

4.6.3 Only diploma holders who have secured a minimum of 45% in the aggregate in the relevant discipline and B.Sc. students who have secured a minimum of 45% marks in the aggregate shall be eligible for consideration for admission. The students belonging to B.Sc. Stream, would have to clear the subjects: Engineering Graphics/Engineering Drawing and Engineering Mechanics of the First Year Engineering Programme along with the Second year subjects.

4.6.4 Such admissions shall be on the basis of merit in the ADBU entrance test and a personal interview.

5.0 University Registration

5.1 Candidates shall have to register as bona-fide students with the University as per the University regulations within a period specified by the University, by a formal application routed through the Director of the School concerned.

5.2 For registration the following category of students have to obtain Migration Certificates from the University/Board last attended:

All first Semester and third semester (Lateral Entry) students of Master's Degree Programmes Students of Bachelor's Degree (First Semester) who completed their Higher Secondary Examination in Boards other than AHSEC

Students of BTECH (Third Semester – Lateral Entry) who completed their 3-year Diploma under the governments of States other than the Assam.

6.0 Attendance

6.1 To be permitted to appear for the end-semester examination of a particular course, a student is required to have a minimum attendance of 75% for that course.

6.2 Deficiency in attendance up to 10% may be condoned by the Director of the School in the case of leave taken for medical and other grievous reasons, which are supported by valid medical certificates and other requisite documents.

6.3 Some students, due to exceptional situations like their own serious sickness and hospitalization or death of members of inner family circle (restricted to only father, mother, siblings), may have attendance below 65%. Such students may be given bonus attendance percentage for a particular course based on his/her attendance for that course during the remaining days of the current semester, as given in the following table:

Attendance during the remaining days of the current semester	Bonus percentage available in the current semester
95% or more	5
90% or more but less than 95%	4
85% or more but less than 90%	3
80% or more but less than 85%	2
75% or more but less than 80%	1

They shall be permitted to appear for the end-semester examination of the course if on the strength of this bonus attendance percentage, they obtain 65% attendance for that course.

6.4 If the sum of the credits of the courses for which a student is unable to appear at the end-semester examinations exceeds 50% of the total credits allotted for the semester, he/she shall not be permitted to appear for the entire end-semester examinations in view of clause 10.5 of these Regulations.

6.5 The School may propose to set aside a certain portion of the in-semester assessment marks for attendance. The number of marks and modalities of their allotment shall be made known to the students at the beginning of each semester.

6.6 Leave

6.6.1 Any absence from classes should be with prior sanctioned leave. The application for leave shall be submitted to the Office of the Director of the concerned School on prescribed forms, through proper channels, stating fully the reasons for the leave requested along with supporting documents.

6.6.2 In case of emergency such as sickness, bereavement or any other unavoidable reason for which prior application could not be made, the parent or guardian must promptly inform the office of the Director of the concerned School.

6.6.3 If the period of absence is likely to exceed 10 days, a prior application for grant of leave shall have to be submitted through the Director of the concerned School to the Registrar of the University with supporting documents in each case; the decision to grant leave shall be taken by the Registrar on the recommendation of the Director of the concerned School.

6.6.4 The Registrar may, on receipt of an application, also decide whether the student be asked to withdraw from the programme for that particular semester because of long absence.

6.7 It shall be the responsibility of the student to intimate the concerned teachers regarding his/her absence before availing the leave.

7.0 Grading System

7.1 Three types of courses are offered in the Graduate programmes:

- **Graded courses:** For the majority of the courses, students shall be assessed and given grades.
- **Pass/No-Pass courses:** There are some courses for which the students are expected to obtain a P grade to be eligible for the degree.
- **Audit Courses:** A third category of courses are audit courses. These are optional.

However, students who opt for these courses must have the required attendance to obtain a P grade in the course.

7.2 Based on the performance of a student, each student is awarded a final letter grade in each graded course at the end of the semester and the letter grade is converted into a grade point. The correspondence between percentage marks, letter grades and grade points is given in the table below:

Marks (x) obtained (%)	Grade	Description	Grade Points
$90 \leq x \leq 100$	O	Outstanding	10
$80 \leq x < 90$	E	Excellent	9
$70 \leq x < 80$	A+	Very Good	8
$60 \leq x < 70$	A	Good	7
$50 \leq x < 60$	B	Average	6
$40 \leq x < 50$	C	Below Average	5
$x < 40$	F	Failed	0

In addition, a student may be assigned the grades 'P' and 'NP' for pass marks and non-passing marks respectively, for Pass/No-pass courses, or the grade 'X' (not permitted).

7.2.1 A student shall be assigned the letter grade 'X' for a course if he/she is not permitted to appear for the end semester examination of that course due to lack of requisite attendance.

7.2.2 A letter grade 'F', 'NP' or 'X' in any course implies failure in that course.

7.2.3 A student is considered to have completed a course successfully and earned the credits if she/he secures a letter grade other than 'F', 'NP', or 'X'.

7.3 At the end of each semester, the following measures of the performance of a student in the semester and in the programme up to that semester shall be computed and made known to the student together with the grades obtained by the student in each course:

7.3.1 The Semester Grade Point Average (SGPA): From the grades obtained by a student in the courses of a semester, the SGPA shall be calculated using the following formula:

$$SGPA = \frac{\sum_{i=1}^n GP_i \times NC_i}{\sum_{i=1}^n NC_i}$$

Where GP_i = Grade points earned in the i^{th} course
 NC_i = Number of credits for the i^{th} course
 n = the number of courses in the semester

7.3.2 The Cumulative Grade Point Average (CGPA): From the SGPA's obtained by a student in the completed semesters, the CGPA shall be calculated using the following formula:

$$CGPA = \frac{\sum_{i=1}^n SGPA_i \times NSC_i}{\sum_{i=1}^n NSC_i}$$

Where $SGPA_i$ = Semester Grade point average of i^{th} semester
 NSC_i = Number of credits for the i^{th} semester
 n = the number of semesters completed

7.3.3 The CGPA may be converted into a percentage by multiplying CGPA by 10.

7.4 Both the SGPA and CGPA shall be rounded off to the second place of decimal and recorded as such. Whenever these CGPA are to be used for official purposes, only the rounded off values shall be used.

7.5 There are academic and non-academic requirements for the Graduate programmes where a student shall be awarded the 'P' and 'NP' grades. Non-credit courses such as Extra Academic Programmes belong to this category. No grade points are associated with these grades and these courses are not taken into account in the calculation of the SGPA or CGPA. However, the award of the degree is subject to obtaining a 'P' grade in all such courses.

7.6 In the case of an audit course, the letters "AU" shall be written alongside the course name in the Grade Sheet. A student is not required to register again for passing failed audit courses.

8.0 Assessment of Performance

8.1 A student's performance is evaluated through a continuous system of evaluation comprising tests, quizzes, assignments, seminars, minor projects, major projects and end-semester examinations.

8.2 Theory Courses: Theory courses shall have two components of evaluation – in-semester assessment of 40% weightage and an end-semester examination having 60% weightage.

8.2.1 The modalities of the conduct of in-semester assessment and weightages attached to its various components shall be as published by the School at the beginning of each semester.

8.3 Lab Courses: Lab courses (Laboratory, Drawing, Workshop, etc.) shall be evaluated on the basis of attendance, assessment of tasks assigned and end semester test/viva voce. The weightage assigned for these components of the evaluation is given in the following table:

Component	Weightage
Attendance	10
Assessment of Tasks Assigned	30
End-semester test / viva voce	60

8.3.1 The modalities of the conduct of evaluation under the heading "Assessment of tasks assigned", its components and the weightages attached to its various components shall be published by the department concerned at the beginning of each semester.

8.3.2 The evaluation of the end-semester test for a lab course may be done on the basis of criteria and weightage to be specified in the question paper, among which are included

- Organisation of the experiment
- Actual conduct of the experiment assigned and accuracy of the result
- Extent of completion
- A comprehensive viva-voce which examines the overall grasp of the subject

8.4 End-Semester examinations

8.4.1 End-semester examinations for the theory courses, generally of three hours' duration, shall be conducted by the University. The Director of the concerned school shall make the arrangements necessary for holding the examinations.

8.4.2 In the end-semester examinations, a student shall be examined on the entire syllabus of the courses.

8.4.3 A student shall not obtain a pass grade for a course without appearing for the end-semester examination in that course.

8.5 Industry Training/Internship Programme

8.5.1 Departments may require students to undergo industry training/internship programmes.

8.5.2 Departments are to notify the students at the beginning of their programmes about the details of industry training/internship.

