



ARMY INSTITUTE OF TECHNOLOGY, PUNE

An Autonomous Institute

Affiliated to Savitribai Phule Pune University

ACADEMIC RULES AND REGULATIONS

Applicable to all Autonomous UG & PG Programmes

(With effect from AY 2025-26)



VISION

To become a "Globally Recognised" technical institute providing world class education and research facilities to the wards of Defence personnel.

MISSION

- (a) Provide the right environment, to the wards of Defence personnel, for development of physical, intellectual, emotional and spiritual quotients, with a view to produce total quality engineers.
- (b) Create an ecosystem which can foster the culture of research, innovation, creative thinking and higher studies.
- (c) Develop an education system which creates entrepreneurs and technology leaders who are committed towards sustainable development of society and nation building.

CORE VALUES

Excellence, Honesty, Integrity, Team Work, Continuous Learning and Innovation

ABOUT AIT

Army Institute of Technology (AIT) was founded in 1994 under the aegis of the Army Welfare Education Society (AWES) with the aim of providing quality technical education to wards of army personnel. As per Supreme Court directives, the admission to AIT is based purely on merit and decided by the institute, with all seats reserved for children of Armed Forces. Total intake of five UG courses (including one approved from AY 2024-25) is 480 and is based on merit of JEE (mains). Intake to one PG course (24 seats) is based on GATE score as well as institute conducted test. Institute is NAAC accredited and all its UG programs are NBA accredited with scores above 675. AIT is permanently affiliated to Savitribai Phule Pune University, recognized by AICTE and has obtained UGC recognition under 2(f) and 12(B) in September 2014. AIT has received Best Professional college award from Savitribai Phule Pune University in 2016-17. AIT is ranked in the band of 200-300 in NIRF ranking of Engineering colleges, nationally and in top 30 private engineering colleges, by other reputed ranking agencies.



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1. Short title and commencement

- (a) The regulations listed under this head are common for all programmes offered by the college and are prepared based on the Guidelines for Implementation of Academic Autonomy at Colleges by Savitribai Phule Pune University. These regulations shall be effective from academic year 2025-26.
- (b) The regulations are subject to amendments made by the Academic Council with the approval of the Governing Body of the college from time to time, and keeping the recommendations of the Board of Studies in view.

2. Abbreviations & Definitions

ABC : Academic Bank of Credit
AIT : Army Institute of Technology
AWES : Army Welfare Education Society
CBCS : Choice Based Credit System
MOOC: Massive Open Online Courses
NEP-2020: National Education Policy 2020
NSDC : National Skill Development Corporation
NSQF : National Skills Qualification Framework
NSS : National Service Scheme
NTA : National Testing Agency
PRN : Permanent Registration Number
SPPU : Savitribai Phule Pune University
SSCs : Sector Skill Councils
UGC : University Grants Commission

Following Definitions are used in the document:-

- (a) “University” means Savitribai Phule Pune University (SPPU)
- (b) “College” means Army Institute of Technology (AIT)
- (c) “Commission” means University Grants Commission (UGC)
- (d) “Council” means All India Council for Technical Education (AICTE)
- (e) “Academic Autonomy” means freedom granted by the University to the College in all aspects of conducting its academic programmes for promoting academic excellence
- (f) “Academic credit” is a way to quantify the value of learning achieved through formal education. It's used to measure: The amount of time spent studying a subject (e.g., a 3-credit course means you spend around 3 hours per week studying).The difficulty and rigor of the



course (e.g., a higher- level course might have more credits than an introductory one). The overall progress towards a degree or diploma.

(g) An “Academic Bank of Credit” (ABC) is a system that allows students to accumulate and transfer academic credit earned at different institutions, including colleges, universities, and vocational schools.

(h) “Assessment” refers to the process of evaluating student learning. This can include tests, quizzes, essays, projects, and other methods for measuring what students have learned.

(i) “Autonomous College” means a college notified as an autonomous college as per the University Statute.

(j) “Branch” means specialization in a programme like B.Tech. degree programme in Mechanical Engineering or B.Tech. degree programme in Computer Engineering etc.

(k) “Choice Based Credit System” (CBCS) is an educational framework where students have more flexibility and choice in designing their academic program.

(l) “Course” is a basic unit of education and/or training. It means paper which is taught for at least one semester as a part of a subject and is a component of a program.

(m) “Core courses” the courses which are mandatory for all students in a program, providing foundational knowledge and skills.

(n) “Major courses” are specialized courses within a program, allowing students to delve deeper into a specific area of interest.

(o) “Credit Points” is Product of grade point and number of credits for the course.

(p) “Cumulative Grade Point Average” (CGPA) is weighted average of grade points obtained over all courses registered by student in all semesters.

(q) “Elective Course” is a course that students can choose to take, as opposed to a required course from a pool of courses which may be specific or specialized or advanced or supportive to discipline/subject of study.

(r) “Generic Elective or Open Elective Course” is an elective course chosen generally from an unrelated discipline/subject with an intention to seek multidisciplinary exposure.

(s) “Evaluation” means a systematic process of gathering and interpreting information about student learning, programs, and teaching practices to make informed decisions about improvement.

(t) “Grade Point” is Numeric weightage attached to each letter grade.

(u) “Higher Education Institutions” are those institutions who are empowered to award degree by themselves or through affiliating universities in accordance with Section 22 of UGC Act 1956.



(v) “Letter grade” is Index of performance resulting from the transformation of actual marks obtained by a student in a course.

(w) “Lateral Entry” means students who are admitted to the third semester of the respective programme (Undergraduate Engineering Programme based on the qualification at the time of entry)

(x) “Programme” is a higher education programme of study pursued for a degree specified by the Commission under section 22(3) of UGC Act 1956.

(y) “Regular Students” means students who are admitted to the first year of the respective programme

(z) “Rubrics” for assessment, also called scoring guide, is a tool used to interpret and grade student’s performance on any kind of work against criteria and standard.

(aa) “Semester Grade Point Average” (SGPA) is weighted average of grade points obtained over all courses registered by student in given semesters.

3. Preamble

(a) There is a need to derive full benefits of the academic autonomy accorded to the college towards addressing the 21st century challenges faced by the technical education system in the country, like:

- Ever increasing influence of science and technology and their impact on human society.
- Shrinking time scale of new developments and the high rate of obsolescence in the older practices.
- Penetration of Information Technology in all sectors of human activity and economic development.
- Service sector becoming a major avenue for employment of technical professionals and also for economic gains.
- Emergence of knowledge as a key driver for the progress of nations and for increasing their influence on the world scenario.

(b) The academic autonomy of the college offering technical education attempts to convert these challenges into opportunities, and it is expected that the 21st century engineers will be required to have:

- Strong foundation in the basics of mathematics, science and engineering discipline.
- Command over the chosen area of technical specialization.
- Capacity to apply the professional knowledge and skills acquired.
- Creative & critical thinking ability to solve complex problems

- Expertise in analysis, design, modeling and simulation of complex systems.
- Ability for rational, logical, orderly and objective thinking.
- Skills in personnel management and human relations.
- Leadership qualities including spirit of tolerance, patience and team work.
- Entrepreneurship abilities who can be job creators than job seekers.

(c) The college exercises the academic freedom given to it by the University with

- Responsibility and accountability
- Use the available opportunity to demonstrate its capabilities and innovative skills, to become visible in the higher education system and,
- Gain the confidence, gratitude and respect of all its stake holders, especially students, alumni, parents and the society at large

(d) Hence, it becomes particularly important for the College as well as the University to be able to maintain and enhance its reputation, image and visibility in the technical education system as a whole.

(e) The National Education Policy-2020 emphasizes on holistic & multidisciplinary education. Academic Autonomy will be fully utilized for implementation of various aspects of this policy in its letter and spirit.

4. Academic Programmes

4.1 General

(a) The Academic Autonomy is applicable for all programmes offered by the college: B.Tech. Degree programmes at Undergraduate (UG), M. Tech programmes at Postgraduate (PG), and the Ph.D programme. The programmes fulfill the minimum academic quality and standards for the award of Degrees prescribed by the University, the Council and the Commission.

(b) The academic Autonomy provides an opportunity to the college to make schemes of instruction, syllabi, scheme of examinations and other aspects, with approval of its Academic Council, while fulfilling the minimum academic standards of the University for the Award of Degrees.

(c) The College has the freedom to start Diploma (post- polytechnic Diploma, post-UG and post-PG levels) and/or Certificate programmes with the approval of its Academic Council with endorsement from Governing Body and AWES. The issuance of certificates/diplomas on completion of such programmes shall be made under the seal of the concerned College only.

(d) The College has the freedom to evolve methods for assessing the students' performance, notifying the results, issuing the grade cards/transcripts, migration and other certificates except

the Degree Certificates.

(e) In order to get the various benefits of academic autonomy, the College too structures its various academic programmes based on the Semester Scheme by introducing Credits for academic activities, bring in Examination Reforms for better achievement testing, award Letter Grades and Numerical Grade Points/ Averages for students' performance and set appropriate Passing Standards as covered later in these Regulations.

4.2 Nomenclatures of Programmes

(a) The College uses the nomenclature for their Degree programmes as specified by the AICTE, and the Degree Certificates issued by the University to their awardees bears the name of the College as well. This helps in maintaining the identity of each programme conducted at the College and also ensuring its accountability.

(b) Therefore, the nomenclatures and their abbreviations given below shall continue to be used for the Degree programmes offered by the College under the University:

- UG Level: Bachelor of Technology (B. Tech.).
- PG Level: Master of Technology (M. Tech.).
- Research Level: Doctor of Philosophy (Ph.D.).

Besides, the branch, the subject of specialization, if any, shall be indicated in brackets after the abbreviation; e.g., B. Tech. (Mechanical Engineering), M. Tech. (Data Science).

4.3 Programmes offered

(a) Undergraduate degree programmes offered by the College are listed in Table 1:

Table 1: Undergraduate Programmes offered by the College

S. No	Title of the UG Programme	Abbreviation	Established
1	Mechanical Engineering	ME	1994
2	Electronics and Telecommunication Engineering	EC	1994
3	Computer Engineering	CE	1994
4	Information Technology	IT	2001
5	Automation & Robotics Engineering	AR	2024

(b) Postgraduate degree programmes offered by the College are listed in Table2:

Table 2:Post Graduate Programmes offered by the College

S. No	Title of the PG programme	Abbreviation	Established
1	Data Science	DS	2023

4.4 Programme Duration

(a) Normal Duration: The normal duration of fulltime academic programme is the same as that followed by the University, i.e., four years for B. Tech, two years for M. Tech. and three years for Ph. D. (Full time), two years for Diploma and one year for Certificate.

(b) Prescribed Credits: As a flexible credit system is followed for coursework, it is to be noted that the programme duration in the case of UG and PG shall also be dictated by the period in which a student earns the prescribed credits for the award of Degree. Hence, it is possible for an outstanding student to earn the required credits in a shorter time than that ordinarily prescribed for the relevant programme in (a) above.

(c) Add-on courses: In such cases, the College provides opportunity for such a student to register for Add-On courses being conducted at the College or to take up suitable internship until completion of the prescribed programme duration.

(d) Maximum Duration: Academically weaker students shall be encouraged to conduct their studies at a slower pace and complete their UG/PG/PhD degree requirements in more than minimum required years. The maximum period which a student can take to complete a fulltime academic programme shall be the same as that prescribed by the University from time to time; e.g., double the normal duration of the programme, i.e., eight years for B.Tech., four years for M. Tech., six years for Ph. D., four years for Diploma and two years for Certificate. (e) Clause (d) above shall apply to three types of students at the Institute:

- i. Those who wish to complete the UG Degree requirements comfortably without encountering failure in any course;
- ii. Those who failed to complete the due credits of a particular semester and went on to accumulate the backlogs.
- iii. Those who wish to avail a temporary withdrawal from the Programme after receiving approval from the Authorities.

(f) Besides, the maximum period for a programme is also be dictated by the fact that a student has to demonstrate the specified minimum academic performance by registering for the prescribed minimum number of credits in every semester for continuing with the programme. this period can be equal to or smaller than the maximum period indicated as in (d) above.



(g) A student shall not be awarded a UG Degree for a Programme if the Cumulative Grade Point Average (CGPA) at the end of the programme is less than 5. For such students, the Performance (CGPA) Improvement Scheme is recommended wherein the student is eligible to take any three courses for improvement.

4.5 Admission of Students

(a) The admission of students to various UG, PG and Research Degree programmes listed under Section 4.3, is governed by the rules & regulations prescribed by Army Welfare Education Society (AWES). Admission to all other programmes will also be done as per rules & regulations prescribed by Army Welfare Education Society (AWES). In all the cases, it is necessary to follow the provisions of reservation of seats to different categories of candidates prescribed by AWES.

(b) The students can opt to migrate from one branch or specialization to another branch or specialization at the same College or from and to another Autonomous/ Affiliated/ Constituent College at the beginning of the second year. The student opting to migrate is required to fulfill courses and credit requirements for migration. In these cases, the College follows the Rules and Regulations of the University, Council & AWES.

4.6 Eligibility Criteria

(a) The eligibility criteria for admission of students to UG, PG and Research programmes at the College shall be the same as those prescribed by the University, Council & AWES. The minimum requirements for admission to Certificate/ Diploma programmes will be as per guidelines prescribed by AWES. The equivalence or its method of determination shall be as notified by the University from time to time. However, the College is free to prescribe appropriate criteria for admission to Certificate programmes after receiving approval from its Academic Council with endorsement from Governing Body and AWES.

(b) The eligibility criteria for admission of students from a non-Autonomous College to an Autonomous College, from one Autonomous College to another Autonomous College and from University scheme at an Autonomous College to its Autonomous scheme, shall be fixed by the Academic Council of AIT with endorsement from Governing Body and AWES.

(c) The eligibility criteria for the admission of students from other Universities to an Autonomous College shall be fixed by the Academic Council of the College by getting the individual cases examined by the concerned Board(s) of Studies and also by following the same criteria as above and recommending the names of such candidates qualifying for admission to the University for its approval.

4.7 Semester Scheme

The Semester Scheme provides several benefits to technical education programmes in contrast to the Annual Scheme. Therefore, the College adopts the Semester Scheme for its UG, PG and Research programmes.

4.8 Academic Calendar

(a) There is uniformity in the functioning of the Semester Scheme for all academic programmes across the College, as this can provide good academic flexibility to their stake holders, particularly the students and the faculty members. For this purpose, each academic year is divided into semesters, with the calendar, durations and academic activities being fixed in advance by the college while maintaining a common opening/reopening date for the odd semester.

(b) The breakdown of an academic year for implementing the Semester Scheme is given in Table 3 as a typical example, consisting of two regular semesters (odd & even) in an academic year.

Table 3: Typical Schedule of Academic Year

S. No	Activity	Description
1	Number of semesters in an academic year	Two regular semesters (Odd & Even). For the First semester B. Tech. programme, there will be a three weeks induction programme.
3	Regular Semester (Odd/Even)	Course Registration – 2 days
		Course Work – 15 Weeks
		Examination (ESM) preparation -1 Week
		Examination (ESE) – 1 Week
		Declaration of Results – 7 days
		Total – 20 Weeks
4	Supplementary Exam	Registration- 2 day after ESM exam, Exam preparation – 5 days, Reexamination – 5 days, Result declaration - 2 days Total – 2 Weeks
5	Winter Break	2 Weeks

S. No	Activity	Description
6	Summer Break	4 Weeks
7	Industrial Internship (during summer and winter break)	Odd Semester – 4 Weeks (For regular students) Even Semester – 6 Weeks (For regular students) And 4 Weeks (For students appearing for re-exam)
8	Extra-Curricular Activities (days)	Cultural Aakriti – 3 days Sports AAkriti – 3 days Technical AAkriti – 3 days Inter-collegiate Festivals- 5 days

4.9 Course Registration

(a) A student shall register for courses (core or elective) to earn credits for meeting the requirements of a Degree/ Diploma/Certificate programme. Such courses together with their grades and the credits earned shall be included in the Grade Card issued by the College at the end of each semester, like odd & even and it forms the basis for determining the student's academic performance in that semester

(b) Each student shall be required to register for course works by following the advice of the Faculty Advisor at the commencement of each semester on the day fixed for semester credits registration as notified in the Academic Calendar.

(c) Students who fail to register for course work on the notified date may be permitted by the Department for late registration till the last date of registration announced in the Academic Calendar after payment of additional late registration fees fixed by the Institute.

(d) Only those students shall be permitted to register for course work who have:

- i. Cleared all dues of the Institute, Hostel and Library including fines (if any) of the previous semester,
- ii. Made all the required advance payments towards the Institute and Hostel dues for the current semester before the closing registration date and
- iii. Not been debarred from registration of courses on any other specific ground.
- iv. Each student shall fulfil the following conditions at the time of registration for course work in any semester:
 - Each student shall register for all the courses in that semester.
 - A migrated or lateral entry student may be required to register for bridge courses in order to fulfill the credit requirements.



4.10 Academic Schedules

The calendar includes important academic activities to assist the students and the faculty. These include, dates assigned for registration of courses, dropping of courses and withdrawal from courses. This enables the students to be well prepared, minimize their chances of failure in CIE and/or ESE and take full advantage of the flexibility provided by the credit system.

4.11 Induction programme as per AICTE guideline

- (a) There will be a 3-week long induction programme for the UG students entering the institution.
- (b) The purpose of the Student Induction Programme is to help new students adjust and feel comfortable in the new environment, inculcate in them the ethos and culture of the institution, help them build bonds with other students and faculty members, and expose them to a sense of larger purpose and self- exploration.
- (c) The purpose of induction program is also to orient them to the new phase in life, where the students would be preparing for a lifelong profession and being independent responsible and contributing member of the society.
- (d) At the start of the induction, the students learn about the institutional policies, processes, practices, culture and values, and their mentor groups are formed. Its purpose is to make the students feel comfortable in their new environment, open them up, set a healthy daily routine, create bonding in the batch as well as between faculty and students, develop awareness, sensitivity and understanding of the self, people around them and the society at large.

4.12 Audit Courses

In Addition, a student can register for courses for audit only with a view to supplement his/her knowledge and/or skills. Here also, the student's grades (AC/ACN) shall have to be reflected in the Grade Card. But, these shall not be taken into account in determining the student's academic performance in the semester. In view of this, it shall not be necessary for the College to issue any separate transcript covering the audit courses to the registrants at these courses.

5. Credit System

5.1 General

The institution follows a Choice Based Credit System (CBCS). The students have an option of choosing from a wide range of electives (department, cluster and institutional) and complete the programme at their own pace. Value added courses are also offered as a part of extended learning in inter-disciplinary and multi-disciplinary domains. Thus the CBCS facilitates

continuous learning and assessment. The CBCS for the various programmes provides a great opportunity to the students in their preparation to meet the challenging opportunities ahead.

5.2 Major Benefits

(a) Major benefits accruing by adopting the Credit System are listed below:

Quantification and uniformity in the listing of courses for all programmes at a College, like core (hard/soft), electives and project work.

- Ease of allocation of courses under different heads by using their credits to meet national/international practices in technical education.
- Convenience to specify the minimum/ maximum limits of course load and its average per semester in the form of credits to be earned by a student.
- Flexibility in programme duration for students by enabling them to pace their course load within minimum/maximum limits based on their preparation and capabilities.
- Wider choice of courses available from any department of the same College or even from other similar Colleges, either for credit or for audit.
- Improved facility for students to optimize their learning by availing of transfer of credits earned by them from one College to another.

(b) In the Credit System, the course work of students is unitized and one credit is assigned to each unit after a student completes the teaching-learning process as prescribed for that unit (credit) and is successful in its assessment.

5.3 Credit Definition

(a) One unit of course work is assigned one credit in the regular semester (Odd/Even sem) for:

- i. Theory Course conducted for one hour/week/semester
- ii. Tutorials conducted for one hours/ Week/ Semester
- iii. Practical classes (Laboratory Courses) conducted for Two hours/Week/ Semester
- iv. Project/Seminar work for Two hours/Week/ Semester
- v. Experiential learning such as OJT and Internship of 40-45 hours.

(b) These regulations form the basis to fix semester course load & weekly contact hours in the regular semesters.

Note: Other student activities like study tours, industrial visits, guest lectures shall not carry any credits

5.4 Credit Structure

(a) A typical Credit Structure for coursework based on the above definition is given in Table 4. This shall be applicable for the coursework of students registered for all programmes offered by the institution.

Table 4: Typical Credit Structure for Course

Lectures (L) (Hours/Week)	Tutorials (T) (Hours/Week)	Laboratory Work (P) (Hours/Week)	Credits (L:T:P)	Credits (Total)
3	0	0	3:0:0	3
3	1	0	3:1:0	4
3	0	2	2:0:1	3
2	0	2	2:0:1	3
0	0	2	0:0:1	1
2	1	0	2:1:0	3

(b) Thus, it is more appropriate to specify the eligibility requirements for award of Degree based on course work (like UG, PG) by prescribing the total number of credits to be earned, as an alternative to specifying the Programme Duration. This will be of great help in providing the well-needed flexibility to the students in planning their academic programmes and their careers.

5.5 Credits to be earned for award of degree

The total number of credits to be earned by a student to qualify for the Degree award from each Autonomous College is as given in Table 5

Table 5: Total Credits to be earned for Award of Degree

Programme		Normal Duration		Total number of Credits to be Earned
		Years	Semesters	
UG Degree	B.E./ B. Tech.	4	8	162
	B.E / B.Tech. (Lateral entry)	3	6	118
PG Degree	M. Tech.	2	4	80

5.6 Course Load in a regular semester

(a) The ODD and EVEN semesters are known as regular semesters. The course load for a student per semester as well as its minimum and maximum limits, are based on the guidelines by the University, which is based the NEP 2020 guidelines and AICTE Model Curricula for UG/PG Programmes. The academic strength and capability of an average student will also be

considered.

(b) The prescribed course load per semester is fixed.

5.7 Contact Hours

Considering the expectations from engineering professionals with UG, PG and Research Degrees in the 21st century, the number of contact hours for students is fixed 26-32 hours/week. This will help students in getting enough time and opportunity to do better preparation for the courses prescribed for credit, to take up self- study, to develop their creative talents and abilities and benefitting from the Add-On courses and those taken for audit. This can also enable them to get ready for challenging and exciting careers ahead.

5.8 The Proctor System

(a) The college will have a Faculty Advisory System (Proctoring system) is to help the students to complete their studies successfully & comfortably. A faculty is called as proctor and the student as proctee. Each Faculty Advisor/Proctor is assigned a group of students. The functions of the Proctor are to:-

- Advise the students in the group on all academic matters (like registration of courses, dropping of courses and/or withdrawing from courses), Monitor the students' in the group for their individual academic performance,
- Identify students in the group who are slow, average or fast learners to help them pace their studies /learning at the College based on their individual abilities, and
- Serve as a friend, philosopher and guide to all of them in the group during their studentship at the College.

(b) Expected Outcome of the proctor system is to reduce the failure rate, motivate the students & improve the overall performance and quality of the student.

6. Curriculum Framework

(a) As a part of NEP 2020 implementation, the Credit and Multidisciplinary Curricular Framework, designed on the lines of the National Credit Framework and AICTE Approval Process Handbook, is made applicable in first phase to the AICTE-regulated UG (B.E./B.Tech. or equivalent) Engineering/ Technology Programs conducted in Autonomous Engineering Colleges in Maharashtra with effect from Academic Year 2023-24. The guidelines prescribed by UGC, AICTE and Govt of Maharashtra will be taken into consideration for Curricular Framework Design.

(b) Curriculum Framework is important in setting the right direction for a Degree/ Diploma/Certificate programme by the College, as it takes into account the type and quantum

of knowledge necessary to be acquired by a student to qualify for a particular award in his/her chosen branch or specialization area.

(b) Besides, this also helps in assigning the credits for each course, sequencing the courses semester-wise and finally arriving at the total number of courses to be studied and the total number of credits to be earned by a student to fulfill the requirements for the conferment. The College takes into account the AICTE Model Curricula notified from time to time and follow them so as to be abreast of the national trends in this connection.

(c) At the time of graduation, the minimum expected skills in every graduating engineer, for global acceptance is defined by NBA, through the Programme Outcomes (POs). The POs are primarily developed through the curriculum and attaining the Course Outcomes (COs) of various courses of the curriculum. Hence, the expected skills to be developed through the POs forms an important factor during curriculum design.

(d) Another guiding factor for curriculum design is to ensure it meets global standards, which are defined through the expectations and the competencies that need to be addressed for every engineering discipline through the Programme Specific Criteria (PSC) recommendations by Accreditation Board for Engineering and Technology (ABET). This has to be addressed through the Core Courses of the curriculum as every graduating engineer shall possess the expected core competency.

6.2 Curricular Components

The curriculum includes various curricular components as listed below, with recommended credits (minimum and maximum) for each component, and is dependent on the degree to be awarded. In general, for the four years' bachelor's degree programme, the distribution of credits will be as follows:

(a) Major (Core) Subject comprising Mandatory and Elective

Minimum 50% of total credits corresponding to Three/Four - year UG Degree- Mandatory Courses offered in all Four years;

Elective courses of Major will be offered in the third and/or final year. Vocational Skill Courses (VSC), Internship/ Apprenticeship, Community Engagement Project (CEP)/ Field Projects (FP), Research Projects connected to Major

(b) Compulsory Multidisciplinary Minor Subject

The Minor subjects may be from the different disciplines of the Engineering faculty, or they can be from different faculty altogether. The credits of compulsory Minor subjects shall be completed from the second year to the final year of UG Programme.

(c) Generic/ Open Elective Courses (OE)



It is to be offered in Second and/or Third year Faculty-wise baskets of OE shall be prepared College. OE is to be chosen compulsorily from faculty other than that of the Major Discipline.

(d) Vocational and Skill Enhancement Courses (VSEC)

(i) Vocational Skill Courses (VSC)

Including hands on training corresponding to the Major and/or Minor Subject

To be offered in first three years;

Wherever applicable vocational courses will include skills based on advanced laboratory practical of Major.

(ii) Skill Enhancement Courses (SEC)

To be offered in first three years;

To be selected from the basket of Skill Courses approved College

(e) Ability Enhancement Courses (AEC), Indian Knowledge System (IKS) and Value Education Courses (VEC):

(i) Ability Enhancement Courses (AEC)

To be offered in First and Second year English and other Modern Indian Languages to be selected from the basket courses approved by College

(ii) Indian Knowledge System (IKS)

To be offered in First Year Courses on IKS to be selected from the basket of IKS courses approved by College or as per UGC Guidelines on IKS

(ii) Value Education Courses (VEC)

To be offered in Second year Value Education Courses (VEC) such as Understanding India, Environmental Science/Education, and Digital and Technological Solutions.

(f) Field Projects/ Internship/ Apprenticeship/ Community Engagement Projects corresponding to the Major (Core) Subject, Co-curricular Courses (CC)

(i) Internship/Apprenticeship corresponding to the Major (Core) Subject:

Internship of One Semester duration shall be offered either in the VII or VIII semesters. Courses offered during the Internship Semester shall be offered in online mode.

(ii) Field Projects/Community Engagement Projects corresponding to the Major (Core) Subject

To be offered in Second year of UG Degree Programmes.

(iii) Co-curricular Courses (CC) such as Health and Wellness, Yoga education sports, and fitness, Cultural Activities, NSS/NCC and Fine/ Applied/ Visual/Performing Arts.



6.3 Additional Credits for Bachelor's Degree- with Double Minor OR Honours OR Honours with Research

These are additional 18-20 credits to be offered in the third year to the final year and will be offered as an option to students.

(a) Eligible & desirous students transiting to the third year shall be permitted for Honors and Minors certification scheme as an additional avenue for professional development. Students are entitled to enroll either for Honors or Minors but not for both simultaneously.

(b) A student shall opt for a certificate in Honors for Vertical/Specialization in his/her OWN Programme for Research orientation. He/she shall opt for Minors certificate in any OTHER Programme for Improving Employability.

(c) The Scheme shall start from 5th Semester of the UG Programme and the student shall have a minimum CGPA of 6.5 up to 4th Semester without having any failed courses.

(d) The schemes shall also be open for Second Year Direct Admitted Diploma Students, with CGPA of Second Year exceeding 6.5.

(e) Every department shall offer 4 additional courses of minimum 3 credits each for the respective Honors and Minors scheme.

(f) The Principal shall invite preferences for Honors/Minors scheme from the third year eligible students on the day of Semester Credit Registration of the 5th semester. Students shall give one option for Honors scheme or maximum of two options for the Minors schemes.

(g) The Honors and Minor scheme shall be offered by a particular Department if there are minimum 20 enrolments in the 5th semester. If the number of enrolments falls below 20, the Head of the Department offering the Minor scheme shall decide whether to offer the Honors & Minor scheme in MOOCs mode or not. Maximum enrolment for a particular scheme shall not exceed 60. Courses taken in MOOCs mode will be an exception to the upper limit of 60 students.

(h) The Honors scheme shall be offered by a particular Department if there are minimum 20 enrolments in the 5th semester. If the number of enrolments falls below 20, the Head of the Department offering the Honors scheme shall decide whether to offer the Honors scheme in MOOCs mode or not. The maximum enrolment for a particular Honors scheme shall be decided by the respective department from time to time.

(i) In case if the number of enrolments to Honors / Minors scheme is less than ten, students shall be permitted to register for the equivalent MOOC course as approved by the concerned Head of the department and Dean Academics.

(j) The Principal shall notify a provisional allotment, followed by a final allotment list. Later,



a student who received allotment shall register for a course belonging to the respective Honors/Minors scheme, one course per semester and shall acquire minimum additional 12 credits, if successfully completed.

(k) A student may voluntarily drop the scheme at any time. However, no certificate/Semester Grade Report shall be awarded for such a partial completion.

(l) Students shall have to earn a minimum “C” grade for each course in the scheme. The remedial assessment schemes such as Re-examination shall NOT be applicable for Minors or Honors schemes. A student failing in any of the Minors or Honors courses, at any stage shall be discontinued from the Scheme. However, in such a case, the student shall get an AUDIT certification for the completed courses.

(m) The scores of these additional courses shall not be accounted towards CGPA calculations at the end of each semester. An additional Semester Grade Report shall indicate the additional courses learnt along with the grades

6.4 B. Tech. Degree Programme

The Curriculum Framework for a B.Tech. Degree programme includes various curricular components as listed Section 6.2, and complies with recommended ranges by AICTE and SPPU. In addition the B Tech programme, includes the following:

(a) Induction Programme: As per the requirements of AICTE in its Model UG Curriculum (February 2018), a three-week Induction Programme for the first-year B.E./B. Tech. students at the beginning of their First Semester is included

(b) Internship: The scheme also includes Internships that needs to be taken up during summer/winter semester breaks, and are assessed through seminar and report submitted during the Odd/Even semester.

(c) Allocation of Credits for B. Tech. Degree Programme: Looking at the UG Engineering Degree programmes practiced at leading institutions in India and abroad and the need for Indian engineering professionals to be able to meet the 21st century challenges, the breakdown of coursework as given in Table 6. It is expected that this breakdown leads to a highly useful and respectable B.E. Degree programme under the University.

Table 6: Credits framework for the B Tech programme

Course Category \ Semester		I	II	III	IV	V	VI	VII	VIII	Total Credits	Recomm - ended
Basic Science Course	BSC/ESC	08	08	--	--	--	--	--	--	16	14-18
Engineering Science Course		08	08	--	--	--	--	--	--	16	12-16
Programme Core Course(PCC)	Program Courses	--	--	12	12	12	08	--	--	44	44-56
Programme Elective Course(PEC)		--	--	--	--	08	08	--	04	20	20
Multidisciplinary Minor(MDM)	Multi-disciplinary Courses	--	--	--	04	--	03	--	04	11	14
Open Elective (OE) Other than a particular program		--	--	04	--	--	--	--	03	07	08
Vocational and Skill Enhancement Course(VSEC)	Skill Courses	01	01	01	02	01	--	--	--	06	08
Ability Enhancement Course(AEC-01, AEC-02)	Humanities Social Science and Management (HSSM)	01	01	01	01	--	--	--	--	04	04
Entrepreneurship/Economics/Management Courses		--	01	02	--	--	--	02	--	05	04
Indian Knowledge System (IKS)		02	--	--	--	--	--	--	--	02	02
Value Education Course(VEC)		01	01	--	--	--	--	--	--	02	04
Research Methodology	Experiential Learning Courses	--	--	-	--	--	--	03	--	03	04
Comm. Engg. Project (CEP)/		01	--	--	--	--	--	--	--	01	02
Field Project (FP)		-	--	01	--	--	--	--	--	01	02
Project		--	01	--	01	--	01	02	06	11	04
Internship/ OJT		--	--	--	--	--	--	10	--	10	12
Co-curricular Courses (CC)	Liberal Learning Courses	--	01	--	01	--	01	--	--	03	04
Total Credits (Major)		22	22	21	21	21	21	17	17	162	160

(d) Online Learning:

The UGC Regulations, 2021 permit up to 40% of the total courses being offered in a particular programme in a semester through the **Online Learning Courses** offered through the **SWAYAM** platform and/or other State Level Common Platforms which can be offered to the students. Curriculum will include these courses under the guidance of the faculty in-charge,

who shall be responsible for conducting the required CIE and ESE.

(e) Non-credit Mandatory Courses:

The UG Degree programmes also require the inclusion of certain courses for overall personality development. Such courses shall not carry any credit for the award of the Degree. But, a pass in each such course during the programme shall be a necessary requirement for the student to qualify for the Degree. Hence, the UG programme includes Mandatory Courses as suggested by the respective BOS, and to include the student's performance (like, Pass or No-Pass) in such course(s) in his/her transcript. These courses are evaluated based on the performance in the CIE (and do not have the ESE component).

6.5 Credit Transfer Scheme (CTS)/Students Exchange Program for Semester- long Academic Engagement at/from HLIs/Universities of Repute:

A separate policy in this regard will be issued after due approval of AWES.

6.6 Course Code:

Each course in the curriculum will be assigned course code as below:

Field 0: Degree of Course

B : Bachelors

M: Masters

Field 1 &2: Dept/Faculty which is offering/Teaching the course

CC: Course offered centrally can be common for all streams

EC: E&TC Engg

ME: Mechanical Engg

CE: Computer Engg

IT: Information Technology

AR: Automation & Robotics

Field 3 &4: Syllabus Pattern Year (e.g. Pattern 2025 will have code 25)

Field 5: Branch Code in which course is offered

1: Mech Engg

2: E&TC Engg

3: Computer Engg

4: Information Tech.

5: Automation & Robotics

Field 6: Semester Number (1/2/3/4/5/6/7/8)

Field 7: Course Number in the current semester



Field 8: Course Type

A: Regular/Compulsory Course

B: Core Elective Course

C: Multidisciplinary Minor/Open Elective Course

Field 9: Elective Course Number

1 to 9: For Elective course

0: For Compulsory Course (Non Elective)

Field 10: Course Sub Type

A: Theory

B: Lab

C: Tutorial

X: Integrated/standalone

7. Other Academic Matters**7.1 Choice Based Credit System**

(a) It is necessary to implement a Choice Based Credit System for academic programmes at all the Autonomous Colleges under the University. This shall be of considerable benefit to the students for customizing their programmes of direct interest to them, developing their individual capabilities and talents and preparing them for exciting careers ahead in the 21st century.

(b) This makes it necessary for the Autonomous Colleges to provide for:

- Easy access to the Schemes of Instruction, Syllabi, Credit Structure of programmes and the Courses being conducted by all students (either in print or in electronic form) so as to assist them in course work planning.
- Institutionalizing the conduct of course work by adopting a centralized time table for all the programmes at a College, with a view to assist the students in customizing their programmes and also optimizing the use of physical facilities.
- Establishing a Faculty Advisory System (Proctor) with 15- 20 students assigned to an Advisor, for guiding them in planning/implementing their course work in a flexible and effective manner and also monitoring them.

(c) Every student, while taking admission will register for Academic Bank of Credit (ABC) and obtain ABC ID from the portal <https://abcid.in/>

The Academic Bank of Credit (ABC) is significantly instrumental for availing flexibility and mobility to the students with respect to academic credit they earned. It avails the facility of



Credit depositing, credit accumulation, credit transfer and credit redemption which facilitates students' multiple entry and multiple exit option if required. This facilitates students to choose their own learning paths to attain degree/diploma/certificates in context with multiple entry and exits as well as any-time, any-where, and any-level of learning. Now, students have registered with ABC-ID. Institute is registered as SWAYAM-NPTEL Local chapter and the students are encouraged to enrollment in various courses offered by renowned institutes from where the students may earn credit. Credits Earned by the student will reflect in the student's Academic Bank of Credit.

(d) National Academic Depository (NAD)/Digital Degree Certificate

The Digital Degree Certificate will be issued at any one platform:

- (a) National Academic Depository (NAD)
- (b) Block chain
- (c) Digi-locker

To bring the administrative and academic reforms in the field of education through the use of Information Technology for delivery of efficient services to all stakeholders, the Government of India has established the digital depository of academic awards to be known as National Academic Depository (NAD). NAD is Online store house of academic awards (i.e Degrees, Diplomas Certificates, Mark-Sheets etc.,) The NAD would help in validating the authenticity of academic awards. This would provide benefit to educational institutions, students and employers by enabling online access and retrieval, eliminate fraudulent practices such as faking /forging of certificates and Mark sheets and facilitate validation. The Institute has already started uploading the documents on NAD Portal. The student can Login to the NAD portal by filling up the form online by using NAD website (<https://cvl.nad.co.in>).

7.2 Multiple Entry and Exit Path and Lateral Entry

- (a) **Multiple Exits:** Students will have the flexibility to enter a programme in odd semesters and exit a programme after the successful completion of even semesters as per their future career needs.
 - i) Students exiting the First-Year programme after securing minimum 40 credits will be awarded UG Certificate in the relevant Discipline /Subject provided they secure 8 credits in work-based vocational courses or internship /Apprenticeship offered during summer vacation in addition to 4 credits from skill-based courses earned during the first and second semester.
 - ii) Students exiting the Second Year Programme after securing minimum 80 credits will be awarded UG Diploma in the relevant Discipline /Subject provided they

- secure additional 8 credits in skill-based vocational courses (skill-based courses, internship, mini projects etc) offered during summer vacation after the second year.
- iii) Students exiting the 3-year UG program will be awarded B.Voc. in the relevant Discipline /Subject upon securing minimum 120 credits with additional 8 credits in skill-based vocational courses (skill-based courses, internship, mini projects etc.) offered during summer vacation after the sixth semester.
- iv) Exit options shall be provided with Certification, Diploma and B. Vocational degrees to the students at the end of the second, fourth and sixth semester, respectively, in the four-year degree programme.
- v) Students will receive a bachelor's degree with the single minor on successfully completing all eight semesters of the UG Programmes either at a stretch or with opted exits and re-entries.
- vi) In addition to this, student will receive a bachelor's degree with Double Minor/Honours/ Research subject to earning.
- (b) **Re-entry or Lateral Entry:** Students, opting for exits at any level, will have the option to re-enter the programme from where they had left off, in the same or in a different higher education institution within four years of exit and complete the degree programme within the stipulated maximum period. Re-entry at various levels for lateral entrants in academic programmes shall be based on the earned and valid credits as deposited and accumulated in the Academic Bank of Credits (ABC) through Registered Higher & Technical Education Institutions (RHTEI) and proficiency test records. Lateral entry into the programme of study leading to the UG Diploma/ B.Vocational/ UG Bachelor's Degree with single minor/ UG Bachelor's Degree with Double Minor/ Honours /Research will be based on the validation of prior learning outcomes achieved and subject to availability based on intake capacity.
- (c) Eligibility for admission to the UG Bachelor's Degree with Double Minor/ Honours /Research as per UGC guidelines: Minimum CGPA of 7.5 or minimum 75% after second semester for UG Bachelor's Degree with Double Minor/ Honours and Minimum CGPA of 7.5 or minimum 75% after sixth semester for UG Bachelor's Degree with Research.
- (d) For postgraduate programmes, there shall only be one exit point for those who join the two-year Master's programme, that is, at the end of the first year of the Master's programme. Students who exit after the first year shall be awarded the Post-Graduate



Diploma on successful completion of all the credit requirements of the respective post-graduate program.

7.3 Temporary Withdrawal

(a) A student may withdraw temporarily from the programme on grounds like, prolonged illness, grave calamity in the family or any other genuine reason. The withdrawal shall be for periods which are integral multiples of a semester, provided that:

- The student applies to the college within 6 weeks of the commencement of the semester or from the date he/she last attended the classes, whichever is later, stating fully the reasons for such a withdrawal, together with supporting documents and endorsement of his/her parent/guardian.
- The college is satisfied of the genuineness of the case and that, even by taking into account the expected period of withdrawal, the student has the possibility to complete the programme requirements within the time limits specified by the university.
- The student does not have any dues or demands at the college/university including tuition and other fees as well as library material.

(b) A student availing of temporary withdrawal from the college under the above provision shall be required to pay such fees and/or charges as fixed by the College until such time as his/her name appears on the students' roll list. **However, the fees/charges once paid shall not be refunded.**

(c) Normally, a student is entitled **to avail the temporary withdrawal facility only once during his/her studentship of the programme.** However, any other concession for the concerned student shall have to be approved by the Academic Council of the college. Hence, the students shall be advised by the Principal to use this provision only in exceptional cases.

7.4 Termination from the Programme

A student shall be required to withdraw from the programme and leave the Autonomous College on the following grounds:

(a) **Successive Failures:** If a student fails (Grade F) to pass a Course and earn the credits prescribed for the Course **even after five attempts**, the admission of the student to the programme shall be terminated. However, such a student can seek admission to the programme afresh.

(b) Failure to secure CGPA ≥ 5.00 on three consecutive occasions to lead the student being asked to discontinue the programme and leave the College. However,

- i. Failure to secure a CGPA ≥ 5.00 at the end of any semester for the first time, to attract



warning before approval of the student to continue in the following semester (on probation).

- ii. There is a provision for the rejection of total performance of a semester and re-registration for the semester. This shall be done only once in the entire course of studies.
- (c) Absence from classes for more than six weeks at a time in a semester without leave of absence being granted by the competent Authority.
- (d) Failure to meet the standards of discipline as prescribed by the Autonomous College from time to time.

7.4 Students' Feedback

A separate policy in this regard will be published.

7.5 Attendance

A separate policy in this regard is available in Annexure I.

7.6 Recommendations for Degree Award

(a) The College forwards its recommendations to the University in respect of students qualifying for UG/PG/Research Degree Awards based on their success in the examinations/adjudication of theses as the case shall be after receiving approval from the Authorities/ Bodies of the College concerned.

(b) The Degree award shall then be granted by the University.

(c) The Autonomous College ensures that each such student in (a) has fulfilled all the following requirements for the Degree Award.

- i. Completed all the prescribed credit requirements for the award of Degree with grade DD or higher, in each of the courses, like Theory, Laboratory, Studio, Workshop, Seminar, Project Work, and acquired the prescribed credits within the prescribed number of Academic Years;
- ii. Satisfactorily completed all the non-credit requirements with PP grade, covering MLC and Industrial Training, Fieldwork, (if any);
- iii. Obtained a CGPA of ≥ 5.00 at the end of the semester in which he/she completes all the requirements for the award of UG Degree;
- iv. Paid all the dues to the Institute including the Department, Hostels, Library and other units.
- v. No case or disciplinary action pending against the student.

(d) Only those students recommended for the Degree Award shall be entitled to receive the



relevant Provisional Certificates/Transcripts from the College at this stage.

(e) Candidates can apply for transcripts by submitting application with photocopies of the grade cards, name of the University where he/she wish to apply and payment of prescribed fees.

8. Code of Conduct and Discipline

A code of conduct for all students is given in Annexure II.

9. Interpretation

Any question as to the interpretation of these rules and regulations shall be decided by the College, whose decision shall be final and binding on the student in the matter. The College shall also have the power to issue clarifications to remove any doubt, difficulty or anomaly, which may arise in regard to the implementation of these regulations.

In case of any dispute, ambiguity or difference of opinion in interpretation of these rules and regulations or any other matter not covered here, the decision of the Chairman, Academic Council / Director of the institute shall be final and binding

:: NOTE::

These rules and regulations may be altered/changed from time to time by the academic council. Failure to read and understand the rules is not an excuse.





Annexure I : Attendance in Classes

- (a) Each student is expected to attend 100% of all the conducted classes like lectures, tutorials, laboratories, and workshops etc. for being permitted to attend the End Semester Examination.
- (b) A maximum of 25% absence may be permitted only on valid grounds which may be beyond the control of student, subject to approval by concerned authority. For such students completion of all academic work like practical, assignments etc. is mandatory before ESE,
- (c) Students shall also be required to take part in any other academic and co- extra-curricular activities and attend the camps, as and when arranged by the Institute during the Academic Year. A pre-approved leave for the co-curricular and extra-curricular activities shall get waiver in attendance. However students will not get any waiver for preparation or practice.
- (d) A student who has not attended minimum 75% of all the conducted classes shall be declared as detained for the course(s) and shall not be permitted to attend the End Semester Examination.
- (e) Students desirous of continuous leave of absence for less than two weeks during a semester shall apply for it in advance to the Head of the Department providing reasons and supporting documents, if any and get it approved.
- (f) Continuous absence due to illness or any other reason for a period less than two weeks in a semester, for which a student could not make a prior application, may be condoned by the Head of the Department after proper verification.
- (g) The Principal shall be the Authority for sanctioning the leave of students outside clauses (e) and (f) above, after receiving their applications along with recommendations of the Heads of Departments.
- (h) In the case of the long absence of a student in a semester with prior approval or otherwise, the Principal shall decide whether the student be asked to withdraw from the programme for that particular semester.
- (i) In all the cases of leave of absence as per Clauses (e)-(i) above, the period of leave taken shall not be condoned for the purposes of fulfilling the attendance requirements stipulated in the Clauses (a) and (b).
- (j) The Principal may, on account of bonafide illness, or any other compelling reasons beyond the control of the candidates, condone the shortage of attendance by 10% at the maximum on the recommendations of the respective HODs. This relaxation will be solely at the discretion of the Principal on submission of satisfactory documents by the students. The relaxation of attendance in this category is given under the provisions of Ordinance.
- (k) Attendance will be an important parameter for Continuous In-semester Evaluation (CIE) which forms the 50% part of the total evaluation. The course coordinator can**



organize surprise tests, quizzes, assignments etc. during the classes which will be accounted in CIE.

Annexure II : Code of Conduct for Students

(a) All students shall be required to conduct themselves in a manner befitting the students of a national institution of high reputation, within and outside the precincts of the Institute.

(b) Unsocial activities like ragging in any form shall not be tolerated within or outside the precincts of the Institute and the students found indulging in them shall be dealt with severely and dismissed from the Institute as per the rules set within the Anti-Ragging ACT.

(c) The following additional acts of omission and/or commission by the students within or outside the precincts of the Institute shall constitute a gross violation of code of conduct punishable as indiscipline:

- i. Lack of courtesy and decorum, as well as indecent behavior.
- ii. Wilful damage of the property of the Institute/Hostel or of fellow students.
- iii. Possession /consumption/distribution of alcoholic drinks and banned drugs; including chewing of tobacco, smoking etc.
- iv. Mutilation or unauthorized possession of library material, like Books.
- v. Noisy and unseemly behavior, disturbing the peace in the Institute/Hostel.
- vi. Hacking in computer systems, either hardware or software or both.
- vii. Any other act considered by the Institute as of gross indiscipline.

(d) In each case above, the punishment shall be based on the gravity of the offence, covering from reprimand, levy of fine, expulsion from Hostel, debar from the examination, rustication for a period, to outright expulsion.

(e) The reprimanding authority for an offence committed by students in the Hostels and in the Department or the classroom shall be respectively, the Rector of the Hostels and the Head of the concerned Department.

(f) In all the cases of offences committed by students in jurisdictions outside the purview of Clause (e), the Dean Students Affairs shall be the Authority to reprimand them.

(g) All major acts of indiscipline involving punishment other than mere reprimand shall be considered and decided by the Chairman, Students Disciplinary Committee appointed by the Director.

(h) All other cases of indiscipline of students, like the adoption of unfair means in the examinations shall be reported to the Dean Academics, for taking appropriate action and deciding on the punishment to be levied. Guidelines for unfair means/malpractices during examinations are described in detail in Examination Rules & Regulations..



- (i) In all the cases of punishment levied on the students for any offence committed, the aggrieved party shall have the right to appeal to the Director, who shall constitute appropriate Committees to review the case.
- (j) Every admitted student shall be issued a photo identification (ID) card which must be retained by the student while he/she is registered with AIT. The student must have a valid ID card with him/her while in the institute.
- (k) If the student attendance is not as per norms mentioned in this rule book, Principal/HOD will take decision about those students.
- (l) Discipline & Conduct: Any act of misconduct committed by a student inside or outside the campus shall be an act of violation of the discipline of the institute. Violations of the discipline shall include:
- i. Disruption of teaching, examination, administrative work, curricular or extra- curricular activity, and any act likely to cause such disruption.
 - ii. Refusing to provide an identity card when demanded by any institute authority.
 - iii. Damaging or defacing the property inside or outside the institute campus.
 - iv. Engaging in any attempt at wrongful confinement of teachers, offices, employees and students of the institute.
 - v. Use of abusive and derogatory slogans or intimidatory language or incitement of hatred and violence.
 - vi. Ragging in any form ("Ragging" means causing, inducing, compelling or forcing a student, whether by way of a practical joke or otherwise, to do any act which detracts from human dignity or violates his person or exposes him to ridicule or to for bear from doing any lawful act, by intimidating, wrongfully re- straining, wrongfully confining or injuring him or by using criminal force to him or by holding out to him any threat of such intimidation, wrongful restraint, wrongful confinement, injury or the use of criminal offence. Supreme Court of India has defined ragging as a criminal offence.)
 - vii. Eve teasing or disrespectful behavior to women or girl students.
 - viii. An assault upon, or intimidation of, or insulting behavior towards a teacher, officer, employee or student or any other person.
 - ix. Committing forgery, tampering with documents or records, identity cards, furnishing false certificate or false information.
 - x. Organizing instant agitation/meetings without prior permission on the campus.
 - xi. Viewing/downloading obscene information/data, images, and executable files, sending obscene mails/messages via Facebook / tweeter/other social sites using institute servers.



- xii. Sharing the login and passwords & other details of IT facilities provided to other students/outsideers.
- xiii. Consuming or possessing alcoholic drinks, dangerous drugs, or other intoxicants in the institute campus.
- xiv. Possessing or using any weapons and firearms on the institute campus.
- xv. Unauthorized occupation of hostel, Accommodating guests or other persons in hostels without permission.
- xvi. Malpractice in examination.
- xvii. Indulging in anti-national activities contrary to the provisions of acts and laws enforced by Government.
- xviii. Any other act which may be considered by the Principal or the Discipline Committee to be an act of violation of discipline.

(m) Any act of indiscipline of a student reported to Principal or concerned authority shall be referred to the Grievance Redressal and Disciplinary Committee (GRDC) of the institute. The Committee shall enquire into the charges and recommend suitable punishment if the charges are substantiated. The penalties/punishment/actions may include:

- i. Written warning and information to the parents/guardian.
- ii. Imposition of fine ranging from Rs.50/- up to Rs.5000/-
- iii. Suspension from the institute/Hostel/Mess/Library/ or availing of any other facility.
- iv. Suspension or cancellation of scholarships /fellowship or any financial assistance from any source.
- v. Recover of loss caused to Institute property.
- vi. Debarring participation in sports/NSS/ any other student clubs.
- vii. Disqualifying from holding any representative position in the Class/institute / Hostel / Mess/Sports/Clubs and in similar other bodies.
- viii. Disqualifying from appearing in placement and receiving any awards.
- ix. Expulsion from the Hostel/Mess/Library/Club/institute for a specified period by forfeiting fees.
- x. Debarring from an examination.
- xi. Action as per Maharashtra anti-ragging act 1999.

(n) If a student is found guilty of malpractice in examinations, then he/she shall be punished as per the recommendations of the Complaint Redressed Committee (CRC) constituted by BOE. The CRC committee shall inquire and decide the punishment by following the Guidelines for imposing punishment on examinees/s/others involved in unfair means. However, depending on



the situation, committee may quantify the severity of the punishment which may include:

- i. Cancellation of the performance of the student in the course/s in which he or she was involved in malpractice.
- ii. Cancellation of the performance in that examination or all the courses or 02 subjects of the same semester
- iii. If the same student is found in malpractice again in the same semester or future semesters, he or she debarred for all subjects of that semester.
- iv. Expulsion/termination from the institute if involved repeatedly
- v. Stoppage of scholarships/stipend.
- vi. Issuing warning.
- vii. Debarring from the examinations for a specified period.

(o) Student/s involved in act of indiscipline/malpractice in examination shall be issued notice asking him/her asked to be present before the respective committee (CRC) on the day at specified time and venue with his/her parents/guardian. He/she shall give a written reply/oral explanation to the charges leveled against him/her for consideration. If the implicated students fail to appear before the committee, then a decision shall be taken in absentia, based on available evidence/documents, which shall be binding on the concerned student. The CRC is the final decision authority regarding malpractice cases.