

B. Arch. ORDINANCES AND REGULATIONS
(Effective from 2010 admissions)
ORDINANCES

- 0.1. Eligibility for admission, admission policy and procedure shall be decided from time to time by the Board of Governors (BOG) of the Institute, following guidelines issued by MHRD, Government of India.
- 0.2. The duration of the B. Arch. programme will normally be 10 semesters.
- 0.3. Award of Institute merit and merit cum means scholarships to the B. Arch. students will be governed by the regulations framed by the Senate from time to time.
- 0.4. Award of B. Arch. degree shall be in accordance with the regulations of the Senate of the Institute.
- 0.5. Notwithstanding any that are stated in the regulations, the Senate has the right to modify any of those from time to time.

REGULATIONS

R1. Admission

- R1.1. The number of seats in B. Arch. program will be decided by the Senate following the instructions from MHRD, Government of India. Reservation of seats to different states, castes, tribes and other categories shall be as per the directives from MHRD, Government of India. Some seats are allotted by MHRD under DASA Category.
- R1.2. At the time of admission the candidates should have passed/appeared and awaiting results of the final examination of the 10+2 system or its equivalent with Mathematics, Physics and Chemistry as subjects of study.
- R1.3. Candidates have to fulfill the medical standards required for admission as set out in the information brochure of AIEEE/or by the Central Counseling Board (CCB).
- R1.4. The selected candidates will be admitted to the B. Arch. program after he/she fulfills all the admission requirements set by CCB/Institute after payment of the prescribed fees.
- R1.5. In all matters relating to admission to the B. Arch. program, the decision of the CCB and its interpretation given by the Chairman of the Senate shall be final.
- R1.6. If at any time after admission, it is found that a candidate has not fulfilled any of the requirements stipulated by CCB/Institute, the Dean (UG) may revoke the admission of the candidate and report the matter to the Senate.

R2. Structure of the B. Arch. program

- R2.1 The program of instruction will consist of :
- i) a general (common) core program comprising mathematics, humanities and basic engineering studies;
 - ii) architecture core program introducing the student to the foundation and advance courses of architecture.
 - iii) elective program enabling the student to opt and undergo a set of courses of interest to him/ her;
 - iv) professional practice including internship/training and seminar and
 - v) courses on Environmental Studies, Physical Education, Value Education and National Service Scheme.
- R2.2 The complete program will consist of 7 categories: Basic Sciences, Humanities and Management, Architecture, Technology, Electives (Department and Global) and others distributed over ten semesters with two semester per academic year. Professional courses will

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commence from the first semester onwards. The Elective Courses will be offered from the Third Semester onwards.

R2.3 The B. Arch. program will have a curriculum and syllabi for the course approved by the Senate.

R2.4 The academic programmes of the Institute follow the credit system. The general pattern is:

- One credit for each lecture hour per week per semester;
- Three/Five/Six credits for basic/architectural design courses of four/six/nine hours of drawing per week per semester.
- Two credits for drawing courses of three hours per week per semester.
- One (two) credit for each laboratory practical of two (three) hours per week per semester.

R2.5 The curriculum of B. Arch. program shall have a minimum total of 200 credits.

R2.6 The curriculum for any semester will normally carry credits between 19 and 23, except for the **ninth** and **tenth** semester.

R2.7 No semester shall have more than five lecture-based courses and/or two laboratory and/or drawing courses as prescribed in the curriculum, subject to a maximum of 23 credits (excluding OT).

R2.8 Every course of the B. Arch. program will be placed in one of the 7 categories as listed in Table.1

Table 1

Sl. No.	Category	Minimum Credits		Remarks
		for CGPA	for Pass/Fail	
1	Basic Sciences (BS)	3	0	MA – 3
2	Humanities and Management (HM)	3	0	PC – 3
3	Architecture (AR)	132	0	AR – 132
4	Technology (TE)	35	0	EM – 3; AR – 25; CE – 7
5	Department Electives (DE)	15	0	AR - 15
6	Global Electives (GE)	6	0	AR - 6
7	Others (Environment, Physical Education, Value Education, NSS) (OT)		6	Environmental Studies - 3, Ph.E -1, Val.Ed. -1, NSS -1.
Total		194	6	

Minimum credits to be earned for the award of B. Arch. Degree is **200** (of which 6 credits of course work done under the Pass/Fail option are not counted towards CGPA calculation).

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R2.9 A student who has earned the minimum number of credits required for the award of the degree including the minimum prescribed for each category as per Table 1 will not be permitted to register for more courses to improve his CGPA.

R2.10 The medium of instruction, examination and project reports will be in English.

R3. Faculty Advisor

R3.1. To help the students in planning their courses of study and for getting general advice on the academic programme, the students admitted each year shall be assigned to a Faculty member who will be called as their Faculty Advisor.

R4. Class Committee

R4.1. Every class of the B. Arch. program shall have a Class Committee consisting of Faculty and students. Class Committee shall be constituted by the HOD with the following members.

- i) One Professor or a senior Faculty of the Department, not engaging the class to be nominated by the HOD to act as the Chairman,
- ii) Course coordinator of each of the lecture based courses,
- iii) Course coordinator or main instructor of the practical courses,
- iv) Two students of the class nominated by the HOD/elected,
- v) Faculty advisor of the class.

R4.2. Term of the Class Committee shall be one semester. The committee shall meet at least **thrice** during the semester. The Director and Dean (UG) shall have the right to be present in any meeting of any class committee. The Chairman of the committee shall record the proceedings of each meeting and communicate a copy of each meeting to the HOD and Dean (UG) within three days after the meeting.

R4.3. The responsibilities of the Class Committees include the following:

- i) Review periodically the progress of the classes,
- ii) Discuss problems concerning curriculum and syllabi and the conduct of the classes,
- iii) The Class Committee without the student members is responsible for the finalization of the semester results,
- iv) The method of assessment on any course will be decided by the teacher in consultation with the class committee and announced to the students in the beginning of the semester.

R5. Registration & Enrolment

R5.1. Except for the first and second semesters, registration and enrolment will be done in the beginning of the semester as per the schedule announced by the Dean (UG).

A student will be eligible for enrolment only if he/she satisfies **R 9** and will be permitted to enroll only if (i) he/she has cleared all dues in the Institute, Hostel & Library upto the end of the previous semester and (ii) he/she is not debarred from enrolment by a disciplinary action of the Institute.

R5.2. Students are required to submit registration form duly filled in, in consultation with his/her Faculty Advisor.

R6. Registration requirement

R6.1. Students upto eighth semester will be permitted to register for as much credits as mentioned in the curriculum and students of VII and VIII Semester may be permitted register for a maximum of 23 credits and 21 credits respectively.

If a student finds his/her load heavy in any semester, or for any other valid reason, he/she may drop courses within three weeks of the commencement of the semester with the written

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approval of his/her Faculty Advisor and HoD. However the student should ensure that the total number of credits registered for in any semester should enable him/her to earn the minimum number of credits per semester for the completed semesters.

R7. Summer Term Course

R7.1. Summer term courses shall be offered for first level common courses only and for those students who got F grade in an earlier attempt. Those who have got 'W' grade in an earlier attempt or those who have undergone Summer Term Courses earlier for the same subject are not eligible to register for Summer Term Courses.

The maximum number of summer term courses that a student is allowed to register is 3.

R7.2. Summer Term Courses will be announced by the Dean (UG), after the publication of results of the winter semester, if a minimum of 10% of the total registered regular students fail in a course.

A student will have to register within the time stipulated in the announcement by paying the prescribed fees.

A summer term course may be offered by a department on the recommendation of the DCC and with the approval of the Dean (UG).

It is mandatory on the part of a Department to offer a course during a summer term if the number of students registered for a summer course is at least 50.

R7.3. The number of contact hours in any summer term course will be the same as in the regular semester course. The assessment procedure and grading policy in a summer term course will also be similar to that for a regular semester course.

R7.4. Withdrawal from a summer term course is not permitted. No make up examination will be given for summer term course. Also, there is no condonation for shortage of attendance.

R8. Contact courses

R8.1. A contact course shall be offered to a student who has completed his/her programme of study and has failed in only one subject. It shall be offered during the summer vacation which follows immediately after. The course will be offered only on the recommendation of DCC and with the consent of the teacher.

R8.2. The assessment procedure for a contact course will be similar to the procedure for the regular semester course.

R8.3. Withdrawal from a contact course is not permissible.

R9. Minimum requirement to continue the program

R9.1. A student should earn not less than 10 credits in the first semester and 25 credits including summer term courses, at the end of the second semester. Thereafter, he/she must earn credits at a rate of 12 or more per semester except for ninth semester.

R9.2. Registration for higher semester courses is permissible only after registering for all the lower semester courses being offered, subject to the maximum number of credits as stipulated in the curriculum for the semester

R9.3 The credit requirement specified in the curriculum at first level has to be earned before a student reaches 3rd level, that at second level to be earned before reaching 4th level, and that at third level to be earned before reaching 5th level, failing which provision of **R 25** will be applicable.

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R10. Maximum duration of the program

R10.1. The normal duration of the program is ten semesters. However a student may complete the program at a slower pace by taking more time as per provision **R 24**, but in any case not more than 14 semesters excluding the semesters withdrawn on medical grounds etc.

R11. Temporary discontinuation

R11.1. A student may be permitted by the Dean (UG) to discontinue temporarily from the program for a semester or a longer period for reasons of ill health or other valid reasons. Normally a student will be permitted to discontinue from the program only for a maximum duration of two semesters.

R12. Discipline

R12.1. Every student is required to observe discipline and decorous behavior both inside and outside the campus and not to indulge in any activity which will tend to bring down the prestige of the Institute.

R12.2. Any act of indiscipline of a student reported to the Dean (UG) will be referred to a Discipline & Welfare Committee constituted by the Senate. The Committee will enquire into the charges and decide suitable punishment if the charges are substantiated. The committee will also authorise the Dean (UG) to implement the decision.

R12.3. The student may appeal to the Chairman, Senate whose decision will be final. The Dean (UG) will report the action taken at the next meeting of the Senate.

R13. Attendance

R13.1. Every member of the Faculty handling a course shall record attendance on all days of instruction. The main instructor of the course is required to finalise the attendance on the last instructional day of the course in the semester.

R13.2. The percentage of attendance calculated on the last instructional day will be indicated by a letter code as given below and will be reported to the class committee.

Attendance Percentage and the Letter Code

90% and above: H

80% and above but less than 90% : N

Less than 80% : L

R13.3. A student whose attendance is less than 80% for a course is not eligible to appear for the end semester examination for that course.

R13.4. The details of all students who have attendance less than 80% in a course will be announced by the Course Coordinator in the class. These details will be sent to the HoD and the Dean (UG).

R13.5. Those who have 80% or more attendance for the period other than their medical leave be considered for condonation of shortage of attendance provided the overall attendance in the course including the period of illness does not fall below 50%. Application for condonation recommended by the Faculty Advisor, concerned faculty and the HOD is to be submitted to the Dean (UG) on or before the last instructional day of the semester. The Dean (UG), depending on the merit of the case may permit the student to appear for the end semester exam. A student will be eligible for this concession at most in two semesters during the entire degree program. Application for medical leave, supported by medical certificate with endorsement by the Institute Medical Officer, should reach the HoD within seven days after returning from leave or, on or before the last instructional day of the semester, whichever is earlier.

R13.6. As an incentive to those students who are involved in extra curricular activities such as Tathva and Ragam, and those who represent the institute in Sports & Games, Cultural Festivals and Technical Festivals outside the institute, a relaxation of upto 5% attendance will be given subject to the condition that these students take part approval from the following faculty:

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1. Tathva: Convener Tathva
2. Ragam: Dean (Students Affairs)
3. Presenting technical paper/attending technical festivals: Concerned Faculty Advisor
4. Sports & Games: Faculty in charge of Sports & Games.

The students who wish to apply for this Condonation are required to fill up the necessary form and get it signed by the appropriate authority. All such applications should be recommended by the HoD and forwarded to the Dean (UG) within seven instructional days after the program/activity.

R14. Assessment Procedure

R14.1. The Senate will decide from time to time the system of tests and examinations in each course in each semester.

R.15. System of tests & Assignments

R15.1. For Lecture/Tutorial based/theory component of Lecture cum Practical courses, two tests will be conducted. The details of weights of marks for the tests and assignments will be decided by the coordinator of the course in consultation with the class committee. These details will be announced to the students in the beginning of the Semester. The Dean (UG) should be informed of these details in the beginning of the semester. For Laboratory /Practical the main instructor, in consultation with the class committee decides the number of tests.

R16. End Semester examination

R16.1. There will be one end semester examination of three hours duration on each lecture based or Lecture cum Practical course.

R16.2. Courses on Architectural Design and Thesis will be evaluated by a panel constituted by the HoD including external expert(s).

R16.3. The Practical Training will be evaluated by a panel constituted by the HoD.

R16.4. On completion of the Thesis, the student will submit a thesis report along with design documents which will be evaluated by a panel constituted by the HoD consisting of external expert(s). The evaluation will be based on the report, submitted documents and defense.

R17. Weights

R.17.1. For all Lecture based courses, two tests and assignments together carry 50% weight and the end semester examination carries 50% weight. For Laboratory/Practical, end semester exam is not mandatory. If end semester exam is planned for a practical course, it should be conducted before the last instructional day and the weight for it should not exceed 40%. For Architectural Design Courses and Thesis, the weight for continuous evaluation component and the weight for end semester examination component shall not be less than 40%. For Lecture cum Practical courses assessment procedure is to be a properly weighted combination of those for Lecture and those for Practical components, and is to be decided in consultation with the class committee. For courses on Physical Education, Value Education and NSS, the concerned coordinators (main instructors), in consultation with the Dean (UG) shall decide the assessment procedure.

R18. Make up examination

R18.1. Students who miss the tests or the end semester examinations for valid reasons are eligible for a make-up examination. Students who missed end semester exam and one or more tests will be permitted to write the make-up exam for end semester examination only and no marks will

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- be awarded for the missed tests. Those who miss the tests can also appear for the make up exam and answer the relevant portions of the question paper with appropriate weight as attached to the test/s.
- R18.2. Those who miss test/s and/or end semester exam should apply to the Head of the Department within five days after the missed test/exam, giving the reasons for absence. Applications received after this period will not be entertained.
- R18.3. There is no make-up examination for Thesis. However for those reasons specified in **R 18.4**, a student is permitted once in the entire semester, for an additional evaluation of any one of the interim reviews that he/she has missed. This will be conducted before the succeeding review and not after the end semester examination.
- R18.4. Permission to appear for make-up exam will be given under exceptional circumstances such as admission to a hospital due to illness or cases mentioned under **R 13.6**
Students residing in the Hostels should produce a Medical Certificate issued by a Medical officer of the Institute certifying that he/she was admitted to hospital during the period of exam.
Students residing outside the campus must produce a medical certificate from a Registered Medical Practitioner and the same should be duly endorsed by parent/guardian and also by a medical officer of the institute, within 5 days.
- R18.5. A student who misses the make-up exam will not normally be given another make-up exam. However, in exceptional cases of prolonged illness resulting in the student missing a make-up exam, the Chairman of the Senate, in consultation with the Dean (UG) may permit the student to appear for a second make-up exam.

R19. Grading

- R19.1 Graded Assignments, Tutorials, Term Papers, etc., will be returned by the Faculty in reasonable time before the respective test/examination.
- R19.2. A Class Committee without the student members will be convened within seven days after the last day of the end-semester examination. The letter grades to be awarded to the students for different subjects will be finalized at the meeting.
- R19.3. Only the final grades and attendance of all the students will be displayed by the Class Committee Chairman. Students may seek clarification regarding grades etc., from the concerned teacher, if required.
- R19.4. Based on the semester performance, each student is awarded a final letter grade in each course. The letter grades and the grade points are as follows:

Grade	Grade points
S	10
A	9
B	8
C	7
D	6
E	5
F	0 (Failure)
W	0 (Failure due to insufficient attendance)
I	0 (Actual grade to be awarded later)

- R19.5. A student is considered to have credited a course or earned credits in respect of a course if he/she secures a grade other than F, W or I for that course.

R20. Declaration of results

- R20.1. Two copies of the results sheets for the respective course containing the final grade and attendance code and two copies with the absolute marks, grades and attendance codes should be submitted to the concerned Class Committee Chairman.

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After finalization of the grades at the Class Committee meeting, hard and soft copies of consolidated copy, one with absolute marks and one without absolute marks but having the grades only and the attendance codes, will be forwarded by the Class Committee Chairman to the Dean (UG).

Another consolidated copy will be sent to the HoD.

R20.2. The Dean (UG) announces the results of all the first level courses and the HoD announce the results of the other courses.

R21. Repetition of a course

R21.1. A student who was awarded F or W grade in a core course has to repeat it compulsorily when it is offered next. If the course is an elective course, the student may repeat it if he/she so desires.

R21.2. Attendance shall not be made mandatory for any student who repeats a course with a F grade. However the student has to register for the course and undergo all interim tests, assignments, end semester examination etc. as stipulated by the course faculty/class committee.

R22. Grade Point Averages

R22.1. The academic performance of a student in a semester is indicated by the Semester Grade Point Average (SGPA).

$$SGPA = \frac{\sum(C \times GP)}{\sum C}$$

where the summation is taken over all the courses registered by the student in the semester, except Pass/Fail courses.

The performance of a student upto and including a particular semester (and summer term) is indicated by the earned credits and the Cumulative Grade Point Average (CGPA).

$$CGPA = \frac{\sum(C \times GP)}{\sum C}$$

where the summation is taken for all the courses registered by the student except Pass/Fail courses, upto and including the current semester and the summer terms.

R23. Grade Card

R23.1. The Grade Card issued at the end of the semester to each student, will contain the following:

- a) the code, title, credit and category of each course registered in the semester,
- b) the letter grade obtained,
- c) the attendance code,
- d) the total number of credits earned by the student upto the end of that semester in each category and grand total, and
- e) SGPA & CGPA.

R23.2. Class/Division

Class or Division equivalent to the Grade Point will be based on the following classification:

CGPA 8 and above: **First Class with Distinction**

CGPA 6.5 and above, but less than 8: **First Class**

CGPA 5 and above, but less than 6.5: **Second Class.**

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R24. Slow pace learning

R24.1. Courses to be registered normally by a student in a particular semester are specified in the curriculum. However, a student may register for a lesser number of credits than specified in the curriculum if he/she wishes for a slow pace learning satisfying **R 9**.

R25. Permanent Disqualification

R25.1. A student who does not satisfy provisions of **R 9.3** is allowed to register only for lower level courses for a period of one year. At the end of one year if the student still does not satisfy provisions of **R 9.3**, he/she is not eligible to continue the programme in the Institute. All such candidates shall be disqualified for the B. Arch. Degree of the Institute. Such extra period taken up is also counted in the maximum duration of the programme

R25.2. If a student neither gets permission for temporary discontinuation nor registers for any course during a semester before earning the minimum credit requirements for the award of the degree, then he/ she is deemed to have discontinued the programme permanently and will not be permitted to continue the programme.

R26. Courses under OT category

R26.1. Courses on Environmental Studies, Physical Education, Value Education and National Service Scheme are to be credited during the program. These courses belonging to Pass/Fail category will not be included in the computation of SGPA/CGPA.

R27. Transfer of credits

R27.1. Within the broad frame work of these regulations, the Senate, on the recommendation of the concerned DCC and BUGS may permit students to earn part of the credit requirement in other approved institutes of repute and status in the country or abroad. The Senate may, in other exceptional cases, approve admission with advance credit of candidates recommended by the DCC and BUGS.

R28. Eligibility for the award of B. Arch. Degree

R28.1. A student will be declared to be eligible for the award of the B.Arch. Degree if he/she has

- i) registered and successfully credited all the core courses;
- ii) successfully acquired the credits in the different categories as specified in the curriculum within the stipulated time;
- iii) has no dues to any section of the Institute including Hostels and
- iv) has no disciplinary action pending against him/her.

The award of the degree must be recommended by the Senate and approved by the Board of Governors of the Institute.

R29. Power to modify

R29.1. Notwithstanding all that has been stated above, the Senate has the right to modify any of the above regulations from time to time.

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MISSION

To develop high quality technical education and personnel with a sound footing on basic engineering principles, technical and managerial skills, innovative research capabilities, and exemplary professional conduct to lead and to use technology for the progress of mankind, adapting themselves to the changing technological environment with the highest ethical values as the inner strength.

VISION

International standing of the highest calibre.