

Guidelines for Autonomous Examinations



Dayananda Sagar College of Engineering, Bangalore



Dayananda Sagar Institutions

Autonomous Course

Academic Year

- Consists of 2 Regular Semesters
 - ODD & EVEN Semesters and One Fast Track Semester

Regular Semester (ODD/EVEN)

- Comprises of 19 weeks
 - 16 weeks is the duration of course work (classroom sessions)
 - 3 weeks is the duration of Examination

Student Registration for the courses / subjects for a semester

- First day of the semester



Autonomous Course – Contd.

Odd Semester: August to December

Even Semester: January to May

- Study only the regular subjects which are registered

MANDATORY COURSES

- Kannada and English languages, CPD .
 - Necessary requirement to qualify for the award of the degree
 - Do not carry any credits
 - Not offered in fast track semester
 - Not considered in vertical mobility of student



Credits Requirement

Program	Entry	Normal Duration Years (semesters)	Total No. of credits to be Earned
U.G Degree B.E.	Regular	4.0 (8)	200
U.G Degree B.E.	LE Diploma	3.0 (6)	150
U.G Degree B.Arch.	Regular	5.0 (10)	250

Note: No. of Credits on an Average / Semester = 25



Theory: Continuous Internal Evaluation (CIE)

- In credit system, students are assessed in two parts (50:50)
 - Continuous Internal Evaluation (CIE)
 - Semester End Examination (SEE)
- CIE will be conducted by the Course Coordinator
 - All through the semester
 - Includes Internal Assessment tests
 - Assignments
 - Alternative Assessment Tools (AAT)
- Eligibility to attend SEE is $CIE \geq 20$ Marks
 - If $CIE < 20$ Marks, Register the course in Fast Track Semester



Theory: Continuous Internal Evaluation (CIE)

Internal Assessment Test (IAT) 1 **30 Marks**
Internal Assessment Test (IAT) 2 **30 Marks**

Assignment

10 Marks

AAT Activities

Subject Quiz, Seminar, Role Play, Group Discussion, Case Study, E-Course Certification, Mini Projects / Developing Products / Building Models, Paper Presentation, Paper / Poster Publication, Programming Contest, General Science / Technical Quiz, Hackathons, Demonstration / analysis / optimization / comparison of theoretical concepts using modern tools

**AAT1 = 5 +
AAT 2 = 5**

10 Marks

Continuous Internal Evaluation (CIE)

50 Marks

Laboratory Examination

CIE = 50 Marks

SEE = 50 Marks

CIE + SEE

100 Marks

Note:

- Average of two IAT is taken and accounted for 30 Marks
- Two AAT activity must be selected and respective records has to be finalized
 - One week before conduction of IAT



Approval Note for the Make-Up Test

To be submitted within 48 hours of the completion of the respective CIE

Name: _____, **USN:** _____

Semester: _____, **Branch:** _____

Leave Permission for CIE1/CIE2: _____

Leave Permission for the Subject: _____

Reason: Medical / Sports / Renowned Competitive Exams / Any other valid reason

(Please Specify) _____

Proof Credentials: _____

Note:

- For Medical proper Case Sheet file with prescription etc. has to be provided and not just doctors certificate
- Sports: Only that representing College and should be signed from Mr. Ashok Kumar, Sports Coordinator
- Competitive Exams: Proof of attendance
- Others: Relevant proof to be produced with parent's signature. It can be availed only once in a semester, The permission under this heading has to be obtained 48 hours before the respective CIE



Fast Track Semester (FTS): June - July

- The rules given for regular semester apply to FTS courses also
- Duration of the semester is for 8 weeks
- Examination is for 2 weeks
- Maximum Credits - 16
- At the end of each regular semester
 - There will be Makeup Examination (MUE)

1 st Academic Year					2 nd Academic Year				
1 st	MUE	2 nd	MUE	FTS	3 rd	MUE	4 th	MUE	FTS
3 rd Academic Year					4 th Academic Year				
5 th	MUE	6 th	MUE	FTS	7 th	MUE	8 th	MUE	FTS



Semester End Examination (SEE)

- Conducted after the completion of course work
 - Regular and Fast Track Semester
- Eligibility to attend Semester End Examination (SEE)
 - Minimum of 20 (40%) marks in CIE and
 - Attendance \geq 85% in the respective course
 - Medical / other Leaves will account only for 10% and Recommended for condoning
- SEE is conducted for 100 marks
 - Secure a minimum of 40 marks to pass the respective course



Grading System

- Absolute Grading system on 10 point scale is followed
- Letter grade is a qualitative measure
 - Gives the performance of a student
- The range of marks for each letter grade

Level	Out Standing	Excell ent	Very Good	Good	Above Avg	Avg	Poor	Fail
Score Range %	90-100	80-89	70-79	60-69	50-59	45-49	40-44	< 40
Grade	S+	S	A	B	C	D	E	F

P	NP	X	I
Passed	Not Passed	Failed in SEE but eligible for MUE	Failed to attend SEE due to illness



F, I, X Grade

- Students absent in SEE without valid reasons will be declared as failed by awarding 'F' grade
 - Student has to register such courses / subjects in fast track semester
- Valid reasons with supporting documents must be submitted within 48 hours of the completion of that examination
 - Such students will be awarded with 'T' Grade provided documents are scrutinized and approved by the committee
 - They will be allowed to take makeup examination
- If CIE ≥ 30 (60%) marks and Attendance $\geq 85\%$ but
 - The student failed to secure 40 marks in SEE
 - Student is awarded with 'X' Grade in SEE
 - Student is eligible to take Makeup Examination



Makeup Examination

- Additional examination for both lab and theory within two weeks after announcement of results of SEE
 - Students failed to pass the course in SEE by securing 'X' grade and for the students awarded with 'I' grade
 - If student fails in Makeup exam, then He / She has to take up Fast Track course
 - The Makeup examination will lead to decrease in the grade by one except E Grade
 - For E.g.. A leads to B



Eligibility Criteria for Upward Movement

Semester	Eligibility Criteria
1 st	
2 nd	
3 rd	Can carry maximum of 4 incomplete courses from previous 2 semesters
4 th	
5 th	Can carry maximum of 4 incomplete courses from previous 4 semesters
6 th	
7 th	Can carry maximum of 4 incomplete courses from previous 6 semesters
8 th	

Note:

1. Total Number of **Attempts are 5 excluding Makeup Examination / Course**
2. To progress to higher odd semester, the **candidate shall have minimum 5 CGPA**, after the results of supplementary exams in previous academic year



Photocopy / Revaluation

- Allowed only for regular SEE and not for FTS and makeup examination
- Student can take a photocopy / apply for revaluation after announcement of results of SEE during the dates notified by the COE by paying the prescribed fees



Case Study (Example)

Sl. No	Sem	No. of Sub	Cleared	Balance	Description	
1	I	10	4	6	4 Courses in Regular (Odd/Even)	2 Pass 2 Fail –(FTS)
					2 Fast Track *Max 16 credits for Fast Track *No makeup for Fast Track course	
2	II	10	5	5		

Not Eligible for Next Year IF:

- Backlog of more than 4 subjects
- CGPA less than 5
 - (Cumulative Grade Point Average)



Cumulative Grade Point Average (CGPA) Requirement

- A student failing to obtain CGPA of 5.0
 - In spite of obtaining E grades and better than E grades, student can register for course(s) in which he / she has obtained E grade (s) when offered during a fast track semester to satisfy the minimum CGPA requirement
- However, If the student fails to secure a minimum CGPA of 5.0 but not less than 4.5 at the end of any academic year, then for the first time he / she shall attract a warning before approval to continue in the next higher academic year.

This facility is available only once for entire UG Program



Award of Class

Student has passed in all courses of 1st/3rd to 8th /10th semester with one /multiple sittings

- **First Class with Distinction**
 - Secured not less than 7.75 CGPA
- **First Class**
 - Secured not less than 6.75 CGPA
- **Second Class**
 - Secured not less than 5.75
- **Pass Class**
 - Secured less than 5.75 but not less than 5.0 CGPA



Award of Ranks

- Rank shall be awarded to a maximum of 10% of the approved student intake
- However, the maximum number of ranks awarded shall not exceed 10 and not less than 5 in each program
- Student appearing for Makeup / Fast track and any subsequent examinations in any credit or audit course / courses during the program shall not be eligible for the award of Ranks
- Only those students who complete the program in stipulated years for all the degree (regular students) are eligible for consideration for the award of ranks
- For the award of rank for any degree, CGPA shall be calculated from 1st to last semester and in the case of lateral entry diploma students CGPA shall be calculated from 3rd to last semester



Award of Ranks Contd.

- The basis for declaring the rank shall be the CGPA (without gracing) in the descending order of merit from the highest CGPA
- CGPA shall be calculated to the second decimal position
- Students with CGPA of ≥ 6.75 (Equivalent to First Class) or above are eligible for consideration for rank
- If two students get the same CGPA
 - The tie shall be resolved by considering the number of times a student has obtained higher SGPA, if it is not resolved
 - The number of times student has obtained higher grades sequentially from S to E till the tie is resolved
 - If the tie is still unresolved, the students with similar CGPA will be awarded the same rank



Successive Failures

- If a student fails (grade F / absent) to pass a course and hence fails to Earn the credits prescribed for the course even after **five** (5) attempts, then the admission of the student to the program will be terminated . Here, SEE and fast track are considered as attempts
- He will be informed to leave the autonomous program. However, he may seek readmission to the program at the college as a fresh candidate to the first year

MALPRACTICE

- A student who is booked under malpractice will be prevented from writing that particular examination from the instant the student is booked



Malpractice Contd.

- Any candidate appearing for the examination is liable to be charged with committing malpractice in the following cases:
 - Bringing into the examination hall or being found in possession of
 - Portions of a Book, Manuscript, Cell Phones, Programmable Calculator
 - Pen Drive or any Electronic Gadget or any other material or Matter
 - Having any written matter on scribbling pad, Question Paper, Admission Ticket, Calculator, Palm, Hand, Leg or any part of the body, Hand Kerchief, Clothes, Socks, Instrument Box, Identity Card, and Scales etc.
- Disclosing identity by writing any words or by making any peculiar marks or by writing USN on the pages other than the space provided for USN
- Copying from the material or matter or answer of another candidate
- Assistance rendered to another candidate within the Examination Hall



Malpractice Contd.

- Communicating with any candidate or any other person inside or outside the examination hall with a view to take assistance or aid to write answers in the examination
- Making any request of representation or offers any threat for inducement or inducing to bribery to Room Superintendent or any other official or officer of the college for favors in the examination hall or
- Making a request to the Examiner in the answer script



Malpractice Contd.

- Smuggling out or smuggling in or tearing off of the answer script sheets or supplementary sheets or inserting papers written outside the examination hall into the answer book or running away along with the answer script from the examination hall or premises
- Impersonating or allowing any other person to impersonate to answer in his / her place in the examination hall
- Supply of copying material inside or from outside the examination hall
- Unruly behavior inside or near the examination hall
- Any other malpractice technique



Not Fit For Technical Education

- Student should complete the Degree within
 - 8 continuous academic year from the year of admission (BE Regular)
 - 6 continuous academic year from the year of admission (BE LE Diploma)
 - 10 continuous academic year from the year of admission (B Arch)
- A student who is not able to obtain eligibility for third semester even after three academic years will be declared **NOT FIT FOR TECHNICAL EDUCATION (NFTE)**
- However such students can rejoin the course as a fresh candidate for the first year



Wishing you all the Best

Thank You All

