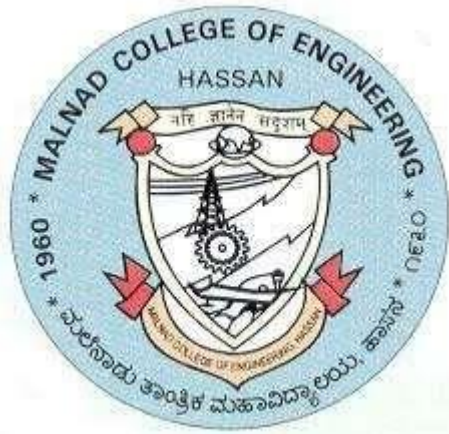


**MALNAD COLLEGE OF ENGINEERING
HASSAN**



**ACADEMIC RULES
AND
REGULATIONS
2026-27**

ACADEMIC RULES AND REGULATIONS - 2026-27



Vision

To be an institute of excellence in engineering education and research, producing socially responsible professionals

Mission

1. Create conducive environment for learning and research
2. Establish industry and academia Collaborations
3. Ensure professional and ethical values in all institutional endeavors

ACADEMIC RULES AND REGULATIONS - 2026-27

Sl.No	CONTENTS	Page No.
1	Short Title and Commencement	4
2	Definitions	4
3	Academic Programs	6
	3.1 UG, PG and Research Programs	6
	3.2 Program Duration and Total Credits	7
	3.3 Admission	8
	3.4 Re-admission	9
	3.5 Student Induction Program	10
	3.6 AICTE Activity Points	10
	3.7 Academic Year	12
	3.8 Academic Calendar	12
4	Curriculum Framework	13
	4.1 Structure of the programme	13
	4.2 Credit Structure	14
	4.3 Credits Requirement for B E Program	15
	4.4 Structure of B.E Program	16
5	Student Assessment	16
	5.1 Continuous Internal Evaluation (CIE)	16
	5.2 Semester End Examination (SEE)	17
6	Passing Standards	18
7	Grading System	18
8	Paper Seeing and Challenge Revaluation	19
	8.1 Paper Seeing	19
	8.2 Challenge Revaluation	19
9	Summer/Supplementary Semester	20
10	Vertical Progression	21
	10.1 Student Admitted to First Year	21
11	Grade Point Range and Corresponding Class	22
12	Graduation Requirements and Graduation Day	22
	12.1 Student Eligibility	22
	12.2 Procedure for the Award of Degree	22
13	Termination from the Academic Programme	23
14	Disciplinary Rules and Measures	23
15	Disciplinary Rules	25
16	AICTE Guidelines for Prevention and Prohibition of Ragging in Technical Institutions	26

ACADEMIC RULES AND REGULATIONS - 2026-27

1	SHORT TITLE AND COMMENCEMENT	
	The regulations are subject to amendments as may be made by the Academic Council of Malnad College of Engineering, Hassan, from time to time. Any or all such amendments will be effective from such date and to such batches of candidates, including those already undergoing the programme, as may be decided by the Academic Council.	
2	DEFINITIONS	
	MCE	Malnad College of Engineering (Hassan, Karnataka, India)
	BoG	Board of Governors
	AC	Academic Council of the college
	BoS	Board of Studies
	BoE	Board of Examiners
	MEC	Malpractice Enquiry Committee
	GRC	Grievance Redressal Committee
	SDAC	Standing Disciplinary Action Committee
	IQAC	Internal Quality Assurance Cell
	Principal	Principal of the College
	Dean-AA	Dean of Academic Affairs
	Dean-SA	Dean of Student Affairs
	Dean - Exams	Dean of Examinations
	CET	Common Entrance Test (conducted by Government of Karnataka)
	Course	A specific subject identified by its course-code and course- title with a specified syllabus along with a set of references offered during a specific academic-session/semester
	Curriculum	The set of academic regulations, course-structure, and course contents
	HoD	Head of the Department
	IAB	Industry Advisory Board
	DAC	Department Academic Committee
	FA	Faculty Advisor
	CF	Course Faculty
	CC	Course Coordinator
	FM	Faculty Mentor
	Department/ Program	Department that offers the degree program the student has enrolled for
	Project Guide	Faculty who guides the project of the student(s)

ACADEMIC RULES AND REGULATIONS - 2026-27

Regulations	Set of governing rules
VTU	Visvesvaraya Technological University, Belagavi
CGPA	Cumulative Grade Point Average
SGPA	Semester Grade Point Average
CIE	Continuous Internal Evaluation
SEE	Semester End Examination
EC	Equivalence Committee
PDC	Provisional Degree Certificate
CDC	Campus Disciplinary Committee
PRC	Parents Relations Centre
CSE	Chief Superintendent of Examination
Dy. CSE	Deputy Chief Superintendent of Examination
SGRC	Special Grievance Redressal Committee
CICC	College Internal Complaints Committee

ACADEMIC RULES AND REGULATIONS - 2026-27

3 ACADEMIC PROGRAMS

Academic autonomy applies to all programs offered by the college, including B.E degree programs at the undergraduate level, M.Tech and MCA programs at the postgraduate level, as well as Ph.D programs. These programs adhere to the minimum academic quality and standards required for the award of degrees, as prescribed by the University, the Council, and the Commission.

3.1 UG, PG and Research Programs

The college offers the following Undergraduate (UG), Postgraduate (PG) and Research Programs:

Undergraduate Programs

Sl. No.	Title of the UG Programme (B.E.)	Approved Intake	Established
1	Civil Engineering	120	1960
2	Mechanical Engineering	120	1960
3	Electrical and Electronics Engineering	120	1960
4	Electronics and Communication Engineering	120	1967
6	Computer Science and Engineering	420	1983
7	CS and Engineering (AI & ML)	60	2022
8	Computer Science & Business Systems	60	2022
9	VLSI Design & Technology	60	2025
10	Robotics & Automation	60	2025
11	Electronics and Computer Science	60	2026

ACADEMIC RULES AND REGULATIONS - 2026-27

Postgraduate Programs

Sl. No.	Title of the PG Programme (M. Tech)	Approved Intake	Year of Establishment
1	M. Tech (Digital Electronics & Communication Systems)	12	1987
2	M. Tech (Computer Aided Design of Structures)	12	1993
3	M. Tech (Power & Energy Systems)	06	2022
4	M. Tech (Artificial Intelligence & Data Science)	12	2022
5	MCA (Master of Computer Applications)	60	2025

Research Programs

(Research Centres recognized by the University)

Sl. No.	Title of the Research Programme	Year of Establishment
1	Civil Engineering	2002
2	Mechanical Engineering	2002
3	Electrical and Electronics Engineering	2002
4	Electronics and Communication Engineering	2002
5	Computer Science and Engineering	2011

3.2 Program Duration and Total Credits

Sl.No	Program	Total Credits	Duration for obtaining Degree	
			Normal Duration	Maximum Duration
1.	B.E	160	4 years (eight semesters)	8 years
2.	B.E (Lateral Entry)	120	3 years (six semesters)	6 years
3.	M.Tech	80	2 years (four semesters)	4 years
4.	M.C.A	80	2 years (four semesters)	4 years

ACADEMIC RULES AND REGULATIONS - 2026-27

3.3 Admission

a) Admissions to UG and PG Programs

The admission of students to various UG & PG programs offered at Malnad College of Engineering listed under section 4 shall be made by following the orders issued by government of Karnataka and/or University notifications issued from time to time.

The eligibility criteria for admission of students to UG, PG and research degree programs shall be the same as those prescribed by the University.

b) Lateral entry admission to UG programs

Candidates with a polytechnic diploma or other equivalent qualifications (as approved by the University/Council) may be admitted directly to the second year of 4-year UG programs, as per University norms.

c) Migration between branches/colleges

Students can migrate :

- from one branch to another in the same college or another college within the university, shall be governed by the prevailing regulations of the University.
- within the same college or to another autonomous, affiliated or constituent college under VTU, shall comply with University rules and regulations.

d) Transfer of students (autonomous and non-autonomous)

Transfer of students from non-autonomous to autonomous colleges, between autonomous colleges or from university scheme to autonomous scheme within a college is subject to transfer rules prevailing at the University.

e) Admission from other Universities to autonomous college:

Students seeking admission from other Universities to autonomous college shall be the same as that prevailing for other affiliated colleges of the University.

However, in both the cases, the Equivalence Committee of the Autonomous Colleges shall declare the syllabus equivalence for such candidates and on approval of its Academic Council, admit the candidates with the approval of the University. The college shall offer the bridge courses, wherever required.

ACADEMIC RULES AND REGULATIONS - 2026-27

3.4 Re-admission

- Students who temporarily discontinue and are subsequently re-admitted or re-join the program shall complete their degree within a maximum duration of Eight (8) years for regular entry students, and Six (6) years for lateral entry students, as applicable, from the date of initial admission.
- Re-admission is permitted only on request through the Principal and shall not be considered as a matter of right.
- Re-admitted students shall not claim any special benefits or exemptions arising from the re-admission.
- Students re-admitted to any semester under a different scheme (as a repeater or fresher) must comply with the academic regulations of the prevailing scheme.
- Such students are required to complete all the semester(s) of the program and undertake additional course(s), if mandated by the Equivalence Committee in concurrence with the concerned Board of Studies. These students shall not be eligible for the award of rank.
- Re-admission to an odd/even semester shall not be treated as fresh admission. The student shall retain the original University Seat Number (USN) allotted at the time of initial admission. The maximum duration of the program is counted from the academic year associated with the original USN.
- A student who fails to secure eligibility for the 3rd semester within three academic years from the date of admission to the 1st semester must discontinue the program or seek re-admission to the 1st semester afresh with a new USN, while the original year of admission is retained.
- Students who temporarily discontinue, change schemes, or transfer credits from an autonomous college or another university to a non-autonomous constituent/affiliated college shall be eligible for the award of degree only if the **total earned credits** meet or exceed the **minimum credit requirement** prescribed by the University.
- In cases where the estimated earned credits upon completion of the program are **less than** those prescribed by the University, the student **must register for and complete additional course(s)** to fulfill the credit requirement.

ACADEMIC RULES AND REGULATIONS - 2026-27

3.5 Student Induction Program (As Per AICTE Guidelines)

The Induction Program is conducted to help new students adjust to and feel comfortable in their new environment. It is aimed at familiarizing newcomers with the institution and connecting them with its community.

The college conducts a **3-week induction program** for UG students before the semester begins. The program aims to help students adjust to the new environment, understand the institution's ethos and culture, build relationships with peers and faculty, and foster self-exploration. During the induction, students are introduced to institutional policies, practices, and values, and are assigned to mentor groups. The program focuses on helping students feel comfortable, establish a healthy routine, encourage bonding within their batch, and develop awareness and sensitivity towards themselves, their peers, and society.

3.6 AICTE Activity Points

The regular UG students shall earn **100 activity points** throughout the duration of the program, while lateral entry students must earn **75 Activity Points** and it is a mandatory requirement for award of degree. These points will be reflected in the **Grade Card** at the end of the **VIII Semester**. The students shall plan ahead and earn the necessary AICTE Activity Points consistently with proper guidance from the mentor, throughout the program.

Guidelines:

- Earning activity points shall not be considered for computation of SGPA/CGPA and for vertical progression.
- The total duration of the activities for the entire program is 400 hours for regular students and 300 hours for lateral entry students.
- Mentors shall monitor the progress of students' work.
- The student shall submit a report and photographs related to activities carried out to the mentor.
- No Semester End Examination is conducted for activity points.
- Students will be awarded degree only on earning 100 activity points

ACADEMIC RULES AND REGULATIONS - 2026-27

The activity heads listed by AICTE is provided hereunder:

Sl.No	AICTE Activity Head
1.	Support to School
2.	Business Proposal for village
3.	Sustainable water
4.	Tourism promotion
5.	Promotion of technologies
6.	Reduction in Energy consumption
7.	Skill rural population
8.	Digitized money transaction
9.	Women – Social / Economic
10.	Efficient garbage disposal
11.	Marketing of rural produce
12.	Food Preservation/Packaging
13.	Automation of local activities
14.	Rural outreach programs
15.	Contribution to National initiatives – Digital India / Skill India / Swachh Bharat Internship etc
16.	Contribution to activities in the college (department/Institution Level)
17.	Any other with approval from the competent authority

ACADEMIC RULES AND REGULATIONS - 2026-27

3.7 Academic Year

An academic year consists of two semesters and the overall schedule, in general, shall be as follows:

Number of semesters / year	Two Main semesters (Odd & Even) Summer/Supplementary semester (As per VTU guidelines issued from time to time)
Semester durations (weeks)	Main Semesters (Odd & Even):19 Weeks each (16 Weeks of Academics & 03 Weeks of Exams) Summer/Supplementary Semester: 10 Weeks(08 Weeks of Academics & Two weeks of Exams)

3.8 Academic calendar

Academic Calendar is prepared by the Dean-AA well before the commencement of each semester and published in the college website and Notice Boards. This clearly indicates the dates of registration, Continuous Internal Evaluation (CIE), Semester End Examinations (SEE), semester vacation, etc.

Table -1: Academic Calendar Structure

Sl. No.	Scheduled Week	Event Particulars
1.	1st Week	Registration of courses
2.	4th Week of Odd semester	Last date to pay Tuition & Examination Fees
3.	6th Week	CIE – 1
4.	6th Week	Dropping of Course
5.	10th Week	CIE – 2
6.	15th Week	CIE – 3
7.	16th Week	Withdrawal of Course/s by eligible students Faculty Evaluation by Students Freezing of IA Marks Last Working Day for students
8.	17th Week	Examination Preparation Holidays
9.	18th and 19th	SEE Examinations

ACADEMIC RULES AND REGULATIONS - 2026-27

	Week	
10.	20th Week	Practical Examinations
11.	21st Week	Results
12.	22nd Week	Makeup SEE Examination for students with CIE ≥ 45

4 CURRICULUM FRAMEWORK

4.1 Structure of the programme

The B.E programme typically consists of the following components:

a. Humanities and Social Sciences (HSC): These are mandatory for all disciplines, it includes Management, Skill Enhancement & Economics.

b. Basic Science Courses (BSC): Physics, Chemistry, Biology and Mathematics. These are mandatory for all disciplines.

c. Engineering Science Courses (ESC): Workshop, Drawing, and Basics of Electrical/ Electronics/ Civil/ Mechanical/ Computer Engineering, etc. These are mandatory for all disciplines.

d. Professional Core Courses (PCC): These are the professional Core Courses, relevant to the chosen specialization/ branch. The core courses shall be compulsorily studied by students and it is mandatory to complete them to fulfill the requirements of the Programme.

e. Professional Elective Courses (PEC): These are professional Electives, relevant to the chosen specialization/branch and can be chosen from the pool of courses. It shall be supportive to the discipline providing extended scope/enabling exposure to some other discipline /domain and nurturing student proficiency skills.

f. Open Elective Courses (OEC): These are the Elective Courses from other technical areas and/ or from emerging fields. Students of other departments shall opt for these courses for fulfilling the eligibility and prerequisite as mentioned in the syllabus.

g. Integrated Professional Core Courses (IPCC): It refers to Professional Theory Core Course Integrated with Practical of the same course. Credit for IPCC shall be 03/04 considering L: T: P as 2:0:2 or L:T:P as 3:0:2.

h. Project Work (PW) and Mini-project work (MP): These are carried out at the parent Institution or any university / Government recognized organization without affecting the regular class work.

i. Seminar: Each student has to present the seminar on specific topic chosen from the relevant field

ACADEMIC RULES AND REGULATIONS - 2026-27

/list provided by the department under the supervision of a faculty coordinator.

j. Internship (INT): The internship (a form of experiential / experimental learning) programme not only helps fresh pass-outs in gaining professional know-how, but also benefits corporate sectors. The internship also enhances the employability skills of the student passing out from Technical Institutions.

k. Mandatory Non-Credit Courses (MNC): These Courses are mandatory, without the benefit of a grade/ credit; passing in each mandatory Course is required to qualify for the award of degree.

l. Ability Enhancement Courses (AEC): These courses are designed to help students to enhance their skills in communication, language, and personality development etc. They also promote a deeper understanding of courses like social sciences, ethics, culture, human behaviour/ human rights, and the law. Ability Enhancement Courses are based upon the content that leads to Knowledge enhancement.

m. Universal Human Value Courses (UHV): The courses which teach: a holistic perspective based on self-exploration about themselves (human being), family, society, and nature. Understanding (or developing clarity) of the harmony in the human being, family, society, and nature. These are mandatory for all disciplines.

n. Skill Development Courses (SD): These courses will be nurturing student proficiency skills. These courses are offered to achieve the programme outcomes not specifically covered by the other courses.

4.2 Credit Structure

“Credit Structure” refers to the credit values for different academic activities considered, as per Table-2. Credits for seminar, project, and internship shall be as specified in the scheme of teaching and examinations.

- Four-credit theory courses shall be designed for 50 hours of the Teaching-Learning process.
- Three-credit theory courses shall be designed for 40 hours of the Teaching-Learning process.
- Two-credit theory courses shall be designed for 28 hours of the Teaching-Learning process.
- One credit theory course shall be designed for 14 hours of the Teaching-Learning process.

ACADEMIC RULES AND REGULATIONS - 2026-27**Table -2: Credit Structure**

Program	Normal Duration in Years	Total No. of credits to be Earned (Average/Semester = 22)
B.E. Degree	4 Years	160 Credits
B.E. Degree (Lateral Entry, Students with Diploma)	3 Years	120 Credits*
PG	2 Years	80 Credits

4.3 Credits Requirement for B.E. Program**Table -3: Credit Requirements**

Theory/Lectures (L) (hours/week /Semester)	Tutorials (T) (hours/week /Semester)	Laboratory/ Practical (P) (hours/week /Semester)	Credits (L:T:P)	Total Credits
4	0	0	4:0:0	4
3	0	2	3:0:1	4
3	2	0	3:1:0	4
2	2	2	2:1:1	4
3	0	0	3:0:0	3
2	2	0	2:1:0	3
2	0	2	2:0:1	3
0	0	6	0:0:3	3
2	0	0	2:0:0	2
1	0	0	1:0:0	1
0	2	0	0:1:0	1
0	0	2	0:0:1	1

4.4 Structure of B.E. Program

ACADEMIC RULES AND REGULATIONS - 2026-27

Sl. No.	Category	Credits	% of total Credits
1.	Humanities and Social Sciences including Management courses and Ability Enhancement Courses	16	10.00
2.	Basic Science courses	17	10.50
3.	Engineering Science courses including workshop, drawing, basics of electrical/mechanical/ computer/ PL/ET etc.	24	15.00
4.	Professional Core courses relevant to chosen specialization/branch	69	43.25
5.	Professional Elective courses relevant to chosen specialization/branch	12	7.50
6.	Open subjects – Electives from other technical and /or emerging subjects	06	3.75
7.	Project work and internship in industry or elsewhere	16	10.0
8.	Mandatory Courses [Environmental Sciences, Induction Program, Indian Constitution, Essence of Indian Knowledge Tradition]	(Non-credit)	0.00
	Total	160	100

Table – 4: Structure of B.E Program

5 STUDENT ASSESSMENT

The student assessment shall consist of two components in all the theory/ practical courses: Continuous Internal Evaluation (CIE) and Semester End Examination (SEE).

All theory and practical courses shall carry 100 marks (CIE+SEE) each (with the audit courses having only the CIE).

5.1 Continuous Internal Evaluation (CIE)

(a) CIE for theory courses: The cumulative evaluation of performance shall be for a total of 50 marks. A maximum of 30 marks for tests and 20 marks for activities shall be allotted. However, in case of courses which need special provisions, the evaluation scheme approved by the concerned BoS shall be adopted. The scheme of evaluation and the rubrics shall be submitted by the faculty offering the course to the HoD before commencement of the course. The lesson plan and the scheme of evaluation shall be shared with the students.

ACADEMIC RULES AND REGULATIONS - 2026-27

In case of theory courses, continuous evaluation has been given more importance in NEP 2020, the minimum marks to be secured in CIE to appear in SEE shall be respectively 12 and 8 in tests and activities respectively.

Two tests shall be conducted each for maximum of 50 marks. The total marks secured by students shall be reduced proportionately to 30 marks. A minimum of two activities shall be conducted in each course for 20 marks.

b) CIE for practical courses: CIE consists of performance evaluation in each class for 30 marks and test conducted for 50 marks (scaled down to 20 marks).

c) CIE for drawing courses: CIE consists of regular evaluation of drawing sheets for a total of 30 Marks and a minimum of two tests for 20 Marks. (Total 50 marks).

d) CIE for mini projects, internship, industrial training, certification courses/ workshop and seminars shall be made known to the students at the beginning of the semester.

5.2 Semester End Examination (SEE)

SEE shall consist of a written or practical examination conducted at the end of the semester and shall be based on the entire course contents. The mode of SEE and marks assigned shall be made known to the students by the course instructor at the beginning of the semester.

Eligibility to attend SEE:

The eligibility criteria to attend the SEE in a course are:

- Attendance shall not be less than 85%.
- CIE marks shall not be less than 40% (minimum of 12 marks from tests & 08 marks from activities).

A student not fulfilling one or both above criteria in a course shall be assigned “F” grade and will have to re-register for that course either during the summer semester or any subsequent semesters whenever the course is offered. In case of an elective course, the student may re-register either for the same elective course or choose another elective from the same pool of electives.

ACADEMIC RULES AND REGULATIONS - 2026-27

6 PASSING STANDARDS

Evaluation method	Passing standard
Continuous Internal evaluation (CIE) for theory courses	(Score $\geq$ 40% in tests) and (Score $\geq$ 40% in activities) Tests – 30 marks Activities – 20 marks
Continuous Internal evaluation (CIE) for laboratory courses	(Score $\geq$ 40% in continuous evaluation) and (Score $\geq$ 40% in test) Continuous Evaluation – 30 marks Test – 20 marks
Continuous Internal evaluation (CIE) for laboratory/project/internship courses	Score $\geq$ 40%
Semester End Examination	Score $\geq$ 35%
Overall Score for passing $\geq$ 40%	

7 GRADING SYSTEM

The performance evaluation is carried out separately (i) for each course in terms of letter grades, (ii) for all courses in a semester in terms of SGPA and (iii) for all semesters at a given point of time during the program, in terms of CGPA.

Absolute Grading system on 10-point scale is followed in the evaluation of student's performance in a course.

LETTER GRADES: Letter grade is basically a qualitative measure (an alphabet/letter) giving the performance of a student, such as, Outstanding (O), Excellent (A+), Very Good (A), Good (B+), Above Average (B), Average (C), Pass (P) and Fail (F), based on the score. This is arrived at after the student's performance in a course which includes both CIE and SEE.

GRADE POINTS: Depending on the letter grades assigned, a student earns certain grade points. In the 10-point grading system, that is followed, the grade points earned for different letter grades are mentioned below.

Grade	Grade Points	Marks	Performance
O	10.0	90 – 100	Outstanding
A+	9.0	80 – 89	Excellent
A	8.0	70 – 79	Very Good
B+	7.0	60 – 69	Good
B	6.0	55 – 59	Above Average
C	5.0	50-54	Average
P	4.0	40-49	Pass
F	0	00 – 39	Fail
I	-	-	Incomplete

ACADEMIC RULES AND REGULATIONS - 2026-27

W	-	-	Withdrawal
X	-	-	Transitional
Y	-	-	Satisfactory (for Audited Courses)
N	-	-	Not satisfactory (for Audited Courses)

Grade F: Awarded to a student in each course who:

- (i) Fails to get the minimum of 40% marks in CIE.
- (ii) Fails to get 35% marks in SEE.
- (iii) Fails to get overall (CIE+SEE) 40%
- (iv) Fails or does not register for the expected courses in the immediate make-up SEE. Does not attend SEE without justifiable reasons or make-up SEE. All the I and X grades are deemed to be F grade, if a student fails in such course(s) in the immediate make up SEE or does not attend the makeup SEE at all.

Note: I, W and X are transitional grades awarded. They shall be converted into one of the letter grades S to F after the student completes the course requirements.

8 PAPER SEEING AND CHALLENGE REVALUATION

8.1 Paper Seeing

Paper seeing facility is provided before the announcement of the final results of SEE or Make-Up Examinations Guidelines for Paper seeing:

- The Dean (Exams) shall announce the date and time of seeing the answer scripts by the students after the announcement of the provisional examinations result.
- The students are allowed to see only their valued answer scripts on the specified date and time, course wise as per norms.
- The faculty members concerned shall show the answer scripts to the students on the scheduled date/time. Faculty/students shall not be allowed to make any corrections/modifications during paper seeing.
- The students shall put forth grievances if any, through an application to the Department Academic Committee.
- There is no revaluation of the answer scripts, however challenge valuation is allowed as per norms.
- The Department Academic Committee shall hold a meeting to address the grievances submitted by the students and submit a report to the Dean (Exams).

ACADEMIC RULES AND REGULATIONS - 2026-27

- The Decision of the Dean (Exams) on this matter is final and binding.

8.2 Challenge Revaluation

A student with grievance(s) after paper seeing can apply for Challenge revaluation with a prescribed fee within two days from the announcement of paper seeing results. The Dean (Exams) shall arrange for a challenge valuation by a subject expert(s). The rules of challenge valuation applicable for award of marks are as under:

If the decrease in the challenge valuation marks is by any margin, then the original marks corresponding to the first evaluation marks is awarded to the student.

- If the increase in the challenge valuation marks is less than or equal to fifteen, then the valuation marks corresponding to the challenge valuation marks is awarded to the student.
- If the increase in the challenge valuation marks is more than fifteen, then the answer script will be sent for third valuation, and the average of the best two marks shall be awarded.

Refund of Challenge Valuation Fee In case of an improvement in marks after challenge valuation is greater than 15 the refund of the challenge valuation fee is made as per college norms (against an application). This is not just based on the change of grade.

9 SUMMER/SUPPLEMENTARY SEMESTER

Summer Semester is for UG programmes only

Summer semester gives additional chance for students to take courses and their examination. The duration of this is eight weeks. This is offered after the even semester for courses. A student is permitted to register for a maximum of 14 credits of NOT ELIGIBLE grades and unlimited grades of F Grades in a summer semester. A student must choose those courses which are offered by the institution in each summer semester. In the summer semester, each course needs to be offered for the required number of lecturers/tutorial/laboratory hours as prescribed in the syllabus. Summer Semester is optional; it is for the student to make best use of the opportunity. Summer Semester is a special semester and the student cannot demand it as a matter of right. All courses may not be offered in the supplementary semester. It is the discretion of the college to offer the courses based on the availability of resources. The institutes

ACADEMIC RULES AND REGULATIONS - 2026-27

shall notify the timetable for Supplementary semester well in advance.

- The students who have satisfied CIE Attendance requirements for the course/s and obtained F grade in SEE are permitted to appear directly in ensuing examination/s are backlog paper/s. The student need not re-register for such courses/s in the supplementary/fast track semester. In case the student wishes to improve CIE/he/she has to re-register for supplementary/fast track semester as and when offered next.
- The student who obtains required attendance and CIE in supplementary semester but obtains 'F' grade in SEE is permitted to appear for SEE subsequently as backlog course/s. The students need not repeat the course for Attendance and CIE.
- The course/s for which the student does not possess satisfactory attendance and CIE score, shall be marked as NE in the Grade sheet. Such students are not permitted to SEE for the courses marked as NE in Grade sheet. The students have to re-register only for course/s marked as NE in supplementary/subsequent semester whenever that course is offered and obtain the required CIE and attendance. Subsequently, they are eligible to appear for SEE in such course/s.
- Courses with Transitional Grades via "W", "I", and "X" are also eligible to register in supplementary semester.

10 VERTICAL PROGRESSION (AS PER VTU)

10. 1: Student admitted to First year:

- a) Students having not more than 16 credits backlog in the two semesters of first year UG/PG of the programme shall be eligible to move to II year UG/PG.
- b) All students of II year UG shall be eligible to move to III year UG.
- c) Students of 3rd year UG who have cleared and earned all the prescribed credits of I year shall be eligible to move to IV year UG.
- d) Promotion from odd semester to subsequent even semester shall not be restricted in both UG and PG programmes.
- e) Students can carry forward any of the audit/mandatory non-credit courses of I and II semester as backlog courses to VII semester. However, such audit/mandatory non-credit

ACADEMIC RULES AND REGULATIONS - 2026-27

courses should be completed before the award of the degree.

11 GRADE POINT RANGE AND CORRESPONDING CLASS:

Grade Point range	Class
≥ 5 & < 6	Second
≥ 6 & < 7.0	First
≥ 7.0	Distinction

12 GRADUATION REQUIREMENTS AND GRADUATION DAY

A student must have earned a minimum of 160 (120 in case of Lateral entry Diploma students) credits as per the prescribed curriculum, within a maximum duration of 8 years (6 in case of lateral entry Diploma students) from date of registration for the programme. A student must also have a minimum CGPA of 4.0 at the end of the programme and earn 100 activity points.

12.1: Eligibility: A student shall be eligible for the award of the degree if:

- The student has fulfilled all the requirements of the degree.
- The student must earn 100 AICTE activity points.
- No dues are payable by the student to the institute, departments, hostel, library, sports and/ or any other centers.
- No disciplinary proceedings are pending against the student.

12.2: Procedure for the award of degree

- A student shall apply for the award of the degree in a prescribed format along with the prescribed No-Dues Certificate to the respective department. The Internal BOS/Department Academic Committee (DAC) shall verify the same and send recommendations to the Academic Council.
- The Academic Council shall prepare the list of eligible students for the award of degree and submit the same to the University for Approval.
- After approval by the University, degrees will be awarded to the students in a Graduation Ceremony.
- A degree will be awarded in absentia to a student who is unable to attend the Graduation Ceremony.

ACADEMIC RULES AND REGULATIONS - 2026-27

- A student is required to apply for the award of degree in the Graduation Ceremony or in absentia along with the prescribed fee.
- A student can apply for Provisional Degree Certificate (PDC) issued by the College before the Graduation Ceremony by paying a prescribed fee.
- Class Declaration: The Class declaration will be made to every student as per VTU norms, in the respective Provisional Degree Certificate only. It will also be mentioned in the final Degree Certificate by VTU.
- Graduation Day: The graduation Day for each academic year will usually be held during July/August. It will be made known to the graduands before the end of the term days of that batch.
- Issue of PDC & Transcripts: On Graduation Day, the PDC and Transcript will be issued to all the students who have become eligible for the award of the B.E degree. All those students who would become eligible for the award of the B.E degree by any later date have to wait for issue of PDC and transcript till the next Graduation Day.

13 **TERMINATION FROM THE ACADEMIC PROGRAMME**

A student shall be terminated from academic program and shall leave the College in the following circumstances:

- If the student fails to satisfy all the requirements for the award of the degree stipulated in 12.1 and 12.2
- If the student is absent for more than 6 weeks at a stretch in a semester without sanctioned leave.
- Failure to meet the standards of discipline prescribed by the College, which may change from time to time.

14 **DISCIPLINARY RULES AND MEASURES**

Conduct and Discipline

Students shall conduct themselves within and outside the premises of the college in a befitting manner.

ACADEMIC RULES AND REGULATIONS - 2026-27

As per the order of Honorable Supreme Court of India, ragging in any form is considered as a criminal and culpable offence and is banned. Any form of ragging will be severely dealt with.

The following acts of omission and/or commission shall constitute gross violation of the code of conduct and are liable to invoke disciplinary measures:

- Ragging
- Lack of courtesy and decorum; indecent behavior anywhere within or outside the campus
- Indecent dressing within the campus.
- Willful damage or stealthy removal of any property/ belongings of the college/ Hostel or of fellow students/ citizens.
- Possession, consumption or distribution of alcoholic drinks or any kind of narcotics or hallucinogenic drugs.
- Mutilation or unauthorized possession of library books.
- Noisy and unseemly behavior disturbing studies of fellow students.
- Possession/ distribution of pornographic contents through DVDs/ CDs/ Videos/ Photographs/ Internet, etc.
- Possession/ distribution of terrorism literature through DVDs/ CDs/ Videos/ Photographs/ Internet, etc.
- Hacking in computer systems (such as entering other person's area without prior permission, manipulation and/or damage of computer hardware and software or any other cyber-crime etc.).
- Plagiarism of any nature.
- Not adhering to the college Dress Code.
- Any other act of gross indiscipline as decided by the Dean (AA) from time to time.
- Possession of cell phones on campus (as per VTU, our affiliating university norms).
- Not wearing Identity cards while on campus.
- Sexual harassment, indecent/ vulgar reference of any nature.
- Any writing on the walls, boards, or desks.

Commensurate with the gravity of offence, the punishment the CDC will deny it may be reprimand, imposition of fine, expulsion from the Hostel, debarment from the examination, disallowing the use of certain facilities of the college, suspension for a specified period or even outright expulsion from the college, or even handing over the case to appropriate law enforcement authorities or the judiciary, as required by the circumstances.

ACADEMIC RULES AND REGULATIONS - 2026-27

For an offence committed in (i) Hostel, (ii) a department or in a classroom and (iii) elsewhere, the Warden, the HOD and Dean (SA) respectively shall have the authority to reprimand and report to the principal for suitable action.

Dean (Exams) shall take appropriate action in case of adoption of unfair means and/ or any malpractice in any examination.

All cases of serious offence, possibly requiring punishment other than reprimand/ fine shall be reported to the principal.

The college level Standing CDC constituted by the principal shall be the authority to investigate the details of the offence and recommend disciplinary action based on the nature and extent of the offence committed.

15

DISCIPLINARY RULES

The rules of decorum and discipline to be observed by all the students of the institution are as under:

- They should attend the classes regularly.
- They should be punctual to the classes.
- They should take all the assignments and tests seriously.
- They should not meddle with the equipment and tools in the laboratories and workshops without the permission of the staff member(s) in-charge. They will be responsible for the damage caused due to negligence and will have to pay for their replacement.
- They should maintain silence in the Classrooms, Laboratories, Library, Drawing halls, and Workshops.
- Use of mobile phones on the institute premises is strictly prohibited. This is also a strict guideline issued from VTU.
- They should not affix any notice or remove any office notice from the office or other notice Boards, without prior permission from the concerned.
- They should not indulge in strikes/ picketing/ mass bunks of classes/etc. of any form, and they should not cause any damage to the property of the institute.
- They should not be found guilty of causing undue disturbances of any form, in the campus, for the classes/ examinations, etc.

ACADEMIC RULES AND REGULATIONS - 2026-27

- Smoking, Consumption of alcoholic beverages and Drugs are strictly forbidden.
- They must park their vehicles properly, in the demarked area, avoiding disturbance to the classes.
- They must not go on tours of any type without the permission of the authorities and without an accompanying faculty.
- Ragging in any form is strictly prohibited. Serious action will be taken on the offenders.
- They should not indulge in any activity, anywhere, that spoils the prestige of the institute.

16 AICTE GUIDELINES FOR PREVENTION AND PROHIBITION OF RAGGING IN TECHNICAL INSTITUTIONS

The Raghavan Committee constituted by the Honorable Supreme Court has mentioned the following types of ragging:

- Ragging has several aspects with psychological, social, political, economic, cultural and academic dimensions.
- Any act that prevents, disrupts or disturbs the regular academic activity of a student should be considered to be within the academics related aspects of ragging. Similarly, exploiting the services of a junior student for completing the academic tasks assigned to an individual or a group of seniors is also an aspect of academics related ragging prevalent in many technical institutions.
- Any act of financial extortion or forceful expenditure burden put on junior student by seniors should be considered as an aspect of ragging for economic dimensions.
- Any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestured, causing bodily harm or any other danger to health or person can be put in the category of ragging with criminal dimensions.
- Any act or abuse by spoken words, emails, snail-mail, blogs, public insults should be considered to be within the psychological aspects of ragging. This would also include deriving perverted pleasure, sadistic thrill from actively or passively participating in discomfiture to others, absence of preparing 'fresher's in the run up to their admission to higher education and life in hostel and this can be ascribed as a psychological aspect of ragging. Any act that affects the mental health and self-confidence of students also can be described in terms of the psychological aspects of ragging.

ACADEMIC RULES AND REGULATIONS - 2026-27

- The human rights perspective of ragging involves the injury caused to the fundamental right to human dignity through humiliation heaped on junior students by seniors; often resulting in the extreme step of suicide by the victims.
- Actions against students for indulging and abetting in Ragging in technical institutions, Universities including Deemed to be University imparting technical education.
- The punishment to be meted out to the persons indulged in ragging has to be exemplary and justifiably harsh to act as a deterrent against recurrence of such incidents. The students who are found to be indulged in ragging should be debarred from taking admission in any technical institution in India.
- For every single incident of ragging, a First Information Report (FIR) must be filed without exception by the institutional authorities with the local police authorities.
- Depending upon the nature and gravity of the offence as established by the Anti-Ragging Committee of the institution, the possible punishments for those found guilty of ragging at the institution level shall be one or any combination of the following:-
 - Cancellation of admission
 - Suspension from attending classes
 - Withholding / withdrawing scholarship / fellowship and other benefits.
 - Debarring from appearing in any test / examination or other evaluation processes
 - Withholding results
 - Debarring from representing the institution in any regional, national/ international meet, tournament, youth festival, etc.
 - Suspension /expulsion from the hostel
 - Rustication from the institution for period ranging from 1 to 4 semesters.
 - Expulsion from the institution and consequent debarring from admission to any other institution.
 - Fine of Rupees 25,000/-

ACADEMIC RULES AND REGULATIONS - 2026-27

- Collective punishment: when the persons committing or abetting the crime/ragging are not identified, the institution shall resort to collective punishment as a deterrent to ensure community pressure on the potential raggers.
- The institutional authority shall intimate the incidents of ragging occurred in their premises along with action taken to the Council immediately after occurrence of such incident and inform the status of the case from time to time.



MALNAD COLLEGE OF ENGINEERING, HASSAN

(An Autonomous Institute Affiliated to VTU, Belagavi)

Under the auspices of the MTES®, Hassan

Accredited by NBA and NAAC

PBNo.21, HASSAN-573201, Karnataka, India

Academic Regulations 2026-27

Sl. No	Particulars
1.	CIE and SEE assessment structure for 2025 admitted batch onwards
2.	Conduction of makeup CIE
3.	Online SWAYAM NPTEL Course Guidelines
4.	Evaluation Guidelines for common courses
5.	Skill Labs Implementation for 2025 and 2026 batches
6.	Project Guidelines



MALNAD COLLEGE OF ENGINEERING, HASSAN

(An Autonomous Institute Affiliated to VTU, Belagavi)

Under the auspices of the MTES®, Hassan

Accredited by NBA and NAAC

PBNo.21, HASSAN-573201, Karnataka, India

CIE and SEE Assessment Structure for 2025 batch onwards

Examination	Maximum Marks	Minimum marks to qualify
CIE	50	20 (12+8)
SEE	50	20
Total	100	40

Assessment Structure for Theory Courses

Assessment	Marks
CIE 1 – conducted for 50 marks and scaled down to 15 marks	15
CIE 2 – conducted for 50 marks and scaled down to 15 marks	15
Activities as decided by course faculty	20
SEE – conducted for 100 and scaled down to 50	50
Total	100

CIE Assessment Structure

Assessment	Marks	Syllabus
CIE 1 - Conducted for 50 marks and scaled down to 15 marks	15	Module-1 and Module-2
CIE 2 - Conducted for 50 marks and scaled down to 15 marks	15	Module-3 and Module-4
Activities as decided by course faculty	20	All Modules
Total	50	



MALNAD COLLEGE OF ENGINEERING, HASSAN

(An Autonomous Institute Affiliated to VTU, Belagavi)

Under the auspices of the MTES®, Hassan

Accredited by NBA and NAAC

PBNo.21, HASSAN-573201, Karnataka, India

CIE 1 Question Paper Pattern

Question 1	Module-1	Mandatory	One question for 20 marks – maximum 4 sub divisions
Question 2	Module-2	Internal choice	Two questions for 20 marks each, out of which, student has to answer one question – maximum 4 sub divisions
Question 3	Module-1 and Module-2	Mandatory	One question for 10 marks – maximum 5 sub divisions – short answer types

CIE 2 Question Paper Pattern

Question 1	Module-3	Mandatory	One question for 20 marks – maximum 4 sub divisions
Question 2	Module-4	Internal choice	Two questions for 20 marks each, out of which, student has to answer one question – maximum 4 sub divisions
Question 3	Module-3 and Module-4	Mandatory	One question for 10 marks – maximum 5 sub divisions – short answer types

SEE Question Paper Pattern

Question 1	Module -1	Mandatory	One question for 20 marks – maximum 4 sub divisions
Question 2	Module -2	Internal choice	Two questions for 20 marks each, out of which, student has to answer one question - maximum 4 sub divisions
Question 3	Module -3	Internal choice	Two questions for 20 marks each, out of which, student has to answer one question - maximum 4 sub divisions
Question 4	Module -4	Internal choice	Two questions for 20 marks each, out of which, student has to answer one question - maximum 4 sub divisions
Question 5	Module - 1, 2, 3, 4	Mandatory	One question for 20 marks – maximum 5 sub divisions – short answer types



MALNAD COLLEGE OF ENGINEERING, HASSAN

(An Autonomous Institute Affiliated to VTU, Belagavi)

Under the auspices of the MTES®, Hassan

Accredited by NBA and NAAC

PBNo.21, HASSAN-573201, Karnataka, India

Assessment Structure for Exclusive Laboratory Courses

Assessment	Marks	Minimum marks to qualify
Continuous Evaluation in every lab session by the Course Coordinator	30	12
Laboratory CIE - conducted for 50 marks and scaled down to 20	20	8
SEE	50	20
Total	100	40

1. The laboratory syllabus shall consist of PART-A and PART-B. PART-A has shall have minimum of 10 fixed set of experiments. PART-B shall have minimum of 6 open-ended experiments.
2. Open-ended experiments are a type of laboratory activity where the outcome is not predetermined and students are given the freedom to explore, design, and conduct the experiment based on the problem statements as per the concepts defined by the course coordinator. It encourages creativity, critical thinking, and inquiry-based learning.
3. Both PART-A and PART-B are considered for CIE and SEE.
4. Students have to answer 1(one) question from PART-A and 1(one) question from PART-B.
5. The questions for CIE and SEE shall be included from among the experiments under PART-A and shall be evaluated for 25 marks out of the maximum 50 marks.
6. The open-ended question set for CIE and SEE shall be any other open-ended question not done in regular lab sessions under PART-B and shall be evaluated for 25 marks out of the maximum 50 marks.
7. The student shall be evaluated in every lab session for 30 marks and finally the average of all evaluations shall be considered as continuous evaluation for 30 marks.



MALNAD COLLEGE OF ENGINEERING, HASSAN

(An Autonomous Institute Affiliated to VTU, Belagavi)

Under the auspices of the MTES®, Hassan

Accredited by NBA and NAAC

PBNo.21, HASSAN-573201, Karnataka, India

Assessment Structure for Integrated Laboratory Courses (20 Marks)

Assessment	Marks	Minimum marks to qualify
Continuous Evaluation in every lab session by the Course Coordinator	30	12
Laboratory CIE - conducted for 50 marks and scaled down to 20	20	8
Total	50	20
*** Integrated Lab Course marks shall be scaled down to 20		

1. The laboratory syllabus shall consist of PART-A and PART-B. PART-A shall have minimum of 10 fixed set experiments. PART-B shall have minimum of 10 open-ended experiments.
2. Open-ended experiments are a type of laboratory activity where the outcome is not predetermined and students are given the freedom to explore, design, and conduct the experiment based on the problem statements as per the concepts defined by the course coordinator. It encourages creativity, critical thinking, and inquiry-based learning.
3. Both PART-A and PART-B are considered for CIE.
4. Students have to answer 1(one) question from PART-A and 1(one) question from PART-B.
5. The questions for CIE shall be included from among the experiments under PART-A and shall be evaluated for 25 marks out of the maximum 50 marks.
6. The open-ended question set for CIE shall be any other open-ended question not done in regular lab sessions under PART-B and shall be evaluated for 25 marks out of the maximum 50 marks.
7. The student shall be evaluated in every lab session for 30 marks and finally the average of all evaluations shall be considered as continuous evaluation for 30 marks.



MALNAD COLLEGE OF ENGINEERING, HASSAN

(An Autonomous Institute Affiliated to VTU, Belagavi)

Under the auspices of the MTES®, Hassan

Accredited by NBA and NAAC

PBNo.21, HASSAN-573201, Karnataka, India

Rubrics for Continuous Evaluation in Laboratory Courses

(30 marks)

Performance Indicators	Excellent	Very Good	Good	Satisfactory
Fundamental Knowledge : Understanding the problem statement (4 Marks)	The student has in-depth knowledge of the topics related to the course (4)	Student has good knowledge of some of the topics related to course (3)	Student is capable of narrating the answer but not capable to show in depth knowledge (2)	Student has not understood the concepts clearly (1)
Design Of Experiment (5 Marks)	Student is capable of discussing more than one design for his/her problem statement and capable of proving the best suitable design with proper reason (5)	Student is capable of discussing few designs for his/her problem statement but not capable of selecting best (4)	Student is capable of discussing single design with its merits and demerits (2-3)	Student is capable of explaining the design (1)
Implementation (8 Marks)	Student is capable of implementing the design with best suitable algorithm considering optimal solution. (7-8)	Student is capable of implementing the design with best suitable algorithm and should be capable of explaining it (5-6)	Student is capable of implementing the design with proper explanation. (3-4)	Student is capable of implementing the design. (1-2)
Result & Analysis (5 Marks)	Student is able to run the program on various cases and compare the result with proper analysis. (5)	Student will be able to run the program for all the cases. (4)	Student will be able to run the code for few cases and analyze the output. (2-3)	Student will be able to run the program but not able to analyze the output. (1)
Demonstration and Documentation (8 Marks)	Demonstration is very good. The lab record is well organized, with clear sections (e.g., Introduction, Method, Results, and Conclusion). Transitions between sections are smooth. (7-8)	Demonstration is good. The lab record is organized, with clear sections, but some sections are not well defined. (5-6)	Demonstration is not clear. The lab record lacks clear organization or structure. Some sections are unclear or incomplete. (3-4)	Demonstration is very poor. The lab record is poorly organized, with missing or unclear sections. (1-2)



MALNAD COLLEGE OF ENGINEERING, HASSAN

(An Autonomous Institute Affiliated to VTU, Belagavi)

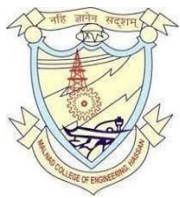
Under the auspices of the MTES®, Hassan

Accredited by NBA and NAAC

PBNo.21, HASSAN-573201, Karnataka, India

Rubrics for CIE/SEE Test in Laboratory Courses

Performance Indicators	Superior(5)	Good(4)	Fair(3)	Needs Improvement(2)	Unacceptable(1)
Understanding of Experimental Principle	Excellent	Good	Satisfactory	Limited	Poor
Experimental Execution	Independent execution	Minor procedural errors	With guidance	Significant errors	Unable
Observation, Result & Interpretation	Accurate and scientific	Minor errors	Basic	Limited	Incorrect
Open-ended Problem Solving	Independent design	Good approach	Basic solution	Limited	Unable
Viva Voce & Scientific Communication	Excellent	Good	Satisfactory	Limited	Unable



MALNAD COLLEGE OF ENGINEERING, HASSAN

(An Autonomous Institute Affiliated to VTU, Belagavi)

Under the auspices of the MTES®, Hassan

Accredited by NBA and NAAC

PBNo.21, HASSAN-573201, Karnataka, India

Guidelines for Conduction of Make-up CIE for 2025 batch onwards

1. Makeup CIE will be given to those students who are absent for regular CIE due to health issues/ University sports/ Inter college events (paper presentation, symposium, etc.)/Slow Learners not having eligibility score after attending all CIEs.

Note: Prior permission from Principal/ HoD, authentic document and letter forwarded by faculty advisor is a must to appear for Makeup CIE.

2. Eligible list of candidates for writing Makeup CIE will be announced by the department after conducting a GRC meeting.
3. Only one Makeup CIE will be given at the end of the semester.
4. Syllabus for Makeup CIE (for students who are absent for valid reasons) will be the same syllabus as that of the CIE missed by the students (For example, if a student was absent for CIE II, Makeup CIE syllabus will be that of CIE II).

The marks scored by the above students (point no.4) in Makeup CIE will be considered as it is without any capping on the total CIE marks.

5. Syllabus for Make-up CIE (for students who had attended all CIEs but not able to score minimum required marks for eligibility) will be the syllabus of CIE I or CIE II.

The marks scored by the above students (point no.5) in Makeup CIE should be capped to **not more than 40%** of maximum CIE marks (total marks should not be more than 12 out of 30).



MALNAD COLLEGE OF ENGINEERING, HASSAN

(An Autonomous Institute Affiliated to VTU, Belagavi)

Under the auspices of the MTES®, Hassan

Accredited by NBA and NAAC

PBNo.21, HASSAN-573201, Karnataka, India

Guidelines for Conduction of online SWAYAM NPTEL courses For 2023 batch

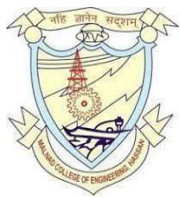
- 2023 admitted batch students must complete **two online SWAYAM NPTEL courses of 12 weeks/8 weeks each** (3 credits each) for the award of degree – one professional elective course for 3 credits and one open elective course for 3 credits.
- Students should select courses from the basket of courses announced by the respective departments
- Students must clear the courses by scoring the minimum specified marks for online assignments and proctored exam by NPTEL.
- Students must submit the NPTEL certificates after clearing the courses.
- For computing the marks scored by a student in NPTEL course, both CIE and SEE component will be given 50 – 50 weightage.
- 50% marks will be considered from online assignment marks as CIE marks and 50% marks will be considered from proctored exam conducted by NPTEL as SEE marks.

Type of assessment	Weightage given to NPTEL courses
Continuous Internal Evaluation (CIE)	50% of marks from online assignments
Semester End Examination (SEE)	50% of marks from proctored exam

The CIE and SEE marks are computed as follows:

CIE marks = Online assignment marks scored by student*2

SEE marks=(Proctored exam marks scored by student/75)*50



MALNAD COLLEGE OF ENGINEERING, HASSAN

(An Autonomous Institute Affiliated to VTU, Belagavi)

Under the auspices of the MTES®, Hassan

Accredited by NBA and NAAC

PBNo.21, HASSAN-573201, Karnataka, India

Evaluation Guidelines for common courses

1) Community Project / Societal Project (25SCR)

A. Continuous Internal Evaluation (CIE) – 50 marks

- Students, in batches of 3–4, shall undertake at least one project (or a combination of two related activities) aiming, as far as possible, at a logical implemented or implementable outcome.
- CIE will be conducted by a departmental committee (HoD/nominee, guide and one senior faculty) for 50 marks.

B. Semester End Examination (SEE) – 50 marks

- The SEE shall be conducted batch-wise by a committee of: one faculty from the same department and one from a different department.

2) Environmental Science Project (25EVS)

A. Continuous Internal Evaluation (CIE) – 50 marks

- Students, in batches of 3–4, shall undertake at least one project (or a combination of two related activities) aiming, as far as possible, at a logical implemented or implementable outcome.
- CIE will be conducted by a departmental committee (HoD/nominee, guide and one senior faculty) for 50 marks.

B. Semester End Examination (SEE) – 50 marks

- The SEE shall be conducted batch-wise by a committee of: one faculty from the same department and one from a different department.

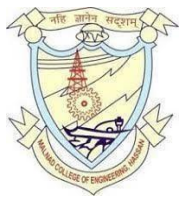
3) Biology for Engineers (25BEXX407)

A. Continuous Internal Evaluation (CIE) – 50 marks

- Two CIEs for 20 marks each totaling to 40 marks. The CIE pattern shall be multiple choice questions for 20 marks.
- Students, in batches of 3–4, shall undertake one activity which will be evaluated for 10 marks.

B. Semester End Examination (SEE) – 50 marks

- The SEE shall be conducted batch-wise where an activity will be evaluated by a committee of: one faculty from the same department and one from a different department.



MALNAD COLLEGE OF ENGINEERING, HASSAN

(An Autonomous Institute Affiliated to VTU, Belagavi)

Under the auspices of the MTES®, Hassan

Accredited by NBA and NAAC

PBNo.21, HASSAN-573201, Karnataka, India

Skill Labs Implementation Guidelines for 2025 and 2026 batches

In alignment with the objectives of the National Education Policy (NEP) 2020, the guidelines of the All India Council for Technical Education, and the Government of India's Pradhan Mantri Kaushal Vikas Yojana (PMKVY) under the Skill India Mission, it is necessary to promote experiential, project-based, skill-oriented, and industry-driven education through Skill Laboratories. These laboratories shall facilitate hands-on training, experiential learning, innovation, design thinking, prototyping, industry collaboration, and domain-specific skill development to enhance students' technical competence and employability.

1. Completion of the prescribed number of Skill Labs is mandatory for the award of the degree.
2. All prescribed Skill Labs shall be completed before the completion of the respective degree programme.
3. Each Skill Lab shall have a minimum duration of 25–30 hours. Successful completion of one Skill Lab of 25–30 hours shall carry one (01) credit.
4. Students admitted to the 2025 Scheme of all Undergraduate Engineering programmes through regular admission shall successfully complete five (05) Skill Labs. Students admitted through lateral entry under the 2025 Scheme shall successfully complete four (04) Skill Labs. Students admitting to the 2026 scheme of the MCA programme shall successfully complete two (02) Skill Labs.
5. The students admitted during the Academic Year 2025–26 shall complete the five prescribed Skill Labs between the 3rd and 7th semesters. Further, students admitted from Academic Year 2026–27 onwards shall complete the Skill Labs as specified below:
 - (a) Regular entry students: between the 1st and 6th semesters.
 - (b) Lateral entry students: between the 3rd and 6th semesters.
6. 2026 Scheme MCA admitting students have to complete the Skill Labs before completion of their degree duration.
7. Students shall attend these Skill Labs during Saturdays, Sundays, general holidays, vacations, and Summer Semesters with an aim that students acquire skills of their choice to become industry-ready graduates.
8. With the introduction of Skill Labs, the total credits for the B.E programme shall be 165



MALNAD COLLEGE OF ENGINEERING, HASSAN

(An Autonomous Institute Affiliated to VTU, Belagavi)

Under the auspices of the MTES®, Hassan

Accredited by NBA and NAAC

PBNo.21, HASSAN-573201, Karnataka, India

for students admitted through regular admission to the first year and 124 for students admitted through lateral entry to the third semester under the 2025 Scheme. However, the additional Skill Lab credits shall not be considered for the award of rank, calculation of the Cumulative Grade Point Average (CGPA), or vertical progression. The successful completion of the prescribed Skill Labs shall, however, be reflected in the Eighth Semester Grade Card.

9. With the introduction of Skill Labs, the total credits for the MCA programme under the 2026 Scheme shall be 82 credits. However, the additional two (02) Skill Lab credits shall not be considered for the award of rank, calculation of the Programme Cumulative Grade Point Average (CGPA), or vertical progression. The successful completion of the prescribed Skill Labs shall, however, be reflected in the Final Semester Grade Card.
10. The evaluation methodology for the Skill Labs shall be based on the nature and objectives of the respective programme. Skill Labs based on Project-Based Learning (PBL) shall be evaluated on the lines of project work evaluation, while Skill Labs based on Experimental/Hands-on Learning shall be evaluated in a manner like practical examinations. Each skill lab shall be evaluated out of 100 marks, by two internal examiners after completion of the skill labs immediately.



Institutional Guidelines for Undergraduate Engineering Projects

All departments are required to strictly adhere to the following guidelines:

- Project Title Registration & Proposal Form
- Guide Consent Form
- Project Diary Format
- Weekly Progress
- Record Periodic Review Evaluation Sheet
- Common Institute Evaluation Schedule
- Project Categories
- Project Report Template
- Final Evaluation Rubric Project
- Plagiarism and AI-Use Declaration
- Publication/Patent /Conference
- Project Expo

Project Title Registration & Proposal Form

- **Proposed Project Title**

Sl. No.	USN	Student Name	Mobile No.	Email ID
---------	-----	--------------	------------	----------

1 (Team Leader)				
-----------------	--	--	--	--

2				
---	--	--	--	--

3				
---	--	--	--	--

4				
---	--	--	--	--

- **Problem statement**
- **Objectives (2-4)**
- **Project guide details**
- **Type of project**

Guide's recommendation:

Note: The **project guide** shall carefully review the originality, feasibility, and technical relevance of the proposed project before recommending it. During the submission of the Project Title Registration & Proposal Form, the guide must ensure that the project objectives & methodologies are clearly defined. The guide's recommendation confirms that the proposed project is suitable for execution and meets the department's academic requirements.

Guide's Consent Form

I hereby give my consent to guide the following student project and certify that:

1. I have discussed the proposed project with the student team and reviewed the project title, objectives, scope, and methodology.
2. The proposed project is technically feasible, academically relevant, and can be successfully completed within the prescribed academic schedule and available institutional resources.
3. I agree to provide continuous academic guidance, monitor the progress of the project through periodic reviews, and offer technical support throughout the project duration.
4. I shall ensure that the students adhere to ethical research practices, institutional regulations, and the prescribed project guidelines.
5. I understand my responsibility to verify the originality, authenticity, technical quality, and completeness of the project work before recommending it for final evaluation.
6. I certify that the project proposal has been examined to the best of my knowledge and is suitable for registration under my supervision.

Guide's Name: _____

Designation: _____

Department: _____

Signature of the Guide: _____

Date: _____

Project Diary Format

Student Details

- **Student Name(s):**
- **USN(s):**
- **Programme & Semester:**
- **Department:**
- **Project Title:**
- **Guide Name & Designation:**
- **Academic Year:**

Activity	Planned Date	Completion Date	Status (✓/X)
Introduction			
Literature Survey Completed			
Problem Identification			
Objectives Finalized			
Methodology			
Design/Experimental Work			
Prototype/Fabrication/Simulation			
Data Collection			
Draft Report Submitted			
Final Report Submitted			

Weekly Progress Record

Date	Work Planned	Work Completed	Guide's Remarks	Student Signature	Guide Signature
Week-1					
Week-2					
Week-3					
Week-4					

- All project activities shall be planned and presented in the form of a Gantt Chart, clearly indicating the timeline, milestones, and expected completion dates for each phase of the project.
- The project guide shall regularly monitor the progress of the project and ensure that all activities are completed according to the approved schedule
- Students are required to meet their project guide at least once every week to discuss the progress, resolve technical issues, review completed work, and plan subsequent activities. The details of each meeting shall be recorded in the Project Diary and authenticated by the guide.

Common Institute Evaluation Schedule

Major Project Phase-I

- **Registration – Week 2**
- **Proposal Approval (Zeroth Phase) –**
- **Stage-1 –**
- **Stage-2 –**
- **Final Viva –**

Major Project Phase-II

- **Stage-1 –**
- **Stage-2 –**
- **Stage-3 –**
- **Exhibition –**
- **Final Viva –**

Project Categories

The Project Guide and Project Coordinator shall jointly identify and finalize the appropriate category of the project based on its objectives, scope, and expected outcomes. The selected category must be clearly mentioned in the Project Title Registration & Proposal Form.

- Research
- Industry Sponsored
- Product Development
- Innovation
- Consultancy
- Startup
- AI
- IoT
- Healthcare
- Sustainable Engineering

Interdisciplinary Projects

- Each proposal shall clearly indicate the participating departments, faculty members, laboratories/facilities, industry mentor (if applicable), estimated budget, SDG mapping, proposed publications/patents, and expected project outcomes.
- The proposal shall first be reviewed and evaluated by the respective Project Guide and Department Project Coordinator for technical feasibility, academic relevance, resource availability, and interdisciplinary scope. Following satisfactory evaluation, the proposal shall be forwarded to the respective Head of the Department (HOD) for approval. After obtaining HOD approval, the finalized proposal shall be submitted to the Institute-level Project Coordinator for further review, consolidation, and institutional monitoring.
- Target: Minimum 20–30% interdisciplinary projects across the institute.

Plagiarism Policy

- All project reports shall be checked using the institute-approved Drill Bit plagiarism detection software through the Central Library. Students shall obtain the plagiarism/similarity report from the Central Library and get it duly authenticated by the designated library personnel.
- The Guide shall carefully review the similarity and AI-generated content reports and ensure that the project report complies with the recommended limits:
 - **Overall Similarity Index: $\leq 40\%$**
 - **AI-Generated Content: $\leq 40\%$**

Authentication from the Central Library and approval from the Project Guide are mandatory before the final submission of the project report. The Guide shall ensure that the report satisfies the prescribed limits and academic integrity requirements before recommending it for submission.

Publication/Patent / Conference

- Each project batch shall be required to achieve at least one scholarly outcome related to the completed project work. The outcome may be **(a) a research paper publication, (b) a patent, or (c) a conference paper/presentation.**
- Before final project submission, the students shall submit evidence of the scholarly outcome to the Project Guide. For a research paper, the manuscript should preferably be accepted/published in a suitable peer-reviewed journal or conference.
- **In cases where a manuscript has been submitted to a journal and is currently under review, it may be considered fulfilling the project requirement only with the prior recommendation and written consent of the Project Guide. The manuscript details shall be submitted to the Project Coordinators along with appropriate documentary evidence, such as the manuscript submission acknowledgement or journal submission confirmation.**
- The Project Guide shall verify the authenticity, relevance, and quality of the publication/patent/conference submission before recommending it for consideration.
- The final project report and presentation shall clearly mention the details of the publication, patent, or conference outcome, including the title, authors, journal/conference/patent details, submission/acceptance status, and relevant proof.

Project Expo

To recognize and encourage excellence in student project work, the department shall confer awards under the following categories:

- **Best Research Project**
- **Best Interdisciplinary Project**
- **Best Innovation Project**
- **Best Industry Project**
- **Best Sustainable Project**
- **Best Startup Project**

Guidelines for Selection of Best Projects:

- **Project Expo:** Project Coordinators shall organize a Project Expo/Project Exhibition at the end of the project evaluation cycle. All eligible project teams shall present their projects through posters, prototypes, demonstrations, models, simulations, or other appropriate formats.
- **Expert Evaluation:** The Project Coordinators shall invite external experts/industry professionals/academicians with relevant expertise to evaluate the projects and identify the best projects under each award category.
- **Evaluation Criteria:** Projects shall be evaluated based on problem relevance, originality/novelty, technical contribution, methodology, innovation, practical applicability, quality of results, sustainability, interdisciplinary approach, industry relevance, entrepreneurship potential, and presentation skills, as applicable to the respective category.
- **Independent Evaluation:** Each project shall be evaluated independently by at least two evaluators, and the final score shall be determined based on the consolidated evaluation. In case of a tie, the Project Coordinator/HOD shall take the final decision based on the documented evaluation criteria.

- **Documentation:** The Project Coordinators shall maintain the evaluation sheets, expert details, photographs, project abstracts, scores, and final list of awardees for departmental records.
- **Award Selection:** The highest scoring project in each category shall be recommended for the respective award, subject to verification of project quality and compliance with departmental guidelines.
- **Recognition:** Selected best projects shall be recognized through certificates of appreciation and a cash prize of ₹10,000/- for each category.
- **Transparency and Fairness:** The selection process shall be transparent, objective, and free from conflict of interest. Evaluators shall not evaluate projects in which they have a direct involvement or supervisory responsibility.

The **Project Coordinators** shall be responsible for planning and conducting the Project Expo, identifying and inviting suitable external experts, preparing the evaluation rubric, coordinating the evaluation process, consolidating the scores, and submitting the final recommendations to the **Head of the Department** for approval.

Common Rubrics

Phase-1

Project Evaluation Stage_1 Rubrics (Total: 20 Marks)

Criteria	Max Marks	Excellent	Good	Average	Poor
Introduction, Objectives & Methodology	10	9-10: Comprehensive, critical, well-cited, clear gap identified	7-8: Good coverage, some analysis, gap identified	5-6: Limited, mostly descriptive, weak gap	0-4: Poor/irrelevant, no understanding
Problem Definition	5	5: Clearly defined, justified, precise objectives	4: Defined with justification, minor gaps	2-3: Vague definition, weak objectives	0-1: Not defined or irrelevant
Presentation Skills	3	3: Excellent clarity, confident, structured	2: Good clarity, minor issues	1: Average, weak visuals/delivery	0: Poor communication
VivaVoce	2	2: Strong understanding, confident answers	1.5: Good understanding	1: Limited understanding	0: Unable to answer

Project Evaluation Stage_2 Rubrics (Total: 30 Marks)

Criteria	Max Marks	Excellent	Good	Average	Poor
Extensive Literature Survey	15	13-15 Comprehensive, critical, well-cited, clear gap identified	10-12: Good coverage, some analysis, gap identified	6-9: Limited, mostly descriptive, weak gap	0-5: Poor/irrelevant, no understanding
Problem Statement & Introduction(5)	5	5: Clearly defined, justified, precise objectives	4: Defined with justification, minor gaps	2-3: Vague definition, weak objectives	0-1: Not defined or irrelevant

Report&PPT	5	5:Professional report and effective presentation	4: Well-organized with few issues	2-3: Average formatting/presentation	Poorly prepared(0–1)
VivaVoce	5	5: Strong understanding, confident answers	4: Good understanding	2-3: Limited understanding	0-1:Unable to answer

Final Evaluation (50Marks)

Criteria: Final Project Phase-1 Demonstration and Report Submission.

Criteria	Excellent (8–10)	Good (5–7)	Average (2–4)	Poor (0–1)	Max. Marks
Literature Survey	Comprehensive, up-to-date, and well-analyzed literature directly relevant to the topic. Clear identification of research gaps and critical synthesis.	Relevant and fairly comprehensive literature is reviewed. Covers key studies with reasonable understanding and some analysis.	Limited literature review with some relevant sources, but lacks depth, critical analysis, or sufficient coverage.	Minimal review; sources are largely irrelevant, outdated, or major gaps are evident.	10
Problem Identification and Objectives	Objectives are specific, measurable, well-defined, and reflect strong innovation, relevance, and creativity.	Objectives are clear and reasonably specific, with some evidence of novelty or innovation.	Objectives are somewhat defined but are broad, unclear, or show limited novelty.	Objectives are generic, poorly defined, or lack relevance and innovation.	10
Final Report Quality	Well-written, clear, logically structured, technically sound, and professionally formatted. Content is complete and supported by	Well-structured and adequate report with good technical content, but minor improvements are required in clarity,	Report is partially complete and reasonably structured but has noticeable gaps in clarity, technical content,	Incomplete, poorly structured, unclear, or technically inadequate report.	10

	appropriate figures, tables, and references.	organization, or formatting.	organization, or formatting.		
Presentation and Demonstration	Clear, confident, well-organized, technically strong, and professionally delivered presentation and demonstration. Effective use of PPT and demonstration aids.	Clear and organized presentation with satisfactory demonstration . Minor gaps in clarity, delivery, or technical explanation.	Adequate presentation and demonstration but lacks clarity, confidence, organization, or sufficient technical explanation.	Unclear, poorly organized, or incomplete presentation/demonstration with major communication or technical deficiencies.	10
Teamwork and Leadership; Response to Queries	Excellent collaboration, balanced contribution, clear leadership, and confident, accurate, and knowledgeable responses to questions.	Good collaboration and participation with generally effective leadership. Responses are clear and mostly accurate, with minor gaps.	Some collaboration and participation, but contributions are uneven. Responses are adequate but show noticeable gaps in understanding .	Poor collaboration or unbalanced effort. Limited participation and unable to respond adequately or provide clear answers.	10

Phase_2

Stage-1

Evaluation Criteria	Excellent (5 Marks)	Good (3–4 Marks)	Average (2 Marks)	Poor (0–1 Mark)
Materials / Resources 5 Marks	Materials/resources are selected appropriately with clear justification. Specifications, properties, availability, and suitability are well established. Effective utilization is demonstrated.	Appropriate materials/resources are selected with reasonable justification. Most required specifications and properties are adequately	Materials/resources are selected but justification and technical details are limited. Some aspects require improvement.	Inappropriate or poorly selected materials/resources. Little or no technical justification is provided.

		addressed.		
Methodology 5 Marks	Methodology is systematic, technically sound, and clearly defined. Procedures, experimental/design/simulation methods, parameters, and analysis techniques are thoroughly explained and appropriately implemented.	Methodology is appropriate and reasonably well defined. Major procedures and parameters are explained and implemented satisfactorily.	Methodology is partially defined. Some procedures or parameters are unclear, incomplete, or inconsistently implemented.	Methodology is unclear, inappropriate, or poorly implemented. Major procedures and parameters are missing.
PPT & Project Report 5 Marks	Report is well structured, technically comprehensive, and professionally presented. PPT is clear, concise, visually effective, and demonstrates excellent organization and technical communication.	Report and PPT are well organized with adequate technical content. Presentation is clear with minor deficiencies in formatting or content.	Report and PPT contain the basic required information but lack clarity, organization, depth, or professional presentation.	Report/PPT is poorly organized, incomplete, or difficult to understand. Significant technical and presentation deficiencies are evident.
Viva Voce 5 Marks	Demonstrates excellent understanding of the project, methodology, results, and applications. Answers are accurate, confident, and technically well justified.	Demonstrates good understanding of the project and answers most questions correctly with reasonable technical justification.	Demonstrates partial understanding. Answers are basic, incomplete, or require considerable prompting.	Demonstrates poor understanding of the project and is unable to answer fundamental questions satisfactorily.

Stage-2

Evaluation Criteria	Excellent	Good	Average	Poor
Experimental Results / Project Output 10Marks	Results are comprehensive, accurate, repeatable, and strongly demonstrate achievement of project objectives.	Results are satisfactory and demonstrate achievement of most objectives with minor limitations.	Results are partially satisfactory, with limited evidence or some inconsistencies.	Results are inadequate, incomplete, or do not demonstrate achievement of objectives.
Analysis & Discussion of Results	Excellent scientific/technical interpretation,	Good interpretation and	Limited interpretation with basic	Little or no meaningful analysis;

5 Marks	comparison, justification, and clear discussion of findings.	discussion with reasonable technical justification.	discussion and insufficient justification.	conclusions are unsupported by results.
PPT & Project Report 5 Marks	Exceptionally well organized, technically sound, clear, properly formatted, and professionally presented.	Well organized with minor errors in presentation, formatting, or technical content.	Adequately prepared but with noticeable gaps in organization, formatting, or technical explanation.	Poorly organized, incomplete, or contains substantial errors.
Viva Voce 5 Marks	Excellent understanding of the project, methodology, results, and fundamentals; answers confidently and accurately.	Good understanding and answers most questions correctly.	Basic understanding but struggles with technical questions and justification.	Poor understanding and unable to answer fundamental project-related questions.
Project Execution & Individual Contribution 5 Marks	Excellent involvement, initiative, technical contribution, systematic execution, and effective problem-solving.	Good involvement and contribution with satisfactory execution of assigned work.	Moderate involvement with limited initiative and contribution.	Minimal involvement, poor contribution, or inadequate participation.

Phase_2 Final Exam

Evaluation Criteria	Excellent (9–10)	Good (7–8)	Average (4–6)	Poor (0–3)	Max. Marks
Introduction & Literature Review	Clear research background, well-defined problem statement, objectives, research gap, and comprehensive use of recent and relevant literature.	Good background and literature review with clearly stated objectives and minor gaps in identifying the research gap.	Basic background and limited literature review; objectives/research gap require improvement.	Inadequate background, very limited literature, unclear objectives, and no clear research gap.	10
Materials & Methodology	Materials, equipment, experimental procedure, design, parameters, and methodology are clearly described, technically justified, and reproducible.	Methodology is clearly described with minor omissions or limited justification of parameters.	Methodology is partially described; important details or technical justification are missing.	Methodology is unclear, incomplete, or technically inappropriate.	10
Experimental Results & Discussion	Results are accurate, well presented, scientifically analyzed, compared with literature, and supported by appropriate graphs/tables/statistics; conclusions are logically derived.	Results are clearly presented and reasonably discussed with some comparison and interpretation.	Results are presented but analysis and scientific discussion are limited.	Results are incomplete, poorly presented, unsupported, or inadequately discussed.	10
PPT & Project Report	Report and PPT are exceptionally well organized, technically accurate, professionally formatted, clear, concise, and free from major language/formatting errors.	Report and PPT are well organized with minor technical, formatting, or presentation issues.	Report and PPT are satisfactory but have noticeable gaps in organization, formatting, content, or clarity.	Report/PPT are poorly organized, incomplete, difficult to understand, or contain substantial errors.	10
Viva Voce	Demonstrates excellent understanding of the project, fundamentals, methodology, results, and applications;	Demonstrates good understanding and answers most technical	Demonstrates basic understanding but has difficulty explaining methodology,	Demonstrates inadequate understanding and is unable to answer fundamental	10

	answers confidently and accurately.	questions correctly.	results, or technical concepts.	project questions.	
--	--	-------------------------	------------------------------------	-----------------------	--

Guidelines for Constitution of Project Evaluation Panels

- **Constitution of Evaluation Panels:** Project evaluation panels shall be constituted by the Head of the Department (HOD) & Project Coordinators.
- **Panel Composition:** Each evaluation panel shall consist of four faculty members, selected based on their area of expertise, project domain, and relevance to the project work.
- **Faculty Participation:** All eligible faculty members of the department shall participate in project evaluation panels. The allocation of faculty members to panels shall be made to ensure balanced and unbiased evaluation.
- **Exclusion of Project Guide:** The Project Guide shall not evaluate their own project students. Guides shall not be included in the panel assigned to evaluate projects under their supervision.
- **Role of Project Coordinator:** The Project Coordinator may be included as a member of any evaluation panel, as required. The coordinator may also monitor the overall evaluation process to ensure uniformity and proper implementation of the guidelines.
- **Distribution of Marks:** The total project evaluation marks shall be distributed as follows: **80%** of the total marks shall be awarded collectively by the Evaluation Panel based on the prescribed evaluation criteria. **20%** of the total marks shall be awarded by the Project Guide based on the students' continuous participation, progress, contribution, and overall performance during the project.
- **Consolidation of Marks:** After completion of the evaluation, the Project Coordinator(s) shall consolidate the marks awarded by the panel and the project guide. The final consolidated marks shall be verified and entered the Contineo academic system by the Project Coordinators.
- **Conflict of Interest:** Any faculty member having a potential conflict of interest with a particular project or student shall inform the Project Coordinator and shall not participate in the evaluation of that project.
- **Record Maintenance:** Evaluation sheets, consolidated marks, and other relevant project evaluation records shall be maintained by the Project Coordinators for departmental and academic documentation.

Roles and Responsibilities of the Project Guide

The Project Guide shall provide academic, technical, and professional guidance to the students throughout the project duration and ensure that the project is completed in accordance with departmental and institutional guidelines.

- Review and recommend the Project Title Registration & Proposal Form before submission.
- Ensure that the proposed project has clearly defined objectives, scope, methodology, and expected outcomes.
- Assist students in preparing a systematic project plan, timeline, and milestones.
- Guide students in carrying out the project work according to the approved methodology and schedule.
- Ensure that the project work is technically sound and achievable within the prescribed academic period.
- Conduct regular meetings with the project team and monitor their progress.
- Review and verify entries in the Project Diary.
- Identify delays, technical difficulties, and other issues and provide appropriate corrective guidance.
- Ensure that all team members actively participate and contribute to the project.
- Encourage students to use appropriate engineering tools, standards, software, experimental methods, and research practices.
- Review the project report at various stages and provide necessary corrections and suggestions.
- Ensure that the final report follows the prescribed departmental format and documentation standards.
- Verify that the results, conclusions, references, figures, tables, and other technical content are properly presented.
- Assess the students' continuous performance, participation, individual contribution, and progress throughout the project.

- **Award 20% of the total project evaluation** marks as per the prescribed evaluation criteria.
- The guide shall not participate in the panel evaluation of their own project students.
- Coordinate with the Project Coordinator regarding project progress, reviews, evaluations, and submission of required documents.
- Ensure that the project is completed within the prescribed timeline.
- Verify the final project report and presentation before submission.
- Ensure that students are adequately prepared for the final project evaluation and viva voce.
- Promote ethical research practices, originality, proper attribution, and responsible use of technical resources.

The Project Guide shall act as the primary academic mentor and shall ensure the **quality, progress, technical relevance, originality, and timely completion** of the project while providing equal and appropriate guidance to all members of the project team.

Roles and Responsibilities of Project Coordinators

The Project Coordinator(s) shall be responsible for the overall planning, coordination, monitoring, and documentation of the project activities. The following responsibilities shall be carried out:

- **Project Planning and Scheduling:** Prepare and communicate the project timeline, important deadlines, review schedules, evaluation dates, and submission requirements to students and faculty guides.
- **Project Title Registration:** Coordinate the submission, scrutiny, and finalization of project titles and ensure that the Project Title Registration & Proposal Form is properly completed and recommended by the respective guides.
- **Guide and Student Allocation:** Coordinate the allocation of project guides and students and maintain an updated record of project groups, guides, project titles, and areas of specialization.
- **Monitoring Project Progress:** Ensure that project work progresses according to the approved schedule and that students maintain their Project Diary regularly.
- **Conduct of Project Reviews:** Coordinate the planning and smooth conduct of all project reviews, presentations, and evaluations as per the approved departmental schedule.
- **Constitution of Evaluation Panels:** Coordinate with the HOD for the formation of project evaluation panels based on faculty expertise. Ensure that project guides do not evaluate their own students.
- **Evaluation and Marks:** Ensure that the prescribed 80% panel evaluation and 20% guide evaluation scheme is followed consistently across all project groups.
- **Consolidation of Marks:** Collect, verify, and consolidate the marks awarded by the evaluation panels and project guides. Ensure that the final marks are accurate and complete.
- **Contineo Entry:** Enter or coordinate the entry of consolidated project marks in the Contineo system within the prescribed deadline.

- **Documentation and Records:** Maintain all project-related records, including title registration forms, proposal forms, project diaries, review schedules, evaluation rubrics, attendance, panel evaluation sheets, consolidated marks, and final project reports.
- **Communication and Coordination:** Serve as the primary point of coordination among the HOD, project guides, evaluation panel members, and students for all project-related matters.
- **Quality and Uniformity:** Ensure that all project activities, evaluations, documentation, and submissions are carried out uniformly across all project groups in accordance with departmental guidelines.
- **Issue Resolution:** Identify and communicate project-related issues, delays, or deviations to the HOD and facilitate appropriate corrective actions in consultation with the concerned project guide.
- **Final Project Submission:** Ensure that students complete the final project report, presentation, and other required submissions within the prescribed timeline and format.

Project Report Flow

The project report must be organized in the following order.

- Cover Page
- Inside Title Page
- Certificate signed by the Guide
- Declaration signed by the Candidate
- Acknowledgements
- Abstract
- Table of Contents
- List of Figures
- List of Tables
- Abbreviations/ Notations/ Nomenclature (if any)
- Text of the Report
- Chapter 1 _Introduction
- Chapter 2_Literature review
- Chapter 3_Objectives and Methodology
- Chapter 4_ Materials & Methods
- Chapter 5_ Results and Discussion
- Chapter 6_ Conclusion and Future Scope
- References
- Students CV