Regulations

of

Under-Graduate Programmes

Academic Year 2025-2026 onwards

NATIONAL INSTITUTE OF ADVANCED MANUFACTURING TECHNOLOGY (NIAMT)

Deemed to be University (Under Distinct Category)

Ministry of Education, Government of India

RANCHI, JHARKHAND, INDIA

1. INTRODUCTION

The objectives of the Undergraduate (UG) Programme at the National Institute of Advanced Manufacturing Technology (NIAMT), Ranchi are:

• To provide the highest quality of education in science, engineering, and technology to produce competent, creative and imaginative engineers and technocrats having a free, combat, and team spirit.

• To encourage values and ethics.

• To persuade the spirit of entrepreneurship.

• To yield a substantial contribution towards developing skilled and technical manpower for the society.

• To establish an intellectual reservoir to meet the growing demands.

The UG programmes at NIAMT, Ranchi are designed to achieve the above objectives and to inculcate among students' human values and ethics, concepts, technical and intellectual skills, courage and integrity, awareness and sensitivity to the needs and aspirations of the society.

The provisions in these regulations will govern the conditions for imparting courses of instruction, conducting examinations and evaluation of students' performance in the 4-year courses in Engineering leading to the award of B. Tech/B. Tech (Hons) and B. Tech with minor specialization degree if opted by the student.

These regulations shall be effective from the Academic Year 2025-2026.

To implement the rules and regulations effectively and transparently, the departmental and institutional level bodies are involved.

1.1 Disciplines

The disciplines in which courses of study are available and the degree is offered are:

Bachelor of Technology:

     (i) Mechanical Engineering

     (ii) Metallurgy and Materials Engineering

     (iii) Production and Industrial Engineering

(iv) Computer Engineering

New disciplines may be added in the future with the approval of the Academic Council and Executive Council/ Board of Governor/ Senate, NIAMT, Ranchi.

1.2 The provisions of these Regulations shall also apply to any new discipline(s) that will be introduced from time to time and added to the list in Section 1.1.

1.3. Any clause of these Regulations may be changed, as and when required, with approval of the Academic Council and Executive Council/ Board of Governor/ Senate, NIAMT, Ranchi.

1.4. The number of seats in each branch of the Bachelor of Technology program will be decided with appropriate approval.

1.5. The complete program will be distributed over eight semesters with two semesters per academic year.

1.6. The curriculum for the program will be finalized by the Board of Studies (BoS) of the respective departments as per the guidelines by AICTE/UGC.

1.7. The academic programs of the institute follow the credit system. Each degree program shall have minimum 160 credits as per the study scheme. To get a Minor degree or an Honours degree, the credits are to be earned as per AICTE. A minor degree or Honours is not mandatory to earn a B. Tech degree.

1.8. A student who has earned the minimum number of credits required for the award of the degree will not be permitted to register for more courses to improve his/her CGPA/percentage.

2. DEPARTMENTS

The various departments at NIAMT, Ranchi

- (i)   Department of Mechanical Engineering (ME)
- (ii)   Department of Materials and Metallurgical Engineering (MME)
- (iii)   Department of Foundry and Forge Technology (FFT)
- (iv)   Department of Electronics and Computer Engineering (ECE)
- (v)   Department of Environmental Engineering (EE)
- (vi)   Department of Applied Science and Humanities (ASH)

3. PROGRAMMES

Undergraduate B. Tech/B. Tech (Hons) degree programmes are offered in the following disciplines:

(i)   Mechanical Engineering
(ii)   Metallurgy and Materials Engineering
(iii)   Production and Industrial Engineering
(iv)   Computer Engineering

4. ACADEMIC YEAR (AY)

The Academic Year (AY) is divided into two semesters, an Odd Semester (July – December) and an Even Semester (January- June).

5. ACADEMIC CALENDAR

An academic calendar for each semester, i.e., (Odd and Even) separately, to be prepared and circulated by the academic section.

The academic activities for each semester, dates for semester registration and fee payments, classwork, mid-semester and end-semester examinations, dates for supplementary examinations, inter-semester breaks, dates for Extra Academic Activities (EAA), holidays, etc. shall be laid down in the academic calendar. The academic calendar shall attempt to provide information for each semester as per AICTE norm, which includes mid-semester and end-semester examinations.

6. ADMISSION

6.1. Admission to all disciplines will be made in the Odd Semester of each session at the First Year level through JEE(Main). The counselling for which is done by Joint Seat Allocation Authority (JoSAA) and Central Seat Allocation Board (CSAB). Besides the successful JEE candidates, a specified number of foreign nationals selected under the policy laid down by the Government of India may be admitted directly to the 1st year of any of the programmes covered by these regulations. At present, foreign nationals are selected under DASA. All selected candidates for admission to B. Tech programme must enrol themselves by paying requisite fees and submitting the filled-up admission form.

If a student fails to join the Institute and attend classes within a week of the commencement of classes, he will be deemed to have abandoned the program. In case of serious illness or a family calamity, he may be granted exemption according to the appropriate provisions.

At the time of admission, the student is required to provide the following documents:

(i) A certificate for proof of age (Birth certificate or Board certificate),

(ii) Pass certificate of the qualifying examination,

(iii) Grade Card or Mark sheet of the qualifying examination,

(iv) Allotment letter of the seat from JoSAA/CSAB,

(iv) JEE (Main) rank certificate,

(v) College/School leaving/Migration certificate,

(vi) EWS/ OBC-NCL/ SC/ ST/ PwD certificate (as applicable in prescribed format),

(vii) Health/ Medical certificate (as applicable in prescribed format),

(viii) Affidavits / Online Declaration for Anti-ragging (by student and parent),

(ix) Citizenship certificate (for foreign students only),

(xi) Passport (for foreign students only),

(xii) 3 recent passport size color photographs,

(xiii) Admission fee receipt,

(xiv) Application for Enrolment,

(xv) Declarations and Proformas provided by the Institute and

(xvi) Any other certificate(s) (notified before admission).

6.2. A provisional admission may be given to a candidate if she/he is not able to produce some of the certificate(s). However, such candidates should submit the same within 30 days of provisional admission or any other date fixed by the Institute/ JoSAA/ CSAB, failing which admission will be cancelled and fees will be refunded as per rule/instruction by Institute JoSAA/CSAB.

6.3. The selected candidates shall be admitted to the B.Tech. program after they fulfil all the admission requirements set by the Institute and after payment of the prescribed fees. In all matters related to admission to the B.Tech. programme, the decision of the competent authority of NIAMT, Ranchi.

A student admitted to any programme shall be required to pay, at the time of joining, and also in subsequent semesters, Institute fees, Hostel fees, Caution money, and other fees as prescribed by the Institute till he/she is on roll including the period beyond the normal programme duration, within the stipulated dates as per Academic Calendar or as announced by Academic Section.

6.4. Reservations in admission shall be given as per guidelines framed by MoE, Government of India from time to time.

6.5. The Institute 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 course on grounds of unsatisfactory academic performance, irregular attendance in classes, indiscipline or any misconduct.

6.6. Faculty advisor/Mentor: Each department will assign one (or more) faculty member(s) to each batch of students to serve as 'Faculty Adviser', who will continue to act till all students admitted in a batch graduate or leave the Institute after completion of the admission process. He will serve as a mentor to the students and shall proactively monitor their academic progress. He will approve the selection of elective courses, liaison with course teachers in matters of attendance and performance, recommend leave of the students to higher authorities and communicate with their parents. His role is critical in case of academically weak or de-motivated students, who need to be guided out of their academic or social situations.

6.7. All relevant details and admission procedure are available at Institute's website: www.niamt.ac.in.

7. REFUND POLICY

If a student chooses to withdraw from the UG programme in which he/she is enrolled, the NIAMT Ranchi will follow the following steps for the refund of fees paid by the student.

7.1. If a student withdraws from the Institute before the Registration/Reporting at Admitted Institute (according to JOSAA/CSAB/DASA schedule available in respective website), fee

paid shall be refunded after deducting a processing fee as per the instruction of JoSAA/CSAB.

7.2. If a student withdraws from Institute after the Registration/Reporting at NIAMT (According to JOSAA/ CSAB/ DASA schedule available in respective website), he/she needs to submit a withdrawal request through application form as prescribed by the Institute along with the No-Dues form (available at Academic Section), verified from all the concerned Office/Dept./Section. Only after the approval of the same, the following deposits may be refunded after deduction of dues, if any:

a. Institute Caution Money

b. Hostel Security and Mess Security (if applicable).

7.3. The refund will be made after the completion of the entire admission process and after the receipt of the Admission Fees from the JoSAA/CSAB/DASA respectively (i.e., Fees submitted directly to the JoSAA /CSAB/DASA by the student).

7.4. Also, the Institute will follow the Refund rules for Fees as per the MoE guidelines notified from time to time.

8. RESIDENCE

8.1. The Institute is essentially a residential one and every student shall be required to reside in the Hostel (Hall of Residence) to which he/she is assigned.

8.2. No married accommodation shall be provided to any student of the undergraduate programme.

8.3. All students must abide by the rules and regulations of the Hostel as may be framed from time to time.

8.4. Conditions to stay outside:

Students desirous of staying outside the hostel and fulfilling the conditions to stay outside the NIAMT campus need to apply in the prescribed Form, available in the Office of Chief Hostel Warden/Hostel Warden, with justification after the admission process is over. The decision of the Chief Hostel Warden and the Director/Vice Chancellor of the Institute in this matter will be final.

9. COURSE STRUCTURE

9.1. The duration of the courses leading to the B. Tech/B. Tech (Hons)/ B. Tech (Minor) degree will be of four (4) years.

9.2. The curricula for the different degree programmes as proposed by the respective departments and recommended by the Board of Studies (BoS) shall have to be approved by the Academic Council/Executive Council/Senate. The departments shall prepare the syllabus of each subject containing the scope of studies and detailed instructions to be imparted.

9.3. There will be BoS for every Department. BoS functions will include framing the content of various courses, reviewing and updating the content, and introducing new courses of study regularly.

9.4. The minimum course work requirements shall be different for the respective degree courses. The requirements shall be as detailed out in the curriculum and syllabi for each of the disciplines as approved by the Academic Council/Senate. The minimum requirement for various categories is as follows:

Sl.no	Programme	Composition	Credit Distribution				Remarks
			Basic Degree (Minimum)	Minor	Honors	Total	
1	B. Tech	B.Tech. Regular	160	--	--	160	Course Structure as per NEP 2020
2	B. Tech with Minor	B.Tech. + Minor	160	18-20	--	178-180	Course Structure as per NEP 2020 with multi-discipline learning and for additional skill.
3	B. Tech with Honors	B.Tech. + Honors	160	--	20	180	Students with a minimum of 7.5 CGPA without any "F" Grade/backlog are eligible for B.Tech Honors degree

9.5. At present, there is no provision for change of branch.

10. PROGRAMME STRUCTURE

10.1. The curricula for the different disciplines of B.Tech. program are approved by the Academic Council/Executive Council/Senate will be available in the admission brochure and the Institute website.

10.2. All subjects/course will have a credit count. Teaching will be reckoned in terms of credits. All courses will have a lecture-tutorial-practical (laboratory) (L-T-P) to indicate the contact hours per week. Theory courses will have a 3-0-0 (3 credits) or 3-1-0 (4 credits) structure. Practical course(s) will be indicated by (0-0-P) i.e. 0-0-2 (1 Credit).

10.3. The prescribed coursework shall be grouped under heads – Humanities, Social Science, and Management Courses (HSM), Basic Science Course(BSC), Engineering Science Course (ESC), Professional Core Course (PCC), Professional Elective Course (PEC), Open Elective Course (OEC), Project work, Seminar, and Internship (in industry/R&D organizations/ elsewhere) (PrSI), Mandatory Courses [Environmental Sciences, Induction Program, Indian Constitution,

10.4. Essence of Indian Knowledge Tradition] (AUC), Honours courses and Multidisciplinary minor courses. The core courses will cover all essential skills associated with a given department. Professional electives courses will be taken from a list of electives prescribed by the department, covering courses from the same and allied disciplines. A student can opt for a professional elective course from other departments in respective semesters with consent of the HOD of his/ her department. Open elective courses shall cover courses from any department of the institute other than the parent department. A given course may be a core course for one department and an elective for another. An elective course shall be offered if there are at least a minimum number of students (as decided by the concerned Department) opting for the course. The maximum number of students allowed to take a professional elective course, and open elective course will be decided by the concerned department.

10.5. The choice of elective/ open elective courses will be based on the pre-registration basis, which must be completed well in advance before the semester registration.

10.6. There may be a provision for adding/ dropping/ switching of elective/ open elective courses within stipulated time of the commencement of semester only, with the concern from department. After that, no such above modification will be entertained.

10.7. There may be a minimum 10 students (from other departments) to conduct any open elective course. However, the head of the department may be empowered to take the final call based on the need and situation.

10.8. In addition to regular course work, B. Tech student must carry out a major project in final year (VIII Semester) under the guidance supervisor(s). The respective departments assign faculty members as supervisor(s) for evaluating final year projects for the students and submitting marks to the examination cell.

10.9. The project work/Internship will be assessed by a panel of examiners (within the Department/ within the Institute/ experts from outside the Institute) decided by the HoD.

10.10. On completion of the project, students shall submit a report in the prescribed format to the department. Number of copies and the format will be as per the department guidelines. Soft copy of the report shall be submitted to the Institute Digital Library.

11. REGISTRATION AND ENROLMENT

11.1. Every student in B. Tech Programme is required to be present physically, register, and enrol at the commencement of each semester on the date notified in the Academic Calendar or announced by the Academic Section.

The registration and enrolment process are subjected to fulfilling the following:

(a) Payment of semester fees including hostel fees. [including any other unpaid dues]

(b) A student who does not register on the day announced for the purpose may be permitted to register late in consideration of any compelling reason, but only within the next 5 (five) working days on payment of a prevalent additional late fee as prescribed by the Institute. Normally, no late registration shall be permitted after the scheduled date except in special cases with the permission of Dean (Academic).

(c) Acquiring the minimum Academic requirement to continue the programme as per the regulation,

11.2. Registration of a student refers to the selection of courses (other than compulsory subjects) planned by the student, to be credited in the next semester as per the applicable curriculum during the time frame specified by the academic section. Enrolment refers to the physical reporting of the students on the day specified by the academic section before the commencement of the semester.

11.3. Registration of students in each semester will be organized by the Academic Section of the Institute and the students are required to fill the semester registration form. Payment of dues will be verified by the Academic Section and Account Section.

11.4. A repeating student shall take the course(s) available in the existing curriculum at the time of registration.

12. PROMOTION RULES

12.1. The promotion rules are as follows:

a. **From 1ˢᵗ Year to 2ⁿᵈ Year:** To be able to register in the 2ⁿᵈ Year 1ˢᵗ Semester (3ʳᵈ Semester), a student must not have more than four backlog papers at the end of first year (after 1ˢᵗ Semester, 2ⁿᵈ Semester, and supplementary examinations put together) and the student must have secured more than 5.0 CGPA.

b. **From 2ⁿᵈ Year to 3ʳᵈ Year:** For promotion to 3ʳᵈ year, a student should have (i) cleared all the papers of 1ˢᵗ Year and (ii) not have more than four backlog papers at the end of 2ⁿᵈ Year (after 3ʳᵈ semester, 4ᵗʰ semester and supplementary examination put together) and (iii) have secured more than 5.0 CGPA.

c. **From 3ʳᵈ Year to 4ᵗʰ Year:** For promotion to 4ᵗʰ year, a student should have (i) cleared all the course work requirements of 1st Year, 2nd Year and (ii) not have more than four backlog papers at the end of 3ʳᵈ Year (after 5ᵗʰ semester, 6ᵗʰ semester and supplementary examination put together) and (iii) have secured more than 5.0 CGPA.

d. The backlog students should attend the classes of backlog subjects if time-table adjustable else the student needs to interact with the concerned subject teacher for subject related discussion at least 10 hours, 15 hours and 20 hours for 2 credit, 3 credit, and 4 credit courses, respectively, considering the convenient time.

12.2. A student admitted to B. Tech programme in the first semester can continue up to 8th semester subject to the following conditions:

      (i) successfully maintaining the registration to all the semesters,

      (ii) secure a Pass grade,

Each theory subject mark has three components:

Mid Semester: 20 marks

Internal assessment: 20 marks [Class Test /Quiz test (10), Assignments (05) and Attendance (05)]

End Semester: 60 marks.

To pass a subject, a student must obtain a minimum of 18 marks out of 60 in the End Semester Examination and a total of 35 marks.

(a) Distribution of 100 marks (Theory)

Mid-Semester Examination	20 Marks for 1.5 hours duration (Covering half of the syllabus)
End-Semester Examination	60 Marks for 03 hours duration (Covering full syllabus)
Internal Assessment by faculty	20 Marks as mentioned above
Total	100 Marks

(b) Distribution of 100 marks (Practical)

Lab Record and performance	- 80%
Test/ viva-voce	- 20%

(c) Pass marks in practical examinations and projects - 50% of the total marks.

(d) To obtain a Cumulative Grade Point Average (CGPA) of not lower than 5.0 considering all courses including those in which the student has secured an F (Fail) grade,

(e) Maintained a satisfactory attendance record.

12.3. A candidate may be awarded grace marks up to a maximum of a total of 10 marks, in a maximum of four subjects but not more than three (03) marks in any subject including theory papers, practical, projects, seminars, industrial training, and/ or aggregate marks in each academic year provided he/she can be declared to have passed the academic year by the award of these marks. The grace marks shall not be added to the aggregate marks. There will be no grace mark for the subject(s) appeared by the student in the supplementary examination.

13. MAXIMUM DURATION OF THE B. TECH PROGRAMME

13.1. The normal duration of the B. Tech. programme is Four years (Eight semesters). However, a student may complete the program at a slower pace by taking more time, but in any case, not more than Seven years (Fourteen semesters).

13.2. A student may be permitted by the Director/Vice Chancellor to discontinue temporarily from the programme for a maximum of two semesters for reasons of ill health, family calamity, or other medical reasons, based on the recommendation from Head of the Department and Dean (Academic). All necessary medical reports and medical certificates from a registered doctor treating the student, giving definite reasons for the break of study and its duration must be produced. The medical Certificate should be duly endorsed by the Institute's Medical Officer.

13.3. Before joining back, a fitness certificate from the doctor who treated the student, with endorsement from the Institute Medical Officer must be submitted.

13.4. Such temporary discontinuation shall be allowed only once in the entire duration of the program.

13.5. Students proceeding for temporary discontinuation are required to maintain the Institute registration by paying the fees applicable for keeping the registration alive till they resume normal academic activities. Once they join back after temporary discontinuation, fees applicable for regular students shall be paid.

14. ATTENDANCE & LEAVE

14.1. Students are expected to attend all the classes for the subject/courses in which they are registered. Attendance in all the classes (lectures, tutorials, laboratories, sessional etc.) is mandatory for appearing in the mid-semester and end semester examination. A student must attain a minimum of 75% of the lecture delivered in each theory and each sessional/ practical paper. In case a student fails to secure 75% attendance due to valid medical or other grounds but was present on not less than 65% of the working days, leave may be permitted by the Director/Vice Chancellor of the Institute on the recommendation of the Medical Officer/Dean (Academic) of the Institute.

14.2. If a student cannot attend any of the classes due to medical issues or any other compelling reasons, a leave application needs to be submitted to the course co-ordinator, which will be forwarded to the academic section.

(i) Prior application/permission for the leave shall have to be submitted through the course co-ordinator to the Head of the Department concerned stating fully the reasons for the leave requested along with supporting document(s). A copy of the leave application duly granted by the concerned Head should be forwarded to the academic section.

(ii) Family functions, illness of family members, participation of student activities, such as, organizing functions, preparing for other examinations (including supplementary examinations of the Institute), or searching for jobs are not adequate grounds for leave of absence from classes.

(iii) It is possible for a student to get a leave of absence in the following cases:

a) Illness of the student based on the prescription of 'Unfit for class' by Institute Medical Officer or on hospitalization and post-hospitalization rest approved by the attending physician of the Institute recommended hospital/government hospital.

c) Participation in approved student competitions representing Institute/academic events/functions inside or outside the Institute.

d) For academic work or presentation of papers related to final year project, if the project involves a visit to industry or other institutes or to participate in a conference.

e) For officially arranged placement programmes on recommendation of Chairman, Placement Cell.

f) Any other compelling grounds approved by the Director/Vice Chancellor.

(iv) Application for leave on medical grounds must be supported with necessary treatment records for the period of leave applied for. It is expected that the student shall inform the course faculty before proceeding on medical leave under normal circumstances.

(v) A student representing the Institute in approved extracurricular activities such as Sports, Games, Cultural meets Seminars, Workshops, Conferences and Interviews arranged through, NCC/ NSS Camps or Training & Placement activities shall be considered as on duty, subject to a maximum of five working days in a semester. Prior permission from the concerned Head of the Department/Dean (Student Welfare)/ Chairman ILC is required for availing on-duty permission. The period of absence, in such cases, will be counted as 'present' for the computation of percentage of attendance at the end of semester.

If because of personal leave or official duty, a faculty member is unable to hold a class on the scheduled hour, he may hold the compensating class(es) at a mutually convenient hour. A teacher may communicate the same to the students. A teacher, at his discretion, may hold additional classes beyond what is originally scheduled, particularly when several classes are lost due to holidays or suspension of classes.

15. ASSESSMENT OF PERFORMANCE

15.1. There will be continuous assessment of a student's performance throughout the semester and grades will be awarded accordingly. It shall be based on the system of tests/quizzes, assignments, tutorials, presentations, course projects, reports, etc., and the mid and end-semester examinations of each course in each semester.

15.2. Mid-Sem test with a duration of 1.5 Hrs. is mandatory for all theory courses.

15.3. One end-semester examination of three hours duration for each lecture-based course.

15.4. End semester examination is mandatory for laboratory/practical/drawing courses.

15.5. The following are guidelines to ensure uniformity of grading among all courses:

(i) The evaluation system shall be based on absolute grading.

(ii) A Semester Grade Point Average (SGPA) will be computed for each Semester. The SGPA will be calculated following the guidelines given in the method of grading. At the end of the completion of the program, a Cumulative Grade Point Average (CGPA) will be computed for each student.

$$SGPA = \frac{\sum Respective\ Semester(Course\ credit\ X\ Grade\ point)}{\sum Respective\ Semester\ (Course\ credits)}$$

$$CGPA = \frac{\sum All\ Semester(Course\ credit\ X\ Grade\ point)for\ all\ courses}{\sum All\ Semester\ (Course\ credits)}$$

The institute shall follow the following conversion between CGPA and % marks.

% marks = (CGPA -0.5) x 10.0

(iii) Non-graded courses shall be offered to the students, including activities in NSS/ NCC/ Unnat Bharat/ Sports and games/ different student activity clubs etc. and shall be evaluated by the concerned faculty advisors/ instructor.

16. Examination

16.1. The Examination Section of the Institute will centrally conduct the Mid and End Semester Examinations.

16.2. The mid-term examinations of 20 marks 1.5 Hrs. (One and a half hours duration) will be conducted. At least half of the syllabi must be completed before the mid-semester

examinations. For the benefit to the students, the answer scripts after evaluation of all class tests, Mid-Sem Examinations, assignments etc. must be shown to the students within 2 weeks from the dates of Tests / Examinations.

16.3. In the examinations students are not permitted to bring any material for reference. All necessary charts & tables will be provided by the Institute. Normal scientific calculators are permitted, other electronic devices such as programmable calculators, calculators containing communication devices, and mobile phones are strictly forbidden.

16.4. A student will be permitted to appear in an examination, only if he/she has:

(i) formally registered for the subjects at the beginning of the semester.

(ii) maintained attendance as per the rule.

(iii) paid all Institute and hostel dues of the semester [including dues of any previous semester (s)]

(iv) not been debarred from appearing in the examination because of disciplinary proceedings of the Institute.

16.5. Students' monthly attendance report is to be submitted to the academic section by the concerned faculty member.

16.6. Class tests, assignments, tutorials, viva voce, laboratory assignments, etc., are the constituent components of the continuous assessment process, and a student must fulfil all these requirements as prescribed by the teacher/coordination committee of the subject. The faculty will keep record of marks obtained by the students in class test, assignment, quiz and attendance.

16.7. The faculty shall provide the marks obtained by the students in mid-semester and end-semester examinations within fifteen days from the date of holding the respective course examination.

16.8. Supplementary Examination will be arranged by the Examination Section.

16.9. The faculty shall provide the marks obtained by the students in supplementary examinations within seven days from the date of holding the respective course examination.

16.10. Students suddenly falling sick during examination, shall be permitted to appear in supplementary examinations after recommendation by the medical officer of the Institute and Controller of Examination.

16.11. If a student misses the End-Semester Examination due to compelling reasons like serious illness he/she may appeal to the Controller of Examination, through Dean (Academic) for permitting to appear at the Supplementary Examination(s) if offered, subject to fulfilling of other requirements to appear in the examination as per rule.

16.12. If a student misses both the End-Semester Examination and its Supplementary, if any, he/she must repeat the semesters with fresh registration and appear with the next batch.

16.13. The teachers are expected to return all answer scripts to academic section. Assignments and laboratory records to be kept to the department laboratories.

16.14. The examination section will place the marks of all examinations before the tabulation committee for result preparation.

17. METHOD OF GRADING

Grading of performance in examinations as a measure of students' performance, a 10 point scale grading system using the following letter grades and corresponding grade points shall be followed:

Percentage of Marks Obtained	Letter Grade	Grade Point	Performance
90% and above	A$^+$	10	Excellent
80% & less than 90%	A	9	Very Good
70% & less than 80%	B$^+$	8	Good
60% & less than 70%	B	7	Fair
50% & less than 60%	C$^+$	6	Average
35% & less than 50%	C	5	Pass
Less than 35%	F	0	Fail

Transcript will be given to the students after completion of B. Tech. program after payment of necessary charges as per Institute norm.

18. DECLARATION OF RESULTS

18.1. Result will be published as per the academic calendar.

18.2. The SGPA and the CGPA of the semester on clearing the supplementary/ backlog course(s) will be computed in conjunction with the course(s) cleared in the regular examination.

18.3. Separate Grade Cards will be issued for the Supplementary Examination.

19. RE-CHECKING OF ANSWER SCRIPTS

19.1. If a student wants re-checking of the answer script, she/he may do so by filling up the form for Re-checking with fee as per Institute norms to the Controller of Examination within 07 days of declaration of the result. No request for re-checking shall be entertained after 07 days of the declaration of the result.

20. GRADUATION REQUIREMENT

20.1. To qualify for a B.Tech. degree of the Institute covered under these Regulations, a student must:

a) Complete all the credit requirements for the degree, as laid down in the prescribed curriculum of the discipline.

b) Have cleared all dues of the Institute, hostel, Library, Mess and Department if any.

20.2. Convocation: The Convocation shall be conducted as per the decision of the Director/Vice Chancellor. Students are required to apply separately for the Convocation as per the notice along with the prescribed fee.

20.3. Medals and awards: Medals and awards shall be given to deserving students in the convocation of the Institute. A student recommended by the concerned Department for award of a medal should have ordinarily cleared all papers in a single chance and should not have been awarded any punishment by the Institute's Disciplinary Committee during his/her career. The medals awarded by the Institute based on academic performance are the following:

(i) Institute Gold Medals: These medals are awarded to the students securing the highest CGPA in each branch of B. Tech programme. If more than one student secured the highest

final CGPA for a particular program, that is, if there is a tie, the SGPA of the previous semester in descending order will be considered till the tie is broken.

(ii) Endowment Gold Medals: Donors may award these medals to students in appreciation of their academic performance. Such names will be recommended by the Head of Department and approved by the Director /Vice Chancellor

In case the highest CGPA student, in a particular branch, could not clear all papers in single chance or been awarded punishment by the Institute's Disciplinary Committee, the student securing second highest CGPA will be awarded with Institute Gold Medal for that branch and so on.

21. ENTRY AND EXIT OPTIONS

Rules and procedures of NEP 2020 will be followed for multiple entry/exit option.

21.1. Part-Study/ Exchange at IITs/NITs/IIITs/GFTIs/Overseas Institutions

Students can complete one/two semester(s) at IITs/NITs/IIITs/GFTIs/Overseas Institutions only after the 5th semester. The credits acquired by the student in such an institute shall be transferrable to the parent institute. There should be a MoU between NIAMT and such an institute to implement this scheme.

22. MINOR DEGREE

 A student should earn 18-20 credits additional courses in a discipline other than her/his regular B. Tech degree. Minor is an additional credential. All the degree awarding academic Departments in the Institute offer minors in their disciplines and will prescribe a specific set of courses necessary for earning a minor in that discipline.

22.1. There shall be one division for a particular Minor programme with minimum of 10 students and maximum number of 75 students. The selection of students for specialization track Minor programmes is based on CGPA up to 3rd semester as a merit criterion without any backlog and 'F' grade.

22.2. For the students who are opting for specialization of Minor programmes, the CGPA of 7.00 should be maintained throughout and there should not be 'F' grade in any subject of Minor, otherwise Minor will not be awarded.

22.3. Courses for Minor start from 4ᵗʰ Semester and the student is required to register for at least one minor course in every semester.

22.4. The student shall be given a choice of withdrawing all the courses registered and/or the credits earned for Minor program at any time; and in that case, the student will be awarded only B. Tech degree in the concerned branch on earning the required minimum credits.

22.5. There is no transfer of credits from Minor program courses to regular B. Tech degree course and vice versa.

22.6. After the successful completion of the Minor specialization requirements, the student will be awarded a degree in "name of the discipline" with minor specialization in "name of the minor specialization".

23. HONORS DEGREE

A student should earn 20 credits additional courses in a discipline her/his regular B. Tech degree. Honors is an additional credential. All the degree awarding academic Departments in the Institute offer Honors in their disciplines, and will prescribe a specific set of courses necessary for earning a Honors in that discipline.

(i) Students with a minimum of 7.5 CGPA without any "F" Grade / backlog are only allowed to register for Honors program offered by that Department.

(ii) The student can choose Honors program along with his/her basic engineering degree (Major). A student who chooses an Honors program is not eligible to choose a minor program and vice-versa.

(iii) Courses for the Honors Program start from 4th Semester and the student is required to plan registration for Honors courses, to complete all the five (05) courses by the end of the 8th semester.

(iv) After successful completion of the Honors program, the student will be awarded a degree in "name of the discipline" with "Honors"

24. CODE OF CONDUCT

24.1. Following rules shall be in force to govern the conduct and discipline of all students:

(a) Student shall behave and conduct themselves in the Institute Campus, hostels and premises in a dignified and courteous manner. They shall show due respect and proper courtesy to the faculty members/Wardens/Officers/Staffs of the Institute.

(b) Students are required to develop a friendly relationship with fellow students/seniors/juniors. They are expected to show kindness and consideration to the new students admitted to the Institute every year.

(c) Students should follow decent and formal dressing manners within the campus. They should respect the laws of the country, human rights, and always conduct in a responsible and dignified manner. Students are prohibited from indulging in anti-institutional, anti-national, antisocial, communal, immoral or political expressions and activities within the Campus and hostels.

(d) Possession or consumption of narcotic drugs, tobacco, alcohol, and other intoxicating substances are strictly prohibited in the Campus and Hostels.

(e) Students must refrain from getting involved in any form of ragging:

(f) The Prohibition of Ragging Act bans ragging in any form. Any act of physical or mental disorderly conduct towards any student, individually or in a group, will be considered as an act of ragging. Ragging will be considered as gross indiscipline and will be severely dealt with, which may include expulsion from the institute.

(i) If a student yields to any form of ragging by other students and does not inform the warden or institute authorities, or wilfully withholds the information in an enquiry of ragging incident, the matter will be treated as indiscipline on the part of that student and invite punishment comparable to those against ragging itself.

(ii) Any incident of ragging by any student, senior or fresher who has witnessed the incident inside or outside the campus must report to Chief Hostel warden or Anti Ragging Committee designated by the Institute. Failure to report a ragging incident will be considered a serious offence, even if one is not involved in it. Intentionally ignoring ragging will also be considered as an act of involvement in ragging.

(g) Politically based students' and other organizations or outfits are not allowed in the Campus. Students are strictly prohibited from organizing, attending or participating in any activity or agitation sponsored by politically based organizations.

(h) Unauthorized entry of outsiders into the campus and hostels is strictly prohibited. Without specific permission of the authorities, students shall not bring outsiders to the Institute or hostels.

(i) No one shall bring, distribute or circulate unauthorized notices, pamphlets, leaflets, etc, within the Campus or hostels. The possession, distribution or exhibition of any item by any means which is obscene is prohibited within the Campus or on any property owned/ managed by the Institute. No one shall exhibit any type of banners, flags, boards etc. inside the campus, gates, buildings, or on the compound walls.

(j) No student shall collect money either by request or by coercion from others within the campus or hostels without approval of the concerned authority.

(k) Possession or usage of weapons, explosives or anything that causes injury/ damage to the life and limb or body of any human being or property is prohibited.

(l) Students charged with a criminal offence or under suspension shall not enter the Institute Campus without the permission of the competent authority. Any student acquiring charge under any criminal offence during the tenure of the degree programme shall immediately intimate the Dean Student Alumni Affairs (DSAA), the concerned HoD, and the Chief Hostel Warden.

(m) Students shall only use the waste bins for dispensing waste materials within the Campus including classrooms, hostels, offices, canteen and messes. Littering around the campus shall be considered as an act of indiscipline.

(n) The following acts of omission and/or commission shall constitute gross violation of the code of conduct and are liable to invoke disciplinary measures:

(i) Furnishing false statement of any kind in the form of application for admission or award of scholarship or information submitted by students etc.

(ii) Displaying lack of courtesy and decorum; resorting to indecent behaviour anywhere within or outside the campus.

(iii) Wilfully damaging or stealing or moving any property/belongings of the Institute, Hostel or fellow students.

(iv) Possession, consumption or distribution of alcoholic drinks or any kind of hallucinogenic drugs.

(v) Adoption of unfair means in the examinations.

(vi) Organizing or participating in any group activity in company with others excluding academic events in or outside the campus without prior permission of the Competent authority.

(vii) Mutilation or unauthorized possession of library books. Restoring to noisy and unseemly behaviour, disturbing the studies of fellow students.

(viii) Not intimating his/her absence to the HoDs/warden of the hostel before availing any leave.

(p) Commensurate with the gravity of the offence, the punishment may be reprimand, apology, fine and debarment from medals and prizes, debarment from an examination, partial or complete debarment from campus placement, reduction in grade in one or more courses, suspension for a specified period, Restitution, Forfeiture, expulsion from the Hostel, outright expulsion from the Institute, as under:

Minor Sanctions

(i) Warning or Reprimand: This is the least sanction envisaged. The student engaged in any prohibited behaviour will be issued a oral/written warning.

(ii) Tendering Apology: The student engaged in any prohibited behaviour may be asked to tender an apology for his/her act, undertaking that he/she shall not indulge in such or any of the prohibited behaviour in future.

(iii) Fine: The student found engaged in prohibited behaviour may be imposed a fine.

Major actions (on the recommendation of the Disciplinary Committee)

(i) Debarment from medal and prizes: A student may be debarred from participating in any event/function/competition organised by the Institute or to participate and represent the Institute outside. He/she may also be academically debarred from any medals and prizes.

(ii) Debarring from Examinations: A student/group of students may be debarred from writing all/any/some of the examinations, which forms part of the academic programme for which he/she/they has/ have joined.

(iii) Partial or complete debarment from campus placement: A student/group, if found guilty, may be partially (for a short and fixed duration) or completely debarred from appearing in campus placement as per the recommendation of disciplinary committee.

(iv) Reduction in grade in one or more courses: As a result of any indiscipline, a student may be recommended by the disciplinary committee for reduction in grade in one or more courses.

(v) Suspension: A student may be suspended from the Institute for violation of any of the provisions of code of conduct. The period of suspension and conditions, if any, shall be clearly indicated in the communication addressed to the student. The student shall lose his/her attendance for the suspended period.

(vi) Restitution: Restitution implies reimbursement in terms of money and/or services to compensate for personal injury or loss, damage/disfiguration to property of the Institute or any property kept in the premises of the Institute in any manner. The students/group of students may be asked to compensate for the loss that has been caused to any person or property of the Institute or any property kept in the premises of the Institute due to the act of vandalism perpetrated by the students. The students/group of students shall also be liable to put in their service to restore any loss or damage caused to any property and thereby bringing it to its original form if it is possible.

In addition, for economic offences (either misappropriation of money or damage to Institute property), the cost to the Institute will be recovered along with a penalty which may be up to ten times of the cost to be recovered

(vii) Forfeiture: Caution deposit of any student engaged in any prohibited behaviour shall be forfeited.

(viii) Expulsion: This is the extreme form of disciplinary action and shall be resorted to only in cases where stringent action is warranted. Expulsion is the permanent dismissal of a student from the Institute and cancellation of registration. Such a student will not be eligible for readmission to any of the courses of this Institute.

(q) Cases of indiscipline in a classroom or laboratory can be handled by the class teacher by expelling from the class, marking absent for a few classes.

(r) For an offence inviting Minor Sanction committed (a) in the Department or a classroom, (b) in a Hall of Residence and (c) elsewhere, the Head of the Department, the Chief Hostel Warden and the Dean Academic Affairs, respectively, shall have the authority to reprimand or impose minor fine. All cases involving punishment other than reprimand and imposing a minor fine shall be reported to the Chairman, Disciplinary Committee.

(s) All indiscipline acts inviting Major Sanction, which may have serious repercussion on the students in general and/or which may warrant a uniform and more formalized nature of investigation, shall be handled by the Standing Disciplinary Committee appointed by the Director. The Standing Disciplinary Committee consists of the following ex-officio and other members:

(i) Dean (Academic) - Chairman

(ii) Chief Hostel Warden - Member

(iii) Head of concerned department - Member

(iv) Warden(s) of respective Hall – Member(s)

(v) One member of faculty nominated by the Director, by rotation for two years – Member

(vi) Two representatives of Students Gymkhana - Member(s)

The Standing Disciplinary Committee shall investigate complaints, examine available evidence and award punishment. Proof of guilt need not necessarily be at the same level as necessary in a court of law. The committee, to protect the academic rights of a greater body of students, may award disciplinary measures if it is reasonably satisfied that such measures are in the greater interest of the students. Recommendations of the committee, which will include the suggested punishment in cases of guilt proven, will be forwarded to the Director for necessary action.

(t) Any act of indiscipline in a Hall of Residence will be investigated by a Disciplinary Committee consists of the following members:

(i) Chief Hostel Warden - Chairman

(ii) Wardens of the respective Hostels - Member

(iii) Student Fostering Unit (Gymkhana)- Chairman - Member(s)

(iv) General Secretary of Students' Gymkhana - Member

The committee shall recommend appropriate measures in each case to the Director for imposing the punishment.

(u) Cases of adoption of unfair means in an examination shall be dealt with by the Examination Disciplinary Committee consisting of the following members:

(i) Controller of Examination - Chairman

(ii) Dean Academics - Member

(iii) Head of the Department to which the student belongs - Member

(iv) The invigilator(s) reporting the case - Member

(v) The Paper-setter(s)/concerned faculty(s) - Members

(vi) Assistant Registrar (Academic) - Secretary

In case of minor offences in the examination hall, the committee can enter a punitive deduction of marks (up to 20 marks) on the answer script which will be implemented by the course teacher at the time of evaluation of the script, disallowing to further write examination, rejecting the answer sheet and awarding zero marks on the recommendation of the concerned invigilator.

The committee may recommend any other major punishment (other than above three) in repeated cases to the Director/Vice Chancellor for awarding the punishment.

(v) Acts which may be classified as 'crimes' rather than acts of indiscipline will be reported to the state authorities which include causing serious injury to fellow students or others, causing major damage to Institute property, being involved in activities prejudicial to national security or to that maintaining communal harmony etc.

(w) In cases recommended by the Disciplinary Committee, the Director/Vice Chancellor or the Senate may decide to enter an appropriate entry in the Students' Conduct Certificate/Character Certificate.

24.2 Following are the detailed rules governing residence requirements of students:

(a) The allotment of rooms in a Hall of Residence should be directed towards integration of students of different courses, batches, residential districts and communities. Wardens may reshuffle allotment in the middle of a year if this objective is not met adequately.

(b) A student shall reside in a room allotted to him/her and may shift to any other room only under the direction/permission of the respective Warden of the Hall. Mutual interchange of room without consent of the Warden is forbidden.

(c) No outsider shall be permitted inside the hostel without specific written permission of the warden of concerned hall of residence and Chief Hostel Warden.

(d) Students shall be responsible for the proper care of the doors, windows, furniture, fan, and other fittings in the rooms allotted to them and shall generally assist the Warden in ensuring proper use, care and security of those provided in the Halls of common use of all students.

(e) Students shall be required to make their rooms available whenever required for inspection, repairs, maintenance or disinfecting and shall vacate the rooms when leaving for the vacations/holidays.

(f) Students will be responsible for the safe keeping of their own property. In the event of loss of any personal property of a student due to theft, fire or any other cause the Institute shall accept no responsibility and shall not be liable for payment of any compensation.

(g) Engaging personal attendants, keeping pets and use of appliances like electric heater, refrigerator etc. by a student in the Hall of Residence are prohibited.

(h) Consumption of tobacco, alcoholic drinks and hallucinogenic substances is strictly forbidden. Possession of any shall result in severe disciplinary action including immediate expulsion form the Institute.

(i) Students must honour the timing of the hostels in matters of moving in or out of halls and mealtimes.

(j) The mess of each Hall of Residence shall function as a single integrated unit and shall not, under any circumstances be sub-divided into any kind of groups or subgroups.

(k) The Halls have an autonomous management system based on student participation. Every student must try to participate in hall management and other welfare activities within the hall.

(l) Keeping of motorcycles, mopeds or automobiles by the boarders is not permitted in residence premises or the campus.