

ACADEMIC RULES AND REGULATIONS

FOR

POSTGRADUATE PROGRAM

MASTER OF TECHNOLOGY (M.TECH.)

NEP 2020 COMPLIANT

(Effective from Academic Year 2024-25)

(VERSION-1)

AR-MIT-N-MT-24

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G. S. Mandal's

MAHARASHTRA INSTITUTE OF TECHNOLOGY,

Chhatrapati Sambhajnagar

(An Autonomous Institute)

DTE Code- 2113

Gate No.1, MIT Campus, Beed Bypass, Satara Village Road,
Chhatrapati Sambhajnagar, 431010 (M.S.)

+91-240-2375111, 2375355

Website: www.mit.asia, Email: deanacad.mitt@mit.asia

(Affiliated to Dr. Babasaheb Ambedkar Marathwada University, Chhatrapati Sambhajnagar)

ACADEMIC RULES AND REGULATIONS 2024-25

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Dr. Ajj D. Sayyad

Member Secretary- Academic Council
MIT, Chhatrapati Sambhajinagar
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Dr. Nitesh G. Patil

Chairperson- Academic Council
MIT, Chhatrapati Sambhajinagar
(An Autonomous Institute)

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Dr. Ajj D. Sayyad

Member Secretary- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

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Dr. Nilesh G. Patil

Chairperson- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

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Dr. Ajij D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

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Dr. Nilesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

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Dr. Aji D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajanagar
(An Autonomous Institute)



Dr. Nilesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajanagar
(An Autonomous Institute)

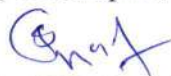
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1. Preamble:

Gramaudyogik Shikshan Mandal (GSM), Chhatrapati Sambhajnagar, Maharashtra, India is the Parent trust (organization) established in 1975. MIT offers wide range of programs at graduation and post-graduation level in faculty of Science & Technology. The Institute is permanently affiliated to Dr. Babasaheb Ambedkar Marathwada University (DBAMU), Chhatrapati Sambhajnagar (Aurangabad). University Grants Commission (UGC) has conferred “**Autonomous**” status to the Institute w.e.f. AY 2021-22. Dr. Babasaheb Ambedkar Marathwada University communicated the autonomous status vide Notification Ref. No. ACAD.AFFI/2021-22/30267-72 dated 30/03/2021.

MIT is approved by All India Council for Technical Education (AICTE), New Delhi, Council of Architecture (CoA), New Delhi and Directorate of Technical Education (DTE), Maharashtra State. National Assessment and Accreditation Council (NAAC) has accredited the Institute with Grade ‘A’. MIT has received recognition under Section 2(f) and 12 (B) of the UGC Act, 1956. MIT has got accreditation from Department of Science and Industrial Research (DSIR), Ministry of Science and Technology, Government of India as a Science and Industrial Research Organization (SIRO). MIT has been empaneled under Unnat Maharashtra Abhiyan (UMA), a project by Ministry of Higher and Technical Education, Government of Maharashtra. MIT is also selected under Unnat Bharat Abhiyan (UBA), a flagship program of Ministry of Human Resource Development (HRD), Government of India. MIT is an Approved ESCO (Empaneled as Energy Service Company) approved by Bureau of Energy Efficiency (BEE), Ministry of Power, Government of India.

The teaching-learning process adapted at Institute is student centric and governed by the concept of outcome-based education. Institute is well connected with various companies/organizations for In-Plant Training /Internship of students. Institute has recognized Ph.D. Research Centers in Mechanical Engineering, Computer Science and Engineering and Electronics and Telecommunications affiliated to Dr. Babasaheb Ambedkar Marathwada University, Chhatrapati Sambhajnagar (Aurangabad).



Dr. Ajij D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

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Dr. Nilesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

Institute implemented NEP 2020 based curriculum for all B. Tech programs from AY 2023-24. Also, NEP Compliant curriculum for newly started programs i.e. Bachelor of Business Administration (BBA), Bachelor of Computer Applications (BCA), and M. Tech in Polymer Science and Technology, have been designed with effect from AY 2024-25. From AY 2025-26, the Institute has decided implementation of NEP for the remaining and new Undergraduate and Post-graduate programs.

All M. Tech postgraduate degree programs where NEP compliant curriculum are under implementation will be governed by these rules and regulations. These academic rules and regulations are approved in the Academic Council meeting dated **04/01/2025**. All departments will adhere to these rules and regulations approved by the Academic Council from time to time. The stakeholders particularly the students, and parents/guardians, are advised to be fully familiar with the academic system of the Institute. Students should know the rules and regulations governing academic requirements, evaluation system and grading system.

This booklet provides information on the academic rules and regulations for all PG M. Tech programs w.e.f. AY 2024-25 considering the NEP 2020 Compliant Curriculum applicable to MIT (An Autonomous Institute). The regulations prescribed herein have been made to facilitate the smooth, transparent and orderly conduct of its academic programs. MIT is committed to provide the multiple learning opportunities to students for their academic progression and holistic development. MIT has implemented the Outcome Based Education (OBE) system. It is expected that these regulations will enable the students to take advantage of the various academic opportunities at the Institute and prepare themselves to face the challenges in their professional careers ahead. Every possible opportunity is provided to progress academically and overall development of the students is ensured.



Dr. Aji D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

Master Copy



Dr. Niles G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

2. Vision and Mission of the Institute:

VISION:

To be a globally recognized educational institute fostering technically proficient and ethically integrated personalities adept at solving technological and societal challenges through excellence in teaching-learning, research, innovation, and practicing sustainability.

MISSION:

To serve the society with an equitable and holistic education system, shaping students into professionally valued global citizens committed to contributing locally and globally by providing:

- High quality teaching learning and conducive environment for research & innovation
- State-of-the-art infrastructural facilities and an inspiring learning environment
- Multi-disciplinary education, skill enhancement trainings, and value education
- Collaborations with national and international organizations to enrich the educational and research experience

National Education Policy (NEP) 2020 Framework:

The vision of NEP 2020 is to develop the curriculum and pedagogy of institutions, to reflect the true sense of knowledge, skills, values, and disposition among the students/learners to develop them as Global citizen. NEP provides benefits such as-

- **Holistic Education:** Integration of multidisciplinary and interdisciplinary approaches in the curriculum, promoting overall development of students.
- **Focus on Skill Development:** Emphasis on skill-based education, internships, and industry-linked projects, leading to better employability.
- **Credits for Co-curricular and Extra-curricular Learning:** encouraging the students to learn through co-curricular and extra-curricular activities while earning the credits.
- **Flexibility in Learning:** Implementation of flexible learning pathways, including multiple entry-exit options and credit transfer systems.
- **Integration of Research in Study**
- **Outcome-Based Education**



Dr. Aji D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajinagar
(An Autonomous Institute)

Master Copy



Dr. Nilesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajinagar
(An Autonomous Institute)

3. [AR-MIT-N-MT-24-03]- Short Title, Application and Commencement:

- 3.1 These regulations listed herein shall be called as "Academic Rules and Regulations of MIT (Autonomous) in line with NEP wef Academic Year (AY) 2024-25, for Master of Technology program (AR-MIT-N-MT-24), run by the G. S. Mandal's Maharashtra Institute of Technology (MIT), Chhatrapati Sambhajnagar, permanently affiliated to Dr. Babasaheb Ambedkar Marathwada University (DBAMU), Chhatrapati Sambhajnagar.
- 3.2 These academic rules and regulations are in force for students taking admission for the M.Tech. programs from the AY 2024-2025 onwards, where NEP based curriculum is adapted for a full-time postgraduate program.
- 3.3 This set of regulations shall be binding on all students undergoing the said postgraduate degree program(s) of MIT, Chhatrapati Sambhajnagar.
- 3.4 The provisions contained in this set of regulations govern the policies and procedures, on the admission of students, imparting instructions of courses, conducting of the examinations, and evaluation and certification of students, performance leading to the said postgraduate degree program(s).
- 3.5 This set of regulations may evolve and get revised/refined or updated or amended or modified or changed through appropriate approvals from the Academic Council, from time to time, and shall be binding on all parties concerned, including the Students, Faculty, Parents, Staff, Departments, and Institute Authorities.
- 3.6 The Academic Council may consider any issues or matters of concern relating to any or all the academic activities of the Institute, for appropriate action, irrespective of whether a reference is made (or the nature and extent of any reference if so present) herein this set of regulations or otherwise.
- 3.7 All disputes arising from this set of regulations must be addressed to the Academic Council. The decision of the Academic Council is final and binding on all parties concerned. Further, any legal disputes arising from this set of regulations shall be limited to the legal jurisdiction of Chhatrapati Sambhajnagar and not that of any other parties.


Dr. Aji D. Sayyad

Member Secretary- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

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Dr. Nilesi G. Patil

Chairperson- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

4. Abbreviations and Definitions:

In these regulations, unless the context otherwise requires -

- (i) “ABC” means Academic Bank of Credit.
- (ii) “Academic Council” or “AC” shall mean the Academic Council of the Institute constituted as per the guidelines of UGC for autonomous colleges.
- (iii) “ACOE” shall mean the Assistant Controller of Examination.
- (iv) “AICTE” shall mean the All India Council for Technical Education, New Delhi.
- (v) “Applicant” means an individual who applies for admission to postgraduate programs i.e. M. Tech programs at Institute.
- (vi) “Board of Studies” or “BoS” means the Board of Studies of a specific department of Institute, constituted as per the guidelines of UGC for autonomous colleges.
- (vii) “Class Teacher/Coordinator” means a faculty who coordinates the academic and administrative activities and facilitates/advises students on routine basis for a particular class of students as per directives of the Head of Department.
- (viii) “Candidate” means an individual who applies for admission or examination conducted by the Institute.
- (ix) “CET” means, Common Entrance Test conducted by competent authority.
- (x) “Choice Based Credit System (CBCS)” means the curriculum structure / framework which provides choices for students to select from the prescribed courses (core, elective, honor, double minor or exit).
- (xi) “Competent Authority” shall mean the Governing Body/Academic Council of the Institute/ University/Government/UGC/AICTE/COA/Regulating Authority as the case may be.
- (xii) “Course” means a specific *subject* usually identified by its *course-code* and *course-title*, with a specified *syllabus*/course description, taught by faculty member(s) /course-Coordinator(s) to a specific *class* (group of students) during a specific *academic-session*/semester. The courses should define learning objectives and course outcomes. A course may be designed to comprise of lectures/ tutorials


Dr. Ajj D. Sayyad

Member Secretary- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

Master Copy


Dr. Nilesh G. Patil

Chairperson- Academic Council
MIT, Chhatrapati Sambhajnagar
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/laboratory work/field work/project work/vocational training/viva/seminar/term papers /assignments/self-study etc. or a combination of some of these.

- (xiii) “Course Coordinator” shall mean a faculty member who shall have full responsibility for the course, coordinating the work of other faculty member(s) involved in that course, including Internal Assessment, etc.
- (xiv) “Credit” means a numerical weightage given to a particular course depending the instruction types and delivery.
- (xv) “Credit Point” shall mean a product of grade point and number of credits for a course.
- (xvi) “Curriculum” means the set of academic regulations, course structure, and course contents offered during a specific academic-session/semester.
- (xvii) “Cumulative Grade Point Average (CGPA)” means a measure of overall cumulative performance of a student till the end of current semester (till date of declaration of result). CGPA is the ratio of total earned grade points secured by a student in various courses in all semesters (till the end of current semester) and the sum of the total credits of all courses in all the semesters (till the end of current semester). It is expressed up to two decimal places.
- (xviii) “Dean” shall mean the authority designated for specific administrative position, as per the Governance policy document of the Institute.
- (xix) “Degree” shall mean the Master of Technology (M.Tech.) or other degrees of the Institute as may be approved by the Regulating Authority.
- (xx) “DHTE” shall mean Department of Higher and Technical Education, Government of Maharashtra.
- (xxi) “Director” means the Head of the Institute.
- (xxii) “DTE” shall mean Directorate of Technical Education, Government of Maharashtra.
- (xxiii) “Equivalence Committee” shall mean the Equivalence Committee appointed by the Academic Council for the specific purpose like course equivalence, credit equivalence, etc.


Dr. Ajj D. Sayyad

Member Secretary- Academic Council
MIT, Chhatrapati Sambhajanagar
(An Autonomous Institute)

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Dr. Nilesh G. Patil

Chairperson- Academic Council
MIT, Chhatrapati Sambhajanagar
(An Autonomous Institute)

- (xxiv) “ESE” means End-Semester Examination.
- (xxv) “Examinee” means a person who presents himself for an examination to which he/she has been admitted.
- (xxvi) “Examination” means an examination prescribed by the Institute under Ordinances /Regulations.
- (xxvii) “Examination Fee” means the fee prescribed by the concerned rules and includes the fee for entire process of conduct of examination and statement of grades but does not include any other fee.
- (xxviii) “EXC” shall mean Examination committee constituted as per guidelines of competent authority.
- (xxix) An “Ex-student” is a person, who, having once been admitted to an program of this Institute is again required to take the admission in the same program due to his/her failure or absence in the Academic semester/year.
- (xxx) “Finance Committee” shall mean the Finance committee of the Institute constituted as per the guidelines of UGC for autonomous colleges.
- (xxxii) “GATE” means Graduate Aptitude Test in Engineering.
- (xxxiii) “Government ” means Government of India / Maharashtra as may be applicable.
- (xxxiii) "Governing Body" shall mean the Governing Body of the Institute constituted as per the guidelines of UGC for autonomous colleges.
- (xxxiv) “Guide” shall mean a person who is qualified to supervise a Postgraduate (M. Tech) Dissertation work of students and is approved by the Academic Council.
- (xxxv) “Grade Point” means a numerical weight allotted to each letter grade on a 10-pointscale. Also “Earned Grade Point” means a product of grade point and the number of credits for a course.
- (xxxvi) “GRC” shall mean Grievance Redressal Committee of the Institute.
- (xxxvii) “HoD” means the Head of the Department.
- (xxxviii) “ISE” means In-Semester Examination.
- (xxxix) “IAE” shall mean In-charge of Answer-book Evaluation of Theory End Semester Examination, appointed by the Director.


Dr. Ajij D. Sayyad

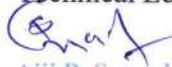
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MIT, Chhatrapati Sambhajnagar
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Dr. Nilesh G. Patil

Chairperson- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

- (xl) “Institute” shall mean the Maharashtra Institute of Technology, Chhatrapati Sambhajnagar, an Autonomous Institute.
- (xli) “Letter Grade” means grade denoted by letters (O, A+, A, B+, B, C+, P & F) which is an index of the performance of students in a said course.
- (xlii) “Make-up Examination” means an examination conducted by the Institute in accordance with the provisions made in rules and regulations.
- (xliii) “MEME” shall mean the Multiple-Exit Multiple-Entry.
- (xliv) “MIT” shall mean the Maharashtra Institute of Technology, Chhatrapati Sambhajnagar, an Autonomous Institute.
- (xlv) “NCrF” shall mean the National Credit Framework.
- (xlvi) “NEP” means National Education Policy, 2020.
- (xlvii) “NHEQF” means the National Higher Education Qualifications Framework.
- (xlviii) “NSQF” means the National Skills Qualifications Framework, which is a competency-based framework that organizes all qualifications according to a series of levels of knowledge, skills and aptitude.
- (xlix) “OIC” shall mean Officer In-charge of the End Semester Examination conduction.
- (l) “Open House” means a result discussion process conducted by the Institute in accordance with the provisions made in Rules, Regulations/Ordinances.
- (li) “Parent Department” means the department that offers the degree program that a student undergoes.
- (lii) “PG” means Postgraduate.
- (liii) “Program” shall mean a stream of study affiliated to the University for award of degree, or a specific branch of study opted by the student, as case may be.
- (liv) “Program Coordinator” means a faculty In-Charge of an academic program.
- (lv) “Registrar” shall mean the authority designated for specific administrative position, as per the Governance policy of the Institute.
- (lvi) "Regulating Authority" shall mean any regulatory or controlling body for the Technical Education in India.



Dr. Ajij D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

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Dr. Nilesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

- (lvii) “Semester” means each semester which consist of academic work equivalent to 90 actual teaching/working days.
- (lviii) “Semester Grade Point Average (SGPA)” means a measure of performance of student in a semester. It is ratio of total earned grade points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.
- (lix) “Student” shall mean a student registered for PG program for studies leading to any degree offered by the Institute and sought final admission to the degree program.
- (lx) “Scheme of Teaching and Examination” shall mean the scheme of teaching and Scheme of Examination (SoE) for a program of study as approved by the Academic Council.
- (lxi) “Teacher’s Assessment” means a formative assessment conducted by a department in accordance with the provisions made in Rules, Regulations/Ordinances.
- (lxii) “Transcript” or “Grade Card” or “Certificate” means a certified document issued to student after every semester or completion of examination based on the grades/credits earned. The grade certificate will display the course details (code, title, No. of credits, grade secured) along with SGPA of that semester and CGPA earned till that semester.
- (lxiii) “UG” means undergraduate.
- (lxiv) “University” shall mean Dr. Babasaheb Ambedkar Marathwada University, Chhatrapati Sambhajinagar.
- (lxv) “UGC” shall mean University Grants Commission, Government of India, New Delhi
- (lxvi) “Vice-Chancellor” shall mean the Vice-Chancellor of the University.



Dr. Ajj D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajinagar
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Dr. Nilesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajinagar
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5. [AR-MIT-N-MT-24-05] Academic Programs at Institute:

Maharashtra Institute of Technology (MIT), Chhatrapati Sambhajnagar, offers various Undergraduate (UG) and Postgraduate (PG) programs such as B. Tech, BCA, BBA, B. Arch, B. Voc, M. Tech, MCA, MBA, and M. Arch, affiliated to Dr. Babasaheb Ambedkar Marathwada University, Chhatrapati Sambhajnagar.

5.1 Postgraduate (PG) – Science & Technology:

The program titles in PG M. Tech program are mentioned in **Table 1 (a)**. The program titles for other UG and PG programs offered at Institute are mentioned in **Table 1 (b-e)**.

Table 1(A) : 2-Years Master's degree (M.Tech.) in Major Engineering Discipline Titles

Sr. No.	Department	Program Code	Program Name/Title
1.	Electronics and Computer Engineering	MAM	M. Tech in Artificial Intelligence and Machine Learning
2.		MTE	M. Tech in Electronics Telecommunications
3.	Emerging Science and Technology	MDA	M. Tech in Computer Science & Engineering (Data Science and Analytics)
4.	Computer Science and Engineering	MCS	M. Tech in Computer Science & Technology
5.	Electrical Engineering	MTD	M. Tech in Electrical Drives and Control
6.	Agricultural Engineering	MTF	M. Tech in Food Processing Technology
7.	Mechanical Engineering	MTM	M. Tech in Mechanical Engineering
8.	Plastic and Polymer Engineering	MTP	M. Tech in Polymer Science and Technology
9.	Civil Engineering	MTS	M. Tech in Structural Engineering

Table 1(b) :Other Postgraduate Programs:

Sr. No.	Program Name
1	Master of Architecture (Urban Design)
2	Master of Computer Applications (MCA)
3	Master of Business Administration (MBA)


Dr. Aji D. Sayyad
 Member Secretary- Academic Council
 MIT, Chhatrapati Sambhajnagar
 (An Autonomous Institute)

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Dr. Niles G. Patil
 Chairperson- Academic Council
 MIT, Chhatrapati Sambhajnagar
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Table 1(c) : 4-Years Bachelor degree (B.Tech.) in Major Engineering Discipline Titles

Sr. No.	Department	Program Code	Program Name/Title
1.	Agricultural Engineering	AED	B. Tech in Agricultural Engineering with Multidisciplinary Minor
2.	Emerging Science and Technology	AID	B. Tech in Artificial Intelligence (AI) and Data Science with Multidisciplinary Minor
3.		CSD	B. Tech in Computer Science and Design with Multidisciplinary Minor
4.	Civil Engineering	CED	B. Tech in Civil Engineering with Multidisciplinary Minor
5.	Computer Science and Engineering	CSE	B. Tech in Computer Science and Engineering with Multidisciplinary Minor
6.	Electrical Engineering	EED	B. Tech in Electrical Engineering with Multidisciplinary Minor
7.	Electronics and Computer Engineering	ECE	B. Tech in Electronics and Computer Engineering with Multidisciplinary Minor
8.		ETC	B. Tech in Electronics and Telecommunication Engineering with Multidisciplinary Minor
9.	Mechanical Engineering	MED	B. Tech in Mechanical Engineering with Multidisciplinary Minor
10.		MTX	B. Tech in Mechatronics Engineering with Multidisciplinary Minor
11.	Plastic and Polymer Engineering	PPE	B. Tech in Plastic and Polymer Engineering with Multidisciplinary Minor

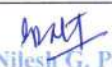
Table 1(d): Undergraduate (UG) – Vocational Education

Sr. No.	Program Name
1	B. Voc. in Artificial Intelligence & Robotics
2	B. Voc. in Food Processing
3	B. Voc. in Interior Design
4	B. Voc. in Software Development
5	B. Voc. in Refrigeration and Air Conditioning

Table 1(e) :Other Undergraduate Programs:

Sr. No.	Program Name
1	Bachelor of Architecture (B. Arch)
2	Bachelor of Computer Applications (BCA)
3	Bachelor of Business Administration (BBA)


Dr. Aji D. Sayyad
 Member Secretary- Academic Council
 MIT, Chhatrapati Sambhajnagar
 (An Autonomous Institute)


Dr. Nilesh G. Patil
 Chairperson- Academic Council
 MIT, Chhatrapati Sambhajnagar
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5.2 Qualification Title and Credit Requirements under TWO- years PG Engineering Program (M.Tech.):

As per the Curriculum and Credit Framework for postgraduate programs, published by UGC in June 2024, M. Tech (Two-year Degree) programs offered by Institute, the qualification title and credit requirement for different levels under this postgraduate degree program with multiple entry and multiple exit options is given in **Table 2:**

Table 2: 2-years duration M. Tech degree programme credit requirements

NSQF Levels	Qualification Title	Credit Requirements	Semester	Year
6.5	One Year PG Diploma in Major Engineering Discipline	42	2	1
7.0	2-Years Master's degree (M.Tech.) in Major Engineering Discipline	84	4	2

5.3 Program Duration:

5.3.1. The minimum duration of the PG Programme for a student to complete the academic and other requirements at the Institute and qualify for the award of Degree by the University shall be normally of 4 semesters, i.e. 2 Academic Years.

5.3.2. The maximum duration for the course completion shall be of 8 semesters, i.e., 4 Academic Years from the first date of registration in the Institute.

5.4 Exit Option and Re--Entry to Students (after first year exit):


5.4.1. Students will have the flexibility to exit a programme after first year. Students exiting after First year and securing all credits of I and II Semester shall be awarded One Year PG Diploma in the relevant discipline provided they secure additional 4 credits through Internship/OJT during the summer break after second semester.

5.4.2. Students have the flexibility to enter a programme in second year if he/she opted for exit after first year and wish to complete the PG degree education.

5.4.3. In such case, students have to re-enter in semester III in institution **within two years of exit** and complete the degree program within the stipulated maximum


Dr. Aji D. Sayan
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajinagar
(An Autonomous Institute)

Master Copy


Dr. Nilesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajinagar
(An Autonomous Institute)

period of **four** years from the first date of admission to 1st year PG.

5.4.4. Re-entry at various levels for lateral entrants in academic programmes shall be based on the earned and valid credits as-deposited and accumulated in the Academic Bank of Credits (ABC) through Registered Higher & Technical Education Institutions (RHTEI) and proficiency test records.

5.4.5. The instructions issued in this regard from the regulating authorities and approved by the Academic Council shall be applicable.

5.5 Credit distribution:

The **proposed** Course baskets and credit distribution is as shown in **Table 3**.

Table 3: Course Structure and distribution of Credits for Master of Technology

Course baskets	Semester				Total Credits
	I	II	III	IV	
Programme Core Course (PCC)	13	14	03	--	30
Programme Elective Course (PEC)	03	03	--	--	06
Open Elective (OEC)	--	03	--	--	03
Research Methodology/Dissertation	04	--	10	21	35
Ability Enhancement Course (AEC)	01	01	--	--	02
Internship/OJT/Field Project	--	--	08	--	08
Total Credits	21	21	21	21	84

5.6 Academic Instructions and Admission Guidelines:

5.6.1 Instructions:

5.6.1.1. Instructions about the curriculum in the various courses in each semester of all the two years shall be provided by the Institute.

5.6.1.2. The details of instruction period, examination schedule, breaks etc. shall be notified by the Dean (Academics) of the Institute as per the Institute academic calendar approved by Academic Council.

5.6.1.3. The medium of instructions and examination shall be English.


Dr. Ajij D. Sanyal
 Member Secretary- Academic Council
 MIT, Chhatrapati Sambhajnagar
 (An Autonomous Institute)

Master Copy



Dr. Nilesh G. Patil
 Chairperson- Academic Council
 MIT, Chhatrapati Sambhajnagar
 (An Autonomous Institute)

5.6.2 Admissions:

- 5.6.2.1. The minimum entry qualification and procedure for admission to PG programs shall be as per the directives of the Competent Authorities from time to time.
- 5.6.2.2. PG student shall be required to earn minimum number of credits through various academic courses of a curriculum as provided for in the ordinance/regulation of the Institute approved by Academic Council.
- 5.6.2.3. PG student shall be required to complete all the requirements for the award of the Master's degree within such period as may be specified in the Ordinances/Regulations as approved by Academic Council, including those credits earned at such other institutions/courses as have been recognized by the Institute for this purpose.
- 5.6.2.4. The date of initial admission for the PG program shall normally be the date on which the student formally takes admission for the first time. This date shall be treated as the date of joining the programs for all intents and purposes.
- 5.6.2.5. The Institute reserves the right to revoke the admission made to a student if it is found at any time after admission that he/she does not fulfil all the eligibility requirements for the admission to the PG program as laid down by the Competent Authority.

5.7 Academic Calendar:

- 5.7.1. Each academic year shall be divided into two main semesters, each of 20 weeks.
- 5.7.2. The academic programs in the Institute shall be based on semester system; two semesters - one ODD Semester (July-December) and other EVEN Semester (January-June). In case of unprecedented situation, the academic semesters are likely to vary accordingly, with necessary approval from Academic Council.
- 5.7.3. A typical breakdown of the academic year for the M. Tech program at the Institute shall be as suggested in **Table 4**.


Dr. Ajj D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)


Master Copy


Dr. Nilesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)


- 5.7.4. In each semester, there shall be minimum 90 working days.
- 5.7.5. The courses offered in a semester shall be continually assessed and evaluated to judge the performance of a student.
- 5.7.6. The Institute shall arrange regular academic activities for the students during the two main semesters, makeup courses for the students and certification/ training program during the breaks. Students can undergo Summer Internship Program (SIP) of 2/3 weeks during the summer term/break or shall undergo OJT/Internship as per the curriculum requirements.

Table 4: Proposed Breakdown of Academic Year into Semesters

1.	Semesters/ Year	Two Main Semesters (Odd and Even)
2.	Semester Durations	Main Semesters: Approx. 20 Weeks each.
3.	Academic Activities and Examinations (Weeks):	<p>Main Semester (Odd or Even): Registration of Courses- 2 days; Course work- 90 Working days; Examinations- 3 /4 weeks; Declaration of Results 10 days after last day of the Examination; Total: 20 weeks</p> <p>Make-up Examination: (For failed courses in odd and evensemesters) Registration of Courses for Make-up Examination- 1 day; Make-up Examination Preparation- 1 Week; Re-Examinations- 1 Week; Declaration of Results- 7 days; Total: 4 weeks</p> <p>Summer Term (For Internship): Course Work- 2/3 weeks or as per Curriculum requirements.</p> <p>Inter-Semester Break: After odd Main Semester- 3 weeks; After even Main Semester – 4 weeks;</p>
4.	Extra-Curricular Activities (Days)	Institute Level Flagship Events and other events; each one spread over weekend and holidays as per academic calendar


Dr. Aji D. Sayyad
 Member Secretary- Academic Council
 MIT, Chhatrapati Sambhajinagar
 (An Autonomous Institute)

Master Copy


Dr. Nilesh G. Patil
 Chairperson- Academic Council
 MIT, Chhatrapati Sambhajinagar
 (An Autonomous Institute)

- 5.7.7. The academic activities in a semester shall normally include course registration, teaching-learning process comprising of course work, In-Semester Examination (ISE), Teacher's Assessment (TA), End Semester Examination (ESE) and declaration of results, make-up examination and other academic activities, holidays and students' major activities schedule.
- 5.7.8. The Institute shall announce the schedule for all the academic activities well before the commencement of a semester and take all necessary steps to follow them thoroughly.
- 5.7.9. The academic calendar shall be prepared by the Dean (Academics), approved by the Academic Council, and announced at least Two weeks before the commencement of the semester.

5.8 Outcome Based Education:

- 5.8.1. The Institute shall implement in true spirit the model of Outcome Based Education (OBE) as an educational theory that bases each part of an educational system around goals (outcomes). By the end of the educational experience, each student is expected to have achieved the predefined certain level goals.
- 5.8.2. The teaching and assessment process practiced by the Institute shall help in improving student learning. The process must help in gathering, analysing and discussing information from various sources to know students' understanding, ability to do and can do as a result of their academic and cocurricular experiences at the Institute. The assessment process shall benefit in continuous improvement of the program and effectively accomplishing the Institute's mission.
- 5.8.3. The various aspects of Outcome Based Education (OBE) viz; Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (COs) will be implemented for each program.
- 5.8.4. Revised Blooms Taxonomy shall be followed for setting of Question papers.
- 5.8.5. CO/PO/PSO Assessment tools and guidelines for CO-PO/PSO evaluation shall be implemented at every program.


Dr. Ajij D. Sayyad

Member Secretary- Academic Council
MIT, Chhatrapati Sambhajanagar
(An Autonomous Institute)

Master Copy


Dr. Niles G. Patil

Chairperson- Academic Council
MIT, Chhatrapati Sambhajanagar
(An Autonomous Institute)

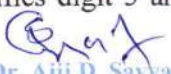
6. [ARM-MIT-N-MT-24-06] Academic Courses:

6.1. Program Curriculum:


- 6.1.1. The curriculum may consist of credit courses under various categories, mandatory courses and audit courses as recommended by the respective Board of Studies.
- 6.1.2. Each course shall have a certain number of credits assigned to it depending upon the academic nature of the course, which would be assessed on the basis of weekly contact hours of theory lectures and laboratory classes, research work. The credits for the Dissertation / Internship / On job Training (OJT) shall be assigned depending upon the quantum of work expected.
- 6.1.3. The program will consist of:
- Engineering core courses of advanced level of engineering in the branch;
 - Electives enabling the students to take up a group of courses of interest to him/her. Two kinds of electives are offered to the students:
 - Programme Elective:** This elective shall be offered to the student by the respective department.
 - Open Elective:** This elective can be opted by the student and shall be of other than a particular program.
 - Ability Enhancement Courses (AEC),
 - Experiential Learning Courses such as Internship/OJT/Field Projects /Dissertation.
- 6.1.4. Each PG program will have a curriculum and course contents (syllabi) for the courses designed by the BOS and approved by Academic Council.
- 6.1.5. The medium of instruction, examination and various reports will be English.

6.2. Course Codes:

The course offered shall have an alphanumeric course code consisting of a string of six characters. The first three characters in a course code shall be capital letters identifying the program. The next three numerical digits give the following information. The first digit specifies digit 5 and 6 for 1st and 2nd year of study respectively. Second and third digit


Dr. Ajij D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

Master Copy


Dr. Nifesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

specifies the serial number of the Course. The structure is given in **Table 5**.

Table 5: Six Character/Digit Course Code Structure

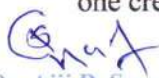
1	2	3	4	5	6
Program Code			Year	Course No.	
MAM			5 (First Year)	Semester-I (ODD)	
MTE			6 (Second Year)	01-10 Program Core Theory	
MDA				11-15 Program Elective Theory	
MCS				21-30 Research/ Open Elective Courses	
MTD				31-35 Ability Enhancement Courses	
MTF				36-40 Reserved	
MTM				41-45 Program Core Practical	
MTP				46-49 Dissertation	
MTS				-----	
				Semester-II (EVEN)	
				51-60 Program Core Theory	
			61-65 Program Elective Theory		
			71-80 Research/ Open Elective Courses		
			81-85 Ability Enhancement Courses		
			36-40 Reserved		
			91-95 Program Core Practical		
			96-99 Dissertation		

6.3 Course Credits:

6.3.1. Each credit course shall have an integer number of credits, which reflects its weightage. The student earns credits by passing corresponding courses in minimum 'P' grade in theory and practical course examination.

6.3.2. The number of credits of a course in a semester shall normally be calculated as under (however there may be some exceptions):

- **Lectures & Tutorial:** One lecture or tutorial hour per week shall be assigned one credit.


Dr. Aji D. Sayyad
 Member Secretary- Academic Council
 MIT, Chhatrapati Sambhajnagar
 (An Autonomous Institute)

Master Copy


Dr. Nilesh G. Patil
 Chairperson- Academic Council
 MIT, Chhatrapati Sambhajnagar
 (An Autonomous Institute)

- **Practical:** One laboratory hour per week shall be assigned half credit. Not more than two credits may be assigned to a practical course having only laboratory component.
- **Seminar:** One seminar hour per week will be assigned half credit.
- **Internship:** Credits for internship shall be one credit per two weeks of internship (or 36-40 hours of engagement).
- **Dissertation:** Two hours per week per semester is assigned one credit. These courses requiring students to participate in research-based work -based under the supervision of faculty.

6.4 Dissertation / Summer Internship and On Job Training (OJT):

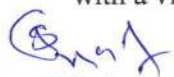
6.4.1. All Students must carry out an independent research project in an area of their interest in core domain of study. A dissertation is a long-form piece of academic writing based on original research conducted by the student.

6.4.2. Students are expected to produce quality research projects that:

- Addresses current problems of interest in the real world.
- Demonstrate a mastery of skills learnt during their study in the Institute.
- Demonstrates writing skills.

6.4.3. Expected Learning Outcomes after the Internship /On Job Training are:

- Exposure to organizational skills and professional practices.
- Exposure to latest technology applications to the specific discipline.
- Opportunity of identification of relevant problems in the /industry/institutions/social organizations etc. and provide acceptable solutions.
- Opportunity to familiarize with the industry of their discipline, experience work culture and acquire interpersonal skills through meeting with professionals in their field of study.
- Opportunity to correlate theoretical lessons and principles with practical applications.
- Opportunity to discover grass root problems and fundamental issues in industry with a view to take research work and development of innovative solutions.



Dr. Ajj D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

Master Copy



Dr. Niles G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

7. [ARM-MIT-N-MT-24-07] Credit Transfer through MOOC Courses

- 7.1. Postgraduate students can register up to 40% of the total courses being offered in a particular program in a semester through the Online Learning Courses offered through the SWAYAM/NPTEL platform and/or other State level common platforms which can be developed in due course with the participation of different Universities/ Higher and Technical Education Institutions, as per the approval of BoS and Academic Council.
- 7.2. Courses which are not covered in 7.1 may be considered with approval of Academic Council as per recommendations from BoS from time to time.
- 7.3. MOOC is allowed for specific Mandatory/ Program Electives / Open Electives and Mandatory Non-Credit Courses with approval of Academic Council as per recommendations from BOS from time to time.
- 7.4. Only those MOOC courses are allowed for Credit Transfer which have credits more than or equal to the credits assigned to the course in the curriculum structure.
- 7.5. The MOOC courses shall be recommended by the respective Board of Studies (BoS) and shall be of advanced or recent topics. They should not have similar or overlapping contents vis-a-vis the courses offered in the curriculum.
- 7.6. A student shall get enrolled on ABC (create ABC ID), and share ABC ID with department. Credits earned by student through MOOC will reflect in the his/her ABC account. Students shall submit the certificate of completion of a course through MOOC. The credits transfer will be operated through ABC account at Institute.
- 7.7. The guidelines for such Credit Transfer shall be provided by the respective HOD as per the instructions received from the Academic Council from time to time.
- 7.8. The faculty mentor shall be allocated by the respective HOD.



Dr. Ajj D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

Master Copy



Dr. Nilesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

8. [AR-MIT-N-MT-24-08] Admission, Enrollment, Registration & ABC:

8.1 Admission:

- 8.1.1. The admissions for PG Programs are done strictly on Merit basis in accordance with the rules and regulations of DTE Maharashtra State.
- 8.1.2. The intake of students for the various Programs shall as per AICTE and other competent authorities.

8.2 Enrollment:


- 8.2.1. The students admitted to the program offered by the institution will be enrolled with MIT, an Autonomous Institute, affiliated to Dr. Babasaheb Ambedkar Marathwada University, Chhatrapati Sambhajnagar.
- 8.2.2. For regular higher classes and the re-enrollment at any class, Registrar Office will notify the schedule and procedure for enrollment at the beginning of the semester/ academic year. A candidate has to adhere to its due procedures within the time schedule, irrespective of the result declaration of previous academic semester. The candidature of the student will be provisional till his/her enrolment is accepted and fulfills the academic progression/promotion eligibility criteria.
- 8.2.3. In case the provisional admitted student fails to get the promotion in next class, the tuition fees (partial/full) paid by the candidate will be refunded, as per the norms of the Institute.

8.3 Registration:

- 8.3.1. At the beginning of the first semester of the PG Programme, every student shall be required to register his/her profile on the Institute ERP portal and every student shall be allocated with a unique Permanent Registration Number (PRN), which shall be used to identify a student at any time. Also, student admitted shall have his/ her unique Student ID. The ID format shall be as **MITYY-A-03-PP-BBB-SSSSS** (For Example - MIT24-A-03-PG-MCA-46123). Where, **YY**: Indicates last two digits of year of Admission, **A**: Indicates the Autonomous, **PP**: Indicates program level (UG/ PG), **BBB**: Indicates branch name or major discipline of study, **SSSSS**: Indicates student serial number.


Dr. Aji D. Sayad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

Master Copy


Dr. Nilesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

- 8.3.2. Registration at the beginning of each academic year, on the prescribed dates announced from time to time, by payment of the stipulated fees along with duly filled in admission form is compulsory for every student.
- 8.3.3. A student shall be permitted to register in the next semester/year only if he/she fulfills the following conditions:
- Satisfies all the Academic requirements to continue with the program.
 - Cleared all Institute, Hostel and Library dues and fines (if any) of the previous semesters.
 - Paid all required advance payments of the Institute and hostel for the current semester/academic year.
 - Not been debarred/rusticated/detained/suspended from the Institute on any specific grounds, based on the duration and conditions mentioned by the concerned Institute authority.
- 8.3.4. Mandatory Pre-Registration for Second year: In order to facilitate proper planning of the academic activities of a semester, it is mandatory for a student to declare his/her intend to register for an Elective /Audit Course(s) well in advance, before the actual start of the academic session.
- 8.3.5. Students who fail to register for Course work, Electives and Audit courses on the notified date may be permitted by the Department for late registration till the last date of registration announced in the Academic Calendar after payment of additional late registration fees fixed by the Institute.
- 8.3.6. In-absentia registration may be allowed only in rare cases at the discretion of the Director in case of circumstances beyond the control of students.

8.4 Eligibility for Promotion to Higher class:

For being eligible to register for (or take admission in) Semester III, student must have earned at least 60% of the total credits (rounded off to nearest lower integer) in first year (Semester I & II together).



Dr. Ajij D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajinagar
(An Autonomous Institute)

Master Copy



Dr. Nitesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajinagar
(An Autonomous Institute)

8.5 Change of Branch:

Students are not eligible for change of program once registered for specific program.

8.6 Academic Bank of Credits:

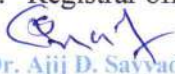
- 8.6.1. It is compulsory for all students to get registered and enrolled on Academic Bank of Credits ABC, create ABC ID, and share their ABC ID with the Institute. Credits Earned by the student shall be reflected in the student's ABC account.
- 8.6.2. Dean (Exam and Evaluation) shall support HOD for ABC portal related issues.
- 8.6.3. The Credit Transfer as mentioned in Section 7 shall also be referred.

8.7 Minimum Students Requirement for an Elective Course:


An elective course in a department shall run only if **minimum 30%** students from the sanctioned intake register for it in a semester. However, under special circumstances, a course may run with fewer students with prior permission of the Director.

8.8 Temporary Withdrawal:

- 8.8.1. A student who wants to withdraw from a semester/year shall apply as earliest before ESE, to Registrar office through HOD for such withdrawal with stating the valid reason along with relevant documents, No dues certificate, and written consent from parents. It will be recorded in the registration record of the student by Registrar office and permitted by the Director on recommendations of HOD.
- 8.8.2. The withdrawal shall be considered for a complete year, from the stage of application for withdrawal in a particular semester/year. A student desirous of re-joining the Institute has to take admission in Institute in the next academic year in the same semester where he/she has applied for the temporary withdrawal.
- 8.8.3. Normally students will be entitled to avail temporary withdrawal facility only once during the program duration. Any additional request for withdrawal shall have to be approved by Academic Council.
- 8.8.4. Registrar office shall put up all such case to Academic Council for approval.


Dr. Arij D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

Master Copy


Dr. Nilesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

9. [AR-MIT-N-MT-24-09] Examination, Assessment and Evaluation:**9.1 Examination Scheme and Conduct of Examination:**

- 9.1.1. In a semester, a student shall be evaluated for his/her academic performance in a theory & practical credit course through In-Sem Examination (ISE), Teacher's Assessment (TA), and End Semester Examination (ESE), as per curriculum structure.
- 9.1.2. All the examinations shall be conducted as per the syllabi and Scheme of Examination (SoE) prescribed by the respective BOS and approved by the Academic Council for PG programs.
- 9.1.3. End Semester Examination shall be having weightage of 50 Marks for theory subjects. At the end of the semester, there would be an ESE based on the complete syllabus scheduled as per the academic calendar approved by Academic Council. For the examination, the minimum percentage for passing for each course code, theory and/or practical examination is **40 %**, failing which he/she will get 'F' grade for that course code.
- 9.1.4. In the case of courses where ESE is not applicable, student should secure minimum **40 % marks** for passing in that course code including ISE and TA (as applicable), till the end of the semester, as per scheme of Examination. Failing to get minimum **40 % marks**, he/she will get 'F' grade for that course code.
- 9.1.5. Rule for combined passing:
- a) To pass the examination a candidate must obtain minimum 40% of Marks in TA, ISE, and ESE taken together, however the candidate must obtain minimum 35% of Marks in the End Semester Examination.
- b) To pass a course where there is no provision of Internal Assessment (TA/ISE), the candidate must obtain minimum 40% of Marks in ESE.
- c) If the candidate remains absent for the ISE/s, his/her performance should be treated as 'Zero' for the purpose of result.
- 9.1.6. The Curriculum, CO, PO and CO-PO mapping and the Scheme of Examinations (SoE) shall be published on the Institute website by the


Dr. Aji D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajinagar
(An Autonomous Institute)

Master Copy


Dr. Nilesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajinagar
(An Autonomous Institute)

concerned HOD before the commencement of the academic year in which the program commences.


- 9.1.7. End Semester Examination for all programs shall commence as per the academic calendar approved by Academic Council. These examinations will be conducted as per the Date, Time, Venue/center decided by the Dean (Examinations & Evaluation). However, in case of any contingency, the Chairperson, Examination Committee is empowered to reschedule any examination.
- 9.1.8. All changes in the syllabi or SoE shall be notified for general information before the commencement of the programs leading to the examination.
- 9.1.9. All examinations except Practical/Seminar/Internship/Dissertation and viva-voce shall be conducted by means of printed or photocopied question papers.
- 9.1.10. Except as otherwise provided under the rules relating to particular examinations, each paper shall be of two hours / three hours duration as mentioned in the curriculum structure approved by the Academic Council.
- 9.1.11. In order to pass an examination, an examinee must satisfy the conditions laid down in the other Sections in this document.

9.2 General Rules for Eligibility to appear for End Semester Examinations (ESE):

- 9.2.1. A candidate desirous of taking an examination shall be enrolled as a regular and bonafide student enrolled for a course of study in the Institute and shall be eligible as per his/her validity of program.
- 9.2.2. The students not eligible due to deficiency in attendance (at lectures and practical for the course of studies), Term Not Granted due to non-compliances of academic requirements within stipulated time period shall not be eligible to appear for the examination.
- 9.2.3. All candidates who have migrated from other Universities or Boards shall produce a Migration Certificate from the 'Concerned University or Board' with their application for admission to examinations in this Institute.


Dr. Ajj D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

Master Copy


Dr. Nilesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

9.3 End-Semester Examinations (ESE) for Theory Course:

- 9.3.1. End Semester Examination for all mandatory, elective, audit theory courses as per the curriculum structure and SoE for PG programs shall commence as per the academic calendar approved by Academic Council. These examinations will be conducted as per the Date, Time, Venue/center decided by the Dean (Examinations & Evaluation). However, in case of any contingency, the Chairperson, Examination Committee is empowered to reschedule any examination.
- 9.3.2. Detail time-table of End Semester Examinations shall be prepared and disseminated by the office of Dean (Examinations & Evaluation).
- 9.3.3. Dean (Examinations & Evaluation) shall communicate the schedule to the students minimum one week in advance through the notification in consultation with the Chairperson, Examination Committee.
- 9.3.4. The end semester theory paper format shall be decided by the concerned BOS Chairperson and EXC. It should be submitted to the Dean (Examinations and Evaluation) as per the communications received from time to time. The suggestive format unless communicated separately by the Dean (Examinations and Evaluation) shall be as shown in **Table 6**.
- 9.3.5. The confidential part like mechanism of paper setting and the assessment methodology, etc., is not included here. However, the Dean (Examinations & Evaluation) should prepare the separate guidelines and procedures for the smooth conduct of examination.

Table 6: ESE Question paper pattern and syllabus (Suggestive)

Name of Examination	Syllabus	Question Paper Format	Duration
Regular End Semester Examination (ESE), Make-up Examination and Supplementary ESE	All Units - 100% Syllabus	<ul style="list-style-type: none">Q.1 Objective or Subjective (10 Marks).Q.2, Q.3, Q.4, Q.5, and Q.6 Subjective (Any 1 out of 2) (08 Marks each).Total 50 Marks	120 min.


Dr. Ajj D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)


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Dr. Nilesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

- 9.3.6. For an effective assessment of learning outcomes of students, the question paper for Regular End Semester Examination (ESE), Make-up Examination and Supplementary ESE shall cover all sections of the course syllabus uniformly.
- 9.3.7. Every ESE paper setter shall set **two** question papers considering the alignment of Course Outcomes (CO), Program Outcomes (PO)/ Program Specific Outcomes (PSO) and Performance Indicators (PI), as approved by the Module Coordinator and Program Coordinator.
- 9.3.8. Also for the course/s where the course Code and Course Name is same, the question paper should be same, irrespective of the department offering the Course for uniform evaluation.
- 9.3.9. Paper setter shall submit the Question papers along with the model answer and marking scheme, to the Dean (Examinations & Evaluation) as per the office order received.
- 9.3.10. Assessment of the ESE shall be completed within next 10 days after the conduction of the ESE (Last theory Paper).
- 9.3.11. Display of assessment results and Open House for showing the answer books shall be scheduled as mentioned in the academic calendar.
- 9.3.12. The details of the student grievance handling procedure and guidelines are mentioned in this document in other Section.
- 9.3.13. For theory course, having the ESE Examinations for more/less marks other than 50 marks. Their question paper format along with their duration shall be as finalized by Dean (Examinations & Evaluation).
- 9.3.14. Evaluation results shall be shared by the Dean (Examinations & Evaluation) for Regular ESE within 1 month for calculation of CO attainment to the concerned HOD through examination coordinator.
- 9.3.15. The CO attainment shall be maintained in the prescribed proforma by the department.
- 9.3.16. In case of the open elective course or the other course, where the offering


Dr. Arij D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajinagar
(An Autonomous Institute)

Master Copy


Dr. Nilesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajinagar
(An Autonomous Institute)

department is different than the department from which students are enrolled for the courses and examinations, it is the responsibility of HOD of offering department to calculate the CO Attainment and send it to the concerned department Head/HOD.

9.3.17. Rescheduling of the ESE is not permitted in the natural convention. However, the Chairperson, Examination Committee is empowered to take the decision in unforeseen situations.

9.4 End Semester Examinations (ESE) for Laboratory Course:

9.4.1. End Semester Examination for laboratory courses shall be conducted as per the examination schedule given in academic calendar at department level. These examinations will be conducted as per the Date and Time decided by the Dean (Examinations & Evaluation). However, in case of any emergency, the examination may be rescheduled with the approval of Chairperson, Examination Committee.

9.4.2. In case of performance oriented practical, the evaluation shall be done on the basis of practical performance & viva (oral) examination. Mode of examination for non-performance type of practical, i.e. having only Oral examination shall be declared by the course coordinator in the beginning of the session.

9.4.3. Type of practical course i.e. performance type or non performance type shall be decided by the respective Chairperson, BoS.

9.4.4. ESE of Laboratory Courses shall be conducted in a batch. There shall not be more than 12 students for PG in one batch.

9.4.5. Marks shall be entered in examination module by both the examiners and sealed envelope shall be handed over to examination coordinator.

9.5 End Semester Examinations (ESE) for Seminar/ Dissertation:

9.5.1. For assessment of seminar, student shall be asked to give presentation in the presence of both internal and external examiners followed by question and answer



Dr. Ajij D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajanagar
(An Autonomous Institute)



Dr. Nilesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajanagar
(An Autonomous Institute)

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session. Examiners shall judge the student on the basis of presentation/communication skill, depth of understanding, selection of seminar topic, literature survey, seminar report etc.


- 9.5.2. Based on the successful completion of internal Assessment at department and submission of the dissertation related documents and hard bound copies from the HOD, Dean (Examinations and Evaluation) shall arrange for Dissertation-II viva-voce examination in 15 days (maximum). The external examiner shall be appointed from other university by the respective department through examination cell. The external examiner will conduct the viva-voce along with the internal examiner.
- 9.5.3. For assessment of Dissertation the students/s shall be asked to give presentation and demonstration followed by question and answer session. Both internal and external examiners shall judge the student on the basis of model/prototype prepared, depth of understanding concepts/principles used, selection of topic and literature survey, contribution in the execution, Dissertation report, presentation/communication skill etc.
- 9.5.4. There should not be more than 12 students for seminar or 6 dissertation for PG in one day.
- 9.5.5. Marks shall be entered in examination module by both the examiners and signed hard copy of marks shall be submitted in sealed envelope to examination coordinator/HoD.

9.6 In-Semester Examinations (ISE) for Theory Course:

- 9.6.1. ISE of every theory (credit) course shall be conducted by the department as per the schedule mentioned in the academic calendar in coordination with departmental examination coordinator.
- 9.6.2. For theory course, during the semester, there shall be two In-Semester Examinations i.e. ISE-I and ISE-II, each for 15 marks. The suggestive question paper format along with their duration is mentioned in the **Table 7**.


Dr. Ajij D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

Master Copy


Dr. Nilesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

- 9.6.3. The schedule of these examinations should be communicated to concerned students and faculty well in advance through a separate notification.
- 9.6.4. Every Department has to submit the panel of question paper setters for both ISE, at the beginning of the semester (within 15 days from commencement of the Semester), to the Dean (Academics).
- 9.6.5. Every ISE paper setter shall set **one** question paper considering the alignment of Course Outcomes (CO), Program Outcomes (PO)/ Program Specific Outcomes (PSO) and Performance Indicators (PI), as approved by the Module Coordinator and Program Coordinator.
- 9.6.6. Paper setter shall submit the Question papers (Student Copy as well as Office Copy) along with the model answer and marking scheme, to the examination coordinator well in advance before the commencement of the examination.
- 9.6.7. Assessment of the ISE shall be completed within next Six days after the conduction of the ISE.
- 9.6.8. Display of assessment results and Open House for showing the answer books shall be scheduled as mentioned in the academic calendar.
- 9.6.9. The details of the student grievance handling procedure and guidelines are mentioned in this document in other Section.
- 9.6.10. For theory course, having the ISE Examinations i.e. ISE-I and/or ISE-II, for more/less marks other than 15 marks. Their syllabus, question paper format along with their duration shall be as finalized by program coordinator.

Table 7: ISE Question paper pattern and syllabus (Suggestive)

Name of Examination	Syllabus	Question Paper Format	Duration
ISE-I	Unit I and II or initial 1/3 rd Syllabus of the Course	<ul style="list-style-type: none">Q.1 Objective or Subjective (4 Marks).Q.2 Subjective (Any 1 out of 2) (5 Marks).	60 min.
ISE-II	Unit III and IV or Next 1/3 rd Syllabus of the Course after ISE-I	<ul style="list-style-type: none">Q.3 Subjective (Any 1 out of 2) (6 Marks).	


Dr. Ajij D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

Master Copy


Dr. Nilesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajnagar
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- 9.6.11. Performance in ISE-I and ISE-II, as well as CO attainment shall be maintained in the prescribed proforma and marks shall be entered in examination module of Examination cell by course coordinator in consultation with Examination Coordinator of the department.
- 9.6.12. In case of the open elective course or the other course, where the offering department is different than the department from which students are enrolled for the courses and examinations, it is the responsibility of HOD of offering department to enter the marks in examination module. Also, answer sheets, attendance records, mark lists (Duplicate copy) along with the CO attainment based on the ISE shall be handover to the concerned department Head/HOD.
- 9.6.13. Rescheduling of the ISE is permitted in the following cases only after recommendations of the program coordinator submitted to the approval of the Director:
- Death of Immediate Family Members** like biological, adoptive, or step-parents, Siblings, Children, legal guardian, Spouse on submission of the death certificate.
 - Unforeseen Disruptions** and situations like floods, earthquakes, or storms that disrupt academic activities.
 - Technical Issues:** Online test platforms failing or widespread technological issues like internet outages.
 - Public Disturbances:** Strikes, protests, or curfews that hinder students or faculty from reaching the Institute.

9.7 Teacher's Assessment (TA) of Theory Courses:

- 9.7.1. The course teacher shall assess the student's performance based on the understanding the principles, skills to be developed, punctuality, regular submission and learning/Course Outcomes.
- 9.7.2. Assessment Tools (AT) shall be selected as per the recommendations of Module coordinator of the offering department.
- 9.7.3. In general for theory course, Teacher's Assessment (TA) is for 20 marks, which should be assessed through (minimum) 2 Assessments Tools (AT),


Dr. Ajj D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

Master Copy


Dr. Nilesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

- each for 10 marks. The appropriate AT should be selected.
- 9.7.4. Theory courses where the Marks are varying for TA, the appropriate more or less Assessment Tools can be selected as per the recommendations of Module coordinator of the offering department.
- 9.7.5. Every Course Coordinator has to prepare the mapping of the Internal Assessment tools with the Course Outcomes and get approved by the Module Coordinator and Program Coordinator.
- 9.7.6. Every Course teacher has the flexibility to assess the TA out of 10 Marks each based on the nature of the tools selected and the parameters like level of participation, knowledge demonstrated, communication skills, critical thinking, and value proposition. Rubrics should be prepared on the scale of three groups (5-4, 3-2, and 1-0).
- 9.7.7. The Assessment marks should be displayed on common platform or communicated to the individual student, as per the decision of the program coordinator, within one week of conduct of that assessment.
- 9.7.8. Performance shall be regularly monitored and record of assessment shall be maintained in the prescribed proforma and marks shall be entered in examination module of Examination cell by course coordinator.

9.8 Teacher's Assessment (TA) of Laboratory/ Practical Courses:

9.8.1 In general, for Laboratory courses, the Teacher's Assessment (TA) is for 25 marks, which should be assessed using (minimum) 3 Assessments Tools (AT). The appropriate AT should be selected as per the recommendations of Module coordinator of the offering department. Assessment methodology can be as per the **Table 8**, and shall be as per the following:

- Continuous Performance Evaluation for 15 marks based on the learning assessments in Cognitive, Affective and Psychometric (C-A-P) domains while doing the experimentation, activities and observations.



Dr. Ajj D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

Master Copy



Dr. Nilesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

- Assessment for 05 marks can be based on the, punctuality, regular submission and neatness of the journal for each practical / experiment carried out.
- The viva-voce can be conducted at the time of final submission as an additional tool for assessment for 05 marks.

Table 8: Teachers Assessment in Laboratory Course

Teachers Assessment (25 Marks)	Marks
Continuous Performance Evaluation	15
Journal Submission	05
Viva-Voce at the time of submission	05
Total	25


- 9.8.2 Performance shall be regularly monitored and record of assessment shall be maintained in the prescribed proforma and marks shall be entered in examination module of Examination cell by course coordinator. The rubric of distribution of marks shall be developed at Department.
- 9.8.3 Laboratory courses where the Marks are varying for TA, the appropriate more or less Assessment Tools can be selected as per the as per the recommendations of Module coordinator of the offering department.
- 9.8.4 Every Course Coordinator has to prepare the mapping of the Internal Assessment tools with the Course Outcomes and get approved by the Module Coordinator and Program Coordinator.
- 9.8.5 A student who skips teacher's assessment or a part thereof shall be awarded zero marks under the respective head.

9.9 Teacher's Assessment (TA) of Seminar Courses:

- 9.9.1 In general, for Seminar, etc., courses, the Teacher's Assessment (TA) is for 25 marks, which should be assessed through minimum three Assessments Tools (AT). The appropriate AT should be selected as per the recommendations of Module coordinator of the offering department.


Dr. Ajjij D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajnagar
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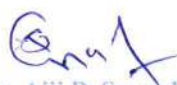
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Dr. Nilesk G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajnagar
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- 9.9.2 For Seminar Course there shall be continuous evaluation on the basis of regular assessment by the Seminar guide/ supervisor and two review seminars conducted by the Seminar Review Committee.
- 9.9.3 Assessment methodology can be as per the **Table 9**, and shall be as per the following:
- Minimum 2 reviews during the semester spanned at 1 month period from the commencement of semester. Each Review shall be evaluated through the presentation and the review report.
 - The quality of report preparation, technical contents and originality in the final report submission shall be assessed.
 - The regular assessment based on meetings, skills developed, presentation, viva-voce, etc. can be done at a time of final submission.
 - In case, the rubrics are mentioned in the curriculum, the same shall be applied for assessment. Otherwise, the rubric and distribution of marks shall be developed for each type of assessment at department.
- 9.9.4 Performance shall be regularly monitored and record of assessment shall be maintained in the prescribed proforma and marks shall be entered in examination module of Examination cell by seminar coordinator.
- 9.9.5 A student who skips teacher's assessment or a part thereof shall be awarded zero marks under the respective head.

Table 9: Teachers Assessment in Seminar Course

Teachers Assessment (50/25 Marks)	For 50 Marks	For 25 Marks
Evaluation through review	30	15
Final report submission	10	05
Regular Assessment/ Viva-Voce	10	05
Total	50	25



Dr. Ajj D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

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Dr. Nilesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajnagar
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9.9.6 Every seminar has to prepare the mapping of the Internal Assessment tools with the Course Outcomes and get approved by the Module Coordinator and Program Coordinator.

9.10 Teacher's Assessment (TA) of Internship /OJT/Field Project Course:


- 9.10.1 For Internship /OJT/Field Project course there shall be continuous evaluation during the semester as per the curriculum scheme. The continuous evaluation shall be on the basis of regular assessment by the concerned mentor/guide/supervisor.
- 9.10.2 Minimum one review shall be conducted for 25 Marks Assessment in On-line/Physical mode. Department shall conduct review by formation of the Departmental Review Committee (DRC).
- 9.10.3 In case, the rubrics are mentioned in the curriculum, the same shall be applied for assessment. Otherwise, the rubric and distribution of marks shall be developed for each type of assessment at department.

9.11 Teacher's Assessment (TA) of Dissertation Course:

- 9.11.1. The dissertation supervisor will periodically review the student progress over the period and finally give his/her assessment of the work done by the student in terms of term-work (TA) marks for dissertation-I and dissertation-II.
- 9.11.2. Teacher's Assessment should be submitted based on the continuous evaluations, review and quality of dissertation report.
- 9.11.3. In case, the rubrics are mentioned in the curriculum, the same shall be applied for assessment. Otherwise, the rubric and distribution of marks shall be developed for each type of assessment at department.
- 9.11.4. Submission of Dissertation-II:
- Student should have passed all the courses of semester-I, semester-II and semester-III.
 - Internal defense shall be assessed by the Departmental Dissertation Review


Dr. Aji D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajinagar
(An Autonomous Institute)

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Dr. Nilesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajinagar
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Committee (DDRC) consisting of respective Head of the Department, supervisor of the student concerned and two nominated subject experts from the department.

- c) The student will be allowed to submit the dissertation/thesis subject to satisfactory defense.
- d) If internal defense is not found satisfactory, the student will have to do more work as suggested by the DDRC. The student shall thereafter deliver another internal defense within one month. After recommendation of DDRC and successful work completion (internal defense), a student may appear for Dissertation-II viva-voce exam.
- e) If the student is unable to submit dissertation-II report as per the timeline mentioned in academic calendar, the student will be given extension of maximum 3 months to submit the report. Such cases will be considered as “Regular submission with extension”. There will not any change in earned grade points/credits to the student. However, in above point (e), the student has to follow the extension time line and seek the permission of BoS Chairperson.
- f) The student should have published at least one research paper in reputed international conference or refereed international journal.
- g) Four bound copies of the Dissertation (along with a soft copy) shall be submitted to the Dean (Examinations & Evaluation) through PG Coordinator.

9.12 Make up Examination for Theory/Practical Courses:

9.12.1 There shall be makeup examination for main end semester examination of that academic semester only, the attempts pattern for makeup examination is as given in the following **Table 10**.

9.12.2 Makeup examination shall be conducted as per the schedule dates mentioned in the academic calendar. Make up examination is not


Dr. Aji D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajanagar
(An Autonomous Institute)

Master Copy


Dr. Nilesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajanagar
(An Autonomous Institute)


applicable for CIE, ISE and TA/TW.

- 9.12.3 Makeup examination shall not be conducted for the students who is absent in the regular/main conducted ESE as per the schedule.


Table 10: Make-up examination attempt matrix in Regular ESE

Semester	Winter ESE	Make-up	Summer ESE	Make-up
I	Yes	Yes	Yes	Yes
II	Yes	-	Yes	Yes
III	Yes	-	Yes	Yes
IV	Yes	-	Yes	Yes

- 9.12.4 The students with 'F' grade in an odd semester and/or even semester in theory credit course in an academic year shall be allowed to appear for a makeup examination necessary in the same academic year. A student failed in a mandatory (Audit) course shall have to re-appear for the examination in the self-study mode.
- 9.12.5 Students intending to avail this facility shall have to register for the courses by paying the prescribed fees within the stipulated time as notified in the academic calendar.
- 9.12.6 The students, who have been detained for any reason in the courses(s), shall not be allowed to take the Make-up examination of the respective course(s).
- 9.12.7 If the student fails to clear the course, even in make-up examination, he/she shall have to re-appear for the course in subsequent ESE examination. In such cases, only the ISE-I, II and TA, etc., marks obtained of the said course during regular semester shall be carried forward.
- 9.12.8 The makeup examination shall be conducted only for 50 marks equivalent to ESE marking scheme given in the curriculum and shall be based on all units in the syllabus with appropriate weightage to each unit.
- 9.12.9 In the case of a failed MOOC course, where the examination is taken by the MOOC platform, the Make-up examination shall be conducted at the


Dr. Aji D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajinagar
(An Autonomous Institute)

Master Copy


Dr. Nilesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajinagar
(An Autonomous Institute)

Institute. However, the similar grading scheme of course originally conducted in MOOC platform shall be considered for the grade award.

- 9.12.10 The standard of conducting the Make-up examination shall be the same as the normal ESE of the main semester.
- 9.12.11 A student passing a course in Makeup examination shall be treated as having cleared the course in First Attempt.
- 9.12.12 Make-up Examination facility ensures that the students have one more opportunity to clear a course in the same semester. But, the grading in Make-up examination shall be one grade less compared to what the student would have obtained based on main ESE absolute grading pattern, subject to a minimum grade of P. For example, if a student secures O grade in make-up examination of a particular course, the students' final result after make-up examination will be declared in A+ grade in that course. However, if a student secures P grade in make-up examination of a particular course, the students' final result after make-up examination will be declared and retained in P grade in that course and not downgraded to F.
- 9.12.13 Thereafter, a student shall have to re-register for all the failed courses at any further semester when they are offered again. Whenever the structure of the curriculum changes and in case of non-availability of the failed course(s) for re-registration, the equivalent course(s) in the new structure shall be decided by the respective BoS.

9.13 End Semester Examination Result:

Results will be declared within 10 days from the date of the last examination. The final results will be declared, after all the grievances are addressed.



Dr. Ajj D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajanagar
(An Autonomous Institute)

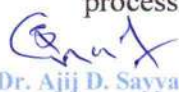
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Dr. Nilesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajanagar
(An Autonomous Institute)

9.14 Open House (Paper Showing) and Grievance Handling:

- 9.14.1 After ISE-I/ISE-II and marks entry in the prescribed format, the Course Teacher shall prepare the 2 copies of the mark list duly signed by him/her and respective HoD. One copy of the mark list shall be submitted to the department and one copy of mark list shall be displayed. HoD shall submit the mark list submitted by every course teacher to the examination cell as per the schedule. Every course teacher shall show the answer sheets to the students on the scheduled date of Open House, as per academic calendar.
- 9.14.2 After the declaration of results of end semester examination, examination cell shall handover the answer sheets to the departments. HoDs shall distribute the answer sheets to the concerned course teacher. Every course teacher shall show the answer sheets to the students on the scheduled date of Open House, as per academic calendar or dates received from Examination Cell.
- 9.14.3 For ISE and ESE, after the evaluation of answer sheets the students are shown the marks. Students can fill up the verification forms if they have any queries or grievances regarding the evaluation of their answer sheets. A Grievances Redressal Committee will address the queries/grievances. The result of the verification will be intimated to the concerned students and faculty member on the same day of Open House. Grievances Committee Report signed by BoS Chairperson and Dean (Academics) with the changes made shall be submitted to examination cell. All the answers sheets of ISEs shall be maintained with the department and all the ESE answer sheets shall be submitted to the examination cell on the same day by the concerned BoS Chairperson/Examination Coordinator.
- 9.14.4 If student remains absent for the declared date for paper showing he/she is not entitled to file grievance after the date.
- 9.14.5 The verified/ modified marks of ISE and ESE shall be used in the grading process.



Dr. Aji D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajanagar
(An Autonomous Institute)

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Dr. Nilesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajanagar
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9.15 Scrutiny of Grades:

- 9.15.1. A student may apply for scrutiny of grades to the Dean (Exam and Eval), by paying the specified fees, within seven days from the date of scheduled display of grades. The Faculty Coordinator / Dean (Academics) will communicate the panel of experts to the Dean (Exam and Eval) for checking the entry of the weightage from different components of evaluation and their addition, the addition of marks in the final answer scripts and unchecked questions, etc., if any. Based on recommendations by panel, the Dean (Exam and Eval) will take appropriate steps for further evaluation of grades/marks. The results of scrutiny may lead to either a change in grade due to error(s) in any of the aspects scrutinized by the committee or the grade may remain unchanged, Dean (Exam and Eval) will display the results. In the event of no change in the grade after revaluation, it shall be declared as “No Change”.
- 9.15.2. A new valuer, other than the first valuer, shall re- evaluate the answer sheets, if needed.

9.16 Unfair Means Inquiry Committee:

- 9.16.1. Unfair Means Inquiry Committee (UMIC) will be constituted by EXC for two years to deal with the cases of alleged misconduct and use of unfair means by the students and faculty/staff in all the examinations conducted by the Institute. This committee will consist of three members; one out of three members will be the Chairperson of the Committee.
- 9.16.2. On receipt of a report regarding use of unfair means by any student/person at examination, including breach of any rules laid down by Institute authorities for proper conduct of examination, the UMIC shall be the competent authority. This committee shall investigate and recommend appropriate disciplinary action against the student/person/s using, attempting to use, aiding, abating, instigating or allowing unfair means at examinations.



Dr. Ajj D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajanagar
(An Autonomous Institute)



Dr. Nilesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajanagar
(An Autonomous Institute)

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10 [AR-MIT-N-MT-24-10] Grading System and Degree Award:

10.1 Absolute Grading System:

- 10.1.1. For every course taken by a student he/she shall be assigned a grade based on his/her combined performance in all components of evaluation scheme of that particular course/practical. The grade indicates a qualitative assessment of the student's performance and is associated with equivalent number called a grade point.
- 10.1.2. **For M. Tech degree program absolute grading system shall be used.** The academic performance shall be graded on a ten-point scale. The letter grades and their equivalent grade points are listed in the **Table 11**. For the award of grades in a course, all component-wise evaluation is done in marks. The marks of different components as given in Scheme of Examination viz. ISE, TA and ESE, are added and will be converted to percentage.

Table 11: Absolute Grading System

Range of Marks	Grade	Grade Point	Grade Description
Credit Course Grading			
90-100	O	10.0	Outstanding
80-89	A+	9.0	Excellent
70-79	A	8.0	Very Good
60-69	B+	7.0	Good
50-59	B	6.0	Above Average
45-49	C+	5.0	Average
40-44	P	4.0	Pass
< 40	F		Fail
	Ab		Absent
	Ex		Extension
Audit Course Grading			
40-100	PP	--	Audit Pass
Below 40	NP	--	Audit Fail



Dr. Ajj D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

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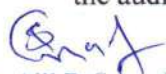
Dr. Nilesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajnagar
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- 10.1.3. The letter Grades (up to F only) awarded to a student in all the courses shall be converted into a semester and cumulative performance index called the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA), to be calculated by Rule 10.3 and 10.4.
- 10.1.4. A student passing a course in Make-up examination shall be treated as having cleared the course in First Attempt.
- 10.1.5. In case, an ex-student appears for examination of the course along with regular students appearing in that course then the cut-off marks of the regular examination shall be applicable.

10.2 Guidelines for Award of Grades:

Following are the general guidelines for the award of grades:

- 10.2.1. In general, absolute grading system will be followed.
- 10.2.2. In case of the students appearing for the Make-up examination, the grade shall not be higher than A+ in that particular course.
- 10.2.3. Grade F to be awarded to student who fail to pass the course securing less than 40% marks or student remaining **ABSENT** in a course of End-Semester Examination/Re-examination.
- 10.2.4. There shall be letter grades with associated grade points as per **Table 11**.
- 10.2.5. The provisional grades shall be awarded by the Examination Committee. The grade' shall be finalized within thirty working days after the End Semester Examination including scrutiny of Grades.
- 10.2.6. In case of audit courses, the students would be awarded grades as follows:
- 'PP' for Pass
 - 'NP' for Fail.
- 10.2.7. In case of audit courses, the grades shall be awarded by the course coordinators and communicated to the Dean (Examinations & Evaluation). The course coordinator shall decide and declare the mode of evaluation for the audit courses within the date prescribed by the Dean (Academics).



Dr. Ajj D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajinagar
(An Autonomous Institute)

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Dr. Nilesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajinagar
(An Autonomous Institute)

10.3 Calculation of SGPA

Calculation of Semester Grade Point Average (SGPA):

The performance of a student in a semester is indicated by a number called SGPA. The SGPA is the weighted average of the grade points obtained in all the courses registered by the student during the semester.

$$SGPA = \frac{\sum_{i=1}^n C_i P_i}{\sum_{i=1}^n C_i}$$

Where,

- C_i = the number of credits for the i^{th} course of a semester for which SGPA is to be calculated.
- P_i = Grade points earned in the i^{th} course.
- $i = 1, 2, \dots, n$ represent the number of courses in which a student is registered in the concerned semester.

SGPA is rounded up to two decimal places only and SGPA shall not exceed 10.

10.4 Calculation of CGPA:

Calculation of Cumulative Grade Point Average (CGPA)

An up to date assessment of the overall performance of a student from the time of his first registration is obtained by calculating a number called CGPA, which is weighted average of the grade points obtained in all the courses registered by the student since he/she entered the Institution.

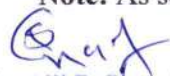
$$CGPA = \frac{\sum_{j=1}^m C_j P_j}{\sum_{j=1}^m C_j}$$

Where,

- C_j = the number of credits for the j^{th} course up to the semester for which CGPA is to be calculated.
- P_j = Grade points earned in the j^{th} course.
- $j = 1, 2, \dots, m$ represent the number of courses in which a student is registered up to the semester for which the CGPA is to be calculated.

CGPA is rounded up to two decimal places only and shall not exceed 10.

Note: As seen from above formula CGPA is not average of SGPA.



Dr. Ajij D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

Master Copy



Dr. Nilesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

10.5 Equivalence of CGPA and Class:

At the end of M. Tech program, student will be placed in any one of the divisions as given in **Table 12**.

Table 12: Equivalence of CGPA and Class

Class	Range
First Division with Distinction	$CGPA \geq 7.75$
First Division	$7.75 > CGPA \geq 6.75$
Second Division	$6.75 > CGPA \geq 5.75$
Pass Class	$5.75 > CGPA \geq 5.00$

10.6 Percentage Equivalence of CGPA:

Wherever necessary the Grade Point Average can be converted to percentage of marks.

$$\text{Percentage of Marks} = (CGPA - 0.75) \times 10.$$

10.7 Minimum Requirements for the Award of the Degree:

Following are the rules for the minimum requirements for the award of the degree:

- 10.7.1 A student will be awarded the Master's degree if he/she earns **84** credits, clears all the Mandatory, Elective and Audit courses specified in the syllabus along with all other requirements specified and approved by the academic council.
- 10.7.2 The student should have satisfactorily fulfilled other academic requirements like visits, seminar and the project. He should have also successfully completed all the components prescribed in the Programme of study to which he / she is admitted.
- 10.7.3 The student should have no case of indiscipline pending against him/her.
- 10.7.4 The credits for the courses in which a student has obtained "P" grade (minimum passing grade) or higher shall be counted as credits earned by him/her.
- 10.7.5 A student has obtained $CGPA \geq 5.00$


Dr. Aji D. Sayya
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajanagar
(An Autonomous Institute)

Master Copy


Dr. Nilesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajanagar
(An Autonomous Institute)


- 10.7.6 A student has paid all the institute dues and satisfied all the requirements prescribed.
- 10.7.7 A student should have obtained the eligibility certificate in the first year from the Dr. Babasaheb Ambedkar Marathwada University, Chhatrapati Sambhajnagar.
- 10.7.8 The student who has earned minimum requirement of credits but fails to obtain minimum requirement of specified CGPA, he/she shall take additional courses or repeat the courses mentioned in the Programme till the minimum CGPA is attained subject to maximum duration of Programme as specified in these rules and regulations.

10.8 Award of the Degree:


The degrees shall be awarded by the Dr. Babasaheb Ambedkar Marathwada University, Chhatrapati Sambhajnagar, on recommendations of the Academic Council.

10.9 Grade /CGPA improvement Policy:

- 10.9.1 Students who secure CGPA less than 6.75 after completing the pre-requisite credits for the award of the degree and wish to improve their CGPA shall be permitted for CGPA improvement. Such students shall be permitted to withdraw their grade in a given course with poor grade and permitted to reappear for the examinations for improving the grade and in turn CGPA.
- 10.9.2 A student shall appear for grade improvement examination within one year from the date of passing the PG program with the conditions that the student has not taken i) Leaving Certificate from the Institute and ii) Degree from the Dr. Babasaheb Ambedkar Marathwada University through convocation.
- 10.9.3 A student seeking permission to register for CGPA improvement shall submit a written application within the stipulated time to the Registrar office through the Head of the Department from where the student has graduated. No student shall be admitted once the semester credit registration process of



Dr. Ajj D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

Master Copy


Dr. Niles G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

that semester ends.

- 10.9.4 Additional examination fees will be paid by the student for appearing in the examination for improvement in the grade. The fee payable shall be as prescribed by the Institute.
- 10.9.5 A student shall choose a maximum two/three theory courses from a particular semester (either odd or even) offered for the third year or the final. The student shall be required to register for these courses in a particular semester in which those courses are offered by paying the appropriate fees as laid down by the Institute from time to time.
- 10.9.6 At the time of registration, the student shall be required to surrender all the original Semester Grade Reports given to him/her by the Institute He/she shall give an affidavit on 100 Rs. judicial stamp course that he/she shall not do any use of surrendered Semester Grade Reports till he/she gets official results of the courses for which he/she wishes to appear for grade improvement. No change of courses or drop of courses shall be permitted after the course registration.
- 10.9.7 A student who wishes to appear for grade improvement shall be exempted from attending the regular classes since the student has already undergone the course instructions. But he/she shall have to appear for all the evaluation tests/ESE conducted for the registered courses. In the case the student misses any of the tests or examinations, no Re-examination or Summer Term shall be permitted. Absentee for End-semester examination shall automatically lead to the award of grade F in that course.
- 10.9.8 The grading process as used for the regular students appearing for that course shall be applicable and no concession of any sort shall be granted on account of absentee for anyof the examinations.
- 10.9.9 A student wishing to use the facility of grade improvement shall be required to pass in all the three courses in a single attempt. He/she shall not be entitled to the Re-examinationor Summer Term in such cases.


Dr. Aji D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajinagar
(An Autonomous Institute)

Master Copy


Dr. Nilesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajinagar
(An Autonomous Institute)

- 10.9.10 If the student fails to secure higher grades resulting in a reduction in overall CGPA then the original result of the student before registering for grade improvement shall be retained.
- 10.9.11 A student who succeeds in improving CGPA shall be issued a fresh Semester Grade Report by the Institute. These Semester Grade Reports shall have star against the courses for which the student has appeared for grade improvement and will state “Grade Improvement”. The date on the new Semester Grade Reports shall be that as issued for other students appearing in those courses. Name of the student shall be communicated to University and the student shall be required to apply for a degree certificate from the University thereafter.
- 10.9.12 Student having undertaken Improvement Examination will not be eligible for the award of any medal/merit position.
- 10.9.13 The improvement is possible only in theory papers. No improvement is permissible in ISE/CIE/TA of theory courses as well as all components of evaluation of practicals /lab courses, Dissertation, Internship/OJT.
- 10.9.14 The improvement examination shall be conducted along with the Supplementary Examination or the schedule prepared by the Institute.

10.10 Grade Card:

- 10.10.1 The grade card shall be issued at the end of the semester to each student.
- 10.10.2 Student shall refer earlier Sections for computation of grades from the marks and conversion to the SGPA & CGPA.
- 10.10.3 Wherever required the conversion of CGPA to percentage of marks prevailing guidelines from the affiliating University and Competent Authority shall be followed.
- 10.10.4 Indication of attempt on Grade Card shall be displayed in the Grade Card.
- 10.10.5 The Grade Cards of successive attempts will be separately provided.


Dr. Ajj D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

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

Dr. Nilesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajnagar
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11.[AR-MIT-N-MT-24-11] Attendance, Absence, Leave Rules and Dismissals:

- 11.1. All the students are expected to be present in every lecture, tutorial, practical and other allotted hours in the time table. Attendance will be closely monitored during a semester by the concerned department.
- 11.2. An postgraduate student must have a minimum attendance of 75% of the total number of classes including lectures, tutorials and practical for every course of study, before the corresponding examination i.e. End Semester Examination, in order to be eligible to appear for the respective examination in the course, failing which the student will be detained and needs to get himself/herself re- admitted for semester/year as the case may be.
- 11.3. A candidate detained in semester I should take readmission in next academic year as a regular student and shall have to complete all the theory and practical as a regular student.
- 11.4. In case a candidate is detained in semester II, he/she should take admission to Semester II of next academic year and complete all the theory and practical as a regular student of semester II.
- 11.5. In special cases and for sufficient causes shown, the Director of the Institute may, on the specific recommendation of the Head of the Department and subsequently Dean (Academics), condone the deficiency in attendance to the extent of 10 % on medical ground subject to submission of medical certificate.
- 11.6. However, in respect of women candidates who seek condonation of attendance due to pregnancy, the Director of the Institute may condone the deficiency in attendance to the extent of 25 % (as against 10 % Condonation for other) on medical grounds subject to submission of medical certificate to this effect. Such condonation shall not be availed twice during the course of study.
- 11.7. Students desirous of continuous leave of absence for less than two weeks during a semester shall apply for it in advance to the Head of the Department providing reasons and supporting documents, if any and get it approved.
- 11.8. Continuous absence due to illness or any other reason for a period less than two


Dr. Ajj D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)


Master Copy


Dr. Nilesin G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

- weeks in a semester, for which a student could not make a prior application, the absence/leave may be condoned by the Head of the Department after proper verification and appropriate justification by the student.
- 11.9. The attendance records are to be maintained by the course coordinator and he/she shall show it to students, if and when required. Course coordinators shall submit the attendance records to the class coordinator at the end of Month/term.
- 11.10. The class coordinator shall prepare the month-wise attendance records and shall publish on departmental notice board, as per the instructions from the HOD.
- 11.11. The class coordinator shall communicate periodically the attendance of the students and shall publish list of provisionally detained students at least one week before the last day of instruction on departmental notice board.
- 11.12. The student has to confirm his/her attendance and detention status at the end of each month and final status before the term end, from his/her class coordinator. Students having any grievance in this aspect shall meet the Class coordinator and the HOD within one week from date of publishing. Otherwise, thereafter no grievances will be considered and the status will be considered as a final.
- 11.13. If a student is continuously absent from the classes for more than four weeks without informing the Class Coordinator, the Coordinator shall immediately bring it to the notice of the Head of the concerned department as the case may be and they in turn will inform the same to the Office of Dean (Academics).
- 11.14. In the case of the long absence of a student in a semester with prior approval or otherwise, the Director shall decide whether the student be asked to withdraw from the program for that particular semester.
- 11.15. If student is found guilty of malpractice in examinations, involvement in ragging and overall misconduct during his/her stay in the Institute, he/she will be punished as per the prevailing rules issued from the competent authorities.
- 11.16. The Director shall be the authority for sanctioning the leave of students or further condonation on the genuine ground which is not under the control of students will be taken by the Chairperson of the Academic Council and it will be final.


Dr. Aji D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

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Dr. Nilesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

12. [AR-MIT-N-MT-24-12] Award of Medals and Scholarship:**12.1 Award of Medals and Institute Level Scholarship:**

- 12.1.1. All the students those who exhibited excellent performances in academics shall be awarded medals/ Institute level scholarship as given in **Table 13**.
- 12.1.2. The award of medals and Institute level scholarship is subject to minimum 10 students admitted in a regular batch for a said degree PG Program.
- 12.1.3. Students clearing all courses in regular examination in first attempt shall be considered for such award as per their order of merit, as mentioned in table.
- 12.1.4. In case, a student has cleared any course offered in a program in Make-up or Supplementary examination he / she shall not considered for such award.

Table 13: Awards of Medals// Institute level scholarship

Sr. No.	Performance level in regular batch/study	Medals /Institute level scholarships to be awarded	Event of Awarding
1.	Securing the Highest CGPA (First 2 students) on completion of study in each program.	Gold Medal Silver Medal	Annual Convocation
2.	Securing the Highest CGPA (First 2 Girl students) on completion of study among all PG programs.	TARA Medal	Annual Convocation
3.	Securing the Highest CGPA (First 2 Regular students) (Calculated at the end of regular study in each AY) in each program.	Rs. 1000 (1 st) Rs. 500 (2 nd)	Induction program in next AY

- 12.1.5. Concerned HOD will submit the records, evidences with recommendations to the Director. The decision of the Director is final in this context.

12.2 Scholarship/Freeship:

- 12.2.1. The award of scholarships / freeships and other benefits will be in accordance with rules framed by the Government of Maharashtra and Govt. of India. Every students aspiring for the same has to apply individually on the designated portals of Govt. of Maharashtra and Govt. of India, as applicable from time to time.
- 12.2.2. The tuition-fee or other component of Institute fee covered under such Scholarship/Freeship, if not received by the Institute, student is liable to pay the fees as applicable to the Institute.


Dr. Arij D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajanagar
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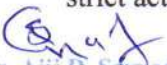
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Chairperson- Academic Council
MIT, Chhatrapati Sambhajanagar
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13.[AR-MIT-N-MT-24-13] Code of Conduct and Discipline:

13.1 Code of Conduct and Discipline:

- 13.1.1. All the students admitted to the Institute for any UG, PG or certificate program has to follow the Code of conduct of the Institute. Students and faculty shall refer the **separate booklet** circulated in this context.
- 13.1.2. 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.
- 13.1.3. The following acts of omission and/ or commission by the students within or outside the college campus shall constitute gross violation of Code of Conduct punishable as indiscipline.
- Lack of courtesy and decorum, as well as indecent behavior;
 - Willful damage of property of Institute/Hostel or of fellow students;
 - Possession/ Consumption/ Distribution of alcoholic drink and banned drugs;
 - Smoking & Chewing of Tobacco and products made from Tobacco.
 - Mutilation or unauthorized possession of library materials;
 - Noisy and Unseemly behavior disturbing peace in Institute and Hostel;
 - Hacking in Computer system, either hardware or software or both;
 - Any other act considered by the Institute as a gross indiscipline.
- 13.1.4. Any act of student's indiscipline will be addressed by Discipline Committee duly constituted and notified by the Director. The Committee will enquire into the charges of indiscipline and recommend appropriate measures/punitive action to the Director. The Discipline committee may inform the recommendations to the students. Decision of the Director would be final.
- 13.1.5. If the student while studying in the Institute is found indulging in anti-national activities contrary to the provisions of acts and laws enforced by Government he/ she will be liable to be expelled from the Institute without any notice.
- 13.1.6. If a student is involved in any kind of ragging, the student shall be liable for strict action as per Maharashtra anti-ragging act.


Dr. Aji D. Sayyad

Member Secretary- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

Master Copy


Dr. Nilesh G. Patil

Chairperson- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

- 13.1.7. If any statement/ information supplied by the student in connection with his/her admission is found to be false/ incorrect at any time, his/her admission shall be cancelled and he/she shall be expelled from the Institute and fees paid shall be forfeited.
- 13.1.8. If a student is found guilty of overall misconduct during his/her stay in the Institute, he/she will be punished as per the recommendations of the Principal. The maximum punishment may be expulsion from the Institute.
- 13.1.9. A student admitted to the Institute shall abide by the “Standing Orders for Students” issued by the Institute as approved by the Director, from time to time. These standing orders shall deal with the discipline of the students in the Hostels, Departments, and the Institute premises and outside. These orders may also deal with such other matters that are considered necessary for the general conduct of the students, co/extra-curricular activities.

13.2 Dress Code:

- 13.2.1. Student once admitted in the Institute has to follow dress code/ Uniform-Dress Code. Student will be required to carry Identity Cards all the time in campus.
- 13.2.2. Uniform is compulsory for all students on all days. No student is allowed in the Class Rooms, Laboratories, Workshop, library etc. without the uniform.
- 13.2.3. The defined dress code is : Sky Blue Shirt, Blue Jean Pants, and Black Shoes,
- 13.2.4. A specified apron (Blue/ White) at workshop/chemistry lab is compulsory for safety.

13.3 Appeal:

The student may appeal to the Chairperson, Academic Council whose decision will be final. The Director will report the action taken at the next Academic Council meeting.


Dr. Arij D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajnagar
(An Autonomous Institute)

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Dr. Nilesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajnagar
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14. [AR-MIT-N-MT-24-14] Emergent Cases:

Notwithstanding anything contained in the above regulations, the Chairperson of the Academic Council may, in emergent situations, take action on behalf of the Academic Council as he/she thinks necessary and shall at the earliest opportunity; report it in the next meeting of the Academic Council.

15. [AR-MIT-N-MT-24-15] Interpretation of Regulations:

In case of any dispute, difference of opinion in interpretation of these regulations or any other matter not covered in these regulations, the decision of the Academic Council shall be final and binding.

16. [AR-MIT-N-MT-24-16] Discretionary Powers:

Notwithstanding anything contained in the above regulations or in any extraordinary situations as the program Head and/or Dean (Academics) think necessary, Director of the Institute may take action on behalf of the University as he/she feels appropriate and report it to the Vice-Chancellor of the University.

17. [AR-MIT-N-MT-24-17] Power to Modify:

Notwithstanding all that has been stated in the above regulations, Governing Body has the right to modify any of the above regulations.



Dr. Ajij D. Sayyad, Dean (Academics)

Dr. Ajij D. Sayyad
Member Secretary- Academic Council
MIT, Chhatrapati Sambhajanagar
(An Autonomous Institute)

Dr. Nilesh G. Patil
Chairperson- Academic Council
MIT, Chhatrapati Sambhajanagar
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Member Secretary- Academic Council
MIT, Chhatrapati Sambhajanagar
(An Autonomous Institute)

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Chairperson- Academic Council
MIT, Chhatrapati Sambhajanagar
(An Autonomous Institute)