



JSS MAHAVIDHYAPEETHA
JSS UNIVERSITY NOIDA

B. TECH

EXAMINATION REGULATIONS



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JSS MAHAVIDYAPEETHA
JSS UNIVERSITY, NOIDA
(Established under the Uttar Pradesh Private University Act No.12 of 2019)



**EXAMINATION REGULATIONS FOR
B.TECH**

(Effective from the Session: 2024-25)

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1. SHORT TITLE AND COMMENCEMENT

- These Regulations shall be called “Regulations governing the Degree of Bachelor of Technology (B. Tech) of JSS University, Noida”.
- These regulations shall govern all the students seeking admission to the B.Tech degree programme of the university from the academic year 2024-25.
- This is under Section 35 of JSS University, Noida Page No. 43 of 2019.
- These Regulations shall come into force from the date of assent of the Chancellor The regulations hereunder are subject to amendments by the Academic Council of the University, from time to time, after obtaining approval of the Board of governing bodies. Such amendments will be effective from that date.

2. DEFINITIONS AND GENERAL INSTRUCTION

2.1. Definitions

The following are the definitions/descriptions that have been followed for the different terms used in the Regulations of the B.Tech Programme:

- **Department:** This means the Academic Units of the University offering various academic programmes (e.g. School of Engineering, School of Life Science etc.).
- **Faculty:** This means an academic unit, under a Faculty, responsible for delivering the course (e.g. Department of Mechanical).
- **Programme:** This means an educational programme in a particular field of technical education.
- **Branch:** This means specialization or discipline of a B.Tech Degree Programme, like Computer Science & Engineering, Electronics & Communication Engineering, etc.
- **Course:** This means a topic, either theory or practical or both, listed under a branch.
- **Course specifications:** This is the document that describes the course objectives, course outcomes, the detailed course structure, the syllabus, teaching and learning methods and assessment methodology for each course.
- **Semester:** This means one of the two main sessions of an academic year.
- **Academic Year:** Refers to the sessions of two consecutive semesters (odd followed by an even) including vacation periods.
- **Credit:** This means a unit by which the Coursework is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of lecture or two hours of laboratory/practical Courses/ tutorials/ per week per semester.
- **Audit Course:** This means knowledge/Skill-enhancing courses without the benefit of a grade or credit for a course.

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- **Course Registration:** This means formal registration for the Course/s of a semester by every student under the supervision of a Faculty.
- **Course Evaluation:** Continuous Internal Evaluation (CIE) and semester-end examinations (SEE) are meant to constitute the major evaluations prescribed for each theory course and CIE for the practical course.
- **Continuous Internal Evaluation (CIE):** This Means the evaluation of students' achievement in the learning process. CIE shall be by the Course Instructor and includes tests, assignments, problem-solving, group discussion, quizzes, mini-projects, case studies and seminars throughout the Semester, with weightage for the different components being fixed at the University level.
- **Semester-end examination (SEE):** This means an examination conducted by the University covering the entire Course Syllabus.
- **Letter Grade:** Means an index of the performance of students in a said Course denoted by letters S, A, B+, B, C, D, E and F.
- **Grading:** This means the qualitative measure of achievement of a student in each Course, based on the percentage of marks secured in (CIE plus SEE). Grading is done by Absolute Grading. The rubric attached to letter grades is as follows: -

S– Outstanding, A – Excellent, B+ – Very Good, B – Good, C- Above Average, D - Average, E – Pass and F – Fail.

- **Grade Point (GP):** This means a numerical weightage allotted to each letter grade on a 10-point scale.
- **Passing Standards:** This means passing a Course only when getting a GP greater than or equal to 4.5.
- **Credit Point:** This means the product of grade point (GP) and number of credits for a Course.
- **Semester Grade Point Average (SGPA):** This means the ratio of total credit points secured by a student in various Courses of a semester and the total Course credits taken during that semester.
- **Cumulative Grade Point Average (CGPA):** This means the ratio of total credit points earned by a student in various Courses in all semesters and the sum of the total credits of all Courses in all semesters. It is expressed up to two decimal places.
- **Answer scripts:** Means Test, assignment or examination answer sheet or booklet.
- **University:** Means JSS University, Noida.
- **Government:** Means Government of Uttar Pradesh.
- **Statutes:** This means JSS University, Noida Statutes.
- **AC:** Means Academic Council of JSS University, Noida.
- **BOS:** Means Board of Studies of various Departments of JSS University, Noida.
- **BOE:** Means Board of Examiners of various Departments of JSS University, Noida.

- **Commission:** Means University Grants Commission (UGC).
- **Council:** Means All India Council for Technical Education (AICTE).

2.2. General Regulations

- These regulations govern the policies and procedures of eligibility for students' admission, teaching, conduction of examinations, evaluation, announcement of results and convocation that are common to all B. Tech degree programmes of the university.
- These regulations approved by the authorities of the university on recommendation of the academic council of the university shall be binding on all concerned undergoing the said programmes.
- These regulations may be amended, through appropriate approvals from the authorities of the university on the recommendations of the academic council from time to time, and shall be binding on all the parties concerned.

3. ACADEMIC PROGRAMME

3.1. Nomenclature of the programme

- This programme of study of the university shall be called the degree of Bachelor of Technology, abbreviated as B.Tech
- In addition, the branch of engineering shall be indicated in brackets after the abbreviation. For example, the engineering Degree in Computer Science and Engineering course will be abbreviated as "B.Tech (Computer Science and Engineering)".

3.2. Medium of Instruction

- The medium of instruction for the Programme shall be English.

3.3. Courses Offered

- Following are the Bachelor of Technology degree programmes offered by the University, subject to changes from time to time.
 - (i) Computer Science and Engineering
 - (ii) Computer Science and Engineering (Artificial Intelligence & Machine Learning)
 - (iii) Computer Science and Engineering (Data Science)
 - (iv) Information Technology
 - (v) Electronics and Communication Engineering
 - (vi) Robotics and Artificial Intelligence Engineering

3.4. Scheme of Study

- The University follows a Choice-Based Credit System scheme for all the B Tech Programmes

3.5. Academic Calendar

- The academic calendar shall be fixed by the University in respect of all the programmes from time to time and synchronized with the admission notification and allotment of candidates by the university in each academic year. Each academic year is divided into two main semesters i.e., Odd semester and Even semester.

3.6. The Calendar of Events

- The University will establish a calendar of events for all programs as needed. This calendar will be given to students at the start of each academic year and will include important dates such as course registration, course drop deadlines, course withdrawal deadlines, and holidays.

4. COURSE DURATION

4.1. Normal Duration of the Programme

- The normal duration of the Programme in which students are admitted to the First Semester shall be four academic years divided into eight semesters.
- The normal duration of the programme in which students are admitted to the Third semester under the lateral entry scheme shall be three academic years divided into six semesters.

4.2. Maximum Duration of the Programme

(i)

- (a) Students admitted to First year B. Tech shall complete the programme within eight academic years from the date of first admission, failing which they must discontinue the programme.
- (b) Students admitted to Second Year B.Tech under the lateral entry scheme shall complete the Programme within six academic years from the date of first admission, failing which they must discontinue the programme.

(ii)

- (a) A student who has not obtained eligibility for the Third semester even after Three academic years from the date of admission to the First semester shall discontinue the Programme or get readmitted to the First semester of the First-year program with a new University Seat Number.
- (b) A student (under the lateral entry scheme) who has not obtained eligibility for the Fifth semester even after three academic years from the date of admission to the Third semester shall discontinue the Programme or get readmitted to the Third semester of the Second-year program with a new University Seat Number.

5. ADMISSIONS

- Admission to B. Tech first year in 1st semester and lateral admission to B.Tech second year in 3rd semester (for diploma holders/B.Sc. candidates only) will be made as per the rules prescribed by the executive council of the JSS University, Noida.

5.1. *Eligibility of Admission for Regular Students (10+2)*

- (i) Eligibility for admission to undergraduate courses in the First year shall be as per guidelines approved by the executive council of JSS University, Noida / Related Council and according to the latest U.P. Government notifications/rules.
- (ii) Admission to B. Tech first-year undergraduate Courses 50% of seats shall be filled through JSS University counselling based on JEE (Main) AIR, 35% of seats shall be filled through counselling based on merit drawn based on 10+2 examination PCM percentage and 15% percent of seats will be filled through Management as Institutional Preference. The detailed criteria will be as follows.
 - a) 50% percent of the total intake in the B. Tech will be filled through University Counselling, based on the All India Rank general in the JEE (Main) entrance exam. To be eligible for the B. Tech program, candidates must have passed the 10+2 examination with Physics and Mathematics as compulsory subjects and Chemistry as optional subjects, securing a minimum of 70% marks in these subjects combined.
 - b) 35% percent of the total intake in the B.Tech The first year will be filled through University Counselling, based on the 10+2 class PCM percentage. To be eligible for the B. Tech program, candidates must have passed the 10+2 examination with Physics and Mathematics as compulsory subjects and Chemistry as optional subjects, securing a minimum of 70% marks in these subjects combined.
 - c) 15% percent of seats will be filled through Management as Institutional Preference.
 - d) Vacant Seats are inter-transferable in each category i.e., JEE (MAIN) to 10+2 based marks and vice-versa.
- (iii) Concerning the qualification earned from foreign countries, an Equivalence certificate from the Association of Indian Universities is Mandatory. In case of any dispute about the equivalence in qualification earned from foreign countries, the decision of the

University Equivalence Committee shall be final in establishing the eligibility of the student.

- (iv) Admission to the Second year by lateral entry shall be open to students who have passed the Diploma examination from a recognized institution / B.Sc., examination from a university recognized by the Commission.

5.2. Eligibility of Admission for Lateral Entry Students

(i) Diploma Holders

- (a) Must have passed a diploma or equivalent examination in the appropriate branch of engineering as recognized by the Government of Uttar Pradesh and secured not less than 60% marks taken together in all the subjects of the final year (fifth and sixth semesters).
- (b) Those candidates who have completed a Diploma from other than Uttar Pradesh state shall provide the Equivalence/ Eligibility Certificate from the Director of Technical Education of the Government.

(ii) B.Sc. Graduates

- (a) Must have passed a B.Sc. degree from a University recognized by the commission or equivalent qualification as recognized by the University and secured not less than 60% marks in aggregate (considering the marks of all six semesters). Candidates must have studied Mathematics as a subject of study at 10+2 Level.

5.3. Admission to Course

- The candidates selected for admission shall complete the admission procedure to the respective programme within the prescribed date by paying the prescribed fees and completing all other admission formalities notified by the University. Failure to do so may lead to cancellation of the selection.

6. COURSES

6.1. Classification of Courses

- (i) **Core Courses:** A student shall complete successfully all the core courses prescribed for the programme to become eligible for the award of the degree. Such courses together with

their grades and the credits earned shall be included in the grade card issued by the university at the end of each semester.

- (ii) **Elective Courses:** A student shall further complete successfully the elective courses offered in the programme to become eligible for the award of the degree in addition to core courses. The student can choose the elective courses of his/her interest from among the offered electives. The student is permitted to register for relevant inter-departmental elective courses with the permission of his / her faculty advisor and head of the department.

These core and elective courses form the basis for determining the student's academic performance in any semester.

- (iii) **Mandatory Courses:** A student shall complete successfully all the mandatory courses prescribed from time to time by the university. These courses, however, do not carry any credit.
- (iv) **Audit Courses:** A student can register for courses for audit only, to supplement his/her knowledge and/or skill. The grades obtained in such subjects shall not be reflected in the grade card. However, a separate certificate shall be issued by the University for such Audit Courses.
- (v) **Induction Programme and Internship:** There is also a requirement nowadays to include a 1-week Induction Programme for the first-year

B.Tech students at the beginning of their 1st Semester, as per the requirements of AICTE in its Model UG Curriculum. Besides, there is also a mandatory requirement for an internship to be undertaken by all UG students. All students shall fulfil both these requirements.

6.2. Course Registration

- Every student shall register for the Courses of a semester under the supervision of a Faculty Advisor in each Semester. A student shall register for the courses and earn credits to meet the requirements as prescribed for the award of the B. Tech degree programme. Each student of the university shall have to register for courses of study within one week from the beginning of every semester. The Vice-Chancellor is authorized to permit students to register after one week. However, no student is permitted to register for the courses after two weeks from the beginning of every semester.

6.3. Dropping of Courses

- (i) A specific period shall be fixed by the University in the middle of a semester for this purpose. Dropping of courses shall be based on the review to be conducted of students' performance in CIE by the Faculty Advisors concerned. The review to mainly assist the students having poor performance to be facilitated to drop the identified course(s) (up to the minimum credits specified for the semester) without being mentioned in the Grade Card. However, he/she shall have satisfactory attendance.
- (ii) If the dropped course is core, the student has to re-register for the same course in the subsequent semesters.
- (iii) If the dropped course is an elective, the student has the option to re-register for the same elective or a different elective when offered in the subsequent semesters.

6.4. Withdrawal from Courses

- (i) A specific period shall be identified by the University towards the end of a semester to help review the student's performance in CIE by the Faculty Advisors, followed by the students having poor performance to withdraw from the identified course(s) up to the minimum credits specified for the semester.
- (ii) If the withdrawn course is core, the student has to re-register for the same course when offered in the subsequent semesters.
- (iii) If the withdrawn course is an elective, the student has the option to re-register for the same elective or a different elective when offered in the subsequent semesters.

6.5. Faculty Advisors

- Teachers shall be appointed as faculty advisors by the respective Heads of the Departments for groups of students (Not more than 15). The functions of such advisors shall include:
 - (i) Monitoring the academic and other general progress of the students.
 - (ii) Advising and recommending the students for registration/selection/dropping/withdrawal of courses.
 - (iii) Assessing the academic performance and monitoring the attendance of the students.
 - (iv) Counseling the students on general matters, discipline and conduct.

7. ATTENDANCE

- (i) A student shall have a minimum attendance of 75% in the first block of the semester (i.e., from the start of the semester up to 1st CIE) in each course registered to appear for the 1st CIE in that course.
- (ii) A student shall have a minimum attendance of 75% in the second block of the semester (i.e., between the 1st test and the 2nd test) in each course registered to appear for the 2nd CIE in that course.
- (iii) All students of the University shall maintain a minimum attendance of 75% in each of the courses registered to get the eligibility to appear in SEE.
- (iv) In special cases, such as any exigencies and representing the university in extracurricular events organized by the University/ other institutions at the university/ state/ national/ international level (such as sports, cultural, literary etc.), the Vice Chancellor may condone the deficiency in attendance up to a maximum of 10% on the prescribed limit of 75% upon the recommendation of the Head of the Department.
- (v) Any student failing to meet the above standard of attendance in any course(s) registered shall not be allowed to appear for SEE of such course(s).
- (vi) An additional CIE shall be given to the student missing the 1st or 2nd test on grounds of failing to secure minimum attendance due to any valid exigencies or representing the university in extracurricular events organized by the University/other institutions at the university/state/national/international level (such as sports, cultural, literary etc.) at the end of the semester provided he/she has secured the minimum required attendance for the entire semester. However, the number of such additional CIEs shall be restricted to one only.

8. CREDITS

- The university follows a Choice Based Credit system.

8.1. Credit Definition: One credit shall be equal to:

- Theory course: One hour of teaching per week per semester
- Practical course / Tutorial: Two hours per week per semester

Student activities which do not lend to effective assessment shall not carry any credit.

8.2. Credit Structure:

A typical Credit Structure for the coursework is given in Table 1

Table 1: Typical Credit Structure for the Course Work

Lectures (hrs/wk/sem)	Tutorials (hrs/wk/sem)	Lab.Work (hrs/wk/sem)	Credit Structure (Lec/Tut/Lab)	Total Credits
2	2	2	2:2:1	5
4	0	0	4:0:0	4
3	0	2	3:0:1	4
2	2	0	2:2:0	4
3	0	0	3:0:0	3
2	0	2	2:0:1	3
0	0	6	0:0:3	3

The total number of credits required to be earned by a student to qualify for the award of B. Tech. degree shall be as given in Table 2.

8.3. Credit requirements

The permissible course load during the main semester of any programme shall be within the limits of a minimum of 18 credits and a maximum of 28 credits.

Table 2: Total Number of Credits to Qualify for the Award of B.Tech Degree

Programme	Normal Duration: Years (Main Semesters)	Total No. of Credits to be Earned (Average per Semester = 22)
For Regular Students	4 (8)	165
For Students admitted under the Lateral Entry scheme	3 (6)	122

9. ASSESSMENT**9.1. Criteria for Assessment**

(i) Assessment of theory courses shall be done in two stages:

- (a) **Continuous Internal Evaluation (CIE):** The CIE component shall be 40% of the Maximum Marks for each course. TWO events shall be conducted by the course teacher spread over evenly in a semester, as per the set calendar of events published by the University which shall include two written tests and two events such as

written tests/quizzes/assignments/seminars with report/ case-study with report / mini-project with report. The average performance of the students in these events shall be taken as his/her CIE. The student shall secure a minimum of 50% of the total marks prescribed for the CIE in each course to become eligible for SEE.

- (b) **Semester End Evaluation (SEE):** SEE shall be conducted by the university at the end of a semester, on dates fixed by the university through a written examination for all core and elective theory courses. The SEE component shall be 60% of the Maximum Marks for each course.
- (ii) CIE marks in practical courses shall be decided based on continuous internal evaluation of the performance in practical classes (with a weightage of 60%) and semester-end practical tests conducted by the internal examiners (with a weightage of 40%).
- (iii) CIE of the project work of the UG programme shall be based on the progress of the student in the work assigned by the project supervisor, periodically evaluated by a department project evaluation committee. The evaluation of the project work shall be done in four phases. 60% weightage shall be given for the performance of the student in the 1st, 2nd and 3rd phases of evaluation and 40% weightage shall be given for the 4th phase evaluation.

9.2. Passing Standards:

Passing standards are as mentioned in Table 3.

Table 3: Passing Standards Using Absolute Grading

Evaluation Method	Passing Standard
CIE	Score: $\geq 50\%$
SEE	Score: $> 40\%$ and the total of CIE + SEE shall be $\geq 45\%$.

Note: For passing the student has to score a minimum of 45 Marks (CIE+SEE: 20 + 25 or 21 + 24)

10. ELIGIBILITY OF PASSING

- (i) A student who obtained Grades S to E shall be considered as passed. If a student secured an “F” grade, he /she has to reappear for the examination. A student must earn the required credits as mentioned in each semester.

- (a) For a pass in a Theory Subject, a student shall secure a minimum of 40% of the maximum marks prescribed by the University in the SEE and 45% of aggregate marks in the subject including sessional marks. i.e. Minimum Passing Grade is “E”.
 - (b) For a pass in a Practical/Internship/Project/Viva-voce examination, a student shall secure a minimum of 50% of the maximum marks prescribed by the University in the relevant Practical/Internship/Project/Viva-voce examination and 50% of marks in the aggregate in the Practical/Internship/Project/Viva-voce including CIE marks. i.e. Minimum Passing Grade in a course is “E”.
 - (c) For a pass in a subject which has only a sessional component and no SEE component, such as a Seminar, a student shall secure a minimum of 50% of the maximum marks prescribed. i.e. Minimum Passing Grade is “E”.
 - (d) For a pass in a subject having a Theory and Practical component, a student shall secure a minimum of 40% of the maximum marks prescribed by the University in the theory examination and 50% of marks in the practical examination; in addition, the student must secure 45% of marks in the aggregate in the subject including theory, practical, theory sessional and practical sessional marks. i.e. Minimum Passing Grade in a course is “E”.
- (ii) The students who do not satisfy condition 10.1. or the student who remains absent shall be deemed to have failed in that subject and may reappear for the University examination in the subsequent examinations. However, the Sessional marks awarded to the student/s at the previous attempt in the concerned subject will be carried forward.
- (iii) A student may, at his/her desire, opt to abandon his/her performance of a semester in the following manner.
- (a) A student may opt to abandon his/her performance only in the end semester examination university for a given semester.
 - (b) A student may opt to abandon his/her Total Performance of a Semester which includes performance in the university end-semester examination and sessional marks of all theory and practical subjects.
 - (c) A student may opt to abandon his/her performance in the University Examination of any or both semesters of the same academic year only.
 - (d) A student shall be allowed to abandon the performance a maximum of twice during the entire course of study.
 - (e) Performance of a semester, once abandoned, cannot be claimed again.

- (iv) The student, who opts to abandon the performance of a semester as per section 10(iii), shall abandon performance in all the courses of that semester, irrespective of the fact whether the student has passed or failed in any subject of that semester.
- (v) A student, who opts to abandon the total performance of the semester including sessional marks as per 10(iii)(b) and 10(iii)(c), has to take readmission for the relevant semester(s). Readmission to the First semester in such cases shall not be considered as fresh admission i.e., the student will continue to have the same University Roll Number, which was allotted earlier.
- (vi) The student, who opted to abandon his / her performance only in the university end-semester examination of the semester and does not desire readmission, shall be permitted to re-appear for examinations of all the subjects of the semester in the subsequent examinations as an Ex-Student. However, the sessional marks obtained by the student in the abandoned semester shall be retained.
- (vii) Such students who opted to abandon the performance at any stage of his/her study and have cleared any paper in more than one attempt are eligible for the award of DIVISION at the B.Tech degree level but are not eligible for the award of RANKS and HONOURS degrees.
- (viii) The student who passes a course of a semester as per 10(i) shall not be allowed to appear for the same again unless he/she opts for abandoning of results as per 10(i)-10(vii).
- (ix) A student shall be declared to have completed the B.Tech program degree provided the student has undergone the stipulated course work as per the regulations and has earned at least 165 Credits.

11.GRADING

- An absolute grading system shall be adopted. The total marks scored by the students in CIE and SEE put together shall be converted into letter grades.

11.1. Letter Grades:

- A letter grade is a qualitative measure of the performance of a student in a course. The following letter grades shall be awarded to the students:

Outstanding (S), Excellent (A), Very Good (B), Good (C), Average (D), Pass (E) and Fail (F).

11.2. *Grade Points:*

- (i) The University adopts an absolute grading system wherein the marks are converted to grades and every semester result will be declared with semester grade point average (SGPA). Yearly Grade Point Average (YGPA) shall be calculated each year by calculating from the formula given in section 11.5 of an academic year. The Cumulative Grade Point Average (CGPA) shall be calculated at the end of the last semester of the program. The grading system is with the following letter grades and grade points scale as given in Table 4:

Table 4: Grade Points Scale for Absolute Grading

Level	Outstanding	Excellent	Very Good	Good	Above Average	Average	Pass	Fail
Letter Grade	S	A	B+	B	C	D	E	F
Grade Points	10	9	8	7	6	5	4.5	00
Score (Marks)	90-100	80-89	70-79	60-69	56-59	50-55	45-49	<45

- (ii) A student obtaining a Grade 'F' in a subject shall be considered failed in that subject and will be required to reappear in the examination. Such students after passing the failed subject in subsequent examination(s) will be awarded grades according to marks he/she scores in the subsequent examination(s).
- (iii) If a student's SGPA in a semester is greater than 4.5 to be declared pass in that semester as laid down by section 12(iii) of the ordinance, he/she shall be allowed to appear in the improvement examination of the theory subjects of that semester. Such a student after passing the said subjects in subsequent examination(s) will be awarded with grade according to the marks he/she scores in the subsequent examination(s).

11.3. *Moderation of marks*

- (i) The University has the right to scale/moderate the theory exam/practical exam/CIE marks of any subject whenever required for converting marks into letter grades based on the result statistics of the university as in usual practice.
- (ii) The modality for moderation of marks before the declaration of result shall be decided by a committee constituted by university.

11.4. Computation of SGPA, YGPA and CGPA

- The following procedure is to compute the Semester Grade Point Average (SGPA), Yearly Grade Point Average (YGPA) and Cumulative Grade Point Average (CGPA):
 - (i) The SGPA is the ratio of the sum of the product of the number of credits with the grade points scored by the student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student, i.e. $SGPA (S_i) = \frac{\sum (C_i \times G_i)}{\sum C_i}$ where C_i is the number of credits of the i^{th} course and G_i is the grade point scored by the student in the i^{th} course.
 - (ii) The YGPA (Yearly Grade Point Average) is calculated at the end of each year as:
 $YGPA = \frac{[SGPA (Odd) \times \sum C_i (Odd) + SGPA (Even) \times \sum C_i (Even)]}{[\sum C_i (Odd) + \sum C_i (Even)]}$.
 - (iii) The CGPA is also calculated in the same manner considering all the courses undergone by a student over all the semesters of a programme, i.e. $CGPA = \frac{\sum (C_i \times S_i)}{\sum C_i}$ where S_i is the SGPA of the i^{th} semester and C_i is the total number of credits in that semester.
 - (iv) The SGPA shall be calculated at the end of each semester and YGPA shall be calculated at the end of each academic year. CGPA shall be calculated at the end of the last semester of the Program and shall be rounded off to 2 decimal places and reported in the transcripts/grade sheet.

11.5. Illustration for Computation of SGPA, YGPA and CGPA

Table 5: Computation of SGPA of odd semester Illustration No.1

Course	Credit	Grade letter	Grade point	Credit Point (Credit x Grade)
Course 1	5.5	B+	8	$5.5 \times 8 = 44$
Course 2	4	C	6	$4 \times 6 = 24$
Course 3	5	B	7	$5 \times 7 = 35$
Course 4	3	S	10	$3 \times 10 = 30$
Total	17.5			133

Thus, $SGPA = 133/17.5 = 7.6$

Table 6: Computation of SGPA of even semester Illustration No.2

Course	Credit	Grade letter	Grade point	Credit Point (Credit x Grade)
Course 1	5.5	B+	8	5.5x8 = 44
Course 2	4	C	6	4x6 = 24
Course 3	5	B	7	5x7 = 35
Course 4	3	S	10	3x10= 30
Course 5	3	F	0	3x0= 00
Total	20.5			133

Thus, $SGPA = 133/20.5 = 6.48$

$$YGPA = (SGPA_{(odd)} * \sum Ci(odd) + SGPA_{(even)} * \sum Ci(even) / (\sum Ci(odd) + \sum Ci(even)))$$

Thus, $YGPA = 7.6 * 17.5 + 6.48 * 20.5 / (17.5 + 20.5) = 6.99$

Table 7: Illustration No.2a for Course 5

Course	Credit	Grade letter	Grade point	Credit Point (Credit x Grade)
Course 5	3.0	E	4	3.0 x 4 = 12

$$Ci \text{ (First Attempt)} + Ci \text{ (Subsequent Attempt)} = 133 + 12 = 145$$

Thus $SGPA = 145/20.5 = 7.07$

Table 8: CGPA after the Final Semester

Semester	I	II	III	IV	V	VI	VII	VIII
Credit	17.5	20.5	21.0	21.0	21.0	21.0	20	18.0
SGPA	7.60	7.07	9.2	6.86	8.18	7.73	8.68	9.4

Thus, $CGPA = (17.5 \times 7.60 + 20.5 \times 8.5 + 21 \times 9.2 + 21 \times 6.86 + 21 \times 8.18 + 21 \times 7.73 + 20 \times 8.68 + 18 \times 9.4)/160 = 8.07$

11.6. Grade sheet:

Based on the above recommendations on Letter grades, grade points, SGPA of each semester and YGPA of an academic year, a consolidated grade sheet indicating performance in a particular academic year.

11.7. CGPA:

Calculated at the end of the last semester of the program shall be issued.

11.8. Conversion of CGPA Into Percentage

The conversion formula for the conversion of CGPA into Percentage is $(\text{CGPA}) \times 10 =$ Percentage of marks scored.

12. ELIGIBILITY FOR PROMOTION

- (i) There shall not be any restriction for promotion from an odd semester to the next even semester.
- (ii) For promotion from the even semester to the next odd semester (i.e. of the next academic year) the student has secured either of the semesters of an academic year is fully cleared or earned the total credits greater than or equal to the minimum credit of either of the semesters.

Illustration:

Let's assume we are focusing on the 1st and 2nd semesters of a student's academic year:

Academic Year Details:

- Total courses in 1st semester (odd): 6 courses worth a total of 22 credits.
- Total courses in 2nd semester (even): 5 courses worth a total of 20 credits.

Scenario 1: Fully Clear Either Semester

- In the 1st semester, the student passes all courses and earns 22 credits (the maximum possible).
- In the 2nd semester, the student struggles and fails two courses, earning only 15 credits (out of the 20 total credits).

Outcome:

Since the student fully cleared the 1st semester (i.e., passed all 6 courses and earned the full 20 credits), they are eligible to be promoted to the 3rd semester—despite not passing all courses in the 2nd semester.

Scenario 2: Meeting the Minimum Credit Requirement

- In the 1st semester, the student earns 20 credits, failing one course.
- In the 2nd semester, the student earns 0 credits (failed in all courses).

Outcome:

The student did not clear either semester completely. However, since they earned 20 credits in the 1st semester, which is greater than or equal to the minimum of two semesters, they are eligible for promotion to the next odd semester (3rd semester).

Scenario 3: Not Clearing Either Semester

- In the 1st semester, the student earns only 16 credits, failing two courses.
- In the 2nd semester, the student earns 17 credits, again failing two courses.

Outcome:

In this case, the student has not fully cleared any semester but the total credits earned by the student is greater than or equal to the minimum credits of either semesters. Therefore, the student is eligible for promotion to the next academic year.

Scenario 4: Failure to Meet Either Condition

- In the 1st semester, the student earns only 06 credits, failing two courses.
- In the 2nd semester, the student earns 10 credits, again failing two courses.

Outcome:

In this case, the student neither fully cleared any semester nor earned the minimum required total credits (i.e., a minimum of credits of two semesters). Therefore, the student is not eligible for promotion to the next academic year and must clear the required credits or courses first.

- (iii) In yearly results, a student shall be declared PASS only if he/ she secures “E” or above grades in all the subjects and a minimum Semester Grade Point Average (SGPA) of 4.5, in each semester of an academic year.
- (iv) The student himself can decide to abandon the performance of any or both semesters of the same academic year as per section 10(iii) and reappear in the abandoned semester examination as per sections 10(iv) – 10(vi).

13. CARRYOVER SYSTEM

- (i) The following rules shall be followed for carry-over papers:
 - (a) A candidate who satisfies the requirements of sections 10(i)(a) and 10(i)(b) will be required to appear in those theory papers/practicals during the respective end-semester exams in which he/she failed.
 - (b) A candidate satisfying section 10(iii)(a) shall be required to appear in theory papers / practical examinations to fulfil the requirements of sections 10(i)(a) and 10(i)(b).
 - (c) A candidate shall be required to exercise his/her choice of minimum theory papers in which he/she desires to appear in the examination for improvement of SGPA to fulfil the requirements of section 12(iii).
 - (d) Candidate appearing for carry-over paper in any semester shall be examined with the examination paper of that subject running in that semester.
- (ii) All carryover examinations shall be held only with end semester examination.

14. RE-ADMISSION IN THE UNIVERSITY

- A candidate may be readmitted by paying the fee prescribed by the university, provided he/she satisfies one of the following conditions:
 - (i) The candidate has been declared to have failed.
 - (ii) A candidate did not appear in a semester examination / or he/she was not granted permission to appear in the examination.
 - (iii) A candidate has been detained by the institute and subsequently has been permitted to take re-admission.
 - (iv) A candidate has a desire to abandon the performance of semester(s) as stated in sections 10(iii)(b) and 10(iii)(c).

15. TEMPORARY WITHDRAWAL FROM THE PROGRAMME

- (i) A student shall be permitted to withdraw temporarily from the programme on grounds like, prolonged illness, calamity in the family, selection for any job or any other exigencies with a written intimation to the university. The withdrawal shall be for periods which are integral multiples of a semester:

- (a) provided the student applies to the university within 8 weeks from the commencement of the semester stating fully the reasons for such a withdrawal, together with supporting documents and endorsement of his/her parent/guardian.
 - (b) provided the university is satisfied with the genuineness of the case and that, even by considering the expected withdrawal period, the student can complete the programme credit requirements within the maximum permissible duration specified by the university.
 - (c) provided the student does not have any dues towards the university.
- (ii) A student shall be entitled to avail of the temporary withdrawal facility only once during his/her course of study of the programme at the university. However, any other concession for the concerned student shall have to be approved by the committee constituted by the university.

16.Termination from the Programme

- A student shall be terminated from the programme and leave the university on the following grounds:
 - (i) Failure to earn credits for the same subject even after five attempts.
 - (ii) Failure to secure a CGPA of 4.50 more than once during his/her course of study. However, the student shall be warned when such a situation arises for the first time.
 - (iii) Failure to meet the standards of discipline as prescribed by the university from time to time.
 - (iv) If the candidate fails to qualify to enter the 2nd year of the programme even after three years from/including the year of admission

17. AWARD OF DIVISION, RANK AND MEDALS

- (i) Division and CGPA shall be awarded only after the eighth and final semester examination based on the integrated performance of the candidate for all eight semesters (six semesters for lateral entry) as per the following details.
 - (a) After successful completion of 165 credits, a student shall be eligible to get an undergraduate degree in engineering/technology. A student will be eligible to get an undergraduate degree with Distinction only if he/ she voluntarily completes additional University recommended courses only (equivalent to 20 credits offered by NPTEL of 4 weeks, 8 weeks and 12 weeks shall be of 2, 3 and 4 credits respectively) through MOOCs. For registration to MOOC courses, the students

shall follow the NPTEL site <http://nptel.ac.in/> as per the NPTEL policy and norms. These students can register for their courses through NPTEL directly as per the course offerings in odd/even semesters at NPTEL. The registration fees will be borne by the student. These NPTEL courses (recommended by the university) may be cleared during the B.Tech degree program (not necessarily one course in each semester). After successful completion of these MOOCs courses the students, shall, provide their successful completion NPTEL status/ certificates to the university COE. The student shall be awarded the First division with a Distinction Degree only if he/she secures a 7.50 or above CGPA and passes each subject of that degree program in a single attempt without any grace marks, without any gap along with successful completion of MOOCs based course of 20 credits.

- (b) The student shall be awarded as Percentage Equivalence of Grade Points as given in Table 9

Table 9: Percentage Equivalence of Grade Points (on a 10-Point Scale)

Grade Point	Class
7.50 and above	First Class with Distinction (FCD)
6.00 - 7.49	First Class (FC)
less than 6.00	Second Class (SC)

- (ii) For the award of ranks in a branch, a minimum of 10 students should have appeared in the 8th semester examination. The total number of ranks awarded shall be 10% of the total number of students who appeared in the 8th semester or 10 students, whichever is less in that branch.
- (iii) Gold, Silver and any other Medals, as decided by the university, shall be awarded to students who fall in the top ranks of various courses as per university rules.

Illustration:

- If 1028 students appeared for the 8th semester in the Electronics and Communication Engineering Branch, the number of ranks to be awarded for Electronics and Communication Engineering will be 10.
- If 60 students appeared for the 8th semester in the Computer Science & Engineering Branch, the number of ranks to be awarded for Computer Science & Engineering will be 06.
- For the award of rank in a branch of Engineering / Technology, the CGPA secured by

the student from

- (a) 1st to 8th semester for the students admitted to B.Tech Program from 1st year, and
- (b) 3rd to 8th semester for the students admitted to B.Tech Program from the 2nd year (Lateral Entry) shall be considered. A student shall be eligible for a rank at the time of award of degree in each branch of Engineering, provided the student.
- (c) Has passed 1st to 8th (students joining from 1st semester) or 3rd to 8th (in case of lateral entry) semester in all the subjects on first attempt only.
- (d) Has not repeated/rejected any of the lower semesters.

If two students get the same CGPA, the tie should be resolved by considering the number of times a student has obtained higher SGPA; but, if it is not resolved even at this stage, the number of times a student has obtained higher grades like S, A, B+, B etc. shall be considered in the rank ordering of the students in a program.

18. AWARD OF SEMINAR INDUSTRIAL TRAINING, EDUCATIONAL TOUR MARKS AT INSTITUTION

- (a) The marks of Seminar, Industrial Training, and Educational tour marks shall be awarded on the following basis:
 - a. Write-up / Report 50%
 - b. Presentation 50%
- (b) The marks in Seminar, Industrial Training and Educational Tour shall be awarded by a committee consisting of the following members:
 - a. Head of the Department or his/her nominee.
 - b. Concerned Officer – In charge.
 - c. Senior Faculty Member of the department nominated by the Head of Department.

19. EVALUATION PROCESS

- This regulation is for consideration of Average Marks in Semester End Examinations to compute the Grades. This regulation outlines the procedure for considering the average of all evaluations in the semester-end examinations, including the initial valuations and revaluation.

19.1. *Valuations for theory exams*

(i) First Valuation:

- After the completion of the semester-end examinations (SEE), the answer scripts shall be

evaluated by faculty members (internal or external). The assigned examiner will evaluate and award marks.

(ii) Second Valuation:

- Only 10% of UG SEE answer scripts will be sent for the second valuation.

(iii) Third Valuation:

- If there is a deviation of more than 15% between the marks awarded in the first and second valuations, an external examiner will conduct a third valuation for that particular batch.

19.2. Calculation of Average Marks:

- (i) If the answer script has undergone only the first and second evaluations (i.e., the difference in marks is less than or equal to 15%), the average of the first and second evaluations will be taken. The resulting average marks will be rounded up to the nearest whole number
- (ii) If the answer script has undergone three evaluation processes (with a deviation of marks greater than 15%), the average will be calculated by taking the best of the two valuation marks.

19.3. Photocopy of Answer Scripts for Student's Reference

- This regulation outlines the procedure for providing photocopies of evaluated answer scripts of Semester End Examinations to students who are not satisfied with their grades in any specific course.

(i) Eligibility:

- (a) All students who have attempted the Semester End Examinations are eligible to apply for photocopies of their answer scripts.
- (b) The request for photocopies must be submitted within a specified time frame, as notified by the University.

(ii) Application Process:

- (a) Students must apply as notified by the Examination section on the University Website, requesting photocopies of their answer scripts.
- (b) The application should include the student's name, student identification number, program name, course name, semester details, and the specific examination(s) for which photocopies are requested.
- (c) The application should be accompanied by the prescribed fee receipt, as notified by the University.

(iii) Method of Providing Photocopies:

- (a) The photocopies of evaluated answer scripts will be provided to students through a secure and confidential process.
- (b) The University may choose to provide physical photocopies or digital copies, depending on their available resources and infrastructure.
- (c) In the case of physical photocopies, students can collect their answer scripts in person in the examination section.
- (d) In the case of digital copies, students will be provided with their answer scripts through an online platform or EMS.

(iv) Confidentiality and Security:

- (a) The University will ensure the confidentiality and security of students' answer scripts during the photocopying and distribution process.
- (b) Photocopies will be stamped or marked to prevent unauthorized duplication or misuse.

(v) Guidelines for Utilizing Photocopies:

- (c) The provision of photocopies is primarily intended for students to review their performance and gain insights into their mistakes.
- (d) Students should utilize the photocopies for academic purposes only and not for any commercial or inappropriate activities.
- (e) Students should respect the intellectual property rights of the institution and not reproduce, distribute, or publish photocopies without prior consent.
- (f) This regulation will be periodically reviewed and updated to align with any changes in university procedures or educational regulations.

19.4. *Scrutiny and Revaluation Process:*

- (i) Scrutiny and re-evaluation shall be allowed in only theory papers.
- (ii) If a student is not satisfied with the grades obtained after the announcement of results, they may apply for a revaluation.
- (iii) The facility shall be available for all SEE results announced by the University where there is no provision for double valuation.
- (iv) Shall include all the results announced by the University excluding project and laboratory

examinations.

- (v) Revaluation requests must be submitted within the specified timeframe as per the University's revaluation policy i.e., the student must submit the application as notified by the University clearly indicating the examination and subject for which the re-evaluation is sought.
- (vi) The application should be accompanied by the prescribed fee receipt, as notified by the University.
- (vii) Upon receipt of the re-evaluation request, the Examination section will initiate the revaluation process.
- (viii) During the revaluation process, an external examiner who has not been involved in the previous valuations will evaluate the answer scripts.
- (ix) The final marks awarded after the revaluation will supersede the previously obtained marks and will be considered as the student's official marks for the respective examination and grades will be calculated accordingly.
- (x) In case of any changes in the grade after revaluation, a better grade shall be awarded.
- (xi) In case of any discrepancies during or after the revaluation, the decision of the Hon. Vice-chancellor shall be Final.

19.5. Record-Keeping:

- (i) The university will maintain records of each student's valuations, average marks, and revaluation outcomes.
- (ii) These records will be securely stored and made available for future reference or audit purposes as required.

19.6. Confidentiality:

- (i) All information related to student evaluations, including answer scripts and revaluation requests, shall be treated with the utmost confidentiality.
- (ii) Access to student records and evaluation materials shall be strictly limited to authorized personnel directly involved in the evaluation process.
- (iii) Any disclosure of confidential information to unauthorized individuals or entities is strictly prohibited and may result in disciplinary actions.
- (iv) The University will implement appropriate measures to ensure the security and protection of student records, including the use of secure storage systems and access controls.
- (v) Students' personal information, such as names and identification numbers, will be handled by applicable privacy laws and regulations.

- (vi) Confidentiality will be maintained during the revaluation process, ensuring that the external examiner evaluating the answer scripts is not provided with any identifying information about the student.
- (vii) Any breaches of confidentiality or unauthorized access to student records should be promptly reported to the Controller of Examination for investigation and appropriate action.

19.7. *Unfair Means*

- Cases of unfair means shall be dealt with as per the rules and regulations of the University refer to Annexure I.

20. GRADE CARD

- (i) Each student shall be issued a grade card at the end of each semester.
- (ii) The grade card shall have a list of all the courses registered by a student in the semester together with the credits earned.
- (iii) The results of mandatory courses, which are of the non-credit type, shall also be reflected in the Grade Card as PP (for cleared) or NP (for not cleared). It may be noted that a student shall have to obtain the grade PP in each such mandatory course to qualify for the award of a degree during his/her course of study.
- (iv) If a student has not satisfied the prescribed attendance / CIE requirement to get the eligibility to appear for SEE in any course, it shall be mentioned in the grade card as 'NE' (Not Eligible) against that course.
- (v) However, the course/s dropped by the student shall not appear in the grade card.

21. CHANGE OF BRANCH

21.1. *Procedure*

- (i) Students can apply for a change of branch in B.Tech. programme as per the provisions laid down by the University at the 3rd Semester level.
- (ii) For branch change, "Sanctioned intake 'I' shall be the intake prescribed by AICTE for the previous academic session when the students were admitted at 1st semester level. Subsequent variations in intake shall have no bearing on the students eligible for the branch change.
- (iii) For branch change, "Admissions (A)" shall be actual admissions at the first-year level in the respective branch/ branches.
- (iv) Branch change is permitted, if the strength in any branch is not falling below 75% of the

admissions (A) at the first-year level in the respective branch/ branches.

- (v) (Students can change their branch only if they have cleared all courses in the first and second semesters on their first attempt.
- (vi) Branch change shall not be permitted in any course where (Reg + Rep) > I. Under any circumstances, there shall be NO exception to the above stipulation.
- (vii) Diploma Lateral Entry students are not eligible for a Change of branch.

21.2. Vacancy for Change of Branch

- (i) Branch change can be made only against the clear vacancy in the particular branch.

Vacancy, 'V' is defined as

$$V = I - (\text{Reg} + \text{Rep}).$$

where: I = Sanctioned intake for the branch

Reg = Number of regular students who become eligible to be promoted to third semester as per section 12.

Rep- Number of students from previous batches who become eligible to join the third semester (along with regular students).

- (ii) The vacancy shall be calculated in every branch within fifteen (10) days after the declaration of the first year (I and II semester) SEE examination results of that academic session.
- (iii) The vacancy shall not depend on re-evaluation.

22. CONDUCT AND DISCIPLINE

- (i) All the students of the university shall conduct themselves within and outside the premises of the university in a manner befitting the great tradition of the university.
- (ii) The students shall not indulge in any activity, which is likely to bring down the prestige of the University.
- (iii) The students shall show due respect and courtesy to the teachers, administrators, officers, employees and others associated with the University and maintain cordial relationships with fellow students.
 - (a) Ragging in any form is strictly prohibited and is considered a serious offence as per the order of the Honorable Supreme Court of India.
 - (b) The following acts of omissions and commissions shall constitute gross violation of the code of conduct and are liable for invoking disciplinary measures: ragging, lack of courtesy, decorum and indecent behaviour within and outside the University, willful damage and thieving of university property and fellow students,

possession, consumption and distribution of alcohol and hallucinogenic drugs and narcotics, unruly behaviour causing disturbance to fellow students, hacking in other's computers and involving in cyber-related crimes, examination malpractices, plagiarism, etc.

(c) Commensurate with the gravity of the offence, the punishment includes reprimand, fine, expulsion from the hostel, debarment from an examination, temporary rustication, suspension from the university, expulsion from the university, and handing over the case to the law enforcing authorities of the Government.

(iv) Any unfair examination practices by students will be taken seriously and may result in penalties such as fines, loss of examination privileges, or even expulsion from the university. All instances of unfair examination practices identified by staff or the examination monitoring team will be reported to the unfair means enquiry committee for appropriate action, which will be mandatory for the students to comply with.

23. CONVOCATION

- (i) The university shall have the annual convocation for the award of degree to students completing the prescribed academic requirements, with the approval of the authorities of the university and by following the provisions in the Statutes.
- (ii) The instituted medals, prizes and awards shall be distributed to the meritorious students on the day of the annual convocation.

24. APPLICABILITY AND POWER TO MODIFY

- (i) The regulations governing the Degree of Bachelor of Technology of JSS University, Noida shall be binding on all concerned.
- (ii) Notwithstanding situations and special cases covered by the above regulations, the competent authority shall take decisions and obtain ratification in the immediate next academic council meeting.

Notwithstanding anything contained in any of the earlier regulations governing the B.Tech programme, the above regulations shall apply to all.

25. GRACE MARKS RULES

- (i) A maximum of 5 grace marks per could be awarded in each semester of study in theory or practical subjects (internal or external) provided that his/her SGPA must be equal to or greater than the minimum passing criteria as laid down in the university ordinance.

- (ii) Such student shall be awarded a grade 'E' in the particular subject; however, in this case, the grade 'E' will not carry any credit points and therefore, the SGPA/YGPA of the student shall remain the same.
- (iii) The Grace Marks will be applied at the end of each academic year and if a student is eligible; his result will be declared after incorporating the grace marks.
- (iv) Grace Marks awarded to a student in a subject will not be added to the total marks obtained by the student. Therefore, the SGPA/YGPA of the student shall remain the same.
- (v) The grade sheet of the student will display the grade awarded after Grace Marks 'E' or another appropriate grade as per the individual ordinance of the particular course.
- (vi) Grace Marks cannot be carried forward. Therefore, if the marks are not availed in a particular year of study, it will lapse.
- (vii) A student who has cleared all the subjects of a particular semester as per the ordinance however, his/her SGPA (semester grade point average) in the semester is less than the minimum passing criteria as laid down by the university ordinance, can be awarded a grace in form of credit normalization up to 0.25 provided he/she can be declared to have passed the academic year by the award of these grace credit marks.

For example,

- For a B Tech student, in an academic year, if the aggregate SGPA for the student is 4.25 in any semester then his SGPA shall be normalized by adding 0.25 grace credits provided his other semester's SGPA is equal to or more than 4.5.
 - Similarly, if the SGPA of a B Tech student in the odd semester is 4.40 and in the even semester is 4.35 semester or vice versa, then he may be eligible to get grace credits of 0.1 and 0.15 credits for odd and even semesters respectively (Total grace credits $0.1 + 0.15 = 0.25$) and the student will be declared as pass in the respective semesters and that academic year. However, the SGPA/YGPA/CGPA of the student shall remain the same.
 - Similar rules shall be applicable to all other courses under CBCS and others.
- (viii) A student willing to remove his grace marks from his result can apply in writing, within 20 days of the declaration of the result through a notarized affidavit, to withdraw his grace marks directly to the university or through his institute. He can then appear in that paper in the respective odd/even semester examination of the next academic year to improve his grades as per the university rules. However, he will lose his claim to restore the revoked Grace Marks.
- (ix) Grace marks shall not apply to the subjects studied under MOOCs, if any, whose internal

assessment and the end-semester examination is not conducted by the university.

- (x) Grace marks shall not apply to the qualifying subjects for Lateral Entry students in which the students have to simply clear the subjects. Similarly, grace marks shall not apply to any subject offered as an Audit subject.

Annexure I: UNFAIR Means (UFM) /Malpractice
Procedure to be followed by the invigilator/Centre superintendent/observer in case of unfair means:

1. As soon as any case of unfair means comes to the notice of the Invigilator, he/she shall bring it to the notice of the Centre Superintendent of the examination centre as well as the Observer appointed by the University.
2. The invigilator shall take possession of the Answer Book of the candidate along with paper or other material found in his possession and immediately provide the candidate with a second Answer Book.
3. The Superintendent shall record the time when the case was brought to his notice. He shall also record the time of issue on the second Answer Book. “(A): UFM-Main Answer Script” should be written on the page cover of the main answer script and “(B): UFM-Second Answer Script” on the cover page of the second answer book.
4. The Invigilator, who detects the use of UFM by a candidate, shall also record his statement about the UFM case in a specified UFM format.
5. The Centre Superintendent shall also give his statement in the specified UFM format.
6. The statements of the Invigilator and Centre Superintendent shall be in the presence of the observer and shall also submit his / her statement about the incident in the specified format.
7. In case the candidate refuses to give his statement, he should NOT BE forced to do so, only the fact of his refusal and the time of occurrence of the incident should be recorded by the Invigilator/s on duty. The statement of the candidate if any and the statement of the Invigilator/s are attested by the Centre Superintendent and countersigned by the observer.
8. The Examination Center Superintendent / Observer shall also provide the details of the UFM case to the controller of the examination office of the University through E-mail ONLY.
9. In case a student is found to have written something on the body part a photo of the same may be taken on the webcam available etc., if possible.

10. No extra time will be given for completing the Examination as a result of this procedure.
11. After the Examination is over, both of the answer books marked as A (confiscated copy) and B (freshly issued copy) along with the material found in possession and filled and signed the prescribed form and countersigned by the observer shall be sent in a separate envelope marked **UFM** to the office of the controller of examination of the university.
12. In case a candidate has smuggled out an Answer Book, the Centre Superintendent should call the student directly and try to secure the Answer Book. In case of non-availability of the Answer Book, the matter should be reported to the police and a copy of the FIR should be sent to the office of the Controller of Examination along with the statement of the Invigilator present in the room, statement of the observer and also of the candidate (if candidate is available).
13. In case of impersonation, the Centre Superintendent shall report the matter to the POLICE. The centre superintendent shall also report the incident to the Controller of Examination of the University along with the detailed report with necessary documents duly countersigned by the observer.
14. In cases of misconduct of a serious nature, the matter should be reported to the police, if necessary. Statement of the Invigilator/s and that of the other concerned (e.g. Security person etc.) may be obtained and sent to the office of the Controller of Examination.
15. In the case of electronic gadgets, the clear photocopy of that from front and back, and the enlarged photocopy of the screenshot / the printout of the material stored in the electronic gadgets duly signed by the candidate, invigilator, Center Superintendent, and countersigned by observer **MUST** be attached with UFM report. The electronic gadgets need to be sent to the COE office of the University.

Convening of The Committee On Unfair Means

- A Committee (Standing Committee) appointed by the Vice-Chancellor shall enquire into cases of unfair means in the Examination. The students who are involved in UFM cases will be given a chance to submit their representation to the committee, if they want, during a period as specified via circular by the office of the Controller of Examination. The Committee shall thoroughly examine the cases based on the material/documents placed and the student report (if any). The committee shall submit its recommendations after

laying down the nature of the offence to the Vice Chancellor for consideration and necessary orders.

Table Showing Punishment Details for UNFAIR MEANS

A	1.	Doesn't follow the instructions given by the Center Superintend / Invigilator.	A warning will be issued to the candidate not to repeat in future. If repeated, CONCERNED PAPER will be awarded ZERO marks or "F" grade.
	2.	Communicate with another examinee or try to pass on information even after a word of caution from the invigilator or any competent authority.	
	3.	Any sort of writing on the question paper except the Roll No. at the given space.	
	4.	Any exam-relevant literature found near or just beneath his/her seat but he/she has not copied from the said material as ascertained by the Center Superintend / Observer/invigilator.	
	5.	Use of indecent or abusive words in the answer book.	
	6.	Attempts to remove Encrypted code / Bar Code or any sticker from the answer book.	
	7.	Indulges in writing the matter relevant to subject before commencement of examination	
	8.	Attempts oral communication with another examinee	
	9.	Indecent behaviour at the examination centre or in the examination hall	
B	10.	If the examinee is found in possession notes, chits, answer book of any other examinee, etc. however he/she has not written from the said material in his/her answer book	Cancellation of result of CONCERNED PAPER and will be awarded ZERO marks or "F" grade in that paper.
	11.	Deliberately reveals his identity or intentionally makes some irrelevant symbols sketches etc. in the answer book which may reveal his identity.	
	12.	Possess any sort of exam relevant material in the examination hall or even outside the examination hall like toilet, lobby etc. or tries to contact any unauthorized person during the exam timings	
	13.	Brings any electronic gadgets (except memory less scientific calculator if permitted in that paper) in the examination hall.	
	14.	Attempts to bribe the examiner by mentioning address, contact detail, Mobile No. etc. or to contact the examiner directly or through any representative for his/her favor	
	15.	Any sort of writing on the question paper regarding solution of the questions.	
C	16.	Examinee has copied from the subject exam relevant material, scribbled on chits, compass box, calculator, pad,	Cancellation of result of the CONCERNED

		cloth, handkerchief, dress or any part of the body or stored in electronic gadgets including mobile-phone.	PAPER and two other paper in which the candidate has secured the minimum marks percentage among the rest of the papers except the paper in which candidate has UFM. That is total three papers will be awarded ZERO marks or “F” grades.
	17.	The examinee has indulged in exchange of an answer book with another examinee.	
	18.	The examinee has copied from another examinee or deliberately allows another examinee to copy from his own answer book or pass on the exam-relevant material or literature in any form to another examinee in the exam hall.	
	19.	If the examiner find some written/printed papers etc. of exam-related material from the answer book of an examinee	
	20.	Attempts to get rid of or to destroy any kind of exam relevant prohibited material with which he is caught or helps other in such an act	
	21.	Examinee is found to throw away his answer book, supplementary, question paper, practical job or part thereof	
	22.	If the examinee is found to have torn the answer book, question paper, any other exam-related material or part there of his/her own or other examinee	
	23.	If the examiner reports that the examinee's answer book is written with more than one type of handwriting	
	24.	If the examiner reports missing pages or additional pages in the answer book of the examinee	
	25.	If the examinee obstructs the process of conducting the examination in any way.	
	26.	If the examinee tries to destroy the evidence by chewing the chit or in any other manner, which was found in his possession during the examination	
	27.	If the examinee attempts to bribe by way of Keeping currency notes in his/her answer book	
	28.	If the examination committee is satisfied with the report of the examiner that the candidate has copied from	
	29.	Possess any sort of exam-relevant material written/printed compass box, calculator, pad, cloth, handkerchief, dress or any part of the body or stored in electronic gadgets including mobile-phone. in the examination hall or even outside the examination hall like lobby etc.	
D	30.	If the examinee obstructs/threatens orally or assaults the invigilator or any competent authority on exam duty.	Cancellation of result of the all the theory papers in that semester (all the theory papers in that semester will be
	31.	Tries to bring duly written answer book or supplementary from outside	
	32.	If the examinee is found with bulk material like a book, notebook, short notes etc. related to the concerned paper.	

			awarded ZERO marks or “F” grades).
E	33.	If a person impersonates as examinee and if this is detected during or after the examination.	Cancellation of result of the all the theory papers and practical examination in that semester will be cancelled. (All the theory and practical papers will be awarded ZERO marks or “F” grades in that semester).
	34.	If the examinee carries away an answer book, supplementary or practical job or part thereof outside the exam hall.	
	35.	Leaves the examination hall without submitting his answer book or tries to destroy it.	
	36.	If the examinee is not appearing in that examination but is a candidate of another examination of the university behaves in an indiscipline manner during a particular examination or helps other examinee in using unfair means.	
F	37.	Possesses Gun, Revolver, Knife or any other prohibited weapon in or around the exam hall.	Cancellation of the result of all the theory papers and practical examinations (i.e. the papers and practical examination will be awarded ZERO marks or “F” grades) in that YEAR and the candidate has to repeat that session
	38.	Physically assaulting the invigilator or any competent authority on exam duty.	
G	39.	In a Carryover Paper, If unauthorized material is found with the candidate in bulk such as books, huge cheating material, etc. it shows the clear intention of copying.	The candidate shall be awarded zero marks or ‘F’ grade in that Carryover paper and will not be allowed to appear in that paper for next one year.
D	40.	If during the examination or afterwards any examinee is found to have indulged in unfair means other than specified in A to G as above and which has been bearing on the examination or result of the examinee and/or any other examinee.	The examination committee shall decide the penalty depending upon the nature and complexity of the involvement of the examinee on case to case basis.

Note: The result of the student will be declared after the implementation of the decision of examination committee.



JSS UNIVERSITY

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VISION

JSS University Noida aims to become an Institution of excellence in imparting quality Outcome Based Education that empowers the young generation with Knowledge, Skills, Research, Aptitude and Ethical values to solve Contemporary Challenging Problems.



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