



Malnad College of Engineering

Hassan, Karnataka, India - 573202

An autonomous Institution under VTU, Recognized by AICTE, and UGC

STUDENT ASSESSMENT

The student assessment shall consist of two components in all the theory/practical credit courses: Continuous Internal Evaluation (CIE) and Semester End Examination (SEE).

All theory and practical courses shall carry 100 marks (CIE+SEE) each (with the audit courses having only the CIE).

Continuous Internal Evaluation (CIE)

- CIE in case of theory courses shall consist of cumulative evaluation of performance in two minor examinations (for 20 marks each), conducted as per the academic calendar. The remaining 10 marks shall be evaluated by conducting a minimum of two activities and a maximum of three activities (A1, A2, A3).
- In case of practical courses CIE consists of a performance evaluation in each class, record writing and practical CIE (for 50 marks).
- In case of drawing courses CIE consists of the regular evaluation of drawing sheets/class test (for 50 marks).
- Conduction of CIE-III / Makeup CIE
Every student is eligible for CIE-III. However, CIE-III is permitted only against registration. Having registered, if a student fails to take up CIE-III, then he / she shall pay the prescribed penal fee. The final CIE marks shall be the sum of best two performances of CIEs plus the activities marks.

NOTE: 20% of CIE is permitted to evaluate self study component of syllabus and will be decided by course faculty.

- The mode of CIE in case of mini projects, internship, industrial training, certification courses /workshop and Seminars shall be made known to the students at the beginning of the semester.
- In case of Project Evaluation of 8th Semester student projects: Evaluation is to be carried out over 3 stages: Synopsis evaluation for 10 marks, Mid-term evaluation for 15 marks, Semester end internal evaluation for 25 marks and Examination involving external examiner for 50 marks.

Synopsis evaluation: on or before the end of 2nd week of 8th Semester, approval of the synopsis and evaluation for 10 marks by the concerned Project guide and Project coordinator/H.O.D. to record the marks at the department level.

Mid-term evaluation: during the 8th week of 8th Semester for 15 marks, to be done by a jury consisting of Project Coordinator, Project Guide, H.O.D. or his nominee and the official record of marks are to be maintained.

Semester end internal evaluation: to be completed by at least one week before the end of term days of 8th Semester for 25 marks. The jury constituted for this purpose has to consist of Project Guide, Project Coordinator, H.O.D. or his nominee and staff members of related specialization. 10 marks in this evaluation shall rest with the Project guide and remaining 15 marks is to be averaged out upon evaluation by the individual members of jury, made upon presentation of the project along with due demonstrations.

Project work demonstration during SEE for 50 marks is to be made compulsorily in case of all the projects as applicable.

Semester End Examination (SEE)

SEE shall consist of a written or practical examination conducted at the end of the semester and shall be based on the entire course contents. The mode of SEE and marks assigned shall be made known to the students by the course instructor at the beginning of the semester.

Eligibility to Attend SEE:

The eligibility criteria to attend the SEE in a course are:

- Attendance shall not be less than 85%
- CIE marks shall not be less than 40%

A student not fulfilling one or both of the above criteria in a course shall be assigned **F** grade in that course and will have to re-register for that course either during the supplementary semester or any subsequent semesters whenever the course is offered. In case of an elective course, the student may re-register either for the same elective course or choose another elective from the same pool of electives.

Passing standards

- A student shall score a minimum total of 40% marks (equivalent to minimum marks for E grade) in CIE and SEE put together with minimum of 40% marks in SEE.

Vertical Progression

- (i)(a) Students who clear all the courses with a minimum CGPA of 5.0 and the required minimum credits are eligible for promotion to higher class. A student, who does not fulfill the minimum CGPA criterion at the end of any academic year for the first time, shall attract a warning before approval to continue in the following semester. This benefit can be availed only once during the entire B.E. program. Students carrying a maximum of **4 courses with F** Grades are also eligible for promotion to higher class subject to minimum CGPA criterion.
 - (b) Credits to be earned:
 - i) Total 24 credits, at the end of 1st year
 - ii) Total 70 credits, at the end of 2nd year
 - iii) Total 105 credits, at the end of 3rd year
 - (c) All the students shall earn 'Y' grade in the following mandatory audit courses: *Professional Kannada, Environmental Sciences, and Constitution of India & Professional Practice.*
 - (ii)(a) For Lateral Entry students (Diploma Students):
 - i) Students can carry a maximum of **4 courses with F** Grades (theory and/or practical), for getting promotion to higher class.
 - ii) Minimum CGPA of 5.0 at the end of each academic year. A student, who does not fulfill this criterion, at the end of any academic year for the first time, shall attract a one-time warning before approval for the student to continue in the following semester. This benefit can be availed only once during the entire B.E. program.
 - (b) Credits to be earned for Lateral Entry students (Diploma Students):
 - i) Total 30 credits, at the end of 2nd year
 - ii) Total 70 credits, at the end of 3rd year
 - (c) All the lateral entry students shall also earn 'Y' grade in the additional mandatory audit courses: *Bridge Mathematics-I* and *Bridge Mathematics-II.*
- A Student who wants admission to the autonomous program from a non-autonomous program, shall submit the previous marks card(s) and transcript obtained till date from VTU to the office of DEAN (EXAMS)/ EC for the purpose of exam marks to equivalent grade conversion. The criteria for movement to the 3rd semester for such student(s) under autonomous schemes shall be same as rule 6.3.2.
 - For the students admitted during 2010-11 and onwards, a student shall complete all prescribed courses of first SEMESTER, (including all the F or W grade and audit courses) to move to fifth semester. Similarly, a student shall complete all the prescribed courses of second and third semesters to move to Seventh semester. There is no such rule applicable for moving to 6th or 8th semester.
 - All students shall complete the B.E. program within twice the academic years of study remaining, i.e.,

If rejoined to Maximum period of study allowed

First year (I sem)	8 years
Second year (III sem)	6 years
Third year (V sem)	4 years
Fourth year (VII sem)	2 years

Performance Evaluation:

The performance evaluation is carried out separately (i) for each course in terms of letter grades, (ii) for all courses in a semester in terms of SGPA and (iii) for all semesters at a given point of time during the program, in terms of CGPA. The SGPA and CGPA are calculated as per (VTU guidelines) the following:

$$\text{SGPA} = \frac{\sum [(Course Credits) \times (Grade points)] \text{ for all courses in that semester excluding transitional grades}}{\sum [(Course Credits)] \text{ for all courses in that semester excluding F and transitional grades}^*}$$

* This includes all the attempts taken by a student to clear a given course and for all courses of that semester. (please refer to the sample example given in section 6.4.1)

$$\text{CGPA} = \frac{\sum [(Course Credits) \times (Grade points)] \text{ for all courses excluding those with F and transitional grades until that semester}}{\sum [(Course Credits)] \text{ for all courses excluding those with F and transitional grades until that semester}}$$

The following are the additional rules to be followed:

- **Diminishing Grade rule:** Further, if a student fails in any course and gets a pass in the same taking attempts, the grade obtained will be reduced by one level when the course is cleared, subject to the minimum of E grade. This rule will not apply for I grade which get converted to any successful grades in the immediate make up examination. For example, the diminishing grade for the obtained grades S, A, B, C, D and E, will be A, B, C, D, E and E respectively).
- For vertical progression, a maximum of 4 courses with F grades (excluding courses with W grades) are permitted at the end of each academic year {subjected to the sub rule: 6.3.2 i(b) }
- The grade-card of any semester will be issued only after a candidate successfully completes all the courses of that semester. In other words, **only one grade-card per semester will be issued irrespective of the attempts taken** by a student. However, the date/exam of passing will be shown in the grade-card in respect of all the courses of that semester. **Accordingly the SGPA will be calculated for the semester with all the said courses successfully completed and by considering the total credits involved in the number of attempts taken by the student for successful completion of the courses, as illustrated by the sample example given in section 6.4.1.**
- In case of W grade, the diminishing-grade rule is not applicable.

Letter Grades: The performance of a student in a specific course shall be assigned a letter grade based on an absolute scale, and shall be a measure of the performance of the student in that course. The letter grades and the corresponding Grade Points and performance levels are as indicated below:

Grade F: Awarded to a student in a given course who: (i) fails to get the minimum of 40% marks in CIE (ii) fails to get 40% marks in SEE (iii) fails or does not register for the expected courses in the immediate make-up SEE (iv) does not attend SEE without justifiable reasons or make-up SEE. All the I grades are deemed to be F grade if a student fails in such course(s) in the immediate make up SEE or does not attend the make up SEE at all. **In all such cases, this is treated to be an attempt for calculating the SGPA/CGPA.**

Grade	Grade Points	Marks	Performance
S	10.0	90 – 100	Outstanding
A	9.0	80 – 89	Excellent
B	8.0	70 – 79	Very Good
C	7.0	60 – 69	Good

D	5.0	50 – 59	Above Average
E	4.0	40 – 49	Poor
F	0.0	00 – 39	Fail
I	-	-	Incomplete
W	-	-	Withdrawal
X	-	-	Transitional
Y	-	-	Satisfactory (for Audited Courses)
N	-	-	Not satisfactory (for Audited Courses)

I, W and X are transitional grades awarded in the following cases. They shall be converted into one of the letter grades S to F after the student completes the course requirements.

Grade I: Awarded to a student having satisfactory attendance and meeting passing requirements in CIE, but remains absent from SEE for reasons acceptable to the GRC, like illness or accident which disable the student from attending the SEE, a calamity in the family at the time of SEE which requires the student to be away from the college.

Sample Example:

Semester 1

Course	Cr.	Mk/Gr	GP	Cr.(GP)
Theory 1	4	91/S	10	40
Theory 2	4	82/A	9	36
Theory 3	5	70/B	8	40
Theory 4	3	65/C	7	21
Theory 5	3	50/D	5	15
Theory 6	4	42/E	4	16
Lab 1	1.5	99/S	10	15
Lab 2	1.5	80/A	9	13.5
Total	26	-		196.5
TCE=26		SGPA=196.5/26= 7.56		

Semester 2

Course	Cr.	1 st time Marks / final Grade	GP	Cr.(GP)	1 st time marks
Th. 1	4	91/S	10	40	45+46
Th. 2	4	54/F/A/B ¹	8	32	40+14
Th. 3	4	57/X/B ²	8	32	45+12
Th. 4	3	39/F/F/B/C ³	7	21	23+16
Th. 5	3	43/F/B/C ⁴	7	21	43+Ab
Th. 6	3	34/I/F/A/B ³	8	24	34+Ab
Lab 1	1.5	15/W/S ⁵	10	15	15+ -
Lab 2	1.5	48/F/A/B ³	8	12	30+18
Total	24	-	-	197	
TCE=50		SGPA=197/(24+17.5⁶)=4.7470			
CGPA=(196.5+197)/50=7.87					

*Diminished Grade*². *Make-Up Exam-Grade is not diminished*³. *Next Sem exam- diminishing Grade*⁴. *Supplementary exam Grade diminished.*⁵. *next Sem 1st attempt exam non-diminishing Grade.*⁶ *Total number of credits according to the number of attempts taken to clear the courses of a given semester, (0+4+0+6+3+3+0+1.5) (including only the F grades). For Students who have admitted 2018-19 onwards, credits of additional attempts will not be considered while calculating SGPA. However, the number of additional attempts will be shown in the grade card. Grade card for a given semester will be finalized only after all courses of that semester are completed successfully.*

Grade W : Awarded to a student who withdraws from a course before the prescribed date (not later than two weeks before the commencement of SEE).

Grade X : Awarded to a student having high CIE rating ($\geq 90\%$, i.e. total CIE marks is ≥ 45) in a course, but SEE performance is observed to be poor, which could result in an overall 'F' grade in the course.

Grade Y : Awarded to a student who satisfies the attendance and other class room requirements of mandatory audit courses.

Grade N : This is awarded to a student who does not satisfy attendance and other class room requirements of mandatory audit courses. In such cases, the student should earn Y grade by re-registering for the course.

Percentage equivalence of the Grade Points:

Some times, it would be necessary to provide equivalence of the CGPA with the percentage and / or class awarded as in the conventional system of declaring the result of university examinations. The below table gives percentage equivalence of grade points on a 10-Point Scale. Table gives the range of grade points and the associated class.

Percentage equivalence of grade points

Grade Point	Percentage of marks (Class)
5.75	50
6.25	55
6.75	60
7.25	65
7.75	70
8.25	75

Grade point range and corresponding class

Grade Point range	Class
≥ 5 & < 6.75	Second
≥ 6.75 & < 7.75	First
≥ 7.75	Distinction

Grace Marks Rules: Based on the prevailing practice and rules of VTU, the following rules have been framed to be applicable for the Autonomous Scheme of Examinations at the College while awarding any grace marks:

- (i) **One Mark grace** is awarded in all the courses, if a student successfully completes (clears) those courses, because of the addition of the grace mark. This is applicable to all students irrespective of the number of such courses in a given semester as also the courses being backlog courses.
- (ii) **Two Marks grace** is awarded in only one course during any given main semester of the program, if a student has failed only in one course and if he/she successfully completes (clears) that course because of the addition of two marks as grace mark. This rule is subjected to the condition that the student has cleared all the courses of that semester (not having W or I Grade) without getting the benefit under rule 6.4.2(i) as above. This is not applicable to more than one course or for any of the backlog courses.

Gold-Medalists – the CGPA criterion: The top scorer of each branch of study shall be the Gold medalist of that branch of engineering. The gold medalist will be decided based on the CGPA earned at the end of the program. In case of students entering autonomous program from VTU, the equivalent CGPA of VTU semesters (computed as per VTU guidelines) is considered. However, in case of lateral entry students, the CGPA is considered over 6 semesters of study only (3rd to 8th). Further, such a student is expected to have successfully completed all the courses studied during the BE program in first attempt only. This rule is applicable to all category of students admitted to the program.

Re-registration of failed students: A student who has taken SEE and has obtained F grade (failed) in one or more course(s) may register for those course(s) in the makeup examination or in a main semester whenever the course(s) is/are offered (with the new syllabus if revised). The student shall satisfy the attendance and CIE requirements afresh.

Make up Examination

A student with I and X grade may take a make-up examination which will be held as per the dates notified (normally within 10 days after the announcement of the SEE results):

- (i) Those students who secure CIE Marks ≥ 45 out of 50 (90%) in any subject/course and fail in the SEE, shall be awarded 'X' grade (transitional grade) and they be allowed to take up make-up SEE. For such students, this will not be treated as an additional attempt and their CGPA will not get affected due to this exercise.
- (ii) Those students who secure CIE Marks between 20 and 44 (< 45 out of 50) in any subject/ course and fail in the SEE, shall be awarded F grade and they shall be allowed to take up supplementary semester examinations.
- (iii) If the student fails in the make-up exam, the student shall re-register for the course whenever it is offered, with new syllabus if revised or equivalent as decided by the equivalence committee.
- (iv) The Make-up SEE of a given semester is permitted only for those students with I or X grade obtained in the current semester SEE only. *Unauthorized SEE absentees are not permitted to take up make up SEEs.* If a student with X or I grade is absent for the immediate make up SEE, then his grade is converted to F grade in all the respective courses.

Grade Card and Transcript: Grade Card of a student shall be given at the end of the semester (only after successfully completing the courses of that semester). The grade card will indicate the letter grade earned by the student in each course.

- In case of mandatory audit courses, the grades shall be either Y (Satisfactory) or N (Not Satisfactory).
- Only courses with credits will be included in the computation of CGPA & SGPA. Audit courses and mandatory non-credit courses shall not be included in the computation.
- Provision for issue of duplicate Grade cards: for issuing the duplicate Grade Cards to a student perusing B.E. under autonomous scheme, the candidate has to register a complaint at the police station in connection with the lost Grade Card with all particulars. Further, the candidate has to submit an affidavit duly prepared by the Notary in the following format:

AFFIDAVIT
I _____ aged about _____ years, S/o / D/o _____ residing at _____, _____, do here by solemnly affirm and state an oath: I say that, I am the deponent herein. I say that, I have completed my _____ semesters B.E. Course in the academic years _____ to _____ at Malnad College of Engineering, Hassan. I say that, my above said _____ semester original marks card was lost/ misplaced due to my inadvertence. I say that, inspite of diligent search I am unable to trace the original of the aforesaid marks card and hence they are taken as lost, and if traced out, I will produce them before the above said college. I say that, this affidavit is required for the purpose of obtaining duplicate grade card of the above said _____ semester/s. I do swear in the name of God that this is my name and signature and all the contents of this affidavit are true and correct to the best of my knowledge, information and belief.
Identified by me,
Despondent
Date
Place:

The candidate has to submit the request to the DEAN(EXAMS) section in the above prescribed format. The fee of Rs. 500/- per grade card (Rupees five hundred only) towards supply of the duplicate grade card and office charges is to be paid through bank challan (pink) to comply with the procedures. Further, Rs. 250/- has to be paid by the candidate through bank challan (Pink) for each of the Grade Card to be printed in addition to the above. Such of the grade cards will be printed with a water mark "Duplicate Grade Card" in the background.

Transcript: Transcript/s will be issued to all the eligible students at the end of the eighth semester. However, partial transcripts will also be issued to the students (those who aspire for higher studies) at the end of 6th semester, on request. The students have to apply for the transcripts by paying the prescribed fee of Rs 250/-for the first copy and Rs100/- per subsequent copy. The transcripts will be presented to all the graduands of BE (ATNMS) program during the graduation day.

Challenge Revaluation

A student with a grievance(s) after paper seeing can apply for Challenge Revaluation with a prescribed fee within two days from the announcement of final results. The Dean (Exams) shall arrange for a Challenge Revaluation inviting the subject experts. The rules of challenge revaluation applicable for award of marks are as under:

- (i) If the decrease in the challenge revaluation marks is by any margin, then the original marks corresponding to the first evaluation marks is awarded to the student.
- (ii) If the increase in the challenge revaluation marks is less than or equal to fifteen, then the revaluation marks corresponding to the second evaluation marks is awarded to the student.
- (iii) If the increase in the challenge revaluation marks is more than fifteen, then the answer script will be sent for third valuation and the average of the best two marks shall be awarded.

Refund of Challenge Revaluation Fee

In case of an improvement in grade after challenge revaluation, the refund of the challenge revaluation fee is made as per college norms, to all the students (against an application) who are successful in getting an increase of 15 or more marks by revaluation. *This is not just based on the change of grade.*

Paper Seeing facility:

The college has introduced the paper seeing facility, from the current academic year (2017-18) for all the years of programmes of study, before the announcement of the final results of SEE or Make-Up Examinations

Guidelines for Paper seeing are :

- The Dean (Exams) shall announce the date/time of seeing the Answer Scripts by the students after the announcement of the provisional examinations result.
- The students are allowed for paper seeing only their valued answer scripts on the specified date/time, course wise as per norms.
- There is no revaluation of the answer scripts, however challenge valuation is allowed as per norms.
- The concerned faculty member shall show the answer scripts to the students on the scheduled date/time. Faculty/student shall not be allowed to do any corrections/modifications during paper seeing.
- The students shall put forth the grievances if any through an application to the Department Academic Committee(DAC).
- The Department Academic Committee (DAC) shall hold a meeting to address the grievances submitted by the students and submit a report to the Dean (Exams).
- The Decision of the Dean (Exams) on this matter is final and binding.
- This is applicable from the Academic year 2017-18 for all the years of programs of study.

In view of the above paper seeing facility, the Revaluation and Photocopying of answer scripts have been withdrawn.