

ACADEMIC REGULATIONS V21 FOR MBA PROGRAMME

Applicable for the students of MBA (Regular) Course from the Academic Year 2021-22 onwards. The MBA Degree of Sri Vasavi Engineering College, Tadepalligudem shall be conferred on candidates who are admitted to the program and who fulfil all the requirements for the award of the Degree.

1.0 ELIGIBILITY FOR ADMISSIONS

Admission to the above program shall be made subject to eligibility, qualification and specialization as prescribed by the University/ State Government from time to time.

Admissions shall be made on the basis of merit/rank obtained by the candidates at the qualifying Entrance Test conducted by the University or on the basis of any other order of merit as approved by the University/ State Government, subject to reservations as laid down by the Govt. from time to time.

2.0 AWARD OF MBA DEGREE

- 2.1 A student shall be declared eligible for the award of the MBA Degree, if he pursues a course of study in not less than two and not more than four academic years.
- 2.2 The student shall register for all 106 credits and secure all the 106 credits.
- 2.3 The minimum instruction days in each semester are 90.

3.0 ATTENDANCE

- 3.1 A student shall be eligible to write end examinations if he acquires a minimum of 75% of attendance in aggregate of all the courses, and with minimum 50% in each and every course including practicals.
- 3.2 Condonation of shortage of attendance in aggregate up to 10% (65% and above and below 75%) in each semester shall be granted by the College Academic Committee.
- 3.3 Shortage of Attendance **below** 65% in aggregate shall not be condoned and not eligible to write their end semester examination of that class.
- 3.4 Students whose shortage of attendance is not condoned in any semester are not eligible to write their end semester examination of

that class.

3.5 A prescribed fee shall be payable towards condonation of shortage of attendance.

3.6 A student shall not be promoted to the next semester unless, he satisfies the attendance requirement of the present semester, as applicable. They may seek re-admission into that semester when offered next. If any candidate fulfills the attendance requirement in the present semester, he shall not be eligible for re-admission into the same class.

4.0 Examination and Scheme of Evaluation

The distribution of marks for internal and external examinations shall be evaluated course -wise as follows:

Sl.No.	Component	Internal	External	Total
1	Theory	25	75	100
2	Laboratory	20	30	50
3	Project & viva-voce	40	60	100

4.1 Internal assessment

- i) 25 marks for internal assessment. 10 marks are based on the sum of average of **two mid-term** seminar/presentation and 15 marks are based on **average of two mid-term examinations**.
- ii) 10 marks for presentation (5 marks are for report content and 5 marks are for presentation)
- iii) Each mid-term examination is conducted for 15 marks with 90 Minutes duration. Each mid-term examination consists of three questions, each for 5 marks. All questions need to be answered.
- iv) The final marks are the sum of average of two mid-term examinations for 15 marks and the sum of average of **two mid-term** seminar/presentation for 10marks.

4.2 External Assessment

The semester end examination shall be conducted for a duration of three hours with 5 questions and one case study which is compulsory. All questions are to be answered and for each question has "**either or**" option except case study. All 5 questions carry 12 marks each and case study carries 15 marks, total becomes 75 marks.

4.3 Laboratory Course

- i) For practical courses distribution shall be 20 marks for internal evaluation and 30 marks for the end semester examinations. There shall

be continuous evaluation by the internal course teacher during the semester for 20 internal marks. Out of 20 marks for internal, 10 marks shall be for lab record and 10 marks shall be evaluated by conducting an internal test conducted at the end of semester.

- ii) End semester laboratory examination shall be conducted for 30 marks with two examiners, one of them being the Laboratory Class Teacher and second examiner shall be appointed by the Principal.

5.0 EVALUATION OF PROJECT WORK:

5.1 A Project Review Committee (PRC) will be constituted with Head of the Department, and two other senior faculty members of the department.

5.2 Registration of Project work: A Candidate is permitted to register for the project work after satisfying the attendance requirement up to II semester.

5.3 Every candidate shall work on projects approved by the PRC.

5.4 A student has to undergo practical training for a period of 5 weeks in a Corporate Enterprise (as a part of the project) after the Second Semester. In training period, the candidates should work on a specific problem related to the elective course.

At the end of practical training, the student should submit a certificate obtained from the organization.

The student should prepare a Project Report under the supervision of a guide from the faculty of management of the college. However, the students who prepare Project Report in the area of systems can also work under the guidance of a Faculty member from Computer Science Department.

5.5 The progress of the project work shall be periodically reviewed by PRC. The PRC shall authorize/approve change of guide/topic/title as deemed fit. A student shall submit status report in line with the recommended project calendar as approved by PRC. Three copies of Project dissertation certified by the Project Supervisor shall be submitted to the College.

5.6 The project is evaluated for 100 Marks at the end of IV Semester. A student shall engage a minimum of 2 hours per week in III and IV semester in consolidating the data, report writing, results & analysis, conclusions etc. Evaluation shall comprise of internal and external assessment.

Internal: 40 Marks

External: 60 Marks

Out of a total of 100 Marks for the Project and viva voce 40 Marks shall be for internal evaluation and 60 Marks for the end semester project and viva voce. The internal evaluation shall be made by the departmental committee on the basis of the two seminars given by the student on the topic of his/her dissertation. The end semester project and viva voce shall be adjudicated by one external examiner selected from a panel of 5 examiners outside the college. For this Head of the department shall submit a 5 member panel who are eminent in the field of study.

- 5.7** An internal departmental committee consisting of HOD, Supervisor and one senior faculty shall monitor the progress of the project work.
- 5.8** The project and viva voce examination shall be conducted by a board consisting of External examiner, HOD and Supervisor. A Candidate shall be allowed to take project and viva voce examination after fulfilling the attendance requirements.
- 5.9** The Candidate should secure minimum 40% marks in External assessment of project and viva voce. If the candidate fails to secure minimum 50% of marks in project internal and End semester project and viva voce together, the candidate should retake the project and viva voce examination after three months. If he fails to get minimum marks at the second project and viva voce examination, he will not be eligible for the award of the degree, unless the candidate is asked to revise and resubmit. If the candidate fails to secure minimum marks again, the project shall be summarily rejected.

6.0 Course Pattern

- a) The entire course of study is for two academic years (four semesters); all the years are in semester pattern
- b) A student eligible to appear for the end semester examination in a course, but absent from it or has failed in the end semester examination, may write the exam in that course as and when college conducted next.
- c) When a student has shortage of attendance, he/she may be re-admitted into the same semester/year in which he has been detained. However, the academic regulations under which he was **first admitted** shall continue to be applicable to him.

7.0 Criteria for passing a course and award of grades

a) Criteria for passing a course

- i) A Candidate shall be declared to have passed in individual theory/laboratory/project and viva voce if he secures a minimum of 50% aggregate marks (internal & semester end examination marks put together), course to a minimum of 40% marks in the semester end examination.
- ii) In case the candidate does not secure the minimum academic requirement in any course (as specified in (i) above) he/she has to re-appear for the end semester examination in that course. A candidate shall be given **one** chance to re-register for each course provided the internal marks secured by a candidate **are less than 50% and has failed in the end examination**. In such a case, the candidate must re-register for the course (s) and secure the required minimum attendance. The attendance in the re-registered course (s) shall be calculated separately to decide upon his eligibility for writing the end examination in those course (s). In the event of the student taking another chance, his internal marks and end examination marks obtained in the previous attempt shall **stands cancelled**. For re-registration the candidates have to apply to the Dean Academics by paying the requisite fees and get approval from College before start of semester in which re-registration is sought.
- iii) In case the candidate secures less than the required attendance in any re-registered course (s), he shall not be permitted to write the End Examination in that course. He shall again re-register the course when next offered.

b) Award of grades: Method of awarding grade point and grade in each course based on his performance is given below.

Marks Range Theory / Laboratory/ Project and viva -voce (Max-100)	Letter Grade	Level	Grade Point
≥ 90%	O	Out standing	10
≥80 to <90%	S	Excellent	9
≥70 to <80%	A	Very Good	8
≥60 to <70%	B	Good	7
≥50 to <60%	C	Satisfactory	6
<50	F	Fail	0
	AB	Absent	0

c) Computation of Cumulative and Semester Grade Point Averages

Computation of SGPA

- The following procedure is to be adopted to compute the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):
- The **SGPA** is the ratio of sum of the product of the number of credits with the grade points scored by a 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.

$$\text{SGPA (Si)} = \frac{\sum (Ci \times Gi)}{\sum Ci}$$
- 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.

Computation of CGPA

- The **CGPA** is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a Programme, i.e. $\text{CGPA} = \frac{\sum (C_i \times S_i)}{\sum C_i}$
- Where S_i is the SGPA of the i th semester and C_i is the total number of credits in that semester.
- The SGPA and CGPA shall be rounded off to 2 decimal points and reported in the transcripts.
- Equivalent Percentage = $(\text{CGPA} - 0.75) \times 10$

8.0 AWARD OF DEGREE AND CLASS

After a student has satisfied the requirements prescribed for the completion of the program and is eligible for the award of MBA Degree he shall be placed in one of the following three classes:

	CGPA to be secured	
First Class with Distinction	≥ 7.75	From the CGPA secured from 106 Credits.
First Class	≥ 6.75	
Second Class	≥ 5.75 to < 6.75	
Pass Class	≥ 4.75 to < 5.75	

The Grades secured, Grade points and Credits obtained will be shown separately in the memorandum of marks.

9.0 WITHHOLDING OF RESULTS

If the student is involved in indiscipline/malpractices/court cases, the result of the student will be withheld.

10.0 Supplementary Examinations

- i) Supplementary examinations will be conducted twice in a year at the end of odd and even semesters.
- ii) Semester end supplementary examinations shall be conducted till next regulation comes into force for that semester after the conduct of the last set of regular examinations under the present regulation.
- iii) Thereafter, supplementary examinations will be conducted in the equivalent courses as decided by the Board of Studies concerned.

11.0 Revaluation

Recounting of marks in the end semester examinations, A student can request for revaluation of his /her answer book on payment of a prescribed fee.

12.0 TRANSITORY REGULATIONS (for V21)

12.1 When a student gets detained due to academic regulations and rejoins the college to complete the programme. However, the academic regulations under which he/she was first admitted shall continue to be applicable to him/her.

12.2 When a student discontinues for some time and rejoins the college to complete the programme. However, the academic regulations under which he/she was first admitted shall continue to be applicable to him/her.

13.0 GENERAL

13.1 Wherever the words –he||, –him||, –his||, occur in the regulations, they include –she||, –her||, –hers||.

13.2 The academic regulation should be read as a whole for the purpose of any interpretation.

13.3 In the case of any doubt or ambiguity in the interpretation of the above rules, the decision of the Chairman of the Academic Council is final.

13.4 The College may change or amend the academic regulations or syllabi at any time and the changes or amendments made shall be applicable to all the students with effect from the dates notified by the College.