B E C REGULATIONS
2015-2016

VISION
To be recognised as premier technical Institute committed
to developing exemplary professionals offering research based
innovative solutions and inspiring inventions for holistic
socio-economic developments

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VISION
To be recognized as a premier technical institute committed to developing exemplary professionals, offering research based innovative solutions and inspiring inventions for holistic socio economic development

MISSION
- To pursue excellence through student centric dynamic teaching-learning processes, encouraging freedom of inquiry and openness to change
- To carry out innovative cutting edge research and transfer technology for industrial and societal needs
- To imbibe moral and ethical values and develop compassionate, humane professionals

QUALITY POLICY
Teaching- Learning, research, administrative processes are quality driven and embellished with continuous improvements (Kaizen) to meet the global standards by rigorous adherence to set procedures and exhaustive quality audits.

This will be achieved through:
- Continuous upgradation, of qualification/ skills of faculty/staff and infrastructure.
- Teaching- learning and mentoring with enhanced quality management system.
- Providing multiple study options through perfect blend of academic flexibility and research emphasis.
- Involvement of people at all levels.

VALUES
Work is Worship: The core essence of every activity of the college is inspired by the life and this saying of Lord Basaveshwara the visionary of 12th century. The “Basaveshwara Engineering College” is named after the visionary

Student Centric: Academic and Administrative processes are devised and practiced to be student centric

Innovation: Encourage innovation and research for betterment of society

Learning Centric: To inculcate life long learning through teaching-learning and research activities

Empathetical Campus Culture: Cordial and harmonious living on campus through empathy

Indian Ethos: Nurture modern outlook imbibed with Indian ethos in BEC community
I. BASAVESHWAR ENGINEERING COLLEGE (AUTONOMOUS)
Basaveswar Engineering College (Autonomous), Bagalkot is a premier technical institute in the northern part of Karnataka. It is in the forefront of delivering Engineering Education to the students of the region. Basaveswar Engineering College was started in the year 1963 by Basaveswar Veerashaiva Vidyavardhaka Sangha, Bagalkot. The college entered into the grant-in-aid code of the Government of Karnataka in the year 1968. Basaveswar Engineering College is an autonomous institute permanently affiliated to Visvesvaraya Technological University, Belgaum, approved by AICTE, New Delhi and accredited by National Board of Accreditation (NBA) New Delhi. The college was selected for Technical Education Quality Improvement Programme (TEQIP) Phase I of the Govt of India, supported by the World Bank. Due to the excellent performance in Phase I and its potential, the college has been selected for funding through TEQIP Phase II to enhance its research activities and strengthen PG programmes. The college is identified by AICTE as QIP centre for PhD programmes in 5 disciplines and teachers from various engineering colleges in the country can pursue research.

Basaveswar Engineering College, Bagalkot has one of the best infrastructure amongst the Engineering colleges of the state. It has a sprawling campus and well equipped laboratories. The management of the college is eager to provide good quality technical education to the students and provides all the required facilities to the students and staff. The faculty in the college is a judicious mix of young and experienced. All the faculty are enthusiastic and well qualified. The most important mandate and passion of the teachers is to deliver quality technical education to the students. The spread of qualification of the faculty is brought out in the pie chart shown below.

The faculty are involved in sponsored research and adequate facilities are provided by the college for faculty and students to pursue research. (Many organizations such as DRDO, DST, CSIR, AICTE, VTU, VGST-Karnataka have sponsored many research projects). The teaching faculty is supported by committed non teaching faculty, numbering around 250. The facilities provided in the campus include,

- Spacious Library with about 34000 Titles and 100000 Volumes.
- Library Subscribes to many IEEE Journals, 312 online international journals through Indest consortium database and about 150 print journals.
- Internet Connection to all the computers in the campus which number about 1000, through a 15 Mbps fiber terminated leased line
- Pervasive WiFi Connectivity
- College Gymkhana, which provides platform for the students to exhibit their cultural talent
- Spacious playgrounds for all sports such as Athletics, Cricket, Football, Hockey, Basketball, Tennis etc
- Indoor Stadium for Indoor Games such as Badminton
- Separate hostel facilities for boys and girls, two for each.

The College has been performing well throughout and its alumni are found in various industries and in Government sector occupying higher positions. The college alumni association BECAA is active and conducts regular interactions. The students have excelled in various domains and won many National/ State level awards such as-

- General Champion in Shrishti (State level- project Competition) for 3 successive years
- Cash award for F-1 Car design/ Special award for a car designed for differently abled.
- Regional Champions in TCS-Tech Bytes Quiz
- IBM Project Competition
- KSCST Champions for two years and nine projects got best project of year awards

The training and placement cell of the college provides training and facilitates the placement of students in many reputed companies such as Tata Consultancy Services, Mindtree, Tech Mahindra, Cognizant, Emphasis, Tata Advanced Materials Limited etc. The College has entered into MOUs' with various institutions and industries to harness the expertise available in the college and provide exposure to faculty and students. Some of the important MOUs' include:

- Bosch-Rexroth, Bangalore
- Nokia Innovation Labs, Bangalore
- Karmic, Manipal
- PRDC, Bangalore
- Flextron, Bangalore
- SDS, Bangalore
- Bharat Forge, Pune
- NIC NewDelhi
- K-Cube Consultants, Chennai
- GEM Sugars, Kundargi
- Saginaw Valley State University (SVSU), Michigan, USA, etc

Basaveswar Engineering College, (BEC) Bagalkot, has been granted the Autonomous Status as per the Visvesvaraya Technological University Autonomous College Statute 2006 approved by the, Chancellor and notified by the university on 28.12.2007. The autonomous status provides freedom to the college in all aspects of conducting its Academic Programmes for achieving academic excellence. The college has strived hard to excel in all spheres of activities since the grant of the autonomous status.
ii ABBREVIATIONS & CODES
This section enlists the codes and abbreviations used in these regulations.

Abbreviations used in the Regulations
Commission: University Grants Commission (UGC), New Delhi.
Council: All India Council for Technical Education (AICTE), New Delhi.
University: Visvesvaraya Technological University, Belagavi-VTU.
Statute: VTU Autonomous College statute 2006
GOK: Government of Karnataka
DTE: Directorate of Technical Education in Karnataka
CET: Common Entrance Test of Karnataka conducted by Karnataka Examination Authority (KEA)
COMEDK: Consortium of Medical, Engineering and Dental Colleges of Karnataka.
PGCET: PG Common Entrance Test of Karnataka conducted by Karnataka Examination Authority (KEA) for admission to MTech/ MBA/ MCA
KMAT: Common Entrance test conducted for admission to MCA/ MBA under management quota
BEC: Basaveshwar Engineering College (Autonomous) Bagalkot
BOG: Board of Governors of Basaveshwar Engineering College, Bagalkot
AC: Academic Council of Basaveshwar Engineering College, Bagalkot
Principal: Principal, Basaveshwar Engineering College, Bagalkot
COE: Controller of Examinations, BEC Bagalkot
HOD: Head of Department
BOS: Board of Studies
USN: University Seat Number
CSN: College Serial Number
UG: Undergraduate Course (Namely BE Programme)
PG: Postgraduate Course (Namely M Tech, MBA, MCA)
BE: Bachelor of Engineering
M.Tech: Master of Technology
MCA: Master of Computer Applications
MBA: Master of Business Administration
CIE: Continuous Internal Evaluation
SEE: Semester End Examination
GPA: Grade Point Average
SGPA: Semester Grade Point Average
CGPA: Cumulative Grade Point Average
MPCC: Malpractice Case Consideration Committee

DEPARTMENT CODES:
The academic departments/ sections of the college are encoded as in Table ii.1. These
codes are used while providing codes for subjects/ labs.

<table>
<thead>
<tr>
<th>Code</th>
<th>Name of the Department / Section</th>
</tr>
</thead>
<tbody>
<tr>
<td>CV</td>
<td>Civil Engineering</td>
</tr>
<tr>
<td>ME</td>
<td>Mechanical Engineering</td>
</tr>
<tr>
<td>EE</td>
<td>Electrical and Electronics Engineering</td>
</tr>
<tr>
<td>CS</td>
<td>Computer Science and Engineering</td>
</tr>
<tr>
<td>EC</td>
<td>Electronics and Communication Engineering</td>
</tr>
<tr>
<td>EI</td>
<td>Electronics &amp; Instrumentation Engineering</td>
</tr>
<tr>
<td>IP</td>
<td>Industrial and Production Engineering</td>
</tr>
<tr>
<td>AU</td>
<td>Automobile Engineering</td>
</tr>
<tr>
<td>IS</td>
<td>Information Science and Engineering</td>
</tr>
<tr>
<td>BT</td>
<td>Biotechnology</td>
</tr>
</tbody>
</table>

Basic Science Departments
<table>
<thead>
<tr>
<th>Code</th>
<th>Name of the Department / Section</th>
</tr>
</thead>
<tbody>
<tr>
<td>PH</td>
<td>Physics</td>
</tr>
<tr>
<td>CH</td>
<td>Chemistry</td>
</tr>
<tr>
<td>MA</td>
<td>Mathematics</td>
</tr>
<tr>
<td>HS</td>
<td>Humanities &amp; Social Sciences.</td>
</tr>
</tbody>
</table>

Post Graduate Programmes
<table>
<thead>
<tr>
<th>Code</th>
<th>Name of the Department / Section</th>
</tr>
</thead>
<tbody>
<tr>
<td>CA</td>
<td>Master of Computer applications</td>
</tr>
<tr>
<td>BA</td>
<td>Master of Business Administration</td>
</tr>
<tr>
<td>EV</td>
<td>Environmental Engineering( Civil)</td>
</tr>
<tr>
<td>SE</td>
<td>Structural Engineering( Civil)</td>
</tr>
<tr>
<td>GT</td>
<td>Geotechnical Engineering( Civil)</td>
</tr>
<tr>
<td>ES</td>
<td>Power and Energy Systems (Electrical)</td>
</tr>
<tr>
<td>MD</td>
<td>Machine Design (Mechanical)</td>
</tr>
<tr>
<td>PT</td>
<td>Production Technology (Mechanical)</td>
</tr>
<tr>
<td>CS*</td>
<td>Computer Science and Engineering (CSE)</td>
</tr>
<tr>
<td>EC*</td>
<td>Digital Communication(ECE)</td>
</tr>
</tbody>
</table>

* Same as Undergraduate Courses
CODES FOR THE NATURE OF THE SUBJECTS:
The Choice Based Credit System (CBCS) mandates a student to study different
categories of subjects. The codes employed to indicate the subject category are listed in
Table ii.2.

Table ii.2 Codes indicating the category of the subjects

<table>
<thead>
<tr>
<th>Code</th>
<th>Category of Subject</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>C</td>
<td>Core</td>
<td>The subjects are to be compulsorily passed by the student and form the core of the corresponding program (BE, MTech, MCA, MBA)</td>
</tr>
<tr>
<td>H</td>
<td>Humanities &amp; Social Science</td>
<td>The subjects are of humanities &amp; Social Science Category considered as core subjects</td>
</tr>
<tr>
<td>E</td>
<td>Elective</td>
<td>The subjects are electives and the student is to pass a prescribed number of electives as required by the scheme of the corresponding program</td>
</tr>
<tr>
<td>N</td>
<td>Open Elective</td>
<td>Used for open/other elective (interdisciplinary), a student has to clear a prescribed number of open electives in BE programme</td>
</tr>
<tr>
<td>L</td>
<td>Laboratory</td>
<td>The Laboratory courses are to be compulsorily passed and form the core of the program</td>
</tr>
<tr>
<td>M</td>
<td>Mandatory</td>
<td>The subjects of this category are to be mandatorily passed with ‘PP’ grade and are not assigned any credits</td>
</tr>
<tr>
<td>P</td>
<td>Project Work</td>
<td>Refers to project work related to his/her discipline can be interdisciplinary</td>
</tr>
<tr>
<td>S</td>
<td>Seminar</td>
<td>Refers to seminar on advanced, relevant topics</td>
</tr>
<tr>
<td>T</td>
<td>Term Paper</td>
<td>Refers to the Term Paper on research area/technology/other related work</td>
</tr>
<tr>
<td>I</td>
<td>Industrial Training</td>
<td>Refers to Industrial Training/ internship</td>
</tr>
<tr>
<td>A</td>
<td>Audit</td>
<td>Audited subjects, credits earned and grade points are not considered for SGPA &amp; CGPA calculation</td>
</tr>
<tr>
<td>K</td>
<td>Compulsory</td>
<td>The subjects which are to be studied by the student &amp; no evaluation / grade for these subjects.</td>
</tr>
</tbody>
</table>

SUBJECTS NUMBERING SCHEME

Every course/subject is given a code using a string of seven alpha-numerals. The
characters in every position have the significance as shown below:

<table>
<thead>
<tr>
<th>Typical Subject Code</th>
<th>U</th>
<th>C</th>
<th>S</th>
<th>5</th>
<th>0</th>
<th>1</th>
<th>C</th>
</tr>
</thead>
<tbody>
<tr>
<td>Description</td>
<td>Level of the Program U: Undergraduate P: Postgraduate</td>
<td>Academic Department/ Section From Table ii.1</td>
<td>Semester of the Program *</td>
<td>Unique number of the Subject</td>
<td>Category of the subject from Table ii.2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Position</td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
<td>7</td>
</tr>
</tbody>
</table>

* The semester of the program is not mentioned for elective subjects of some departments, these electives can be taken at any semester, where there is provision of registering for such electives.

UNIVERSITY SEAT NUMBER (USN)

It is a unique number assigned to each student who registers for a programme in the
college during first year by the university. This number is valid for all the student
transactions in the college and continues till the award of the degree.
The format of USN for UG Programmes is as follows

<table>
<thead>
<tr>
<th>2</th>
<th>B</th>
<th>A</th>
<th>1</th>
<th>1</th>
<th>C</th>
<th>S</th>
<th>0</th>
<th>0</th>
<th>1</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
<td>7</td>
<td>8</td>
<td>9</td>
<td>10</td>
</tr>
</tbody>
</table>

Region Code | College Code | Year of admission | Course Code | Serial Number of the Student

The format of USN for PG Programmes is as follows

<table>
<thead>
<tr>
<th>2</th>
<th>B</th>
<th>A</th>
<th>1</th>
<th>1</th>
<th>S</th>
<th>C</th>
<th>S</th>
<th>0</th>
<th>1</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
<td>7</td>
<td>8</td>
<td>9</td>
<td>10</td>
</tr>
</tbody>
</table>

Region Code | College Code | Year of admission | Course Code | Serial Number of the Student

COLLEGE SERIAL NUMBER (CSN)

It is an eight-digit number assigned to each student by the college at the time of admission. This number is used for tracking the information about individual students at any time. The student shall communicate this number for all his future correspondence to the college.

<table>
<thead>
<tr>
<th>2</th>
<th>0</th>
<th>1</th>
<th>1</th>
<th>X</th>
<th>X</th>
<th>X</th>
<th>X</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
<td>7</td>
<td>8</td>
</tr>
</tbody>
</table>

Indicates the Year of admission Indicates the Serial Number of admission
Contents

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1.0 PREAMBLE

1.1 The regulations contained here in are common to all UG Programs, PG Programs, PG Diploma Programs and Certification courses conducted at Basaveshwara Engineering College (Autonomous), Bagalkot, and shall be called "BEC Regulations" and are binding on all the stakeholders.

1.2 These regulations, are approved by the Academic Council and Board of Governors of the college and shall supersede all the earlier regulations.

1.3 The Regulations, may evolve and get modified or changed through appropriate approvals from the Academic Council/Board of Governors from time to time. The decision of the BOG on all matters shall be final and binding on all stakeholders.

1.4 In order to guarantee fairness and justice to the parties concerned in view of the periodic evolutionary refinements, any specific issues or matters of concern shall be addressed separately, by the appropriate authorities, as and when found necessary, which shall be later approved by AC and BOG.

1.5 The AC and BOG may consider any issues or matters of concern relating to any or all the academic activities of BEC and suggest appropriate action, irrespective of whether a reference is made here in this set of regulations or otherwise.

1.6 The abbreviations and codes described in section ii, are used in BEC regulations.

2.0 PROGRAMS OFFERED

2.1 Programs under Autonomous Scheme

The following programs are offered in the college under autonomous scheme:

A) Bachelor of Engineering (B.E.)

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Course</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Civil Engineering</td>
<td>4 Years</td>
</tr>
<tr>
<td>2</td>
<td>Mechanical Engineering</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Electrical and Electronics Engineering</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Computer Science and Engineering</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Electronics and Communication Engineering</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Electronics and Instrumentation Engineering</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Industrial and Production Engineering</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Automobile Engineering</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Information Science and Engineering</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>Biotechnology</td>
<td></td>
</tr>
</tbody>
</table>

B) Master of Technology (M.Tech):

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Specialization</th>
<th>Department</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Structural Engineering</td>
<td>Civil Engineering</td>
<td>2 Years</td>
</tr>
<tr>
<td></td>
<td>Geo-technical Engineering</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Environmental Engineering</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Production Technology</td>
<td>Mechanical Engineering</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Machine Design</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Computer Science &amp; Engineering</td>
<td>Computer Science &amp; Engineering</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Digital Communication</td>
<td>Electronics &amp; Communication Engineering</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Power and Energy Systems</td>
<td>Electrical &amp; Electronics Engineering</td>
<td></td>
</tr>
</tbody>
</table>

C) Master of Computer Applications (MCA) Duration: 3 Years

D) Master of Business Administration (MBA) Duration: 2 Years

E) Certification courses

F) Diploma Courses
2.2 Programs under Non Autonomous scheme
In addition to the programmes mentioned above, some non autonomous programs affiliated to VTU are offered, these include the following:

M.Tech(QIP) part time in departments of CSE and ECE
M.Sc (Engg) by Research, Duration 2 years
Doctor of Philosophy (Ph.D) (refer Table 2.3)

Table 2.3: List of Research Centers recognized by VTU, Belgaum offering M.Sc (Engg) and PhD

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Civil Engineering</td>
</tr>
<tr>
<td>2</td>
<td>Mechanical Engineering</td>
</tr>
<tr>
<td>3</td>
<td>Electrical &amp; Electronics Engineering</td>
</tr>
<tr>
<td>4</td>
<td>Computer Science &amp; Engineering</td>
</tr>
<tr>
<td>5</td>
<td>Electronics &amp; Communication Engineering</td>
</tr>
<tr>
<td>6</td>
<td>Industrial &amp; Production Engineering</td>
</tr>
<tr>
<td>7</td>
<td>Biotechnology</td>
</tr>
<tr>
<td>8</td>
<td>Physics</td>
</tr>
</tbody>
</table>

The first five departments in Table 2.3 also offer PhD Programme under AICTE Quality Improvement Programme to faculty of various engineering colleges.

3.0 ADMISSION

3.1 Admission to UG and PG courses will be made in accordance with the guidelines issued by the Department of Higher Education Government of Karnataka and VTU from time to time. Seats are reserved for candidates for belonging to scheduled casts and scheduled tribes, differently abled persons, children of defense personnel, other backward classes and categories as per the guidelines issued by Govt. of Karnataka.

3.2 Admission to all UG and PG courses will be made in the odd semester of each academic year, at the first year level. (Refer Eligibility section for details)

3.3 Admissions are offered to NRI and other candidates under management quota in accordance with the rules framed by GOK from time to time applicable for such admissions.

3.4 The College admits Diploma students allotted through KEA directly to the Third semester of the BE Programme as per GOK rules

3.5 Transfer of students can be effected as per the guidelines issued by VTU and subject to approval from the University.

3.6 Transfer of Credits of students from VTU affiliated non-autonomous and other autonomous colleges shall be as per the decision of respective BOS and approval of the same by the AC and the BOG.

3.7 At any time after admission, if it is found that a candidate had not fulfilled all the requirements stipulated in the offer of admission, in any form whatsoever, including possible misinformation etc., his/her admission will be revoked.

3.8 The College reserves the right to cancel the admission of any student and ask him/her to discontinue his/her studies at any stage of his/her career on the grounds of unsatisfactory academic performance (refer to VTU guidelines) or indiscipline or any misconduct.

3.9 Candidates must fulfill the medical standards required for admission.

3.10 Every student of UG and PG programmes shall be associated with parent department offering the degree that the student undergoes throughout his study period.

3.11 The decision of the AC and the BOG regarding the admissions is final and binding.
4.0 ELIGIBILITY FOR ADMISSIONS

A) BACHELOR OF ENGINEERING (B.E.)

4.1 Admission to first year (I semester) Bachelor Degree in Engineering shall be open for the candidates who have passed the second year Pre-University or XII standard or equivalent examination recognized by VTU.

4.2 The candidate shall have secured the percentage of marks not less than that prescribed by the Council and GOK to the different categories of students as applicable.

4.3 Admission to second year (III semester) Bachelor Degree in Engineering (Lateral Entry) shall be open to the candidates with Diploma or equivalent examination, as recognized by the University/ DTE and has secured not less than the prescribed percentage of marks in the appropriate branch of engineering as specified in relevant Government order issued from time to time and as per the rules specified by GOK from time to time. Such candidates shall clear the prescribed bridge courses specified by the College.

4.4 Those candidates who have passed a qualifying examination other than the PUC-II examination of the Pre-University Education Board of Karnataka or Engineering Diploma Examinations of the Board of Technical Education of Karnataka have to obtain eligibility certificate from VTU, Belgaum, for seeking admission to degree course.

B) POSTGRADUATE PROGRAMMES

4.5 Admission to M.Tech Programme in various disciplines will be open to BE graduates from relevant branch of engineering who have secured not less than the prescribed percentage of marks, notified by the GOK and University. Further the candidates should have appeared a recognized common entrance test such as PG CET/GATE.

4.6 Admission to MCA programme will be open to graduates of any degree who has passed mathematics at XII or degree level and has secured not less than the prescribed percentage of marks, notified by the GOK and University. Further the candidates should have appeared a recognized common entrance test such as PG CET/KMAT.

4.7 Admission to MBA programme will be open to graduates of any degree who has secured not less than the prescribed percentage of marks, notified by the GOK and University. Further the candidates should have appeared a recognized common entrance test such as PG CET/KMAT.

5.0 ACADEMIC CALENDAR

Basaveshwar Engineering College (Autonomous), Bagalkot has adopted the semester scheme to impart education in all its academic programmes, including BE, M.Tech, MCA, MBA, Certificate and Diploma Programmes.

A typical breakdown of the academic year for the semester scheme is as follows:

- Three semesters are offered every year: Two main semesters and one supplementary semester.
- The main semesters are: odd and even, typically of 19 weeks duration which include registration, course work, examination and announcement of results.
- One Supplementary semester of 8 weeks duration is offered every year after the even semester, primarily to assist weak and/or failed students. Also Value addition/add-on courses are offered in this semester for the benefit of the students.
- In the main semester there shall be various provisions for the students such as:
  - Registration of the courses at the beginning of the semester
  - Counseling
  - Dropping of courses as per the date mentioned in the academic calendar
  - Withdrawal from the courses towards the end of the semester as per the date mentioned in the academic calendar

These provisions have to be judiciously used under the advice of faculty counselors.

- Assessment and evaluation is conducted in each semester for each course, under two components having equal weightage namely CIE and SEE. (More details in Assessment and Evaluation Section)
- Provision for make up examinations is provided for students after each main semester.
- In Supplementary semester only those courses which the departments offer can be registered. The subjects to be offered is at the discretion of the department/ College.
- Only the students with 'F' or 'W' grade in a course can register for such course in supplementary semester. This rule can be condoned in special circumstances by the Principal with the recommendations of the concerned Head of the department.
- The minimum and maximum Credits a student can register in a semester are as follows:

<table>
<thead>
<tr>
<th>Semester</th>
<th>Min (Credits)</th>
<th>Max (Credits)</th>
<th>Maximum Contact Hrs per week</th>
</tr>
</thead>
<tbody>
<tr>
<td>Main (Odd/ Even)</td>
<td>20</td>
<td>30</td>
<td>40</td>
</tr>
<tr>
<td>Supplementary</td>
<td>-</td>
<td>16</td>
<td>40</td>
</tr>
</tbody>
</table>

- The scheme and syllabus of all the semesters in each programme is prescribed by the BOS of each department with the approval of AC and BOG.
- The course works to be registered for the first year BE is prescribed by the joint BOS with the approval of AC and BOG.
6.0 CHOICE BASED CREDIT SYSTEM (CBCS)
The college follows choice based credit system for teaching and evaluation of its academic programs. Each program is associated with a fixed number of credits. The programs are defined by their total credit requirements, as given below:
- Four years B.E. Programs: 200 credits
- Two years M. Tech Programs: 100 credits
- Three years MCA Program: 150 credits
- One Year PG Diploma Programs: 50 credits
- Certification Courses: 25 credits
  (Certification Course can be run as a part time course during main semesters or as a full time course in Supplementary semester)

6.1 UG PROGRAMS:
For B.E. programs, the total credits are distributed over the different subject areas. Table-6.1 shows suggested distribution of subjects amongst different subject areas.

Table 6.1: Typical course/ credit distribution for a BE Degree program

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Category</th>
<th>Suggested credit range in percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Basic Sciences</td>
<td>15-20</td>
</tr>
<tr>
<td>2.</td>
<td>Engineering Science Core courses</td>
<td>15-20</td>
</tr>
<tr>
<td></td>
<td>(Engineering Foundation courses)</td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Humanities and Social Sciences</td>
<td>5-10</td>
</tr>
<tr>
<td>4.</td>
<td>Professional Core Courses</td>
<td>30-40</td>
</tr>
<tr>
<td>5.</td>
<td>Professional Elective Courses</td>
<td>10-15</td>
</tr>
<tr>
<td>6.</td>
<td>Open Electives</td>
<td>5-10</td>
</tr>
<tr>
<td>7.</td>
<td>Project work</td>
<td>10-15</td>
</tr>
<tr>
<td>8.</td>
<td>Mandatory Learning Courses</td>
<td>0-0</td>
</tr>
</tbody>
</table>

* The students can audit any of the course for extended learning, but the credits will not be counted for computing the SGPA and CGPA.

6.2 PG PROGRAMS
The total credits for the M.Tech/MCA/MBA programs are divided over the following four categories and distributed as shown in the Table6.2(a), (b) and (c).
- PG Core Subjects
- PG Elective Subjects
- Industrial Training
- Project Work/Dissertation

Table 6.2(a) Typical course/ credit distribution for M.Tech Programme

<table>
<thead>
<tr>
<th>Course Category</th>
<th>Suggested credits range in percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Courses (Hard/Soft)</td>
<td>Minimum 15-20</td>
</tr>
<tr>
<td>Electives (Specialization/Others)</td>
<td>Minimum 25-30</td>
</tr>
<tr>
<td>Project Work</td>
<td>Minimum 30-40</td>
</tr>
<tr>
<td>Industrial Internship</td>
<td>Minimum 03-05</td>
</tr>
<tr>
<td>Field Work/Internship and Project Work</td>
<td>Minimum 02-04</td>
</tr>
</tbody>
</table>

Table 6.2(b) Typical course/ credit distribution for MCA Programme

<table>
<thead>
<tr>
<th>Course Category</th>
<th>Suggested credits range in percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Courses (Hard/Soft)</td>
<td>Minimum 40-50</td>
</tr>
<tr>
<td>Electives (Specialization/Others)</td>
<td>Minimum 20-30</td>
</tr>
<tr>
<td>Seminar/term paper</td>
<td>Minimum 02-10</td>
</tr>
<tr>
<td>Industrial Internship &amp; Project Work</td>
<td>Minimum 20-30</td>
</tr>
</tbody>
</table>

Table 6.2(c) Typical course/ credit distribution for MBA Programme

<table>
<thead>
<tr>
<th>Course Category</th>
<th>Suggested credits range in percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Courses (Hard/Soft)</td>
<td>Minimum 45-60</td>
</tr>
<tr>
<td>Electives (Specialization/Others)</td>
<td>Minimum 20-30</td>
</tr>
<tr>
<td>Seminar</td>
<td>Minimum 02-10</td>
</tr>
<tr>
<td>Field Work/Internship and Project Work</td>
<td>Minimum 10-15</td>
</tr>
</tbody>
</table>
6.3 SUBJECT CONTENT DESCRIPTION
Subject content description consists of Subject Code, Title of the Subject, Credits and Description of the Content. An example is given below:


Prerequisite: A subject might have another subject specified as its prerequisite. A student who has not undergone a subject mentioned as prerequisite, will not be eligible to study that subject.

For example: UCS502E Introduction to Database Systems, Prerequisite: UCS402C - Data Structures and Algorithms
A student who has undergone the subject UCS402C will only be eligible to register for the subject UCS502E.

6.4 CREDIT SYSTEM: The credit system enables continuous evaluation of a student's performance, and allows the students to progress at an optimum pace suitable to individual ability and convenience, subjected to fulfilling minimum credit requirement - for continuation of programme on semester or session basis.

6.5 CREDIT ASSIGNMENT: Every subject has a certain number of credits assigned based on the students' contact hours in a week. One Lecture hour per week is one credit, Two hours of Tutorial/Practical per week is one credit. The following example illustrates the basis of credit assignment.

UCS302C : Theoretical Foundations of Computer Science, 4 credits (4-0-0) (4 Hrs. Lectures + 0 Hr. Tutorial + 0 Hr. Practical) per week.

A typical Credit Structure based on the above definition is given in Table 6.3 below:

Table-6.3 Typical Credit Structure for Course Work

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>0</td>
<td>0</td>
<td>3:0:0</td>
<td>3</td>
</tr>
<tr>
<td>2</td>
<td>2</td>
<td>0</td>
<td>2:1:0</td>
<td>3</td>
</tr>
<tr>
<td>2</td>
<td>0</td>
<td>2</td>
<td>2:0:1</td>
<td>3</td>
</tr>
<tr>
<td>2</td>
<td>2</td>
<td>2</td>
<td>2:1:1</td>
<td>4</td>
</tr>
<tr>
<td>0</td>
<td>0</td>
<td>6</td>
<td>0:0:3</td>
<td>3</td>
</tr>
</tbody>
</table>

6.6 GRADING SYSTEM
The grading system is implemented on a 10 point scale with letter grades S, A, B, C, D, E & F as given in Table-6.4. The Grades awarded to the students are basically a qualitative measure (an alphabet) of the performance of a student, such as, Outstanding (S), Excellent (A), Very Good (B), Good (C) and the like. There are different approaches possible for awarding grades like absolute grading, relative grading etc., Presently absolute grading is adopted in the evaluation system of BE. This is usually arrived-at, after the assessment of student's performance in a subject. The following method is used for awarding grades in a subject. A letter grade, corresponding to specified number of grade points, is awarded in each subject registered by a student. On obtaining a minimum pass grade, the student accumulates the subject credits as earned credits. A student's performance is evaluated by the number of credits that he/she has earned and by the weighted grade point average.

Table-6.4: Range and Absolute Grading

<table>
<thead>
<tr>
<th>Range of Marks (Out of 100)</th>
<th>Grade</th>
<th>Grade Points</th>
<th>Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>90 to 100</td>
<td>S</td>
<td>10</td>
<td>Outstanding</td>
</tr>
<tr>
<td>75 to 89</td>
<td>A</td>
<td>9</td>
<td>Excellent</td>
</tr>
<tr>
<td>60 to 74</td>
<td>B</td>
<td>8</td>
<td>Very Good</td>
</tr>
<tr>
<td>50 to 59</td>
<td>C</td>
<td>7</td>
<td>Good</td>
</tr>
<tr>
<td>45 to 49</td>
<td>D</td>
<td>5</td>
<td>Average</td>
</tr>
<tr>
<td>40 to 44</td>
<td>E</td>
<td>4</td>
<td>Poor</td>
</tr>
<tr>
<td>&lt;40</td>
<td>F</td>
<td>0</td>
<td>Fail</td>
</tr>
</tbody>
</table>

6.7 AUDIT SUBJECTS: In addition, a student can register for subjects for audit only, with a view to supplement knowledge and/or skills. Here also, the student's grades are reflected in the Grade Card. But, the grades are not taken into account in determining the student's academic performance in that semester(SGPA and CGPA).

6.8 GRADE POINT AVERAGES
6.8.1 The Grade point averages SGPA and CGPA are computed using the credit index, credit points and grade points earned by the student.

6.8.2 The grade points awarded to the student is computed from Table 6.4 depending on the grade assigned to the student. The credit points earned by a student is equal to the number of credits assigned to the subject multiplied by the grade points awarded to the student. The credit index of a student for a semester is the sum total of all the credit points earned by the student for all the courses registered in that semester.

Example: UMA221C (4-0-0). If a student earns a B Grade, the grade points earned in the subject is 8 and credit Points is (8x4=) 32

6.8.2 Semester Grade Point Average (SGPA) and the Cumulative Grade Point Average (CGPA), both are important performance indices of the students.
6.8.3 The SGPA reflects the credit index for a semester which is equal to the credit points earned in the semester divided by the number of credits registered by the student in that semester.

6.8.4 The CGPA reflects the performance index of a student till the previous semester which is equal to the sum total of credit indices of all the previous semesters divided by the number of credits earned in all the previous semesters.

Thus,

\[
sgpa = \frac{\sum [\text{(Course Credits)} \times \text{(Grade Points)}]}{\sum \text{(Course Credits)}}, \quad \text{For all Courses in that semester excluding transitional grades, including F grades}
\]

\[
sgpa = \frac{\sum \text{Credit Index } \left( \text{Considering all subjects excluding Transitional Grades and including F Grades} \right)}{\sum \text{(Course Credits)}}, \quad \text{For all Courses in that semester excluding transitional Grades, including F Grades}
\]

\[
cgpa = \frac{\sum \left[\text{(Course Credits)} \times \text{(Grade Points)}\right]}{\sum \text{(Course Credits)}}, \quad \text{For all Courses till the previous semester excluding transitional grades and F grades}
\]

\[
cgpa = \frac{\sum \text{Credit Index of all previous semesters } \left( \text{For all Courses till the previous semester excluding transitional grades and F grades} \right)}{\sum \text{(Course Credits)}}, \quad \text{For all Courses till the previous semester excluding transitional grades and F grades}
\]

Examples of calculation of SGPA and CGPA are given in Tables 6.5 (a) and (b).

**Table 6.5 (a) Example calculation**

The results of a particular student for first semester is given below.

<table>
<thead>
<tr>
<th>Subject Code</th>
<th>Subject Credits</th>
<th>Grade Awarded</th>
<th>Earned Credits</th>
<th>Grade Points</th>
<th>Credit Points Earned</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1)</td>
<td>(2)</td>
<td>(3)</td>
<td>(4)</td>
<td>(5)</td>
<td>(6)</td>
</tr>
<tr>
<td>UMA121C</td>
<td>4</td>
<td>W</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>UPH222C</td>
<td>4</td>
<td>A</td>
<td>4</td>
<td>9</td>
<td>36</td>
</tr>
<tr>
<td>UCV146C</td>
<td>4</td>
<td>B</td>
<td>4</td>
<td>8</td>
<td>32</td>
</tr>
<tr>
<td>UME147C</td>
<td>4</td>
<td>D</td>
<td>4</td>
<td>5</td>
<td>20</td>
</tr>
<tr>
<td>UEE125C</td>
<td>4</td>
<td>F</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>UHS126M</td>
<td>-</td>
<td>NP</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>UPH127L</td>
<td>2</td>
<td>S</td>
<td>2</td>
<td>10</td>
<td>20</td>
</tr>
<tr>
<td>UME128L</td>
<td>2</td>
<td>E</td>
<td>2</td>
<td>4</td>
<td>8</td>
</tr>
<tr>
<td>Total</td>
<td>24</td>
<td></td>
<td>16</td>
<td></td>
<td>116</td>
</tr>
</tbody>
</table>

Note: 1. The student has obtained NP grade in the mandatory subject UHS126M and needs to re-register and clear the subject later before completion of the degree.
2. The student has withdrawn from the subject UMA121C and needs to re-register whenever the subject is offered.

Credits registered in the semester (Total of Column 2) = 24
Credits registered after withdrawal (Total of Column 2 – sum of credits of all withdrawn subjects) = 24 – 0 = 24
Earned credits in the semester (Total of Column 4)
(Credits registered after withdrawal – Sum of credits of subjects with F Grade) = 24 – 4 = 20
Credit Index secured in this semester (total of column 6) = 116

SGPA = 116/20 = 5.80
CGPA = 116/16 = 7.25

**Table 6.5 (b) Example Calculation**

The results of the same student for the second semester is given below.

<table>
<thead>
<tr>
<th>Subject No.</th>
<th>Subject Credits</th>
<th>Grade Awarded</th>
<th>Earned Credits</th>
<th>Grade Points</th>
<th>Points Secured</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1)</td>
<td>(2)</td>
<td>(3)</td>
<td>(4)</td>
<td>(5)</td>
<td>(6)</td>
</tr>
<tr>
<td>UMA221C</td>
<td>4</td>
<td>B</td>
<td>4</td>
<td>8</td>
<td>32</td>
</tr>
<tr>
<td>UCH229C</td>
<td>4</td>
<td>D</td>
<td>4</td>
<td>5</td>
<td>20</td>
</tr>
<tr>
<td>UCS230C</td>
<td>4</td>
<td>S</td>
<td>4</td>
<td>10</td>
<td>40</td>
</tr>
<tr>
<td>UME231C</td>
<td>2</td>
<td>C</td>
<td>2</td>
<td>7</td>
<td>14</td>
</tr>
<tr>
<td>UEC232C</td>
<td>4</td>
<td>F</td>
<td>0</td>
<td>0</td>
<td>00</td>
</tr>
<tr>
<td>UBT233M</td>
<td>-</td>
<td>PP</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>UCH241L</td>
<td>2</td>
<td>E</td>
<td>2</td>
<td>4</td>
<td>8</td>
</tr>
<tr>
<td>UCS242L</td>
<td>2</td>
<td>B</td>
<td>2</td>
<td>8</td>
<td>16</td>
</tr>
<tr>
<td>UME238L</td>
<td>2</td>
<td>A</td>
<td>2</td>
<td>9</td>
<td>18</td>
</tr>
<tr>
<td>TOTAL</td>
<td>24</td>
<td></td>
<td>20</td>
<td></td>
<td>148</td>
</tr>
</tbody>
</table>

Credits registered in the semester (Total column 2) = 24
Credits registered after withdrawal
(Total of column 2 - sum of credits of all withdrawn subjects) = 24 – 0 = 24
Earned Credits in the semester (Total of Column 4)
(Credits registered after withdrawal – Sum of credits of subjects with F Grade) = 24 – 4 = 20
Credit Index secured in this semester (total of column 6) = 148
Sum of credit index of all previous semesters = 116 + 148 = 264
Total credits earned = 16 + 20 = 36
SGPA = 148/24 = 6.17
CGPA = 264/36 = 7.33

6.9 A student would be considered to have completed a subject successfully and earned the credits if he/she secures a letter grade other than 'I', 'W', 'X' or 'F' in that course. Letter grade 'F' in any subject implies failure in that subject.

6.10 The Transitional Grades "I", 'W', 'X' and 'Z' would be awarded in the following cases:
- Grade 'I': It is awarded to a student having satisfactory attendance at classes and meeting the passing standard at CIE, but remained absent from SEE for a valid and convincing reasons acceptable to the college, like:
  (i) Illness or accident, which disabled him/her from attending SEE;
  (ii) A calamity in the family at the time of SEE, which required the student to be away from the College;
- Grade 'W': is awarded to a student having satisfactory attendance at classes, but withdrawing from that course before the prescribed date in a semester under faculty advice. Further a student can withdraw from a subject once and only once.
- Grade 'X': is awarded to a student with high CIE rating (>=60%) in a subject, but SEE performance observed to be poor, which could result in an overall F Grade in the subject.
- However there is no scope for awarding transitional grades in the supplementary semester
  The student may be allowed to cancel his registration in case of calamities in Supplementary Semester
  A grade will be awarded as per clause 6.13

The transitional grades are to be converted into one or the other of the letter grades (S-F) after the student completes the academic requirements of the subject.

6.11 The Grade Card (or transcript) of a student at the end of the semester will have a list of all the subjects taken by a student. Only those grades (S to F) are included in the computation of the student performance. Thus, the subjects taken for audit will not form part of the computation. The results of the mandatory subjects, which are of non-credit type, will also be reflected in the Grade Card as PP (for passed) or NP (not passed). It is necessary for each student to obtain the Grade PP in every mandatory course to qualify for the degree awarded by the university.

6.12 The Make Up examination facility would be available to students who may have missed to attend the SEE of one or more subjects in a semester for valid reasons and have been awarded 'I' Grade or 'X' grade.

The make up examination would be held as per dates notified in the Academic Calendar. However, it would be possible to hold make up examination at any other time in the semester with the permission of the Academic Council of the college. In all these cases the standard of SEE would be the same as the normal SEE.

6.13 In the event of failure of a student in the final semester in a laboratory subject and/or in CIE of a subject, he/she could be awarded 'Z' grade for that subject. In such a case, the concerned subject teacher would have the possibility to grant the student extra time not exceeding 12 weeks for completing the course, with concurrence of the Head of the Department and Principal of the College. If no extra time is sought granted, the concerned student shall have to re-register for the subject/s in a succeeding semester and take steps to fulfill the requirements for the award of the degree.

6.14 All the I and X grades awarded to the students should be converted to appropriate letter grades in the consequent make up examination, otherwise the grade is automatically converted to F grade.

6.15 All the 'W' grades awarded to the students would be eligible for conversion to the appropriate letter grades only after the concerned student re-registers for these subjects in a main/supplementary semester and fulfill the passing standards for their CIE and SEE.
7 REGISTRATION PROCESS

7.1 REGISTRATION
Registration is a very important procedural part of the academic system. Every student after consulting his/her faculty adviser in his/her department has to register to the courses approved by the BOS of the department. This ensures that the student's name is on the roll of each subject that he/she wants to study.

Each student has to register for the course work at the beginning of the semester. Course load has to be maintained as given in the section 5 (Academic calendar).

No credit is given if the student attends a subject for which he/she has not registered. Registration for the subjects in a particular semester will be done according to a specified schedule. The student must ensure that his/her dues are paid before the commencement of each semester/session. Defaulters will not be registered for the particular semester/session and appropriate disciplinary action will be taken against such students.

Registration in absentia and registration after the specified date are not allowed. However in exceptional cases, this may be permitted at the discretion of Principal. In case of illness or absence during registration due to valid reasons, the student should intimate the same to the Principal/ HOD/ concerned faculty adviser.

For reasons beyond his/her control, if a student is not able to register or send an authorized representative with a medical certificate or inform the same, he/she may apply to the Principal for late registration. The Principal may consider the late registration in genuine cases with penalty. However, late registration is not permitted beyond one week after the starting of the semester.

Before the first day of the classes, each student will be provided with a registration record, which will be an official record of subjects registered. Add, drop, withdrawal and audit will be marked on this record itself. The data contained in this record will be used for resolution of discrepancies, if any, later.

The duly filled registration record is to be submitted to the concerned department on or before the specified date, failing which registration is liable to be cancelled.

7.2 COUNSELING
At the time of completing the registration process, each student must consult his/her faculty advisor to finalize the subjects for a given programme, keeping in view minimum / maximum number of total credits, past performance, backlog subjects, SGPA/CGPA, pre-requisites, work load and student's interests. Special provisions exist for academically weak students.

7.3 LOWER AND UPPER LIMITS FOR CREDITS REGISTERED:
A student must register for a minimum of 20 credits and a maximum of 30 credits in a main semester and a maximum of 16 credits in supplementary semester.

7.4 MINIMUM STUDENT REGISTRATION IN A SUBJECT
A subject will be offered if a minimum of 10 students register for the subject. Under special circumstances with the prior permission of the Principal and concurrence of the Head of the Department subject may be offered with lesser number of registrations.

7.5 CREDIT MONITORING
It is the responsibility of the student to keep track of the number of credits earned and has to plan for completion of the prescribed number of credits for the programme. If any discrepancies are observed with regards to the credits earned by a student, the same must be brought to the notice of concerned HOD and COE for necessary corrections.

7.6 DROPPING, WITHDRAWAL FROM SUBJECTS
7.6.1 Dropping of subjects:
A student can drop a subject, without being mentioned in the grade card, on or before the date mentioned in the calendar of events based on the review of the students performance in CIE by the Faculty advisors and maintaining minimum credits specified for the semester. Such subjects are to be taken up for study and re-registered at a later time. However, students are not permitted to drop re-registered subject(s).

7.6.2 Withdrawal from subjects
A student can withdraw a subject, with mention in the Grade card (Grade "W"), at the end of a semester based on the review of the students' performance in CIE by the faculty advisors and maintaining minimum credits specified for the semester. A Student is not permitted to withdraw re-registered subjects(s). Such subject(s) are to be taken up for study and re-registered at a later time.

7.6.3 Add / Drop
A student has the option to add or drop subjects for which he/she has registered. This facility is restricted to the first week of the semester.

7.7 CANCELLATION OF PERFORMANCE AND RE-REGISTRATION
The student is permitted to cancel his/her performance in a subject(s) after the declaration of results (provided he/she has secured a minimum of E-grade) eighter for improving CGPA for eligibility or enhancing CGPA, within one academic year from the date of declaration of result.

7.8 TEMPORARY WITHDRAWALS
7.8.1 (a) A student is permitted to withdraw temporarily from the college on the grounds like prolonged illness, grave calamity in the family or any other serious happenings. The withdrawal is only for periods, which are integral multiples of a semester, provided that:

The student applies to the college within at least 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 withdrawal together with supporting documents and endorsement of his/her guardian.

The college authorities have to be 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 (for example: UG-200 credits) within the specified time limits.

The student must not have any dues or demands at the college/university including tuition and other fees as well as library materials.

(b) A student availing temporary withdrawal from the college under the above provision would be required to pay additional fees and/or charges as fixed by the college authorities until such time as his/her name appears on the students’ roll list. However, it may be noted that the fees/charges once paid would not be refunded.

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

7.9 TRANSFER OF STUDENTS
Transfer of students from any college (either Non Autonomous or Autonomous), within Karnataka State is permitted only at the beginning of Odd semester, subject to availability of seats and as per the guidelines of VTU issued from time to time. The candidates seeking admission to BEC shall have to apply to the College for establishment of equivalence with prescribed fees notified by the college.

8.0 ASSESSMENT & EXAMINATIONS
The Assessment of student's performance in a subject is commonly done based on examination. In general, examination may have different objectives, like achievement testing, prediction testing, endurance testing, and creativity testing and testing for ranking. In technical education, the assessment has to be preferably of achievement testing type, so that a student knowledge, understanding, and competence in the subject studied is properly assessed and certified.

Typically achievement testing is done in two parts, namely Continuous Internal Evaluation (CIE) and Semester End Evaluation (SEE). Both of them are important in assessing the achievement of a student.

Each subject is assessed for 100 marks with equal weightage for CIE and SEE i.e., 50 for CIE and 50 for SEE. The Standards of passing CIE and SEE for each course registered is as given in table 7.1.

Table-8.1: Requirements for passing a subject

<table>
<thead>
<tr>
<th>Evaluation Method</th>
<th>Passing Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Continuous Internal Evaluation (CIE)</td>
<td>40% of max marks</td>
</tr>
<tr>
<td>Semester End Examination (SEE)</td>
<td>40% of max marks</td>
</tr>
</tbody>
</table>

8.1 CONTINUOUS INTERNAL EVALUATION (CIE)

8.1.1 For Theory Courses
CIE comprises of 3 tests, each of 30 marks and 1 hour duration, totaling to 90 marks and is later scaled down to 45 marks. The 3 CIE’s are conducted by the college on the dates mentioned in the academic calendar.

The remaining 5 marks are awarded based on assignment/quizzes/ objective tests etc, as specified by the course instructor. The format of CIE may however be modified after obtaining feed back from the faculty and students. The modified format if any will be approved by the AC and the BOG and further informed to the students at the beginning of the semester.

8.1.2 For Laboratory Courses
The CIE in laboratory courses is carried out for 50 marks based on the laboratory exercises/experiments along with submission of journal/report and internal test.

8.2 SEMESTER END EXAMINATION (SEE)

8.2.1 For Theory Courses
SEE is carried out through an examination of 3 hours duration and is evaluated for 100 marks and later scaled down to 50 marks.
8.2.2 For Laboratory Courses
The SEE for laboratory courses is conducted for three hours duration and is evaluated for 50 marks which comprises of solving exercise/conducting experiment and viva-voc.

8.2.3 Evaluation, Photocopy of Answer Script And Challenge Valuation
The evaluation of SEE theory is carried out using the central evaluation system immediately after the examinations. The students are extended the provision of taking the photocopy of the answer script on payment of prescribed fees. Further the student can apply for challenge valuation if he/she is not satisfied with evaluation, on payment of prescribed fees which will be notified separately. This provision of photocopying the answer scripts and challenge valuation is applicable only to SEE of main semesters and is not provided either for make up examinations or for SEE of supplementary semester.

8.2.4 Evaluation of Laboratory Courses
The SEE evaluation of Laboratory courses is conducted as per the guidelines of AC and BOG with one internal examiner and one external examiner. There is no provision for photocopy or challenge valuation for these courses.

8.3 PROJECT WORK EVALUATION:
The evaluation of CIE of the project work shall be based on the progress of the student in the work assigned by the project supervisor, periodically evaluated by him/her together with a Departmental Committee constituted for this purpose.

The project report and final oral examination conducted by a Common Project Evaluation Committee at the College level shall form the SEE of the project work.

8.4 EVALUATION OF SEMINARS/ TERM PAPERS/ INDUSTRIAL TRAINING INTERNSHIP/ FIELD WORK: In the case of other requirements, such as seminar, industrial training/internship, field work, comprehensive viva voce, if any, the assessment shall be made as laid down by the Academic Council of the College.

8.5 THERE SHALL BE NO RE-EXAMINATION FOR ANY COURSE IN THE CREDIT SYSTEM.
To take care of such students:
• Who have absented themselves from attending CIE or SEE; without valid reasons; or
• Who have failed (Grade F) to meet the minimum passing standards prescribed for CIE and SEE; or
• Who have been detained for want of attendance; or,
• Who have withdrawn (Grade W) from a course,

Such students shall be required to re-register for the Course(s) and go through CIE and SEE again and obtain a Grade equal to or better than E in each case.

While such students shall have to re-register for the same course(s) if hard core, they can re-register for alternative course(s) from among the soft core or elective courses, as the case may be. The re-registration shall be possible when the particular courses is offered again either in a main (odd/even) or a supplementary semester.

8.6 STUDENTS FEEDBACK
The student has to provide the feedback for courses he/she has registered, in the online format provided at the end of each semester, which will be used for analysis and betterment of the academic programmes.
9.0 AWARD OF CLASS
The students will be awarded the percentage/class by converting from the grade point averages namely SGPA and CGPA, for comparison with conventional marks system followed by many Universities. The methodology followed for conversion is shown below:

\[
\text{Percentage Scored by the Student} = (GPA - 0.75) \times 10
\]

Table-9.1, gives equivalent of grade points against Distinction and First Class.

Table-9.1 Percentage Equivalence of Grade Points (For a 10-Point Scale)

<table>
<thead>
<tr>
<th>Grade Point Average (SGPA and CGPA)</th>
<th>Percentage of Marks</th>
</tr>
</thead>
<tbody>
<tr>
<td>≥5.00 and &lt; 6.75</td>
<td>(Second Class)</td>
</tr>
<tr>
<td>5.75</td>
<td>50</td>
</tr>
<tr>
<td>6.25</td>
<td>55</td>
</tr>
<tr>
<td>≥6.75 and &lt; 7.75</td>
<td>≥ 60% (First Class)</td>
</tr>
<tr>
<td>7.25</td>
<td>65</td>
</tr>
<tr>
<td>≥7.75</td>
<td>≥ 70% (First Class with Distinction)</td>
</tr>
<tr>
<td>8.25</td>
<td>75</td>
</tr>
<tr>
<td>10.0</td>
<td>92.5</td>
</tr>
</tbody>
</table>

10 VERTICAL PROGRESSION
The prescribed standards for vertical progression to a higher semester (odd) shall be as follows:
- Minimum standard for CGPA = 5.0; (at the end of each academic year)
- Maximum number of “F” Grades that can be carried at any point of time is 04

However, failure to secure a minimum CGPA = 5.0 at the end of any semester for the first time, shall attract a warning before approval of the student to continue in the following semester.
11.0 ATTENDANCE REQUIREMENTS
The attendance is a mandatory requirement for the students registered to different programs offered in the college.

11.1 ATTENDANCE RULES
(a) Each semester is considered as a unit and the candidate shall maintain a minimum attendance of 85% in each subject with a provision of condoning up to 10% of the attendance for special cases by AC for reasons such as medical grounds, participation in University level sports, cultural activities, seminars, workshops and paper presentations etc.

(b) The basis for the calculation of the attendance shall be the period of term prescribed by the College in its calendar of events. For the first semester students, the same is reckoned from the date of confirmed admission to the course/ commencement of classes, whichever is later.

(c) The students are informed about their attendance position in the first week of every month by the Department/ College and the students are cautioned to make up the shortage.

(d) A candidate having shortage of attendance in one or more subjects is not permitted to appear for SEE of such courses and has to re-register for the same subjects in the subsequent semesters whenever offered.

11.2 ABSENCE DURING THE SEMESTER
(a) A student must inform the HOD/ Principal, BEC immediately for any instance of continuous absence from classes.

(b) A student who is absent due to illness or any other emergency, up to a maximum of two weeks, should approach the subject teacher for make-up quizzes, assignments and laboratory work.

(c) A student who remains absent from a CIE due to illness or any other genuine reason should inform the subject teacher and HOD and produce relevant documents within a week of the test for the provision of compensatory test. This provision is provided only once for a student per subject.

12.0 TERMINATION FROM THE PROGRAMME
A student may be required to withdraw from the programme and leave the college on the following grounds.

- Failure (getting F Grade) and not passing a subject to earn credits for the same, inspite to five successive attempts. However, maximum eight attempts may be considered subject to the approval of respective BOS and subsequently by Academic Council.

- Student failing to secure CGPA>=5.0 on three consecutive occasions.

- Absence from classes for more than six weeks at a time in a semester without leave of absence being granted by the competent authorities:

- Failure to meet the standards of discipline as prescribed by the college from time to time.

- If a student is continuously absent from the College for more than four weeks without notifying the Principal, BEC, his/her name will be removed from institute rolls.

12.1 MAXIMUM DURATION FOR THE PROGRAMME COMPLETION
The candidate shall complete the program within a period of eight academic years in case of B.E., four academic years in case of M.Tech and MBA and six academic years in case of M.C.A., from the date of his/her first admission, failing which he/she has to discontinue from the programme.
13.0 AWARD OF DEGREE
13.1 A student shall be eligible for the award of the degree if he/she has:
(a) Fulfilled the prescribed academic requirements for the award of degree as per the university statute.
(b) No dues to the college, Departments, Hostels, Library Central Computer Center and any other functional part of college.
(c) No disciplinary action is pending against him.

13.2 The award of the degree must be recommended by the Academic Council and BOG.

13.3 Award of Gold Medals and Ranks
A Student shall be eligible for the award of Gold medal or Rank if He/She has:
a) Passed all subjects in First Attempt (No X, I, W, F & Z Grades)
b) Secured Highest CGPA
c) For PG Student, in addition to a & b above he/she has submitted PG project thesis on or before the date as specified in the academic calendar.
d) The Gold medals and ranks are decided by Rank Awarding Committee based on the approved norms and the committee decisions are final and binding.

13.4 GRADUATION CEREMONY
Degree will be awarded in person for the students who have graduated during the preceding academic year. Degrees will be awarded in absentia to such students who are unable to attend the Graduation Ceremony. Students are required to apply for the graduation ceremony along with the prescribed fees, after having satisfactorily completed all the degree requirements within the specified date in order to arrange for the award of the degree during graduation ceremony.
The graduation ceremony for the award of degrees to the students completing the prescribed academic requirements in each case in consultation with the university and by following the provisions in the statute of VTU, will be conducted at Basaveshwar Engineering College, Bagalkot.

14.0 DISCIPLINE ON CAMPUS
• Use of mobile phones (Cell Phone) is strictly prohibited in the academic areas. If any student is found using mobile phones in the campus, his/her mobile phone will be confiscated and the student will be penalised. The vehicles should be run in the campus within the speed of 30 kms/hr or below and blowing of horn in the campus is prohibited.
• Causing damage to college and hostel properties for any reason and any form is considered as an offence and will be punished according to prevailing rules.
• Eve teasing by the students is strictly prohibited and will be handed severe punishment.
• Misbehaving with faculty/instructors will be viewed seriously and is to be avoided.
• Smoking and Chewing and use of tobacco in any form is strictly prohibited in the campus and within 100 mts from the boundary of the campus.
• Sale of tobacco and derived products within 100 mts from the boundary of the campus is strictly prohibited.
• Possession, consumption or distribution of alcoholic drinks, narcotic drugs, or any kind of hallucinogenic drugs is punishable as per the prevailing laws.
• Noisy and unruly behavior disturbing studies of fellow students is liable for punishment
• Plagiarism of any nature is prohibited
• Unauthorized fund raising and promotion of sales of any kind is prohibited
• Hacking into college computer systems (such as entering into other persons area without prior permission, manipulation and/or damage of computer/hardware and software or any other cyber crime)/ Campus Network/ Campus Servers is liable for punishment
• Sending / possession of objectionable material using IT infrastructure is banned

Commensurate with the gravity of offence, the punishment may be reprimand, expulsion from the hostel, debarring from the examination, disallowing the use of certain facilities of the college, rustication for a specified period or even out right expulsion from the college or even handing over the case to appropriate law enforcement authorities or the judiciary as required by the circumstances.
15.0 EXAMINATION MALPRACTICES

Any student appearing for the examination (CIE and SEE) is liable to be charged with committing malpractice in the following cases:

(a) Bringing in the examination hall or being found in possession of portions of a book manuscript, programmable calculator or any other material or matter, which is not permissible to be brought into the examination hall.

(b) Having any written matter on Scribbling pad, question paper, admission ticket, calculator, palm, hand, leg, handkerchief, clothes, socks, instrument box, identity card, scales etc.,

(c) Disclosing identity in SEE by writing any words or by making any peculiar marks or by writing USN on the pages other than the facing sheet in the answer scripts while answering.

(d) Copying from the material or matter or answer of another candidate or similar aid or assistance is rendered to another candidate within the examination hall.

(e) Communicating with any candidate or any other person inside or outside the examination hall with a view to take assistance or help to write answers in the examination.

(f) Making any request of representation or offers any threat for inducement or inducing to bribery to room superintendent or and any other official or officer of the college for favours in the examination hall or to the examiner in the valuation of answer script/s.

(g) Smuggling out or smuggling in or tearing off of the answer script sheets or supplementary sheets or inserting papers written outside the examination hall into the answer book or running away along with the answer script from the examination hall or premises.

(h) Impersonating or allowing any other person to impersonate to answer in his/her place in the examination hall.

(i) Supply of copying material inside or from outside the examination hall.

(j) Bringing mobile phone to the examination hall.

(k) Unruly behavior inside or near the examination hall.

The students booked under malpractice will be referred to Malpractice Case Consideration Committee (MPCC) for suitable disciplinary action. For any of these malpractices mentioned above the disciplinary/ punitive action recommended by the MPCC is final and binding.

The Guidelines for recommending penalties and punishments to the students involved in Malpractices during the college examinations shall be as given in the table below.

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Nature of Malpractice</th>
<th>Penalty / Punishment to be imposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Misbehavior with officials or any kind of rude behavior in or near the Examination Hall using obscene or abusing language 2. Writing in the Question Paper / Admission Ticket and or passing to the other student in the Examination Hall 3. Disclosing identity by writing any words or by making any peculiar marks or by writing USN on the pages other than the facing sheet in the answer scripts while answering. 4. Possession of Electronic devises like mobile, Programmable Calculator, Pen drive and any other electronic devices/storage devices in the examination hall Communicating with any student or any other person inside or outside the examination hall with a view to take assistance or aid to write answers in the examination. Having any written matter on scribbling pad, Calculator, Palm, Hand, Leg, handkerchiefs, clothes, socks, instrument box, identity card, hall ticket, scales etc</td>
<td>a. Fine not less than Rs.2000/- b. Denial of benefit of performance of that Particular Paper in which the student is booked under Malpractice c. Denial of benefit of performance of that Particular Examination (all the subjects for which the student has registered for the examinations) d. Debarring the student from appearing for one more subsequent examinations e. Debarring the student from appearing for two more subsequent examinations f. Debarring the student from appearing for three more subsequent examinations The MPCC shall recommend the punishments based on the severity of the case shall be recorded</td>
</tr>
<tr>
<td>2</td>
<td>Copying from the material or matter or answer of another student or similar aid or assistance is rendered to another student within the examination hall 2. Making any request of representation or inducting to bribery to Room Superintendent or and any other official or officer of the University/College for favors in the examination hall or to the Examiner in the answer script. 3. Approaching directly or indirectly the teachers, officers, officials or examiners or bring about undue pressure or undue i.e. influence upon them for favour in the examination</td>
<td>a. Denial of benefit of performance of that particular paper in which the student is booked under Malpractice b. Denial of benefit of performance of that particular examination (all the subjects for which the student has registered for the examinations) c. Debarring the student from appearing for one more subsequent examinations d. Debarring the student from appearing for two more subsequent examinations e. Debarring the student from appearing for three more examinations</td>
</tr>
<tr>
<td>Sl. No.</td>
<td>Nature of Malpractice</td>
<td>Penalty / Punishment to be imposed</td>
</tr>
<tr>
<td>--------</td>
<td>-----------------------</td>
<td>-----------------------------------</td>
</tr>
<tr>
<td>4.</td>
<td>Smuggling out or smuggling in or tearing off of the answer script sheets or supplementary sheets or inserting papers written outside the examination hall into the answer book</td>
<td>subsequence examinations The MPCC shall recommend the punishments based on the severity of the case and the severity of the case shall be recorded</td>
</tr>
<tr>
<td>5.</td>
<td>Receiving material for copying from outside or inside the examination hall</td>
<td></td>
</tr>
<tr>
<td>6.</td>
<td>Bringing into the examination hall or being found in possession of portions of a book, manuscript, or such other material or matter to be brought into the examination hall</td>
<td></td>
</tr>
<tr>
<td>7.</td>
<td>Copying or taking aid from any material or matter referred to in sub-clause 5 and 1 to answer in the examinations</td>
<td></td>
</tr>
<tr>
<td>8.</td>
<td>Having any written matter on scribbling pad, calculator, palm, hand, leg, hand kerchiefs, clothes, socks, instrument box, identity card, hall ticket, scales etc</td>
<td></td>
</tr>
<tr>
<td>9.</td>
<td>Destroying any evidence of Malpractice, tearing or mutilating the answer script or running away along with the answer script from the examination hall or premises Committing any other act of omission intending to gain an advantage or favour in the examination by misleading, deceiving or inducing the examiner or officers or authorities of the University/College</td>
<td></td>
</tr>
</tbody>
</table>
| 3.     | Repeatedly indulging in malpractice | a. Denial of benefit of performance of that particular examination (all the subjects for which the student has registered for the examinations) 
b. Debarring the student from appearing for subsequent examinations extending up to three more examination |

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Nature of Malpractice</th>
<th>Penalty / Punishment to be imposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.</td>
<td>1. Impersonating or allowing any other person to impersonate to answer in his/her place in the examination hall 2. Threatening with weapons or any other means to the Room Superintendent, Members of the Flying Observers, officers / officials of the examination centers</td>
<td>Rusticate the student from College In case of impersonation, both the students concerned shall be handed over to the police by the Chief Superintendent</td>
</tr>
</tbody>
</table>

In general,
1. The punishments shall be uniform and commensurate with the gravity of offence for all students committing similar offences.
2. Malpractice and punishments imposed on the students shall invariably be intimated to the concerned parents in writing by the Principal.
3. Rejection of performance of the examination shall not be permitted for the students who are punished for Malpractice(s).
4. The student punished under Malpractice(s) shall not be eligible to take admission to the next higher semester, till the redeeming of the punishments imposed on him/her.
16.0 RAGGING AND CONSEQUENCES
As per the order of Honorable Supreme Court of India, ragging in any form is considered as a criminal offence and is banned by UGC and AICTE. Any form of ragging will be severely dealt with. Ragging in any forms is strictly prohibited in the college campus and students found involved in ragging activities within and outside the campus will be severely punished. Students shall conduct themselves within and outside the premises of the college, in a manner befitting the students of an Institution of National Importance. The college has implemented the “UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009” in the letter and spirit. As per the UGC regulations the punishable acts of ragging are as listed below.

Punishable ingredients of Ragging:
- Abetment to ragging;
- Criminal conspiracy to rag;
- Unlawful assembly and rioting while ragging;
- Public nuisance created during ragging;
- Violation of decency and morals through ragging;
- Injury to body, causing hurt or grievous hurt;
- Wrongful restraint;
- Wrongful confinement;
- Use of criminal force;
- Assault as well as sexual offences or unnatural offences;
- Extortion;
- Criminal trespass;
- Offences against property;
- Criminal intimidation;
- Attempts to commit any or all of the above mentioned offences against the victim(s);

Measures of Prohibition and Prevention of Ragging
- Ragging in all its forms shall be totally banned in the entire institution, including its departments, constituent units, all its premises (academic, residential, sports, canteen, etc) whether located within the campus or outside and in all means of transportation of students whether public or private.
- The institution shall take strict action against those found guilty of ragging and/or of abetting ragging.
- A student seeking admission to the hostel shall have to submit additional undertaking in the form of Annexure I along with his/her application for hostel accommodation.
- At the commencement of the academic session the Head of the Institution shall convene and address a meeting of various functionaries/agencies, like Hostel Wardens, representatives of students, parents/guardians, faculty, district administration including police, to discuss the measures to be taken to prevent ragging in the Institution and steps to be taken to identify the offenders and punish them suitably.
- The institution shall request the media to give adequate publicity to the law prohibiting ragging and the negative aspects of ragging and the institution's resolve to ban ragging and punish those found guilty without fear or favour.
- The institution shall identify, properly illuminate and mark all vulnerable locations.
- The institution shall tighten security in its premises, especially at vulnerable places. If necessary, intense policing shall be resorted to at such points at odd hours during the early months of the academic sessions.
- The institution shall also organize joint sensitization programmes of ‘freshers’ and seniors.
- Freshers shall be encouraged to report incidents of ragging, either as victims, or even as witnesses.
- The Anti-Ragging Committee: The Anti-Ragging Committee shall be headed by the Principal and shall consist of representatives of faculty members, parents, students belonging to the freshers' category as well as seniors and non-teaching staff. It shall monitor the anti-ragging activities in the institution, consider the recommendations of the Anti-Ragging Squad and take appropriate decisions, including spelling out suitable punishments to those found guilty.
- The Anti-Ragging Squad: The Anti-Ragging Squad shall be nominated by the Head of the institution with such representation as considered necessary and shall consist of members belonging to the various sections of the campus community. The Squad shall have vigil, oversight and patrolling functions. It shall be kept mobile, alert and active at all times and shall be empowered to inspect places of potential ragging and make surprise raids on hostels and other hot spots. The Squad shall investigate incidents of ragging and make recommendations to the Anti-Ragging Committee and shall work under the overall guidance of the said Committee.
- Freshers who do not report the incidents of ragging either as victims or as witnesses shall also be punished suitably.
- The burden of proof of ragging or otherwise shall lie on the perpetrator of ragging and not on the victim.
- The institution shall file an FIR with the police/local authorities whenever a case of ragging is reported, but continue with its own enquiry and other measures without waiting for action on the part of the police/local authorities. Remedial action shall be initiated and completed within the one week of the incident itself.
- The Migration/Transfer Certificate issued to the student by the institution shall have an entry, apart from those relating to general conduct and behaviour, whether the student has been punished for the offence of committing or abetting ragging, or not, as also whether the student has displayed persistent violent or aggressive behaviour or any inclination to harm others.
- Preventing or acting against ragging shall be the collective responsibility of all levels and sections of authorities or functionaries in the institution, including faculty, and not merely that of the specific body/committee constituted for prevention of ragging.
- The institution shall set up appropriate committees including the course-in-charge, student advisor, Warden and some senior students to actively monitor, promote and regulate healthy interaction between the freshers and senior students.
• Freshers' welcome parties shall be organized in each department by the senior students and the faculty together soon after admissions, preferably within the first two weeks of the beginning of the academic session, for proper introduction to one another and where the talents of the freshers are brought out properly in the presence of the faculty, thus helping them to shed their inferiority complex, if any, and remove their inhibitions.

Every student and his/her parent have to submit an undertaking in the prescribed form (given in annexure II) that the student/ward will not involve in ragging as per the UGC / AICTE guidelines. If the student is found involved in ragging activities, commensurate with the gravity of offence, the punishment may be: reprimand, expulsion from the hostel, debarment from an examination, disallowing the use of certain facilities of the College, rustication for a specified period or even outright expulsion from the College, or even handing over the case to appropriate law enforcement authorities or the judiciary, as required by the circumstances.

Annexure I

UNDERTAKING

I, ______________________________ a student of _______________________________ bearing USN ________________ have taken admission in the Basaveshwar Engineering College Boys hostel/ Ladies Hostel, Bagalkot. In connection with my stay in the hostel, I hereby give undertaking to the Hostel management of Basaveshwar Engineering College Boys Hostel/ Ladies Hostel, Bagalkot.

1. I will follow the rules and regulations of the Hostel and maintain hostel discipline.
2. I will not indulge in any unlawful activities like ragging within college and hostel premises. I have been informed by the management about the consequences if I involve in ragging.
3. I will not cause any loss/damage to the hostel properties for any reason.
4. I will not behave within the hostel premises in a way which may cause disturbance to the hostel mates.
5. I will clear my mess bills every month before the due date specified without fail. If I fail to do so I am aware that I will be denied the mess facilities.
6. I will not use water Heaters/Heating coils/Gas cylinders/Electrical iron box/electrical equipment in my room without prior permission of the Hostel Warden.
7. I will not allow any student, who is non resident of my hostel, to stay in my room without prior permission of the Hostel Warden.
8. I will not celebrate or involve in celebration of Birthday parties or any such parties which are not permitted by the management within the hostel premises.
9. I have been informed by the management that I have to be inside the hostel every day before 07:30 PM. If I am required to stay beyond 07:30 PM outside the hostel I will seek the permission of Hostel Warden for the same.
10. It will be solely my responsibility of any valuables like cash/gold/mobile phones/watch/luggage etc., and the hostel management will not be responsible for the loss/theft of any of such valuables.
11. I will conduct myself in a decent manner and behave politely with hostel staff and Wardens.
12. I will not consume alcohol, narcotic drugs or any prohibited intoxicating drugs within the hostel premises.
13. I will attend any meetings called by the Warden without fail.
14. I will vacate my room at the end of every even semester.

15. I have paid the hostel fees which will permit me to use the hostel facilities for two regular semesters only. If I want to use hostel facilities for the days other than the two regular semesters specified, I will pay whatever extra fees as fixed by the management.

I agree to the conditions laid down by the Hostel management, and I stick to the undertaking given by me as mentioned above. I accept the decisions taken by the management against me for any violation of the undertaking given by me.

Place: __________________________ Name of the student __________________________

Date: __________________________ Signature of the student __________________________

ANNEXURE II
Part I

UNDEARTAKING BY THE CANDIDATE/STUDENT

1. I, ___________________,
   D/o. of Mr./Mrs./Ms. ___________________, have carefully read and fully understood the law prohibiting ragging and the directions of the Supreme Court and the Central/State Government in this regard.

2. I have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, and have carefully gone through it.

3. I hereby undertake that
   • I will not indulge in any behavior or act that may come under the definition of ragging,
   • I will not participate in or abet or propagate ragging in any form,
   • I will not hurt anyone physically or psychologically or cause any other harm.

4. I hereby agree that if found guilty of any aspect of ragging, I may be punished as per the provisions of the UGC Regulations mentioned above and/or as per the law in force.

5. I hereby affirm that I have not been expelled or debarred from admission by any institution.

Signed this __________________ day of ___________ month of __________ year

Signature

Name:

Address:
Part II

UNDERTAKING BY PARENT/GUARDIAN

1. I, __________________________________________

   F/o. M/o. G/o __________________________________

   have carefully read and fully understood the law prohibiting ragging and the
directions of the Supreme Court and the Central/State Government in this regard
as well as the UGC Regulations on Curbing the Menace of Ragging in Higher
Educational Institutions, 2009.

2. I assure you that my son/daughter/ward will not indulge in any act of ragging.

3. I hereby agree that if he/she is found guilty of any aspect of ragging, he/she may be
punished as per the provisions of the UGC Regulations mentioned above and/or as
per the law in force.

   Signed this ________________ day of ______________ month of __________ year

Signature

Name:

Address: