

ACADEMIC REGULATIONS OF M.C.A

(Effective for the students admitted into first year from the Academic Year 2013-'14)

The MCA Degree of the Jawaharlal Nehru Technological University, Kakinada shall be recommended to be conferred on students who are admitted to the program and fulfill all the requirements for the award of the Degree.

1.0 ELIGIBILITY FOR ADMISSIONS :

Admission to the above program shall be made subject to the eligibility, qualifications and specialization prescribed by the AICTE from time to time.

Admissions shall be made on the basis of merit rank obtained by the qualifying candidate at ICET examination or an Entrance Test conducted by the University subject to reservations prescribed by the University from time to time.

2.0 AWARD OF M.C.A. DEGREE:

2.1 A student shall be declared eligible for the award of the MCA degree, if he

pursues a course of study and completes it successfully for not less than three academic years and not more than six academic years.

2.2 A student, who fails to fulfill all the academic requirements for the award of the degree within six academic years from the year of his admission, shall forfeit his seat.

2.3 The minimum instruction for each semester shall be 20 weeks with 5 days a week. A working day shall have 7 periods each of 50 minutes.

3.0 STRUCTURE OF THE PROGRAMME:

Semester	No of Courses per Semester	Credits
	Theory + Lab	
I	5+2	19
II	5+2	19
III	5+2	19
IV	(3+2*)+2	19
V	(3+2*)+2	19
VI	Seminar + Project Work	2+18
TOTAL		115

4.0 ATTENDANCE:

- 4.1 The attendance shall be considered subject-wise.
- 4.2 A candidate shall be deemed to have eligibility to write end semester examinations in a subject if he has put in at least 75% of attendance in that subject.
- 4.3 Shortage of attendance up to 10% in any subject (i.e. 65% and above and below 75%) may be condoned on genuine and valid reasons on representation by the candidate with supporting evidence.
- 4.4 Shortage of attendance below 65% shall in no case be condoned.
- 4.5 A student who gets less than 65% attendance in a maximum of two courses in any semester shall not be permitted to take the end- semester examination in which he/she falls short. His/her registration for those courses will be treated as cancelled. The student should re-register and repeat those courses as and when offered next.
- 4.6 If a student gets less than 65% attendance in more than two courses in any semester he/she shall be detained and has to repeat the entire semester.
- 4.7 A stipulated fee shall be payable towards condonation of shortage of attendance.
- 4.8 Attendance will be indicated in the marks memo by a letter code as follows:

Grading of Attendance:

90% and above	A (Very Good)
75% to 89%	B (Good)
65% to 74%	C (Satisfactory)
Below 65%	D (Detained)

5.0 EVALUATION AND ACADEMIC REQUIREMENTS:

The performance of the student in each semester shall be evaluated subject-wise, with a maximum of 100 marks for each theory and 100 marks for each practical, on the basis of Internal Evaluation and End Semester Examinations.

- 5.1 For the theory subjects, 60 marks shall be awarded based on the performance in the End Semester Examination, 40 marks shall be awarded based on the Internal Evaluation. One part of the internal evaluation shall be made based on the average of the marks secured in the two Mid Term- Examinations of 30 each conducted one in the middle of the Semester and the other immediately after the completion of instruction. Each midterm examination shall be conducted for duration of 90 minutes with 3 questions to be answered out of 5 questions. The remaining 10 marks are awarded through an average of continuous evaluation of assignments/seminars/any other method, as notified by the teacher at the beginning of the semester.
- A student shall be deemed to have satisfied the minimum academic requirements in a subject if he secures minimum of 40% of marks in the End Examination and a minimum of 50% on aggregate of the total marks in the End Semester Examination and Internal Evaluation taken together.
- 5.2 For Practical subjects, 50 marks shall be awarded based on the performance in the End Semester Examinations, 50 marks shall be awarded based on the day-to-day performance as Internal marks. A candidate has to secure a minimum of 50% in the external examination and has to secure a minimum of 50% on the aggregate to be declared successful.
- 5.3 Laboratory examination for MCA course must be conducted with two Examiners, one of them being Laboratory Class Teacher and second examiner shall be other than Class Teacher.
- 5.4 A student shall be promoted from IV semester to V semester, if he acquires 53 out of 76 credits at the end of IV semester. (from I, II, III semesters regular and supplementary examinations and IV semester regular examinations).
- 5.5 There shall be a seminar presentation in VI Semester. For Seminar, there will be only internal evaluation of 50 marks. A student has to secure a minimum of 50% to be declared successful. The assessment will be made by a Board consisting of Head of the Department and two other internal staff members of the department.

- 5.6 A student shall be allowed to submit the project report only after fulfilling the attendance requirements of all the semesters. The viva-voce examination shall be conducted at the end of the course work and after the completion of the End Semester examination of the final semester.
- 5.7 A candidate shall be given one chance to re-register for each subject provided the internal marks secured by a candidate are less than 50% and he has failed in the end examination for want of internal marks. The re-registration is permitted only after completion of his regular course and before submitting his final project report and as and when the subjects (or any other equivalent subjects as decided by the College) are offered. In the event of re-registering, the internal marks and end examination marks obtained in the previous attempt are nullified. At any given time, a candidate is permitted to re-register for a maximum of three subjects.

6 EVALUATION OF PROJECT WORK:

- 6.1 A Departmental Project Review Committee (DPRC) shall be constituted with the Head of the Department as the Chairman and two senior faculty as Members to oversee the proceedings of the project work from allotment to submission.
- 6.2 A Project Review Committee (PRC) of the college is to be constituted with a Senior Professor not below the rank of a HOD as chairperson, Heads of the Departments, which are offering PG courses and two other senior faculty members of the department offering MCA.
- 6.3 Registration of Project work: A student is permitted to register for the project work after satisfying the attendance requirement of all the courses (theory and practical courses) up to V Semester. A candidate has to submit, in consultation with his project supervisor, the title, objective and plan of action of his project work to the DPRC for its approval. Only after obtaining the approval of DPRC the student can initiate the Project work.

- 6.4 Duration of the project is for one semester.
- 6.5 If a candidate wishes to change mid course his supervisor or topic of the project he can do so with approval of the Departmental Project Review Committee (DPRC). However the departmental review committee shall examine whether the change is deserving and change of topic/supervisor leads to a major deviation of his initial plans of the project proposal. If so, his date of registration for the project work shall start from the date of change of supervisor or topic as the case may be or whichever is earlier.
- 6.6 Three copies of the project report, certified by the supervisor shall be submitted to the College.
- 6.7 The Project report shall be adjudicated by one external examiner selected by the Principal, out of 5-member panel submitted by the HOD who are eminent in that field of study.
- 6.8 The viva-voce examination of the project shall be conducted by a board consisting of the External examiner, The Head of the Department and Supervisor. The Board shall jointly report students work as:
- A Excellent
 - B Good
 - C Satisfactory
- Head of the Department shall coordinate and make arrangements for the conduct of viva-voce examination.
- 6.9 If the work is not satisfactory, the student will revise and resubmit the Project report after three months. If he fails to get a satisfactory report again, the project shall be summarily rejected.

7.0 MAKE-UP PROGRAM:

A Make-up programme in subsequent semesters is offered outside the regular time table for those students who had taken the course earlier but failed to fulfill the attendance requirements and detained due to shortage of attendance in not more than two subjects. However, this facility shall not be extended to those candidates who are detained for want of attendance as per regulation 4.5.

- 7.1 Make-up programme shall be announced at the beginning of every semester. The announcement of subjects offered for the Make-up programme is at the discretion of the Principal. A student shall have to register within the time stipulated time of the announcement by paying the prescribed fee.
- 7.2 The number of total contact hours and method of evaluation for any Make-up program shall be the same as those for a regular semester.
- 7.3 It is desirable for a candidate to put up 100% attendance in all the subjects registered for the Make-up programme. However 25% concession in attendance may be permitted at the discretion of the Principal based on the merits of the individual case under extraneous conditions with proper evidence. No further condonation of attendance on par with the regular semester shall be permitted.
- 7.4 If a candidate fail to satisfy the attendance requirement in a course registered during the Make-up programme, then he has to repeat the course in the subsequent Make-up programme when offered next.
- 7.5 The method of internal evaluation is same as for the regular M.C.A programme. mid examination shall be completed by the end of IV weeks and II mid to be completed by the end of VIII weeks of the programme.
- 7.6 The earlier internal marks secured in the regular semester for the subjects registered in the Make-up programme are nullified and internal marks from the latest Make-up programme shall be final.
- 7.7 The credits for the courses registered during the Make-up programme can be earned from the end semester examinations following the corresponding regular semester.
- 7.8 Attendance and completion of subjects during the Make-up programme shall be accordingly reflected in the consolidated marks memo.
- 7.9 *No student can register for more than two courses during a Make-up programme.*
- 7.10 Withdrawal from a Make-up program after registration will not entitle for any refund of fees.

8.0 AWARD OF DEGREE AND CLASS:

After a student has satisfied the requirements prescribed for the completion of the program and is eligible for the award of MCA Degree he shall be placed in one of the following three classes:

% of marks to be secured	Class Awarded
70% and above	First Class with Distinction
60% and above but less than 70%	First Class
50% and above but less than 60%	Second Class

The marks in internal evaluation and end semester examination shall be shown separately in the marks memorandum.

The grade of the dissertation shall also be mentioned in the marks memorandum.

9.0 WITHHOLDING OF RESULTS:

If the student has not paid any dues to the college or if any case of indiscipline is pending against him, the result of the student will be withheld and he will not be allowed into the next semester. The recommendation to the issue of degree is liable to be withheld in such cases.

10.0 TRANSITORY REGULATIONS:

- a. Students who have discontinued or have been detained for want of attendance or who have failed after having undergone the course are eligible for admission to the same or equivalent subjects as and when the subjects are offered, subject to items **5.4** and **2.0**.
- b. Credit equivalences shall be drawn for the students re-admitted into 2013 regulations from the earlier regulations. A Student has to register for the substitute / compulsory / pre-requisite subjects identified by the respective Boards of Studies.

- c. The student has to register for substitute subjects, attend the classes and qualify in examination and earn the credits.
- d. The student has to register for compulsory subjects, attend the classes and qualify in examination.
- e. The student has to register for the pre-requisite courses, attend the classes for which the evaluation is totally internal.
- f. Compulsory and pre-requisite courses do not carry any credits.
- g. Marks obtained from the credit and substitute courses shall be considered for the award of class / division.

11.0 GENERAL:

The academic regulations should be read as a whole for purpose of any interpretation.

In case of any doubt or ambiguity in the interpretation of the above rules, the decision of the Chairman Academic Council is final.

The College may change or amend the academic regulations and syllabus at any time and the changes and amendments made shall be applicable to all the students with effect from the date notified by the College.

Wherever the word he, him or his occurs, it will also include she, her and her's.