Samridhi Sarwajanik Charitable Trust's

JHULELAL INSTITUTE OF TECHNOLOGY

(An Autonomous Institute affiliated to RTM Nagpur University)

(Accredited 'A+' Grade by NAAC)

Kh.No. 68 & 72, Off Koradi Road, Lonara, Nagpur-441111

Contact No. 8208639771, 8208639501

E-Mail ID: admin@jitnagpur.edu.in Website: www.jitnagpur.edu.in

Examination Regulations

Prepared by Controller of Examination

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Applicable for AY 2023-24 Onwards

		1.0
Principal	**Controller of Examination**	**Version**

Contents

PREAMBLE

Jhulelal Institute of Technology, Nagpur, was founded in 2008 by Samridhi Sarwajanik Charitable Trust. The institution offers 6 undergraduate (B.Tech.) programmes with an intake capacity of 420. The institution also offers 2 full time M.Tech. programs, MBA Program & PhD program. Institute is NAAC accredited with "A+" Grade. All UG regular programmes are permanently affiliated with Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur.

Over the past 15 years, the Institution has grown which has state-of-art infrastructure, laboratories, computational facilities, library etc.

JIT has been granted 'Autonomous Status' by Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur on recommendations of University Grants Commission. The purpose of Grant of Autonomy is to promote Academic Excellence in compliant with National Education Policy – 2020 (NEP). The cutting-edge technology, up-to-date syllabus content at par with current requirement of the industry, effective scheme of examination, gradation pattern are some of the salient features of academic autonomy.

OUR VISION

To become an eminent institution through knowledge and research.

OUR MISSION

- To produce world class engineers with academic and moral excellence who are not only equipped with cutting edge technology skills but also possess immense sense of social responsibility.
- To inculcate awareness and acceptance of ethical values through co-curricular activities for overall development of students.

Examination Regulations

Examinations of Jhulelal Institute of Technology are governed by rules and regulations as approved by Academic Council, which is the highest academic body of the autonomous institution. These examination rules & regulations are applicable to all students who are admitted to this college from session 2023-24 onwards.

1. **Abbreviations & Definitions**
   - "Autonomous Institution/ College" means an institution / college designated as autonomous institution / college by Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur.
   - "AC" means Academic Council.
   - "AICTE" means All India Council for Technical Education.
   - "ATKT" means Allowed to Keep Terms.
   - "BTECH" means Bachelor of Technology.
   - "BOS" means Board of Studies.
   - "Branch" means specialization in a program
   - "CA" means Continuous Assessment.
   - "CAE-I , CAE-II" means Continuous/Class Assessment Examination I & II .
   - "CVC" means Central Valuation Cell.
   - "CGPA" means Cumulative Grade Point Average.
   - "COE" means Controller of Examinations.
   - "Commission" or "UGC" means University Grants Commission.
   - "Course" or "Subject" means a theory/ practical/ other item mentioned in theScheme of Examination, identified by the number and/or title.
   - "DAC" means Disciplinary Action Committee.
   - "DA" means Dean Academic.
   - "DEC" means Department Examination Committee
   - "Jt.COE / JCOE" means Joint Controller of Examinations.
   - "DTE" means Directorate of Technical Education, Maharashtra.
   - "EC" means Examination Committee.
   - "OIC" means Officer In charge.
   - "ESE" means End Semester Examination.
   - "ES" means Examination Scheme
   - "Government" means Government of Maharashtra.
   - "GB" means Governing Body
   - "GRC" means Grievance Redressal Committee
   - "HOD" means Head of Department.
   - "Institution" or "College" or "JIT" means Jhulelal Institute of Technology, Nagpur unless indicated otherwise by the context.

- "M. Tech." means Master of Technology.
- "MBA" means Master of Business Administration
- "MSBTE" means the Maharashtra State Board of Technical Education.
- "Post graduate" or "PG" Program means Master of Technology / Master of Business Administration (M. Tech. / MBA)degree program.
- "RRMC" means Result Review and Moderation Committee.
- "SGPA" means Semester Grade Point Average.
- "SOE" means Scheme of Examination.
- "RRC" means Research Recognition Committee.
- "RTMNU " or "University" means Rashtrasant Tukadoji Maharaj Nagpur University.
- "TAE" means Teachers Assessment Examination.
- "TC" means Tabulation Committee.
- "Undergraduate" or "UG" Program means Bachelor of Technology (B. Tech.) degree program.
- "UMIC" means Unfair means Investigation Committee.
- "EVS" means Vigilance Squad.
- Please be noted that where the words "he", "him", "his", occur, they also mean "she", "her" and "hers".

2. **Examination Scheme**

    Every Programme has a prescribed course structure which, in general terms, is known as Scheme of Examination or Examination Scheme (SoE / ES). It prescribes courses to be studied in each semester.

    The details of the SoE are as follows:

    2.1 Every Programme shall have a SoE and course contents (Syllabi) for the courses recommended by the BoS and approved by the AC.

    2.2 **Composition for SoE for**

    ### UG Programs:

    a) Basic Sciences, Basic Engineering Sciences, Humanities and Management and related engineering courses.

    b) Professional Core engineering courses related to the concerned discipline.

    c) General Proficiency courses and Professional Development courses.

    d) Professional Electives.

    e) Electives / Open Electives.

    f) Seminar / Project

    g) Other requirements such as Industrial training / industrial Visit / Audit Course etc.

    h) Courses/ Professional Courses/ Electives, as per new education policy.

    ### PG Programs:

    a) Professional core engineering / management courses related to concern discipline.

    b) Professional Electives.

    c) Seminars and Project / Dissertation

    d) Courses/ Professional Courses/ Electives, as per new education policy.

    2.3 The institution shall follow a semester pattern. The academic year is divided into two main semesters. Main semesters are for regular class work.

    2.4 The Medium of Instructions of instruction for all coursework, examination and all academic activities shall be English, medium may vary for particular course as per NEP.

    2.5 Audit Course

    - Student will opt for audit courses as per directions of Academic Council.
    - Audit course shall not carry any credit but will be reflected in grade card and will be awarded "SF" grade if student passes the course with minimum attendance and evaluation requirements. However, these will not be considered in the CGPA calculation.
    - If a student is unable to secure a "SF" Grade, he will be awarded "USF" grade. For such cases , the student will be allowed to re-appear in supplementary examination. Department have to submit the course completion certificate to

examination cell and student will be awarded "SF" grade if student passes the course with minimum attendance and evaluation requirements.

2.6 Projects / Dissertation:

- Generally there should not be any extension in the schedule for project/ dissertation report. However, if the dissertation cannot be completed due to valid reasons, student will be temporarily awarded "X" grade at the time of finalization of grades. The X grade will be converted to performance grade when such a student submits the report and undergo the oral examination. Further, if such late reports are not submitted, X grade will be automatically converted to "FF".

- Re-registration for the project/dissertation will be required in the following year/semester if a student secures "FF" grade in a project/dissertation work. He may submit the project/dissertation immediately after re-registration, if desired. No Re-Sit examination is applicable for project/dissertation.

3. The Grading System

Table A : Structure of Relative Grading of Academic Performance (UG & PG)

Academic Performance	Grades	Grade Points
Outstanding	AA	10
Excellent	AB	9
Very Good	BB	8.25
Good	BC	7.5
Satisfactory	CC	6.75
Average	CD	6
Below Average	EE	5
Poor	FF	0
Absent	I	--
Non completion of course requirement	Z	--
Extension (in projects only)	X	--

3.1 Explanation

3.1.1 'FF' Grade

- The 'FF' grade denotes poor performance amounting to failure.
- A student has to repeat all courses in which he/ she obtains 'FF' grade, till a passing grade is obtained within the prescribed duration.

3.1.2 'I' Grade

Incomplete course due to absent in End Semester Examination

3.1.3 'X' Grade

This grade is awarded for incomplete Project work and will be converted to a regular grade on the completion of the Project work and its evaluation.

3.1.4 'Z' Grade

This grade stands for non-completion of course requirement.

Table B: For Theory Courses (For Absolute Grading)

Range of Marks	Grades	Grade Points
Marks equal to or greater than 94%	AA	10
Marks equal to or greater than 84% but less than 94%	AB	9
Marks equal to or greater than 74% but less than 84%	BB	8.25
Marks equal to or greater than 70 % but less than 74%	BC	7.5
Marks equal to or greater than 64 % but less than 70%	CC	6.75
Marks equal to or greater than 54% but less than 64%	CD	6
Marks equal to or greater than 50% but less than 54%	EE	5
Marks less than 50%	FF	0
Absent	I	0
--	Z	--
--	X	--

Table C : For Practical Courses (For Absolute Grading)

Range of Marks	Grades	Grade Points
Marks equal to or greater than 90%	AA	10
Marks equal to or greater than 80% but less than 90%	AB	9
Marks equal to or greater than 70% but less than 80%	BB	8.25
Marks equal to or greater than 62 % but less than 70%	BC	7.5
Marks equal to or greater than 58 % but less than 62%	CC	6.75
Marks equal to or greater than 54% but less than 58%	CD	6
Marks equal to or greater than 50% but less than 54%	EE	5
Marks less than 50%	FF	0
Absent	I	0
--	Z	--
--	X	--

3.1.5 For every course the students will be evaluated on the basis of the grading system. Table shows the various grades awarded to students.

3.1.6 For every course taken by the student, he will be assigned a grade based on his combined performance in all assessments. The grade indicates the qualitative assessment of the student's performance and is associated with equivalent grade points are listed in Table b and Table C.

3.1.7 Grades (up to EE only) awarded to a student in all courses shall be converted into a Semester performance index and cumulative performance index called Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) respectively.

3.1.8 A student who has secured marks out of 100 and they are more than the minimum cut-off as defined by absolute or relative method , will be awarded suitable pass grade in that course only, if he has scored non zero marks at ESE in that course.

3.1.9 A absolute method is applicable to course in which no of appearing students are less than 20. If the number of appearing students in particular course are more than or equal to 20 then relative method is applicable.

3.1.10 In relative method, or the award of grades in a course, all component –wise evaluation shall be done in marks. Marks of different component viz. TAE, CAE, Attendance, ESE would be reduced to relative weightages of each component. Marks so obtained would be converted to grades at the end of semester as per guidelines given below.

3.2 Standard Relative Grading System
   Computation of Standard Relative Grades

The Mean and Standard Deviation would be calculated for the course based upon the marks obtained by the students in that course

Formula for Mean ($\bar{X}$)

$$\bar{X} = \frac{\left(\sum_{i=1}^{n} X_i\right)}{n}$$

Where, n is the total number of students appeared for the examination.
Formula for standard Deviation (σ)

$$\sigma = \sqrt{\frac{\sum_{i=1}^{n}(X_i - \bar{X})^2}{n-1}}$$

For UG/PG Courses having more than or equal to 20 students

Grades	Grade Points	Range for Grade Calculation
AA	10	$\geq \overline{X} + 1.5\ \sigma$
AB	9	$< AA$ and $\geq \overline{X} + 1.0\ \sigma$
BB	8.25	$< AB$ and $\geq \overline{X} + 0.5\ \sigma$
BC	7.5	$< BB$ and $\geq \overline{\overline{X}}$
CC	6.75	$< BC$ and $\geq \overline{X} - 0.5\ \sigma$
CD	6	$< CC$ and $\geq \overline{X} - 1.0\ \sigma$
EE	5	$< CC$ and $\geq \overline{X} - 1.5\ \sigma$
FF	0	$< \overline{X} - 1.5\ \sigma$

3.2.1 Absolute and Relative MetHoDs are applicable to regular examinations only. Further the same cut-off will be applicable to student for that course in upcoming Re-sit / backlog or supplementary examinations.

3.2.2 If there are regular as well as ex-students at the examination, the grade cut off will be calculated on the basis of marks scored by regular students and will be applicable to all the students. In all other cases the cut-off marks of the previous regular examination shall be applicable.

3.2.3 A student passing a course in Re-Sit examination shall be treated as having cleared the course in First Attempt.

3.3 Standard Relative Grading System

3.3.1 If the number of examinees at the regular examination is less than 20, in a particular course then absolute method will be used for awarding the grades (Table B) for particular theory course.

3.3.2 Absolute method will be applicable for Non-Theory courses like practical's, seminars, projects etc. Table c will used for award of grades to Non-Theory courses like practical's, seminars, projects etc.

3.3.3 Provided further , the calculation of arithmetic mean($\overline{X}$) , Standard Deviation (σ), upper and lower cutoffs of the various grades will be computed by using the marks scored by regular students at the examination for an individual course and the same values of grade cut-offs shall be used for processing the result of regular as well as ex-students appearing at the same examinations.

4. Eligibility for Award of Degree

A student shall be eligible for the award of the degree only if the student has;

    a. Passed all prescribed courses.

    b. Satisfied minimum academic requirements.

    c. Satisfied all requirement specified by the concerned department; if any.

    d. Shall not have any obligations towards the institute, and

    e. No pending case of indiscipline.

5. Grade Card

5.1 The grade card shall be issued at the end of the semester to each student and will contain the following:

a) The credits for each course registered for that semester.

b) The grade points and letter grades obtained in each course.

c) The total number of credits earned by the student up to the end of that semester in each of the course.

d) The SGPA and the CGPA.

5.2 Grade card will not indicate class or division or rank.

5.3 Wherever required the conversion of CGPA to percentage of marks will be done using following table.

CGPA	4.0	5.0	6.0	7.0	8.0	9.0	10.0
Percentage	40	50	60	70	80	90	100

(In general, the percentage marks (%) = CGPAx10)

The intermittent percentages should be calculated based upon the interpolation of the values in the table.

6. Merit List, Medals and Citations / Scholarships

Preparation of Merit / Rank List

6.1 The merit list can be prepared for each programme offered under the Autonomy , based on CGPA.

6.2 The merit list shall be declared from amongst the students satisfying following eligibility criteria

   a) Student must have taken admission to entry level semester of the degree program under autonomy. No student absorbed from RTMNU will be considered.

   b) Student must have completed the programme in minimum duration for the said programme.

   c) Student must have successfully completed all the courses that are required for successful completion of the programme as per the scheme of the examination in **the first attempt.**

6.3 The merit list (provisional and final) shall be prepared by Tabulation committee and shall be notified by Controller of Examinations, on behalf of Examination Committee.

6.4 The merit list shall be prepared in two stage being the provisional merit list.

6.5 The notified lists, provisional as well as final, shall be given wide publicity and shall be available on the college website and major departmental notice boards.

6.6 If anyone has any objection to the name(s) in the notified provisional merit list, the same shall be raised within 20 days after publishing the provisional merit list. The objection raised shall be submitted in writing giving the details in all respects, to the office of controller of Examinations.

6.7 The Controller of Examinations shall scrutinize the objections received and direct the Tabulation Committee to incorporate the objections, if found correct. The amended merit list shall be Final Merit List and shall be published on the college website and notice boards.

Awards of prizes , medals, scholarship or any other honors shall be based on the rank secured by the student consistent with the desire of donors, wherever applicable, and as per the rules of the institution.

7. Calculation of SGPA and CGPA

7.1 Calculation of Semester Grade Point Average (SGPA)

The performance of a student in a semester is indicated by a number called SGPA. The SGPA is the weighted average of the grade points obtained in all the courses registered by the student during the semester. The Grades as specified in R 6 (Table a) will be used for calculating the CGPA and SGPA.

$$\text{SGPA} = \frac{\sum C_i\, P_i}{\sum C_i}$$

C_i = The number of credits offered in the ith course of a semester for which SGPA is to be calculated

P_i = Grade Point earned in the ith course.

i = 1,2,........., n represent the number of courses in which a student is registered in the concern semester.

SGPA is rounded up to two decimal places and SGPA shall not exceed 10.

7.2 Calculation of Cumulative Grade Point Average (CGPA)

Up-to-date assessment of the overall performance of a student from the time of his first registration is obtained by calculating a number called CGPA, which is weighted average of the grade points obtained in all the courses registered by the student since he/she entered the College.

$$\text{CGPA} = \frac{\sum C_j\, P_j}{\sum C_j}$$

Where,

C_j = The number of credits offered in the jth course up to the semester for which CGPA is to be calculated.

P_j = Grade point earned in the jth course.

j = 1,2,........., m represent the number of courses in which a student is registered up to the semester for which the CGPA is to be calculated.

CGPA is rounded up to two decimal places and CGPA shall not exceed 10.

7.3 Students Admitted under Lateral Entry Scheme

The CGPA of diploma holder students admitted to direct second year B.Tech./M.Tech./MBA under autonomy shall be calculated from third semester of undergraduate/Postgraduate program onwards.

8(a). **Betterment / Improvement of Grade / CGPA while undertaking a Program**

Student shall be permitted to improve their grade under the following conditions.

1. The examination for improvement of grades shall hereafter be termed as 'Improvement Examination'.

2. The facility for improvement of grades will be available to the students having CGPA below **6.0**

3. The improvement is possible only in theory papers. No improvement is permissible in practicals/lab courses, project / dissertation.

4. The Improvement Examination can be undertaken for the courses in which a candidate had appeared as a regular student in the end semester examination for which the Resit is being conducted.

5. Additional examination fees will be paid by the student for appearing in the examination for improvement in the grade. The fee payable shall be as prescribed by the Finance Committee.

6. After the improvement examination result of the course taken for improvement of grade the grade secured in the improvement examination will be considered.

7. Student having undertaken Improvement Examination will not be eligible for the award of any medal/merit position.

8. The student shall be issued a fresh replacement grade card indicating the new grade with a mark which shall be explained as 'Improved Grade IG' only if he/she has improved the grades.

9. For calculation of standard relative grade for evaluation of the academic performance of an examinee in a course in improvement examination, the mean and standard deviation of that course in the regular examination shall be applicable.

8.(b) **Improvement of Grade/CGPA after successful completion of a Program**

1. The facility of improving CGPA at Bachelors' Degree Level through re-appearance shall be available only to the candidates who have earned all credits offered in the program and have secured not less than 5 CGPA. Similarly at Masters' Degree Level through re-appearance shall be available only to the candidates who have earned all credits offered in the program and secured not less than 6 CGPA.

2. A Candidate who desires to improve the CGPA will be permitted at his / her option to reappear again for the courses of his/ her choice.

3. However, this facility shall not be available to candidate who has been awarded the degree. Candidate shall not reappear for ESE in practical courses (including project viva voce).

4. A candidate will be allowed to reappear for the examination for improvement of CGPA within a period of two years from the date of his/her passing Bachelor's / Master's degree examination.

5. A candidate shall have to reappear for any number of theory courses offered in the program as per the scheme prevalent at the time of his appearance.

6. A candidate appearing for the improvement of CGPA shall not be entitled to get any prize/ medal/ scholarship/award etc.

7. A candidate who desires to apply for improvement of CGPA should submit his/her examination application form prescribed for improvement of CGPA from the College along with the prescribed fee for improvement and relevant documents.

8. A person eligible to take the examination under the provisions of this shall pass the entire examination in maximum three attempts within two years from the date he/she first applies for improvement of CGPA.

9. Candidate will not be allowed to change any paper or papers which he had opted for improvement at subsequent reappearances. Further, all the papers of reappearance shall have to be cleared at one and the same sitting.

10. If an applicant fails in any of the papers opted for improvement, he/she will have to appear again for all those papers he/she had applied for improvement including the papers in which he/she had already passed during re-appearance.

11. Each examination for which candidate appears for improvement shall be considered as one attempt.

12. The result of the candidate appearing for improvement of CGPA shall be declared and communicated to him/her even if he/she does not obtain the required CGPA higher than the CGPA he/she already possesses.

13. A candidate who has reappeared for the examination under the provision of this for improvement of his / her CGPA and improves his CGPA by such re-appearance, he / she shall have to return the original grade cards to the College, within one month from the date of declaration of result.

14. A candidate shall be issued revised grade card only after he/she surrenders his /her original grade cards to the College.

15. In the revised grade card, mention will be made of the fact that he/she has improved his/her CGPA under this Ordinance.

16. On award of a fresh grade card under this scheme, his/her previous grade card shall be treated as cancelled.

17. A candidate who has re-appeared for the above examination/s under the provision of this and fails to improve his / her CGPA, his / her performance at such re-appearance shall be ignored.

18. Candidate, who has passed his/her degree examination under the old course / syllabus or scheme of examination which is not in existence, shall have to seek absorption/equivalence certificate regarding the absorption/ equivalence of old courses with the existing ones from the respective Board of Studies.

9. NPTEL/MOOC/SWAYAM Courses

NPTEL/MOOC/SWAYAM Courses (UG)

In accordance with the academic scheme, the following regulations are established for students regarding NPTEL/MOOC/SWAYAM courses:

1. **Mandatory Registration:**
   o Students must mandatorily register for the NPTEL/MOOC/SWAYAM course specified in their curriculum.
   o Registration must be completed within the timeline prescribed by the respective portal.

2. **Examinations & Credit Transfer:**
   o Students will appear for the examinations of these courses directly on the respective portal.
   o The internal assessment conducted by the portal will be considered as it is for continuous assessment.
   o Credits earned will be transferred directly to the student's Academic Bank of Credits (ABC) portal as per the scheme.

3. **Examination Fees:**
   o Students must pay the NPTEL/MOOC/SWAYAM examination fees directly on the respective portal.
   o This fee is separate from the institute's regular semester examination fees.
   o Students must ensure full payment of the semester examination fees and the NPTEL/MOOC/SWAYAM exam fee to complete the course and facilitate credit transfer.

4. **Re-SIT Exam Provision:**
   o If a student registers for an NPTEL/MOOC/SWAYAM course but fails to pass (including cases of absence), they will be allowed to appear for a Resit exam conducted at the institute level. In case of non declaration of result by online portal/s before the commencement of Resit examination then student may appear for upcoming examinations. Such students result will be withheld.

5. **Supplementary Exam Provision:**
   o If the student fails in Resit examination he/she may appear for supplementary examination and also he is allowed to forego the internal marks obtained through NPTEL portal.

6. **Compliance & Responsibility:**
   o It is the student's responsibility to complete the course successfully, appear for the examination, and ensure credit transfer.
   o Non-compliance may impact academic requirements and credit fulfillment.

All students are advised to adhere to these regulations to avoid any academic or administrative issues.

NPTEL/MOOC/SWAYAM Courses (PG)

In accordance with the academic scheme, the following regulations are established for students regarding NPTEL/MOOC/SWAYAM courses:

1. **Mandatory Registration:**
   o Students must mandatorily register for the NPTEL/MOOC/SWAYAM course specified in their curriculum.
   o Registration must be completed within the timeline prescribed by the respective portal.
2. **Examinations & Credit Transfer:**
   o Students will appear for the examinations of these courses directly on the respective portal.
   o The internal assessment conducted by the portal will be considered as it is for continuous assessment.
   o Credits earned will be transferred directly to the student's Academic Bank of Credits (ABC) portal as per the scheme.
3. **Examination Fees:**
   o Students must pay the NPTEL/MOOC/SWAYAM examination fees directly on the respective portal.
   o This fee is separate from the institute's regular semester examination fees.
   o Students must ensure full payment of the semester examination fees and the NPTEL/MOOC/SWAYAM exam fee to complete the course and facilitate credit transfer.
4. **Re-SIT Exam Provision:**
   o The student has to complete NPTEL/MOOC/SWAYAM courses through online portal mandatorily. There is no provision of Resit examination for PG students for online courses.
5. **Compliance & Responsibility:**
   o It is the student's responsibility to complete the course successfully, appear for the examination, and ensure credit transfer.
   o Non-compliance may impact academic requirements and credit fulfillment.

All students are advised to adhere to these regulations to avoid any academic or administrative issues.