC courses “Analytical Reasoning and Aptitude Skills”, offered at the school level for all UG Engineering students.

3.5 Foundation and Interdisciplinary Courses (FIC)

The goal is to design courses that enable students to synthesize knowledge from various disciplines and foundational courses within a unifying conceptual framework to generate novel insights through the convergence of diverse disciplinary perspectives. These courses aim to expand intellectual horizons and lay the groundwork for a well-rounded science, technology, engineering, management and

liberal arts education. Example: FIC Courses “Engineering Physics”, offered at the school level for UG Engineering students and “Chemical Basis of Life” offered at the school level for UG Science Students, and “Business Statistics” offered at the school level for UG B.B.A students.

3.6 Core Course (CC)

The core courses are aimed at providing the student with the required expertise in the competencies in their chosen discipline. The core courses are required of all students majoring in the chosen discipline. Example: CC courses, “Operating Systems” offered to Computer Science and Engineering students and “Principles of Management” offered to B.B.A students.

3.7 Core Elective (CE)

The core electives provide student with an option to gain exposure to advanced and in-depth competencies in the chosen specialization within a discipline or academic programme. The core elective category consists of Core Elective and Specialization Elective courses as follows:

- a) Core Electives are part of a particular discipline, that the students can choose from, based on their interests.
- b) Specialization Electives offers the student an opportunity to select a set of courses in sequence for a chosen specialization within their core discipline to enable the in-depth study of emerging areas and future industry ready areas of competencies.

In programs that offer specializations, core electives will be utilized partially as specialization electives, with a predetermined group of electives as part of the specialization. Other electives will be provided as optional choices. In programs without specializations, all core electives are presented as choices for the students. Example: CE courses, “Information Retrieval” offered at the department level for B.Tech., Computer Science and Engineering students, and “Mind Myth Metaphor” offered at the department level for B.A English Science Students.

3.8 Open Elective (OE) and Minor

The open elective courses provide the student wide latitude to pursue their interests in cross discipline areas, for instance, for engineering, the cross discipline could be humanities, arts, science, social science, management, commerce and liberal arts other than the parent discipline. This is to encourage students' lateral thinking and broaden their horizons.

A group of open elective courses, if taken in a certain programme can lead to minor specialization. The electives for the minor specialization may be offered as distinctive courses within the open elective category. If a student chooses to pursue a minor specialization, his/her open electives credits will be utilized partially/fully as minor courses requirement, with a predetermined group of electives as part of the minor specialization. Example: OE courses "Renewable Energy" and "Economics of Innovation".

3.9 Research / Design / Professional Internship / Project (RDIP)

The Research, Design and Professional Internship and Project component of the curriculum is designed with components of either a thesis/research work or industry immersion. This component is specifically for students to pursue their design and research ideas in a guided and team environment. The student may choose to work with industry experts or academic experts from different disciplines (Interdisciplinary / Inter departmental) within and outside the country or pursue an entrepreneurial venture (Startup). The component also includes all the summer and winter internships, research internships both India and abroad.

4 Credit

Credit is the recognition that the learner has completed prior course of learning corresponding to a qualification at a given level. Credits quantify learning outcomes that are subject achieving the prescribed learning outcomes to valid and reliable methods of assessment (as per National Credit Framework, NCrF). The Assessment is mandatory for earning credits. In General, 30 Notional Learning Hours are counted as One Credit and 1200 learning hours per year are expected to award 40 credits.

4.1 Course Delivery Structure

Depending on the nature and requirement of the course, either L-T-P or L-D-Pr or any combination of L, T, D, P and Pr structure may be implemented as follows.

4.1.1 Table-4: Course Delivery Structure

Lecture or Tutorial (L or T)	Discussion (D)	Practical (P)	Project (Pr)
1 credit = 15 contact hours = 30 Notional Learning hours = 15 in class and 15 outside class hours	1 credit = 30 contact hours = 30 Notional Learning Hours = 30 in class hours	1 credit = 30 contact hours = 30 Notional Learning Hours = 30 Laboratory hours	1 credit = 30 Notional Learning Hours (Equivalent Contact hours is 5 but No Contact Hours are assigned) = 30 outside class hours
<ul style="list-style-type: none"> In each class, a new concept is taught, and the student is learning something new throughout the class. It also involves self-learning 	<ul style="list-style-type: none"> In a one-hour discussion it is expected that approximately for half of the hour the teacher will be providing clarification or demonstrations and in another half of the hour new concepts are learned. 	<ul style="list-style-type: none"> The Practical is dependent on theory and experiments performed or based on concepts learned in theory class Repetition of learned concept. Observations are taken again and again 	<p>All informal or non-formal learning including Projects, Activities visits/ internships etc which are assessable and equivalent 30 notional learning hours is awarded one credit.</p>

4.2 Credit structure for B.Tech | B.A | B.Sc. | B.Com | B.B.A. Programmes

**4.2.1 Table-5: Category wise credit distribution of
B.Tech | B.A | B.Sc. | B.Com | B.B.A. Programmes**

Category	Total	Percentage
Ability Enhancement Courses (AEC)	8	5%
Value Added Courses (UG Common) (VAC)	8	5%
Skill Enhancement Courses (SEC)	16	10%
Multidisciplinary / Interdisciplinary / Foundation Core (FIC)	16	10%
Major Core (CC) + Specialization (SE) + Core Elective (CE)	81	50%
Open Elective/Minor	15	10%
Research / Design / Professional Internship/ Project (RDIP)	16	10%
Grand Total	160	100%

These are further divided into the following sub categories.

**4.2.2 Table-6: Sub-Category wise credit distribution of
B.Tech | B.A | B.Sc. | B.Com | B.B.A. Programmes**

Course Category	Course category	Sub-Subcategory Credits	Category Credits	Learning Hours
Ability Enhancement Courses (AEC)			8	240
	University AEC	4		
	School AEC	4		
Value Added Courses (VAC)			8	240
	University VAC	4		
	School VAC	4		
Skill Enhancement Courses (SEC)			15-17	450-510
	School SEC	5-11		
	Department SEC	4-8		
	SEC Elective	0-6		
Foundation/Interdisciplinary Courses (FIC)			15-18	450-540
	School FIC	12-18		
	Department FIC	0-4		
Core + Core Elective includes Specialization (CC)			75-85	2250-2550

	Core	58-66		
	Core Elective (Inc Specialization)	15-22		
Minor /Open Elective (MC)			15	450
Research / Design / Internship/ Project (RDIP)			16-19	480-570
	Internship / Design Project / Startup / NGO	4-6		
	Internship / Research / Thesis	12-16		
Grand Total			160	4800

4.3 Credit Structure of M.Tech | M.Sc | M.B.A.Programme

4.3.1 Table-7: M.Tech Programme

Category	Total	Percentage
Value Added Courses (UG Common) (VAC)	2	2%
Skill Enhancement Courses (SEC)	4	5%
Multidisciplinary / Interdisciplinary / Foundation Core (FIC)	6	8%
Major Core (CC) + Specialization (SE) + Core Elective (CE)	36	45%
Research / Design / Industrial Practice / Project (RDIP)	32	40%
Grand Total	80	100%

4.3.2 Table 8: M.Sc Programme

Category	Total	Percentage
Ability Enhancement Courses (AEC)	3	3%
Value Added Courses (UG Common) (VAC)	4	5%
Skill Enhancement Courses (SEC)	6	8%
Multidisciplinary / Interdisciplinary / Foundation Core (FIC)	9	11%
Major Core (CC) + Specialization (SE) + Core Elective (CE)	40	50%
Research / Design / Industrial Practice / Project (RDIP)	18	23%
Grand Total	80	100%

4.3.3 Table 9: M.B.A. Programme

Category	Total	Percentage
Ability Enhancement Courses (AEC)	5	4.76%
Value Added Courses (UG Common) (VAC)	8	7.62%
Skill Enhancement Courses (SEC)	9	8.57%
Multidisciplinary / Interdisciplinary / Foundation Core (FIC)	9	8.57%
Major Core (CC) + Specialization (SE) + Core Elective (CE)	66	62.86%
Research / Design / Industrial Practice / Project (RDIP)	8	7.6%
Grand Total	105	100%

4.4 Levels of Courses

Courses are coded based on the learning outcomes, level of difficulty, and academic rigor. The coding structure is as follows:

- **Level 0-99:**

Pre-requisite courses required to undertake an introductory course which will be a pass or fail course with no credits.

- **Level 100-199:**

Foundation or introductory courses that are intended for students to gain an understanding and basic knowledge about the subjects and help them decide on the subject, discipline or major of their interest. These courses may also be prerequisites for courses in the major discipline. These courses generally would focus on foundational theories, concepts, perspectives, principles, methods, and procedures of critical thinking to provide a broad basis for taking up more advanced courses. These courses seek to equip students with the general education needed for advanced study, expose students to the breadth of different fields of study; provide a foundation for specialized higher-level coursework; acquaint students with the breadth of (inter) disciplinary fields in the arts, humanities, social sciences, and natural sciences, and to the historical and contemporary assumptions and practices of vocational or professional fields; and to lay the foundation for higher level coursework.

- **Level 200-299:**

Intermediate-level courses including discipline-specific courses intended to meet the credit requirements for minor or major areas of learning. These courses can be part of a major and can be pre-requisite courses for advanced-level major specializations.

- **Level 300-399:**

Higher-level courses which are required for majoring in a disciplinary/interdisciplinary area of study for the award of a degree.

- **Level 400-499:**

Advanced courses which would include lecture courses with practicum, seminar-based course, term papers, research methodology, advanced laboratory experiments/software training, research projects, hands-on-training, internship/apprenticeship projects at the undergraduate level or First year Postgraduate theoretical and practical courses.

- **Level 500-599:**

Courses at first year master's degree level for a 2-year master's degree programme

- **Level 600-699:**

Courses for second year of 2-year master's or 1-year master's degree programme

- **Level 700 -799 & above:**

Courses for Ph.D programme

4.5 Weightages for Course Assessments

The evaluation of every course is based on the nature of the course and its delivery. The Outcome based method (OBE) is recommended to define the delivery and assessment for every course as per the following format. The evaluation may be formative or summative or a combination of both. Formative assessment component may vary from 40% to 100% whereas maximum weightage for summative assessment not exceeding 50% for any course. At the beginning of the semester, weightages are

assigned to various components in the course delivery and assessment plan as per the format defined by office of the Dean Academic Affairs.

5 Ordinances for the Undergraduate (UG), Postgraduate (PG) Programmes

5.1 Short Title & Commencement	(1)	These ordinances shall be called the Ordinances for the UG and PG Programmes of SRM University-AP, Andhra Pradesh.
	(2)	These ordinances shall come into force with effect from such date as the Academic Council Board of Studies may appoint in this behalf.
5.2 Definitions	(1)	"AC" shall mean the Academic Council of the University.
	(2)	"Board" shall mean the Board of Management of the University.
	(3)	"Candidate" shall mean an individual who applies for admission to any undergraduate (UG) or Postgraduate (PG) programme of the University.
	(4)	"CFAO" shall mean the Chief Finance and Accounts Officer of the University.
	(5)	"CGPA" shall mean the cumulative grade point average of a student.
	(6)	"COE" shall mean the Controller of Examinations of the University.
	(7)	"Course Coordinator" shall mean a faculty member who shall have full responsibility for the course, coordinating the work of other faculty member(s) involved in that course, including delivery, assessments, and the award of grades etc.
	(8)	"Course" shall mean a curricular component identified by a designated code number and a title
	(9)	"Dean" shall mean unless specified otherwise the Dean of respective School who shall have full responsibility of all the departments in that respective School.
	(10)	"Degree" shall mean the Bachelors degree viz. B.Tech., B.Sc/B.Sc (Hons), B.A/B.A (Hons), B.Com/B.Com (Hons) and B.B.A./B.B.A. (Hons) or Masters degree. viz M.Tech., M.Sc. and M.B.A. and Ph.D as well as such other degrees of the University as may be approved by the Governing Board from time to time.

	(11)	"Director" shall mean the Director of the respective support function directorate/department/office who shall have full responsibility for the respective function.
	(12)	"Faculty Mentor" shall mean a teacher nominated by the School/Department to mentor the student.
	(13)	"Grade Moderation Committee" shall mean the departmental level committee to moderate the grades awarded by the Course Coordinators/faculty in different courses in a semester at a given level of a curriculum.
	(14)	"HOD" shall mean the Head of the Academic Department/Academic Centre have full responsibility for the respective department.
	(15)	"Foreign Student" shall mean the students holding passport issued by foreign countries including people of Indian origin who have acquired the nationality of foreign countries, and registered for undergraduate, postgraduate or Ph.D programmes for full time study.
	(16)	"MOOC Coordinator" shall mean a faculty member who shall have full responsibility for the university level registered MOOC courses, coordinating the work of other faculty member(s) involved in the Committee.
	(17)	"PG" shall mean Post Graduate Programme.
	(18)	"Programme Coordinator" shall mean a faculty member who is fully responsible for coordinating the respective programme at the department or school level.
	(19)	"SC/ST" shall mean the scheduled castes and scheduled tribes as notified by the Government Regulatory Bodies/Government of Andhra Pradesh from time to time, wherever applicable.
	(20)	"SRM JEEE" shall mean the common entrance examination for all SRM Group institutes and universities for admission to undergraduate B.Tech. Programme.
	(21)	"Student" shall mean a student registered for UG/ PG / Ph.D degrees.
	(22)	"Timetable Coordinator" shall mean a faculty member who shall have full responsibility for the

		university level academic timetable, coordinating the work of other faculty member(s) involved in the timetable Committee.
	(23)	"University" shall mean the SRM University-AP, Andhra Pradesh.
	(24)	"UG" shall mean Undergraduate Programme.
	(25)	'He' & 'His' imply 'he'/'she' and 'his'/'her', respectively.
5.3 Ordinances	Note	The University shall offer such UG, PG and Ph.D programmes and of such minimum duration as the approval from the Board of Management on the recommendation of the Board of Studies and Academic Council either on its own or on the initiative of a Department/ or on the direction of the Board/ Academic Council provided that the Academic Council shall recommend all such programmes.
	(1)	The procedure for starting a new programme, suspending a programme, or phasing out a programme shall be such as may be laid down by the University.
	(2)	The minimum entry qualifications and the policy and procedure of admission to UG, PG and Ph.D programmes shall be such as may be specified by the Admission Committee and/or laid down in the regulations.
	(3)	A UG or PG student shall be required to earn a minimum number of credits through various curricular components like in-class lectures/laboratory practical's/ in-class discussion/Out of classroom activities Project/Seminar/Internship and Research etc. as prescribed in the curriculum. Students who are doing project, the dissertation and other similarly designated academic activities shall have to be undertaken under the guidance of a supervisor(s) from the University.
	(4)	The date of initial registration for the UG or PG programmes shall normally be the date on which the student formally registers for the first time after enrolment. This date shall be construed as the date of joining the programmes for all intents and purposes.
	(5)	A student shall be required normally to attend in class lectures/laboratory practical's/ in class discussion

	and credit of classroom activities as per attendance policy of the university. However, for late registration, sickness or other such exigencies, absence may be allowed with approval from competent.
(6)	A student (UG/PG) may be granted such scholarship/studentship/ assistantship/stipend, etc. and awarded such prizes and medals as specified in accordance with the directions of the or the decision of the Academic Council/ Board of Management from time to time.
(7)	The procedure for the admission of a student or a direct admission of a student to a programme (UG/PG) shall be such as may be decided by the admission.
(8)	The procedure for the withdrawal from a programme (UG/PG), re-joining the programme, the award of grades and the SGPA/CGPA, the examination and all such matters as may relate to the running of a programme (UG/PG) shall be such as may be specified.
(9)	The award of the UG, PG and Ph.D Degree or to an eligible candidate shall be made in accordance with the procedure laid down in the regulations.
(10)	A student admitted to the UG or PG programme shall abide by the "Terms and Conditions / Rules and Regulations" issued by the University from time to time. These Office orders shall deal with the discipline of the students in the Hostels, Classrooms, Departments/Centres of Excellence, and the University premises and outside. The Office Orders may also deal with such other matters as are considered necessary for the general conduct of the students, and co-curricular activities. These Office Orders shall be approved by the Vice Chancellor on the recommendation of the respective Dean/Director.
(11)	Notwithstanding anything contained in the above Ordinances, no regulations shall be made in contravention of the decision of the Board/ Council and/or the direction of the Regulatory Bodies regarding the duration of the UG/PG programmes and the procedure of admission. The regulations for the UG/PG programme shall be framed by the Academic Council, which shall be considered and approved by the Board.

	(12)	In special circumstances, the Chairman of the Board may, on behalf of the Board, approve amendment, modification, insertion, or deletion of an Ordinance(s), which in his/her opinion is necessary or expedient for the smooth running of a programme provided that all such changes shall be reported to the Board in its next meeting for approval.
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6 Regulations for the Undergraduate and Postgraduate Programmes

6.1 Short Title & Commencement	(1)	These regulations shall be called the regulations for the UG, PG programmes of the University.	
	(2)	These regulations shall come into force on such date as the Academic Council approves.	
6.2 Undergraduate Programmes	(1)	The university may offer the following programme duly approved by the Board of Management.	
		Programme	No of Years to Complete the Programme
		B.Tech	4 years
		B.Sc.	3years
		B.Sc (Hons)/ B.Sc (Hons with research)	4 years
		B.A	3years
		B.A (Hons) / B.A (Hons with research)	4 years
		B.B.A.	3years
		B.B.A. (Hons)/ B.B.A (Hons with research)	4 years
		B.Com	3years
		B.Com (Hons)/ B.Com (Hons with research)	4 years
	(2)	The list of currently offered UG programmes and the broad course structure are given in Table-1 and Table-2. The structure and programme may be amended/modified in	

		accordance with the decisions of the Academic Council and the Board of Management.
	(3)	The duration of UG programmes leading to degrees of B.Tech, B.Sc (Hons), B.A (Hons), B.Com (Hons) and B.B.A. (Hons) is normally four years. However, students enrolled in 4-year (Hons) programme in B.Sc/B.A/B.Com/B.B.A. have an option to exit at the end of 3-years with B.Sc, B.A, B.Com and B.B.A. degrees respectively. The maximum duration of the programme is 1.5 times the regular duration i.e. 5-years for 3-year programme and 6-years for the 4-year programme. However, UG students may be permitted to take a break from the study during the period of study but the total duration for completing the programme shall not exceed 7-years. The maximum duration of the programme includes the period of withdrawal, absence, and different kinds of leaves permissible to a student, but it shall exclude the period of rustication. The duration for the UG programme may be altered in accordance with the decision of the Academic Council /Board of Management /Government Regulatory Bodies.
6.3 Postgraduate Programmes	(1)	The university may offer such two-year M.Sc., M.Tech., and M.B.A. programmes in Science/ Technology/ Management, as may be approved by the Academic Council and the Board of Management.
	(2)	The list of currently offered M.Tech. and M.B.A. programmes and the broad course structure are given in Table-1 and Table-2. The structure and programmes may be amended/modified in accordance with the decisions of the Academic council and the Board of Management.
	(3)	The duration of the PG programme is normally two years, and the maximum duration is three years from the date of initial registration. The maximum duration of the programme includes the period of withdrawal, absence, and different kinds of leave permissible to a student, but it shall exclude the period of rustication. The duration for the PG programme may be altered in accordance with the decision of the Academic Council /Board of Management /Regulatory Bodies.

6.4 Academic Council	(1) The University Academic Council shall consider all the academic matters recommended by the Department and School and coordinate the activities related to UG, PG and Ph.D. programmes. It shall also consider and recommend to the Board of Management on programmes and policies related to the UG, PG and Ph.D. Programmes offered by the University.
6.5 Phasing Out of a Programme	(1) The phasing out of any UG and PG programme may be considered by the Governing Body on the recommendation of the Academic Council and Board of Management.
6.6 Starting a New Programme	(1) The Governing Body may approve the starting of a new programme or a modified programme in lieu of the old phased-out programme on the recommendation of the Academic Council and Board of Management.
	(2) A new programme may be considered and recommended by the Board of Studies and the Academic Council to the Board of Management for its consideration and approval. Such a proposal will be initiated by a Department/Academic Centre and recommended by the Academic Council.
	(3) An interdisciplinary programme may be proposed by a Department / Academic Centre in consultation with other participating Department(s)/ Academic Centre(s), or by a group of Department(s)/ Academic Centre(s), to the Academic Council for their recommendation to the Board of Governors through Board of Management for obtaining its approval.
6.7 Semester System	(1) The academic programmes in the University shall be based on semester system i.e. Odd and Even semesters in a year with winter and summer vacations. Several courses shall be offered in each semester.
	(2) Each course shall have a certain number of credits assigned to it depending upon the learning hours of the course based on weekly in class/outside classroom hours of lecture, tutorial, discussion and laboratory classes, assignments, projects, internships, or field study and/or self-study.

	(3)	The courses offered in a semester shall be continually assessed and evaluated to judge the performance of a student.
	(4)	Internship courses and in exigency cases courses may be offered with the approval of Vice Chancellor during the summer break.
6.8 Admissions	(1)	Admission to all Undergraduate and Postgraduate programmes shall be made through the admission policy as approved by Board of Management /or directed by the Academic Council.
	(2)	Foreign students i.e., the students holding passport issued by foreign countries including people of Indian origin who have acquired the nationality of foreign countries may be admitted to any UG or PG programme in accordance with the policy guidelines laid down by the Academic Council/Govt Regulatory Bodies.
	(3)	The Admission Committee will decide on the procedure for admission year on year as per admission policy of the University.
	(4)	The number of seats in each Undergraduate programme i.e. programme wise sanctioned strength for admissions will be decided by the Board of Management of SRM University-AP.
	(5)	Candidates have to fulfil the medical standards required for admission as set out by the Admission Committee.
	(6)	The selected candidate will be admitted to the respective programme after he/she fulfils all the admission requirements as indicated in the letter of admission after making the payment of the prescribed fees.
	(7)	If, at any time after admission, it is found that a candidate has not fulfilled all the requirements stipulated in the offer of admission, the Dean of Academic Affairs may revoke the admission of the candidate and report the matter to the Vice Chancellor.
	(8)	In the matter of admission to any programme the decision of the Admission Committee is final.

6.9 Refund of Fees	(1) For newly admitted students, the University shall decide the amount to be refunded year on year based on the norms notified by the regulatory bodies and for all other cases no refund of fees will be permissible to students who have registered for the programme and leave thereafter. In such cases, only caution deposit money will be refunded at the end of the semester.
6.10 Allotment of Branch/ Programme and its Change	(1) The allotment of branch/programme to a student shall be made at the time of admission by SRM University-AP based on the merit according to the preference of the student and the availability of seats.
	(2) A student admitted shall be eligible for change of Branch/Programme at the end of the first semester provided that the student satisfies the following criteria: (i) He/She has earned all the specified credits in the course structure at the end of the first semester. (ii) He/She has not failed in any course. (iii) He/She has not been penalized for indiscipline.
	(3) The change of branch/programme of a student shall be considered subjected to the availability of the seats and meeting the eligibility criteria at the time of admission for that specific programme.
	(4) The eligible applicants shall be allowed change of branch/programme strictly based on academic merit as reflected in their SGPA.
6.11 Registration/Enrolment Requirement	(1) For a student to become eligible for enrolment to the next academic year he / she <ul style="list-style-type: none"> • must have earned at least 50% credits in the preceding academic years. • must have successfully registered and appeared for examinations in the previous semester. • must have no disciplinary action pending against him/her. • must have cleared all the dues in the previous academic year
	(2) In case the student does not meet the above requirements he/she shall discontinue the studies temporarily (No advancement in studies will be permitted), earn the

		requisite credits and re-join the programme from where he/she has left.
	(3)	The students who fail to fulfil the minimum credit requirements may avail one year probation on the recommendation of the HOD and Dean of School. This option is available for only one time during the entire programme.
	(4)	If a student does not register for any of the courses for one full academic year, excepting approved withdrawal, then the student loses all the credits earned till date and also attracts automatic discontinuation of studies. In the event of the student desiring to continue his studies then he/she has to apply and seek admission afresh from the first year.
6.12 Academic Registration	(1)	Every student shall register in each semester on the scheduled date as per academic calendar till the completion of the degree.
	(2)	Late registration may be allowed only up to a maximum of two weeks after the scheduled registration date.
	(3)	Registration in a particular semester shall be carried out according to specified schedule on payment of necessary fees. Further, at the time of registration no disciplinary action shall be in force against the student.
6.13 Course Registration	(1)	Every student shall register for the courses that he/she wants to study for earning credits and his/her name will appear in the roll list of each of these courses. No credit shall be given if a student is allowed to attend a course for which he or she is not registered. The performance of a student in all the courses, for which he/she has registered, shall be included in his/her grade card.
	(2)	Registration of any course will be controlled by the office of the Dean -Academic Affairs. The course registration for a semester will be done during a specified week before the end semester examination of the previous semester except for the first semester.
	(3)	The students who are joining the first year of the UG or PG programme shall complete the course registration procedure on a specified registration date as per academic calendar before the commencement of the classes.

	(4)	The Dean-Academic Affairs office shall assign the time slots for the next semester and inform the departments who shall then assign the teachers and decide the time schedule of the courses to be offered in the next semester. These tasks shall be completed at least ten days before the scheduled date of registration. The time schedule shall be made available by the department to the academic section where it will be centrally notified to the students at least one week prior to the date of registration.
	(5)	Under special circumstances, late course registration may be allowed only up to a maximum of two weeks from the commencement of the classes by the Dean, Academic Affairs by paying a late fee as applicable.
	(6)	A student may register for a prescribed credits as per the respective programme curriculum. But on the recommendation of the department and Dean of the School, he/she may register for additional credits for fulfilling the academic requirements on case to case basis.
	(7)	A student shall have the option to add or delete courses from his/her registration during the first two weeks of the semester
6.14 Minimum and maximum number of credits to be registered for each semester	(1)	A normal / average workload that a candidate may opt is the number of credits of a semester as per curriculum.
	(2)	The permissible maximum is 8 credits beyond the regular load and the permissible minimum is two third credits of a semester as per curriculum or the remaining credits needed to meet the degree requirements, whichever is lesser.
	(3)	A candidate must necessarily register for courses for all the semesters as per the prescribed minimum duration to complete the degree.
6.15 Registration in PG level courses by UG student's and vice versa	(1)	All the UG and PG students are eligible to register one level below or one level above courses as per the course codes defined based on the recommendation from the department and prior approval of the Dean of the respective school.
	(2)	If both UG and PG students are registered in a course, then the assessment procedure will remain the same as per the course code.

6.16 Withdrawal from Course	(1) On extraordinary grounds, the withdrawal of the course may be permitted by the Vice Chancellor. A student has to submit a request to withdraw from a course through the concerned head of the department and Dean of the School, to the Dean Academic Affairs, on a prescribed form within one month from the date of registration with a plan to complete to the course in the due course of time.
6.17 Course Re-Registration	(1) A student who has not secured at least a pass grade (grade point NOT less than 5.0) in a course, has an option to re-register for the course during the subsequent term/semester when ever offered. (2) A student who, due to whatsoever reasons, has not earned 75% attendance during the normal course of study and not permitted to appear in the end-semester examination will be marked as "Ab" for end semester examination and has an option to re-register for the course in the subsequent term /semester whenever offered. (3) In re-registration, as per the prescribed academic curriculum, if the course happens to be a compulsory course of any category as per the programme requirement, then the student must register for the same course. If the course is an elective then the student will have an option to either register for the same course or may select another course of his/her choice, subject to satisfying the pre-requisites and approval of the Head of the Department. (4) All marks / grades – continuous assessment as well as end term assessment will become null and void if a course is re-registered. (5) After obtaining grade "Ab" or "F" in a course, if the same course or new course is re- registered, then it will not be considered as first appearance for that course. In this case, the student will NOT be considered for rank, medal, or distinction.

6.18 Termination of Enrolment/Registration	(1) Due to Absence: If a student registered in the first year of the programme is continuously absent from the classes for more than four weeks without informing the head of the department (HoD), the HoD shall immediately bring it to the notice of the Dean of the concern school for informing the Dean Academic Affairs Office. The names of such students shall be removed from the University rolls. Such absence during first year will render the student ineligible for re-admission.
	(2) On Academic Grounds: (a)The enrolment of a student in a programme may be terminated if he/she fails to earn minimum number of credits specified to promote to the next academic year. The communication regarding termination of enrolment shall be issued by the Academic Section within fifteen days from the date of declaration of results.
	(b)The enrolment of a student may be terminated on disciplinary grounds, in accordance with the Disciplinary Orders for the students.
	(c)A student whose enrolment has been terminated may appeal to the Dean Academic Affairs for reconsideration within fifteen days from the date of issuance of the communication of termination and the appeal will be disposed-off within fifteen days. If the appeal is allowed, his/her registration and enrolment shall be restored.
	(d)A student who does not complete the registration within the stipulated period be issued a show cause notice immediately after the last date for registration is over as to why his name be not struck off the rolls of the university and the name struck off within a period of one week if the reply is not found satisfactory.

6.19 Course Coordinator	(1)	Every course offered by a department shall be coordinated by a Course Coordinator appointed by the Head of the Department.
	(2)	The Course Coordinator shall have full responsibility for the course. He shall coordinate the work of other faculty member(s) involved in that course in respect of their participation in various activities related to the course including continuous evaluation of the students through tests, quizzes, assignments, midterm and end term examinations and the award of the grades.
	(3)	The course coordinator is responsible for conducting course coordination committee meetings as well as collecting the midterm qualitative feedback as per policy on feedback mechanism for teaching effectiveness.
6.20 Timetable Coordinator	(1)	All the timetable related work shall be looked after by the University level timetable coordinator with the support of timetable coordinator of the respective departments.
6.21 Attendance requirement	(1)	SRM University-AP expects all the students to attend all classes in every registered course. To account for any contingencies including common illness, tragedy in the family, and any special family function, a relaxation of up to 25% is permitted in each course. Therefore, to appear in the End Semester Examination in a course, a student should have a minimum of 75 % attendance.
	(2)	A student may be condoned attendance shortfall beyond the regular amount of 25%, but not beyond a total shortfall of 40%, due to the medical and on duty (OD) leave i.e. The maximum condonation allowed should not exceed 15% and no appeal is considered for students below 60% attendance without the approval of the Chairman Academic Council.

6.22 Minimum Number Students to offer an Elective Course	(1) An elective course shall be offered only if a minimum of ten students registers for it in a regular semester. However, under special circumstances a course may run with fewer students too with prior permission of the Chairman of the Academic Council.
6.23 Course Codes	<p>(1) Each course offered by the university shall be identified by a course code, normally consisting of a string of alpha-numeric characters followed by a course title. The alphabetic characters in a course code shall be capital letters identifying the responsible department offering or coordinating the course. The next three characters are numerical digits which specify the course number. For all the UG and PG programmes courses shall be coded based on the learning outcomes, level of difficulty, and academic rigor.</p> <p>The coding structure is as follows:</p> <p>0-99: Pre-requisite courses</p> <p>100-199: Foundation or introductory courses</p> <p>200-299: Intermediate-level courses</p> <p>300-399: Higher-level courses</p> <p>400-499: Advanced courses</p> <p>500-599: Courses at first year master's degree level</p> <p>600-699: Courses for second year master's degree level</p> <p>700 -799 & above: Courses limited to doctoral students.</p> <p>For Examples:</p> <p>VAC 101 – Environmental Science</p> <p>CSE 413 – Artificial Intelligence</p> <p>FIC 102 – Emerging Technologies.</p> <p>(2) Possibility of offering courses level above or level below will be explored by the department. For Example, level 5 course may be elective to level 4 course studying students and level 4 course may be foundation for level 5 course studying students etc.</p>

6.24 Course Credits	(1)	Each course shall have an integer number of credits, which reflects its weight. Credits quantify learning outcomes that are subject achieving the prescribed learning outcomes to valid and reliable methods of assessment. The Assessment is mandatory for earning credits. In general, 30 Notional Learning Hours will be counted as One Credit.
	(2)	<p>Lectures/Tutorials: One credit is assigned to 15 in class hours and 15 out of the class hours which will be equivalent to 30 notional learning hours.</p> <p>Practical: One credit is assigned to 30 in laboratory hours which will be equivalent to 30 notional learning hours.</p> <p>Discussion: One credit is assigned to 30 in class hours which will be equivalent to 30 notional learning hours.</p> <p>Project: One credit is assigned to 30 notional learning hours outside the classroom and no in classroom hours are assigned.</p>
6.25 Course Evaluation	(1)	A student shall be evaluated for his/her academic performance in a continuous assessment which includes different kinds of formative and summative assessments.
	(2)	The distribution of weights for each component shall be decided and submitted by the Course Coordinator at the beginning of the course.
	(3)	The criteria for evaluation of any subject be declared in the very first week of commencement of the classes.
	(4)	A student can go through his/her answer script of any continuous assessment examination and point out any discrepancy in its evaluation on a day fixed by the concerned faculty. Objections will be entertained right then, and not on later.
	(5)	The answer script of the end term examination shall be shown to a student by applying for revaluation within 15 days from the date of publication and point out any discrepancy in its evaluation on a day fixed by the concerned faculty. Objections will be entertained right then, and not even on the next day.

	(6)	The practical/field training/project shall normally be evaluated through the quality of work carried out as per professional internship policy along with the report submission and presentation(s) and the viva-voce examinations etc.
6.26 Feedback	(1)	Policy on feedback mechanisms for teaching effectiveness describes formative feedback mechanisms for assessing teaching effectiveness and can be measured both qualitatively and quantitatively.
	(2)	Mid Term Feedback: Qualitative The mid-term review is very helpful in taking midcourse corrections. Course Coordinator will conduct a combined meeting of all the faculty involved in teaching that course along with the student representatives. It is more of a listening, open and informal platform leading to healthy conversation and discussion. Course coordinator can act as a moderator and another as the rapporteur. The report can be shared with the respective Deans. This feedback mechanism is quite effective and results in improvement in learning in the second half of the semester.
	(3)	End of Semester: Quantitative The end of semester course feedback provides insights into the course management and its delivery and helps in the improvement of the course and the instructor. This assessment will generally be based on learning and course outcomes. A course specific feedback will be captured covering course outcomes, the course delivery, course organization management and course instructions by the instructor, consisting of different sets of questions.

6.27 Grading System

(1) The academic performance of a student shall be graded on a 10-point scale. The letter grades and their equivalent grade points are listed below.

Academic Performance	Grades	Grade Points
Outstanding	O	10
Excellent	A+	9
Very Good	A	8
Good	B+	7
Above Average	B	6
Average	C	5
Failure due to insufficient marks	F	0
Failure due to non-appearance in examination	AB	0
Failure due to insufficient attendance	I	0

(2) The letter Grades awarded to a student in all the courses (except audit courses) shall be converted into a semester and cumulative performance index called the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA), to be calculated by the procedures given below.

The SGPA (Semester Grade Point Average) will be calculated according to the formula

$$SGPA = \frac{\sum_1^n C_i \times (GP)_i}{\sum_1^n C_i}$$

Where C_i = credit for the i th course, $(GP)_i$ = the grade point obtained for the i th course, n = total number of courses and the sum is over all the courses taken in that semester, including those in which the student has secured failure grades.

For calculating the Cumulative Grade Point Average (CGPA) following formula is used:

$$CGPA = \frac{\sum_1^r S_i \times (SGPA)_i}{\sum_1^r S_i}$$

Where S_i = Sum of credits in i th semester, $(SGPA)_i$ = Semester Grade Point Average earned in i th semester and r = number of semesters and the sum is over all the semesters under consideration.

	(3)	At the end of the programme, a student shall be awarded a class based on the following criteria.																
		<table><tr><th>Category</th><th>CGPA</th><th>Class/Distinction</th></tr><tr><td rowspan="3">Students who successfully complete the programme within the time duration</td><td>≥ 8.5 (without F or Ab or I or academic break in any semester)</td><td>First Class with Distinction</td></tr><tr><td>≥ 6.0 & ≤ 10.0</td><td>First Class</td></tr><tr><td>≥ 5.0 & < 6.0</td><td>Second Class</td></tr><tr><td rowspan="2">Students who cannot complete the programme within the normal duration but completed successfully by taking extra time</td><td>≥ 6.0 & ≤ 10.0</td><td>First Class</td></tr><tr><td>≥ 5.0 & < 6.0</td><td>Second Class</td></tr></table>	Category	CGPA	Class/Distinction	Students who successfully complete the programme within the time duration	≥ 8.5 (without F or Ab or I or academic break in any semester)	First Class with Distinction	≥ 6.0 & ≤ 10.0	First Class	≥ 5.0 & < 6.0	Second Class	Students who cannot complete the programme within the normal duration but completed successfully by taking extra time	≥ 6.0 & ≤ 10.0	First Class	≥ 5.0 & < 6.0	Second Class	
Category	CGPA	Class/Distinction																
Students who successfully complete the programme within the time duration	≥ 8.5 (without F or Ab or I or academic break in any semester)	First Class with Distinction																
	≥ 6.0 & ≤ 10.0	First Class																
	≥ 5.0 & < 6.0	Second Class																
Students who cannot complete the programme within the normal duration but completed successfully by taking extra time	≥ 6.0 & ≤ 10.0	First Class																
	≥ 5.0 & < 6.0	Second Class																
6.28 Grading Scheme	(1)	<p>The grading scheme is relative for the courses as any of the following methods decided by the course coordinator and grade moderation committee.</p> <ul style="list-style-type: none">a) Histogram method using natural cut offb) Grading on the curvec) Statistical method using mean and standard deviation with marginal adjustment for natural cut-off.d) Absolute grading using the following scale. <table><tr><th>Letter Grade</th><th>Marks Range</th></tr><tr><td>O (Outstanding)</td><td>91-100</td></tr><tr><td>A+ (Excellent)</td><td>81-90</td></tr><tr><td>A (Very Good)</td><td>71-80</td></tr><tr><td>B+ (Good)</td><td>61-70</td></tr><tr><td>B(Above Average)</td><td>56-60</td></tr><tr><td>C (Average)</td><td>50-55</td></tr><tr><td>F (Fail)</td><td><50</td></tr></table>	Letter Grade	Marks Range	O (Outstanding)	91-100	A+ (Excellent)	81-90	A (Very Good)	71-80	B+ (Good)	61-70	B(Above Average)	56-60	C (Average)	50-55	F (Fail)	<50
Letter Grade	Marks Range																	
O (Outstanding)	91-100																	
A+ (Excellent)	81-90																	
A (Very Good)	71-80																	
B+ (Good)	61-70																	
B(Above Average)	56-60																	
C (Average)	50-55																	
F (Fail)	<50																	
	(2)	No student having 50% or more marks would be awarded failing grade F.																

6.29 Grade Card	(1)	<p>The grade card issued to the student by the Controller of Examinations at the end of each semester will contain the following:</p> <ul style="list-style-type: none"> • The credits for each course registered for that semester, • The letter grade obtained in each course. • The total number of credits earned by the student up to the end of that semester. • The Semester Grade Point Average (SGPA) of all the courses registered in that Semester. • The Cumulative Grade Point Average (CGPA) of all the courses registered from the first semester.
6.30 Courses of Special Nature	(1)	<p>The UG programmes may contain the following courses of special nature in different curricula:</p> <ul style="list-style-type: none"> • Cocurricular • Community Engagement and Social Responsibility • Research/Design/Thesis/Professional Internship/Internship • Self-Study Course • MOOC Courses
	(2)	<p>Cocurricular Activities/ Community Engagement and Social Responsibility: It is mandatory for every UG student to register Community Engagement and Social Responsibility as well as Co-curricular Activities courses according to his/her interest in the first semester. The student is allowed to change his his/her choice only once at the end of the first semester. These courses will start in the 3rd semester and span over 4 semesters for 2 credits each. The student will earn 4 credits by end of 6th semester which will reflect in the 6th semester grade card. These courses are operated as per the Policy on credits for community engagement and social responsibility and Co-curricular activity.</p>
	(3)	<p>Research/Design/Thesis/Professional Internship: The UG curriculum contains credits for Research/Design/Thesis/Professional Internship as a course (s), which may be offered in any semester during as per the approved curriculum of the programmes. A separate continuous evaluation</p>

		<p>criterion is followed for these kinds of courses as per relevant policies of the university.</p>
	(4)	<p>Self-Study Course: One self-study course may be offered under special circumstances from the list of regular courses of study, to a student in his/her final semester or thereafter. This course and its content shall be offered only if approved by the Dean Academics Affairs on the recommendation of the Chairman, Academic Council with the provision that the course evaluation process will not be diluted.</p>
	(5)	<p>MOOC Courses: University allows flexibility to students to take up free web-based MOOC (Massive Open Online Courses) patterned on university courses and SWAYAM (Study Webs of Active Learning for Young Aspiring Minds) programmes initiated by the Govt. of India. A student can opt up to 40% of credit requirement of a programme enrolled subject to the approval of the concerned Dean of the School and HOD.</p>
6.31 Grade Moderation	(1)	<p>Course wise moderation of grades shall be looked after by the Grade Committee at the course level, subject to the approval from the head of the department.</p>
6.32 Result Passing Board	(1)	<p>Result passing board comprising of all the HOD's, Dean's and Controller of Examinations as convenor is responsible for review and analysis of results of all the programmes before publishing the results of any semester.</p>
6.33 Revaluation	(1)	<p>A student may apply for revaluation for end semester evaluation by paying the prescribed fees. The course coordinator/ concerned Faculty may check the evaluation, the addition of marks and unchecked questions, if any. The results of scrutiny may lead to either a change in grade due to mistake(s) in any of the aspects scrutinized by the faculty or the grade may remain unchanged. The results will be intimated to the students accordingly.</p>
	(2)	<p>If the student is not satisfied with the first level revaluation by the concern faculty, then the second level evaluation is done by a different faculty. Depending on the difference</p>

		between the marks awarded two different faculty, the third evaluator may be assigned, if required.						
6.34 Unfair means and Plagiarism	(1)	In case a student is found adopting or suspected of adopting unfair means during the examination or any plagiarism in the course reports, penal of action shall be taken by the university against the student as may be necessary and adequate to uphold the sanctity and integrity of the examination system and the credibility of the University.						
	(2)	All such cases of unfair means and plagiarism shall be suo-moto taken cognizance of by the Unfair Means Committee appointed by the Vice Chancellor for this purpose. Such cases may also be reported by any person, including Course Instructor/invigilator(s)/ Flying squad/examiner(s) to the Chief Superintendent or office of Controller of the Examinations for its consideration. General instructions for penal action for use of unfair means and plagiarism are given below.						
	<table><tr><th>Nature of Malpractices</th><th>Punishments</th></tr><tr><td>1. Appeal/threats/bribe offers to the Examiner, Use of abusive, obscene language or threatening remarks in the answer book etc.</td><td rowspan="3">Level 1: Particular Course will be cancelled and fine of up to Rs. 2000/- will be imposed.</td></tr><tr><td>2. Writing of Candidate's Name / Register Number in papers other than in the earmarked spaces / any other special marking, using color pencils or sketch pens or shades / tearing off or spoiling the stationary supplied by the university/ possession of material not relating to the examination.</td></tr><tr><td>3. Helping others for copying or getting help from others in the examination hall in the form of writing on question paper etc. or any other means.</td></tr></table>		Nature of Malpractices	Punishments	1. Appeal/threats/bribe offers to the Examiner, Use of abusive, obscene language or threatening remarks in the answer book etc.	Level 1: Particular Course will be cancelled and fine of up to Rs. 2000/- will be imposed.	2. Writing of Candidate's Name / Register Number in papers other than in the earmarked spaces / any other special marking, using color pencils or sketch pens or shades / tearing off or spoiling the stationary supplied by the university/ possession of material not relating to the examination.	3. Helping others for copying or getting help from others in the examination hall in the form of writing on question paper etc. or any other means.
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	1. Carrying or possession of material relating to the examination / writing on the desk / any part of the body / writings on scale, calculator, handkerchief, hall ticket, or any other electronic storing devices such as electronic watches with memory calculators, walkie-talkie sets, mobile phones etc., into examination hall.	Level 2: All end examinations taken up in the respective semester will be cancelled. A fine of up to Rs.5000/- will be imposed.	
	2. Taking away the answer script/ passing question paper or answer book to other candidates with anything written on it.		
	3. Destroying or attempting to destroy evidence pertaining to the malpractice.		
	1. Impersonation in the case of past students or outsiders	Level 3: All end examinations taken up in the respective semester will be cancelled and debarred for up to three years	
	2. Tampering with Hall Tickets / Certificates		
	3. If reported case of malpractice already exists against the candidate and again indulges in malpractice. (Not a first case).		
	4. Insertion of additional sheets, graph sheets, drawing sheets, use of answer books which is not issued at the examination hall.		
	5. Manhandling / injuring personnel connected with examination		
	(3)	Any case related to alleged use of unfair means before and after the examination / class work submission / quizzes / submission of seminar reports / Dissertation / Practical's / Laboratory classes/ Projects, etc. shall be dealt with by the concerned faculty/ HoD. In cases of serious nature / grave offence in the opinion of the concerned faculty/ HoD, the matter shall be referred to the university Unfair Means (UFM) Committee for dealing with the offence/ case.	

	(4)	The student has a chance to appeal against the UFM committee decision and all such appeals will be looked after by the UFM Appeals Committee.
6.35 Makeup Examination on Medical/ Extra Ordinary Grounds	(1)	The student can apply for the makeup examination through the concerned faculty/ course offering department, followed by the approval from the HoD and Dean of School, if he/ she has attended 75% of the classes held. For all such prior approved requests, the Controller of Examination may grant this request and he/ she may be awarded with F grade initially. After the Makeup Examination is held the 'F' grade will be converted to actual letter grade which will be treated as first attempt for the student. Makeup examination will be conducted within two months from the date of declaration of the semester results.
	(2)	The application for makeup examination on medical grounds should be supported by a Medical Certificate of the University Medical Officer. If, however, a student is outside the campus at the time of illness or a mishap/ accident, his/ her application should be supported by a Medical Certificate issued by the concerned registered medical practitioner containing the registration number, which needs to be further approved by the university Medical Officer. The university reserves the right to accept or reject such an application and the decision of the Dean of the School shall be final in this respect.
	(3)	In special cases and on the specific recommendation of the University Medical Officer, a student may be permitted to appear in his/ her regular examination in the separate hall.
	(4)	A student who fails to appear in the midterm examination or any other continuous assessment component due to sudden illness or mishap/ accident and is supported by Medical

		Certificate, may be allowed to take another examination with the permission of the concerned faculty/the HOD.
6.36 Arrear examination	(1)	A student who has not secured at least a pass grade (grade point NOT less than 5.0) in a course, whether it is a theory course or a laboratory course or a combined theory and laboratory course, he /she can opt for Arrear examination for the end –semester examination or its equivalent component.
	(2)	<p>In case a student is reappearing for an arrear end term examination, the better of the two grades is awarded based on the following criteria:</p> <p>Criteria 1: Cumulative marks criterion: If the total marks from continuous assessment in the regular course of study and marks scored in the end term arrear examinations is more than the passing mark cutoff as per the grading scale considered during the regular examination, the actual grade will be awarded.</p> <p>Criteria 2: Insufficient cumulative marks criterion: If the total marks from continuous assessment in the regular course of study and the end term arrear examinations is less than the pass mark cutoff as per the grading scale considered during the regular examination, the grade will be awarded by considering only the end term arrear examinations score with a total weightage of 100.</p> <ul style="list-style-type: none"> • If the total marks in the end term arrear examinations are between 50 and 75, the highest grade awarded will be C (5 grade points). • If the total marks in the end term arrear examinations are more than 75, the highest grade granted will be B (6 grade points).
6.37 Special Arrear-examination	(1)	A special arrear examination may be conducted for the second semester of the pre final year and both the semesters of the final year within two months from the date of declaration of the semester results.
	(2)	A student is eligible to appear for a maximum of two courses (including lab courses) in the special arrear examination by paying the prescribed fee.

	(3)	All the arrear examinations rules are applicable for special arrear examinations too.
6.38 Semester Withdrawal	(1)	In case a student is unable to attend classes for more than four weeks in a semester he/ she may apply to the office of the Dean, Academic Affairs through HoD and Dean of the School, for withdrawal from the semester, which shall mean withdrawal from all the registered courses in that semester. However, such application shall be made under the advice of the respective Dean of School, as early as possible and latest before the start of the midterm examination/assessment. Partial withdrawal from the semester shall not be allowed.
	(2)	Any application on medical grounds shall be accompanied with a medical certificate from University Medical Officer. A certificate from a registered medical practitioner containing the registration number may also be accepted in those cases where a student is normally residing off-campus or becomes ill while away from the university.
6.39 Rustication/ Suspension, Withdrawal from a semester/ Year	(1)	A student rusticated from the university or suspended or debarred from attending the classes due to any reason whatsoever or having withdrawn from a semester/ year on medical grounds, shall have to meet the requirement of 75% attendance in each course in a semester and shall have to complete the programme within its maximum programme completion time limit defined by the university.
6.40 Promotion	(1)	Annual Student Academic Promotion is followed based on the credits earned in the previous academic year(s). Student need to earn minimum 50% credits in the previous academic year(s) to become eligible to promote to the next academic year.
6.41 Earned Minimum Credits for the Degree	(1)	The student must obtain minimum passing grade in all the registered courses to count as credits earned by him/her in respective courses.
	(2)	A student earned a minimum number of credits as specified in the UG/PG Degree curriculum he/she is registered for, is eligible for the award of the respective degree.

	(3)	<p>The curriculum of any programme is designed to have a minimum number of credits and prescribed courses to award the degree.</p> <p>All UG: A minimum of 160 credits and all the courses prescribed in the curriculum.</p> <p>All PG: A minimum of 80 credits and all the courses prescribed in the curriculum.</p>
	(4)	<p>All UG students (except B. Tech) have an option to exit the programme after 3 years with minimum of 120 credits and all the courses prescribed in the curriculum up to 3rd year.</p>
6.42 Eligibility for Award of the Degree	(1)	<p>A student shall be declared to be eligible for the award of the degree if he/she has</p> <ul style="list-style-type: none"> • Registered and successfully completed all the courses and projects as per the curriculum with a minimum CGPA of 5.0. • Successfully acquired the minimum required credits as specified in the curriculum corresponding to the branch of his/her study within the stipulated time duration. • No disciplinary action pending against him/her. • Cleared all the financial dues.
6.43 Transfer of Credits from any other Institute for award of degree	(1)	<p>Transfer of credits earned by the students from reputed institutions known for high academic standards in India and abroad, which have an MOU with the University concerning this aspect, be permitted.</p>
	(2)	<p>The students of SRMAP, who have been nominated/recommended by the department/Dean of concerned School, for pursuing study in such other institutions, will only be eligible for such transfer of credits.</p>
	(3)	<p>The subject wise study programme for each student and equivalence for transfer of credits based on the syllabi of the course of the host institution to the SRMAP will be recommended by the department and Dean of School on case-to-case basis and be approved by the University Course Equivalence Committee will be considered as earned credits.</p>

	(4)	The credits earned in other institute will be transferred for award of degree.
	(5)	The maximum permissible limit for transfer of credits will be 24.
	(6)	The subjects and grades earned will be indicated in the semester grade card with the remark that the grades have been awarded by the host institution.
	(7)	Credits earned and grades will be considered towards calculation of SGPA/ CGPA.
6.44 Specialization	(1)	The student must select a specialization programme from his/her department of study. No separate eligibility or enrolment criteria for registering a specialization.
	(2)	All students who are interested in a specialization must register a specified set of core elective courses in a specialized area as and when offered by the department. Specialization will be completed simultaneously with a regular degree programme.
	(3)	A student must successfully complete at least 15 core elective credits and internship/research/project-based courses from a single specialized area offered by that department.
	(4)	All the specialization courses will be posted in grade card as regular core/ core elective courses as and when registered.
6.45 Minor Specialisation	(1)	The student must select a minor specialisation that is outside of his/her department of study.
	(2)	The student must earn 15 credits as electives from the other department to obtain a minor specialisation. A student can register for a maximum of one internship/ research /project-based course in the chosen minor area.
	(3)	Depending on the programme, the students can pursue optional /mandatory minor through open electives.
	(4)	All the courses under minor specialisation will be posted in grade card as regular courses as and when registered.

6.46 Medals & Awards	(1)	The following ranks and medals are awarded during convocation based on the class strength.	
		Class Strength	No of Ranks/Medals
		Less than 20	One Rank (Gold Medal)
		21 to 50	Two Ranks (Gold and Silver Medals)
		More than 50	Three ranks (Gold, Silver, and Bronze Medals)
	(2)	Only students achieving First Class with Distinction and maintaining a record with no, F/I/Ab grades throughout the programme are eligible for Rank and Medals. Graduates who attain First Class or Second Class, even if they are topper in their respective specializations, will not receive Rank and Medals.	
	(3)	If two or more students secure same percentage of marks / CGPA during the entire programme, all the students irrespective of numbers shall be awarded with medals and ranks.	
	(4)	If the student is detained or absent or opted for break of study during the programme in any of the semester during the entire programme, he/she will not be considered for medals and ranks.	
	(5)	Students who have registered and eligible for regular end semester examinations but couldn't be able to attend the same due to any one of the following reasons are considered for ranks and medals as they are permitted to take up in the subsequent university end semester examinations as a first appearance subjected to the approval of the Vice Chancellor.	
		(a) Sudden demise of student's father /mother/ spouse/children, (b) Met with an accident or any other serious medical illness	

		<p>(c) Participation of student in a sport meet of national / international level, representing the institution / department / SRM University-AP.</p> <p>(d) Participation of student in a national / international conference representing the institution / department / SRM University-AP.</p>
6.47 Award and Renewal of Scholarships	(1)	All the scholarships are awarded at the time of admission only
	(2)	The criteria for award/renewal of scholarships are as per Admission Letter issued by the university and the university scholarship policy
	(3)	For all eligible students, the scholarships are renewed on yearly basis with the recommendation of the scholarship committee and approved by the Vice Chancellor.
6.48 Interpretation of Regulations		In case of any dispute, difference of opinion in interpretation of these regulations or any other matter not covered in these regulations, the decision of the Academic Council and Board of Management shall be final and binding.
6.49 Emergent Cases		Notwithstanding anything contained in the above regulations, Vice Chancellor may, in emergent situations, take such action including insertion, suspension or modification of any regulation(s) on behalf of the Academic Council as he deems appropriate and report it to the next meeting of the Academic Council and Board of Management for its approval.

List of policies:

The following policies are available in SRMAP Academic Affairs intranet portal ie.,
<https://intranet.srmap.edu.in/academic/>

S.No	Policy
1	Student's Attendance Policy
2	Student's On Duty Policy
3	Student Code of Conduct Policy
4	Policy On Feedback Mechanism for Teaching Effectiveness
5	Policy On Credits for Community Engagement and Social Responsibility and Co-Curricular Activities
6	Community Engagement and Social Responsibility Guidelines
7	Plagiarism Policy
8	Policy Governing Profiles of Diverse Learners
9	Anti Ragging Policy
10	IT Policy
11	Email Policy
12	SRMAP Examination Manual
13	Professional Internship Policy
14	Alumni Relations Policy
15	Deferred Placement Policy
16	Student Internship Policy
17	Student Council Policy
18	Mentor- Mentee Policy
19	Grievance Redressal of Student Policy
20	Financial Assistance Policy to UG And PG Students for Attending Conference/Workshop/Competitions
21	Sexual Harassment Policy
22	Substance Abuse Policy
23	Hostel Policy
24	Use of Logo and Name Policy
25	Library Policy